

Village of Palos Park
8999 West 123rd Street
Palos Park, IL 60464
www.palospark.org



Building Department
Phone: (708) 671-3730
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smanning@palospark.org

Application for CERTIFICATE OF APPROPRIATENESS

The purpose of this program is to promote the awareness, appreciation, and pride in homes and other buildings, structures, and sites that contribute to the historic heritage and character of the Village and to encourage alterations that are compatible with the original.

This Application form is to be filled out and returned to the Building Department for all proposed significant alterations to the exterior of properties that have been designated as a Landmark by the Village. Upon receipt of this application and related documentation, the Building Department will schedule a public hearing and review at the next available meeting of the Historic Preservation Commission. Upon a vote of approval by the HPC, the Village will issue a Certificate of Appropriateness to the proposed plans for alteration. The Building Permit for these alterations is separate and will not be issued until after the Certificate of Appropriateness is issued.

There is a fee of \$250 with this application to cover costs related to public hearing. Criteria for approval and other regulations for this program are in Section 1498 of the Village Code. All codes, forms, maps, meeting agendas, and minutes are available on the Village website, at the Kaptur Administrative Center at the address above, by fax, or by email.

Everyone is encouraged to contact Building Department staff for assistance. We hope to make this process as clear as possible. Thank you for your efforts to preserve the historic character of Palos Park.

ADDRESS OF PROPERTY

Address: _____

CURRENT OWNER

Name: _____ Address: _____

Phone: _____ Email: _____ Fax: _____

ORIGINAL OWNER

Name: _____ Address: _____ Year Built _____

INFORMATION

Attach information to this application:

1. Identification: such as proof of ownership, deed, plat of survey, legal description, tax bill, other
2. Historic character to be preserved: such as photos, drawings, Granacki report, as-built surveys, historic records, inspection by Village, other
3. Proposed alterations: such as objectives, photos, drawings, narrative description of compatibility, scale/color/materials to be used, relation to surrounding properties, other
4. Designers: list architects, contractors, and others involved and their qualifications

OWNER'S SIGNATURE: _____ **Date:** _____

[Form revised 4/29]