



Agenda
Village of Glen Ellyn
Historic Preservation Commission Meeting
Thursday, November 21, 2024
7:00 PM
Glen Ellyn Civic Center, Galligan Board Room

Visitors are most welcome to attend all public meetings and can find copies of the Agenda online at www.glenellyn.org prior to the meeting. Any individual with a disability requiring reasonable accommodation in order to participate in a meeting should contact the Village of Glen Ellyn ADA Coordinator, 630-469-5000, at least five (5) business days in advance of the next scheduled meeting.

- A. Call to Order**
- B. Approval of Minutes**
 - 1) Approval of the minutes from the September 19th, 2024 HPC meeting.
- C. Public Comment**
- D. Old Business**
 - 1) Discussion of Historic Preservation Incentives program
- E. Chairman's Report**
- F. Staff Report**
- G. Reminders**
- H. Adjourn**



**Glen Ellyn Historic
Preservation Commission**
535 Duane Street
Glen Ellyn, IL 60137

Meeting 11/21/2024 7:00 PM
Department: Community Development
Department Head: Jennifer Henaghan
Category: Minutes
Prepared By: Jordan Frahm

**AGENDA ITEM (ID # 2024-
809)**

DOC ID: 2024-809

Approval of the minutes from the September 19th, 2024 HPC meeting.

Statement of the Issue:

Review and confirmation of accurate minutes required.

Analysis:

N/A

Budget Impact:

Contribution to Strategic Plan

Action Requested:

HPC will review previous meeting minutes and accept by approval, or recommend any amendments or corrections for approval at a subsequent HPC meeting.

Attachments:

1. September 19, 2024 Historical Preservation Commission Minutes



Minutes
Village of Glen Ellyn
Historic Preservation
Regular Meeting
September 19, 2024
7:00PM

800 N. Main Street, Glen Ellyn Historical Society

Board or Commission: Historic Preservation
Meeting: Regular
Quorum: Yes

Date: September 19, 2024
Called to Order: 7:12 p.m.
Adjourned: 8:54 p.m.

MEMBER ATTENDANCE:

Penn French	Chairman	Present
Nathan Darga	Commissioner	Present
John Day	Commissioner	Present
Donna Leak	Commissioner	Present
Barb Lemme	Commissioner	Present
Robert Margetts	Commissioner	Present
David Schlembach	Commissioner	Absent

Also Present:

Jordan Frahm	Associate Planner	
Kelley Kalinich	Trustee Liaison	
Jennifer Henaghan	Community Development Director	
Jeff Anderson	GEHS Director	

Public Present:

Rebecca Hunter	GE Resident	
Ian Dawson	GE Resident	

A. CALL TO ORDER

The June 20, 2024 regular meeting of the Historic Preservation Commission was called to order by Chairman French at 7:12 PM at the Historical Society.

B. PUBLIC COMMENT – None

C. ANNOUNCEMENTS – None

D. APPROVAL OF MINUTES FROM August 20, 2024 JOINT SPECIAL HPC/EC MEETING

MOVE TO APPROVE THE MINUTES OF JOINT SPECIAL HPC/EC MEETING OF 8/20/2024

RESULT: Motion Unanimously Carried

MOVER: Commissioner Lemme

SECONDER: Commissioner Leak

AYES: 6

E. OLD BUSINESS

1. Discussion of Historic Preservation Incentives Program - Chairman French introduced the concept of a tear-down reduction program, emphasizing the goal of offering incentives to preserve properties. He highlighted Hinsdale's experience with similar challenges and the need for a collaborative approach among zoning, finance, and other departments in Glen Ellyn.

Initial Action Plan: Chairman French distributed a handout outlining a proposed 5-step action plan. He, along with Trustee Kalinich, discussed insights gained from Hinsdale's program, emphasizing the importance of adapting it to Glen Ellyn's unique needs, for both residential and commercial properties. The plan is expected to be voluntary, respecting property rights while encouraging preservation through meaningful incentives.

Timeline: Chairman French noted Hinsdale's two-year timeline but expressed a desire to develop Glen Ellyn's plan within 12 months. The proposed steps will be pursued in parallel rather than sequentially.

A significant component of the initiative will be gathering community input. Focus groups of 5-8 participants, including homeowners, builders, and contractors, will be convened for qualitative feedback. The team is also considering conducting surveys to gather broader input on four incentive areas: alternative zoning regulations, permit waivers, expedited reviews, and a Preservation Fund Matching Grant. This proposal differs from Hinsdale's by excluding property tax rebates due to the high administrative burden.

Trustee Kalinich expressed interest in accelerating the program's timeline, potentially implementing elements by mid-2025. Chairman French and Trustee Kalinich discussed outreach strategies, including leveraging contact information from the village permitting records for focus groups and surveys. Input from the real estate community may also be valuable.

Program Scope and Feasibility: Discussions touched on administrative variances, zoning bulk allowances, and how prior zoning variations might inform the current initiative. The goal is to find a balance between speed and capturing critical issues, with an emphasis on insights from builders and contractors.

Facilitation and Communication Strategy: Commissioner Lemme inquired about the specific goals of the focus groups, including whether feedback would be formative or if the groups would respond to a more fully fleshed-out plan. Trustee Kalinich noted the importance of community awareness and buy-in, while Chairman French emphasized the need for stakeholders to feel valued and informed, potentially reducing the rate of tear-downs.

Commissioner Darga raised questions about the effectiveness of the proposed incentives and whether they would significantly influence the economics of avoiding tear-downs. Trustee Kalinich and Chairman French confirmed that Hinsdale has seen positive outcomes, with Glen Ellyn seeking similar results.

Eligibility List and Project Examples: Chairman French noted that in Hinsdale, approximately 85 homeowners expressed interest in joining the program, resulting in twelve preservation projects. Trustee Kalinich shared a success story from Hinsdale, where a developer opted to preserve a historic home previously slated for demolition.

Chairman French opened the discussion by introducing the concept of a tear-down reduction program, aimed at incentivizing preservation through a collaborative effort across zoning, finance, and other village departments. A 5-step action plan was distributed, with a vision to adapt similar initiatives, such as Hinsdale's program, to Glen Ellyn's specific needs for both residential and commercial properties.

Commissioner Darga asked if preservation incentives could cover maintenance items, such as free permits for roof replacements, which raised questions around the scope and nature of incentives.

Commissioner Leak expressed a desire for concrete examples of successful preservation to guide the initiative.

Commissioner Margetts highlighted that medium-sized homes on large lots may add extensions—raising the question of how modifications impact the program's goals.

Commissioner Lemme suggested mixed focus groups for gathering diverse perspectives, which Trustee Kalinich supported, noting that mixed groups could enhance feedback quality.

The HPC discussed engaging community stakeholders, including builders, contractors, and residents, to provide insights into potential incentives, such as alternative zoning regulations, permit waivers, expedited review, and a Preservation Fund Matching Grant. Public feedback and the importance of balancing preservation incentives with individual property rights were underscored.

Incentive Budget and Proposal Design: Trustee Kalinich and Chairman French proposed a \$50,000 starting budget for matching funds, inspired by Hinsdale's model. Discussions centered on estimating demand and refining this budget annually based on participation.

Rebecca Hunter from the public referenced Elgin's income-qualified grant programs, which could be adapted to support preservation efforts in Glen Ellyn. The HPC considered developing a list of eligible projects and criteria for preservation grants.

There was significant discussion on creating a list of significant properties and defining eligibility criteria. Suggestions included using Department of Interior (DOI) guidelines to ensure objectivity. Public input also highlighted the need to consider diverse price points and to avoid exclusionary guidelines, allowing homes of various styles and values to qualify.

Role of Historic Preservation Commission (HPC): The discussion included the Historic Preservation Commission's (HPC) involvement in reviewing applications for landmarked properties. Trustee Kalinich clarified that HPC review would apply to homes already designated as landmarks, and any modifications to facades would be carefully evaluated.

Zoning and Overlay District Considerations: Community Development Director Henaghan, explained that implementing overlay districts with special regulations for historic properties could be an effective mechanism. However, she noted this would be a later phase of the program, with the overlay district development occurring after initial phases are complete.

Next Steps: The HPC agreed to prioritize drafting a budget placeholder for preservation incentives, preparing focus groups, and engaging the community in program development. Annual reviews based on community development recommendations were also suggested to fine-tune the budget and guidelines over time.

Eligibility and Application Guidance: Rebecca Hunter from the public shared insights from Elgin's process, mentioning their use of a "Certificate of Appropriateness." This allows a design subcommittee to advise homeowners on how their projects can align with preservation guidelines.

Commissioner Lemme inquired if public hearings would be required at the HPC for landmark properties.

Commissioner Darga noted that not all homeowners may choose to take advantage of every available incentive.

Rebecca Hunter commended the Commission for advancing this preservation initiative.

Trustee Kalinich mentioned that supporting preservation is aligned with the Comprehensive Plan, and there is significant interest from the Board.

Future Considerations: Chairman French highlighted the importance of looking forward, suggesting we may be approaching a period similar to the 2000s, when there was a high rate of teardowns.

Commissioner Lemme expressed that Glen Ellyn is well-positioned with existing surveys and board support.

Trustee Kalinich noted the Board's enthusiasm for the program.

F. CURRENT BUSINESS - None

G. HISTORICAL SOCIETY BUSINESS – None

H. CHAIRMAN REPORT – None

I. VILLAGE BOARD TRUSTEE REPORT – None

J. STAFF REPORT – None

K. ADJOURNMENT & NEXT MEETING DATE – Commissioner Lemme motions to adjourn the meeting and Commission Margetts seconds the motion. The meeting was adjourned at 8:54 p.m. The next HPC meeting is November 21, 2024

Submitted by Elisa Pollina, Recording Secretary

Reviewed by Jordan Frahm, Staff Liaison



**Glen Ellyn Historic
Preservation Commission**

535 Duane Street
Glen Ellyn, IL 60137

Meeting 11/21/2024 7:00 PM
Department: Community Development
Department Head: Jennifer Henaghan
Category: Discussion Item
Prepared By: Jordan Frahm

**AGENDA ITEM (ID
2024-808)**

DOC ID: 2024-808

Discussion of Historic Preservation Incentives program

Statement of the Issue:

Historic Preservation Incentives aim to curb demolition of older homes that may contribute to the historic character of Glen Ellyn neighborhoods.

Analysis:

On May 1, 2024 Chairman French, Trustee Kelley Kalinich (HPC Trustee Liaison) and Jordan Frahm had a virtual conference with representatives of the Village of Hinsdale to discuss their Historic Preservation Incentive program -- including but limited to how the program was administered, how homes were selected as eligible, and what incentives were most utilized after the launch of the program.

Hinsdale historic preservation incentives include:

- Alternate Bulk Zoning Regulations
- Fee Waivers
- Expedited Processes
- Property Tax Rebate
- Historic Preservation Fund Matching Grants

On September 19 2024 Chairman French presented an action plan for pursuing a Historic Preservation Incentive Program where various facets of early program planning were discussed. This included community outreach, Village Board outreach, programmatic focus (addressing matching grants, bulk zoning regulations, fee waivers and review process), timelines, alongside more general feedback and review of goals, impacts and outlook. The HPC passed a motion to request an initial budget for matching grants of \$50,000.

Trustee Liaison Kalinich has presented/discussed the concept to the Board at Village Board meetings/workshops.

The HPC will discuss next steps, and review any initial directives from the Village Board.

Budget Impact:

Contribution to Strategic Plan

Action Requested:

Discuss next steps for pursuing program creation and review previous meetings.

Attachments:

1. Action Plan.Sept19Meeting.

Economic Incentive Program To Encourage Restoration of Historic Homes In Glen Ellyn

Action Plan

September 19, 2024

Goal: Encourage and assist property owners of historic or significant properties to pursue historic preservation over demolition and new construction. Develop a series of economic incentives that you can't get with new construction.

It's A Process

While HPC may be the catalyst and take the lead in researching, organizing, defining and recommending this kind of preservation program, it needs to be truly a team effort involving input, deliberations and approvals of multiple commissions, including Plan Commission, Finance Commission, Zoning Board of Appeals and of course the Board of Trustees

It's A Commitment and Investment That The Community Agrees To Make In Order To Encourage The Historic Preservation & Character of The Community

Requires the creation of a significant budget to fund the incentives. Must feel equitable, fair to all.

The Program Is Structured To Be Voluntary Not Mandated

Designed To Give Homeowners Viable Options When Considering What To Do With Their Historically Significant Home. It's their home, they decide what's best for them.

It Takes Time

Hinsdale was better part of two years start to finish, but we can move much faster learning from them and the systems and processes they have created and begin to refine

Key Steps:

#1 Get Community Input On The Economic Incentives

(Homeowners, Builders/Remodelers/Contractors, Architects, Real Estate Community - Small Group Meetings)

- **Alternate Zoning Regulations** including more favorable/generous lot-coverage-ratios without needing to apply for variance with the Village
- **100% Permit Fee Waivers** for building permits, applications for landmark or historic district designation, Certification of Appropriateness applications and other planning/zoning application tied to exterior work
- **Fast Track Processes** for building permits and other applications as noted above under fee waivers
- **Historic Preservation Fund Matching Grant** for 50% of eligible costs up to maximum of \$10,000

Have removed property tax rebates from incentive list based on feedback from Hinsdale Village staff

Note: As part of creating a bulk zoning package, we need to outline highlights/essential aspects of Glen Ellyn's existing zoning regulations for single family residences so we have HPC familiar with and how that is similar/different from other communities that have significant stock of historic homes. Other communities who have passed some kind of historic preservation incentive packages have found that existing zoning regulations can inadvertently be a hindrance or disincentive for remodeling versus tear-down choices.

Issue for Hinsdale is that getting variances for building/remodeling was a real hassle and every homeowner's ask was slightly different so for historic homes, wanted to create a set package of variances that make approvals fast-tracked and provide more benefits to remodel than to tear down, which included more flexibility with zoning codes. Think of as creating a program for bulk zoning so not have to have variance hearings/process for every individual homeowner.

Key Steps:

#2 Establish a Historic Overlay Zoning District

- Prepare draft code language to allow the Village to offer various voluntary preservation incentives to a Historically Significant Structures Property List within a designated Historic Overlay District
- Amend applicable sections of the Zoning Code and Village Code to create associated procedures and review processes
- Approve the Map Amendment which will establish a new zoning overlay district on the Village's Zoning Official Map.

#3 Create the Historically Significant Structures Property List

- HPC's job is to create an initial list of properties for consideration on the Historically Significant Structure Property List
- Have a public hearing to evaluate the review criteria and eligibility of each property wanting to be on the list (verify this is what we need to do)
- A notice of Historically Significant Property will be recorded against title to each property approved for inclusion on the Historically Significant Property List to help make sure future property owners are aware of the availability of incentives to continue to steward the preservation of the historic property

Note: Define what is considered a preservation project. As example, some people in Hinsdale with historic homes just wanted to build a backyard pool or put on a new roof so was not a remodel vs. teardown decision. When developing criteria for a property being eligible for the Historically Significant Property List, consider using the criteria used by Secretary of Interior National Park National Registry criteria.

Key Steps:

#4 Create the Application Process For homeowners to know if their property is eligible for incentives

- Completion of application, notification requirements, a public hearing at the HPC, and final consideration by the Village Board.

#5 Develop a forecast/model of what the initial budget funding needs to be to get this program started and what the annual budget projection is for each year for the next 5 years making various assumptions of program engagement

- To fund the incentives, Hinsdale set up an initial Historic Preservation Fund of \$50,000
- Hinsdale got 85 properties on the Historically Significant Structure List the first year with 12 applications