

MINUTES OF A REGULAR MEETING

HISTORIC PRESERVATION COMMISSION

APPROVED

DATE: June 1, 2011

TIME: 7:00 p.m.

PLACE: Council Chambers, 400 South Vine Street, Urbana, Illinois 61801

MEMBERS PRESENT: Alice Novak, David Seyler, Trent Shepard, Kim Smith, Joan Stolz, Mary Stuart

MEMBERS EXCUSED: Scott Dossett

STAFF PRESENT: Robert Myers, Planning Division Manager; Rebecca Bird, Planner I; Sukiya J. Robinson, Recording Secretary

OTHERS PRESENT: Marie Bohl, Bernadine Stake, Susan Taylor

1. CALL TO ORDER, ROLL CALL AND DECLARATION OF QUORUM

Urbana Historic Preservation Commission Chair, Alice Novak, called the meeting to order at 7:03 p.m. The roll call was taken, and a quorum was declared present.

2. CHANGES TO THE AGENDA

There were none.

3. APPROVAL OF MINUTES

The minutes of the April 6, 2011 Historic Preservation Commission Meeting were presented for approval. Ms. Novak asked that the title used to address Kim Smith be changed from Member to Vice-Chair in the meeting minutes. Mr. Shepard then commented on the possible omission of some comments made by Mr. Dossett during his motion. This matter was not further clarified. However, Ms. Novak stated that moving forward, Commission members should specify when comments made during meetings are to be included in the minutes. Ms. Smith moved to approve the minutes as corrected. Mr. Seyler seconded the motion. The April 6th minutes were approved by unanimous vote.

4. WRITTEN COMMUNICATIONS

Ms. Bird reported on a handout she gave to the Commission members from the City Attorney, which addressed updated City policies regarding public meetings. She asked that they read through the policy.

5. AUDIENCE PARTICIPATION

Ms. Novak asked if anyone in the audience wished to speak on any matter at that time.

Bernadine Stake, 304 W Iowa St, U, addressed the Commission. She asked for clarification on what topics would be discussed at the meeting that night. Ms. Novak provided her with information regarding the topics on the agenda. Ms. Stake then asked about nominating a house for the National Register of Historic Places. Ms. Novak answered her question. No one else in the audience indicated they wished to speak. Ms. Novak proceeded to the next agenda item.

6. CONTINUED PUBLIC HEARINGS

There were none.

7. OLD BUSINESS

There was none.

8. NEW PUBLIC HEARINGS

Case No. HP-2011-L-02: An application to designate 604 W. Pennsylvania Avenue as a Local Historic Landmark; James & Mary Ann Bunyan, applicants

Ms. Novak opened the public hearing regarding this case. She stated that there had been a request from the property owners to defer the application until the July 6th meeting due to a death in the family. Ms. Novak asked for a motion to defer from the Commission. Mr. Shepard moved to defer the hearing. Ms. Smith seconded the motion. The motion was carried by unanimous vote.

9. NEW BUSINESS

There was none.

10. MONITORING OF HISTORIC PROPERTIES

There were none.

11. STAFF REPORT

- **Statewide Preservation Conference** Mr. Myers reported that he and Ms. Bird would be attending this conference themed “Old is Our New Green” from June 2-4, 2011 at Lewis & Clark Community College in Godfrey, Illinois. Registration can be completed through www.iahpc.org. He stated that a Commissioner Training track would be offered and hoped

that Urbana commissioners would participate. Conference and travel expenses can be reimbursed through the Illinois Historic Preservation Agency up to \$400 per community.

12. STUDY SESSION

Certified Local Government Grant: Urbana's 100 Most Significant Buildings

Ms. Novak introduced this agenda item and asked for City staff presentation.

Ms. Bird presented background on this project for which a grant was awarded. She stated that the objective for the Commission that night would be to determine the project parameters and the criteria to be used in evaluating properties. She asked that the Commission make their own lists of properties that they feel should be included and send them to her.

Ms. Novak then opened up discussion from the Commission.

Mr. Shepard commented on the disconnect from the proposed title of the list and the suggestion about including non-building places on the list. Ms. Novak suggested maybe changing the word "building" in the title to sites or resources.

Several Commission members agreed that sticking to just buildings would make this project a simpler process. Ms. Novak stated that all building types should be included but felt that the U of I buildings should be kept off the list for various reasons. More discussion from the Commission ensued.

Following discussion, Ms. Novak briefly summarized the parameters and criteria agreed upon by the Commission.

The parameters were as follows:

- All property types should be included for the preliminary list.
- University of Illinois owned buildings should not be included.
- Sites without buildings, and landscapes should be eligible.
- Buildings should generally be at least 50 years old, but that exceptions to this rule may be allowed for exceptional properties.

As far as evaluation criteria, Ms. Novak stated that the use of the criteria similar to the City's landmark criteria and the Rock Island criteria would be beneficial to start with. There should be a change to number 2 of the Rock Island criteria to say, "the rarity of architectural style or particularly outstanding example..."

Ms. Bird stated that each Commission member should submit their lists to her as soon as possible.

13. ANNOUNCEMENTS

There were none.

14. ADJOURNMENT

With no further business, Mr. Shepard moved that the meeting be adjourned. Ms. Stuart seconded the motion. With all Commission members in favor, the meeting adjourned at 8:01 p.m.

Submitted,

Robert Myers, Planning Manager