



APPLICATION FOR DESIGNATION AS A LOCAL LANDMARK

1) Applicant's Name: _____ Phone: _____
 Email Address: _____
 Address: _____
 City: _____ State: _____ Zip Code: _____

2) Name of Property Owner(s) if other than Applicant:
 Email Address: _____
 Name: _____ Phone: _____
 Address: _____
 City: _____ State: _____ Zip Code: _____

Has the Property Owner consented to or authorized the application?

Yes (If so, provide signature below) No

3) Location of Property:
 Address: _____
 Parcel I.D. Number: _____ Zoning: _____
 Legal Description (Provide below or attach separately):

4) The nomination is being initiated by which of the following (Check One):
 An owner of record A simple majority of City Council
 A member of the Historic Preservation Commission The Mayor

5) Nomination Criteria
 Indicate which of the following criteria apply to the area, property, structure, site, or object (check all that apply):

- Its exemplification of an architectural type, style or design distinguished by innovation, rarity, uniqueness, or overall quality of design, detail, materials, or craftsmanship;
- 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 of Edwardsville, Madison County, the State of Illinois, the Midwest Region, or the United States;
- Its exemplification of important planning and urban design techniques distinguished by innovation, rarity, uniqueness or overall quality of design or detail;
- 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;

- Its unique location or distinctive physical appearance or presence representing an established and familiar visual feature of a neighborhood, community, or the City of Edwardsville.
- Its exemplification of a pattern of neighborhood development or settlement significant to the cultural history or traditions of the City of Edwardsville, whose components may lack individual distinction.
- 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 of Edwardsville, Madison County, the State of Illinois, Midwest Region, or the United States;
- Its association with important cultural or social aspects or events in the history of the City of Edwardsville, Madison County, the State of Illinois, the Midwest Region, or the United States;
- Its location as a site of important archaeological or natural significance;
- 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.

6) Attachments:

Attach a written explanation of the significance of the nominated property or structure. Explain how it meets one or more of the criteria for designation. Include all appropriate maps, photographs, and supplemental information to support the nomination. Include sources and bibliography of all provided documentation.

To the best of my knowledge, the information contained herein, and on the attachments, is true, accurate, and correct, and substantially represents the existing features and proposed features. Any error, misstatement, or misrepresentation of material fact or expression of material fact, with or without intention, shall constitute sufficient grounds for the revocation or denial of the proposed Historic Landmark. I give my consent to city staff or the Historic Preservation Commission to take additional exterior photographs on my property after notification has been issued for such need, if necessary.

All signatures are required for the nomination to be processed.

Applicant:

Signature: _____ Date _____
Printed Name _____

Owner (if applicable):

Signature: _____ Date _____
Printed Name _____

Landmark nomination process

- A. Initiation of nomination. Nomination of an area, property, structure, site or object for consideration and designation as a landmark or district shall be submitted to the commission through the office of city clerk on a nomination form prepared by the commission, and may be initiated by any of the following:
1. An owner of record of the area, property, structure, site or object being nominated.
 2. A member of the commission.
 3. A simple majority of the council.
 4. The mayor.
- B. Notification of nomination and public hearing.
1. (1) Owners of record shall be notified, by regular mail, of the submission of a nomination form within ten business days of receipt of a complete application.
 2. (2) The commission shall schedule a public hearing on the nomination within 60 days following receipt of the completed nomination form. Notice of the time, place, and purpose of such a hearing shall be given by the commission not more than 30 days or less than 15 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 each property, structure, site or object in a nominated district.
 - b) By publishing a notice in a newspaper of general circulation in the city.
 - c) The hearing shall be conducted in accordance with the commission's bylaws. The commission shall consider all testimony or evidence relating to the designation criteria in section 54-8, from any person who makes written submissions or appears at the public hearing. The owner of any nominated landmark or of property, a structure, site or object within a nominated district, shall be allowed a reasonable opportunity to present testimony or evidence concerning the applicability of the designation criteria in section 54-8.
 - d) Recommendation by commission. Within 60 days 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 section 54-8. If the commission determines that the nominated landmark or district does meet the criteria for designation, the commission shall forward a recommendation of approval to the city council. The recommendation shall be accompanied by a report detailing the findings of the commission in support of the nomination and shall be transmitted to the city council within 60 days of the public hearing. If the commission fails to make its recommendation within 60 days 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 60 days of the public hearing, or if the commission votes not to recommend a proposed designation to the city council, the commission may not reconsider the proposed designation, except as provided in subsection (f), for a period of two years from the date of commission action or the close of the public hearing, whichever is applicable.
 - e) Designation by city council.
 1. The council shall not act upon a proposed landmark or district until it has received a written report and recommendation from the commission and the city council administrative and community services committee.
 2. In reaching its decision, the council shall review the evidence and testimony presented to the commission.
 3. The designation of a nominated landmark or district shall be by amendment to this chapter and shall require an affirmative vote of a simple majority of the members of the council.

4. Notice of the council's approval of the designation shall be provided by regular mail to the nominator and all property owners of record of the landmark or properties within the [city].
5. If the council does not approve the recommended designation, the commission may not reconsider the proposed designation, except as provided in subsection [(b)(2)d.], for a period of two years from the date of the city council's consideration.