

**VILLAGE OF HUNTLEY  
HISTORIC PRESERVATION COMMISSION MEETING  
Tuesday, October 20, 2009  
MINUTES**

5 CALL TO ORDER

Chairperson Britton called to order the regularly scheduled meeting of the Village of Huntley Historic Preservation Commission for Tuesday, October 20, 2009 at 6:02 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 Britton, Vice-Chair Lonni Oldham, Commissioners Karen Rocks, Tom Conley, Jake Marino, and Deb Waters

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MEMBERS ABSENT: None

ALSO PRESENT: Senior Planner Charles Nordman and Planner James Williams

20 3. Approval of Minutes

Chairperson Britton suggested considering the approval of the August 18<sup>th</sup> meeting minutes to allow time for Vice-Chair Oldham to arrive at the meeting.

25 *6:06 p.m. - Vice-Chair Oldham arrived.*

A MOTION was made to approve the **August 18, 2009 Meeting Minutes** with the following corrections:

30 Page 1, Line 36, reworded to "Chairperson Britton asked for an update on the status of the historic district sign."

Page 2, Line 16, revised to indicate Chairperson Britton suggested landmarking the Village Square"

**MOVED: Commissioner Waters**

**SECONDED: Commissioner Rocks**

35 **AYES: Chairperson Donna Britton, Commissioners Deb Waters, Karen Rocks and Tom Conley**

**NAYS: None**

**ABSTAIN: Vice-Chair Lonni Oldham and Commissioner Jake Marino**

**MOTION CARRIED 4:0:2**

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A MOTION was made to approve the **July 21, 2009 Meeting Minutes** with the following corrections:

Page 1, Line 50, "sign" added after "proposed"

Page 2, Line 1, "sign copy" added

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**MOVED: Vice-Chair Oldham**

**SECONDED: Commissioner Conley**

**AYES: Chairperson Donna Britton, Vice-Chair Lonni Oldham, Commissioners Deb Waters and Tom Conley**

**NAYS: None**

**ABSTAIN: Commissioners Karen Rocks and Jake Marino**

**MOTION CARRIED 4:0:2**

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A MOTION was made to approve the **September 22, 2009 Meeting Minutes** with the following corrections:

- 5 Page 1, Line 50, “sign” added after “proposed”
- Page 2, Line 1, “sign copy” added
- Page 3, Line 13, replace “assistance” with “information”

- 10 **MOVED:** Commissioner Rocks
- SECONDED:** Commissioner Marino
- AYES:** Vice-Chair Lonni Oldham and Commissioners Deb Waters Karen Rocks, Jake Marino and Tom Conley
- NAYS:** None
- ABSTAIN:** Chairperson Donna Britton
- 15 **MOTION CARRIED 5:0:1**

Chairperson Britton noted the Roll Call this evening is a reminder there is still one vacant seat on the Historic Commission and acknowledged prospective Historic Commissioner Karen Langhenry is in attendance this evening.

- 20 4. Old Business

A. Saturday, October 3, 2009 Farmer’s Market Historic Presentation – *Re-cap*

25 Vice-Chair Oldham recounted Jake Marino’s presentation of the 1906 baseball ban at the October 3<sup>rd</sup> Farmer’s Market as being very well received and stated the public address system and wireless microphone allowed Mr. Marino to move about freely thereby making his presentation more informal than if he had to have stayed in one spot.

30 Vice-Chair Oldham provided a receipt in the amount of \$24.97 for the peanuts and cups provided at the event and the Commissioners agreed to request the reimbursement be drawn from the Village’s Historic Preservation account.

35 The Historic Preservation Commission acknowledged Mr. Marino’s fine work and thanked him for the fine job on his latest public presentation.

B. Prospective Landmark Properties and/or Addition to Historic District

40 Chairperson Britton recalled discussions at previous Historic Preservation Commission meetings where each Commissioner was asked to determine three “candidate” properties suitable for landmarking or inclusion into a historic district.

Commissioner Waters reviewed with the Commission the landmarking goals “check list” she prepared.

45 Commissioner Waters stated the check list outlines the proposed procedure for achieving the goal of landmarking properties, adding properties to historic districts or creation of historic districts through the initial identification of two residential and one commercial “candidate” properties by each Commissioner. Necessary research information would then be compiled for each candidate property, property owners would be contacted and follow-up contact would also be made.

50 Chairperson Britton and Commissioner Rocks both thanked Commissioner Waters for drafting the *Proposed Yearly Landmarking Goals* document.

For the November meeting, Commissioner Rocks agreed to prepare a draft form letter to be sent to candidate property owners accompanied by the landmark brochure.

5 Commissioner Rocks asked if the Commission members or property owners were responsible for performing the research on individual properties and Chair Britton replied she expected a combination of efforts between both to provide a foundation for completing landmark and/or historic district applications.

10 Chairperson Britton suggested nominating the downtown square as a historic landmark and discussion continued including the appropriate type of information to support the nomination of the property and notifying the Village Board and downtown revitalization consultants [Houseal/Lavigne] of the Historic Preservation Commission's proposal.

15 Planner Williams suggested posing the question of landmark designation of the Downtown Square conceptually before the Village Board.

Chairperson Britton offered to complete an application for the designation of the Downtown Square as a locally-designated landmark.

20 Discussion continued regarding potential candidate properties including the Catty Building and the Huntley Apartment Building (11624 Main Street - Old Huntley High School).

Commissioner Waters suggested generating a list of endangered or at-risk properties.

25 Commissioner Conley raised the issue that the O'Connor Funeral Home expansion and the ramifications of these plans may have on the residential properties along the south side of Main Street between Myrtle and Grove Streets. Commissioner Conley also mentioned the residence (11011 Woodstock) north of the post office is another structure at-risk if the post office were to relocate.

30 Commissioner Conley pointed out three residential properties at the east end of Second Street near Myrtle (11610, 11608 and 11603 Second Street) as a significant basis for an inaugural Second Street historic district.

35 Commissioner Waters pointed out the discussion of various properties this evening have drawn upon differing concerns including landmarks, historic districts and endangered properties and perhaps the Landmarking Goals could be revised to focus on specific areas of concerns.

Commissioner Rocks stated the underlying and consistent goal of the historic preservation is to landmark properties regardless of their status.

40 Chairperson Britton summarized the tasks to be performed between now and next month's meeting, including Commissioner Waters' continued work on draft *Landmarking Goals* and Commissioner Rocks' draft of a form letter to candidate property owners. In addition Chairperson Britton also mentioned discussion of a Second Street Historic District at the November meeting.

45 5. New Business

A. Annual Report

50 Chairperson Britton pointed out the format for the Annual Report is taken directly from the Village's Historic Preservation Ordinance *Authority and Duties* section.

Using the 2008 Annual Report as a guide, the Historic Preservation Commission reviewed each item and

discussed items to be listed for the period September 2008 through September 2009.

Certified Local Government status was discussed in light of the recent information the population of Huntley exceeds 25,000 and qualifies for home-rule.

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6. Adjournment

At 7:39 pm, A MOTION was made by Commissioner Conley to adjourn the meeting. Seconded by Vice-Chair Oldham. Motion carried unanimously.

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Respectfully submitted,

*James Williams*

Planner

Village of Huntley

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