

**CITY OF BELVIDERE
HISTORIC PRESERVATION COMMISSION
A G E N D A
Tuesday, May 28, 2019
Mayor's Conference Room
401 Whitney Boulevard
5:30 pm**

ROLL CALL

Members:

Lisa Kummerow, Chair
David Kummerow, Vice-Chair
Anna Pivoras
Kris Bryan
Becky Tobin
Filitsa Platopoulos
Alexandra Omiotek

Staff:

Gina DelRose, Community Development Planner

Ex-Officio:

Mike Chamberlain, Mayor

MINUTES: Approve Minutes—April 23, 2019

PUBLIC COMMENT

NEW BUSINESS: None

UNFINISHED BUSINESS:

Work Plan

2019 Awards Program: Final Budget

Promotional/Fundraising Events: Ghost Tour, Chef's Night, Ida Library's Kick-Off to Summer Reading

Leath Warehouse Update: None

Maintenance Small Grant: Reimbursement for 333 W. Hurlbut Avenue.

10 Year Plan: Implementation

Expenditures: Awards Program

Friends of Preservation: None

OTHER BUSINESS:

Images of America Belvidere and Boone County

Royalties- No update

Book Sales- No update

DISCUSSION:

Newsletter

US Route 20

Courthouse Square III Survey Grant

Downtown Façade Improvement Grant

CLG Annual Report and Work Plan

COMMUNICATIONS/PLANNING REPORTS:

Staff Report:

Next Meeting Date: June 25, 2019

ADJOURNMENT

**CITY OF BELVIDERE
HISTORIC PRESERVATION COMMISSION MINUTES
April 23, 2019
5:30 pm
401 Whitney Boulevard**

ROLL CALL

Members Present:

Lisa Kummerow, Vice Chair
Alexandra Omiotek
Kris Bryan
Anna Pivoras
Becky Tobin

Staff Present:

Gina DelRose, Community Development Planner

Members Absent:

David Kummerow, Chair
Filitsa Platopoulos

With a quorum present, Vice Chair Lisa Kummerow called the meeting to order at 5:35 pm.

MINUTES: It was moved and seconded (Pivoras/Bryan) to approve the minutes from the February 26, 2019 meeting. The motion carried unanimously.

PUBLIC COMMENT: None

NEW BUSINESS: Certificate of Appropriateness- 333 W. Hurlbut Avenue

Gina DelRose provided a summary of the applicant's request to replace 18 windows. The windows will be the same size, color and similar style (double hung) but are not wood.

Kris Bryan stated that the new windows last longer and are easier to maintain.

Anna Pivoras questioned the history of the residence and offered to research the property for the homeowners.

David Stapleton, applicant, stated that the residence was built in the 1850s and that there is an addition to the main structure. Mr. Stapleton stated that the current windows are aluminum, single pain with storm windows. The vinyl replacements will be an improvement.

It was moved and seconded (Bryan/Omiotek) to approve the certificate of appropriateness for window replacement at 333 W. Hurlbut Avenue. The motion carried unanimously.

UNFINISHED BUSINESS:

Work Plan

2019 Awards Program: Gina DelRose stated that the awards program is almost complete and that invitations were sent out. Ms. DelRose stated that ad sales were very high this year but RSVPs are down.

Becky Tobin arrived at 5:40pm

Gina DelRose reminded the Commissioners that they need to contact their award winners and interview them and also remind them to RSVP to the event.

Promotional/Fundraising Events: Gina DelRose stated that the Chefs Night Out at Sips and Sprinkles is scheduled for June 25, 2019.

Gina DelRose provided a recap of previous discussions regarding the October Ghost Tour and introduced Kathi Kresol to the Commission.

Anna Pivoras questioned if paranormal investigating equipment would be brought in and used.

Kathi Kresol stated that she done events before that involved investigators and she can bring a team and their equipment with her. She has also worked with a psychic

Becky Tobin questioned what the charge would be.

Kathi Kresol stated that everyone understands that the event is a fundraiser and their time is donated.

Kris Bryan suggested contacting the Apollo Theater.

Kathi Kresol suggested contacted the cemetery.

Kathi Kresol stated that she can help facilitate ticket sales on her website.

Anna Pivoras stated that tickets should be sold in groups so that people can rotate between house instead of having everyone together. This would allow for smaller, more intimate groups.

Becky Tobin agreed and stated that everyone can end up at the same house for dessert and discussion.

Gina DelRose confirmed that the date of the event would be October 12, 2019 from 6pm-9pm.

Kathi Kresol confirmed that each location would have a psychic impression, testimony and interaction with the paranormal investigators.

Gina DelRose confirmed that ticket prices would be \$40 but would include heavy appetizers and desserts at the locations. A cash bar will also be provided.

Leath Warehouse Update: Becky Tobin stated that Gary Anderson is waiting for a letter from the State of Illinois regarding the possibility of creating a National Registry District. Ms. Tobin stated that Mr. Anderson is very optimistic and hopes to have the letter by the end of April.

Maintenance Small Grant: Gina DelRose provided a recap of the four grant applications. Ms. DelRose stated that two are for commercial properties and two are for residential properties with a combined total of \$7,750.00. Ms. DelRose stated that although the Commission currently has

approximately \$6,000 in their grant fund, she does not recommend using it all just in case future fundraisers are not as successful as past ones.

Gina DelRose stated that since the grant applications were mailed out, the City of Belvidere has approved funding for a Downtown Façade Improvement Program that would allow larger grants for the commercial properties.

Anna Pivoras questioned if the commercial applicants were notified of the new grant.

Gina DelRose stated that she discussed the matter with one of the applicants.

Lori Ollmann, applicant for 515 South State Street stated that she would rather see the residences be awarded the grant money and that she would look into the new downtown façade grant.

Becky Tobin stated that she would like to see the Commission limit the funding to \$4,000.00 to ensure money for next year and that amounts should be based on overall project costs.

It was moved and seconded (Tobin/Omiotek) to approve \$1,500.00 for the exterior painting at 325 W. Hurlbut Avenue. The motion carried unanimously.

It was moved and seconded (Pivoras/Omiotek) to approve \$2,500.00 for window replacement at 333 W. Hurlbut Avenue. The motion carried unanimously.

It was moved and seconded (L. Kummerow/Tobin) to deny the grant application for 520 Pearl Street and request they instead apply for the City's Downtown Façade Improvement Grant. The motion carried unanimously.

It was moved and seconded (L. Kummerow/Tobin) to deny the grant application for 515 S. State Street and request they instead apply for the City's Downtown Façade improvement Grant. The motion carried unanimously.

10 Year Plan: Gina DelRose stated that she is working with an applicant who represents a local church that is interested in landmarking the structure.

Expenditures: Gina DelRose reviewed the budget for the 2019 Awards Program.

Friends of Preservation: No updates.

OTHER BUSINESS:

Images of American Belvidere and Boone County

Royalties: No updates.

Book Sales: No updates.

Elections- Gina DelRose stated that the code states that no one can serve in the same position for more than two consecutive terms.

It was moved and seconded (Tobin/Bryan) to appoint Lisa Kummerow as Chair and David Kummerow as Vice Chair. The motion carried unanimously.

DISCUSSION:

Newsletter- Gina DelRose stated that the newsletter will be mailed out by Friday.

US Route 20- Gina DelRose stated that the Swift House is the Belvidere "selfie spot" for the US Route 20 Selfie contest. Ms. DelRose stated that she is using the Historic US Rote 20 Association to help cross-promote Heritage Days and vice versa.

Courthouse Square III Survey Grant- Gina DelRose stated that she submitted a grant application to survey the third phase of the courthouse square area. Ms. DelRose stated that she used the boundaries depicted in the 10 Year Plan as guidance.

Gina DelRose stated that the landmark markers have arrived for the Hotchkiss House and Dunton Home properties. Ms. DelRose questioned the Commission as to how to present them.

Kris Bryan stated that the property owners should be invited to the awards program and the Commission can officially present the markers to them. The Commission can also help install the markers.

COMMUNICATIONS/PLANNING REPORTS:

Staff Report: Gina DelRose provided an update of projects occurring in Belvidere.

NEXT MEETING DATE: May 28, 2019

ADJOURNMENT: The meeting was adjourned at 7:00 pm.

Recorded by

Gina DelRose
Community Development Planner

Chef's Night Out



SIPS & SPRINKLES

BELVIDERE, IL • COFFEE + ICE CREAM

TUESDAY, JUNE 25TH
3PM - 8PM

ENJOY A NIGHT OFF TO SUPPORT:

**BELVIDERE HISTORIC
PRESERVATION COMMISSION**

A PORTION OF ALL SALES WILL BE DONATED
TO BENEFIT THE ORGANIZATION

**BELVIDERE HISTORIC PRESERVATION COMMISSION
CERTIFIED LOCAL GOVERNMENT
ANNUAL REPORT
FY2019
May 2018--April 2019**

Certificate of Appropriateness

The Commission reviewed four Certificates of Appropriateness. The certificates issued were for window replacement at 333 W. Hurlbut Avenue, 429 W. Hurlbut Avenue and 2017 N. State Street and siding replacement at 400 W. Hurlbut Avenue. All properties are within landmarked districts in the City of Belvidere.

Local Designation

The Commission and Belvidere City Council approved two local landmarks. The Hotchkiss House at 427 Pearl Street and the Dunton House at 401 E. Lincoln Avenue. Discussion has begun about landmarking St. John's United Church of Christ at 401 N. Main Street.

National Register Designation

There were no National Register Districts designated during the fiscal year.

Survey

A Certified Local Government application for an intensive survey of the Court House Square Area (Phase III) was submitted in April 2019. The third phase includes the blocks East of North State Street, north of Menomonie Street and west of Blaine Street as suggested by the Belvidere Historic Preservation 10 Year Plan. The Phase III area contains about 90 acres and approximately 282 lots. There are no identified local landmarks or National Register properties in the Phase III area. Most of the structures were constructed between the 1850s and the 1950s.

Monitoring

There were no proposed demolitions of any National Register properties during the year.

Activities

The Commission held its seventh awards program to recognize individuals completing outstanding renovation projects during the past year. One homeowner, two commercial property owners, the Boone County Arts Council, the Community Building Complex of Boone County and Mike Doyle (Priem Award) were recognized at the event held at the Community Building Complex of Boone County on May 17, 2018 (in recognition of preservation month). A booklet was designed highlighting the projects and advertising sponsorship was received from contractors and supporters of the preservation efforts. A copy of the program and the invitation are included.

The Commission hosted two fundraisers that helped fund the 50/50 matching grant program and served as community outreach. Sponsorships were obtained for both nights. The owners of the Swift House (127 W. Locust Street) opened their house to the public during Belvidere Hometown Christmas which was held on Friday, December 7, 2018. Tours were given at a price of \$5.00 per group of people and refreshments were provided.

A 1950s themed interactive murder mystery was held on January 25-26, 2019. Attendees were encouraged to dress up and character bags with props were provided. Tickets were designed and sold for \$40 and included appetizers, dinner and desert comprised of favorites from the era. The event was well received and approximately 70 tickets were sold between the two nights. The Commission is working on next year's plot which will be held in a large venue and for one night. Tickets and flyers are attached for both events.

The Commission participated in Belvidere's Hometown Christmas on December 1, 2017. The Commission teamed up with the Boone County Museum of History with a table in the gallery displaying landmark brochures, the Images of America book brochures, information on designation and the pamphlets from the Illinois Historic Preservation Agency to promote the Commission and their activities. The Commission hired Lee Gardner to sing Christmas Carols at the event.

The Commission designed a small 50/50 matching grant program with the funds raised from past progressive dinner and murder mystery dinner fundraisers, award night ad sales and Swift House tours as well as royalties from the Images of America Belvidere-Boone County book. Applications were designed and mailed to all landmark homeowners. At their March 27, 2018 meeting, the Belvidere Historic Preservation Commission awarded four grants. A grant for \$1,000.00 was awarded to 200 S. State Street for window replacement and façade renovations, a grant for \$425.00 was awarded to 704 N. State Street for the repainting of a porch, a grant for \$750.00 was awarded to 311 W. Hurlbut Avenue for concrete porch repair and a grant for \$600.00 was awarded to 228 W. Hurlbut Avenue for tuck pointing. Projects were completed and grant funds were distributed between May and November of 2018. At their April 23, 2019 meeting, the Commission approved two grants for residential properties. These projects will be completed and reimbursed during the 2019-2020 fiscal year.

The 2019-2018 Commission Work Plan and budget was developed and is attached.

David Kummerow and Alexandra Omiotek were reappointed to the Commission in April 2019. Filitsa Platopoulos and Kris Bryan were reappointed to the Commission in June 2018. Becky Tobin was reappointed to the Commission in July 2018.

The City of Belvidere is still working with Architect Gary Anderson on the Leath Warehouse redevelopment.

The Belvidere Historic Preservation Commission had a booth at the Ida Public Library's Kick-Off to Summer Reading Party on June 2, 2018. The Commission provided coloring sheets of Victorian homes and carriage houses.

The Commission invited Bryan Farr from the Historic US Route 20 Association to give a presentation to local stakeholders on October 16, 2018. The Commission is a member of the Association and has ordered signage to place along Route 20 as well as promoted the Swift House in their "The 20 Tour" selfie challenge.

The Commission distributed two issues of The History Keeper Newsletter. The newsletter is sent to all landmarked property owners in addition to owners of property's that have the potential to be landmarked or who have requested the newsletter.

**Belvidere Historic Preservation Commission
Work Plan
May 2019 to April 2020**

Administrative

Administer Preservation Ordinance (Certificates of Appropriateness and Local Landmark/District Designation)
Administer Certified Local Government Agreement with IHPA
Assist with redevelopment of downtown properties
Continue to initiate recommendations of the 10 Year Historic Preservation Plan

Identification and Designation

Survey areas in the city that could be appropriate for district/landmark designation
Encourage owners to landmark properties
Initiate National Register Designations

Education and Promotion

Commission Training--Attend State Conference and/or workshops
Hold tours of current Landmarks and Historic District (Local and National Register)
Hold fundraising events for the maintenance grant
Preservation awareness—hold various events during Preservation month, at Hometown Christmas and other times to call attention to the significance of preservation
Participate in Historic US Route 20 Association events

Recognition

Design and hold awards program recognizing outstanding preservation efforts

Belvidere Historic Preservation Commission Work Program and Budget FY 2020

The Historic Preservation Commission is a commission established by the City Council and charged with the responsibility of identifying, designating, preserving and promoting the historical and architectural legacies of the community. The funding for this activity comes mostly from the General Fund. It is the intent of the Commission to seek outside revenues (grants, donations, revenues from tours/events) to support special activities and projects of the Commission.

Administrative

The work included in this task includes the preparation of the annual work program and budget as well as the administration of Chapter 58 of the Belvidere Municipal Code as it relates to Historic Preservation. Also included is the administration of the Certified Local Government (CLG) Agreement with the Illinois Historic Preservation agency that includes overseeing activities and documentation of the CLG program agreement including maintenance of a system for the survey and inventory of properties, local historic preservation programs, review and comment on National Register Nominations, file of Commissioners' resumes and the annual report to the State Historic Preservation Officer.

As a Certified Local Government, the Commission is eligible to apply for grants through the federal program. This task includes the preparation of grant applications and the administration of grants received including the completion of the grant agreement, monthly reports, reimbursement requests and grant closeout. The commission has previously applied for and received two CLG grants for survey in the Courthouse Square area plus a grant for the creation of a Historic Preservation 10- Year Plan. A grant for additional surveying of the Courthouse Square area was applied for in April, 2019. If the grant is approved, funding would be provided in the FY 2021.

There is the potential for large downtown redevelopment projects to occur in FY 2020 that could require support and assistance from staff and the Commission.

The City of Belvidere approved a Downtown Façade Grant as part of the FY 2020 budget. There are several landmarked buildings in the downtown area that would require certificates of appropriateness for façade work.

Identification and Designation

The process includes an inventory and assessment identifying and marking the significant structures in the community. As a participant in the Certified Local Government program, a goal is established to inventory all the historic (50 years plus) structures in the city by professionals meeting the 36 CFR Part 61 requirements (required by IHPA for grant funding). The Court House Square Phase I survey project (surveyed and documented in 2014) yielded 150 survey documents including monuments in Big Thunder Park and identified one National Register of Historic Places District encompassing a large portion of the survey area (112 contributing and 19 non-contributing structures), two possible local historic districts and 17 properties worthy of local historic landmark listing. The Courthouse Square Phase II survey project (surveyed and documented in 2016) yielded 152 survey documents (66 contributing and 86 non-contributing

structures). The survey noted that there is a potential for one National Register of Historic Places District encompassing 69 properties (42 contributing and 27 non-contributing structures).

The National Register of Historic Places is the nation's official list of places that are recognized for their historical, architectural or archaeological significance and considered worthy of preservation. National Register listing provides limited protection, makes a property eligible for certain financial benefits and increases the community's awareness of its cultural resources. The Commission plans to increase the community's awareness of the National Register, the National Register Landmarks and the two Downtown Historic Districts currently designated in Belvidere. The commission will seek funding to designate additional National Register properties or historic districts such as the Leath Warehouse District and other areas identified as potential national register districts within the intensive survey areas.

Education and Promotion

This task includes fostering awareness of the value and importance of historic preservation, fostering individual, neighborhood and community education of historic preservation matters as well as promoting historic preservation efforts. Training and education is important for all of the commission members. Commission members and staff will attend the Illinois Association of Historic Preservation Commissions' annual workshop and the state preservation conference when possible.

The Commission also plans to sponsor a tour of local landmarks in Belvidere or host events in local landmark venues to call attention to the significance of historic preservation and to raise funds to be used towards assisting homeowners with restoration projects. The commission will also initiate other fund raising activities such as a Haunted Belvidere tour, a dinner and other events held at historic landmarks promoting the significance of historic preservation.

The Commission joined the Historic US Route 20 Association and participates in events as much as possible. Signage was purchased to place along US Route 20.

The Commission plans to award landmark owners small matching grant funds (when funds are available) for small exterior renovation projects on a competitive basis. The grant funding is generated from the sales of tickets from the tour and other fund raising activities.

Recognition

For this task, the Commission plans to hold an awards program to recognize individuals and businesses for outstanding preservation work. An award will also be given to an individual for life-long commitment to historic preservation. The Commission plans to recognize outstanding preservation work at a ceremony during Preservation Month in May.

Belvidere Historic Preservation Proposed Budget for FY 2020

May 2018-April 2019

Activity	City Funding	Grant Funding	Total Budget	
Printing	\$250.00			
Tour, Awards, Promotions	\$2,000.00			
Advertising	\$750.00			
Training and Memberships	\$550.00			
Designation of Landmarks/Historic Districts	\$200.00			
Supplies/Postage	\$250.00			
Sub Total	\$4,000.00			
Survey/Grant Match	\$0.00			
Total Amount	\$4,000.00	\$0.00		