



Agenda
Village of Glen Ellyn
Historic Preservation Commission Meeting
Thursday, August 21, 2025
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 May 15, 2025, Historic Preservation Commission Meeting Minutes
- C. Public Comment**
- D. Old Business**
 - 1) Approve a Final Draft Resolution regarding Preservation Incentives and a Preservation Matching Grant.
- E. Current Business**
 - 1) Historic Preservation Incentives - Draft Policy Document for Historic Preservation Grant
- F. New Business**
 - 1) Landmark Alteration Request - 535 Duane Street
 - 2) Landmark Alteration Request - 644 N. Main Street
 - 3) Landmark Nomination Request - 779 Riford Road Preliminary Designation
- G. Chairman's Report**
- H. Trustee's Report**
- I. Staff Report**
- J. Reminders**
- K. Adjourn**



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

Meeting 8/21/2025 7:00 PM
Department: Community Development
Department Head: Jennifer Henaghan
Category: Minutes
Prepared By: Jordan Frahm

**AGENDA ITEM (ID # 2025-
695)**

DOC ID: 2025-695

Approval of the May 15, 2025, Historic Preservation Commission Meeting Minutes

Statement of the Issue:

Review and Approve the minutes from the May 15, 2025 Historic Preservation Commission Regular Meeting minutes.

Analysis:

Items discussed at the May 15, 2025 HPC meeting included the discussion of the historic preservation matching grant pilot program.

Budget Impact:

Contribution to Strategic Plan

Action Requested:

Review the May 15, 2025 meeting minutes for accuracy and clarity and approve with changes as required.

Attachments:

1. May 15, 2025 Historical Preservation Commission Minutes



Minutes
 Village of Glen Ellyn
 Historic Preservation
 Regular Meeting
 May 15, 2025
 7:00PM
 Glen Ellyn Civic Center

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

Date: May 15, 2025
Called to Order: 7:00 p.m.
Adjourned: 9:02 p.m.

MEMBER ATTENDANCE:

Penn French	Chairman	Absent
Nathan Darga	Commissioner	Present
Donna Leak	Commissioner	Present
Barb Lemme	Commissioner	Present
Robert Margetts	Commissioner	Present
Jeremy Schletz	Commissioner	Present
Zak Wilson	Commissioner	Present
Also Present:		
Jordan Frahm	Associate Planner	
Tim Loftus	GE Historical Society	
Kelli Kalinich	Village Trustee	
Public Present:		
Ian Dawson	Glen Ellyn resident	

A. CALL TO ORDER

The May 15, 2025 regular meeting of the Historic Preservation Commission was called to order by Commissioner Lemme at 7:00 PM at the Glen Ellyn Civic Center.

B. PUBLIC COMMENT – Ian Dawson shared that the Plan Commission is celebrating its 100th anniversary this month. Coincidentally, 100 years ago the Village bid farewell to its 14th President, Douglas Bradford Robertson. Dawson stated through his historical research, he also identified Robertson’s place of residence. He concluded his remarks by congratulating Jim Burket, the newly seated 42nd President of Glen Ellyn, who took office on Monday.

C. APPROVAL OF MINUTES FROM APRIL 17, 2025 HPC MEETING

MOVE TO APPROVE THE MINUTES OF HPC MEETING OF 4/17/2025 as amended

RESULT: Motion Unanimously Carried

MOVER: Commissioner Wilson

SECONDER: Commissioner Schletz

AYES: 7

D. NEW BUSINESS

Proposed Historic Preservation Incentive Program – Eligibility Criteria and Matching Grant - Staff Liaison Frahm explained that the Historic Preservation Commission (HPC) received guidance from the Village Board and staff on how to proceed with the incentive program. In March, the HPC discussed eligibility requirements and a process for qualifying homes. Frahm drafted a resolution, which the Commission reviewed at the meeting.

Commissioner Lemme inquired about the structure of the pilot program. Trustee Kalinich clarified that the matching grant program should operate as an 18-month pilot, allowing flexibility for future adjustments. This timeframe is intended to allow for sufficient participation and program evaluation.

Dawson asked about procedures for reclaiming funds (claw backs). Trustee Kalinich noted that while timelines were considered, monitoring would be difficult, and claw backs were not included in the program. Hinsdale, which has a similar program, has not experienced issues with claw backs. Commissioner Lemme suggested revisiting this during the pilot phase. Frahm added that if funds are awarded but not used within a set timeframe, the Commission will need to determine how to reallocate those funds.

The HPC also discussed the process for verifying bids. Commissioner Darga confirmed that applicants must submit bids reflecting the full project cost, and Frahm agreed to include this requirement in the resolution.

Commissioner Lemme asked whether the Commission could approve any major changes to the resolution via email. Trustee Kalinich responded that such changes would require a special meeting.

The Commission reviewed and suggested edits to the resolution, particularly clarifying the language around "significant" and "potentially significant" properties. The resolution allows eligibility for properties that may not be designated significant but meet age criteria.

Following further discussion, the Commission approved the eligibility criteria as written. Trustee Kalinich added that the resolution will go to legal review before final approval by the Village Board.

Commissioner Lemme asked whether the village funded the architectural surveys. Tim Loftus confirmed they were funded through both the village and grants from Landmarks Illinois. Commissioner Lemme suggested exploring future grant opportunities to update the surveys.

The Commission also discussed the inclusion of eligible roof work in the program. Commissioner Darga clarified that while routine roof maintenance is not eligible; restoration work to preserve historic roofing may qualify and would be evaluated on a case by case basis.

The HPC concluded its review.

Commissioner Margetts motioned to approve the resolution as amended. Commissioner Leaks seconded the motion. The motion unanimously passed.

E. OLD BUSINESS

1. Update on HPC Awards - Staff Liaison Frahm reported that yard signs for this year’s award recipients have been received. The award ceremony is scheduled to take place at the Village Board meeting on May 27, where honorees will be formally recognized. All preparations are on track for nominees to be honored at that meeting.

Commissioner Lemme raised a suggestion regarding the possibility of recognizing heritage projects completed in years prior to the award cycles. She asked whether the Commission could consider honoring such projects retroactively. The HPC is open to that consideration. Additionally, she noted the challenge in evaluating streetscape compatibility award category between new construction and existing homes. Lemme asked the Commission to consider separating the award into two categories—new builds and existing homes for future consideration. Staff Liaison Frahm responded that the current award category is primarily focused on new construction, but in years without qualifying new builds, the Commission has considered existing homes. He acknowledged that splitting the category could be a worthwhile adjustment moving forward.

Commissioner Lemme also asked for feedback from the Commission on the Citizens for Glen Ellyn yard sign placements. Commissioner Leak noted that one recipient declined the sign and misunderstood it as something they had to pay for. She suggested that next year; recipients should be informed in advance that the signs are complimentary and optional. Trustee Kalinich praised the increased visibility this year, stating that the additional signs (100 more than last year) created a stronger visual impact throughout the Village. The signs remain in place for one month. Tim Loftus shared that one resident declined the sign because they felt Citizens for Glen Ellyn carried political connotations. Commissioner Leak added that recipients expressed appreciation when they were informed ahead of time, reinforcing the value of proactive communication.

F. HISTORICAL SOCIETY BUSINESS – Tim Loftus from the Glen Ellyn Historical Society provided several updates. Stacey’s Tavern is currently closed for construction, with Grove Masonry scheduled to begin tuck-pointing work on the chimneys and both

interior and exterior areas starting tomorrow. This project is funded by the Village. The replacement of skylights at the History Center is currently out for bid, and the security system will also be upgraded—both projects are also Village-funded.

The Historical Society’s fiscal year ends in June, and a new membership program is being launched, featuring updated classifications and modest price increases. Membership now includes free access to programs, which typically draw between 75 to 200 attendees. Loftus encouraged non-members to consider joining, as word continues to spread about the benefits of membership.

Regarding the 551 Geneva Road property, the demolition request recently went before the Zoning Board of Appeals. While the house will be demolished, the goal is to retain the garage, seeking a variance. The Village informed the Historical Society that planned utility work was removed from the project due to the upcoming Geneva roadwork project, meaning the Historical Society will only be responsible for the demolition, replatting and related drawings which are estimated at \$40,000. Funding for that is currently in place. The Historical Society will determine future use of the land post-demolition and will go before the Village Board in June to seek a variation.

Upcoming events include: June 14: Teddy Roosevelt Discussion, June 19: Antique Market Fundraiser, Jim Manak Auto Fest: Antique car show—attendees are encouraged to bring their vehicles and Leslie Goddard: Presentation on Route 66.

G. CHAIRMAN REPORT – No report

H. TRUSTEE’S REPORT – Trustee Kalinich provided several updates. First, she noted that budget requests for 2026 are due in August. She also reported that the Village Board recently passed a new mobility ordinance. The ordinance addresses the use of bicycles, e-bikes, and e-scooters, reinforcing existing rules that prohibit their operation on downtown sidewalks. This updated ordinance aligns with state law, which permits e-bike use for individuals aged 16 and older, and e-scooter use for those 18 and older. Individuals below those age thresholds are technically not permitted to operate these vehicles.

The police department will be partnering with local schools to conduct educational outreach, and the ordinance was recently featured in the Village newsletter. Additional signage will be installed downtown, and a broader awareness campaign is being planned. Violations of the ordinance are subject to ticketing. Kalinich noted that several other communities are grappling with similar issues.

She also shared that, as mentioned in a prior newsletter, the Community Development Department has transitioned to an electronic permitting system. All permit applications are now processed online, with extensive information available on the Village website.

Lastly, Kalinich announced that the new Village Board was seated on Monday. The meeting included a tribute to outgoing trustees Ann Gould and Gary Fasules in recognition of their service.

- I. STAFF REPORT** – Jordon Frahm commends the HPC for all their work they have done on the incentive program. He looks forward to working with them on the pilot program. Frahm will send a final draft of the resolution to the HPC. He mentioned to let him know of any additional changes they may see.

Commissioner Lemme thanks Chris Wilson for all her work on Citizens for Glen Ellyn Preservation and the coordination of the signs placements in yards of historically significant homes.

- J. ADJOURNMENT & NEXT MEETING DATE** – Commissioner Shletz motioned to adjourn the meeting and Commissioner Wilson seconded the motion. The meeting was adjourned at 9:02 p.m. The next HPC meeting is August 21, 2025.

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 8/21/2025 7:00 PM
Department: Community Development
Department Head: Jennifer Henaghan
Category: Resolution
Prepared By: Jordan Frahm

**AGENDA ITEM (ID # 2025-
694)**

DOC ID: 2025-694

Approve a Final Draft Resolution regarding Preservation Incentives and a Preservation Matching Grant.

Statement of the Issue:

Review the Final Draft Resolution of the Preservation Matching Grant.

Analysis:

The Historic Preservation Commission passed a resolution describing the framework and directing the Village Staff to create a pilot program for a residential preservation matching grant program.

Funding for such a program was previously approved by the Village Board at a level of \$50,000.

Budget Impact:

Contribution to Strategic Plan

Action Requested:

Review the May 15, 2025 Resolution for accuracy and clarity and approve with changes as required.

Attachments:

1. Final Draft Resolution HiPI May 15 Meeting

A Resolution by the Village of Glen Ellyn Historic Preservation Commission Requesting that Village Staff Fulfill Objectives for the Creation of a Historic Preservation Incentive Program; To Include a Historic Preservation Matching Grant Incentive Program.

A Resolution by the Village of Glen Ellyn Historic Preservation Commission Requesting that Village Staff Fulfill the Objectives as Discussed Herein, and at Regular Meetings of both Historic Preservation Commission Meetings and the March 17th, 2025, Village Board Workshop, regarding the Creation of a Historic Preservation Incentive Program. This is to Include the Formalization of a Process for Eligibility and Qualification, and an Application and Approval Process for Structures Qualified for the proposed Matching Grant Preservation Program.

Hereby, the Glen Ellyn Historic Preservation Commission (HPC), at the May 15th, 2025, Regular Meeting, resolves that the following directives and evaluation criteria be the framework for the creation of a Historic Preservation Incentives Program (henceforth referred to as “the Program”); and,

Whereas, structures must be at least 50 years old to be eligible for consideration for the Program; and,

Whereas, structures that have received Village Landmark status, or Glen Ellyn Historical Society plaques, or structures that were evaluated and categorized as Significant or Potentially Significant in Architectural Resource Surveys commissioned by the Village Board of Trustees and that typically emulate the architectural, historical, and cultural significance required to be eligible for the Program; and,

Whereas, Village Staff, as designated by the Historic Preservation Commission, will conduct an initial review of applicants to the Program; and,

Whereas, after an evaluation by staff, applicants that satisfy the age and designation criteria, and that have not undergone alteration or extreme disrepair that would disqualify the home for consideration as a Village Landmark or National Historic Register property, are to be included as a consent item at Regular Historic Preservation Commission Meetings for inclusion in the Program when applicable; and,

Whereas, properties that may meet age and designation criteria, but have a history of alterations, or the condition of the home is in dispute, will be brought before the HPC by an applicant for review, testimony, and discussion; and,

Whereas, such properties will be qualified for inclusion in the Program by a majority vote of HPC members; and,

Whereas, structures not designated as Village Landmarks, Glen Ellyn Historical Society properties, nor rated as Significant or Potentially Significant by Architectural Resource Surveys may petition the HPC for inclusion in the Program; and,

Whereas, such properties will encompass one or more of the following criteria representative of the U.S. Department of the Interior preservation standards: the structure will exhibit master craftsmanship, the structure will display distinct features that exhibit a historically important architectural style from a representative period, the property possesses local or regional cultural significance or is associated with historically significant individuals, and/or the property significantly contributes to the Village as a source of civic pride; and

Whereas, such properties may be qualified for inclusion in the Program by a majority vote of the Historic Preservation Commission after petitioned by an applicant for review, testimony, and discussion; and,

Whereas, the Village of Glen Ellyn intends for the creation of a suite of incentives for these qualified properties that embody the mission of the Program; and,

Whereas, the first incentive that is intended to be introduced is the Preservation Matching Grant, which has been approved by the Village Board for an initial funding amount of \$50,000; and,

Whereas, the owners or representatives of qualified properties may submit a grant application for up to \$10,000 (total project costs must meet or exceed \$20,000) for consideration by the Historic Preservation Commission on a rolling, first-come-first-serve basis, with an open application window until approved funds are exhausted; and,

Whereas, the applicants must provide construction plans that demonstrate U.S. Department of the Interior preservation standards and provide multiple quotes for construction costs, or qualify under stipulations allowing for sole-source bid; and,

Whereas, the Historic Preservation Commission will consider grant applications on the merits of the proposed project's adherence to national preservation standards as directed by the Department of the Interior such as rehabilitating or returning significant architectural features, the use of heritage materials, sympathetic design, etc.; and,

Whereas, matching grant-eligible projects must include exterior improvements that enhance the home's appearance and contribute to improving the streetscape. Examples of costs not eligible for incentives include routine or deferred maintenance projects (such as painting not as part of a restoration), landscaping, fences and other accessory structures, and driveways and other paved areas; and,

Henceforth, the Historic Preservation Commission directs Village Staff to act on all the objectives herein as for the creation of a Historic Preservation Incentive Program, including guidelines for eligibility and qualification, and the initiation of the Matching Grant program. The Historic Preservation Commission designates Village Staff to pursue these objectives, recommended to be created as a Pilot Program for a period of 18 months.

And so, by a unanimous vote of 6 "Yea" votes, to 0 "Nay" votes, the Historic Preservation Commission of the Village of Glen Ellyn approves this resolution for the creation of the Historic Preservation Incentive Program on this 15th Day of May 2025.



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

Meeting 8/21/2025 7:00 PM
Department: Community Development
Department Head: Jennifer Henaghan
Category: Policy
Prepared By: Jordan Frahm

**AGENDA ITEM (ID # 2025-
692)**

DOC ID: 2025-692

Historic Preservation Incentives - Draft Policy Document for Historic Preservation Grant

Statement of the Issue:

At the May 15, 2025 Regular Meeting of the Historic Preservation Commission, the HPC directed Village Staff to take the required actions to launch a pilot program for residential preservation matching grant awards. The creation of an application packet describing the purpose, program requirements, and eligible projects is necessary for the launch of this pilot program.

Analysis:

Staff have created a draft information packet that discusses the purpose, program requirements and eligible projects for a historic preservation matching grant. In April 2025, the Village transitioned to an online application system. It is anticipated by Village Staff that such an application would be integrated into the Village's online application portal like landmark alteration or nomination requests.

Budget Impact:

Contribution to Strategic Plan

Action Requested:

Please review the draft policy document prepared by Village staff and discuss. Provide feedback and direction to Village Staff.

Attachments:

1. Residential Matching Grant Application Packet

VILLAGE OF GLEN ELLYN

Village of Glen Ellyn Residential Preservation Matching Grant Program
Application Packet



Village Manager's Office
535 Duane Street — Glen Ellyn, IL 60137 — Telephone 630.547.5345 — Fax 630.547.8849

VILLAGE OF GLEN ELLYN
Village of Glen Ellyn Residential Preservation Matching Grant
(As of MMM/DD, YYYY)

Purpose

The Village of Glen Ellyn and the Historic Preservation Commission recognize the importance of preserving historic homes, as 150 years of architectural styles provide for charming neighborhood landscapes that foster the Village's rich cultural heritage. Historic preservation programs not only protect historical and architectural assets, but also promote sustainability, community vitality and a diverse housing stock. The Village of Glen Ellyn Residential Preservation Matching Grant Program was created to encourage the restoration of architecturally or historically significant properties built at least 50 years prior to the date of application. The Village Board reserves the sole right to amend, modify, add, or delete any part or subpart of this Grant program.

Assistance Available

Approved projects are eligible to receive a Residential Preservation Matching Grant in an amount not to exceed \$10,000, as determined by the Historic Preservation Commission. Approval of funding will be made by the Village Board on the recommendation of the Historic Preservation Commission. Grant awards will be administered as a reimbursement grant after the preservation project is completed and all requested documentation is received and reviewed by the Historic Preservation Commission and Village Board to verify the approved the scope of work has been met.

Property Eligibility Requirements

- Homes at least 50 years old may be considered for a grant award.
- Homes that are Village Landmark properties, Glen Ellyn Historical Society plaque properties, and homes considered architecturally significant or potentially significant by architectural resource survey commissioned by the Village Board of Trustees may be qualified by Village Staff for eligibility for the grant award, with subsequent Historic Preservation Commission approval.
 - Village Landmarks, Glen Ellyn Historical Society plaque homes, and Significant and Potentially Significant rated homes are specifically mentioned, as these homes typically emulate the architectural, historical, and cultural significance required to be eligible for a grant award.
 - After an application for grant consideration is received, Village Staff will review permit history, conduct site visits and/or utilize other historical resources to investigate whether a property has undergone significant alteration or is in a

condition of extreme disrepair that would potentially disqualify the home for consideration as a Village Landmark or National Historic Register property.

- Homes that are qualified by Village Staff receive final determination of eligibility at a regular meeting of the Historic Preservation Commission. Present members that would like to discuss the eligibility of any Landmark, GEHS Plaque or architecturally rated property, at length and separately from other applications, may motion to address an individual application. Otherwise, staff qualified applicants will collectively receive final approval by a majority vote of the Historic Preservation Commission.
- All other homes that are at least 50 years old may be considered for eligibility by the Historic Preservation Commission by application and review at a regularly scheduled public meeting. Applicants and supporters would be encouraged to attend these eligibility discussions, and the Historic Preservation Commission will vote on approval of eligibility.
 - Such properties will encompass one or more of the following criteria:
 - The structure exhibits master craftsmanship.
 - The structure displays distinct features that exhibit a historically important architectural style from a representative period.
 - The property possesses local or regional cultural significance or is associated with historically significant individuals.
 - The property significantly contributes to the Village as a source of civic pride.
 - Such properties may be determined to be eligible in the grant program by a majority vote of the Historic Preservation Commission after review, testimony, and discussion when an applicant petitions the Village for inclusion.
- Applicants must receive a determination of eligibility to submit a grant award application.
- Grant award project applications will be reviewed by the Historic Preservation Commission, in the order that they are received, at Regular Meetings of the Historic Preservation Commission.

Grant Award and Project Eligibility

Eligible properties may submit an application seeking a grant award for up to \$10,000 (total project costs must meet or exceed \$20,000). Grants will be awarded on a rolling basis with an open application window until funds are exhausted. Annual approved funds for the Residential Preservation Grant Award total \$50,000. Applicants must provide construction plans that demonstrate U.S. Department of the Interior preservation standards and provide multiple quotes for construction costs or be exempt under stipulations allowing for sole-source bid. Such stipulations

may include a documented effort to seek multiple bids with a failure to respond within a reasonable timeframe, or a project where the level of expertise being sought is specialized so that the number or qualifications of potential project bids is limited.

Projects that may qualify for a Residential Preservation Grant Award must include exterior improvements that enhance the home's appearance and contribute to improving the streetscape. Due to the program's intent to promote high preservation standards, proposed projects should aim to preserve or restore significant architectural features of the home, utilize heritage materials, and use principles of sympathetic design per the standards of the U.S. Department of the Interior. Grant funds must be awarded prior to the start of any eligible project to be considered for reimbursement.

Ineligible projects include routine or deferred maintenance (such as painting not part of a restoration), landscaping, fences and other accessory structures, driveways and other paved areas.

Work must be completed within 24 months of receiving Village Board approval for the award.

Examples of Eligible Improvements

- Rehabilitation of roof or siding using heritage materials like cedar or stone.
- Restoration of non-extant details like corbels on a craftsman bungalow.
- Preservation of a home's historic feature, like a prominent front porch on an American Four Square.
- Protection of original architectural features, like a turret on a Queen Anne Victorian.

Ineligible Improvements

- Regular or deferred maintenance (such as painting not as part of a restoration)
- Landscaping
- Fences
- Accessory structures that have not been designated as Landmark structures or National Register properties
- Driveways or other paved areas

The Residential Preservation Award is a reimbursement grant, and the project must be completed to receive grant award funds. Awards are only valid if the preservation project is completed within a year of the date of the Award approval. Written requests for time extensions may be considered by the Community Development Director.

Project Evaluation

Project evaluation and approval is handled by the Village of Glen Ellyn Historic Preservation Commission regular meetings and may require approval by the Village Board.

Application Requirements

Required Submittals with Application:

- Photos depicting existing conditions of the home that will receive improvements;
- A schematic drawing with detailing the proposed improvements;
- Scope of Work with detailed costs for each proposed improvement (excluding ineligible portions of improvements) from multiple contractors. All contractors must be registered with the Village's Community Development Department prior to a building permit being issued;
- A narrative as outlined below:
 - Description of proposed preservation work including information about the proposed building materials and methodology for proposed changes.
 - Details on how improvements sought will positively impact the historical preservation of the Village.
 - Credentials and experience of contractors
 - Any unusual or expected difficulties or hardships in making the proposed improvements.



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

Meeting 8/21/2025 7:00 PM
Department: Community Development
Department Head: Jennifer Henaghan
Category: Discussion Item
Prepared By: Jennifer Henaghan

**AGENDA ITEM (ID
2025-687)**

DOC ID: 2025-687

Landmark Alteration Request - 535 Duane Street

Statement of the Issue:

The applicant, the Village of Glen Ellyn, requests approval of alterations to the exterior of a Village landmark located at 535 Duane Street.

Analysis:

The proposed alterations include the replacement of the exterior doors on the west (Auditorium) and east (employee entrance) sides of the Civic Center. Both sets of doors are in poor condition. The proposed new doors are like-for-like replacements in terms of both materials (metal on the west side and wood on the east side) and appearance and are intended to have no impact to the historic character and appearance of the Civic Center. Details of the proposed doors can be found in the attached plans and memorandum from Public Works.

Ordinance No. 4214, passed on November 28th, 1994, designated the Civic Center as a Village Landmark per the recommendation by the Historical Sites Commission. Per the Ordinance, the Civic Center satisfies three distinct criteria for designation as a landmark under Section 2-13-3(A). This includes the Civic Center's value as an example of the architectural, cultural, economic, historic and social heritage of the Village of Glen Ellyn; an exemplification of an architectural type distinguished by rarity uniqueness, rarity or overall quality of the design (the Civic Center is built in a Colonial Revival style); and a distinctive physical appearance or presence representing an established and familiar visual feature of the Village of Glen Ellyn. The building, constructed in 1927, has served the Community for nearly a century as a school, a police department, Village offices, election precinct, open gym and meeting hall. The distinctive bell tower is emblematic of the Village, appearing on its crest. In 1994, the Historical Sites Commission praised the property as an "excellent example of adaptive reuse of an historic structure" and highlighted its eligibility for the National Register. This project, to maintain the envelope of the building by replacing doors in-kind that are in worsening condition, is a continuation of the preservation goals set forth by the Village over 30 years ago by landmark designation.

Budget Impact:

Contribution to Strategic Plan

Action Requested:

The applicant is requesting that the Historic Preservation Commission review and consider the proposed door replacement and make a determination if the proposed alteration will have an adverse impact on the landmarked property. Staff finds that the alteration is in line with Village standards for Commission approval.

Attachments:

1. Interoffice Memorandum - Civic Center East Employee Door Replacement - 8.12.25
2. East Doors Shop Drawing
3. West Door Details
4. West Door Frame Details

Interoffice Memorandum

To: Jennifer Henaghan, Community Development Director

From: Vic Sabaliauskas, Facilities Superintendent

Subject: Civic Center East Employee Entrance and Auditorium Door Replacement

Date: August 12th, 2025

Replacement of various Civic Center exterior doors was planned for and included in the 2025 Capital plan, and the Facilities Maintenance Division initiated the Civic Center Exterior Door Replacement Project on June 19th, 2025 with the issuance of a Request for Proposals to replace various sets of Civic Center exterior doors, including the west Auditorium entranceway, southside rear entranceway, east employee entranceway, and the Duane St. main entranceway. Based on responses from prospective bidders, the scope of work was reduced to include replacement of the Auditorium doors and the east employee entrance doors only. The replacement of the main and rear entrance doors would be deferred to 2026, and staff is proposing new funds in the FY2026 Capital budget to design and install new entranceway systems for the main and rear entranceways. Staff would work with the Historic Preservation Committee (HPC) in 2026 to review design concepts prior to proceeding with any construction.

At this time, staff is recommending proceeding with replacing the Auditorium and east entranceways in 2025 as those doors are not public access doors and do not require architectural plans and specifications. Replacement of the Auditorium and East doors is more straightforward and less expensive than replacing the main and rear doorways. The Auditorium doors have not been replaced in decades and are in poor condition, and the east employee entrance doors are also in poor condition with visible cracking and light infiltration. The existing Auditorium doors are metal, and the new doors would also be metal. The existing east employee entrance doors are wood (oak) and would be replaced with new white oak doors. The appearance of both door systems would remain unchanged maintaining the historic character and appearance of the Civic Center.

Staff submitted an agenda item for the July 28th, 2025 Village Board meeting requesting approval of an Independent Contractor Agreement with JLJ Contracting to replace the Auditorium and east employee entrance doors. JLJ Contracting was the contractor that completed the Civic Center Parking Garage repairs in the Spring of 2025 and they performed very well and did excellent work. At the July 28th Village Board meeting, the Board delayed the approval of the contract with JLJ Contracting and requested that staff consult with the Historic Preservation Committee (HPC) to review the scope of work and obtain HPC approval to proceed with the proposed new doors. Staff requested shop drawings from JLJ Contracting of the proposed new doors for the east employee entrance. The shop drawing is included with this Memo.

Below are some points and details regarding the proposed work:

- The existing Auditorium doors are metal, and the new doors would also be metal and painted to match the color of the existing doors. Only the doors and metal door frame would be replaced. The existing side windows and transom windows above the doors would remain. The contractor would provide cut sheets of the proposed new doors once the contract is approved and the contractor has been given an official Notice to Proceed. The cut sheets can be shared with the HPC if requested.
- The new east employee entrance doors would be wooden - same as the existing doors (clear white oak). The archway / transom glass (described as "fan light" on the shop drawing) above the doors would remain.
- The overall appearance of both door systems would remain unchanged maintaining the historic character and appearance of the Civic Center.
- JIJ Contracting is the contractor that completed the Civic Center Parking Garage repairs, and they did excellent work. They have stated that the door fabricator they work with does exceptional work.
- All other supporting documentation pertinent to this project can be found in the previous Board agenda item from July 28th, 2025.

Please forward this information to the HPC to be included on their agenda for their August 21st, 2025 Committee Meeting, and please let me know if you have any questions, comments or concerns.

Thank you.

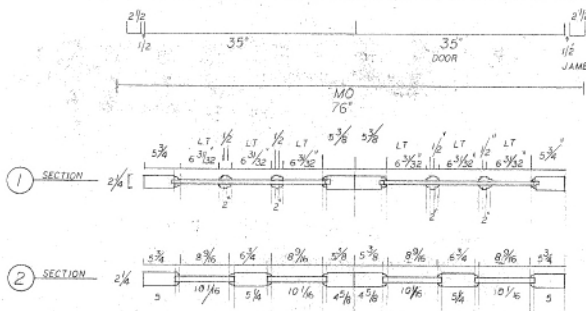
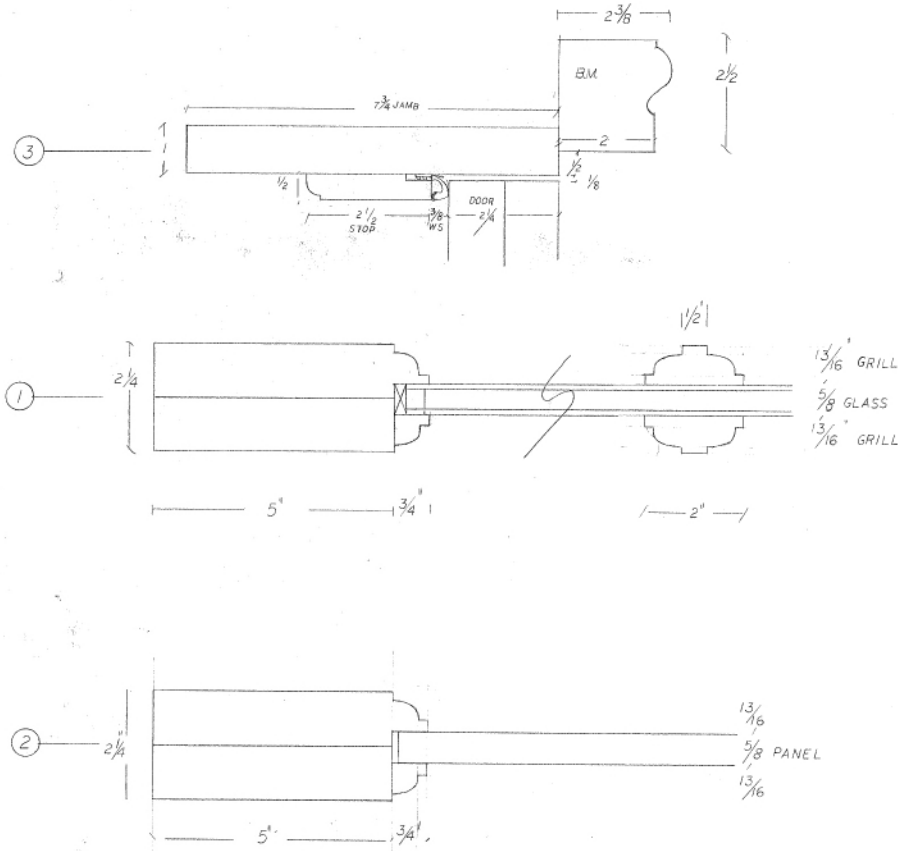
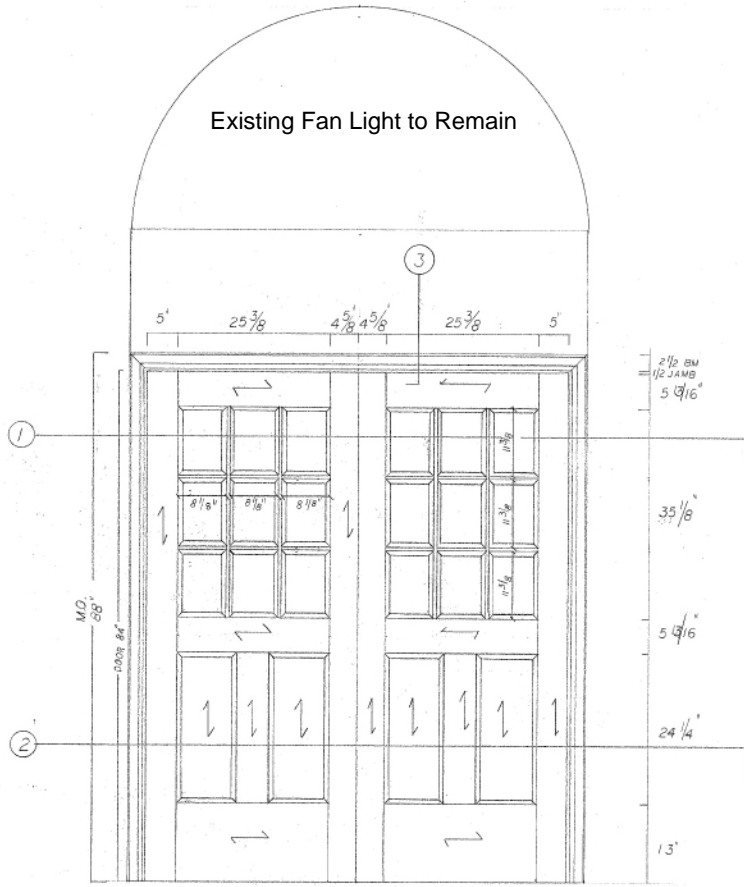
Enc. Glen Ellyn Civic Center – East Employee Entrance Door Replacement Shop Drawing dated 8-08-2025

C.c: John Hubsy, Interim Public Works Director
Miguel Montero, Facilities Lead Engineer

Glen Ellyn Civic Center - East Employee Entrance Door Replacement

535 Duane St.
Glen Ellyn, IL 60137

Contractor: JLJ Contracting



Species: Clear White Oak
Interior: Stained and Sealed to match existing
Exterior: Painted to match existing

Scale: NTS

- Hardware Schedule:**
- 1 Steel Mullion KR4954 8'6" SP28
 - 6 Hinges T4A3386 4 1/2 X 4 1/2 NRP 10
 - 2 Exit Device 99EO US10
 - 2 Exit Device Trim 996L-NL-R&V RHR US10
 - 2 Closer 4040XP HCUSH TBSRT LBRNZ
 - 2 Protection Plate K1050 12" x 34" US10
 - 1 Electric Strike to match existing

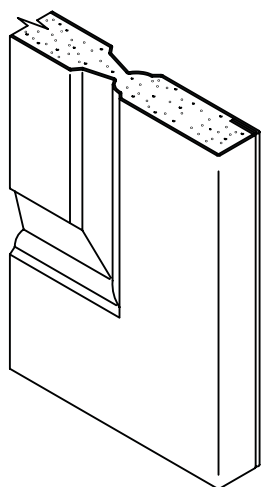
Approved by: _____ Date: _____

D4A-1

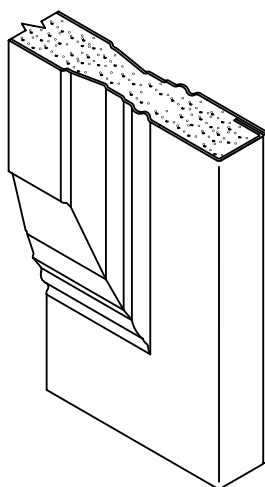
1-3/4" LEGION (LP) POLYSTYRENE CORE DOORS

FLUSH PANEL STEEL DOORS, BEVELED LOCK EDGE, HANDED

FLUSH DESIGNS SIMILAR LESS EMBOSSED PANEL



EMBOSSED PANEL DESIGNS: 6 PANEL CROSSBUCK



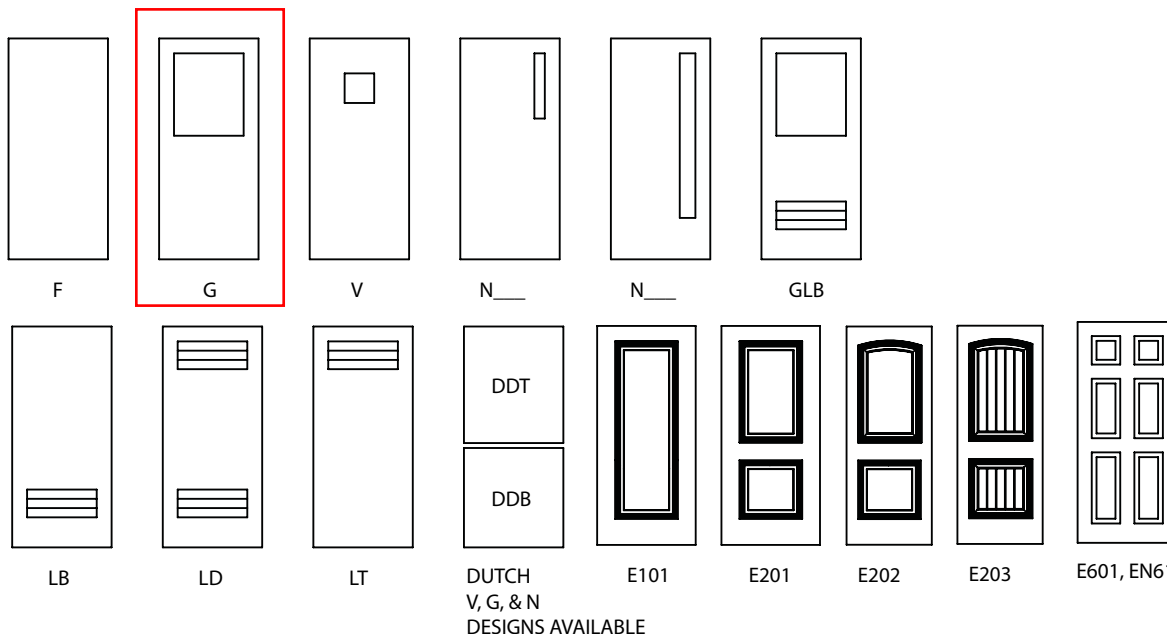
HIGH DEFINITION EMBOSSED PANEL DESIGNS: 1 & 2 PANEL

Polystyrene slab, bonded to the inside of both face sheets with a waterproof, contact adhesive.

SUGGESTED USE:

- Interior or Exterior...
- Office
- Motel/Hotel
- Apartment
- Condominiums
- Dormitories
- Urban renewal
- Health care
- Institutional
- Mercantile
- Public utility
- Factory
- Warehouse

DOOR DESIGNS



DUTCH V, G, & N DESIGNS AVAILABLE

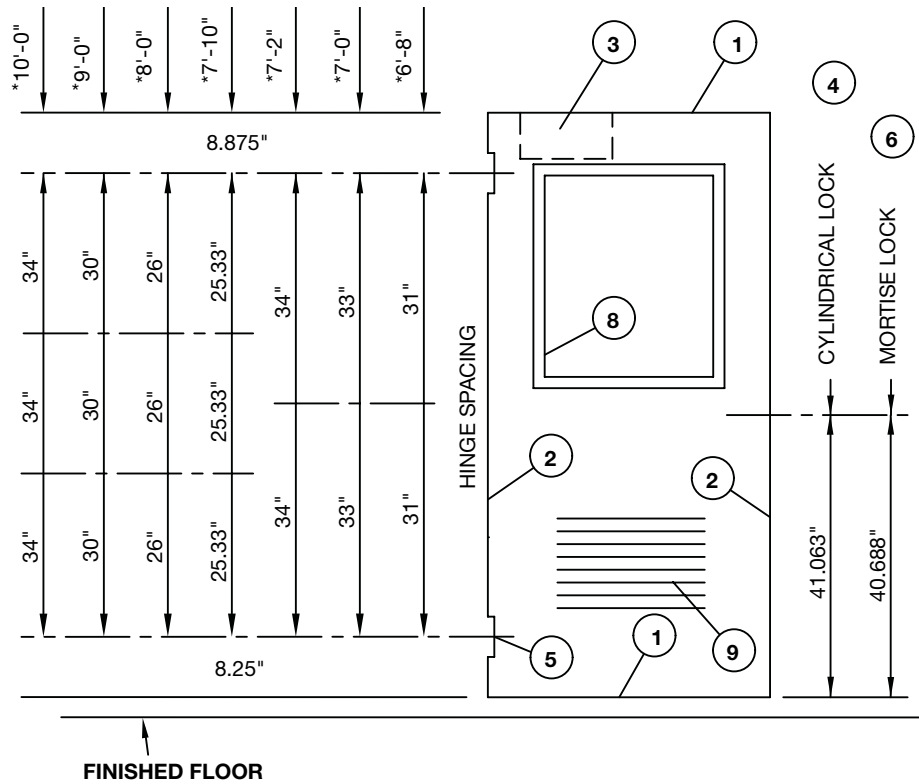
	1 PANEL	2 PANEL	6 PANEL
MAX. SIZE	3'0X8'0"	3'0X8'0"	3'0X7'0"
MIN. SIZE	2'8X6'8"	2'8X6'8"	2'6X6'8"

EMBOSSED NARROW 6 PANEL DESIGNS WILL BE CENTER EDGE SEAM CONSTRUCTION.

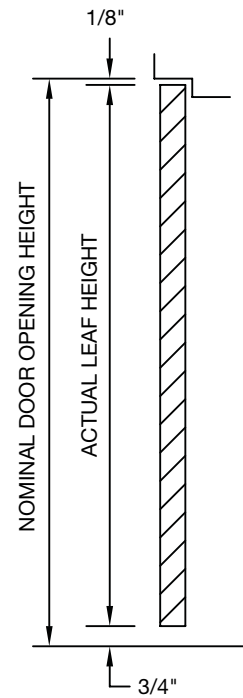
(CONVERSION: 1" = 25.4 MM, E.G., 1-3/4" = 44.45 MM)

LEGION DOORS

DOOR ELEVATION



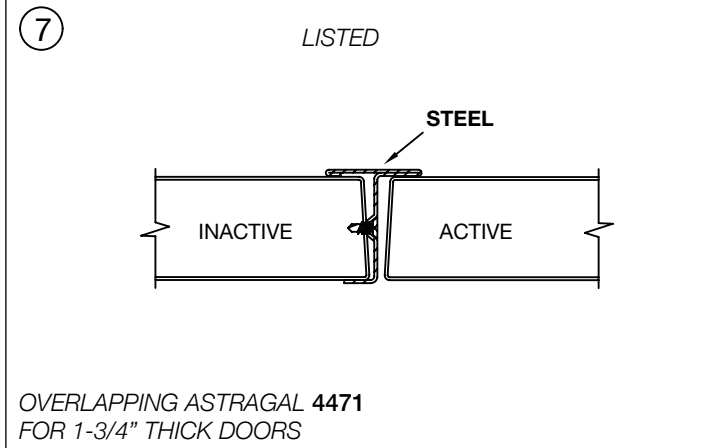
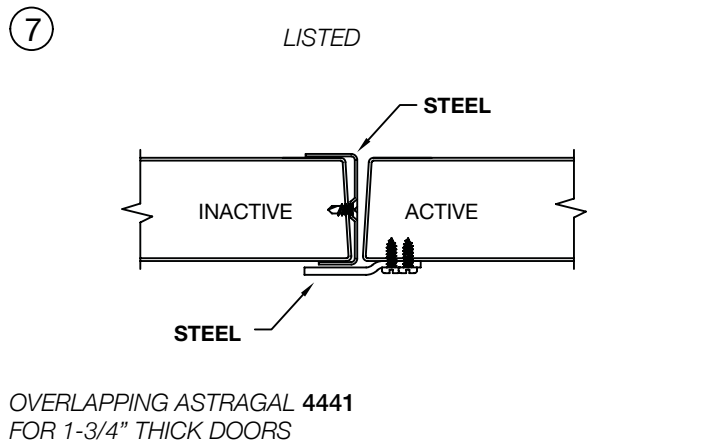
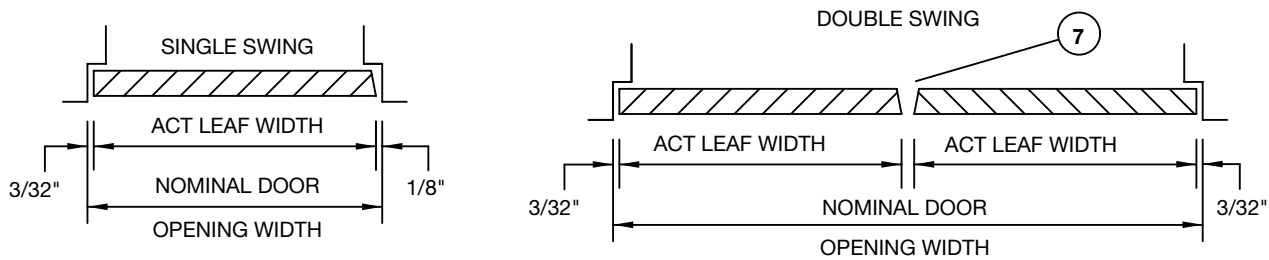
VERTICAL SECTION



HARDWARE LOCATIONS SHOWN MATCH CECO STANDARD FRAMES.

HORIZONTAL SECTIONS

SEE ALL EMBOSSED PANEL DESIGNS AND SIZE LIMITATIONS ON PAGE 100.



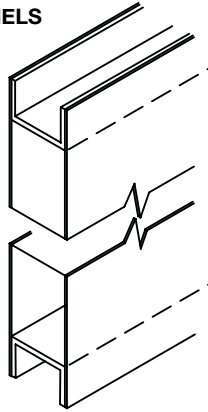
(CONVERSION: 1" = 25.4 MM, E.G., 1-3/4" = 44.45 MM)

LEGION DOORS

1 16 GAUGE STEEL END CHANNELS

WELDED TO BOTH FACE SHEETS

INVERTED TOP AND BOTTOM



OPTIONAL TOP AND BOTTOM CAPS ARE AVAILABLE

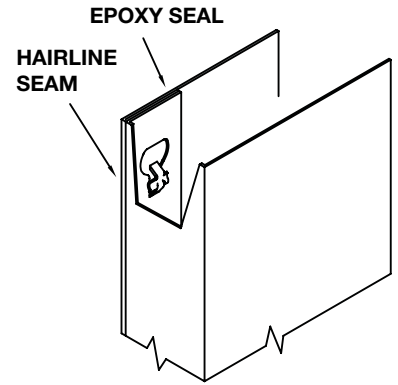
2 VERTICAL EDGES

MECHANICALLY INTERLOCKED HEMMED EDGES

ALSO AVAILABLE SEAMLESS (WELDED OR BODY FILLER)

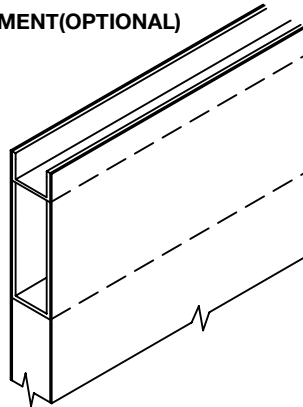
EMBOSSED NARROW 6 PANEL WILL BE CENTER EDGE SEAM CONSTRUCTION.

CENTER EDGE SEAM CONSTRUCTION PROVIDED WITH 14 GAUGE SKINS



3 CLOSER REINFORCEMENT(OPTIONAL)

14 GAUGE STEEL CHANNEL 20" LONG

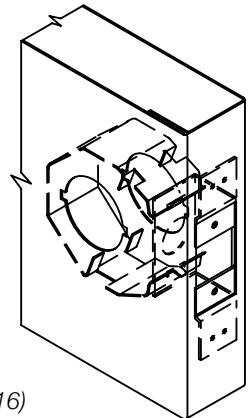


4 LOCK PREPARATION GOV. 160/161 CYLINDRICAL TYPE

(LC1)

(ANSI A115.2)

2-3/4" BACKSET



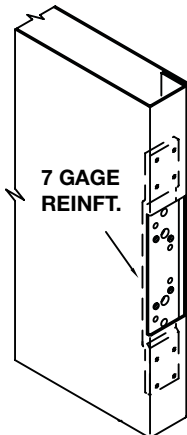
LOCK EDGE IS BEVELED 1/8" IN 2" (1:16)

5 HINGE PREPARATION

4-1/2 OR 5 IN. HIGH, STANDARD OR HEAVY WEIGHT, FULL MORTISE HINGES

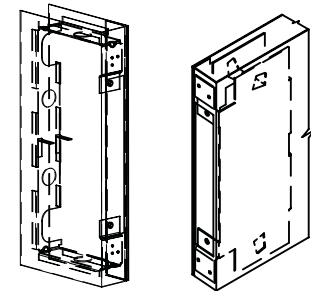
HINGE EDGE IS HANDED AND NOT BEVELED.

ANSI A156.7 TEMPLATE



6 LOCK PREPARATION

GOV. 86, ANSI/ BHMA A115.1 MORTISE TYPE



LOCK EDGE IS BEVELED 1/8" IN 2" (1:16)

NOTE: EITHER OF THE LOCK REINFORCEMENTS/GUARDS SHOWN MAY BE INSTALLED WITH ANY MORTISE LOCK PREPARATION.

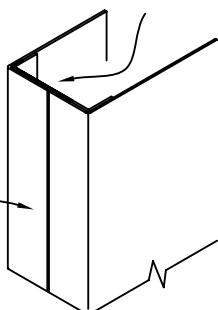
2 VERTICAL EDGES

16 GAUGE FULL HEIGHT CHANNEL

14 GAUGE WILL BE CENTER EDGE SEAM CONSTRUCTION

NARROW 6 PANEL DESIGNS ARE CENTER EDGE SEAM CONSTRUCTION

WELD SEAMLESS AND BODY FILLER SEAMLESS IS OPTIONAL

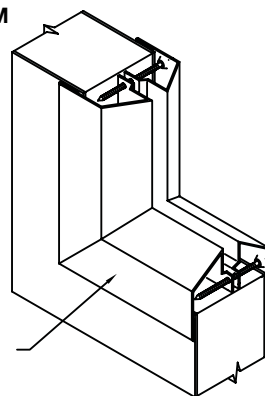


8 GLAZING TRIM SLIMTRIM

3/8" WIDE GLAZING POCKET

STEEL

LISTED

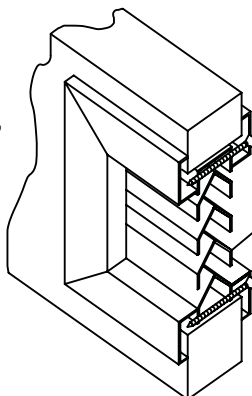


9 FIXED SLAT TYPE LOUVER 4634

FOR 1-3/4" THICK DOORS

50% FREE AIR FLOW

STEEL



LEGION DOORS

STANDARD SIZES NOMINAL DOOR OPENING

WIDTH		HEIGHT	
SINGLE	DOUBLE		
2'-0"	4'-0"	6'-8"	
2'-4"	4'-8"		
2'-6"	5'-0"		
2'-8"	5'-4"		7'-0"
2'-10"	5'-8"		7'-2"
3'-0"	6'-0"		7'-10"
3'-4"	6'-8"		8'-0"
3'-6"	7'-0"		9'-0"
3'-8"	7'-4"		10'-0"
3'-10"	7'-8"		
4'-0"	8'-0"		

FIRE DOORS

LABELING AGENCIES :
UL SOLUTIONS
WARNOCK HERSEY

TEST: UL 10C, UL 10B, UL 1784,
& NFPA 252

DESIGNS: F, G, N, V, E1, E2, E6, EN6

RATING: 20 MIN, 3/4 HR, 1-1/2 HR
OR 3 HR

MAX. SIZE: 4'0" X 8'0" SINGLE
8'0" X 8'0" PAIR*
8'0" X 9'0" WITH VERTICAL RODS

*NOT ALL RATINGS ARE AVAILABLE
IN ALL SIZES, DESIGNS AND
MATERIALS.*

PRODUCT SPECIFICATIONS:

1-3/4" Thick steel doors shall be as manufactured by Ceco Door Products. Doors shall conform to the Steel Door Institute guide specification, ANSI A250.8; see chart below for performance classifications.

LEGION doors are made full-flush or (optional) seamless style. Face sheets are commercial quality cold rolled steel conforming to ASTM A1008...or (optional) hot-dipped galvanized or galvanized steel conforming to ASTM A924 and A653 -- see chart below.

Legion full-flush doors have mechanically interlocked, hemmed, hairline seams on vertical edges and have no visible seams on faces. Embossed narrow 6 panel doors will have center edge seam construction. Doors specified "seamless" have no visible seams on faces or vertical edges (S.D.I. Model 2). A one piece, polystyrene slab, conforming to ASTM C578 TYPE 1, is bonded to the inside of both face sheets with a waterproof contact adhesive. The top and bottom door edges are closed with 16 gauge steel channels welded to both face sheets.

Hardware Provisions: Hinge preparations are handed. Hinge edges are mortised for 4-1/2" or 5" high, standard and heavy weight hinges (specify which). 7 gauge steel hinge reinforcements are welded inside the door edge and are drilled and tapped for fasteners in accordance with ANSI A156.7. The lock edge has a standard bevel (1:16) and is prepared for Gov. series 86, 160/161, or 90 locks in accordance with ANSI A 115 (specify which). Optional closer reinforcement is a 14 gauge steel channel.

Paint: 1-3/4" steel doors shall be provided with one coat of oven-cured neutral color primer paint. Primer coat shall conform with ANSI A250.10. The primer coat is a preparatory base for necessary finish painting. "Colorstyle" finish coat is also available from a selection of standard colors (optional). Colorstyle finish is electrostatically applied, oven-cured urethane enamel and shall conform to ANSI A250.3. For accurate color selectors ask for a Ceco Colorstyle chart.

SIZE LIMITS - DESIGNS

	FLUSH DESIGNS	1 PANEL	2 PANEL	6 PANEL
MAX	4'0"x10'0"	3'0"x8'0"	3'0"x8'0"	3'0"x7'0"
MIN	2'0"x6'8"	2'0"x6'8"	2'0"x6'8"	2'0"x6'8"

*E1, E2 & E6 DESIGNS: MORTISE LOCK
PREPARATION LIMITED TO 3'0" WIDTH.
1 & 2 PANEL DOORS ARE AVAILABLE IN 18 GAUGE
FACE SHEETS ONLY.
CROSSBUCK DOORS ARE AVAILABLE IN 20 & 18
GAUGE FACE SHEETS ONLY.
6 PANEL IS AVAILABLE IN 20, 18, & 16 GAUGE.
PANEL DESIGN DOOR FACE SHEETS ARE FORMED
FROM A40 GALVANNEALED STEEL.*

MATERIAL

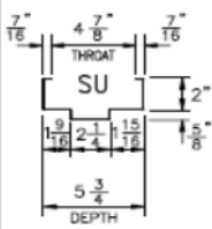
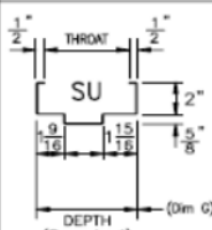
DOOR FACE SHEETS	LEVEL	C.R.	GALV		RECOMMENDED DOOR FRAME MATERIAL
			A60	G90	
20 GAUGE STEEL (4080 MAX.)	STANDARD DUTY	N/A	STD	N/A	16 GAUGE STEEL
18 GAUGE STEEL	HEAVY DUTY	STD	OPT	OPT	16 GAUGE STEEL
16 GAUGE STEEL	EXTRA HEAVY DUTY	STD	OPT	OPT	16 OR 14 GAUGE STEEL
14 GAUGE STEEL	MAXIMUM DUTY	STD	OPT	OPT	14 OR 12 GAUGE STEEL

PERFORMANCE

THERMAL	CORE CALCULATED (ASTM C518)	R = 6.08	U = 0.16
CHARACTERISTIC VALUE	NFRC 102-2014 & ASTM FLUSH DOOR WITH MERCURY FRAME	R = 2.33	U = 0.43
	NFRC 102-2014 & ASTM FLUSH DOOR WITH WEATHERKERF FRAME	R = 2.27	U = 0.44
	NFRC 102-2014 & ASTM FLUSH DOOR WITH STANDARD FRAME	R = 2.22	U = 0.45

NFRC102-2014: THE GENERAL REQUIREMENTS OF TESTING SHALL BE AS DEFINED IN NFRC 102, ASTM C1199 AND ASTM C1363.

SOUND TRANSMISSION CLASS	STC 27 (F DESIGN, 18 GAUGE FACE SHEETS, ASTM E90 & E413 [FULLY OPERABLE])
PHYSICAL ENDURANCE LEVEL	MEETS ANSI A250.4 PERFORMANCE TEST, 20 GAUGE: LEVEL B (500,000 CYCLES); 18 AND 16 GAUGE: LEVEL A (1,000,000 CYCLES)

SERIES
SU (for 1-3/4" DOOR)
PROFILES



DEPTHS	
STANDARD DEPTHS (in addition to 5-3/4")	SPECIAL DEPTHS
Dim G = 4-3/4"	(Dim G) 4-1/2" thru 10-1/4" (in 1/8" increments)
Dim G = 6-3/4"	
Dim G = 7-3/4"	
Dim G = 8-3/4"	

HINGE SPACING																		
OPENING HEIGHT	6-8			7-0			7-2			7-10			8-0			9-0		
	A	B	C	A	B	C	A	B	C	A	B	C	A	B	C			
1 3/4" DOOR SPACING	9"	(2) AT 31"	9"	9"	(2) AT 33"	9"	9"	(2) AT 34"	9"	9"	(3) AT 25.33"	9"	9"	(3) AT 26"	9"	9"	(3) AT 30"	9"

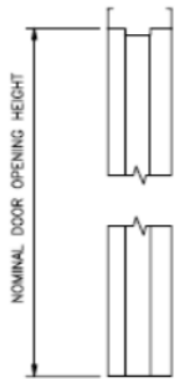
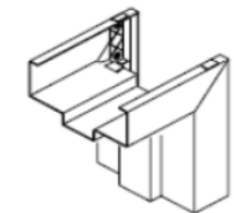
Unless otherwise indicated, frames are for 1-3/4" thick doors.
For SI conversion: 1" = 25.4 mm.

OPTIONAL FACE DIMENSIONS:
4" face head with 2" face jambs.

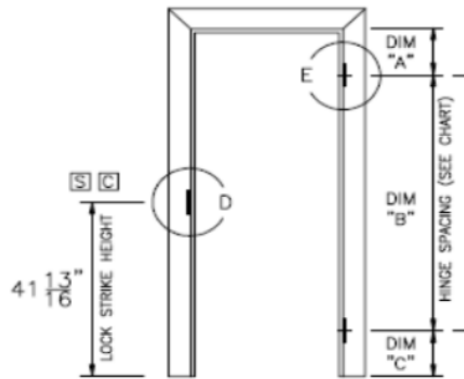
STANDARD FRAMES HAVE THE FOLLOWING HINGE PREP QUANTITY:
7'-6" HIGH OR SMALLER: (3) HINGE PREPS
HIGHER THAN 7'-6": (4) HINGE PREPS



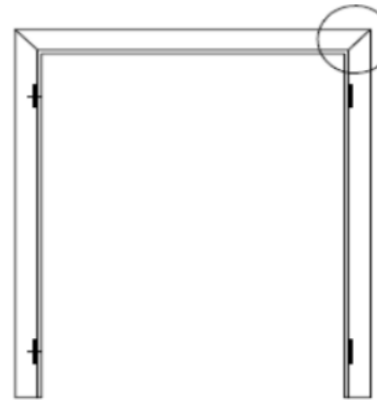
KNOCKED-DOWN (STANDARD) OR



VERTICAL SECTION



SINGLE SWING ELEVATION



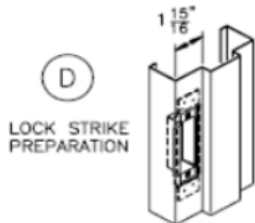
DOUBLE SWING ELEVATION



HORIZONTAL SECTION

STANDARD MATERIAL:
16 Gage C.R. steel.

OPTIONAL MATERIAL:
16 Gage A60 galv. steel.
14 Gage C.R. steel.
14 Gage A60 galv. steel.



LOCK STRIKE PREPARATION



HINGE PREPARATION
BACKSET: 5/16"

UNIVERSAL (4-7/8") (Shown)
ANSI A115.1 & 2 TEMPLATE
12 GAGE STEEL REINFORCING
(STANDARD)

CYLINDRICAL (2-3/4") (Not shown)
ANSI A115.3 TEMPLATE
16 GAGE STEEL REINFORCING
(OPTIONAL)

4-1/2" x .134" OR
4-1/2" x .180"
ANSI A156.7 TEMPLATE
7 GAGE STEEL
REINFORCING

LABELING AGENCIES
Underwriters Laboratory
Warnock Hersey
Factory Mutual
FIRE TESTS
UBC 7-2, UL10B, UL10C
See Tech Data Manual for
additional information.

WELDED CORNERS (OPTIONAL)

TYPE:
T1 or T2 or T3

Frames with welded corners have temporary spreaders tackwelded at sill.



DRAWN BY _____ DATE _____			
CHK'D BY _____ DATE _____			
SHT _____ CONTRACT NO. _____	ISSUE DATE _____	REVISIONS _____	BY _____

SERIES SU STEEL FRAMES

(FIRE DOOR FRAMES MUST COMPLY WITH PROCEDURES OF LABELING AGENCY)

Series SF frames are available as shown for three sided frames or as stick sections for transoms, sidelites, and borrowed lite frames.
Furnished with one coat of neutral color primer paint.
Primer paint has been tested in conformance with ANSI A224.1-1990.

FOR HAND & SWING
SEE DOOR SCHEDULE



FOR ANCHORAGE
SEE DOOR SCHEDULE & ANCHOR SHEET



JAMB ANCHORS

FLOOR ANCHORS

WMA
SERIES SU & SQ
STANDARD ANCHOR

Snap-in type

WIRE MASONRY ANCHOR
(For 2" thru 8-3/4" Depths)

MT
FOR SPECIAL DEPTHS
AND OVERSIZE FRAMES

2"

Available on special order only

Snap-in type

(For 6-7/16", 7-3/16", and 8-3/16" Depths)

Pocket provided for 1/2" or 5/8" thick wall board

WS
SERIES SU
STANDARD ANCHOR

Flush with stud 2"

Snap-in type

WOOD STUD ANCHOR
(Used also for METAL STUD Walls)

Pocket provided for 1/2" or 5/8" thick wall board

MS
SERIES SU
4-3/4 and 5-3/4" DEPTH ONLY

Flush with stud 2"

Snap-in type

METAL STUD ANCHOR

FFA
SERIES SU
STANDARD ANCHOR

Anchor is attached to frame in the field by means of SMS

FIXED FLOOR ANCHOR

YS

Available on special order only

Welded

YOKE AND STRAP MASONRY ANCHOR

EO
SERIES SU & SQ
STANDARD ANCHOR

2"

Snap-in type

EXISTING OPENING ANCHOR
EO/S6: 4-1/2" thru 6-3/4" depth
EO/S8: 6-7/8" thru 9-3/4" depth

DESIGNATE WALL CONFIGURATION SO THAT PROPER POCKET CAN BE PROVIDED

WSZS
(Optional)

5/8"

Welded

WOOD STUD "Z" STRAP ANCHOR

MSZ1
(Optional)

5/8"

Welded

METAL STUD "Z" ANCHOR

SLFA
(Optional)

IN-FIELD: FASTEN ANCHOR TO FLOOR. SLIP-FIT FRAME OVER ANCHOR

SIDELITE FLOOR ANCHOR

Bend in field to fit 3-3/4", 4-1/4", 4-3/4", or 5-1/4" depths

MT
4-3/4" and 5-3/4" DEPTHS

2"

Snap-in type

MASONRY "T" ANCHOR (ADJUSTABLE)

Used where standard anchor is not applicable

EO/N
(Optional)

Welded

EXISTING OPENING ANCHOR

Setup anchor and bend tailpieces to grip stud

ADJ/STUD
SPECIAL DEPTH STANDARD ANCHOR

3/4"

2"

Snap-in type

ADJUSTABLE ANCHOR FOR STUD WALLS
3-3/4" thru 8-3/4" depth

DESIGNATE WALL CONFIGURATION SO THAT PROPER POCKET CAN BE PROVIDED

MSZ2
(Optional)

Flush with stud 2"

Welded

METAL STUD "Z" ANCHOR

ANCHOR MAY BE CONTINUOUS OR TWO PIECE AS SHOWN.

SFA
(Optional)

Welded

SPECIAL SIZE FLOOR ANCHOR



SERIES SU & SQ FRAME ANCHORS

DRAWN BY _____ DATE _____
 CHK'D BY _____ DATE _____
 SHT _____ CONTRACT NO. _____
 OF _____

ISSUE DATE _____
 REVISIONS _____
 BY _____

ANCHOR QUANTITIES	3 PER JAMB FOR HEIGHTS UP TO 7-2 AND ONE FLOOR ANCHOR 4 PER JAMB FOR HEIGHTS FROM 7-3 THRU 9-0 AND ONE FLOOR ANCHOR ONE ADDITIONAL JAMB ANCHOR FOR EACH ADDITIONAL TWO FEET IN HEIGHT OR FRACTION THEREOF ONE ADDITIONAL JAMB ANCHOR IN LIEU OF FLOOR ANCHOR FOR EO AND WS TYPE CONDITIONS
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FORM 1060-161 11/1/00



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

Meeting 8/21/2025 7:00 PM
Department: Community Development
Department Head: Jennifer Henaghan
Category: Discussion Item
Prepared By: Jordan Frahm

**AGENDA ITEM (ID
2025-688)**

DOC ID: 2025-688

Landmark Alteration Request - 644 N. Main Street

Statement of the Issue:

The applicant, Craftsmen Revival, requests approval of alterations to the exterior of a Village landmark.

Analysis:

The property was designated as a Village landmark by Ordinance No. 6162 on September 9th, 2013. The home was built in 1904, and is known as the Christian A. Sievert home. Built in a distinctive Victorian style, the Historic Preservation Commission recommended approval as a Village landmark due to architectural merit, cultural impact, and local historical significance as outlined in Section 2-13-3(A).

Per Village Code Section 2-13-10 all permits for alterations, construction, erection, demolition, relocation or other work on the exterior of the structure of Village Landmark properties shall be reviewed by staff in the Community Development department within 15 days of receipt. Village Staff has determined the Historic Preservation Commission is required to hold a preliminary review of this project. The proposed project at 644 N. Main Street, which includes the replacement of cedar siding and trim with James Hardie Cedarmill lap siding and James Hardie Straight Edge Shake in the gables, dormers and turret, constitutes an alteration to the heritage materials and architectural details of the landmark in part or in whole. Specifically, the proposed scope of work includes the following elements that, upon Staff review, were deemed incongruent with the Village's preservation goals:

- A change of material from heritage cedar siding to fiber cement Hardie Board siding requires Historic Preservation Commission review.
- The project proposal replaces scalloped siding details on the gables, dormers and turrets on the second and third levels with Hardie Straight Edge Shake siding.
- Arts and Crafts detailing on the front porch columns, corbels and other elements of the Queen Anne Victorian architectural style are proposed for removal.

Budget Impact:

Contribution to Strategic Plan

Action Requested:

The applicant is requesting that the Historic Preservation Commission review and consider the proposed door replacement and make a determination if the proposed alteration will have an adverse impact on the landmarked property.

Attachments:

1. Staff Comment Letter
2. Contract with Detailed Scope of Work



August 8, 2025

Craftsmen Revival
3030 Warrenville Rd. Unit 106
Lisle, IL 60532

Permit Address: 644 N Main St
Project Description: Siding/Tuckpointing
Permit #: 2025-1210-SDG

Dear Craftsmen Revival:

The following comments were generated from the review of the submitted plans and documents for the referenced permit.

For the next submittal, please provide a disposition of comments, revised plans, and/or other information as requested for further review. The disposition of comments needs to include both the original comment and the appropriate response. Re-submitted plans that do not include the disposition of comments document will not be reviewed and will be returned to you.

Planning- NOT APPROVED

1. Per Village Code Section 2-13-10 all permits for alterations, construction, erection, demolition, relocation or other work on the exterior of the structure of Village Landmark properties shall be reviewed by staff in the Community Development department within 15 days of receipt. Village Staff has determined the Historic Preservation Commission is required to hold a preliminary review of this project.

The proposed project at 644 N. Main, which includes the replacement of cedar siding and trim with James Hardie Cedarmill lap siding and James Hardie Straight Edge Shake in the gables, dormers and turret, constitutes an alteration to the heritage materials and architectural details of the landmark in part or in whole. Specifically, the proposed scope of work includes the following elements that are incongruent with the Village's preservation goals:

- A change of material from heritage cedar siding to fiber cement Hardie Board siding requires Historic Preservation Commission review.
- The project proposal replaces scalloped siding details on the gables, dormers and turrets on the second and third levels with Hardie Straight Edge Shake siding.

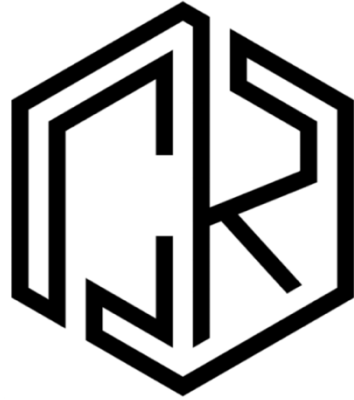
- Arts and Crafts detailing on the front porch columns, corbels and other elements of the Queen Anne Victorian architectural style are proposed for removal.

The next regularly scheduled meeting of the Historic Preservation Commission is set for August 21, 2025. The Historic Preservation commission will conduct a preliminary review of the proposed project. The attendance of the property owner or a representative would be encouraged, however, this preliminary discussion is not a public hearing. If the Historic Preservation Commission determines preliminary disapproval of the project, a public hearing will be required for the consideration of an economic hardship exception. For any questions regarding this process, please contact Associate Planner Jordan Frahm at jfracm@glenellyn.org or by phone at 630-547-5371.

If you have any questions or comments, please contact the Community Development Department at (630) 547-5250.

Thank you,

Permit Team



CRAFTSMEN
REVIVAL

Siding Replacement Proposal

PREPARED

FOR:

Jon Olenski

PREPARED

BY:

Ryan Anderson
630-450-3335

PROJECT

ADDRESS:

644 N Main St.
Glen Ellyn, IL 60137



Siding Scope of Work to be Performed:

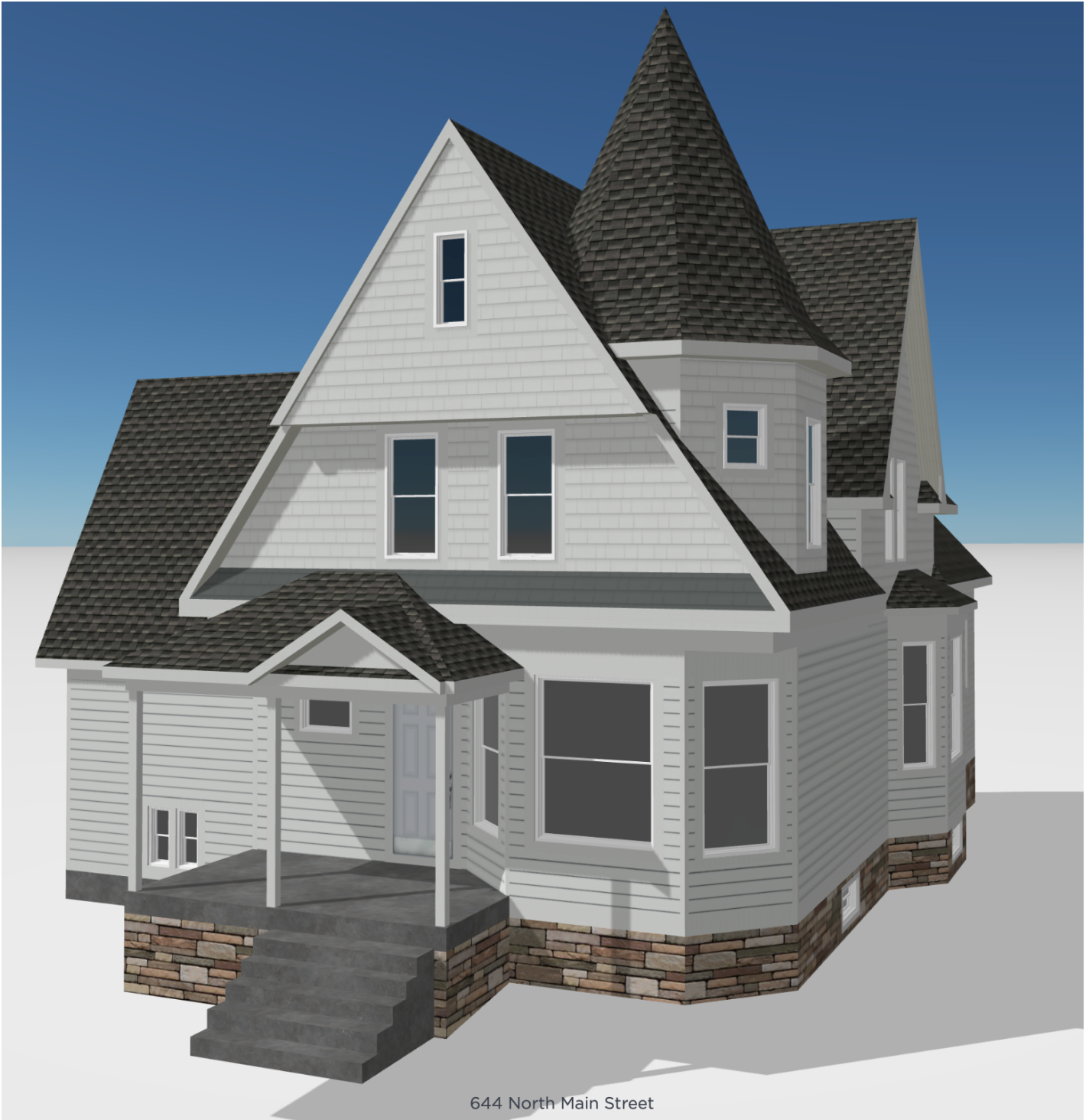
- Removal/disposal of all existing cedar siding and trim on your home. Craftsmen Revival is responsible for all disposal
 - EPA Lead Safe removal & disposal included
 - The garage has been itemized for replacement. With the garage option, Craftsmen Revival will fur out the walls with ½” strips and then side over walls for flush, finished work. CR will keep siding 6” from grade per JH installation requirements
 - A portion of the driveway will be needed for material and dumpster placement
- Proper inspection of substrate for any problems between the walls and wrapping of the home in Hardiewrap. CR will tape the house wrap at all seams and nail it to the substrate to guarantee maximum efficiency. Reframing of any walls will be paid as a job site extra
 - All seams will overlap by the specified 6 inches and taped with Hardiewrap Seam Tape. The Seam Tape adheres to the sheathing and Housewrap to form the absolute tightest water-resistant system possible.
 - Seam Tape will also be used to seal all window perimeters and protrusions with the specified sealing methods of James Hardie.
 - The Housewrap will extend a minimum of 6-inches around each corner being replaced, and overlap the foundation by 1-inch.
- Professional application of James Hardie 7¼” (6” exposure) Color Plus Cedarmill lap siding with James Hardie Straight Edge Shake in gables, dormers, and front turret (see renderings for details)
 - Craftsmen Revival includes eliminating the sweep down the side for the rear gable
 - With the garage option, Shake is included in all 4 gables
- Craftsmen Revival includes with James Hardie replacement:
 - James Hardie Statement Collection Color Plus finish for all lap & trim installed
 - All flashings for James Hardie, including but not limited to termination , drip caps, deck ledger, front porch and roofline flashings
 - SturdiMount blocks for all protrusions; blocks to be painted the color of the siding
 - 5 ½” x 3½” 5/4 Smooth Hardie Corner Posts
 - 3 ½” 5/4 Smooth Hardie Trim around all windows & doors where siding is replaced including Azek PVC window sills & head cap (accent color flashing included)
 - 7 ¼” 5/4 Smooth James Hardie trim dividing the gable elevations & the accent lap siding
 - Boral TruExterior trim around garage door including new weather-stripping with the garage siding option
 - 4 Fypon corbles (white) for the front gable of the home
- Itemized options for:
 - James Hardie Soffit & James Hardie Fascia **for the home with the porch ceiling will be Stained Bead Board Rafter blocking included**
 - ~~Mastic Aluminum Soffit & Aluminum Fascia for the home with the porch ceiling will be Stained Bead Board~~
 - All new 5” Seamless gutters with oversized downspouts
 - 7 ¼” “Water Table Board” itemized for running around the perimeter of the home; excluded on garage
 - New ~~Westbury aluminum front porch railing with new porch columns~~

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RENDERINGS



644 North Main Street

James Hardie Cedarmill Lap with Straight Edge Shake in the gables and dormers. 7 1/4" Smooth "Belly Band" dividing the elevations.

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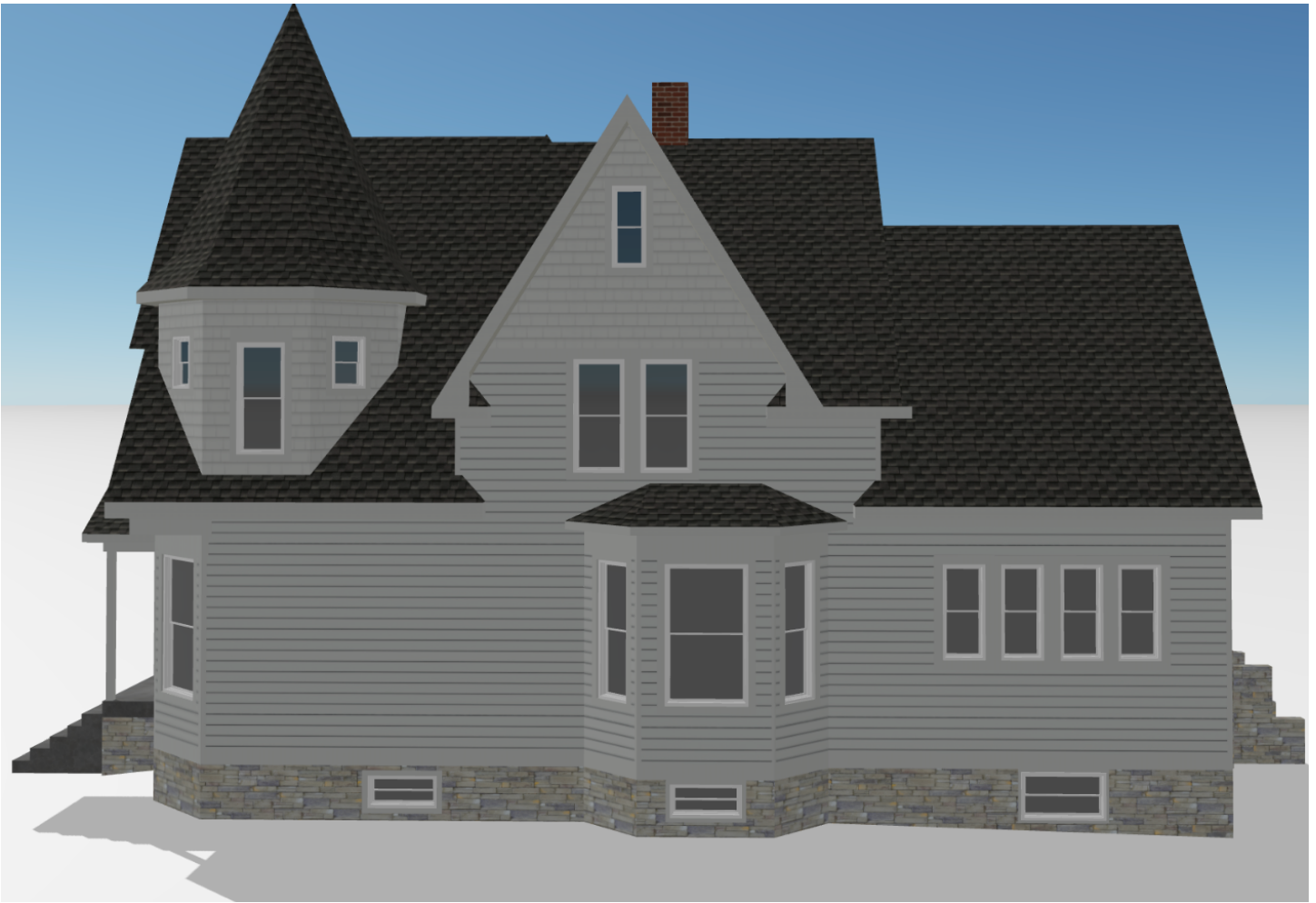


James Hardie Cedarmill Lap with Straight Edge Shake in the gables and dormers. 7 ¼” Smooth “Belly Band” dividing the elevations. NOTE: all windows, including the bank of windows called out here will be trimmed in new Hardie trim. Recess cladding for “insert” windows included



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General Specifications

1. The work area will be cleaned of all debris at the end of each day. Craftsmen Revival ("CR") will come around with a magnetic sweeper for any loose nails after the installation.
2. All work performed by Craftsmen Revival. will be in accordance with manufacturer's recommendations and guidelines and the local building codes.
3. **Craftsmen Revival extends to its customers a 5 year service warranty to supplement any applicable manufacturer's warranty program.**

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Jobsite Preparation:

1. Upon the start of the job, we will place a job site yard sign on your property and request that it stay for a period of 2 weeks after completion of your project. This signage helps make the neighborhood aware of who is working if they have questions or concerns while we work in the community. This signage also aides for city inspections where required.
2. Craftsmen Revival will haul away all job-related debris
3. Very often we order more material than will actually go on your home. We order more to eliminate the crews needing to leave the site for extra material that can be needed due to a bad cut or even a less-than-perfect board. All materials left over after the project is complete belong to CR. While we are happy to leave behind a few pieces for you; we reserve the right to collect all remaining materials.
4. All materials that can be recycled have been taken into consideration when quoting your specific project. The crew assigned to your project will be removing all recyclable materials and taking them to the proper facility. We ask that you allow the crew this easement.
5. Craftsmen Revival may require the full use of your driveway during the course of your project. **Extra charges will be assessed if use of the driveway is not permitted prior to or during the course of the job.** It will also be necessary to have access to an external electrical power source. **Please identify whether or not sensitive equipment is attached to these circuits as we cannot be held responsible for damage to these items, or damage due to faulty wiring.**
6. Craftsmen Revival will make every attempt to protect the siding, doorways, floors, porches, decks, patios, surrounding grounds, including flower beds, bushes and shrubbery with tarps and/or plywood. Due to the large amount of debris being removed from your home, **there are times when damage will occur. A 2' clearance around the perimeter of your home prior to installation is required. If the minimum clearance is not met and CR cannot work in that area, there will be a job delay fee of \$100 per day until we can resume our work.** If there is a particular tree or bush that you wish to protect, please note below under "special requests" prior to the start of your project. However, CR will not be held responsible for minor damage to landscaping.
7. Craftsmen Revival recommends that prior to start of the job that you remove or secure all fragile or irreplaceable items on walls and ceilings that could be disturbed or damaged during the job. **CR cannot be held responsible for damage to said items. We also require customers to remove all window treatments and decorations.**
8. Craftsmen Revival will make every attempt to protect the gutters, downspouts, awnings and trim from damage by removal of the old roofing materials. Please be aware that there may be times when minor damage or marring may occur, as we cannot guarantee it will not. There are times when siding, awnings, wood or aluminum trim or gutters may need to be removed to continue the roof work required. **Should we be required to remove and/or replace said items; there will be an extra time & material charge of \$65 per man hour plus materials.**
9. If we are removing solar panels or power vents, homeowner must have all interior electrical connections and venting disconnected prior to start of job.
10. Craftsmen Revival will remove and/or replace antennas, cables, satellite dishes, cupolas, and any other electronic devices to accommodate continuation of the scope of work contracted. **We cannot be held responsible for operating condition or damage to said items after replacement. Television or satellite reception, all cabling, wiring and hardware are the responsibility of the homeowner.**
11. Craftsmen Revival will not be held responsible for poor appearance or damage due to a pre-existing condition. Examples of such conditions would be: gaps in siding due to multiple layers of roofing being removed, damage to siding due to improper flashing work prior to job, etc. We cannot be held responsible for nail pops in drywall or ceilings due to normal roof application during the course of the job.
12. Customer agrees that the chosen dumpster provider based upon its' knowledge and expertise, is responsible for competent placement and removal of its dumpster without damage to customer's property under normal operating conditions. However, they are not liable for damage to property resulting from unusual or unforeseeable pre-existing conditions at customer's property that leads to

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damage to landscaping, pavement, curbing, driving services, buildings, vehicles, or any other property resulting from dumpster placement. Customer agrees to indemnify, defend, and hold harmless the dumpster provider against all claims, damages, suits, penalties, fines and liabilities for injury or death to persons or loss of damage to property arising out of customer use, operation or possession of the dumpster while they are not present at customer's property to oversee its normal and safe operation.

- 13. Craftsmen Revival provides professional staining services for the windows and doors we install. We provide these services with a high degree of care and expertise. Wood is a natural product with strong variations in grain and structure. This causes natural variations in the depth of color and staining patterns of the wood. **CR will not be held responsible for the natural variances in the appearance of stained wood products, or the matching of these items to existing windows, doors, and trim in the home.** CR will not be responsible for paint lines, if customer chooses trim casing, that is the same width as existing casing trim.
- 14. When CR's project manager arrives back on the site, he may remove a piece of interior trim to see the exact opening of the window. This is done to potentially protect you from additional costs that might be associated with "buckframing" the opening to the correct size of the window.
- 15. Craftsmen Revival will provide a Port-O-Potty on site for workers.
- 17. **Notice:** All of our window/door pricing is based upon a wall depth of 4 9/16". Every once in a while, a home may be built with very thick exterior substrate sheathing. This will require jamb extensions to be added to the new windows. This can only be determined by removing the interior or exterior trim of the existing windows at the time of your project managers meeting. If the jamb extensions are needed there will be an additional cost. CR will notify you prior to any additional work requiring additional costs.
- 18. **Window Installation Preparation:** Please remove all furniture 3ft from around all the windows being replaced. This will give the crews some space to work. If you have any pictures, decorations on or around the window areas please move away from the work areas. We also ask for you to remove all your window treatments such as blinds, drapes and interior shutters prior to the start day of the installation. If you do not have the window treatments removed the day of the window installation, CR will charge \$55 per hour to remove them. CR will be very careful and respectful of your window treatments but we cannot be responsible for any prior damage. Therefore, CR cannot be held liable for any of the window treatments removed.

Substrate Preparation:

Craftsmen Revival will replace rotten wood at the request of the homeowner at the rates below

- 1. **Replace rotted or damaged fascia boards at \$10.00 per linear foot.**
- 2. **Replace rotted or damaged plywood or OSB at \$4.00 per square foot or \$80.00 per 4x8 foot sheet.**
- 3. **Any replacement of rotted or damaged framing or finishing lumber charged at a time & material basis.**
- 4. **Install sub fascia (necessary when installing James Hardie fascia boards) \$3.42 per LF.**
- 5. **Install 2x2 anchors to nail Hardie Soffit to if it does not exist already at \$3.19 per LF.**
- 6. **Install blocking support for soffit over 12 inches to prevent sagging \$3.42 per LF**
- 7. **Homeowner to pay job extras at the time they occur.**

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INSTALLATION OF JAMES HARDIE 7.25 (6-IN EXPOSURE) CEDARMILL LAP SIDING WITH COLORPLUS FINISH

- Lap siding will be installed with blind-nailing techniques where the above panels overlap by 1.25-inches to ensure a uniform and level exposure.
 - All nails used to fasten the siding (not trim) will be Hardie recommended hot-dipped galvanized steel nails, 2-inches long.
 - All nails will be pneumatically fastened perpendicular to the siding and fit snug against the siding to eliminate air space.
 - All nails will be at least 3/8-inch away from the end of the board and be spaced no more than 16 inches apart.
- Butt joints will be installed in direct contact **without** caulk, but with additional flashing as specified by James Hardie.
 - CR will flash all butt joints with Hardie-approved aluminum membrane that color-matches the siding.
 - The aluminum butt flashing will be an additional layer of protection over the Hardiewrap and will extend 1-inch to the course below
 - Butt joint flashing protects the sheathing, ensures water run-off and helps avoid ugly white gaps in case the foundation shifts in years to follow.
- All butt joints will be offset to not occur directly above windows/doors and all butt joints will be staggered a minimum of 32-inches.
- All sides of lap siding cut on site will be touched up with Hardie supplied touch-up kits.
- CR will use decorative flashing for all mandated Hardie flashing techniques, including, but not limited to (trim flashing specifications are covered under the Hardie Trim section):
 - 2-in clearance with decorative flashing along rooflines where siding intersects with the roof.
 - 2-in clearance with decorative flashing above patio floor.
 - 2-in clearance termination flashing (closed bottom) where siding meets brick
- Application of Hardie recommended SturdiMount mounting plates with and integrated drip edge for all applicable protrusions (light fixtures, electrical outlet, and dryer vents).
 - If SturdiMount mounting plate cannot be matched up with specific protrusion, CR will angled weather-cut HardieTrim around the protrusion and provide appropriate Z-flashing above the block.

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PICTURES OF PROPER LAP SIDING INSTALLATION TECHNIQUE

The following are some of the many James Hardie installation requirements that Craftsmen Revival religiously follows to maximize the lifespan of the product and achieve your 30yr nonprorated warranty.

PROPER FLASHING OF BUTT JOINTS

Additional Information (continued)

JOINT FLASHING WITH HARDIEPLANK® LAP SIDING

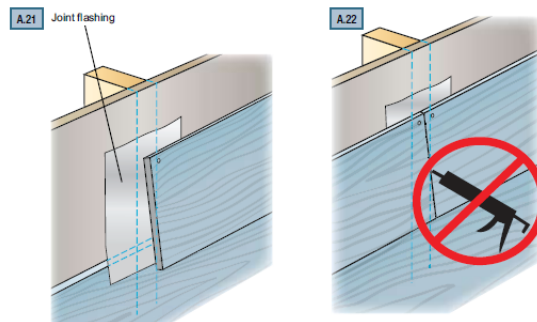
Joint Flashing at field butt joints

This Technical Bulletin is an explanation supporting the announcement made by James Hardie on September 8th, 2008 withdrawing its recommendation on the use of caulk at field butt joints for HardiePlank® lap siding. Below is an excerpt from that announcement:

HardiePlank Lap Siding (Primed & ColorPlus Technology) – Caulk at Field Butt Joints

Previously, there were two options for treating field butt joints for Primed HardiePlank lap siding (i.e. the use of caulk with a gap or the use of a joint flashing behind the joint). Effective immediately, James Hardie does not recommend the use of caulk at field butt joints for HardiePlank lap siding Primed or with ColorPlus® Technology. The use of a joint flashing behind field butt joints is the required joint treatment method for HardiePlank lap siding with ColorPlus technology and the preferred method for primed HardiePlank lap siding. The use of caulk at field butt joints is a maintenance item for the homeowner, aesthetically compromises the finish look and is recommended against by some caulk manufacturers. All HardiePlank lap siding must be installed in accordance with our installation details as outlined in the relevant installation instructions.

Hardie requires an additional layer of flashing behind each joint and voids its warranty if these joints are caulked together



Examples of **improper** use of caulk which will eventually crack and fade.

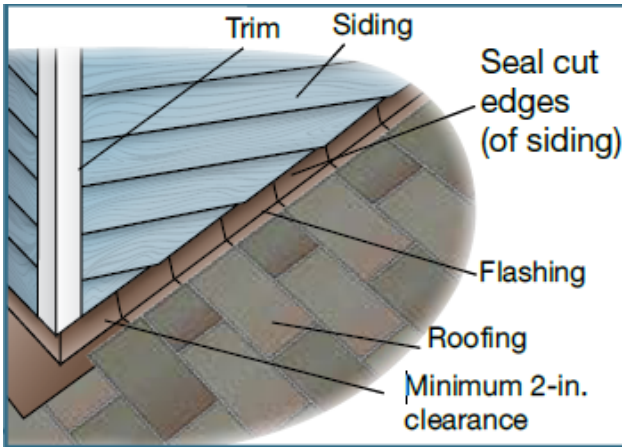


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FLASHING OF ROOFLINES WITH DECORATIVE ALUMINUM:

Hardie Recommended



EXAMPLE OF EXISTING



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INSTALLATION OF HARDIE TRIM WITH COLORPLUS WARRANTY

- Craftsmen Revival will remove corner trim, and install new 5/4 Hardie Trim NT3 boards
- CR will utilize the concealed aluminum flat tabs wherever possible (needs plywood sheathing) for all HardieTrim and Cornerposts. These “blind fasteners” ensures the absolute smoothest look possible.
- Cornerposts will consist of a 6-inch and 4-inch boars butted together with L-shaped aluminum tabs in the back.
 - Tabs will be pneumatically fastened to the back of the Cornerposts with 18 gauge galvanized staples.
 - 4 of these staples will be used on each piece of trim for each bracket (8 total staples for each L-shaped bracket).
 - All aluminum tabs will be a minimum 1-inch from the end of each board and will be spaced no more than 36-inches from the next tab.
 - All Cornerposts will be angled-weather cut at 45° angle as specified by Hardie.
- CR will install HardieTrim to imitate current appearance around specified windows and doors if applicable to your Scope of Work
 - CR will fasten 4 staples to the center of the backside of the trim.
 - The HardieTrim aluminum tabs need to be fasten to a minimum of 7/16 OSB with a minimum 6d nail.
 - If the sheathing is not acceptable for HardieTrim tabs, Craftsmen Revival will face nail the trim with appropriate stainless steel finish nails, and use touch-up kits supplied directly by James Hardie to cover the flush nail heads.
- A minimum of a 1/8 inch gap will be left between the siding and vertical trim and will be sealed with OSI Quad caulk that color-matches the siding. **OSI Quad** is a James Hardie approved sealant and is more flexible and elastic than the majority of caulks; making it more resilient to the extreme temperature changes that happen throughout the year.
- All horizontal trim pieces above windows and doors will be installed to James Hardie flashing specification.
 - A minimum of a ¼ inch gap will be left and ***not*** caulked between the top of the horizontal trim piece and bottom of the lap siding.
 - Z-shaped aluminum flashing will be installed above horizontal trims this gap to ensure water runoff.

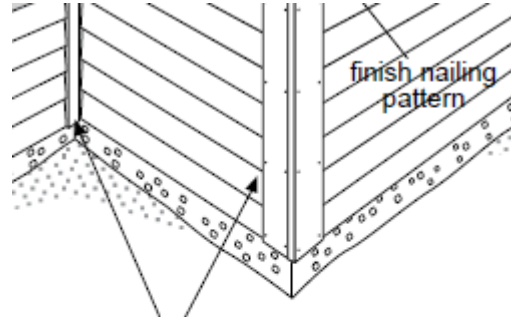
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1/8 INCH OF CAULK WHERE HARDIE BUTTS UP TO A CORNER:

Hardie Recommended



Leave a minimum 1/8" gap between the siding and trim, then caulk.

Examples of Craftsmen Revival Finished Product Following Hardie Guidelines



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JAMES HARDIE FIBER CEMENT LAP SIDING

We will properly install new James Hardie fiber siding. You can take great comfort knowing your installation will be done properly. James Hardie actually audits some of our job's as members of the contractor alliance program to ensure that your fiber cement siding was installed properly.

JAMES HARDIE FEATURES:

- Character and feel of natural wood combined with greater durability than any other lap siding
- Resists moisture damage - will not rot, crack, warp, buckle, swell or de-laminate
- Impact and Wind resistant - withstands winds up to 130 MPH
- Termite, bird and carpenter ant resistant
- 30-year transferable, non-prorated, product warranty for plank and panel
- Low maintenance - holds paint up to three times longer than wood
- Increases curb appeal and lowers insurance premium (14% on average) compared to vinyl siding
- Voted one of top 10 American building products by *Home* magazine

Hardie Lap Siding will include James Hardie Color Plus Technology

- James Hardie is the only siding that stays in one building location from the original mix to the last coat of paint.
- Hardie Boards pass 41 quality assurance checks during its Color Plus stage
- Consistent multiple baked-on coats of a paint created especially for fiber cement siding.
- Beautiful consistent finish that lasts up to three times longer than other finishes.
- Baked-on coating offers maximum durability and resistance to prolonged exposure to freezing climate and moisture contact.



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July 2, 2025

Dear Jon,

I would briefly like to tell you about Craftsmen Revival so you feel 100% comfortable with us as your contractor.

- **Craftsmen Revival maintains \$2,000,000.00 general liability insurance.**
- **We are James Hardie Preferred Installers**
- **Craftsmen Revival won “Best of Houzz” in 2024 & 2025 for Customer Service**
- **The founders have combined 26 years remodeling experience and have worked with our crews nearly the entire time.**
- **We use all of our own dedicated installers whom we’ve known since starting in this industry and who’ve have been working with us since the company began; no random sub-contractors will work on your job**

As a legitimate and dependable remodeling company, we maintain these affiliations and credentials to provide you with the highest level of confidence and customer service. I personally have been working in home construction for over 13 years. We take pride in our quality workmanship and the specialty services offered to our clients.

Your home ... Our reputation.

Very Truly Yours,

Ryan Anderson
Project Consultant



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This Proposal is based upon current material and labor cost. This Proposal may be withdrawn if not accepted within thirty (30) days.

OPTIONS & ACCESSORIES	Investment	Accepted Option
Hardie Siding, Soffit/Fascia & Gutters		
James Hardie 6" Cedarmill Lap, Shake, HardieWrap, proper flashing, and all trimming options listed in "scope of work" for the home	53,779	53,779
Add 7 1/4" Smooth "Water Table Board" (recommended, not required)	1,736	1,736
James Hardie 6" Cedarmill Lap, Shake in all gables, HardieWrap, proper flashing, and all trimming options listed in "scope of work" for the garage including furring strips on all walls	13,116	13,116
5" Seamless Gutters & all new oversized downspouts	3,993	3,993
Add Raindrop Gutter Guards over all new gutter runs	2,313	-----
James Hardie Soffit & Fascia for the whole home with stained beadboard for the porch	15,022	15,022
Westbury Aluminum Porch Railing with new front porch posts Posts to be 6" Azek post wraps with base and head caps	8,618	POSTS ONLY (no charge)
MARKETING DISCOUNT (permit before & after photos to be taken & posted on our website/social. No address or names will be used)	(1,875)	-1,875
<i>We accept MasterCard, Visa, Discover at an additional 2% per transaction fee</i>		
These numbers include labor, material, and tax. <u>Permits and job extras will be paid via jobsite extra form</u>	Total	85,771
	35% Deposit	30,000
	25% Arrival	21,500
	40% Substantial Completion	34,271
YOU, THE OWNER MAY CANCEL THIS TRANSACTION AT ANY TIME PRIOR TO MIDNIGHT OF THE THIRD BUSINESS DAY AFTER THE DATE OF THIS TRANSACTION. SEE THE NOTICE OF CANCELLATION CLAUSE BELOW FOR AN EXPLANATION OF THIS RIGHT.		

This contract is contingent upon approval for production by the management of Craftsmen Revival (CR). The customer will be notified of approval for production by the production department. If gross errors or omissions are found, the contract may be re-negotiated by CR and the homeowners prior to final approval. Any changes will be approved in writing and signed by all parties. Subsequent additional costs due to unforeseeable hidden circumstances will be approved via jobsite extra form. This contract defines the total scope of work. No verbal agreements will be honored. It is the homeowners' responsibility to review this contract to assure that the agreement specifies exactly what you intended!

COMMENCEMENT OF WORK: Craftsmen Revival agrees to commence work and adhere to the schedule as indicated in the contract. However, CR will not be responsible for delays beyond their control or for any of the following: (a) acts of negligence or omission of the buyer, (b) acts of God, (c) stormy or inclement weather, (d) extra work ordered by the buyer, (e) inability to secure materials through regular channels, (f) failure of the buyer to make payments when due, (g) delays caused by inspection or changes ordered by inspectors or the authorized government bodies, (l) holidays, or other causes beyond CR's control. Craftsmen Revival will not compensate nor reimburse buyer for wages they may claim to lose due to rescheduling or failure to complete the job by the scheduled date.

PAYMENT PREFERENCE:

Credit Card _____ V/MC/D CHECK _____

Home Owner Initials J.O.

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FINAL PAYMENT TERMS: Final payment is due at substantial completion. Monies withheld for outstanding work must be proportional to cost of outstanding work. A service charge will be assessed if payment is not received after 15 days of substantial completion. Final Payment is due the day of work completion. If Final Payment is over 15 days late the customer agrees to pay Craftsmen Revival a service charge of 5% on total contract amount. If any situation arises out of this contract wherein Craftsmen Revival reasonably feels the need to consult legal counsel, Craftsmen Revival shall be entitled to be compensated for all of the reasonable costs of the legal consultation regardless of whether or not litigation or arbitration is initiated. Craftsmen Revival may record an Illinois Mechanics Lien on the property if final payment goes over 30 days past due. Non-payment voids labor warranty. **RETURNED CHECK POLICY:** NSF checks are subject to a \$20.00 charge.

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CANCELLATION OF CONTRACT: (1) The buyer has the right to cancel a home solicitation sale until midnight of the third business day after the day on which the buyer signs an agreement or offers to purchase services & goods. If the buyer cancels after the third business day, he or she is subject to a 40% penalty depending on the stocking position of our supplier/distributor and efforts placed in the ordering process.

(2) Cancellation occurs when the buyer gives written notice of cancellation to the seller at the address stated in the agreement or offer to purchase. (3) Notice of cancellation given by the buyer need not take a particular form and is sufficient if it indicates by any form of written expression the intention of the buyer not to be bound by the home solicitation sale. (4) The buyer may not cancel a home solicitation sale if the buyer requests the seller to provide goods or services without delay because of an emergency, and (a) The seller in good faith makes a substantial beginning of performance of the contract before the buyer gives notice of cancellation, and (b) The buyer's emergency request is in a dated writing personally signed by the buyer and which expressly states that the buyer understands that he is waiving his right to cancel the sale under the provisions of this act.

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ACCEPTANCE OF CONTRACT: The above prices, specifications and conditions are satisfactory and are hereby accepted. Craftsmen Revival is authorized to do the work as specified. Payment outlined above.

Jou Oleuski

SIGNATURE: _____ **DATE** 2025-07-11

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Notes For Production

Location of Materials:
Location of Dumpster:
Location of Electrical Service:
Yard Sign Notes:
Additional Phone #:
Vacation/Unavailable:
Special Concerns/Requests:
Communication Frequency: <input type="checkbox"/> Weekly <input type="checkbox"/> Updates <input type="checkbox"/> Other:
Communication Preference: <input type="checkbox"/> Phone <input type="checkbox"/> Email

Date: 2025-07-11

Project Consultant: Ryan Anderson 630.450.3335

PARTICULARS

Siding Brand: James Hardie
 Siding Color: Arctic White
 Siding Type/exposure: 6" Cedarmill Lap & Straight Edge Shake
 Outside Corners: James Hardie Arctic White
 Inside Corners: James Hardie Arctic White
 Window trim: James Hardie Arctic White
 Soffit type/color: James Hardie Cedarmill Arctic White
 Fascia type/color: James Hardie Smooth Arctic White
 Gutters: White
 Downspouts: White
 Gutter Guard: N/A

X *Jou Oleuski*

Customer signature

J.O.

Initials _____

CERTIFICATE *of* SIGNATURE

REF. NUMBER
H5MS4-GC8VV-VYWRZ-OWPMU

DOCUMENT COMPLETED BY ALL PARTIES ON
11 JUL 2025 14:57:27 UTC

SIGNER

JON OLENSKI

EMAIL
JON.OLENSKI@GMAIL.COM

SHARED VIA
LINK

TIMESTAMP

SENT
02 JUL 2025 14:12:42 UTC

VIEWED
02 JUL 2025 14:32:42 UTC

SIGNED
11 JUL 2025 14:57:27 UTC

SIGNATURE



IP ADDRESS
172.58.167.167

LOCATION
CHICAGO, UNITED STATES





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

Meeting 8/21/2025 7:00 PM
Department: Community Development
Department Head: Jennifer Henaghan
Category: Discussion Item
Prepared By: Jordan Frahm

**AGENDA ITEM (ID
2025-689)**

DOC ID: 2025-689

Landmark Nomination Request - 779 Riford Road Preliminary Designation

Statement of the Issue:

The petitioner, Christine Wilson, has applied for landmark nomination for the property at 779 Riford Road. Section 2-13-3 of Village code details the criteria for which a Landmark may be considered by the Village. For residences, only the exterior of a building shall be considered.

A home must be at least 50 years old to be considered and qualify under at least two of the following criteria per Village Code:

- (a) It be listed on the National or State Register of Historic Places; or
- (b) Its integrity of location, design, materials and workmanship make it worthy of preservation or restoration; or
- (c) Its value as an example of the architectural, cultural, economic, historic, social or other aspect of the heritage of the Village of Glen Ellyn, the State of Illinois, or the United States; or
- (d) Its certain distinguishing characteristic of architecture is inherently valuable for the study of a time period, type of property, method of construction or use of indigenous materials; or
- (e) Its location as a site of an important archaeological, significant historic, or natural event; or
- (f) Its identification with a person or persons who significantly contributed to architectural, cultural, economic, historic, social or other aspect of the development of the Village of Glen Ellyn, the State of Illinois, or the United States; or
- (g) It be one of the few remaining examples of a particular architectural style; or
- (h)

Its exemplification of an architectural type or style distinguished by innovation, rarity, uniqueness or overall quality of design, detail, materials or craftsmanship; or (i)

Its identification as the work of an architect, designer, engineer or builder whose individual work is significant in the history or development of the Village of Glen Ellyn, the State of Illinois, or the United States; or (j)

Its representation of an architectural, cultural, economic, historic, social or other theme expressed through distinctive areas, districts, places, buildings, structures, works of art or other objects that may or may not be contiguous; or (k)

Its unique location or distinctive physical appearance or presence representing an established and familiar visual feature of a neighborhood, community or the Village.

Analysis:

The following background and analysis are provided by the petitioner as part of the narrative section of the Landmark Nomination Request application packet:

"As the current owner of 779 Riford Road, I purchased the property 16 years ago, motivated by a long-standing appreciation for its architectural character and presence within the Glen Ellyn community. Having grown up in Glen Ellyn, I have admired this house for decades. One of my most vivid childhood memories is riding my bicycle past the property while nearby excavation work was underway at Perry's Pond. It was during that excavation that a mastodon was unearthed—just half a block from the home.

The following summer, while working at Richard Rush Studios in Chicago (owned by a Glen Ellyn resident), I assisted in the restoration of that mastodon. My contributions included helping mold the missing right tusk. That opportunity was made possible in part thanks to my grandfather, Howard Wilson, who helped me secure the position—a formative high school job that deepened my connection to local history and craftsmanship. Today, the restored mastodon is on permanent display at the Meyer Science Center at Wheaton College, serving as a unique intersection of local natural and cultural history tied to the area around 779 Riford.

When I learned the house was being listed for sale, I purchased it with the intent of preserving it from potential demolition or redevelopment. Since then, I have maintained the home as a rental residence, ensuring its continued upkeep and presence within the neighborhood. It is a remarkable example of the architectural and historical fabric that defines Glen Ellyn.

Prominently located at the corner of Riford Road and Elm Street, the home sits along one of the community's most historically significant entryways—just off St. Charles Road and a short distance from the Forest Hill Cemetery. The property's location, architectural integrity, and connection to the local history make it a worthy candidate for historic landmark designation.

Built in 1922, the home is a classic example of the English cottage style that was popular in Glen Ellyn during the early 20th century. Its defining features—such as a steeply pitched gable roof, a rich hardwood floored interior, a large log fireplace in the living room, and the charming screened porch—evoke the period's design sensibilities.

Positioned near Lake Ellyn and within walking distance of historic downtown and the Metra station,

the house is rooted in the same era that shaped Glen Ellyn's identity as an idyllic Chicago suburb with thoughtful, human-scaled architecture. Its form, scale, setbacks, and landscaping reflect Glen Ellyn's documented design principles of uniform green space, front porches, mature trees, and pedestrian-friendly frontage—hallmarks of the village's historic character.

This property contributes to the visual and cultural continuity of its neighborhood. Just blocks from Lake Ellyn Park, Glenbard West High School, Hadley Middle, and Forest Glen Elementary—all within a half-mile—it supports the strong sense of place associated with this historic suburban village. The home echoes the same materials, massing, and scale found in landmarked neighborhoods and helps preserve the historic atmosphere of the Lake Ellyn–Springs subdivision. According to the Village of Glen Ellyn's Historic Preservation Commission, landmark designation offers both tax benefits for rehabilitation and community protections for properties that embody architectural significance or aesthetic value to the Village's heritage.

As a well-preserved, English cottage from 1922, 779 Riford Road represents a strong candidate for local designation. Official recognition would help ensure its character-defining features—like the original fireplace, porch, and hardwood floors—can be sympathetically maintained for future generations. Style and neighborhood context align well with Tudor-, cottage-, and Craftsman-inspired homes identified in local surveys of architectural resources.

Imagine... a quiet street lined with mature deciduous trees, where a humble yet carefully composed 1922 English cottage sits in harmony with its surroundings. Its unassuming scale, thoughtful orientation, and fine details—like the brick fireplace, classic framed original windows, and screened porch—quietly echo the craftsmanship and suburban ideals that shaped Glen Ellyn in its golden age.

Designating 779 Riford Road as a local landmark would:

- Preserve an authentic example of early suburban architecture in the Lake Ellyn area
- Strengthen neighborhood coherence and historical narrative near the lake and downtown
- Encourage sensitive care for original architectural features via tax and regulatory guidance

In conclusion, 779 Riford Road is more than a home—it's a tangible link to the era that helped define Glen Ellyn's charming character. Landmark protection would honor that legacy, offer preservation incentives, and enrich the village's historic tapestry.

Research Material provided:

- The 1922 tax assessment (paid in 1923) shows lot with improvements and value, which establishes the house is built. Robert Day Wilcox, as first home owner pays the property tax. House is built in 1922.
- Land Patent – USA to John D. Ackerman in 1845
- Riford property in Section 11
- Legal Description of 779 Riford
- Property located in Glen Ellyn Springs Subdivision, lot 31
- The picture of the original homeowner, Robert Day Wilcox is attached.

- The 1930 census shows Robert Day Wilcox and his wife living in the house in the 1930's with their 5 children."

Budget Impact:

Contribution to Strategic Plan

Action Requested:

The Historic Preservation Commission should review the application and any testimony at the regular meeting and make a preliminary determination of the property's landmark eligibility.

Attachments:

1. 779 Riford Rear View
2. 779 Riford Landmarking Research (1)
3. 779 Riford Interior Photos



Local Landmarking Research

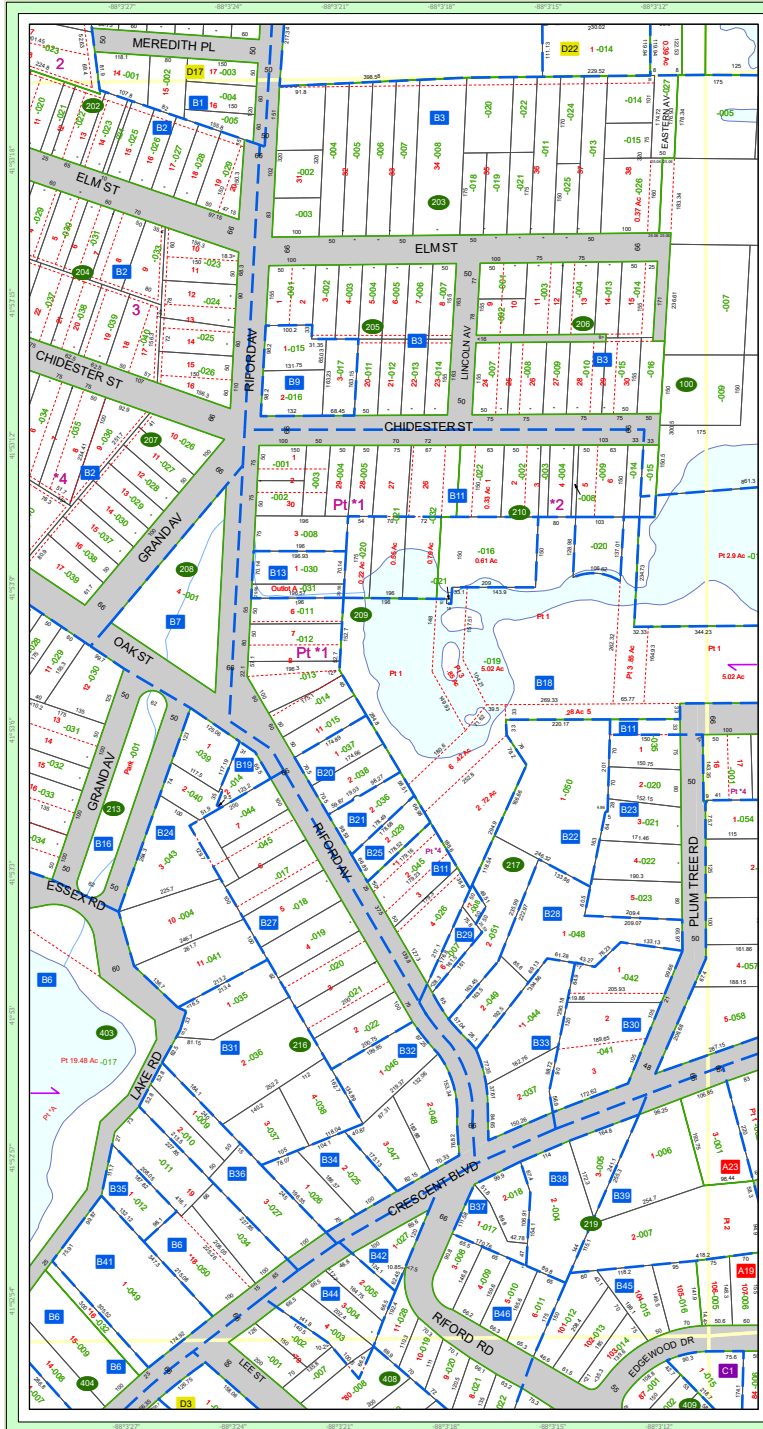
779 Riford Road, Glen Ellyn

Legal Description:

LEGAL DESCRIPTION:

LOT 31 (EXCEPT THE NORTHERLY 237 FEET THEREOF) IN FIRST ADDITION TO GLEN ELLYN SPRINGS, A SUBDIVISION OF LOTS 1, 2, 4, 22 AND 23 OF ASSESSMENTS DIVISION OF SECTIONS 11 AND 12, TOWNSHIP 39 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN DUPAGE COUNTY, ILLINOIS.

MILTON (T39N-R10E) - SECTION 11 - NORTHEAST QUARTER EAST HALF
 DU PAGE COUNTY, ILLINOIS 2025 REAL ESTATE TAX ASSESSMENT PARCELS



- B1 Meredith's Add. to Glen Elyn R1926-223493
- B2 Glen Elyn Springs R1892-043902
- B3 Glen Elyn Springs 1st Add. R1891-046265
- B6 John Brown's Add. to Glen Elyn R1907-090877
- B7 Co. Clerk's 3rd Assmt. Div. R1906-080853
- B9 Chickerman's Resub. R1981-013806
- B11 Apollo Springs Amended Sub. R1924-181125
- B13 Riford Springs Estates R2015-132255
- B16 Glen Elyn Springs 2nd Add. R1891-046085
- B18 FPO / Perry A.P. R1995-142634
- B19 Mar-Dell Resub. of Hobson's Resub. R1955-255518
- B20 699 Riford Rd. Resub. R2018-056233
- B21 Rudolph Resub. R2017-052254
- B22 Cushing's Resub. R2024-012317
- B23 A.C. Hoffman's Sub. R1955-264729
- B24 Lake Rd. Resub. R1908-880602
- B25 Perry Assmt. Plat R1995-086850
- B27 Wassell's Crescent Blvd. Sub. R1922-160108
- B28 Clarke Resub. R2017-019418
- B29 Martin's Sub. R1955-264921
- B30 Lichtenberger Assmt. Plat R1990-150896
- B31 Sundene's Sub. R1972-076485
- B32 Crescent Oaks Sub. R2000-077546
- B33 JPT Assmt. Plat R1959-484149
- B34 Hedstrom's Resub. Pt Lot 1 & 13 R1955-233820
- B35 Bookford's Plat R1963-014457
- B36 Div. Lot 14 Wassell's Crescent Blvd. Sub. R1923-156937
- B37 W-C Assmt. Plat R1990-129683
- B38 W.R. Clines Resub. R1949-564304
- B39 Rossiter's Div. Lot 108 of Wringwood R1956-260620
- B41 Ball, Anna C. Consol. R2009-010703
- B42 Scott Rogers Plat R1951-621190
- B44 Swanson's Crescent Blvd. Add. R1925-202446
- B45 Wringwood R1927-217389
- B46 H.B. Barnes Sub. R1927-242131
- D3 719 Estate Consol. R2024-012318

Jean Kaczmarek
 DuPage County Clerk

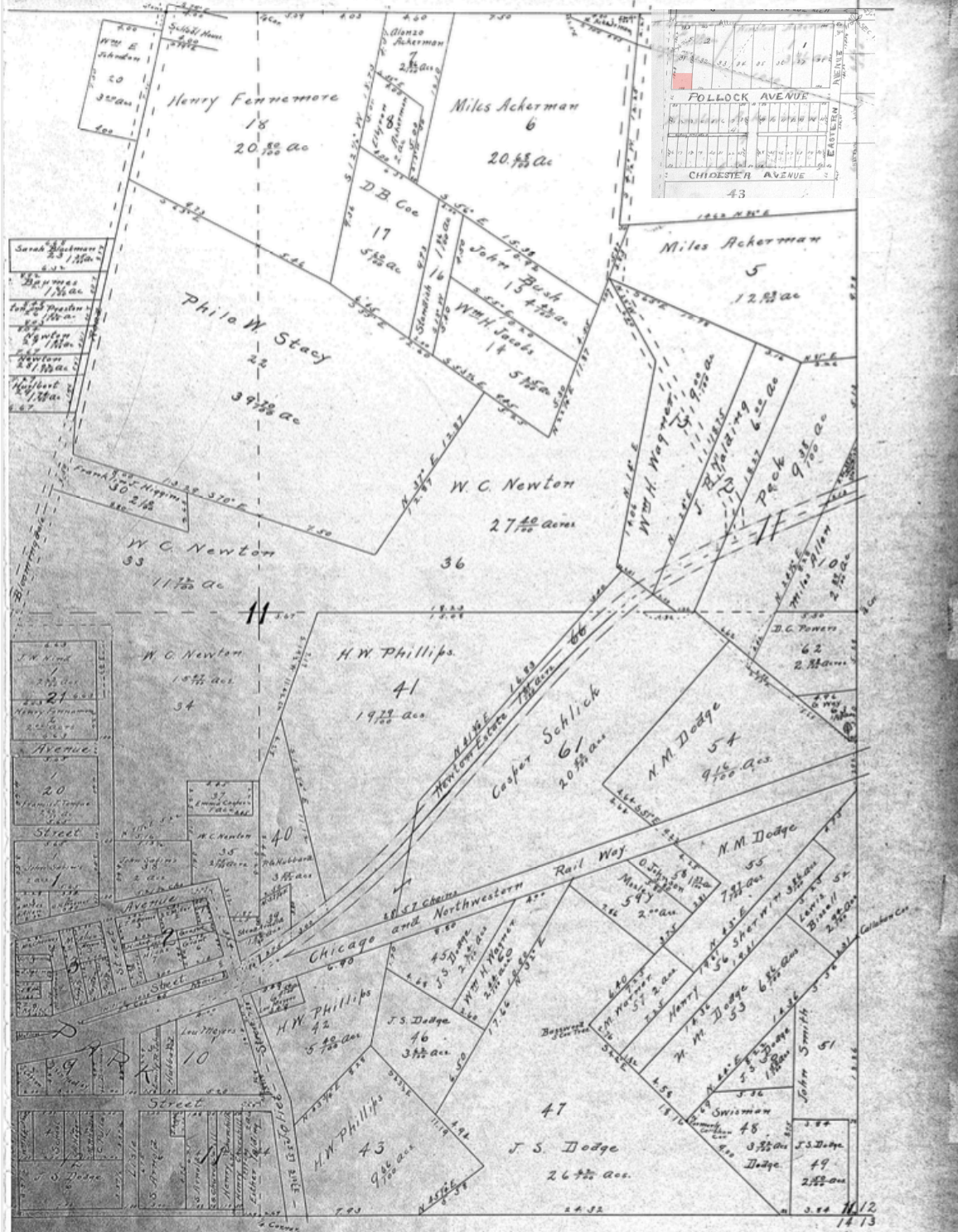
421 N. County Farm Rd.
 Wheaton, IL 60187
 630.407.5500

This map created for assessment purposes only. Refer to recorded
 plats and deeds for legal descriptions and property dimensions.
 Copyright 2025 - The County of DuPage, Illinois.



5-11B-E
 5-11D-E

MENT DIVISION OF SECTIONS 11 AND

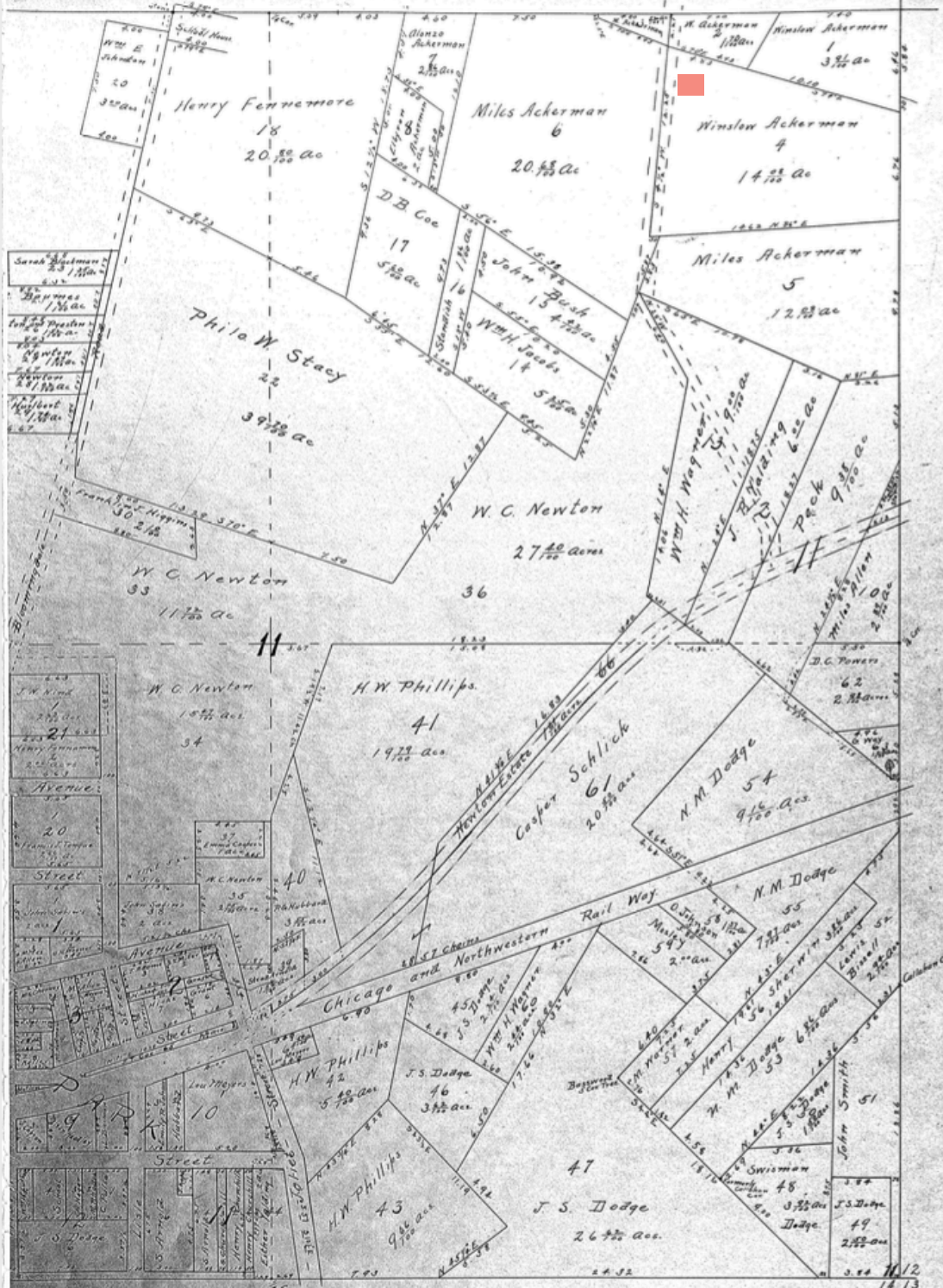


of DePaul County, Illinois, County Clerk, that I have with J.S. Vallentyne Surveyor present according to the order of M. Van S. Elkhorn County Clerk of said County to Survey and
 11.01 shown by the above part of said Division. All numbers shown in Red ink are for Assessment purposes.
 Including the Town of Prospect Park (Formerly Dandy) James M. Vallentyne County Surveyor.

Filed and Recorded June 6 1879
 Doc. # 26581
 PAGE 239 A
 FRANK HULL

Book
 3

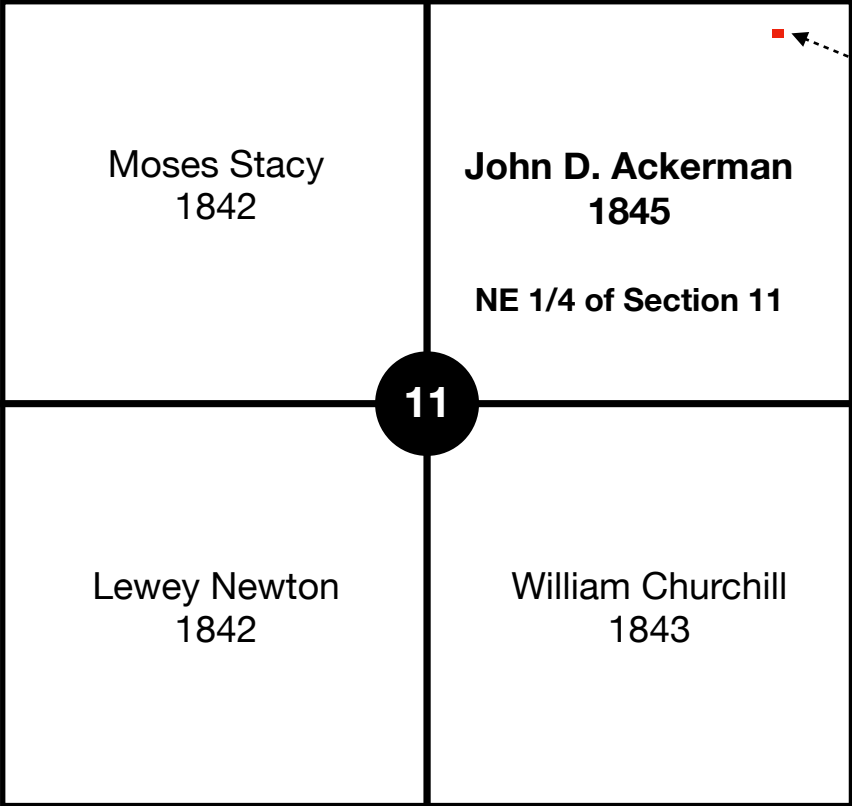
MENT DIVISION OF SECTIONS 11 AND



I, J. B. Vallette, County Surveyor, do hereby certify that I have with J. B. Vallette Surveyor proceed according to the order of Milton S. Ellsworth County Clerk of said County to Survey and
 show by the above plat of said Division. All numbers shown in Red ink are for Assessment purposes.
 Including the Town of Prospect Park (Formerly Dancy) James M. Vallette County Surveyor.

Filed and Recorded June 6 1879
 Doc. # 26581
 PAGE 239 A
 FRANK HULL

Book
 3



779 Riford Road
land

104

CERTIFICATE
No. 16988

THE UNITED STATES OF AMERICA, *Exp*

To all to whom these Presents shall come, Greeting:

WHEREAS *John Davis Ackerman, of Dupage County Illinois*

has deposited in the GENERAL LAND OFFICE of the United States, a Certificate of the REGISTER OF THE LAND OFFICE at *Chicago* whereby it appears that full payment has been made by the said *John Davis Ackerman,*

according to the provisions of the Act of Congress of the 24th of April, 1820, entitled "An Act making further provision for the sale of the Public Lands," for the North East quarter of Section Eleven in Township thirty-nine of Range ten in the district of Lands subject to Sale at Chicago Illinois containing one hundred and sixty acres

according to the official plat of the survey of the said Lands, returned to the General Land Office by the SURVEYOR GENERAL, which said tract *has* been purchased by the said *John Davis Ackerman*

NOW KNOW YE, That the UNITED STATES OF AMERICA, in consideration of the Premises, and in conformity with the several acts of Congress, in such case made and provided, HAVE GIVEN AND GRANTED, and by these presents DO GIVE AND GRANT, unto the said *John Davis Ackerman*

and to his heirs, the said tract above described: TO HAVE AND TO HOLD the same, together with all the rights, privileges, immunities, and appurtenances of whatsoever nature, thereunto belonging, unto the said *John Davis Ackerman*

and to his heirs and assigns, forever.

In Testimony Whereof, I, James K Polk

PRESIDENT OF THE UNITED STATES OF AMERICA, have caused these Letters to be made PATENT, and the SEAL of the GENERAL LAND OFFICE to be hereunto affixed.

GIVEN under my hand, at the CITY OF WASHINGTON, the *first* day of *September* in the Year of our Lord one thousand eight hundred and *forty five* and of the INDEPENDENCE OF THE UNITED STATES the *seventeenth*

BY THE PRESIDENT: *James K Polk*

By *John Walker*

S H Laughlin RECORDER of the General Land Office.



First homeowner: Robert Day Wilcox



DEPARTMENT OF COMMERCE-BUREAU OF THE CENSUS
FIFTEENTH CENSUS OF THE UNITED STATES: 1930
POPULATION SCHEDULE

Enumeration District No. 22-47
Supervisor's District No. 10

Sheet No. 43B

State Illinois
County DuPage
Township or other division of county Mt. Airy

Incorporated place Glen Ellyn Village (Part)

Unincorporated place

Institution

Enumerated by me on April 1930, Gladys Mc Cord 2929

Main census table with columns for PLACE OF BIRTH, HOME DATA, PERSONAL DESCRIPTION, LANGUAGES, PLACE OF BIRTH (FATHER, MOTHER), MOTHER TONGUE OR NATIVE LANGUAGE OF FOREIGN BORN, CITIZENSHIP, OCCUPATION AND INDUSTRY, EMPLOYMENT, and VETERANS.

ABBREVIATIONS TO BE USED IN COLUMNS INDICATED: C-1-Color, C-2-Complexion, C-3-Place of birth, C-4-Place of birth of father, C-5-Place of birth of mother, C-6-Place of birth of father and mother, C-7-Place of birth of father and mother, C-8-Place of birth of father and mother, C-9-Place of birth of father and mother, C-10-Place of birth of father and mother, C-11-Place of birth of father and mother, C-12-Place of birth of father and mother, C-13-Place of birth of father and mother, C-14-Place of birth of father and mother, C-15-Place of birth of father and mother, C-16-Place of birth of father and mother, C-17-Place of birth of father and mother, C-18-Place of birth of father and mother, C-19-Place of birth of father and mother, C-20-Place of birth of father and mother, C-21-Place of birth of father and mother, C-22-Place of birth of father and mother, C-23-Place of birth of father and mother, C-24-Place of birth of father and mother, C-25-Place of birth of father and mother, C-26-Place of birth of father and mother, C-27-Place of birth of father and mother, C-28-Place of birth of father and mother, C-29-Place of birth of father and mother, C-30-Place of birth of father and mother, C-31-Place of birth of father and mother, C-32-Place of birth of father and mother, C-33-Place of birth of father and mother, C-34-Place of birth of father and mother, C-35-Place of birth of father and mother, C-36-Place of birth of father and mother, C-37-Place of birth of father and mother, C-38-Place of birth of father and mother, C-39-Place of birth of father and mother, C-40-Place of birth of father and mother, C-41-Place of birth of father and mother, C-42-Place of birth of father and mother, C-43-Place of birth of father and mother, C-44-Place of birth of father and mother, C-45-Place of birth of father and mother, C-46-Place of birth of father and mother, C-47-Place of birth of father and mother, C-48-Place of birth of father and mother, C-49-Place of birth of father and mother, C-50-Place of birth of father and mother, C-51-Place of birth of father and mother, C-52-Place of birth of father and mother, C-53-Place of birth of father and mother, C-54-Place of birth of father and mother, C-55-Place of birth of father and mother, C-56-Place of birth of father and mother, C-57-Place of birth of father and mother, C-58-Place of birth of father and mother, C-59-Place of birth of father and mother, C-60-Place of birth of father and mother, C-61-Place of birth of father and mother, C-62-Place of birth of father and mother, C-63-Place of birth of father and mother, C-64-Place of birth of father and mother, C-65-Place of birth of father and mother, C-66-Place of birth of father and mother, C-67-Place of birth of father and mother, C-68-Place of birth of father and mother, C-69-Place of birth of father and mother, C-70-Place of birth of father and mother, C-71-Place of birth of father and mother, C-72-Place of birth of father and mother, C-73-Place of birth of father and mother, C-74-Place of birth of father and mother, C-75-Place of birth of father and mother, C-76-Place of birth of father and mother, C-77-Place of birth of father and mother, C-78-Place of birth of father and mother, C-79-Place of birth of father and mother, C-80-Place of birth of father and mother, C-81-Place of birth of father and mother, C-82-Place of birth of father and mother, C-83-Place of birth of father and mother, C-84-Place of birth of father and mother, C-85-Place of birth of father and mother, C-86-Place of birth of father and mother, C-87-Place of birth of father and mother, C-88-Place of birth of father and mother, C-89-Place of birth of father and mother, C-90-Place of birth of father and mother, C-91-Place of birth of father and mother, C-92-Place of birth of father and mother, C-93-Place of birth of father and mother, C-94-Place of birth of father and mother, C-95-Place of birth of father and mother, C-96-Place of birth of father and mother, C-97-Place of birth of father and mother, C-98-Place of birth of father and mother, C-99-Place of birth of father and mother, C-100-Place of birth of father and mother.







