

F76: Museum  
Co. 11

Don  
Tim wanted a picture  
of the memorial. Here  
is one for you.  
Reverse has names of  
Delaware soldiers  
at Gettysburg. JS

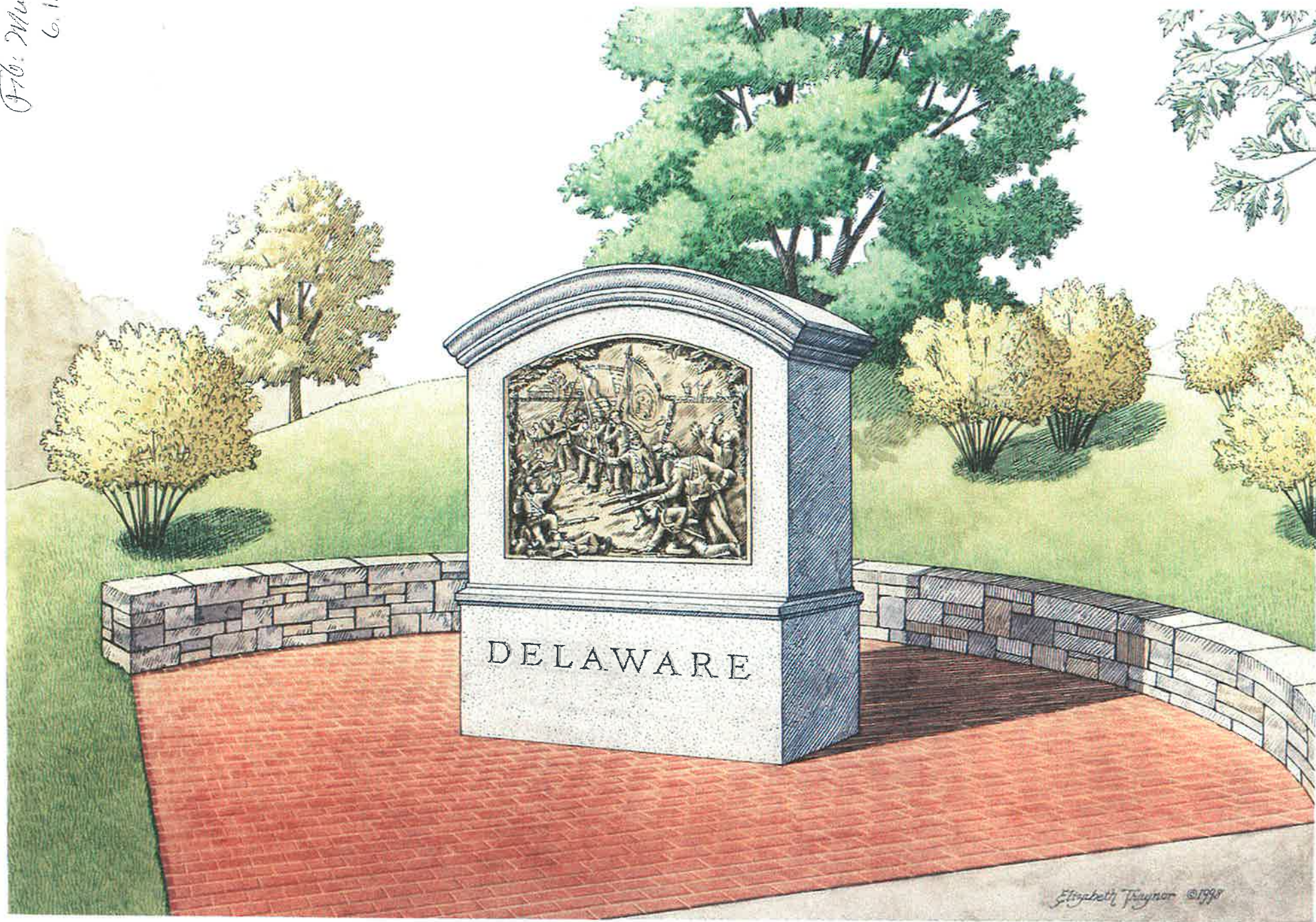
Co 11 Gettysburg  
Monument

-Retain

DELAWARE

Elizabeth Traylor ©1998

*F70: Museum  
Co. II*



*Elizabeth Traynor ©1998*



Dan  
Fib: State  
Museum  
6.11

STATE OF DELAWARE  
DEPARTMENT OF STATE  
DIVISION OF HISTORICAL AND CULTURAL AFFAIRS  
**DELAWARE STATE MUSEUMS**  
102 SOUTH STATE STREET  
DOVER, DELAWARE 19901

TELEPHONE: (302) 739-5316

FAX: (302) 739-6712

HMA 01.00

Richard G. Elliot, Jr.  
Delaware Civil War Society  
PO Box 3205  
Wilmington DE 19804-0205

*Dick*  
Dear Mr. Elliot:

Delaware State Museums does indeed want a Miniature Bas Relief of the Delaware Memorial being erected in Gettysburg. It is our belief that as the source of one of the largest donations, the citizens of Delaware deserve having a relief in their collection.

As an additional contribution to the building of the Memorial, Delaware State Museums would like to put the relief on display in the State Visitor Center. Working with the Delaware Civil War Society, I think we could hold some sort of press conference or public event to promote the Memorial and the fund raising required to fund it.

We look forward to working with the society in the future.

Sincerely,

James A. Stewart, Administrator  
Delaware State Museums

HMB 01.40

TO: Delaware Civil War Trust  
Historic Markers and Painting Committee

FROM: James A. Stewart  
Administrator  
Delaware State Museums

As per the request of the Committee Chairman, I researched the National Park Service requirements and procedures relating to "Memorials."

I was able to determine the following; most of which is based on the attached National Park material and speaking to Park staff.

1. By National Park Service definition, the Trust is working on a "Memorial." (See attached)
2. All memorials must be approved by the National Park Service prior to construction. Submittals, in triplicate, are to be sent the Park Superintendent.  
Park Superintendent  
Gettysburg National Military Park  
P. O. Box 1080  
Gettysburg, PA 17325
3. There are specific requirements regarding design, materials and inscriptions. (See attached.) It can be easily summarized as "well done, very simple and easy/low cost to maintain."
4. The review process is that the Park Superintendent will review and negotiate all details. He then makes a recommendation to the Regional Director for review and approval. The Regional Director then hopefully approves and forwards to the Director of the National Park Service. NOTE: the critical point both as to time involved and approval is the Park Superintendent. If the Memorial is turned down at this level, the chances of reversal are very slim.
5. Archaeology: The Park Archaeologist Kristin Stevens will determine if testing needs to be done. She will be there during any excavation work.
6. The Committee needs to do the following:
  - A. Decide: Statue YES or NO. If yes, determine a proposed size, design, and materials.

- B. Decide: rock base or granite base.
  - C. Decide: Inscriptions
    - i. language
    - ii. location on memorial
    - iii. carved in stone/granite or bronze plaque?
  - D. Landscape plan. What does the Committee want and does the Memorial design dictate a need to be seen from more than one side? Simplicity and maintenance should be kept in mind.
  - E. Archaeology can be decided after the Memorial design/landscape plan proposals are formalized. They will dictate how much ground will be impacted and how deep an excavation will be required.
  - F. Maintenance Trust. The amount required will be determined by the Park during review process. NOTE: This could cause the Committee to revisit the design if monies are an issue.
7. Construction restrictions: the Park does not allow any construction activity during the week of July 1-4 nor on November 19 which is Remembrance Day.
8. Site Plan: the Park cannot provide us with one. The Maryland Monument plan didn't go far enough and Cyclorama plan is to deemed to be very inaccurate. The Committee will need to do what the State of Mississippi did and hire a local surveyor to generate a plan. The Park has worked with the following:

Riley Redding Adams County Surveyor 717-334-2488  
C.S. Davidson (Engineer firm) 717-337-3021  
Gettysburg Engineering (Dean Schulze)\* 717-334-4016

\*NOTE: I am not sure as to proper spelling of his name.

## MONUMENT POLICY - GETTYSBURG NATIONAL MILITARY PARK

### I. Purpose:

The purpose of this policy is to regulate new monuments, markers, memorials, or other commemorative devices to be erected within Gettysburg National Military Park. This policy is guided by the laws, regulations, and management policies having bearing on the national military park.

### II. History:

The March 3, 1893 Gettysburg National Park Commission Act directed that the most important tactical positions and evolutions of batteries, regiments, brigades, divisions, corps, and other organizations should be determined and delineated through the use of "suitable tablets, each bearing a brief historical legend, compiled without praise and without censure." The Act of February 11, 1895 which established the national military park, reinforced this directive to "ascertain and definitely mark the lines of battle of all troops engaged in the battle of Gettysburg, so far as the same shall fall within the limits of the park." These directives have been incorporated into the management objectives of the park (May 1991), viz.: "To designate and mark the lines of battle of the Union and Confederate Armies."

Balanced against these directives was the other significant purpose of the national military park, as stated in its 1895 establishing law—"to preserve the important topographic features of the battlefield."

The park was likewise charged with establishing and enforcing regulations for the custody, preservation and care of monument structures within the park, and for the convenient access of visitors to them through the adoption of specific and authorized hours and days of operation.

No mention was made in the park's establishing legislation about commemorative monuments (memorials). As a result, a regulation was adopted by the War Department in 1910 to restrict future monuments, markers or tablets erected in honor of individuals to only those officers and soldiers whose conspicuous or exceptional acts of heroism entitled them to special commemoration; as deemed by the Secretary of War. The park's management objectives reinforce this concern, viz.: "To ensure that future memorials are appropriate and are erected within designated commemorative zones." In addition, the park recognizes, through its management objectives, that the post-battle memorial landscape must be managed to ensure the perpetuation of that historic feature. The continued addition of purely commemorative monuments within the historic zone and battle lines of the battlefield may compromise the integrity of the historic park and its purpose to mark the military lines of battle.

### III. Definitions:

For the purposes of this policy, the following definitions of monumental devices will apply:

Memorials are erected as commemorative devices to a particular individual, state, military unit, or organization. Although these structures may commemorate historic persons or events, they are not usually related to any specific historic site of the battlefield. Memorials do not mark the specific location of any historic event but merely commemorate some aspect of that event.

Monuments are always site related, designating the location of a historic event and marking the same. Monuments are of a mass or size comparable to existing historic regimental monuments on the battlefield. Although they also act as commemorative devices to individuals and military units, they are always located on the site of a specific historic event associated with that individual or military unit (e.g., the battle line of a regiment, the headquarters of a general).

Markers are always site related, designating the location of a historic event and marking the same. Markers are smaller in mass or size than monuments, and are designed to physically designate a site while not in themselves distracting from the visual aspects of that site (e.g., Hancock wounded marker, Armistead marker, Anderson's Georgia Brigade tablet). Markers can be used to designate the evolution of battle by locating the most significant battle positions of a particular military unit, such as advanced positions and positions where a noteworthy movement or action occurred.

### IV. General Policy:

No additional monumentation or memorialization will be considered for the historic Soldiers' National Cemetery or Eisenhower National Historic Site. No commemorative memorials of any kind (i.e., to individuals, to states, or to organizations) will be permitted within identified historic zones or battle lines of the Gettysburg National Military Park. Such commemorative memorials shall only be erected within development subzones, identified by the Superintendent of Gettysburg National Military Park.

Regimental monuments shall be erected only on the brigade battle line. Regimental monuments shall mark battle position and shall be site related, as will regimental advance or secondary position markers. Only those monuments and markers which fulfill the legislated purpose of the park (to designate the tactical positions of military units) will henceforth be permitted within all of those historic zones of the park except the development subzone.

V) Applications:

No monument, marker, or other memorial shall be erected within the Gettysburg National Military Park without approval by the National Park Service. All applications must include triplicate copies of detailed plans which show the proposed design, dimensions, inscriptions, materials, and location.

Applicants shall submit proposals to:

Park Superintendent  
Gettysburg National Military Park  
P. O. Box 1080  
Gettysburg, Pennsylvania 17325

*No form needed  
just follow the  
guideline section*

No construction will be approved until a determination has been made, based on consultation with knowledgeable persons qualified in the fields of preservation and maintenance, that the work will meet NPS design and maintenance standards. Furthermore, archeological clearance on proposed sites will be required. *Should test needed*

VI. Design:

Designs of memorials, monuments, and markers shall be proposed by the applicant. Approval of the design will be by the Director of the National Park Service, upon recommendation of the Superintendent and Regional Director, if compatible with the integrity of its subject and environment, historical authenticity, appropriateness, and degree of maintenance and durability. Markers shall be of a design which is compatible with the established precedent for same, and shall be designed and sited to preserve the integrity and character of the memorial landscape. The design of monuments should also mitigate potential vandalism or accidental damage by excluding parts or elements which protrude or are fragile, and should facilitate maintenance of the monument and its setting. The design and finished product of all monument proposals become the property of Gettysburg National Military Park, which will be the sole owner of the copyright of said artistic monumental works.

VII. Material:

Memorials, monuments, and markers shall be constructed only of materials which are least susceptible to corrosion. Durable stone of the best quality, without flaws, and of approved color must be subject to approval. Limestones and marble are unacceptable materials. Any recognized granite or other durable stone that can be precisely identified by name and quarry may be approved upon written application without the submission of a sample; otherwise, a sample must be submitted for approval with the application. Samples (or composition formula thereof) of any durable metal to be incorporated in the monument design must be submitted for approval by the NPS.

*Send in proposal + where to place it - determined  
by compromise between. Diner - Kathy Harrison will  
go through approval process - needs end*

## VIII. Inscriptions:

- A. Inscriptions shall be properly placed in accordance with the dimensions of the monument and arranged in such a manner that they will add to and not detract from the appearance of the whole. All lettering must be properly proportioned and spaced, cut or cast in such a way as to insure permanency and legibility, and be of first-class workmanship.
- B. Inscriptions to commands and individuals must be purely historical, contain "without praise and without censure," and be confined solely to the Campaign or Battle of Gettysburg. They must be factual and must be based upon and conform to the official reports of the campaign or battle, or upon other substantiative records.
- C. State-sponsored monuments (erected under the authority of a state) may be inscribed with the name of the state and its coat of arms and may include a dedicatory inscription (i.e., showing that the monument is erected by the state in honor of its officers and soldiers who participated in the Gettysburg battle or campaign).
- D. No reference may be made in the inscribed legends to the names of state officials, legislation/legislators, commissions, organizations, or individuals associated with the gift.
- E. Monuments or markers erected in honor of individuals shall be confined to commanders of armies, corps, divisions, or brigades. They may have placed thereon in each case an additional and separate inscription containing the dates of birth and death, and a brief statement of the military service of the individual, to be placed in such position as to avoid confusion with that inscription particularly pertaining to the individual's participation in the battle or campaign.
- F. Brigades, divisions, and corps may be designated by their numbers or by the names of their respective commanders, or both, and may include corps symbols.
- G. The name of the sculptor may be placed in inconspicuous letters on the bottom corner of the relief or the reverse of the sculpture. Foundry or memorial company names must be likewise as inconspicuous as possible, and should be placed on the reverse of the monument.

## IX. Location:

A. Monuments and markers to military units shall be placed on lines of battle where those have not been previously marked. No secondary or advanced position marker shall be erected before the primary monument, designating the original battle line of the unit, shall have been likewise permanently marked.

B. All proposals for military unit monuments and markers shall include substantial and accurate documentation, verifying the site relationship between the monument and the battle action. The proposed location of any monument shall be shown on a scaled topographic map, and shall be submitted to the Superintendent for his approval. No monument shall be erected until such approval of its location has been obtained.

C. The number of markers to show the evolution of important tactical positions of a military unit shall be limited to such as, in the judgment of the Superintendent, shall be necessary to designate those positions.

D. Regimental monuments shall be placed on brigade battle lines. If, however, a regiment became separated from its own brigade and distinguished itself particularly while on detached service, its monument may be so placed to show that fact. Advanced or secondary position markers shall be placed on sites supported by acceptable, primary documentation and approved by the Superintendent.

E. Memorial or commemorative monuments erected by the states or others must be located on grounds designated by the Superintendent for such commemorative purposes, within developed areas of the park.

F. If the same line was held by other military units, the monuments or markers must be placed in the order in which the several commands occupied the grounds. The first to occupy the military position will be on the first line, the second will be at least twenty feet in the rear of it and so on, the inscriptions explaining the movements.

G. No monument or marker shall be erected on protruding boulders, stone walls, defense works, or other important topographic or archeological features.

## X. Size:

The National Park Service shall have final approval of the size of the monument. All monuments and markers should be of contemporary material and appearance but should be compatible with and conform to the general size and characteristics of the precedents from the memorial period. Secondary and advanced position markers should generally conform to the size and style of existing examples (e.g., brigade and battery tablets, flank-marker style of the 27th Indiana and 95th New York Volunteers).

## XI. Construction:

A. Foundations for monuments shall be constructed of best quality material and in a thorough and workmanlike manner. The depth of the excavation will depend upon the location and the nature of the soil, but in all cases will be below the frost line and of sufficient depth to assure a solid foundation. Specifications for the foundation, and its relationship to the size and weight of the monument, shall be submitted for the approval of the Superintendent.

B. The Superintendent will oversee the erection of all monuments within the limits of the park, assuring that the construction complies with approved specifications. Contractors for the construction of monuments and markers shall notify the Superintendent of the time and place of the proposed work, and they must receive a special use permit in accordance with park policies. No monument will be accepted by the NPS until all maintenance requirements and conditions set forth in the monument proposal shall have been addressed and met.

C. The sponsor, or the contractor appointed by the sponsor, is responsible for coordinating all site preparation and clean-up with the Superintendent.

## XII. Maintenance Trust:

No new monument, marker, or memorial shall be erected within Gettysburg National Military Park without a sufficient trust fund to assure its cyclic maintenance and preservation. The size of such trust will be determined by the Superintendent. All future maintenance and repairs to monuments will become the responsibility of Gettysburg National Military Park.

## XIII. Dedication:

Ceremonies to formally dedicate a new monument will be coordinated through the park Superintendent. All such dedication events require special use permits from Gettysburg National Military Park, and no such formal dedication shall take place until an approved permit is issued by the Superintendent.

January 1992