

VILLAGE OF
FRANKFORT
EST•1855

1890's THEME COMMITTEE MINUTES
FEBRUARY 14, 2018

CALL TO ORDER

Mayor Jim Holland called the 1890's Theme Committee meeting to order at 5:32 P.M. on Wednesday, February 14, 2018, at the Village of Frankfort Administration Building, located at 432 W. Nebraska Street, Frankfort, Illinois.

ROLL CALL

1890's Theme Committee members present included Mayor Jim Holland, Trustees Clavio, Heath, Kennedy, Ogle, Stevens, and Trevarthan; Bette Bulmer, Shannon Muehlnickel, and Marcia Steward. Staff in attendance included Village Administrator Rob Piscia, Asst. Village Administrator Jeff Cook, Police Chief John Burica, Finance Director Jenni Booth, Superintendent Terry Kestel, Building Supervisor Adam Nielsen, Community Relations Manager Mary Canino, and Administrative Assistant Theresa Cork. Plan Commission Chair Don Schwartz was also present.

APPROVAL OF MINUTES (September 13, 2017)

Trustee Trevarthan made a motion, (#1), seconded by Trustee Bulmer, to approve the minutes of the 1890's Theme Committee meeting of September 13, 2017. The motion was unanimously approved.

SIGN PROPOSALS

- A. *This & That Gifts and Accessories*
- B. *Bentley's Pet Stuff*

Supervisor Nielsen presented two sign proposal requests for committee consideration. He reported Nancy Cartolano of This & That Gifts and Accessories proposes to relocate her existing business to 11 S. White Street (formerly Kernel Sweet Tooth) and requests approval to install exterior signage. Mr. Nielsen presented renderings of the proposed signs and noted the signage complies with H-1 sign requirements. Committee members reviewed the renderings presented and approved of the planned signage.

Following brief discussion, Trustee Heath made a motion (#2), seconded by Trustee Ogle to approve the signage proposed for This & That Gifts and Accessories, located at 11 S. White Street, as presented. The motion was unanimously approved.

Mr. Nielsen also presented signage renderings for Bentley's Pet Stuff (formerly Chew on This Dog Barkery), located at 21 Ash Street. He reported the applicant proposes to replace the two existing signs to reflect the name change. He further noted the signs comply with H-1 requirements. Committee members reviewed and discussed the locations of the signs proposed. Mr. Nielsen noted no window signage was proposed by the applicant at this time and any proposal would return to committee for review and approval.

Following discussion, Trustee Heath made a motion (#3), seconded by Member Steward to approve the signage proposed for Bentley's Pet Stuff, located at 21 Ash Street, as presented. The motion was unanimously approved.

1890'S THEME COMMITTEE/HISTORIC PRESERVATION COMMISSION/GRANT OPPORTUNITIES

Asst. Administrator Cook reported 1890's Theme Committee member Marcia Steward requested a meeting to review the committee's role as Frankfort's Historic Preservation Commission and to discuss grant opportunities available through the Illinois Historic Preservation Agency (IHPA). Mr. Cook reported the 1890's Theme Committee was last created by the 2001 Zoning Ordinance, Article 2: Section E. In addition to having the power and duty to review permit applications in the H-1 and H-R zoning districts, it is vested with powers, duties, and procedures of the Historic Preservation Ordinance No. 1455, adopted in 1994, further noting the 1890's Theme Committee is the Village's Historic Preservation Commission. He also noted no properties are classified under the H-R zoning district.

Mr. Cook reported the IHPA offers Certified Local Governments (CLGs) matching grant funds (30% local match) to further preservation-related projects. He further reported that he spoke with the IHPA and learned the Village would likely be most successful pursuing an educational project since the Village's CLG status has been largely inactive since its establishment in 1994. Mr. Cook provided a 2018 CLG Matching Grants and Application form, noting application deadline is March 15, 2018. He also provided information on trainings offered by the National Alliance Preservation Commissions at the recommendation of the IHPA.

Following Mr. Cook's opening remarks, Mayor Holland opened the floor for discussion of the grant application process and the committee's role moving forward. Members Steward, Bulmer, and Muehlnickel all commented that they were committed to preparing and applying for a CLG Grant for 2018. Member Steward further noted she has a M.A. in Historical Administration. Trustee Heath mentioned Plan Commissioner Jessica Petrow also expressed interest in offering her services for the grant application process.

Committee members discussed the role of the 1890's Theme Committee moving forward and were in consensus to adhere to the Village of Frankfort's Historic Preservation Ordinance. Mayor Holland noted the 1890's Committee is a recommending body and not governed by state

statutes. The Committee was in consensus to return to the original composition of the 1890's Committee as outlined in the Ordinance with five voting members. Mayor Holland noted submittal of committee applications will be accepted until late March and committee appointments will be brought before the Village Board for approval in late April.

Members also discussed criteria for landmark designation and the requirements deemed necessary for determination. Additionally, committee members discussed the committee's jurisdiction and authority in the H-1 zoning district, noting most downtown residential areas are zoned R-2. Committee members also commented on the value of public education of historic preservation topics.

Member Steward inquired about a proposal to rezone a parcel known as "Folkers Outlot" located at the southeast corner of LaGrange Road and Old Frankfort Way, noting it is currently within the H-1 boundaries. Mayor Holland noted the 1994 Ordinance states the 1890's Theme Committee should review proposed changes to historic district boundaries prior to review by the Plan Commission. Mayor Holland further noted approval of the telecommunications antennae should also be reviewed by the 1890's Committee prior to Village Board approval.

Following discussion, staff was directed to schedule an 1890's Theme Committee meeting to review the proposed changes to the historic district boundaries and the telecommunication antennae changes proposed for the Grainery Tower to be in keeping with Ordinance 1455.

OTHER BUSINESS

None.

PUBLIC COMMENTS

None.

ADJOURNMENT

Hearing no further business, Trustee Trevarthan made a motion, (#4), seconded by Trustee Heath, to adjourn the 1890's Theme Committee meeting of February 14, 2018, at 6:20 P.M. The motion was unanimously approved.