



**VILLAGE OF RIVER FOREST
HISTORIC PRESERVATION COMMISSION MEETING**

Thursday, February 25, 2021 – 7:00 PM
Village Hall – 400 Park Avenue – River Forest, IL 60305
Community Room

AGENDA

Physical attendance at this public meeting is limited to 10 individuals, with Committee members, staff and consultants having priority over members of the public. Written public comments will be shared with the Commission. You may submit your public comments via email in advance of the meeting to: Jon Pape at jpape@vrf.us. You may listen to the meeting by participating in a telephone conference call as follows, dial-in number: 312-626-6799 with meeting ID: 815 7539 4882. If you would like to participate over the phone, please email jpape@vrf.us by 5:00 PM on February 25, 2021.

PLEASE NOTE THAT THE GOAL IS TO CONDUCT THE MEETING VIRTUALLY, SO ONLY COME TO VILLAGE HALL FOR THE MEETING IF YOU DO NOT HAVE THE CAPABILITY OF PARTICIPATING VIRTUALLY.

The agenda is as follows:

- I. Call to Order
- II. Public Testimony
- III. Approval of Meeting Minutes – December 10, 2020
- IV. Discussion of Additional Ways to Protect Significant Properties
- V. Other Business
- VI. Adjournment

**VILLAGE OF RIVER FOREST HISTORIC PRESERVATION COMMISSION
MEETING MINUTES**

December 10, 2020

A meeting of the Historic Preservation Commission was held on December 10, 2020 at 7:00 p.m. in the First Floor Community Room at the River Forest Village Hall, 400 Park Avenue.

I. CALL TO ORDER/ROLL CALL

The meeting was called to order at 7:01 p.m. Assistant to the Village Administrator Pape noted that the meeting was occurring telephonically, as permitted to the State of Illinois State of Emergency in response to the COVID-19 pandemic and Illinois Open Meetings Act. Upon roll call, the following persons were:

Present: Chairman Franek, Commissioners Forehand, Graham-White, Raino-Ogden, Pritz, Prestes and Saeger.

Absent: None.

Also Present: Assistant to the Village Administrator Jon Pape.

II. PUBLIC TESTIMONY

No public testimony was heard.

III. APPROVAL OF MEETING MINUTES – JULY 23, 2020

A MOTION was made by Commissioner Raino-Ogden and SECONDED by Commissioner Graham-White to approve the meeting minutes for July 23, 2020 as presented.

AYES: Chairman Franek, Commissioners Forehand, Graham-White, Raino-Ogden, Pritz, Prestes and Saeger.

NAYS: None.

Motion Passes.

IV. DISCUSSION OF ADDITIONAL WAYS TO PROTECT SIGNIFICANT PROPERTIES

Assistant to the Village Administrator Pape reviewed items that have occurred since the last Commission meeting. He informed the Commission that the demo application for 7620 Madison (LCFS) was withdrawn due to the fact that State funding was no longer imminent, and that it would be resubmitted when appropriate. Mr. Pape noted that the Village was working with the property owners of 914 Ashland, a significant property, on some code violation issues. Mr. Pape conveyed that applications for windows had been handled by the Window Review Sub-Committee for 810 Clinton, 815 Forest, and 617 William.

Historic Preservation Commission Meeting Minutes
December 10, 2020

Chairman Franek wished everyone a joyous holiday season and hoped that everyone and their families were safe and healthy.

Commissioner Pritz commented on the fact that the applications to the Commission have been slow and that he thought it would be frequent given people being at home and working on their homes during COVID. Commissioner Raino-Ogden noted that his architectural business has seen an increase in work over the last month.

Commissioner Saeger proposed that 936 Franklin could be a candidate to be added to the significant properties list. The Commission discussed the home's qualities and Mr. Pape noted that from looking at Village records the architect appeared to be Tilton & Lewis. Chairman Franek shared that he felt multiple homes may now make a good candidate and that perhaps they were not old enough to be considered in 2011-2013 when the survey was completed. He shared that the Commission may want to, as a group, establish if any properties were candidates and then Commission may want to approach the homeowners about becoming a significant property.

V. OTHER BUSINESS

The Commission noted that its next regularly scheduled meeting would be on December 24, 2020 and is cancelled. The first regularly scheduled meeting of 2021 is January 28, 2021.

VI. ADJOURNMENT

A MOTION was made by Commissioner Raino-Ogden and SECONDED by Commissioner Graham-White to adjourn the December 10, 2020 meeting of the Historic Preservation Commission at 7:22 p.m.

AYES: Chairman Franek, Commissioners Forehand, Graham-White, Raino-Ogden, Pritz, Prestes and Saeger.

NAYS: None.

Motion Passes.

Respectfully submitted:

Jonathan Pape
Assistant to the Village Administrator

Approved:

David Franek, Chairman

Date

Historic Preservation Commission Meeting Minutes
December 10, 2020

Historic Preservation Commission

DRAFT



Village of River Forest
Village Administrator's Office
 400 Park Avenue
 River Forest, IL 60305
 Tel: 708-366-8500

MEMORANDUM

Date: February 19, 2021
 To: Historic Preservation Commission
 From: Jon Pape, Assistant to the Village Administrator
 Subj: November 2020 through January 2021- Historic Preservation Commission Staff Report

Purpose

Staff includes this monthly report to the Commission as a part of the Commission's meeting packet. The purpose of this memorandum is to summarize information that has been disseminated to the Commission.

If you have any questions or suggestions regarding this report going forward, please forward them to Staff at your convenience.

Demolition

Attached, please find the November, December and January Monthly Building reports that are prepared by the Building Department and shared with the Village Board of Trustees on a monthly basis.

Permits

The following permits were issued for significant properties or in the Historic District during the month of November 2020.

ADDRESS	PROPERTY CLASS	PROJECT DESCRIPTION	FAÇADE	20%	DATE
619 KEYSTONE AVE	Significant Property	PAVER PATIO			11/2/2020
719 MONROE AVE	Historic District	ROOF			11/2/2020
518 PARK AVE	Historic District	BATH REMODEL AND ADD 200 AMP SUB PANEL			11/3/2020

614 PARK AVE	Historic District	REBUILD EXISTING DECK PLATFORM			11/3/2020
735 WILLIAM ST	Significant Property	CURBING AT DRIVEWAY AND FRENCH DRAIN AT FENCE LINE			11/3/2020
303 GALE AVE	Historic District	FENCE			11/4/2020
837 CLINTON PL	Significant Property	1 1/2 WATER SERVICE			11/4/2020
818 PARK AVE	Historic District	1 1/2 WATER SERVICE			11/4/2020
711 THATCHER AVE	Historic District	BRICK PAVER PATIO WITH FIREPLACE			11/4/2020
902 PARK AVE	Historic District	Paver Patio			11/5/2020
731 MONROE AVE	Historic District	TWO STORY ADDITION AND RENOVATION			11/5/2020
847 THATCHER AVE	Historic District	DEMOLITION			11/6/2020
930 PARK AVE	Historic District	WINDOWS			11/11/2020
723 CLINTON PL	Significant Property	KITCHEN REMODEL			11/12/2020
846 ASHLAND AVE	Significant Property	PAVERS PATIO AROUND SWIMMING POOL			11/12/2020
830 FOREST AVE	Historic District	FENCE			11/13/2020
826 FOREST AVE	Historic District	FENCE			11/13/2020
746 WILLIAM ST	Significant Property	FLOOD CONTROL			11/18/2020
730 PARK AVE	Historic District	FLOOD CONTROL SYSTEM			11/19/2020
7400 AUGUSTA ST	Significant Property	KOEHNEKE COMMUNITY CENTER BUILDING CAFETERIA REMODEL			11/20/2020
608 BONNIE BRAE PL	Historic District	DECK			11/23/2020
750 CLINTON PL	Historic District	FLOOD CONTROL/ DRAIN TILE			11/24/2020
606 PARK AVE	Historic District	FLOOD CONTROL			11/25/2020
8011 OAK AVE	Significant Property	INTERIOR DRAIN TILE			11/25/2020

The following permits were issued for significant properties or in the Historic District during the month of December 2020.

ADDRESS	HISTORIC DISTRICT	SIGNIFICANT PROPERTY	PROJECT DESCRIPTION	FAÇADE	20%	DATE
739 BONNIE BRAE PL	YES		GARAGE PORTION OF DRIVEWAY AND UNDERGROUND ELECTRIC SERVICE			12/2/2020

555 PARK AVE	YES		2ND FLOOR REMODEL / NEW MASTER BATH			12/2/2020
823 FOREST AVE	YES		FLOOD CONTROL			12/2/2020
947 ASHLAND AVE	YES		CLEAN-OUT			12/3/2020
735 MONROE AVE	YES		TEAR OFF ROOF SOFFIT AND FASCIA			12/4/2020
739 PARK AVE	YES		REMOVE AND REPLACE ROOF AND GUTTERS			12/4/2020
547 ASHLAND AVE	YES		SKYLIGHTS			12/4/2020
743 CLINTON PL	YES		ENCLOSED STRUCTURE FOR WHEELCHAIR LIFT AND 200 AMP SERVICE			12/4/2020
735 BONNIE BRAE PL	YES		REPLACE 6 WINDOWS & 1 PATIO DOOR IN EXISTING OPENINGS			12/17/2020
754 BONNIE BRAE PL	YES		DEDICATED CIRCUIT FOR FLOOD CONTROL SYSTEM			12/17/2020
904 WILLIAM ST		YES	SEWER REPAIR- PRIVATE PROPERTY			12/18/2020
555 EDGEWOOD PL	YES	YES	WATER SERVICE-1 INCH			12/18/2020
344 KEYSTONE AVE	YES	YES	INTERIOR DRAIN TILE			12/22/2020
555 ASHLAND AVE	YES		FENCE			12/22/2020
753 FOREST AVE	YES		INTERIOR DRAIN TILE			12/22/2020
750 CLINTON PL	YES		SEWER REPAIR ON PRIVATE PROPERTY			12/23/2020
551 PARK AVE	YES		MODIFIED OVERHEAD SEWER			12/29/2020

The following permits were issued for significant properties or in the Historic District during the month of January 2021.

ADDRESS	PROPERTY CLASS	PROJECT DESCRIPTION	FAÇADE	20%	DATE
627 JACKSON AVE	Historical	1 1/2" WATER SERVICE			1/6/2021
1107 KEYSTONE AVE	Historical	SEWER REPAIR PARKWAY			1/8/2021
531 EDGEWOOD PL	Historical	INTERIOR REMODEL MASTER BATH ADD HALL BATH AND KITCHEN CABINETS			1/11/2021
609 WILLIAM ST	Historical	NEW MASTER BATHROOM			1/12/2021

344 KEYSTONE AVE	Significant	FIRST AND SECOND FLOOR RENOVATION AND REAR PORCH ADDITION			1/15/2021
754 BONNIE BRAE PL	Historical	BASEMENT DRYWALL ONLY			1/19/2021
147 THATCHER AVE	Significant	REPLACE WINDOWS			1/19/2021
707 BONNIE BRAE PL	Historical	INTERIOR DRAIN TILE			1/20/2021
747 FOREST AVE	Historical	4 FOUNDATION WALL PLATES (FOUNDATION REPAIR / WATER PROOFING)			1/20/2021
754 BONNIE BRAE PL	Historical	FLOOD CONTROL			1/22/2021
563 PARK AVE	Significant	ATTIC REMODEL			1/22/2021
531 THATCHER AVE	Historical	EXPLORATORY DEMO			1/25/2021
1103 KEYSTONE AVE	Significant	KITCHEN REMODEL			1/26/2021



MEMORANDUM

Date: February 3, 2021

To: Eric Palm, Village Administrator

From: Lisa Scheiner, Assistant Village Administrator

Subj: Building & Zoning Report – November, 2020 – January, 2021

The Village issued 287 permits between November, 2020 and January, 2021, compared to 217 last year. Permit revenue during this period totaled \$166,676, compared to \$79,251 during the same period the year prior. Fiscal year-to-date permit revenue is 76.7% of the \$608,005 budgeted (which includes building, plumbing, and electrical permit revenue).

Also during this period, the Village welcomed Bob Kryder, the Village's full time Building and Zoning Inspector. Bob took over for Tim Vaclav, who retired in January, 2020.

Planned Development Project/Development Review Board Updates

Below please find a summary of the status of approved planned development permits as well as certain pending applications.

Approved:

- Mixed Use Development (Lake and Lathrop) – This project was approved on September 17, 2018. The developer has re-submitted building plans in response to the last round of review comments and the plans are under review. Project updates are available on the Village's website (www.vrf.us/lakeandlathrop).
- Senior Care Community (Chicago and Harlem) – This project was approved on October 15, 2018. Demolition has been completed and a groundbreaking ceremony was scheduled on October 2, 2019. The developer has 33 months from the date of approval to complete construction (July, 2021) for the planned development permit to remain valid. As of this writing, the Village is in the process of scheduling phased final inspections on this project. Regular updates regarding the project are available on the Village's website (www.vrf.us/chicagoandharlem).

Pending

- Major Amendment to Existing Planned Development (400 Ashland) – The property owner will appear before the Development Review Board on February 18, 2021 regarding a pending application for a major amendment to an existing planned development to convert a portion of the building from commercial to residential space. The applicant will hold a resident meeting in person and via Zoom on February 24, 2021. A project website has been established (www.vrf.us/400Ashland) for more information about the project and application.

Zoning Board of Appeals Updates

Below please find a summary of the activities of the Zoning Board of Appeals:

- 346 Park Avenue: The public hearing for the requested variation was opened on September 10, 2020 and continued to January 14, 2021 at the petitioner's request. The public hearing concluded on January 14, 2021, and the Zoning Board of Appeals will review its minutes and findings of fact in February before their recommendation is forwarded to the Village Board of Trustees for final review.

Land and License Management Software Implementation

On October 12, 2020, the Village Board awarded a contract to Davenport for the purchase and implementation of its LAMA land and license management software. Staff held kick-off calls with the software vendor and the Village's IT consultant, ClientFirst in mid-October. The project is broken into the following eight phases:

1. Initiation
2. Requirements Gathering
3. Use Case Validation
4. Configuration
5. User Acceptance Testing
6. Final Configuration
7. Training
8. Go Live

The Village has completed Phases 1-3, which entailed documenting the Village's permitting, licensing, inspection, code enforcement processes and zoning entitlement processes at great length and detail to ensure that the software can be configured in a manner that will meet our needs. As of this writing, the Village has entered Phase 4 and will begin testing the software in the coming weeks. Implementation is anticipated at the end of Fiscal Year 2021 and the Village is on track to meet that target. Village Staff will continue to keep the Board apprised of progress on this project.

Permit and Real Estate Transfer Activity Measures

Permits

Month	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
May	178	128	205	144	109
June	179	153	135	154	144
July	140	194	131	147	178
August	145	123	170	106	148
September	130	152	116	95	137
October	140	119	118	130	134
November	98	79	90	91	125
December	55	71	51	63	80
January	107	69	80	63	82
February	87	58	67	53	
March	120	93	101	91	
April	148	136	139	85	
Fiscal Year Total	1,527	1,375	1,403	1,222	1,137

Real Estate Transfers

	November 2020- January 2021	November 2019- January 2001	FY 2021 YTD Total	FY 2020 Total
Transfers	41	40	180	229

Residential Property Demolition

	November 2020- January 2021	FY 2021 YTD Total	FY 2020 Total	FY 2019 Total	FY 2018 Total
Residential Demolitions	1	4	5	2	4

Address Architectural Significance
 847 Thatcher Avenue n/a