

**MINUTES**  
**Historic Preservation Commission**  
**May 4, 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 May 4, 2006, at the Municipal Complex, 100 W. Woodstock Street.

**II. Roll Call/Attendance**

Present were the following Commission members: Chair Brice Alt, Diana Kenney, Tom Nemcek, Sandy Price, Sue Riegler and Bob Wyman. Also present was Greg Keller (left after public presentations), Michelle Rozovics (left after discussion of certificate of appropriateness), and Eric Helm, Assistant to the City Manager.

**III. Public Presentations**

Greg Keller gave the Commission an update regarding the Dole Mansion. He stated that the restoration of the dining room was nearly completed and will be open for public viewing soon. The main foyer is the next room waiting restoration and the landscaping improvements are continuing. Regarding the landmarking of the mansion, he stated that the Lakeside Legacy is working with the bank to approve the landmarking of the mansion. The bank suggested that the property be subdivided, in which case the Lakeside Legacy would own the Dole Mansion outright, with the rest of the property as collateral on the loan. This may clear the way for landmarking.

**IV. Consideration of Certificate of Appropriateness for 263 King Street**

Michelle Rozovics, the owner of 263 King Street, presented her request for a certificate of appropriateness for a roof repair. Member Kenney asked if all the new shingles would match the existing shingles that will remain. Rozovics answered yes. Rozovics asked if other grant funding exists for restoration projects. Member Kenney noted that property tax credits may be available, but these funds can be restrictive. It was noted that the Commission could assist with a façade grant funding for future projects at 263 King Street. After discussion, Member Kenney moved to approve the certificate of appropriateness for roof repair for 263 King Street per the application submitted to the City of Crystal Lake. Member Price seconded the motion. On voice vote, all voted aye. Motion passed.

Following the discussion of the Certificate of Appropriateness, Chair Alt made a motion to approve the funding of the Historic Preservation Month placemats, in an amount not to exceed \$350.00. Member Wyman seconded the motion. On voice vote, all voted aye. Member Kenney abstained. Motion passed.

**V. Approval of Minutes of the April 6, 2006 Regular Meeting**

Member Kenney moved to approve the minutes of the April 6, 2006 regular meeting. Member Price seconded the motion. On voice vote, all voted aye. Member Nemcek abstained. Motion passed.

**VI. Discussion of the Heritage Tour**

School District 47 will allow the Commission to use the parking lot at the corner of Franklin and College Street, pending a certificate of insurance issued to the School District. City Staff Helm stated that the issuance of the certificate should not be an issue. Member Kenney presented the latest copy of Heritage Tour booklet.

Regarding the banner placement, the Commission discussed that the banner could be placed at the corner of Franklin and College Street. Member Kenney will send the tickets out for printing and Chair Alt agreed to distribute the tickets. City Staff Helm presented Chair Alt with the certificates of coverage for each tour home. The coverage protects homeowners from liability due to the negligent acts of the City or the Commission. The Commission also discussed signage. Member Riegler agreed to bring the signs to the next meeting. Member Price stated that she might need six more docents. She also showed the Commission several pictures of the Ritt family, which she will use for a display regarding Mr. Ritt. Member Wyman has contacted the NW Herald and will work with the newspaper on an article. Member Price assigned docent shifts for the tour houses. It was agreed that the tent would be at the corner of Franklin and College Street, with parking available at that location as well.

**VII. Discussion of Design Guidelines for Certificate of Appropriateness – Member Price**

Member Price presented her research on guidelines for doors, exterior walls and trim and painting. Chair Alt will present his information next month.

**VIII. Member Inquiries and Reports**

The Commission agreed that the next topic for the public display cabinet in the Municipal Complex lobby should focus on the 2006 Housewalk Tour. Member Price volunteered to coordinate the display cabinet schedule for future displays. Member Riegler offered her assistance. It was agreed that the Wallace house would be the next display, after the tour. The Commission also agreed that Member Price should purchase some supplies for the cabinet, including easels and foam board. The costs would be reimbursed from Commission funds.

Member Kenney presented filmstrips showing Crystal Lake in the late 1930's. The Crystal Lake Historical Society is attempting to "digitize" filmstrips. She also mentioned that the Historical Society will revamp its website by the end of the year.

**IX. Chair's Report**

Chair Alt announced that the Mayor proclaimed May as Historic Preservation month at the last City Council meeting. He also asked the Committee if it wished to renew its membership in the Landmarks Preservation Council of Illinois (LPCI). Member Kenney moved to renew the membership and pay the \$40 membership fee. Chair Alt seconded the motion. On voice vote, all voted aye. Motion passed. Chair Alt also presented a downtown walking tour brochure from the City of Woodstock.

**X. Adjournment**

There being no further business, Member Kenney moved to adjourn the meeting at 10:15 p.m. Member Riegler seconded the motion. On voice vote, all voted aye. Motion passed.