

MINUTES
Historic Preservation Commission
December 3, 2015
City Hall, 100 W. Woodstock Street, Crystal Lake, IL

1) Call to Order

L. Atwood called the meeting to order at 7:30 p.m.

2) Roll Call/Attendance

The following Commission members were present: LeeAnn Atwood, Sarah Jackowiak, Lisa Solak, Linda Spencer, and Bob Wyman. Diana Kenney and Jim Wyman were absent. Staff member Elizabeth Maxwell was present.

3) Public Comment

No public comment.

4) Approval of Minutes of the November 5, 2015 Regular Meeting

L. Atwood made a motion to approve the minutes of the November 5, 2015 regular meeting with the noted corrections. L. Solak seconded the motion. On voice vote all members voted aye. Motion passed.

5) 36 N. Virginia Road – Alano Club – Certificate of Appropriateness

The Commission members reviewed the information. It appears that the work that was completed was minor repair work. Since this was an emergency situation to correct a problem, no certificate of appropriateness was necessary. If major work on the roof or any work to the exterior of the structure is to be undertaken by the owners, a complete application including quotes and details of the proposed work is required to be submitted and reviewed for a certificate of appropriateness.

6) 2016 Trolley Tour

L. Atwood went through the spreadsheet of the trolley tour house assignments. They made sure everyone knew what properties they were researching. Also, L. Atwood said they could discuss the work plan at the next meeting to be sure they are tracking all of the assignments and the things that need to be done. B. Wyman said he would contact the Trolley Car and Bus Company to reserve the trolleys. They agreed to not get a handicap accessible one since the ramp never works anyway. They also discussed adding another tour at the end, but stressed that they would need more presenters.

7) Member Inquiries and Reports

S. Jackowiak announced that she was pregnant and due in late May. The commission members congratulated her. She would like to continue to help with the trolley tour and plans to prepare the sponsor letter and the homeowner letter template. She can assist with the book for as long as possible.

8) Adjournment

There being no further business L. Atwood made a motion to adjourn the meeting at 8:03 p.m. B. Wyman seconded the motion. On voice vote, all members voted aye.