



MINUTES
CITY OF DEKALB
LANDMARK COMMISSION
APRIL 28, 2016
7:00 PM

The Landmark Commission held a Meeting on April 28, 2016 in the Glidden Conference Room at the Municipal Building, located at 200 South Fourth Street in DeKalb, Illinois.

Chairman Gable called the meeting to order at 7:03 PM.

A. ROLL CALL

The following members of the Landmark Commission were present: Donna Gable, Don Whitmore, Robert Glover, Amanda Durik, and Donna Schultz Xidis. Members absent were Pam Collins.

Also present were City of DeKalb Community Development Director Ellen Divita and Administrative Assistant Natalie Nelson.

B. APPROVAL OF THE AGENDA – ADDITIONS / DELETIONS – None.

C. PUBLIC PARTICIPATION – None.

D. APPROVAL OF MINUTES – ADDITIONS / DELETIONS

1. March 23, 2016 – Chairman Gable requested revisions to the minutes, including deleting Brian Reis from the roll, as he was not present, and deleting the phrase “can be hidden” from the second full paragraph on the second page.

A. Durik motioned for approval of the minutes with the requested revisions, D. Whitmore seconded the motion, and all were in favor by voice vote.

E. NEW BUSINESS

Community Development Director Ellen Divita reported that the Certified Local Government Annual Report for FY 2015 (October 1, 2014 to September 30, 2015) was sent to the Illinois Historic Preservation Agency. Chairman Gable stated she has reviewed the report and questioned if the the number of meetings reported was correct. She thought more than four meetings were held during that period. She offered to check her records to confirm. If necessary, an amended report can be submitted.

Dir. Divita also reported that the Request for Proposals (RFP) for Historic Preservation Professional Consultant Services was released April 27, 2016. The RFP was sent via email to firms and individuals on the Landmarks Illinois website. At a recent City Council meeting, Dir. Divita addressed the concerns of some members who were not in favor of the RFP because they believed the City employs too many consultants. She explained to the City Council that surveying the DeKalb downtown Central Business District's historic buildings requires the very specialized knowledge of a consultant from outside of City staff.

1. Preparation for State presentation on tax credit programs 5/18/16
 - a. Marketing – Two press releases are planned to be published in the Daily Chronicle. Commission members brainstormed on the language that would be included in the press releases. City staff will publicize the event to the following individuals and groups: City of DeKalb Building Board of Appeals members, City of DeKalb Planning and Zoning Commission members, City Council members, DeKalb Downtown Merchant Group members, Amy Doll at the Park District, owners of local landmarks not located in the two Historic Districts or Central Business District, local builders/contractors, local real estate agents, and local bank presidents. In addition, City staff will contact store managers at R.P. Lumber, Gordon Hardware, Lowe's, and Menards; Alfredo Iron Works; Dale Ludwig; Michael Haji-Sheikh; and Dr. Kurt Thurmier.
 - b. Letters of invitation – City staff compiled a mailing list of property owners in the two historic districts and the Central Business District, drafted the invitation letter, and will send the letters via USPS after this meeting. Commission members helped to stuff and address the envelopes during the meeting.
 - a. Property-owner meetings with Darius Bryjka – The Commission discussed approaching property owners for meetings with Darius Bryjka on the presentation day from 2:30 PM to 5:30 PM. Chairman Gable offered to contact Ellwood House Association and Gurler Heritage Association. R. Glover offered to contact Glidden Homestead and Historic Center and Roger Keys, a preservationist. A. Durik offered to contact Jennifer Groce, Director of Community Outreach at Northern Illinois University to publicize the event. D. Xidis offered to publicize the event to DeKalb High School's interior design class. City staff will email the invitation letter and press releases to the Commission members so that they can be distributed.

The Commission turned their discussion to the logistics of the day of the presentation, May 18, 2016. The Commission plans to set up tables at the venue for distributing information, signing in, and bottled water. City staff will ask Darius Bryjka to bring handouts from the Illinois Historic Preservation Agency. Representatives from local historic sites are welcome to distribute materials. The

City will also bring materials to distribute. The City will provide bottled water. The Library's room rental agreement with the City states that the City will not bring food into the Zimmerman Room.

At 5:30 PM, the Commission will hold a meeting in the Municipal Building at which Darius Bryjka will be present. This meeting will be posted as required by the Open Meetings Act. Dinner for the Commissioners and Mr. Bryjka will be brought into the meeting; then, the group will walk with Mr. Bryjka to Library in time for the presentation at 6:30 PM.

Dir. Divita asked if a Northern Illinois University building has ever been nominated to be designated as an historical building. A. Durik suggested Still Hall may be appropriate. Chairman Gable and D. Whitmore explained that historic designation was previously considered for University buildings, but the University was not interested in pursuing the process and adhering to the requirements for historic preservation limitations on renovations.

A. Durik asked who is most likely to participate in historic restoration tax programs. Dir. Divita responded that it is most likely property owners who purchase older homes for their historical value, not their financial value.

Dir. Divita provided an overview of the City's Certified Local Government status requirements, including (1) an historic preservation ordinance, (2) a preservation review commission, (3) an active local survey program to identify historic resources, and (4) provision for public participation. The Landmark Commission has the power to review nominations for historic registry. Also, the Landmark Commission can delay the demolition of an historic structure up to two months to allow for evaluation of the structure. The Landmark Commission, however, cannot accept a nomination for a local landmark without the owner's consent.

A discussion followed of the Commission's powers, which are listed in the City Code. Dir. Divita recommended reviewing and revising the Code in the near future.

F. OLD BUSINESS

1. Walking tour update – The Commission discussed of the logistics of having a working meeting on the walking tour at the Public Library. D. Gable recommended waiting to plan further work on the walking tour until after the May 18th presentation.

G. ANNOUNCEMENTS

The next meeting of the Landmark Commission will be May 18, 2016 at 5:30 PM in the Municipal Building, with a walk to the Zimmerman Room at the DeKalb Public Library. The meeting after that will be Wednesday May 25, 2016 at 7:00 PM at the Municipal Building.

H. **ADJOURNMENT**

There being no further discussion, Chairman Gable adjourned the meeting at 8:11 PM.

Respectfully Submitted

Natalie Nelson, Administrative Assistant

These minutes were approved by the Landmark Commission on August 4, 2016.