



GUIDE TO COMPLETING THE LANDMARK NOMINATION FORM

The following step-by-step directions have been drafted for use with the “*Oak Park Landmark Nomination Form*.” This “*Guide to Completing the Oak Park landmark Nomination Form*” is based on the more extensive National Register Bulletin 16A “*How to Complete the National Register Registration Form*.” If you wish to read the many helpful examples provided in Bulletin 16A as a means to completing your “*Oak Park Landmark Nomination Form*, “ a copy of this National Register publication is available for your use by contacting the Community Planning and Development Department, Village Hall, 123 Madison Street, Oak Park, Illinois 60302. (708) 358-5417.

1. NAME OF PROPERTY

Historic Name

Enter the established name that best reflects the property’s historic importance or was commonly used for the property during its period of significance. Historic properties may be named for persons, events, characteristics, functions, or historic associations.

The historic name of a property, site or object is required in addition to the Common Name, because, due to historical associations, the historic name often continues to be meaningful over many years, regardless of changes in ownership or use. In addition, the historic name often relates to the reasons the property is eligible for landmark designation.

If a property is significant for more than one person or event, place the oldest name or event first, with the later names or events in chronological order following it.

Differentiate properties with similar names or associations by numbering them or adding additional pertinent information, such as location, to the name. Examples would be:

Babson I
Babson II
U.S. Post Office – Oak Park North Branch

If a property or site does not have a historic name, enter N/A (not applicable).

Common Name(s)

Enter any other names by which the property has been commonly known. The Common Name may reflect a property’s history, current ownership or popular use.

2. LOCATION

Provide the name and number of the street where the property is located. If the object being nominated is located in a public space such as a park, indicate the common name of the space, and the vicinity in which the object is located within that space.

3. CLASSIFICATION

Ownership of Property

Check as many boxes as apply, to indicate ownership of the property, site or object.

Private: Property owned by an individual, group of people, or organized body such as a church or corporation, but not a local, state or federal government body.

Public-Local: Property owned in whole or part by the Village of Oak Park, Park District of Oak Park or School Districts 97 or 200, etc.

Public-State: Property owned in whole or part by the State government.

Public-Federal: Property owned in whole or part by the U.S. Government.

Category of Property

Check only one to indicate the type of property being nominated.

Building: A “Building,” such as a house, church, commercial building or similar construction is created principally to shelter any form of human activity. Examples of “Buildings” include:

Houses, coach houses, sheds, garages, courthouses, social halls, hospitals, commercial buildings, factories, hotels, theaters, schools, stores and churches.

Site: A “Site” is the location of a significant event, a prehistoric or historic occupation or activity, or a building or structure, whether standing, ruined, or vanished, where the location itself possesses historic cultural or archeological value regardless of the value of any existing structure. Examples of “Sites” include:

Habitation sites, funerary sites, ceremonial sites, gardens, grounds, ruins of historic buildings, trails, areas of land, cemeteries, designed landscapes, and natural features, such as springs and rock formations, and land areas having cultural significance.

Structure: The term “Structure” is used to distinguish from buildings those functional constructions made usually for purposes other than creating human shelter. Examples of “Structures” include:

Bridges, power plants, roadways, mounds or earthworks, railroad grades, systems of roadways and paths, railroad locomotives and cars, bandstands and gazebos.

Object: The term “Object” is used to distinguish from buildings and structures those constructions that are primarily artistic in nature or are relatively small in scale and simply constructed. Although it may be, by nature or design, movable, an object is associated with a specific setting or environment. Examples of “Objects” include:

Sculpture, monuments, boundary markers, statuary and fountains.

Type of Designation – Check all that apply.

The exterior of any building, site, structure or object in the Village of Oak Park may be nominated for listing as an Oak Park landmark. Oak Park landmark designation, based on the interior of a structure, may be undertaken only if the interior is open to the public.

Number of Resources

Each building on the property counts as one building or structure. Secondary buildings such as coach houses, barns or garages that fall within the period of significance of the property should be included as contributing resources. A Landmark nomination may include more than one building on a property.

4. FUNCTION OR USE

Knowing both a structure's historic and current functions is most significant when a building has changed uses throughout history. For instance, a barn which was later converted to a garage, a store which was converted to a single family home, or even a single family home which has been converted into a rooming house (multiple family dwelling).

Historic Function(s)

From the list provided in Appendix 1, *Data Categories for Functions and Uses*, select the category (ies) and subcategory (ies) which most accurately describe the property's principal historic function. Enter the most specific category. For properties with many functions, list only the principal or predominant ones, placing the most important first. Examples:

- Domestic: single dwelling
- Commerce/Trade; department store
- Social meeting hall
- Government: post office

The "Historic Function" refers to the way in which the property being nominated operated during the property's period of significance (see section 6b, "Period of Significance").

Enter functions related to the property itself, and not to the occupation of persons historically or currently associated with the structure, or with events tied to the structure. Enter only functions that can be verified by research, testing or examination of physical evidence.

Current Function(s)

From the same list, *Data Categories for Functions and Uses*, select the category (ies) and subcategory (ies) which most accurately describe the property's principal current function.

The "Current Function" refers to the way in which the property being nominated currently operates. For properties undergoing rehabilitation, restoration, or adaptive reuse, enter "Work in Progress," in addition to any functions that are current or anticipated upon completion of the work.

5. DESCRIPTION

Architectural Classification

In the space provided, enter the category(ies) and one or more subcategory(ies) which best describe the property's Architectural Style(s) or stylistic influences of the structure being nominated. The categories and subcategories may be selected from the list provided in Appendix 2, *Data Categories for Architectural Classification*.

The categories appearing in capital letters in the far left column relate to general stylistic periods of American architecture. The subcategories, appearing in the indented left column, relate to the specific styles or stylistic influences that occurred in each period. The right column lists other commonly used terms. From the two left columns, select the categories or subcategories that most closely relate to the period and stylistic character of the property.

For properties not described by any of the listed terms, enter "other" with the descriptive term most commonly used to classify the property type, period, method of construction, or other characteristics. For buildings and structures not described by the listed terms or by "other" and a common term, enter "no style."

Materials

Enter one or more terms from the list provided below, *Data Categories for Materials*, to describe the principal exterior materials of the property. Enter both historic and modern materials, respectively, as in the example:

Walls: wood clapboard / aluminum siding

Enter only those materials which are visible on the exterior of the building, structure or object. Do not enter materials of interior, structural or concealed architectural features even if they are significant.

Use a continuation sheet, if necessary, making sure to list additional entries under major headings such as "foundation," "walls," "roof," or "other."

Foundation: Refer to the exposed portion of the foundation wall which is visible above ground, at the base of the structure.

Walls: This category should include material indications for all exterior wall surfaces, as well as material indications for later additions and porches.

Windows: Enter descriptions for both permanent windows and storm windows. For example:

Windows: Wood w/ aluminum storms

Roof: Describe the roofing material.

Significant Decorative Elements: Enter material indications for major decorative elements which contribute significantly to the design of the structure. For example:

Significant Decorative elements: Turned wood newel posts and balusters.

Other: Enter the principal materials for contributing secondary parts of the exterior, such as chimneys, porches, lintels, cornices, and decorative elements which were not included in the categories above.

Data Categories for Materials:

WOOD – Clapboard, Shingle, Plywood, Particle board, Board & Batten, etc.

BRICK

STONE – Granite, Sandstone, Brownstone, Limestone, Marble, Slate, etc.

METAL – Iron, Copper, Bronze, Tin, Aluminum, Steel, Lead, Brass, Cast Iron, Wrought Iron, Zinc, Galvanized sheet metal, Stainless steel, Tern metal, Lead coated copper, Tern coated stainless steel. Sheet iron, etc.

STUCCO

TERRA COTTA, CLAY TILE

ASPHALT

CEMENT ASBESTOS

CONCRETE

CERAMIC TILE, QUARRY TILE

GLASS

FABRIC – Cloth, Canvas, Vinyl, etc.

SYNTHETICS – Fiberglass, Rubber, Plastic, Compo, Aluminum, Vinyl, etc.

OTHER

Narrative Description

Describe the historic and current condition of the property on one or more continuation sheets. The narrative should document the evolution of the property, describing major changes since its construction or period of significance.

Guidelines for Describing Properties

Begin with a summary paragraph that briefly describes the general characteristics of the property, such as its location and setting, type, style, method of construction, size and significant features. Describe the current condition of the property and indicate whether the property has historic integrity in terms of location, design, setting, materials, workmanship, feeling and association. (Use subsequent paragraphs to fill in the details following the outline established in the summary paragraph.)

Describe the building in a logical sequence – the exterior from the group up, façade by façade. The amount of detail needed in the description depends on the size and complexity of the property and the extent to which alterations, additions and deterioration have affected the property's integrity. For example, the more extensively a building has been altered, the more thorough the description of additions, replacement materials, and other alterations should be.

Clearly delineate between original and existing appearance. First describe the current appearance of a particular feature. Then describe its original appearance and any changes, noting when the changes occurred.

Photographs and sketch maps, other than those required for nomination submission, may be used to supplement the narrative.

6. STATEMENT OF SIGNIFICANCE

In order to designate an Oak Park landmark, a property must be proven to possess historic significance and integrity. The significance of a building, site, structure or object is based on compliance with one or more of the Historic Preservation Ordinance Criteria, outlined in section 6a below. Historic integrity is the authenticity of a property's historic identity, evidenced by the survival of physical characteristics that existed during the property's period of significance.

Historic integrity is the composite of seven qualities:

- Location
- Design
- Setting
- Materials
- Workmanship
- Feeling
- Association

Historic integrity enables a property to illustrate significant aspects of its past. Not only must a property resemble its historic appearance, but it must also retain physical materials, design features, and aspects of construction dating from its period of significance. All seven qualities do not need to be present for eligibility as long as the overall sense of past time and place is evident.

Completion of sections 6a. through 6f, will firmly establish the basis by which the nominated structure is considered historically or architecturally significant.

Areas of Significance:

The following criteria are those which are outlined in the Oak Park Historic Preservation Ordinance and qualify the property for Oak Park Landmark designation. Properties are often significant for more than one criterion. Use only those qualifying criteria that are supported by the narrative statement of significance.

Historical And/Or Cultural Importance

- Significance as an example of the architectural, cultural, economic, historic or social development or heritage of the Village of Oak Park, the State, or the United States;
- Location as a site of an historic event, with a significant effect on the Village of Oak Park, the State, or the United States;

- Identification with a person or persons who significantly contributed to the architectural, cultural, economic, historic or social heritage, or other aspect, of the Village of Oak Park, the State, or the United States;

Architectural And/Or Engineering Importance

- Existence on the National Register of Historic Places;
- Embodiment of those distinguishing characteristics of significant architectural type, or style, or engineering specimen;
- Identification as the work of a builder, designer, architect, craftsperson, engineer or landscape architect whose individual work is significant in the development of the Village of Oak Park, the State, or the United States;
- Contains design elements, detail, materials or craftsmanship that make the property or building structurally or architecturally innovative, rare or unique;
- Representation of an architectural, cultural, economic, historic or social theme, style or period, expressed in distinctive areas, districts, places, buildings or structures that may or may not be contiguous.

Period of Significance

Enter the dates for one or more periods of time when the property attained the significance qualifying it as a Landmark. Some periods of significance are as brief as a single year. Others span many years and consist of beginning and closing dates. Combine overlapping periods and enter them as one longer period of significance.

Period of significance is the length of time when a property was associated with important events, activities or persons, or attained the characteristics which qualify it as a Landmark. Period of significance usually begins with the date when significant activities or events began giving the property its historic significance. This is often a date of construction.

Base the significance on specific events directly related to the significance of the property. For example, the date of construction of a building significant for its design or the length of time a store operated and contributed to local commercial development.

The property must possess historic integrity for all periods of significance entered. Continued use or activity does not necessarily justify continuing the period of significance. The period of significance is based upon the time when the property made the contributions or achieved the character on which significance is based.

Fifty (50) years ago is used as the closing date for periods of significance.

List the period of significance most important to the property first. If there is more than one period of significance, enter each period of significance on a different line, placing them in descending order of importance. Use a continuation sheet if more space is needed.

Guidelines for Selecting Periods of Significance

- For the site of an important event, such as a pivotal five-month labor strike, the period of significance is the time when the event occurred.

- For properties associated with historic trends, such as commercial development, the period of significance is the span of time when the property actively contributed to the trend.
- For properties significant for their association with important persons, the period of significance is usually the length of time the property was associated with the important person.
- For architecturally significant properties, the period of significance is the design and construction period and / or the dates of any significant alterations and additions.
- For period of significance for an archeological site is the estimated time when it was occupied or used for reasons related to its importance, for example 3000-2500 B.C.

Architect and/or Builder

Enter the full name of the person(s) responsible for the design or construction of the property. This includes architects, artists, builders, craftsmen, designers, engineers, and landscape architects. For more than one architect/builder, place the name of the one most important to the property first. Use a continuation sheet, if additional space is needed.

Guidelines for Entering Name of Architect/Builder

Enter the names of architectural and engineering firms, only if the names of the specific persons responsible for the design are unknown.

If the property's design is derived from the stock plans of a company, developer or government agency and is credited to a specific individual, enter the name of the company or agency.

Enter the name of the property owners or contractors only if they were actually responsible for the property's design or construction.

If the architect or builder is not known, enter "unknown."

Narrative Statement of Significance

Explain how the property meets Oak Park Landmark criteria in a narrative statement of significance. You may use one or more continuation sheets. Drawing on facts about the history of the property and historic trends – local, state or national – that the property reflects, make the case for the property's historic significance and integrity.

Guidelines for Writing a Statement of Significance

1. A *summary paragraph* which provides the *Statement of Significance*. In the summary paragraph, simply and clearly outline the reasons why the property meets the Oak Park Landmark criteria. Add to the information marked on the form for Section 6, by providing brief facts that explain how the property meets the criteria, and the ways it was important to the history of its locality, State, or the nation during the period of significance. Specifically associate the property with historic events, activities, persons, physical features, artistic qualities, architectural styles, and archeological evidence which contribute to its significance. Mention the important themes or historic contexts to which the property relates/contributes.

The statement of significance should be concise, factual, well-organized, and in paragraph form. Include only information pertinent to the property and its eligibility.

Role of any important persons entered previously on the form.

2. Several *supporting paragraphs* that briefly discuss:

- 2a. The *history* of the property:

Discuss the chronology and historic development of the property. Highlight and focus on the events, associations, characteristic, and other facts that relate the property to its historic contexts and are the basis for its meeting the Oak Park Landmark criteria. Make clear the connection between each area of significance, its corresponding criterion, and period of significance.

The following guidelines, in the form of questions, address the key points that should be covered in the supporting paragraphs:

All Properties

- a) What events took place on the significant dates on the form, and in what ways are they important to the property?
- b) In what ways does the property physically reflect its period of significance, and in what ways does it reflect changes after the period of significance?
- c) What is the period of significance based on? Be specific and refer to existing resources or features within the property or important events in the property's history.

Buildings, Structures and Objects

- d) What are the historically significant events or patterns of activity (if any) associated with the property? Does the existing building reflect in a tangible way the important historical associations? How have alterations or additions contributed to or detracted from the resource's ability to convey the feeling and association of the significant historic period?
- e) How long and when was the individual (if any) associated with the property and during what period in his or her life? What were the individual's significant contributions during the period of association? Are there other resources in the vicinity also having strong associations with the individual? If so, compare their significance and associations to that of the property being nominated.
- f) What are the architectural, landscape, aesthetic or other physical qualities and why are they significant? Does the property retain enough of its significant design to convey these qualities? If not, how have additions or alterations contributed to or detracted from the significance of the resource?
- g) Does the property have possible archeological significance and to what extent has this significance been considered?
- h) Does the property possess attributes that could be studied to extract important information? For example, does it contain tools, equipment, furniture, refuse, or other materials that could provide information about the social organization of its

- occupants, their relations with other persons and groups, or their daily lives? Has the resource been rebuilt or added to in ways that reveal changing concepts of style or beauty?
- i) If the property is no longer at its original location, why did the move occur? How does the new location affect the historical and architectural integrity of the property?

Historic Sites

- j) How does the property relate to the significant event, occupation, or activity that took place there?
- k) How have alterations such as the destruction of original buildings, changes in land use, and changes in foliage or topography affected the integrity of the site and its ability to convey its significant associations?
- l) In what ways does the event that occurred here reflect the broad patterns of local, state or national history and why is it significant?

Be specific, in all references to history. Give dates and proper names of owners, architects or builders, other people, and places. Address the reader who has little or no knowledge of the property or the area where it is located.

Include descriptive and historical information about the area where the property is located: orient the reader to the property's surroundings and the kind of community or place where it functioned in the past. Again, focus on facts that help explain the property's role and illustrate its importance.

Consult with the Village to determine what and how much information is needed to support the property's significance and integrity.

- 2b. The *historic contexts*, themes, trends, and patterns of development relating to the property.

Relate the property to important themes in the history of Oak Park, the State of Illinois or the nation: Include information about the history of the community or larger geographical area that explains the ways the property is unique or representative of its theme, place, and time.

Incorporate the following information to the extent that it relates to the significance of the property.

Specific events; activities and uses; influence of technology; aspects of development; common architectural styles or types; construction materials and methods; role of important persons or organizations; cultural affiliations; political organization; social or cultural traditions; trends in local or regional development; patterns of physical development; economic forces; presence and condition of similar properties.

The discussion of historic context should do several things:

Explain the role of the property in relationship to broad historic trends, drawing on specific facts about the property and its community.

Briefly describe the history of the community where the property is located as it directly relates to the property. Highlight any notable events and patterns of development that affected the property's history, significance, and integrity.

Explain the importance of the property in each area of significance by showing how the property is unique, outstanding, or strongly representative of an important historic context when compared with other properties of the same or similar period, characteristics, or associations.

Incorporate the facts needed to make the case for significance and integrity. Consult with the Village for help in determining how much and what kinds of information is needed. The site of a pivotal historic event or a textbook example of a prominent architectural style usually requires less documentation than a property associated with a common-place local event or exhibiting a vernacular building form about which little is written.

Additional helpful information on how to compile a historic context is outlined in the *Guidelines for Developing Historic Context*, reproduced in Appendix 3.

7. MAJOR BIBLIOGRAPHICAL REFERENCES

In the area provided, and on continuation sheets as necessary, cite the books, articles, and other sources used in preparing this form.

Enter the primary and secondary sources used in documenting and evaluating the property. These include books, journal or magazine articles, interviews, oral history tapes, planning documents, historic resources studies or survey reports, census data, newspaper articles, deeds, wills, correspondence, business records, diaries, and other sources. Do not include general reference works unless they provide specific information about the property or have assisted in evaluating the property's significance.

8. REPRESENTATION IN EXISTING SURVEYS

Mark an X on as many lines as apply for the property being nominated, indicating that the property has been included in one of the following surveys:

- Hasbrouck/Sprague Survey of Historic Architecture in Oak Park: Available at the Oak Park Public Library, the Historical Society of Oak Park & River Forest, and Village Hall
- Illinois Historic/Architectural Resources Survey: Available through the Illinois Historic Preservation Agency in Springfield, IL and at Village Hall

- Oak Park Potential Landmark Inventory: Available through the Oak Park Historic Preservation Commission at Village Hall
- National Register of Historic Places/National Historic Landmark: Indicate if the structure being nominated has already been accepted into the National Register of Historic Places. Indicate whether the structure was listed individually or as part of an existing Historic District. Indicate also the name of the district in which the structure is included. The National Register Historic District nomination forms are available in the Oak Park Public Library or at Village Hall.
- Historic American Buildings Survey (HABS) / Historic American Engineering Record (HAER): Indicate if the property under consideration has been physically documented through measured drawings through the national HABS/HAER program. Information on these documents can be obtained through the Library of Congress in Washington, D.C., or, in some cases, through the Burnham/Ryerson Library of the Art Institute of Chicago.

9. GEOGRAPHICAL DATA

Legal Description

In the space provided, enter either a legal description (available on the plat of survey, obtained when the title of property is transferred) or the PIN (Permanent R.E. Index Number) available from the Township Assessor's Office and the tax bill.

Lot Dimensions

Available on Plat of Survey typically obtained when title to property is transferred. Also, a copy of the applicable Sidwell plat map will be provided by the Village.

10. FORM PREPARED BY

This section identifies the person who prepared the form and his or her affiliation. This person is responsible for the information contained in the form. The Oak Park Historic Preservation Commission may contact this person if a question arises about the form or if additional information is needed.

Property Owner or Tax Payer:

Please submit on a separate blank page the name(s) and address (es) of all fee-simple property owner(s) for individual buildings, structures, sites, and objects. This information is used to notify owners of the intended nomination of their property to the commission and, afterwards, its listing. Tax payer's name is available through the Township Assessor's Office, as described in Section 9 above. *Legal Description*, above.

The following sections 12, 13, 14, 15 and 16 will be completed by the Village.

11. OFFICIAL ACTION:

Date(s) Owner(s) notified:

Date of Public Hearings:

Date of Designation:

APPENDICES

The following charts have been reproduced here from the National Register Bulletin No. 16A, "How to Complete the National Register Registration Form," U.S. Department of the Interior, National Park Service, Interagency Resources Division, 1991:

- Appendix 1: DATA CATEGORIES FOR FUNCTIONS AND USES
- Appendix 2: DATA CATEGORIES FOR ARCHITECTURAL CLASSIFICATION
- Appendix 3: GUIDELINES FOR DEVELOPING HISTORIC CONTEXT

Appendix 1: DATA CATEGORIES FOR FUNCTIONS AND USES

CATEGORY	SUBCATEGORY	EXAMPLES
DOMESTIC	Single dwelling	Row houses, mansion, residence, rock shelter, homestead, cave
	Multiple dwelling	Duplex, apartment building, pueblo, rock shelter, cave
	Secondary structure	Dairy, smokehouse, storage pit, storage shed, kitchen, garage, other dependents
	Hotel	Inn, hotel, motel, way station
	Institutional housing	Military quarters, staff housing, poor house, orphanage
	Camp	Hunting campsite, fishing camp, summer camp, forestry camp, seasonal residence, temporary habitation site, tipping rings
	Village site	Pueblo group
COMMERCE / TRADE	Business	Office building
	Professional	Architect's studio, engineering office, law office
	Organizational	Trade union, labor union, professional association
	Financial institution	Savings and loan associations, bank, stock exchange
	Specialty store	Auto showroom, bakery, clothing store, blacksmith Shop, hardware store
	Department store	General store, department store, marketplace, trading post
	Restaurant	Café, bar, roadhouse, tavern
	Warehouse	Warehouse, commercial storage
	Trade (archeology)	Cache, site with evidence of trade, storage pit
SOCIAL	Meeting hall	Grange, union hall, pioneer hall, hall of other fraternal or patriotic or political organization
	Clubhouse	Facility of literary, social, or garden club
	Civic	Facility of volunteer or public service organization such as the American Red Cross
GOVERNMENT	Capitol	Statehouse, assembly building
	City Hall	City hall, town hall
	Correctional facility	Police station, jail, prison
	Fire Station	Firehouse
	Government office	Municipal building
	Diplomatic building	Embassy, consulate
	Custom house	Custom house

	Post office	Post office
CATEGORY	SUBCATEGORY	EXAMPLES
	Public works	Public works
	Courthouse	County courthouse, federal courthouse
EDUCATION	School	Schoolhouse, academy, secondary school, grammar school, trade or technical school
	College	University, college, junior college
	Library	Library
	Research facility	Laboratory, observatory, planetarium
	Education-related housing	College dormitory, housing at boarding schools
RELIGION	Religious facility	Church, temple, synagogue, cathedral, mission, temple, mound, shrine
	Ceremonial site	Astronomical observation post, intaglio, petroglyph site
	Church school	Religious academy or school
	Church-related res.	Parsonage, convent, rectory
FUNERARY	Cemetery	Burying ground, burial site, cemetery, ossuary
	Graves/burials	Burial cache, burial mound, grave
	Mortuary	Mortuary site, funeral home, cremation area, crematorium
RECREATION AND CULTURE	Theater	Cinema, movie theatre, playhouse
	Auditorium	Hall, auditorium
	Museum	Museum, art gallery, exhibition hall
	Music facility	Concert-hall, opera house, bandstand, dancehall
	Sports facility	Gymnasium, swimming pool, tennis court, playing field, stadium
	Outdoor recreation	Park, campground, picnic area, hiking trail
	Fair	Amusement park, county fairground
	Monument/marker	Commemorative marker or monument
	Work of art	Sculpture, carving, statue, mural, rock art
AGRICULTURE / SUBSISTENCE	Processing	Meatpacking plant, cannery, smokehouse, brewery, winery, food processing site, gathering site, tobacco barn
	Storage	Granary, silo, wine cellar, storage site, tobacco warehouse, cotton warehouse
	Animal facility	Hunting and kill site, stockyard, barn, chicken coop, hunting corral, hunting run, apiary
	Horticultural fact.	Greenhouse, plant observatory, garden

	Agricultural outbuilding	Well house, wagon shed, tool shed, barn
CATEGORY	SUBCATEGORY	EXAMPLES
TRANSPORTATION	Rail-related	Railroad, train depot, locomotive, streetcar line, railroad bridge
	Road-related (vehicular)	Parkway, highway, bridge, toll gate, parking garage
	Pedestrian-related	Boardwalk, walkway, trail
WORK IN PROGRESS		(Use this category when work is in progress)
UNKNOWN		
VACANT / NOT IN USE		(Use this category when property is not being used)
OTHER		Fence

Appendix 2: DATA CATEGORIES FOR ARCHITECTURAL CLASSIFICATION

MID-19 th CENTURY		Early Romanesque Revival
	Greek Revival	
	Gothic Revival	Early Gothic Revival
	Italian Villa	
	Exotic Revival	Egyptian Revival, Moorish Revival
	Octagon Mode	
LATE VICTORIAN		Victorian or High Victorian Eclectic
	Gothic	High Victorian gothic, Second Gothic Revival
	Italianate	Victorian or High Victorian Italianate
	Second Empire	Mansard
	Queen Anne	Queen Anne Revival, Queen Anne-Eastlake
	Stick/Eastlake	Eastern Stick, High Victorian Eastlake
	Shingle Style	
	Romanesque	Romanesque Revival, Richardsonian Romanesque
	Renaissance	Renaissance Revival, Romano-Tuscan Mode, North Italian or Italian Renaissance, French Renaissance, Second Renaissance Revival
LATE 19 th AND 20 th CENTURY REVIVALS	Beaux Arts	Beaux Arts Classicism
	Colonial Revival	Georgian Revival
	Classical Revival	Neo-Classical Revival
	Tudor revival	Jacobean or Jocabean Revival, Elizabethan Revival
	Lath Gothic Revival	Collegiate Gothic
	Mission/Spanish Colonial Revival	Spanish Revival, Mediterranean Revival
	Italian Renaissance	
	French Renaissance	
	Pueblo	
LATE 19 th AND EARLY 20 th CENTURY AMERICAN MOVEMENTS		Sullivanesque
	Prairie School	
	Commercial Style	
	Chicago	
	Skyscraper	
	Bungalow/Craftsman	Western Stick, Bungalowoid

MODERN MOVEMENT		New formalism, Neo-Expressionism, Brutalism, California Style or Ranch Style, Post-Modern, Wrightian
	Moderne	Modernistic, Streamlined Moderne, Art Moderne
	International Style	Mission
	Art Deco	
OTHER		
MIXED		More than three styles from different periods

Appendix 3: GUIDELINES FOR DEVELOPING HISTORIC CONTEXT

Identify and provide facts about one or more themes of history to which the property relates through its historic uses, activities, associations, and physical characteristics. These facts should be organized by theme, geographical place, and periods of time. Facts may relate to other properties having similar associations or characteristics and selecting in the same place and time.

Explain how the event or pattern of events made an important contribution to the history of the community, state, or nation, and how related types of properties reflect these events, for example, how the advent of the railroad affected the growth and character of a town in the late 19th century and is represented today by the 1870 depot.

Explain why the person with whom the property is associated is important to the history of the community, state, or nation. Identify also other properties associated with the person and explain their role in the career of the person, for example, how an author who depicted the people, events, and places of her region achieved statewide recognition and how a rustic mountain retreat and boarding house where she wrote and found inspiration are the surviving properties best associated with her life and career.

Type or method of construction: Explain why the type, period or method of construction represents architectural features that are significant in the development of the community, state, or nation, for example, how a local variation of a split-log I-house represents a once common but now rare housing type of the early 19th century regionally and is a good example of its type.

Work of a master: Provide facts about the career and work of the artist, architect, engineer, or landscape architect to explain how the person was accomplished in his or her field and made contributions to the art, architecture, or landscape architecture of the community, state, or nation, for example, how an architect achieved recognition for his homes of wealthy merchants and produced a large number of middle and upper class residences in the late 1700's in a prosperous seaport.

High artistic values; describe the quality of artistry or craftsmanship present in comparable works in the community, state, or nation, for example, how the data on hunting and gathering practices and technology of a Late Archaic culture will broaden the knowledge and understanding of the culture's occupation regionally.

PROPERTIES OF LOCAL SIGNIFICANCE: Identify the local events and activities relating to the property and discuss their importance to local history.

PROPERTIES OF STATE SIGNIFICANCE: Discuss how the property reflects the history of the State and the ways in which the property is one of the best of similarly associated properties in the State to represent the theme.

PROPERTIES OF NATIONAL SIGNIFICANCE: Discuss how the property reflects an important aspect of the history of the Nation as a whole or has contributed in an exceptional way to the diverse geographical and cultural character of the Nation. Also, explain how the property relates to other properties nationwide having similar associations.



Historic Landmark Nomination Form

The Village of Oak Park 708.383.6400
Village Hall Fax 708.383.6692
123 Madison Street TTY 708.383.0048
Oak Park, Illinois 60302-4272 village@oak-park.us

This form is for use in nominating Oak Park Landmarks. Complete each item by marking "x" in the appropriate box or by entering the information requested. If any item does not apply to the property being documented, enter "N/A" for "not applicable." For functions, architectural classification, materials, and areas of significance, enter only categories and subcategories from the instructions. Place additional entries and narrative items on continuation sheets. Use a typewriter, word processor or computer to complete all items.

NAME OF PROPERTY

Historic name _____ Common name _____

LOCATION

Street & number _____

Oak Park _____ Illinois _____ IL _____ Cook _____ 031 _____
City or town _____ State _____ Code _____ County _____ Code _____ Zip code _____

CLASSIFICATION

Ownership of Property (Check as many boxes as apply)

Private Public: Local Public: State Public: Federal

Category of Property (Check only one box)

Building(s) District Site Structure Object

Number of Resources within Property _____ Contributing _____ Noncontributing

_____ Buildings _____ Sites _____ Structures _____ Objects _____ Total

Type of Designation Exterior Public interior

FUNCTION OR USE

Historic Functions (Enter categories from instructions)

Category _____ Subcategory _____

Current Functions (Enter categories from instructions)

Category _____ Subcategory _____

DESCRIPTION

Architectural Classification (Enter categories from instructions)

Category _____ Subcategory _____

Materials (Enter categories from instructions)

Foundation Roof Walls Other

Narrative Description (Describe the historic and current condition of the property on one or more continuation sheets)

STATEMENT OF SIGNIFICANCE

Areas of Significance

Period of Significance

Architect/Builder

Narrative Statement of Significance (Explain the significance of the property on one or more continuation sheets)

MAJOR BIBLIOGRAPHICAL REFERENCES

Bibliography (Cite the books, articles, and other sources used in preparing this form on one or more continuation sheets)

Representation in Existing Surveys

Legal Description (Attach additional pages if necessary)

Form Prepared By

Name/Title _____ Organization _____

Telephone _____ Date _____

Street & Number _____

City or Town _____ State _____ Zip Code _____

Official Action

Date of Owner Consent _____

Date of Public Hearing _____

Result _____

Name _____ Telephone _____

Street & Number _____

City or Town _____ State _____ Zip Code _____

Date of Village Board Action _____

Property Owner(s)

Result _____

Name _____ Telephone _____

Street & Number _____

City or Town _____ State _____ Zip Code _____

Signature _____ Date _____
