



**GLENCOE HISTORIC PRESERVATION COMMISSION**  
**TUESDAY, SEPTEMBER 6, 2016 MEETING MINUTES**

**1. CALL TO ORDER AND ROLL CALL**

The September 6, 2016 meeting of the Glencoe Historic Preservation Commission was called to order at 7:32 p.m. in the Conference Room.

*The following members were present:*

Tom Scheckelhoff, Chairman, John Eifler, Greg Turner, & Peter Van Vechten

*The following members were absent:*

Diane Schwarzbach

*The following staff was present:*

Nathan Parch, Planning & Development Administrator

**2. CONSIDER THE AUGUST 2, 2016 MEETING MINUTES**

The minutes from the August 2<sup>nd</sup> Historic Preservation Commission meeting were approved.

**3. PUBLIC COMMENT TIME**

Bob Sideman was in attendance.

Mr. Parch stated that the Plan Commission presented their findings and recommendations included in the draft Downtown Plan to the Village Board on August 31<sup>st</sup>, culminating a two year planning process referred to as the Downtown TuneUp. A public hearing will be held in the coming months prior to the Village Board's final consideration of the Plan. Mr. Parch stated that the Village Board is looking for feedback from the Historic Preservation Commission as part of the public hearing process. Mr. Parch inquired about, and Commissioners were agreeable to, Village Planner Lee Brown attending the next Commission meeting to provide a summary presentation of the draft Plan. Mr. Parch distributed copies of a brochure prepared by the Plan Commission summarizing the Downtown Plan.

#### 4. REVIEW STATUS OF HISTORIC ARCHITECTURAL SURVEY LIST

Commissioners discussed the status of adding the survey data to the Village's website.

Commissioner Van Vechten raised for discussion the potential concern for privacy from owners of listed properties. He explained that the landmark structures have been through a public review process, and therefore publishing on the Village website should not be of great concern. On the other hand, those structures listed as significant (containing historic or architectural merit) have not been through a public process and potentially those owners may have concerns with being published.

It was noted that the matter of publishing the survey properties on the website was recently reviewed with the Village Attorney. In recognition that no information about current owners would be included, and in recognition that the individual house information is already within the public domain through a variety of sources (although not easy to assemble for the average person), there should be limited concerns about privacy.

The Village Attorney recommended that the Commission prepare a letter to be mailed to all listed property owners informing them of the survey and the plan to publish on the Village website. Commissioners agreed that a handout of frequently asked questions (FAQ) should be developed and included with the property owner letter. Mr. Parch stated he would begin drafting the letter and FAQ. Commissioners also discussed hosting an informational meeting for owners of listed properties to learn more about the survey, the details of which could be included in the letter.

Commissioner Van Vechten stated that he and Mr. Parch previously met to discuss options for displaying the survey data and photos. Commissioner Van Vechten noted that he reviewed how other municipalities publish their historic landmark structures on their websites, which range from a scan of the survey report (PDF format), e.g. Highland Park and River Forest, to an interactive map highlighting the property location and details, e.g. Denver, Colorado.

Mr. Parch stated he had been working with the Village's GIS consultant to develop a story map to highlight Glencoe's survey properties. Mr. Parch explained that, utilizing GIS, a story map allows for the sharing of information through a combination of maps, narrative text, and images. Mr. Parch provided a demo of the story map for Glencoe in its current stage of development and also showed an example of a completed one from Park Ridge. Mr. Parch explained the limitations of the story map template and noted that he was working with the Village's GIS consultant on necessary customization for Glencoe.

Commissioners discussed the rollout of the survey and agreed that it was important to get something out to the public as soon as possible. In order to accomplish this it was recognized that a phased rollout was necessary, with publishing the residential survey properties as phase one since they were completed and fact-checked. This approach was previously discussed and agreed to at the August Commission meeting. The non-residential structures would encompass a phase two rollout.

5. **HISTORIC GLENCOE**

There was no discussion of this item.

6. **STANDING PROJECTS**

There was no discussion of this item.

7. **"INQUIRIES" AND DEMOLITION APPLICATIONS**

Commissioners reviewed a demolition application for 545 Longwood Avenue and decided to take no further action.

Commissioners reviewed a demolition application for 111 Sheridan Road and decided to take no further action.

8. **ADJOURNMENT**

The meeting adjourned at 9:10 p.m.