

**VILLAGE OF HUNTLEY
HISTORIC PRESERVATION COMMISSION MEETING
Tuesday, May 17, 2011
MINUTES**

5 CALL TO ORDER

Chairperson Donna Britton called to order the regularly scheduled meeting of the Village of Huntley Historic Preservation Commission for Tuesday, May 17, 2011 at 6:02 pm in the Village Hall Board Room, located at 10987 Main Street, Huntley, Illinois 60142. The room is handicap accessible.

10

ROLL CALL - ATTENDANCE

MEMBERS PRESENT: Chairperson Donna Britton, Vice-Chair Lonni Oldham, Commissioners Deb Waters, Karen Langhenry and Karen Rocks

15 MEMBERS ABSENT: Commissioners Jake Marino and Tom Conley

ALSO PRESENT: Director of Development Services Charles Nordman and Planner James Williams

20

3. Public Comment

There were no public comments.

4. Approval of Minutes

25 A MOTION was made to approve the April 19, 2011 Meeting Minutes with the following corrections:

Page 1, Lines 30 and 32, remove Chairperson Donna Britton from "AYES" and add Chairperson Donna Britton under "ABSTAIN"

30 Page 1, Line 45, add "Additionally, it was agreed for the Pride in Preservation signs to be displayed through August 2011."

Page 2, Line 2, replace "is" with "it"

Page 2, Line 33, add "request is made for"

35 **MOVED: Vice-Chair Lonni Oldham**

SECONDED: Commissioner Deb Waters

AYES: Commissioner Deb Waters, Vice-Chair Lonni Oldham and Chairperson Donna Britton

NAYS: None

ABSTAIN: Commissioners Karen Langhenry and Karen Rocks

40 **MOTION CARRIED 3:0:2**

5. Old Business

45

A. Re-cap - 2011 Pride in Preservation program

Chairperson Britton recounted the 2011 Pride in Preservation award presentation before the Village Board on Thursday, April 28th. Chairperson Britton stated that timing for the program was not adequate and future presentations could perhaps benefit from being held at Village Board meetings with fewer items on the agenda and more time for descriptions of the award-winning properties.

50

Chairperson Britton asked Planner Williams if there were any problems delivering certificates and signs to those property owners unable to attend the April 28th meeting and Planner Williams stated he was able to drop the items by the respective properties and had not heard any comments or concerns regarding the program.

B. Discussion – May Local History Month Commemoration Event

i. Second Street Self-Guided Tour Map

5

Chairperson Britton began the review of the draft Second Street – Self-Guided Tour map distributed by Planner Williams at the beginning of the meeting.

10

Chairperson Britton noted the revised version of the tour map includes the two properties on the north side of Second Street between Church and Woodstock Streets and the Marlowe House (11002 Church Street) at the southeast corner of Church and Second Streets.

15

The architectural styles of the homes were discussed and Planner Williams stated he had referenced “A Field Guide to American Houses” by Virginia and Lee McAlester for this task.

The narrative text for each property was discussed as well as the timing for making any updates to the Second Street Self-Guided Tour map to ensure it is available for distribution at the Saturday, May 28, 2011 Farmer’s Market.

20

Chairperson Britton reviewed the Farmer’s Market requirements and there was general discussion about the items needed to stock the booth including historic brochures, placemats and photographs available for viewing at the booth on Saturday, May 28th.

25

Commissioner Waters made a motion to research the purchase of a banner for the booth at the May 28th Farmer’s Market provided the cost is no greater than \$75.00.

MOVED:	Commissioner Waters
SECONDED:	Commissioner Rocks
AYES:	Commissioners Karen Langhenry, Karen Rocks, Deb Waters, Vice-Chair Lonni Oldham and Chairperson Donna Britton
NAYS:	None
ABSTAIN:	None
MOTION CARRIED	5:0:0

30

35

Chairperson Britton pointed out that Commissioner Marino was interested in providing a display of local historic memorabilia at the May 28th event and had previously discussed the possibility of asking the American Legion Hall if they could accommodate the display in the event of inclement weather.

40

Discussion continued in regard to the scheduling of who would be available for set-up, break-down and responding to inquiries during the course of the Farmer’s Market event.

45

Chairperson Britton asked Director Nordman if the items discussed at last month’s meeting, which included the Huntley Historic District Map, Town Square Self-Guided Tour Map and T. S. Huntley Brochure, had been uploaded to the Village’s Historic Preservation Commission webpage.

Director Nordman stated that these items have been added to the Village’s website.

50

Chairperson Britton asked the other Commissioners to make note of the commemorations of May as Local History Month of other municipalities in the area in order to consider similar activities here in the future.

C. Perspective Landmark Properties, Additions to existing Historic District and/or New Historic Districts

Discussion included possible next steps to be taken with the most recent Pride in Preservation award recipient property owners to encourage them to consider historic designation of their properties.

5 Commissioner Waters suggested an initial step of sending a follow-up letter to the property owners to inform them about historic designation.

10 Chairperson Britton asked Planner Williams to prepare a list of 2009 and 2010 Pride in Preservation award recipient property owners with names, addresses and phone numbers and e-mail the list to the Historic Commission members.

The Historic Preservation Commission decided to prepare follow-up information to send to Pride in Preservation property owners around the time signs are picked-up in August.

15 In regard to the landmark designation of the Town Square, Chairperson Britton recalled the latest in regard to this item was a cover letter to be prepared by the Historic Commission, addressed to the Village Board and attached to the Landmark application, which outlines the reasons and justification for historic designation of that site.

20 6. New Business

Commissioner Waters mentioned a small town in Wisconsin having the founder's name and picture incorporated into an entry sign for that municipality and suggested a similar arrangement may be appropriate for the wall of the Main Street building with its west side along Dwyer Street.

25 7. Adjournment

At 6:56 pm, A MOTION was made by Commissioner Rocks to adjourn the meeting and seconded by Commissioner Langhenry. Motion carried unanimously.

30 Respectfully submitted,

James Williams

Planner

Village of Huntley

35