

Version

2015

VILLAGE OF ORLAND PARK

Development Services Department

Historic Preservation Plan Commission Handbook

VILLAGE OF ORLAND PARK

Historic Preservation Resources Kit

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Dear Commissioner,

On behalf of the Village of Orland Park and the Development Services Department, it is my pleasure to introduce to you Orland Park's Historic Preservation Program. Beginning January 1, 2015, the powers, duties, qualifications, memberships, and procedures of the Historic Preservation Review Commission were consolidated with the Plan Commission. As a result, the Plan Commission now stewards the Village's historic preservation policies, goals, and objectives and oversees all projects related to the Old Orland Historic District, its contributing structures and landmark properties. This handbook will help prepare you for this new role and serve as a resource for the historic preservation program.

The Village is committed to creating a positive environment for commissioners and ensuring that members of our commissions have the information they need to function as an important member of the Orland Park team. As part of that objective, the Development Services Department has prepared this Historic Preservation Plan Commission Handbook to help guide you through the Village's review process as well pertinent ordinances and code requirements concerning projects in the Old Orland Historic District and landmark properties.

An additional training manual has also been created to assist property owners, residents, business owners, architects, and developers in planning the appropriate repair, rehabilitation, and new construction of designated historic properties. Together, both of these handbooks will help guide sensible and compatible changes within the Old Orland area and to landmarks to support future economic, educational, and cultural vitality.

If questions arise as you review the handbook, or if you have comments about the development review process, historic preservation policies, and/or programs, please call me directly at 708.403.6128.

Thank you for your service in making Orland Park a more pleasant place. I look forward to working with you in the months and years to come.

Sincerely,

Michael Kowski, AICP
Assistant Development Services Director

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Overview of the Historic Preservation Program

Introduction

The Village of Orland Park's Old Orland Historic District and landmark properties are unique assets that preserve the early heritage of the community and continue to serve the needs of residents and businesses.

The purpose of this training manual is to assist commissioners with reviewing the appropriate repair, rehabilitation, and new construction of properties within the Old Orland District and designated historic landmarks. This manual provides an overview of the Village's historic preservation program, ordinance, code requirements, and project review process. The information provided will help guide sensible and compatible changes within the Old Orland area to support future economic, educational, and cultural vitality.

Role of the Plan Commission

Beginning January 1, 2015, the powers, duties, qualifications, memberships and procedures of the Historic Preservation Review Commission (HPRC) were consolidated with the Plan Commission. As a result, the Plan Commission now stewards the Village's historic preservation policies, goals, and objectives and oversees all projects related to the Old Orland Historic District, its contributing structures and landmark properties.

With the consolidation of the HPRC, Plan Commission members are responsible for enhancing the Old Orland area as a place to live, work, shop, and play. In addition, the members are tasked with improving facilities and amenities as an integral part of the Orland Park downtown to support tourism, commuting, small business expansion, and historic ambiance. To do this, Commissioners should be familiar with Orland Park's preservation ordinances, the Certificate of Appropriateness review procedures, as well as the guidelines and standards used to conduct such reviews.

The Plan Commission, undertaking the role of the HPRC, is responsible for implementing the Village of Orland Park's historic preservation program by:

- **Educating** the community about the value of its historic and cultural heritage
- **Making** recommendations as to which properties are eligible for landmark and contributing structure status
- **Conducting** a binding review and making recommendations to the Village Board of Trustees on any construction, alteration, or demolition of any structure within the Old Orland Historic District or on any structure that is an Orland Park Landmark
- **Devising** fair and consistent methods of evaluation for development review
- **Examining** methods for preservation financial aid that will assist the community in upholding and improving the Old Orland Historic District and Orland Park Landmarks

The membership duties of the Plan Commission are outlined in the Land Development Code (LDC) Section 3-102 and the reviewing duties and procedures are outlined in Section 5-101.

Goals of the Historic Preservation Program

The program's goal is to promote the economic, cultural and aesthetic welfare of the community through preservation, restoration, and adaptive reuse of historical structures and sites. The following objectives are important in realizing this goal:

- **Support** sensitive development practices which incorporate and defer to the historic value of structures and sites in order to protect the character and traditions of the community
- **Encourage** the care and maintenance of historic structures and sites
- **Encourage** the economic and adaptive reuse of historic structures and sites
- **Utilize** preserved historic structures and sites to establish identity and unique character for development in order to enhance property values and a sense of community
- **Capitalize** upon the economic benefits of tourism that accrue from successful historic preservation efforts
- **Maintain** historic preservation regulations and procedures within the Land Development Code to implement preservation objectives
- **Utilize** a historic preservation district to protect and enhance the character of the Old Orland area
- **Designate** historic landmarks throughout the community as provided for in the Land Development Code
- **Coordinate** local preservation efforts with other relevant state and federal agencies responsible for historic preservation

Historic preservation goals and objectives for the Village are also outlined in the Orland Park Comprehensive Plan ("*Community and Culture*" chapter), available on the Village's website.

Strategy

The Village of Orland Park's Historic Preservation Strategy was approved by the Village Board on September 3, 2002. The strategy is a statement of the Village's historic preservation goals for the historic district and other properties of historic significance. The strategy also includes actions the Village will take to reach those goals. The Historic Preservation Strategy is included in the appendix.

The strategy is reviewed periodically by the Development Services Department, usually during the Certified Local Government status report each December, to ensure it is consistent with current preservation needs and goals of the Village. Revisions to the strategy require prior approval from the Plan Commission and the Board of Trustees.

Ordinances

The original Old Orland Preservation Ordinance (Ord. 1517) was approved in April 1986, which established both the historic district and the Historic Preservation Review Commission. Since 1986, the Village has updated its ordinances and revised its historic preservation laws. The provisions in the original ordinance are today incorporated into the Village Code and the LDC.

In Orland Park, the LDC determines the status of a building or site in the Old Orland Historic District as a contributing or non-contributing structure. The same is true for Orland Park Landmarks. Pertinent sections of the LDC are included in the appendix of this handbook for review. LDC Section 6-209 Old Orland Historic defines the zoning regulations, list of contributing structures, and design standards that govern the district. Section 5-110 Landmarks Designation provides an overarching, consistent review procedure and methodology for contributing structures and landmarks. It also includes landmark designation criteria and the US Secretary of the Interior's Standards for Preservation, Rehabilitation, and Restoration.

Based on the 2008 Residential Area Intensive Survey (RAI), buildings in the Old Orland area are categorized as contributing or non-contributing based on age and style as a historic preservation tool, but do not carry the weight of zoning law. This means that buildings recognized by the RAI Survey as contributing structures are not legally recognized as contributing structures by the LDC, but have the potential to become recognized as contributing to the historic district via restoration or rehabilitation.

Despite the survey's classification, if a building is not a contributing structure per Sections 5-110 or 6-209, all LDC provisions for non-contributing structures are applicable, including provisions related to the demolition of non-contributing structures.

Historic Building Surveys and Trends

1984 Old Orland Building Survey

In 1984, the first historic building survey was conducted as an initial study to develop Ord. 1517. The “*Old Orland Building Survey*,” by Charles E. Gregersen AIA and Melvyn A. Skvarla, identified eight (8) buildings of primary significance and 33 buildings of secondary significance. This initial survey of 41 locally significant buildings supported the establishment of the historic district.

Historic building surveys and reports have been important in identifying and preserving Orland Park’s significant structures as well as establishing the Old Orland Historic District. The following list of past surveys may be found on the Village’s website:

- *Survey for the Creation of an Old Orland Park Historic District of Local Significance, 1984*
- *Historic District Survey and Old Orland Historic District Guidelines, 1991*
- *Orland Rural History Survey, 1995*
- *Historic Preservation Strategy for the Village of Orland Park, 2002*
- *List of Contributing Structures in the Historic District, 2005*
- *Residential Area Intensive Survey, 2008*
- *Stellwagen Farm Survey, 2008*
- *Yunker School House Survey, 2009*

1986 and 1991 Historic District Survey

In 1986, an updated historic building survey found that 35 of the original 41 buildings identified in the 1984 survey actually contributed to the character of Old Orland. In 1991, a subsequent study and survey established the “*Old Orland Historic District Guidelines*,” by Anne McGuire, Architect and Linda F. Grubb and Associates, Architects. The 1991 survey reduced the list of locally significant buildings to 27.

1995 Orland Rural History Survey

In 1995, the “*Orland Rural History Survey*” (ORHS) was conducted by Anne McGuire and Associates to study the historic building stock of parts of Orland Township primarily in Orland Park in response to the massive development pressure of the 1990s. An area of over 15,000 acres was surveyed and included 52 sites and 185 structures. ORHS documented many buildings that could not be saved from redevelopment pressures.

2005 Contributing Structures Survey

In 2005, a contributing structures survey was conducted by McGuire/ Igleski and Associates to review the performance of the historic district guidelines. The survey, “*List of Contributing Structures in the Historic District*,” reduced the list of locally significant buildings from 27 to 16 and enabled the Village to update LDC Section 6-209 for Old Orland. The contributing structures identified became the 16 contributing structures of the Old Orland Historic District.

2008 Residential Area Intensive Survey

In 2008, the Village completed the “*Residential Area Intensive Survey*” (RAI), by McGuire / Igleski Associates. The RAI Survey examined all buildings in and around Old Orland to determine the status of each building within the district. The survey found that many buildings were capable of meeting historic district standards / guidelines and improved the status of some structures as contributing to the district. As discussed above, the RAI Survey categorizes buildings as contributing or non-contributing, but does not carry the weight of zoning law. Buildings recognized by the RAI Survey as contributing structures are not legally recognized by Code, but have the potential to become recognized by Code as contributing to the historic district via restoration or rehabilitation.

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Stellwagen and Yunker School House Surveys

Other historic surveys conducted by the Village include a historic artifacts survey at the Stellwagen Farm and a building survey of the Yunker School House at 14299 S. Wolf Road. These surveys are available from the Development Services Department or on the Village's website.

To date, only three sites in the Orland Park have been successfully preserved and landmarked: the Boley Farm, the Stellwagen Farm, and the Hostert Log Cabins—all owned by the Village.



Orland Park circa 1938



Historic images of the district from the 1900's

History of Old Orland

The Old Orland Historic District is a quaint, turn of the century collection of small shops, historic churches, and charming houses in the midst of Orland Park. Although more modern development has virtually surrounded it, Old Orland retains its unique neighborhood character and special sense of place, and it remaining a tangible artifact of Orland Park's history and a link to its past.

In 1879, the Wabash, St. Louis and Pacific Railroad was laid through Orland Township on their way to connecting Chicago to St. Louis. A new station called "Sedgewick" was established at approximately Union Avenue and 143rd Street, just west of La Grange Road. The railroad and the new station invited development in the area around it. The first houses were built by 1881 and within a few years there were several businesses and almost one hundred residents. In 1892, the settlement was legally incorporated as the "Village of Orland Park", replacing the original settlement's name based on the train station "Sedgewick." The reason for the name change and the origin of the new name is not clear.

Growth of the new village was rapid during the first few years, but the early building boom was followed by a period of stability that lasted for most of the first half of the 20th century. As late as 1950, Orland Park had fewer than 800 residents and the Village had not expanded much beyond its original boundaries.

During the 1950s and 1960s, rapid residential and commercial development began east of the original Village boundaries along La Grange Road. Within a few decades, the center of town shifted away from Old Orland to the La Grange Road corridor. Orland Park was transformed from a small, traditional Midwest town to a post-war suburb of more than 40,000 inhabitants.

Besides Orland Park, there are three other Orlands in the United States (California, Indiana, and Maine) and one in Canada. There is also Overland Park in Kansas. The place names Orland, Öland, Ørland, and Aland are used in England, Germany/ Denmark, Norway and Sweden respectively.

In 1986, the Village of Orland Park acknowledged the historic and cultural value of Old Orland by designating the area as a historic district and adopting architectural review guidelines for that district. The Village also appointed seven members to the Historic Preservation Review Commission and endowed them the responsibility of reviewing alterations to existing buildings and construction of new buildings to ensure that new development is architecturally compatible with the historic character of the area.

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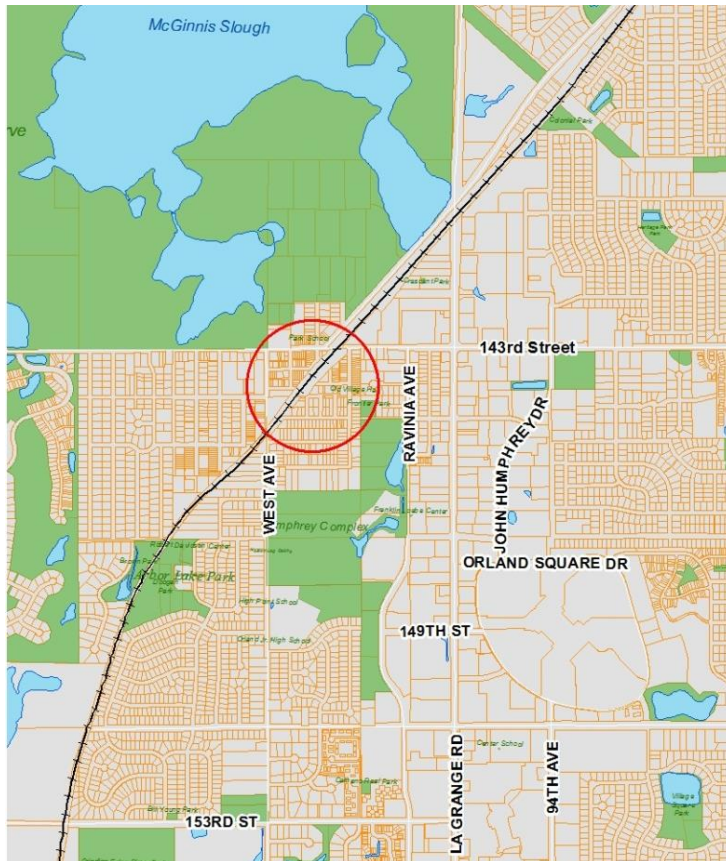
Old Orland Historic District Boundaries

The Old Orland Historic District comprises an irregularly shaped area bounded approximately by 143rd Street on the north, the rear lot lines of the properties facing along the east side of Beacon Avenue on the east, the rear lot lines of the properties facing along the south side of 144th Place on the south, and West Avenue on the west. The Norfolk Southern Railroad (the old Wabash, St. Louis and Pacific RR) bisects the district on a northeasterly diagonal with unincorporated land that includes the old Metra commuter parking lot that is planned as a potential future neighborhood park (“Beacon Park”).

These boundaries encompass the area that retains the highest number of contributing structures, landmarks and streetscapes compatible with the commercial core, the focus of the historic district. The commercial core comprises two distinct areas, separated by the railroad tracks, along 143rd Street: Union Avenue and Beacon Avenue.

The high traffic thoroughfares of 143rd Street and West Avenue impose physical barriers on the district, particularly as the district tries to link to Main Street and the downtown center. As a result of the railroad bisecting the district and physical barriers of high trafficked thoroughfares, Old Orland has important connections to resolve.

An area location map and a map of the Old Orland Historic District zoning with locations of the 16 contributing structures are included below.

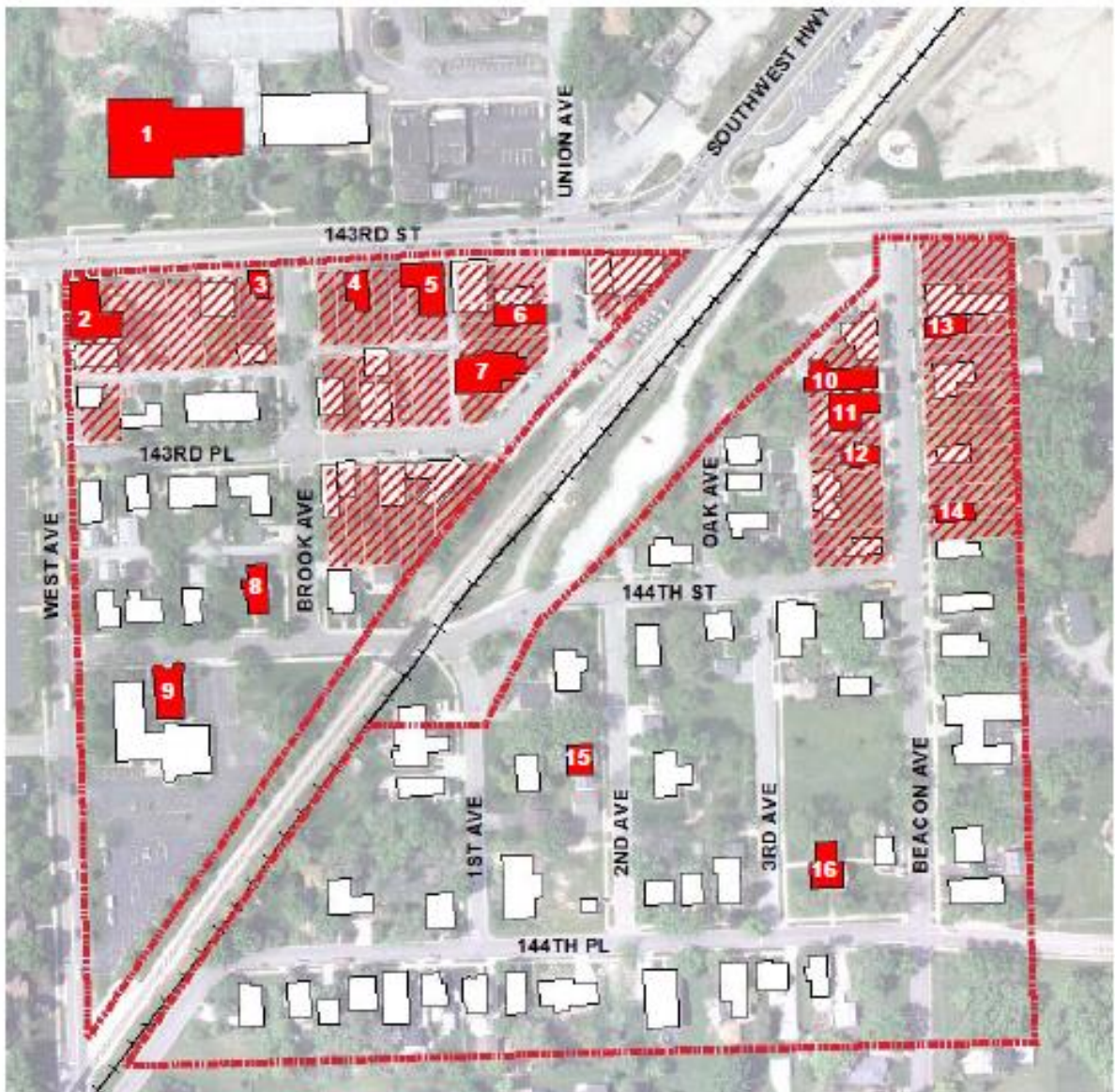


Location Map

Old Orland is nestled between the McGinnis Slough Forest Preserve and Orland Park's Humphrey Woods, west of the La Grange Road corridor, among other old and vibrant neighborhoods.



MAP 1: OOH District Boundary Map with Contributing Structures



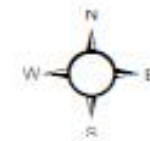
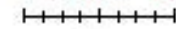
Contributing Structures

- | | |
|--------------------------|--------------------------------|
| 1. 9960 W. 143rd Street* | 9. 9967 W. 144th Street (NRHP) |
| 2. 9999 W. 143rd Street | 10. 14316 Beacon Avenue |
| 3. 9953 W. 143rd Street | 11. 14320-24 Beacon Avenue |
| 4. 9925 W. 143rd Street | 12. 14330 Beacon Avenue |
| 5. 9917 W. 143rd Street | 13. 14315 Beacon Avenue |
| 6. 14306-10 Union Avenue | 14. 14339 Beacon Avenue |
| 7. 14314 Union Avenue | 15. 14420 Second Avenue |
| 8. 9952 W. 144th Street | 16. 9830 W. 144th Place (NRHP) |

— OOH District Boundary

▨ Permitted Commercial Area

0 50 100 200 Feet



- While not in the OOH District boundary, Building 1 is considered a contributing structure, and should be protected.
- All contributing structures are Orland Park Landmarks, per Section 5-110.
- Buildings 9 and 16 are the National Register of Historic Places (NRHP)

Certificate of Appropriateness & Development Review Process

Approvals and Authorization

The Certificate of Appropriateness (COA) review process is designed to protect historic properties from insensitive alterations and to ensure new buildings are compatible in design with older buildings in the Old Orland Historic District. Per the Land Development Code (LDC), all property owners, residential or commercial, must obtain a COA before the construction, alteration, demolition, or removal of any structure within the District or to a landmark property.

The Plan Commission is charged with the responsibility of making recommendations to the Board of Trustees regarding requests for COAs. The standards by which the Plan Commission reviews and evaluates COA applications and projects are included in LDC Sections 5-110 and 6-209, but may also include other parts of the LDC, including:

- Section 6-212 “Village Center District”
- Section 6-302 “Accessory Uses and Structures”
- Section 6-305 “Landscaping and Bufferyards”
- Section 6-306 “Off-Street Parking and Loading Requirements”
- Section 6-314 “Environmental Technology Standards
- Section 8-101 “Non-Conformities”

While these Sections have specific regulations for the historic district or other historic properties, other sections not listed above may also apply to a project or COA application.

Review Process

The table below outlines the review and approval process for the three categories of buildings in the Old Orland District and landmarks.

Review and Approval Process for Contributing Structures and Landmarks					
	Public Hearing	Plan Commission	Committee of Trustees	Board of Trustees	Administrative Review
Major Change (All)	X	X	X	X	
Minor Change (Landmarks)		X	X	X	
Minor Change (Contributing Structures)					X
Routine Maintenance					X
COA for Demolition	X	X	X	X	

Review and Approval Process for Non-Contributing Structures and New Construction					
	Public Hearing	Plan Commission	Committee of Trustees	Board of Trustees	Administrative Review
Major Change (All)					X
Minor Change (All)					X
Routine Maintenance					X
COA for Demolition (All)					Not Required
New Construction (Freestanding Residential)					X

Contributing Structures: Any building that reinforces the historic, cultural or architectural significance of the Historic District, and retains a significant portion of its architectural or design integrity. Contributing Structures in the Old Orland Historic District are identified in Map 1 of the LDC Section 6-209.

Landmarks: Any building listed on the Local Register of Significant Places in LDC Section 5-110 that reinforces the historic, cultural or architectural significance of Orland Park, and retains a significant portion of its architectural or design integrity.

Non-Contributing Structure: Any building that does not reinforce the historic, cultural or architectural significance of the Historic District.

New Construction: The construction of a freestanding structure on any developable lot, including new construction that involves additions to existing buildings.

Major Change: Substantial change to the exterior appearance of a structure, or any change to the impervious coverage on the site, including but not limited to:

- New construction or additions, including new decks, porches, driveways etc.
- Demolition of any contributing structure or any part of a contributing structure
- Relocation of buildings
- Significant alteration/ removal of historical or architectural features

All changes considered "Major" by the Development Services Department shall require a Public Notice prior to the Plan Commission meeting, as defined in the tables above.

Minor Change: Changes that do not have a substantial impact on the exterior appearance of the structure or site, including alteration, addition or removal of exterior architectural elements such as doors, windows, fences, skylights, siding, exterior stairs, roofs, tuck-pointing etc.

Routine Maintenance: Includes repair or replacement of exterior elements where there is no change in the design, materials, or appearance of the structure or property such as gutters and downspouts, drive-ways etc. Landscape changes for gardens, planting beds, new trees, outdoor lighting for single family homes etc. will be considered as routine maintenance.

Determination of Type of Change: Any proposed changes to existing buildings and sites in the Old Orland Historic District will be considered a Major Change, a Minor Change or Routine Maintenance per the determination of the Development Services Department on a case by case basis, applying the above definitions.

STEP 1. Pre-Concept Meeting. Prior to applying for a COA, a property owner in the historic district or of a landmark building must meet with Development Services Department staff to discuss the proposed project scope, the appropriateness of any changes to a site or building, and the application process.

The pre-concept meeting is most effective when the applicant prepares beforehand by assembling all or most of the information required for a complete application. At the concept meeting, staff will provide guidance and feedback on the preliminary project design, review process, and identify additional requirements.

STEP 2. Certificate of Appropriateness Training. Petitioners must complete one (1) credit hour of training with the Development Services Department staff. Training covers the Village's historic preservation codes as well as requirements and policies related to the Old Orland Historic District, Landmark buildings, and historic preservation. As discussed in greater detail below, compliance with training and any conditions stated in the COA are intended to avoid costly inappropriate material, design or other changes that do not fit the character or concur with the historic integrity of a site, building, or district.

The credit hour of training can be earned by reading the Historic Preservation Resident Handbook and signing a Certificate of Appropriateness Training affidavit. The affidavit is a binding acknowledgement by the petitioner to faithfully execute the proposed project according to the historic preservation requirements, codes, and guidelines in addition to abiding by the conditions stated in the COA. One (1) credit hour of training places a petitioner in good-standing with the Village's historic preservation program for one (1) calendar year, in which time any number of approved projects or improvements may be undertaken by the petitioner.

STEP 3. Application Submittal and Review. Completed COA applications are submitted to the Development Services Department. Depending on the scope of work, a COA may be reviewed and approved administratively by staff or by the Plan Commission.

Applications requiring additional approval are reviewed by the Plan Commission, which is accompanied by a recommendation by the Development Services Department staff. At the next scheduled Plan Commission public meeting, property owners attend to present their work proposal and answer any questions the Commission or other citizens may have. The Commission weighs the proposal against the LDC and Village Code, then votes on a recommendation for Committee of Trustees. The Committee then reviews the project and provides an additional recommendation to the Board of Trustees. The Board of Trustees then reviews the staff, Plan Commission, and Committee recommendations in a final review for approval (or denial).

Plan Commission meetings are generally held on the second and fourth Tuesday of every month. The Committee and Board of Trustee meetings are generally held on the first and third Mondays of every month. While the standards and procedures for reviewing a COA application are outlined in LDC Sections 5-101, 5-110, and 6-209., other sections may apply to a project or COA application. The full LDC and Village Code can be found on the Village's website.

STEP 4. Plan Approval, Implementation, and Enforcement. Once the required review and approval is obtained, building permits must be procured from the Village before the proposed work begins. If a proposal is denied, the applicant has the opportunity to make changes and resubmit it for

further consideration. All work must be performed as specified in the conditions of the COA. Proposed changes or modifications to work must be reviewed by the Village before changes can be made.

Failure to comply with Village codes, requirements, and policies shall result in the removal of any inappropriate materials, designs, or other changes made during the course of an approved project at the petitioner's expense. The Development Services Department shall notify a petitioner via certified mail when work is non-compliant and upon notification the petitioner shall have one (1) week to remove non-compliant materials, designs or other changes. Upon the discretion of the Development Services Department, if the non-compliance is not rectified within five (5) business days, a citation may be issued to the petitioner, who shall be fined not less than \$100 and not more than \$500 per day of non-compliance.

Plan Review Checklist

The following checklist may assist Commissioners in reviewing proposed projects in Old Orland and for Landmarks.¹ In addition to the list below, staff and Commissioners determine if a project supports and maintains the stated goals of the district (or landmarks), respects the design elements that characterize the district, and impacts the long-term effects of the district.

New construction in the district should be appropriate to the scale and character of Old Orland without creating a false historic appearance through the replication of a specific architectural style. New construction can be built in a contemporary manner provided it is consistent with the character of the neighborhood and respects historical styles.

To determine whether an application meets the design guidelines for the district, commissioners must determine if the project supports and maintains the stated goals of the district (or landmarks) and respects the design elements that characterize the district. The commission should first evaluate the project in terms of the larger issues of context, scale, massing and height, followed by the details. The commission should also consider the long-term effects of the project on the district.



¹ This plan review checklist is based on “*Building with Nantucket in Mind: Guidelines for Protecting the Historic Architecture and Landscape of Nantucket Island*”.

PLAN REVIEW CHECKLIST

Site Planning

Location of the building

- Are the setback, façade width and spacing between buildings consistent with the historic pattern in the district?

Delineation of Street Space

- Is the continuity of the street edge maintained?
- Is the separation of public, semi-public and private areas consistent with the historic pattern?
- Do fences obscure the historic resource?
- Are fence materials historically consistent?

Garage Placement

- Is any carport or garage located appropriately? For example, is the garage placed even with, or in front of the house in a neighborhood that historically has detached garages in the rear?

Site Improvements

- Are walkways consistent with the historic location and pattern?
- Are driveways cut in such a way that they do not hamper historic resources (e.g. located at the property edge instead of the middle)?
- Are retaining walls of the same or similar material and height as the historic pattern?

Bulk, Proportion and Scale (Building Size)

Building Height

- Is the building height consistent with the historic location and pattern?

Façade

- Are the façade proportions consistent with the neighborhood (e.g. are the horizontal and vertical emphases compatible)?

Scale

- Is the overall scale of the project consistent with the existing character of the neighborhood (neither too large nor under-scaled and inappropriate)?

Massing (Building Shape)

Shape

- Is the shape of the building compatible with the district?

Orientation

- Is the orientation of the building consistent?

Placement

- Are the placement, form and bulk of the addition consistent with other buildings on the lot and/or in the neighborhood/district?

Windows

Type and Style

- Is the window type or style consistent (e.g. double hung)?
- Are the shape and proportions of the windows compatible?
- Is the rhythm and balance of the window pattern complementary to the district?
- Are proposed awnings or other shade structures consistent with the district?

PLAN REVIEW CHECKLIST *(continued)*

Doorways

Placement and Orientation

- Is the placement and orientation of the door consistent with the district?
- Is the use of stem walls compatible?
- Are porches and decks used and treated in a manner consistent with the area?
- Do any architectural elements block or obscure historic resources?

Roof

Design

- Is the roof design consistent? For example, are flat roofs proposed in an area of hips and gables?
- Is the roof design of any additions consistent or complementary to the existing building?
- Is the roof pitch (slope) compatible?
- Is the overhang consistent (e.g. eaves)?
- Do dormers, skylights and other trimmings exist elsewhere in the district?
- Are they sensitively designed for this project?
- Are chimneys designed to be consistent with others in the district?

Building Materials

Consistency and Compatibility

- Are the building materials consistent with and compatible to the building and surrounding area?
- Are all the building elements consistent and compatible in scale, shape, color etc., including exterior wall surfaces, foundations and roofs?
- Are the less obvious building elements like trim, gutters and downspouts, louvers and vents, lighting fixtures and utilities compliant and compatible to the historic district guidelines and the surrounding neighborhood?

Color

Palette

- ✓ Do the proposed colors conform to the color palette of the district?
- ✓ Would any other proposed colors be compatible with the historic district?

Landscape

Tree Preservation

- ✓ Is there an effort to preserve trees?
- ✓ Are there any heritage trees?

Streetscape

- ✓ Is the pattern of any street plantings maintained?
- ✓ Is proposed landscaping consistent with the district?
- ✓ Is this a single family home (if so, landscape plans are typically not reviewed)?

Landmark Designation

Section 5-110 of the LDC enables the Village to propose, approve and authorize a landmark designation on a locally significant site or building. Landmark designation is the strongest tool in the historic preservation toolbox, but successful designation requires the cooperation and willingness of a property owner. As a result, collaboration with property owners is important to strengthen the preservation of Orland Park's cultural heritage.

Landmark Criteria

Landmark designation cannot just be placed on any building or site. A building or site must meet the intent of the Code and a set of criteria before it is considered for landmark status. Buildings that meet the following six criteria -- outlined fully in Section 5-110 and approved by the Board of Trustees -- are known as *Orland Park Landmarks*.

Criterion A: Exemplifies or reflects national, state or local history.

Criterion B: Associated or identified with any historic person or event of national, state or local history.

Criterion C: Embodies the characteristics of an architectural type for a period, style, construction, materials or craftsmanship.

Criterion D: Represents notable work of a builder, designer, architect.

Criterion E: Embodies all or parts of the above criteria and is subject to detrimental influences.

Criterion F: Is a building, structure or site of historical architectural, archaeological, or cultural significance.

The above criteria should be used in combination with the most recent historic building survey (i.e. 2008 Residential Area Intensive Survey) to determine whether a site or building should carry status as a contributing structure or landmark and what improvements, if any, are necessary to rehabilitate or restore a status.

Local Register of Significant Places

The Development Services Department maintains the Local Register of Significant Places (LRSP), a list of all the contributing structures and landmarks in Orland Park. The list can be found in Section 5-110.D, located in the appendix.

To landmark a site or building, a public hearing must be held following the protocols of Section 5-101. The Plan Commission first determines the status of the building, then the Board of Trustees approves or denies the status based on the Plan Commission's recommendation. A site or building approved by the Board of Trustees officially becomes an Orland Park Landmark when it is added to the LRSP, which entails amending the LDC and, if located in Old Orland, Section 6-209's list of contributing structures. As discussed in Chapter 1, a site or building is not officially recognized as a contributing structure or landmark until it is published in the LDC, which carries the legal weight of zoning law and the supporting ordinances.

Since 2008, the Village has landmarked sites and buildings under its direct ownership. However, in the future, it is anticipated that private buildings and structures will also be landmarked.

Landmark de-designation is the same public hearing process as when a landmark is designated. De-designation also requires amending the LDC to remove a site or building from the LRSP.

Rights and Requirements

Landmark status carries with it rights and requirements for the property owner. It is important to keep in mind that property owners of landmark buildings have the following rights. Landmark designation does not:

- Require the landmark to be open to the public
- Require the landmark owners to purchase or erect plaques or markers
- Force the landmark owners to make improvements to their properties
- Control the use of the landmark or limit its use/ re-use
- Regulate interior improvements

Just as landmark property owners have rights, they also have the responsibility to meet certain historic preservation requirements. Section 5-110 of the LDC requires landmark property owners to comply with the US Secretary of the Interior's Standards for Preservation, Rehabilitation and Restoration when doing any work on a landmark site or building.

There are 22 landmark sites, of which two buildings are listed on the National Register of Historic Places, and over 40 structures as landmark buildings. This includes the Boley and Stellwagen Farms, Hostert Log Cabins, and four structures at the Village Center Campus. Humphrey Woods is the only Natural Heritage Site in Orland Park.

While a property owner cannot be compelled to make improvements by virtue of a landmark status, when changes are proposed, they must make those changes within the bounds of the Secretary's standards. For this reason, collaboration and cooperation with property owners is important when initiating the landmark designation process. If a private property owner is reluctant to follow the Secretary's standards, they may not want a landmark status for their building or site.

Certified Local Government

Orland Park is a Certified Local Government (CLG). The CLG program recognizes local governments that, through their own initiative, have established local historic preservation programs. The CLG program seeks to encourage and expand local involvement of historic preservation activities through partnerships between local governments, State Historic Preservation Offices, and the National Park Service.

Since 1966, when the US Congress created a historic preservation program for the United States (*National Historic Preservation Act of 1966*), the national preservation program has operated as a decentralized partnership of federal and state government. In 1980, with National Historic Preservation Act amendments, Congress established the CLG program, which expanded the partnership to provide for the participation of local governments.

To qualify as a CLG, a municipality or a county must have a historic preservation ordinance, establish a preservation commission, maintain an active survey program, and provide provisions for public participation. The Illinois CLG program is managed by the Illinois Historic Preservation Agency (IHPA). IHPA offers many benefits by providing technical assistance, awarding grants, and coordinating a network of participating communities.

CLG Grants

All CLGs are eligible for grants to assist in the execution of local preservation programs. Funds can be used to finance a variety of preservation related activities, including surveying, planning, public outreach and education programs, publications, rehabilitation projects and staff support. The IHPA also offers workshops, information materials, and training to CLGs.

Nominations

CLGs also play an active role in protecting locally designated properties. An important role of a CLG is to participate in the nomination process for local landmarks to be listed on the National Register of Historic Places. Preservation commissions and “chief elected officials” (e.g. mayors) comment on properties in their community that are nominated for listing.

The Village of Orland Park has been granted CLG status, which means it is incumbent on the Village to carry out specific responsibilities in cooperation with the State Historic Preservation

Office through IHPA. These responsibilities are outlined in an agreement between the Village of Orland Park and the State Historic Preservation Office, attached in the appendix.

CLG Annual Report

Sites and buildings that enjoy a contributing structure or landmark status stand to benefit the most from the CLG status of the Village. Therefore, it is important that the Village maintains its CLG status each year. Each December the Plan Commission is responsible for reviewing the annual CLG Report, which summarizes the activities of the past year as well as outlines goals and objectives for the Commission for the coming fiscal year. The CLG Report is submitted to the IHPA each January or at the beginning of Orland Park's fiscal year.

The annual CLG Reports are maintained by the Development Services Department. Copies of past reports can be obtained from the Department.

Local Programs & Preservation Groups

Education plays an important role in local preservation programs. It allows residents and businesses to understand why Orland Park's old buildings are worth saving, particularly in terms of their unique architecture not found elsewhere or their significance with local history. Three preservation programs exist to help educate the public about preservation and that simultaneously award historic property owners for their continued efforts to preserve the history embedded in their buildings. They are the Historic Preservation Awards Program (HPA), the Historic Marker Program (HMP), and the Walking Tours.

Historic Preservation Awards

Historic Preservation Awards (HPA) program was established to recognize property owners in Old Orland who have contributed to the preservation and enhancement of the Old Orland Historic District. Orland Park's Village Code authorizes the HPA Committee to review projects and sites and recommend awards to the Board of Trustees. The HPA Committee was previously comprised of the seven HPRC members, a representative from the Orland Historical Society, and a representative from the Old Orland Heritage Foundation.

The specific language in the Village Code authorizing the HPA Committee, its terms, and duties is attached in the appendix. Recipients of the HPA are presented the award at a Board of Trustees meeting at the end of the fiscal year.

Historic Marker Program

In 2008, the Historic Marker Program was established when the Landmarks Designation Section 5-110 of LDC was finalized. The program was created as a long term project that would place uniform, standard issue historic markers in front of all the landmark buildings in Orland Park. The markers have the benefit of identifying these old buildings as local landmarks and also educating the public about their significance. The program materials, including the rules and regulations, design guidelines, nomination form, and phasing plan, are attached in the appendix.

Walking Tours

Of the three educational programs, the Old Orland Walking Tour is the oldest. Since the beginning of the historic district, the walking tours were the most visible and active part of the historic preservation education program. The walking tours consist of a tour guide walking a

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group of individuals through the historic district and explaining all the different elements and parts of the district and neighborhood. In the beginning the walking tours were conducted mostly by volunteers from the Orland Historical Society. More recently, the walking tours have been regularly conducted by Village staff for school children.

Local Preservation Groups

There are a number of local preservation groups in Orland Park. These groups focus their efforts typically on one or a group of buildings in the community and usually do not stray far from their main goals and efforts. They include:

- **Orland Historical Society** – Main oversight group responsible for the rehabilitation and restoration of the National Register of Historic Places designated John Humphrey House, a local historical museum.
- **Old Orland Heritage Foundation** – Main oversight group responsible for the rehabilitation and restoration of the National Register of Historic Places designated Twin Towers Sanctuary, a former Methodist chapel turned community space.
- **Open Lands Corporation/ Open Lands Commission** – Main oversight group responsible for the rehabilitation and restoration of open lands across the Orland Park community. The OLC is an autonomous commission.
- **Stellwagen Family Farm Foundation** – Main oversight group responsible for the rehabilitation and restoration of the Stellwagen Family Farm. The SFFF is also a semi-governmental independent commission, as the Stellwagen Family Farm is owned by the Village of Orland Park.



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Land Development Code

Section 5-110: Landmarks Designation

A. Purpose of Landmark Designation.

1. **Purpose.** The purpose of a landmark designation shall be to preserve, rehabilitate and/ or restore a site, place, building, structure, improvement, archaeological site, work of art, or other object within the corporate limits of the Village of Orland Park which may have historic, cultural, archaeological or architectural significance in accordance with criteria set forth in this section. The preservation, rehabilitation and restoration of historically and architecturally significant structures, sites, etc. are important activities for the Village's cultural heritage and character. In addition to the purpose here stated, the landmark designation strives to promote and accomplish the following:
 - a. **Promote Appropriate Infill Development.** Reduce the environmental impact of new construction through the reuse and rehabilitation of existing historic buildings while revitalizing existing built areas for long-term use;
 - b. **Conserve Resources.** Conserve the prior investment of resources and energy of existing buildings or sites etc.; Conserve open space, monuments, and the built and natural environments;
 - c. **Promote Tourism.** Promote tourism through the preservation and advertisement of historically and architecturally significant sites, places, buildings etc. that will attract commerce and culture to the Village;
 - d. **Stabilize or Increase Property Values.** Stabilize and increase property values through continued sustainable investment in existing built environments;
 - e. **Develop an Identity.** Develop an identity for Orland Park as a historically and architecturally significant place;

B. Landmark Designation Review Process.

1. **Initiation and Application.** Any person, group of persons, association or Village agency may request a landmark designation for any site, place, building, structure, improvement, archaeological site, work of art, or other object within the corporate limits of the Village of Orland Park which may have historic, cultural, archaeological or architectural significance in accordance with the criteria set forth in Section 5-110.C. The Development Services Department shall supply, upon request, the application forms to begin the review process for landmark designation. The application shall be reviewed in accordance with the provisions of Section 5-101.
2. **Review by the Development Services Department.** After receipt of a complete application for designation of a landmark (see Section 5-101.K), the Development Services Department shall review the petition for designation and send a written recommendation to the Plan Commission, with a copy to the applicant, setting forth whether the designation should be granted or denied and stating the grounds for any such recommendations as they relate to the standards and criteria set forth in Section 5-110.C of these regulations.
3. **Review by the Plan Commission and Board of Trustees.** The Plan Commission shall hold a public hearing for the landmark designation and the Village Board shall act on the recommendation of the Plan Commission. The Village Board may accept, reject, or modify the

recommended motion. For the review proceedings regarding landmark designation please see Section 5-101 of the Land Development Code. (Ord. 4940 - 11/3/14)

C. **Criteria for Designating Landmarks.**

1. **Local Landmark Criteria.** The following criteria are a list of attributes to evaluate sites, places, buildings, structures, improvements, archaeological sites, works of art, or other objects within the corporate limits of the Village of Orland Park for designation as a landmark. The Plan Commission shall review each item to determine if it applies to each application for designation. The proposed landmark shall be considered on the basis of one or more of the following attributes: (Ord. 3672 - 8/5/02; Amd. Ord. 4940 - 11/3/14)
 - a. That it exemplifies or reflects the cultural, political, economic or social history of the nation, state or community.
 - b. That it is associated or identified with an historic person or with important event(s) in national, state or local history.
 - c. That it embodies the distinguishing characteristics of an architectural type inherently valuable for a study for a period, style, method of construction, or use of indigenous materials or craftsmanship.
 - d. That it represents the notable work of a builder, designer, or architect whose individual creativity has provided unique structures, improvements, or objects to the local area.
 - e. That it is a building, structure, improvement, object or site embodying all or part of the above characteristics, which is subject to encroachment of detrimental influences.
 - f. That it is a building, structure, improvement, object or site of historical, architectural, archaeological or cultural significance, which may or may not be threatened with alteration or demolition by public or private action.

D. **Local Register of Significant Places.**

1. **Local Register of Significant Places.** The Development Services Department shall maintain the Local Register of Significant Places. The Local Register of Significant Places is comprised of sites, places, buildings, structures, improvements, archaeological sites, works of art, or other objects within the corporate limits of the Village of Orland Park that have historical, architectural, cultural, and/ or archeological significance to the Village of Orland Park.
2. **Orland Park Landmarks.** The following properties are duly listed as part of Section 5-110 of the Village of Orland Park Land Development Code. They are considered Landmarks of the Village of Orland Park and shall each individually be known as an "Orland Park Landmark". Landmarks that are on the National Register of Historic Places must comply with the U.S. Secretary of the Interior's Standards outlined in Section 5-110.F below.
 - a. **Landmarks.**
 1. 9960 W. 143rd Street "Orland Park School";
 2. 9999 W. 143rd Street "Former Christ Lutheran Church";
 3. 9953 W. 143rd Street;
 4. 9925 W. 143rd Street;
 5. 9917 W. 143rd Street First "Orland Park Library";
 6. 14306-10 Union Avenue "Orland Park Hotel";
 7. 14314 Union Avenue "Loebe Brothers General Store";
 8. 9952 W. 144th Street "Loebe House";
 9. 9967 W. 144th Street "Twin Towers Sanctuary" (National Register of Historic Places);

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10. 14316 Beacon Avenue "Orland State Bank";
11. 14320-24 Beacon Avenue "Commercial Emporium";
12. 14330 Beacon Avenue;
13. 14315 Beacon Avenue;
14. 14339 Beacon Avenue;
15. 14420 Second Avenue "Cox House";
16. 9830 W. 144th Place "Humphrey House" (National Register of Historic Places);
17. 17701 S. 108th Avenue "Stellwagen Farm";
18. 8041 W. 151st Street "Boley Farm";
19. 14701 S. West Avenue "Hostert Log Cabins";
20. 14500 S. Ravinia Avenue "Limestone Building";
21. 14700 S. Ravinia Avenue "Orland Park Village Center";
 - i. "Frederick T. Owens Village Hall";
 - ii. "William R. Vogel Orland Park Civic Center";
 - iii. "Franklin E. Loebe" Recreation Center;
 - iv. "Ara Pace Veteran's Memorial";
22. 10756 Andrea Drive "Maue House"; (Ord. 2047 - 9/25/90)

E. Landmark Rights and Requirements .

1. **Landmark Rights.** A landmark designation does not:
 - a. Require the landmark to be open to the public;
 - b. Require the landmark owners to purchase or erect plaques or markers;
 - c. Force the landmark owners to make improvements to their properties;
 - d. Control the use of the landmark or limit its use;
 - e. Regulate interior improvements;
2. **Landmark Requirements.** A landmark designation:
 - a. Requires review by the Plan Commission and Village Board for major or minor changes to the appearance of the landmark or site plan of the landmark, as defined by Section 6-209.G. Such review requires the issuance of a Certificate of Appropriateness per the regulations of Section 6-209. See Section 5-101 for review procedures;
 - b. Requires administrative approval for routine maintenance to the landmark as defined by Section 6-209.G;
 - c. Requires a 90 day demolition delay pending a public hearing at the Plan Commission and a Village Board review per Section 5-101 of these regulations, and the approval of a Certificate of Appropriateness for Demolition per Section 6-209.I of these regulations;
 1. If a Certificate of Appropriateness for Demolition is denied, a demolition permit shall not be issued until the 90 day demolition delay has expired per Section 6-209.I and until the landmark is surveyed and documented for its historical and/or architectural significance by a qualified historic preservation consultant and the survey is archived with the Village of Orland Park Development Services Department;
 2. If in 90 days from the denial of the Certificate of Appropriateness for Demolition a reasonable alternative to demolition has been found by the Development Services

Department, it shall be presented to the Board of Trustees for review and consideration. The Village Board of Trustees may then grant or modify with conditions the alternative proposal of the Development Services Department and deny the demolition, or deny the alternative proposal of the Development Services Department and grant the Certificate of Appropriateness for Demolition per Section 5-110.E.2.c.1. (Ord. 4940 - 11/3/14)

F. **Landmarks Preservation, Rehabilitation, Restoration and Incentives.**

1. **Preservation.** The landmark designation works toward preservation. The designation supports the action or process of protecting, maintaining, and/ or stabilizing the existing materials, form, and integrity of a historic or architecturally significant place or an individual component to a place or object, while protecting its heritage value. Preservation can include both short-term and interim measures to protect or stabilize the place, as well as long-term actions to retard deterioration or prevent damage so that the place can be kept serviceable through routine maintenance and minimal repair, rather than extensive replacement and new construction.
 - a. **United States Secretary of the Interior's Standards for Preservation.** In the case of preservation, the Land Development Code of the Village of Orland Park refers to the United States Secretary of the Interior's Standards for Preservation for the preservation of landmarks. The Standards follow below and may be used as a reference: (Ord. 4940 - 11/3/14)
 1. A property will be used as it was historically, or be given a new use that maximizes the retention of distinctive materials, features, spaces, and spatial relationships. Where a treatment and use have not been identified, a property will be protected and, if necessary, stabilized until additional work may be undertaken.
 2. The historic character of a property will be retained and preserved. The replacement of intact or repairable historic materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
 3. Each property will be recognized as a physical record of its time, place, and use. Work needed to stabilize, consolidate, and conserve existing historic materials and features will be physically and visually compatible, identifiable upon close inspection, and properly documented for future research.
 4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
 5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
 6. The existing condition of historic features will be evaluated to determine the appropriate level of intervention needed. Where the severity of deterioration requires repair or limited replacement of a distinctive feature, the new material will match the old in composition, design, color, and texture.
 7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
 8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
2. **Rehabilitation.** The landmark designation also works toward rehabilitation. The designation supports the action or process of making possible a continuing or compatible contemporary use of a historic or architecturally significant place or of an individual component to a place or object, through repair, alterations and/ or additions, while protecting its heritage value.
 - a. **United States Secretary of the Interior's Standards for Rehabilitation.** In the case of rehabilitation, the Land Development Code of the Village of Orland Park refers to the

United States Secretary of the Interior's Standards for Rehabilitation for the rehabilitation of landmarks. The Standards follow below and may be used as a reference:

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

3. **Restoration.** The landmark designation emphasizes and works towards restoration as well. The designation supports the action or process of accurately revealing, recovering or representing the state of a historic or architecturally significant place or of an individual component to a place or object, as it appeared at a particular period in its history, while protecting its heritage value.

a. **United States Secretary of the Interior's Standards for Restoration.** In the case of restoration the Land Development Code of the Village of Orland Park refers to the United States Secretary of the Interior's Standards for Restoration for the restoration of landmarks. The Standards follow below and may be used as a reference:

1. A property will be used as it was historically or be given a new use which reflects the property's restoration period.
2. Materials and features from the restoration period will be retained and preserved. The removal of materials or alteration of features, spaces, and spatial relationships that characterize the period will not be undertaken.
3. Each property will be recognized as a physical record of its time, place, and use. Work needed to stabilize, consolidate and conserve materials and features from the

restoration period will be physically and visually compatible, identifiable upon close inspection, and properly documented for future research.

4. Materials, features, spaces, and finishes that characterize other historical periods will be documented prior to their alteration or removal.
 5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize the restoration period will be preserved.
 6. Deteriorated features from the restoration period will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials.
 7. Replacement of missing features from the restoration period will be substantiated by documentary and physical evidence. A false sense of history will not be created by adding conjectural features, features from other properties, or by combining features that never existed together historically.
 8. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
 9. Archeological resources affected by a project will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
 10. Designs that were never executed historically will not be constructed.
4. **Landmark Incentives.** Local landmarks are capable of participating in local, county, state or federal tax incentive programs or grants that assist in the preservation, rehabilitation or restoration of historically or architecturally significant buildings. Qualification for these incentives is based primarily on the criteria set out by each individual program's lead agency. Local designation is often the first requisite. Sites, structures, buildings etc. must be included on the Local Register of Significant Places as officially recognized local landmarks in order to participate.

G. Landmark De-designation Review Procedure.

1. **Landmark De-designation.** Landmarks shall be de-designated by the Development Services Department based on the review of changes made to them during a Certificate of Appropriateness review at the Plan Commission. The Development Services Department shall write a report and recommendation to the Plan Commission to de-designate a landmark. The same review sequence outlined in Section 5-101.C for designating landmarks shall apply for de-designating them. (Ord. 4940 - 11/3/14)
2. **Removal from the Register.** De-designated landmarks shall be removed from the Local Register of Significant Places and shall not be eligible for local, county, state, or federal tax incentive programs or grants.

H. Natural Resource Conservation, Natural Heritage Sites, and Scenic Corridors.

1. **Natural Resource Conservation.** Section 5-110 of these regulations shall not be used to landmark, and thereby regulate, or act as a means to conserve, the natural resources of the Village of Orland Park. This section does not authorize landmark status to be placed on any natural resource in the Village of Orland Park. In so far as this section is concerned, natural resources are conserved via the sustainable preservation, restoration, rehabilitation and reuse of existing sites, buildings, structures etc. that have landmark status. Section 6-213 of these regulations, titled "Open Lands District" protects and preserves the Village's natural areas.
2. **Natural Heritage Sites.** The Development Services Department may recommend to the Village Board of Trustees a resolution for the non-binding designation of "Orland Park Natural Heritage Site" on the natural resources of the Village that are historically important to the Village and/ or are ecologically significant to the area for the habitat of wildlife or for the perpetuation of the prairie or savannah character once prevalent in the region.

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- a. **Non-binding Designation.** The non-binding designation is meant to act as a means of qualitative description for natural resources. Natural resources as dynamic symbiotic systems cannot be preserved like a landmark building or site regarding materials, resources and regulatory oversight. The non-binding status preserves the Village's ability to dynamically deal with natural resources and systems in conservation efforts commonly employed by park services, forestry officials, and ecologists, while still highlighting the important role the site has in the history and identity of the Village of Orland Park.
3. **Orland Park Natural Heritage Sites.** The following sites are duly listed as part of Section 5-110 of the Village of Orland Park Land Development Code. They are considered Natural Heritage Sites of the Village of Orland Park and shall each individually be known as an "Orland Park Natural Heritage Site".
 - a. **Natural Heritage Sites.**
 1. "Humphrey Woods", 14500 S Ravinia Avenue;
4. **Scenic Corridors.** Section 6-404 of these regulations authorizes the establishment of scenic corridor easements which shall serve to protect and maintain a rural/suburban atmosphere in certain sections of the Village and its one and one-half (1 ½) mile jurisdiction. Such corridor easements will also provide a refuge for natural resources and wildlife and a natural buffer between more-developed areas. Such corridor easements shall be known as "Scenic Corridors" per these regulations and may be marked accordingly. In the context of landmark designation, scenic corridors shall act to promote the preservation of historic, natural or scenic qualities along public roads and streets. Regulation for scenic corridors shall be established on a case by case basis with regard to the terms of the easement per Section 6-404.

Land Development Code

Section 6-209: Old Orland Historic District

Vision

The Old Orland Historic District is Orland Park's oldest neighborhood and the historic heart of the Village. It has a picturesque turn-of-the-century collection of small shops, historic churches and attractive houses. The Village Center, McGinnis Slough, Humphrey Woods and the train station are within close walking distance. To ensure that Old Orland retains its unique character and special sense of place, the Village offers the following vision for the area:

New development will respect the established character of this historic neighborhood - narrow tree lined streets, small walkable blocks, buildings on small lots, and gardens and outdoor spaces for people to enjoy. Contributing buildings will be preserved for future generations. Historic churches, museums and other civic buildings will continue to be places where the community comes to gather, learn and celebrate. The area will attract small businesses and unique local stores, and also be a great place to live. Trails will connect the area to woods and forest nearby.



Old Orland looking east, early 20th century

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Historic perspectives of the district from the 1900's



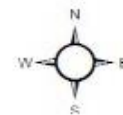
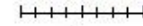
Contributing Structures

- | | |
|--------------------------|--------------------------------|
| 1. 9960 W. 143rd Street* | 9. 9967 W. 144th Street (NRHP) |
| 2. 9999 W. 143rd Street | 10. 14316 Beacon Avenue |
| 3. 9953 W. 143rd Street | 11. 14320-24 Beacon Avenue |
| 4. 9925 W. 143rd Street | 12. 14330 Beacon Avenue |
| 5. 9917 W. 143rd Street | 13. 14315 Beacon Avenue |
| 6. 14306-10 Union Avenue | 14. 14339 Beacon Avenue |
| 7. 14314 Union Avenue | 15. 14420 Second Avenue |
| 8. 9952 W. 144th Street | 16. 9830 W. 144th Place (NRHP) |

--- OOH District Boundary

Permitted Commercial Area

0 50 100 200 Feet



- While not in the OOH District boundary, Building 1 is considered a contributing structure, and should be protected.
- All contributing structures are Orland Park Landmarks, per Section 5-110.
- Buildings 9 and 16 are the National Register of Historic Places (NRHP)

MAP 1: OOH District Boundary Map with Contributing Structures

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List of Contributing Structures with Photos

1. Orland Park School, 9960 W. 143rd Street. The center two-story brick portion of the school was built in 1922 and the gymnasium to the west was added in 1940. The distinctive stone walls of the gymnasium are made of Joliet limestone. This is the most substantial of buildings in the Old Orland area.
2. Former Christ Lutheran Church, 9999 W. 143rd Street. Erected in 1898, this simple wood frame building is typical of many Gothic Revival rural churches of the period. It has not been altered significantly. The small building south of the church was built in 1922 as a school house.
3. Former Residence, 9953 W. 143rd Street. This small, simple frame building was built around 1890. The original materials and building elements have been unaltered. This is a fine example of a National style building with Folk Victorian detailing in the district.
4. Former Residence, 9925 W. 143rd Street. This two-story Italianate structure from the 1880's has some nice decorative elements. Except for later residing, this building appears to have had no significant alterations.
5. Orland Park Library, 9917 W. 143rd Street. This commercial building with Tudor styling was built in 1937 and once served as Orland Park's first public library.
6. Orland Park Hotel, 14306-10 Union Avenue. This frame commercial building was originally the Orland Park Hotel. The ornate Italianate trim dates to the early 1880's. Although the building has been resided and the fenestration of the first floor has been rebuilt, it is still the most ornate early structure in Orland Park.



1. 9960 W. 143rd Street



2. 9999 W. 143rd Street



3. 9953 W. 143rd Street



4. 9925 W. 143rd Street



5. 9917 W. 143rd Street



6. 14306-10 Union Avenue

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7. Loebe Bros. General Store, 14314 Union Avenue. This was the first general store in Orland Park. The building appears to be a series of buildings that were added onto each other. Most of them appear to date from the early 1880's to mid 1890's. The front is particularly well preserved.
8. Loebe House, 9952 W. 144th Street. This large residence from about 1895 is an excellent example of the Queen Anne style. The house shows typical features of Queen Anne houses in the use of bay windows, patterned shingles along the sides and gables, and a tower to break the flat wall surfaces.
9. Twin Towers Sanctuary, 9967 144th Street. Designed by Chicago architect William Arthur Bennet and constructed in 1898, the twin octagonal towers make this the most imposing and visible landmark in Old Orland. This building was substantially renovated by the Old Orland Heritage Foundation. In 1987, the building was added to the National Register of Historic Places.
10. Orland State Bank, 14316 Beacon Avenue. Built in 1910, this well preserved brick building is a good example of Italianate commercial buildings once common in the Midwest.
11. Commercial Emporium, 14320-24 Beacon Avenue. Built approximately in 1885, this is an unusual combination of Commercial, Italianate and National building style.



7. 14314 Union Avenue



8. 9952 W. 144th Street



9. 9967 W. 144th Street (NRHP)



10. 14316 Beacon Avenue



11. 14320-24 Beacon Avenue

VILLAGE OF ORLAND PARK

12. Former Residence, 14330 Beacon Avenue. This well preserved frame building was likely constructed in the late 1880's or early 1890's. The wealth of Queen Anne decorations have survived since the house was built.
13. Former Residence, 14315 Beacon Avenue. This two story Folk Victorian building dates back to the 1880's and is typical of many residences constructed during this period in Old Orland.
14. Residence, 14339 Beacon Avenue. This single story residence in the National style was built in 1890. Many of the original building features have been restored.
15. Residence, 14420 Second Avenue. Constructed in 1880, this house is believed to be the first residence built in Orland Park. The front bay windows and the roof that joins them were later additions at the turn of the 20th Century. The porch and garage building along Second Avenue were additions at the turn of the 21st Century.
16. John Humphrey House, 9830 W. 144th Place. This stately two story Italianate frame residence was built in 1881 by the late Sir John Humphrey, a prominent early resident of the Orland area and Orland Park's first Mayor. The interior has been restored with authentic furnishings and is maintained by the Orland Historical Society. This building was added to the National Register of Historic Places in 2005.

More detailed information about these historic buildings is available from the Village of Orland Park.



12. 14330 Beacon Avenue



13. 14315 Beacon Avenue



14. 14339 Beacon Avenue



15. 14420 Second Avenue



16. 9830 W. 144th Place (NRHP)

Historic Architectural Styles in the District

The Old Orland Historic District has a collection of modest homes in a variety of styles, including National, Folk Victorian, Commercial and Commercial Italianate, Craftsman, Queen Anne, Gothic and Tudor Revival. The early buildings of the historic district were made of wood frame with wood siding and trim. Some later commercial buildings are of brick. The various architectural styles of buildings in the Historic District are described with examples below. While some buildings have elements of many other architectural styles, they were classified under the predominant style.



National (1835-1895)

National is the term given to indigenous forms of building construction. Some refer to National buildings as Vernacular style. Although buildings continued to be constructed according to the earlier traditional folk forms, the increased availability of lumber (mill-sawn lumber was available after 1850) led to some new shape innovations. Folk form, or vernacular buildings are typically of frame construction and covered with wood siding. Some may have details taken from high styles such as Greek Revival or Colonial Revival; others may have later high style modifications. Some of the many variants of the vernacular identified in the survey area are:

Four-over-Four: A side gable, two story, center entry house, two rooms deep and two rooms wide.

Example: 9830 W. 144th Place



Gable-Front: During the Greek Revival movement in the period between 1830 and 1850, the front-gabled shape was commonly used to echo the pedimented façade of typical Greek temples. This form was particularly common in New England and its popularity expanded along with the expansion of the railroad network and remained a dominant folk form until well into the 20th century. Part of its staying power reflected the fact that gable-front houses were well suited for narrow urban lots, which were found in many rapidly developing cities.

Examples: 14438 Second Avenue, 9953 W. 143rd Street, 14329 Beacon Avenue, 14420 First Avenue and 9856 W. 144th Place



Gabled L: Commonly known as Gable-Front-and-Wing, this house form also descended from styled Greek Revival houses and the gable-front form. This variant shows an additional side-gabled wing added at right angles to the gable-front plan to give a compound, gable-front-and-wing shape with uniform roof height. A shed-roofed porch was typically placed within the L made by the two wings.

Example: 9833 W. 144th Place

VILLAGE OF ORLAND PARK



Hipped: Massed-plan folk house of nearly square plan are commonly built with hipped or pyramidal roofs. It may be one or two stories high. Hipped folk houses differ principally in roof pitch and in the size and placement of porches. Many one story houses have full or partial integral porches included under the principal roof.

Examples: 9999 W. 143rd Street at West Avenue and 9853 W. 144th Place



Side Gable: This house form, with a side gable and massed-plan (more than one room deep) was very popular after lightweight lumber became widely available by the railroads. Simpler methods of light roof framing led to these massed-plan houses which had larger and more flexible interior plans, therefore, eventually replacing the traditional one room deep Hall-and-Parlor and I-House forms.

Example: 14420 Second Avenue



Upright-and-Wing: This house form is similar to the Gabled L. It is usually a one and a half to two story front gable house with a one-to-one and a half story wing at right angles of lesser height. A porch was often placed in the area formed by the gable front and wing. Some Upright-and-Wing houses may have started out as a Front Gable to which a wing was added.

Examples: 9855 W. 144th Street and 9976 W. 144th Street

Craftsman (1905-1930)

Craftsman was the dominant style for smaller houses built across the country during the period between 1905 through the mid-1920's. By the end of the 1920's, the style was fading from popularity and few were built after 1930. Common characteristics include low-pitched, gabled or hipped roof with wide, unenclosed eave overhang; exposed roof rafters; decorative beams or knee braces under gables; porches, full or partial width, with roof supported by tapered square columns, often of brick or stone material; dormers often with exposed rafter ends and knee braces; usually shed or gable roof; windows designed with a horizontal emphasis.

Examples: 14407 Beacon Avenue and 9955 W. 144th Street





Commercial Vernacular or Commercial/Storefront (1880-1900)

Early vernacular commercial buildings are referred to as Commercial Vernacular. These buildings are identified by their form, not their architectural style, although they may have some decorative features taken from architectural styles, often Italianate or Classical. These buildings are typically found in main street areas. Common characteristics include street facades abutting one another and sited at the lot line; false fronts visible at the roof line of the typically gable roof; buildings in relative scale with adjacent commercial vernacular buildings; typical three part facades: storefront, upper stories, and cornice or parapet; most often of wood with transoms above storefronts, and decorative cornices.

Examples: 14300 Beacon Avenue, 14320 Beacon Avenue, 14306 Union Avenue and 14314 Union Avenue



20th Century Commercial (1900-)

Later Commercial Vernacular buildings are referred to as 20th Century Commercial Style. These buildings are identified by their form and materials, not their architectural style, although they may have some decorative features taken from architectural styles. Common characteristics include facades of brick or stone with contrasting masonry ornament; street facades abutting one another and sited at the lot line; buildings in relative scale with adjacent commercial vernacular buildings.

Examples: 14316 Beacon Avenue and 9875 W. 143rd Street



Folk Victorian (1870-1910)

This style is defined by the presence of Victorian decorative detailing on simple folk house forms, and generally much less elaborated than the Victorian styles that they attempt to mimic. The details are usually of either Italianate or Queen Anne inspiration. The primary areas for the application of this detailing are the porch and cornice line. Common characteristics include porches with spindle-work detailing or flat, jig-saw cut trim; turned balusters used both in porch railings and in friezes suspended from the porch ceiling; roof-wall junction may be either boxed or open; simple window surrounds with simple pediment above.

Examples: 14315 Beacon Avenue, 14330 Beacon, 14339 Beacon Avenue and 9852 W. 144th Place



Georgian Revival (1880-1955)

The Georgian Revival style is more commonly grouped under the Colonial Revival style, which includes Georgian, Adam and Dutch. Colonial Revival refers to the entire rebirth of interest in the early English and Dutch houses of the Atlantic seaboard. The Georgian and Adam styles form the backbone of the Revival, with secondary influences from post medieval English or Dutch Colonial prototypes. The principal areas of elaboration are entrances, cornices and windows. Common characteristics include an accentuated front door, normally with a decorative pediment supported by pilasters, or extended forward and supported by slender columns to form the entry porch; doors, commonly with overhead fanlights or sidelights; a façade normally showing symmetrically balanced windows and center door; windows with double-hung sashes, usually with multi-pane glazing in one or both sashes, and frequently in adjacent pairs.

Example: 9960 W. 143rd Street



Gothic Revival (1840-1880)

The Gothic Revival style, based on English precedents, was promoted as an ideal picturesque rural style, suitable for residential use. The style was losing popularity for residential designs by the late 1860's, but resurgence during the 1870's occurred when the style was applied to public and religious buildings. Common characteristics include a steeply pitched roof, usually with steep cross gables; roofs often topped with pinnacles; gables, commonly with decorated vergeboards; wall surfaces extend into a gable without a break; windows commonly extended into a gable, frequently having pointed-arch shape (Gothic arch); doors often with pointed-arch and/or heavy hood ornament.

Example: 9999 W. 143rd Street



Italianate (1840-1885)

A popular 19th century style, the Italianate was derived from the architecture of Italian villas and originated in England at the start of the Picturesque Movement. This style with its wide overhanging bracketed eaves was typically found on two and three story buildings. Common characteristics include cupolas; vertical proportions; wide eaves and intricate cornices; large brackets, sometimes paired; tall, curved or arched topped windows and doors with hooded molds; porches, both small entry and full width, of single story height; paired and single doors, commonly with large-pane glazing in the door itself.

Examples: 9925 W. 143rd Street and 14306 Union Avenue.



Prairie (1900-1925)

An American style of architecture that originated with the Prairie School, popular in the Midwest from about 1900 to 1930. Characteristics include broad, low-pitched roof, and hipped eaves usually with a very wide overhang; light colored stucco exterior walls, brick or concrete block; contrasting wood trim between stories; Sullivanesque ornamentation such as friezes and/or door surrounds; ribbon windows below roof overhang, emphasizing the horizontal plane.

Example: 9960 W. 143rd Street



Queen Anne (1880-1910)

The very popular style of the 1880's and 1890's has asymmetrical shapes characterized by projecting bays and prominent, compound roof shapes. A one story porch along the front sometimes wraps around the side. These buildings were clad in a variety of materials and with multiple textures including patterned shingles. Common characteristics include an abundance of decoration; varied and rich contrasting materials, shapes and textures; expansive, encircling porches; turrets or conical towers; pressed metal bays; irregular roofline with many dormers and chimneys; some may have half-timbering with windows grouped three or more.

Examples: 9952 W. 144th Street and 9967 W. 144th Street



Tudor Revival (1890-1940)

A popular romantic revival style from the first half of the 20th century, Tudor Revival was a romantic inspiration based on English medieval buildings. The style is recognized by the use of a steeply pitched side gable or hipped roof, with one or more front facing, asymmetrically placed gables. Common characteristics include walls of masonry, brick, stucco and half-timbering most commonly used in a mixture; mullions, transoms, and trim of stone are typical, as are rounded Tudor arch door openings; tall, narrow windows, double-hung or casement, often with leaded glass; multiple and overlapping dormers; multi-colored slate on the roof; massive chimneys, often stone or stucco with stone ornament.

Example: 9917 W. 143rd Street



VILLAGE OF ORLAND PARK

A. Purpose

The purpose of the Old Orland Historic District (OOH) is to retain the commercial and residential character of the original core of Orland Park. It is also the purpose of this district to encourage the restoration and preservation of historically and architecturally significant structures that are an important part of the Village's heritage. To maintain the historic, semi-residential character of the district, commercial development is limited to certain streets: 143rd Street, Beacon Avenue between 143rd Street and 144th Place, Union Avenue between 143rd Street and Brook Avenue, and in the existing commercial portion of West Avenue between 143rd Street and 143rd Place. Uses within this area are therefore restricted to small retail businesses, offices and residential dwellings, all of which must be compatible in scale and ambiance with the district (see Map 1). The Certificate of Appropriateness review process was designed to ensure all development in the district meets these objectives.

B. Uses

The following uses may be established in the OOH District in accordance with the procedures and standards set forth in Section 5-101 through 5-104 for permitted uses and Section 5-105 for special uses in the Land Development Code. Although certain uses are listed as "permitted uses" within the district, a Certificate of Appropriateness must still be obtained, as described later in this section, and any other required development approval from the Village prior to construction, alteration or demolition. "Special Uses" must obtain a special use permit as well as any other required development approvals from the Village. The following applies to redevelopment in the Old Orland Historic District:

- In the non-commercial areas, existing residential buildings cannot be converted to mixed use buildings, or be used for office or commercial uses;
- In the commercial areas, mixed use and single use commercial/office buildings can replace existing residential buildings via a tear-down when a parcel is redeveloped, but require a special use permit.
- In the commercial areas, mixed use and single use commercial/office uses are permitted in existing residential buildings as a permitted use.

VILLAGE OF ORLAND PARK

Table of Uses

Uses	Permitted / Special Use	Geography
1. Accessory Uses	See Section 6-302	Any Area
2. Residential Uses		
Multi-family residences without commercial	Permitted	Commercial Areas
Overnight accommodations up to 6 rental units, 30 day occupancy	Permitted	Commercial Areas
Residential units above retail or commercial establishments	Permitted	Commercial Areas
Single-family detached dwelling	Permitted	Any Area
Small residential care homes up to 6 residents	Permitted	Residential Areas
3. Commercial Uses		
<i>(The maximum permitted square footage of commercial uses in Old Orland is 5,000 square feet.)</i>		
Clinics and medical or dental offices	Permitted	Commercial Areas
Commercial retail establishments	Permitted	Commercial Areas
Day care homes	Permitted	Commercial Areas
Financial institutions	Permitted	Commercial Areas
Food concession	Permitted	Commercial Areas
Offices	Permitted	Commercial Areas
Personal service establishments	Permitted	Commercial Areas
Restaurants and outdoor seating for restaurants*	Special Use	Commercial Areas
<i>*When located within 300 feet of a residential use</i>		
4. Civic and Institutional Uses		
Community centers, clubs and lodges	Special Use	Any Area
Government uses, including office, recreational uses, public parks and playgrounds	Permitted	Any Area
Museums, civic and cultural centers	Special Use	Any Area
Places of worship	Special Use	Any Area
Public schools	Special Use	Any Area
5. Transportation and Utilities		
Public transportation facilities such as bus shelters	Special Use	Commercial Areas
Utility substations	Special Use	Commercial Areas

C. Bulk Requirements

The following requirements apply to all properties in the OOH District.

1. Lot Area and Width

The minimum lot area for each residential dwelling unit shall be 2,500 square feet. The minimum front lot width shall be twenty-five (25) feet, adding ten (10) feet for a corner lot, to a maximum of 50 feet for new construction. The minimum lot area for each nonresidential or mixed use development shall be 5,000 square feet. The minimum front lot width shall be fifty (50) feet, adding ten (10) feet for a corner lot, to a maximum of 125 feet for new construction.

2. Height

The maximum building height in the Historic District is 37 feet to the top of the structure.

3. Lot Coverage

For all residential developments, no more than 80% of the area of the lot may be impervious. The remaining 20% must be maintained as green space. For all non-residential or mixed use developments, at least 10% of the site shall be maintained as green space.

4. Building Setbacks

The following setback standards shall apply in the OOH District. For square corner lots, the "front" setback shall be considered to be the yard where the main door is located; the other yard shall therefore be considered to be the "side" setback.

a. Residential:

1. Front: Eight (8) foot minimum and fifteen (15) foot maximum. The minimum may be reduced to the average of the front setback of the two adjacent lots if one or both of the setbacks of adjacent lots are smaller.
2. Side: Five (5) foot minimum and fifteen (15) foot maximum.
3. Corner Side: Ten (10) foot minimum and no maximum.
4. Rear: Thirty (30) foot minimum and no maximum.

b. Non-Residential and Mixed Use:

1. Front: No minimum and five (5) foot maximum.
2. Side: No minimum and five (5) foot maximum.
3. Corner Side: Ten (10) foot minimum and no maximum.
4. Rear: Twenty (20) foot minimum and no maximum.

D. Other Regulations

1. Permitted Uses in the Right-of-Way and Setback Areas

Pedestrian oriented uses are allowed within the public right-of-way and in setback areas, including sidewalks, canopies, marquees, benches, projecting signs and landscaped gardens. No parking shall be permitted in the front setback for any use located in the OOH District.

2. Parking Lot Setbacks

For existing lots, if there is insufficient area to provide a landscape buffer between the parking lot and sidewalk, a three (3) foot high decorative fence or a two (2) foot high masonry seating wall should be provided to separate the sidewalk from the parking area.

3. Parking Requirements

All parking regulations apply as outlined in Section 6-306 of the Land Development Code. If there is insufficient area for Historic District businesses in new or existing buildings to provide required parking on-site, parking opportunities demonstrated to exist either on-street or via shared parking nearby may be applied to meet the requirement. (Ord. 4738, 6/18/12)

4. **Loading**

All loading regulations apply as outlined in Section 6-306 of the Land Development Code. For businesses in the Historic District that do not have sufficient land area on site to provide a designated loading space, loading may occur from a side street, from an alleyway or in a parking lot drive aisle, provided loading activities do not disrupt traffic flow for other uses.

5. **Landscaping**

Buffer landscaping between like uses and between commercial uses and the street is not required in the Old Orland Historic District. All other landscaping regulations apply as outlined in Section 6-305 of the Land Development Code. If there is insufficient area to provide required landscaping on-site, petitioners are encouraged to provide landscape improvements in areas visible from the street, including movable benches, decorative planter boxes, hanging baskets et cetera. It is the responsibility of the property owner to maintain these improvements.

6. **Tree Preservation**

Tree preservation requirements outlined in Section 6-305.1 of the Land Development Code for preserving and/or removing trees 4-inches in caliper and above apply to the OOH District. All healthy mature trees that contribute to the character of the Historic District should be maintained.

7. **Fences**

For front yards and yards abutting a street, fences shall not exceed a height of 4-feet, must be 50% open, and be of picket construction. All other fences shall not exceed a height of 5-feet. Chain link fences are not permitted. Fences on property with contributing structures shall be of wood construction. Fencing on property with non-contributing structures or new construction can be vinyl. (Ord. 4738, 6/18/12)

8. **Garages**

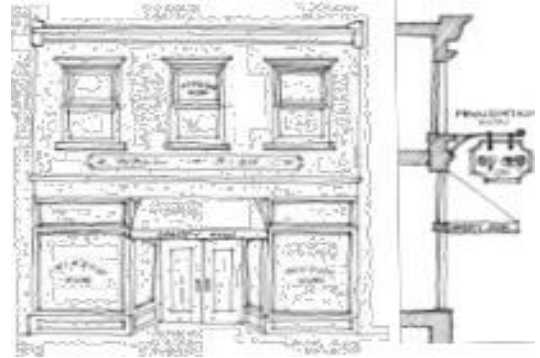
New construction should continue the tradition of locating the garage at the rear of the lot, behind the principal building. Garages should be compatible in design, materials and roof form of the principal building. The maximum height permitted for a garage is sixteen (16) feet to the top of the structure. Additional height may be permitted for a specific roof form that reflects the principal building. Attached garages are allowed only on corner lots and only when mitigating for natural features such as topography or heritage trees. No living space is allowed above an attached garage. Attached garages must be built to a similar scale as detached garages, located at the rear of the principal building and maintain ornamental overhead doors when facing the right-of-way. Garages may have a maximum of two overhead doors or, when located on corner lots, three overhead doors and they must be ornamental doors when facing the right-of-way. (Amd. Ord. 4839, 9/16/13).

E. Signage

Signs in the OOH District shall be compatible with the architecture, scale and design of the building of which it is a part. Signs should not obscure or overwhelm architectural details. Building directories are encouraged for multi-tenanted buildings.

1. Flat Wall Signs

Only one (1) sign shall be permitted per lot frontage on a public right-of-way. The maximum sign area shall be 7.5% of the area of the first two (2) stories of building elevation on which it is placed, or for a multi-tenant retail commercial building, each tenant may have a sign area not to exceed 7.5% of the area of its leased exterior storefront. Wall signs may not cover any part of a window or extend above the roof line.



2. Canopies or Awnings

Canopies or awnings are considered to be wall signs and must be opaque and made of fabric. Lettering should be confined to the area of the awning perpendicular to the sidewalk. Avoid lettering on slants and curves. Lettering must not exceed twenty percent (20%) of the total canopy or awning area, subject to the other wall sign limitations, and be limited to placement above windows and doors.



Wall and Window Signs

3. Projecting Signs

Projecting signs cannot extend more than 3-feet into the public right-of-way. The bottom of the sign must be at least 7-feet from the ground. The maximum size of such sign shall be ten (10) square feet. Such signs shall not be internally illuminated.

4. Window Signs

Window signs may cover no more than fifteen percent (15%) of the window area and lettering shall be painted. Sign area shall be calculated by drawing a box around each word.



Freestanding Sign

5. Freestanding Signs

Permanent freestanding signs shall only be permitted on lots forty (40) or more feet in width. The maximum sign face area shall be twenty (20) square feet with a maximum height of five (5) feet. Message boards are not permitted.

F. Architectural Design Standards

1. **Applicability**

There are sixteen (16) buildings designated as "Contributing Structures" in Old Orland, two of which are listed on the National Register of Historic Places. These buildings are identified in Map 1 of this section. (While not in the District, Building 1 is considered a contributing structure and should be protected). Remaining buildings in the OOH District are classified as "Non-Contributing" or "New Construction".

- a. Buildings on the National Register of Historic Places. Buildings listed on the National Register of Historic Places must comply with the United States Secretary of the Interior's Standards for Rehabilitation and design standards outlined in this section to maintain and improve the accuracy and integrity of the interior and exterior of the building. These are eligible for matching funds from the Façade Improvement Program.
- b. All Contributing Structures and Additions to Contributing Structures. All Contributing structures and additions to Contributing Structures must comply with the Design Standards outlined in this section in order to maintain and improve the accuracy and integrity of the exterior of the building only. These are eligible for matching funds from the Façade Improvement Program.
- c. All Non-Contributing Structures, Additions to Non-Contributing Structures and New Construction. All Non-Contributing Structures, additions to Non-Contributing Structures and New Construction are strongly encouraged to follow the Design Standards outlined in this section. If the Design Standards are met, these structures may be eligible for Low Interest Loans and matching funds from the Façade Improvement Program.

2. **General Design Standards**

The following are based both on the United States Secretary of the Interior's Standards for Rehabilitation and on local preservation objectives for the OOH District. These standards will be used to evaluate applications for Certificates of Appropriateness.

- a. **Compatible Use with Minimal Alterations**
Every reasonable effort shall be made to use a property for its originally intended purpose or to provide a compatible use for a property which requires minimal alteration of the building, structure, or site and its environment.
- b. **Relationship to Streets and Open Spaces**
The unique character of streets and open spaces in the Historic District shall be retained and preserved. The removal of historic materials or alterations of features and spaces that characterize a property and contribute to the character of the Historic District should be avoided.
- c. **Distinctive Architectural Features**
The distinguishing original qualities or character of the District including buildings, structures or sites and their environment shall not be destroyed. Avoid the removal or alteration of any historic material or distinctive architectural features. Distinctive stylistic features or examples of skilled craftsmanship which characterize a building, structure or site shall be preserved.
- d. **Historic Appropriateness**
All buildings, structures and sites shall be recognized as products of their own time. Avoid alterations that have no historical basis and which seek to create an earlier appearance.
- e. **Past Alterations**
Changes that have taken place in the course of time are evidence of the history and development of a building, structure or site and its environment. These changes may have

acquired significance in their own right, and this significance shall be recognized and respected.

f. **Deteriorated Architectural Features**

These shall be repaired rather than replaced. If the severity of deterioration requires replacement, new material should match the historic material being replaced in composition, design, color, texture and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplications of features, substantiated by historic, physical or pictorial evidence than on conjectural designs or availability or architectural elements on other buildings or structures.

g. **Chemical or Physical Treatment**

Chemical or physical treatment, such as sandblasting, that cause damage to historic materials shall not be used. Surface cleaning or structures, if appropriate, shall be undertaken using the gentlest means possible.

h. **Archaeological Resources**

Every reasonable effort shall be made to protect and preserve archaeological resources affected by or adjacent to any project.

i. **Contemporary Design**

Contemporary design for alterations and additions to existing buildings and construction of new buildings within the District shall not be discouraged when such alterations and new construction do not destroy significant historical, architectural or cultural material, and such design is compatible with the size, scale, color, material, and character of the property and the District.

j. **Structural Integrity**

Wherever possible, new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

k. **Replacement of Existing Features**

Architectural elements shall be repaired with original materials rather than replaced. Replacement should be considered only when features have severely deteriorated. New material should match the existing material. If the material being replaced is not original to the structure, original materials shall be used to improve the overall integrity of the structure.

1. **Additions and New Construction**

Appropriate locations of an addition are at the rear or sides of the building. These should be connected to the property in a way that does not alter, obscure, damage, or destroy any significant features, and has a minimal impact on the exterior walls. Additions should complement the original building in size, scale, massing and design. These should not be taller or wider than the original building. Design features including the roof shape, materials, color, location of windows and doors, cornice heights et cetera should be consistent with the original building.

New construction should be compatible with the architectural styles of the District. Replication of a specific architectural style can create a false historic appearance and should be avoided. Contemporary designs are acceptable when compatible in size, scale, color, material, and character of the District.

Building additions and new construction are encouraged to be compatible with the proportions predominant in the District: rectangular, vertically oriented massing with gable ends facing the street.

3. Specific Design Standards

a. Windows

Predominant Style

Wood, double hung sash windows, with both single and multiple divided lights are common in the historic buildings. The most common light configuration is a simple one-over-one.

Some buildings have ornamental Queen Anne windows with large lower sash and leaded or stained glass fixed sash above. Queen Anne windows have been identified in Folk Victorian, Queen Anne and National style houses.



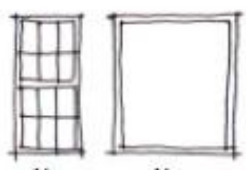
Yes Yes

National



Yes Yes

Craftsman



No No

Contemporary



Yes Yes Yes

Italianate Queen Anne

Replacement Windows

Use wood windows, specifically on the front facades. Metal windows can be used for secondary facades if they are painted to match wood windows. Retain the location and size of original window openings. Retain or simplify divisions of glass, and retain transoms.

New Windows

Simple double-hung wood windows with vertical proportions are appropriate for the District. Wood is preferred; if metal is used, it should be painted to match any existing windows.

Storm Windows and/or Screens

Painted wood is preferred. Painted metal may be used for additions. The division in the storm window should align with the divisions of the window.

Shutters

Avoid using shutters unless they were original to the building. If shutters are used, they should be half the width of the window opening and be hinged rather than screwed to the siding.

Sashes

Wood sashes are preferred. Clad wood and painted metal may be used for additions. Sash can have either single light or multiple divided lights. Storm windows and screens of wood or painted metal with divisions in alignment of the divisions of the window.

Not Permitted

- i. Dividing each sash into more than six lights;
- ii. Synthetic trim to cover existing trim and synthetic siding which conceals the original wood window frame;
- iii. Glass block windows;
- iv. Horizontally proportioned windows;
- v. Snap-in-muntins and applied muntins;
- vi. High-gloss metal finishes;
- vii. Unique contemporary shapes or casements;
- viii. Mirrored, reflective or tinted glass.

b. Exterior Doors

Predominant Style

Typically the historic houses in the District had wood doors of four or five panels.

Large glass lights in doors are not typical in the District.

There are examples of wood paneled doors with vertically oriented, divided lights in the upper panels of the door.

Sidelights on residential buildings are not typical for the District but are seen on a few commercial buildings.

Transoms above front doors are seen throughout the District, although many have been obscured with plywood or siding.

Replacement Doors

Use wood doors, specifically on the front facades. Metal doors can be used for secondary facades if they are painted to match wood doors.

New Doors

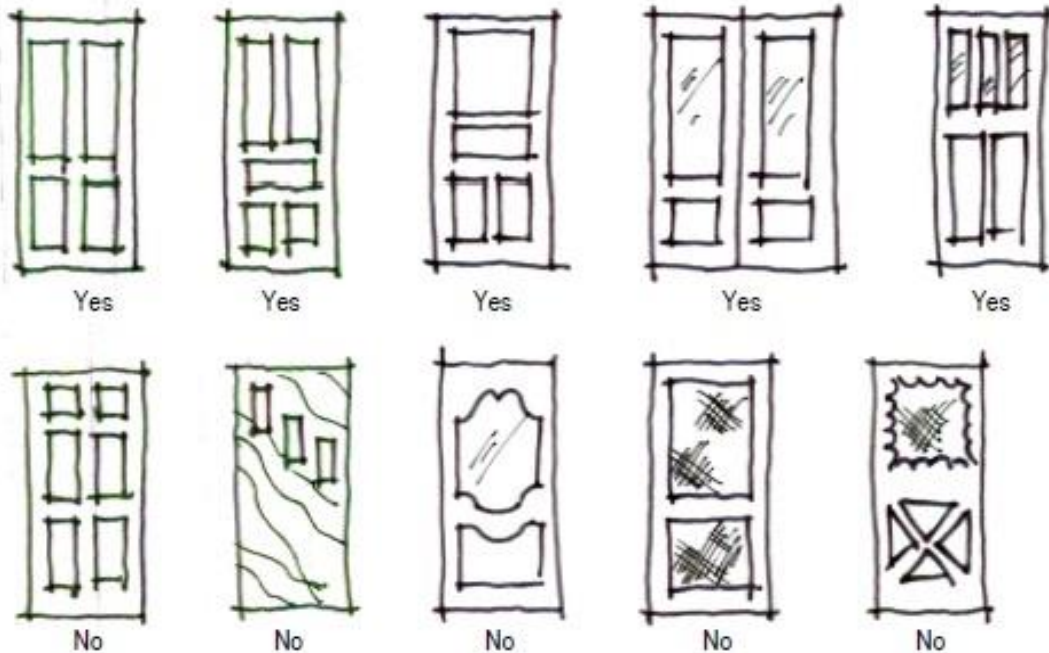
Doors should be wood with the appropriate paneling to the architectural style with transoms or lights in the door as appropriate.

Storm Doors or Screen Doors

Should be wood with full size screen or glass, or paneled lower half with screen or rectangular glass light above. Any metal should be painted.

Not Permitted

- i. Metal doors with embossed paneling;
- ii. Doors with large oval glass light;
- iii. Six panel Colonial style doors and contemporary flush doors;
- iv. High-gloss metal storm doors and storm doors with a flush lower panel;
- v. Sidelights are generally not typical on residential buildings.



c. Porches and Door Overhangs

Predominant Style

Porches and door overhangs are typical of many of the existing buildings in the District.

Existing porches are of wood, with stone or brick piers or foundations.

Detailing for the porches vary with architectural style.

Front door overhangs are also seen in the District, which are typically supported by wall braces.

Wood porches and door overhangs are very common in the District. These add greatly to the pedestrian scale and character of the street facades, and are strongly encouraged for all new construction.

Existing Porches and Overhangs

Existing porches and overhangs should be maintained. If replacement is necessary, wood components and wood siding closely matching the original style should be used.

New Porches and Door Overhangs

New porches and overhangs are encouraged for all additions and new buildings. Wood components and wood siding are appropriate and should be painted. Porches on additions or new construction are encouraged to be open and of a compatible scale and material. If new porches are enclosed, these should be screened or have double-hung windows. Front door overhangs with wall braces are appropriate.

Not Permitted

- i. Enclosing an existing porch detracts from the character of the main facades. Original porches have to remain open and should not be enclosed;
- ii. Removing or concealing distinctive porch features when installing screens or windows;
- iii. Re-cladding porches with synthetic siding;
- iv. Eliminating significant detailing on porches;
- v. Two story porches or overhangs, mansard roof elements, and overhangs without vertical supports.



d. Exterior Stairs

Predominant Style

Exterior stairs are not part of the typical historic vocabulary of the District, and are more common with later additions or modifications.

As the uses of buildings have changed, several buildings have been modified to add exterior stairs to the upper floor. Exterior stairs are inconsistent with the character of the District and are generally discouraged in the District.

For existing buildings or additions, if exterior stairs to the upper floor have to be provided, these should be:

1. Located to the rear of the building where possible.
2. Painted to match the color of the building and screened from view.
3. For new construction, exterior stairs are not allowed.

e. Roofs, Skylights, Gutters and Chimneys

Predominant Style

Original roofs were covered in wood shingles or painted tin sheathing.

Today, many of these roofs have been replaced with asphalt shingles.

Gutters were typically half round in profile on the original buildings.

Most buildings in the District have simple brick chimneys.

Replacement roofing, gutters and chimneys should match the historic in the existing building in material and configuration, or should be compatible.

New or replacement roofs of wood or asphalt shingles are appropriate. Wood shingles should be machine cut. Asphalt shingles should be simple, flat and smooth, and in an appropriate color. Painted metal roofs in terne coated steel is allowed.

Skylights are not permitted on Contributing Structures as they are historically inappropriate. Skylights are acceptable on non-contributing structures provided that these have the appropriate scale; however, skylights with convex or bubble shapes, or other unusual contemporary shapes should be avoided.

Gutters were typically half round in profile. Gutters should be of a compatible profile; compatible material includes painted metal. For new or replacement chimneys, brick chimneys with a simple profile should be used. Brick and original profiles should be matched if possible for replacements.

Not Permitted

- i. For new and replacement roofs, the following should be avoided: hand split wood shakes, asphalt shingles with rough, thick texture made to replicate shakes, clay or synthetic tile, slate, synthetic slate and asphalt shingles in the color of new wood.
- ii. Existing brick chimneys should not be clad in siding or stucco.

f. Siding, Brick and Trim

Predominant Style

The wood frame buildings were typically sided with horizontal wood clapboard.

Many of these buildings are now sided with composition board, asbestos board, rough sawn plywood siding, or synthetic (aluminum or vinyl) siding.

Wood trim is generally found on the cornices, porches, door and window frames.

Except for early 20th Century commercial buildings, brick facades are not typical of most of the older buildings in the District.

Narrow wood clapboard siding with painted wood trim is appropriate for the District. Brick is not typical and can be found in some commercial buildings. Original siding should be uncovered where possible and restored.

For replacements or additions, materials for siding, brick and trim should match and be compatible in character, color and texture with the original.

Siding

Narrow wood clapboard siding with 4-inch exposure or wide wood clapboard siding with 8-inch exposure is appropriate for the District. Light paint colors should be used for the siding that will not conceal the shadow lines of the narrow clapboards and the decorative trim.

Brick

There are some examples of contributing commercial buildings with brick facades. These brick buildings often have sills, lintels and upper level ornament of brick or limestone. Brick should be used in limited amounts for replacement or additions to masonry buildings. Where used, this should match the original in size, texture, color and variation.

Trim

Painted wood trim is preferred, with simple flat trim for doors and windows.

Not Permitted

- i. Synthetic sidings on Contributing Structures as they are not historically appropriate. For non-contributing structures, synthetic siding such as aluminum or vinyl are discouraged;
- ii. Re-pointing with mortar matched to the brick rather than to the original mortar;
- iii. Applying mortar beyond the joints onto the face of the brick or stone itself;
- iv. Stucco facades;
- v. Concealing decorative trim with synthetic siding and trim;
- vi. Removing original decorative trim elements or replacing them with profiles of another style;
- vii. Detailing with trim inappropriate to the historic style of the building;
- viii. Sandblasting or abrasive treatments;
- ix. Stone facing materials and concrete blocks.

g. Storefronts

Predominant Style

The Old Orland Historic District has three commercial building types: Commercial Vernacular or Storefront, 20th Century Commercial, and residential buildings converted to commercial uses.

The Storefront type is characterized by a false front façade, which is a front wall that extends above the roof and/or beyond the sides of the building to create a more imposing façade.

The typically gabled roof can be seen behind the cornice of the false front. In the District, these buildings are of wood. The facades are sited at the lot line and are composed of a storefront at ground level, and an upper story that is topped with a cornice or parapet. These buildings often have decorative features in the Italianate style.

Storefronts are a significant architectural feature of historic commercial buildings and their preservation is an important strategy for retaining and preserving the character of commercial buildings in the District.

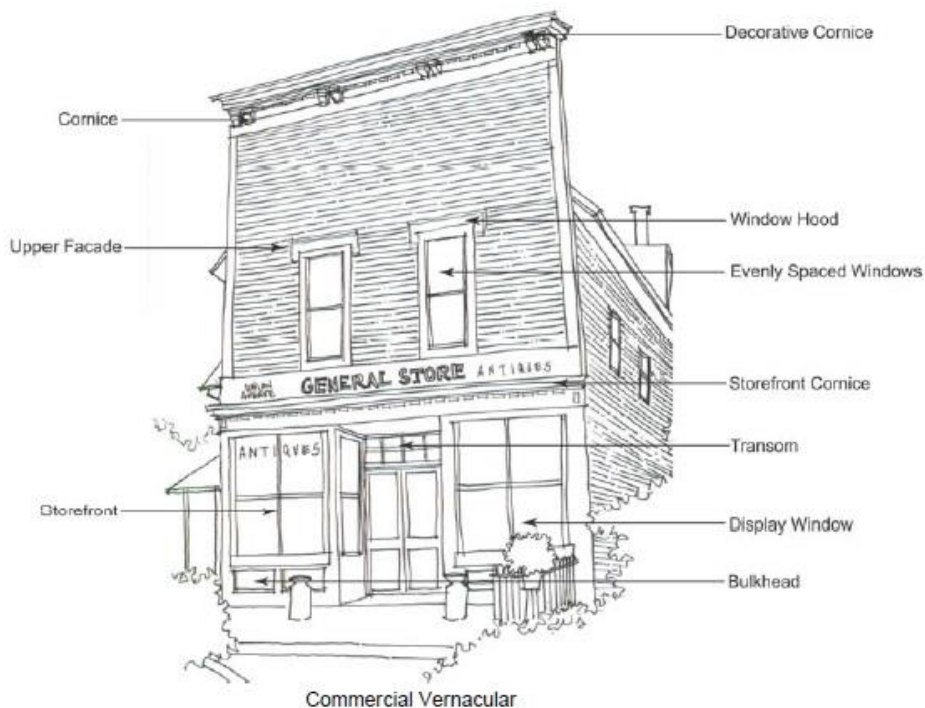
General design guidelines for windows, doors, roofs, chimneys, gutters, porches, materials et cetera as outlined in previous sections will apply to storefront designs in the District. The following specific guidelines for storefronts will also apply.

All Storefronts

All storefronts should be compatible in design, size, scale, color, material and character of the historic elements of each building. Changes should reflect the building's architecture based on evidence of the original. Important elements of storefronts include: display windows and transoms, entrance and awning.

For a Commercial Building with an Existing Storefront

For a storefront that is original or typical of the time period, it should be retained and restored if needed. For a storefront that is non-original or non-typical of the time period, rehabilitation is recommended. If no historic evidence exists, storefront features shall be compatible with other original storefronts in the District.



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20th Century Commercial buildings are also defined by their form but are typically masonry with storefront at ground level and an upper story that is topped with a cornice. These buildings may also have decorative features of other architectural styles. In the District, these buildings are of brick with stone decorative details and have a flat roof typically hidden behind a low parapet wall.

Commercial buildings converted from an original residential use should respect the design, character and scale of the original buildings.

For New Commercial Buildings with Storefronts

Incorporate a design compatible with the size and scale of the existing storefronts.

For Conversions from Residential to Commercial

The original windows should be retained without modifying openings. All work on these buildings should refer to the design guidelines in this section.

Storefront Windows and Entrances

Entrances should be located based on historic precedent and recessed from the storefront. Storefront windows should be of clear and transparent glass. If a lower ceiling is desired in the interior, the dropped ceiling should maintain at least a 24-inch setback from the façade of the storefront to maintain the visual integrity of the display windows and transoms.

Not Permitted

- i. Removal of original storefronts;
- ii. Introduction of contemporary storefronts with large expanses of glass, glass block, or high-gloss metal frames.
- iii. Imitations of earlier historical styles with mansard roofs, wood shakes, inoperable shutters, coach lanterns or Colonial type multiple lights.
- iv. Construction that includes interior dropped ceilings that block the storefront windows or door.



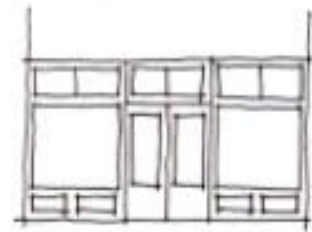
20th Century Commercial



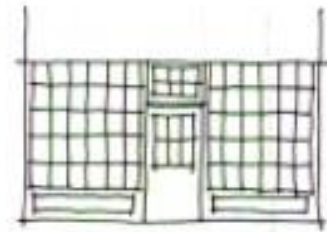
Commercial Vernacular



Residential Conversion



Yes



No

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Good Examples of Storefront Designs in Old Orland



14330 Beacon Avenue



14316 Beacon Avenue



14314 Union Avenue



9911-19 Union Avenue



14319 Beacon Avenue



14320 Beacon Avenue

G. Review Process for Certificates of Appropriateness

The tables below outline the Certificate of Appropriateness review and approval process for the three categories of buildings in the OOH District and landmarks and are followed by descriptions of the terms used. Once the required review and approval is obtained, building permits must be procured from the Village before the proposed work begins.

Table 6-209.G.1: Review and Approval Process for Contributing Structures and Landmarks					
	Public Hearing	Plan Commission	Committee of Trustees	Board of Trustees	Administrative Review
Major Change (All)	X	X	X	X	
Minor Change (Landmarks)		X	X	X	
Minor Change (Contributing Structures)					X
Routine Maintenance					X
COA for Demolition	X	X	X	X	

Table 6-209.G.2: Review and Approval Process for Non-Contributing Structures and New Construction					
	Public Hearing	Plan Commission	Committee of Trustees	Board of Trustees	Administrative Review
Major Change (All)					X
Minor Change (All)					X
Routine Maintenance					X
COA for Demolition (All)					Not Required
New Construction (Freestanding Residential)					X

Contributing Structures: Any building that reinforces the historic, cultural or architectural significance of the Historic District, and retains a significant portion of its architectural or design integrity. Contributing Structures in the Old Orland Historic District are identified in Map 1 of this section.

Landmarks: Any building listed on the Local Register of Significant Places in Section 5-110 of the Land Development Code, which reinforces the historic, cultural or architectural significance of Orland Park.

Non-Contributing Structure: Any building that does not reinforce the historic, cultural or architectural significance of the Historic District.

New Construction: The construction of a freestanding structure on any developable lot, including new construction that involves additions to existing buildings.

Major Change: Substantial change to the exterior appearance of a structure, or any change to the impervious coverage on the site, including but not limited to: New Construction or additions, including new decks visible from the right-of-way, porches, driveways etc.; Demolition of any contributing structure or any part of a contributing structure; Relocation of buildings; Significant alteration/ removal of historical or architectural features. (Ord. 4738, 6/18/12). All changes considered “Major” by the Development Services Department shall require a Public Notice prior to the Plan Commission meeting, as defined in the following tables.

Minor Change: Changes that do not have a substantial impact on the exterior appearance of the structure or site, including alteration, addition or removal of exterior architectural elements such as doors, windows, fences, skylights, siding, exterior stairs, roofs, tuck-pointing etc.

Routine Maintenance: Includes repair or replacement of exterior elements where there is no change in the design, materials, or appearance of the structure or property such as gutters and downspouts, drive-ways etc. Landscape changes for gardens, planting beds, new trees, outdoor lighting for single family homes etc. will be considered as routine maintenance.

Determination of Type of Change: Any proposed changes to existing buildings and sites in the Old Orland Historic District will be considered a Major Change, a Minor Change or Routine Maintenance per the determination of the Development Services Department on a case by case basis, applying the above definitions. (Ord. 4940 - 11/3/14)

H. Certificate of Appropriateness

The Certificate of Appropriateness review process is designed to protect historic properties from insensitive alterations and to ensure new buildings are compatible in design with older buildings in the Old Orland Historic District. The process for Certificates or Appropriateness is outlined in Section 5-101 of the Land Development Code (5-101.C and 5-101.D) and shall follow the requirements outlined in Section 5-110 of the Land Development Code pertaining to Landmarks. (Ord. 4940 - 11/3/14)

Demolition Standards and Permits

1. Criteria for Demolition

A demolition permit from the Village is required for any proposal to demolish, partially demolish, or relocate any landmark or contributing structure within the Old Orland Historic District.

a. For Contributing Structures and Landmarks

A Certificate of Appropriateness for Demolitions must be granted prior to the issuance of the demolition permit. The process for obtaining a Certificate of Appropriateness for Demolition is outlined in - and shall follow - Sections 5-101 and 5-110 of the Land Development Code.

b. For Non-Contributing Structures

A Certificate of Appropriateness for Demolitions is not required, and petitioners may apply directly to the Development Services Department for a demolition permit.

c. Exceptions

The petitioner may procure a demolition permit directly from the Village for landmarks or contributing structures if the following conditions apply:

1. The building is an immediate danger to the health, safety or welfare of the occupants or that of the general public; and/ or
2. The building is structurally unstable and cannot be safely occupied.

Both conditions must be confirmed by the Development Services Department prior to the issuance of the permit.

2. Demolition Standards

a. For All Proposals Requiring a Certificate of Appropriateness for Demolition

The petitioner must respond in writing to all of the following Demolition Standards and submit to the Development Services Department with the completed Certificate of Appropriateness application:

1. That the building or structure is not structurally sound;
2. That the property in question cannot yield a reasonable return if the building or structure were retained; and
3. That the cost of repair of the building or structure exceeds the value of the land and the building, thus creating an economic hardship for the owner.

4. That a historic landmark survey has been conducted and documents the historical and architectural significant of the building or site per Section 5-110.E.2.c.

b. **The Petitioner is Responsible**

The petitioner is responsible for submitting adequate documentation for each of the responses, as determined by the Development Services Department. (Ord. 4940 - 11/3/14)

J. Pre-Concept Meeting and Certificate of Appropriateness Training

1. **Pre-Concept Meeting**

Prior to applying for a Certificate of Appropriateness, a property owner in the historic district or of a landmark building must meet with the Development Services Department to discuss project scope, the appropriateness of any changes to a site or a building and the impending application of a petition.

2. **Certificate of Appropriateness Training**

Beginning January 1, 2015, as part of the process to complete a petition for a Certificate of Appropriateness, a petitioner for a Certificate of Appropriateness shall complete a one (1) hour training session covering the Village's historic preservation codes, requirements and policies related to the Old Orland Historic District or to Landmark buildings with the Development Services Department. The Certificate of Appropriateness training shall serve to inform petitioners of the applicable codes, requirements and policies of the Village related to its historic preservation program.

a. **Certificate of Training**

At the completion of the COA training, a certificate of training shall be issued stating training completion that shall be signed as a binding acknowledgment by the petitioner to faithfully execute the proposed project according to the codes, requirements and policies of the Village of Orland Park's historic preservation program and to abide by the decisions of the Village Board of Trustees.

b. **Period of Good-Standing**

One (1) hour of Certificate of Appropriateness training shall keep a petitioner in good-standing with the Village's historic preservation program for one (1) calendar year, in which time any number of approved projects, improvements etc. may be undertaken by the petitioner using the one (1) training hour.

c. **Certificate Maintenance**

Certificates of training may be renewed and kept in good-standing for a second calendar year without attending a training session by completing and passing a Certificate of Appropriateness training test established by the Development Services Department. At a minimum, a petitioner shall complete a training session once every two years.

d. **Compliance**

Compliance with Certificate of Appropriateness Training is intended to avoid costly inappropriate material, design or other changes that do not fit the character or concur with the historic integrity of a site, building or district. Failure to comply with the codes, requirements and policies of the Village shall result in the removal of any inappropriate materials, designs or other changes made during the course of an approved project at the petitioner's expense. The Development Services Department shall notify a petitioner via certified mail when work is non-compliant and upon notification the petitioner shall have one (1) week to remove non-compliant materials, designs or other changes. Upon the discretion of the Development Services Department, if the non-compliance is not rectified within five (5) business days, a citation may be issued to the petitioner, who shall be fined not less than \$100 and not more than \$500 per day of non-compliance. (Ord. 4940 - 11/3/14)

List of Contributing Historic Structures & Landmark Properties in Orland Park

Old Orland Historic District Contributing Structures / Landmarks

1. 9960 W. 143rd Street
Orland Park School



2. 9999 W. 143rd Street
Former Christ Lutheran Church



3. 9953 W. 143rd Street



4. 9925 W. 143rd Street



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4. 9917 W. 143rd Street First
Orland Park Library



5. 14306-10 Union Avenue
Orland Park Hotel



6. 14314 Union Avenue
Loebe Brothers General Store



7. 9952 W. 144th Street
Loebe House



8. 9967 W. 144th Street
Twin Towers Sanctuary



9. 14316 Beacon Avenue
Orland State Bank



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10. 14320-24 Beacon Avenue
Commercial Emporium



11. 14330 Beacon Avenue



12. 14315 Beacon Avenue



13. 14339 Beacon Avenue



14. 14420 Second Avenue
Cox House



15. 9830 W. 144th Place
Humphrey House



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16. 17701 S. 108th Avenue
Stelhvagen Farm



18. 8041 W. 151st Street
Boley Farm



19. 14701 S. West Avenue
Hostert Log Cabins



20. 14500 S. Ravinia Avenue
Limestone Building



21. 14700 S. Ravinia Avenue
Orland Park Village Center



22. 10756 Andrea Drive
Maue House



*Frederick T. Owens Village Hall
William R. Vogel Orland Park Civic Center
Franklin E. Loebe Recreation Center
Ara Pace Veteran's Memorial*

Historic Preservation Terms

Architecture is a fundamental component of historic preservation. Understanding the vocabulary of architecture is an important part of successfully preserving historic buildings for their diverse qualities. Knowing the terms and how to use them will help the commission members, builders, architects, petitioners/ applicants and staff better understand comments, concerns and suggestions.

The following is a glossary of architectural vocabulary terms compiled by the Chicago Architecture Foundation from *A Visual Dictionary of Architecture* by Francis D.K. Ching.

Glossary

Acanthus – an ornament, as on the Corinthian capital, patterned after the large, toothed leaves of a Mediterranean plant of the same name

Acroteria – a pedestal for sculpture at the point or lower corners of a pediment

Arcade – a series of arches carried on piers or columns

Arch – a curved structure for spanning an opening (related to *voussoirs*, keystone, compound arch)

Architrave – the lowest division of entablature, resting directly on the column capital and supporting the frieze

Ashlar – a square building stone with fine smooth edges that uses very thin mortar joints

Balloon frame construction – a wooden building frame having studs that rise the full height of the frame, with joists nailed to the studs and supported by sills (contrast with platform frame construction; typical wooden homes constructed today use platform frames, not balloon frames)

Base – the lower-most portion of a column, usually distinctively treated and considered as an architectural unit

Bay – a major spatial division, usually one of a series, marked by principal vertical supports

Bay window – a window or series of windows projecting outward from the main wall of the building

Beam – a horizontal structural member, supports loads that are applied perpendicular to its length (e.g. wide flange, I beam, HP Shape, W shape, S shape)

Brick – a masonry unit of clay, formed into a rectangular shape while still wet and hardened by drying in the sun or firing in a kiln (related: header, stretcher, courses, bond)

Caisson – a watertight enclosure inside which construction work is done underwater or in sludgy soil. The caisson is driven down to solid earth, emptied of its contents, creating a dry space for working. Concrete is then poured into the tube to create foundation OR a caisson can be the term used for the pier itself (especially over 2 feet in diameter)

Cantilever – a projecting beam supported only at one fixed end

Capital – the distinctively treated upper end of a column crowning the shaft and taking the weight of the entablature or architrave

Chicago window – a window occupying the full width of a bay, divided into one large center fixed piece of glass and flanked on each side by a narrow double or single-hung sash window

Cladding – the outer skin or facing attached to a building's frame to provide protection from the weather, usually non-load bearing

Classical architecture – the architecture of ancient Greece and Rome, on which the Italian Renaissance and subsequent styles, as the Baroque and Classical Revival, based their development

Colonnade – a series of regularly spaced columns supporting an entablature and usually one side of a roof structure

Column – a vertical structural member, supports compressive loads applied at the ends OR a vertical member, circular in plan, used ornamentally

Column and beam construction – wall construction using a framework of vertical posts and horizontal beams to carry floor and roof loads (a.k.a. post and beam construction or post and lintel construction)

Common brick – brick made for general building purposes and not specially treated for color and texture (compare with face brick)

Compression – a force that shortens or pushes together a material or member

Concrete – an artificial stone-like building material made by mixing cement, aggregate (sand or gravel) and water, becoming permanently hard when dry (cement is one ingredient of concrete)

Coping – a finishing or protective cap or course to an exterior wall, usually sloped or curved to shed water

Corbelled brick/ corbelling – a brick or stone projecting from within a wall, usually to support a weight; an overlapping arrangement of bricks or stones in which each course steps upward and outward from the vertical face of a wall

Cor-ten steel – a trade-marked steel, now used as a generic term, on which oxidation (rust) over time is designed to seal the surface and protect it from deterioration (i.e. weathering steel and used by railroads)

Cornice – the uppermost part of a classical entablature; the crowning member of a wall; an ornamental strip of molding along an exterior wall, not necessarily at the top

Course – a continuous horizontal row of bricks or blocks in a wall, bound with mortar

Curtain wall – an exterior wall supported completely by the structural frame of a building, and carrying no loads, other than its own weight and wind loads

Dentils – a series of closely spaced, small, rectangular blocks forming a molding

Dome – a vaulted structure having a circular plan and usually the form of a portion of a sphere

Dormer window – a projecting structure built out from a sloping roof, usually housing a vertical window or ventilating louver

Drawings

Sketch – a simple, hastily executed drawing, made as a preliminary study

Site plan – shows the form, location, orientation and landscape features of the site surrounding the building

Plan – shows the structure seen from directly above, with the roof removed

Elevation – shows the structure only from the sides (interior or exterior) as a direct projection to a vertical plane with no depth

Section – shows the structure as it would appear if cut through, used to show interior arrangement of walls and floors

Construction drawing – shows precise dimensions, drawings, and notes used to construct the building

Perspective drawing – shows three-dimensional objects and spatial relationships on a two-dimensional paper as they might appear to the eye

Rendering – usually shows perspective, color, materials, shade and shadow, used for the purposes of presentation and persuasion

Eaves – the overhanging lower edge of a roof; open eaves are when the overhanging lower edge of a roof is not enclosed, so the joists in the roof are visible (opposite is boxed eaves)

Egg and dart – an ornamental molding consisting of a closely set, alternating series of oval and pointed forms

Engaged column – a column built so as to be truly or seemingly bonded to the wall on which it stands

Entablature – the entire horizontal section of classical order that rests on the columns (usually composed of a cornice, frieze and architrave)

Eyebrow window – a low dormer having a roof that is an upwardly curving continuation of the main roof plane

Face brick – brick made of special clays for facing a wall, often treated to produce the desired color and surface texture (compare with common brick)

False front – a façade (or gable front) falsifying the size or importance of a building

Fanlight – a semicircular or semi-elliptical window over a doorway or another window

Flat arch – an arch having a horizontal inner line, with *voussoirs* radiating from a center point below (a.k.a. jack arch or gauged arch)

Flute/ fluting – a rounded channel or groove, carved vertically along the shaft of a classical column

Formwork – the temporary structure required to support newly placed concrete, including the forms and all necessary supporting members, bracing and hardware

Foundation – the lowest part of a building, partly or completely below the surface of the ground, designed to support and anchor the structure and transmit its loads directly to the earth (see also foundation, pile foundation)

Footing – the part of a foundation bearing directly on the supporting soil, set below the frost line

Frame or skeleton frame – a skeletal structure using relatively slender structural members designed to give shape and support to a building

Frieze – the middle part of the entablature between the cornice and architrave, often decorated with low-relief sculpture

Girder – a large principal beam designed to support loads at isolated points along its length

Greek key pattern – a decorative design contained within a band or border, consisting of repeating often geometric designs

Guilloche – an ornamental border formed of two or more interlaced bands around a series of circular voids (pronounced gee-YOSH)

Header – a brick or other masonry unit laid horizontally in a wall with the shorter end exposed or parallel to the surface of the wall

Hood molding – a projecting molding over the arch of a window or door

Iron (cast) – a hard, brittle iron based alloy cast in a sand mold and then machined to make many building products

Iron (wrought) – a tough, relatively soft iron that is readily forged and welded

Joists – any of a series of small, parallel beams for supporting floors, ceilings or flat roofs

Keystone – the wedge-shaped, often embellished *voussoir* at the crown of an arch, serving to lock all the other *voussoirs* in place

Lintel – a beam supporting the weight above a door or window opening

Load bearing construction – a building made with walls capable of supporting an imposed load, as from the floor or roof of a building (contrast with non-load bearing wall or skeletal construction)

Load – any of the forces to which a structure is subjected

Live load – any moving or movable load on a structure, resulting from people, furniture, snow, water or moving equipment

Dead load – the non-moving load on a structure, resulting from the self-weight of the structure, the weight of the building elements, fixtures, non-moving equipment permanently attached (other loads include wind, thermal etc.)

Machicolation – a projecting gallery or parapet at the top of a wall (like crenellation) supported by corbelled arches or bricks.

Mullion – a vertical member between the lights of a window

Muntin – a grooved member for holding the edges of windowpanes within a sash

Masonry – building units such as stone, brick or concrete block usually with the use of mortar as a bonding agent

Order/ classical – any of five styles of classical architecture (Doric, Ionic, Corinthian, Tuscan and Composite) characterized by the type and arrangement of columns and entablatures

Palladian window – a window in the form of a round-headed archway flanked on either side by narrower compartments, the side compartments are capped with entablatures

Parapet – a low, protective wall at the edge of a terrace, balcony or roof

Pediment – a wide low pitched gable on top of a colonnade or a major division of a façade

Pier – a cast-in-place concrete foundation formed by boring with a large auger or excavating by hand a shaft in the earth, then filling the shaft with concrete OR a vertical supporting structure, such as a section of wall between two openings

Pilaster – a shallow rectangular feature projecting from a wall, having a capital and a base and architecturally treated as a column

Pillar – an upright, relatively slender shaft or structure, usually of brick or stone, used as a building support or alone as a monument

Pile / pile foundation – a long slender column of wood, steel, or reinforced concrete, driven or hammered pile vertically into the earth to form part of a foundation system

Piloti – any of a series of columns supporting a building above an open ground level (French for stilts)

Platform frame construction – a wooden building frame having studs only one story high, with each story resting on the top plates of the story below or on the foundation wall sill plates (contrast with balloon frame construction)

Post – a stiff vertical support, usually a wooden column in timber framing

Post-tensioned concrete – to pre-stress a concrete beam by tensioning the reinforcing steel strands inside the concrete after the concrete has set

Pre-cast concrete – a concrete member that is cast and cured in a place other than where it is to be installed in a structure

Quoins – stones of a different material, texture, color, size or projection placed at the corners of a masonry wall (used for visual, not structural, effect)

Rafter – any of a series of small parallel beams for supporting the sheathing and covering of a pitched roof

Reinforcing bar (rebar) – a steel bar placed inside still wet concrete for reinforcing

Reinforced concrete – concrete in which steel reinforcement is embedded in such a manner that the two materials act together in resisting forces

Rustication – masonry having a rough, raised or irregular surface texture and wide joints. Usually used along the bottom courses of a building

Roman brick – a brick that is longer in length, and shorter in height than a typical brick

Roof – the external upper covering of a building, including the frame for supporting the roofing material

Gable roof – a roof sloping downward in two parts from a central ridge, so as to form a gable at each end (cross gables are two gables crossing at 90 degrees)

Shed roof – a roof having a single slope

Hip roof – a roof having sloping ends and sides meeting at an inclined projecting angle

Gambrel roof – a ridged roof divided on each side into a shallower slope above a steeper one

Conical roof – a roof with a circular base rising as a cone to a point

Mansard roof – a roof having on each side a steeper lower part and shallower upper part

- Jerkinhead roof** – a roof having a hipped end truncating in a gable (a.k.a. clipped gable or hipped gable)
- Sash** – the fixed or movable framework of a window or door in which panes of glass are set
- Sidelight** – a window at the side of a door or another window
- Sill** – the horizontal member beneath a door or window opening
- Six over six** – a term used to describe the arrangement of panes in a window (e.g. two over two, one over one etc.)
- Shaft** – the central part of a column between the capital and the base
- Soldier course** – a brick laid vertically with the longer face edge exposed
- Stretcher** – a brick or other masonry unit laid horizontally in a wall with the longer edge exposed or parallel to the wall surface
- Skeletal construction or skeletal frame** – a system of construction using a framework of columns and beams to transmit building loads down to the foundation (contrast with load bearing construction)
- Spandrel** – a panel or panel-like area in a multi-story frame building, between the sill of a window on one level and the head of a window immediately below
- Stainless steel** – a steel made with nickel, chromium, or manganese added, so as to be highly resistant to rust and corrosion
- Steel** – an iron-based alloy (mixed, fused substance) with carbon, oxygen and other metals. It is extremely strong in both tension and compression, hard and elastic
- String course (belt course)** – a horizontal course of brick or stone flush with or projecting beyond the face of a building, often molded to mark a division in the floor area
- Studs** – any of a series of slender, upright members of wood or metal forming the structural frame of a wall or partition
- Terra cotta** – a hard, fired clay reddish brown in color when unglazed used for architectural facings and ornaments, tile units and pottery
- Tension** – a force that stretches or pulls apart the material or member
- Transom window** – a window directly above a doorway
- Truss** – a structural frame based on the geometric rigidity of the triangle
- Turret** – a small tower forming part of a larger structure, frequently beginning some distance above the ground
- Vault** – an arched structure of stone, brick or reinforced concrete forming a ceiling or roof over a hall or room
- Voussoir** – any of the wedge shaped units in a masonry arch or vault
- Windows** – an opening in a wall to let in light and air, usually filled with glass
- Casement window** – a window hinged along the side that opens like a door
 - Double-hung window** – a window having two vertically sliding sashes (frames), each in separate tracks and closing a different part of the window
 - Single-hung window** – a window having two sashes, of which only one is movable
 - Awning window** – a window having one or more sashes swinging outward on hinges generally attached to the top of the frame
 - Hopper window** – a window having one or more sashes swinging inward on hinges generally attached to the bottom of the frame
 - Ribbon window** – a horizontal band of windows, separated only by mullions (a.k.a. grouped casement windows)

Petition for Certificate of Appropriateness

The attached Certificate of Appropriateness petition is for viewing purposes only. Petition forms can be obtained from the Development Services Department and are available on the Village's website. All applications must be accompanied by the items detailed on the application. Incomplete applications will not be accepted.

VILLAGE OF ORLAND PARK

VILLAGE OF ORLAND PARK, DEVELOPMENT SERVICES DEPARTMENT

PETITION FOR CERTIFICATE OF APPROPRIATENESS

All information requested on this form **MUST** be provided. A petition will be considered incomplete if any information is missing.
Following planning approval, a building permit is required.

PROJECT NAME			
PETITIONER INFORMATION			
NAME		TITLE	
ADDRESS		CITY/STATE/ZIP	
PHONE	FAX	EMAIL	
RELATIONSHIP TO OWNER			
PROPERTY OWNER'S INFORMATION			
NAME		PHONE	
ADDRESS		CITY/STATE/ZIP	
PROJECT INFORMATION			
PROPERTY ADDRESS			
P.I.N. NUMBER		AREA OF PARCEL sf acres	
CURRENT USE OF SITE		EASEMENT	
PROJECT TEAM	NAME	PHONE/FAX	EMAIL
DEVELOPER			
ARCHITECT			
OTHER			
IMPROVEMENTS INCLUDE (CHECK ALL THAT APPLY)			
NEW CONSTRUCTION	ALTERATION	DEMOLITION	REMOVAL

DESCRIPTION OF PROPOSED IMPROVEMENTS:

Signature of Petitioner _____ Date _____

Notary Signature _____ Date _____

(Notary Seal)
Petition Must Be Notarized

CERTIFICATE OF TRAINING (TO BE SIGNED AFTER COMPLETION)		
DATE COMPLETED	<input type="checkbox"/> ISSUED	<input type="checkbox"/> RENEWAL
I certify that I completed a one (1) hour Certificate of Appropriateness training session with Development Services Department staff covering the Village's historic preservation codes, requirements and policies related to the Old Orland Historic District or to Landmark buildings. I agree to faithfully execute any proposed projects according to the codes, requirements and policies of the Village's historic preservation program and to abide by any conditions stated in the COA. Failure to comply may result in project delays, fines, or other penalties.		
Signature of Petitioner _____ Date _____		

FOR VILLAGE USE ONLY	PROJECT NO.		ASSIGNED TO	
	DATE COMPLETED		DEPARTMENT APPROVAL	
APPROVALS NEEDED:	PRE-CONCEPT MEETING	ADMINISTRATIVE	PLAN COMMISSION	VILLAGE BOARD

See Reverse Side for Submittal Requirements

VILLAGE OF ORLAND PARK

VILLAGE OF ORLAND PARK, DEVELOPMENT SERVICES DEPARTMENT			
SUBMITTAL REQUIREMENTS FOR CERTIFICATE OF APPROPRIATENESS			
REVIEW PROCESS		SUBMITTAL REQUIREMENTS	Submittal Information
1	Pre-Concept Meeting(s) with staff from Planning	Conceptual Building Elevations Conceptual Site Plan Aerials or other drawings showing location and adjacent conditions	<i>Materials are for discussion only, do not need to be submitted</i>
2 & 3	Submittal of Completed Petition Form and required materials for Planning Division Review Submit to: Development Services Department, Planning Division	Completed Petition Form	<i>See reverse side</i>
		Proof of ownership of property (i.e. title policy, deed, trust agreement)	PDF File & 1 copy*
		Plat of survey	PDF File & 1 copy*
		Architectural drawings of proposed improvements Building elevations (if applicable) Engineering drawings Site plan Photographs (existing site/building conditions) Specifications & Cut Sheets (if applicable) Sample of Materials and/or colors (if applicable)	PDF File & 1 copy*

*All copies submitted to the Planning Division are to be folded.

Certificate of Appropriateness Overview

The Certificate of Appropriateness (COA) review process is designed to protect historic properties from insensitive alterations and to ensure new buildings are compatible in design with older buildings in the Old Orland Historic District. Per the Village of Orland Park's *Land Development Code*, a COA must be obtained before the construction, alteration, demolition, or removal of any structure within the District.

Prior to applying for a COA, petitioners must meet with Development Services Department staff to discuss the proposed project and complete a one (1) credit hour training session covering the Village's historic preservation codes, requirements and policies. The credit hour of training can be earned by reading the Historic Preservation Resident Handbook and signing a Certificate of Appropriateness Training affidavit. The affidavit is a binding acknowledgement by the petitioner to faithfully execute the proposed project according to the historic preservation requirements, codes, and guidelines in addition to abiding by the conditions stated in the COA. One (1) credit hour of training places a petitioner in good-standing with the Village's historic preservation program for one (1) calendar year, in which time any number of approved projects or improvements may be undertaken by the petitioner.

Depending on the scope of work, a COA may either be administratively reviewed and approved by the Development Services Department or taken before the Plan Commission for an advisory recommendation. For applications requiring additional approval, the Plan Commission reviews the proposed work and advises the Village Board whether the project is appropriate to the historic character of the District. Based on the Plan Commission recommendation, the Village Board decides whether to issue the COA. Plan Commission meetings are generally held on the second and fourth Tuesday of each month. The Committee and Board of Trustee meetings are generally held on the first and third Mondays of each month.

All work must be performed as specified in the conditions of the COA. Proposed changes or modifications to the work must be reviewed by the Village before those changes can be made. Failure to comply with the Village codes, requirements and policies shall result in the removal of any inappropriate materials, designs or other changes at the petitioner's expense and/or additional penalties or fines.

If you have any questions about the historic review process, please contact the Development Services Department at (708) 403-5300.

VILLAGE OF ORLAND PARK

Review Process for Certificate of Appropriateness

The tables below outline the Certificate of Appropriateness review and approval process for the three categories of buildings in the OOH District and landmarks and are followed by descriptions of the terms used. Once the required review and approval is obtained, building permits must be procured from the Village before the proposed work begins.

Review and Approval Process for Contributing Structures and Landmarks					
	Public Hearing	Plan Commission	Committee of Trustees	Board of Trustees	Administrative Review
Major Change (All)	X	X	X	X	
Minor Change (Landmarks)		X	X	X	
Minor Change (Contributing Structures)					X
Routine Maintenance					X
COA for Demolition	X	X	X	X	

Review and Approval Process for Non-Contributing Structures and New Construction					
	Public Hearing	Plan Commission	Committee of Trustees	Board of Trustees	Administrative Review
Major Change (All)					X
Minor Change (All)					X
Routine Maintenance					X
COA for Demolition (All)					Not Required
New Construction (Freestanding Residential)					X

Contributing Structures: Any building that reinforces the historic, cultural or architectural significance of the Historic District, and retains a significant portion of its architectural or design integrity. Contributing Structures in the Old Orland Historic District are identified in Map 1 of the Land Development Code Section 6-209.

Landmarks: Any building listed on the Local Register of Significant Places in Section 5-110 of the Land Development Code that reinforces the historic, cultural or architectural significance of Orland Park, and retains a significant portion of its architectural or design integrity.

Non-Contributing Structure: Any building that does not reinforce the historic, cultural or architectural significance of the Historic District.

New Construction: The construction of a freestanding structure on any developable lot, including new construction that involves additions to existing buildings.

Major Change: Substantial change to the exterior appearance of a structure, or any change to the impervious coverage on the site, including but not limited to:

- New construction or additions, including new decks, porches, driveways etc.
- Demolition of any contributing structure or any part of a contributing structure
- Relocation of buildings
- Significant alteration/ removal of historical or architectural features

All changes considered "Major" by the Development Services Department shall require a Public Notice prior to the Plan Commission meeting, as defined in the tables.

Minor Change: Changes that do not have a substantial impact on the exterior appearance of the structure or site, including alteration, addition or removal of exterior architectural elements such as doors, windows, fences, skylights, siding, exterior stairs, roofs, tuck-pointing etc.

Routine Maintenance: Includes repair or replacement of exterior elements where there is no change in the design, materials, or appearance of the structure or property such as gutters and downspouts, drive-ways etc. Landscape changes for gardens, planting beds, new trees, outdoor lighting for single family homes etc. will be considered as routine maintenance.

Determination of Type of Change: Any proposed changes to existing buildings and sites in the Old Orland Historic District will be considered a Major Change, a Minor Change or Routine Maintenance per the determination of the Development Services Department on a case by case basis, applying the above definitions.

VILLAGE OF ORLAND PARK

2015-2016 Meeting Schedule
Village of Orland Park, Development Services Department

PC: Plan Commission Meeting C/B: Committee/Board of Trustees
OL: Open Lands Fund Commission H: Holiday
CR: Community Relations Committee

Location:
Board Room
14700 Ravinia Avenue
Orland Park, IL 60462

Deadline for Public Hearing Notice to be issued by the Planning Division for the Plan Commission meeting is 21 days prior to meeting.

February 2015						
S	M	T	W	T	F	S
1	2 C/B	3	4	5	6	7
8	9	10 PC CR	11	12	13	14
15	16 C/B	17	18	19	20	21
22	23	24 PC	25	26	27	28
May 2015						
S	M	T	W	T	F	S
					1	2
3	4 C/B	5	6	7	8 OL	9
10	11	12 PC	13	14	15	16
17	18 C/B	19	20	21	22	23
24	25 H	26 PC	27	28	29	30
31						
August 2015						
S	M	T	W	T	F	S
						1
2	3 C/B	4	5	6	7	8
9	10	11 PC	12	13	14	15
16	17 C/B	18	19	20	21	22
23	24	25 PC	26	27	28	29
30	31					
November 2015						
S	M	T	W	T	F	S
1	2 C/B	3	4	5	6	7
8	9	10 PC	11	12 OL	13	14
15	16 C/B	17	18	19	20	21
22	23	24 PC	25	26 H	27	28
29	30					

March 2015						
S	M	T	W	T	F	S
1	2 C/B	3	4	5	6	7
8	9	10 PC	11	12 OL	13	14
15	16 C/B	17	18	19	20	21
22	23	24 PC	25	26	27	28
29	30	31				
June 2015						
S	M	T	W	T	F	S
	1 C/B	2	3	4	5	6
7	8	9 PC CR	10	11	12	13
14	15 C/B	16	17	18	19	20
21	22	23 PC	24	25	26	27
28	29	30				
September 2015						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7 H	8 C/B	9 PC	10 OL	11	12
13	14	15	16	17	18	19
20	21 C/B	22 PC	23	24	25	26
27	28	29	30			
December 2015						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7 C/B	8 PC	9	10	11	12
13	14	15	16	17	18	19
20	21 C/B	22 PC	23	24 H	25 H	26
27	28	29	30	31 H		

April 2015						
S	M	T	W	T	F	S
			1	2	3	4
5	6 C/B	7	8	9	10	11
12	13	14 PC	15	16	17	18
19	20 C/B	21	22	23	24	25
26	27	28 PC	29	30		
July 2015						
S	M	T	W	T	F	S
			1	2	3 H	4
5	6 C/B	7	8	9 OL	10	11
12	13	14 PC	15	16	17	18
19	20 C/B	21	22	23	24	25
26	27	28 PC	29	30	31	
October 2015						
S	M	T	W	T	F	S
				1	2	3
4	5 C/B	6	7	8	9	10
11	12	13 PC CR	14	15	16	17
18	19 C/B	20	21	22	23	24
25	26	27 PC	28	29	30	31
January 2016						
S	M	T	W	T	F	S
					1 H	2
3	4 C/B	5	6	7	8	9
10	11	12 PC	13	14 OL	15	16
17	18 C/B	19	20	21	22	23
24	25	26 PC	27	28	29	30
31						

Orland Park Historic Preservation Strategy

As discussed in Chapter 1, the Orland Park's Historic Preservation Strategy was approved by the Village Board on September 3, 2002. The Strategy is a statement of the Village's historic preservation goals for the historic district, landmarks, and other properties of significance. It also provides more detailed information regarding the actions the Village will take to reach those goals.

HISTORIC PRESERVATION STRATEGY

for

The Village of Orland Park, Illinois

Community Development Department

VILLAGE OF ORLAND PARK

Approved by the Village Board on September 3, 2002.

Village of Orland Park

Mayor

Daniel J. McLaughlin

Village Clerk

David P. Maher

Trustees

Bernard A. Murphy

Richard R. Della Croce

Brad S. O'Halloran

Kathleen M. Fenton

James V. Dodge

Edward G. Schussler

Historic Preservation Review Commission

Chair

Rosemary Estand

Randy Chapple

Monica Doogan

Ray Manring

Gina Para

Marcia Ryan

Jerry Weber

Community Development Department

Village of Orland Park

14700 Ravinia Avenue

Orland Park, Illinois 60462

708-403-6115

708-403-6124

Village of Orland Park
HISTORIC PRESERVATION STRATEGY

INTRODUCTION

This document is intended to guide and organize the Village of Orland Park's historic preservation activities into a comprehensive program. It consists of six general strategies organized around a central historic preservation goal. The six strategies are further divided into specific steps to implement the strategies. The steps are worded to be as specific as possible so they can be used directly for budgeting and developing an annual work program.

Each year, the Community Development Department staff should prepare for the Village's Historic Preservation Review Commission (HPRC) a summary of the previous year's historic preservation activities and an analysis of the extent to which the strategies and steps have been implemented. Based on this summary, the previous years' Historic Preservation Strategy should be reviewed by Community Development staff and the HPRC, revised where needed, and approved by the HPRC and Village Board for the next year.

Information and suggestions from other sources should also be sought and incorporated into the strategies. These sources include local historic groups like the Orland Historical Society and the Old Orland Heritage Foundation, state-wide organizations like the Illinois Historic Preservation Agency and the Landmarks Preservation Council of Illinois, and residents and business owners in the Old Orland Historic District.

HISTORIC PRESERVATION GOAL

Protect, preserve and enhance Orland Park's historic, cultural, architectural, and archeological resources for the purpose of fostering civic pride, promoting tourism, stabilizing and improving property values in historic areas, supporting historic business districts, enhancing a sense of place, strengthening our connection to the past, and promoting the general welfare of the community.

STRATEGY ONE: Use promotion, publicity, and public education to increase awareness of and appreciation for Orland Park's historic, cultural, architectural, and archeological resources.

1. Assist local elementary school districts with preparation of lesson plans, teaching materials, and other resources in support of a local history curriculum. Consider expanding the curriculum to include lessons on historic architecture and Orland Township's agricultural history.
2. Continue distribution of the Old Orland Historic District brochure and walking tour to help increase awareness of Orland Park's historic resources.
3. Consider use of a periodic newsletter for residents of the historic district and members of local historic groups as a way of disseminating information about and generating interest in historic preservation in Orland Park.
4. Explore the use of light pole banners imprinted with the Old Orland Historic District logo throughout the commercial portion of the Old Orland Historic District.
5. Publicize historic preservation activities with press releases and regular articles in the Orland Park Public.

VILLAGE OF ORLAND PARK

6. Sponsor occasional evening workshops and seminars on historic preservation topics. The workshops should be intended to provide practical advice on appropriate and sensitive restoration and construction projects for older buildings.
7. Identify structures that may be eligible for local landmark status and encourage their owners to submit nominations for local landmark designation.
8. Assist the Orland Historical Society in their effort to prepare a nomination for the Humphrey House for listing on the National Register of Historic Places and identify other structures that may qualify for National Register listing, including the Park School Auditorium/Gymnasium.
9. Publicize structures that are designated as local landmarks or listed on the National Register with press releases and articles. Consider uniform exterior plaques or signage and a brochure or flyer that lists and describes Orland Park's landmarks.
10. Apply for grants from the Illinois Historic Preservation Agency and the Chicago Southland Convention and Visitor's Bureau to help implement marketing and promotion projects.
11. Continue to build a collection of information on sources for restoration services, materials, and assistance. Make this information available to the public.
12. Continue to build a library of information and reference materials on general historic preservation topics.
13. Cooperate with the Orland Park Public Library to share references and make resources available.
14. Use Orland Park On-Line as a medium for disseminating and exchanging information on history and historic preservation.

STRATEGY TWO: Facilitate and encourage continuing education and professional development for HPRC members, staff, local officials, and other local advocates of historic preservation.

1. Sponsor commissioner and staff participation in local, regional, state and national preservation conferences, seminars, and events.
2. Organize tours and visits for the HPRC and staff to area historic sites and districts.
3. Establish relationships with neighboring communities with local historic districts including Tinley Park, Lemont, Frankfort, and Lockport; organize joint meetings or activities with their historic commissions; and coordinate with these communities to promote local historic preservation efforts and events.
4. Enroll commissioners as members in the National Trust for Historic Preservation.
5. Sponsor individual subscriptions for commissioners to national preservation journals, newsletters, and magazines.

Routinely disseminate information to commission members on local history, architectural styles, building materials, rehabilitation and restoration techniques, and general preservation topics.
6. Take steps to ensure that other Village Departments, Advisory Boards and Commissions, and the Village Board are made aware of historic preservation issues. When appropriate, the HPRC should be represented at meetings where important matters related to historic preservation are discussed.

STRATEGY THREE: Work for the physical improvement of the Old Orland area through a combination of public projects and private investment.

1. Continue implementation of public improvement projects listed in the Old Orland Streetscape Plan. Include specific projects from the streetscape plan each year in the Village's Capital Improvement Plan and include funding for those projects in the Village budget. Meet with business owners and residents periodically to review pending projects listed in the Streetscape Plan.
2. Explore financial assistance programs and incentives to help businesses with façade and building improvement.
3. Sponsor an annual awards program to recognize property owners who have contributed to the preservation and enhancement of the historic district and historic landmarks through exemplary restoration of existing structures, sympathetic additions to existing structures and compatible new development.
4. Encourage owner-occupants of older houses in the historic district and landmarks to take advantage of the state's property tax freeze program. Under the program, the assessed valuation of houses which have undergone substantial rehabilitation is frozen at pre-rehabilitation level for eight years and then gradually restored to market level over a period of four years.
5. Support establishment of a county tax incentive program that would encourage restoration of historic commercial structures by creating a special incentive tax class. The new tax class would result in lower property taxes for historic buildings because its assessment ratio would be lower than other commercial classes. Historic commercial properties that have been substantially restored in conformance with established state guidelines would qualify for the incentive.
6. Examine potential uses and explore restoration options for the limestone farm building located north of the police facility adjacent to Humphrey Woods.
7. Educate Old Orland residents and landmark owners of the value and benefits of being a landmark or within a historic district. Make sure that residents are aware of requirements for certificates of appropriateness.
8. Consider hiring an architect to prepare sketches of commercial buildings to illustrate the effects of appropriate façade rehabilitation, and explore the possibility of having a façade improvement program.

STRATEGY FOUR: Secure preservation and protection for historic resources that are not currently protected as a landmark or within a historic district.

1. Use the Rural History Survey to identify in advance historic resources that may be threatened with new development, especially in rapidly growing areas on the west side of Orland Park. Establish rating or priority guidelines for evaluating preservation options.

When the Village's GIS computer system is available, establish a mechanism so that landmarks, rural historical sites, and parcels in the historic district can be readily identified as requiring a Certificate of Appropriateness when development is proposed or application is made for a building or demolition permit.
2. Review Community Development's role in building permit application procedures to ensure that any construction project in the historic district receives a Certificate of Appropriateness prior to issuance of a building permit.
3. Work with the Building Department to establish review and sign-off procedures for all applications for demolition permits.

VILLAGE OF ORLAND PARK

4. Contact the Orland Fire Protection District and request that Village staff be notified before houses of historical significance are burned for training purposes.

STRATEGY FIVE: Advocate the preservation, protection, enhancement, and restoration of Humphrey Woods as a significant natural area.

1. Participate in the formulation and implementation of a long-term management plan for the protection, enhancement, and restoration of Humphrey Woods as a natural area. The plan should establish a management goal and list steps to preserve, enhance, and restore the woods.
2. Work with the Recreation and Parks Department to monitor activities and uses that may have an effect on the woods.
3. Seek listing for Humphrey Woods on the Illinois Natural Areas Inventory.
4. Retain a professional arborist or horticulturalist to prepare an inventory of plant species in Humphrey Woods as an indicator of the health of the woods. For comparative purposes, the survey should reflect the methodology and survey instrument of the 1987 Humphrey Woods Survey.
5. Review existing Village ordinances pertaining to historic preservation and the HPRC to make sure that Humphrey Woods is adequately addressed and draft new ordinances when applicable.
6. Foster appreciation and education of the natural resources within Humphrey Woods by organizing guided walks conducted by Orland Park Garden Club members, environmentalists, botanists, and ornithologists.
7. Assist local school districts with preparation of lesson plans, teaching materials, and other resources in support of the science curriculum through study of Humphrey Woods as a natural laboratory.

STRATEGY SIX: Strengthen ties with other historic preservation agencies and groups at the local, state and national level.

1. Support the efforts of other local historic groups such as the Orland Historical Society and the Old Orland Heritage Foundation, develop contacts with these groups, share information and build effective working relationships.
2. Maintain Certified Local Government Status through the Illinois Historic Preservation Agency and National Park Service.
3. Develop contacts, share information and build relationships with regional or state historic preservation groups, including the Landmarks Preservation Council of Illinois, and the Illinois Historic Preservation Agency.

=====
Approved by the Village Board on March 4, 1996, last revised January 15,2002.

“Preservation’s Local Connection: The Historic Preservation Commission”

The following article provides a brief history of the preservation movement as well as a general overview of components of local programs. The article also introduces the tasks a Historic Preservation Commission needs to concern itself with to be effective.

Preservation's Local Connection: The Historic Preservation Commission

Michael Ward and Amy Slocombe

Many of us are familiar with the high-profile preservation activities of the federal government: the preservation of Independence Hall in Philadelphia, the passage of the National Historic Preservation Act of 1966, and the establishment of federal "Standards for Rehabilitation." Similarly, state governments have taken a more active role in preservation with the establishment of state historic preservation offices to manage state and federal programs.

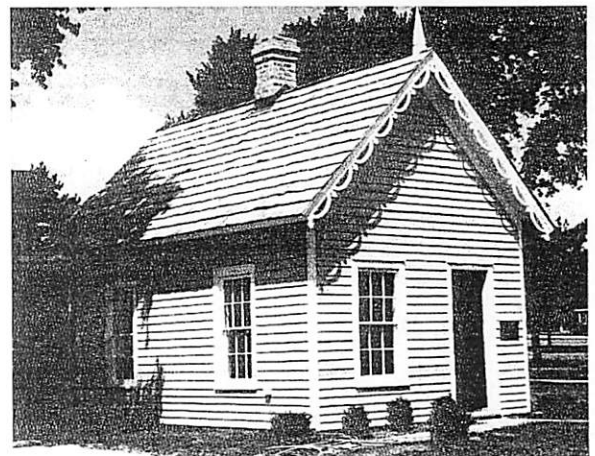
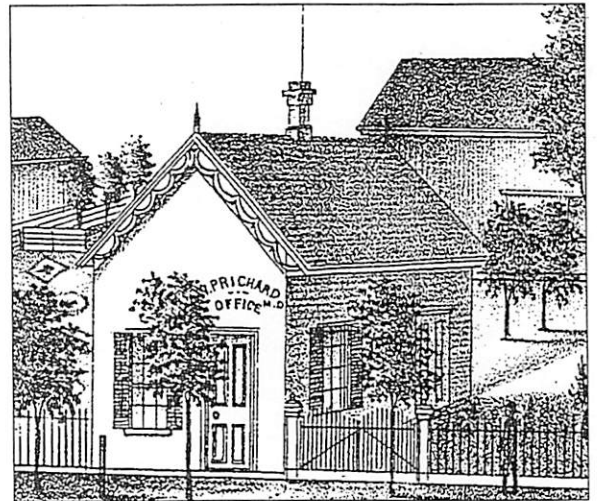
Yet, it can be argued that the most significant preservation activity is at the local level where not-for-profit advocacy groups, historical societies, and individual citizens work to preserve and rehabilitate historic buildings. And local governments—through their historic preservation commissions—play an important role by adopting preservation ordinances, appointing citizen commissions, and identifying, preserving, and protecting important cultural resources. More than seventy of the nation's two thousand historic preservation commissions are found in Illinois, with local governments conducting a variety of activities that promote and support historic preservation.

Early Preservation Efforts

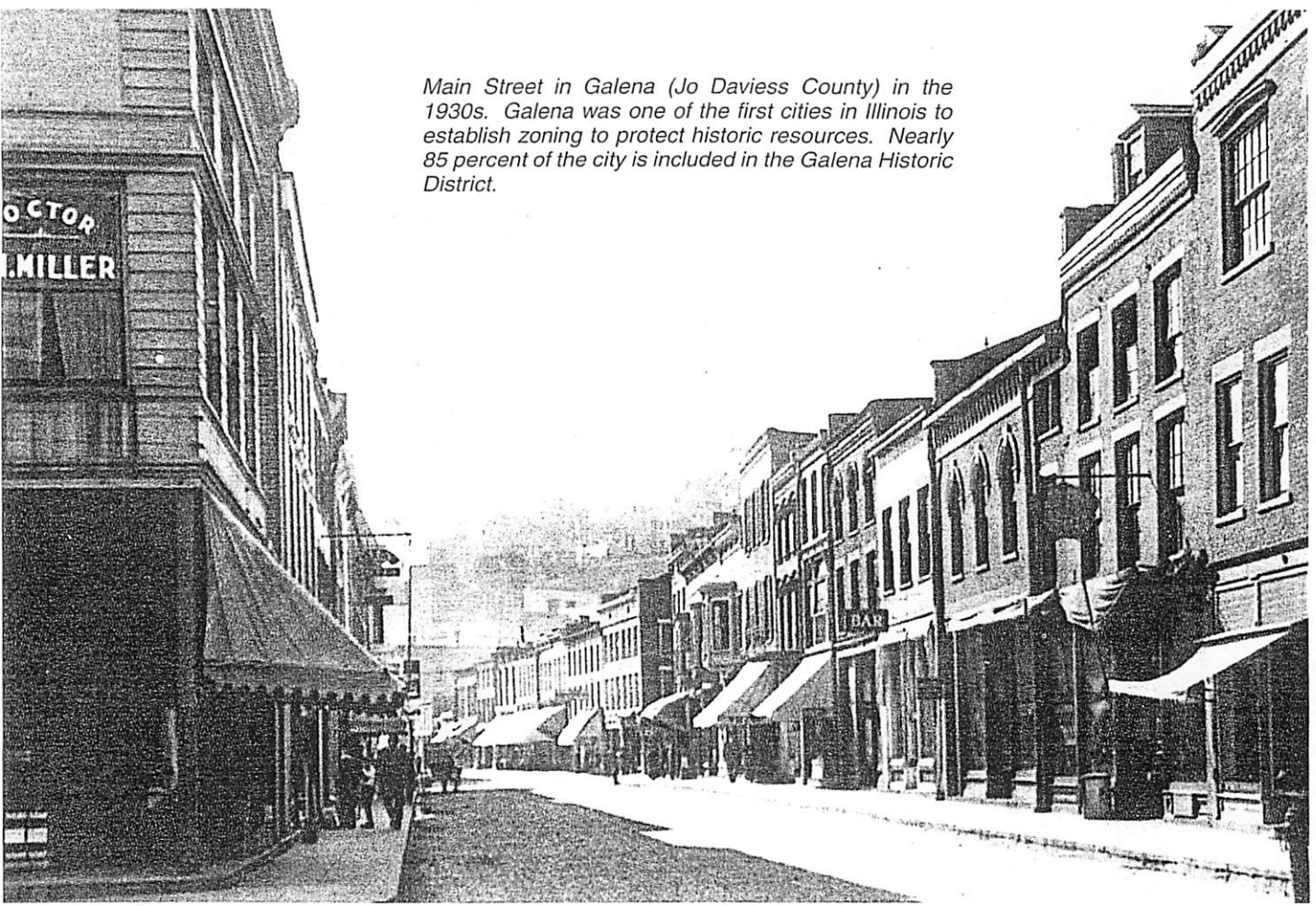
In the late nineteenth century, preservation efforts primarily focused on places associated with famous historic persons or events. Mount Vernon—George Washington's home—was such an early preservation effort. The National Park Service, established in 1916 to save natural environments and cultural heritage areas, also contributed to the origins of the preservation movement.

The early twentieth century saw the first efforts to preserve neighborhoods by regulating property use and density. This took the form of zoning codes, inspired by the Standard State Zoning Enabling Act drafted by the U.S. Department of Commerce in 1922. The regulation of private property was a controversial concept and led to

Michael Ward is Local Government Services Coordinator and Amy Slocombe is Local Government Services Manager for the Illinois Historic Preservation Agency's Division of Preservation Services, which serves as the state historic preservation office for Illinois.



The Dr. Hiram T. Hardy Office in Kaneville was preserved by the owner with the assistance of the Kane County Historic Preservation Commission. Top: The office was pictured in the 1872 Combination Atlas Map of Kane County Illinois. Center: The structure was very deteriorated when it was nominated to the Kane County Register of Historic Places. Below: The Hardy office following restoration.



Main Street in Galena (Jo Daviess County) in the 1930s. Galena was one of the first cities in Illinois to establish zoning to protect historic resources. Nearly 85 percent of the city is included in the Galena Historic District.

lawsuits challenging local government's right to enforce zoning. In 1926 the U.S. Supreme Court upheld that right in *Village of Euclid v. Ambler Realty Co.* The court ruled that zoning was a valid expression of a community's police power, which is defined as the power of government to regulate private property for the general health, safety, and welfare of the public.

The earliest examples of preservation-oriented government actions occurred in the 1930s when city governments in New Orleans, Louisiana, and Charleston, South Carolina, sought to preserve the unique character of their historic neighborhoods by adopting ordinances offering recognition and protection. Today, New Orleans's Vieux Carre and Charleston's Old and Historic District, are nationally famous tourist destinations. By the 1950s cities such as Philadelphia were designating individual properties as local landmarks.

Illinois' first preservation ordinances were enacted in the 1960s. Springfield sought to protect the neighborhood surrounding the former home of Abraham Lincoln by using existing zoning codes to create the city's first historic district. The new designation halted decades-long unfettered commercial development by limiting the types of use in the four-block area. The ordinance was challenged, but court rulings upheld the city's ability to

zone historic areas. Today the Lincoln Home neighborhood is a national historic site administered by the National Park Service.

In another early effort, the City of Galena zoned what was known as the Original City as a historic district. Nearly 85 percent of the city, whose boundaries were set in 1859, is included in the historic district. Galena, a major mining and shipping port in the pre-Civil War era, had suffered an economic decline after the war and by the 1960s was a time capsule of a mid-nineteenth-century city. Recognizing their historic buildings as an asset, the city began a slow but steady program of promoting tourism and encouraging building renovation. Today, Galena is one of the most visited tourist sites in the region.

Chicago government's preservation effort began in 1957 when the Commission on Chicago Architectural Landmarks was created. That advisory body was to identify significant places for designation as landmarks by the city council. However, with no authority to regulate those properties, many significant places were lost. In 1968 the city passed a more comprehensive ordinance that added to the commission's authority the power to review building and demolition permits. In 1987 that ordinance was revised to clarify review and designation procedures and to add an economic hardship provision.

The 1970s

Several factors contributed to the strong growth of the local preservation movement during the 1970s. Local preservation efforts were buoyed by the growth of statewide and national preservation organizations, which provided local preservationists with a pool of professionals and a body of information to assist them in forming local preservation programs. Both the National Trust for Historic Preservation and the Landmarks Preservation Council of Illinois launched educational and advocacy programs that assisted local preservationists. The creation of the state historic preservation office (which was part of the Illinois Department of Conservation until it was transferred to the Illinois Historic Preservation Agency in 1985), offered access to several historic preservation programs, such as surveys, tax incentives, and the National Register of Historic Places.

The celebration of America's Bicentennial in 1976 prompted many communities to sponsor programs and activities highlighting local history. Many people came away from the celebration with a greater awareness and appreciation for their local heritage and sought ways to keep that spirit alive.

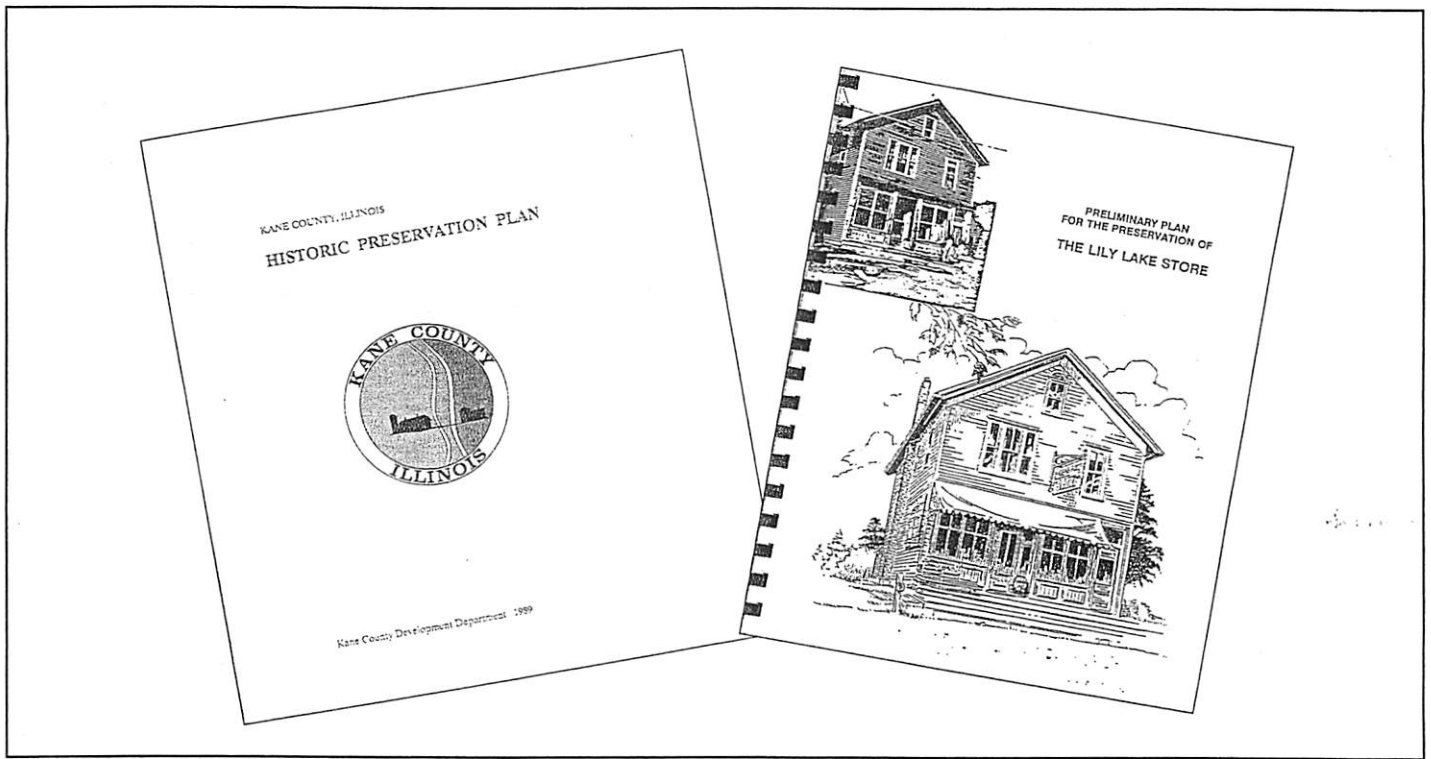
Finally, in 1978 the U.S. Supreme Court, in *Penn Central Transportation Company v. New York City*, upheld the city's right to designate historic properties. Penn

Central, owner of the landmark-designated Grand Central Station in New York, sought to build an office tower on the station. The New York Landmarks Preservation Commission denied the application, and the company sued, claiming that landmark designation was a taking of their property without just compensation, a violation of the Fifth Amendment of the U.S. Constitution. The Supreme Court upheld the landmarks commission's decision, establishing that landmark designation was not a "taking" provided all reasonable use of the property was not denied. That important ruling is the cornerstone of all local preservation legislation. Other important Supreme Court rulings were to have an impact on preservation law, but the basic tenets of *Penn Central* have been upheld.

The number of local preservation commissions grew nationally from fifty in 1965 to more than four hundred by 1975. In Illinois the number of commissions grew from five in 1969 to twenty-seven commissions in 1979. In recognition of the growing activity of local preservation commissions, Congress amended the National Historic Preservation Act in 1980 to provide official recognition to local government preservation programs. Named the Certified Local Government (CLG) program, it provides a national network of local commissions affiliated with state historic preservation offices and the National Park Service.

East Lake Shore Drive in Chicago (Cook County) was designated a local historic district by the city's preservation commission. The Commission on Chicago Historical and Architectural Landmarks (now the Commission on Chicago Landmarks) was created by city ordinance in 1968. Chicago was among the first Illinois communities approved for participation in the Certified Local Government program in 1985. (Photo by Bob Thall, courtesy of Commission on Chicago Landmarks)





In 1988 Kane County established the first county preservation ordinance in the state. A year later the Kane County Development Department published its county historic preservation plan (left) as a "statement of Kane County's historic preservation goals, objectives, and strategies . . . as a guide for public improvement and land use decisions." Kane County planners prepared this preservation plan (right) for the old general store in Lily Lake, which was constructed in the late 1870s.

Types of Local Preservation Programs

Every local preservation program is established by a preservation ordinance whose authority arises from a variety of state enabling laws. As a result, communities have a great deal of freedom in shaping their preservation programs. The Illinois Historic Areas Protection Act (65 ILCS 5/11-48.2) states that municipalities "shall have the power to provide for official landmark designation by ordinance of areas, places, buildings, structures, works of art, and other objects having a special historical, community, or aesthetic interest or value." It also allows for the regulation of those designated properties. The Illinois Zoning Enabling Act (65 ILCS 5/11-13) includes a provision that allows municipalities "to insure and facilitate the preservation of sites, areas, and structures of historical, architectural, and aesthetic importance." Regulatory authority is also provided by the Zoning Act. Home rule units of government (defined in the Illinois Constitution as having more than 25,000 residents) may use that authority to enact local legislation.

In 1983 the Illinois County Preservation Act gave counties the authority to establish preservation programs. The act also includes provisions for incorporated communities to join the established county program. The County Preservation Act is so specific about the requirements for a preservation ordinance that the six county ordinances in force in Illinois are essentially identical.

Municipal preservation ordinances, however, vary greatly. Because the enabling acts range from the broad (home rule) to the specific (zoning), preservation statutes differ considerably from community to community. One advantage is that ordinances can be tailored to meet the particular needs and resources of an individual community.

Components of an Ordinance

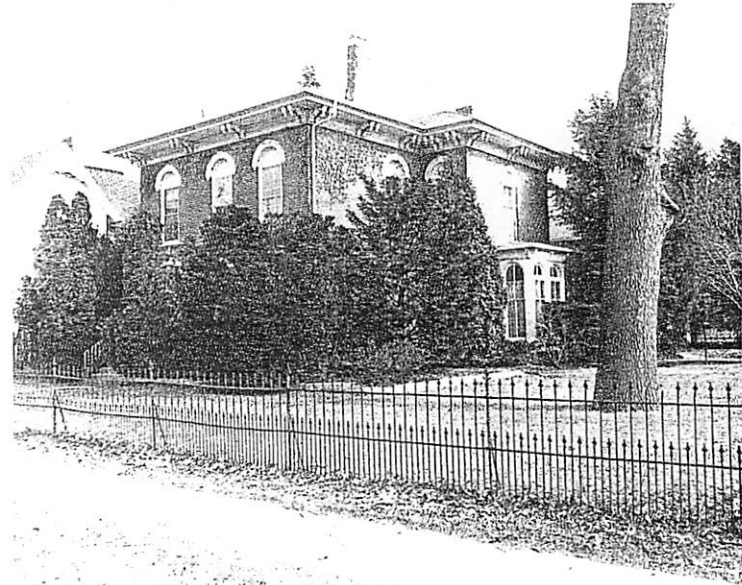
Typically, a preservation ordinance establishes a commission consisting of citizen volunteers to oversee the preservation program. In Illinois, such commissions have a variety of names, such as Danville Historic Preservation Commission, Elgin Heritage Commission, and DeKalb Landmarks Commission. All commissions are charged with basic powers and duties, with preservation advocacy most fundamental. An important role for all commissions is educating the community about the value of its historic and cultural heritage and how it is expressed in the community's buildings and neighborhoods.

Preservation ordinances may also assign additional powers and duties, such as authority to recommend the designation of landmarks and historic districts. A commission, using an established evaluation process and criteria, decides which properties are eligible for landmark status. A few ordinances require the consent of the owner

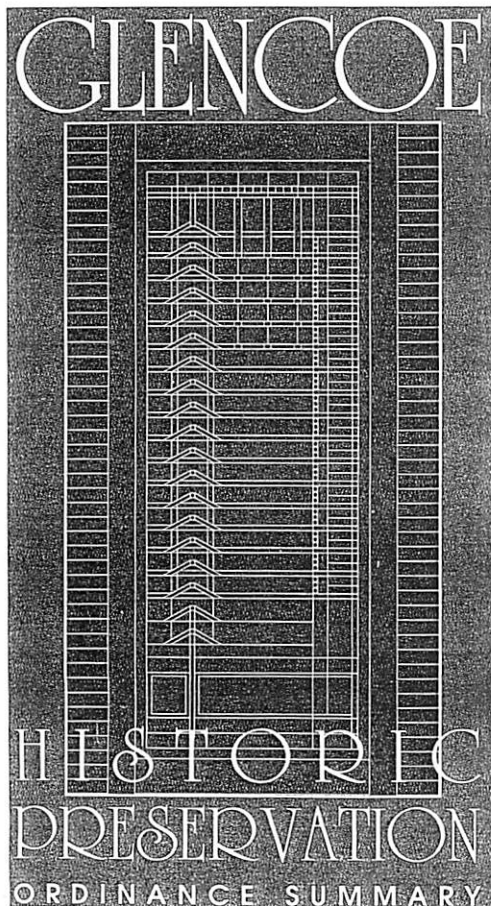
before designation can occur; however, most do not require owner consent, permitting properties to be evaluated solely on their significance.

Commissions may be given the additional power to review actions affecting designated properties. Typically, that takes the form of reviewing building, sign, and demolition permits, and issuing Certificates of Appropriateness. The certificate indicates that the proposed work is consistent with the established design guidelines and that the permit can be issued. In the permit process, local governments can wield more power than state or federal agencies; state enabling law gives municipalities and counties greater authority to prevent incompatible alterations and even to halt demolition.

The permit-review process—often classified as a “binding review” or an “advisory review”—can take many forms, depending upon the individual community. In binding-review communities, such as Galesburg and Bloomington, the commission reviews and approves all permits, and the property owner is bound by the commission’s decision. In binding-review situations, an appeal procedure is built into the process. Some commissions utilize an advisory review, where the commission’s comments are sought but need not be followed by the property owner. DeKalb and Mount Carroll have advisory-review ordinances. Other communities combine the



Rockford's (Winnebago County) design criteria for historic districts (this home is in the city's Haight Village Historic District) address such physical elements as fences and satellite dishes.



The Village of Glencoe (Cook County) passed its preservation ordinance in 1990 that established the local historic preservation commission. This 1992 booklet summarizes the ordinance and outlines the landmark designation, advisory review, and certification processes.

two. In Edwardsville, building permits are subject to an advisory review, while demolition permits are subject to a binding review. In Winnetka, a unique two-tiered system is used—designated landmarks are subject to an advisory design review. However, a property owner can elect to have his building “certified,” which makes it subject to the stronger binding-review process. No matter which process a community uses, it is important to review all permits according to objective criteria. Most communities utilize the Secretary of the Interior’s “Standards for Rehabilitation” in addition to specific design criteria that meet a community’s particular needs. For example, Rockford’s design criteria for historic districts addresses fences and satellite dishes.

Commissions may perform many functions and activities. They can be empowered to conduct surveys to identify potential landmarks and historic districts, accept grants, administer loans, and accept easements. Commissions may provide official comment on zoning cases affecting historic sites and prepare a preservation component for a community’s comprehensive plan. Many commissions establish resource libraries that provide technical information on rehabilitation and preservation techniques.

Historic preservation commissions are important links between community preservationists and preservationists at the local and state levels. With varied duties and responsibilities, commissions can assist residents and leaders in creating and perpetuating a community where historic preservation is an ongoing process with benefits for all.

Case Studies

How do local preservation commissions carry out their mandates to identify and protect historic resources, educate the public, and promote historic preservation?

While commissions share common goals, they reach them through programs that are uniquely suited to their communities. The case studies that follow are a sampling of the many innovative, successful programs conducted by preservation commissions in Illinois.

The color sidebars describe specific resources available to local preservation commissions.

The Commission

The preservation commission is responsible for implementing the city's historic preservation program. Appointed by the mayor and affirmed by the city council, these citizen volunteers lend their expertise on preservation-related issues. Commission members work closely with city attorneys, planners, engineers, zoning officers, and building inspectors. The typical commission has five to fifteen members drawn from various fields of expertise relating to historic preservation.

For example, the Orland Park preservation ordinance created the Historic Preservation Review Commission, which consists of seven members. All must be residents of the village. The ordinance requires that one member be a licensed real-estate broker/agent and another a representative of the Orland Historical Society. The third required member is to be chosen from the following fields: history, architectural history, architecture, historic architecture, planning, archaeology, real estate, historic preservation, or the adaptive redevelopment or reuse of older structures. The remaining four members are selected for their demon-

strated interest in historic preservation. Members serve three-year terms and may be re-appointed.

Survey

A critical component of any preservation program is the historic resources survey. Compiling information about the built environment of the community serves multiple purposes. It provides the data needed to determine whether a property should be designated as a landmark, and it provides information about the growth and development of the community that can be used for comprehensive planning. Educational programs such as walking-tour brochures and school programs benefit from the data. The survey also provides a lasting archive of the community's resources for future scholars.

Commissions use different approaches when planning a survey. Most surveys are known as "windshield" surveys, since they only attempt to document the exterior appearance of buildings without attempting historical research on each property. Most surveys are long-term projects, determined by the size of the community, the number of buildings to be inventoried, and budget constraints. Some cities use college students or community volunteers to assist in survey efforts. For example, Peoria is enlisting the city's many neighborhood organizations to survey their neighborhoods. Members of the commission and city staff provide volunteer training and oversight.

But Elgin's approach is more typical. The Elgin Heritage Commission identified the Spring/Douglas streets neighborhood as a potential historic district. With the assistance of CLG grant funds, a consultant was hired to conduct the survey based upon the city's specifications. The area to be surveyed encompassed



The Elgin Heritage Commission (Kane County) sponsored a survey of the nearly ninety-acre Spring/Douglas streets neighborhood in 1995. Each building was photographed, and information on its history and condition was recorded on standardized forms.

Houses in the locally designated Spring/Douglas Historic District represent a variety of shapes, sizes, and styles.

**APPLICATION FOR DESIGNATION
AS LOCAL HISTORIC LANDMARK**
CITY OF PEORIA HISTORIC PRESERVATION COMMISSION

PLEASE NOTE: Failure to complete any item on this application will deem the application incomplete, and it will not be processed for review by the Historic Preservation Commission.

Followed in Chapter 15, Article IV, Section 15.05 of the Code of the City of Peoria, I submit the following:

I. APPLICANT(S):

A. Name: _____

B. Company/Neighborhood Association name: _____

C. Address: _____

D. City, State, Zip: _____

E. Daytime phone number: _____

F. Applicant(s) signature(s): _____

II. OWNER(S) OF SUBJECT PROPERTY:

A. Name: _____

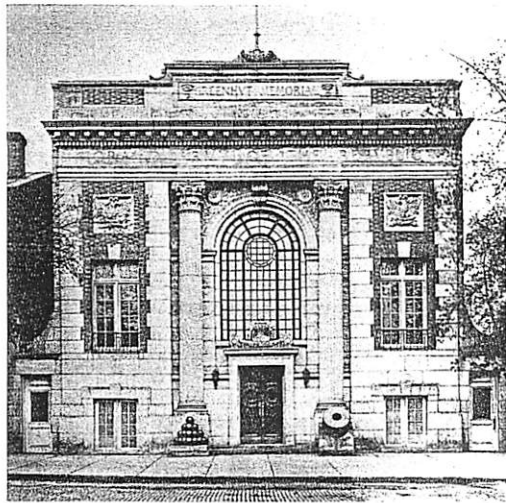
B. Company name: _____

C. Address: _____

D. City, State, Zip: _____

Does property owner consent to proposed designation? Yes No

Left: The landmarking process in Peoria (Peoria County) begins when a completed standard nomination form is sent to the Peoria Historic Preservation Commission. Below: Peoria's Grand Army of the Republic Memorial Hall, pictured in this historic photograph, is a designated Peoria landmark.



nificance; embody distinguishing characteristics of an architectural style; and be in a unique location or possess singular physical characteristics that make it an established or familiar visual feature.

Peoria's landmarking process is triggered when the commission or any person or association applies for designation. The commission supplies a standard nomination form available at city hall. Once a nomination is received, the commission conducts a preliminary review at its next meeting. The owner is notified, and comments on the nomination are solicited from city departments. At its meeting, the commission determines whether to deny the request or to hold a public hearing. If the commission votes to hold a hearing, the owner is notified and the general public is invited to comment. At the hearing, the applicant explains how the subject property meets the designation criteria. The owner is invited to speak, and members of the public may comment. The commission then has thirty days in which to grant, deny, or modify the designation. If granted, the property is approved by ordinance (by the city council), and a copy is filed with the county recorder of deeds.

Design Review

Once a property has been designated, many commissions have authority to review and comment on actions affecting that property. The review authority may be either advisory or binding on the property owner. Evanston has used both types of review. The city's 1978 preservation

eighty-nine acres with nearly three hundred buildings. The surveyor photographed each building and used a standardized form to record such information as building condition, overall description, approximate construction date, and identifiable alterations. After the field survey, researchers studied the history of the area. The completed survey project provided the heritage commission with the information it needed to initiate the local designation process. It also provided valuable information to property owners on their homes' history, and created a greater awareness of the area's special character. The Elgin City Council designated the Spring/Douglas Historic District as a local landmark in 1996.

Landmark Designation

A primary responsibility of the preservation commission is to identify and recommend properties for landmark designation. Most Illinois preservation ordinances include a process for designating properties as local landmarks or historic districts. A typical process for designation is outlined in Peoria's preservation ordinance. To be landmarked, a property must meet at least one of nine designation criteria, including: be associated with a person or event of local, county, state, or national sig-



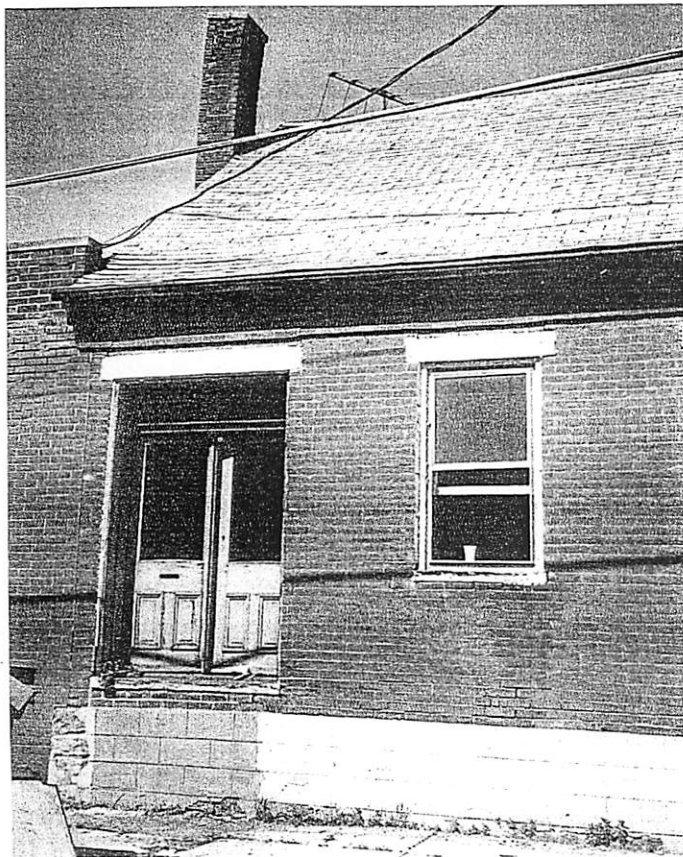
Evanston's preservation commission has binding-review authority, which gives it the power to examine and approve plans to rehabilitate the exteriors of buildings that have been designated as local landmarks. Plans for the new roof and gutters on this older home in Evanston were approved by the city commission.

ordinance, its first, provided an advisory review. But the city recognized the need for a stronger preservation ordinance, one that would provide the tools necessary to foster the city's growing preservation program. A new preservation ordinance enacted in 1994 gives the commission stronger binding-review authority.

Evanston's review process is typical of many preservation ordinances. A Certificate of Rehabilitation is required for actions affecting the exterior architectural appearance of any landmark or historic district property. This is further defined as any alteration, construction, or relocation requiring a building permit, any demolition in whole or in part requiring a permit, and any project that includes replacement of windows or doors. The commission provides a form for the applicant to complete. Applicants may also be asked to supply plans, drawings, elevations, specifications, and other pertinent information. The preservation commission has forty-five days to act on the request.

The commission examines the proposed work and applies the appropriate design standard. The goal is to allow for contemporary use of the building while protecting its significant architectural features. If the commission approves the work, the certificate is issued and the applicant may proceed with the project. If the request is denied, the applicant is notified and provided with a

Das Belleville Haus, located in the Belleville Historic District, was threatened with demolition when the Belleville Preservation Commission stepped in to save it. Plans are underway to develop the site as a visitor center and museum.



Belleville Preservation Commission member Karl Carl assisted in the cleaning of Das Belleville Haus in Belleville (St. Clair County).

series of recommendations that would bring the project into compliance. Once those are met, a certificate can be issued. However, the applicant may appeal to the city council the commission's decision to deny the permit. At that point, the city council must affirm, modify, or reverse the decision of the commission within forty-five days.

The ordinance requires the commission to confer with the applicant, offer technical assistance, and attempt to resolve differences that may arise during the review process. There are also provisions for an expedited review for certain routine or emergency work. Finally, an applicant who has been denied a certificate may apply for a Certificate of Economic Hardship. In this process, the Certificate of Appropriateness may be approved if the commission determines that the rejection has resulted in the denial of all reasonable use and return from the property.

Advocacy

Preservation commissions, by working in conjunction with other private organizations, can play an important role in promoting the preservation of significant properties. A case in point is Belleville's rescue of the little building now known as Das Belleville Haus. Belleville is well known for its significant collection of brick cottages and commercial buildings built by German immigrants in the nineteenth century. "Das Belleville Haus" and the other structures are part of the Belleville Historic District, which was listed in the National Register of Historic Places in 1976.

Early in 1996 the Belleville Preservation Commission heard of the proposed demolition of the circa 1839 one-story cottage at 123 North Church. The new owners, the St. Clair County Transit District, proposed to clear the site for a bus-parking facility. Concerned that one of the city's earliest houses was in danger, the commission

enlisted the help of many organizations to determine if preservation was feasible. The transit district allowed the commission access to determine the property's structural stability, and the city's planning department made cost estimates for rehabilitation and adaptive use. The Downtown Development and Redevelopment Commission lent its support, and a plan was made to develop the site as a visitor center and labor/industry museum. Labor organizations and local industries expressed an interest in participating in the project. After consultation, the transit district agreed to sell the site to the city. Fundraising is currently underway to finance the building's adaptive use.

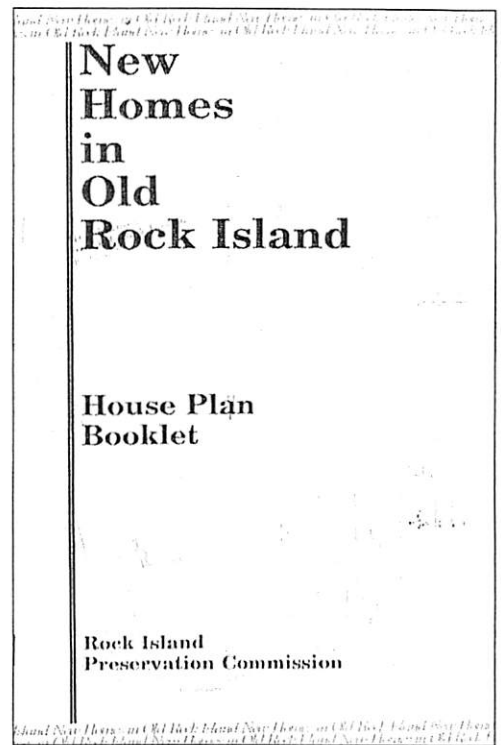
Planning

Historic preservation is an important component in land-use planning. Landmark designation is one tool that planners can use to revitalize historic neighborhoods and commercial areas. It can also help to channel new growth and development while preserving the unique character of the community. Kane County is in the forefront of using historic preservation in its comprehensive planning. During 1986 and 1987 the county conducted a rural structures survey with financial and technical assistance from the Illinois Historic Preservation Agency and the Illinois State Museum. All structures built before 1945 in rural Kane County and in the unincorporated villages were inventoried. Architectural, historical, and archaeological data were gathered on buildings, sites, and structures.

In March 1987 the Kane County Historic Preservation Study Committee was established to oversee the Rural Structures Survey, to evaluate the historic resources identified, and to determine if action was needed to protect them. As a result of the committee's efforts, in 1988 the Kane County preservation ordinance became the first county ordinance established in the state. The Kane County Preservation Commission maintains the Kane County Register of Historic Places and advises the county on preservation activities. In 1989 the Kane County



Above: New Homes in Old Rock Island was published to highlight the Rock Island Preservation Commission's competition for the design of appropriate "infill" houses —new houses compatible in size, scale, massing, and materials with existing older homes. Below: The contest's first-place design, with its contemporary look and Victorian flavor, complements the neighborhood.



Historic Preservation Plan was adopted and incorporated into the county's comprehensive document.

On a municipal level, Rock Island has worked over the years to develop neighborhood plans. One such plan is for the Broadway Historic Area, an older residential neighborhood adjacent to the downtown business and entertainment district. Residents believed that a plan was essential to insure proper development. Simultaneously, the Rock Island Preservation Commission was interested in pursuing a plan that would highlight the historic aspects of a historic neighborhood. Those interests combined well with the city's initiative of developing neighborhood plans. A steering committee worked closely with city staff to develop the plan. The resulting document, issued in 1992, provides a framework for development in the area. The plan stresses the architectural significance of the area and calls for design guidelines and incentive programs to encourage building rehabilitation. It also addresses such quality-of-life issues as infrastructure, traffic, security, and noise. The Broadway Plan has become a model for the city, which has prepared similar planning documents for other neighborhoods.

Education

The task of educating the public on the benefits of historic preservation and fostering an appreciation of a community's cultural heritage is a long-term process for any historic preservation commission. Preservation education can take many forms and target different audiences.

Newsletters and brochures. Newsletters are a popular means of conveying information to owners of historic

Illinois Association of Historic Preservation Commissions

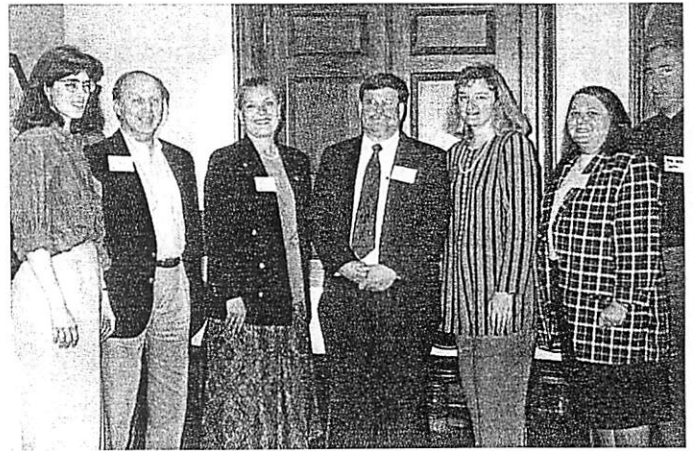
The Illinois Association of Historic Preservation Commissions (IAHPC) encourages local government participation in historic preservation and assists preservation commissions throughout the state. The nonprofit organization was established in 1982 to foster the growth of the newly formed CLG program and to create a statewide organization of preservation commissions.

To keep its members informed of preservation issues, the IAHPC offers several educational programs and materials. All members receive *The Commissioner*, a quarterly newsletter on local, state, and federal preservation news. Each issue contains a calendar of events providing information on workshops and other preservation-related activities. The newsletter also features a "spotlight" section that highlights the preservation efforts of a particular community.

Members also have access to the Resource Library, which includes examples of ordinances, design guidelines, brochures, and other publications produced by preservation commissions in Illinois. The library is located in the state historic preservation office (the Illinois Historic Preservation Agency) in Springfield. The IAHPC, with the help of the Illinois Historic Preservation Agency, has produced the Community Preservation Series. The first publication, *Developing Design Guidelines*, is a compilation of materials useful to commissions that wish to create preservation design guidelines for their own communities. *Landmark and Historic District Designation* assists commissions with gathering information on historic resources, developing new or assessing current procedures for designation and design review, and creating educational tools to promote historic preservation. The next handbook in the series will concentrate on surveying historic resources.

IAHPC-sponsored workshops at the annual Illinois Statewide Preservation Conference provide opportunities to ask questions, talk about preservation problems, and learn alternative solutions from other commissioners who may have dealt with similar issues in their hometowns.

For additional information, write Amy Slocombe, Local Government Services Manager, Illinois Historic Preservation Agency, 1 Old State Capitol Plaza, Springfield, IL 62701-1507, or phone 217-785-4512.



Illinois Association of Historic Preservation Commissions 1996-97 officers: Lesley Gilmore, Oak Park, Vice President; Don Traux, Aurora, Director; Nan Greenough, Winnetka, Secretary/Treasurer; Roger Keys, DeKalb, outgoing President; Kim Aukamp, Decatur, Director; Linda Anderson, Rock Island, President; Mike Ward (Local Government Services Coordinator, Illinois Historic Preservation Agency), Director, Ex Officio. Not pictured: Peter Couri, Peoria, Director.

properties. Belleville's commission issues a quarterly newsletter to residents of the historic district and other interested parties. The newsletter supplies current information about preservation programs and highlights successful rehabilitation projects. The Decatur commission also distributes a quarterly newsletter. Its mailing list includes historic property owners, affiliated groups such as the Macon County Heritage Network, and neighborhood organizations. The newsletter provides the commission an opportunity to inform the public of its activities and to promote preservation activities throughout the year. In both cases, the newsletters are provided free of charge and are financed and produced by the commissions.

Fact sheets and brochures that describe the preservation program can help lift the veil of mystery from the designation and design-review process. Clear, straightforward information in a user-friendly format can interpret the sometimes bureaucratic language in the ordinance. For example, the Carbondale Preservation Commission distributes a flow chart that illustrates each step of the designation and review processes. The Glencoe commission developed an attractive brochure in a question-and-answer format that explains all aspects of the local program, from "How do Glencoe properties become landmarks?" to "How are Glencoe landmarks protected?" The Lockport Heritage and Architecture Commission distributes a fifteen-page illustrated booklet, *A Heritage to Preserve*. It discusses the Lockport Historic District ordinance and preservation commission, provides a map of the Lockport Historic District, and explains how to request a Certificate of Appropriateness or landmark designation. National recognitions, such as National Register and certified local government designations, are also explained.

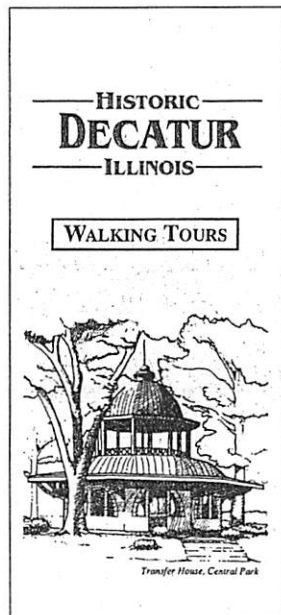
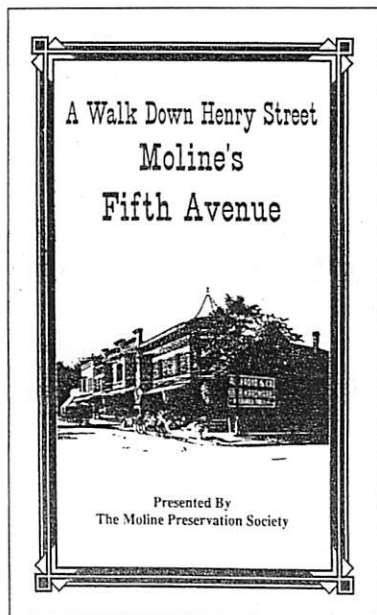
Awards. An awards program that recognizes significant contributions is an effective tool for historic preservation commissions. A pat on the back for a job well done does much to reward significant accomplishments and increase recognition for historic places.

Each year during National Historic Preservation Week in May, the Aurora Mayor's Awards are presented in a ceremony in a historic building. The Aurora Preservation Commission solicits nominations in the categories of Historic Preservation, Property Improvements, and New Construction/Landscaping. Recommendations are forwarded by the commission to the mayor, who makes the final selection. Each award winner receives a plaque featuring a photo of his property. A display of award winners is featured year-round in city hall.

The Decatur Historical and Architectural Sites Commission also presents its awards during Preservation Week. The commission's awards recognize many different building types. Winners could include a rehabilitated house, an adaptive-use project, or a restored church. Organizations and individuals are also recognized for their contributions to preservation in Decatur. The Alfred Ploeger Award (named for the commission's first chairman) is a special honor bestowed on an individual for lifetime achievement.

Historical markers and signs. Markers and signs provide a variety of educational opportunities. They can be used to identify a property's status as a local landmark and to provide an explanation of a property's significance. Markers mounted on street signs can delineate the boundaries of a historic district.

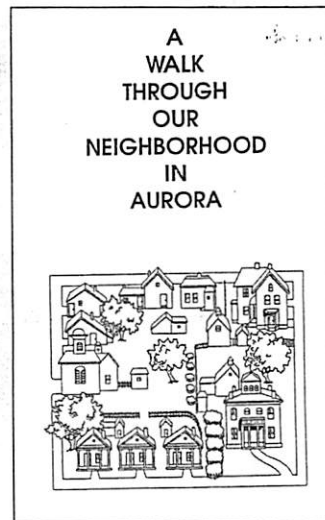
Preservation commissions help fulfill their missions to educate and promote preservation by publishing a variety of materials, such as these walking-tour guides of Moline (Rock Island County) and Decatur (Macon County).



Certified Local Government Program

The Certified Local Government (CLG) Program recognizes local governments that, through their own initiative, have established local historic preservation programs. Since 1966 when Congress created a historic preservation program for the United States, the national preservation program has operated as a decentralized partnership of federal and state government. In 1980 Congress expanded the partnership to provide for the participation of local governments.

To qualify as a CLG, a municipality or a county must have a historic preservation ordinance, a preservation commission, a survey program, and provisions for public participation. The Illinois CLG program, which is managed by the Illinois Historic Preservation Agency (IHPA), offers its participants many benefits. All CLGs



are eligible for grants to assist in the execution of local preservation programs. The funds can be used to finance a variety of preservation-related activities, including survey work, education programs, publications, rehabilitation projects, and staff support. The IHPA also offers workshops, information materials, and training to CLGs.

CLGs also play an active role in protecting locally designated properties. CLGs may participate in the nomination process of the National Register of Historic Places. Preservation commissions and "chief elected officials" (mayors, for example) comment on properties in their community that are being considered for listing in the National Register.

For additional information, write Amy Slocombe, Local Government Services Manager, Illinois Historic Preservation Agency, 1 Old State Capitol Plaza, Springfield, IL 62701-1507, or phone 217-785-4512.

Local Preservation Organizations

Local preservation organizations can provide valuable assistance to preservation commissions. Like commissions, they operate on a volunteer basis, and since they are not appointed by the government, their scope of activity may be broader. The focus of these organizations may vary from preservation advocacy to education.



The McHenry County Old House Support Group (OHSG) is a branch of the McHenry County Historic Preservation Commission. Founded in 1992, the organization is committed to helping owners of historic homes. Each month, except during the summer,

the OHSG sponsors workshops for its members. The workshops alternate between informative programs on restoration, and open houses, where attendees may see the results of someone's work. The educational sessions have discussed such topics as wood restoration, roofing problems, period interiors, and period landscaping.

The OHSG offers a non-dues membership, relying instead on donations to cover expenses. With the aid of the commission, the OHSG produces *Town and County*, a bimonthly newsletter for its members. The newsletter, which highlights OHSG activities and restoration issues, is distributed to more than two hundred subscribers, including all of the libraries, preservation commissions, and historical societies in the county.

Rock Island identifies its designated landmarks with terra-cotta markers. The design was the result of a competition in an art class in the city's high school. A minimal payment to cover production costs is requested. The Villa Park Historical Commission provides an eighteen-by-ten-inch aluminum marker for selected historic sites. A special committee, including local historical society and chamber of commerce representatives, assists the commission in reviewing applications and recommending markers. In Quincy, the bronze plaques provided for designated landmarks include the historic name, date of construction, architectural style, builder, and the date it was designated a landmark.

Publications. Publications that highlight local history and architecture are popular educational tools. Many commissions, including Decatur, Moline, and Edwardsville, publish walking-tour brochures that highlight historic neighborhoods. The Jacksonville Preservation Commission sponsored a publication that provides detailed histories of significant buildings identified in its historic resources survey. Many commissions, such as those in Chicago and Quincy, publish inventories and histories of their designated landmarks. Rockford, in conjunction with the local tourism and visitors bureau, created a unique multi-colored poster that promoted the city's historic resources to tourists.

Workshops and seminars. Workshops and seminars provide hands-on training to property owners, and they can be effective in increasing public awareness. The Wilmette Historic Preservation Board has sponsored a spring preservation workshop series, *Caring for Your Wilmette House*. The four sessions covered different aspects of historic building rehabilitation, with information on architectural styles and pre-construction preparation, case studies of on-going rehabilitation projects, and tips

The Edwardsville Historic Preservation Commission created the ArchiRoom at the Edwardsville Public Library to support the teaching of local history and architecture.

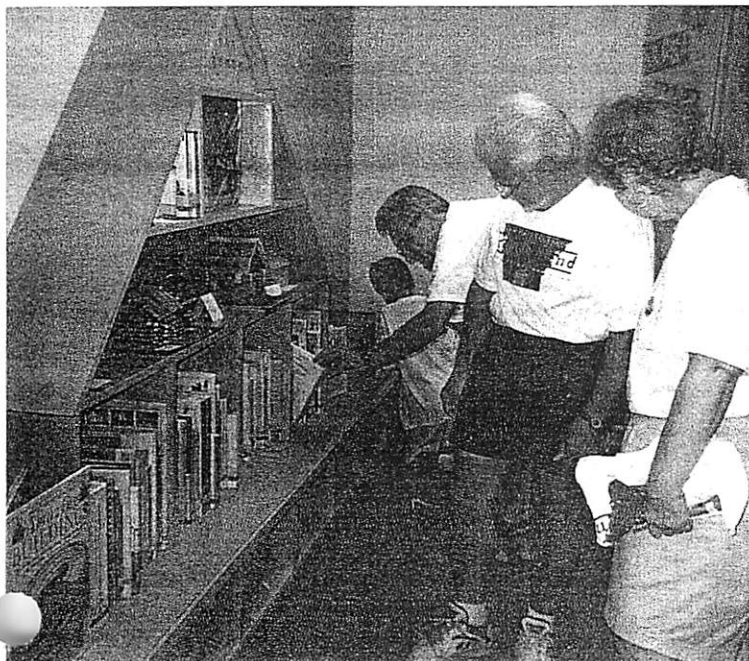


on where to go for technical and financial assistance. To encourage participation, the workshops were held in the evening and presented free of charge. The Village of Wilmette and the Illinois Association of Historic Preservation Commissions financed the workshops.

Preservation commissions seek to educate all levels of the community. While many programs target the historic property owner, many are aimed at school children. The Winnetka Preservation Commission prepared a coloring book of illustrations of Winnetka landmarks. Information about the buildings and Winnetka's history were also featured. Proceeds from sales of the coloring book go to the commission, which uses the money to help support future programming.

The Edwardsville Historic Preservation Commission created the "ArchiRoom" within the public library. Its purpose is to provide a user-friendly facility to teach children and adults about local history and architecture. Volunteers built display cabinets, designed a logo and signs, and constructed and painted architectural elements that decorated the room. A CLG grant was used to match city funds and volunteer donations. The ArchiRoom includes displays on Edwardsville history and hands-on activity areas where children can experiment with building blocks or use a drafting table to design a building. More than two hundred books as well as videos on history, architecture, and preservation were added to the permanent ArchiRoom collection. Librarians report that the collection is well used, and the room has been the scene of many school programs and special events. The preservation commission is pleased that the room is being used by adults as well as children.

Children and adults enjoy the ArchiRoom collection of books and videos, which are housed in attractive displays that emphasize the room's historical and architectural themes.



Local Incentive Programs

Maintaining any property can be expensive. Fortunately, some Illinois communities offer financial relief in the form of tax incentives, low-interest loans, and grants to owners of historic businesses or residences. Many are funded through Community Development Block Grants or Tax Increment Financing districts.

The Town of Normal has implemented a grant program for locally designated properties funded through its general revenue fund. The program, which is administered by the Normal Historic Preservation Commission, is named after Dr. Robert G. Bone, the former president of Illinois State University and the first appointee to the historic preservation commission.

Each year the town council allocates \$10,000 to the grant program. Money not spent during the fiscal year is carried over to the following year. The maximum grant awarded is \$2,500. Grant recipients may use the money to fund up to half of the costs of an exterior restoration or other preservation project.

For Further Reading

- Beaumont, Constance Epton. *A Citizen's Guide to Protecting Historic Places: Local Preservation Ordinances*. Washington, D.C.: National Trust for Historic Preservation, 1992.
- Cassity, Pratt. *Maintaining Community Character: How to Establish a Local Historic District*. Information Series, number 58. Washington, D.C.: National Trust for Historic Preservation, 1992.
- Cox, Rachel S. "Design Review in Historic Districts." *Preservation Information*. Washington, D.C.: National Trust for Historic Preservation, n.d.
- Cullinane, John J. *Understanding Architectural Drawings: A Guide for Non-Architects*. Washington, D.C.: Preservation Press, 1993.
- Derry, Ann, et al. *Guidelines for Local Surveys: A Basis for Preservation Planning*. National Register Bulletin, number 24. Washington, D.C.: Department of the Interior, National Park Service. Revised, 1985 by Patricia L. Parker.
- Developing Design Guidelines*. Community Preservation Series, vol. 1. Springfield, Ill.: Illinois Association of Historic Preservation Commissions, 1993.
- Duerksen, Christopher J. and Richard J. Roddewig. *Takings Law in Plain English*. Washington, D.C.: American Resources Information Network, 1994.
- Gagliardi, Neil and Stephen Morris. *Local Historic Preservation Plans: A Selected Annotated Bibliography*. Washington, D.C.: National Conference of State Historic Preservation Officers, Department of the Interior, National Park Service, 1993.
- Headly, Hope. *Historic Districts: An Introduction to Information Resources*. Information Sheet, number 35. Washington, D.C.: Preservation Press, 1983.
- How to Apply the National Register Criteria for Evaluation*. National Register Bulletin, number 15. Washington, D.C.: Department of the Interior, National Park Service. Revised ed., 1990.
- Landmark and Historic District Designation*. Community Preservation Series, vol. 2. Springfield, Ill.: Illinois Association of Historic Preservation Commissions, 1995.
- Local Incentives for Historic Preservation. Washington, D.C.: National Trust for Historic Preservation, 1991.
- Malone, Connie and Pratt Cassity. *The United States Preservation Commission Identification Project*. Washington, D.C.: National Alliance of Preservation Commissions, 1994.
- Morris, Marya. *Innovative Tools for Historic Preservation*. Chicago: American Planning Association, 1992.
- Nelson, Lee H. *Architectural Character: Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving Their Character*. Preservation Briefs, number 17. Washington, D.C.: Department of the Interior, National Park Service, 1988.
- O'Donnell, Eleanor. *Researching a Historic Property*. National Register Bulletin, number 39. Washington, D.C.: Department of the Interior, National Park Service, 1990.

continued on page 16

Resources for Local Historic Preservation Commissions

Local historic preservation commissions may contact the following organizations for assistance:

Illinois Historic Preservation Agency
Division of Preservation Services
1 Old State Capitol Plaza
Springfield, IL 62701-1507
217-785-4512

Illinois Association of Historic Preservation
Commissions
P. O. Box 5337
Springfield, IL 62705
217-785-5042

Landmarks Preservation Council of Illinois
53 West Jackson Boulevard
Suite 752
Chicago, IL 60604
312-922-1742

National Trust for Historic Preservation
Midwest Regional Office
53 West Jackson Boulevard
Suite 1135
Chicago, IL 60604
312-939-5547

National Alliance of Preservation Commissions
Hall of States, Suite 342
444 North Capitol Street
Washington, D.C. 20001
706-542-4731

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All public meetings conducted by the Illinois Historic Preservation Agency will be accessible to handicapped individuals, in compliance with Executive Order #5 and pertinent state and federal laws, upon notification of anticipated attendance. Handicapped persons planning to attend and needing special accommodations should inform the Historic Preservation Agency at least five days prior to the meeting by telephoning or writing Ednita Murdock, Illinois Historic Preservation Agency, 1 Old State Capitol Plaza, Springfield, IL 62701-1507, or phone 217-785-4512.

For Further Reading

continued from page 15

- Oldham, Sally G. *Historic Preservation in American Communities*. Washington, D.C.: National Trust for Historic Preservation, 1987.
- Roddewig, Richard J. *Preparing a Historic Preservation Ordinance*. Planning Advisory Survey Report, number 374. Chicago: American Planning Association, 1983.
- Weeks, Kay D. *Catalog of Historic Preservation Publications: Guidance on the Treatment of Historic Properties*. Washington, D.C.: Department of the Interior, National Park Service, 1995.
- White, Bradford J. and Richard J. Roddewig. *Preparing a Historic Preservation Plan*. Chicago: American Planning Association, 1994.
- White, Bradford J. and Paul W. Edmondson. *Procedural Due Process in Plain English: A Guide for Preservation Commissions*. Washington, D.C.: National Trust for Historic Preservation, 1994.
- Winter, Nore V. *Guiding History: A Process for Creating Historic District Guidelines*. Athens, Ga.: University of Georgia, 1993.
- Zellie, Carole. *Preserving Your Community's Heritage Through the Certified Local Government Program*. Washington, D.C.: Department of the Interior, National Park Service, 1995.

Illinois Preservation Series
Illinois Historic Preservation Agency
1 Old State Capitol Plaza
Springfield, IL 62701-1509

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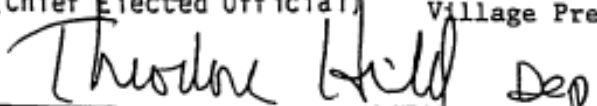
Certified Local Government Agreement Between the Village of Orland Park and the State Historic Preservation Office

As discussed in Chapter 5, as a Certified Local Government (CLG), the Village of Orland Park is in charge of carrying out specific responsibilities in cooperation with the State Historic Preservation Office, through the Illinois Historic Preservation Agency. These responsibilities are outlined in the following agreement.

CERTIFIED LOCAL GOVERNMENT AGREEMENT
BETWEEN
THE VILLAGE OF ORLAND PARK
AND
THE ILLINOIS STATE HISTORIC PRESERVATION OFFICE

The Village of Orland Park in consideration of having been granted Certified Local Government status, agrees to carry out the following responsibilities as a Certified Local Government, in cooperation with the State Historic Preservation Office of the Illinois Historic Preservation Agency:

1. Enforce the local historic preservation ordinance for the designation and protection of local historic properties;
2. Maintain an adequate and qualified historic preservation commission established by local ordinance;
3. Maintain a system for the survey and inventory of historic properties;
4. Provide for adequate public participation in the local historic preservation program;
5. Review and comment upon nominations to the National Register of Historic Places for properties within its jurisdiction, and, within 60 days of receiving the nominations, submit to the State Historic Preservation Officer the written recommendations of the Commission and Chief Elected Official as to whether the property meets the criteria of the National Register;
6. Submit an annual report to the State Historic Preservation Officer of the historic commission's activities during the past year, within 60 days of the end of the local government's fiscal year;
7. Be represented at at least one informational meeting per year pertaining to the work and functions of the Commission or historic preservation;
8. Monitor and notify the State Historic Preservation Officer of any actual or proposed demolition or actual or proposed major alteration affecting any property within its jurisdiction listed on the Illinois Register of Historic Places or National Register of Historic Places;
9. Be responsible, in the case of nominations for historic districts, for verifying the names of owners of properties within the historic district, and providing for a public information meeting at mutually agreeable times and locations;
10. Carry out the general program procedures as outlined in "Certification and Transfer of Local Share of Historic Preservation Fund Allocation to Local Governments".

 _____ (Chief Elected Official)	April 6, 1987 Date
 _____ (State Historic Preservation Officer)	Apr 29, 1987 Date

Historic Marker Program

Established in 2008, Orland Park's Historic Marker Program provides decorative bronze markers for buildings that are landmarks or contributing structures in the Old Orland district. The markers are meant to commemorate a building's significance to the community as a cultural, historic, and educational asset. In addition to improving the streetscape, the program enhances community recognition for past and present preservation efforts, promotes preservation through education, and improves the historic district walking tours conducted by the Orland Historical Society.

The historic markers are paid for by and are the property of the Village of Orland Park. Property owners are not be required to pay for the marker or its installation. The Village, however, does encourage cooperative day-to-day maintenance and cleaning of the markers.

The following documents are attached for review:

- **Orland Park Historic Marker Program Rules and Procedures:** The rules and procedures established a nomination and review process for the historic markers.
- **Orland Park Historic Marker Program Design Guidelines:** The design guidelines regulate the appearance of historic markers and aim to create a unique, uniform identity across the district and for landmarks buildings. It provides specific information on allowed height, width and length proportions, fonts, font sizes, text indentations, setbacks from property lines, credits, shape, and content.
- **Historic Market Nomination Form:** Historic sites and buildings can be nominated to receive a marker through the submittal of a nomination form to the Development Services Department.
- **Historic Market Program Phasing Plan:** The phasing plan provides information on the projected timeline and funding phases for deploying historic markets to the Village's historic buildings and sites.



ORLAND PARK HISTORIC MARKER PROGRAM

RULES AND PROCEDURES

Dated: 1-15-08

Intent

The intent of the Village of Orland Park's Historic Marker Program is to mark the significance of sites and buildings in a historic district or at a landmark and educate the public on the community's local history. The Orland Park Historic Marker Program is open to designated contributing structures in a historic district like the Old Orland Historic District. The placement of markers will increase the awareness of the historic district(s) and landmark(s) in the community and also strengthen the cause for historic preservation and sustainable development.

Part One: Procedures

1. Nomination Submittals

- a. To nominate a structure for a historical marker, the nominator must first complete an official Nomination form and submit it to the Development Services Department for processing and review.
 - i. Only one marker may be requested per nomination.
- b. The nominator must include the following items with the completed marker nomination.
 - i. Response to the completed form "Reason for a Marker".
 - ii. The list of Sources and Documentation (see: Relative Importance of Documentation below).
 - iii. Photocopies of locally available primary source material.
 - iv. An adequate description of the proposed marker location, along with the following items:
 1. At least one color photograph of the proposed marker location in order to demonstrate the appropriateness of the location for public access and safety considerations.
 - a. If a structure is being marked, photographs showing all sides of the complete structure must be provided.
 2. At least one detailed map clearly locating the proposed marker location, including compass and directional indications.
 - v. The Ownership and Permission form.
 1. The owner of the building or site must be informed of the marker and must give his/her permission to locate a marker on their property.
 - a. The Ownership and Permission form is a contract between the current owner of the building or site and the Village that the current owner will not remove the marker from the site.
 - vi. A written, signed and notarized correspondence verifying the validity of the primary and secondary sources provided to the Village of Orland Park Development Services Department.

2. The Historic Preservation Review Commission's Role in Nomination

- a. The Historic Preservation Review Commission may submit nominations to fulfill annual or long term goals of the marker program in collaboration with individuals and/or organizations.

3. Additional Requirements for a Historic Marker

- a. The Development Services Department or the Village Board of Trustees may require a change in location from the one proposed by the nominator before a marker is approved.
- b. Approval of all markers will be contingent upon receipt of permission from location owners.
- c. For the standard format/ design and proper placement of historic markers, refer to the Program Design Guidelines of the specific historic district. Markers must comply with the Program Design Guidelines and the format/ standard.

4. The Approval Process

- a. Before a marker can be installed, it must be recommended for approval by the Historic Preservation Review Commission and then approved by the Village Board of Trustees.
 - i. The Historic Preservation Review Commission must conduct a review of the nomination before a recommendation for approval.
 - ii. The nomination will be reviewed by the HPRC and the Development Services Department for:
 1. Historical/ Architectural significance;
 2. Completed submissions of information and forms;
 3. Compliance with Program Design Guidelines and any other relevant evaluation factors, codes, policies, informational publications, and/ or instructions.
 - iii. If the Historic Preservation Review Commission believes the building or site has local or Village-wide historical and/or architectural significance and that there are/will be sufficient primary sources to prove that local or Village-wide significance, then it may recommend to the Village Board of Trustees approval of the proposed marker, its content, its location and installation without submitting the notarized statement.
 - iv. Approval from the Village Board of Trustees allows the ordering and installation of the marker.

5. Relocation, Removal, or Replacement of Historic Markers

- a. Historic markers may be relocated or removed only with the permission of the Village Board of Trustees. Markers may be relocated,
 - i. Because of persistent vandalism;
 - ii. If a hazard to viewers may be reduced or eliminated;
 - iii. If a more accurate location has been determined;
 - iv. If a change in land use has occurred putting the marker in danger or rendered it inapplicable; or
 - v. Because of temporary construction work.
 1. The marker must be relocated as close to its original position as possible when the construction work is completed

- b. Administrative Approval for relocating, removing, or replacing historic markers may be issued by the Development Services Department for minor changes to the appearance, position, or text of the historic marker.
- c. Costs associated with relocation or removal of markers will be the responsibility of the petitioner seeking relocation or removal unless current placement is a hazard to the public or disadvantageous to the Village.
- d. When replacement of a Village historic marker is requested because it has been damaged/ vandalized or stolen, or because the text contains errors, the marker shall be reviewed by the HPRC according to the marker Program Design Guidelines in effect at the time replacement is requested. Some replacement markers may require the full nomination process for approval.

Part 2: Program Rules

6. Relative Importance of Documentation

- a. In determining the accuracy of facts or statements
 - i. Primary source documentation takes precedence over secondary source documentation in the evaluation and interpretation of information;
 - ii. Legal documents take precedence over private papers, such as letters or journals;
 - iii. Testimony from disinterested and authoritative sources takes precedence over testimony from interested individuals.

7. National Register Sites

- a. Inclusion in the National Register of Historic Places (NRHP) does not automatically qualify an entity for a marker.
- b. When an entity listed in the NRHP or designated a National Historic Landmark is marked with an historic marker, the text of the marker shall include that fact.
- c. If an entity has a pending nomination for the NRHP, a Nomination for an historic marker will not be processed or approved until the pending nomination has been acted on by the Keeper of the NRHP.

8. Funding for the Historic Markers

- a. A historic marker shall be purchased by the Village Board of Trustees. A Nominator may choose to contribute in the purchase and/or reimburse the Village partially or fully.
- b. Nominators may pay/ donate the full cost of a marker, which qualifies under the Program Design Guidelines of the specific historic district, and is approved through the above process. Such markers are still the property of the Village of Orland Park.
 - i. Markers completely paid for without using Village Board funds are not in approval competition with other nominations.
 - ii. Because Village funds are limited, nominators who are able to fund the full cost of the markers—or request fewer Village funds—are encouraged to do so. Such nominations take priority in the process and are expedited.
 - iii. In the event a nomination is made and no funds are available to proceed with the ordering and installation of a historic marker, markers will be ordered and installed in the order of their approval when funds are made available.

9. Ownership and Maintenance of Historic Markers

- a. All Village historic markers are the property of the Village of Orland Park.
- b. The Village encourages cooperative relationships for day-to-day site maintenance with other public or private entities on whose land a historic marker is installed.
- c. Any historic marker needing repairs must be reported to the Development Services Department. Marker repairs must conform to the official format outlined in the Program Design Guidelines of the specific historic district.
- d. Local site maintenance help for historic markers is desirable, but is not required for the approval of a marker.

10. Compliance with Program Design Guidelines

- a. Nominations for historic markers must comply with the Program Design Guidelines of the local historic district, any other relevant evaluation factors, codes, policies, informational publications, and instructions of the Orland Park Historic Marker Program, the Land Development Code, the Village Code and applicable state and federal laws.

11. Approval of Non-Village Format Historical Markers

- a. Parties seeking signage which may or may not amount to non-Village format markers are bound to the Land Development Code's sign regulations.
- b. Non-Village format markers are any sign which may display a date or the date of the building's construction, original use, architect, historical fact(s) and/or relevance, personal information, advertisement or message having to do with the historical or architectural quality of the site or building.

12. Eligible Sites for Review for an Historical Marker

- a. The following is a list of contributing buildings in the Old Orland Historic District that are currently (c. 2008) eligible to apply for consideration for Historic Markers by the above rules and procedures:
 - i. 9960 W 143rd Street
 - ii. 9999 W 143rd Street
 - iii. 9953 W 143rd Street
 - iv. 9925 W 143rd Street
 - v. 9917 W 143rd Street
 - vi. 14306-10 Union Avenue
 - vii. 14314 Union Avenue
 - viii. 9952 144th Street
 - ix. 9967 144th Street (NRHP)*
 - x. 14316 Beacon Avenue
 - xi. 14320-24 Beacon Avenue
 - xii. 14330 Beacon Avenue
 - xiii. 14315 Beacon Avenue
 - xiv. 14339 Beacon Avenue
 - xv. 14420 Second Avenue
 - xvi. 9830 144th Place (NRHP, ISHS)†
- b. Buildings or sites that participated in a local, state, or national event of

* NRHP, National Register of Historic Places

† ISHS, Illinois State Historical Society

- importance or significance.
- c. Buildings or sites with landmark status per the requirements of the Orland Park Land Development Code (Section 5-110).
- d. Buildings or sites that are listed as contributing structures of the latest historic building survey of the Old Orland Historic District;
- e. Buildings or sites that are contributing structures of a Historic District other than the Old Orland Historic District as determined by a historic building survey.

13. Ineligible Sites for Review in the Nomination Process

- a. Buildings less than 70 years old.
 - i. These properties are considered too recent to be properly evaluated for architectural and historical significance.
- b. Buildings or sites that are listed as non-contributing by a historic building survey of the Old Orland Historic District.
 - i. These are buildings or sites that are generally considered either too altered or lacking individual significance in terms of their contributions to the Old Orland Historic District.



ORLAND PARK HISTORIC MARKER PROGRAM

DESIGN GUIDELINES

Dated: 1-15-08

Intent

The intent of the Orland Park Historic Marker Program is to mark the significance of landmark sites and buildings in the Village, including historic districts. It also the intent to educate the public on the community's local history. The Orland Park Historic Marker Program Design Guidelines is open to designated contributing structures in historic districts, like the Old Orland Historic District, and buildings/ sites designated as landmarks per Section 5-110 of the Land Development Code. The placement of markers will increase the awareness of the Historic District in the community and also strengthen the cause for historic preservation.

The intent of the following is also to guide the form and function of the historic markers in Orland Park and provide a template for historic district markers and landmark markers. It is also the intent of the following to establish a standard Village format marker for Orland Park.

1. Appropriate Significance

- a. Markers may cover events, individuals, buildings, sites, and other entities that have local and/or state significance; regional, national, and/or international significance will be recognized as well.
- b. The mere fact of existence of an entity generally will not constitute significance.
- c. The reason for a marker must be concisely described in the Nomination Form.
- d. The HPRC may recommend but the Village Board of Trustees may establish special initiatives to focus on specific topics for commemoration, alone or in collaboration with other entities. As needed, additional guidelines and/or formats may be approved for such special initiatives.

2. Restrictions on Markers

- a. No individual may be the topic of a marker until twenty years after his or her death, unless the Village Board of Trustees makes an exception for a deceased person of local, state, national, or international significance.
- b. Marker topics, other than individuals, generally should date from at least seventy years in the past unless otherwise determined.
- c. Neither restorers nor current owners of a historic structure may be named in the text of a local marker awarded to the structure.
- d. Individual fundraisers, contributors, or donors cannot be named on the marker, though they will be on record for their contributions.

3. The Marker Text

- a. The Village Board of Trustees has final authority for the text of an historic marker. The Village Board of Trustees shall approve the marker text.
- b. A marker will not include information in the text unless proof is presented

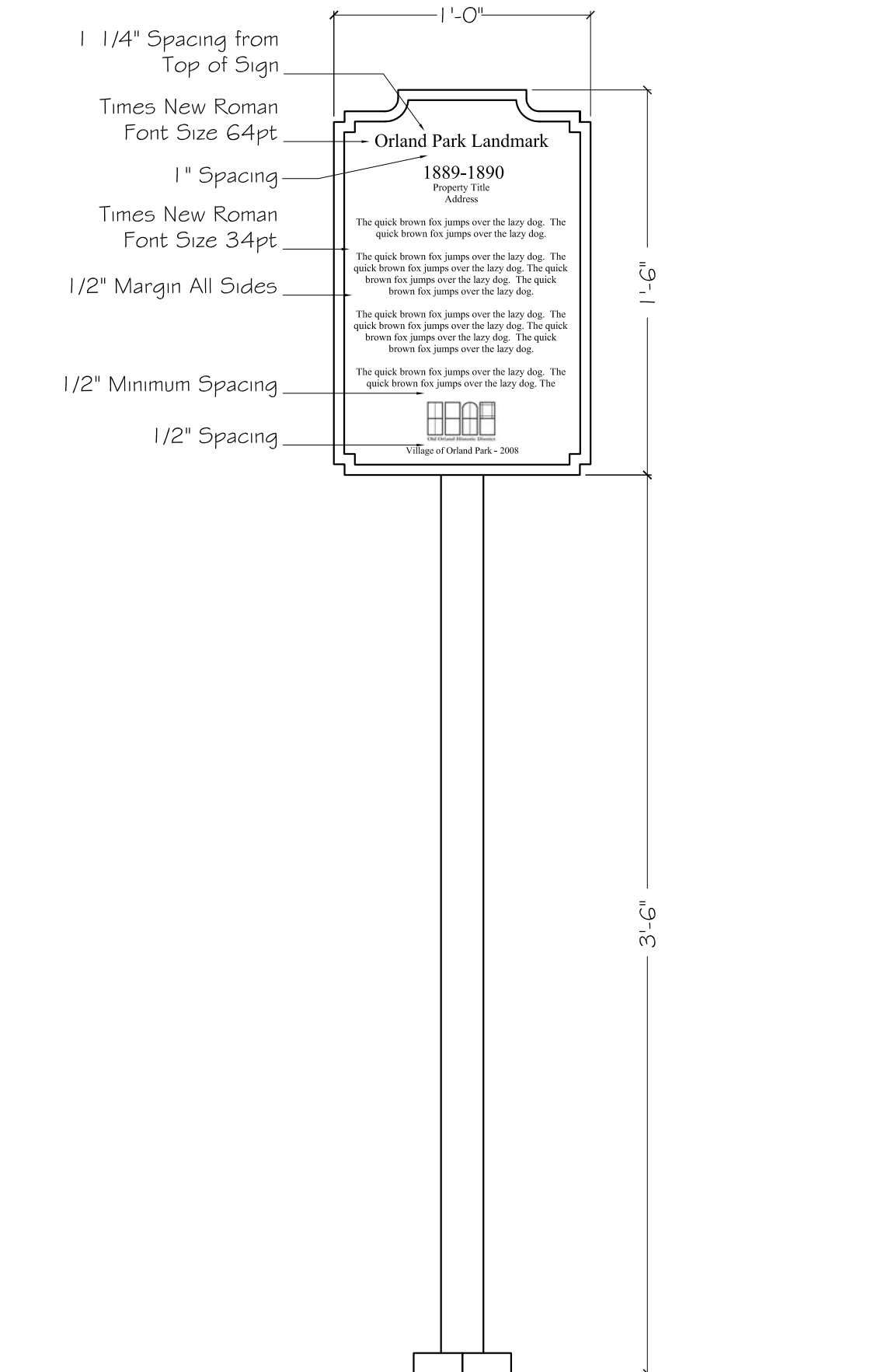
to the HPRC that will verify that information with appropriate documentation, provided by the nominator. See the Orland Park Historic Marker Program Rules and Procedures, Section 1.

- c. If a topic or subject purports to be unique (one of a kind, the largest, smallest, oldest, first, etc.) there must be documentation—from unbiased and authoritative sources—which validates that claim.
- d. The HPRC will recommend the marker and its text to the Village Board of Trustees as part of the final approval process.

4. Official Village-Format Historic Marker and Sign

- a. The official Village-format historical marker design is distinguished by the words “Orland Park Landmark” at the top center of the marker per the specifications of Figure 1 below.
- b. Village Markers are 18 inches tall and 12 inches wide, with a black background, silver or gold lettering, and silver or gold-colored border mounted on a silver-colored metallic post that raises the marker’s bottom 42 inches off the ground and per the specifications of Figure 1.*
- c. For Village-format markers in the Old Orland Historic District, the traditional “Windows” logo with the words “Old Orland Historic District” centered under the logo shall be located at the bottom of the marker above the Village credit line.
- d. Village-format markers for landmark buildings or sites that are associated with Village programs or initiatives that were responsible for preservation outside of Old Orland (i.e. Open Lands, Stellwagen Farm etc.) shall have the logo of the pertinent Village program or initiative locate at the bottom of the marker above the Village credit line.
- e. Village-format markers for landmark buildings or sites that are designated landmarks per Section 5-110 of the Land Development Code and are not associated with any Village program or initiative shall include the Village Seal or the Orland Park Landmark logo above the Village credit line at the bottom of the marker. See Figures 2 and 3 for logo customization.
- f. No other logo or emblem may be included on a Village historic marker, with the exception of state or federal agency logos or program logos. The Development Services Department shall determine the placement of these logos.
- g. Inclusion of artwork, a map, or a photograph on a marker may be approved only if the Village Board of Trustees, on the recommendation of the HPRC, judges that it is essential to clarify or enhance the interpretation of a marker topic. Extra costs for such non-standard markers must be paid by the marker nominator.
- h. The marker text shall include the following information in Times New Roman per the specifications of Figure 1.
 - i. “[Year], National Register of Historic Places” if applicable (centered at top beneath logo);
 - ii. The year/ era of construction (centered at top beneath logo and under NRHP credit if applicable);
 - iii. Address, Name of Building (if applicable);
 - iv. Architectural Style;
 - v. Brief history on original historic use; and/or a historical fact or

* Figures 1, 2, and 3 have an example pangram to demonstrate a distribution of letters and body text.



Historic Marker Program Figure 1

Orland Park, Illinois



N.T.S.

Orland Park Landmark

1889-1890

Property Title

Address

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The



Old Orland Historic District

Village of Orland Park - 2008



Orland Park Landmark

1889-1890

Property Title

Address

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog.

The quick brown fox jumps over the lazy dog. The quick brown fox jumps over the lazy dog. The

Village of Orland Park - 2008



architectural highlight about the site or building, if applicable/
appropriate;

- vi. Village of Orland Park credit line (centered at bottom);
- i. Markers will carry in the credit line in smaller legible font as follows:
“Village of Orland Park – [Year]”.
- j. The text of a historic marker may either be in an outline format or in a paragraph format. The text must also leave enough space at the bottom of the marker to include the necessary program or district logos.
- k. The location of a Village-format historical marker should be called the “site of a historical marker” or “a historical marker site”. The location should NOT be called “a village historic site.”

5. Placement of Historic Markers

- a. Historic markers should be installed in conspicuous places accessible to the public. Desirable locations are public right of ways, parks, city streets where persons can stop safely and read the text for its educational value.
- b. A marker must be installed according to the Village Board of Trustees approved plan.
- c. Installation of a marker shall follow the necessary codes and regulations adopted by the Village Board of Trustees in the Village Code, Land Development Code, Building Code and other applicable codes.
- d. Markers shall be placed a minimum distance of three (3) feet to a maximum distance of five (5) feet from the sidewalk in the front yard in order for the text to face the public right-of-way.
- e. Markers shall not be placed within five (5) feet of the property line of the side yard property lines.



Nomination for an Historic Marker

Orland Park Historic Marker Program

Historic Preservation Review Commission

Village of Orland Park, Mayor Daniel J. McLaughlin

File # assigned - office use

Please read the Program Guidelines before completing this nomination.

Submission of a nomination does not guarantee that a marker will be approved.

AUTHORITY: The Village Board has authority in all matters of the historic marker program.

Village format historical markers must be approved and ordered by the Village Board.

Section 1. PROPOSED MARKER INFORMATION

Suggested Marker Topic _____

Installation Location: Address _____

PIN _____

Zoning _____

Section 2. NOMINATOR CONTACT INFORMATION

Nominating Organization _____

Contact Name _____ Phone # _____

E-Mail _____

Street Address _____

City _____ State _____ ZIP _____

County _____

Section 3. SIGNIFICANCE OF PROPOSED MARKER

_____ I have submitted the Statement of Significance of 250-500 words on a separate sheet of paper and provided endnotes; or

_____ Proposed building or site is listed on the Local Register of Significant Places (LDC 5-110.D).

This section is important in the evaluation process. Please review Program Guidelines 5, 6, 9, and 10. Be sure to provide enough information so that reviewers can clearly grasp the significance and meaning of the topic that you are proposing. Include major points in this statement that you believe are critical to the understanding and interpretation of your topic. Topics of local significance are encouraged.

Section 4. SOURCES/ DOCUMENTATION

Please review Program Guidelines 1, 5, 6 and 8 and "A Note about Sources" in the Nomination Information packet. Skip if building or site is listed on the Local Register of Significant Places.

Do not send copies of secondary sources, such as county histories or other general histories.

_____ I have submitted a list of sources/ documentation on a separate sheet of paper.

_____ I have submitted photocopies of locally available primary source materials (copies of original documents) that are important to support my Statement of Significance.

Section 5. FUNDING

For questions regarding funding, please consult Program Guideline #. Markers are approved for not-for-profit or for-profit groups and individual nominators; private funds or combinations of public and private funds may be used to pay for approved markers.

_____ I am pledging to pay the full cost of the marker.

_____ I am requesting up to \$1,000 in Village funds to purchase the marker and pledging funding for the remainder of the cost of the marker.

_____ I am requesting up to \$500 in Village funds to purchase the marker and pledging funding for the remainder of the cost of the marker.

Please provide the names of those individuals or groups who may provide funding if the marker is approved.

Section 6. PROPOSED MARKER LOCATION

Please review Program Guidelines 1.b.iv, 10, and 11.

_____ I have provided the description, photograph(s), map(s) as required by the Program Guidelines.

_____ I understand that a change of location could be required for approval of the application.

_____ If necessary, we/ I can recommend an alternate location for the marker

Preferred Location (*Provide exact address or directions*) : _____

Section 7. Signature

I, _____, confirm that the above information listed in this application is true to the best of my knowledge.

Signature: _____



VILLAGE OF ORLAND PARK

14700 Ravinia Avenue
Orland Park, IL 60462
www.orland-park.il.us

Department Requested Action

File Number: 2009-0141

Agenda Date:

Version: 3

Status: PASSED

In Control: Board of Trustees

File Type: MOTION

Title/Name/Summary

Historic Marker Program Phasing Plan

History

PURPOSE:

The purpose is to establish a Historic Marker Program Phasing Plan for the timely deployment of Historic Markers to the Village's historic buildings and sites.

ATTACHMENTS:

2008 RAI Survey Forms for the Following Properties:

- 9960 W 143rd Street "Orland Park School";
- 9952 W 144th Street "Loebe House";
- 14306-10 Union Avenue "Orland Park Hotel";
- 14320-24 Beacon Avenue "Commercial Emporium";
- 9917 W 143rd Street "Old Orland Park Library";
- 9925 W 143rd Street "Former Residence";
- 9953 W 143rd Street "Former Residence";
- 14330 Beacon Avenue "Former Residence";
- 14315 Beacon Avenue "Former Residence";
- 14339 Beacon Avenue "Residence/ Telegraph House";

PLANNING OVERVIEW:

Phase I of the Orland Park Historic Marker Program resulted in the installation of historic markers for the Twin Towers Sanctuary (9967 W 144th Street) and the Cox House (14420 Second Avenue). The marker for the former Christ Lutheran Church (9999 W 143rd Street), part of Phase I, has not yet been installed pending a license agreement. Recently the Village Board approved Phase II of the Historic Marker Program, which includes the Hostert Cabins (14701 S West Avenue), Union Avenue or Loebe Brothers General Store (14314 Union Avenue), and the Orland State Bank building (14316 Beacon Avenue). These markers are not yet installed but are under preliminary planning. The total budget for the program to date is \$9,369.00, with Phase I costing \$4,470.00 and Phase II estimated at \$4,899.00.

Future phases of the program are unfunded at this time. However, the Village of Orland Park Development Services Department has prepared the following Phasing Plan to deploy Historic Markers to historic buildings and sites around the Village in a timely manner. The intent of the phasing plan is to assist Village officials determine appropriate funding during the budget development process, and to let private stakeholders know when their markers should be expected.

The Orland Park Historic Marker Program allows private stakeholders to privately finance the development of public historic markers in the Village. Historic markers that are privately financed by private stakeholders would be expedited despite their position in the phasing plan.

Recommended Historic Marker Program Phases

The following is the order of deployment which the Development Services Department and the Historic Preservation Review Commission have determined based on the historic integrity of the structure and its significance in the community (per the 2008 Residential Area Intensive Survey). Scheduled times are provided in parentheses as a general timeline. Each phase shall depend on the funds available for deployment. The dates provided are tentative target dates that may change due to funding.

Phase III (FY 2010)

14330 Beacon Avenue "Former Residence";
9960 W 143rd Street "Orland Park School";
9952 W 144th Street "Loebe House";

Phase IV (FY 2010)

14339 Beacon Avenue "Telephone House";
9953 W 143rd Street "Former Residence";
9917 W 143rd Street "Orland Park Library";

Phase V (FY 2011)

9925 W 143rd Street "Former Residence";
14315 Beacon Avenue "Former Residence";
14306-10 Union Avenue "Orland Park Hotel";

Phase VI (FY 2011)

14320-24 Beacon Avenue "Commercial Emporium";
17701 S 108th Avenue "Stellwagen Farm";
8041 W 151st Street "Boley Farm";

Phase VII (FY 2012)

14700 S Ravinia Avenue "Frederick T. Owens Village Hall" and "Ara Pace Veteran's Memorial";
14700 S Ravinia Avenue "William R. Vogel Orland Park Civic Center and Franklin E. Loebe Recreation Center";
14500 S Ravinia Avenue "Limestone Building" and "Humphrey Woods";

Approximated Cost

Each phase above is comprised of three markers. The estimated cost of each phase is approximately \$4,500.00-based on Phases I and II estimates and expenditures (approximately \$9,369.00).

For Phases III through VII the Historic Marker Program will cost, in addition to Phase I and II costs, approximately \$22,500.00 to implement. The total program cost is estimated at \$32,000.00. This total does not consider buildings and sites which may

be landmarked in the future. The cost of placing historic markers on future landmarked buildings and sites will require additional funding for the program on a case by case basis. Potential future landmark sites include "Yunker School" (14299 S Wolf Road) and the Orland Park Chamber of Commerce "Former Orland Park High School" (8800 W 151st Street).

This plan is now before the Village Board of Trustees for final review and approval.

Recommended Action/Motion

I move to approve the Historic Marker Program Phasing Plan as described in the June 16, 2009 HPRC staff report titled "Historic Marker Program Phasing Plan", prepared by the Village of Orland Park Development Services Department, dated June 16, 2009 subject to the following conditions:

1. That each phase of the program is not commenced until necessary funds are raised or appropriated by either private stakeholders or the Village Board of Trustees; and
2. That all markers funded and installed by private stakeholders under the Historic Marker Program are Village-owned.

Historic Preservation Awards Program

The Historic Preservation Awards Program was established to recognize property owners in Old Orland who have contributed to the preservation and enhancement of the Old Orland Historic District. Recipients are presented with the award at Village Board meetings.

Orland Park's Village Code authorizes the Historic Preservation Awards Committee. The specific language of the Code and the Committee's terms and duties are included below. The form and other criteria used to nominate properties for a Historic Preservation Award are available from the Development Services Department.

ORLAND PARK VILLAGE CODE

TITLE 2 CHAPTER 16

HISTORIC PRESERVATION AWARDS COMMITTEE

SECTION:

2-16-1: Establishment:

2-16-2: Membership; Term:

2-16-3: Duties:

2-16-1: ESTABLISHMENT:

The Historic Preservation Awards Program is hereby created to grant official public recognition to property owners who have contributed to the preservation and enhancement of the Old Orland Historic District and other historic landmarks in Orland Park through exemplary restoration of existing structures, sympathetic additions to existing structures, and compatible new development.

The Historic Preservation Awards Committee is hereby created to administer the Historic Preservation Awards Program.

2-16-2: MEMBERSHIP; TERM:

The Historic Preservation Awards Committee shall consist of nine members, including all seven members of the Historic Preservation Review Commission, a member of the board of the Orland Historical Society, and a member of the board of the Old Orland Heritage Foundation. The Orland Historical Society and the Old Orland Heritage Foundation will be responsible for selecting a representative from their boards to serve on the committee. The Chair of the Historic Preservation Awards Committee shall be the Chair of the Historic Preservation Review Commission.

Term of membership is one year. Members may serve additional consecutive terms.

Members of the awards committee are not eligible for historic preservation awards.

2-16-3: DUTIES:

The Historic Preservation Awards Committee shall annually be responsible for reviewing eligible projects and determining recipients of Historic Preservation Awards. Awards will be presented at a Village Board meeting. The Historic Preservation Awards Committee shall be responsible for establishing its own rules and criteria concerning meetings, award categories, nominations, judging, and timing of awards. The Community Development Department shall assist the Committee in establishing and implementing these rules and criteria.

Historic Preservation Assistance

A List of Local, State and Federal Assistance Programs for Historic Preservation

There are a variety of local, state and federal programs available to assist property owners in local historic preservation efforts. An overview of various programs are included in this chapter. It is important to note the following list is not comprehensive - additional assistance may be available and some programs listed may be inactive.

Additional preservation information and resources are available at:

- **Landmarks Illinois**
<http://www.landmarks.org/incentives.htm>
- **Illinois Historic Preservation Agency (IHPA)**
<https://www.illinois.gov/iHPA/Preserve/Pages/Funding.aspx>

Local Assistance

- **Appearance Improvement Program (AIG)** – A financial assistance grant available to all commercial and landmark properties in the Village of Orland Park to help fund storefront and façade improvements. AIG will match 50% of the project costs up to \$20,000 per project. Grant funds may be used to cover architectural design fees, licensed contractor fees, procurement of materials and construction.
- **Cook County Class L Property Tax Incentive** – A property tax abatement program that provides a reduced property tax rate over 10 years for rehabilitating a landmark building for a commercial or industrial use. A minimum investment of at least 50% of the building’s assessed value (land subtracted from the total assessed value), as determined by the County Assessor, is required.
- **Preservation Easement Donation** – A one-time charitable federal income tax deduction equal to the appraised value of the preservation easement placed on the historic façade of the landmark building. A preservation easement is a legal agreement which assigns the right to review and approve alterations to a qualified non-profit organization for the purpose of preserving the property in perpetuity. Landmarks Illinois accepts easement donations.
- **Preservation Heritage Fund Grants** – A program that provides monetary assistance to preserve or protect significant structures or sites in Illinois that are under threat of demolition, imminent deterioration, or are of such architectural importance that their preservation will benefit the public and Illinois community. Grant funds can be used to stabilize deteriorated buildings, perform feasibility and engineering studies, conduct surveys, or obtain legal services. The program is administered by Landmarks Illinois.

State Assistance

- **State Property Tax Assessment Freeze Program** – A program administered by IHPA to be used for owner-occupied, residential buildings (single family homes, condominiums, cooperatives, or multi-family building up to 6 units). The program freezes property tax assessments over a 12-year period after rehabilitation of the property. There is a minimum investment of 25% the property's market value, as determined by the County Assessor.

- **Illinois Transportation Enhancement Program (ITEP)** – An Illinois Department of Transportation program that provides funding for community-based projects that expand travel choices and cultural, historic, aesthetic and environmental aspects of transportation infrastructure. Projects must qualify as one of 12 eligible categories, must relate to surface transportation, and may receive up to 80% reimbursement for costs.
- **Certified Local Government Grants** – IHPA administered grants for Certified Local Governments, which can be used for a range of activities including historic resource inventory surveys, projects that involve planning, National Register listing, public outreach, and education.
- **Public Museums Grant Program** – An Illinois Department of Natural Resources grant program that provides operating and capital project funds to museums operated by or located on land owned by a unit of government.
- **Tourist Attraction Grant Program** – An Illinois Department of Commerce and Community Affairs grant for the development and promotion of tourism opportunities in the state. The grant includes a category for historic sites.
- **Illinois Clean Energy Community Foundation Grants** – An Illinois Clean Energy Community Foundation program which provides a variety of grants for public and non-profit organizations to upgrade energy efficiency and lighting as well as other construction and renovation projects.

Federal Assistance

- **Rehabilitation Investment Tax Credit** – A federal tax credit for income producing properties to reduce the amount of federal taxes owed by historic property owners whose buildings have been rehabilitated to meet certain criteria.
- **10% Rehabilitation Tax Credit for Non-Historic Buildings** – A federal income tax credit equal to 10% of the construction costs for rehabilitating an income producing, non-residential building constructed prior to 1936. Landmarks and contributing structures are ineligible for this credit. It is administered by the Internal Revenue Service (IRS).
- **20% Rehabilitation Tax Credit** – A federal income tax credit equal to 20% of the construction costs for rehabilitating an income producing, non-residential building or a residential rental building. It is administered jointly by the IHPA, the National Park Service and the IRS.
- **50% Disabled Access Tax Credit** – A federal tax credit for the rehabilitation of buildings that house small business that pay or incur expenses and have less than less \$1 million in gross receipts or less than 30 full time employees. The program reduces the building owners’ federal income taxes by 50% of the amount spent to make a business handicap accessible, to a maximum of \$5,000 of credit per year. Access improvements must meet current ADA standards.
- **Architectural and Transportation Barrier Removal Deduction** – A federal tax deduction for removing barriers and make a facility more accessible for the disabled and elderly, up to a maximum deduction of \$15,000 per year.
- **203(K) Rehabilitation Loan Program** – A U.S. Department of Housing and Urban Development program that allows a qualifying private owner to borrow a single, long-term mortgage loan to finance both the acquisition and rehabilitation of an older home.
- **New Markets Tax Credits** – A program that provides a credit to an investor that totals 39% of the cost of the investment and is claimed over a 7 year credit allowance period. The U.S. Treasury’s Community Development Financial Institutions Fund allocates the program, which permits taxpayers to receive a credit (typically 5% to 6% of the amount invested in a distressed area) against Federal income taxes for making qualified equity investments in designated Community Development Entities.

The Secretary of the Interior's Standards for Rehabilitation

The U.S. Secretary of the Interior's Standards for Historic Preservation Projects were initially developed for use in evaluating the appropriateness of work proposed for properties listed in the National Register of Historic Places. Revised in 1990, the U.S. Secretary Standards for Rehabilitation are widely accepted as the basis for sound preservation practices. The Standards allow buildings to be changed to meet contemporary needs, while ensuring that those features that make buildings historically and architecturally distinctive are preserved.

The Standards *Guidelines for Rehabilitating Historic Buildings*, [Guidelines on Sustainability for Rehabilitating Historic Buildings](http://www.nps.gov/tps/standards.htm), and other treatment standards and guidelines are available online at <http://www.nps.gov/tps/standards.htm>

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Preservation Briefs

Preservation Briefs provide guidance on preserving, rehabilitating, and restoring historic buildings. These publications, provided by the National Park Service, help building owners, residents, professionals, and organizations recognize and resolve common problems prior to work. A variety of recommended methods and approaches for ensuring rehabilitation is consistent with a building's historic character are featured. The briefs listed below are available online at <http://www.nps.gov/tps/how-to-preserve/briefs.htm>

1. Cleaning and Water-Repellent Treatments for Historic Masonry Buildings
2. Repointing Mortar Joints in Historic Masonry Buildings
3. Improving Energy Efficiency in Historic Buildings
4. Roofing for Historic Buildings
5. The Preservation of Historic Adobe Buildings
6. Dangers of Abrasive Cleaning to Historic Buildings
7. The Preservation of Historic Glazed Architectural Terra-Cotta
8. Aluminum and Vinyl Siding on Historic Buildings: The Appropriateness of Substitute Materials for Resurfacing Historic Wood Frame Buildings
9. The Repair of Historic Wooden Windows
10. Exterior Paint Problems on Historic Woodwork
11. Rehabilitating Historic Storefronts
12. The Preservation of Historic Pigmented Structural Glass (Vitrolite and Carrara Glass)
13. The Repair and Thermal Upgrading of Historic Steel Windows
14. New Exterior Additions to Historic Buildings: Preservation Concerns
15. Preservation of Historic Concrete
16. The Use of Substitute Materials on Historic Building Exteriors
17. Architectural Character—Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving their Character
18. Rehabilitating Interiors in Historic Buildings—Identifying Character-Defining Elements
19. The Repair and Replacement of Historic Wooden Shingle Roofs
20. The Preservation of Historic Barns
21. Repairing Historic Flat Plaster—Walls and Ceilings
22. The Preservation and Repair of Historic Stucco
23. Preserving Historic Ornamental Plaster
24. Heating, Ventilating, and Cooling Historic Buildings: Problems and Recommended Approaches
25. The Preservation of Historic Signs
26. The Preservation and Repair of Historic Log Buildings
27. The Maintenance and Repair of Architectural Cast Iron
28. Painting Historic Interiors
29. The Repair, Replacement, and Maintenance of Historic Slate Roofs
30. The Preservation and Repair of Historic Clay Tile Roofs
31. Mothballing Historic Buildings
32. Making Historic Properties Accessible
33. The Preservation and Repair of Historic Stained and Leaded Glass
34. Applied Decoration for Historic Interiors: Preserving Historic Composition Ornament
35. Understanding Old Buildings: The Process of Architectural Investigation
36. Protecting Cultural Landscapes: Planning, Treatment and Management of Historic Landscapes
37. Appropriate Methods of Reducing Lead-Paint Hazards in Historic Housing
38. Removing Graffiti from Historic Masonry
39. Holding the Line: Controlling Unwanted Moisture in Historic Buildings
40. Preserving Historic Ceramic Tile Floors
41. The Seismic Retrofit of Historic Buildings: Keeping Preservation in the Forefront
42. The Maintenance, Repair and Replacement of Historic Cast Stone
43. The Preparation and Use of Historic Structure Reports
44. The Use of Awnings on Historic Buildings: Repair, Replacement and New Design
45. Preserving Historic Wooden Porches
46. The Preservation and Reuse of Historic Gas Stations
47. Maintaining the Exterior of Small and Medium Size Historic Buildings