

APPROVED MINUTES

**VILLAGE OF DOWNERS GROVE
ARCHITECTURAL DESIGN REVIEW BOARD
MINUTES OF FEBRUARY 21, 2018 MEETING**

Chairman Davenport called the February 21, 2018 meeting of the Architectural Design Review Board to order at 7:00 PM and requested a roll call.

1. ROLL CALL

PRESENT: Ms. Chalberg, Mr. Larson, Mr. Lerner, Ch. Davenport

ABSENT: Ms. Acks, Ms. Hollweck, Mr. Riemer

STAFF: Planning Manager Rebecca Leitschuh
Sr. Planner Scott Williams

VISITORS: Kathy Nybo, FOEH, 5253 Blodgett
Kay & Ken Hammer, 1205 Franklin
Chuck Holtzen, 5226 Carpenter St.
Amy Gassen, 5320 Benton Ave.
Marilyn & B J Andrews, 4641 Seeley.
Rich Kulovany, 6825 Camden Rd.

2. APPROVAL OF NOVEMBER 15, 2017 MINUTES

Mr. Lerner noted that on the top of Page 9 it should read "the Illinois Association of Historic Preservation Commission."

**Mr. Larson moved, seconded by Mr. Lerner, to approve the minutes of the November 15, 2017 meeting as amended.
All in favor. The Motion passed unanimously.**

3. PUBLIC HEARING

Chairman Davenport called upon anyone who intended to testify to rise and be sworn in.

FILE 18-ADR-0001: A petition seeking a Historic Landmark Designation for the property commonly known as 1205 Franklin Street, Downers Grove, IL (PIN 09-08-114-001). The property is located at the southwest corner of Franklin Street and Saratoga Avenue. Kenneth and Kay Hammer, Petitioner and Owner.

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Scott Williams, Senior Planner for the Village of Downers Grove identified the property as 1205 Franklin Street located on the corner of the site. He showed the footprint of the structure based on the Plat of Survey, as well as photos from the 1920s. The home was constructed in 1895 and is Queen Anne style. He researched information from the Historic Building Inventory Survey as well as the Downers Grove Historical Society where it is referred to as the Frank J. Gorman house. He said that the petitioner indicated this home was converted into a duplex in 1966. The east elevation displays the turret, wrap around porch and hipped dormer. He noted the stained glass windows, and the double-hung windows some of which are original. The southeast corner of the house shows the wood clapboard siding, and restoration work that was done to try and match the original materials. Features include the decorative soffits, the turret and the glass windows. The gable dormer is a prominent feature of the northern façade. The west elevation highlights the original stone foundation of the structure. Mr. Williams noted that a photograph from 1977 depicts the similarity of the building at that time to the photos from the 1920s.

Mr. Williams said that Staff recommends approval of this request with no conditions.

There were no questions from the Board at this time. Staff then played a video prepared by the owners of the home.

Speaking on behalf of the Petitioners, Cindy Zaeske of 1135 Prince Street, said she lives near the subject property. It is a beautiful historic home. She found photographs from the Dunn family, a previous resident. The home has been restored back to a single-family home. Ms. Zaeske prepared the video presentation for the Hammer family.

Mr. Hammer said they purchased the house in 1987 and have done a lot of work on the home. They sided it with cedar siding, installed some new windows, soffit, fascia and gutters, as well as the porch railing. They love the house and are happy to be in the landmarking program.

Ms. Leitschuh commented on the alterations to the porch, stating that when the petitioner acquired the home, the spindles and banisters on the porch already had been removed. The owners used the historic photographs to attempt replicating the porch based on those photographs.

Ch. Davenport called upon anyone from the public who wished to comment on the petition for landmark designation.

1. Christine Martin of 701 Maple Avenue thanked the owners for landmarking their home. She said the home is exquisite.

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2. Rich Kulovany of 6825 Camden Road also thanked the Hammers for bringing this petition forward for landmarking.

3. Amy Gassen of 5320 Benton Avenue said the most difficult part of landmarking a home is making the decision to do it. This home is a remarkable example of the Queen Anne design, and it is fortunate that they have so many historic photos available of the home. She thanked the owners for bringing the petition forward.

There being no further comments, Ch. Davenport closed the public portion of the meeting and opened the discussion for the Board's deliberation.

Mr. Lerner said it is a beautiful house. He thinks the reason there are so many old photographs is because it is such a photogenic home. It was built in a grand style and although it has experienced some difficult times, it has been lovingly restored.

Ms. Chalberg thanked the petitioners for bringing this forward to preserve it for future generations. She would love to see some of the interior details of the home, as it is a glorious home.

Mr. Larson also thanked the petitioners. He said that he lives near the property and the development of Prince Pond, which is behind the site, was not even there when one of the photographs was taken. The home has survived many changes compared to the surrounding properties.

Ch. Davenport echoed the comments made by members of the Board, and thanked the owners for allowing this celebration of their home. From an architectural standpoint this type of home on a corner lot is exceptional. It would be a tragedy not to have this house at that location any more. It takes courage to request preserving this type of building.

Ms. Chalberg also thanked the Friends of the Edwards House for having put together the long list of the change of property owners of this property. It's fascinating to read of the previous ownerships.

Mr. Larson moved to make a positive recommendation to the Village Council to approve historic landmark status for Petition 18ADR0001, property located at 1205 Franklin Street, Downers Grove. Ms. Chalberg seconded the Motion.

All in favor. The Motion passed unanimously.

Ms. Leitschuh said that the First Reading of this petition would be before Council on Tuesday, March 6, 2018.

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4. OLD BUSINESS

Ms. Leitschuh commented on the property at 710 Maple that was landmarked as the J.J. Cole House. The owner intends to replace the skylight and to remove the existing sliding front door with a more traditional front door with sidelights. They will have to provide material samples to Staff for review of the front door. In addition, a series of two windows that are floor length and not original will be replaced with a window that matches the remaining windows. They are replacing the siding with hardie-board that would look closer to the original, and will provide documentation for the files.

5. NEW BUSINESS

Mr. Lerner said that Landmarks Illinois is having its legendary Landmark celebration on Thursday, March 8th from 5:30-10:00 PM, at the Hilton Chicago, 720 S. Michigan Avenue. It is a formal fundraising event with cocktails, dinner and an awards ceremony. It is the main fundraiser of the year at a cost of around \$500 per ticket.

6. PUBLIC COMMENTS

1. Amy Gassen of 5320 Benton Avenue distributed handouts to the Board and showed a slide presentation. She and her husband conducted a survey in 2016 of all the Four Squares in Downers Grove. A map was prepared that is displayed on the Historical Society's website with photographs and locations of the homes, when they were built, and whether they were landmarked. Ms. Gassen said they also want to get these included on the Village's Historic Resources GIS mapping system. She met with Staff and they have been given the images of Four Squares and locations.

Ms. Gassen said that during the Gingerbread Holiday Festival, Four Square homeowners met at Lincoln Center and created a gingerbread model of the Four Square home. This was displayed in the She's Boutique window on Main Street. There are 130 such homes in the Village.

Ms. Gassen said that they are also trying to put two newsletters out annually. She then gave a follow-up on 5325 Fairmount Avenue, the home owned by her husband's parents that was landmarked in June 2017. The home needed some interior renovation, so they chose to apply for the State's tax assessment freeze program. She showed photographs of the house as it might have been originally laid out, as well as upgrades to the house over the years including renovations being made at the present time. They hope to have the work completed within the next month or so, and will submit the costs to the State when work is completed in the hopes of obtaining the tax

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freeze. She plans to have another tour of the home when the work is completed.

Ms. Chalberg asked Ms. Gassen to remind everyone about the Tax Freeze Program.

Ms. Gassen said it is a tax assessment freeze for eight years, at which time it gradually steps up for the next four years. The freeze will be at the level of assessment that was established prior to the start of renovation work. They hope it will be a significant savings for her in-laws over the years. Certain aspects of the renovation had to be kept to meet the design of the house as originally built. She further mentioned that they were able to salvage some old doors from a home in the Prince Pond area that was demolished. As to the tax assessment freeze application there is no fee. In further response, the present attic space is not usable, but could be at some future time. She doesn't think utilizing that space as a room would have a negative impact as long as it keeps the original design of the house.

2. Chuck Holtzen of 5226 Carpenter Street reported on a project she started working on last summer, researching the kit homes in the Village. There were thirty Sears Homes in the national database when she began her work. She has increased the Sears list to 70 homes, nine or ten Harris Brothers homes, as well as about ten Wardway homes. Most of the homes only had legal descriptions rather than an actual address. She has met with many people to determine the location of other kit homes, and what kind of kit homes they were. As a result she found one Econobuilt home. She intends to have a kit homeowners meeting on April 13th with the goal of landmarking those homes that might be eligible.

Ms. Holtzen said if they could start a kit homeowners' thematic district, the question is whether the Beechler home could be included in that as well. Ms. Chalberg said that thematic districts are not geographical. The Beechler home is a Harris kit home and is the only kit home that has been landmarked. Ms. Chalberg said if a person has already landmarked a kit home, the question is whether others have to become landmarked individually. Ms. Leitschuh said properties in a district would have the same protections and review requirements for alterations, although they are not individual landmarks. In a thematic district, every single property has to agree to be included. Ms. Chalberg suggested that she sees no overlapping issues in having someone who has already been landmarked included in the thematic district. Ms. Holtzen replied that the Board and staff wasn't clear on that a few months ago. There was a question raised as to whether or not thematic districts could overlap, such as kit homes, and Victorian homes, etc.

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Ms. Holtzen said at this time she thinks they should just stay with kit homes as a thematic district to start. Right now there are Sears Homes, Harris, Wardway and Aladdin.

7. ADJOURNMENT

There being no further discussion, Ch. Davenport called for a motion to adjourn.

Mr. Larsen moved, seconded by Mr. Lerner to adjourn the meeting. The Motion passed unanimously by voice vote.

Chairman Davenport adjourned the meeting at 8:00 PM.

Respectfully submitted,

/s/ Tonie Harrington

**DOWNERS GROVE PUBLIC LIBRARY
BOARD OF TRUSTEES
REGULAR MONTHLY MEETING
MARCH 21, 2018, 7:30 P.M.
LIBRARY MEETING ROOM**

DRAFT MINUTES

1. **Call to Order.** President Graber called the meeting to order at 7:30 p.m.
2. **Roll Call.** Members present: Trustee Susan Eblen, Trustee Swapna Gigani, Trustee David Humphreys, President Jonathan Graber. Absent: Trustee Ed Earl, Trustee Kim Stapleton.

Also present: Director Julie Milavec, Assistant Director Jen Fredericks, Executive Assistant Katelyn Vabalaitis, Public Relations Manager Melissa Fischer, Facilities Manager Ian Knorr, Friends of the Library President Joni Hansen, Downers Grove Public Library Foundation Treasurer Ed Pawlak.

3. **Welcome to Visitors.** President Graber welcomed visitors and thanked them for their interest in the library.
4. **Approval of Minutes.**
 - a. February 28, 2018 Regular Monthly Meeting. Graber noted a spelling error on the word “adjournment”. It was moved by Eblen and seconded by Humphreys THAT the minutes of the February 28, 2018 Regular Monthly Meeting be approved as corrected. Motion passed by voice vote.
 - b. February 28, 2018 Committee of the Whole Meeting. Graber noted a spelling error on the word “adjournment”. It was moved by Eblen and seconded by Humphreys THAT the minutes of the February 28, 2018 Committee of the Whole Meeting be approved as corrected. Motion passed by voice vote.
5. **Financial Matters.**
 - a. February 2018 Financial Report. Milavec presented the report. The final numbers for 2017 will be adjusted one more time. There was a final determination on an IMRF payment for a former employee. The Village will make this adjustment to the library’s 2017 budget. The February expenditure report looks a little different, as it shows a March date. This is because the late February meeting caused the February checks to be dated March 1, 2018, forcing them to appear on the March report. The expenditure report received at the Board’s next meeting will be back on track. Milavec noted an invoice for Elgin Clock Repair, explaining that the grandfather clock in the Administration office was repaired and is finally working.

each year. We have five staff at the Public Library Association conference this week in Philadelphia. The Technical Services Department will undergo a name change to Access Services. An Access Services Manager position has been posted, which will allow Assistant Director Jen Fredericks to hand over the cataloging work she is still doing to a new manager and focus on the role of Assistant Director.

11. **Trustee Comments and Requests for Information.** There was none.
12. **Adjournment.** It was moved by Humphreys and seconded by Eblen THAT the Regular Meeting of the Board of Trustees be adjourned. Motion passed by voice vote. President Graber adjourned the meeting at 8:05 p.m.

**DOWNERS GROVE PUBLIC LIBRARY
BOARD OF TRUSTEES
MARCH 21, 2018**

AGENDA ITEM 10

Librarian's Report

This report will be brief. With the meeting moved up a week and my vacation absence, nearly all of my time was focused on tonight's agenda action items.

ComEd Incentives and Lighting Projects

Facilities Manager Ian Knorr persisted until he talked to all the right people, including multiple Village of Downers Grove Public Works staff, to figure out how to receive and maximize ComEd's incentives to change over to energy-efficient lighting fixtures and lamps. He is working with Product Architecture + Design to use these incentives for the lighting portion of the 2018 construction project.

Performance Evaluations

Annual performance evaluations and meetings for all staff should be completed by March 31. This is the first use of the new evaluation form initially created by Assistant Director Jen Fredericks and revised by the management team as a group. I have completed evaluations and meetings with each of the management team members. In April, the management team will review use of the new form and make any necessary changes based on the feedback from the group.

Statements of Economic Interest

All Trustees should have received a notification of the filing requirement and login information for DuPage County's online portal for Statements of Economic Interest. The filing must be made prior to May 1.