

# VILLA PARK HISTORIC PLAQUE PROGRAM

The annual **Villa Park Historic Plaque Program** promotes the awareness and appreciation of homes and other buildings in Villa Park that contribute to the Village's heritage and character. This award program reflects Villa Park's pride in its past. The receipt of a Plaque Award does not limit the homeowner in any way from making changes to the home that reflect and enhance the style and character of their home. It is administered **free of charge** by the **Villa Park Historic Preservation Commission**.

A home or other building that meets the eligibility criteria may be awarded one of the following plaque types:

- **Historic Preservation**
- **Historic Landmark**
- **Sears Catalog Home**

Nominations are open to all; however, owner approval is required before a plaque may be awarded.

## **APPLICATION PROCESS:**

Please review the eligibility criteria for the plaque type you selected, complete the **Historic Plaque Application Form**, attach supporting documentation and submit at least two months prior to the May Celebration. Applications may be submitted throughout the year to the Villa Park Historic Preservation Commission. Applications not selected during the year in which they are submitted will remain on file for future consideration.

## **FREQUENCY OF AWARDS:**

To coincide with the **National Trust Historic Preservation Week** celebration in May each year, the **Villa Park Historic Preservation Commission** will present the awards at the Village Board Meeting held in the Village Hall. There will be a limited number of plaques awarded each year and is based on qualified and approved applications.

## **HISTORIC PLAQUE APPLICATION:**

A four page **Historic Plaque Application Form** must be prepared and submitted with the proper attachments to the

**Villa Park Historic Preservation Commission**  
**20 S. Ardmore Avenue**  
**Villa Park, IL 60181**

This form can also be obtained at the Village Hall and the Villa Park Historical Society Museum or on their corresponding web sites:

**[WWW.INVILLAPARK.COM](http://WWW.INVILLAPARK.COM)**  
**[WWW.VPHISTORICALSOCIETY.COM](http://WWW.VPHISTORICALSOCIETY.COM)**

## **RESOURCES:**

The Resource Library of the Historic Preservation Commission is available for public use and includes books on architectural styles, Sears Catalog homes and preservation techniques. The library is housed in the Villa Park Historical Society Museum at 220 S. Villa Avenue. Please phone 941-0223 for hours. Information on researching or authenticating Sears Catalog homes may be obtained by leaving a message at the museum. Additional information sources include the Villa Park Public Library and the DuPage County Recorder's Office, which is invaluable for researching age and tracing ownership.

## **HISTORIC PRESERVATION PLAQUE - Eligibility Criteria**

An award of a **Historic Preservation Plaque** recognizes and honors the careful preservation of older homes and other buildings. **Eligibility** for this plaque is based on the following criteria:

**AGE OF BUILDING** – 65 years or older

**ARCHITECTURAL CONDITION**

*Building's exterior has been preserved, maintained or rehabilitated (or sensitively enlarged) in accordance with its original architectural style and detailing.*

*Building must be in a good state of condition.*

**HISTORICAL AND/OR ARCHITECTURAL SIGNIFICANCE**

*Preference will be given to buildings that were either owned by a prominent person or family or are historically significant to the community, as well as those that are good examples of one or more architectural styles.*

## **HISTORIC LANDMARK PLAQUE – Eligibility Criteria**

This award recognizes the intrinsic historical value and local importance of many Villa Park homes or buildings. **Eligibility criteria** include:

**HISTORICAL SIGNIFICANCE**

*Documented evidence that shows the building was owned by a prominent person or family or has historical significance to the community.*

**AGE OF BUILDING**

*Preference will be given to buildings at least 50 years old.*

## **SEARS CATALOG HOME PLAQUE – Eligibility Criteria**

Villa Park is fortunate to have a considerable number of Sears Catalog homes, which were built from mail order kits. **Eligibility** for a Sears Catalog Home award is based on the following eligibility criteria:

**SEARS CATALOG HOME AUTHENTICATION**

This authentication can be done by two methods:

- a) *Verification of specific Sears interior details by an authority knowledgeable in the identification of Sears Catalog homes, or*
- b) *Acceptable evidence, such as original shipping documents, correspondence, photos, etc. confirming Sears's origin.*

**IDENTIFICATION OF MODEL/AGE**

*Preference will be given to homes whose model name (or number) has been identified, as well as to homes whose age has been verified.*

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General Information (Please Complete)

<i>Date Submitted:</i>	<i>Property Parcel No.:</i>
<i>Property Address:</i>	
<i>Owner(s) Name(s):</i>	
<i>Phone Number (Day):</i>	
<i>Phone Number (Evening):</i>	
<b>Please fill out below only if you are submitting this application and are not the owner.</b>	
<i>Applicant Name:</i>	
<i>Address:</i>	
<i>City / State / Zip Code</i>	
<i>Phone Number (Day):</i>	<i>E-Mail:</i>
<i>Phone Number (Evening):</i>	

**PLAQUE TYPE PREFERENCE:**

- An eligible building may receive no more than one of the following plaques.
- Please indicate (with a check mark) the type of plaque for which you are applying.
- If you believe more than one category applies (see criteria), please indicate your **plaque type preference** by specifying 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> in the box below for consideration:

	<b>Historic Preservation</b>
	<b>Historic Landmark</b>
	<b>Sears Catalog Home</b>

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**ATTACHMENTS**

Please attach a copy of all relevant information, documentation and/or photos in support of the plaque type preference(s) selected.

This may include documentation needed to validate the eligibility criterion: Building's Age, Exterior Architectural Condition, Historical Significance, Architectural Significance, and/or Sears Catalog Authentication (origin, model name or number). Additional research information needs to be completed on pages 3-4 of this form.

**VALIDATION / AUTHENTICATION**

Although any person can nominate a home or building, the owner(s) must agree. Before the Villa Park Historic Preservation Commission can consider the application for award nomination, appropriate research information must be completed.

**ACCEPTANCE**

As owner(s), I/we agree to the **plaque acceptance requirements** (see below) and to be listed as an historical property.

Signed \_\_\_\_\_

Date \_\_\_\_\_ **Property Parcel No.** \_\_\_\_\_  
(The parcel no. will enable VPHPC to verify the building's age)

Signed \_\_\_\_\_

Date \_\_\_\_\_

**PLEASE MAIL COMPLETED APPLICATION WITH ATTACHMENTS TO:**

**Villa Park Historic Preservation Commission  
20 S. Ardmore Avenue  
Villa Park, IL 60181**

**PLAQUE ACCEPTANCE REQUIREMENTS:**

*Acceptance of a plaque requires that the owner(s) mount it on an exterior front location mutually agreed upon with the Historic Preservation Commission. The plaque may remain as long as the qualifying criteria continue to be met. Plaque acceptance also requires the owner's permission for the property to be featured in any walking or drive-by tour (exterior only) sponsored by the Villa Park Historic Preservation Commission or by the Villa Park Historical Society.*

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***Please complete the following research information:***

**1. What year was the home/building built? \_\_\_\_\_**

**2. Who was the original owner? \_\_\_\_\_**

***Note: For a house, the original owner's name will list on the Historic Preservation Plaque.***

**3. Architectural style: \_\_\_\_\_ 1 or 2 story? \_\_\_\_**

**(Residential: Arts & Crafts, Queen Anne, American foursquare, Sears Catalog home, Bungalow, Colonial Revival, Georgian Revival, Cape Cod, English tutor, Spanish, Italianate, Victorian, custom; Other: Commercial, Municipal, School, Church, etc.)**

**Exterior construction material (brick, stone, frame, etc: \_\_\_\_\_**

**Lot size: \_\_\_\_\_ Number of rooms: \_\_\_\_ Basement? Y or N: \_\_\_\_**

**List any unique feature(s):**

**\_\_\_\_\_**  
**Has there been additions added to the building? Yes or No: \_\_\_\_**

**If yes, please describe:**

**4. Did you attach photographs? Yes \_\_\_\_ No \_\_\_\_**

**5. Did you attach other documents? Yes \_\_\_\_ No \_\_\_\_**

**If yes, please describe:**

**6. List research references: \_\_\_\_\_**

**Please complete the following previous ownership information as much as possible:**

<b>Previous Owner(s)</b>	<b>Property Owned FROM this Date</b>	<b>Property Owned TO this Date</b>

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*Please complete information for the appropriate Plaque type selected*

**HISTORIC PRESERVATION PLAQUE (must be 65 years old or greater)**

1. What is the approximate age of the building? \_\_\_\_\_
2. What is the condition of the building's exterior?
  - Exterior preserved appropriately? Yes \_\_\_ No \_\_\_
  - Maintained or rehabilitated in accordance with original architectural style? Yes \_\_\_ No \_\_\_
3. What is the architectural condition: Excellent \_\_\_\_\_ Good \_\_\_\_\_ Poor \_\_\_\_\_
4. What is the historical and/or architectural significance:
5. If known, who was the architect or builder? \_\_\_\_\_

**HISTORIC LANDMARK PLAQUE (must be at least 50 years old)**

1. What is the historical significance for this building?
  - Prominent person or family - please list name / accomplishments if applicable.
  - Historical significance to the community – please describe if applicable.

**SEARS CATALOG HOME PLAQUE (must be authenticated)**

1. What authentication do you have that it is a Sears Mail Order Home?

Circle all that apply	<i>Description</i>	<i>If yes, check below. Be sure too copy &amp; attach documents.</i>	<i>Not known</i>
1	Original Shipping Documents		
2	Correspondence		
3	Model Number:		
4	Model Name:		
5	Bill of Sale:		
6	Other (please describe)		

*(Below will be completed by Sears Catalog Home expert)*

Authenticated by \_\_\_\_\_ Date \_\_\_\_\_