

MINUTES

**TOWN OF NORMAL HISTORIC PRESERVATION COMMISSION
UPTOWN STATION, 3rd FLOOR (Illinois Terminal Conference Room)
11 UPTOWN CIRCLE
NORMAL, ILLINOIS**

RESCHEDULED MEETING

September 12th, 2018

12:30 p.m.

Members Present

Anne Matter, Nancy Armstrong, Todd Bugg, Kathy Burgess, Chris Niebur

Members Absent

Laurie Christensen, Bruce Warloe

Others Present

Taylor Long, Associate Planner; Jason Querciagrossa, Deputy Corporation Counsel; Rebecca Josefson, 1109 S Fell Avenue; Ed Kaufmann, Contractor for 1109 S Fell Avenue; Linda Giles, 611 Normal Avenue

Call to Order

Ms. Matter called the meeting to order at 12:29 p.m. noting that there was a quorum.

Minutes

Mr. Bugg moved to approve the minutes of the August 14th, 2018 regular meeting. Ms. Armstrong seconded the motion. The motion carried 5-0.

CA-18-09-33: Window Replacement, 1109 S Fell Avenue

Ms. Matter introduced the application for window replacement at 1109 S Fell Avenue (see attached application for exact window locations and conditions). The home's owner, Rebecca Josefson, and her contractor, Ed Kaufmann, explained that they proposed to replace twelve first- and second-story windows on the home with wood-composite, aluminum clad replacements.

The applicants and Mr. Long then summarized that four original, first-story windows on the southern end of the home had been removed and replaced with inappropriate vinyl inserts in mid-August. Town staff had worked with Ms. Josefson and Mr. Kaufmann to stop work, select appropriate replacement windows, and submit the application before the commission. Ms. Josefson stated that each of the eight double hung windows would be replaced with identical substitutes but requested the ability to replace each of the four second-story casement windows with double hungs featuring the same Prairie-style mullion pattern as the current, inoperable windows. See application materials.

The commissioners stated that the proposed windows were indeed appropriate replacements for Ms. Josefson's original, deteriorated windows. The commissioners expressed no opposition to the replacement of each second-story casement window with double hungs provided they featured identical Prairie-style mullions.

Mr. Long asked the commissioners if the home's original, wood storms would be required to be kept in place with the new windows. Ms. Matter stated that the storms would not be required to be kept in place on the home. She added that old storms are removed by homeowners on a seasonal basis as it is, and the commission cannot and should not dictate when homeowners decide to let fresh air into their homes. The commissioners added that the original, wood storms would also serve no purpose with the screens already incorporated into modern windows.

Ms. Burgess asked Ms. Josefson how the commission and staff could have better informed her of her responsibilities as an owner of a locally designated historic property. Ms. Josefson stated that she was aware she was in a historic district at the time her purchased her home and that she did receive staff's "new homeowner packet" but did not read it. Ms. Josefson stated that a face-to-face meeting would have been more helpful than receiving a letter in the midst of a move and that perhaps a second letter could be sent to a homeowner a few months after fully moving into a historic home. The commissioners and Mr. Long thanked Ms. Josefson for her suggestions.

Ms. Burgess moved to approve the application for window replacement at 1109 S Fell Avenue. Mr. Niebur seconded the motion. The motion carried 5-0.

CA-18-09-34: Handrail Installation, 611 Normal Avenue

Ms. Matter introduced the application for the installation of two metal handrails on the front, east porch steps at 611 Normal Avenue. Ms. Giles, the home's owner, stated that her preference would be for the "twisted" handrail design detailed in her application materials. See attached. Ms. Giles explained that a twisted handrail had been approved by the commission and installed on the home's southern patio area several years ago.

The commissioners expressed no negative opinions and did not find the twisted handrail design to be incompatible with the home.

Ms. Armstrong moved to approve the application for the installation of two metal handrails on the front steps of 611 Normal Avenue. Ms. Burgess seconded the motion. The motion carried 5-0.

CA-18-08-27: Porch Railing Installation, 507 Normal Avenue

Ms. Matter presented 507 Normal Avenue's porch railing installation project. Mr. Long reminded the commissioners that the application had been tabled at the August 14th regular meeting due to the applicant's absence and insufficient renderings and design details submitted at the time. Mr. Long stated that although the applicant was again unable to attend this meeting, Mr. Augsburg had worked with staff in the weeks leading up to the September meeting and made his plans clear. Mr. Long summarized his staff report and stated that the applicant's porch railing and two handrails would be constructed with wood and made to look identical to the original railings down the street at 409 Normal Avenue. See the attached materials.

Mr. Long also stated that the railings would rise no higher than the capstones of each stone porch column and that, although not permitted for new construction, the Inspections Department had the ability to permit this lower-than-usual railing height in the historic district. The commissioners expressed their approval for the project and the proposed railing. Upon staff's questioning, the commissioners stated that the most appropriate positioning for the handrails would be on the "inside" of the porch columns on both ends (north and south) of the steps.

Ms. Burgess moved to approve the application for porch railing and handrail installation at 507 Normal Avenue. Mr. Bugg seconded the motion. The motion carried 5-0.

Other Business

1. Election of Chairperson and Vice Chair

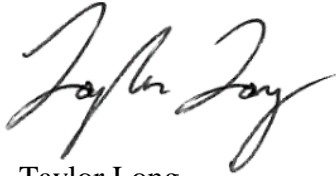
With current Vice Chair Bruce Warloe absent from the meeting, the commissioners thought it best to postpone the election till a later date. Mr. Bugg moved to table the election of Chair Person and Vice Chair until the commission's October meeting. Mr. Niebur seconded the motion. The motion carried 5-0.

2. The commissioners discussed Ms. Armstrong's draft letter to the Mayor and Town Council regarding the re-instatement of the Robert G. Bone Grant Program. This letter was drafted to be shared with the Council ahead of its 2019-2020 budget deliberations. The commissioners asked Town Staff to revise the letter to include a simple, summarizing statement at its close, and to add signature lines for each commissioner. Mr. Long stated that the document's proposed changes would be made and that the letter would be posted in the Inspections Department for commissioners to stop by and sign when able.

Adjournment

The meeting was adjourned at 1:05 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Taylor Long". The signature is written in a cursive, flowing style with a large initial 'T' and 'L'.

Taylor Long
Associate Planner