

CITY OF EVANSTON PRESERVATION COMMISSION
2100 Ridge Avenue, Evanston, IL 60201
(847) 448-8687

APPLICATION FOR NOMINATION OF A PROPERTY, STRUCTURE, SITE OR OBJECT FOR DESIGNATION BY ORDINANCE AS A LANDMARK

(Please Print or Type and check applicable boxes. Attach additional 8-1/2 x 11" sheets as necessary)

1. **Landmark Nomination** (for individual nomination of a property, structure, site or object submit the information below:

a) Address of property, structure, site or object being nominated:

Street #: _____ Street Name: _____ Zip: _____

b) Real Estate Index Number: _____ Zoning: _____

c) Original Architect/Contractor (if known): _____

d) Year Built (if known): _____ Architectural Style: _____

Primary Exterior Building Material(s): _____

e) Significance:

Architectural Historical Archaeological Cultural

f) Is property, structure, site or object within an existing historic district? Yes No

If yes: Lakeshore Ridge Northeast Evanston

NOTE: If the nomination is for a property, structure, site or object with no official street address, please indicate its location on the attached city map.

2. **Provide legal description** of property, structure, site or object being nominated:

3. **Owner of record** shall be established by reference to the most current property tax assessment rolls as maintained by the Assessor of Cook County.

a) Name of owner(s) of record of area, property, structure, site or object being nominated:

b) Phone #: _____ E-mail: _____

c) (Mailing Address) Street #: _____ Street Name: _____

City: _____ State: _____ Zip: _____

Please submit complete information as required in the Evanston Historic Preservation Ordinance, Section 2-8-4: Criteria for Designation. Provide relevant information (when applicable) for **each single item** listed in Section 2-8-4. You may include documents and photographs to emphasize the significance of the nominated area, property, structure, site or object for designation by ordinance as a landmark or historic district. Use 8-1/2" x 11" attachment sheets.

2-8-4. - CRITERIA FOR DESIGNATION.

Every nominated landmark or district must meet one or more of the following specified criteria for designation.

- (A) The Commission shall limit their consideration to the following criteria in making a determination on a nomination of an area, property, structure, site or object for designation by ordinance as a landmark or historic district:
 1. Its location as a site of a significant historic or prehistoric event or activity which may or may not have taken place within or involved the use of any existing improvements on the property;
 2. Its identification with a person or persons who significantly contributed to the historic, cultural, architectural, archaeological or related aspect of the development of the City, State, Midwest region or the United States;
 3. Its exemplification of an architectural type, style or design distinguished by innovation, rarity, uniqueness or overall quality of design, detail, materials or craftsmanship;
 4. Its identification as the work of an architect, designer, engineer or builder whose individual work is significant in the history or development of the City, the State, the Midwest region or the United States;
 5. Its exemplification of important planning and urban design techniques distinguished by innovation, rarity, uniqueness or overall quality of design or detail;
 6. Its association with important cultural or social aspects or events in the history of the City, the State, the Midwest region or the United States;
 7. Its location as a site of an important archaeological resource;
 8. Its representation of an historic, cultural, architectural, archaeological or related theme expressed through distinctive areas, properties, structures, sites or objects that may or may not be contiguous;
 9. Its unique location or distinctive physical appearance or presence representing an established and familiar visual feature of a neighborhood, community or the City;
 10. Its exemplification of a pattern of neighborhood development or settlement significant to the cultural history or traditions of the City, whose components may lack individual distinction.
- (B) Integrity of Landmarks and Districts. Any area, property, structure, site or object that meets any one or more of the criteria in Subsection 2-8-4(A) shall also have sufficient integrity of location, design, materials and workmanship to make it worthy of preservation or restoration.

5. a) **Name of Applicant(s)**; person(s) who submit(s) this nomination for Landmark designation:

b) Phone: _____ E-mail: _____

c) (Mailing Address) Street #: _____ Street Name: _____

City: _____ State: _____ Zip: _____

d) Applicant(s)' Signature: _____ Date: _____

Submit the nomination form to: Evanston Preservation Commission, 2100 Ridge Avenue, Evanston, IL 60201
For additional information contact: Cade W. Sterling at csterling@cityofevanston.org
The \$100.00 nomination fee is payable to the 'City of Evanston.'

2-8-5. NOMINATION, CONSIDERATION AND DESIGNATION OF LANDMARKS AND DISTRICTS.

- (A) *Initiation of Nomination.* Local nomination of a district, building, structure, site or object for consideration and designation as a landmark or district shall be submitted to the Commission on a form prepared by the Commission, and may be submitted by any of the following:
1. A Commissioner or member of the Commission.
 2. A member of the Plan Commission.
 3. A member of the Council.
 4. The Mayor.
 5. Any resident of the City.
 6. Any not-for-profit organization with its principal place of business in the City.
 7. An owner of record.
- (B) *Withdrawal of Nomination.* A nomination may be withdrawn by the person or persons who submitted the nomination form at any time prior to the Commission scheduling a public hearing under Subsection 2-8-5(C). Requests for withdrawal of a nomination after the Commission schedules a public hearing shall be granted only upon an affirmative vote of at least six (6) Commissioners.
- (C) *Notification of Nomination and Public Hearing.*
1. Owners of record shall be notified, by regular mail, of completion and submission of a nomination form within fifteen (15) business days of receipt of the nomination.
 2. The Commission shall hold a public hearing on the nomination within ninety (90) days following receipt of the completed nomination form, subject to continuances granted by the Commission. Notice of the time, place and purpose of such hearing shall be given by the Commission at least five (5) business days prior thereto by the following methods:
 - (a) By mailing of notification to each owner of record of a nominated landmark or owner of record of a property, structure, site or object in a nominated district; and
 - (b) By mailing of notification to every association of residents or owners that has registered with the Commission for this purpose.
- (D) *Procedure.* The hearing shall be conducted in accordance with the pertinent Section of the rules of the Commission. The Commission shall consider all testimony or evidence relating to the designation criteria in Subsections 2-8-4(A) and (B), from any person who makes written submissions or appears at the public hearing. The owner of any nominated landmark or of a building, structure, site, lot of record, or object within a nominated district shall be allowed reasonable opportunity to present testimony or evidence concerning the applicability of the designation criteria in Subsections 2-8-4(A) and (B).
- (E) *Recommendation by Commission.* Within seventy (70) days following the close of the public hearing, the Commission shall make a determination upon the evidence as to whether the nominated landmark or district does or does not meet the criteria for designation in Subsections 2-8-4(A) and (B). If the Commission determines that the nominated landmark or district does meet the criteria for designation, the Commission shall direct the City Manager or his/her designee to transmit its recommendation to the Council or its duly authorized committee. Such a recommendation shall be passed by a resolution of the Commission and shall be accompanied by a report to the Council or its duly authorized committee containing the following information:

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1. Explanation of the significance or lack of significance of the nominated landmark or district as it relates to the criteria for designation;
 2. Explanation of the integrity or lack of integrity of a nominated landmark or district;
 3. Identification of critical features of the nominated landmark or areas, properties, sites and objects in a nominated district to provide guidance for review of alteration, construction, demolition or relocation;
 4. Proposed design guidelines, if any, for review of alteration, construction, demolition or relocation;
 5. A map showing the location of the nominated landmark or the boundaries of the nominated district; and
 6. A list, including the address, of every property, structure, site and object in each nominated district classifying each as being of contributing significance or noncontributing significance based on their degree of historic, cultural, architectural or archaeological significance.

If the Commission fails to make its recommendation within seventy (70) days following the close of the public hearing or if the Commission finds that the nominated landmark or district does not meet the criteria for designation, the nomination process shall end. If the Commission fails to make its recommendation within seventy (70) days following the close of the public hearing or if the Commission votes not to recommend a proposed designation to the Council or its duly authorized committee, the Commission may not reconsider the proposed designation, except as provided in Subsection 2-8-5(H), for a period of two (2) years from the date of the passage seventy (70) days from the close of the public hearing or the date of the negative Commission vote, whichever is applicable.

(F) *Notification of Commission Recommendation.* Notice of the recommendation of the Commission, including a copy of the report, shall be transmitted to the Council or its duly authorized committee and sent by regular mail to the owner of record of a nominated landmark and to all owners of record within a nominated district, and to the nominator within fifteen (15) business days following adoption of the resolution and report.

(G) *Designation by Council.*

1. The Council shall, within one hundred twenty (120) days after receiving the recommendations of the Commission regarding the nominated landmark or district, and without further required public hearing, either designate the landmark or district by ordinance or reject designation by resolution. In reaching its decision the Council shall review the evidence and testimony presented to the Commission together with any comment from subsequent public hearings. Should Council fail to reach a decision within one hundred twenty (120) days after receiving the recommendations from the Commission, the interim protection provided under Section 2-8-7 shall no longer be enforceable and the nomination shall be deemed denied.
2. The designation of a nominated local landmark or district, shall require the affirmative vote of a simple majority of the members of Council.
3. Notice of the Council's approval of the designation ordinance and effective date of the action of the Council shall be provided by regular mail to the nominator, the owner of record of the nominated landmark, or owners of record of all properties within the nominated district. The notice shall include a copy of the designation ordinance and shall be sent within fifteen (15) business days by the Division of Planning and Zoning. A copy of each designation ordinance shall be sent to the Commission, the Plan Commission and the Division of Building and Inspection Services.
4. If the Council has refused to designate a proposed landmark or district, the Commission may not reconsider the proposed designation, except as provided in Subsection 2-8-5(H), for a period of two (2) years from the date of the Council's refusal to designate.

(H) *Reconsideration of Previously Nominated Landmarks and Districts.* The Commission may reconsider previously nominated landmarks and districts within a period of two (2) years of the Commission's failure to make its recommendation within seventy (70) days of the close of the public hearing under Subsection 2-8-5(C) or of the Commission's finding that the nominated landmark or district does not meet the criteria for designation or of the Council's refusal to designate the proposed landmark or district only where:

1. Significant new information concerning the previously nominated landmark or district relating to the criteria for designation, under Section 2-8-4, is provided, and
2. The Commission votes by an affirmative vote of at least six (6) Commissioners to reconsider the previously nominated landmark or district.

(Ord. No. 29-O-18, § 1, 5-14-2018)