

**VILLAGE OF HUNTLEY  
HISTORIC PRESERVATION COMMISSION MEETING  
Tuesday, November 19, 2013  
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, November 19, 2013 at 6:00 pm in the Village Board Room, located at 10987 Main Street, Huntley, Illinois 60142. The room is handicap accessible.

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ROLL CALL - ATTENDANCE

MEMBERS PRESENT: Commissioners Karen Langhenry, Geri Rizzo, Jake Marino, Deb Waters, Diana Carpenter, Vice-Chair Lonni Oldham and Chairperson Donna Britton

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MEMBERS ABSENT: None

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

20 PUBLIC COMMENT

Tom Conley, 10904 Woodstock Street resident and former Huntley Historic Preservation Commissioner addressed the Historic Commission and stated he had recently become aware that the Village of Huntley has entered into preliminary negotiations with local contractors for the restoration of the Hackett House at 11879 Main Street.

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Mr. Conley also mentioned a recent conversation he had with Shane Jordi, owner of the inaugural Huntley Historic District property at 11008 Woodstock Street, where Mr. Jordi had expressed an interest in listing the house for sale. Mr. Conley was concerned whether or not the historic-designation for the property would turn up on a title search and he wanted to ensure that any subsequent property owner be aware of the responsibility the historic designation entails.

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Mr. Conley also mentioned that he had spoken with Carol Donahue regarding the possibility of selling the Kelley House at 11708 Coral Street. Mr. Conley suggested preparing the historic designation paperwork in order for that designation to be put in place prior to the property's sale.

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4. Approval of Minutes

**A. A MOTION was made to approve the October 22, 2013 Historic Preservation Commission Meeting Minutes with the following changes:**

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Page 2, Line 15, add "preservation design."

Page 2, Line 16, replace "Vice-Chair Oldham" with "Commissioner Carpenter"

Page 2, Line 47, remove "and Vice-Chair Oldham"

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**MOVED: Commissioner Carpenter**

**SECONDED: Vice-Chair Oldham**

**AYES: Commissioners Langhenry, Rizzo, Marino, Waters, Carpenter, Vice-Chair Oldham and Chairperson Britton**

**NAYS: None**

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**ABSTAIN: None**

**MOTION CARRIED 7:0:0**

5. Old Business

A. Sawyer-Kelley Mill Building – Request-For-Proposal (RFP) process and Hackett House Project Process

Director Nordman stated that the RFP process for the Sawyer-Kelley property yielded two proposals which the Village Board will review in December.

In regard to the Hackett House, Director Nordman reiterated the update information previously mentioned by Mr. Conley, that the Village Staff will be investigating the preliminary issues confronting rehabilitation of the property and report back to the Village Board perhaps as early as the meetings in December.

Chairperson Britton recounted the meeting that she and Vice-Chair Oldham attended with Mayor Sass, Village Manager Johnson and Huntley Economic Development Business Recruitment Coordinator Narusis in late October to discuss Historic Preservation issues.

B. Historic Program at the Town Square Event – Saturday, December 7, 2013

Commissioner Langhenry stated that she had researched the cost for materials for the luminary display the afternoon and evening of Saturday, December 7<sup>th</sup> and she stated that she believed \$150.00 should more than accommodate the purchase of these materials.

Commissioner Waters distributed a draft letter for property owners along the proposed luminary path aimed at encouraging them to take part in the program that day.

**A MOTION was made to approve the purchase of luminary materials in the amount not to exceed \$150.00:**

**MOVED: Vice-Chair Oldham**  
**SECONDED: Commissioner Marino**  
**AYES: Commissioners Langhenry, Rizzo, Marino, Waters, Carpenter, Vice-Chair Oldham and Chairperson Britton**  
**NAYS: None**  
**ABSTAIN: None**  
**MOTION CARRIED 7:0:0**

Director Nordman encouraged the submittal of receipts for any purchase as soon as possible.

The streets included in the luminary display include: Woodstock and Second Streets, Church Street - north to Third Street and Third Street.

Additional discussion ensued regarding December 7<sup>th</sup> activities including the possibility of a Historic Commission promotion of some sort in the Holiday Parade including riding and/or walking in the event.

**A MOTION was made to participate in the Holiday Parade:**

**MOVED: Commissioner Rizzo**  
**SECONDED: Commissioner Carpenter**  
**AYES: Commissioners Langhenry, Rizzo, Marino, Waters, Carpenter, Vice-Chair Oldham and Chairperson Britton**  
**NAYS: None**  
**ABSTAIN: None**  
**MOTION CARRIED 7:0:0**

7:00 p.m. - Commissioner Langhenry excused herself from the meeting.

5 C. Art Contest

Chairperson Britton stated that the art contest program was originally conceived as an opportunity to enter into a cooperative effort involving the Huntley Historical Society.

10 Discussion ensued regarding the art contest program including how best to coordinate with the Huntley Historical Society, the preparation of correspondence to be sent to area schools and selection of multiple winners in order to appeal to the wide tastes in artwork.

Vice-Chair Oldham and Commissioner Rizzo agreed to coordinate this activity.

15 D. Second Street Historic Data Organization

20 Commissioner Carpenter stated that she planned to take the information that former Commissioner Conley had produced for the properties along Second Street and transcribe the handwritten portions into some form of computer file which perhaps could then be uploaded onto the Village's website and made accessible by interested property owners for the research of their homes.

25 Commissioner Carpenter suggested that the plan is to then assist with the "filling-in of gaps" that exist in the historic information not only along Second Street, but in other areas where property owners are interested in learning more about their property's history.

E. Historic Preservation Survey

30 Planner Williams distributed a draft Memorandum, prepared by Commissioner Carpenter, addressed to the Mayor and Village Trustees trumpeting the importance of comprehensive historic surveys.

35 Discussion ensued regarding possible revisions to the draft memorandum including emphasizing the work the Historic Commission has performed organizing the Second Street information, bold-typeface to emphasize "Historic Preservation Ordinance Section 159.013", adding a paragraph regarding where the cost of historic surveys can be referenced and possibility adding a definition for the word "survey".

Director Nordman stated that historic survey information already collected will be provided to the Historic Commission as a reminder of what work has already been performed in order to avoid duplication of efforts in the collection of additional historical survey information.

40 Chairperson Britton referred to the "Historic Preservation Commission's 2014 work plan" mentioned in the draft memorandum.

45 Commissioner Carpenter stated the work plan is a schedule of activities to hopefully follow in the next year and she agreed to elaborate more on her intentions for this plan at the next Historic Commission meeting.

Commissioner Carpenter described programs employed in Oak Park including bumper sticker-type yard signs used by residents to promote events, issues, organizations ...etc. and inviting trustees out for coffee in order to discuss various issues and common concerns in a casual, no-pressure environment.

50 6. New Business

Director Nordman distributed the Downtown Streetscape Sketch Concepts document, dated 09/05/13, prepared by Village consultants Houseal and Lavigne outlining various broad hardscape, landscape, parking design and traffic circulation concepts for the downtown area that was recently presented to the Huntley Village Board.

5 Director Nordman reviewed the three (3) Downtown Plan Alternatives including the Village Board members' comments regarding the plans and stated that implementation of the plan will be performed incrementally with less extensive elements apply initially and more extensive items implemented later.

10 Director Nordman stated that he would remind the Historic Preservation Commission members when the downtown plans are next considered by the Village Board.

Commissioner Marino mentioned that he had heard the Trinity Lutheran Church is considering the purchase of the Isenhardt Family property at 11006 Church Street north of their site.

15 7. Adjournment

At 8:30 p.m., A MOTION was made by Commissioner Marino to adjourn the meeting and was seconded by Vice-Chair Oldham. Motion carried unanimously.

20 Respectfully submitted,  
*James Williams*  
Planner  
Village of Huntley