



**WILL COUNTY HISTORIC PRESERVATION COMMISSION
CERTIFICATE OF APPROPRIATENESS AND ECONOMIC
HARDSHIP APPLICATION**

Will County Land Use Department
58 E. Clinton St., Suite 100 • Joliet, Illinois 60432
Telephone (815) 774-3321 • Facsimile (815) 774-8638
hpc@willcountyillinois.com

PART A – APPLICANT INFORMATION

Owner Information			
Full Name			
Owner Address	House Number & Street:		
	City:	State:	Zip Code:
Contact Information	Phone:	Email:	
Agent/Attorney Information (if different from above)			
Full Name	Last:		First:
Agent Address	Number & Street:		
	City:	State:	Zip Code:
Contact Information	Phone:	Email:	
Agency/Firm Name			
Contractor Information			
Full Name	Last:		First:
Owner Address	Number & Street:		
	City:	State:	Zip Code:
Contact Information	Phone:	Email:	

PART B – Location of Alteration/Construction/Demolition/Maintenance

Property Information			
PIN(s)			
Township		Section	
Property Address	House Number & Street:		
	City:	State:	Zip Code:
Common Name of Landmark / Preservation District			

PART E – Will County Use Only

Approved/Denied: _____ HPC Date: _____ Staff Initials: _____

Conditions: _____

I understand and agree to the above listed conditions.

Applicant Signature/Date

Guidelines for Certificate of Appropriateness Applications

Review of Certificate of Appropriateness Applications:

The Commission shall consider the following design guidelines, among other standards, when reviewing applications for Certificates of Appropriateness.

- Height
- Proportions of windows and doors
- Relationship of building masses and spaces
- Roof shape
- Landscaping
- Scale
- Directional expression
- Architectural details

Determination of Certificate of Appropriateness Applications:

Within fifteen (15) days after support staff review, or from the date of the regular meeting, or from the close of a public hearing concerning an application for Certificate of Appropriateness, or within such further time as the applicant for said Certificate (and/or Permit) approves in writing, the Commission shall determine approval or denial of the Certificate of Appropriateness.

Notification of approval or denial will be sent to the applicant within seven (7) days following the determination of the Commission.

Certificate of Appropriateness will become VOID:

- 1.) If there is any change in the scope of work pursuant to the approved application subsequent to the issuance of the Certificate; or*
- 2.) If twenty-four (24) months have elapsed after issuance of the Certificate and no building permit has been issued, or if twenty-four (24) months have elapsed after issuance of the last building permit and the project has not been completed.*

PLEASE NOTE: This application does not fulfill the requirements of other Will County Land Use Department Divisions and a Will County Building Permit may be required for the proposed work.

Return the completed Certificate of Appropriateness application to:

*Will County Land Use Department
Attn: Historic Preservation Commission
58 E. Clinton St., Suite 100
Joliet, IL 60432*

*Or via email at hpc@willcountyillinois.com
Or via facsimile at (815) 774-8638*