

**VILLAGE OF HUNTLEY
HISTORIC PRESERVATION COMMISSION MEETING
Tuesday, August 18, 2015
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, August 18, 2015 at 6:01 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 Geri Rizzo, Jake Marino and Diana Carpenter,
Vice Chair Lonni Oldham and Chairperson Donna Britton

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MEMBERS ABSENT: Commissioners Karen Langhenry and Deb Waters

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

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PUBLIC COMMENT There were no public comments.

4. Approval of Minutes

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A. A MOTION was made to approve the May 19, 2015 Historic Preservation Commission minutes as written.

MOVED: Vice Chair Oldham

SECONDED: Commissioner Rizzo

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

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NAYS: None

ABSTAIN: None

MOTION CARRIED 5:0:0

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B. A MOTION was made to approve the July 21, 2015 Historic Preservation Commission minutes as written.

MOVED: Commissioner Rizzo

SECONDED: Vice Chair Oldham

AYES: Commissioners Rizzo and Carpenter, Vice Chair Oldham and Chairperson Britton

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NAYS: None

ABSTAIN: Commissioner Marino

MOTION CARRIED 4:0:1

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Illinois Association of Historic Preservation Commissions (IAHPC) membership

Chairperson Britton inquired about the status of the Huntley Historic Preservation Commission's membership application.

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Planner Williams stated that the IAHPC membership fee is slated for approval with the 08/27/15 Village Board meeting bill list. Following approval of the IAHPC membership fee, Planner Williams stated that he would confirm access to the IAHPC website has been established and will then will follow-up with the Historic Preservation Commission members about accessing the site.

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5. Old Business

A. Follow-up Letter to Second Street Property Owners

5 Planner Williams stated that he had not heard from the property owners sent the follow-up letter regarding the Second Street historical data.

Commissioner Carpenter asked how many property owners were sent the letter and Planner Williams stated that he believed he had sent letters to twenty-one (21) property owners.

10 Chairperson Britton noted that Vice Chair Oldham has submitted a completed Historic District application for her residence at 11618 Second Street and asked if the consideration of Vice Chair Oldham's property required a public hearing before the Historic Preservation Commission.

15 Director Nordman displayed a map of the current Huntley Historic District and confirmed that a public hearing is necessary to consider a property's inclusion within the historic district.

20 Chairperson Britton recalled that the next steps for following-up with Second Street property owners were previously discussed and they included sending the Second Street property owners the frequently-asked-questions information and information she has available that outlines the benefits of historically-designated properties.

Director Nordman noted that next steps for following-up with Second Street property owners included phone calls and/or inviting property owners to a gathering where local historic preservation initiatives could be presented and discussed.

25 Commissioner Carpenter stated that she would be willing to host an event at her residence and suggested that invitations to the gathering should be handwritten notes.

Director Nordman suggested following-up the handwritten invitation with a phone call confirming attendance at the event.

30 Discussion ensued including tentatively scheduling the historic preservation event at Commissioner Carpenter's residence on Wednesday evening, September 30, 2015 at 7:00 p.m. with invitations sent out by Wednesday, September 9th and a follow-up phone call to each resident on Wednesday, September 23rd.

35 The Second Street historical data on the Village's website was discussed and Commissioner Marino agreed to check that the latest version of the data file contains not only the information that he compiled but also the information originally produced by Tom Conley and those records reorganized by Commissioner Carpenter's daughter.

40 B. Discussion – Historic Ordinance Revisions

45 Discussion ensued regarding the most appropriate manner of researching possible revisions to the Huntley Historic Ordinance including discussing the topic as a sub-committee of Historic Preservation Commissioner members prior to a regularly-scheduled meeting or more informal discussion of the topic around a table during a regularly-scheduled meeting. It was decided to hold the meeting around a conference table next month.

Director Nordman remarked that meetings held around a conference table rather than having Historic Preservation Commission members seated at the dais might be a better setting for future meetings.

50 C. Grant Opportunities

Chairperson Britton asked Staff if they have learned of any grant programs available to provide funding for a historic survey.

55 Director Nordman stated that the only resources he had learned of when the historic survey issue was originally

discussed were the website links provided to him by the historic preservation consultant firm that had provided the project cost estimate for the historic survey.

5 Under the topic of grant programs, Director Nordman noted that several downtown businesses have taken advantage of the Village's façade improvement program including Strodes Furniture, the building that includes the pizza restaurant (on Woodstock) and Shampooch and Kitty (on Main Street), as well as the building occupied by Split Enz.

10 Director Nordman pointed out that the façade program will not only improve the aesthetics of downtown properties but has already paid dividends by revealing architectural details such as the transom windows hidden behind the former Luigi's Pizza wall sign.

15 Director Nordman also noted that Parkside Pub and Century 21 are both currently negotiating façade program applications, and that the latter business, Century 21, who recently purchased the 11810 Main Street property at the west end of downtown is considering a mural on the west elevation of the building that faces Route 47.

D. Historic District Signage

20 Director Nordman reviewed PowerPoint slides depicting the McHenry Visitor's Bureau sign and other wayfinding signage under consideration as part of the downtown streetscape improvement program. Director Nordman suggested that the style of these signs may provide an appropriate template for historic district signage to be mounted upon existing structures such as light poles or mounted upon stand-alone black posts.

25 Potential locations for historic district and/or historic downtown signs were discussed including the area around the Woodstock/ First Streets intersection; the edges of the downtown area on the west and east ends of Main Street; and at the Route 47/North Street intersection.

30 Director Nordman pointed out that the downtown sign plan places a priority on those signs that direct vehicular traffic to public parking and the efficient coordination of the number of signs and their placement is aimed at providing a plan that does not overwhelm or confuse vehicular and/or pedestrian traffic.

2015 Work Plan

35 Chairperson Britton reviewed the 2015 Work Plan Goals and the progress achieved meeting them so far in 2015.

Chairperson Britton noted the issue of continual loss of historically-significant sites within the Village is an issue not specifically addressed in the 2015 Work Plan.

40 Director Nordman noted that the facade improvement program is an example of how the Village Board shares this concern about the loss of historic significant sites through the financial contributions made to projects aimed at rehabilitation/restoration of the exteriors of historically-significant properties within the historic downtown area.

6. New Business

45 A. Pride in Preservation Nominee Properties

Planner Williams confirmed that letters were sent to the owners of the following two (2) properties nominated for the Pride in Preservation program:

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- 10905 Woodstock Street
 - 11302 Grove Street

Planner Williams stated that he had not heard back from either of these property owners and that the Village Manager has yet to confirm the acceptance of the nomination of the recently restored former Hackett House

property at 11879 Main Street currently the site of the McHenry County Visitors Bureau.

Discussion continued including following-up with the owners of the nominated properties on Woodstock and Myrtle Streets.

5 B. A Very Merry Huntley Event – Friday, December 4, 2015

Director Nordman pointed out at last year’s holiday event the Historic Preservation Commission participated in the holiday tree decorating contest and that this year’s holiday event will be very similar to the event held last year.

10 Vice-Chair Oldham stated that the Huntley Historic Alliance will participate in the Very Merry Huntley event.

Director Britton suggested that the discussion of participation at this year’s holiday event can be revisited at the next Historic Preservation Commission meeting including ideas for a holiday tree decoration theme.

15 C. Village Trustee Meetings

Chairperson Britton introduced the discussion of future meetings with Village Board Trustees asking who may want to meet with the trustees and when they might want to schedule these meetings.

20 Discussion ensued regarding meetings with trustees and it was decided it may be most appropriate to schedule a meeting with the recently elected trustee Timothy Hoeft and Village Manager Dave Johnson and Commissioners Marino and Carpenter agreed to participate in this meeting.

25 Director Nordman agreed to contact Village Clerk Rita McMahon to coordinate Mr. Hoeft’s and Mr. Johnson’s schedules and communicate back with the Historic Preservation Commission members regarding appropriate meeting date(s) and time(s).

30 *Fall Fest – September 25 through 27, 2015*

Chairperson Britton asked if the Village of Huntley has a booth at the fall fest event and whether historic preservation information could be made available at the booth.

35 Director Nordman stated he would investigate the issue of whether or not the Village has a booth at fall fest.

11006 Church Street

40 Commissioner Marino noted that the former school house property at 11006 Church Street, on the east side of Church Street, two lots south of Second Street, has been purchased by Trinity Lutheran Church which is next door to the south.

7. Adjournment

45 At 7:46 p.m., A MOTION was made by Commissioner Marino to adjourn the meeting and was seconded by Commissioner Rizzo. Motion carried unanimously.

Respectfully submitted,

James Williams

Planner

50 Village of Huntley