

**VILLAGE OF HUNTLEY
HISTORIC PRESERVATION COMMISSION MEETING
Tuesday, July 20, 2010
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, July 20, 2010 at 6:01 pm in the Village Hall Board Room, located at 10987 Main Street, Huntley, Illinois 60142. The room is handicap accessible.

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ROLL CALL - ATTENDANCE

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

15 MEMBERS ABSENT: None.

ALSO PRESENT: Senior Planner Charles Nordman and Planner James Williams

3. Approval of Minutes

20 A MOTION was made to approve the **June 22, 2010 Meeting Minutes** with the following correction:

Page 2, Line 27, add “and agreed to compile a draft list for the next meeting.”

25 **MOVED: Commissioner Marino**

SECONDED: Vice-Chair Oldham

AYES: Commissioners Karen Langhenry, Tom Conley and Jake Marino, Vice-Chair Lonni Oldham and Chairperson Donna Britton

NAYS: None

ABSTAIN: Commissioners Deb Waters and Karen Rocks

30 **MOTION CARRIED 5:0:2**

4. Old Business

35 A. Prospective Landmark Properties, Additions to existing Historic District and/or New Historic Districts

Continued discussion from last month’s meeting regarding approaching Pride in Preservation award recipient property owners to see if they would be interested in landmark designation of their property or including it within a historic district.

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Commissioner Waters reviewed the letter she drafted to be sent to property owners with either a landmark application or a historic district application.

45 Commissioner Conley expressed concern about separating landmark and historic district applicants and suggested sending both applications.

Discussion continued about the wording of the letter to draw interest in the program while avoiding any elements which may discourage a property owner.

50 The Historic Preservation Commission decided to send a final draft of the letter accompanied by copies of the two (landmark and historic district) applications, the historic preservation ordinance, the Historic Preservation Commission brochure and the combined Landmark/Historic District brochure.

55 B. Endangered Properties Inventory

Commissioner Marino reviewed the endangered properties list which included 16 structures plus the Fencil Company fuze bunker. Additionally, Mr. Marino reviewed the form and content of information he collected for each property.

5 Chairperson Britton asked why the Kelley House at 11708 Coral Street wasn't included on Commissioner Marino's draft endangered properties list

10 Commissioner Marino pointed out this property wasn't noted in the proposed Downtown Revitalization Plan as a property to be impacted by future Square expansion, however, he will add the Kelley House to the inventory.

15 Senior Planner Nordman pointed out the Downtown Revitalization Plan did not specify any project or initiative slated for imminent implementation by the Village or any outside entity. Nordman continued, stating that the Plan provides a guide to how future development of the downtown area could be addressed when owners of specific property or properties are in a position to implement a specific development plan.

Discussion continued regarding steps to take following completion the of the endangered property list including consideration for presenting the property list to the Village Board.

20 Commissioner Waters agreed to prepare a cover letter for the endangered property list and Commissioner Marino will prepare a PowerPoint presentation for a future Village Board meeting.

25 Chairperson Britton asked Staff if a Village Board Committee of the Whole meeting or regular Village Board meeting would work best for presentation of the endangered property list.

Senior Planner Nordman stated the decision would be left up to the Village Manager's office and added any PowerPoint presentation should be limited to fifteen minutes or less.

30 Commissioner Conley suggested posting the endangered property list on the Village's website.

Senior Planner stated the list should be reviewed by the Village Manager's office and Village Board prior to any type of public distribution.

35 C. Discussion of possible Fall Event

Chairperson Britton stated previous discussion of the event has included holding it on either Saturday, November 6th or November 13th. Chairperson Britton stated the event would entail a bus tour of residences and cemetery plots of local Huntley veterans.

40 Commissioner Conley provided to other Commissioners a list of American Legion members.

Chairperson Britton stated members of the Huntley Historical Society have offered their help with the planning and implementation of the event.

45 Discussion included the number of bus tour trips to be offered the day of the event and a possible display at the Old Village Hall for review while one group is off on the bus tour.

50 Commissioner Conley stated an antique bicycle manufactured in Huntley which he is considering purchasing may be available for display.

The date of the event was tentatively scheduled for Saturday, November 6, 2010.

The timing for the event was discussed and tentatively scheduled to accommodate two bus tour groups as follows:

10:00 a.m. – Huntley Historic Society meeting
11:00 a.m. – First Bus Tour Group
1:15 p.m. – Second Bus Tour Group
2:00 p.m. – Third Bus Tour Group

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Vice Chair Oldham agreed to schedule the bus rental.

10

Chairperson Britton asked if there should be any consideration of advanced ticket sales and/or reservations and discussion included perhaps placing a sign-up sheet at locations such as the American Legion Hall.

15

Chairperson Britton mentioned the date scheduled for collecting the Pride in Preservation signs was approaching at the end of this month and asked if the signs should simply be picked-up or if the property owner should be spoken to when the signs are collected.

20

Planner Williams stated if the property owner were contacted in person this would offer an opportunity to discuss the proposal for landmarking the property or including it within a historic district and/or providing the landmark/historic district information packet to the property owner in person. Packets to include applications, photo of property and photo of Village life.

Commissioners Langhenry and Rocks agreed to collect the signs.

5. New Business

25

Senior Planner Nordman stated the Downtown Revitalization Plan is scheduled to be presented at the Village Board meeting this Thursday, July 22nd at 6:30 p.m. Nordman also mentioned a third workshop should take place toward the end of August provide an opportunity for public comment regarding the plan and its ramifications.

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Senior Planner Nordman stated the Village of Huntley is in the process of applying for an Illinois Transportation Enhancement Program grant through the Illinois Department of Transportation which may leverage funds for projects such as streetscape improvements. Nordman stated the grant application is helped with a letter of support from the local historic preservation commission and read a letter of support prepared for the Chairperson's signature.

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The Historic Preservation Commission was in favor of signing the letter of support for the grant provided the word historic was added to the letter.

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Commissioner Marino stated the Borhart Farm, across from the High School and owned by the School District, on the north side of Harmony Road was included in a Northwest Herald news story this week indicating it will be razed.

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Commissioner Conley stated his interest in encouraging an amendment to the Village's Codes requiring the materials from demolished buildings to be recycled.

6. Adjournment

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At 7:52 pm, A MOTION was made by Commissioner Conley to adjourn the meeting. Seconded by Commissioner Langhenry. Motion carried unanimously.

Respectfully submitted,
James Williams
Planner
Village of Huntley