

VILLAGE OF RIVER FOREST
Historic Preservation Commission Meeting Minutes
June 25th, 2026

A regular meeting of the Village of River Forest Historic Preservation Commission was held on June 25th, 2026, at 7:00 p.m. in the Community Room of Village Hall, 400 Park Avenue – River Forest, IL.

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:00 p.m. Upon roll call, the following persons were:

Present: Chair Franek, Commissioners Saeger, Muhr, Forehand, and Schutzenhofer

Absent: None

Also Present: Seth Jansen, Assistant to the Director of Public Works

2. PUBLIC COMMENT

None.

3. APPROVAL OF MEETING MINUTES – April 30th, 2026

A MOTION was made by Commissioner Saeger and SECONDED by Commissioner Muhr to approve the meeting minutes for April 30th, 2026.

AYES: Chair Franek, Commissioners Saeger, Forehand, Muhr, and Schutzenhofer

NAYS: None

Motion Passes.

4. REVIEW OF APPLICATION FOR CERTIFICATE OF APPROPRIATENESS FOR COMPLETENESS – 559 FRANKLIN – EXTERIOR REMODELS

The owner of the property, Cristine Duffy, provided background information on the property and gave an overview of the application.

Commissioner Forehand complimented the application and the proposed work and asked whether the copper gutters would continue to be utilized.

Ms. Duffy stated they would.

Commissioner Schutzenhofer asked if portions of the gutters and roof were sealed.

The applicant explained that the roof is overdue for replacement and described the relationship between the roof and the proposed alterations.

Commissioner Forehand noted that the proposed roofing materials looked good.

Commissioner Saeger expressed excitement about the addition of the turret and noted it would complement the other houses on the block.

Ms. Duffy provided background information on the neighboring houses.

Chair Franek thanked the applicant for their work and asked if the Commission needed any additional information before considering the application.

Commissioner Schutzenhofer asked if the new dormer and turret would be the only new windows included in the project.

Ms. Duffy explained all of the proposed window changes and provided background information on the efforts to replace the curved windows in the turret.

A MOTION was made by Commissioner Muhr and SECONDED by Commissioner Sager to find the application for a Certificate of Appropriateness for 559 Franklin complete.

AYES: Chair Franek, Commissioners Saeger, Forehand, Muhr, and Schutzenhofer

NAYS: None

Motion Passes.

5. PROPOSED REWRITE OF THE VILLAGE HISTORIC PRESERVATION ORDINANCE – REVIEW AND DISCUSSION

Chair Franek provided background information on this agenda item and highlighted one question raised by the Village Attorney, namely that there are no listed criteria for designating a local landmark in the ordinance. The Commission discussed the possibility of adding landmark designation criteria to the ordinance, what those criteria could include, and the potential advantages and disadvantages of establishing specific criteria versus leaving the ordinance without them. Following discussion, the Commission agreed not to include explicit landmark designation criteria in the ordinance.

Chair Franek and the Commission then discussed the notification requirements for Local Landmarks and possible revisions to those requirements. Following discussion, the Commission agreed to reduce the notification requirement for Local Landmark applications to property owners within 200 feet of the subject property.

A MOTION was made by Commissioner Schutzenhofer and SECONDED by Commissioner Forehand to add, "...in its discretion..." to the language surrounding Local Landmarks.

AYES: Chair Franek, Commissioners Saeger, Forehand, Muhr, and Schutzenhofer

NAYS: None

Motion Passes.

A MOTION was made by Commissioner Muhr and SECONDED by Commissioner Saeger to alter the notification requirements to 200ft for mailers for Local Landmark Applications.

AYES: Chair Franek, Commissioners Saeger, Forehand, Muhr, and Schutzenhofer

NAYS: None

Motion Passes.

Chair Franek noted the intent would be to present this recommendation to the Village Board on July 20th.

6. DISCUSSION REGARDING PROTECTION AND PROMOTION OF RIVER FOREST ARCHITECTURE AND HISTORY

None.

7. OTHER BUSINESS

Chair Franek provided an update on the status of the Village's historic resources survey.

Commissioner Saeger highlighted an upcoming sidewalk tour.

8. ADJOURNMENT

MOTION to adjourn by Commissioner Saeger, Seconded by Commissioner Muhr.

AYES: Chair Franek, Commissioners Saeger, Forehand, Muhr, and Schutzenhofer

NAYS: None

Motion Passes. Meeting adjourned at 7:41pm.

Date:_____