



# WILL COUNTY HISTORIC PRESERVATION COMMISSION

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## FAQ - WILL COUNTY LANDMARK NOMINATION

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### **What may be nominated as a landmark?**

Any property, structure, or natural feature located within the unincorporated area of Will County or within a municipality that does not have its own preservation ordinance. The site must be worthy of preservation, rehabilitation, or restoration because of its historic, scenic, or architectural significance.

### **Who can propose landmark designation?**

Any individual, group of individuals, or organization(s) as well as the Will County Historic Preservation Commission (HPC) may propose landmarks or preservation districts for designation by the Will County Board.

### **What fees must be paid to nominate a landmark?**

No fees are required to submit an application for the nomination of a property for landmark designation.

### **Will the owner of the property be notified of pending designation?**

Yes, in accordance with legal requirements of public hearings. Additionally adjacent landowners will be notified of pending action.

### **What is the difference between “common name” and “historic name” on the nomination form?**

“Common name” refers to any name by which the property is generally known by at the present time. “Historic name” refers to any name(s) by which the property was previously known either officially or unofficially.

### **Are photocopies acceptable for the required submittals?**

Yes, photocopy reproductions of maps, photographs, historic views, and printed materials (i.e. diary accounts, newspaper clippings) are acceptable. Current photographs are required and color images are encouraged with each application, either digitally or color copy format. The Commission and its staff will complete additional photography for record keeping and any presentations.

### **Is owner consent required when nominating a property?**

No, the Will County Preservation Ordinance does not require owner consent.

### **Must the applicant(s) include his/her/their address, telephone number, and signature?**

Yes, the application will not be considered complete and will not be processed without the inclusion of this information.

### **What is the process for landmark designation?**

Upon the receipt of a completed Historic Landmark Nomination Form, the following will occur:

- Within 14 days HPC shall provide an initial report stating if the nominated property meets the criteria for designation.
- Within 30 days following completion of initial findings, HPC shall schedule and hold a public hearing.
- Within 60 days following the public hearing, HPC shall make a recommendation to the County Board.
- Within 60 days following the recommendation, the County Board shall either (1) designate the landmark; (2) take no action which automatically institutes landmark status; or (3) seek further information from HPC within 45 days for action by the County Board at its next regularly scheduled meeting.
- Upon designation, the property owner, Recorder of Deeds, County Clerk, Collector, and HPC are notified.

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## FAQ – OWNING A WILL COUNTY LANDMARK

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### **What effect will landmark designation have on my property?**

The Will County Preservation Ordinance protects designated landmarks from insensitive alterations, construction, or demolition and requires normal maintenance of any designated landmark.

### **Does landmark designation mean that I cannot alter my property without the consent of the Will County Historic Preservation Commission?**

Yes, a Certificate of Appropriateness must be submitted for proposed significant exterior alterations of designated properties for review by the Will County Historic Preservation Commission. The Commission and its staff work with property owners regularly to ensure that any proposed alterations meet not only the design guidelines as specified by the Historic Preservation Ordinance, but also the needs and expectations of the property owners. Routine maintenance and interior construction, unless the interior construction affects the exterior appearance, of designated structures do not require a Certificate of Appropriateness.

### **What is a Certificate of Appropriateness?**

Per the Will County Historic Preservation Ordinance, a Certificate of Appropriateness is a certificate issued by HPC indicating its approval of plans for alteration, construction, demolition, or removal affecting a nominated or designated landmark or property within a nominated or designated preservation district.

### **What is a Certificate of Economic Hardship?**

Per the Will County Historic Preservation Ordinance, a Certificate of Economic Hardship is a certificate issued by the HPC authorizing an alteration, construction, removal or demolition even though a Certificate of Appropriateness has previously been denied or may be denied.

### **How does landmark designation affect my right to demolish my historic building?**

The Will County Historic Preservation Commission and/or its staff review all demolition permit applications of buildings 30 years and older regardless of whether or not it is a designated landmark. In the event that demolition is the only option for a historic building, documentation of the building will be conducted prior to demolition approval.

### **Does landmark designation mean that I am obligated to rehabilitate my property?**

No, although there are financial incentives available to landmark property owners, landmark designation does not obligate a property owner to rehabilitate his or her property.

### **Will landmark designation affect my property value or surrounding property values?**

No, studies have shown that landmark designation does not guarantee an increase or decrease in the value of your property or surrounding properties.

### **Will landmark designation make my property more difficult to sell?**

No, in most cases designated historic properties are sold without any conflict over the sale price.

### **Will landmark designation increase my homeowner's insurance?**

No, generally landmark designation will not affect your insurance rates.

### **Where can the Will County Historic Preservation Ordinance be reviewed?**

The Ordinance can be reviewed at the Will County Office Building, the Will County Land Use Department, or online.