

MINUTES OF THE HISTORIC PRESERVATION COMMISSION
March 1, 2016

The regular meeting of the Historic Preservation Commission was called to order by Chairman Hartshorne at 4:00 p.m. at Village Hall.

Members present: Chairman James Hartshorne, Robert Del Prato, Pam Hume, Mike Kollman, and Tom Wilkinson.

Members absent: Katherine Hamilton-Smith.

A quorum was established.

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

In reference to the January 5, 2016, minutes of the Historic Preservation Commission, Ms. Bye stated that “Communication” should be changed to “Community” under the Village Staff present section.

Commissioner Hume made a motion, seconded by Commissioner Kollman, to approve the January 5, 2016, Historic Preservation Commission meeting minutes, subject to the above change.

Motion carried 5 - 0.

Discussion:

Ms. Bye presented the Local Landmark Designation application for the Cook House. She stated that the house was built in 1878 by Ansel B. Cook and is thought to be designed by architect William W. Boyington. She stated that Cook died in 1898 and that his will instructed that upon the death of his wife, the property should go to the Village of Libertyville for use as a library and park. She stated that the property was turned over to the Village in 1920 and was renovated at that time to become a library.

The Commissioners agreed that the Cook House meets points b, e, f, g and h of Section 6: Criteria for Landmark Designation of the Historic Preservation Ordinance (12-O-15).

With no further discussion, Commissioner Kollman made a motion, seconded by Commissioner Del Prato, to recommend approval of the Cook House, 413 N. Milwaukee Avenue, as a Local Landmark.

Motion carried 5 - 0.

Commissioner Kollman suggested that we move to an online application for Local Landmark

Designation. Ms. Bye stated that this could be a potential for the future, but that applicants will need to submit at least 12 hard copies of their applications in the meantime. Commissioner Kollman suggested that if local landmark applicants have a PowerPoint presentation, that it be submitted to staff ahead of the meeting so that they can make sure it is ready to go the day of.

Ms. Bye stated that there is money in the budget to order plaques for those properties that become local landmarks.

Commissioner Wilkinson presented a document he has been working on that lists HPC accomplishments from 2015 and identifies goals for 2016. Commissioner Hume stated that this can help to validate the HPC budget yearly. The Commissioners will review the document and bring suggestions to the April meeting.

Commissioner Wilkinson asked about the process for landmarked properties to obtain a Certificate of Appropriateness. He stated that this process needs to be outlined and clarified so that there are no issues for these properties moving forward.

Ms. Bye stated that the historic survey open house led by Lara Ramsey would be on April 14 at Village Hall. She stated that Ms. Ramsey would use the time to explain the survey process and answer any questions from residents and property owners.

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

Motion carried 5 - 0.

Meeting adjourned at 5:15 p.m.