

**AGENDA**  
**Preservation Commission**  
**Tuesday, December 6, 2022**  
**Lorraine H. Morton Civic Center 7:00 PM**

Page

**1. CALL TO ORDER/DECLARATION OF A QUORUM**

**2. NEW BUSINESS**

**A. Preserve 2040 - Long-Range Work Plan**

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Staff recommends adoption of the Preserve 2040 Long-Range Work Plan

The Preserve 2040 Long-Range Work Plan shall act as the Commission's principle policy document regarding the identification, documentation and stewardship of Evanston's significant heritage resources and as a guide for the oversight and administration of the community's historic preservation program principally facilitated through the City's Planning and Zoning Division with support from the Preservation Commission as well as other partner organizations. This document would supersede the previous 1981 Preservation Plan which has seen its goals and objectives substantially realized.

[DRAFT Long-Range Work Plan 20221130](#)

**B. 2023 Meeting Schedule**

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Staff recommends adoption of the 2023 meeting dates

All dates within the proposed 2023 schedule fall on the second Tuesday of each month with an August recess.

[Proposed 2023 Meeting Dates Memo](#)

**3. APPROVAL OF MEETING MINUTES**

- A. **Minutes of November 8, 2022**  
[20221108\\_HPC\\_Minutes\\_DRAFT](#)

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#### 4. STAFF REPORTS

A. **Legacy Business Program**

Staff will provide an update on the program to date, next steps, and anticipated launch.

B. **Downtown Heritage Resource Survey**

Staff will provide an update on progress to date and next steps prior to action to accept and hold on-file.

C. **Heritage Resource Design Manual**

Staff will provide an update on the progress drafting the Heritage Resource Design Manual

#### 5. ITEMS FOR DISCUSSION

A. **Nomination of 2023 Officers with elections held in January**

#### 6. ADJOURNMENT

**Order & Agenda Items are subject to change.** Information about the Preservation Commission is available at: Preservation Commission Questions can be directed to Carlos Ruiz at 847-448-8687 or at [cruiz@cityofevanston.org](mailto:cruiz@cityofevanston.org) The city is committed to ensuring accessibility for all citizens; if an accommodation is needed to participate in this meeting, please contact the Planning and Zoning Division at (847-448-8687) 48 hours in advance so that arrangements can be made for the accommodation if possible. **Español** - La ciudad de Evanston tiene la obligación de hacer accesibles todas las reuniones públicas a las personas minusválidas o a quienes no hablan inglés. Si usted necesita ayuda, favor contacte a Carlos D. Ruiz de la Oficina de Planificación y Zonificación llamando al (847/448-8687) o [cruiz@cityofevanston.org](mailto:cruiz@cityofevanston.org) con 48 horas de anticipación para acomodar su pedido en lo posible

DRAFT

# PRESERVE 2040

## Preservation Commission Long-Range Work Plan

City of Evanston  
Historic Preservation Program  
Division of Planning & Zoning  
December, 2022

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# Acknowledgments

## Evanston Preservation Commission

Susan Reinhold, Chair

Stuart Cohen, Vice-Chair

Beth Bodan, Secretary

Sarah M. Dreller

John Jacobs

Carl Klein

Jamie Morris

Mark Simon, Chair Emeritus

Amanda Ziehm

Aleca Sullivan

## Special Acknowledgments

Mary McWilliams, Associate Commissioner

Dino Robinson, Shorefront Legacy Center

Eden Juron Pearlman, Evanston History Center

Lori Osborne, Frances Willard House Museum and Archives

Sarah Chodera, Resident

Jeanne Lindwall, Resident and former Preservation Coordinator

Sally Riessen Hunt, Resident and former Commissioner

Diane Williams, Chair Emeritus

Kendra Parzen, Landmarks Illinois Advocacy Manager

Jack Weiss, Design Evanston and former Commissioner

## City of Evanston

Sarah Flax, Interim Community Development Director

Elizabeth Williams, Planning Manager

Cade W. Sterling, Planner

Carlos D. Ruiz, Planner



## Why plan?

The long-range work plan shall be viewed as the Commission's principal policy document regarding the identification, documentation and stewardship of Evanston's significant heritage resources -- buildings, sites, structures, people, stories and objects -- and a guide for the oversight and administration of the community's historic preservation program, principally facilitated through the City's Planning & Zoning Division with support from the Preservation Commission as well as other partner organizations.

Evanston's historic resources are vitally important and define Evanston's built character and identity. However, additional resources neither landmarked nor within districts but contributing to Evanston's heritage and vibrancy are consistently under threat from improper alterations, neglect, and demolition. To preserve these resources while accommodating the City's growth, economic development, and revitalization, a clear, forward-thinking understanding of Evanston's preservation priorities needs to be established. This document outlines specific goals, policies, and strategies for the Preservation Commission to follow to achieve short and long-term community heritage preservation goals across the next 20 years.

## Utilization

The Preservation Commission, and Evanston's preservation partners and advocates, will utilize this long-term work plan to guide future preservation efforts outside of resource management and binding design review activities. This plan should also be used to monitor and create accountable benchmarks for the implementation of short and long-term preservation initiatives, advocate for adjusting municipal preservation policy when needed and warranted, and integrate preservation policies and strategies into other plans and studies the City may undertake in the future.



# Key Objectives

1. **Educate:** Review previous preservation-based education and advocacy efforts and propose an engaging and ongoing program of outreach, education and advocacy efforts that builds community awareness and stewardship.
2. **Prioritize:** Determine future survey and documentation priorities in order to safeguard Evanston's evolving cultural identity and values embodied in its built environment..
3. **Include:** Consider historic and cultural contexts and their associated heritage resources. Include and prioritize Evanston's settlement by different ethnic and racial groups.
4. **Review:** Assess the effectiveness of the Preservation Ordinance as well as Commission operations and administration, and the viability of partner organizations by evaluating the type and frequency of poor outcomes and capacity for implementation.
5. **Align:** Explore opportunities for developing and integrating preservation-based policies and initiatives within the City's Climate Action and Resilience Plan, Affordable Housing Program, and Economic Development goals.
6. **Incentivize:** Determine the barriers to implementing effective preservation programs and explore the creation of incentives for both residents and developers.
7. **Engage:** Create new organizational approaches to facilitating preservation - approaches that build local capacity and involve private and community stakeholder participation.
8. **Organize:** Create an action-oriented work plan that prioritizes specific initiatives, identifies potential partners, as well as funding sources if applicable.

# Mission

To enhance the quality of life for all Evanston residents and visitors through the ongoing work and benefits of historic preservation.

# Vision

A vision is an aspirational statement regarding the future state of preservation in Evanston. Based on the feedback provided by subcommittee members and members of the broader preservation community, the following draft vision statement was created.

“In 2040 Evanston, Illinois is one of Midwestern America’s most vibrant places - a city known for its **rich historic, cultural, architectural, and environmental legacy**.

The Evanston Preservation Commission and community at-large has fostered that legacy through **careful planning and stewardship** of Evanston’s historic, cultural, architectural, and environmental resources, by **engaging a diverse group of residents, local stakeholders, and policy makers** on the benefits of historic preservation.

In turn, these efforts have **enhanced sustainability and accessibility**, identified endangered resources - and registered new resources especially those not previously acknowledged as significant; **celebrated and stabilized neighborhood character**; solidified **preservation as an economic development tool**; and promoted the increased appreciation of Evanston’s **diverse cultural heritage**.

The Evanston Preservation Commission, City of Evanston, School Districts, Northwestern University, and other private-sector and nonprofit organizations **maintain ongoing partnerships** through meaningful advocacy efforts, preservation planning initiatives and **expanded educational resources and financial incentives.**”

# Values

**Value statements are intended to describe the Preservation Commission and municipal preservation programs core beliefs and act as broad guiding principles.**

1. Evanston's cultural and architectural resources are tangible links to its current and past identities. Future Landmark and District designations keep pace with evolving preservation trends and aspirations for future identities.
2. Preservation embodies inherent sustainability and is essential to climate resilience.
3. A Preservation Commission membership that reflects Evanston's demographics supports a more representative, equitable, diverse, and inclusive program.
4. Enhancing public-private partnerships and capacities promotes broad community involvement, advocacy, and educational outreach.
5. Effective municipal leadership supports positive preservation outcomes.
6. An effective, well-managed, and well-staffed municipal preservation program facilitates positive community outcomes.
7. A commitment to equity, diversity, and inclusion within municipal preservation programming facilitates positive community outcomes.
8. Preservation promotes Evanston as a residential city of choice in the Chicago Region.
9. Preservation contributes to vibrant, human-scaled environments.
10. Preservation is a revitalization and economic development tool for small businesses and neighborhood business districts.
11. Evanston's historic resources are integral to community identity and placemaking and bind its residents to their physical environments.
12. Effective community partnerships and ongoing technical assistance advance a preservation advocacy ethic in Evanston.
13. Annual reporting of performance trends and benchmarks promotes transparency and trust with the public the Commission serves.



# Plan Organization

A successful preservation program, and this work plan, is organized around four key elements.

1. Survey and Documentation;
2. Program Administration and Resource Management;
3. Community Revitalization, and;
4. Education and Advocacy

## Survey and Documentation

Survey and documentation efforts require in-field assessment and background research into the historical, cultural, and architectural significance of Evanston's buildings, sites, structures, and objects as well as their eligibility as Landmarks or as part of a Local District. These efforts include preparation of survey reports, Local District and Landmark nominations, undertaking local history projects, and creating interpretive exhibits. Maintaining an active program in survey and documentation forms the foundation for effective community preservation planning. Effective survey and documentation provides the basis for identifying and understanding the community's historic resources, what resources are high value and significant as well as what resources are threatened.

**Goal #1: Identify and Preserve Resources Significant to Evanston's Identity, Heritage, and Vibrancy.**

**Policy 1.1: Support initiatives that continue to identify and document Evanston's heritage resources.**

**Initiative 1.1: Re-Survey the Ridge Historic District**

First listed in the National Register of Historic Places in 1984, the Ridge Historic District has not been re-surveyed since. A re-survey initiative should be undertaken at an intensive-level, documenting architectural styles and building forms, exterior conditions and features, building alterations, accessory structures, building permit

data, and any historical background information. Best practice dictates re-survey every 10 years in order to understand the existing integrity of all buildings and whether they contribute to the significance of the district as it has evolved since the mid 1980s. A re-survey should also include an online portal and database similar to the Lakeshore Historic District.

**Initiative 1.2: Re-Survey the Northeast Historic District**

First listed in the National Register of Historic Places in 1999, the Northeast Historic District has not been re-surveyed since. A re-survey initiative should be undertaken at an intensive-level similar to the description above for the Ridge Historic District. The Northeast Historic District re-survey should encompass the entire Federally designated district and have special emphasis on the portions not designed locally to understand the impact on integrity and condition of buildings which do not fall under binding review.

**Initiative 1.3: Prioritize new areas in Evanston for survey and documentation**

Future survey areas should include residential neighborhoods to the west and southwest which include many 1920s and post-World War II resources, and the northwest which include many late Victorian and early 20th Century resources.

**Initiative 1.4: Conduct a citywide reconnaissance survey of Evanston's historic downtown and neighborhood business district resources**

Evanston's heritage has always been defined in-part by its commercial resources and the businesses housed within them. However, in the past five to six decades, there has been a significant loss of built fabric and integrity of these resources, particularly within the Downtown and along the Chicago Avenue corridor. Identifying and documenting Evanston's historic and contributing commercial resources, as places significant to Evanston's heritage and as opportunities for community and economic development, should be a high preservation planning priority.

**Initiative 1.5: Conduct a cultural landscape survey of Evanston including its park system**

Evanston's park system, including its lakefront, have long been of historic, social, and cultural importance. An intensive-level survey is recommended to determine what aspects of these resources should be documented and preserved for future

generations as areas of shared collective memory. Data and research should influence future planning and design decisions by the Parks Department and Public Works Agency.

**Initiative 1.6: Conduct a citywide survey of Evanston's post-war resources**

Evanston has a proud history of documenting and registering Landmarks and Districts. However, the majority of these resources identified were Late Victorian and early 20th Century resources that fell within the fifty-year threshold at the time. As this threshold marches on, and new best practices place emphasis on post-war, mid-century, and other contemporary resources, a citywide survey should be conducted to understand what resources exist and what their significance and contribution to our heritage and identity is.

**Initiative 1.7: Document and include the built resources that identify and embody historic, social, and cultural periods and events, and the groups and people who have contributed to Evanston's unique character and identity. Prioritize resources associated with identity groups not adequately represented currently**

Like many communities, past documentation efforts often focused on the more significant architectural resources present in the community – the high-style residential property types and some vernacular structures representative of Evanston's broad built history. However, the resources that often reflect Evanston's working-class, minority, and ethnic population groups were not identified or registered to the same level. Specific ethnic, racial, and gender groups should be identified and subject to further research and documentation.

**Initiative 1.8: Integrate survey and documentation efforts as part of future City planning efforts**

Over the last several decades, the City has conducted several planning studies. Depending on available resources, future planning efforts should incorporate a survey element to document historic resources and identify eligible buildings, sites, and structures as Local Landmarks and Districts. Missed opportunities to integrate this in the recent past include the Central Street Master Plan, the Green Bay Road Corridor Study, the Chicago Avenue Corridor Study, the West Evanston Master Plan, and others.



## Policy 1.2: Support designation of significant resources as Landmarks and Historic Districts as recommended through survey and documentation activities

### **Initiative 1.9: Advocate for designation of the Oakton National Register District as a Local Historic or Conservation District**

The Oakton District was first established as a National Register District in 2004. A local designation was not adopted, and the resources within the District do not fall under the Ordinances binding design review procedures. Thus, the designation is honorary only with no regulatory framework to protect integrity and condition nor manage change. As a result, resources within the District have seen diminishment to their integrity and ability to communicate their past effectively. Staff routinely fields calls from residents within the District who are unhappy with alterations and construction occurring. Without a local designation, integrity and condition will likely continue to decline and the significance of the District could come into question. Due to these factors as well as the uniqueness and significance of the District, a local designation is recommended.

### **Initiative 1.10: Nominate Evanston's historic downtown resources and other business district resources to the National Register as a multi-property thematic resource listing**

Evanston's downtown and other commercial resources may not have sufficient integrity or cohesion of built fabric and location to justify a traditional historic district. However, these resources may be eligible as a theme or pattern of development. A similar process was followed for Evanston's Thematic Apartments listed in the National Register. Listing in the National Register places no burden on existing property owners, but provides recognition and allows access to significant incentives which would help spur preservation-based economic development and adaptive use.

### **Initiative 1.11: Prepare an annual study list of eligible resources in Evanston**

An annually updated study list of potential landmarks should be published which includes those properties identified during ongoing survey and documentation efforts. The study list would promote a better community-wide understanding of

what resources are identified as worthy of preservation in Evanston and help partner organizations and residents with nomination of such resources.

**Initiative 1.12: Advocate for expansion of the boundaries of the Northeast Historic District to overlay its National Register Counterpart**

The Northeast National Register Historic District extends north of Lincoln Street, the boundary of the Local District, to the border of Evanston and Wilmette. Best planning practices dictate that a Local District overlay a National Register District to effectively manage change and preserve and retain the condition and integrity of the District as a whole. Currently binding design review only exists for the southern half of the National Register District, leaving the northern half vulnerable to non-sympathetic new construction, alteration, and demolition. A first step would be to re-survey the Federal District to understand what loss of integrity, if any, has occurred over the past 20+ years.

**Initiative 1.13: Prepare Neighborhood Conservation District Plans and support neighborhood planning efforts in areas where residents have expressed interest in enhancing and stabilizing neighborhood character, identity, and affordability**

Conservation Districts must have a cohesive land pattern and identifiable physical characteristics and features. They can be as small as one block and are intended to represent a distinguishable collection of historic, cultural, social, or architectural importance, or areas that possess distinctive exterior elements the neighborhood wishes to preserve. NCD's are often managed through a separate neighborhood planning process and neighborhood plan where the community being protected determines what elements are of importance and how they would like them to be managed moving forward. NCD's have the ability to not only preserve character, but maintain affordability as well.



# Program Administration and Resource Management

Program Administration includes the operations and management of the preservation program at the City level, principally the mechanisms for designating Landmarks and Local Districts as well as conducting resource management or design review over those resources already registered both administratively and by the Preservation Commission. The regulatory frameworks are primarily outlined in the Preservation Ordinance but also the Commission's Rules and Procedures, Design Guidelines, and the Comprehensive General Plan.

**Goal #2: Enhance the ability to protect and promote significant heritage and cultural resources through updated ordinances and additional preservation-based tools.**

**Policy 2.1: Maintain an up-to-date Preservation Ordinance which reflects nationwide best practices.**

**Initiative 2.1: Review and update the Historic Preservation Ordinance and consider the following changes**

1. Include designation criteria and design review procedures for future cultural resource designations.
2. Eliminate criteria for integrity when reviewing nominations as cultural resource designations.
3. Include a section on procedures for establishing Neighborhood or Commercial Conservation Districts.
4. Include standards and processes outlined in Section 6-15-11-5 for providing recommendations on proposed zoning relief.
5. Amend the standards for new construction to include retention of landscape features which contribute to a Landmark or Districts setting.
6. Advocate for appeals of the Commission's decisions to be determined in Circuit Court to align with other Boards and Commissions.
7. Require rescission of Landmark designation prior to proposed demolition.

8. Require testimony by a representative of the Commission or the Commissions Administrative Officer for all matters sent before the Planning and Development Committee and/or City Council.
9. Incorporate the ability for the Commission to initiative demolition delay proceedings for threatened resources identified but not registered.
10. Make reference to maintaining a full-time historic preservation planner position. The Commissions workload and body of resources under its charge supports the need for a full-time preservation planner. This is especially true as the Commission is charged with additional responsibilities. A full-time preservation planner should also coordinate various preservation-based economic development, climate resilience, and education and advocacy initiatives with other City departments and partner organizations.

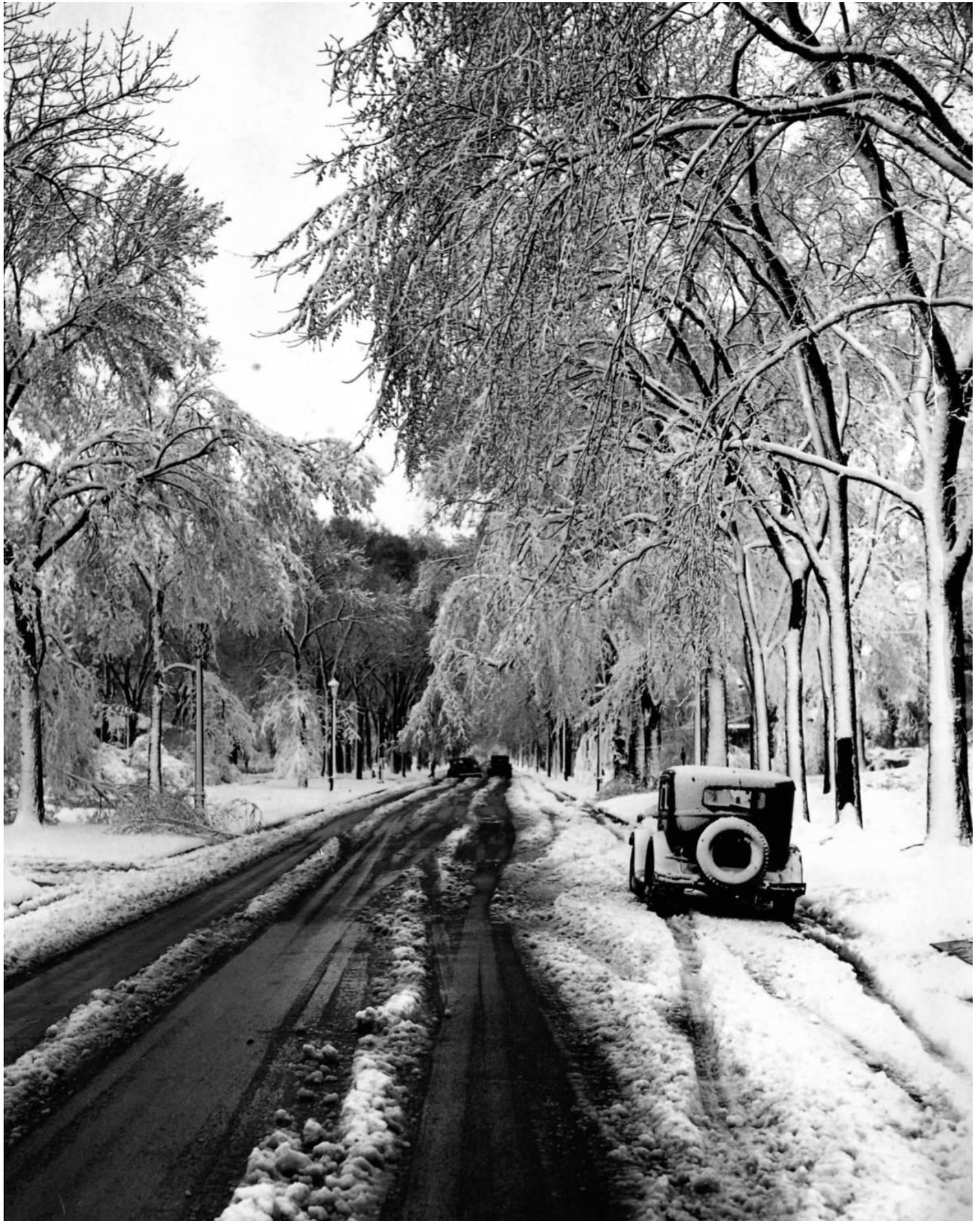
**Initiative 2.2: Prepare and formally adopt a set of design guidelines or guiding principles for facilitating binding design review activities**

A comprehensive set of guidelines which educate historic property owners and design professions and address specific preservation treatment procedures, should be created to set clear expectations as well as provide information on appropriate treatments that fall outside binding design review authority, such as routine maintenance and restoration which do not require a permit.

**Policy 2.2: Adopt new preservation tools and incentives.**

**Initiative 2.3: Work with the Building and Inspection Services Division to create a framework for permit fee waivers if recommended by the Commission**

The preservation program currently has very few financial incentives to offer, and no locally based financial incentive. Building permit fee waivers are a common and effective financial incentive that should be considered for the programs more modestly-valued or vernacular Landmark properties where the appropriate alterations or new construction are cost prohibitive as a percentage of the homes overall value. Providing permit fee waivers as a trade for more sympathetic and appropriate alteration and construction would have a positive community impact and ensure retention of the structures character defining features.



**Initiative 2.4: Work with the Planning and Zoning Division to amend the zoning code to include an adaptive use section.**

Adaptive use ordinances aim at facilitating the reuse of properties, most often buildings of assembly, or institutional or industrial properties. The ordinance should study barriers to adaptive use including the potential for additional permitted uses, relaxed or eliminated parking requirements, and increased density for proposed residential uses to help offset rehabilitation costs as well as a series of incentives such as fee waivers, grants, or expedited project reviews and entitlement processes. Adaptive use is a central tenet of preservation planning. It achieves climate resilience goals through the reuse of significant structures rather than their demolition, it achieves affordability and housing goals through diversified housing typologies and stock, and retains the built fabric associated with Evanston's identity and its residents' collective memories of place.

**Initiative 2.5: Explore implementation of form-based zoning overlays in areas of significant redevelopment potential adjacent to historic districts or where high concentrations of Landmarks exist**

Areas of significant redevelopment potential, particularly in Transit Oriented Development Corridors adjacent to Local Districts, such as the Chicago Avenue Corridor, represent a potential threat to integrity of setting. Form based overlays should be explored which identify approaches which enable more sensitive transitions in height, bulk, and form as a new development approaches a District's boundary.

**Initiative 2.6: Advocate for creation of and donation into a preservation-based fund as a public benefit for Planned Developments**

As a legislative process, Planned Developments that request development increases above the base zoning maximums should provide public benefits commensurate to the increase requested. However, in the past several decades, many planned developments, particularly in the downtown, have eroded character defining, and human-centered aspects of the built environment without commensurate public benefit to offset that loss. Future Planned Developments should be encouraged to pay into a preservation-based fund used to enable retention of existing character

defining and historic resources as well as fund financial incentives and other programmatic functions of the Commission aimed at retaining human-centered environments.

**Initiative 2.7: Reinstate incentive programs for maintaining the character defining features of commercial historic or legacy buildings and businesses**

The Commission should work with the City to re-establish a Commercial Building Facade Grant Program. The program could provide matching funds to property owners, up to a certain value, seeking to rehabilitate their commercial buildings, facades, or storefronts. In turn, the owners would go through a binding design review process to ensure the proposal was compatible with the structures existing design vocabulary as well as adjacent vocabularies, or to restore previously degraded storefronts to a condition more sympathetic to its original design.

**Initiative 2.8: Work with the Economic Development Division to enact a legacy or heritage business program**

Evanston's heritage resources are vitally important, bind its residents to their physical environment, and define the City's unique character and identity. However, Evanston's living heritage remains largely underrepresented and vulnerable from threats such as improper alterations, increasing rent structures, changes in the market economy, and corresponding development pressures. The purpose of a Legacy Business Program is to celebrate, advocate for, and retain Evanston's living heritage as embodied through the legendary businesses which contribute significantly to the City's historic, cultural, economic, or social identity.

**Initiative 2.9: Establish a Neighborhood Conservation District Program**

Neighborhood Conservation Districts are an alternative tool to historic districts used by cities and communities to preserve historic resources in neighborhoods and areas not eligible for National or Local designation due to integrity issues but merit some level of resource management due to the neighborhoods overall visual character and continuity. This tool could prove important to preserving character and affordability in Evanston's west and southwest neighborhoods which may not have sufficient integrity or meet the eligibility criteria for a Local Landmark District designation.

**Initiative 2.10: Organize a Preservation Consortium or Preservation Advisory Sub-Committee to support and help implement aspects of this plan**

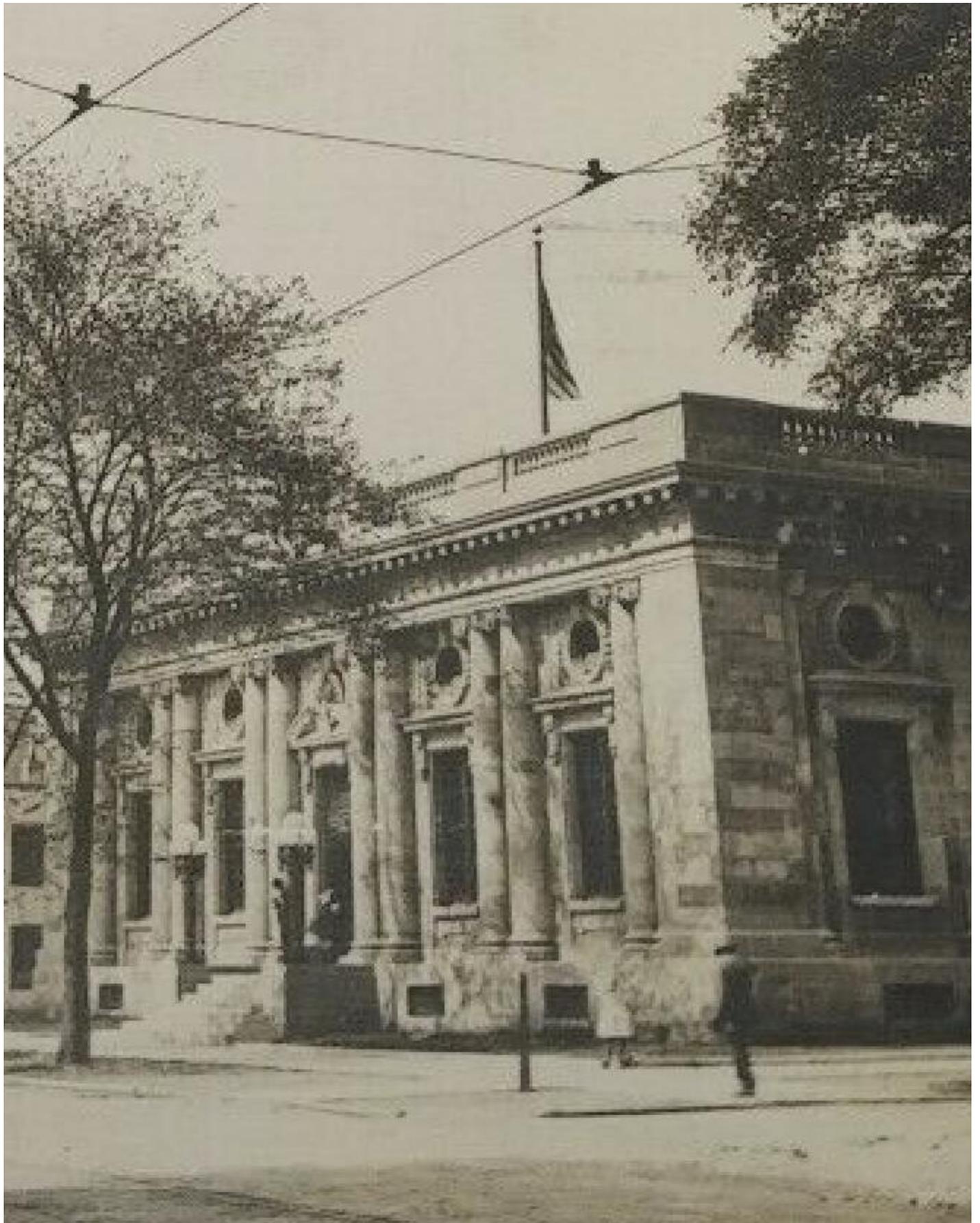
Re-activating partner organizations and engaging with and delegating tasks to other City Departments is critical to this plan's success and the ability to implement its initiatives effectively. Monthly or quarterly meetings should be considered to discuss priorities, delegate tasks, and discuss progress. Consider including members from the City's Parks and Recreation Department, Public Works Agency, Evanston History Center, Preservation League of Evanston, Mitchell Museum, Shorefront Legacy Center, Design Evanston, Frances Willard House Museum, Landmarks Illinois, Northwestern University, and Districts 65 and 202.

**Initiative 2.11: Benchmark Commission accomplishments and performance trends in an annual public report given to the Planning and Development Committee**

On an annual basis, the Preservation Commission and lead City staff members should review operations, collect statistics, and establish benchmarks to measure the success of the program and implementation of this plan. Benchmark or performance indicators that could be tracked include the number of COA's reviewed, the number of resources surveyed, private capital leveraged through rehabilitation or adaptive use projects, leveraged financial or volunteer resources, the number of education and advocacy efforts conducted, and the number of projects applied for, reviewed administratively, reviewed by the Commission, the number of projects approved, the number denied, and common standards of concern or routine issues with treatment approaches.

**Initiative 2.12: Actively recruit and solicit potential candidates for future Commissioners with a focus on building a membership reflective of Evanston's diverse demographics**

Active recruitment of future commissions is essential to maintaining the viability of the Commission's programmatic and binding design review functions as well as maintaining a full membership to ease the burden of the Commissioners as volunteers. An emphasis should be made to recruit members reflective of Evanston's demographics, location of residence, as well as diversity in background to provide diverse perspectives on projects and human capital for volunteer opportunities.



# Community Revitalization

Preservation in Evanston should extend to more than its registered Landmarks and Local Districts. For example, historic buildings provide affordable housing and lower rent structures for local and start-up businesses, maintain housing opportunities for working and young families, and can help revitalize business districts and stabilize older neighborhoods threatened by development pressure. Additionally, historic buildings contain significant embodied energy and help to achieve the City's Climate Action and Resilience goals. At the local level, community development and revitalization initiatives should integrate preservation policies and initiatives that work to attract investment, generate jobs, enhance sustainability, and maintain affordable rent and ownership structures. Some initiatives may include preservation based economic development, neighborhood planning, and incentive programs to attract investor interest in adaptive use projects or facade rehabilitation.

**Goal #3: Encourage adaptive use and rehabilitation projects which spur preservation-based economic development and retain vibrant and contextual built fabric.**

**Policy 3.1: Support planning and development that advance preservation and community revitalization priorities.**

**Initiative 3.1: Explore creation of a downtown revolving loan or venture fund**

The City has no programs currently to encourage preservation-based economic development in the downtown, although retention of the downtown's remaining character-defining resources is routinely discussed as a community priority. A private-sector financed venture fund that focuses on business development activities and new retail start-ups could help reduce ground floor vacancies, stabilize rent structures, and generate a critical mass of pedestrian traffic in the downtown. The private financing could come in-part through donations to the preservation-based public benefit fund or other downtown corporate donations.

**Initiative 3.2: Collaborate with Evanston Special Service Areas, Chamber of Commerce, and broader business community to identify and advance preservation priorities**

The City and Commission should explore opportunities to partner with Evanston's various SSA's and Chamber of Commerce to advance preservation planning objectives including advocating for new incentive programs, creating commercial and business district design guidelines, and providing technical assistance and workshops to property owners on the benefits of preservation-based economic development.

**Initiative 3.3: Collaborate with the Economic Development Division to assist in marketing and buyer recruitment for historic commercial, industrial, and institutional properties**

The Commission and City's Planning staff should collaborate with the Economic Development Division to identify significant and vacant or underutilized buildings extant in the City. A survey should be conducted which provides a baseline of information on the number of buildings that are candidates for adaptive use. The City could then catalog those properties for future planning initiatives, as well as developer recruitment and marketing efforts.

**Initiative 3.4: Target Community Development Block Grant (CDBG) funds in areas of newly created Neighborhood Conservation Districts**

Community Development Block Grant funds are used to facilitate rehabilitation of housing stock in areas throughout Evanston. The CDBG program is administered by the City's Housing and Grants Program within the Community Development Department. Future use of CDBG funds could be targeted in conservation areas to achieve improvements in overall neighborhood character. The use of CDBG funds for preservation-based programs is allowed and has been done sparingly in the past.

## Policy 3.2: Coordinate and expand heritage tourism activities and programming.

### **Initiative 3.5: Support the creation of a heritage tourism advisory group**

Support creation of an advisory group amongst Evanston's heritage tourism related partner organizations. The advisory group should create an inventory of existing and potential heritage tourism assets, identify each assets potential as a tourism attraction, and develop strategies for their enhancement and marketability. An end product should be recommendations for strategic investments and programmatic development related to heritage tourism in Evanston by way of a Heritage Tourism Plan.

## Policy 3.3: Integrate and expand preservation priorities which align with Climate Action and Resilience goals

### **Initiative 3.6: Advocate for adoption of a citywide deconstruction ordinance**

Deconstruction ordinances require the deconstruction of a building rather than its demolition. The materials are sorted and salvaged for re-use and can be donated or sold, with the goal of diverting materials commonly sent to a landfill while creating a cache of cheaper/affordable and often higher-quality building materials for future rehabilitation, restoration, or new construction projects. Deconstruction supports affordability, job growth, as well as a reduction in overall carbon footprint. Consider partnerships with the Evanston Rebuilding Exchange.

### **Initiative 3.7: Incentivize historic property owners to salvage materials that contain significant embodied energy or high craftsmanship**

Utilize incentives, persuasive arguments, and the standards for alteration to retain rather than replace historic building materials that contain significant embodied energy. If these materials cannot be reused on-site, they should be stored for reuse, or salvaged and donated to a rebuilding exchange rather than enter the landfill.



**Initiative 3.8: Conduct annual reconnaissance surveys of historic properties to identify materials and finishes in poor condition before replacement is necessary and provide technical assistance for their proper repair**

Identifying materials and finishes in poor condition before replacement is necessary is a cost effective solution for homeowners which retains the resources integrity, original and high quality building materials, and avoids unnecessary landfill waste and new material consumption.

**Initiative 3.9: Invite professionals to speak on the appropriateness of various composite and synthetic materials which accurately mimic historic building materials that are either non-sustainable or cost prohibitive**

New composite or synthetic building materials are constantly being developed and refined in order to better mimic their historical counterparts. These materials can be less expensive, or more expensive, but often have longer life cycles than traditional materials sourced today. These materials may be cost-effective or more environmentally conscious choices that could be considered as in-kind replacements so long as they are non-tactile and no change in general appearance would result.

**Initiative 3.10: Support the retention of significant landscape features which offer citywide environmental and cultural benefits**

Retention of significant environmental features such as heritage trees should be considered integral to the collective integrity of setting for a district. These distinguishing original features, many predating the architectural resources themselves, should not be destroyed due to their cultural, social and environmental benefit to the health and general welfare of the citizenry. The Commission could further advocate for and support a citywide Tree Preservation Ordinance.

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# Education and Advocacy

Proactive educational and advocacy efforts are critical to maintaining stakeholder participation and support for heritage preservation. Evanston's community stakeholders, homeowners, merchants, and investors and developers need to understand the tools and resources available to participate in our preservation program and help rehabilitate, adapt, and protect the City's historic resources. Elected leaders need to understand the role preservation plays in maintaining Evanston's vibrancy and sense of place, in neighborhood stabilization, and the economic impact and rate of return on its investments and participation in City-supported preservation initiatives as well as heritage tourism activities. Often education and advocacy is most effective as part of an established and nurtured institutional framework between the Commission, neighborhood leaders, preservation thought leaders (architects, planners, designers) the City, and partner organizations such as the Preservation League, and Evanston History Center.

**Goal #4: Advocate for the power of preservation and its ability to sustain and enhance a high quality of life for all Evanston residents.**

**Policy 4.1: Create new educational tools that inform design professionals, contractors, developers, residents, and civic leaders on the benefits of preserving and adapting historic structures.**

**Initiative 4.1: Reinstate a quarterly preservation and design oriented newsletter and make it available online and on social media**

A quarterly newsletter should be the foundation for the Commissions education and advocacy programmatic functions and should include variety in content and content contributors and be cross promotional with similar outreach provided by partner organizations. A newsletter can increase transparency in, and support for, the preservation program and a general preservation ethic.

**Initiative 4.2: Prepare additional educational publications and videos**

Initiatives should include materials describing incentive programs, proper routine and seasonal maintenance and other treatment procedures, nomination and designation procedures, and the overall benefit of preservation to the Evanston community. These should be made available online to enhance public access to information.

**Initiative 4.3: Support an annual endangered properties list**

An endangered historic properties list can be a significant tool to help raise public awareness of properties threatened with demolition due to neglect or imminent redevelopment. The list should be created by a partner organization with an advocacy arm, but can be promoted and supported by the Commission.

**Initiative 4.4: Prepare a preservation training publication and offer one-on-one orientations for elected officials**

City staff and the Commission should provide initial and on-going training and orientation services to incoming elected officials describing the history and impact of the program, the design review and nomination processes, as well as Council members roles and responsibilities associated with the program including determination of appeals and nominations.

**Initiative 4.5: Support the creation of a network of current Landmark owners and a welcome program for new homeowners**

Current and prospective owners play an indispensable role in shaping and maintaining the character and condition of the resource they occupy. A support network of Landmark property owners can help new owners navigate unforeseen or complex challenges, seek assistance from qualified restoration or repair professionals, insurance and real-estate agents, preservation-oriented architects and contractors, and in navigating the COA and permit processes. Welcome letters help new owners understand what resources are available, where to access information, and who to contact at the City with questions or concerns.

**Initiative 4.6: Develop a pipeline for bringing youth into the local preservation community**

Finding ways to reinvigorate partner organizations, increase membership, and instill a preservation ethic in a younger generation is a challenge across the country. The Commission should consider initiatives such as inviting groups of ETHS students to Commission meetings, an internship program for regional college students, and teacher professional development and curriculum opportunities with District 65 and ETHS in order to engage a new generation of preservationists.

**Initiative 4.7: Compile and publish a list of restoration professionals who perform work in Evanston.**

The Commission and City staff should create a list or registry of restoration professionals, contractors, and architects who have successfully completed preservation-based projects in Evanston, are familiar with the application requirements, and who understand the standards for review and framework for binding design review at an administrative or Commission level. This registry will be a valuable resource for homeowners when seeking and selecting design professionals by trade.

**Policy 4.2: Continue to disseminate and publicize educational content utilizing the internet and other digital platforms**

**Initiative 4.8: Expand outreach to the City’s various social media platforms**

To improve access and reach a wider and younger audience, consider expanding education and advocacy efforts to digital and social media platforms as well as connect with various Evanston based social media influencers who already provide regular preservation-based content.

**Initiative 4.9: Digitize and make available early publications of the Commission**

The archived files and databases created by the Commission and City in its early years should be digitized and incorporated in a website that permits online access to researchers and other interested citizens. These include statements of significance, survey notes and inventories, and various education and advocacy materials as well as printed technical assistance brochures.

**Initiative 4.10: Update existing heritage tourism publications, such as the early Commissions self-guided walking tours, and make them available online**

Existing heritage tourism marketing formats are outdated. Moving forward, these materials should be re-designed and re-formatted for print, as well as smartphone and tablet technology so visitors can easily access information. Examples include the sampler of self-guided historic district tours, the Evanston Past and Present booklet, and the historic Evanston Architecture walking tour brochures as well as others.

**Policy 4.3: Conduct annual fundraising events, educational programs, and training opportunities**

**Initiative 4.11: Support partner organizations in the creation of preservation oriented lectures and/or workshops**

The Commission and City should support partner organizations such as Design Evanston, the Preservation League, History Center, Frances Willard House and Museum, and the Shorefront Legacy Center, to organize and host an annual lecture or workshop series on important preservation topics.

**Initiative 4.12: Provide annual preservation-based training for local realtors and financial professionals and consider a certification program**

Realtors and bankers are key intermediaries in the disposition of historic properties. Certification should be offered to individuals who complete a City program that educates realtors and financial professionals on the City's preservation program including its Landmarks, historic districts, preservation procedures, incentives, and the benefit of historic preservation.

**Initiative 4.13: Facilitate additional regular historic district guided and app-based walking tours**

Although tours of Evanston historic districts and other neighborhoods occur during select events and certain times of the year, there are not regular or frequent tours hosted by any partner organizations. To further promote Evanston's heritage resources and make widely available the rich architectural history of Evanston and its neighborhoods, regular tours should be hosted and supported by the Commission.

These should be conducted by trained volunteers and docents and occur by fee-based admission. Consider a free virtual tour inventory.

**Initiative 4.14: Establish an annual program of brief guest lectures at the start of monthly Commission meetings**

It is often difficult for volunteers to attend conferences, workshops and other training due to time and financial constraints. To remain diligent in the Commissioners continuing education, the City should invite guest speakers to provide information on a variety of topics at the start of each meeting or every other meeting. A schedule of lectures and speakers should be published at the start of each calendar year and made available to residents and design professionals alike to encourage attendance.

**Initiative 4.15: Stop the annual Design Awards Program, and support a new Awards Program.**

The existing Design Awards Program has come under scrutiny as elitist and a marketing tool for local design professionals. A new, more diverse program should be considered and administered by a larger consortium of preservation, cultural, social, and design oriented partner organizations to reach a wider audience, expand categories for consideration, and elevate publicity and visibility of the event by way of an annual symposium.

**Initiative 4.16: Create new fundraising events and opportunities to promote and facilitate preservation-based programmatic functions**

The Commission and City should support and help implement annual fundraising mechanisms and social events in collaboration with various preservation partners to advocate and gain support for future preservation initiatives. Initially, these events do not need to be elaborate but should be effectively programmed and promoted to gain future interest and support. As support builds, the Commission, City, and partner organizations should look at additional larger-scale events such as a preservation symposium or annual historic homeowners fair.

**Initiative 4.17: Support ongoing oral history projects**

Both the History Center, Art Institute, and the Shorefront Legacy Center have active oral history projects. The Commission and City can support these efforts by recommending individuals to interview, consider creation of a crowd sourced oral history project, or suggest themes for new oral histories such as a compliment to the Legacy Business Program.

**Initiative 4.18: Create and promote a citywide Century Home program for homes that may not meet the eligibility criteria but are 100 years or older**

Many residents in Evanston who are not within a historic district or designated as a Landmark have an interest in their home's history and are dedicated to proper restoration and rehabilitation efforts that maintain their value and character defining attributes. Many of these homes may not be eligible for Landmark designation, but may be deserving of recognition as part of a Century Home Registry. Owners of homes 100 years or older could purchase a Century Home plaque as a way of recognition and promotion. The proceeds of the program would be used to finance additional preservation-based programmatic functions and initiatives.



# Implementation

## Survey and Documentation

**Goal #1: Identify and Preserve Resources Significant to Evanston’s Identity, Heritage, and Vibrancy.**

**Policy 1.1: Support initiatives that continue to identify and document Evanston’s heritage resources.**

Initiative	Ongoing	1-3	3-5	5-10	10+	Responsible Party	Priority
<b>HPC:</b> Historic Preservation Commission; <b>COE:</b> City of Evanston; <b>CON:</b> Consultant; <b>POR:</b> Partner Organizations; <b>VOL:</b> Volunteers							
<b>1.1:</b> Re-Survey the Ridge Historic District						CON; COE	Medium
<b>1.2:</b> Re-Survey the Northeast Historic District						CON; COE	Medium
<b>1.3:</b> Prioritize new areas in Evanston for surveys.						CON; COE	High
<b>1.4:</b> Conduct a city-wide survey of Evanston’s downtown and neighborhood business district resources.						COE; HPC	High
<b>1.5:</b> Conduct a cultural landscape survey of Evanston.						CON; COE; HPC	Low
<b>1.6:</b> Conduct a citywide survey of Evanston’s post-war resources.						COE; HPC	Medium
<b>1.7:</b> Document and include the built resources that embody historic, social, and cultural periods and events, and the groups and people who have contributed to Evanston’s unique character and identity.						HPC; POR	Pressing
<b>1.8:</b> Integrate preservation survey and documentation as part of future City planning efforts.						COE	High

**Policy 1.2: Support designation of significant resources as Landmarks and Historic Districts as recommended through survey and documentation activities**

Initiative	Ongoing	1-3	3-5	5-10	10+	Responsible Party	Priority
<b>HPC:</b> Historic Preservation Commission; <b>COE:</b> City of Evanston; <b>CON:</b> Consultant; <b>POR:</b> Partner Organizations; <b>VOL:</b> Volunteers							
<b>1.9:</b> Advocate for designation of the Oakton National Register District as a Local Historic or Neighborhood Conservation District						HPC; POR	High
<b>1.10:</b> Nominate Evanston’s historic downtown resources and other business district resources to the National Register as a multi-property thematic resource listing. Provide access to tax credits for income producing properties.						POR	High
<b>1.11:</b> Prepare an annual study list of eligible resources in Evanston.						POR; HPC	Medium
<b>1.12:</b> Advocate for expansion of the boundaries of the Northeast Historic District to overlay its National Register Counterpart						HPC; POR	Low
<b>1.13:</b> Prepare Neighborhood Conservation District plans and support neighborhood planning efforts in areas where residents have expressed interest in enhancing and stabilizing neighborhood character, identity, and affordability.						CON; HPC; COE	Medium



# Program Administration and Resource Management

**Goal #2:** Enhance the ability to protect and promote significant heritage and cultural resources through updated ordinances and additional preservation-based tools.

**Policy 2.1:** Maintain an up-to-date Preservation Ordinance which reflects nationwide best practices.

Initiative	Ongoing	1-3	3-5	5-10	10+	Responsible Party	Priority
<b>HPC:</b> Historic Preservation Commission; <b>COE:</b> City of Evanston; <b>CON:</b> Consultant; <b>POR:</b> Partner Organizations; <b>VOL:</b> Volunteers							
<b>2.1:</b> Review and update the Historic Preservation Ordinance						HPC; COE	High
<b>2.2:</b> Prepare and formally adopt a set of design guidelines or guiding principles for facilitating binding design review activities.						CON; COE	Low

**Policy 2.2:** Adopt new preservation tools and incentives.

Initiative	Ongoing	1-3	3-5	5-10	10+	Responsible Party	Priority
<b>HPC:</b> Historic Preservation Commission; <b>COE:</b> City of Evanston; <b>CON:</b> Consultant; <b>POR:</b> Partner Organizations; <b>VOL:</b> Volunteers							
<b>2.3:</b> Work with the Building and Inspection Services Division to create a framework for permit fee waivers if recommended by the Commission.						COE	High
<b>2.4:</b> Work with the Planning and Zoning Division to amend the zoning code to include a section for the adaptive use.						COE	Medium
<b>2.5:</b> Explore implementation of form-based overlays in areas of significant redevelopment potential adjacent to historic districts.						COE	Low

Initiative	Ongoing	1-3	3-5	5-10	10+	Responsible Party	Priority
<b>HPC:</b> Historic Preservation Commission; <b>COE:</b> City of Evanston; <b>CON:</b> Consultant; <b>POR:</b> Partner Organizations; <b>VOL:</b> Volunteers							
<b>2.6:</b> Advocate for creation of and donation into a preservation based fund as a public benefit for Planned Developments.						HPC; COE	Medium
<b>2.7:</b> Reinstate incentive programs for maintaining the character defining features of commercial historic or legacy buildings and businesses						COE	High
<b>2.8:</b> Work with the Economic Development Division to enact a legacy or heritage business program.						COE	Pressing
<b>2.9:</b> Establish a Neighborhood Conservation District Program						COE; HPC	High
<b>2.10:</b> Organize a Preservation Consortium or Preservation Advisory Sub-Committee						COE	Pressing
<b>2.11:</b> Benchmark Commission accomplishments and performance trends in an annual public report						COE	Pressing
<b>2.12:</b> Actively recruit future Commissioners with a focus on building a membership reflective of Evanstons diverse demographics.						COE; HPC	High



# Community Revitalization

**Goal #3: Encourage adaptive use and rehabilitation projects which spur preservation-based economic development and retain vibrant and contextual built fabric.**

**Policy 3.1: Support planning and development that advance preservation and community revitalization priorities.**

Initiative	Ongoing	1-3	3-5	5-10	10+	Responsible Party	Priority
<b>HPC:</b> Historic Preservation Commission; <b>COE:</b> City of Evanston; <b>CON:</b> Consultant; <b>POR:</b> Partner Organizations; <b>VOL:</b> Volunteers							
<b>3.1:</b> Explore creation of a downtown revolving loan or venture fund.						COE; HPC; POR	High
<b>3.2:</b> Collaborate with Evanston Special Service Areas, Chamber of Commerce, and broader business community to identify and advance preservation priorities.						COE	High
<b>3.3:</b> Collaborate with the Economic Development Division to assist in marketing and buyer recruitment for historic commercial, industrial, and institutional properties.						COE	Medium
<b>3.4:</b> Target Community Development Block Grant (CDBG) funds in areas of newly created Neighborhood Conservation Districts.						COE	High

**Policy 3.2: Coordinate and expand heritage tourism activities and programming.**

Initiative	Ongoing	1-3	3-5	5-10	10+	Responsible Party	Priority
<b>HPC:</b> Historic Preservation Commission; <b>COE:</b> City of Evanston; <b>CON:</b> Consultant; <b>POR:</b> Partner Organizations; <b>VOL:</b> Volunteers							
<b>3.5:</b> Support the creation of a heritage tourism advisory group.						POR; VOL	Low

**Policy 3.3: Integrate and expand preservation priorities which align with Climate Action and Resilience goals**

Initiative	Ongoing	1-3	3-5	5-10	10+	Responsible Party	Priority
<b>3.6:</b> Advocate for adoption of a citywide deconstruction ordinance.						HPC; COE	Pressing
<b>3.7:</b> Incentivize historic property owners to salvage materials that contain significant embodied energy or high craftsmanship.						HPC; COE	High
<b>3.8:</b> Conduct annual reconnaissance of historic properties to identify materials and finishes in poor condition before replacement is necessary and provide technical assistance for their proper repair.						COE	Medium
<b>3.9:</b> Invite professionals to speak on the appropriateness of various composite and synthetic materials which accurately mimic historic building materials that are non-sustainable.						COE; HPC	High
<b>3.10:</b> Support the retention of significant landscape features which offer citywide environmental benefits						HPC	High



# Education and Advocacy

**Goal #4: Advocate for the power of preservation and its ability to sustain and enhance a high quality of life for all Evanston residents.**

**Policy 4.1: Create new educational tools that inform design professionals, contractors, developers, residents, and civic leaders on the benefits of preserving and adapting historic structures.**

Initiative	Ongoing	1-3	3-5	5-10	10+	Responsible Party	Priority
<b>HPC:</b> Historic Preservation Commission; <b>COE:</b> City of Evanston; <b>CON:</b> Consultant; <b>POR:</b> Partner Organizations; <b>VOL:</b> Volunteers							
<b>4.1:</b> Reinstate a quarterly preservation and design oriented newsletter and make it available on social media.						COE	Pressing
<b>4.2:</b> Prepare additional educational publications.						COE; HPC	Medium
<b>4.3:</b> Support an annual endangered properties list						POR; HPC	Low
<b>4.4:</b> Prepare a preservation training publication and one-on-one orientation for elected officials.						COE; HPC	Pressing
<b>4.5:</b> Support the creation of a network of current Landmark owners and a welcome program for new homeowners.						POR; VOL	Medium
<b>4.6:</b> Develop a pipeline for bringing youth into the local preservation community.						COE; HPC; POR	Medium
<b>4.7:</b> Compile and publish a list of restoration professionals who perform work in Evanston.						COE	Pressing

**Policy 4.2: Continue to disseminate and publicize educational content utilizing the internet and other digital platforms**

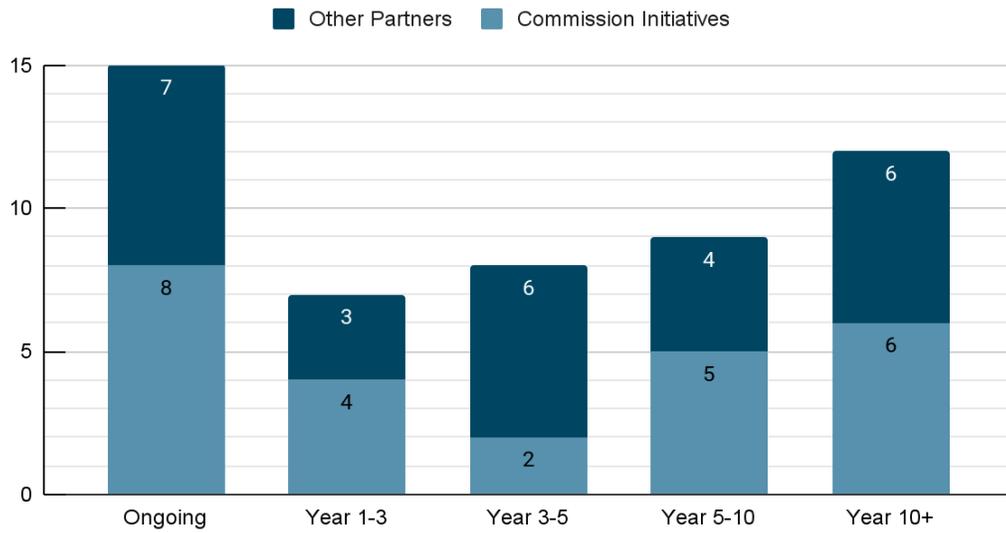
Initiative	Ongoing	1-3	3-5	5-10	10+	Responsible Party	Priority
<b>HPC:</b> Historic Preservation Commission; <b>COE:</b> City of Evanston; <b>CON:</b> Consultant; <b>POR:</b> Partner Organizations; <b>VOL:</b> Volunteers							
<b>4.8:</b> Expand outreach to the City's various social media platforms						COE	Low
<b>4.9:</b> Continue to digitize and make available early publications of the Commission.						COE	Medium
<b>4.10:</b> Update existing heritage tourism publications and make them available online.						COE	Medium

**Policy 4.3: Conduct annual fundraising events, educational programs, and training opportunities**

Initiative	Ongoing	1-3	3-5	5-10	10+	Responsible Party	Priority
<b>HPC:</b> Historic Preservation Commission; <b>COE:</b> City of Evanston; <b>CON:</b> Consultant; <b>POR:</b> Partner Organizations; <b>VOL:</b> Volunteers							
<b>4.11:</b> Support partner organizations in the creation of preservation oriented lectures and/or workshops						POR; VOL; COE; EPC	Medium
<b>4.12:</b> Continue annual training for local realtors, insurance, and financial professionals.						POR; COE	Medium
<b>4.13:</b> Establish brief guest lectures at monthly Commission meetings						COE; POR; HPC	High
<b>4.14:</b> Support additional regular historic district guided and app-based walking tours						POR	Low
<b>4.15:</b> Stop the annual Design Awards Program, and support a new Design Awards Program.						POR; COE	Low
<b>4.16:</b> Create new fundraising events and opportunities						POR; HPC	Low

<b>4.17:</b> Support ongoing oral history projects						POR	Medium
<b>4.18:</b> Create and promote a citywide Century Home program						COE; HPC	Medium

### Implementation by year by responsible party







# Memorandum

To: Members of the Preservation Commission

From: Cade W. Sterling, City Planner

Subject: 2023 Preservation Commission Schedule

Date: December 6, 2022

The Preservation Commission will have regularly scheduled meetings once a month, typically on the second Tuesday of the month, with an August recess. Additional meetings may be scheduled as necessary.

	2nd Tuesday	
January	10	
February	14	
March	14	
April	11	
May	09	
June	13	
July	11	
August	N/A	No Meeting - Summer recess.
September	12	
October	10	
November	14	
December	12	



**MEETING MINUTES**

**PRESERVATION COMMISSION**

Tuesday November 8, 2022  
7:00 P.M.

Members Present: Beth Bodan, Stuart Cohen John Jacobs, Carl Klein, Sarah Dreller, Suzi Reinhold, Mark Simon, and Aleca Sullivan

Members Absent: Jamie Morris, and Amanda Ziehm

Staff Present: Carlos D. Ruiz

Presiding Member: Suzi Reinhold, Chair

Notes Taken by: Carlos D. Ruiz

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**1. CALL TO ORDER/DECLARATION OF A QUORUM**

Chair Reinhold called the meeting yo order at 7:00 PM with a quorum of seven Commissioners present

**2. OLD BUSINESS**

**A. 1215 Judson Avenue - Lakeshore Historic District - 22PRES-0187**

Studio Talo Architects, applicant, submit for a Certificate of Appropriateness to construct a single-story addition and open deck at the rear-volume of the residence.

**Applicable Standards:** Alteration [1-10]; Construction [1-5; 7-8; and, 10-15]

**Continued from the October 11, 2022 meeting.**

- Mr. Thomas Ahleman, architect, presented the revised plans for the single-story addition.
  - He noted that the volume is the same. The standing seam metal roof was changed to asphalt shingles. Simulated check rails were added to the casement windows. The basement windows now have 3/1 simulated divided lights.
  - Mr. Ahleman said that the exterior materials remain the same, such as the lap siding with mitered corners and the brick band bottom. The railing has been changed from horizontal to vertical pickets. The addition's east

elevation previous two trapezoidal windows are now four windows with the divided lights.

- Chair Reinhold complemented Mr. Allehman for the well integrated revisions.
- A motion to approved the project as presented was seconded and carried on an unanimous voice vote.

### 3. NEW BUSINESS

#### A. 1404 Asbury Avenue - Landmark - Ridge Hist. Dist. - 22PRES-0212

Shumaker Design + Build Associates, applicant and architect, requests a Certificate of Appropriateness to remove a rear-elevation first floor mudroom addition and stair, remove an ancillary chimney, alter the fenestration of the north, south, and west elevations, enclose a first floor rear covered porch, construct a new covered entry and stair, wood deck, stone patio, and stone walls in the rear-yard.

**Applicable Standards:** Alteration [1-10]; and Construction [1-8; and, 10-15]

- Garry Shumaker, architect, presented the plans for the rear back porch addition as follows:
  - The upper section sleeping porch will be enclosed with Marvin Ultimate Landmark casement and transom windows.
  - The kitchen is being extended into the existing open porch through the mudroom space. A portion of the interior of the house is being remodeled for a mudroom entrance and powder room on the first floor. The existing cornice dentil work crown molding and roof system will be shored and stabilized.
  - The existing stone work will be replicated in some of the wing walls along the garden walls and the base. The existing brick piers will be rebuilt, the skirting, clapboard siding and the details common to the house that continue around the water table will continue around the base of the addition. The paneling taken from the front original porch of the house and the cornice work will be retained or replicated.
  - The existing rear porch upper story storm windows are single pane. The existing mudroom in the back will be demolished. The new screening on the lower section is also common to the front porch. The details of the porch columns and the balustrade are incorporated as part of the fenestration and spandrel panels of the rear addition.
  - The rear deck is slightly expanded, a tree planter is a piece of an existing patio with a cedar deck. The retaining wall will be visible from the public way, which is an extension of the existing concrete wall that will be claded in domelite limestone.
  - The roof plan at the addition squares off and cleans up the entry porch, extending the stair down to a landing with a wing wall.
  - The existing north façade fenestration is unorganized. The new windows blend nicely with the existing fenestration.
  - Finally, the brick work involves repointing the mortar joints and detailing.
- Commissioner Cohen wondered why the spandrel panels under the central three windows are divided into much smaller module than what occurs on the sides and on the flanking ends.

- Mr. Shumaker said the design emphasizes those corners and the verticality. Creating the larger spandrel panel on the outside corners help emphasize the two outside corners, creating a more structural column outside frames.
- A motion to approved the project as presented was seconded and carried on an unanimous voice vote.

B. **2211 Sherman Avenue - Northeast Historic District - 22PRES-0220**

Foster Dale Architects, applicant, requests a Certificate of Appropriateness to alter the homes east, north, and south elevations fenestration, remove an existing rear covered entryway, and construct an overhead canopy above a new wood deck at the homes rear volume.

**Applicable Standards:** Alteration [1-10]; and Construction [1; 3-8; and, 10-13]

- Nathan Beyer, architect, presented the project, and said that because the interior renovation some of the window openings at the rear of the house will be altered. He continue his presentation as follows:
  - A new deck will be built at the rear of the house. An existing covered entry in the back will be removed. On the second floor the bedroom suite and bathroom are being reworked.
  - The rear east and side north elevations have no formal composition. The location of windows on the rear elevation is more a product of the interior requirements, with some symmetry at the top.
  - The brick from any modified or removed window will be salvaged to be re-used. On the north side elevation, first floor, an awning window under the existing flat brick arch is proposed for the powder room, and two lower windows at grade will be infilled with brick.
  - On the east rear elevation, first floor, a pair of double hung windows, a new entry door to the kitchen, and a new window for the mudroom are proposed. Second floor, a new transom window over the bathroom sink is proposed for privacy. A double hung window is being replaced for egress with a casement window with a simulated divided light to match the double hung appearance. Any other window on the first floor is going to be double hung.
  - On the south side elevation, an existing leaded glass window on the first floor will be relocated to the second floor bedroom, where an existing double hung window will be removed and the remaining window opening will be bricked in. In the basement, a new window well with casement windows for egress is proposed.
  - A wood deck and canopy are proposed at the rear of the house. The canopy is clad in Azek dark trim, the underside is natural cedar, which ties to the new deck. The planters are clad with cedar boards.
  - The new windows are Marvin Ultimate clad with the manufactured supplied brick mold, with a limestone sill detail.
- Orly Henry, home owner, said they are interest is in preserving the historic elements of the home and to that effect they have been working with the Illinois State Historic Preservation Office (SHPO), and expect to qualify for the Property Tax Assessment Freeze.

- Ms. Henry said that the north and east sides of the home are considered public, because they are on the alley. The visibility to the back of the home is limited due to the existing fence and the tree coverage. Thus, the deck or the other elevations of the rear elevation would not be visible from the alley.
- Ms. Henry suggested that the Commission also consider the general character of the neighborhood that has single family homes, student housing, and multi-unit buildings. Because of the diverse housing, privacy is important to them, the reason for the transom window on the second story bathroom.
- Chair Reinold mentioned that staff shared three letters in favor of the application.
- Commissioners noted that the application lack of three-dimensional drawings or renderings. Discussion ensued about the modern qualities of the deck and canopy that might have benefit from three-dimensional drawings.
- Commissioners asked about the hanging canopy.
  - Mr. Beyer said that a simple eyebrow canopy seemed to be appropriate for the simple rectilinear house. The canopy works as an organizing element on the rear façade.
- Regarding the window in the bathroom, Commissioners said that it is not a transom window, but rather a horizontal window that in a traditional house seems to stick out. Also, on the side facades, when removing windows and leaving the stone sills and the brick headers, and brick in the windows, it would be hard to match the brick.
- Commissioners found the horizontal window not compatible with the fenestration of the house.
- Carlos Ruiz asked the owners if they have received feedback from the SHPO about the window(s) alterations.
  - Ezra Hilton, owner, said the feedback they received is about the interior work.
- Mr. Ruiz encouraged the applicants to seek the SHPO's feedback on the exterior alterations and the window(s) alterations.
- Commissioners discussed whether the applicants may have to comeback to the the Commission if the SHPO approves something different from what the Commission may approved locally. Also, whether administrative review of the SHPO's decision on the proposed alterations could be an option.
- Mr. Beyer in response to a question about the deck said, the posts are steel with a cedar cap and the horizontal components between the post are steel rods. The projecting steel canopy has four steel rods with dark trim elements to match the windows, and the underside is tongue and groove cedar with lighting elements.
- Commissioners provided to the applicant the following feedback:
  - Provide sections through the canopy and the railing, and three dimensional views of the deck with the planters
  - The proposed rear elevation is too jarring. Explore if the header of the horizontal window could come down.
  - The double side-by- side window solution might work, and it might be worth considering having the sill come all the way down to the typical second story sill and filling in with the brick panel below the horizontal window.

- Regarding the canopy, the house is an eclectic house, so it might not be necessary to match it to anything else in the house. In that regard the deck is a separate entity that is attached to the house.
- Make the bathroom window more compatible (explore alternatives)
- Provide a section through the railing and canopy. Provide more imagery of the rail and the cedar elements.
- A motion to continue 2211 Sherman Avenue to the January 10, 2022 meeting was seconded and carried on an unanimous voice vote.

**4. APPROVAL OF MINUTES**

A. **Minutes of October 11, 2022**

Approved as presented on a vote of 6-0 with two abstentions (S. Dreller and A. Sullivan).

**5. STAFF REPORTS**

A. **Legacy Business Program**

Commissioner C. Klein provided an update on City's Legacy Business Pilot Program. The packet has the working document that the Legacy Business Program working group put together, and includes the purpose, the goal statement, and the eligibility criteria. The section about financial support and incentives is more in a draft form at this time; it will be developed by the Economic Development staff. The focus of the update is on the program administration section. There are 32 businesses that have been identified that could qualify for the program.

**6. DISCUSSION**

A. **Preserve 2040 - Preservation Commission Long-Range Plan**

Chair S. Reinhold and Commissioner S. Dreller provided an update of the Preserve 2040 Plan, indicating that the Cade Sterling had added a descriptive content under each initiative, and the implementation timeline was adjusted to a more realistic implementation timeline. There is also a chart in the last page that shows the division of labor between the Commission and other entities. However, the priority levels did not change.

**7. ADJOURMENT**

A motion to adjourn the meeting at 8:34 PM was carried on a vote 8-0.

**DRAFT**