

**VILLAGE OF HINSDALE**  
**DEPARTMENT OF PUBLIC SERVICES**  
19 East Chicago Avenue  
Hinsdale, Illinois 60521-3489  
(630) 789-7000

**APPLICATION FOR HISTORIC DISTRICT DESIGNATION**

An historic district is a group of sites and/or structures designated by the Village Board because of its architectural and/or historic significance. In order to be eligible for designation as an Historic District in the Village of Hinsdale, a minimum of 25% of the land owners of record must support the request.

**INSTRUCTIONS**

*All applicants must complete all sections of this application form. Incomplete applications cannot be processed, and a public hearing will not be scheduled, until the application is complete and complies with all applicable requirements of Title XIV of the Village Code of Hinsdale. If a section of this application form is not applicable, please write "Not Applicable" or "N/A" in the appropriate place.*

The Commission meets the second Tuesday of each month. Submit completed packets to the Staff Secretary/Village Planner per attached submittal deadlines. The thirty (30) packets must be collated and plans folded so that they do not exceed 9" x 12" of each of the following items must be submitted:

- ◆ Completed application, including survey forms for each property and notarized certification. Application must include a list of properties located within the district. In addition, property owners supporting the request must complete an individual notarized certification.
- ◆ Boundary map and property owner information. The map must indicate the boundaries of the proposed district. The use of public right-of-way as boundary lines is strongly suggested. The attached property owner information sheet must be completed.
- ◆ Survey with Visual Documentation. Attach photos of all building elevations, including close-up of significant features, if applicable (must be completed for each property in the district). Photos may be either color or black & white. They should be no larger than 4" x 6" in size and no smaller than 3" x 5". Polaroid's and slides are not acceptable. Photos should be numbered or labeled and accompanied by a descriptive list.
- ◆ Accurate/current Plat of Survey of the individual properties, when available. All portions must be legible.

Notice of Hearing - The applicant is required to notify all property owners within the proposed district and all properties within 250 feet of the proposed district. This mailer must be completed no less than fifteen and not more than thirty days prior to the public hearing. The notification must be completed by certified mail, return receipt. The Village of Hinsdale will supply the legal notice and tax parcel numbers (not addresses). To obtain property bill address information, contact the applicable township assessor's office.

**VILLAGE OF HINSDALE  
HISTORIC PRESERVATION COMMISSION  
APPLICATION FOR LOCAL HISTORIC DISTRICT**

The undersigned (the "Applicant") hereby makes application, pursuant to Title XIV of the Village Code of Hinsdale, as amended, for the designation of the building, structure or site described below as an historic landmark. The Applicant certifies to the Village of Hinsdale that the following answers and information are true and correct:

**General boundaries of area being proposed for district:** \_\_\_\_\_  
\_\_\_\_\_

**I. GENERAL INFORMATION**

1. Primary Contact Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_
2. Secondary Contact Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_
3. Others, if any involved in project (include, name, address and telephone number):  
Architect: \_\_\_\_\_  
Attorney: \_\_\_\_\_  
Engineer: \_\_\_\_\_
4. Disclosure of Village Personnel (List the name, address and Village position of any officer or employee of the Village with an interest in the owner of record, the Applicant or the property that is the subject of this application, and the nature and extent of that interest):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**II. SITE INFORMATION**

1. Provide a brief description of the site and its characteristics: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Specific property information:

List properties (if any) designated as Local Landmarks in the proposed district: \_\_\_\_\_  
\_\_\_\_\_

List properties (if any) designated on the National Historic Register in the proposed district:  
\_\_\_\_\_

3. Successive Applications. Has all or any part of the property been the subject of another application under Title XIV of the Village Code of Hinsdale within the last two years?  
\_\_\_\_\_ No \_\_\_\_\_ Yes

If yes, state the date of the formal hearing and a statement explaining any relevant evidence supporting, the reasons why the Applicant believes the Village should consider this application at this time, pursuant to Section 14-3-10 of the Village Code.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Criteria for Designation. *Using the checklist of criteria below, indicate which criteria are met by the district as a whole and by specific sites and structures within it. (Check the applicable box before each element that the Applicant contends is met by the area for which district designation is sought. Attach relevant written documentation and evidence or supplemental explanation if more space is required).*

**A. General.**

The proposed district:

- Has significant character, interest, or value as part of the historic, aesthetic, or architectural heritage of the Village, the State of Illinois, or the United States.
- Is closely identified with a person or persons who significantly contributed to the development of the Village, the State of Illinois, or the United States.
- Represents notable efforts of, or is the only known example of work by a master builder, designer, architect, architectural firm, or artist whose individual accomplishment has influenced the development of the Village, the State of Illinois, or the United States.
- Is an established or familiar visual feature due to its unique location or its singular physical characteristics.
- Was or is an historical focal point in the Village because of the activities associated with it.
- Is of a type or associated with a use once common but now rare, or is a particularly fine or unique example of a utilitarian structure, and possesses a high level of integrity or architectural significance.

**B. Architectural.**

The proposed district:

- Represents certain distinguishing characteristics of architecture inherently valuable for the study of a time period, type of property, method of construction, or use of materials.
- Embodies elements of design, detail, material, or craftsmanship of exceptional quality.
- Exemplifies or is one of the few remaining examples of a particular architectural style in terms of detail, material, and workmanship.
- Is, or is part of, a contiguous grouping that has a sense of cohesiveness expressed through a similarity of style, time period, type of property, method of construction, or use of materials.

**C. Historic Significance.**

The proposed district:

- Is an exceptional example of an historic or vernacular style, or is one of the few such remaining properties of its kind in the Village.
- Has a strong association with the life or activities of a person or persons who has or have significantly contributed to or participated in the historic events of the United States, the State of Illinois, or the Village.
- Is associated with an organization or group, whether formal or informal, through which persons have significantly contributed to or participated in historic events of the United States, the State of Illinois, or the Village.
- Is associated with a notable historic event.
- Is associated with an antiquated use due to technological or social advances.
- Is a monument to, or cemetery of, an historic person or persons.



# CERTIFICATION

The Applicants hereby acknowledges and agrees that:

- A. The statements contained in this application are true and correct to the best of the Applicant's knowledge and belief;
- B. The Applicants will provide the Village with all additional information, as required, prior to the consideration of, or action on, this application;
- C. The Applicants shall make the property that is the subject of this application available for inspection by the Village at reasonable times;
- D. If any information provided in this application changes or becomes incomplete or inapplicable for any reason following submission of this application, the Applicants shall submit a supplemental application or other acceptable written statement containing the new or corrected information as soon as practicable but not less than ten days following the change, and that failure to do so shall be grounds for denial of the application; and
- E. If the Applicants fails to provide any of the requested information, or any other requested information by the Boards, Commissions, and/or Staff, then the applicant will not be considered.

**INDIVIDUAL OWNERS**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Signature of Applicant

**CORPORATION**

\_\_\_\_\_  
Signature of Applicant's President

\_\_\_\_\_  
Signature of Applicant's Secretary

**PARTNERSHIP**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Signature of Applicant

**LAND TRUST**

\_\_\_\_\_  
Signature

**OTHER**

\_\_\_\_\_  
Signature of Authorized Officer

SUBSCRIBED AND SWORN  
to before me this \_\_\_\_\_ day of

\_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

**VILLAGE OF HINSDALE**  
**Department of Public Services**  
**19 East Chicago Avenue**  
**Hinsdale, Illinois 60521-3489**  
**(630) 789-7030**

**PUBLIC HEARING DEADLINES FOR 2006**

<u>Meeting</u>	<u>Deadline</u>
February 14, 2006	January 20, 2006
March 14, 2006	February 17, 2006
April 11, 2006	March 17, 2006
May 9, 2006	April 14, 2006
June 13, 2006	May 19, 2006
July 11, 2006	June 16, 2006
August 8, 2006	July 14, 2006
September 12, 2006	August 18, 2006
October 10, 2006	September 15, 2006
November 14, 2006	October 20, 2006
December 12, 2006	November 17, 2006

The regularly scheduled Commission meeting is on the second Tuesday of each month at 7:30 p.m. Memorial Hall of the Memorial Building, 19 East Chicago Avenue. It is suggested that prior to completing the needed copies that Village staff review the application for completeness.