

**Historic Preservation Commission  
Meeting Minutes  
April 20, 2017**

**1. Call meeting to Order**

Chair Rohrer called the meeting to order at 6:30 pm and established a quorum.

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

Commissioners absent: none

Also Present: City Liaison Sabourin, Harry Came

Handouts: Draft Resolution Designating The Month of May As National Historic Preservation Month

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

**3. Approval of Minutes of January 19, 2017 meeting.**

Motion to accept the January 19, 2017 meeting minutes by Leach-Holland, second by Hohf. Motion passed unanimously.

**4. Special Reports and Announcements:** Reminder Statement of Economic Interest must be completed and filed before the May 1st submittal deadline.

**5. New business**

- **Landmark Nomination Review:** None.
- **Landmark Application Review:** City Water Tower (as distributed October 20, 2016). The legal description includes the entire area; the intent is to just landmark the water tower structure. Applicant Came suggested moving forward with the application as is and the legal department can clarify. Discussions included if the structure can be relocated - yes per the Ordinance and HOC would be part of that discussion. It was noted that the building depicted around the tower on the submittal photos are no longer there. Cautionary statements that the physical description needs to be specific, and if relocation were to occur, that could alter the status and intent of the landmarking. The public hearing will be held in May, with presentation to the Judiciary expected the 1st Monday of June.
- **Landmarked Property Review:** 203 N Genesee Street - Stained glass windows. 3 companies were contacted. Stevenson Fabrication of Kankakee requires \$350 to cover travel costs before coming on site to provide an estimate. Discussed communication with the current Mayor and or Mayor elect regarding this matter. Motion to forward letter to Mayor Motley by Hohf, second by Troha. Aye: Escobar, Holland-Leach, Hohf, Rohrer, and Troha. Nay: McCulloch. Abstain: Bowcott. Motion passed. Rohrer will prepare the correspondence.
- No update on inventory.
- **Preservation Month:**
  - Historic Markers Press Release: A few residential orders have been received. Discussed requesting a reporter be on site when plaque is mounted and requesting a photographer to

increase interest, especially as May is Historic Preservation month. Rohrer and Leach-Holland will work on the release and contact the Tribune.

- Resolution for National Historic Preservation Month (May): Motion to forward the Resolution with amendments for Mayor's name and approval date to City Council by Hohf, second by Leach-Holland. Motion passed unanimously.
- Information Letter to Property Owners: Troha and Rohrer will prepare a letter noting Historic Preservation month and incorporate a gentle reminder that for changes to the exterior of a landmarked property a Certificate of Appropriateness is needed.

## **6. Old Business:**

### **Candidate Property Discussion**

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

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

- **Waukegan Main Street (Hohf):** Mayor's lunch will be held May 15th at Glen Flora
- **Waukegan Historical Society (Rohrer):** May 29th 2 pm event with new exhibit on WWI letters. Annual meeting will include a genealogy presentation and highlight the resources available at the library. Project to restore Purple Heart medals to the recipient or his/her family. Tour of Homes will be a fall event, Sunday October 1st; 2 homes confirmed at this time.
- **City matters and Other City Commission Matters (Sabourin):**
  - Electronic Agenda: Liaison Sabourin invited members to a web demonstration of the City's on-line agenda resource/information tool.

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

**Adjournment:** Following a brief web site demonstration for agenda packet material access, motion to adjourn by McCulloch, seconded by Hohf. Motion passed unanimously. Meeting adjourned at 7:32 pm

Next regular scheduled meeting: Thursday, May 18, 2017 (3rd Thursday).