The regularly scheduled meeting for the Historic Preservation Commission Meeting was held on Wednesday, July 24, 2019, at 8:30 A.M., City Hall, 419 Fulton Street, Room 400 with proper notice having been posted.

ROLL CALL
The following Historic Preservation Commission Commissioners were present: Marisa Farrell, Marsha Burdette, Jan Krouse, Michael Maloof, and Geoff Smith – 5. Absent: - Lesley Matuszak, David Stotz -2

Staff Present: Kerilyn Weick, Megan Nguyen, Trina Bonds.

ELECTION OF OFFICERS
Commissioner Smith requested the vote for chairperson be discussed at the next regularly scheduled hearing as the current co-chair was not present.

Commissioner Maloof moved to elect Jan Krouse as chairperson pro tem; seconded by Commissioner Smith.

The motion was APPROVED by roll call vote 5 to 0.

Yeas: Farrell, Burdette, Krouse, Maloof, Smith –5
Nays: None.

MINUTES
Commissioner Smith moved to approve the minutes of the regularly scheduled meeting held on June 26, 2019; seconded by Commissioner Maloof.

The motion was approved viva voce vote 5 to 0.

SWEARING IN OF SPEAKERS
Staff member, Megan Nguyen, swore in the public.

REGULAR BUSINESS
CASE NO. HPC 19-08
Public Hearing on the request of Miles McKelvey, to obtain a Certificate of Appropriateness to allow for the replacement of windows, door, roof, and siding for the property located at 1311 W. Moss Avenue (Parcel Identification No. 18-08-132-027), Peoria, Illinois (Council District 2).

Urban Planner, Kerilyn Weick, Community Development Department, read Case No. HPC 19-08 into the record and presented the request as outlined in the memo.

Chairperson pro tem Krouse opened the Public Hearing.

Petitioner, Miles McKelvey summarized the scope of work to complete repairs to the dwelling. In response to commissioners, Mr. McKelvey clarified the scope would use matching paint colors, requires replacing main door glass, attic story windows, and side windows in like style and color. Mr. McKelvey shared with the commission a picture of the dwelling pre-fire and explained the scope includes restoration to the mission style side windows.

Commissioner Maloof complemented the project.

With no interest from the public, Chairperson pro tem Krouse closed the hearing to public testimony.

Motion:
Commissioner Maloof made a motion to approve the request; seconded by Commissioner Smith.

Discussion
Chairperson pro tem Krouse read the Findings of Fact for a Certificate of Appropriateness.

The motion was APPROVED by roll call vote 5 to 0.

Yeas: Burdette, Farrell, Krouse, Maloof, Smith –5
Nays: None.
CASE NO. HPC 19-09
Public Hearing on the request of Jonathan Thomas and Jennifer Replogle, to obtain a Certificate of Appropriateness to allow for the installation of roof mounted solar panels for the property located at 1602 W. Moss Avenue (Parcel Identification No. 18-08-176-003), Peoria, Illinois (Council District 2).

Urban Planner, Kerilyn Weick, Community Development Department, read Case No. HPC 19-09 into the record and presented the request as outlined in the memo.

Commissioner Smith asked for clarification on the placement and installation of the proposed alteration.

Chairperson pro tem Krouse opened the Public Hearing.

The applicant was not present at the hearing. With no interest from the public, Chairperson pro tem Krouse closed the hearing to public testimony.

**Motion:**
Commissioner Smith made a motion to defer the request to the next regular scheduled hearing in order for the applicant to be present and explain the placement and installation method of the proposed alteration; seconded by Commissioner Farrell.

The motion was APPROVED by roll call vote 5 to 0.
Yeas: Burdette, Farrell, Krouse, Maloof, Smith – 5
Nays: None.

CASE NO. HPC 19-10
Public Hearing on the request of Westminster Presbyterian Church to obtain a Certificate of Appropriateness to allow change to the exterior architectural appearance of the side entrance pillars for the property located at 1420 W. Moss Avenue (Parcel Identification No. 18-08-133-001), Peoria, Illinois (Council District 2).

Urban Planner, Kerilyn Weick, Community Development Department, explained the case is withdrawn by staff due to Peoria City Code Chapter 16, Section 16-86(b) which reads: *No property or structure that is owned by a religious organization and is used primarily as a place for the conduct of religious ceremonies or to further the religious mission or business of the owner shall be subject to the regulations set forth in Articles I through IV of this chapter by reason of its location within a historic district.*

NEW BUSINESS
Request from the City of Peoria Community Development Department Grants Management Division for comments from the Commission regarding a proposed residential development in the North Side Historic District, National Historic District, pursuant to the National Historic Preservation Act Section 106 review process.

Senior Grants Coordinator, Kathryn Murphy, Community Development Department summarized the single family development proposal at 1017/1019 NE Madison. The purpose of this request is for comments on whether the proposal would have adverse effect on the North Side Historic District, a National Historic District.

Commissioners asked about current conditions on the lot and proposed materials for the new dwelling.

Staff member, Trina Bonds, swore in the public.

Lea Ann Schmidgall, Habitat for Humanity of Greater Peoria Area Executive Director, explained the decision to use vinyl siding and double hung aluminum windows was previously approved by Illinois Historic Preservation Agency. The agency would review each future case for development if federal funds were being used on the project.

Commissioner Maloof complemented the project.

In response to Commissioner Smith, Ms. Schmidgall explained this unit does not need to meet federal accessibility requirements. Other units have been designed to accommodate as needed.

Chairperson pro tem Krouse opened the discussion to the public. There was no one present to speak further on this topic.
UNFINISHED BUSINESS

Discussion of Chapter 16 Historic Preservation Code – Designation Procedure
Chairperson pro tem Krouse opened the discussion topic.

Commissioner Smith summarized commission discussion on this topic to date. There have been past examples of properties with historical value but could not acquire owners consent to have designated as a landmark. Owner consent is difficult to acquire because of the perception of being told what to do.

Commissioners discussed properties in a district or landmarked must acquire Certificate of Appropriateness for demolition.

Commissioner Smith volunteered to report back after discussing this topic with the Illinois Historic Preservation Agency or the Peoria Historical Society.

Chairperson pro tem Krouse opened the discussion to the public. There was no one present to speak further on this topic.

Discussion on possible creation of Pictorial Architectural Index
Chairperson pro tem Krouse opened the discussion topic.

Commissioner Farrell identified existing resources from Bradley University library and Peoria Historical Society. Commissioners discussed the limitations of the formatting and access to these materials.

Commissioner Maloof suggested the indexing start with one district and consider use of drones.

Commissioner Smith suggested use of photos taken by realty companies for recent sales and contacting neighborhood associations. Commissioner Farrell added members of the Moss-High Neighborhood Association have photos.

Ms. Weick, offered to send the agenda for the next hearing to presidents of neighborhood associations in local historic districts.

Commissioners discussed they will still need to identify how to store, maintain, share the index but agreed it would be a valuable resource for home owners and potential buyers.

Chairperson pro tem Krouse opened the discussion to the public. There was no one present to speak further on this topic.

CITIZENS’ OPPORTUNITY TO ADDRESS THE COMMISSION
Ms. Weick thanked former commissioners Robert Powers and Deborah Dougherty for their service to the commission. Robert Powers served since 2007 and Deborah Dougherty served since 2014. Ms. Weick introduced the new members of the Commission, Marsha Burdette, and Marisa Farrell. Ms. Weick reminded new commissioners and recently re-appointed commissioners to complete the required online Open Meetings Act training through the Illinois Attorney General’s Office.

ADJOURNMENT
Commissioner Maloof moved to adjourn the Historic Preservation Commission meeting; seconded by Commissioner Smith.

The motion was approved viva voce vote 5 to 0.
The Historic Preservation Commission Meeting adjourned at approximately 10:10 a.m.