

**MINUTES**  
**Historic Preservation Commission**  
**September 7, 2006**  
**Municipal Complex, 100 W. Woodstock Street, Crystal Lake, IL**

**I. Call To Order**

Chair Alt called the meeting to order at 8:00 p.m. on September 7, 2006, at the Municipal Complex, 100 W. Woodstock Street.

**II. Roll Call/Attendance**

Present were the following Commission members: Chairperson Brice Alt, Sandy Price, Diana Kenney, Tom Nemcek (arrived after public presentations) and Bob Wyman. Also present was Sue Riegler, Greg Keller, President of the Lakeside Legacy, Nicki Zbylut, student writer for the Northwest Herald, and Eric Helm, Assistant to the City Manager.

**III. Public Presentations**

Greg Keller introduced himself and gave the Commission an update regarding the restoration efforts at the Dole Mansion. The dining room restoration is complete and the parlor is the next scheduled restoration area. He stated that volunteers are still needed. Member Kenney asked about the status of landmarking the mansion. Keller stated that the bank, which lent the money to purchase the property, does not look favorably on landmarking the mansion at this time. He stated that the Lakeside Legacy Board would continue to talk with the bank in an attempt to win their approval for landmarking, but currently other priorities besides landmarking face the Legacy Board.

**IV. Discussion of façade grant disbursement request for 263 King St.**

The Commission reviewed two requests for façade grant reimbursement from the owner of 263 King Street. Regarding the first application for chimney and flashing repair dated 9/28/05, the Commission reviewed pictures and receipts from the owner demonstrating that the repair was completed per the application. Member Kenney moved to approve 50% of the repair costs or \$500.00, which represents the maximum allowable grant award. Chair Alt seconded the motion. On voice vote, all voted aye. Motion passed. Regarding the second façade grant application for roof repair dated 5/25/06, the Commission reviewed pictures and receipts from the owner demonstrating that the repair was completed per the application. Member Kenney moved to approve 50% of the repair costs or \$500, which represents the maximum allowable grant award. Member Price seconded the motion. On voice vote, all voted aye. Motion passed.

Staff Member Helm informed the Commission that the Commission's current account balance is \$3,135.29, which includes outstanding obligations for façade grant awards.

**V. Approval of Minutes of the August 3, 2006 Regular Meeting**

Member Kenney moved to approve the minutes of the August 3, 2006 meeting. Member Wyman seconded the motion. On voice vote, all voted aye. Chair Alt abstained. Motion passed.

**VI. Discussion of Heritage Tour**

Member Kenney distributed a booklet from the National Trust for Historic Preservation regarding historic housewalk tours. Chair Alt asked the Commission for the location of the 2007 Tour. Member Wyman suggested Ringling Road or Dole Avenue. Member Nemcek recommended that the Commission send letters to homeowners on Ringling and Dole Avenue. Riegler offered to have the homeowner organizational meeting at her home. Chair Alt offered to contact a homeowner on Ringling Road and discuss the homeowner's participation in the 2007 tour. Chair Alt would also like to advertise the 2007 tour on the City's channel 17.

**VII. Discussion of Design Guidelines for Certificate of Appropriateness**

Member Nemcek continued to collect comments from Commissioners regarding the guidelines. He stated that the document continues to exist in draft form.

**VIII. Discussion of Commission Vacancy**

Member Kenney contacted Member Heisler about his future on the Commission. She stated that Member Heisler expressed interest in resigning his Commission membership. Staff Helm will contact Member Heisler about his future on the Commission. The Commission expressed interest in asking Member Heisler to be involved with the Commission informally. Member Price recommended that the Commission recognize the founding members of the City's Historic Preservation Commission. Member Nemcek recommended that the Commission consider how this could be done. After discussion, the Commission felt that the two individuals who submitted a resume and cover letter were qualified and deserved membership on the Commission. Contingent upon Member Heisler resigning his membership, Chair Alt motioned to recommend Michelle Rozovics and LeeAnn Atwood to the City Council for appointment on the Commission. Member Nemcek seconded the motion. On voice vote, all voted aye. Motion passed.

**IX. Member Inquiries and Reports**

Member Price distributed a draft letter to recruit prospective landmark properties. Commission members gave their comments regarding the letter and commended Member Price on her efforts. Members Nemcek and Wyman questioned the City's process in which homes are landmarked. Staff Member Helm agreed to research this issue with the City's Planning and Economic Development Department.

Member Kenney and Price gave an update to the Commission regarding a workshop they attended on public displays. Member Kenney also stated that they performed research in Clinton, Iowa regarding Mr. Pierson of Crystal Lake. Member Kenney also asked the Commission if anyone wished to attend a workshop on cemeteries. The IAHPA is offering financial assistance for travel and hotel rooms for this seminar. Member Kenney updated the Commission on efforts to repair the Union cemetery Civil War soldier statue. She stated that restoration costs may be between \$50,000 - \$100,000. She will invite the repair organizer to address the Commission at a later meeting. She also announced the next cemetery walk.

**X. Chair's Report**

There was no report.

**IX. Adjournment**

There being no further business, Member Alt moved to adjourn the meeting at 9:30 p.m.

Member Price seconded the motion. On voice vote, all voted aye. Motion passed.