

Chicago Landmark Designation Process*

Commission on Chicago Landmarks

1. **Preliminary Summary of Information Report by Commission Staff**
Commission staff researches the historic and architectural significance of the building or the district and submit a report to the Commission.
2. **Preliminary Recommendation**
The Commission votes whether to initiate the consideration process for a proposed designation. A positive vote puts in place the Commission's authority to review building permits during the consideration process.
3. **Report from Department of Planning and Development**
Statement of how the proposed landmark designation affects neighborhood plans and policies.
4. **Commission Requests Owner Consent**
The Commission contacts each owner and requests consent. Owner consent is advisory—not required—for designation (except for houses of worship). When an owner does not consent, a public hearing is held.
5. **Public Hearing**
A public hearing is held to gather relevant facts and information to assist the Commission in its consideration of the proposed landmark designation.
6. **Final Commission Recommendation**
After a review of the entire record, the Commission votes whether to recommend the proposed landmark designation to the City Council.
7. **Hearing by City Council's Landmarks Committee**
The Commission's recommendation is referred to the Committee on Historical Landmarks Preservation, which votes on whether to recommend the designation to City Council.
8. **Vote on Designation by City Council**
Designation of a Chicago Landmark is a legislative act of the Chicago City Council.

*This overview is offered as context for the landmark designation process as set forth in sections 2-120-630 through 2-120-730 of the Municipal Code and does not supplant the provisions of the Code. Interested persons are therefore urged to consult the Code.