

MINUTES

**TOWN OF NORMAL HISTORIC PRESERVATION COMMISSION
11 UPTOWN CIRCLE
ILLINOIS TERMINAL CONFERENCE ROOM, ROOM 336, (3RD FLOOR)
NORMAL, ILLINOIS**

REGULAR MEETING

February 12, 2019

12:30 p.m.

Members Present

Nancy Armstrong, Todd Bugg, Kathy Burgess, Chris Niebur, Bruce Warloe

Members Absent

Laurie Christensen, Anne Matter

Others Present

Taylor Long, Associate Planner; Troy Sondgeroth, Residential Building Inspector; Jason Querciagrossa, Deputy Corporation Counsel; Charles Cresci, 508 N School Street; Thomas Burr, 702 Normal Avenue; Derek Beigh, The Pantagraph

Call to Order

Mr. Warloe called the meeting to order at 12:30 p.m. noting that there was a quorum.

Minutes

Mr. Bugg moved to approve the minutes of the January 8th, 2019 regular meeting. Ms. Armstrong seconded the motion. The motion carried 5-0.

CA-19-02-01: Stoop Construction, 508 N School Street

This item was discussed after the two following items pertaining to 702 Normal Avenue.

Mr. Warloe introduced the application for the consideration of a stoop already built at 508 N School Street. Mr. Long summarized his staff report and explained that the stoop in question was mistakenly constructed without a building permit or prior approval from the commission. The commissioners reviewed images of the structure provided by staff and asked questions of the structure's design with the property's owner and the applicant, Charles Cresci.

Mr. Long summarized staff's opinion that the structure could perhaps be made to look more appropriately designed for the bungalow if "fascia" boards were installed on the outside of the two handrails to simulate the presence of a top and bottom rail. Additionally, Mr. Long stated that the structure should be skirted underneath with wood in some fashion. The commissioners agreed with the necessity of skirting on the structure. Mr. Long then added that the structure would need to be

further evaluated for building code compliance by the Town's Residential Building Inspector, Troy Sondgeroth. Mr. Sondgeroth stated that since the structure was not built upon the approval of a building permit, he had not yet been able to inspect the structure. The commissioners expressed concern that their recommendations might be made moot by required changes to the structure per building code. Staff stated that they would work with the applicant on obtaining a permit and bringing the structure up to code and then seek the commission's design input at a later meeting. Mr. Cresci asked and received confirmation that we would be able to remove the structure and go back to using the home's extant concrete steps without any further action or approval by the commission.

Mr. Bugg moved to table further discussion on the item until after the applicant and Town staff had addressed building code compliance for the stoop. Ms. Armstrong seconded the motion. The motion carried 5-0.

CA-19-02-02: Window Installation, 702 Normal Avenue

This and the following item pertaining to 702 Normal Avenue were discussed before CA-19-02-01.

Mr. Warloe introduced the application for a new window's installation on the second floor, eastern face of 702 Normal Avenue (see the attached staff report) and invited Mr. Long to summarize the staff report. Mr. Long offered his summary and added that the applicants were now only interested in having the commission consider the installation of wood windows they'd recently purchased at the Old House Society's Salvage Warehouse. Images of the purchased and proposed windows were not included in the staff report but were shown to the commissioners at the meeting (see attached). The commissioners stated that the proposed windows (one for the interior and one for the exterior of the new opening) were appropriate and that a new window's installation would not detract from or mar the architectural style and integrity of the historic home.

Mr. Bugg, after a brief discussion with Deputy Corporation Counsel Jason Querciagrossa, stated that he would recuse himself from voting on the item. Mr. Bugg, a local attorney particularly involved in many real estate transactions in Normal, explained that he had represented the applicants in the past in an unrelated matter and that, while he did not believe a conflict of interest existed, he'd prefer to not vote on the item. Mr. Bugg further stated that he would talk at greater length with Town staff, specifically the Legal Department, to determine under what circumstances it would be most appropriate to recuse himself in future matters.

Ms. Armstrong moved to approve the application for the installation of a window on the second floor, eastern façade of 702 Normal Avenue. Mr. Niebur seconded the motion. The motion carried 4-0.

CA-19-02-03: Coal Chute Door Replacement, 702 Normal Avenue

This and the previous item pertaining to 702 Normal Avenue were discussed before CA-19-02-01.

Mr. Warloe introduced the application for the replacement of 702 Normal Avenue's basement-level, eastern coal chute door. Mr. Long explained that the applicants were seeking approval for the installation of an older, historically appropriate coal chute door featuring a window like the one located on the south façade of 620 Normal Avenue (see the staff report). The commissioners expressed no opposition to the project.

Ms. Burgess moved to approve the application for coal chute door replacement at 702 Normal Avenue. Ms. Armstrong seconded the motion. Mr. Bugg recused himself for the same reason described under the preceding item (CA-19-02-02). The motion carried 4-0.

Other Business

Prior to the discussion of the other items of business on the agenda, Mr. Bugg took the opportunity to discuss the previous regular meeting of the commission on January 8, 2019. That meeting's agenda included the discussion of three demolition permits for three old, commercial buildings in Uptown Normal. Mr. Bugg took the time to summarize his reasons for voting in favor of letting the proposed demolitions take place (see minutes from the January 8, 2019 meeting) and offered that he is in no way in favor of demolition in any/all cases. He then expressed pride and appreciation to be part of a group that conducts its business with respect toward one another and their collective mission. The other four commissioners expressed support and understanding for Mr. Bugg's comments.

1. 2019 Heritage Awards Discussion

Mr. Long informed the commissioners of the timeline and process for this year's Heritage Preservation Awards. Mr. Long stated that the nomination period for this year's three honored projects/properties would begin in early March and end with the commission's selection of the three honorees at the regular meeting on April 9, 2019. Mr. Long confirmed plans to again hold a joint historic preservation awards ceremony with Bloomington's commission and the Old House Society sometime in May (National Historic Preservation month). Mr. Long stated that a nomination form would be mailed to every owner of a historic property and that the Town would publicize the awards' nomination period on social media.

2. Proposed Changes to the Robert G. Bone Grant Program

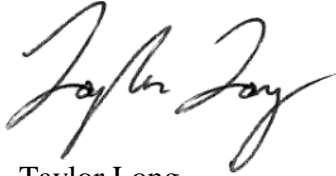
With an understanding that the Town Council and Town staff proposed the reestablishment of funding to the Bone Grant Program at its January 17, 2019 Budget Work Session, the commissioners discussed the idea of making changes to the grant program to better distribute its limited funds to as many potential grantees as possible (should the program's re-establishment as part of the Fiscal Year 2019-2020 Budget receive final approval at the March 4, 2019 Town Council meeting). Town staff asked that the commissioners consider perhaps decreasing the number of grants a person/property could receive in any given year from two to one, or instead

decrease the maximum amount of grant funds that could be awarded per grant down from \$5,000. The commissioners resolved to take the next few weeks to consider changes and vote on any formal revisions to the Bone Grant Program at its March meeting.

Adjournment

Mr. Bugg moved to adjourn the meeting. Mr. Warloe seconded the motion. The meeting was adjourned at 1:08 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Taylor Long". The signature is written in a cursive, flowing style.

Taylor Long
Associate Planner