



## VILLAGE OF RIVER FOREST HISTORIC PRESERVATION COMMISSION MEETING

Thursday, April 22, 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 20 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](mailto: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: 810 3391 1027. If you would like to participate over the phone, please email [jpape@vrf.us](mailto:jpape@vrf.us) by 5:00 PM on April 22, 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 – February 25, 2021
- IV. Discussion of Additional Ways to Protect Significant Properties
- V. Other Business
- VI. Adjournment

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

**February 25, 2021**

A meeting of the Historic Preservation Commission was held on February 25, 2021 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 7:04 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 Graham-White, Prestes and Saeger.

Absent: Commissioners Pritz, Raino-Ogden and Forehand.

Also Present: Assistant to the Village Administrator Jon Pape.

**II. PUBLIC TESTIMONY**

No public testimony was heard.

**III. APPROVAL OF MEETING MINUTES – DECEMBER 10, 2020**

A MOTION was made by Commissioner Saeger and SECONDED by Commissioner Graham-White to approve the meeting minutes for December 10, 2020 as presented.

AYES: Chairman Franek, Commissioners Graham-White, Prestes and Saeger.

NAYS: None.

Motion Passes.

**IV. DISCUSSION OF ADDITIONAL WAYS TO PROTECT SIGNIFICANT PROPERTIES**

Assistant to the Village Administrator Pape recapped two items that have occurred since the last meeting; an approval of windows by the subcommittee at 147 Thatcher and a code enforcement case at 914 Ashland, which had since sold.

Chairman Franek stated that he called the meeting in order to take some to discuss how the Commission planned or would begin to plan to return to programming post-pandemic. He asked the Commission to be thinking about this and bring any suggestions forward. Chairman Franek said that through his conversations with realtors, new home owners, and a New York Times article, he sees an

Historic Preservation Commission Meeting Minutes  
February 25, 2021

increased interest in older homes. Particularly, the New York Times article discussed people leaving large metropolitan areas for nearby suburbs or country and having interest in rehabbing older homes.

Mr. Pape informed the Commission that Commissioner Forehand, in his absence, sent to recommendations for a potential award at 825 Bonnie Brae. Commission Graham-White requested that Staff provide a list of permits that have been issued so that Commissioners could review it for inspiration. The Commission discussed the Historic Preservation Award and how it might invite applicants to be considered for an award in 2021.

Commissioner Saeger mentioned new sidewalk tours that were coming from the Oak Park River Forest Museum this spring. Commissioner Saeger said that she would write a draft a piece to promote the events in Village communications.

Commissioner Saeger discussed the history of 527 Thatcher, which she discovered during the research of 530 Thatcher and that it might worth considering to be added to the list at some point.

**V. OTHER BUSINESS**

The Commission noted that its next regularly scheduled meeting would be March 25, 2020.

**VI. ADJOURNMENT**

A MOTION was made by Commissioner Prestes and SECONDED by Commissioner Saeger to adjourn the February 25, 2021 meeting of the Historic Preservation Commission at 7:22 p.m.

AYES: Chairman Franek, Commissioners Graham-White, Prestes and Saeger.

NAYS: None.

Motion Passes.

Respectfully submitted:

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Jonathan Pape  
Assistant to the Village Administrator

Approved:

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David Franek, Chairman  
Historic Preservation Commission

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Date



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

**MEMORANDUM**

Date: April 22, 2021  
 To: Historic Preservation Commission  
 From: Jon Pape, Assistant to the Village Administrator  
 Subj: February and March 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 February and March 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 February 2021.

ADDRESS	PROPERTY CLASS	PROJECT DESCRIPTION	FAÇADE	20%	DATE
606 THATCHER AVE	Significant	Solar			2/2/2021
818 FOREST AVE	Historical	Alter/Remod			2/3/2021
7218 QUICK AVE	Significant	Alter/Remod			2/3/2021
944 LATHROP AVE	Historical	Solar			2/4/2021
609 WILLIAM ST	Historical	Out-Plumbing			2/4/2021
222 GALE AVE	Historical	Alter/Remod			2/9/2021

627 JACKSON AVE	Historical	Addition			2/9/2021
558 KEYSTONE AVE	Significant	Alter/Remod			2/10/2021
818 FOREST AVE	Historical	Fence			2/11/2021
730 PARK AVE	Historical	Fence			2/12/2021
7551 QUICK AVE	Significant	Paving			2/12/2021
632 CLINTON PL	Historical	Alter/Remod			2/17/2021
818 FOREST AVE	Historical	HVAC			2/19/2021

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

ADDRESS	PROPERTY CLASS	PROJECT DESCRIPTION	FAÇADE	20%	DATE
210 GALE AVE	HISTORIC	Garage			3/10/2021
558 KEYSTONE AVE	SIGNIFICANT	Dumpster-Private			3/1/2021
7770 MADISON ST	HISTORIC	Alter/Remod			3/1/2021
307 FOREST AVE	HISTORIC	Siding/Gutters			3/1/2021
310 ASHLAND AVE	HISTORIC	Roof			3/2/2021
716 MONROE AVE	HISTORIC	Alter/Remod			3/2/2021
730 FRANKLIN AVE	HISTORIC	Drain Tile			3/3/2021
8147 LAKE ST	HISTORIC	Out-Plumbing			3/3/2021
7551 QUICK AVE	SIGNIFICANT	Ext Renovations			3/4/2021
1002 HARLEM AVE	HISTORIC	Roof			3/4/2021
500 THATCHER AVE	SIGNIFICANT	Decks/Porches			3/4/2021
338 GALE AVE	HISTORIC	Fence			3/4/2021
7918 OAK AVE	HISTORIC	Fence			3/8/2021
11 KEYSTONE AVE	HISTORIC	Roof			3/12/2021
739 BONNIE BRAE PL	HISTORIC	Roof			3/15/2021
1423 LATHROP AVE	HISTORIC	Ext Renovations			3/16/2021
1143 LATHROP AVE	HISTORIC	Roof			3/16/2021
38 GALE AVE	HISTORIC	Plumbing			3/16/2021

1447 BONNIE BRAE PL	HISTORIC	Sidewalk			3/16/2021
138 ASHLAND AVE	HISTORIC	Alter/Remod			3/17/2021
1530 WILLIAM ST	HISTORIC	Electrical			3/16/2021
829 LATHROP AVE	HISTORIC	Fence			3/17/2021
7400 AUGUSTA ST	HISTORIC	Alter/Remod-Comm			3/17/2021
15 THATCHER AV	HISTORIC	Patio			3/17/2021
538 CLINTON PL	HISTORIC	Roof			3/17/2021
7314 OAK AVE	SIGNIFICANT	Flood Control			3/17/2021
747 PARK AVE	HISTORIC	Roof			3/17/2021
535 FOREST AVE	HISTORIC	Garage			3/18/2021
535 FOREST AVE	HISTORIC	Garage Demo			3/18/2021
1410 BONNIE BRAE PL	HISTORIC	Ext Renovations			3/18/2021
7600 AUGUSTA ST	SIGNIFICANT	Ext Renovations			3/18/2021
801 FRANKLIN AVE	HISTORIC	Windows			3/18/2021
811 FRANKLIN AVE	SIGNIFICANT	Alter/Remod			3/18/2021
747 PARK AVE	HISTORIC	Roof			3/18/2021
424 PARK AV 201	HISTORIC	Roof			3/19/2021
1503 MONROE AVE	HISTORIC	Fence			3/19/2021
1431 BONNIE BRAE PL	HISTORIC	Addition			3/19/2021
1443 BONNIE BRAE PL	HISTORIC	Sidewalk			3/19/2021
632 FRANKLIN AVE	SIGNIFICANT	Roof			3/22/2021
608 BONNIE BRAE PL	HISTORIC	Patio			3/23/2021
562 FOREST AVE	HISTORIC	Fence			3/23/2021
1515 CLINTON PL	HISTORIC	Drive/Walk/Patio			3/23/2021
1431 ASHLAND AVE	HISTORIC	Roof			3/23/2021
50 PARK AVE	HISTORIC	Fence			3/23/2021
205 THATCHER AVE	HISTORIC	Alter/Remod			3/23/2021
609 WILLIAM ST	HISTORIC	Stairs			3/24/2021

1424 FOREST AVE	HISTORIC	Windows			3/24/2021
633 CLINTON PL	HISTORIC	Roof			3/24/2021
311 FOREST AVE	HISTORIC	Plumbing			3/25/2021
707 KEYSTONE AVE	HISTORIC	Roof			3/25/2021
1436 HARLEM AVE A	HISTORIC	Roof			3/25/2021
915 MONROE AVE	HISTORIC	Addition			3/25/2021
632 CLINTON PL	HISTORIC	Plumbing			3/25/2021
114 FOREST AVE	HISTORIC	Roof			3/26/2021
7604 VINE ST	HISTORIC	Ext Renovations			3/29/2021
234 PARK AVE	HISTORIC	Addition			3/29/2021
629 CLINTON PL	HISTORIC	Roof			3/29/2021
562 PARK AVE	HISTORIC	Roof			3/30/2021
810 BONNIE BRAE PL	HISTORIC	Roof			3/30/2021
622 PARK AVE	HISTORIC	Plumbing			3/30/2021
42 PARK AVE	HISTORIC	Alter/Remod			3/30/2021
1134 HARLEM AVE	HISTORIC	Garage			3/30/2021
616 ASHLAND AVE	HISTORIC	Roof			3/30/2021
1325 LATHROP AVE	HISTORIC	Fence			3/31/2021
7400 AUGUSTA ST	SIGNIFICANT	Roof			3/31/2021



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

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## MEMORANDUM

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Date: March 3, 2021

To: Cathy Adduci, Village President  
Village Board of Trustees

From: Lisa Scheiner, Assistant Village Administrator

Subj: Building & Zoning Report – February, 2021

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The Village issued 98 permits in February, 2021, compared to 53 during this period last year. Permit revenue during this period totaled \$46,519, compared to \$14,181 during the same period the year prior. Fiscal year-to-date permit revenue is 84.4% of the \$608,005 budgeted (which includes building, plumbing, and electrical permit revenue).

### **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](http://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 has begun conducting final inspections on this project. Regular updates regarding the project are available on the Village's website ([www.vrf.us/chicagoandharlem](http://www.vrf.us/chicagoandharlem)).

#### *Pending*

- Major Amendment to Existing Planned Development (400 Ashland) – The property owner appeared 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 also held a resident meeting in person and via Zoom on February 24, 2021. A project website has been established ([www.vrf.us/400Ashland](http://www.vrf.us/400Ashland)) for more information about the project and application.



- Major Amendment to Existing Planned Development (Trinity High School) – Trinity High School will appear before the Development Review Board on March 4, 2021 regarding a pending application for a major amendment to an existing planned development to construct a small addition to their school. The applicant is scheduled to hold a resident meeting on March 11, 2021. A project website has been established ([www.vrf.us/Trinity](http://www.vrf.us/Trinity)) 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 adopted Findings of Fact at its February meeting. This matter is expected to appear on the April 12, 2021 Village Board of Trustees agenda.

**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-of 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             | 4. Configuration           | 7. Training |
| 2. Requirements Gathering | 5. User Acceptance Testing | 8. Go Live  |
| 3. Use Case Validation    | 6. Final Configuration     |             |

The Village has completed Phases 1-4 and began working on Phase 5. The User Acceptance Testing phase involves testing the software as it has been designed and identifying any modifications that need to be made to forms, documents and processes before final configuration of the software begins. 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

Month	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
February	87	58	67	53	98
March	120	93	101	91	
April	148	136	139	85	
<b>Fiscal Year Total</b>	<b>1,527</b>	<b>1,375</b>	<b>1,403</b>	<b>1,222</b>	<b>1,235</b>

### Real Estate Transfers

	February 2021	February 2020	FY 2021 YTD Total	FY 2020 Total
<b>Transfers</b>	20	13	200	229

### Residential Property Demolition

	February 2021	FY 2021 YTD Total	FY 2020 Total	FY 2019 Total	FY 2018 Total
<b>Residential Demolitions</b>	0	4	5	2	4

Address

n/a

Architectural Significance

n/a



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

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## MEMORANDUM

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Date: April 7, 2021

To: Cathy Adduci, Village President  
Village Board of Trustees

From: Lisa Scheiner, Assistant Village Administrator

Subj: Building & Zoning Report – March, 2021

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The Village issued 122 permits in March, 2021, compared to 91 during this period last year. Permit revenue during this period totaled \$58,300, compared to \$39,812 during the same period the year prior. Fiscal year-to-date permit revenue is \$571,178, which is 93.9% of the \$608,005 budgeted (which includes building, plumbing, and electrical permit revenue).

### **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](http://www.vrf.us/lakeandlathrop)).
- Senior Care Community (Chicago and Harlem) – This project was approved on October 15, 2018. The developer has 33 months from the date of approval to complete construction (July, 2021) for the planned development permit to remain valid and Staff anticipates that this deadline will be met as a temporary certificate of occupancy has been issued and a final certificate of occupancy is anticipated in April. Regular updates regarding the project are available on the Village's website ([www.vrf.us/chicagoandharlem](http://www.vrf.us/chicagoandharlem)).

#### *Pending*

- 400 Ashland Avenue – The property owner appeared 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 return to the Development Review Board in April to request application waivers. The applicant also held a resident meeting in person and via Zoom on February 24, 2021. A project website has been established ([www.vrf.us/400ashland](http://www.vrf.us/400ashland)) for more information about the project and application.

- 7574 Division Street – Trinity High School appeared before the Development Review Board on March 4, 2021 regarding a pending application for a major amendment to an existing planned development to construct a small addition to their school. The applicant also held a resident meeting on March 11, 2021. A project website has been established ([www.vrf.us/trinity](http://www.vrf.us/trinity)) for more information about the project and application. Trinity High School intends to proceed to public hearing in late Spring.
- 735 Lathrop Avenue – River Forest Public Library has been working with Staff regarding a pending application for a major amendment to an existing planned development to move HVAC equipment to the ground level on the north side of the building in a masonry enclosure. The applicant is scheduled to hold a resident meeting in April. A project website has been established ([www.vrf.us/rflibrary](http://www.vrf.us/rflibrary)) 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 adopted Findings of Fact at its February meeting. This matter will be presented to the Village Board for consideration in April.

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- |                           |                            |             |
|---------------------------|----------------------------|-------------|
| 1. Initiation             | 4. Configuration           | 7. Training |
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| 3. Use Case Validation    | 6. Final Configuration     |             |

As of this writing, the Village has completed Phases 1-6 and training is scheduled for mid-April. The software will “go live” in April, 2021 with a soft launch and customer education and communication will begin in May. This project is anticipated to be completed on time and within budget.

**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
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### Residential Property Demolition

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Address  
n/a

Architectural Significance  
n/a