



## **PUBLIC NOTICE**

A regular meeting of the Historic Preservation Commission is set for October 4, 2018 at 7:00 p.m. in the 1<sup>st</sup> Floor Community Room at the River Forest Village Hall, 400 Park Avenue.

The agenda is as follows:

- I. Call to Order
- II. Public Testimony
- III. Approval of Meeting Minutes – August 30, 2018
- IV. Consideration of Policy Interpretation – Demolition of Secondary and Accessory Structures on Residential Significant Properties
- V. Discussion of Additional Ways to Protect Significant Properties
- VI. Other Business
- VII. Adjournment

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

**August 30, 2018**

A meeting of the Historic Preservation Commission was held on August 30, 2018 at 7:00 p.m. in the Second Floor Conference Room at the River Forest Village Hall, 400 Park Avenue.

## **I. CALL TO ORDER/ROLL CALL**

The meeting was called to order at 7:02 p.m. Upon roll call, the following persons were:

Present: Chairman Franek, Commissioners Popowits, Dowling, Graham-White, Raino-Ogden, and Prestes

Absent: Commissioner Pritz

Also Present: Management Analyst Jon Pape

## **II. PUBLIC TESTIMONY**

Bill McDonald, 803 Bonnie Brae, shared that he has been discussing with others in the community as well as individuals at the Frank Lloyd Wright trust about increasing the visibility of River Forest historic preservation. He suggested the Commission work with Visit Oak Park on new initiatives.

Chairman Franek welcomed new Commissioner Owen Dowling. Commissioner Dowling introduced himself and described his background. The Commission introduced themselves to Commissioner Dowling.

## **III. APPROVAL OF MEETING MINUTES – JULY 19, 2018**

A MOTION was made by Commissioner Popowits and SECONDED by Commissioner Graham-White to approve the meeting minutes for July 19, 2018 as presented.

AYES: Chairman Franek, Commissioners Popowits, Dowling, Graham-White, Raino-Ogden, and Prestes

NAYS: None.

Motion Passes.

## **IV. REVIEW OF BROCHURE MAP DRAFT**

Management Analyst Pape updated the Commission on the printing of the map. He informed the Commission that quotes were nearly completed and printing would begin in the next week. The Commission agreed that the first run of the map brochure would be 5,000 copies.

Historic Preservation Commission Meeting Minutes  
August 30, 2018

Chairman Franek discussed his volunteer efforts as a tour guide at the Unity Temple in Oak Park. He shared his insights that his experience has given him on architectural tourists in the area.

Management Analyst Pape discussed the contact he had with the new homeowners of 1123 Franklin. He shared that the homeowners were interested in exploring processes for demolition, renovation, and removal of the properties significant designation. The discussion was summarized. The Commission discussed the process in the Village ordinance for removing a properties designation as a significant property.

The Commission shared historical information about the significant list, survey, and historic preservation ordinance with Commissioner Dowling.

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

Management Analyst Pape informed the Commission that he spoke with the owners of 344 Keystone who were interested in any assistance the Historic Preservation could provide with ideas on how to market and sell their home.

Chairman Franek explained to Commissioner Dowling the Commissions goal of trying to be ahead of the demolition process and reaching owners or buyers prior to contract where demolition is already planned.

Management Analyst Pape provided an update on the potential of a Facebook page for the Commission. Management Analyst Pape communicated that Staff was more comfortable with first trying to increase the number of historic preservation related posts on the Village's current Facebook page. The Commission discussed and planned to increase the number of posts on the Village's Facebook page, especially with the map brochure and the homes included in it.

**VI. OTHER BUSINESS**

The Commission agreed that it would circulate availability in order to determine the next meeting date.

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**VII. ADJOURNMENT**

A MOTION was made by Commissioner Raino-Ogden and SECONDED by Commissioner Graham-White to adjourn the August 30, 2018 meeting of the Historic Preservation Commission at 7:51 p.m.

AYES: Chairman Franek, Commissioners Popowits, Dowling, Graham-White, Raino-Ogden, and Prestes

NAYS: None.

Motion Passes.

Respectfully submitted:

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Jonathan Pape  
Management Analyst

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: September 26, 2018

To: Dave Franek, Historic Preservation Chairman  
Historic Preservation Commissioners

From: Jonathan Pape, Management Analyst

Subj: Policy Interpretation – Demolition of Secondary and Accessory Structures on  
Residential Significant Properties

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***Background***

In 2016, the Village Board of Trustees adopted Village Ordinance 3589, which amended the Village's historic preservation regulations. In part, the Village Code changes included procedures and regulations for the demolition of significant properties. The ordinance defines a significant property as, "any structure found by the Commission to be historically significant or architecturally significant." The *Village Wide Architectural and Historical Survey* denotes which properties meet this standard and are considered to be significant properties.

***Issue***

The current ordinance addresses the procedures and regulations for the demolition of significant properties which is implied to apply to the primary structure on the property, but is silent on its application to secondary, accessory structures on the property such as garages, carriage houses, pool houses or guest houses. In order to appropriately enforce and administer the ordinance, staff is in need of a policy interpretation on how to treat secondary or accessory structures under the code.

***Analysis***

Throughout the significant property list, there are varying secondary and accessory structures that accompany residential significant properties. Some are built to be exactly in style with the primary structure, others are completely separate and likely even built far

after the primary structure. Accordingly, secondary and accessory structures on residential significant properties have varying levels of contribution to the historical or architectural significance of a given property. After a discussing with Village staff and the Village's attorney, it is important to be able to define a means by which staff can determine which secondary and accessory structures on residential significant properties are considered to be within the scope of the significant property designation and are subject to the demolition rules and regulations of the historic preservation ordinance, and which are not.

### ***Recommendation***

In an effort to protect the secondary and accessory structures on residential significant properties with the most architecturally and historically significant contributions, staff suggests that the structure be subject to the ordinance if it is determined to be or could be used as a dwelling unit.

### ***Conclusion***

Staff is asking for the Historic Preservation Commission to review and reach a consensus on whether or not it agrees with this policy interpretation. In the event that it does not agree, staff would ask that the Historic Preservation Commission propose and reach a consensus on an alternative interpretation.

The policy interpretation of the Historic Privation Commission and or Staff will be presented to the Village Board for consideration.



**Village of River Forest**  
**Village Administrator's Office**

400 Park Avenue  
River Forest, IL 60305  
Tel: 708-366-8500

**MEMORANDUM**

Date: September 28, 2018

To: Historic Preservation Commission

From: Jon Pape, Management Analyst

Subj: August 2018 – 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 August 2018 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 August 2018.

ADDRESS	PROPERTY CLASS	PROJECT DESCRIPTION	FAÇADE	20%	DATE
754 Bonnie Brae	Historic District	Fence	-	-	8/06/2018
1047 Keystone	Significant Property	Fence	-	-	8/06/2018
735 Ashland	Historic District	Fence	-	-	8/06/2018
7206 Quick	Historic District	2 Baths Powder Room and Elec Service	-	-	8/06/2018

704 Forest	Historic District	Basement Remodel	-	-	8/07/2018
531 Franklin	Historic District	Roof	-	-	8/08/2018
947 Lathrop	Historic District	Chimney Tuckpointing	-	-	8/09/2018
622 Forest	Historic District	Sewer Repair in Street	-	-	8/09/2018
723 Thatcher	Historic District	Porch Roof	-	-	8/09/2018
711 Bonnie Brae	Historic District	Interior Drain Tiel	-	-	8/14/2018
1001 Ashland	Historic District	Bath Remodel	-	-	8/14/2018
730 Clinton	Historic District	Upgrade Water Service	-	-	8/16/2018
730 Clinton	Historic District	Underground Electric Service	-	-	8/16/2018
554 Forest	Historic District	Lawn Irrigation	-	-	8/16/2018
215 Gale	Historic District	Paver Patio and Walk	-	-	8/22/2018
319 Gale	Historic District	Roof	-	-	8/22/2018
704 Forest	Historic District	Water Service	-	-	8/23/2018
719 Franklin	Historic District	Fence	-	-	8/24/2018
735 Ashland	Historic District	Windows	-	-	8/24/2018
505 Auvergne	Historic District	Fence	-	-	8/28/2018





## Village of River Forest

### Village Administrator's Office

400 Park Avenue  
River Forest, IL 60305  
Tel: 708-366-8500

## MEMORANDUM

Date: September 10, 2018

To: Eric Palm, Village Administrator

From: Lisa Scheiner, Assistant Village Administrator

Subj: Building & Zoning Report - August, 2018

The Village issued 170 permits in August, 2018, compared to 123 during the same month in 2017. Permit revenue collected in August, 2018 totaled \$48,707.19, compared to \$52,617.04 in July. Fiscal Year to date building permit revenue is 43% of the \$514,500 budgeted. The following noteworthy permits were issued by the Building Department in August, 2018:

- 7400 Augusta – Verizon Wireless Antenna and Equipment Installation at Concordia University

### Planned Development Project Updates

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

#### *Approved:*

- The Promenade (7820 W. Madison Street - Approved July 13, 2015) – Construction and inspection of the interior of the unoccupied townhomes continues. Occupancy permits have been issued to 13 of the 29 units.
- Concordia University Residence Hall (Bonnie Brae Place - Approved July 12, 2016) – The Village received plans for the build-out of the fourth and fifth floors in February, 2018. Work on this project is complete. No further updates will be provided.
- The Avalon (Bonnie Brae Condominiums - 1101-1111 Bonnie Brae Place - Approved November 17, 2016) – The Village Board granted a major amendment regarding setback requirements in March, 2018. Under the terms of a minor amendment that was granted in January, 2018, the developer had been required to commence construction by July 30, 2018. On July 9, 2018, the Village Board of Trustees approved a second extension to construction commencement deadline to March 30, 2019.

- Concordia University (7400 Augusta)
  - Cell Tower/Parking Garage (Approved July 9, 2019) – A permit was issued for this project in August, 2018. Under the Planned Development Ordinance, the University has until April 9, 2019 to obtain a building permit, October 9, 2019 to commence construction, and April 9, 2021 to complete construction for the permit to remain valid.
  - West Annex/Christopher Center Link (Approved July 9, 2019) – Plans have been submitted for a construction permit and are currently under review. Under the Planned Development Ordinance, the University has until April 9, 2019 to obtain a building permit, October 9, 2019 to commence construction, and April 9, 2021 to complete construction for the permit to remain valid.

*Pending:*

- Mixed Use Development (Lake and Lathrop) – Public hearings were held on June 28, 2018 and July 26, 2018, and have been continued to August 23, 2018. On August 23 the Development Review Board voted to recommend approval of the project. This recommendation will be presented to the Village Board for final action on September 17, 2018.
- Senior Care Community (Chicago and Harlem) – Public hearings were held on August 30 and September 6, 2018. On September 6 the Development Review Board voted to recommend approval of this project. The Development Review Board will meet again in September to adopt findings of fact. This recommendation will be presented to the Village Board for final action in October, 2018.
- Cigar Oasis (400 Ashland Avenue) – The owner of Cigar Oasis wishes to relocate his business from his current location on Lake Street to an existing building located at 400 Ashland Avenue. He appeared before the Development Review Board for a pre-filing conference on April 19, 2018 and held a neighbor meeting on April 26, 2018. To-date, no application has been received and the Village has been informed that the applicant has chosen to relocate outside of River Forest. No further updates will be provided unless this application is reinitiated.

## **Permit and Real Estate Transfer Activity Measures**

### **Permits**

Month	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
May	113	124	178	128	205
June	104	144	179	153	135
July	112	150	140	194	131
August	84	144	145	123	170
September	111	180	130	152	
October	120	149	140	119	
November	55	72	98	79	
December	43	79	55	71	
January	24	66	107	69	

Month	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
February	22	67	87	58	
March	41	109	120	93	
April	78	97	148	136	
<b>Two Month Comparison</b>	<b>196</b>	<b>294</b>	<b>285</b>	<b>317</b>	<b>301</b>
<b>Fiscal Year Total</b>	<b>907</b>	<b>1,381</b>	<b>1,527</b>	<b>1,375</b>	<b>641</b>

#### Real Estate Transfers

	August 2018	August 2017	FY 2019 YTD Total	FY 2018 Total
<b>Transfers</b>	33	23	123	232

#### Residential Property Demolition

	August 2018	FY 2019 YTD Total	FY 2018 Total	FY 2017 Total
<b>Residential Demolitions</b>	0	1	4	7

Demolition permit(s) were issued for the following single family home(s):

Address

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Architectural Survey Notes

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