



## **PUBLIC NOTICE**

A regular meeting of the Historic Preservation Commission is set for December 13, 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 – November 1, 2018
- IV. Village Comprehensive Plan Discussion
- V. Consideration of Policy Interpretation – Demolition of Secondary and Accessory Structures on Residential Significant Properties
- VI. Discussion of Additional Ways to Protect Significant Properties
- VII. Other Business
- VIII. Adjournment

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

**November 1, 2018**

A meeting of the Historic Preservation Commission was held on November 1, 2018 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. Upon roll call, the following persons were:

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

Absent: Commissioner Dowling

Also Present: Assistant to the Village Administrator Jon Pape

## **II. PUBLIC TESTIMONY**

No public testimony was heard.

## **III. APPROVAL OF MEETING MINUTES – OCTOBER 4, 2018**

Chairman Franek presented two changes to the minutes. One on the incorrect spelling of a name and the other as a clarification that the Historical Society would not automatically qualify River Forest significant properties but rather recognize some of the solid evidence provided for those properties in the River Forest survey and that the Historical Society would still evaluate the property.

A MOTION was made by Commissioner Pritz and SECONDED by Commissioner Graham-White to approve the meeting minutes for October 4, 2018 as amended.

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

NAYS: None.

Motion Passes.

## **IV. CONSIDERATION OF POLICY INTERPRETATION – DEMOLITION OF SECONDARY AND ACCESSORY STRUCTURES ON RESIDENTIAL SIGNIFICANT PROPERTIES**

Assistant to the Village Administrator Pape presented a redrafted policy interpretation that would allow a property owner to propose to remove a significant property designation from just one structure on a property, in this case an accessory structure. It was proposed that this process would be subject to section 13-1-5 of the ordinance.

Historic Preservation Commission Meeting Minutes  
November 1, 2018

The Commission discussed the merit and workability of this interpretation. The Commission agreed that it wanted a way to review accessory structures on a case-by-case basis without placing a burden on the property owner. The Commission further agreed that some accessory structures are significant enough to warrant a full Certificate of Appropriateness application and process but others are not.

The Commission discussed that this interpretation allows for, and the Commission agreed with, the fact that the ordinance and survey denotes significant properties and not significant structures. Therefore, all structures on a significant property would be considered significant. However, in some cases, one or more accessory structures on the property may not be significant and the Commission would have the ability to grant the removal of the designation for a specific structure as requested.

The Commission understood that the process proposed was one that currently existed in the ordinance. The interpretation that was being made was that the process could apply to just one structure on a property rather than the property as a whole.

Chairman Franek raised the concern that as currently written, the section being referenced, 13-1-5, was subject to 13-1-8-B which would subject the process to the full public hearing procedures. He shared that he was in favor of a shortened, truncated approach as to not over-burden a property owner but wanted to be sure that the ordinance tracked it.

Commissioner Prestes noted that if the withdrawal process was deemed to not be possible or to be too cumbersome, that an alternative process could allow for a property owner to instead come to the Commission and make a case that the structure was not designated in the first place.

The Commission discussed both scenarios and considered how the processes could play out in various situations. The Commission agreed that the concerns would be brought back to the Village Attorney for further consideration.

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

Chairman Franek shared that he spoke with the homeowner of 344 Keystone and discussed other ways that they may be able to market the property. Chairman Franek asked that the home be considered to be featured in a video similar to that of the two videos made for the past Historic Preservation award winners.

Commissioner Raino-Ogden prompted a conversation about if the demolition of 747 William has led to any desire to strengthen the ordinance. The Commission discussed the pros and cons of doing so as well as other various ways to go about protection including the array of options to get ahead of demolitions.

## **VI. OTHER BUSINESS**

Commissioner Graham-White left the meeting at 8:16 p.m.

The Commission agreed to circulate availability and set a date for a meeting in early December.

Historic Preservation Commission Meeting Minutes  
November 1, 2018

**VII. ADJOURNMENT**

A MOTION was made by Commissioner Popowits and SECONDED by Commissioner Prestes to adjourn the November 1, 2018 meeting of the Historic Preservation Commission at 8:20 p.m.

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

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: December 7, 2018

To: Historic Preservation Commission

From: Jon Pape, Management Analyst

Subj: October and November 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 October and November 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 October 2018.

ADDRESS	PROPERTY CLASS	PROJECT DESCRIPTION	FAÇADE	20%	DATE
146 Gale	Historic District	Water Service	-	-	10/01/2018
1108 Park	Significant Property	Windows	-	-	10/05/2018
533 Forest	Historic District	Siding and Windows	-	-	10/05/2018
554 Forest	Historic District	Fence	-	-	10/05/2018
713 Forest	Historic District	Windows	-	-	10/10/2018

203 Gale	Historic District	Windows	-	-	10/12/2018
7965 Chicago	Historic District	Roof	-	-	10/12/2018
722 Bonnie Brae	Historic District	Fence	-	-	10/12/2018
542 Thatcher	Significant Property	Roof and Gutters	-	-	10/15/2018
711 William	Significant Property	Addition and Remodel	-	-	10/15/2015
747 Monroe	Historic District	Roof	-	-	10/15/2018
725 Monroe	Historic District	Sidewalk	-	-	10/16/2018
721 Thatcher	Historic District	Asphalt Driveway	-	-	10/16/2018
726 Keystone	Historic District	Fence	-	-	10/16/2018
530 Franklin	Significant Property	Fence	-	-	10/16/2018
1138 Ashland	Significant Property	Water Service	-	-	10/18/2018
706 Keystone	Significant Property	Basement Protection Flood Control	-	-	10/22/2018
735 Clinton	Historic District	Windows	-	-	10/22/2018
633 William	Historic District	Kitchen Remodel	-	-	10/24/2018
620 Forest	Historic District	Interior Drain Tile	-	-	10/24/2018
1010 Forest	Significant Property	Interior Drain Tile	-	-	10/24/2018
535 Keystone	Historic District	Roof	-	-	10/24/2018
541 Keystone	Historic District	Patio	-	-	10/26/2018
826 Keystone	Historic District	Concrete Driveway	-	-	10/29/2018
606 Keystone	Significant Property	Wire Radon Reduction Fan	-	-	10/30/2018

The following permits were issued for significant properties or in the Historic District during the month of November 2018.

ADDRESS	PROPERTY CLASS	PROJECT DESCRIPTION	FAÇADE	20%	DATE
739 William	Significant Property	Paver Patio and Outdoor Kitchen	-	-	11/02/2018
705 Keystone	Historic District	Install Clean-Out	-	-	11/02/2018
530 Forest	Historic District	Garage Roof	-	-	11/05/2018
838 Keystone	Historic District	Addition and Renovation	-	-	11/07/2018
606 Keystone	Significant Property	Fence	-	-	11/07/2018
1430 Forest	Significant Property	Wire Two Radon Reduction Fans	-	-	11/08/2018
624 Lathrop	Historic District	Roof	-	-	11/08/2018
618 Park	Historic District	Roof	-	-	11/09/2018

1022 Forest	Historic District	Sewer Repair	-	-	11/19/2018
721 Monroe	Historic District	Interior Renovations	-	-	11/29/2018
1427 Jackson	Significant Property	Interior Remodeling	-	-	11/30/2018



## Village of River Forest

### Village Administrator's Office

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

## MEMORANDUM

Date: November 2, 2018

To: Eric Palm, Village Administrator

From: Lisa Scheiner, Assistant Village Administrator

Subj: Building & Zoning Report - October, 2018

The Village issued 118 permits in October, 2018, compared to 119 during the same month in 2017. Permit revenue collected in October, 2018 totaled \$29,643.42, compared to \$29,590.19 in September. Fiscal Year to date building permit revenue is 54% of the \$514,500 budgeted. The following noteworthy permits were issued by the Building Department in September, 2018:

- 7369 North Avenue – Family Eye Care Build-Out

### 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.
- 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. After receiving bids for the project the University contacted staff about some minor changes to the project that do not require a major amendment and can be processed administratively. 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.
- Mixed Use Development (Lake and Lathrop) – This project was approved on September 17, 2018. Under the Planned Development Ordinance, the developer has until June, 2019 to obtain a building permit.
- Senior Care Community (Chicago and Harlem) – This project was approved on October 15, 2018. Under the Planned Development Ordinance, the developer has until July, 2019 to obtain a building permit.

*Pending:* None.

### **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	116
October	120	149	140	119	118
November	55	72	98	79	
December	43	79	55	71	
January	24	66	107	69	
February	22	67	87	58	
March	41	109	120	93	
April	78	97	148	136	
<b>Two Month Comparison</b>	<b>231</b>	<b>329</b>	<b>270</b>	<b>271</b>	<b>234</b>
<b>Fiscal Year Total</b>	<b>907</b>	<b>1,381</b>	<b>1,527</b>	<b>1,375</b>	<b>875</b>

#### **Real Estate Transfers**

	October 2018	October 2017	FY 2019 YTD Total	FY 2018 Total
<b>Transfers</b>	15	19	123	232

### Residential Property Demolition

	October 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

-

Architectural Survey Notes

-



## Village of River Forest

### Village Administrator's Office

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

## MEMORANDUM

Date: December 4, 2018

To: Eric Palm, Village Administrator

From: Lisa Scheiner, Assistant Village Administrator

Subj: Building & Zoning Report - November, 2018

The Village issued 90 permits in November, 2018, compared to 90 during the same month in 2017. Permit revenue collected in November, 2018 totaled \$19,961.35, compared to \$29,643.42 in October. Fiscal Year to date building permit revenue is 58% of the \$514,500 budgeted. The following noteworthy permits were issued by the Building Department in November, 2018:

- 7353 Lake Street – Office Build-Out

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

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*Pending:* None.

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July	112	150	140	194	131
August	84	144	145	123	170
September	111	180	130	152	116
October	120	149	140	119	118
November	55	72	98	79	90
December	43	79	55	71	
January	24	66	107	69	
February	22	67	87	58	
March	41	109	120	93	
April	78	97	148	136	
<b>Two Month Comparison</b>	<b>175</b>	<b>221</b>	<b>238</b>	<b>198</b>	<b>208</b>
<b>Fiscal Year Total</b>	<b>907</b>	<b>1,381</b>	<b>1,527</b>	<b>1,375</b>	<b>875</b>

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