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 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.