KENDALL COUNTY
HISTORIC PRESERVATION COMMISSION
111 West Fox Street, Room 209 & 210, Yorkville, IL 60560
Meeting minutes of October 16, 2013
(Unofficial until approved)

CALL TO ORDER
The meeting was called to order by Chairman Michael Garrigan at 7:01 p.m.

ROLL CALL
Present were: Ken Donart, Fred Dickson, Michael Garrigan (Chairman), Whitney French (Vice-Chair) and Jeff Wehrli (CB Representative)
Also present: Senior Planner Angela Zubko
Members in the audience: None
Absent: Peter Bochek, Ken Boyer, Richard Scheffrahn and Stephanie Todd

APPROVAL OF AGENDA
Whitney French made a motion to approve the agenda as written, Jeff Wehrli seconded the motion. All agreed and the agenda was approved.

APPROVAL OF MINUTES
Jeff Wehrli a motion to approve the minutes as written from September 18, 2013 and the October 2, 2013 special meeting minutes. Ken Donart seconded the motion. All agreed and the minutes were approved.

CHAIRMAN’S REPORT
Mr. Garrigan had no report this evening.

NEW BUSINESS
1. Review of Phase I Engineering and type of information provided- Planner Zubko updated the group stating she talked to Fran and they do not get copies of Phase I engineering for IDOT projects they the Highway Department typically does not have Phase I engineering done as they typically are doing street surfacing and not many realignment projects. The Eldamain project Phase I was just received so Planner Zubko will look over that and see what information is included in it with regards to Historic Preservation. ACTION: Planner Zubko will bring this back next month and explain what criteria is required to be looked at with regards to Historic Preservation in Phase I engineering.
2. Review of future transportation plan- Planner Zubko stated in the packet is the Highway Department’s 5 year plan and sent out the link to the 20 year long range transportation plan. There was some discussion on how we can interject on roadway projects and if the survey might make us eligible. ACTION: This will come back at a future meeting for further discussion.

OLD BUSINESS
1. Discuss and decide on a date for special meeting to review reconnaissance survey & review how the Commission would like to go through these- Planner Zubko wanted to ask the group if it would be
easier to go by streets or how we’re currently going through the pictures? Planner Zubko is working with GIS on getting pictures online and how to identify what is contributing, non-contributing, etc. possibly by colors. The group did find the 1939’s helpful to look at compared to the 2010 aerials. **ACTION:** Planner Zubko will see if we can meet at Double Dutch Manor on November 6th and will let everyone know. If Double Dutch is not an option it will be at the County Office building.

2. Draft Ordinance changes- discussion and recommendation- Mr. Garrigan stated that Mr. Wehrli and Ms. Todd met to discuss the changes and would like to delete anything that discusses owner consent. The changes are on pages 7, 10, 11, 12 and 13 **ACTION:** Delete on page 11 “and a notarized signed statement of consent of the owner.” **ACTION:** Fred Dickson made a motion to recommend approval and forward the changes to the County Board subject to Catherine O’Conners approval. Whitney French seconded the motion. With a roll call all were in favor. There was a brief discussion on districts and it can be a thematic district, not necessarily a downtown.

3. 5 year plan- Discuss template and process- Ms. French stated in our Ordinance it states we need to have a preservation plan. She stated that in the introduction it discusses what the Commission does. There are 2 separate strategies to choose from. **ACTION:** The Commission went with strategy 2 starting with ‘why historic preservation’ as the bullet points are easier to see and still keep the last paragraph from 1 that matches the LRMP. On page 4 Ms. French wants to add a section on participants and how to use this document. Whitney went through each goal and objective from the LRMP and put in this document the goals and objectives the historic preservation commission can relate to and how we can support that specific objective. Ms. French asked on page 8 if we should answer objective E. The group decided yes and Ms. French will work on some wording. The group went through the rest of the document page by page and had some discussions. **ACTION:** Ms. French will make the appropriate modifications and will bring this back. She encourages the group to go over the 2nd half of the document (pages 15-22) and think of dates when to accomplish these goals.

4. Project Tracking sheet- discuss adjustments and select next steps for meeting 2013 goals- This will be discussed next month.

5. Discussion on public outreach event- Ms. French stated she contacted Michael Vincent and he would love to speak in Kendall County. He speaks around the world, we will need to decide on subject matter and when. More discussion will take place next month.

6. Update from Ms. Todd to landmark the Misner Blacksmith Shop- We are awaiting something in writing from the Ferndell meeting.

7. Planner Zubko stated she handed out a letter from Trileaf asking the Historic Preservation Commission if this proposed tower will affect anything historic. **ACTION:** Planner Zubko will write a letter back stating we need more time but would like to be a consulting party.

**PUBLIC COMMENT**
There was no public comment at this time

**ADJOURNMENT- Next meeting will be November 20, 2013** – Jeff Wehrli made a motion to adjourn, seconded by Ken Donart, all agreed. Chairman Garrigan adjourned the meeting at 8:35 pm.

Submitted by,
Angela L. Zubko, Recording Secretary & Senior Planner

Historic Preservation Meeting Minutes 10.16.13