

**VILLAGE OF LAKE BLUFF
HISTORIC PRESERVATION COMMISSION
REGULAR MEETING**

WEDNESDAY, JULY 8, 2015 - 7:00 P.M.

**VILLAGE HALL BOARD ROOM
40 E. CENTER AVENUE, LAKE BLUFF, ILLINOIS**

AGENDA

1. Call to Order and Roll Call

2. Consideration of the Minutes from the May 21 and June 10, 2015 HPC Meetings

3. Non-Agenda Items and Visitors

The Chairperson and Members of the HPC allocate fifteen (15) minutes at this time for those individuals who would like the opportunity to address the HPC on any matter within its area of responsibility that is not listed on the agenda. Each person addressing the HPC is asked to limit their comments to a maximum of three (3) minutes.

4. A Continued Discussion Regarding Demolition Review and Historic Preservation Regulations

5. A Continued Discussion Regarding the History of Neighborhoods in Lake Bluff

6. Chairperson's Report

7. Staff Report

- Confirm Next Meeting Date – August 12, 2015

8. Adjournment

The Village of Lake Bluff is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact R. Drew Irvin at 234-0774 or TDD number 234-2153 promptly to allow the Village of Lake Bluff to make reasonable accommodations.

**VILLAGE OF LAKE BLUFF
HISTORIC PRESERVATION COMMISSION
MAY 21, 2015**

DRAFT MINUTES

(changes to the document are bolded and double underlined)

1. Call to Order and Roll Call

A Special Meeting of the Historic Preservation Commission (HPC) of the Village of Lake Bluff was called to order on May 21, 2015 at 7:03 p.m. in the Village Hall Board Room.

The following members were present:

Present: Paul Bergmann
 Mary Francoeur
 Robert Hunter
 Randolph Liebelt
 Cheri Richardson
 Janet Nelson, Chair

Absent: Janie Jerch

Also Present: Brandon Stanick, Asst. to the Village Administrator (A to VA)

2. Consideration of the Minutes from the April 8 and May 13, 2015 HPC Meetings

Member Bergmann moved to approve the Minutes of the April 8 and May 13, 2015 HPC Meetings as presented. Member Francoeur seconded the motion. The motion passed on a unanimous voice vote.

3. Non-Agenda Items and Visitors

Chair Nelson noted there was no one present for this item.

4. An Advisory Review Conference for the Proposed Demolition of the Landmark Home Located at 512 Sunrise Avenue

Chair Nelson introduced the item and noted the purpose of the advisory review process is for the HPC to dialogue with the property owner concerning the proposed changes to the house. She then reviewed the materials provide to the HPC.

Mr. David Sundry (architect) and Ms. Deborah Clarkson (architect and interior designer), representing Mr. and Mrs. Schmucker (property owners), reviewed the plans for the property. Mr. Sundry stated the property owners live next door at 506 Sunrise and that 512 Sunrise does not currently meeting their needs. Mr. Sundry used an aerial picture of the neighborhood to illustrate the position of the lots along Sunrise Ave. Mr. Sundry noted the property owners have considered

erecting a smaller house on the lot to serve as an in-law residence and have living quarters on the first floor; however, in the short term the vacant lot would be used to enlarge their yard space.

A discussion followed and Chair Nelson expressed the HPC's desire to know more information regarding the plans for the future and the timeframe in which the property owners would like to act.

Chair Nelson opened the floor for comments from the public.

Mr. Gary Doyle, Lake Bluff resident and former owner of 512 Sunrise Ave., expressed his concern and opposition to demolishing the landmark home, as well as the impact demolition of the home will have on the Village's character.

Ms. Lisa Doyle, Lake Bluff resident and also former owner of 512 Sunrise Ave., expressed concern for the demolition and expressed her opinion the renovations performed by the property owners of 506 Sunrise Ave. were not sensitive to Lake Bluff's character.

Mr. James Arnold, a Lake Bluff resident for three years, advised he lives in the West Terrace neighborhood, and expressed his belief as more affluent couples move to town the first inclination is to purchase the house and demolish it to build something newer and larger. He stated he and his wife moved to Lake Bluff for hits human scale.

Ms. Carol Minor, resident of Lake Bluff, commented on the renovations made to 506 Sunrise Ave., and further stated they will do a wonderful job with whatever work will be done to the property.

Mr. Jim Murray, a six year resident of Lake Bluff, stated he moved to the east side neighborhood because the older neighborhood was attractive to his family. He inquired of the review process with the HPC and what can and cannot be done.

A discussion concerning the proposed demolition followed.

A to VA Stanick advised the HPC is reviewing this demolition application because the house is a designated landmark and any changes to a designated landmark must go through an advisory review process with the HPC. The goal of the process (not to exceed 120 days for complete demolition) is for the HPC and the property owner to reach a mutually satisfactory decision concerning the changes to the landmark structure. The property owner is required to participate in the conference.

Mr. Sundry advised he will review tonight's discussion with the property owner and return to the June 10th meeting.

5. An Advisory Review Conference for the Proposed Demolition of the Landmark Home Located at 925 N. Sheridan Road

Chair Nelson introduced the item and reviewed the materials provided to the Commission. Chair Nelson invited the property owner's representative, Michael Allen, to update the Commission regarding the plans for the house.

Mr. Allen stated that as legal counsel he is authorized to act on behalf of the Estate of William Blair. He noted that the Estate wants to continue with demolition of the house to make the property more attractive to potential buyers. The proceeds from the sale of the estate will be distributed to several charities.

A discussion ensued and Chair Nelson inquired which charities would benefit.

Mr. Allen stated the Will of William Blair is not a public document and he cannot disclose the names of the charities. **Chair Nelson asked if all of those charities were aware of the demolition request, particularly if the Art Institute was included. Mr. Allen stated that all charities know and did not object. The beneficiaries are kept informed of the proceedings.**

As there was no further discussion the representatives were advised the building permit for demolition may be issued no sooner than August 18, 2015.

6. A Continued Discussion Regarding Demolition Review and Historic Preservation Regulations

An informational summary of the HPC's previous discussions concerning amendments to the building permit application were reviewed by Staff. Following this discussion it was the consensus of the HPC to review a draft of the changes at its meeting on June 10, 2015.

Additionally, the HPC briefly reviewed the information presented in their packets concerning historic preservation regulations of comparable municipalities. The HPC expressed a desire to review this in more detail at its next meeting due to the late hour.

7. A Continued Discussion Regarding the History of Neighborhoods in Lake Bluff

Chair Nelson led a brief discussion concerning the HPC's intention to identify the history of neighborhoods in Lake Bluff. Following a discussion with the group it was their desire to continue this discussion and prepare materials related to the following areas: Rockland, Camp Meeting Association, the North Terrace and further expansions of the Village over time. The HPC continued its consideration of the matter to its next meeting.

8. Chairperson's Report

Chair Nelson stated the workshop on May 13th was successful and generated some interest in considering landmark designation. The presentations from IHPA staff and Landmarks IL staff were well received.

9. Staff Report

A to VA Stanick reported the Village is currently undergoing a downtown visioning process and encouraged residents to submit photos of their favorite downtown destinations they would like to bring to Lake Bluff. The purpose of this process is to further refine the Village's vision for the remainder of the Central Business District (Post Office block and former PNC Bank block).

10. Adjournment

As there was no further business to come before the Commission, Member Richardson moved to close the meeting. Member Hunter seconded the motion. The motion was approved on a unanimous voice vote and the meeting adjourned at 9:02 p.m.

Respectfully submitted,

Brandon Stanick
Asst. to the Village Administrator

**VILLAGE OF LAKE BLUFF
HISTORIC PRESERVATION COMMISSION
JUNE 10, 2015**

DRAFT MINUTES

1. Call to Order and Roll Call

A Regular Meeting of the Historic Preservation Commission (HPC) of the Village of Lake Bluff was called to order on June 10, 2015 at 7:00 p.m. in the Village Hall Board Room.

The following members were present:

Present: Mary Francoeur
 Robert Hunter
 Janie Jerch
 Cheri Richardson
 Janet Nelson, Chair

Absent: Paul Bergmann
 Randolph Liebelt

Also Present: Brandon Stanick, Asst. to the Village Administrator (A to VA)

2. Consideration of the Minutes from the May 21, 2015 HPC Meeting

Member Jerch and Chair Nelson requested changes to the proposed draft minutes and Chair Nelson tabled the consideration of the draft May 21, 2015 HPC Meeting Minutes to July 8th to allow time for those changes to be made.

3. Non-Agenda Items and Visitors

Chair Nelson noted there was no one present for this item.

4. Consideration of an Advisory Review Conference for the Proposed Demolition of the Landmark Home Located at 512 Sunrise Avenue

A to VA Stanick updated the HPC on the status of the building permit application for demolition submitted by David Sundry, applicant and architect for the property owner, and noted Mr. Sundry has advised the property owner no longer wants to pursue demolition of the house and he will be withdrawing the demolition application. A to VA Stanick stated it was requested that Mr. Sundry confirm the withdrawal in writing. A to VA Stanick advised he will update the HPC once the desire to withdrawal the application is confirmed in writing.

Mr. Stuart Walker, Lake Bluff resident, spoke in opposition to the demolition of the house and expressed concern for people taking advantage of the Village's relaxed preservation regulations. *A copy of Mr. Walker's comments is on file at Village Hall.*

Mr. Gary Doyle, Lake Bluff resident inquired if the correspondence received by the Village would be made public again should the homeowner pursue demolition in the future. A to VA Stanick advised all correspondence is being kept on file at Village Hall and will be provided again should the owner pursue demolition in the future.

5. A Continued Discussion Regarding Demolition Review and Historic Preservation Regulations

A to VA Stanick reviewed the draft supplemental questionnaire the HPC wants completed in addition to all significant demolition applications received by the Village.

Member Hunter expressed his opinion that Question 4 asking petitioners to identify the costs associated with relocating the house was not a practical request and more burdensome for the petitioner to find a vacant property to which to relocate a house. He further expressed his opinion that once a house is moved it becomes out of context in which it originally existed.

Member Francoeur expressed her belief that moving a house from its existing location does not maintain character.

Members Richardson and Jerch expressed agreement with Member Hunter and Member Francoeur.

Chair Nelson stated she disagrees and expressed support for relocating house over demolition. She added if the house is significant it is worth looking into the possibility of moving to an alternate location. Chair Nelson share several examples of homes that were relocated instead of demolition.

It was the consensus of the HPC to change Question 4 to inquire if the property owner has considered relocating the house to an alternate location, and if so, to provide details.

The HPC discussed Question 2 which asks the property owner to explain why the house would not qualify for landmark designation. It was the HPC's consensus to preface the question the demolition review process is required to allow time for the submission of a landmark nomination application.

Chair Nelson reviewed the following documents the HPC has expressed interest in requiring of the property owner seeking demolition: plat of survey, elevation pictures of existing house and proposed house (if available), an aerial map of the neighborhood, and a tree survey. Following a discussion it was the HPC's consensus to not require a tree survey because tree removal is currently managed through the Village's zoning regulations and procedures.

In conclusion of its discussion, the HPC requested adding questions inquiring why the property owner wants to demolish the house and what is the property owner's intention with the property (what changes will take place).

A to VA Stanick advised the document will be amended to reflect the HPC's comments and will be provided for further consideration at its July 8th meeting.

Chair Nelson then reviewed a chart comparing Lake Bluff's historic preservation regulations with other communities, such as Lake Forest, Highland Park, Glencoe and Winnetka. Interest was

expressed in having information regarding the City of Evanston's regulations, as well if these communities have binding historic district regulations.

Chair Nelson expressed interest in identifying the National Register properties with the listing of Lake Bluff landmarks.

A discussion concerning strengthening the Village's historic preservation regulations ensued.

Chair Nelson expressed interest in making the demolition process more difficult by increasing the possible delay for all demolitions (landmark and non-landmark) to 180 days.

Chair Hunter expressed interest in exploring a real estate rider requirement that would make potential purchasers of property in Lake Bluff aware of its historic preservation regulations.

Following its discussion, A to VA Stanick summarized the following consensus expressed by the HPC: i) increase the demo delay for all homes to 180 days, ii) update the building permit application supplemental questionnaire, and iii) explore requiring a real estate rider to accompany all home sales in Lake Bluff.

6. A Continued Discussion Regarding the History of Neighborhoods in Lake Bluff

Chair Nelson continued this item to the next meeting.

7. Chairperson's Report

Chair Nelson had no report.

8. Staff Report

A to VA Stanick confirmed the next HPC meeting is scheduled for July 8th. Additionally, he reported the Village will host a community workshop open house for its Downtown Visioning Project and invited residents to attend the June 24th Workshop from 7:00 to 9:00 p.m. in the Village Hall Board Room. He also reported that The Roanoke Group has not submitted plans regarding its review with the HPC and the ABR; however, Village Staff has met with their development team on several occasions to review submittal materials.

9. Adjournment

As there was no further business to come before the Commission, Member Francoeur moved to adjourn the meeting. Member Hunter seconded the motion. The motion passed on a unanimous voice vote and the meeting adjourned at 8:23 p.m.

Respectfully submitted,

Brandon Stanick
Asst. to the Village Administrator

VILLAGE OF LAKE BLUFF

Memorandum

To: Chair Nelson and Members of the Historic Preservation Commission

From: Brandon J. Stanick, Assistant to the Village Administrator

Date: July 2, 2015

Subject: **Agenda Item #5** – Discussion Regarding Building Permit Applications and Historic Preservation Regulations

Following the recent petitions regarding the significant demolition review of 400 E. Center Avenue and the landmark nomination application for 925 N. Sheridan Rd. (Blair House), the Historic Preservation Commission (HPC) has expressed interest in:

- Updating the Village's building permit application for demolition by requiring the applicant to provide additional information concerning the house/property; and
- Reviewing the historic preservation regulations to evaluate if amendments to strengthen the regulations are desired.

Building Permit Application for Demolition

Over the course of several meetings the HPC reviewed draft versions of a supplemental questionnaire for building permit applications for demolition. Attached is a draft reflecting the changes requested by the HPC at its June 10th meeting. It is recommended the HPC review and discuss any final changes it would like to make (refer to *Attachment A*).

Review of Historic Preservation Regulations

In April 2015 the Committee-of-the-Whole (COW) directed the HPC to review the Village's existing historic preservation regulations to determine if they continue to meet the Village's goals. At its meeting on June 10th the HPC expressed interest in: i) increasing the demolition delay period for all landmark and non-landmark homes to 180 days, and ii) requiring the Village's historic preservation regulations accompany all real estate purchases in the Village to communicate to potential property owners the Village's historic preservation requirements. An update regarding this information will be provided before the July 8th meeting.

Attachments

- A. July 8th DRAFT of Building Permit Application for Demolition Supplemental Questionnaire.

The following attachments was previously provided to the HPC:

- Historic Preservation Regulations (Chapter 14 of Title 9 of the Municipal Code); and
- A Chart Summarizing Historic Preservation Regulations of Neighboring Communities.

Feel free to contact me if you would like an additional copy of the material.

If any member of the HPC has questions concerning the information provided in this memorandum, or would like copies of information previously provided, please feel free to contact me at 847-283-6889.

**VILLAGE OF LAKE BLUFF
REQUIRED RESIDENTIAL DEMOLITION INFORMATION**

Pursuant to Section 9-1-18H of the Lake Bluff Municipal Code, all building permit applications for the demolition of a residential property that: i) proposes to destroy or remove at least 50% of the gross floor area of a building that is at least 50 years old, and ii) to destroy, alter or otherwise change the exterior elements or appearance of the building, must be reviewed by the Lake Bluff Historic Preservation Commission (HPC). The purpose of this "Demolition Review Process" is to allow time for the submission of a landmark nomination application. The review period commences the day after a full and complete application is received and is 90 days with options for the HPC to: i) terminate the review period early, ii) extend the review period to 120 days, or iii) ask the Village Board to extend the review period to 150 days.

To assist permit applicants with the Demolition Review Process, please prepare answers to the following information that will be shared with the HPC. All statements must be addressed by the applicant with supporting documentation to constitute a full and complete submission of the building permit application for demolition. The HPC may ask for additional information as necessary.

1. Please explain the reason(s) you are proposing to demolish the house.

2. As the applicant, what are your plans for the property?

6. Have you considered relocating the house to an alternate location? If so, please provide details. Please identify the costs associated with relocating the house to an alternate location.

7. Please prepare a written statement describing how best to preserve the Village's historical and architectural character.

Please attach the following documents to your building application for demolition:

- Plat of survey
- Elevation pictures of existing house
- Elevation drawings of proposed house (if available)
- Aerial map of neighborhood (include surrounding blocks)
- Tree survey

FOR OFFICE USE ONLY

Incomplete application received on:

Complete application received on:

Address: _____

Applicant: _____ Phone: _____

Owner: _____ Phone: _____

Project Contact: _____ Phone: _____