

City of Elgin Historical Marker Program
Parks and Community Development Department

Marker Research Guide
Cemeteries located within the Elgin City Limits or Elgin ETJ

Eligibility: Cemeteries must be located within the Elgin City limits or Elgin ETJ (Extra Territorial Jurisdiction) and be at least 50 years old.

Costs: All costs for plaques or any fees will be borne by the applicant. Applicants are required to purchase the oval Elgin Landmark plaque if an application is approved.

Applications: Applications for cemeteries must be submitted to the City of Elgin Parks & Community Development Department. City staff may request additional information for an application. A joint committee of the Elgin Historical Review Board and the Elgin Historical Association will review completed applications. This committee will request additional information from the applicant or make a recommendation regarding the application. Applications recommended for approval will be submitted to the Historic Review Board, the Planning and Zoning Commission and finally to City Council. The application should include but not be limited to the following information.

1. Completed application form
2. Current, former, historic or other known names, with background information on the origin of the names.
3. Current location, including relation to communities, towns or natural features.
4. Pertinent historical information on surrounding communities or settlements
5. Founding information, including date established and biographical information on individuals who established the cemetery (is applicable) Architect, builder, contractor if known
6. Cultural, ethnic or religious associations
7. Cemetery association history
8. Biographical and vital information (e.g. birth and death dates) related to earliest burials (marked or unmarked)
9. First owner and all or any subsequent owners, including vital dates of ownership, additions, or expansions of the cemetery
10. Significant individuals buried in the cemetery including birth and death dates, organization affiliations, and biographical sketch if available
11. Physical description of the cemetery, including types of stones and markers, landscaping features, sections (curbed plots for families or individuals, segregated areas, baby fields etc.) interesting or other noteworthy features

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