



MINUTES
Preservation Commission
Monday, October 18, 2021
City Hall/Civic Center – 7:00 p.m.

1. **Roll Call:** Mr. Wren called the meeting to order at 7:04 p.m.

Members Present: Norris-Price, Brown, Clark, Rhodes, Wren, Zurlinden, Ashby and Ittner

Members Absent: McCreary

Staff Present: Brightharp

Guests:

2. **Approval of Minutes:** Ms. Brown moved to and was seconded by Ms. Ittner to approve the minutes of July 19, 2021.

The motion to approve the minutes passed with a unanimous voice vote.

3. **Communication and Reports:**

- a) Educational and Technical Assistance Committee -No Report- Ms. Ittner stated that when the meetings resume in person there will be more information to report.
- b) Nomination and Hardship Committee- No Report
- c) Work Plan Committee
 - 1. Midyear review of the work plan- Ms. Brightharp stated that the work plan has not been changed since 2018-2019 and the work plan needs to be updated to accommodate the virtual meetings.
 - 2. Review of the preservation plan will be incorporated into the work plan and annual schedule for the commission as a whole and the subcommittees. – Mr. Wren stated that the CLG grant is available for this year to help update the current preservation plan. Mr. Wren stated that the City Council approved the preservation commission to apply for the grant. Ms. Brightharp stated that the CLG grant would help update the master list inventory for historic places from the work plan.
- d) Annual Work Plan Monthly Review
 - 1. October
 - i. Preservation News - Communique Article
 - ii. Mid-Year Review of Work Plan- to be included in agenda and reviewed at commission meeting – Mr. Wren stated that the work plan committee needs to meet and review before the next preservation meeting. Ms. Brightharp stated that if there is any information that the commissioners would like to add to the Communique, to just email her and it will be passed onto Roni LeForge to be put into the Communique. Ms. Ittner stated that she received a booklet of information on Carbondale oral history from Morris Library and

will drop off a few of the booklets to be put into the preservation library.

2. November

- i. Preservation News - Communique Article
- ii. Begin Preparing FY 2022 CLG Report (05/01/21 - 04/30/22) - Ms. Brightharp stated that due to the pandemic, the CLG report will not be as full as it usually is. She also stated that Mr. Rhodes will be joining Megan Cole from Carbondale Main Street for a Preservation awards ceremony in Chicago.

3. December - No Meeting

4. January

- i. Preservation News - Communique Article
- ii. Preservation Awards Program: Issue Request For Nominations awards – Ms. Brightharp stated that if there is a house or building the commissioners would like to nominate but do not know the owners, she would mail out an application to them to see if they would be interested in the award. Mr. Wren asked Justin Zurlinden if his house was nominated for the award. Mr. Zurlinden stated that since his house has vinyl siding, it does not qualify. Mr. Zurlinden asked if the commission could reach out to Ed Van Awken about nominating the house on Sycamore St. as it now qualifies for the Preservation Award. Ms. Brightharp stated that Mr. Zurlinden could contact Mr. Van Awken about that house.
- iii. Notification for Convening Work Plan Committee

- e) Certificate of Appropriateness Committee - No Report
- f) Founders' Park Subcommittee - Mr. Ashby stated that the subcommittee is going to present the brochure to City Council soon. Mr. Wren asked if the committee is going to submit the brochure to the Preservation Committee first or if it will go straight to Council. Mr. Ashby stated that he will present it to the Preservation committee as well as submit the brochure to Council. He also said that the Founders' Park subcommittee will be meeting within the week and will update the Preservation committee in the November meeting.
- g) Preservation Month Subcommittee – Mr. Rhodes stated that he would like to sit in on the next meeting or any upcoming meetings. Mr. Wren agreed and said that he will let Mr. Rhodes know when the next Work Plan and Preservation Month meetings will be.

4. **Comments by the Public, Commission Members, or Staff**

Ms. Brightharp stated that she had looked through the Preservation Plan to see how to redo the Preservation plan with a feasible timeline to customize it to fit into today's standards. Ms. Brightharp has a schedule made to help with the changes of the Preservation Plan and in the November meeting (month one) will be an introduction and summary of past and current Preservations Efforts but nothing past 2002. She stated that the plan was a great start but wasn't built upon over time. The issue with the introduction is the past commission paid a consultant to write the narrative and not having more input from the people involved in the Preservation Committee. Ms. Brightharp stated she would like the commission to make edits and discuss the edits in the November meeting. Ms. Brightharp then went over the outline for the Preservation Plan for the following months and what edits need to be made. There was then a discussion on the Main Street program and how that program relates to Preservation. Mr. Ashby asked if it was possible to look at a preservation plan from a different city to get an example of a good preservation plan. Ms. Brightharp stated that she could call different city to see if they are willing to provide the preservation committee with other city's preservation plan. Mr. Wren stated that a lot of the cities will have their plan online. Ms. Brown asked if Ms. Brightharp could email the committee the side show that was presented. Ms. Brightharp agreed. Ms. Brightharp stated that

there is a map in the Preservation plan and is unclear about what areas have been surveyed as the map is old but the committee needs to determine what areas to survey next if we receive the grant. Mr. Zurlinden asked if there has been a survey since 2002. Ms. Brightharp stated that there hasn't been a survey since 1997 or 1999. Ms. Brightharp stated that with the CGL Grant, there is only one year to complete the proposed area that can be started and finished within one year and be able to prepare a packet for proposal for the grant. There was then a discussion on which section of town to focus on for the grant this time around. Ms. Brightharp suggested the North East part of town and then a discussion on what parts of that section to include in the proposal for the grant. Mr. Zurlinden asked if this section was a part of the TIFF district and if so, then there will be surveying done in that area that will help with how many houses, rental, and owner occupied. Ms. Brightharp asked when the survey will start and finish. Mr. Zurlinden replied City Council is supposed to approve the map on this upcoming council meeting (October 26th meeting) and should be ready by the end of this year. Ms. Brightharp stated that information is something to consider when making the proposal. There was then a discussion on what streets from an aerial map include from the North East part of town to make quadrants so it will be easier for the next time the surveying is done. There was then a discussion for the North West part of town from Main St. to Willow excluding SIH Hospital. Ms. Brightharp stated that for the surveying, the committee could make a list of the exact area/ streets to include in the survey. There was then a discussion on which quadrant, the North East or the North West, to use for the grant and to vote which quadrant to use first. Mr. Wren asked to vote on either the North East side or the North West side. Ms. Brown moved to survey the North East side of town, seconded by Mr. Zurlinden. The motion to approve to survey the North East side of town passed with a unanimous voice vote.

Mr. Zurlinden stated that there was a new monument for the Kopper's plant and could that be added to the Communique and will contact the person involved for more information.

5. **Adjournment:**

Ms. Brown moved to adjourn the meeting and was seconded by Mr. Wren at 8:24 p.m.