



GLENCOE HISTORIC PRESERVATION COMMISSION
TUESDAY, DECEMBER 6, 2011 MEETING MINUTES

1. CALL TO ORDER AND ROLL CALL

The December 6, 2011 meeting of the Glencoe Historic Preservation Commission was called to order at 7:40 p.m. in the Conference Room.

The following members were present:

John Eifler, Tom Scheckelhoff, Diane Schwarzbach, and Rod Winn

The following members were absent:

Peter Van Vechten

The following staff was present:

Nathan Parch, Community Development Analyst & Victor Filippini, Village Attorney

2. CONSIDER THE NOVEMBER 8, 2011 MEETING MINUTES

The minutes of the November 8, 2011 Historic Preservation Commission meeting were approved as amended per the Village Attorney.

3. NON-AGENDA ITEMS AND VISITORS

None

4. ORIENTATION WITH VILLAGE ATTORNEY

Village attorney Victor Filippini reviewed his November 1, 2011 memorandum to members of the Historic Preservation Commission regarding the state of Illinois Open Meetings Act (OMA) and Freedom of Information Act (FOIA) along with the guidelines to Glencoe's Code of Ethics for Village officers and employees.

In terms of OMA, Mr. Filippini stated that not more than two members of the Commission may discuss public business outside of a scheduled meeting. He also instructed members to refrain from using the "reply all" function when responding to emails sent to the entire Commission; instead, members were told to email information to staff liaison Nathan Parch for distribution.

Mr. Filippini explained that the Village's Code of Ethics is more comprehensive than the state of Illinois's. Per Village regulation, he instructed members to recuse themselves from discussion and abstain from voting on matters where they may directly or indirectly have an interest.

Mr. Filippini reviewed the history of the Village's historic preservation ordinance – Chapter 26A of the Village Code. At the time the Village Board was considering the ordinance, its main concern was owner consent; stronger preservation ordinances in other communities allowed for landmark designation without homeowner consent. What resulted with the Village Board's adoption in December 1990 was a hybrid ordinance that included two types of landmarking – designated and certified - with homeowner consent only required for the latter.

Mr. Filippini reviewed the requirements for landmark district designation. Documentation of the applicable designation criteria for each contributing structure is required. Non-contributing structures located within a district are required to comply with the advisory review process for structural alterations and demolition.

5. **PRELIMINARY DISCUSSION OF RAVINE BLUFFS HISTORIC DISTRICT**

Commissioners agreed to continue discussion on this item until the next meeting.

6. **"INQUIRIES" AND DEMOLITION APPLICATIONS**

Commissioners reviewed a demolition application for 414 Washington Avenue. Notice of an October 20, 2011 inquiry regarding demolition of 414 Washington Avenue was reviewed at the November 8th meeting. While the property is not a designated or certified landmark, it is listed on the Heritage List for its significance. Commissioners reviewed additional information on the original homeowner – Dr. Eugenia Culver – provided by the Glencoe Historical Society. A photo was reviewed of the home prior to the removal of a portion of its front porch in 1946. Commissioners agreed to discuss possible landmark designation of the property at the next meeting.

Commissioners reviewed a demolition application for 383 Adams Avenue and decided to take no further action.

7. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:07 p.m.