

**VILLAGE OF HUNTLEY  
HISTORIC PRESERVATION COMMISSION MEETING  
Tuesday, May 19, 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, May 19, 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 Karen Langhenry, Geri Rizzo, Jake Marino, Deb Waters, and Diana Carpenter, Vice Chair Lonni Oldham and Chairperson Donna Britton

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MEMBERS ABSENT: None

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 April 21, 2015 Historic Preservation Commission minutes with the following changes:**

**Page 2, Line 10, replace "Chairperson Britton" with "Commissioner Carpenter"**

**Page 2, Line 47, delete "May"**

**Page 3, Line 37, replace "Commissioner's" with "Commissioners"**

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**MOVED: Vice Chair Oldham**

**SECONDED: Commissioner Rizzo**

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

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**NAYS: None**

**ABSTAIN: Commissioners Langhenry and Marino**

**MOTION CARRIED 5:0:2**

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5. Old Business

*Illinois Main Street Historic Preservation (IMSHP) Conference - June 23, 24 and 25, 2015 - Carbondale, Illinois*

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Chairperson Britton reminded the Historic Preservation Commission that funds are available for the conference registration, but, hotel and travel expenses would be each Commissioner's responsibility.

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Chairperson Britton noted that the discussion at last month's meeting highlighted the importance of the Village's participation in conferences such as the IMSHP event in Carbondale and that it was her hope that the consideration of future budgets would include sufficient funding for the attendance of Staff and Commission members at these types of events.

A. Second Street Website Data Distribution / Meeting plan

5 In regard to discussions the Historic Preservation Commission has had over the course of the last several meetings regarding distribution of the Second Street Historic Data to each of those property owners, Commissioner Waters noted that the draft introduction letter she had drafted, included in this evening's meeting packet, will be sent to each Second Street property owner along with the corresponding historical data for their property.

10 Additionally, it was as also discussed by the Historic Preservation Commission at previous meetings that follow-up letter to the Second Street historic data introductory letter would be appropriate. Therefore, Commissioner Waters distributed a draft of the letter that would serve as a follow-up to the introductory letter.

15 Commissioner Marino noted the re-formatted Second Street historical data he had compiled has been provided to Director Nordman on a memory storage-stick.

20 Director Nordman stated that a complete copy of the Second Street data will be printed and bound for review and display at the 05/23/15 Farmers Market event.

25 Director Nordman stated that the Second Street historical data will then be divided by each individual property in order to mail the information specific to each Second Street property owner along with the Introductory Letter and other Historic Preservation information by late next week (May 25 – 29, 2015).

30 B. 05/23/15 Farmer's Market Update

35 Chairperson Britton noted the year's first outdoor Farmers Market will be held this Saturday, May 23, 2015 on the Village Hall property between 8:00 a.m. and 1:00 p.m. and set-up of the Historic Preservation Commission booth will begin at 7:00 a.m.

40 Additionally, Chairperson Britton noted that the Farmers Market booth would be shared with the Huntley Historical Society and the Huntley Area Public Library representatives to coordinate historic preservation information and discussion with market attendees. Also, a separate area inside Village Hall will be dedicated to the display of the photo contest entries.

C. Photo Contest – Update

45 Commissioner Rizzo stated that she will provide the names of the 2015 Huntley Historic Photo Contest winners to Planner Williams in order for him to prepare the certificates for the two divisions, Adult and Youth with three (first, second and third) awards each and a blank certificate for The People's Choice Selection winner.

50 Commissioner Rizzo stated the photo contest submittals will be displayed in the Village Hall lobby during the Farmers Market on Saturday, May 23<sup>rd</sup>, providing an opportunity for market attendees to view the photos and vote on The People's Choice winner.

Commissioner Rizzo noted she appreciated the hard work that Vice Chair Oldham contributed to the 2015 Huntley Historic Photo Contest program.

45 D. Discussion – Historic Ordinance Revisions

50 Chairperson Britton reviewed previous discussions the Historic Preservation Commission had regarding the existing Huntley Historic Ordinance and neighboring municipalities' ordinances to determine any appropriate revisions, additions and/or deletions.

Additionally, Chairperson Britton noted the previous suggestion that a sub-committee of the Historic Preservation Commission members could be formed to research this topic.

Commissioner Rizzo asked if the sub-committee meetings could be held prior to the regular meeting and Director Nordman acknowledged that they could be held on the same evening.

5 6. New Business

A. Historic District Signage

10 Chairperson Britton noted that signs and other ways of denoting historically-designated properties within the Village, including engraved stones in front yards, painting of curbs, sign-toppers, have been discussed frequently for several years.

15 Director Nordman stated staff will continue to investigate the options for signage designating the historic district portions of the Village including sign toppers at street intersections.

B. Meeting with elected Officials

20 Chairperson Britton noted that the only newly-elected Village Board member was Timothy Hoeft and asked if the other Historic Preservation Commissioners were interested in scheduling a meeting with just him or the other members of the Village Board as well.

Commissioner Carpenter stated scheduling meetings with all Village Board members may be something worth considering.

25 Chairperson Britton, Vice Chair Oldham, Commissioners Langhenry, Rizzo and Waters volunteered to participate in the meetings with the Village Board members.

C. Illinois Association of Historic Preservation Commissions (IAHPC) membership

30 Director Nordman accessed the IAHPC website and along with the Historic Preservation Commission reviewed the content of what the organization offered through their website.

After a brief discussion it was agreed to submit for IAHPC membership.

35 *Pride in Preservation Program*

Commissioner Carpenter noted her disappointment with the Pride in Preservation (PiP) program not being on the May 7, 2015 Village Board agenda.

40 Commissioner Carpenter stated that her disappointment was partly to do with her property having been one of the Pride in Preservation award recipient properties that would have been highlighted that evening, but, mostly she expressed her belief that historic preservation is not being adequately prioritized and promoted within the Village.

45 Discussion ensued regarding ways to express the Historic Preservation Commission's concerns to the Village Board regarding the importance of promoting historic preservation. The Historic Preservation Commission agreed to set-up a meeting with the Mayor and Village Manager which would include, but not limited to, information about the Pride in Preservation program.

50 The Historic Preservation Commission also discussed potential properties to receive future Pride in Preservation nominations.

7. Adjournment

At 7:34 p.m., A MOTION was made by Commissioner Rizzo to adjourn the meeting and was seconded by Commissioner Marino. Motion carried unanimously.

Respectfully submitted,

5 *James Williams*

Planner

Village of Huntley