

Village of Plainfield General Design Guidelines

- 1) *Height:* The height of any proposed alteration or construction should be compatible with the style and character of the structure and with surrounding structures.
- 2) *Proportions of the front facade:* The relationship between the width of a building and the height of the front elevation should be compatible with surrounding structures.
- 3) *Proportions of windows and doors:* The proportions and relationships between doors and windows should be compatible with the architectural style and character of the building.
- 4) *Relationship of building masses and spaces:* The relationship of a structure to the open space between it and adjoining structures should be compatible.
- 5) *Roof shapes:* The design of the roof, fascia, and cornice should be compatible with the architectural style and character of the building and with adjoining structures.
- 6) *Scale:* The scale of the structure after alteration, construction, or partial demolition should be compatible with its architectural style and character and with the surrounding structures.
- 7) *Directional expression:* Facades in historic districts should blend with and reflect the dominant horizontal or vertical expression of adjacent structures. The directional expression of a building after alteration, construction, or partial demolition should be compatible with its original architectural style and character.
- 8) *Architectural details:* Architectural details should be treated so as to make a building compatible with its original architectural style and character and to not detract from the inherent characteristics of surrounding structures.
- 9) *Appurtenances:* New, replaced, or restored appurtenances shall be sensitive to the individual building or structure, its occupants, and their needs.
- 10) *New structures:* New structures in a historic district shall be compatible with, but need not be the same as, the architectural styles and general designs and layouts of the surrounding structures.

Examples of Changes Requiring a COA

- Additions
- Architectural feature
- Awning or canopy
- Deck
- Door
- Fence
- Gutters
- Mechanical System
- Material Change (wood, brick, etc.)
- New Structures
- Porch
- Retaining Walls
- Roof (Change in shape, features, materials)
- Security Doors or Windows
- Shutters
- Siding
- Signs



For more information contact:

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www.plainfield-il.org/village/historicpreservation.php

Certificate of Appropriateness Guide



Plainfield, Illinois

Making Changes to an Historic Property

Extra consideration and care are requested of historic landmark owners and owners of properties in historic districts. The buildings have stood the test of time partly due to the care shown by the owners in maintaining and sensitively changing these residences.

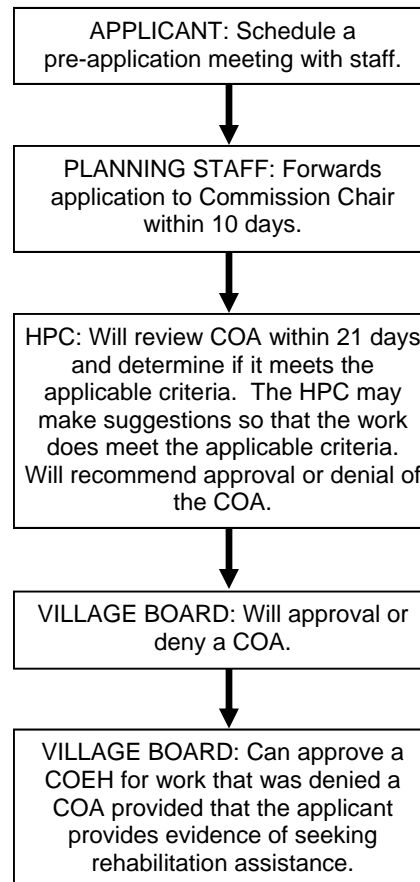
Some changes to historic landmarks or properties located in a historic district require a **Certificate of Appropriateness (COA)**. A COA is not required for ordinary maintenance and repairs. The COA is required prior to the issuance of a permit for minor and major work involving any new and other construction, alteration, repair, demolition, relocation or other changes that may affect the exterior architectural appearance of any structure or site. The **Historic Preservation Commission (HPC)** will recommend approval of applications for major and minor work that will not impair the integrity of contributing structures.

The Village Zoning Ordinance identifies criteria for the HPC to use when reviewing a COA. These include examining the significance of the structure, general design guidelines, and the U.S. Secretary of the Interior's Standards for Rehabilitation.

A **Certificate of Economic Hardship (COEH)** may be authorized for alteration, construction, relocation of, or removal or demolition of a landmark or a building, structure, site, or other improvement within a designated historic district. This can occur when such property, in its current state, cannot be put to a reasonably beneficial use or the owner cannot obtain a reasonable economic return thereon without the proposed alteration, construction, relocation, removal, or demolition.



Certificate of Appropriateness Process



Summary of the U.S. Secretary of the Interior's Standards for Rehabilitation

- A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
- Historic character of a property shall be retained and preserved avoiding the removal of historic materials or alteration of features and spaces that characterize a property.
- Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, shall not be undertaken.
- Changes that have acquired historic significance in their own right shall be retained and preserved.
- Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
- New features that replace deteriorated historic features shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
- Chemical or physical treatments, that cause damage to historic materials shall not be used. Surface cleaning of structures shall be undertaken using the gentlest means possible.
- Significant archaeological resources affected shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
- New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. New work shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features of the property.
- New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property would be unimpaired.

**Approximately 60 day process*