

# Chicago Landmark Designation Process\*

## Commission on Chicago Landmarks

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1. **Preliminary Summary of Information Report by Commission Staff**  
Commission staff researches the historic and architectural significance of the building or the district and submits 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 Housing and Economic 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 Committee on Zoning, Landmarks and Building Standards**  
The Commission's recommendation is referred to the City Council Committee on Zoning, Landmarks and Building Standards, which votes on whether to recommend the designation to the full 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.