



APPROVED

**MINUTES OF THE PRESERVATION COMMISSION
MEETING OF MAY 29, 2013
CITY OF ROCK ISLAND, ILLINOIS**

The Rock Island Preservation Commission held its regularly scheduled meeting in the City Hall Council Chambers at 1528 – 3rd Avenue, Rock Island, Illinois. Present were Commissioners Lendol Calder, Kent Cornish, Mark McVey, John Strieter, Sue Swords, Colleen Vollman, and Associate Members Linda Anderson, Daryl Empen and Diane Oestreich. Commissioners Brent Bogen and Craig Kavensky arrived a few minutes late and Commissioner Italo “Lo” Milani arrived as the meeting was ending. Associate Member Jeff Dismer was absent. The meeting was called to order by Chairman Kent Cornish at 4:05 PM. Also in attendance were Ben Griffith and Brandy Howe.

AN ORDER APPROVING THE WRITTEN AGENDA

The Commission considered the matter of approval of the written agenda. Chairman Cornish asked if the Commissioners would add item 8-A to the agenda to consider re-appointments of Associate Members. After a brief discussion, Commissioner Vollman made a motion to approve the agenda, as revised. Commissioner Swords seconded the motion and the Commission voted unanimously to approve the agenda as revised.

AN ORDER APPROVING THE MINUTES OF THE APRIL 24, 2013 MEETING

The Commission considered the matter of approval of the minutes of the April 24, 2013 meeting. Associate Member Anderson pointed out that the fourth paragraph on page 6 of the minutes should have “in the future” added at the end so that statement would be correct. After a brief discussion, Commissioner Vollman made a motion to approve the minutes as corrected. Commissioner Swords seconded the motion and the Commission voted unanimously to approve said minutes as revised.

PROCEDURAL EXPLANATION

Chairman Cornish asked everyone who addressed the Commission to please sign the sign-in sheet at the podium and to be sure and state their name for the audience. He then provided a brief explanation of the procedure for the Certificate of Appropriateness request which was on the agenda.

**CASE #2013-4: CONSIDERATION OF A CERTIFICATE OF APPROPRIATENESS FOR
833 – 17TH STREET, WHICH IS KNOWN AS THE FIEBIG HOUSE**

Next there came before the Commission Case #2013-4, consideration of a Certificate of Appropriateness for 833 – 17th Street, which is known as the Fiebig House. Ms. Howe presented the staff report and displayed additional photos of the site on the large screens.

The applicant, Christopher Blanford, stated that he had just purchased the house and had not paid as much attention to the fence as he had to the house. He stated that he believed that most of the fence, approximately 80%, is probably salvageable and would like to have someone build the missing 20% of the fence sections.

There was a discussion amongst the Commissioners regarding what would constitute replacement in kind vs. new construction. Repair of the existing fence would be considered replacement in kind, which would not need a Certificate of Appropriateness, but the construction of the new fence sections would require a Certificate, even if built to match the existing fence sections, since it would be considered new construction.

There was also a discussion amongst the Commissioners regarding finishing of the fence. It was determined that the fence should be finished or painted, but no color was to be specified.

There was another discussion regarding the request to construct a storage shed in the back yard. Mr. Blanford stated that Ms. Howe's supposition that the trees around the site would probably screen the shed from the street for most of the year while the leaves were on the trees. There was a question about the exact look of the shed, with some members stating that drawings had been submitted in the past.

After further discussion, Commissioner Calder made a motion to accept the staff report as submitted, that the fence would be painted within one year and that the shed be approved as submitted with the request. Commissioner Vollman seconded the motion and the Commission voted unanimously to approve the Certificate of Appropriateness as submitted.

ELECTION OF OFFICERS

Next there came before the Commission the annual election of officers. After a brief discussion amongst the members, Commissioner Strieter nominated Colleen Vollman as Chairman of the Preservation Commission. The motion was seconded by Commissioner Calder and the Commission voted unanimously in favor.

After another brief discussion, Commissioner Swords nominated Brent Bogen as Vice-Chairman of the Preservation Commission. The motion was seconded by Commissioner McVey and the Commission voted unanimously in favor.

REVIEW OF DRAFT PRESERVATION COMMISSION BY-LAWS

Next there came before the Commission, the review of the draft Preservation Commission By-Laws. Chairman Cornish stated that at the last meeting, the feeling of the Commission was that an ordinance change was too complicated. He stated that he asked Planning staff to look into drafting a set of by-laws for the Commission. He asked Ms. Howe to provide an overview of the draft by-laws.

Ms. Howe stated that the by-laws were based on the Planning Commission and the Board of Zoning Appeals to a lesser extent. She pointed out that the by-laws detailed the election of officers, the formal establishment of the predetermination sub-committee for landmark designations and moving the regular meetings to the third Wednesday of the month at 5:15 PM. Ms. Howe stated that nothing was proposed for the appointment of Associate Members and that the City Attorney had recommended discussing the item with the Commission and draft how they wanted to conduct the appointments. She concluded by stating that the City Attorney had reviewed the draft by-laws and that he had made several suggestions before Planning staff presented the draft to the Commission.

Associate Member Oestreich stated that there were conflicts with the by-laws and the ordinance and that other things were superseded by the Open Meetings Act. She felt that the by-laws were overkill and that the Commission should back off. Chairman Cornish stated that the Commission did not want by-laws conflicting with the ordinance.

Commissioner Bogen stated that so long as they don't conflict with the ordinance, the number of votes to take action and other things needed to be included in the by-laws, adding that the Commission didn't want to do anything illegal and that it was better to have by-laws which were minimalistic to avoid any conflicts.

Commissioner Vollman asked if Planning staff had looked at any other Preservation Commission's bylaws to see how they were developed and how they meshed with their ordinances. Ms. Howe answered that Planning staff had not looked at any other by-laws besides those for the Planning Commission and Board of Zoning Appeals.

Associate Member Oestreich stated that the by-laws should give staff direction in procedural issues, such as what is replacement in kind and what needed to be brought before the Commission for a Certificate of Appropriateness. Commissioner Vollman stated that the by-laws and ordinance both need to be specific on procedural issues so staff and the Commissioners will be clear on what they need to do.

Chairman Cornish stated that it looked like there were several issues which needed to be addressed and suggested that he appoint a committee of three members to review the by-laws with staff the items which needed to be reviewed. He asked Colleen Vollman, Diane Oestreich and Brent Bogen to meet with City staff and identify what needs to be included and prepare a revised draft for the Preservation Commission to review at their next meeting.

OTHER BUSINESS

Chairman Cornish announced that he had accepted the historic preservation proclamation from Mayor Pauley at the May 20th City Council meeting. After much discussion about what to do with the proclamation, it was decided by the Commissioners that Chairman Cornish should keep the proclamation in gratitude for his two years of service as Chairman.

Associate Member Anderson and Commissioner Vollman talked about the role of the Preservation Commission and the need for outreach to various groups. The Commissioner discussed these matters and how best to go about doing them. Chairman Cornish stated that perhaps the roles and responsibilities of the Preservation Commission and Planning staff needed to be discussed. Associate Member Oestreich stated that in the early years, the Preservation Commission wrote tour books and then staff started doing it, adding that if staff wants help, they should ask. Chairman Cornish stated that everyone needed to be open and honest and to work together to move forward.

The Commissioners discussed ways to reach out to those property owners who may be interested in landmarking their properties. They discussed sending out postcards and/or personally contacting the property owners. Chairman Cornish asked Planning staff to check the availability of funding to send out postcards and they could discuss it at their next meeting.

Associate Member Anderson stated that in the past the City had sent out press releases to the media for landmarked properties, but was hesitant because of the draft by-laws reference about a spokesman for the Preservation Commission.

Associate Member Oestreich stated that the State Historic Preservation Conference would be in Evanston at the end of June and urged everyone to attend, and that the new members should try to attend the CAMP (Commission Assistance and Mentoring Program) meeting.

Mr. Griffith asked if the Commissioners would consider moving the regular June 26th meeting up a week to June 19th since Ms. Howe would be out of town on the 26th to attend Section 106 training. After a brief discussion, the Commissioners agreed to reschedule the June meeting to the 19th, if one was to be held. Commissioner Kavensky stated that he would not be able to attend a June 19th meeting.

Mr. Griffith reminded everyone that if they are absent for three consecutive meetings or half of all scheduled meetings during any one-year period, then their seat is considered vacant.

Mr. Griffith concluded by asking the Commissioners to complete their Open Meetings Act training if they hadn't already done so and to forward their certificates to him or the City Clerk. He also asked them to be mindful of any *ex parte* communications and to contact the Planning Office with any questions regarding any items on upcoming agendas.

APPOINTMENT OF ASSOCIATE MEMBERS

Chairman Cornish asked the Associate Members if they would leave the Chambers so the Commission could discuss appointments of Associate Members. After the Associate Members left the room, Commissioner Strieter made a motion to re-appoint Linda Anderson, Jeff Dimer, Daryl Empen and Diane Oestreich as Associate Members for another year. Chairman Cornish seconded the motion and the Commissioners voted unanimously to re-appoint all four Associate Members for another year.

ADJOURNMENT

Commissioner Streiter made a motion to adjourn the meeting at approximately 5:05 PM which was seconded by Commissioner McVey. The next meeting of the Preservation Commission will be June 19, 2013.

Respectfully submitted,

A handwritten signature in black ink that reads "Ben Griffith". The signature is written in a cursive, flowing style.

Ben Griffith, AICP