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**VILLAGE OF DOWNERS GROVE
HISTORIC PRESERVATION AND DESIGN REVIEW BOARD
MINUTES OF MARCH 16, 2022 7:00 P.M.**

Chairwoman Gassen called the March 16, 2022 of the Historic Preservation and Design Review Board to order at 7:01 p.m. and requested a roll call:

1. ROLL CALL

PRESENT: Chairwoman Gassen, Mr. Styczynski, Mr. Lerner, Ms. Chalberg, Mr. Renner, Ms. Kolev

ABSENT: Mr. Reimer

STAFF: Jason Zawila, Planning Manager and Flora Leon, Senior Planner

VISITORS: None

2. APPROVAL OF DECEMBER 15, 2021 MEETING MINUTES

The Board welcomed Iana Kolev to the HPDRB, who then offered an introduction for herself. Commissioner Lerner asked the minutes reflect the changes emailed to Flora Leon, Senior Planner.

Motion by Mr. Renner, second by Ms. Chalberg to approve the minutes of the December 15, 2021 meeting. Roll call:

AYE: Renner, Styczynski, Lerner, Chalberg, Kolev, Gassen

NAY: None

ABSTAIN: None

Motion passed.

3. PUBLIC HEARING: None

4. OLD BUSINESS - None

5. NEW BUSINESS – An overview of the Certified Local Government Program

Ms. Flora Leon, Senior Planner, introduced the presentation as an overview of what it meant to be designated as a CLG or Certified Local Government. She shared that the presentation would include a definition, an explanation on the benefits and the requirements to maintain this status. Additionally, Ms. Leon explained that a brief timeline would be provided explaining how the Village had secured this status. She noted that she would present this information using a website built for this meeting. However, Ms. Leon shared that the website was not a live link but that a lot of the same information could be found on the Village website.

Ms. Leon started with a quote from the Downers Grove Preservation Ordinance. She stated that the goal of the ordinance was to “Continue promoting the protection, enhancement, perpetuation, and use of improvements of special character and historical interest or value in the Village.” She indicated that the adoption was one of the items that allowed the Village to apply to become a Certified Local Government. The program recognizes local governments that

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meet the criteria established by the U.S. Secretary of the Interior and the State of Illinois. Additionally, Ms. Leon shared that the program was established by the U.S. Congress through the National Historic Preservation Act Amendments of 1980.

Ms. Leon then moved on to explain what it meant to have the CLG status. One of the benefits includes additional funding that can range between \$5,000 and \$15,000. These awards depend on the type of project. She explained that these were matching grants and that 70% of the project cost were covered by the state. Previous examples of grant-funded projects include historical surveys, planning documents, education materials, and design guidelines, national register nominations, and historic preservation workshops. Ms. Leon also explained that other benefits included an opportunity to review all National Register nominations within the Village and provide feedback to the Illinois Historic Preservation Agency. Additionally, she shared that residents can take advantage of the State Property Tax Assessment Freeze Program for locally landmarked properties. Finally, Ms. Leon added that CLG communities could receive technical assistance from the Illinois Historic Preservation Agency.

Ms. Leon then shared the requirements to maintain CLG status. The following items were listed:

1. Current preservation ordinance
2. Maintain a board.
3. Quarterly meetings: This meeting fulfills the first quarter's requirement for 2022.
4. Review National Register Nominations.
5. Monitor any proposed alterations of National Register properties.
6. Provide opportunity for public participation.
7. Maintain a system for survey and inventory.
8. Provide an annual report to the Illinois Historic Preservation Commission.

Ms. Leon then provided a timeline of events leading up to earning the status as a Certified Local Government. She highlighted the following events:

1. December 12, 1980: National Historic Preservation Act of 1966 was expanded so local governments can participate.
2. July 3, 2007: The Historic Preservation Ordinance was adopted to give residents a tool to protect historic homes.
3. April 2009: A Historic Preservation Plan was adopted. This plan compiled list of historic buildings from different state and local resources
4. July 28, 2009: The Village applies with the State of Illinois and is accepted and recognized as Certified Local Government. Currently Downers is one of only 83 CLGs in Illinois.
5. November 5, 2013: The Village applied and received \$15,000 to conduct a historic resource survey.
6. November 3, 2015: A Report on Historic Preservation was adopted. The report highlighted misconceptions about historic preservation and called for increased education and awareness.
7. June 8, 2016: In the effort to promote historic preservation, the Village applied to be a part of the Property Tax Assessment Freeze Program.
8. July 1, 2016: To address the action items highlighted in the Report on Historic Preservation Downers submits a CLG grant to publish Education and Marketing Brochures.

Ms. Leon concluded by highlighting that the first home that was locally landmarked occurred in 2008. Since then the Village has accumulated 30 locally landmarked properties.

Ms. Leon then provided the details associated with the required CLG Annual Report. She then concluded her presentation and asked if there were any comments or questions by the board.

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Mr. Lerner asked if there were any plans to apply for additional funds for future projects

Ms. Leon shared that the current work plan did not include plans to apply for funding. However, if the Board had ideas for projects staff would be happy to discuss those.

Ms. Chalberg noted that there were several commercial properties that were not covered by the historic survey. She then asked if the historic survey was intended to only cover residential properties. Ms. Chalberg also asked if the commercial properties could be surveyed in the future.

Ms. Leon explained that she was not certain if the intention was to leave out commercial properties. She offered to look into this and update the board at a later time.

Mr. Zawila added that parts of Main Street were surveyed. He asked if Ms. Chalberg had other commercial properties in mind.

Ms. Chalberg said that there were some properties on Curtiss Street such as the Post Office and Masonic Building. In addition to that, she noted that several churches were historic.

Chairwoman Gassen noted that the Village had talked about expanding some of the surveyed area in the future.

Ms. Chalberg added that there are areas south of 55th Street that could be surveyed in the future.

Mr. Lerner noted that there were plenty more areas that could be surveyed.

Mr. Zawila added that Main Street north of the tracks and Randall Park area would all be great candidates. He then added that pursuing future surveys would come down to resources and work plans for the future. He concluded that with future surveys the Board would be involved with giving feedback and recommendations.

Ms. Chalberg clarified that if a property is up for landmarking it does not need to be part of a current historic survey.

Chairwoman Gassen noted that several properties had been landmarked and were not on the current historic survey.

Mr. Zawila added that in those instances the State of Illinois, the Downers Grove Historical Society, and the library have all been resources as staff researched the history of a property.

Ms. Chalberg then asked if there was any other purpose for the historic survey from a public interest perspective besides maintaining CLG status.

Mr. Zawila explained that there were multiple reasons for having the historic survey. He explained that it was a tool for staff to use as local government to research properties.

Mr. Zawila went on to explain that when landmark cases are not part of an agenda, staff has to identify topics that are relevant for discussion during these meetings. He highlighted that this topic was presented via an interactive webpage and he noted that the Village would be updating their website in the near future.

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Chairwoman Gassen pointed out that in 2016 only two properties were landmarked. She added that the current 30 landmarked properties were a testament to the efforts of the Village and volunteer organizations.

Ms. Chalberg asked why the Village was restricted from actively marketing this landmark program.

Mr. Zawila noted that the Village takes the opportunity to feature landmarked homes in the DG Insider magazine, videos are posted on the Downers Grove website, and there are a lot of other resources for landmarking homes on the Village website.

Chairwoman Gassen added that the Village also has led presentations regarding local landmarking processes.

Mr. Lerner, noted that with a larger stock of landmarked homes the board might anticipate more applications for Certificates of Appropriateness. He then suggested that a future presentation could focus on the process and guidelines to review this type of application.

Ms. Chalberg added that it would be a good idea to invite past petitioners to explain how they proposed their changes to a landmarked home with a Certificate of Appropriateness.

Mr. Zawila agreed that this would be a great idea for a future presentation. The idea for the meeting this evening was based on how timely it was with fulfilling the CLG status requirements for quarterly meetings.

Chairwoman Gassen asked if there were any other updates from staff.

Mr. Zawila shared that on Monday March 21st the Village would be hosting a Neighborhood Meeting for the proposed Village Hall project. He also noted that this would be the first project that would be reviewed against the recently updated Downtown Design Guidelines. He also explained that because the request was for a PUD the proposal would appear in front of the Plan Commission. Additionally, Mr. Zawila noted that the case would appear in front of the Village Council in May.

Mr. Styczynski asked if the Monday meeting would be televised.

Mr. Zawila said it would not be televised. Instead it would be an open meeting for the public to come in person. He also shared that there would be a video presentation summarizing the project.

Chairwoman Gassen asked what time the meeting would be hosted.

Mr. Zawila shared that the meeting would be from 7-8:30 P.M.

6. PUBLIC COMMENT: None

7. ADJOURNMENT

Chairwoman Gassen thanked staff for the overview. She called for a motion to adjourn.

Mr. Renner moved, seconded by Ms. Chalberg to adjourn the meeting at 7:30 p.m. Motion carried unanimously.

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/s/ Village Staff
(As transcribed by MP-3 audio)