

MINUTES OF THE HISTORIC PRESERVATION COMMISSION
February 3, 2015

The regular meeting of the Historic Preservation Commission was called to order by Chairman Hartshorne at 1:05 p.m. at Village Hall.

Members present: Chairman James Hartshorne, Lorelei Anderson, Pam Hume, and Mike Kollman.

Members absent: Katherine Hamilton-Smith, Jennifer Burkhart, and Todd McDermott.

A quorum was established.

Village Staff present: Johanna Bye, Associate Planner, and John P. Spoden, Director of Community Development.

Ms. Bye stated that she would change "Village Hall" to "North Fire Station" in the January 6, 2015, Historic Preservation Commission meeting minutes.

Commissioner Kollman made a motion, seconded by Commissioner Hume, to approve the January 6, 2015, Historic Preservation Commission meeting minutes.

Motion carried 4 - 0.

Discussion:

Mr. Spoden stated that he had requested \$25,000 for historic preservation for the 2015-2016 fiscal year. He stated that he will present the budget proposal to the Village Board on February 28.

Commissioner Kollman stated that we may consider working with youth organizations to see if they can help with the historical survey. Commissioner Hume stated that this could be a good Eagle Scout project.

The Commission agreed that the Application for Historic Preservation Landmark Designation was simple and looked good. Mr. Spoden stated that it is similar to many other applications from surrounding communities and in line with state recommendations and procedures. Commissioner Kollman recommended that the application be electronic so as not to waste paper.

It was discussed that for the next meeting, each Commissioner would pull up their favorite website of a community that does historic preservation to share with the group. Commissioner Kollman stated that in doing research from the communities surrounding Libertyville, the most useful website has been Highland Park. Commissioner Hume stated that Franklin, TN, and Valdosta, GA, are two good examples from outside of the state.

Chairman Hartshorne brought up the issue of subcommittees. Mr. Spoden stated that we had previously discussed forming a subcommittee that focuses on the historic survey, one that focuses on

the properties within Libertyville that are on the National Register and getting them locally landmarked, and one that focuses on our website and education. The Commissioners decided to have point people for certain tasks instead. Commissioner Hume stated that she would focus on the website. Commissioners Anderson and Kollman stated that they would focus on the local landmark process. Ms. Bye stated that Commissioner Hamilton-Smith may want to focus on the survey and Commissioner Burkhart may want to focus on education.

Ms. Bye stated that she had looked into what is required to become a Certified Local Government and had a call into Catherine O'Connor with the Illinois Historic Preservation Agency. She stated that we need research what grant opportunities are out there for additional survey funding.

Commissioner Kollman stated that we need to look at the Village's Comprehensive Plan at the next meeting and see how it plays into historic preservation.

Commissioner Kollman stated that we need to start collecting data and keeping it in one place. Ms. Bye stated that she could be in charge of this. Commissioner Hume stated that the library and the historical society would be good places to start.

The Commission agreed that the 1:00 p.m. meeting time on the first Tuesday of every month would be best. Commissioner Kollman stated that it may be hard for the public to attend meetings at this time. Ms. Bye stated that we can change the time of specific meetings if needed. Mr. Spoden stated that all Commissioners need to do the Open Meetings training online.

With no further discussion, Commissioner Kollman made a motion, seconded by Commissioner Hume, to adjourn the Historic Preservation Commission meeting.

Motion carried 4 - 0.

Meeting adjourned at 2:05 p.m.