



ROCKFORD HISTORIC PRESERVATION COMMISSION

425 East State Street
Rockford, Illinois 61104

PROCESS FOR DESIGNATION OF A HISTORIC DISTRICT

1. Submit a complete application (application form + petitions + filing fee) to the Secretary of the Rockford Historic Preservation Commission at Rockford City Hall, 425 East State Street, Rockford IL 61104.
2. Within five working days of its receipt, the application is referred to the Planning Division of the Rockford Department of Community & Economic Development for assessment of the application's impact on development within the City and on the City's economy, and for conformity of the application with the General Plan.
3. Within 30 days of receipt of the application, the Planning Division must submit its recommendations to the Historic Preservation Commission.
4. The Historic Preservation Commission must hold a public hearing on the application within 60 days of receipt of the Planning Division's recommendations.
5. The Commission must submit its recommendations to Rockford City Council within 30 days of the closing of the public hearing.
6. Rockford City Council reviews the applications and the various recommendations through its normal committee process with final action being taken within 60 days of submission of the Preservation Commission's report. City Council action is final. If City Council fails to act within the 60 days allotted to them, the application is considered denied.