

**MINUTES OF A REGULAR MEETING**

**URBANA HISTORIC PRESERVATION COMMISSION**

**DATE:** August 3, 2022

**APPROVED**

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

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

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**MEMBERS ATTENDING REMOTELY:** David Hays

**MEMBERS ATTENDING AT CITY BUILDING:** Alice Novak, Laura O'Donnell, Dennis Roberts, Trent Shepard, Andrew Weiss

**MEMBERS EXCUSED:** Angela Urban

**STAFF PRESENT:** Marcus Ricci, Planner II; Nick Olsen, Planner I; UPTV Camera Operator

**OTHERS PRESENT:** Brian Adams, Mary Ann Bunyan, Denni Shurts-Hubert

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

Chair Novak called the meeting to order at 7:00 p.m. 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 March 2, 2022, regular meeting of the Historic Preservation Commission was presented for approval. Ms. O'Donnell moved to approve the March 2, 2022, minutes as presented. Mr. Shepard seconded the motion. The motion was approved by unanimous voice vote.

The minutes of the September 1, 2021, closed session of the Historic Preservation Commission were presented for approval. Mr. Ricci explained the process for approving minutes of a closed session. Mr. Shepard moved to approve the minutes as presented. Ms. O'Donnell seconded the motion. Mr. Roberts abstained from voting because he was not a member of the Commission at the time of the closed session. The motion was approved by unanimous voice vote.

NOTE: Chair Novak introduced Andrew Weiss as a new member to the Historic Preservation Commission. Although he had attended one Historic Preservation Commission meeting via Zoom, this was his first in-person meeting.

Chair Novak also introduced Dennis Roberts as the newest member to the Historic Preservation Commission.

Nick Olsen, Planner I, introduced himself as the newest planner for the City of Urbana.

#### **4. WRITTEN COMMUNICATIONS**

There were none.

#### **5. AUDIENCE PARTICIPATION**

There was none.

#### **6. CONTINUED PUBLIC HEARINGS**

There were none.

#### **7. OLD BUSINESS**

There was none.

#### **8. NEW PUBLIC HEARINGS**

**HP-2022-L-01 – A request by Brian Adams, on behalf of Denni & Charles Hubert, Sr., to designate the Charles and Eudora Van Doren House at 710 West Oregon Street as a historic landmark.**

Chair Novak opened the public hearing for this case. Marcus Ricci, Planner II, presented the staff report for the case to the Historic Preservation Commission. He began by stating that the applicant and the property owner were both present to answer any questions that the Commission may have. He stated the purpose of the proposed landmark nomination. He presented background information on the history of the existing structures. He reviewed the criteria from Section XII-5.C of the Urbana Zoning Ordinance and how the proposed landmark application applies to each. He showed photos of the main house and of the carriage house/garage. He read the options of the Historic Preservation Commission and presented staff's recommendation for approval.

Chair Novak asked if any of the Historic Preservation Commission members had questions for City staff. There were none.

Chair Novak invited the applicant to approach the Commission to speak.

Brian Adams, applicant, approached to answer any questions regarding his landmark nomination.

Chair Novak asked if there was not a lot of information to find about Robert Van Doren, the architect of the house. Mr. Adams answered saying that he did a lot of research on Robert Van

Doren; however, he could not find much information. He talked about the architect's employment and areas of residency, but stated that he could not find any contributions he had made.

Mr. Roberts thanked Mr. Adams for his preparation on the application. He talked about some of the facts that were mentioned in the application. He asked about the current state of the house and asked what features are parapeted. Mr. Adams replied that the pediment over the entryway is parapeted.

Mr. Roberts asked about a metal grill fence around the property. Mr. Adams deferred the question to Denni Shurts-Hubert.

Mr. Shepard inquired about two of Dr. Charles and Eudora Van Doren's sons (Mark and Carl) who each had won Pulitzer Prizes for their writing. There was discussion about the prominence of the Van Doren family in the City of Urbana. Mr. Adams stated that Mark and Carl's fame and notoriety in their writing careers did not occur while they visited or lived in the City of Urbana, so he did not want to overemphasize them in the application.

Denni Shurts-Hubert, owner of the proposed landmark nomination, approached the Historic Preservation Commission to speak in favor of the nomination. She stated that she was able to get to know the whole Van Doren family because as a child she grew up next to part of the Van Doren family in Tuscola, Illinois. She shared some details about the family.

Ms. Shurts-Hubert stated that she added the metal grill fence in 1986.

Mr. Shepard asked who founded the bed and breakfast. Ms. Shurts-Hubert replied that she had founded the business. It was Bruce Shurts' house before they got married, and he insisted that they live in it after the wedding with the understanding that she renovate it.

Chair Novak asked if anyone else had comments or questions. There were none, so Chair Novak closed the public input portion of the hearing and opened the hearing for discussion and/or motion(s) by the Historic Preservation Commission.

Chair Novak suggested that they start discussion with City staff's summary of findings. Mr. Shepard felt comfortable with approving the landmark nomination based on the findings of City staff.

Mr. Roberts commented that the large portion of land that the Van Dorens sold off, which is now known as Carle Park, helped to influence the development of West Urbana by extending the City's boundaries. He believed this is strong support for Criterion A.

Mr. Shepard moved that the Historic Preservation Commission approve the landmark nomination based on the City's findings for meeting Criteria A, B and C. Mr. Weiss seconded the motion. Roll call on the motion was as follows:

Ms. Novak	-	Yes	Ms. O'Donnell	-	Yes
Mr. Roberts	-	Yes	Mr. Shepard	-	Yes
Mr. Weiss	-	Yes	Mr. Hays	-	Yes

The motion passed by unanimous vote.

Mr. Shepard asked the owner, Ms. Shurts-Hubert, for permission to place a plaque on her home stating it is a historical landmark. Ms. Shurts-Hubert agreed.

**9. NEW BUSINESS**

**Election of Chair**

Mr. Shepard nominated Ms. Novak for Chair of the Historic Preservation Commission. Ms. Novak agreed to serve. Ms. O'Donnell seconded the motion. Roll call on the nomination was as follows:

Ms. O'Donnell	-	Yes	Mr. Roberts	-	Yes
Mr. Shepard	-	Yes	Mr. Weiss	-	Yes
Mr. Hays	-	Yes	Ms. Novak	-	Yes

The nomination was passed by unanimous vote.

**Election of Vice-Chair**

Mr. Shepard nominated Mr. Roberts to serve as Vice-Chair based on his experience with running a meeting and long-time interest in historic preservation. Mr. Roberts agreed to serve. The nomination was not seconded.

Chair Novak nominated Ms. O'Donnell to serve as Vice-Chair. Ms. O'Donnell declined.

Mr. Roberts nominated Mr. Hays to serve as Vice-Chair. Mr. Hays agreed to serve. Chair Novak seconded the nomination. Roll call on the nomination was as follows:

Ms. O'Donnell	-	Yes	Mr. Roberts	-	Yes
Mr. Shepard	-	Yes	Mr. Weiss	-	Yes
Mr. Hays	-	Yes	Ms. Novak	-	Yes

The nomination was passed by unanimous vote.

**Bylaws - Review**

Chair Novak opened this item on the agenda. Marcus Ricci, Planner II, stated that the current bylaws were included in the meeting packet. He stated the options of the Historic Preservation Commission.

Mr. Shepard asked if the rules about remote attendance could be made more lenient. He has been out of the country during the winter months for the past several years. During the COVID pandemic he was allowed to join in remotely via Zoom, and he enjoyed being able to participate. Mr. Ricci stated that the Commission could change the bylaws to allow a member more leniency to phone in remotely; however, the City of Urbana has done away with the ability to remote in via

Zoom or by video. He noted that only one member per meeting is allowed to remote in via phone, and their phone presence does not count towards having a quorum of members at a meeting. Mr. Shepard commented that maybe remotng in via phone is not an ideal way to participate. Mr. Hays seemed to be having difficulties being able to hear everything that was said during this meeting, so he would be okay with the way the bylaws are currently written with regards to a member remotng in.

Chair Novak stated that she would like to wait until the next meeting to make a decision. The Commission members agreed.

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

Mr. Shepard mentioned that a new roof was being put on the Mumford house.

## **11. STAFF REPORT**

### **A. Public Input and Items of Interest**

- Downtown Historic District – Mr. Ricci reported that staff did a mobile workshop walking tour on June 10, 2022, as part of the APA-ISS Spring Conference. Staff hopes to do more tours for the general public.
- APA-IL State Conference Panel – Mr. Ricci stated that he and Kat Trotter, Planner II, would be participating in a panel at the fall APA Conference and would be talking about historic preservation tools, about case studies of the Hotel Royer and Cohen Building, and about how using historic tax credits can help revitalize a downtown.

### **B. Historic Property Activities**

#### **1. Certificates of Appropriateness in Progress or Review**

- 710 West Oregon Street – Mr. Ricci stated that the Van Doren house was approved as a historic landmark earlier during this meeting.
- 612 West Green Street – Mr. Ricci stated that he was in the process of administratively approving a Certificate of Appropriateness for roof repair needed due to hail damage.
- 2 Buena Vista Court – Mr. Ricci stated that most of the approved work has been completed with the exception of some stucco work and one basement egress window.
- 4 Buena Vista Court – Mr. Ricci stated that the approved work has been completed.
- 8 Buena Vista Court – Mr. Ricci explained that there is a question about whether the three Certificates of Appropriateness approvals transfer to the new owner. There is another more general question about whether Certificate of Appropriateness approvals expire if work is not started or completed within a certain time after receiving approval. Mr. Shepard voiced his opinions by stating that he believed there should be an expiration to Certificate of Appropriateness approvals, and that Certificate of Appropriateness approvals should transfer. The Commission and City staff discussed the pros and cons. Mr. Shepard suggested that City staff research what the City of Champaign does. Mr. Ricci stated that he would find out more about how Building Permits are handled. Mr. Roberts felt it was important to codify how Certificate of Appropriateness approvals are handled.

- 210 South Race Street – Mr. Ricci stated that some roof repairs are completed, and that progression has been made to the stucco and painting of the exterior. The owners have also replaced most of the cedar half-timber trim.

Mr. Roberts had questions about the color of the trim, missing timber on the south blank stucco wall, and he had a request for a walkthrough. Mr. Ricci explained that the owner is planning to use a darker stain to distinguish the trim. He added that the Historic Preservation Commission had reviewed and approved this and the removal of some trim that was unsafe. The Commission had made the decision to support the Illinois State Historic Preservation Office decisions for the Hotel Royer. As for the walkthrough, he would speak with the manager of Hotel Royer to see if it would be possible.

Further discussion ensued about the renovations to the interior, particularly with the common areas.

Chair Novak stated that she was satisfied with the Royer renovations thus far.

## **2. Certificates of Appropriateness Pending or Inquiries**

- 502 and 504 West Elm Street – Mr. Ricci gave a brief report that the owner would be applying for Certificates of Appropriateness for railing designs and installation.
- 508 West Elm Street – Mr. Ricci stated the owners need to apply for Certificates of Appropriateness to replace the front stair and side stair railings.
- 1108 Stoughton Street – Mr. Ricci stated that Brian Brauer has inquired about nominating the property as a local historic landmark.

## **12. STUDY SESSION**

There was none.

## **13. ANNOUNCEMENTS**

There were none.

## **14. ADJOURNMENT**

Mr. Weiss moved to adjourn the meeting at 8:38 p.m. The meeting was adjourned.

Submitted,



Marcus Ricci, AICP  
Historic Preservation Commission Recording Secretary