



CITY OF GENEVA
HISTORIC PRESERVATION COMMISSION
22 S. FIRST STREET
GENEVA, ILLINOIS 60134

HISTORIC PRESERVATION IN GENEVA, ILLINOIS

Geneva is blessed with a rich architectural heritage. Many buildings represent several architectural styles prevalent in the Midwest between the 1840's and the early 1900's. Styles found here in Geneva include examples of Greek Revival, Italianate, Queen Anne, Gothic Revival, Stick Style, Colonial Revival and Prairie. Many of Geneva's older buildings are of a common vernacular and built in some part with locally quarried stone found along the river. These separate styles blend together to create an atmosphere of refined and understated elegance, perhaps reflecting the taste of the New England roots of Geneva's earliest settlers.

Below are frequently asked questions (FAQs) about historic preservation in Geneva and the Historic Preservation Commission (HPC).

What is the Geneva Historic Preservation Commission?

The HPC is a seven member board that is appointed by the Mayor and City Council.

When does the HPC meet?

The HPC meets at 7:00 p.m. on the third Tuesday of each month in the Council Chambers at City Hall, 109 James Street.

When was the HPC established? What is its purpose?

The HPC was established in 1982 when the City of Geneva adopted a preservation ordinance, similar to those enacted in other municipalities across the United States. The purpose of the HPC is to protect buildings and neighborhoods in the City which have special historic, architectural, and cultural character. The HPC is responsible for the review and approval of exterior projects on historic properties. When adopted in 1982 the HPC was advisory. In 1994 the preservation ordinance was updated, giving the HPC binding review authority.

What is a historic property/historic designation?

Article 19 of Geneva Municipal Code establishes a process for the identification, designation, and protection of historic properties that are valuable assets to the city. Historic properties are distinctive areas or sites; a place of historical significance characterized by buildings and trees, architectural design and landscape features. It may be monumental or simple, residential or commercial. Historic buildings and districts are a legacy, linking present and future generations with their heritage. Under article 19, properties that are determined to be architecturally and/or historically significant may be designated as:

- Landmarks (individual properties)
- Historic Districts (areas of distinctive historic character)

What are the designated historic properties in Geneva?

Geneva has one local historic district consisting of about 670 properties, the Geneva Historic District, which was designated by ordinance in 1987. It contains two historic districts – the Central Geneva Historic District and the North Geneva Historic District – that were listed in the National Register of Historic Places in 1979 and 1982 respectively. Geneva has two individual landmarks: the Henry Bond Fargo residence at 316 Elizabeth Place and Riverbank Laboratories at 1512 Batavia Avenue, designated in 2006 and 1999 respectively. Other properties listed on the National Register include the Country Day School at 1250 South Street, the Fabyan Windmill at 1500 Crissey, and Fabyan Villa at 1511 Batavia Avenue. See page three for a map illustrating the locally-designated properties.

What is the difference between listing in the National Register of Historic Places and local designation?

The National Register is our nation's official list of historic places deemed worthy of preservation; it simply recognizes a site or area's historical, architectural, cultural, or archeological significance. While the National Register provides recognition of a historic or architecturally-significant property it does not protect properties from inappropriate changes or demolition. Local designation offers protection against incompatible changes or demolition by requiring review and approval by the Historic Preservation Commission prior to receiving a building permit.

What does it mean when your property has historic designation?

Locally designated properties and districts are better protected from unmanaged change. This protection is similar to that provided by modern home associations. Nationally, property values stabilize and typically increase as a result of local historic designation and the added protection it brings. Additionally, neighborhood residents have an opportunity for public input during the design review process. In addition, as a Local Landmark or a contributing building within a Historic District, your property may qualify for state or federal tax benefits. These tax credits are available for rehabilitation work done on eligible historic properties.

What types of projects require review by the Historic Preservation Commission?

Any project affecting the exterior appearance of a historic property that requires a building permit needs approval by the HPC. Examples of projects include: window replacement, re-siding, addition to existing building, demolition, new construction – garages, outbuildings, porches, decks, fences, enclosure or removal of porches, adding dormers, removal of exterior trim and chimneys, installation of new driveways or sidewalks, etc. Before beginning your project make sure that the project does not require a building permit/HPC review and contact staff.

Is interior work or routine maintenance reviewed?

No. Interior work and routine outdoor maintenance such as exterior painting, replacing faulty guttering, and landscaping (except removal of mature trees) will not require review.

Will I be required to restore my property?

No. You will not be required to make changes to your property as a result of designation. However, if you wish to rehabilitate or restore your property, the Historic Preservation Staff is happy to consult with you regarding your proposed changes and whether HPC review will be required.

How do I apply for HPC review?

HPC approval is required for any exterior project that needs a building permit. Complete a building permit application, HPC review application and submit information that illustrates the proposal (elevation drawings, site plans, floor plans, information about materials, etc). Applications for HPC review are due no later than one week prior to the HPC meeting. Some applications may be administratively approved by Staff. At the HPC meeting, the Commission will review the proposal and approve, approve with conditions, or deny the application. Contact staff to ensure that you are submitting the required information.

What criteria does the HPC use when reviewing my project?

The HPC uses the nationwide preservation review standards that are established by the National Park Service - the Secretary of the Interior's Standards (SOI Standards). For more information online - <http://www.nps.gov/history/hps/tps/standguide/>

Can I appeal the decision of the HPC?

Yes. If a proposal is denied by the Commission, you may opt to revise your proposal using the HPC's recommendations. If you do not wish to revise your proposal and wish to appeal, you may do so in writing to the Building Commissioner who will recommend review by City Council.

How do I nominate a property for local designation?

Contact staff. Complete a landmark nomination form and provide supplemental information about the property (or properties) that indicates how it meets the criteria for landmark designation. A public hearing is required. All communication that is required for the landmark nomination process is at the nominator's expense.

Can I get assistance from Staff before I start designing my project?

Yes, Staff is happy to advise property owners on developing a concept for their construction. Staff may be able to provide valuable information about zoning and how to comply with the SOI Standards.

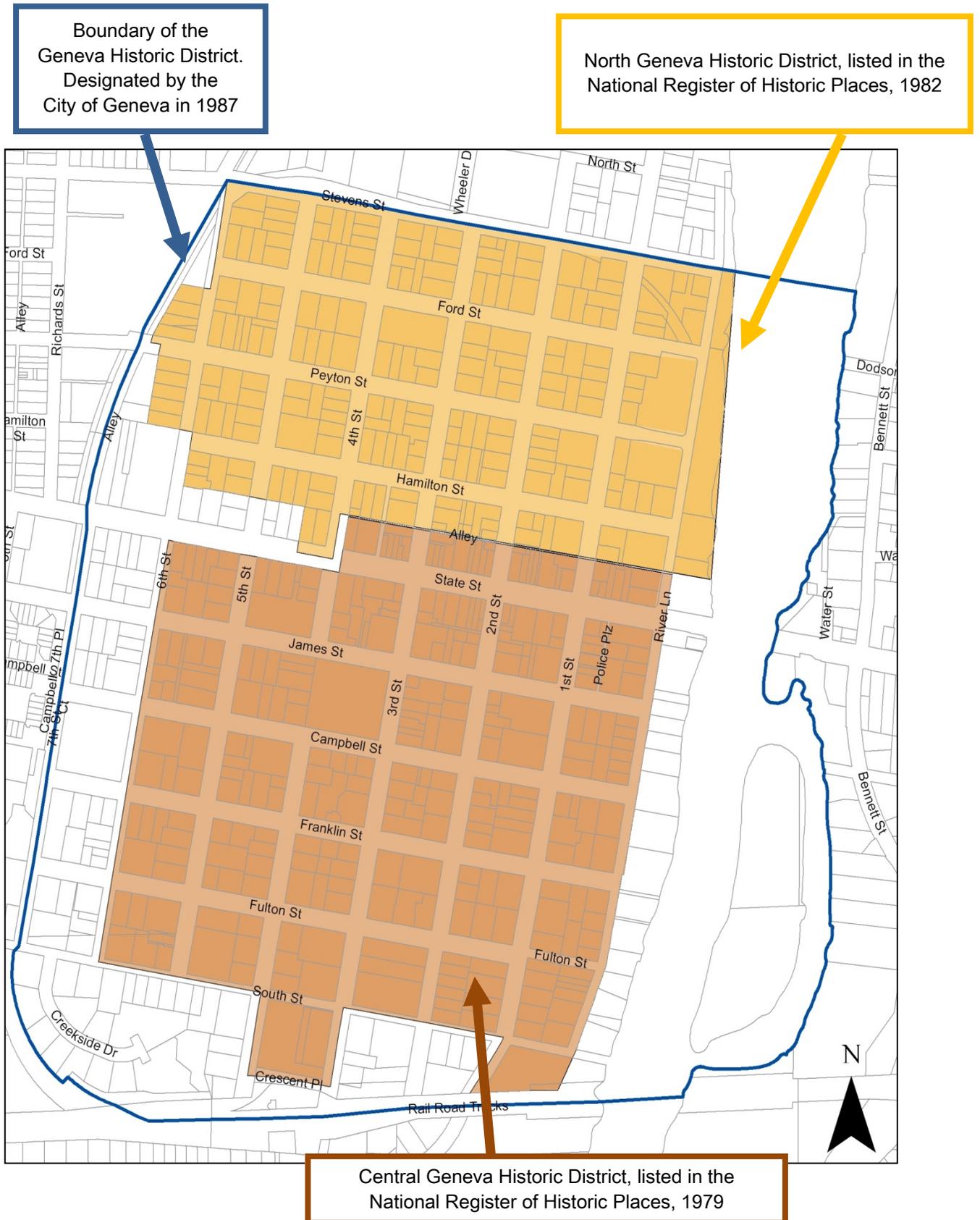
How can I research my property or history about Geneva?

Aside from numerous online sources, the Geneva History Center (formerly the Geneva Historical Society) is a great source for historical information about the City of Geneva and may have information about your property. The GHC is located at 113 S. Third Street, 630/232.4951. To find out more about the History Center, their website is <http://www.genevahistorycenter.org/>

STAFF CONTACT

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DESIGNATED HISTORIC DISTRICTS IN THE CITY OF GENEVA



DESIGNATED LANDMARKS IN THE CITY OF GENEVA



Designated Properties Include:

1. Henry Bond Fargo Residence, 316 Elizabeth Place
Designated in 2006 by the City of Geneva (COG); Listed in the National Register of Historic Places (NRHP) in 2007
2. Davis Residence, 1101 Batavia Avenue
Designated in 2008 by the COG
3. 512 Fargo Boulevard
Designated in 2008 by the COG
4. Dutch Windmill, Fabyan Forest Preserve
Listed in the NRHP in 1978
5. Queen Anne Cottage, 716 Shady Avenue
Designated in 2010 by the COG
6. Fabyan Villa, Fabyan Forest Preserve
Listed in the NRHP in 1984
7. Geneva Country Day School, 1250 South Street
Listed in the NRHP in 1989
8. Riverbank Laboratories, 1512 Batavia Avenue
Designated in 1999 by the COG; Listed in the NRHP in 2003



CITY OF GENEVA
BUILDING DEPARTMENT
109 JAMES STREET
GENEVA, IL 60134
630/262.0280
630/262.0286 fax
lhager@geneva.il.us

For Office Use Only

PERMIT NUMBER _____

BIN NUMBER _____

APPLICATION FOR PERMIT

PROJECT ADDRESS _____

APPLICANT

Check here if applicant is property owner

Name _____

Address _____
City State Zip

Email _____ Phone _____

PROPERTY OWNER

Name _____

Address _____
City State Zip

Email _____ Phone _____

CONTRACTOR

Name _____

Address _____
City State Zip

Email _____ Phone _____

Roofing License _____ Plumbing License _____

BUILDING TYPE

- Residential
- Commercial
- Other

TYPE OF WORK - GENERAL

- Change of Tenant
- Remodel
- New construction
- Addition
- Demolition
- Other

TYPE OF WORK - SPECIFIC (Check all that apply)

- Driveway/Parking
- Sidewalk
- Basement/Attic
- Kitchen/Bath
- Replace Windows
- Roof/Siding
- Sign/Awning
- Irrigation System
- Fence
- Patio
- Shed
- Deck
- Electric
- Plumbing
- HVAC
- Other

DESCRIPTION OF WORK

Applications will not be accepted without supporting documentation, attach additional sheets and submit plans/drawings, plat of survey, etc. as needed to illustrate proposed work

HISTORIC PRESERVATION

Is subject property located in the Historic District or a Historic Landmark? Historic Preservation Commission review is required for exterior improvements.

Yes No

ZONING

What zoning district is the property located in? _____

Is the use permitted at this location? Yes No

Is a variance needed? Yes No

PROJECT COST

What is the estimated project cost? _____

I HEREBY CERTIFY THAT I AM THE OWNER OF RECORD OR THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD; THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AND TO SCHEDULE ALL NECESSARY INSPECTIONS AS AN AGENT, AND THAT I AGREE TO CONFORM TO ALL APPLICABLE CODES, LAWS, AND ORDINANCES OF THE CITY OF GENEVA.

Signature _____

Date _____

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FEES

Fire Department Review Fee _____
 Public Works Fee _____
 Building Permit Fee _____
 Tree Preservation Review Fee _____
TOTAL FEE _____

ROUTING

Engineering _____
 Fire _____
 Electric _____
 City Engineer _____
 Historic Preservation _____
 Tree Preservation Review _____
 Planning/Zoning _____
 Economic Development _____

Building Permit Application Review

Application for HPC Review

Do you have
questions about the
Historic Preservation
Commission?
Please contact
staff at:

630/938.4541 or
preservation@geneva.il.us

PROPERTY INFORMATION

Property Address: _____

Name and Address of Property Owner: _____

PROJECT DESCRIPTION

(Describe, in detail, all proposed work. Attach additional pages, if necessary)

SUBMIT PLANS & DRAWINGS TO ILLUSTRATE PROPOSED CHANGES

See reverse for more information.

For HPC Staff use only

APPLICANT INFORMATION

I attest that all submitted information is accurate. Submitted information becomes public record and I acknowledge that this application may be subject to Freedom of Information Act requests.

CASE # _____

Name (print): _____

HPC MTG: _____

Address: _____

Telephone: _____

RECEIVED: _____

Email: _____

Applicant Signature: _____

Property Owner Signature: _____

If the applicant is not the property owner, application must include property owner's signature



To achieve the City of Geneva's goal of maintaining the historic and architectural integrity of its significant neighborhoods and individual properties, permit applications for proposed exterior building and/or property improvements at designated historic properties must be reviewed and approved by the Geneva Historic Preservation Commission *prior to review and permit issuance by the Building Division*. The maps below show those properties located within the Geneva Historic District and those individually-designated properties outside of the Historic District.

HPC REVIEW APPLICATION PROCEDURE

- 1. Complete a City of Geneva Building Permit Application.** When submitted with an HPC Review Application (on reverse side), an application for a building permit initiates the HPC Review process. Work that requires HPC review includes new construction, demolition, sign modifications, exterior lighting, fence construction, site modifications and roofing.
- 2. Complete an HPC Review Application** (on reverse side).
- 3. Gather and submit appropriate supporting documents.** Supporting documents may include any or all of the following: Plat of Survey; scaled site plan; scaled floor plans; drawings of the proposed building exteriors (elevations); product / material information / cut sheets from the manufacturer; cost estimates for repair vs. replacement; photographs of existing conditions; artist renderings, etc. Additionally, for sign and awning projects, provide dimensions of the linear street frontage for the building and / or retail unit, proposed sign dimensions, lighting fixture information, and mounting systems and methods.
- 4. Submit Items 1-3 to the Building Division at City Hall (109 James Street) not less than eleven (11) calendar days prior to the scheduled HPC meeting.** Please consult with Staff regarding the appropriate submission materials. Complete permit application (building permit and HPC review forms) may be submitted electronically / digitally by forwarding to: pdf@geneva.il.us
- 5. You—or a representative familiar with your project—must attend the HPC meeting when your project is scheduled for review.** The HPC takes action only when a representative for a project is present.
- 6. The HPC will vote to approve, approve with conditions, deny, or continue the review process pending the submission of additional information or project modification.**
- 7. Once the HPC has approved the permit request, the application will be forwarded to the City of Geneva Building Division.** The Building Division review will verify compliance with applicable building and life safety codes.

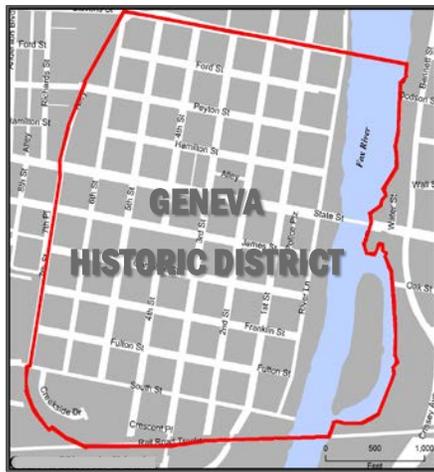
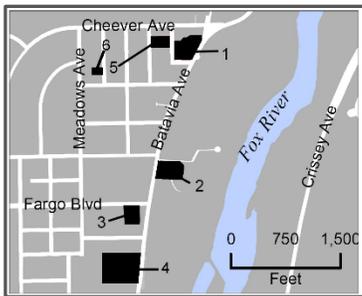
**2025
HPC Deadlines &
Meetings**

Application Deadline	Meeting Date
2025	
Jan 7	Jan 22
Feb 4	Feb 19
Mar 4	Mar 18
Apr 1	Apr 15
May 6	May 20
Jun 3	Jun 17
Jul 1	Jul 15
Aug 5	Aug 19
Sep 2	Sep 16
Oct 7	Oct 21
Nov 4	Nov 18
Dec 2	Dec 16

DESIGNATED PROPERTIES

Map of Geneva Historic District boundaries (right) and designated properties (left).

- Fargo Residence
316 Elizabeth Pl.
- Davis Residence
1101 Batavia Ave.
- 512 Fargo Blvd.
- Riverbank Laboratories
1512 Batavia Ave.
- Queen Anne Cottage
716 Shady Lane
- Marshall-Judson Home
810 Dow Avenue



Applications are due prior to 5:00 p.m. on the Application Deadline date. Electronic / digital submissions must be provided in jpeg or pdf formats and be clearly legible at a final printed size of 11" X 17" or smaller. Applicants are encouraged to discuss specific submission requirements with Staff in advance of making application for review.

For project design assistance, please consult the HPC *Guide to Window Rehabilitation & Window Policy*, *Guide to Siding Rehabilitation & Siding Policy*, and / or the *Design Guidelines for Historic Preservation* see the Property Rehabilitation Information, found at the Historic Preservation page of the City of Geneva website: <http://www.geneva.il.us/index.aspx?nid=416>

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THE U.S. SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

The Geneva Historic Preservation Commission uses the SOI Standards when reviewing permits for exterior improvements on historic properties.

1. 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.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature 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.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. 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 and its environment would be unimpaired.

The SOI Standards may be found online at the National Park Service's website:

http://www.nps.gov/hps/tps/standguide/rehab/rehab_standards.htm
