

**MINUTES
GLENVIEW HISTORIC PRESERVATION COMMISSION
December 13, 2013**

1. Call to Order by the Chairman

The December 13, 2013 meeting of the Glenview Historic Preservation Commission was called to order by Acting Chairperson Siegel at 7:12 p.m. in the Village Hall Lunch Room.

2. Roll Call and Declaration of a Quorum

Roll call was taken and Acting Chairperson Siegel noted a quorum was present.

PRESENT: Acting Chairperson Siegel; and Commissioners Conway, Dawson, and Kramer;
and Mr. Jeff Rogers, Senior Planner and Staff Liaison

ABSENT: Commissioner Pappas

3. Approval of Minutes for July 8, 2013

Acting Chairperson Siegel asked for corrections or comments to Minutes of the Historic Preservation Commission meeting of July 8, 2013.

Commissioner Conway moved to approve the July 8, 2013 as written. Commissioner Kramer seconded the motion. Upon voice vote the motion carried.

4. General Communications

None.

5. Consent Agenda

None.

6. Old Business

None.

7. New Business

a. Review of Draft Text Amendment to Historic Preservation Commission Ordinance

Mr. Rogers said staff, in association with the Village President and Village Attorney, has prepared a Draft Text Amendment to Chapter Two of the Municipal Code and Parts of Chapter Ninety-Eight of the Municipal Code in regard to the make-up, composition, and authority of the Historic Preservation Commission. In theory, if this Ordinance wins support at the Village Board meeting on January 7, 2014 the Historic Preservation Commission's responsibilities would be transferred into a new body comprised of up to nine members including all appointed members of the Appearance Commission, which is currently comprised of up to seven members plus two at-large members. The merits of this Ordinance would be discussed at the Village Board Meetings on

January 7 and 21, 2014. The major change in the Ordinance involves the composition of the Commission.

The main reason for this idea is to:

- Make it easier on Historic Preservation Commissioners to connect with other regularly scheduled meeting dates to facilitate fulfilling the annual four-meeting minimum required to retain Certified Local Government (CLG) status
- Potentially host special meetings when new business is proposed, especially from the public.

Commissioners must also receive training in order for the newly formed Commission to retain CLG status.

Commissioner Kramer suggested holding a Workshop in order to explain what are the new Commission's interests and laws concerning landmarking.

Mr. Rogers noted that current HPC members are invited to participate in HPC-related projects in the future.

b. Review of Draft Bi-Annual Mailer to Landmark Eligible Residential Properties

Mr. Rogers will send to Commissioners a copy of the amended WORD document version of the Review of Draft Bi-Annual Mailer to Landmark Eligible Residential Properties which would allow Commissioners to make recommendations on the document and e-mail it back to Mr. Rogers who will then forward these comments to the Village Board. This mailer was written specifically for owners of residential property because the tax benefits for residential property are different than for commercial property.

c. Review of Draft Bi-Annual Mailer to Landmark Eligible Commercial Properties

Mr. Rogers will send to Commissioners a copy of the amended WORD document version of the Review of Draft Bi-Annual Mailer to Landmark Eligible Commercial Properties which would allow Commissioners to make recommendations on the document and e-mail it back to Mr. Rogers who will then forward these comments to the Village Board.

Another mailer can be developed for the 12-13 potentially eligible properties that were not included in any previous surveys.

d. Kit Home Survey Status Update

Another project for 2014 is the Public Hearings and Public Review by a Commission of the contents of the Kit Home Survey. The goal of this project is to grow the potential landmarks list and also to provide a document for statewide use as a recognition guide for property owners.

Mr. Rogers said a public hearing date must be established for the owners of potential Kit Homes to hear the consultant’s presentation of ways to identify Kit Homes. All current Commissioners are invited to participate in the public hearing. After the public hearing, the Kit Home Survey draft can be distributed. A Workshop would follow for owners of possible Kit Homes (and their neighbors) can learn what is important about their property.

8. Good of the Order

Mr. Rogers thanked Commissioners for their cooperation and commitment to the process of identifying potential landmark buildings and working to establish some of these buildings to landmark status. Acting Chairperson Siegel thanked Mr. David Silver for his many years of dedicated service to the Historic Preservation Commission. Mr. Silver’s passion and energy has been enthusiastically embraced by all current and former Commissioners.

9. Adjournment

Commissioner Kramer moved to adjourn. Commissioner Dawson seconded the motion. Meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Sheri Scott
Recording Secretary