

**EVANSTON PRESERVATION COMMISSION**  
**CERTIFICATE OF ECONOMIC HARDSHIP APPLICATION**

**PART ONE**

1. *Street* address of subject property: \_\_\_\_\_
2. Parcel's Identification Number (lot of record): \_\_\_\_\_
3. Applicant/Property Owner's name(s): \_\_\_\_\_  
Mailing Address: Number \_\_\_\_\_ Street Name \_\_\_\_\_  
City \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_
4. Applicant's interest in subject property (owner, contract purchaser, etc.) if any:  
\_\_\_\_\_  
\_\_\_\_\_
5. If you are other than Owner of Record, you must also submit an affidavit setting forth the name(s) and address of the owner(s) of record, based either on your personal knowledge or based on records specified in the affidavit.
6. Is the subject property an Evanston Landmark?    Yes , No
7. Is the property in a Historic District?            Yes , No  Suburban Apartment Building
8. If Yes: National Register District             Local District   
Lakeshore                                     Ridge                                     Northeast Evanston   
Oakton                                     WCTU
9. Legal description of the subject property:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
10. Submit a copy of any letters denying the request or proposal from which you wish to file for a certificate of economic hardship.

## PART TWO

This section follows the provisions contained in City Code, Title 2, Chapter 8, Section 2-8-10 (C) (D) and (E).

**NOTE:** Submit with the application of economic hardship the applicable items listed in (C) 1-5 below.

(C) *Consideration of Evidence.* In applying this standard, the Commission shall consider among other things any evidence presented concerning the following:

1. Any opinions from a licensed structural engineer or licensed architect with experience in renovation, restoration or rehabilitation as to the structural soundness of any structures or objects on the property and their suitability for continued use, renovation, restoration or rehabilitation.
2. Any estimates prepared by a licensed architect or licensed structural engineer, of the cost of the proposed alteration, construction, demolition or relocation and an estimate of any additional cost that would be incurred to comply with the recommendations of the Commission for changes necessary for it to be approved.
3. Any estimates prepared by a realtor licensed by the State or an appraiser certified by the State of the market value of the property in its current condition; after completion of the proposed alteration, construction, demolition or relocation; after any expenditures necessary to comply with the recommendations of the Commission for changes necessary for it to approve a certificate of appropriateness; and in the case of a proposed demolition, after renovation of the existing property for continued use.
4. For applications for Certificate of Economic Hardships proposing demolition, any estimates, prepared by licensed architects, real estate consultants and appraisers or other real estate professionals licensed or certified by the State and experienced in rehabilitation, as to the economic feasibility of restoration, renovation or rehabilitation of any existing structures or objects.
5. Any and all applicable zoning provisions and incentives.

(D) *Information to be Supplied by Applicant.* The applicant shall submit by affidavit the following information:

1. The assessed value of the property, structure, site or object for the two (2) most recent assessments.
2. Real property taxes for the previous three (3) years.
3. The amount paid for the property, structure, site or object by the owner, the date of purchase and the party from whom purchased, including a description of the relationship, if any, between the owner and the person from whom the property was purchased.
4. The current balance of any mortgages or any other financing secured by the property, structure, site or object, and the annual debt service, if any, for the previous three (3) years.
5. All appraisals obtained within the previous three (3) years by the owner or applicant in connection with purchase, offerings for sale, financing or ownership of the property, structure, site or object.
6. All listings of the property, structure, site or object for sale or rent, price asked and offers received, if any, within the previous four (4) years.
7. All studies commissioned by the owner as to profitable renovation, rehabilitation or utilization of any structures or objects on the property for alterative use.

8. For income producing property or structures, itemized income and expense statements from the property or structures for the previous three (3) years.
  9. For other non-residential properties, itemized income and expense statements, as well as grants, endowments, and other assets or funding sources.
  10. Estimates, prepared by general contractors licensed by the City or licensed architects, of the cost of the proposed alteration, construction, demolition or relocation and an estimate of any additional cost that would be incurred to comply with the recommendations of the Commission for changes necessary for it to approve a certificate of appropriateness.
  11. Form of ownership or operation of the property, structure, site or object whether sole proprietorship, for-profit or not-for-profit corporation, limited partnership, joint venture or other.
  12. Any other information, documentation or evidence as the Commission determines to be necessary to its application of the standard in Subsection 2-8-10(B).
  13. Where applicable, the information, evidence or documentation requested by the Commission or provided by the applicant shall bear the imprint of the professional seal of the individual preparing such information, evidence or documentation.
- (E) *Failure by Applicant to Submit Requested Information.* In the event that any of the information required to be submitted by the applicant is not reasonably available, the applicant shall file with the affidavit a statement of the information that cannot be obtained and shall describe the reasons why such information is unavailable.

I (We) certify that all of the above statements are true to the best of my (our) knowledge and belief. **(If there are joint applicants, all must sign the application)**

Name of Applicant(print)	Signature	Date
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Name of Applicant (print)	Signature	Date
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Name of Applicant (print)	Signature	Date
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**IMPORTANT REMINDER:** Any applicant, following a final decision of the Commission or the Council or its duly authorized committee denying a certificate of appropriateness, may, within thirty (30) days of the denial, submit an application for a certificate of economic hardship. Submit the completed application to the *Community Development Department, Planning and Zoning Division, 2100 Ridge Avenue, Evanston, IL 60201, (847) 448-8675; Attn: Scott Mangum, Planning and Zoning Manager or email to: smangum@cityofevanston.org*