

MINUTES
HISTORIC PRESERVATION COMMISSION
September 27, 2017

The September 27, 2017 special meeting of the Historic Preservation Commission was called to order at 6:30 PM by Chairman Demsky in the board room of the Village Hall. Roll was called and a quorum was present. Upon roll call, the following were:

Present: Commissioners Ciolek, Jung, McWilliams, Tracy, and Chairman Demsky
Absent: Commissioner Reynolds
Also present: Michelle House, Planner II

APPROVAL OF MINUTES

Chairman Demsky asked for comments/corrections to the minutes from the July 24th HPC special meetings. There were no comments or corrections. Commissioner Ciolek, seconded by Commissioner McWilliams, moved to approve the minutes of the July 24, 2017 Historic Preservation Commission meeting as submitted. Upon voice vote, motion carried. Commissioner Tracy abstained due to his absence at that meeting.

GENERAL COMMUNICATIONS

None

CONSENT

None

OLD BUSINESS

None

NEW BUSINESS

Review of Draft Single-Family Residence “Birthday” Mailer.

Chairman Demsky stated that Commissioner McWilliams had submitted a revision to the village birthday mailer. Ms. House pointed out that both the staff copy and Commissioner McWilliams version were in the HPC packet for review.

Commissioner McWilliams briefly presented an overview to his revision. He felt that initially, the staff card was an improvement over the original letter, but also felt that it was too wordy. He revised content into three (3) easy to read bullet points by eliminating verbiage and simplifying the card for ease of reading and understanding.

Comments made were:

- Chairman Demsky thought he made several good points and that the simpler version was easier to follow.
- Commissioner McWilliams mentioned that the bullet could be anything but added that using a ‘mailbox’ as the bullet was intended to be more fun. The bullet could be ‘party related’ for celebratory as intended with the card or house related as intended by content
- Commissioner Reynolds via Ms. House felt that the house graphic on the front of the card was too cartoony and should be more historic looking. Chairman Demsky stated that a graphic search for a more appropriate ‘home’ graphic can be done.
- Consider the use of a Glenview home photo that would be over 50 years old for front cover

- Balloons on the card front were fine but possibly three (3) balloons in color rather than the bunch now shown.
- Commissioner Reynolds via Ms. House also felt that the wording, *if you choose*, in the first sentence should be eliminated. The sentence could read: ‘Based upon the age of your residence, you may be eligible to formerly designate your property with the *Village of Glenview* as a local historic landmark.’
- Commissioner Ciolek suggested beginning the next sentence with: ‘If interested, information can be found at’ After brief comments, it was felt best not to add ‘If interested,’
- Ms. House stated that the village logo would be included to verify to residents that the mailing was actually from the village and not a random mailing from an unknown.
- Village phone number would be included in the message
- Staff will review the use of ‘upon vs on’
- Consensus was to use some type of bullet for ease of reading points

Discussion followed on potential homes within Glenview. Ms. House stated that there was a possible 7000 properties over 50 years old, both commercial and single. The first mailing would be to single family homes that were over 50 years of age. Since a mailing of this nature had not been done in several years, it would be large and widespread. A separate mailing would be done for commercial properties. Comments made were:

- Pre-screen homes to some degree to reduce the list since some of the homes may have been torn down
- Commissioner McWilliams suggested breaking list into three (3) different groups, for example: 50 -74 years, 75-99 years, and 100 and older
- Staff would consider idea, review the county list, and possibly sort for specific age
- Commissioner Ciolek suggested highlighting the message in some way. He felt that as a public message, “it would carry more weight”.

Ms. House would update the card, circulate more graphics, and schedule a meeting prior to the mailing to review the card. She would consider potential dates for review of the revised card and would contact commissioner via email. Commissioners would then notify Ms. House of their availability and a HPC meeting to review the revised card would be scheduled.

There was no other business, and Chairman Demsky declared Good of the Order and adjourned the meeting at 6:55 PM.

Respectfully submitted,

Janet Pomillo
Recording Secretary