

MINUTES
BLOOMINGTON HISTORIC PRESERVATION COMMISSION
REGULAR MEETING,
THURSDAY, OCTOBER 16, 2014, 5:00 P.M.
COUNCIL CHAMBERS, CITY HALL
109 E. OLIVE ST., BLOOMINGTON, ILLINOIS

MEMBERS PRESENT: Mr. Kennedy, Ms. Graehling, Mr. Elterich, Mr. Westerhout
MEMBERS ABSENT: Mr. Williams, Mr. Durham, Mr. Sturgeon

OTHERS PRESENT: Mark Woolard, City Planner
Frank Koehler, Interim Economic Development Coordinator

CALL TO ORDER: Chairman Kennedy called the meeting to order at 5:00 P.M.
ROLL CALL: Mr. Woolard called the roll.

PUBLIC COMMENT: Mr. Koehler requested the outline of the IHPA grant be discussed.
Ms. Patricia Marton, Member-Citizens' Beautification Committee, stated she has worked on a prairie project near constitution trail and met with Mr. Williams to discuss the prairie projects.

MINUTES: The commissioners reviewed the minutes from the September 18, 2014 meeting. Mr. Elterich moved to approve the minutes as drafted. Ms. Graehling seconded the motion, which passed by a vote of 4-0.

REGULAR AGENDA: None

OLD BUSINESS Discussion Historic Preservation Agency Awards: There was discussion on the importance of recognition of historic preservation efforts, award criteria, categories, frequency, nominations, and award presentations. Mr. Elterich stated the awards were presented at the city council meetings. Ms. Graehling stated the community recognition of preservation is very important in giving value to the work and the recognition is part of the reason the commission exists. Mr. Koehler stated that community recognition is important when applying for Illinois Historic Preservation Agency grants and the Historic Preservation Month is May which could be a good time to present the awards.

Chairman Kennedy stated a nomination process could include neighborhood associations, commission recommendations and self-nominations. He suggested possible categories as commercial, residential, largest visual impact, long term ownership and stewardship and/or the biggest save or turn around.

Mr. Westerhout suggested the frequency of awards to be bi-annual or to alternate years with commercial and residential. The form of acknowledgement was discussed as a certificate or a plaque with the focus on the person responsible for the preservation work. Mr. Woolard will work on the award criteria and process for the next meeting.

Review of Procedures for Certificate of Appropriateness and Grant Applications: Chairman Kennedy stated there is a need to clarify the application process which arose from a previous request for a Certificate of Appropriateness. He said that project grew and became an entire deck board replacement with a structural review, which included the rails and then turned into multiple house jobs. He said by the time there was an actual vote for approval, there was not clarity on the details of the actual application. Chairman Kennedy said there is a need to have a clear process on projects.

There was discussion on the procedures for reviewing substantial changes for a project. Chairman Kennedy suggested that the application instructions include information that if the applicant has revisions to a previously approved project, then a new application is required. Chairman Kennedy requested additional instructions on the application.

Chairman Kennedy stated grant language included detailed evidence that demonstrated the standard of care for the trades involved. He said this meant before, during and after pictures for the commissions' review. The photos, drawings and sample materials are listed on the instructions, however Chairman Kennedy stated the commission is always asking the same questions which usually include wood type, actual samples or drawings details. There was discussion on a possible check list, adding language such as, more detail is better, and more accurate estimates. He stated one is replacing windows then the information needs to include the type, model, manufacturer, material type and a photo. Mr. Westerhout stated it is important to have a complete application before being on the agenda. He said that a complete application could avoid commission revisits due to lack of information and it could also help educate an applicant who may be new to this process. Ms. Graehling agreed that the possibility to help educate the inexperienced would be positive. Mr. Woolard stated he will provide a draft instruction sheet for the commission's review.

NEW BUSINESS: Report of Historic Preservation Activities: Mr. Koehler stated the Illinois Historic Preservation Agency funds are available to Certified Local Governments under a 70/30 grant program for various activities which enhance the awareness of historic preservation. He said the City of Bloomington's website has only three photos of Franklin Park Historic area. There would be an upgrade of the current website to add more information such as digital maps of historic district digital maps, photos of the national historic register buildings, grant programs, and short historic vignettes. The anticipation of the budget for next fiscal year would be \$21,000 with the state granting \$14,000 and the city adding \$7,000. There was discussion on signage, banners, upgrading the historic plan and student development of website videos. Mr. Koehler stated the next step is to present the proposal to the council and if approved, then a grant application will be submitted to the state.

Mr. Westerhout moved that the Historic Preservation Commission supports the grant application of the City of Bloomington to the Illinois Historic Preservation Agency as outlined in the draft proposal. A second was made by Mr. Elterich which passed by a vote of 4-0.

ADJOURNMENT: Mr. Elterich made a motion to adjourn. The meeting was adjourned at 6:01 p.m.

Respectfully submitted,
Mark Woolard, City Planner

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