



Effective August 2011

## SANGAMON COUNTY HISTORIC PRESERVATION COMMISSION

# Application for the Landmarking of a Historic Building, Structure, Site or Object in Sangamon County

For additional assistance or questions related to landmarking properties in Sangamon County, contact the Sangamon County Historic Preservation Commission in care of:

The Springfield-Sangamon County  
Regional Planning Commission

200 S. 9th Street, Room 212

Springfield, IL 62701

Phone: 217.535.3110

Fax: 217.535.3111

Email: schpc@co.sangamon.il.us

## Thank you for considering landmarking!

The Sangamon County Historic Preservation Ordinance [Chapter 15.06 of the County's Code of Ordinances and available at MuniCode.com] empowers the Sangamon County Historic Preservation Commission (SCHPC) to recommend certain buildings, structures, sites or objects for landmarking by the Sangamon County Board. By submission of this application the applicant represents that the owner of the property approves the landmarking, and that there is evidence that the item to be landmarked meets the conditions for landmarking established by ordinance. Completion of this form will help provide the SCHPC with the information it needs to consider the request.

The SCHPC and the staff of the Springfield-Sangamon County Regional Planning Commission (SSCRPC) are willing to help applicants with the application process.

**I. Property & Owner Identification.** To begin, we need to know some general information about the location of the property and its ownership. In the spaces below, please provide the information requested.

### Historic and/or Common Name of the Building, Structure, Site or Object:

\_\_\_\_\_

**Common Address. Street :** \_\_\_\_\_

City: \_\_\_\_\_, IL Zip Code \_\_\_\_\_

**Permanent Index Number (PIN) of property:** \_\_\_\_\_

If you do not know the PIN number of the property, please contact the SSCRPC for assistance.

**Name of Property Owner of Record:** \_\_\_\_\_

Property owner consent is required for landmarking in Sangamon County.

### Owner's Address (if different than the common address):

Street : \_\_\_\_\_

City: \_\_\_\_\_, State \_\_\_\_\_ Zip Code \_\_\_\_\_

**Owner's Phone Number:** (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

**II. Characteristics of the Building, Structure, Site or Object Seeking Landmarking.** Now we need some more specific information about the item you are seeking to landmark.

**Nature of the item to be considered.** Please indicate the nature of the item submitted for landmarking. We need to know if it is a:

- Building                       Structure other than a building  
 Site                                 Object.

**Period of Significance.** Generally, properties eligible for landmark designation must be at least 50 years old, however properties less than 50 years of age may be considered if they are exceptionally important. A property may have historical significance over many years, but please check the one time period below which is of particular significance for the property submitted.

- Pre-1699       1700 – 1799       1800-1849       1850-1899  
 1900 – 1949       1950 – 1999       2000 – Current

**Current Status:** The current status and condition of the item submitted for landmarking is important. Please provided the following information for the item to be landmarked.

**Nature of Current Ownership:**       Public       Private       Both

**Occupancy:**                                       Occupied                       Unoccupied  
 Work in Progress                       Not applicable

**Public Acquisition:**                                       Not considered       Being considered  
 In progress                       Not applicable

**Accessibility for Review Visit:**       Yes, with permission       Yes, unrestricted  
 No

**Present Use** (Please check all those that apply):

- Agricultural       Commercial       Educational       Entertainment       Governmental  
 Industrial       Military               Museum               Park                       Private Residence  
 Religious       Scientific               Transportation       Other, or Vacant

**Condition:** In your opinion is the condition of the item submitted for landmarking:  
 Excellent       Good       Fair       Deteriorated       Ruins       Unexposed

**Alterations/Location of Building or Structure:** If your submission is for a building or structure rather than a site or object, and as far as you can determine, is it:

- Unaltered       Altered               On Original Site       Moved From Original Site

If you indicated that it was moved from its original site, please provide the date that the building or structure was moved to its current site if known: \_\_\_\_\_. I don't know

### III. Criteria for Landmark Designation.

Properties may be recommended for landmarking if they meet certain criteria established by ordinance. By checking the spaces below, please indicate any of the following criteria that you believe qualifies the submitted building, structure, site or object for landmarking.

Check All Statements That Apply to the Item Submitted for Landmarking	Sangamon County Landmarking Criteria
	A. Exhibits character, interest, or value which is part of the development, heritage or cultural characteristics of a local community, Sangamon County, the State of Illinois or the nation.
	B. Its location is a site of a significant local, County, State or national event.
	C. Is identified with a person or persons who significantly contributed to the development of the local community, Sangamon County, State of Illinois or the nation.
	D. Embodies distinguishing characteristics of an architectural style valuable for the study of a period, type, method of construction or the use of indigenous materials.
	E. Is identified with the work of a master builder, designer, architect, engineer or landscape architect whose individual work has influenced the development of the local area, Sangamon County, State of Illinois or the nation.
	F. Embodies elements of design, detailing, materials or craftsmanship that render it architecturally significant.
	G. Embodies design elements that make it structurally or architecturally innovative.
	H. Has a unique location or singular physical characteristics that make it an established or familiar visual feature.
	I. Has character which is a particularly fine or unique example of a utilitarian structure with a high level of integrity or architectural significance.
	J. Is suitable for preservation or restoration.
	K. Is included in the National Register of Historic Places and/or the Illinois Register of Historic Places.
	L. Has yielded, or may be likely to yield, information important to pre-history, history or other areas of archaeological significance.

### IV. Brief Description of Significance

Based upon the landmarking criteria you indicated as relevant in Section III of your application, please provide a **brief description** below as to why you believe that the property is significant and deserving of landmarking. You may attach additional sheets explaining the significance of this property and its landmarking if you desire.



Sangamon County Historic  
Preservation Commission  
c/o SSCRPC  
Sangamon County Complex  
200 South 9th Street, Room 212  
Springfield, Illinois 62701-1629

Phone: 217-535-3110  
Fax: 217-535-3111  
E-mail: schpc@co.sangamon.il.us

### Submitting the Application for Landmarking:

Applications for landmarking, along with attachments, may be submitted by mail or delivered to the Sangamon County Historic Preservation Commission in care of the SSCRPC at the address provided above.

Once received, time will be scheduled with the Historic Preservation Commission for review.

Questions regarding landmarking and the application process may be submitted to the Springfield-Sangamon County Regional Planning Commission (SSCRPC) at the address above, by calling the SSCRPC (217-535-3110), or by email at: schpc@co.sangamon.il.us

## V. Attachments

To help in its review of this application, the Commission asks that you please provide the following information as attachments to this submission.

### Required Attachments:

- An **outline map** of the property subject to landmarking. Delineate the boundaries and location of the property proposed for designation, and show the location of the building, structure, site or object requested for landmarking.
- A brief description of the **present and original physical appearance** of the building, structure, site or object.
- **Photographs** of the property showing all sides.
- The **legal description** of the property.

### Optional and Helpful Attachments:

- Although not required, in reviewing your application it is helpful to know if the property has been included in any **existing historical surveys**. If it has, please provide the following: Name of historical survey(s) in which it was included; The type of historical survey(s). i.e., Federal, State, County, and/or local; The date the survey was conducted; The depository where the survey records can be found.
- If available, please provide any **major bibliographical references** to the property submitted that would provide a history of the property and support its significance for landmarking.

## VI. Applicant Contact Information

**Name of Applicant** requesting landmarking or submitting application if different from the property owner: \_\_\_\_\_

**Address:** \_\_\_\_\_  
\_\_\_\_\_

**Preferred Phone Number:** (     ) \_\_\_\_\_ - \_\_\_\_\_ Best Time to Call \_\_\_\_\_

**Email Address of Applicant:** \_\_\_\_\_

## VII. Signatures Necessary for Application Review

**Please note that Sangamon County ordinance requires owner consent for a structure to be considered for landmarking.**

Signature of Property Owner Authorizing Application (if not applicant):

\_\_\_\_\_ Date \_\_\_\_\_

Signature of Individual Preparing Application if not the Property Owner:

\_\_\_\_\_ Date \_\_\_\_\_