

HISTORIC PRESERVATION COMMISSION

AGENDA

MONDAY, JUNE 2, 2008 @ 3:30 P.M.

**2ND Floor Conference Room, 189 E. Court Street,
Kankakee, IL. 60901**

1. Call to Order - 3:30 P.M. – Elisabeth Dunbar ; Chairman
2. Roll Call
3. Declare Quorum (5 members must be present)
4. Public Comments
5. Terms Expiring – Mardene Hinton 6-12-2008 & Ashley Lucas 7-10-2008 – Letters of interest / New applications were due May 21st, Interviews if any needed were conducted at PZA May 28th, County Board Meeting June 10th.
6. Approval of the minutes of May 5, 2008
7. IHPA Informational DVD (Disk 3 of 3) – The Secretary of the Interior's Standards for Rehabilitation: Interpretation and Application; 30 min.
8. FY 2008 Historic Preservation Work Program
 - a.) Ordinance – H.P. ordinance has been submitted and approved at the March 26th PZA meeting. The ordinance is still being reviewed by the State Attorney's Office. It will move on to the County Board on June 10th.
 - b.) CLG status – Review CLG application requirements & attachments.
 - ITEM #7 - **Ashley Lucas** to draft, get copy of K3 cities reason they wanted to become a CLG from the K3 cities application (*or Will County's application*).
 - ITEM #8 – **Mardene Hinton** to compile each member's forwarded resume indicating their own interests, knowledge and expertise in Historic Preservation. Each member to follow resume format on Pg. 5. (*also see professional qualification standards http://www.nps.gov/history/local-law/arch_stnds_9.htm*).
 - ITEM #9 – **Elisabeth Dunbar** to draft up our local survey program and procedures. Including what has been completed to date and a copy of the survey form. (*survey nomination form completed*).
 - ITEM #10 – **Kankakee County HPC** plans on adopting the procedures outlined in attachment 6. (*is there a need to designate a preservation coordinator for duties within attachment 6 or would this fall under secretarial duties?*).
 - ITEM #11 – **Andrew Purcell** to draft a Kankakee County Historic Preservation Plan or summary of goals and objectives. K3 County Resolution to form HPC copied for Andrew Purcell (*also see http://www.nps.gov/history/local-law/arch_stnds_1.htm*).

MEMBERS: Mardene Hinton, Terry Johnston, Elisabeth Dunbar, Dr. Jim Paul, Andrew J. Purcell, Ashley Lucas, Daron Kinzinger, John Adams, Patricia A. Wagner.

(Note CLG requirements include: letter of request, approved ordinance, list of local landmarks not on the national register, our procedures (SOP's) for surveying properties, local design guidelines adopted, committee members list & resumes, local government preservation plan).

- c.) County Survey – **Terry Johnston** to have his secretary create an excel file from the 1977 survey. Actual postal addresses need to be included. Photos of each location would also be a nice addition to the GIS system.
9. Old Business / New Business - Letters sent out to other Historic Societies / Townships etc. requesting copy of their historic surveys.
10. Next Meeting Date – July 7th 2008 @ 3:30 P.M.
11. Adjournment – 5:00 P.M.