

**VILLAGE OF DOWNERS GROVE
ARCHITECTURAL DESIGN REVIEW BOARD
MINUTES OF JULY 15, 2020 MEETING**

In the absence of Ch. Davenport, Ms. Chalberg served as Chairperson Pro Tem (hereinafter Ch. Chalberg). Ch. Chalberg called the July 15, 2020 meeting of the Architectural Design Review Board to order at 7:00 PM and requested a roll call.

1. ROLL CALL

PRESENT: Ch. Chalberg, Ms. Gassen, Mr. Lerner, Mr. Renner, Mr. Riemer

ABSENT: Ch. Davenport, Ms. Acks

STAFF: Jason Zawila, Planning Manager

VISITORS: None

2. APPROVAL OF THE NOVEMBER 22, 2019 MINUTES

Mr. Renner moved, seconded by Mr. Reimer, to approve the minutes of the November 22, 2019 meeting.

AYES: Ms. Gassen, Mr. Lerner, Mr. Renner, Mr. Riemer, Ch. Chalberg

NAYS: None

The Motion to approve the minutes as presented passed unanimously.

3. PUBLIC HEARING – There was none.

4. OLD BUSINESS – There was none.

5. NEW BUSINESS

HISTORIC PRESERVATION IMPROVMENTS

Staff Presentation:

Mr. Jason Zawila, Planning Manager for the Village of Downers Grove, referenced that in 2015, the Village undertook a significant effort to examine the Village's historic preservation program and recommend improvements to the program. The Architectural Design Review Board (ADRB) and the Ad Hoc Sub-Committee on Historic Preservation developed the Report and Recommendations on Historic Preservation (Report) which identified several desired outcomes and recommendations that has guided changes to the historic preservation ordinance and program. The recommendations provided this evening will be in line with those recommendations.

Mr. Zawila stated that in the 2015 Report, 'Inform and Educate the Public' was one of the desired outcomes. In an effort to continue to inform the public about the Village's

APPROVED SEPTEMBER 16, 2020

historic preservation efforts, the Village is requesting consideration to change the name of the ADRB to better reflect the board's power to administer the historic preservation provisions. By changing the board's name, it would be clear to the general public that the Village has a historic preservation board.

Mr. Zawila then went over the second item, which considers waiving building permit fees for landmarked properties. In the 2015 Report, 'Create Financial Incentives' was one of the desired outcomes. The Village previously eliminated fees for historic landmark, historic district, and Certificate of Appropriateness applications. The Village is proposing to waive all building permit fees for those properties that fall into one of the following three categories: properties designated a historic landmark, properties that are contributing or significant within a Historic District and properties listed on the National Register of Historic Places. However, the Village's Fee Waiver Policy prohibits certain fees and bonds to be waived.

Mr. Zawila stated that staff examined permit data for the 26 landmarked and one National Register of Historic Places property (Avery Coonley School) to determine permit activity since the properties were landmarked. Since 2009, 35 permits had been obtained by historic building owners after the property was landmarked. Based on the Village's Fee Waiver Policy, staff has determined that \$17,754.39 of permit fees would have been eligible for a fee waiver. Lastly, he provided a summary of the types of improvements that were made to the homes after landmark status was granted.

Board's Discussion

Mr. Reimer inquired if the fees are the same for each home and how they are assessed or do they vary in costs. Mr. Zawila replied that it really depends on the project and the type of work.

Ms. Chalberg clarified that homes that are included in in proposed wavier policy.

Mr. Renner inquired what the process is after they offer a recommendation. Mr. Zawila stated, assuming a positive recommendation, amendments to the Village ordinance for the name change and fee waiver policy would be presented to the Village Council. If approved, the recommendations would go into effect.

Mr. Reimer clarified that this is a very small portion of permit fees that average \$1500 a year. Mr. Renner further inquired if this is a significant amount for the Village. Mr. Zawila stated that this is a very small portion of permit revenue. Mr. Lerner said this average can go higher if more homes are landmarked.

Ms. Gassen noted that she has knocked on several doors and the primary inquiry that she receives is what is in it for me. We would be able to now state that there is a financial incentive. As a side note, she pulled out the history preservation recommendations and noticed that a majority of the 2015 recommendations have been accomplished.

Mr. Lerner clarified that this is not a change if a permit is required or COA, just permit costs are waived. Mr. Zawila stated that is correct.

Mr. Lerner inquired why national register would be on there since we cannot necessarily control or protect property how those are landmarked. It was noted any incentive helps. He also noted he loves the idea of an incentive and falls into the purview of the recommendation and promoting historic preservation.

Ms. Gassen moved a positive recommendation to the Village Council that the name of the Architectural Design Review Board be changed to the Historic Preservation and Design Review Board. Mr. Reimer seconded the Motion.

AYES: Ms. Gassen, Mr. Lerner, Mr. Renner, Mr. Riemer, Ch. Chalberg
NAYS: None

The Motion passed unanimously.

Mr. Lerner moved a positive recommendation to the Village Council that building permit fees for landmarked properties as noted in the staff report should be waived. Mr. Reimer seconded the Motion.

AYES: Ms. Gassen, Mr. Lerner, Mr. Renner, Mr. Riemer, Ch. Chalberg
NAYS: None

The Motion passed unanimously.

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6. PUBLIC COMMENT - There was none.

7. ADJOURNMENT

Mr. Reimer, inquired about the quarterly meeting requirement for CLG status. Mr. Zawila stated that considering current events, the Village was not able to hold meetings as usual, but will attempt to hold meetings this fall, meeting the typical requirements. Further discussion occurred on the promotional items that the Village has issued in the past.

Ch. Chalberg called for a motion to adjourn.

Ms. Gassen moved, seconded by Mr. Renner to adjourn the meeting. The Motion passed unanimously by voice vote.

Ch. Chalberg adjourned the meeting at 7:24 PM.

Respectfully submitted,

/s/ Village Staff