

MINUTES OF A REGULAR MEETING

HISTORIC PRESERVATION COMMISSION

APPROVED

DATE: **October 3, 2012**

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

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

MEMBERS PRESENT: Alice Novak, Gina Pagliuso, David Seyler, Trent Shepard, Kim Smith, Joan Stolz

MEMBERS EXCUSED: Scott Dossett

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

OTHERS PRESENT: Brian Adams, Marie Bohl, Joan Price

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

Urbana Historic Preservation Commission Chair, Alice Novak, called the meeting to order at 7:00 p.m. The roll call was taken, and a quorum was declared present. Ms. Novak welcomed a new Commission member, Gina Pagliuso, to the Historic Preservation Commission.

2. CHANGES TO THE AGENDA

There were none.

3. APPROVAL OF MINUTES

The minutes of the June 6, 2012 Historic Preservation Commission Meeting were presented for approval. Mr. Shepard made a motion to approve the minutes as presented. Ms. Stolz seconded the motion. The June 6, 2012 minutes were approved by unanimous voice vote.

4. WRITTEN COMMUNICATIONS

Ms. Bird stated that she had some written communications that pertained to the new business item which she would share during that agenda item.

5. AUDIENCE PARTICIPATION

Brian Adams, 410 W. Elm St, Urbana, spoke about the Freeman House at 504 W. Elm Street. He stated that the condition of the house has declined. Mr. Adams described some of the deterioration that he had observed. The owner of the building is also the owner of The Refinery, but Campus Property Management actually manages the building. Ms. Bird stated that Staff would follow up on this report.

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-04: Request for a Certificate of Appropriateness to install a balustrade on the porch steps and on a balcony on the front façade of a contributing property in a local historic district, 806 W. Main Street (West Main Street Historic District), Joan Price, applicant.**

Ms. Novak opened this agenda item and asked for City Staff report.

Ms. Bird distributed written communications from several property owners in the area. She handed out a newspaper article published in the *News-Gazette* which was provided by the applicant regarding the property.

Ms. Bird then 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 as stated in the application.

Commission questions to the City staff were addressed.

Ms. Novak asked if Ms. Price would like to address the Commission.

Joan Price, 806 W. Main, Urbana, addressed the Commission. She 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 asked if there were any opponents 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, Ms. Smith made a motion that the Commission approve the requested Certificate of Appropriateness in Case No. HP-2012-COA-04 based on staff findings. 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
Pagliuso- Yes
Seyler- Yes
Shepard- Yes
Smith- Yes
Stolz- Yes

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

10. MONITORING OF HISTORIC PROPERTIES

There were none, but the Freeman House will be added.

11. STAFF REPORT

Ms. Bird reported on the following:

- **Certificate of Appropriateness (104 N. Central).** An application to install a fence from the back corner of the house to the property line was reviewed and approved administratively.
- **Certificate of Appropriateness (806 W. Main).** An application to stabilize the southeast corner of the porch, repair the column, repair porch ceiling, install new section of tongue-in-groove boards, and to replace the porch stairs was reviewed and approved administratively. Another application for this address was submitted to replace a garage door. That was administratively approved that day. Ms. Bird stated that there may be a future application for more work on this address.

12. STUDY SESSION

- **Update on CLG grant projects**

Ms. Bird provided an update on CLG grant projects. She reported that the 100 Most Significant Buildings project was complete. She showed the Commission a few of the web pages. A brief discussion of the matter by members of the Staff and Commission ensued. Ms. Bird noted a few corrections that needed to be made to the web pages.

Ms. Bird provided an update on the mini-grant received from the Illinois Historic Preservation Agency to clean up the historic resource database. Ms. Novak made a suggestion to add properties on the National Register of Historic Places to the database.

Ms. Bird reported that staff is now working on the 2012 CLG grant application which is an extension of the "100 Most" project. This project would consist of creating a few podcast tours using some of those buildings. The idea would be to create three podcast tours. One would be a walking tour and the other two would be for bicycling or driving. Each of the podcasts individually could be put together to create a show that could be aired on UPTV, viewed on the City website, etc. She stated that staff had some rough outlines for the three tours. The first one would be an overview of Urbana's history. The second one would be an inventory of styles. The third one would be a walking tour of homes of historic West Urbana.

13. ANNOUNCEMENTS

- Ms. Bird announced that the CLG training/Annual Meeting would be taking place in Blue Island, Illinois on October 12, 2012. Any commissioners interested in attending could ride with Robert Myers. The registration fee would be paid by the City.

14. ADJOURNMENT

With no further business Ms. Stolz moved that the meeting be adjourned. Mr. Shepard seconded the motion. With all Commission members in favor, the meeting adjourned at 7:53 p.m.

Submitted,

Robert Myers, AICP
Planning Manager