

HISTORIC PRESERVATION

NOMINATING A HISTORIC LANDMARK



COMMUNITY DEVELOPMENT DEPARTMENT

CITY OF ST. CHARLES

Historic Landmark or District designation provides official recognition to historically significant sites, structures and districts. Designation promotes preservation and restoration of historic sites and structures, and encourages the development and improvement of neighborhoods that contribute to the historical character of St. Charles.

Criteria for Designation:

Properties eligible for designation must:

- Be located within the City of St. Charles
- Be historically or architecturally significant in that the property is....
 - Associated with historic events or activities
 - Associated with important persons
 - Distinctive in design or physical characteristics
 - A potential source that may provide important information about prehistory or history

Benefits of Designation

The benefits of landmark designation include:

- *Concept Review.* The Historic Preservation Commission is available to assist property owners to find the resources on structural restoration and rehabilitation. In addition, the Commission will review and make informal recommendations on any proposed construction projects involving older structures within St. Charles.
- *Protection of Historical and Architectural Resources.* Local designation can ensure that all alternations to Historic properties are appropriate for the building and neighborhood and do not diminish the architectural or historical significance of a building or other structure.
- *Potential Economic Benefits.* Local designation may qualify a property for a tax credit or freeze through state and federal programs. Property owners of income-producing properties may be eligible for the Historic Preservation Tax Credit Program available through the Preservation Services Division of the State Historical Preservation Office.
- *Neighborhood Stability.* Local designation supports neighborhood stability by encouraging up-keep and maintenance of significant and contributing sites and structures. Designation promotes pride in the community and encourages residents and visitors to view the City's past as a valuable resource.

Application Process for Designation

- Obtain Historic Property Nomination Form
- Submit complete application to the Community Development Department/Planning Division
- Application will be scheduled with the Historical Preservation Commission for review. The Commission will hold a public hearing and make a recommendation to the City Council.
- The City Council makes the final decision on any Historic Landmark or District designation.

What Designation Does NOT Require:

Designation as a Historic Landmark or as part of a Historic District does NOT:

- Require property to be accessible or open to the public
- Require owners to purchase or erect plaques
- Force owners to make improvements to their properties
- Control or limit use of the site
- Regulate any interior improvements.

What Designation DOES Require:

Any property in a Historic District or property designated as a Historic Landmark is required to receive a Certificate of Appropriateness approval by the Historic Preservation Commission prior to issuance of Building Permits for exterior alterations to the property.

CITY OF ST. CHARLES
 TWO EAST MAIN STREET
 ST. CHARLES, ILLINOIS 60174-1984



COMMUNITY DEVELOPMENT/PLANNING DIVISION

PHONE: (630) 377-4443 FAX: (630) 377-4062

HISTORIC LANDMARK NOMINATION

Received Date

Instructions:

To nominate a property for Historic Landmark Designation, complete this application and submit all required documentation to the Planning Division. Based on a review of the application by City staff and the Historic Preservation Commission, additional detailed information to support this application may be required.

The information you provide must be complete and accurate. If you have a question please call the Planning Division and we will be happy to assist you.

1. Property Information:	Parcel Number(s):	
	Property Name (Historic or common name of the property):	
2. Applicant:	Name	Phone
	Address	Fax
		Email
3. Record Owner:	Name	Phone
	Address	Fax
		Email
4. Legal Description of Property: The legal description should be obtained from the deed, mortgage, title insurance, or other recorded document (attach sheets if necessary).		

I. Classification of Property (Check all that apply):

- a) Ownership: b) Category: c) Integrity:
___ private ___ building ___ original site
___ public-local ___ district ___ moved: date _____
___ public-state ___ site ___ unaltered

d) Function or Use:

- | | | |
|--|--|---|
| <u>Historic/Current</u>
___/___ agriculture
___/___ commercial
___/___ educational
___/___ government
___/___ entertainment | <u>Historic/Current</u>
___/___ industrial
___/___ military
___/___ museum
___/___ private residence
___/___ park | <u>Historic/Current</u>
___/___ religious
___/___ scientific
___/___ transportation
___/___ other(specify |
|--|--|---|

e) Architecture:

Early Republic

- ___ Federal
___ Early Classical
 Revival

Mid-19th Century

- ___ Greek Revival
___ Gothic Revival
___ Italian Villa
___ National

Late 19th/20th Century Revivals

- ___ Beaux Arts
___ Colonial Revival
___ Classical Revival
___ Tudor Revival
___ Late Gothic Revival
___ Dutch Colonial Revival
___ English Cottage
___ Italian Renaissance
___ French Renaissance
___ Spanish/Mission

Regional Origin

- ___ Vernacular (describe)

___ Other (describe)

Late Victorian

- ___ 2nd Gothic Revival
___ Italianate
___ Second Empire
___ Queen Ann
___ Stick/Eastlake
___ Shingle Style
___ Romanesque
___ Renaissance
___ Folk Victorian

Late 19th and Early 20th Century
(American Movements)

- ___ Princess Ann
___ Homestead

(Amer. Arts & Crafts Movement)
___ Craftsman
___ Bungalow
___ Foursquare
___ Prairie School

Modern Movement

- ___ Modern
___ Art Deco
___ International Style
___ Ranch

II. Building Materials:

Please mark the appropriate boxes listing the materials that exist on the building.

	Foundation	Walls	Roof	Others
Wood				
Weatherboard, Clapboard				
Shingle				
Log				
Plywood				
Shake				
Stone				
Granite				
Sandstone				
Limestone				
Marble				
Slate				
Brick				
Metal				
Iron				
Copper				
Bronze				
Tin				
Steel				
Lead				
Nickel				
Cast Iron				
Stucco				
Terra Cotta				
Asphalt				
Asbestos				
Concrete				
Adobe				
Ceramic Tile				
Glass				
Cloth/Canvas				
Synthetics				
Fiberglass				
Vinyl				
Aluminum				
Rubber				
Plastic				
Drivit/EIFS				
Other				

III. Significance of Property:

Please indicate source of documentation, if available.

a) Original Owner: _____

b) Architect/ Builder: _____

c) Significant Person(s): _____

d) Significant Dates (i.e., construction dates): _____

e) Please indicate which of the following criteria apply to the property:(check all that apply.)

Property has character, interest, or value which is part of the development, heritage, or cultural character of the community, county, or nation.

Property is the site of a significant local, county, state, or national event.

Property is identified with a person who significantly contributed to the development of the community, county, state, or nation.

Structure embodies distinguishing characteristics of an architectural style valuable for the study of a period, type, method of construction, or use of indigenous materials.

Property is identified with the work of a master builder, designer, architect, or landscape architect whose work has influenced the development of the area, the county, the state, or the nation.

Structure embodies elements of design, detailing, materials, or craftsmanship that are of architectural significance.

Structure embodies design elements that make it structurally or architecturally innovative.

Property has a unique location or physical characteristics that make it a familiar visual feature.

Structure is a particularly fine or unique example of a utilitarian structure with a high level of historical or architectural significance.

Property is suitable for preservation or restoration.

Property is included on the ___ Illinois and/or ___ National Register of Historic Places.

Property has yielded, or is likely to yield information important to prehistory, history, or other areas of archaeological significance.

IV. Attachments

1. Descriptive Statement: Attach a narrative statement describing the property and its historical architectural significance as indicated in Sections I, II, and III above. Describe structural changes, additions, and decorative modifications or material changes and dates of such work if known. State the reasons it should be designated as a Historic property.
2. Plat of Survey: Attach a plat of survey showing the boundaries and location of the property. This may be obtained from the County Recorder (630-232-5935) at the Government Center. You may also have one from your house closing.
3. Photographs: Attach photographs showing the important structures or features of the property and a photograph as viewed from the public way. Black and white or color prints. A minimum of one photograph of the structure as viewed from the public way is required.

I (we) certify that this application and the documents submitted with it are true and correct to the best of my (our) knowledge and belief.

Record Owner Date

Applicant or Authorized Agent Date