

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

OCTOBER 9, 2019 - 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 September 11, 2019 Regular Meeting Minutes

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. Next Steps for Choosing Lake Bluff

5. Staff Report

6. 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 Glen Cole at 847-234-0774 or TDD number 234-2153 promptly to allow the Village of Lake Bluff to make reasonable accommodations.

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

September 11, 2019

7:00 P.M.

**Village Hall Board Room
40 East Center Avenue**

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 September 11, 2019 at 7:04 p.m. in the Village Hall Board Room.

The following members were present:

Present: Janie Jerch
 Lois Nicol
 Cheri Richardson
 Paul Bergmann
 Steve Kraus, Chair

Absent: Randolph Liebolt

Also Present: Glen Cole, Assistant to the Village Administrator (AVA)
 John Scopelliti, Administrative Intern (AI)

2. Consideration of July 10, 2019 Meeting Minutes

Member Nicol stated that she was also a part of the Districts and Sites Sub-Committee team, which was clarified under Agenda item 4 on page 2 of the July 10, 2019 HPC Minutes.

Member Jerch moved to approve the July 10, 2019 HPC Regular Meeting Minutes as amended. Member Bergmann seconded the motion. The motion passed on a unanimous voice vote.

3. Non-Agenda Items and Visitors

Chair Kraus stated that 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.

There were no requests to address the HPC.

4. Next Steps for Choosing Lake Bluff

AVA Cole introduced the ordinance changes to the HPC. He stated that there were essentially three categories of changes under consideration: administrative changes, the implementation of historic

districts, and the other recommendations of *Choosing Lake Bluff*. He stated that Staff will start working on the draft in the next couple of weeks and will hopefully have something to the committee at their October meeting. AVA Cole stated that administrative changes would include clarifying the criteria for historic designation. He stated that there should and would be one place for review procedures and that all should use common procedures and standards. In response to a comment, AVA Cole stated that he would share NAPC materials with Chair Kraus and Member Nicol. A brief discussion commenced.

Chair Kraus stated it would be nice to have something to look at in October at our next meeting. He talked about the status of branding and that he needs to talk with VA Irvin about the topic. A brief discussion commenced.

Chair Kraus explained historic landmarks and asked Member Bergmann to go into more detail. Member Bergmann explained the three record spreadsheets he received from AVA Cole, which are from prior iterations of the Commission and which identify 17 homes (combined). He stated that he would love to hear the thinking behind Janet Nelson's decisions. He stated his belief that there is a strong correlation between Janet's list and what has been nominated as a landmark. Member Bergmann mentioned the homes in town from David Adler where some are landmarked and some should be landmarked. A brief discussion commenced.

Chair Kraus stated it is important that we have information gathered together to show the Village Board what we have been working on.

Chair Kraus asked Member Richardson for a report from the Districts and Sites Subcommittee. Member Richardson stated that she had met with Member Nicol and talked about the districts, specifically the six proposed districts. She stated that their plan for next year is to research and dedicate their time specifically to one district per month. She stated that they intend to draw the boundaries for these districts during that month timeframe. Member Richardson stated that the proposed date of completion is September 2020.

At the request of Chair Kraus, AVA Cole shared with the committee the Lakeshore Historic District from the City of Evanston GIS website. Chair Kraus stated that it may be beneficial for us to look at these documents as to determine how much specificity we want in the information gathered for these properties.

Member Jerch and Member Bergmann stated that this is a good template to have moving forward and could be a great visual example of how our data could look. Chair Kraus stated that it will be very beneficial to have photos for all these properties. Member Bergmann asked who would be paying the cost to have these documents scanned and properly distributed. A brief discussion commenced.

Chair Kraus started going through the Lake County Maps website and the Lake Bluff Historic Preservation Map test application to show the commission what the final product could potentially look like. A brief discussion commenced.

Chair Kraus concluded that he needs to talk with VA Irvin about branding for this project and hopes that there will be an ordinance in front of this commission in October. He clarified the goals and duties for each subcommittee for when the Commission meets again in October. Chair Kraus stated that he hopes to have a district site identified by the November meeting and then identify one district per month moving forward just like Member Richardson clarified earlier.

5. Staff Report

AVA Cole explained that the Susan Benjamin survey was sent to the committee members prior to the meeting. At the request of multiple commissioners, he stated that paper copies will be distributed to all HPC members. A brief discussion commenced.

6. Adjournment

There being no further business to consider, Member Richardson motioned to adjourn. Member Jerch seconded the motion. Upon a motion duly made and seconded, the meeting was adjourned at 8:05 p.m.

Respectfully submitted,

John Scopelliti
Administrative Intern

VILLAGE OF LAKE BLUFF

Memorandum

To: Chair Kraus and Members of the Historic Preservation Commission
From: Glen Cole, Assistant to the Village Administrator
Subject: **Agenda Item #4 - Next Steps for *Choosing Lake Bluff***
Date: October 4, 2019

Work Groups. At its July 10 regular meeting, the Commission established four subcommittees to advance various aspects of the work required to complete *Choosing Lake Bluff*.

- **Branding Subcommittee Members:**
Steve Kraus
- **Lake Bluff Online (Populating the Database) Subcommittee Members:**
Janie Jerch, Cheri Richardson, and Lois Nicol
- **Landmarks Subcommittee Members:**
Paul Bergmann
- **Districts and Sites Subcommittee Members:**
Cheri Richardson and Lois Nicol

It is recommended that each subcommittee report regarding its progress.

Ordinance Changes. At its September 11 regular meeting, the Commission discussed developing revisions to the Historic Preservation Ordinance. Staff recommends the Commission take additional time to discuss the levels of landmark recognition contemplated in *Choosing Lake Bluff*, review the mechanisms present in neighboring communities, and provide additional direction on what is desired in a first draft. As a refresher, a file comparison of neighboring communities' historic preservation regulations is attached. Chair Kraus will lead a discussion on this subject at Wednesday's meeting.

Additionally, the Commission requested Staff research innovations in other communities that may be applicable to Lake Bluff. Staff presents the following:

- **Thematic Historic Districts.**
Description: Historic districts composed of properties or structures related to each other through a common theme, but that are not necessarily in a contiguous area.
Recommendation: Staff recommends this be included in the Commission's proposed ordinance changes.

- **Demolition by Neglect.**

Description: The degradation or destruction of historic features by neglect. While this is sometimes due to abandonment or some inability of the owner, it is often a strategy used in other communities to create an economic hardship (in order to justify demolition).

Recommendation: Staff does not recommend any specific provisions concerning this subject. The Village has adopted the International Property Maintenance Code, which provides a detailed set of safeguards that could be enforced against any property – historic or otherwise – subjected to such treatment. These are comparable to or in excess of the level of protection used in most ordinances Staff reviewed.

- **Urban Conservation Districts.**

Description: Conservation districts are used to protect a neighborhood’s character rather than its historic fabric. In some implementations, they resemble historic districts where changes are evaluated based on a set of design guidelines. In others, they resemble a zoning overlay district where a neighborhood is subject to unique height, bulk, or mass regulations.

Recommendation: Staff does not recommend the inclusion of this mechanism. The Village has already invested considerable effort in reaching a consensus on its bulk regulations to protect neighborhood character. To the extent that the Commission recommends residential design review in *Choosing Lake Bluff*, these regulations would best be enacted at a Village-scale and not in limited geographic districts.

- **Transfer of Development Rights.**

Description: This tool is used in zoning as well as preservation. The owners of sensitive areas (such as historic properties) typically cannot fully develop their property. These tools allow these properties to sell their excess development capacity (e.g. bulk) to properties elsewhere in the community. This: (i) allows owners to benefit from the community’s economic growth without demolition and (ii) acts itself as an incentive to landmark in order to gain the ability to sell development rights.

Recommendation: Staff does not recommend the inclusion of this mechanism. This mechanism is typically used in larger contexts (e.g. major cities) and would be incompatible with the community’s consensus and concerns regarding bulk regulation.

Attachments:

- August 2017 file comparison of nearby historic preservation regulations.
- Selected slides from the initial and follow-up presentation of *Choosing Lake Bluff*.

Village of Lake Bluff Historic Preservation Commission
August 2017 Regular Meeting
Aspects of Historic Preservation Regulation - Selected North Shore Communities

Community	Maximum Delay Non-Landmark Demolition	Application Attached	Two-Tier System?		Owner Consent Required to Landmark?	Effect of Review	HPC Maximum Delay for Landmark Demolition	Demolition Tax for Single Family
Lake Bluff (Chap. 9-14)	Up to 120 days	Yes	Yes	Landmark	No	Advisory Review (Delay of Work)	120 days for demolition; 35 days for alteration	\$10,000 to \$15,000
				Certified Landmark	Yes	Certificate of Appropriateness OR Certificate of Economic Hardship	Infinite	
Glencoe (Chap. 26A + 26B)	N/A	No application exists – code excerpt attached	Yes	Honorary Landmark	No	Advisory Review (Delay of Work)	120 days for demolition; 35 days for alteration	(Awaiting response)
				Certified Landmark	Yes	Certificate of Appropriateness OR Certificate of Economic Hardship	Infinite	
Highland Park (Chap. 24)	One year (170.040(E))	Yes	No		Yes*	Certificate of Appropriateness OR Certificate of Economic Hardship	Infinite	\$10,000
Lake Forest (Chap. 155)	Two years (150.148(E))	Yes	No		No	Certificate of Appropriateness OR Certificate of Economic Hardship	Infinite	\$12,000
Winnetka (Chap 15.64)	60 days	No	Yes	Landmark	Yes	Advisory Review (Delay of Work)	130 days for demolition; 80 days for alteration	\$16,070
				Certified Landmark	Yes	Certificate of Appropriateness OR Certificate of Economic Hardship	Infinite	

* - 6 month moratorium on landmark nominations without owner consent to “allow time to review the code about propriety of involuntary landmarking.”

Village policies that complement a preservation framework



Policy Review

- **Current Scope**
- **Proposed Scope - Individual Structures**
- **Proposed Scope - Areas**
- **Proposed Criteria**



Current Scope	Designation	
	Landmark	No Designation
Mechanism	Landmark Structure	Significant Demolition Review
Nominating Parties	Owner, Village, Museum	By Rule: Structures Over 50 Years Old
Maximum Demolition Delay	HPC: 120 Days VB: 150 Days	HPC: 120 Days



Proposed Scope (Structures)	Designation		
	Landmark	Historic	No Designation
Tool	Landmark Structure	Historic Structure	Significant Demolition Review
Nominating Parties	Owner, Village	Village	By Rule: Structures Over 50 Years Old
Maximum Demolition Delay	HPC: 120 Days VB: 365 Days	HPC: 120 Days	HPC: 120 Days



Proposed Scope (Area)	Designation		
	Landmark	Historic	No Designation

Tool	Landmark District	Historic District	N/A
Nominating Parties	51%+ of Owners	Village	N/A
Maximum Demolition Delay	HPC: 120 Days VB: 365 Days	HPC: 120 Days	N/A

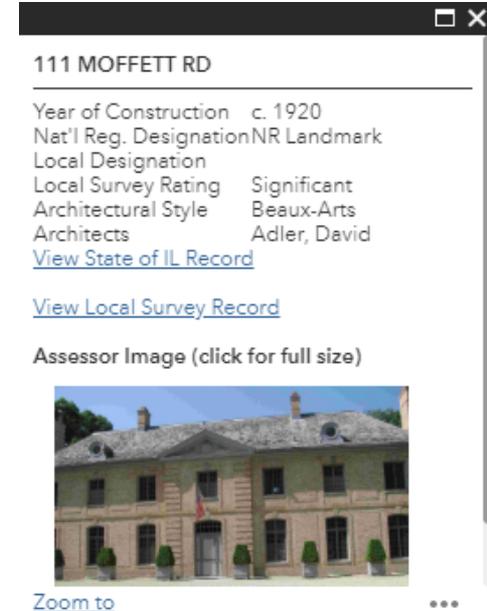
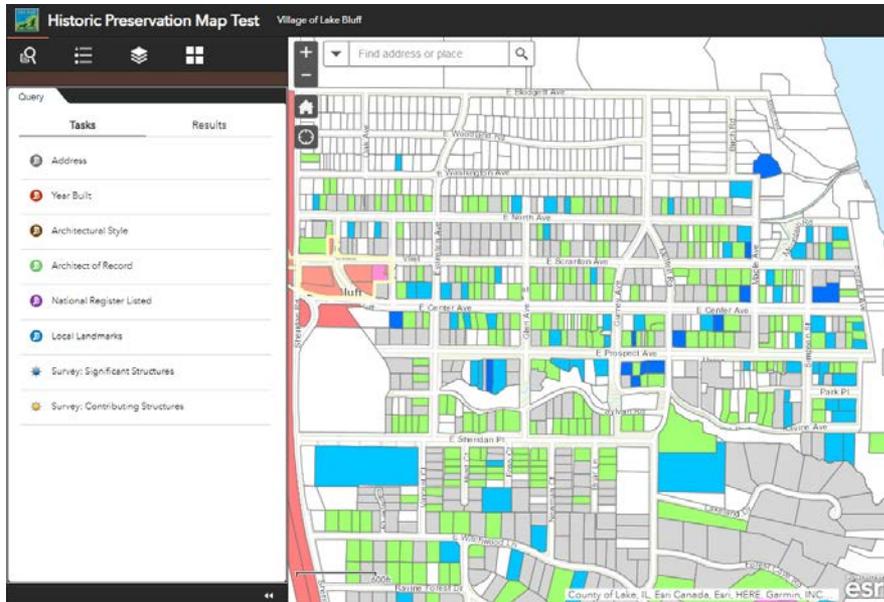


Proposed Criteria

Landmark	Highest quality examples Highest protection under ordinance Highest level of consideration
Historic	Notable and worthy of preservation Narrow protections Prompt consideration
No Designation	Continue review and monitoring



Lake Bluff Online Beta Version



<http://bit.ly/LBOTest>

- Survey to be completed this summer
- Links to County data being added
- See Appendix for data capture and storage protocols



Lake Bluff Online Populating The Database

Goal:	Supplement current online data for every Lake Bluff property. Place the property in its historic Lake Bluff context.	
Work Plan:	Develop Capture Method & Tools	September 2019
	Phase 1 - "Significant" structures (~125)	April 2020
	Phase 2 - "Contributing" structures (~300)	September 2021
	Phase 3 - All Structures	TBD
Management:	History Museum (Content) Village (Technology)	
Resources:	Combination of volunteers, students, and paid/unpaid interns	



HPC Research Priorities

1. Identify Potential Landmarks

Work with property owners and propose landmark status for a limited number of “significant” structures for a future Village Board discussion.

Target: Identify by July 2020

2. Identify Potential Historic Districts

Research and identify / document areas in the Village for Village Board consideration as historic districts.

Target: Identify by September 2020

3. Identify Historic Sites

Research and identify / document individual sites in the Village for potential Village Board recognition as historic sites. Examples include the Children’s Home, the Tabernacle, the Hotel Irving, and other hotels, inns, and lodging houses serving the early Village.

Target: Identify by September 2021

