



PUBLIC NOTICE

A regular meeting of the Historic Preservation Commission is set for March 22, 2018 at 7:00 p.m. in the 1st Floor Community Room at the River Forest Village Hall, 400 Park Avenue.

The agenda is as follows:

- I. Call to Order
- II. Public Testimony
- III. Approval of Meeting Minutes – February 22, 2018
- IV. Discussion of Additional Ways to Protect Significant Properties
- V. Preservation Incentives
- VI. Other Business
- VII. Adjournment

VILLAGE OF RIVER FOREST HISTORIC PRESERVATION COMMISSION MEETING MINUTES

February 22, 2018

A meeting of the Historic Preservation Commission was held on February 22, 2018 at 7:00 p.m. in the Second Floor Conference Room at the River Forest Village Hall, 400 Park Avenue.

I. CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:00 p.m. Upon roll call, the following persons were:

Present: Chairman Franek, Commissioners Raino-Ogden, Pritz, and Prestes

Absent: Commissioners Popowits and Graham-White

Also Present: Management Analyst Jon Pape

II. PUBLIC TESTIMONY

Ron Heiman, 714 William, thanked the members of the Commission for their diligent work, time and energy on the 747 William hearings. He shared that he knows that the Commission is as disappointed as the block and that members of the block want to explore ways to support the Commission in the future.

Chairman Franek stated that the Commission appreciates his comments and all public comment. He continued that the Commission will continue to explore ways to preserve homes and welcomes Mr. Heiman's involvement and thoughts in the future.

Tom Bierzychudek, 754 William, stated that he received a call from a reporter asking for any updates on the 747 William hearings. He stated that the reporter shared with him that the applicant intended to demolish the home.

III. APPROVAL OF MEETING MINUTES – NOVEMBER 30, 2017, JANUARY 25, 2018

A MOTION was made by Commissioner Raino-Ogden and SECONDED by Commissioner Prestes to approve the meeting minutes for November 30, 2017 as presented.

AYES: Chairman Franek, Commissioners Raino-Ogden, Pritz, and Prestes

NAYS: None.

Motion Passes.

A MOTION was made by Commissioner Pritz and SECONDED by Commissioner Raino-Ogden to approve the meeting minutes for January 25, 2018 as presented.

Historic Preservation Commission Meeting Minutes
February 22, 2018

AYES: Chairman Franek, Commissioners Raino-Ogden, Pritz, and Prestes

NAYS: None.

Motion Passes.

IV. PROJECT REVIEW – DISTRICT 90 WILLARD ELEMENTARY SCHOOL

Ed Condon, Superintendent of District 90, introduced the project and his team including Judy Deogracias, District 90 School Board Member and Facilities Chair, and Sven Dahlquist, the lead architect on the project. Mr. Dahlquist walked the commission through the planned project.

The Commission discussed the proposed project. Commissioner Raino-Ogden discussed the lack of carrying over the slate roof from the existing building onto the addition. Mr. Dahlquist explained that although various alternatives and work arounds were explored, ultimately the slate roof was cost prohibitive and not included in the design.

Superintendent Condon shared that resident Jan Saeger inquired about the school district land marking the administrative office building. Superintendent Condon stated that he would be happy to discuss it and learn more.

V. DISCUSSION OF ADDITIONAL WAYS TO PROTECT SIGNIFICANT PROPERTIES

The Commission discussed possible and potential amendments to the Historic Preservation ordinance. Among them, Chairman Franek expressed his interest in extending the Commissions ability to continue to engage with the applicant and make further decisions after the hearing has closed. He shared that his intention was to keep the process interactive instead of only punitive.

Commissioner Pritz stated that he spoke with an investor that recommended a delay of at least a year due to the low cost of borrowing money. Additionally, he stated that it was recommended to him to clarify criteria for which a historical home would be allowed to be torn down. He felt that this type of guidance would not need to be codified in the ordinance, but would show potential buyers where the Commission draws the line on demolition.

The Commission discussed their overall charter and purpose of the Commission and its balance between community rights and property rights, as well as economic interests and historic or architectural interests. They considered the interpretations of the ordinance in this regard. The Commission deliberated the potential to get an interpretation from the Village President or Village Board about how to balance interests.

The Commission discussed a current home listing on the 700 Block of William and how they may be able to get involved and educate on the history of the property. Particularly, the Commission discussed a listing that included an unfounded attribution to Frank Lloyd Wright. Additionally, the Commission discussed ways that it could be involved in preservation efforts prior to the sale of a home.

Historic Preservation Commission Meeting Minutes
February 22, 2018

Based on a recommendation from resident Tom Bierzychudek, 754 William, the commission discussed the possibility of working with the Historical Society to place plaques on historic homes.

VI. OTHER BUSINESS

Management Analyst Pape presented the commission with a mood board provided by the graphic designer for the brochure map project. The Commission decided it would review the material and discuss it at its next meeting.

The Commission determined that its next meeting would be the regularly scheduled date of March 22, 2018.

VII. ADJOURNMENT

A MOTION was made by Commissioner Raino-Ogden and SECONDED by Commissioner Prestes to adjourn the February 22, 2018 meeting of the Historic Preservation Commission at 8:36 p.m.

AYES: Chairman Franek, Commissioners Raino-Ogden, Pritz, and Prestes

NAYS: None.

Motion Passes.

Respectfully submitted:

Jonathan Pape
Management Analyst

Approved:

David Franek, Chairman
Historic Preservation Commission

Date

Jonathan Pape

Subject: FW: SHPO page on freeze

----- Forwarded message -----

From: Lisa DiChiera [REDACTED]

Date: Mon, Mar 5, 2018 at 5:20 PM

Subject: SHPO page on freeze

To: David Franek [REDACTED]

<https://www2.illinois.gov/dnrhistoric/Preserve/Pages/taxfreeze.aspx>

As of February 2018, the following municipalities and counties have preservation ordinances that have been approved for the assessment freeze program: Aurora, Belleville, Belvidere, Berwyn, Bloomington, Blue Island, Carbondale, Centralia, Charleston, Chicago Heights, Chicago, Crystal Lake, DeKalb, Downers Grove, Edwardsville, Elgin, Elmhurst, Evanston, Galesburg, Geneva, Glen Ellyn, Glencoe, Glenview, Highland Park, Hinsdale, Jacksonville, Joliet, Kane County, Lake Bluff, Lake Forest, Lemont, Lockport, Lombard, Macomb, Marengo, Maywood, McHenry County, Morrison, Mount Carroll, Murphysboro, Normal, Oak Park, O'Fallon, Orland Park, Oswego, Park Ridge, Peoria, Plainfield, Quincy, River Forest, Rock Island, Rockford, Rockton, Springfield, St. Charles, Urbana, Washington, West Chicago, Will County, Wilmette, Winnetka, and Woodstock

Lisa DiChiera

Director of Advocacy

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Property Tax Assessment Freeze

Rehabilitating your older home is rewarding in many ways, and with the Property Tax Assessment Freeze homeowners may be eligible for a financial incentive that can make the work even more attractive. The program freezes the assessed value of historic owner-occupied, principal residences for 8 years, followed by a four-year period during which the property's assessed value steps up until the 12th year, when it will be at its then-current level. This program is administered free of charge to Illinois homeowners who sensitively rehabilitate their historic homes.

[Download a one-page program summary \(/dnrhistoric/Preserve/Documents/summary-taxfreeze.pdf\).](#)

Benefits

The Property Tax Assessment Freeze Program benefits both the owner-occupant and the community by:

- Rewarding owner-occupants for sensitively reinvesting in their homes
- Increasing the value of the rehabilitated property
- Strengthening a community's neighborhoods and housing stock
- Encouraging landmark protection through the promotion, recognition, designation and rehabilitation of historic structures

Provisions

To qualify for the Property Tax Assessment Freeze, the four following provisions must be met. See the [Frequently Asked Questions \(/dnrhistoric/Preserve/Pages/freezefaq.aspx\)](#) for more information.

1. **The residence must be owner-occupied and the owner's principal residence.** The following housing types can qualify:
 - a. Single-family house
 - b. Residential building with up to six units as long as the building owner resides in one of the units
 - c. Condominium building
 - d. Cooperative

For the duration of the freeze, the homeowner must file an affidavit annually with the assessor verifying continued ownership and use. If the owner sells the property within the 12-year freeze period, or if its use changes from that of an owner-occupied principal residence, the freeze will be cancelled for the remainder of the freeze period.

2. **The building must be registered as historic.** For this program, a historic building is:

- a. individually listed on the National Register of Historic Places in any community in Illinois, or

- b. a contributing property within a National Register Historic District in any community in Illinois, or
- c. a designated landmark in a community whose preservation ordinance has been approved for the assessment freeze program, or
- d. a contributing property within a local historic district in a community whose preservation ordinance has been approved for the assessment freeze program

As of February 2018, the following municipalities and counties have preservation ordinances that have been approved for the assessment freeze program: Aurora, Belleville, Belvidere, Berwyn, Bloomington, Blue Island, Carbondale, Centralia, Charleston, Chicago Heights, Chicago, Crystal Lake, DeKalb, Downers Grove, Edwardsville, Elgin, Elmhurst, Evanston, Galesburg, Geneva, Glen Ellyn, Glencoe, Glenview, Highland Park, Hinsdale, Jacksonville, Joliet, Kane County, Lake Bluff, Lake Forest, Lemont, Lockport, Lombard, Macomb, Marengo, Maywood, McHenry County, Morrison, Mount Carroll, Murphysboro, Normal, Oak Park, O'Fallon, Orland Park, Oswego, Park Ridge, Peoria, Plainfield, Quincy, River Forest, Rock Island, Rockford, Rockton, Springfield, St. Charles, Urbana, Washington, West Chicago, Will County, Wilmette, Winnetka, and Woodstock

3. **The residence must be rehabilitated in accordance with the Secretary of the Interior's Standards for Rehabilitation** (<https://www.nps.gov/tps/standards/rehabilitation.htm>). These 10 broadly written standards establish that a historic building's significant facades, spaces and elements must be retained and appropriately repaired. Other areas and elements may be altered compatibly. The National Park Service, which wrote and interprets the Standards, has excellent Illustrated Guidelines for Rehabilitating Historic Buildings (<https://www.nps.gov/tps/standards/rehabilitation/rehab/index.htm>) available on its website. Any work undertaken during the freeze must also meet the Standards, or the freeze will be cancelled for the remainder of the freeze period.
4. **The rehabilitation must have eligible expenses equal to or exceeding 25% of the property's fair cash value**, as determined by the local assessor, for the year the rehabilitation started. Eligible expenses are those costs spent on the existing building (see the Freeze FAQ's (</dnrhistoric/Preserve/Pages/freezefaq.aspx>) for more information).

The legislation that established the assessment freeze program is Revenue Property Tax Code 35 ILCS 200/Article 10 Division 4 (<http://www.ilga.gov/legislation/ilcs/ilcs4.asp?DocName=003502000HArt.+10+Div.+4&ActID=596&ChapterID=8&SeqStart=19300000&SeqEnd=20400000>). You can find the rules that the SHPO uses to administer the program in Title 17 of the Illinois Administrative Code, Chapter IV, Section 4150 (</dnrhistoric/Preserve/Documents/17ill.pdf>). However, our page of Frequently Asked Questions (</dnrhistoric/Preserve/Pages/freezefaq.aspx>) may be more helpful in explaining the details of the program and how it works.

See if the tax assessment freeze is right for you and your project.

Step 1: If you own your own home, determine whether your property has been designated as historic. If you are uncertain, you can:

- Contact your local landmark commission. Many of Illinois' Certified Local Governments (/dnrhistoric/Preserve/SiteAssets/Pages/community/CLG_list.pdf) have preservation ordinances that are also approved for the assessment freeze.
- Consult Chicago's Zoning and Land Use Map (<https://gisapps.cityofchicago.org/ZoningMapWeb/terms.html>), if you are a resident of the City of Chicago. Chicago's landmarks are displayed by default, but you must turn on National Register properties by opening the map legend and clicking on the "National Register" section.
- Contact the IL SHPO National Register staff at 217-785-4324 to determine if your property is on the National Register elsewhere in Illinois.

Step 2: Determine if your rehab might be eligible.

- Find the assessed value and market value (or fair cash value) of your property by contacting your assessor or by referring to your current property-tax bill. Many assessors provide this information on their websites.
- Decide whether the work you have in mind will cost more than 25% (or 1/4) of your property's fair cash value.
- Contact SHPO staff at 217-524-0276 to discuss whether your work may meet the Secretary of the Interior's Standards for Rehabilitation (<https://www.nps.gov/tps/standards/rehabilitation.htm>). We highly recommend you submit Part 2 of the three-part application prior to beginning work and early in the design process.

Step 3: Download the Application and its instructions.

- Click here for the instructions (</dnrhistoric/Preserve/SiteAssets/Pages/taxfreeze/freeze-instructions.pdf>)
- Click here for the Part 1 (</dnrhistoric/Preserve/SiteAssets/Pages/taxfreeze/freeze-part1.pdf>), which you fill out and we use to certify that your property is indeed historic. If you're embarking on or are in the middle of the designation process, you can still apply for the assessment freeze. Just tell us on the Part 1.
- Click here for the Part 2 (</dnrhistoric/Preserve/SiteAssets/Pages/taxfreeze/freeze-part2.pdf>), in which you describe your anticipated work and attach photos and (if prepared) architectural plans. We will review it to make sure your project meets the Standards for Rehabilitation. If your work changes during construction, contact us and let us know so we can continue to ensure your project meets the Standards.
- Click here for additional description sheets (</dnrhistoric/Preserve/SiteAssets/Pages/taxfreeze/freeze-part2-description.pdf>) for the Part 2, if you need more room to accurately describe your work.
- Click here for the Part 3 (</dnrhistoric/Preserve/SiteAssets/Pages/taxfreeze/freeze-part3.pdf>), in which you will show the completed work and list all costs.
- Click here for an expense summary (</dnrhistoric/Preserve/SiteAssets/Pages/taxfreeze/freeze-expense-report.pdf>) that must accompany your Part 3, along with copies of all receipts.

- Click here for the Do-It-Yourself Labor Report (</dnrhistoric/Preserve/SiteAssets/Pages/taxfreeze/freeze-labor-report.pdf>), which you will use if you want to count the value of your own labor towards meeting your minimum expenditure. Submit this with your Part 3.

Step 4: Complete and mail us Part 1 and Part 2 of the Application, along with "before" photos and (if prepared) architectural plans:

- Once we approve your Part 2 as meeting the Standards, you may begin construction.
- You are not disqualified from applying if you have already begun or completed construction; however, any work undertaken before we approve your Part 2 is at your own risk. Applications must be submitted within two years of project completion.
- Contact us if your plans change during the course of the project. We must make sure the changes continue to meet the Standards.

Step 5: Request final approval by completing and mailing us Part 3 of the Application.

- When construction is completed, mail us a completed Part 3 form, a freshly taken set of "after" photographs, a summary spreadsheet of all expenses, and copies of proof of expenditure. You must spend at least 25% of the property's market value on rehabbing the existing building, but you must list all project expenses.
- Within 45 days of receipt of the complete and correctly drafted application, we will determine if the project meets the program requirements.
- If the project is approved, we will mail a Certificate of Rehabilitation to you and your local assessor. The assessor will then make the necessary adjustments to your property record.

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Property Tax Assessment Freeze Program

Frequently Asked Questions

When should I apply for the Assessment Freeze? Apply as early as possible and before you begin construction so that IL SHPO can advise you as to whether the project meets the Secretary of the Interior's Standards for Rehabilitation (<http://www.nps.gov/tps/standards/rehabilitation/rehab/>) (Standards). You are not automatically disqualified from applying if you have begun or completed construction; however, any work begun before you have an approved Part 2 is at your own risk. Work that does not meet the Standards will disqualify the entire project.

The local preservation commission approved my permit application; is that good enough? No. IL SHPO's review is independent from any local review and may vary.

Is there a cost to apply to or participate in the assessment freeze program? No. This is a free program to Illinois homeowners who rehabilitate their historic houses.

Does this program freeze my property taxes? No. It freezes your Assessed Value at the amount it was the year your rehabilitation started. You are still subject to fluctuating tax rates throughout the freeze period. This law does not prevent your Assessed Value from lowering during the freeze period.

How much do I need to spend to qualify? You must spend at least 25% of the assessor's "Fair Cash Value" or "Fair Market Value" for your property (house + land) for the year the project began. You can find this amount on your tax bill, or by contacting your township or county assessor's office, or by visiting their websites.

What are the Standards? The Standards for Rehabilitation guide work on historic properties while retaining their historic character. IL SHPO applies these 10 Standards (<http://www.nps.gov/tps/standards/rehabilitation.htm>), as interpreted by the National Park Service, to all assessment freeze applications.

How do the Standards apply to a typical house? The Standards demand that significant historic spaces and elements be retained, while non-significant spaces and elements may be changed. The exterior front and usually the sides and their historic windows must be retained. We encourage adding weather-stripping and storm windows. The house's main rooms (i.e., living and dining rooms, vestibule, stairs, halls) and their important elements (i.e., wood floors; mantels, tile surrounds, and hearths; built-in cabinets; doors; trim and casings; and decorative ceilings and coves) must be retained. Most kitchens, baths, attics, basements, and back bedrooms can be changed as the owner desires.

How long do I have to complete my rehab project? You have 24 months for your eligible expenses to exceed 25% of the assessor's Fair Market Value. You must submit an Application within two years of project completion. If the owner submits a written request and valid explanation why the project could not be finished within two years, IL SHPO's Director might grant an extension.

What are eligible expenses? They are costs incurred by the owner while rehabbing the building. They can include new roofs, repointing, historic window repair, wood refinishing, painting, drywall, electrical and mechanical systems upgrades, work on existing additions (even if they are not historic), kitchen and bath improvements, and architectural fees. Reconstructing missing historic features (i.e., porch, cornice) can count provided that it is based upon historical or physical documentation. Work paid for by grant money and insurance pay-outs (i.e., after a disaster) can be counted.

What are ineligible expenses? They are costs incurred by construction outside the existing building, including the construction of new additions, landscaping, patios, decks, driveways, and plant material. We also review ineligible expenses to ensure the Standards have been met.

How do I document my expenses? You submit copies of receipts, notated cancelled checks, paid bills, and/or contractors' liens. A cost summary must also be included.

Can I build an addition to my house? Yes. The design will be reviewed to determine if it meets the Standards, but its cost is an ineligible expense that cannot be counted towards meeting your minimum expenditure.

How do I determine my eligible expenses if I am rehabbing my existing house and building an addition? For the Part 3 of the application, you must provide the total spent on the existing house (which are eligible expenses) separate from the total spent on building an addition (which are ineligible expenses). One way to approach it is to ask your contractor to break out the two sets of expenses in his or her estimate before construction begins and then track it during construction. This will make figuring out the two expenses easier at the end of the project. When you build an addition and rehab parts of your existing house in one project, you cannot use the project's average per-square-foot cost to determine the cost of just the rehab.

What if I want to do additional work in the future? All work done during the 12-year freeze period must be approved by IL SHPO prior to construction to ensure that it meets the Standards. If work occurs during the freeze period that was not approved as meeting the Standards, your freeze will be cancelled for the remainder of the freeze period.

Besides reviewing additional work, are there other requirements during the freeze period? Yes. Your assessor may send you an affidavit to complete each year verifying that you still are the owner-occupant and that it is still your principal residence. If you do not return the affidavit, your assessment freeze will be cancelled for the remainder of the freeze period.

What if I no longer live there during the freeze period? If the property sells, or is rented, or is no longer your principal residence, the freeze will be cancelled for the remainder of its duration, and your assessor will revise the Assessed Value to its then-current level. Your freeze does not transfer to subsequent owner-

occupants. The new owner-occupant can apply for a new freeze if s/he meets the program criteria and spends more than ¼ of the revised Fair Market Value on a new rehab project.

Can I apply for the assessment freeze more than once? Yes, but the same owner-occupant in the same residence must wait 4 years after the end of the 12-year assessment freeze period before applying again, at which point s/he must spend more than 25% of the current Fair Market Value on a new rehabilitation project.

Can I act as a developer and “flip” a house? Yes. A person or company can receive approval on Parts 1 and 2 of the Application and perform the work. When the residence is sold, if the new owner-occupant submits Part 3 with the required documentation and receives approval, then s/he receives the assessment freeze on the property.

Does my own labor count? Yes, as long as you submit a [“Do-It-Yourself Labor Report \(/dnrhistoric/Preserve/SiteAssets/Pages/taxfreeze/freeze-labor-report.pdf\)”](/dnrhistoric/Preserve/SiteAssets/Pages/taxfreeze/freeze-labor-report.pdf) with your Part 3. The allowable rate is the Illinois state minimum wage (\$8.25/hour). Professionals can charge their professional rate for work done in their professions; for example: plumbers can claim their professional rate for plumbing work on their house but can only count minimum wage for plastering or roofing. A letter certifying your professional rate must accompany the form.

How long does it take for IL SHPO to review my application? IL SHPO reviewers will respond to a submission with 45 days, but our reviews are often handled in a shorter period of time. Feel free to check on the status of your application by calling 217-785-1153.

Can multi-unit properties receive the assessment freeze? Yes. The work on the entire building, not just on each unit, must meet the Standards. The project’s minimum expenditure must exceed 25% of the whole building’s assessor’s Fair Market Value.

- Cooperatives: One Certificate of Rehabilitation will be issued for the building as a whole when IL SHPO approves the Part 3.
- Condominiums: Individual unit owners must each submit a separate Part 3 to receive an assessment freeze for his or her unit.
- Duplexes up to 6-flats: For buildings where the building owner lives in one unit as his principal residence and rents the others, a single Certificate of Rehabilitation will be issued.

Contact the Tax Incentives Manager at IL SHPO (217-524-0276), to discuss how your multi-unit property can best apply.

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Property Tax Assessment Freeze

What is it?

The Property Tax Assessment Freeze Program freezes the assessed value of a historic, owner-occupied, principal residence for eight years when the owner undertakes a substantial, approved rehabilitation. The assessed value is brought back to market level over a period of four years. The Program, administered by the Illinois State Historic Preservation Office (IL SHPO), is free to Illinois homeowners.

Benefits

The Program benefits both the owner-occupant and the community by: ► encouraging the preservation of historic buildings through promotion, recognition, designation, and reuse; ► increasing the value of the rehabilitated property; ► returning underutilized structures to the tax rolls; ► revitalizing and stabilizing neighborhoods and often increasing the amount of available housing within a community; and ► sustainably reusing the built environment.

Provisions

To qualify for the Program, a property must: ► be a certified historic structure, either by listing on the National Register of Historic Places individually or in a district, or by local landmark designation in a community with an approved historic-preservation ordinance; ► be a single-family, owner-occupied, principal residence; or a condominium building; or a cooperative building; or a residential building with up to six units as long as the building owner resides in a unit; ► undergo a rehabilitation whose budget exceeds 25% of the property's assessor's fair market value within a 24-month period; and ► undergo a rehabilitation that meets the Secretary of the Interior's "Standards for Rehabilitation."

How to apply

Step 1: Determine if you qualify ► Contact the IL SHPO or your local landmark commission to ask if your property qualifies as a certified historic structure. ► Determine the assessor's fair market value (or fair cash value) of your property by contacting your assessor or referring to your current property-tax bill. ► Decide whether the work (interior and exterior) will cost more than 25% of the assessor's fair market value. ► Contact the IL SHPO to discuss whether your work (interior and exterior) can meet the "Standards." **Step 2: Get your planned work approved** ► Consult IL SHPO's website for a more thorough explanation of the program, its application and instructions. ► Prior to construction, if possible, fill out and mail in Parts 1 and 2 of the application with the rehabilitation plans and pre-construction photographs. ► The IL SHPO will determine if the interior and exterior work complies with the "Standards." The IL SHPO's review may differ from that of your local commission. Once your Part 2 is approved by the IL SHPO, proceed with the rehabilitation. **Step 3: Get your finished work approved** ► When the project is finished, fill out and submit the Part 3 with photographs showing the completed work, a spreadsheet of expenses, and copies of receipts. ► If the IL SHPO determines the project meets all the requirements, it will mail you and the assessor a Certificate of Rehabilitation.

Important points

It is strongly recommended that you contact the IL SHPO early in the design process and submit Parts 1 and 2 prior to beginning any work. ► If the scope of work changes during construction, consult the IL SHPO to ensure the work continues to meet the "Standards." ► Applications must be submitted within two years of a project's completion. ► Any work done to the property during the freeze period must meet the "Standards." Contact the IL SHPO for their approval prior to commencing. ► If the property is sold within the twelve-year freeze period or if its use changes from that of a single-family, owner-occupied, principal residence, the freeze will be cancelled for the remainder of the freeze period. ► An owner may receive approval on Parts 1 and 2 and complete the rehabilitation, then sell the property to a new owner-occupant who signs and submits the Part 3 and takes the freeze. ► Condominiums and cooperatives should contact the IL SHPO to discuss how the Program may work best for their buildings.

Questions?

IL SHPO—Tax Incentives Coordinator
Illinois Department of Natural Resources
1 Natural Resources Way
Springfield, Illinois 62702
(217) 524-0276
<http://www2.illinois.gov/ihpa/Preserve/Pages/taxfreeze.aspx>



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

HISTORIC PRESERVATION COMMISSION

2018 River Forest Historic Preservation Awards Nomination Form

The River Forest Historic Preservation Commission supports and encourages homeowners, builders and other professionals who help preserve the historic character of our Village. Accordingly, the Commission has established a program of annual awards intended to recognize outstanding achievement and support historic preservation. Nominations must be received at Village Hall, 400 Park Avenue, Attention: HPC Awards, on or before May 25, 2018.

Award recipients will be announced at the Commission's regularly scheduled June 28, 2018 meeting. Multiple awards may be given each year. The nominated structure need not be in an historic district and may be a residential (single family or multiple unit), commercial, public/institutional or religious structure.

This form may be completed and submitted by the property owner or by any third party interested in nominating a property for an award.

Laurel McMahon Restoration Award: The *Restoration Award* is presented by the Historic Preservation Commission in recognition of an outstanding achievement (completed since January 1, 2013) in returning the exterior of a structure to its original design and condition by repairing or replacing the original architectural detail and materials. The Secretary of Interior's Standards for Rehabilitation shall serve as a guide for the Commission.

Streetscape Compatibility Award: The *Streetscape Compatibility Award* is presented by the Historic Preservation Commission in recognition of an outstanding achievement (completed since January 1, 2013) in building a new structure (or addition) in an architectural style and scale that is compatible with its surrounding historic streetscape.

Adaptive Reuse Award: The *Adaptive Reuse Award* is presented by the Historic Preservation Commission in recognition of an outstanding achievement (completed since January 1, 2013) in altering a structure's use to meet contemporary needs in a manner that retains the structure's viability while respecting its original architectural character and design.

Architectural Details Award: The *Architectural Details Award* is presented by the Historic Preservation Commission in recognition of an outstanding achievement (completed since January 1, 2013) in restoring an exterior detail element of the structure. Examples of exterior detail elements would include porches, brackets, architectural trim and stained/leaded glass. The Secretary of the Interior's Standards for Rehabilitation shall serve as a guide for the Commission.

Renovation Award: The *Renovation Award* is presented by the Historic Preservation Commission in recognition of a historically sensitive renovation or addition to a structure (completed since January 1, 2013) in the Village that enables continued and/or expanding use.



Jeanette Fields Award of Merit: The *Award of Merit* is presented by the Historic Preservation Commission in recognition of an outstanding achievement (completed since January 1, 2013) which is outside the scope of the other awards.

PROPERTY INFORMATION

Address of Property

PROPERTY OWNER INFORMATION

Name of Owner

Mailing Address

Primary Telephone Number

Secondary Telephone Number

Email Address

Form Prepared by

CONSTRUCTION INFORMATION

Date of Original Construction

Architect

Builder

Original Owner

NOMINATED WORK

Architect/Designer

Builder/Contractor

Description of Work

Please attach any Before/After Photographs (to be retained by Commission.)

Signature_____
Date

Mood Board

Historic Homes Map Styling / Options 1-3
Village of RF Historic Preservation Commission

Village of River Forest
400 Park Avenue
River Forest, IL 60305
(708) 714-3563
www.vrf.us

20 February 2018

Minimal map lines, clean-n-simple, with colored photography

[illegible]

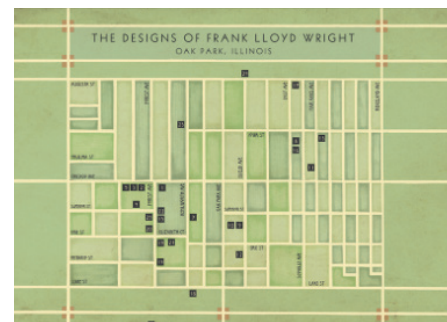
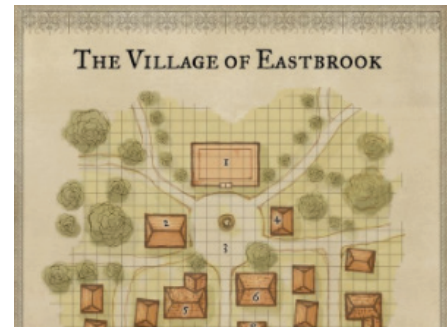
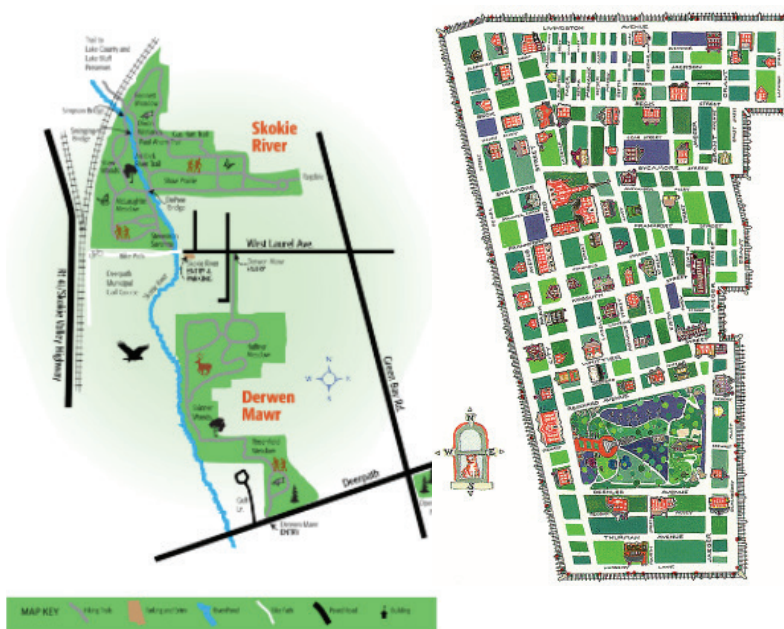
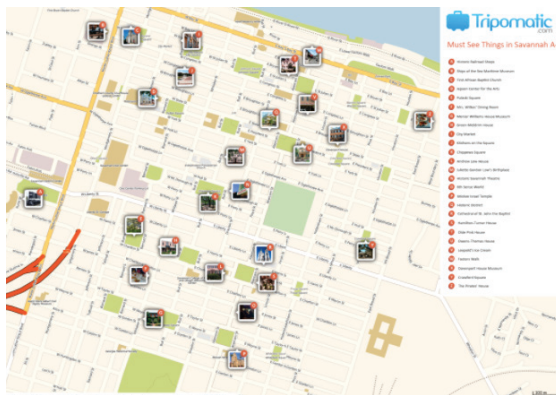
www.historichawaii.org



Map Style #2

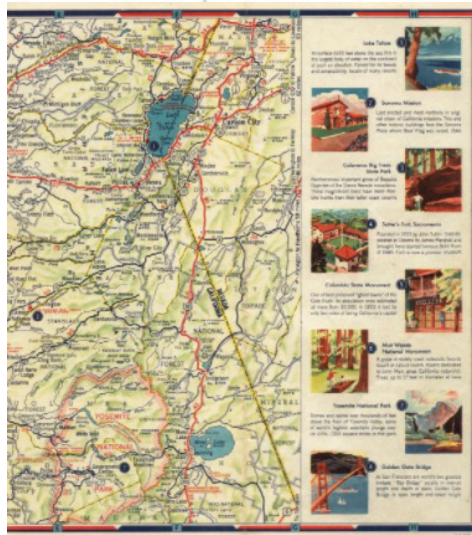
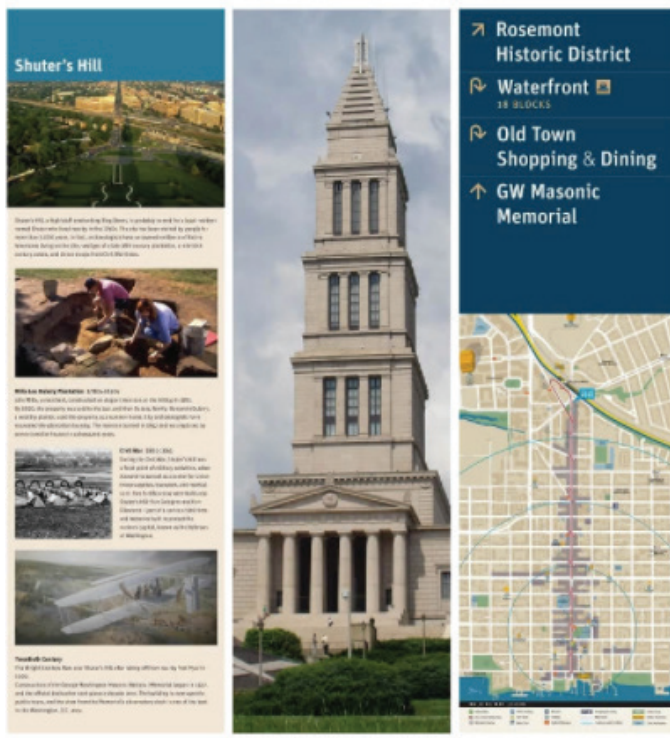
Colorful hand-drawn/painted elements, with colored photography

Historic Homes & Attractions



Map Style #3

Larger copy-n-caption text blocks, with larger colored photos





Village of River Forest
Village Administrator's Office

400 Park Avenue
River Forest, IL 60305
Tel: 708-366-8500

MEMORANDUM

Date: March 16, 2018

To: Historic Preservation Commission

From: Jon Pape, Management Analyst

Subj: February 2018 – Historic Preservation Commission Staff Report

Purpose

Staff includes this monthly report to the Commission as a part of the Commission's meeting packet. The purpose of this memorandum is to summarize information that has been disseminated to the Commission.

If you have any questions or suggestions regarding this report going forward, please forward them to Staff at your convenience.

Demolition

Attached, please find the February 2018 Monthly Building report that is prepared by the Building Department and shared with the Village Board of Trustees on a monthly basis.

Permits

The following permits were issued for significant properties or in the Historic District during the month of February 2018.

ADDRESS	PROPERTY CLASS	PROJECT DESCRIPTION	FAÇADE	20%	DATE
918 Jackson	Significant Property	Tile Roof and Gutter	-	-	2/01/2018
843 Keystone	Historic District	Solar Panels	-	-	2/07/2018
1038 Forest	Historic District	Kitchen, Master Bath and Guest Bath	-	-	2/08/2018
1506 William	Significant Property	Bedroom, Bath and Basement Remodel	-	-	2/08/2018

726 Clinton	Historic District	HVAC	-	-	2/12/2018
727 Jackson	Historic District	Addition & Remodel	-	-	2/14/2018
1338 Park	Significant Property	Drain Tile and Sump Pump	-	-	2/20/2018
707 Bonnie Brae	Historic District	Roof	-	-	2/27/2018
527 Park	Historic District	Drain Tile	-	-	2/28/2018



Village of River Forest

Village Administrator's Office

400 Park Avenue
River Forest, IL 60305
Tel: 708-366-8500

MEMORANDUM

Date: March 1, 2018

To: Eric Palm, Village Administrator

From: Lisa Scheiner, Assistant Village Administrator

Subj: Building & Zoning Report - February, 2018

The Village issued 58 permits in February, 2018, compared to 107 during the same month in 2017. Permit revenue collected in February, 2018 totaled \$24,376, compared to \$62,891 in January. Fiscal Year total permit revenue has now reached 82% of the \$475,000 projected for FY 17-18. The following noteworthy building permits were issued in February, 2018:

- 7327-7329 North Avenue - Dental office build-out

Planned Development Project Updates

Below please find a summary of the status of approved planned development permits as well as certain pending applications.

Approved:

- The Promenade (7820 W. Madison Street - Approved July 13, 2015) – Construction and inspection of the unoccupied townhomes and project site continues. Under the Planned Development Ordinance construction must be completed by April 13, 2018 for the planned development permit to remain valid. A model unit is open and occupancy has now been granted to five of the 29 units. Staff continues to work with the developer to ensure that the conditions of partial occupancy are met.
- Concordia University Residence Hall (Bonnie Brae Place - Approved July 12, 2016) – The University has been granted a certificate of final occupancy for the first three floors of the building following a final inspection by the MWRD. The Village received plans for the build-out of the fourth and fifth floors in February, 2018. Under the Planned Development Ordinance, construction must be completed by April, 2019 for the planned development permit to remain valid.
- The Avalon (Bonnie Brae Condominiums - 1101-1111 Bonnie Brae Place - Approved November 17, 2016) – The Development Review Board held a public hearing to consider a major amendment regarding encroachment of certain architectural features into the required setbacks. The Development Review Board recommended approval

of the amendment to the Village Board of Trustees and this matter will be on the March 12, 2018 Board Agenda for consideration. Under the terms of a minor amendment that was granted in January, 2018, the developer must commence construction by July 30, 2018.

Pending:

- Concordia University Cell Tower (7400 Augusta) - The University introduced the project to the Village Board on January 9, 2017, regarding a possible increase to the height of a portion of the parking garage to allow for the installation of an additional cellular antenna. A neighbor meeting was held on March 15, 2017. A pre-filing conference with the Development Review Board was held on April 6, 2017 to consider the University's request for waivers of several application requirements. In February the University appeared before the Development Review Board with a revised plan and affirmed that the waiver for a traffic and parking study still stands. University Staff informed the Village that some changes have been made to the plan and that they anticipate an application will be submitted for this major amendment soon.
- Lake and Lathrop - The developer held a meeting with residents within 500 feet of the subject property regarding the pending planned development. The developer hopes to proceed to public hearing in April, 2015.

Permit and Real Estate Transfer Activity Measures

Permits

Month	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
May	101	113	124	178	128
June	99	104	144	179	153
July	76	112	150	140	194
August	105	84	144	145	123
September	83	111	180	130	152
October	82	120	149	140	119
November	62	55	72	98	79
December	39	43	79	55	71
January	23	24	66	107	69
February	27	22	67	87	58
March	47	41	109	120	
April	93	78	97	148	
Two Month Comparison	50	46	133	194	127
Fiscal Year Total	837	907	1,381	1,527	1,088

Real Estate Transfers

	February 2018	February 2017	FY 2018 Total	FY 2017 Total
Transfers	13	12	191	256

Residential Property Demolition

	February 2018	FYTD 2018 Total	FY 2017 Total	FY 2016 Total
Residential Demolitions	0	4	7	3

Demolition permit(s) were issued for the following single family home(s):

Address

None

Architectural Survey Notes