



APPLICATION FOR REMOVAL OF LANDMARK DESIGNATION

Name of landmark _____

Address and PIN number(s) of property proposed for removal of landmark designation:

Legal description of property in question:

(Continue on separate sheet if necessary.)

Criteria under which the property was designated a landmark by the City of Rockford:

State why the property in question no longer meets the criteria under which it was designated a landmark by the City of Rockford (Please type.)

(Continue on separate page if necessary.)

Signature of Applicant

Date

Instructions for Applying for Removal of Landmark Designation City of Rockford

- 1) An application form supplied by the Rockford Historic Preservation Commission must be completed and submitted to the Commission's Secretary.
- 2) The application must be accompanied by a check for \$65 made out to the City of Rockford, and by photographs that provide evidence that the property no longer meets landmark criteria.
- 3) Procedure for review of and action on an application is as follows:
 - a) At its first regular meeting after the application is received, the Preservation Commission sets the date for a public hearing on the request.
 - b) The Commission holds the public hearing at which the applicant may make a presentation and anyone else in attendance may speak to the issue of designation. The hearing process must be completed within 60 days of receipt of the application.
 - c) Based on the information submitted as it relates to the criteria under which the property was designated a landmark by the City of Rockford, the Commission makes a recommendation to City Council as to whether or not the landmark designation should be rescinded. This recommendation must be submitted within 30 days of the close of the public hearing.
 - d) The Commission's recommendation is referred to the Code and Regulation Committee of Rockford City Council. The Committee may allow additional comments from the public on the proposed removal of designation. The Committee submits its report to the full City Council.
 - e) Within 60 days of the submission of the Preservation Commission's recommendation to City Council, the full Council must vote on the application. Failure to act within this time constitutes a denial of the application.
- 4) Any landmark site for which removal of designation is sought remains subject to the terms of the Historic Preservation Ordinance of the City of Rockford until such time as City Council has made its final decision on the issue and enacted an ordinance to that effect.

If you have any questions, please contact the Secretary of the Rockford Historic Preservation Commission at 815-987-5600.