





# ROCKFORD HISTORIC PRESERVATION COMMISSION

425 East State Street

Rockford, Illinois 61104

## APPLICATION TO WITHDRAW FROM A LOCAL HISTORIC DISTRICT

Name of historic district \_\_\_\_\_

Number of parcels proposed for deletion \_\_\_\_\_

Address(es) and PIN numbers of property proposed for withdrawal:

PIN #	ADDRESS
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Legal description of area proposed for withdrawal:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*(Continue on separate sheet if necessary.)*

Petitioner(s) hereby allege the following:

1. That the historic district, after removal of the area proposed for withdrawal, will continue to constitute one contiguous area without "holes" or "gaps," defined by natural or existing improved boundaries; and
2. That the historic district, after removal of the area proposed for withdrawal, will retain the historic significance or historic characteristics found to exist at the time the district was originally designated; and
3. That the area proposed for withdrawal does not materially contribute to the historic significance or historic characteristics found to exist at the time the district was originally designated.

In support of the above allegations, petitioner(s) state the following (please type):

*(Continue on separate page if necessary.)*



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425 East State Street

61104

Rockford, Illinois

## INSTRUCTIONS FOR PETITIONING FOR WITHDRAWAL FROM A LOCAL HISTORIC DISTRICT

1. A **petition form** supplied by the Rockford Historic Preservation Commission must be completed and submitted to the Commission's Secretary. For withdrawal from a district created before December 30, 1986, owners of at least 51% of the parcels proposed for withdrawal must sign the petition. For districts created after that date, owners of 66% of the affected parcels must sign. (Haight Village, Garfield Avenue, Brown's Hills/Knightsville and Indian Terrace Historic Districts fall under the 51% requirement; all others must meet the 66% requirement.) *Please note: Every parcel counts, whether there is a building on it or not.* That means, for example, that if someone owns two parcels, one of which has their house on it while the other serves as yard space, then that is counted as two parcels, not one.
2. Petitioners should include the following with their petition:
  - a) A map outlining the district as it exists, and the area to be withdrawn from the district.
  - b) Completed application form.
3. **Fee:** Each petition for withdrawal must be accompanied by a check for \$15 for each parcel which is the subject of the petition, plus an additional \$50 for the area as a whole. Checks should be made out to the City of Rockford. (Example: A petition to withdraw 4 parcels from a district would require a total of \$110 – \$50 for the area as a whole plus \$15 for each parcel.)
4. **Procedure** for review of and action on a petition is as follows:
  - a) Review by the Planning Division of the Rockford Department of Community Development; to be completed within 30 days of receipt of the petition and all supporting documents and fees.
  - b) Public hearing to be held by the Rockford Historic Preservation Commission; to be completed within 60 days of receipt of the Planning Division's recommendations.
  - c) Recommendations of the Preservation Commission submitted to Rockford City Council; submittal to occur within 30 days of the last public hearing.
  - d) Reviewed by the Code and Regulation Committee of City Council, with a final vote by the full Council; process to be completed within 60 days of submission of the Preservation Commission's recommendation to City Council.
5. **Any property proposed for deletion from a local historic district will remain subject to the terms of the Historic Preservation Ordinance of the City of Rockford until such time as City Council has given its final approval of the deletion in the form of an ordinance to that effect.**

If you have any questions, please contact the Secretary of the Rockford Historic Preservation Commission at 815/987-5600.