

KENDALL COUNTY
Historic Preservation Commission
Kendall County Historic Courthouse
East Wing Conference Room
109 W. Ridge Street, Yorkville, Illinois
6:30 p.m.
October 19, 2020

CALL TO ORDER

Chairman Jeff Wehrli called the meeting to order at 6:31 p.m.

ROLL CALL

Present: Eric Bernacki (Secretary), Elizabeth Flowers (Vice-Chairwoman), and Jeff Wehrli (Chairman)

Absent: Kristine Heiman

Also present: Matt Asselmeier (Senior Planner)

APPROVAL OF AGENDA

Member Bernacki made a motion, seconded by Member Flowers, to approve the agenda as presented. With a voice vote of three (3) ayes, the motion carried.

APPROVAL OF MINUTES

Member Flowers made a motion, seconded by Member Bernacki, to approve the minutes from the September 21, 2020, meeting. With a voice vote of three (3) ayes, the motion carried.

CHAIRMAN'S REPORT

Chairman Wehrli discussed the budget. Mr. Asselmeier stated that, to his knowledge, the budget has been reviewed by the Finance Committee and is going through the adoption process. The proposed budget for the Historic Preservation Commission is Five Hundred Dollars (\$500). Chairman Wehrli hoped that, if a worthwhile project was found, the budget could be adjusted.

PUBLIC COMMENT

None

NEW BUSINESS

Certified Local Government Application Items

Recommendation of an Amendment to Article II.1.F Setting a Minimum Number of Times that the Commission Meets Per Year at Four

Recommendation of an Amendment to Article III Regarding the Application Fee and Application Procedures for Landmark and District Designation

Recommendation of an Updated Application for Certified Local Government Status with the Amendments Listed Above

Mr. Asselmeier read the email from Jon Pressley. Mr. Asselmeier noted that the State received the letter from the Chief Executive Officer. Mr. Asselmeier noted that the request required the Commission to meet four (4) times per year, not quarterly. Mr. Asselmeier noted that Jon Pressley previously approved the language in the existing ordinance regarding the application fee, but changed his mind.

Mr. Asselmeier suggested setting the fee to require the applicant to pay the cost of publishing the notice in the newspaper, the cost of notifying applicable parties (i.e. the property owner), and the cost to record the ordinance designating the property as a landmark or district. For a simple landmark application, the projected cost would be Two Hundred Twenty-Four Dollars (\$224). This cost would increase if more than one (1) property was

nominated. Also, the County did not control the fee schedules of the newspaper or the post office. Mr. Asselmeier stated that Mr. Pressley was agreeable to the proposed fee, provided a distinction was not made between property owners and non-property owners. Mr. Asselmeier noted that the Planning, Building and Zoning Committee also discussed including Staff time in the fee.

Chairman Wehrli disagreed with Mr. Pressley's assessment that the Five Hundred Dollar (\$500) was exorbitant. The consensus of the Commission was that the existing fee was not exorbitant, given the related costs associated with the application fee. It was noted that some CLGs have fees and some do not have application fees. Mr. Asselmeier explained the fees paid by applicants for zoning cases. Mr. Asselmeier also outlined the expenses the Commission normally incurs during a normal fiscal year. Chairman Wehrli asked if Mr. Pressley was aware of the Commission's budget and if Mr. Pressley was aware that the Commission was going to waive the fee for property owners. Discussion occurred regarding having a separate fee for landmarks and a separate fee for districts.

Mr. Asselmeier estimated that Staff time for an application would be approximately two to three (2-3) hours for non-controversial applications.

The consensus of the Commission was to have Mr. Asselmeier draft an email from the Commission. Commissioners would review the email prior to forwarding the draft to the Planning, Building and Zoning Committee for their input. After the Commission and Planning, Building and Zoning Committee reviewed the draft, the email would be forward to Mr. Pressley. The highlights of the email should include the following:

1. The application fee of Five Hundred Dollars (\$500) is not exorbitant given the other costs associated with renovation and maintenance projects, including the cost of publishing notices, sending notices, recording the document, and Staff time.
2. The Historic Preservation Commission's yearly budget, as set by the County Board, is Five Hundred Dollars (\$500).
3. If the Commission was required to absorb all of the costs associated with an application, the Commission would not be able to further the cause of historic preservation in Kendall County, including recognizing properties that were maintained and cover the cost of training and networking events for Commissioners.
4. The Commission respectfully asks that the fee be set to allow the Commission to engage in historic preservation in Kendall County.
5. Also note that other CLGs have application fees.

Recommendation on Fiscal Year 2020-2021 Meeting Calendar

Mr. Asselmeier noted that the January meeting would be on a Tuesday and the February meeting would be on the second Wednesday. All meetings would start at 6:30 p.m.

Member Flowers made a motion, seconded by Member Bernacki, to recommend approval of the meeting calendar. With a voice vote of three (3) ayes, the motion carried.

OLD BUSINESS

Discussion of Recognizing Joseph Platt Brown and Ashby Farms; Commission Could Approve Spending a Maximum \$716.00 on a Plaque with Related Invoices Paid from PBZ Department Line Item 11001902-63830

Member Bernacki presented the information for the plaque and price quote. The plaque would be on a pole.

Mr. Asselmeier noted that Three Hundred One Dollars (\$301) remained in the Commission's line item.

Chairman Wehrli made a motion, seconded by Member Bernacki, to approve the language for the plaque and expend Three Hundred One Dollars and Ten Cents (\$301.10) payable to the Clublands for the plaque.

The votes were as follows:

Yeas (3): Berancki, Flowers, and Wehrli
Nays (0): None
Abstain (0): None
Absent (1): Heiman

The motion carried. Member Bernacki will submit an invoice.

Discussion of Meeting with Historic Preservation Organizations

Mr. Asselmeier noted that Mr. Pressley is the scheduled guest speaker and will discuss the importance of CLG status.

The notice will include the remote attendance instructions. The save-the-dates will be sent after January 1st.

Commissioners will work on the agenda for the group meeting at the November meeting.

Discussion of Cemeteries

Mr. Asselmeier provided the updated list of cemeteries.

The topic will be discussed at the group meeting in February.

CORRESPONDENCE

None

PUBLIC COMMENT

None

ADJOURNMENT

Member Flowers made a motion, seconded by Member Bernacki, to adjourn. With a voice vote of three (3) ayes, the motion carried.

The Historic Preservation Commission adjourned at 7:30 p.m.

Respectfully Submitted,
Matthew H. Asselmeier, AICP, CFM
Senior Planner