

MINUTES OF A REGULAR MEETING

HISTORIC PRESERVATION COMMISSION

APPROVED

DATE: June 6, 2012

TIME: 7:00 p.m.

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

MEMBERS PRESENT: Scott Dossett, David Seyler, Trent Shepard, Joan Stolz

MEMBERS EXCUSED: Alice Novak, Kim Smith, Mary Stuart

STAFF PRESENT: Rebecca Bird, Planner II; Sukiya J. Robinson, Recording Secretary

OTHERS PRESENT: Norman Baxley, Dennis Roberts, Neil Strack

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

Urbana Historic Preservation Commission Member, Trent Shepard, called the meeting to order at 7:02 p.m. Mr. Shepard was nominated as chair for this meeting in Ms. Novak's absence. 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 4, 2012 Historic Preservation Commission Meeting were presented for approval. Mr. Shepard asked for a correction to the Approval of Minutes section in regards to who made the motion and who seconded it. Ms. Stolz moved to approve the minutes with the proposed change. Mr. Seyler seconded the motion. The April 4, 2012 minutes were approved by unanimous vote.

4. WRITTEN COMMUNICATIONS

Ms. Bird presented a letter received from John Dorsey in support of the recent landmark designation of the Eli Halberstadt house. Ms. Bird distributed copies of the letter to the Commission for review.

5. AUDIENCE PARTICIPATION

There was none.

6. CONTINUED PUBLIC HEARINGS

There were none.

7. OLD BUSINESS

There was none.

8. NEW PUBLIC HEARINGS

There were none.

9. NEW BUSINESS

- **HP-2012-COA-01; Request for a Certificate of Appropriateness for proposed work on a local landmark, 104 N. Central Avenue (Eli Halberstadt House); Architectural Expressions, applicant.**

Mr. Shepard introduced this agenda item and asked for City Staff report.

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

1. All work shall be constructed in general conformance to the site plan layout submitted as part of the application. The Zoning Administrator and the chair of the Historic Preservation Commission shall have the authority to approve minor changes to the approved plans.
2. No windows or doors shall be removed other than the window above the existing bulkhead door.
3. The new exterior door to the basement entrance shall have a sash in the upper half and an overhead light above the door.
4. The new window in the enclosed basement entrance shall be a one-over-one, double-hung window.
5. A wood-alternative product is permissible for the back porch/deck decking and the horizontal treads on both the rear and front stairs.
6. All wood shall be painted.
7. Consider bringing the area of the deck back in line with the rear face of the building.
8. Consider removing the pergola from the back deck and/or from the enclosed basement entrance.
9. Consider installing a shade feature in the garden instead of the pergola over the back deck.

10. Consider using simple balusters for the back porch/deck and stairs.
11. Orientation of the stairs would be an east/west orientation or the Commission can state that either orientation would be fine.

Commission questions to the City staff were addressed.

Mr. Shepard asked if the architect, Neil Strack, wished to speak.

Neil Strack, 116 N. Chestnut, and property owner Norman Baxley, 510 W. Main, addressed the Commission. They gave more information regarding the proposed changes and answered questions from the Commission.

Mr. Shepard asked if any proponents of the case wished to address the Commission. There were none.

Mr. Shepard then asked if there were any opponents who wished to speak. There were none.

Ms. Bird then gave more information to the Commission in regards to their options for this case.

Mr. Shepard then opened up discussion from the Commission. Mr. Dossett suggested that the decision for the front and back of the house be split into two motions as opposed to one. Mr. Dossett then made a motion that the requested Certificate of Appropriateness HP-2012-COA-01 be split into Part A (front porch improvements) and Part B (rear improvements when making the motion for the case). Ms. Stolz seconded the motion.

Mr. Shepard then called for a roll call vote. Roll was taken and the votes were as follows:

Dossett- Yes
Seyler- Yes
Shepard- Yes
Stolz- Yes

With all Commissioners present in favor, the motion carried unanimously.

The Commission and City Staff discussed Part A of the case. Following discussion, Mr. Dossett made a motion to approve the requested Certificate of Appropriateness HP-2012-COA-01 (Part A) for the front porch steps and railings having found that it meets the requirements as laid out in section VII-6.C of the Urbana Zoning Ordinance. Also added to the motion was the following:

1. All work shall be constructed in general conformance to the site plan layout submitted as part of the application; and
2. Minor changes can be approved by the Zoning Administrator and Chair of the Commission.

Mr. Seyler seconded the motion.

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

Dossett- Yes
Seyler- Yes
Shepard- Yes
Stolz- Yes

With all Commissioners in favor, Part A of the motion carried unanimously.

The Commission and Staff then discussed Part B of the case. Following discussion, Mr. Shepard made a motion to approve the requested Certificate of Appropriateness HP-2012-COA-01 (Part B) for the rear improvements with the following conditions:

1. All work shall be constructed in general conformance to the site plan layout submitted as part of the application.
2. Minor changes can be approved by the Zoning Administrator and Chair of the Commission.
3. No windows or doors shall be removed other than the window above the existing bulkhead door.
4. The new exterior door to the basement entrance shall have a sash in the upper half and an overhead light above the door.
5. A wood-alternative product is permissible for the back porch/deck decking.
6. All wood shall be painted excluding the floor if it is made out of wood.
7. The lattice shall be painted wood.

Mr. Seyler seconded the motion.

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

Dossett- No
Seyler- Yes
Shepard- Yes
Stolz- Yes

With the majority of the Commissioners present in favor, the motion carried and the Certificate of Appropriateness was granted.

10. MONITORING OF HISTORIC PROPERTIES

- **Theta Chi, 1404 S. Lincoln Avenue**

Mr. Shepard introduced this agenda item and asked for City Staff report.

Ms. Bird provided information on this Royer-designed building that has been vacant for a number of years. A brief discussion of the matter by members of the Staff and Commission ensued.

11. STAFF REPORT

Ms. Bird reported on the following:

- **Orpheum Children's Museum-** Ms. Bird thanked Trent Shepard for being a representative at the museum for the Children's Building Fair.
- **OMA Training-** Teri Andel, Planning Secretary, wanted to thank the Commission for completing their Open Meetings Act Training.
- **PACA Awards-** The City received the Preservation Advocacy Heritage award for the 100 Most Significant Buildings project. Trent Shepard received a Residential Heritage Award for restoring a house at 601 W Oregon. Brian Adams won a Preservation Advocacy award for his book, *Joseph William Royer, Urbana's Architect*. Norman Baxley won a Landmark Heritage award for saving and rehabilitating 104 N. Central, Halberstadt House. Andrew Fell, architect and Plan Commission member, won a Commercial Heritage award for being the architect on the redevelopment of the Haley-Walker-Ginza building at 315 W University, Champaign. 503 W. Indiana Street in Urbana received a Residential Heritage award for exterior restoration of the house.

12. STUDY SESSION

- **Update on Urbana's 100 Most Significant Structures Project**

Ms. Bird provided an update on the project. She stated that all of the building descriptions had been done, but Staff was waiting on photos of a few of the buildings before uploading them to web. She showed the Commission an example of a landing page that Staff was thinking about using. Commission questions and comments to City staff were addressed. She stated that the web portion of the project should be completed in the next week or so.

- **Update on MODERN URBANA: a home tour**

Ms. Bird reported on this event that took place on May 6, 2012. She stated there were about 400 people that walked through the 7 houses available for the tour. 350 people bought tickets and several tickets were given away to home owners, volunteers, etc. Ms. Bird stated that it was an overall successful event, and she would talk again with the professor to see if they would have it again next spring. A brief discussion of the matter by members of the Staff and Commission ensued.

13. ANNOUNCEMENTS

- Trent Shepard briefly reported on the Children's Building Fair that took place at Orpheum Theater on May 19, 2012.

14. ADJOURNMENT

With no further business Mr. Dossett moved that the meeting be adjourned. Ms. Stolz seconded the motion. With all Commission members in favor, the meeting adjourned at 9:19 p.m.

Submitted,

Robert Myers, AICP
Planning Manager