

MINUTES
Historic Preservation Commission
August 4, 2011
Municipal Complex, 100 W. Woodstock Street, Crystal Lake, IL

- 1) **Call to Order**
Chair Alt called the meeting to order at 7:30 p.m.
- 2) **Roll Call/Attendance**
The following Commission members were present: Brice Alt, LeeAnn Atwood, Diana Kenney, Tom Nemcek, Michelle Rozovics, Austin Taylor, and Robert Wyman. Staff member Latika Bhide was present. Linda Spencer was also in attendance.
- 3) **Public Comment**
There was no public comment.
- 4) **Approval of Minutes of the July 7, 2011 Regular Meeting**
Chair Alt asked that any corrections to the minutes be noted as to what the change was. Chair Alt made a motion to approve the minutes of the July 7, 2011 regular meeting. Member Kenney seconded the motion. Members Atwood, Nemcek and Wyman abstained. On voice vote, all other members present voted aye. Motion passed.
- 5) **Van Natta House, 127 College Street, Façade Grant request**
The Commission discussed the Façade Grant request for 127 College Street. The grant request is to replace the existing aluminum storm windows with wooden storm windows. The Commission discussed that this changed was previously deemed appropriate. Member Nemcek moved to approve the Certificate of appropriateness. Member Kenney seconded the motion. On voice vote, all members present voted aye. Motion passed. Member Nemcek moved to approve the matching façade grant request not to exceed \$ 500 for the storm window replacement. Member Kenney seconded the motion. On voice vote, all members present voted aye. Motion passed.
- 6) **Landmark Discussion – 927 Northshore Drive**
Member Kenney said that she had mentioned at the last meeting also and she felt that the Commission should not discuss this item since there is no formal application before them (Commission) at this time. She said that they have only seen the email that was circulated regarding this property possibly applying for a landmark status. Member Taylor commented that at the last meeting the Commission had discussed someone contacting the property owners – was that done? He said that they could be directed to the website that has the details regarding landmarking your property.
- 7) **Façade Grant and Ordinance changes**
The Commission discussed that the changes to the criteria for the Façade grant program were already approved by the Commission. The Commission discussed the changes to the application and indicated several previously discussed changes were not incorporated. The Commission outlined those changes. Staff Bhide said that she would complete those changes and email the revised application to the Commission.

Chair Alt said that the Penkavas should also be notified regarding the change in the criteria for applying for a matching grant. Also, all landmarked property owners should be notified regarding the change in the criteria.

8) Member Inquiries and Reports

Ms. Spencer said that she was getting ready to assemble the folders to be sent out to the property owners within the prospective Historic District. The open house is anticipated to be held in October, the date has not been finalized yet. The Commission discussed whose contact information should be included in the folder. The consensus was to include Members Kenney's contact information because she represented both the Commission and Main Street. Ms. Spencer said that she was also looking for information regarding the parcel number for the Pops Corn Crib. Staff Bhide said that she will forward that information.

Chair Alt said that after the storms last month, he wanted to discuss emergency situations relative to landmarked property and the possibility of a response plan. There was discussion that a Certificate of Appropriateness was not necessary in an emergency situation. Member Kenney indicated that the property owner would approach the City and staff could alert them as far as requirements for landmarked properties. Member Wyman said that may be the Commission could consider waiving the grant criteria regarding every other year if the property suffered damage. Member Kenney said that the Commission's funds were at their (Commission's) discretion and they could just make a one-time disbursement, though she did not want to commit anything. Member Nemcek said that \$500 will not cover much where there has been substantial damage.

Member Kenney said that the dedication of the Union soldier will not take place on September 11 as previously planned to allow for another casting of the zinc rifle.

Member Kenney said that the last summer Sunday at the Colonel Palmer house would be on August 14th. The Dearly Departed tour would be held in October.

9) Adjournment

There being no further business, Member Nemcek moved to adjourn the meeting at 8:15 p.m. Member Rozovics seconded the motion. On voice vote, all voted aye. Motion passed.