

MINUTES
Historic Preservation Commission
February 5, 2004
Municipal Complex
100 W. Woodstock Street, Crystal Lake, IL

I. Call To Order

Chairperson Keller called the meeting to order at 8:05 p.m. on February 5, 2004, at the Municipal Complex, 100 W. Woodstock Street.

II. Roll Call/Attendance

Present were the following Commission members: Greg Keller, Chairperson, Brice Alt, Diana Kenney, Tom Nemcek, Sandy Price, and Sue Riegler. Also present were Eric Helm, Administrative Assistant to the City Manager, Mary Oberhart, and Allan Visin.

III. Public Presentation

There was no one in the public who wished to give a presentation.

IV. Approval of Minutes of the December 4, 2003, Regular Meeting

Member Riegler moved to approve the minutes of the December 4, 2003 regular meeting. Member Price seconded the motion. On voice vote, all voted aye. Motion passed.

Approval of Minutes of the December 10, 2003, Special Meeting

Member Price stated that the name in Section IV should be spelled "Schwann", not "Swann". Member Nemcek moved to approve the minutes of the December 10, 2003 special meeting, as amended. Member Price seconded the motion. On voice vote, all voted aye. Motion passed.

Approval of Minutes of the January 14, 2004 Special Meeting

Member Nemcek moved to approve the minutes of the January 14, 2004 special meeting. Member Alt seconded the motion. On voice vote, all voted aye, with Chairperson Keller abstaining. Motion passed.

V. Discussion of Certificate of Appropriateness Guidelines

Member Nemcek said little has been done regarding this item and felt guidelines should be written outside of this meeting. Chair Keller said a discussion should occur regarding how Commission members feel "philosophically" about CA guidelines. Members Price and Nemcek said guidelines are definitely needed. Member Riegler said guidelines should be user friendly and assist new homeowners of a historic structure. She also recommended discussing this item in the Summer 2004. Member Nemcek feels strongly that the Commission should enforce the Preservation Commission Ordinance.

VI. Discussion and Review of Commission Website

City Staff said the website is being assembled by the City's IT Department and, hopefully, would be available to the public in the near future. The Commission requested that they view the website before it went "live". City Staff said this would be possible.

VII. Discussion of the 2004 Heritage Tour

Member Price reported that the Schwann family is assisting with the placement of the tents and signs. Allan Visin gave an update on the house he is researching. Chairperson Keller said the Commission should consider which house it would like to showcase in the *Northwest Herald*. Both the Schwann and Elhert houses are options. Member Riegler said Mr. Husmann will write an article for the Tour booklet. Chair Keller said another Tour meeting may be necessary in March 2004. Member Price will coordinate docent communication and organization. Chairperson Keller said the Commission should consider a matted and framed Tour booklet page for the people who have houses on the tour as a thank you gift. Member Price said the articles should be completed by March 1st.

VIII. Member Inquiries and Reports

Member Alt asked the Commission for information regarding blueprints for a specific Crystal Lake Sears homes. Sandy Boza thanked the Commission for keeping her involved while she was not able to attend previous meetings. Member Nemcek asked Commission members about the landmarking of their homes. He said the Commission should landmark their houses as a model for residents. Member Keller said the Commission should consider giving a grant to the individual who is considering moving a house on Leonard Parkway. He asked City Staff for information regarding this person.

IX. Chair's Report

Discussion occurred regarding the landmarking of the Dole Mansion. It was brought up that some people do not want to landmark the Mansion because it could hamper the restoration. Member Kenney said the voices of concern were few and progress is being made.

X. Adjournment

There being no further business, Member Price moved to adjourn the meeting at 9:00 p.m. Member Nemcek seconded the motion. On voice vote, all voted aye; motion passed.