

**MINUTES OF A REGULAR MEETING**

**HISTORIC PRESERVATION COMMISSION**

**APPROVED**

**DATE:** July 6, 2011

**TIME:** 7:00 p.m.

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

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**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:** Mary Bunyan, James Bunyan, Georgia Morgan, Gina Pagliuso, Dennis Roberts, Paul Young

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

Urbana Historic Preservation Commission Chair, Alice Novak, called the meeting to order at 7:01 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 June 1, 2011 Historic Preservation Commission Meeting were presented for approval. Mr. Shepard commented that on page 3 of the minutes, the term “Urbana landmark commissioners” was used and he would like to have the word “landmark” removed. Mr. Shepard moved to approve the minutes as corrected. Ms Smith seconded the motion. The June 1st minutes were approved by unanimous vote.

**4. WRITTEN COMMUNICATIONS**

Ms. Bird reported on two written communications received regarding the COA application that she had distributed to the Commission for them to review. She also received a phone call from Dale Kramer, a nearby property owner, who opposed the addition of the deck due to the change in architecture and the possibility of parties being held on the deck. Ms. Bird stated that she also

received written communications in the form of nominations for the “100 Most Significant Buildings” list and all nominations were incorporated into the list.

## 5. AUDIENCE PARTICIPATION

Ms. Novak asked if anyone in the audience wished to speak on any matter other than the COA application or landmark designation, they could do so at that time. No one in the audience wished to speak. Ms. Novak proceeded to the next agenda item.

## 6. CONTINUED PUBLIC HEARINGS

### **HP-2011-L-02; An application to designate 604 W. Pennsylvania Avenue as a Local Historic Landmark; James & Mary Ann Buyan, applicants**

Ms. Novak re-opened the public hearing regarding this case and asked for the City staff report.

Ms. Bird presented the staff report to the Commission, outlining staff’s findings regarding this case. She stated that since the application had been submitted by the property owners and had owner consent, the Historic Preservation Commission has the authority to designate the property with no other board or commission involvement. The vote required would be a majority vote of those members present and voting with not less than three affirmative votes. Based on the application and analysis provided, staff recommended that the Historic Preservation Commission find that the landmark nomination for 604 W Pennsylvania conforms with criteria a. in Section XII-5.C of the Urbana Zoning Ordinance and approve the application.

There were no questions from the Commission to City Staff.

Ms. Novak asked if the applicants, James and Mary Ann Bunyan, had any comments on the matter. They had none.

Ms. Novak asked if there were any proponents or opponents of the case who wished to speak. There were none.

Ms. Novak then opened up discussion from the Commission. The Commission briefly discussed the merits of the case.

Following discussion, Mr. Shepard made a motion to approve the historic landmark application based on the seven staff findings, particularly numbers 6 and 7 which state that the house has significant value as part of the architectural heritage of the community and that it retains a high degree of architectural integrity. Ms. Smith seconded the motion.

With no further discussion of the case, Ms. Novak asked for a roll call vote. Roll was taken and the votes were as follows:

Novak-Yes  
Seyler-Yes

Shepard-Yes  
Smith-Yes  
Stolz- Yes  
Stuart- Yes

With all Commissioners present in favor, the motion carried unanimously and the historic landmark application for 604 W. Pennsylvania was granted.

With no further discussion, Ms. Novak closed the public hearing for Case No. HP-2011-L-02.

## 7. OLD BUSINESS

There was none.

## 8. NEW PUBLIC HEARINGS

### **Case No. HP-2011-COA-03; A request for a Certificate of Appropriateness to construct a back deck at 701 S. Busey Avenue; Paul Young, applicant**

Ms. Novak opened the public hearing regarding this case and asked for the City staff report.

Ms. Bird presented the staff report to the Commission, outlining staff's findings regarding this case. Based on the findings provided, and without the benefit of considering additional evidence that could be presented at the public hearing, City staff recommended that the Historic Preservation Commission approve a Certificate of Appropriateness to allow construction of the deck with railings and a fence with the following conditions:

1. The deck shall be constructed in general conformance to the site plan layout submitted as part of the application.
2. The structural framing of the deck be screened with appropriate traditional material such as skirtboards, lattice, masonry panels, or dense evergreen plantings.

Commission questions to the City staff were addressed.

Ms. Novak asked if the applicant, Paul Young, wished to speak.

Paul Young, 504 W. John St, Champaign, addressed the Commission. Mr. Young gave more information regarding the proposed changes and answered questions from the Commission.

Ms. Novak asked if any proponents of the case wished to address the Commission. There were none.

Ms. Novak then asked if there were any opponents who wished to speak.

Dennis Roberts, 507 E Green St, Urbana, addressed the Commission. He stated that he did not really object to the idea of adding a deck onto the house, but just felt that a patio or something that

was more sensitive to the historic character and structure of the house would be a better idea. He appreciated the applicant's willingness to make any changes the Commission felt necessary.

Ms. Novak asked if there were any other opponents who wished to speak. There were none.

Mr. Young was provided an opportunity to respond to Mr. Roberts' comments.

Ms. Novak asked if there was anyone else who wished to speak. There were none.

Ms. Novak then opened up discussion from the Commission. The Commission and City staff briefly discussed the case. Following discussion, Ms. Smith made a motion that the Commission approve the requested Certificate of Appropriateness HP-2011-COA-03 with the following conditions:

1. The Commission and City Staff will verify all pertinent code issues.
2. The deck will be lowered to a height where a guardrail will not be required or installed.
3. If there would be any changes to the footprint, privacy fence, etc. it will have to be presented to the Commission again.
4. The screening at the base is not required and is at the discretion of the property owner.

Mr. Shepard seconded the motion.

With no further discussion of the case Ms. Novak asked for a roll call vote. Roll was taken and the votes were as follows:

Novak- Yes  
Seyler- Yes  
Shepard- Yes  
Smith- Yes  
Stolz- Yes  
Stuart- Yes

With all Commissioners present in favor the motion carried unanimously and the Certificate of Appropriateness was granted.

With no further discussion, Ms. Novak closed the public hearing for Case No. HP-2011-COA-03.

## **9. NEW BUSINESS**

There was none.

## **10. MONITORING OF HISTORIC PROPERTIES**

There were none.

## 11. STAFF REPORT

Ms. Bird reported on the following:

- **Plaque Program** can be continued for historic landmarks since it is the beginning of a new fiscal year and some funds are available. She stated there were currently four landmark plaques on the waiting list.
- **Landmarks Illinois** contacted Ms. Bird and asked her to submit a nomination for a landmark preservation award for the house unveiling that was done a couple of years ago. She would keep the Commission informed on the progress.
- **Royer Parking Lot** was recently paved, but no Certificate of Appropriateness was needed due to a City program started a few years ago to pave gravel multi-family parking lots.
- **Halberstadt House-** City staff was asked for an update on this house. Mr. Myers reported that he believed there would be a new owner who would rehabilitate the building.

## 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 provided an update on the project and explained how the approximately 330 properties came to make the list for consideration. She also explained the voting process for that evening. Photographs of some 330 properties were presented one-by-one by Ms. Bird and Mr. Myers, and Commissioners then voted on each individually by a show of hands. City staff tallied the number of votes as "yes", "no" or "maybe." At the conclusion of voting, Ms. Bird stated that the votes taken would be compiled and sent to the Commission for discussion and possible approval at the next Historic Preservation Commission meeting. If fewer than 100 properties received super-majority yes votes, then additional properties would be presented at the next meeting to potentially complete the list.

## 13. ANNOUNCEMENTS

Ms. Bird announced that the August 3<sup>rd</sup> meeting of the HPC would be cancelled due to an anticipated lack of quorum, but a special meeting was scheduled for Tuesday, August 16, 2011.

## 14. ADJOURNMENT

With no further business, Mr. Shepard moved that the meeting be adjourned. Ms. Stolz seconded the motion. With all Commission members in favor, the meeting adjourned at 10:13 p.m.

**July 6, 2011**

Submitted,

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Robert Myers, Planning Manager