



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

Thursday, June 17, 2021 – 7:00 PM
Village Hall – 400 Park Avenue – River Forest, IL 60305
Second Floor Conference Room

AGENDA

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: 899 3085 4372 or by clicking here <https://us02web.zoom.us/j/89930854372>. If you would like to participate over the phone, please email jpape@vrf.us by 5:00 PM on June 17, 2021.

The agenda is as follows:

- I. Call to Order
- II. Public Testimony
- III. Approval of Meeting Minutes – May 27, 2021
- IV. Discussion of Additional Ways to Protect Significant Properties
- V. Other Business
- VI. Adjournment

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

May 27, 2021

A meeting of the Historic Preservation Commission was held on May 27, 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 7:09 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 – APRIL 22, 2021

A MOTION was made by Commissioner Saeger and SECONDED by Commissioner Graham-White to approve the meeting minutes for April 22, 2021 as presented.

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

NAYS: None.

Motion Passes.

IV. DISCUSSION OF ADDITIONAL WAYS TO PROTECT SIGNIFICANT PROPERTIES

Commissioner Raino-Ogden joined the meeting at 7:28 p.m.

Chairman Franek asked that Assistant to the Village Administrator Pape share with him examples of letters that the Historic Preservation Commission has sent to residents in the past as well as the Village's general welcome letter to residents. The Commission discussed how they may engage with new Village residents and share information about historic preservation and potentially the Historical Society.

Historic Preservation Commission Meeting Minutes
May 27, 2021

Commissioner Graham-White offered comment that in the future, the Commission be sure to not remove any home from the significant property list before the property actually did any work that would disqualify it. She recalled that the Commission removed a Spanish-style home on the east side of the 500 block of Lathrop due to its application for an addition, but that the work was never completed.

Assistant to the Village Administrator Pape provided an update on the planned development amendment that had been filed for Trinity. While the property is a significant property, the proposed work did not meet the threshold for review by the Commission.

The Commission discussed a change that Commissioner Saeger had suggested to the historic database for 527 Thatcher. Commissioner Saeger explained her research and the Commission concurred with the change.

The Commission discussed and determined that it would begin the process for the Historic Preservation awards by soliciting applications. Assistant to the Village Administrator Pape said he would post the call for applications and publicize it to run through the end of July, giving two months to apply. The Commission asked that the homeowners at 825 Bonnie Brae and 755 William be sent invitations to apply for the award in recognition of work they had recently completed.

V. OTHER BUSINESS

The Commission noted that it would hold its June meeting a week early on June 17th due to scheduling conflicts.

VI. ADJOURNMENT

A MOTION was made by Commissioner Raino-Ogden and SECONDED by Commissioner Prestes to adjourn the May 27, 2021 meeting of the Historic Preservation Commission at 7:39 p.m.

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

NAYS: None.

Motion Passes.

Respectfully submitted:

Jonathan Pape
Assistant to the Village Administrator

Approved:

David Franek, Chairman
Historic Preservation Commission

Date



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

MEMORANDUM

Date: June 15, 2021
To: Historic Preservation Commission
From: Jon Pape, Assistant to the Village Administrator
Subj: May 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 April Monthly Building report that is 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 May 2021.

Date Issued	Permit Number	Address	Description
5/20/2021	22-0003	7900 Division St	Interior remodel - recording studio
5/3/2021	22-0006	1039 Franklin Ave	FENCE
5/12/2021	22-0063	7200 Oak Ave	To remove and replace concrete sections of sidewalks

5/11/2021	22-0083	1511 Clinton Pl	Replace existing driveway and sidewalk the dimensions will stay the same
5/17/2021	22-0087	815 Forest Ave	Remove and Re-Roof House
5/25/2021	22-0140	7900 Division St, Lewis Circle	Bon Fire Permit Request



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

MEMORANDUM

Date: May 5, 2021

To: Cathy Adduci, Village President
Village Board of Trustees

From: Lisa Scheiner, Acting Village Administrator

Subj: Building & Zoning Report – April, 2021

Land and License Management Software Implementation

In mid-April, Village Staff participated in several days of training on the new Land and License Management (LAMA) System. By the end of the April, data migration was completed and the system was live. Village Staff have been rolling this system out to permit applicants and contractors and will continue these efforts, along with public education, moving forward. Special thanks go out to Jon Pape, who served as project manager, and Sara Phyfer who served as the assistant project manager. Their dedication to this initiative from conception to “go live” ensured that this project was completed on time and within budget.

As the Board may recall, on October 12, 2020, the Village Board awarded a contract to Davenport for the purchase and implementation of its LAMA software. The purpose of this project was to enhance customer service and operational efficiencies both from the customer side (front end) as well as the Staff side (back end). The COVID-19 pandemic underscored and accelerated the need for these online services both to ensure continuity of operations at the Village Hall and to also provide customers with additional options for a broad range of contact-free and more streamlined services.

Due to the transition of the permit systems and new reporting modules, data for FY 2021 will be compiled and provided in a future report.

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) – A final certificate of occupancy has been issued for this project and a ribbon cutting ceremony was held on April 28, 2021. This will be the final update for this project

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 on May 6, 2021 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) 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. Staff and the applicant met for a technical review meeting in April and this matter is ready to proceed to public hearing before the Development Review Board. A project website has been established (www.vrf.us/trinity) for more information about the project and application.
- 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 held a resident meeting on April 28, 2021, and will appear before the Village Board of Trustees on May 10, 2021 to introduce the project. A project website has been established (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 at a future meeting for a final vote.
- 1018 Park Avenue: The public hearing for the requested variation was held on March 11, 2021 and the Zoning Board of Appeals adopted its Findings of Fact at its April meeting. This matter will be presented to the Village Board for consideration at a future meeting for a final vote.