



# 2023 CITYWIDE ADOPT-A-LANDMARK FUND

Up to **\$7 million** in grant funding  
available for qualifying projects

Register now for an informational  
meeting at **3 p.m. Wednesday,  
March 29**

Applications due by **June 21**

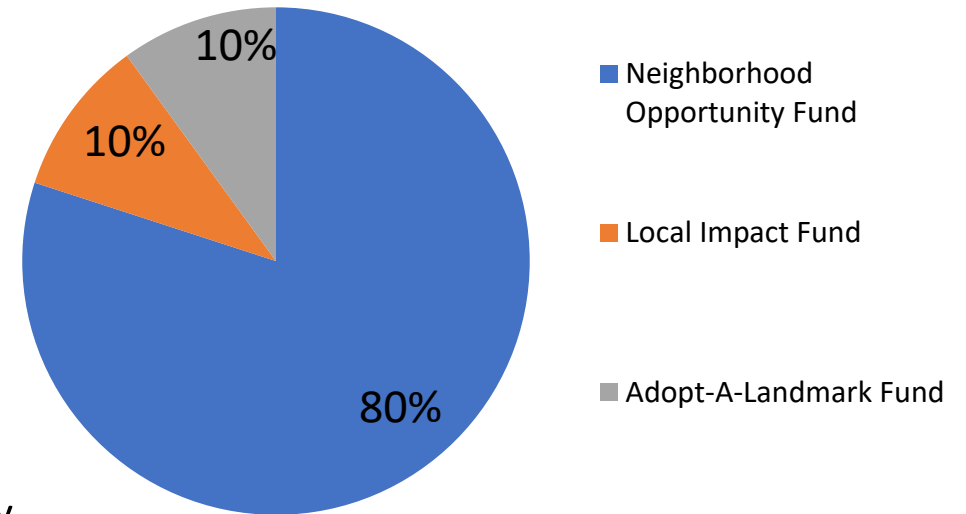
For more information, visit  
**[chicago.gov/aal](https://chicago.gov/aal)**



# Citywide Adopt-A-Landmark Fund Background

- Funds for the Adopt-A-Landmark program are generated by the Neighborhood Opportunity Bonus (NOB) System, established in 2016, through the Zoning Code
- The NOB System offers increased development rights in Downtown Zoning Districts in exchange for payments to the three NOB Funds

Neighborhood Opportunity Bonus



Project Eligibility

Adopt-a-Landmark Fund projects must meet the following conditions (17-4-1006-C Use of Funds):

- Projects must be consistent with landmark guidelines
- The Commission on Chicago Landmarks (CCL) must approve the scope of work and associated budget
- Funds must be used for substantial interior or exterior renovation work that is visible from a public *street* or within a portion of the interior that is open to the public. Such work must exceed normal maintenance work
- The Department of Planning and Development will give priority to projects that address exterior envelope issues. **The Department may also establish other funding priorities by rule.**

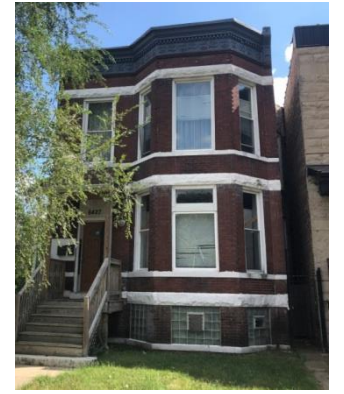
# 2023 Adopt-A-Landmark Funding Priority

## FUNDING PRIORITY: Neighborhood Anchors and Neighborhood Commercial Buildings

### Neighborhood Anchors –

Neighborhood anchors could be individually designated Chicago landmarks or contributing buildings within designated Chicago landmark districts. These types of buildings will be targeted for the positive stabilizing role they play in so many neighborhoods. A neighborhood anchor landmark building is a center or an aspiring center of community life. It can be a gathering place for residents of a neighborhood either formally, through for example, the provision of programmed social services or religious events or informally, through spontaneous gatherings. Some examples of neighborhood anchor landmark buildings include institutions, legacy businesses, field houses, restaurants, religious buildings and similar social gathering places.

### Neighborhood Anchor Examples:



# 2023 Adopt-A-Landmark Funding Priority

## FUNDING PRIORITY: Neighborhood Anchors and Neighborhood Commercial Buildings

### Neighborhood Commercial Buildings-

Neighborhood commercial buildings could be individually designated Chicago landmarks or contributing buildings within designated Chicago landmark districts. These landmark buildings will be targeted for the positive role they play in promoting pedestrian activity, small business establishments and local commerce. Neighborhood commercial landmark buildings are generally small-scale commercial buildings and or mixed-use buildings with residential uses on upper floors and ground floor retail/commercial uses.

### Neighborhood Commercial Examples:



# 2023 Adopt-A-Landmark Evaluation Criteria

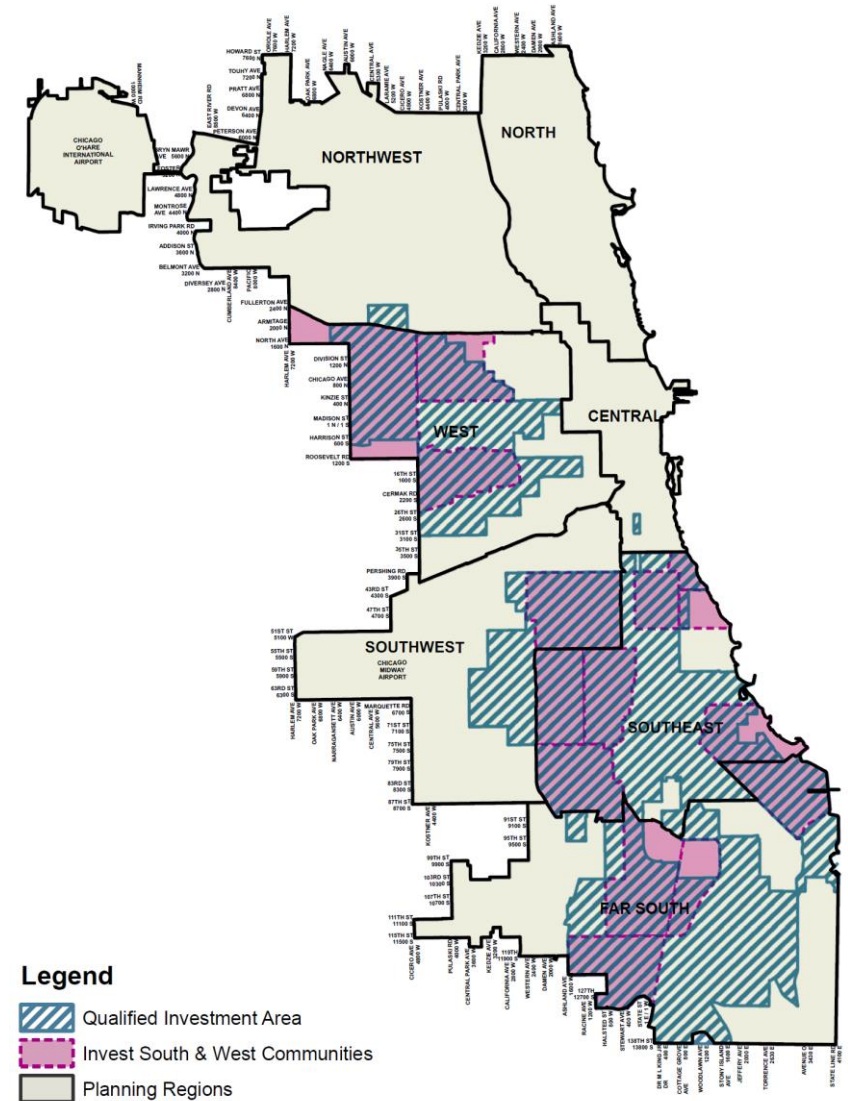
**Evaluation Criteria** (DPD will evaluate projects based on how many of the following 7 criteria are met)

- Projects that have not been completed and that address exterior envelope issues.
- Projects that are located within Qualified Investment Areas with priority to projects that are also in the Invest South/West Community Areas.

<http://www.chicago.gov/aal>

landmarks@cityofchicago.org

## Neighborhood Anchors and Commercial Landmarks



# 2023 Adopt-A-Landmark Evaluation Criteria

**Evaluation Criteria** (DPD will evaluate projects based on how many of the following criteria are met)

- Projects that leverage additional project investment such that the requested Adopt-a-Landmark funds fill financing gaps.
- Projects that will have a positive, catalytic impact on the community in which they are located. The impact may be in the form of new permanent jobs created, commercial leasing to new businesses, providing new services (e.g. soup kitchen, adult education/training, after school programs, child-care services), etc.



# 2023 Adopt-A-Landmark Evaluation Criteria

**Evaluation Criteria** (DPD will evaluate projects based on how many of the following criteria are met)

- Projects that address /prevent further deterioration of the subject property's structural and architectural integrity caused by natural misfortune (storm damage, fire, flooding, etc.), or buildings that are situationally threatened as determined on a case-by-case basis.
- Projects that will rehabilitate vacant or underutilized buildings to make them ready for occupancy or improve their occupancy. This may include an interior and exterior scope of work with Adopt-a-Landmark funds to be used for qualified exterior work.
- Projects that are “shovel ready” and will be completed in 2 years.



# 2023 Adopt-A-Landmark Program – Submission Requirements

- Letter requesting the funds and a narrative of the project that describes the overall project; the project timeline, including start/end dates and any time constraints affecting the project, as well as an explanation of why Adopt-a-Landmark funds are needed.
- 11” x 17” existing and proposed plans, elevations and details of the project to the extent available; 3D color renderings as applicable.
- Itemized project budget and written scope of work. The budget should separate hard costs from soft costs and must include line items for title company escrow fees and a third-party A/E firm to monitor disbursements of escrow funds. Please also identify the basis of the cost estimates for the proposed work (e.g. A/E estimates, contractor’s estimate, bids, etc.). Projects needing Adopt-a-Landmark Fund grants over \$250,000 must comply with the City’s M/WBE and local hiring requirements.
- Identified sources of funds, as applicable, for project costs not covered by Adopt-a-Landmark funds, as well as other project phases if the project requesting Adopt-a-Landmark funds is one phase of a multi-phase project.



# 2023 Adopt-A-Landmark Program – Submission Requirements

- Photographs of the property and areas of the proposed work.
- Exterior wall condition assessment report and Department of Building violations, as applicable.
- List of consultants/contractors/professionals to be retained and their credentials, relevant past experience with historic buildings projects, etc.
- List of any other financial incentives received, or that may be received (application submitted or to be submitted) for the project.
- Economic Disclosure Statement and Affidavit (EDS). Please note on pages 1-2 of the EDS, the applicant as well as each entity holding a beneficial ownership interest, as defined therein, must complete an EDS. EDS forms can be found on the City's website at [chicago.gov/eds](https://chicago.gov/eds) and each application needs a hard copy of the EDS.
- Documentation or other information to address the funding priority and evaluation criteria listed on page 4.

# 2023 Adopt-A-Landmark Application Review/Approval Process

Milestone	Date
Application Period Opens	March 17, 2023
Webinar	March 29, 2023
Applications due to DPD	June 21, 2023 (Wednesday, 4:00 pm)
DPD Review of Applications	3Q 2023
DPD Preliminary Awards	Target 10-1-2023
Permit Review Committee approval (for specific scopes of work, if applicable)	Pending project readiness
<b>Commission on Chicago Landmarks approval (REQUIRED FOR ALL SELECTED PROJECTS)</b>	<b>Pending project readiness</b>
City Council approval (for projects awarded more than \$250,000)	Pending project readiness

# 2023 Adopt-A-Landmark Program

FOR REFERENCE ONLY - DO NOT FILL OUT - THE CITY OF CHICAGO  
RESERVES THE RIGHT TO MAKE CHANGES TO THIS DOCUMENT

## ADOPT-A-LANDMARK FLOOR AREA BONUS AGREEMENT

This **ADOPT-A-LANDMARK FLOOR AREA BONUS AGREEMENT** (“**Agreement**”) is made on or as of the \_\_\_\_ day of \_\_\_\_\_, 20\_\_ (the “**Effective Date**”), by and between the **CITY OF CHICAGO**, an Illinois municipal corporation and home rule unit of government (“**City**”), acting by and through its Department of Planning and Development (together with any successor department thereto, the “**Department**”), having its principal offices at City Hall, 121 North LaSalle Street, Chicago, Illinois 60602, the **COMMISSION ON CHICAGO LANDMARKS** (“**CCL**”), having its principal offices at 121 North LaSalle Street, Room 1101, Chicago, Illinois 60602, and \_\_\_\_\_, an Illinois \_\_\_\_\_ (the “**Landmark Owner**”), whose principal place of business is located at \_\_\_\_\_.

## RECITALS

**WHEREAS**, Section 17-4-1000 of the Chicago Zoning Ordinance (the “**Downtown Bonus Ordinance**”) authorizes the City to award floor area bonuses to projects located in “D” districts in return for a financial contribution to the City (“**Bonus Payment**”); and

**WHEREAS**, the Bonus Payment is deposited into three funds: (i) the Neighborhood Opportunity Fund, (ii) the Citywide Adopt-a-Landmark Fund (which receives 10% of each Bonus Payment), and (iii) the Local Impact Fund; and

**WHEREAS**, the purpose of the Citywide Adopt-a-Landmark Fund is to finance landmark restoration projects; and

**WHEREAS**, pursuant to Section 17-4-1006-C-4 of the Chicago Zoning Ordinance, the Department developed a list of funding priorities for the award of grants under the Citywide Adopt-a-Landmark Fund (“**Funding Priorities**”); and

**WHEREAS**, on March 17, 2023, the Department announced that it was accepting applications for landmark restoration projects; and

**WHEREAS**, the Department received \_\_\_\_\_ applications, \_\_\_\_\_ of which were eliminated because they did not satisfy the eligibility criteria (for example, the subject building is not a designated landmark); and

**WHEREAS**, the Department evaluated the applications based on the Funding Priorities, and determined that the Landmark Owner’s application was one of the applications that best satisfied the Funding Priorities; and

**WHEREAS**, by ordinance adopted on \_\_\_\_\_, the City Council of the City (the “**City Council**”) designated the \_\_\_\_\_ (the “**Landmark Building**”) a Chicago Landmark; and

**WHEREAS**, the Landmark Building is located at \_\_\_\_\_ in Chicago (the “**Landmark Property**,” as described on **Exhibit A** hereto); and

<http://www.chicago.gov/aal>

landmarks@cityofchicago.org

# 2023 Adopt-A-Landmark Program

## Due Date

6/21/2023 – Applications Due  
(WEDNESDAY 4:00 pm)

<http://www.chicago.gov/aal>

[landmarks@cityofchicago.org](mailto:landmarks@cityofchicago.org)

## Adopt-a-Landmark Fund 2023 APPLICATION



Department of Planning  
and Development

*The Adopt-a-Landmark Fund provides grants to support the restoration of designated landmark buildings and structures throughout Chicago. The funds are generated by downtown construction projects that contribute to the Neighborhood Opportunity Bonus system.*

### PROJECT ELIGIBILITY

Properties that qualify for Adopt-a-Landmark grants include individually designated City of Chicago landmarks and contributing buildings in designated City of Chicago landmark districts. Adopt-a-Landmark Fund projects must meet the following conditions:

- Restoration projects must be consistent with Commission on Chicago Landmarks (CCL) standards and guidelines.

- Scope of work must involve an exterior renovation that's visible from the street or interior work that's accessible by the public, and routine maintenance is not eligible.
- The CCL must approve the scope of work and associated budget for the restoration project pursuant to its standard review and approval process.

### REVIEW PROCESS

The Department of Planning and Development (DPD) will review all complete applications based on the funding priority and the criteria listed on page four. Applications selected to receive Adopt-a-Landmark Fund grants shall be presented to CCL for review and approval of the scope of work and associated budget. Projects selected that seek grants that exceed \$250,000 will require approval of the City Council.

After projects are selected, the property owner of the landmark receiving the funds must enter into an agreement with DPD and CCL regarding the manner in which the funds will be used in a form approved by the City's Corporation Counsel. Any funds that have not been used upon completion of the restoration project shall be returned to the Adopt-a-Landmark Fund and applied to other eligible landmark restoration projects. (Please visit [chicago.gov/aal](http://chicago.gov/aal) to see a template agreement for reference only. Please do not fill out or submit this agreement at this time).

### SUBMISSION PROCESS

Anyone interested in applying can attend a pre-submission meeting, which will take place on Zoom on March 29, 2023 at 3:00pm. Registration information can be found at [chicago.gov/aal](http://chicago.gov/aal).

Applications are due by 4 p.m. on Monday, June 19. Applications should include one hard copy and a USB drive containing all application materials, and submitted to Department of Planning and Development, Adopt-a-Landmark Fund, 121 N. LaSalle St., Room 1000, Chicago, IL 60602.

Questions on the application and the submittal process can be directed to Historic Preservation staff at [landmarks@cityofchicago.org](mailto:landmarks@cityofchicago.org).