

MINUTES OF A REGULAR MEETING

URBANA HISTORIC PRESERVATION COMMISSION

DATE: November 5, 2014

APPROVED

TIME: 7:00 p.m.

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

MEMBERS PRESENT: Scott Dossett, Matt Metcalf, Alice Novak, Gina Pagliuso, David Seyler, Trent Shepard, Kim Smith

MEMBERS EXCUSED: None

STAFF PRESENT: Jeff Engstrom, Interim Planning Manager; Kevin Garcia, Planner II; Christopher Marx, Planner I

OTHERS PRESENT: Brian Adams

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 with all members present.

2. CHANGES TO THE AGENDA

There were none.

3. APPROVAL OF MINUTES

The minutes of the September 3, 2014 Historic Preservation Commission Meeting were presented for approval. With no changes proposed, Mr. Shepard made a motion to approve the minutes as drafted. Ms. Smith seconded the motion. The minutes were approved unanimously as written.

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

Case No. HP-2014-L-01 – Request by Robert Nemeth for a Historic Landmark Nomination of the Zeta Tau Alpha Sorority House located at 1404 South Lincoln Avenue

Chair Novak recused herself due to a conflict of interest with this case. She turned the Chair position over to Kim Smith. Vice Chair Smith opened the public hearing and at the request of the property owner she continued the case to the next regular meeting of the Urbana Historic Preservation Commission.

Vice Chair Smith relinquished the Chair position back to Alice Novak.

9. NEW BUSINESS

Update to the Historic Preservation Commission's Official Bylaws

Chair Novak opened this item. Kevin Garcia, Planner II, gave a brief staff report. He began by explaining that the proposed changes reflect the provisions of the State of Illinois' Open Meetings Act with regards to public participation at public meetings. The current bylaws do not have a section on Audience Participation, so City staff is proposing to add a section and to remove "Meeting Minutes" from the list of documents to include in the annual Certified Local Government report as well as correcting a few typos. He presented staff's recommendation for approval of the proposed revised bylaws.

Chair Novak asked if the Historic Preservation Commission members had any questions for City staff.

Mr. Dossett noted a typo correction in the written staff report; otherwise, he thought the proposed text amendment looked great.

Under Article VI.4, Ms. Pagliuso wondered if they should add "Nominator's designee" to be able to present evidence. She recalled a case that reviewed in 2013, where the nominator was not in attendance at the public hearing. Someone else presented the evidence for the nominator and the property owner did not have the opportunity to question the nominator. Mr. Dossett agreed that it would be good to add this as well. Ms. Pagliuso believed that the Zoning Ordinance was worded the same way as the existing bylaws. Mr. Engstrom replied that City staff has marked this specific change as an update to the Zoning Ordinance when we do the annual review. It is a good catch

though. It might be better for the Historic Preservation Commission to wait to make this change to the bylaws until City staff makes the change in the Zoning Ordinance.

Ms. Pagliuso stated that they could use the same wording as in Article VI.3, "*The nominator/petitioner or his/her representative may*". She does not like the word "shall" in #4 and recommended that they change it to "may". She pointed out that the Commission has the right in #18 to hold off making a decision on a case if the petitioner is not present.

Chair Novak asked City staff how long the Commission could continue a case. Mr. Engstrom responded saying that a public hearing has to be held within 60 days after an application has been submitted; however, he did not know if there was any language limiting how long a case can be continued and left open.

Mr. Metcalf asked if Article X should include a reference to the Open Meetings Act. Mr. Engstrom said that the Commission could include the reference.

Chair Novak asked if the Commission agreed to wait to make other changes outside of the amendments proposed by City staff until the Zoning Ordinance has been amended. The Historic Preservation Commission members agreed.

Mr. Dossett moved that the Historic Preservation Commission approve the staff amendments to the bylaws. Mr. Metcalf seconded the motion. Roll call on the motion was as follows:

Mr. Dossett	-	Yes	Mr. Shepard	-	Yes
Ms. Novak	-	Yes	Ms. Smith	-	Yes
Ms. Pagliuso	-	Yes	Mr. Seyler	-	Yes
Mr. Metcalf	-	Yes			

The motion passed by unanimous vote.

10. MONITORING OF HISTORIC PROPERTIES

Mr. Engstrom reported on the following:

- **504 West Elm Street** received a Certificate of Appropriateness to rebuild the rear porch. The work is still in progress.
- **801 West Oregon Street** was sold to Chris Saunders, a local developer.

Mr. Shepard inquired about a Certificate of Appropriateness that had been issued for 810 West Main Street to replace the front wing walls, concrete steps and sidewalk. Mr. Engstrom mentioned that City staff stopped by the property to check on the progress of the work. It has not been started, and it appears that the owner will not be able to start the work until spring of 2015.

Mr. Shepard wondered if there is a time limitation on a Certificate of Appropriateness. Mr. Engstrom did not know off hand, but stated that he would research it.

11. STAFF REPORT

Mr. Engstrom announced that City staff is in the process of applying for a CLG Grant. The application deadline is the following week. They are looking into ideas to continue the work that has been done with previous grants on podcasts and website of the 100-Most Significant Properties in Urbana. One idea is a mobile app and website that would show all of the properties that would link to the podcasts and have information on all of the properties.

12. STUDY SESSION

Presentation on 208 West Griggs Street by Brian Adams

Brian Adams gave the following presentation on 208 West Griggs Street:

- A Forge on the Prairie: A History of Urbana's Enterprise Foundry & the Leavitt Manufacturing Company, 1872-1956
 - Abram Snedeker Iron Foundry (1872-1881)
 - Thomas Wright Enterprise Foundry (1881-1903)
 - Photos of Cistern lids
 - 1892 Sanborn Fire Insurance Map
 - Leavitt Manufacturing Company (1903-1956)
 - J.W. Royer Remodel in 1903
 - 1909 Sanborn Fire Insurance Map
 - Early 19th Century Foundries Pictures
 - Urbana Daily Courier, February 1906
 - Products of Every Shape and Size
 - Cistern Tops Image & Advertisements, 1915 & 1918
 - Coal Chutes Image & Advertisement
 - Sewer Grates Images
 - Manhole Cover in Champaign Image
 - Various Products Advertisements, 1904-1919
 - Leavitt Cattle Dehorner
 - Urbana Daily Courier Advertisement, January 28, 1915
 - Dehorner Image and Illustration
 - Sporting Goods
 - "Knock Down" Portable Bleachers
 - Daily Illini article in July, 1926
 - Bleachers and More Advertisements
 - Company Renamed, "Leavitt Bleacher Company"
 - Skil Bilt Products Company purchased company in 1956
 - The Foundry Today Images
 - Mural by Glen Davies to be Painted on Building?
 - Summary

Mr. Shepard inquired about what the building is used for today. Mr. Dossett stated that the Eastern Illinois Food Bank used to have the building. It was recently purchased. Mr. Engstrom added that the new owner is trying to develop the building with more active uses, but have not figured out all of the uses yet.

Mr. Metcalf thought it was great idea to commemorate the Foundry.

Ms. Pagliuso stated that this was great research and she had read most of it in the PACA newsletter. She mentioned that she has one of the cistern covers in her yard. Mr. Adams was surprised to hear that they had published his article.

13. ANNOUNCEMENTS

Mr. Metcalf noted that on October 10, 2014 the Legacy Tree Program dedicated a new 150-year old tree in town. If you know of any trees that appear to be interesting and old enough to qualify, then contact Mike Brunk, City Arborist at the City of Urbana.

14. ADJOURNMENT

With no further business Mr. Shepard moved that the meeting be adjourned. Ms. Smith seconded the motion. With all Commission members in favor, the meeting adjourned at 7:40 p.m.

Submitted,

Jeff Engstrom, Interim Planning Manager
Historic Preservation Commission Recording Secretary