

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

**September 11, 2019  
7:00 P.M.  
Village Hall Board Room  
40 East Center Avenue**

**APPROVED 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