



Village of River Forest  
400 Park Avenue  
River Forest, IL 60305  
(708) 366-8500  
www.river-forest.us

**HISTORIC PRESERVATION  
COMMISSION**

**LANDMARK NOMINATION FORM**

This form should be completed by those interested in nominating their property for local landmark designation pursuant to the River Forest historic preservation ordinance. The ordinance *does not* permit third party designation. Please complete the form in its entirety. The Historic Preservation Commission may require additional information.

PROPERTY INFORMATION	
Address of Property	
Legal Description	
Historic / Common Name of Property	

PROPERTY OWNER INFORMATION	
Name of Owner	
Mailing Address	
Primary Telephone Number	Secondary Telephone Number
Email Address	
Form Prepared by	

**OFFICE USE ONLY:**

Date Nomination Rec'd:

Date of Hearing:

Determination:

Nomination Number
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**SIGNIFICANCE OF PROPERTY**

Criteria for Landmark Designation: *(Check all that apply)*

**ARCHITECTURAL SIGNIFICANCE**

<input type="checkbox"/>	A structure designed by or associated with an architect, builder or architectural firm whose work is recognized by the commission as significant.
<input type="checkbox"/>	A structure which is an example of a particular style in terms of detail, material or workmanship, and which possesses a high degree of integrity, having undergone little or no alteration since its original construction.
<input type="checkbox"/>	A structure which is one of a contiguous grouping of such structures having a sense of cohesiveness expressed through a similarity of characteristics of a style, period or method of construction and representing the architectural significance of the whole group
<input type="checkbox"/>	Other

**HISTORIC SIGNIFICANCE**

<input type="checkbox"/>	A building, structure, area or monument associated with the life or activities of a person or persons who have contributed significantly to or participated significantly in the history or historic events of the nation, state of Illinois, or village of River Forest.
<input type="checkbox"/>	A building, structure, area or monument associated with a historic event having significance to the nation, state of Illinois or village of River Forest.
<input type="checkbox"/>	Other

**CONSTRUCTION INFORMATION**  
(If Known)

Date of Original Construction	
Architect	
Builder	
Original Owner	



**NARRATIVE STATEMENT OF SIGNIFICANCE**

Attach additional sheets if necessary

**IS THIS STRUCTURE:**

*Check all that apply*

<input type="checkbox"/>	Individually listed on the National Register of Historic Places
<input type="checkbox"/>	Located within the boundaries of the River Forest Historic District
<input type="checkbox"/>	On the River Forest Historic Preservation Commission list of Significant Properties

**ARCHITECTURAL STYLE OF STRUCTURE**

*Please note material types and/or styles*

Architectural Style	E.g. Georgian, Prairie, etc.
Foundation:	
Walls:	
Windows:	
Roof:	
Significant Decorative Elements	E.g. Cornices, Porch, Patterned Shingles, etc.
Other:	

**NARRATIVE DESCRIPTION OF INTEGRITY OF ORIGINAL DESIGN AND ANY ALTERATIONS**

*Please describe the integrity of the original construction and describe the significance of any alterations that have been made since the original construction*

Attach additional sheets if necessary

**DOCUMENTATION AND BIBLIOGRAPHICAL REFERENCES**

Please submit documentation related to ownership and physical appearance of the structure:

- Certification of Ownership
- Current Site Plan
- Photography of front, side and rear elevations

**Bibliographical Sources:** Please cite bibliographical sources (blue prints, real estate listings, phone book listings, historic photographs, building permits, books, etc) and provide copies.

I CERTIFY THAT I am the owner of the above-referenced property and that I am voluntarily submitting my property for local landmark designation. The information submitted as part of this nomination is true and accurate to the best of my knowledge.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



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## GUIDE TO COMPLETING THE LANDMARK NOMINATION FORM

### PROPERTY INFORMATION

**ADDRESS:** Name and number of the street where property is located. If the property or object being nominated is located within a public space, such as a park, provide the common name of the space and the vicinity in which the object is located.

**LEGAL DESCRIPTION:** Legal description (available on the plat of survey, obtained when the title property is transferred) or the PIN (Permanent R.E. Index Number) available from the Township Assessor's Office and the tax bill.

**HISTORIC/ COMMON NAME:** Specify if property is commonly known by a name other than the address.

### PROPERTY OWNER INFORMATION

**NAME OF OWNER:** Names of all legal owners of the property. This information is used to notify owners of the nomination for Local Landmark designation of the property, and the subsequent decision of the Commission.

**ADDRESS OF OWNER:** Addresses of all legal owners of the property.

**TELEPHONE NUMBER AND EMAIL ADDRESS OF OWNER:**

Telephone numbers and email addresses (if available) of all legal owners of the property.

**FORM PREPARED BY:** The individual (must be the owner of the property) that is responsible for the information contained in the nomination and that may be contacted if a question arises about the submittal or if additional information is needed.

### SIGNIFICANCE OF PROPERTY

**CRITERIA FOR LOCAL LANDMARK DESIGNATION:** In order to designate a River Forest Landmark, a property must be proven to possess architectural or historic significance and integrity. The significance of a property is based on compliance with one or more of the Historic Preservation Ordinance Criteria outlined on the nomination form. Indicate by checking all Architectural and Historic Significance Criteria contributing to the nomination for Local Landmark Designation.

### CONSTRUCTION INFORMATION

**NAME OF ARCHITECT:** Enter the full name of the person(s) responsible in the design of the property, if known. This includes architects, artists, craftsmen, designers, engineers, and landscape architects. For more than one architect, place the name of the one most important to the property first. Enter the name of the architectural firm only if the name(s) of the specific person(s) responsible for the design is unknown.

**DATE OF ORIGINAL CONSTRUCTION:** Date of original construction of main structure, if known.

**NAME OF BUILDER:** Name of builder or firm responsible for the construction of the property, if known.

**NAME OF THE ORIGINAL OWNER:** Name of the person or persons who commissioned the building of the property and/or the first resident of the property.

### NARRATIVE STATEMENT OF SIGNIFICANCE

**NARRATIVE STATEMENT OF SIGNIFICANCE:** Explain how the property meets River Forest criteria in a narrative statement of significance. For each of the criteria cited, provide a paragraph or more, explaining how the property qualifies for Local Landmark designation. Give as much detail as possible on the history of the property, the significance of persons associated with the property, and how the property relates to the development of River Forest.

**IS THIS STRUCTURE ALREADY RECOGNIZED ON ANY LIST OF NATIONALLY OR LOCALLY RECOGNIZED LIST OF SIGNIFICANT PROPERTIES?** Check any of the three categories that apply to the property.

### ARCHITECTURAL STYLE & DESCRIPTION OF THE STRUCTURE

**ARCHITECTURAL STYLE:** Identify the style or stylistic influence that best describes the property. For properties other than structures, such as parks or monuments, enter "no style," if applicable.

**FOUNDATION:** Identify materials used in the exposed portion of the foundation wall which is visible above ground at the base of the structure.

**WALLS:** Identify materials used for all exterior wall surfaces as well as materials used for alterations, additions and porches.

**WINDOWS:** Describe the style and materials of permanent windows and storm windows.

**ROOF:** Describe the roofing material.

**SIGNICANT DECORATIVE ELEMENTS:** Identify the principal materials for contributing secondary parts of the exterior, such as chimneys, porches, lintel, cornices, and decorative elements which were not included in the above categories.

**OTHER:** Specify any other architecturally significant details not previously indicated.

### NARRATIVE DESCRIPTION OF INTEGRITY

Provide, in as much detail as possible, the integrity of the original construction and describe the significance of any alterations that have been made since the original construction.

### DOCUMENTATION & BIBLIOGRAPHICAL REFERENCES

**DOCUMENTATION OF PHYSICAL APPEARANCE AND OWNERSHIP:** Provide a copy of a Plat of Survey which accurately reflects the property site plan, photos of all exterior property elevations, and certification of ownership.

**BIBLIOGRAPHICAL SOURCES:** Provide copies of primary and secondary sources used in documenting and evaluating the property, such as books, journals, newspapers and magazine articles, blue prints, real estate listings, phone book listings, historic photographs, building permits, census data, etc.

Completed Nomination Forms should be returned to:

Village of River Forest  
Attn: Village Administrator  
400 Park Avenue  
River Forest, Illinois 60305