

**Historic Preservation Commission  
Meeting Minutes  
January 19, 2017**

**1. Call meeting to Order**

Chair Rohrer called the meeting to order at 6:32 pm and established a quorum.

Commissioners present: Escobar, Hohf, Leach-Holland, McCulloch, Rohrer

Commissioners absent: Bowcott, Troha

Also Present: City Liaison Sabourin

Handouts: National Park Service Annual Products Report for CLGs  
City of Waukegan Certified Local Government Annual Report

**2. Public Hearing(s): None**

**3. Approval of Minutes of November 17, 2016 meeting.**

Change to page 2, line, adding “not” .... HPC should not be.... Motion to accept the November 17, 2016 meeting minutes as amended by Rohrer, second by Leach-Holland. Motion passed unanimously.

**4. Special Reports and Announcements: None**

**5. New business**

- **Landmark Nomination Review:** None - no advance on Water Tower application - will extend offer to assist with research and application.
- **Landmark Application Review:** None
- **Landmarked Property Review:** 203 N Genesee Street - Stained glass windows. Finding contractor interested and capable proving to be a challenge. Restoration firm and fabrication firm may be able to assist. Following measurement and further analysis as to what is needed to complete the project, hopeful will have an estimate in the upcoming weeks. Will trigger a COA to proceed. Discussed obligation to fund the work. Regarding Illinois Preservation leads, waiting for updates. May seek alternative opinions and different options. Refabrication is difficult to source as it is wood, not metal. Historic Preservation Ordinance specifies 1st route is to restore.
- **National Park Service Annual Products Report for CLG's FY 2016:** Motion to accept the report by Hohf, seconded by Leach-Holland. Motion passed unanimously.
- **2016 IHPA Certified Local Government Annual Report:** Minor scrivener change suggested before submitting. Motion to submit with change by Hohf, seconded by Leach-Holland. Motion passed unanimously.

**6. Old Business:**

**Candidate Property Discussion**

- **Reports on Candidate Properties:** None.

Possible follow-up properties include

- North Shore Gas building on Grand - Architect Ganster.
- Oakwood cemetery - fence possibly replace in future
  
- **HPC Inventory List:** No update
  
- **Historic Plaques:** City Liaison Sabourin mailed letters to those that responded positively to the recent inquiry, providing a follow-up as to the “next steps”. Discussed presentation options, esp given the property owner will be paying for the plaque. Possibly HPC present or use of a press release?
  
- **Letter to Property Owners:** Hohf suggested sending a letter of appreciation for home owner support and demonstration of their support by mounting the plaque.

## 7. **Reports from Other Community Entities**

- **Waukegan Main Street (Hohf):** 4 new Board members
  
- **Waukegan Historical Society (Rohrer):** Tour of Homes will be a fall event, Sunday October 1st
  
- **City matters and Other City Commission Matters (Sabourin):** none

## 8. **Audience Time:** none

## **Adjournment**

Motion to adjourn by McCulloch, seconded by Hohf. Motion passed unanimously. Meeting adjourned at 7:12 pm

Next regular scheduled meeting: Thursday, March 16, 2017 (3rd Thursday).