

**VILLAGE OF LAKE BLUFF  
HISTORIC PRESERVATION COMMISSION  
DECEMBER 12, 2018**

**APPROVED MINUTES**

**1. Call to Order and Roll Call**

A Regular Meeting of the Historic Preservation Commission (HPC) of the Village of Lake Bluff was called to order on December 12, 2018 at 7:02 p.m. in the Village Hall Board Room.

The following members were present:

Present: Paul Bergmann  
Jane Jerch  
Lois Nicol  
Randolph Liebolt

Absent: Steve Kraus, Chair  
Bob Hunter, Vice Chair  
Cheri Richardson

Also Present: Glen Cole, Assistant to the Village Administrator (AVA)  
John Scopelliti, Administrative Intern (AI)

**2. Election of a Chair Pro Tem**

AVA Cole stated that due to Chair Kraus' absence, the commission needs to elect a Chair Pro Tem for this meeting. Member Bergmann was nominated by Member Jerch to be the Chair Pro Tem for this meeting. Member Bergmann accepted the nomination. The commission approved this nomination unanimously via a voice vote.

**3. Consideration of the October 10, 2018 Meeting Minutes**

Member Jerch moved to approve the October 10, 2018 HPC Regular Meeting Minutes as amended. Member Liebolt seconded the motion. The motion passed on a unanimous voice vote.

**4. Non-Agenda Items and Visitors**

Chair Pro Tem Bergmann stated that the Chairperson and Members of the HPC allocate fifteen (15) minutes at this time for those individuals who would like the opportunity to address the HPC on any matter within its area of responsibility that is not listed on the agenda.

There were no requests to address the HPC.

**5. Initial Advisory Review – Additional Changes to Exterior Appearance at 548 East Scranton Avenue (Landmarked Property Subject to Advisory Review)**

AVA Cole informed the commission with an overview of the application in front of them. He stated that Mr. and Mrs. McGuire came before the commission in July for advisory review. He stated that they qualified for a state historic tax freeze. AVA Cole informed the commission that an advisory review needs to be conducted by the HPC, as the state preservation agency has requested that the applicant retain a historic door to qualify for a historic restoration tax freeze. He stated that there is a 35-day

window for advisory review for alterations. AVA Cole informed the commission that they would be able to review this application again at another meeting if they chose to extend their review.

The applicants approached the podium to answer questions from the commissions.

Mrs. McGuire stated they would not have known about the freeze tax if they had not spoken to AVA Cole. She informed the commission about the proposed design changes to the exterior of the home.

Chair Pro Tem Bergmann stated that he was very surprised that the state went into this much technical detail regarding requirements for them to obtain the tax freeze.

Mrs. McGuire stated that this was the only thing wrong that they could find with the home.

Member Nicol stated that she is pleased with the home and the location of the door is ideal.

Mrs. McGuire stated that they were pleased with this only change required by the state.

AVA Cole stated the motion is to determine if the proposed work is consistent with the purpose and goals of the Historic Preservation Commission and concluded the advisory review. Chair Pro Tem Bergmann stated so moved. Member Jerch seconded the motion. The motion passed on a unanimous roll call vote.

**6. Consideration of the 2019 Historic Preservation Commission Meeting Schedule**

AVA Cole introduced the agenda item and as there were no objections, the HPC approved the proposed 2019 HPC Meeting Schedule as presented.

**7. Staff Report**

AVA Cole stated he recently met with Susan Benjamin regarding the ongoing historical survey. He stated that her team found a lot of information throughout the village and their research implies that the West Terrace Subdivision may merit nomination as a historic district. A brief discussion followed.

In response to a question from Member Nicol, AVA Cole stated Susan Benjamin's current contract does not extend to writing a nomination for the West Terrace Subdivision as a historic district.

**8. Adjournment**

There being no further business to consider, Member Liebolt motioned to adjourn. Member Jerch seconded the motion. Upon a motion duly made and seconded, the meeting was adjourned at 7:18p.m.

Respectfully submitted,

Glen Cole  
Assistant to the Village Administrator