

CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

Historical Preservation Commission Tuesday, May 27, 2025 - 6:00 p.m.

**West Chicago City Hall – Council Chambers
475 Main Street
West Chicago, IL 60185**

AGENDA

1. **Call to Order, Roll Call and Establishment of a Quorum**
 2. **Public Comment**
 3. **Approval of the draft March 25, 2025 Meeting Minutes**
 4. **Certificate of Appropriateness Review**
 - A. C.O.A. 25-11 – Iris Color Hair Salon – 117 Main Street – Window/Wall Signs
 - B. C.O.A. 25-12 – Robert Collier – 425 E Washington Street – Driveway Repair
 - C. C.O.A. 25-13 – Omar Martinez – 108 Galena Street – Window Sign
 - D. C.O.A. 25-14 – Keith Draper – 441 E Washington Street – Fence Replacement
 - E. C.O.A. 25-15 – Holly Perez – 312 E Washington Street – Fence
 5. **Preliminary Review**
 - A. 100 Arbor Avenue – Proposed freestanding internally illuminated sign
 - B. 351 E Washington Street – Removal of unused chimney on single-family home
 6. **Historic District/Landmark Updates**
 - A. Public Hearing for a request filed by Daniel M. Beebe and Pamela J. Darrah, of 479 Colford Avenue, to remove a vacant 1.28 acre parcel of land (PIN 04-10-117-013), owned by the requestors, from the East Washington Street Historic District, in accordance with Chapter 4, Article 5, Sections 4-92 and 4-93, of the Code of Ordinances of the City of West Chicago.
 - B. Review and Recommendation of the removal of a vacant 1.28 acre parcel of land (PIN 04-10-117-013) from the East Washington Street Historic.
 - C. 2025 Architectural and Historical Survey Update
 - D. 1869 Chicago & North Western Train Depot Update
 7. **Other Business**
 - A. Historical Preservation Webpage
 8. **Adjournment** – The next regularly scheduled meeting is June 24, 2025
- CC: Historical Preservation Commission Members; City Council Liaison to the Historical Preservation Commission; Mayor & City Council; City Administrator; Director of Community Development; Business and Community Relations Director; City Museum Director; News Media

475 Main Street
West Chicago, Illinois
60185

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westchicago.org

Daniel Bovey
MAYOR
Tia Messino
INTERIM CITY
ADMINISTRATOR

CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

Draft

WEST CHICAGO HISTORICAL PRESERVATION COMMISSION MEETING

March 25, 2025

**West Chicago City Hall – Council Chambers
475 Main Street
West Chicago, IL 60185**

Members Present:

Keith Letsche, Chairman
SueEllen Edwards
Jarod Pletcher
Reverend Bill Andrews

City Staff:

John Sterrett, City Planner
Tom Dabareiner, Director of Community Development
Sara Phalen, City Museum Director

Guests:

Scott Schwarz, SS Schwarz Construction

Members Absent:

Richard Vigsnes
Tom Cherrington
Wendy Christman

1. Call to Order, Roll Call, and Establishment of a Quorum

The meeting was called to order by Chairman Letsche at 6:00p.m. Roll call found Chairman Letsche, and Commissioners Edwards, Pletcher, and Andrews present. Commissioners Vigsnes, Cherrington, and Christman were absent. With four members present, a quorum was established.

2. Public Comment - None

3. Certificate of Appropriateness (COA) Review

A. C.O.A. 25-09 – 119 W Washington Street – 1869 Chicago & North Western Train Depot

Mr. Sterrett stated that the City of West Chicago has a long-standing goal of renovating the city-owned historic 1869 Chicago & North Western Train Depot located at 119 West Washington Street in the Turner-Junction Historic District. The City retained Sharp Architects in 2017 to prepare an existing conditions and evaluation report for the structure specifying the scope of work to fully renovate the structure. The total cost of a complete renovation is \$1.5 million according to the report.

In late 2023, the City was awarded a \$100,000 grant from the Illinois Department of Commerce and Economic Opportunity to perform select renovations on the structure, predominantly on the interior. The only exterior work proposed at this time with the current grant money includes removal, repair, and restoration of the existing decorative brackets around the roof of the perimeter, and removal of utilities back to the main. Please see photos and excerpts from the 2017 Sharp report detailing the existing condition of the brackets and the proposed work. At their

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March 17, 2025 meeting, the City Council awarded a contract to Crown Coverings of Roselle to perform this work.

The building is not locally landmarked nor is it included on the National Register of Historic Places. It is considered a contributing structure to the Turner Junction Historic District and is a candidate for local landmark status.

Members of Commission discussed the importance of preserving the decorative brackets on the building, including the telegraph insulator pins and brackets for the electric lines.

After a brief discussion, Commissioner Andrews made a motion, seconded by Commissioner Pletcher, to approve the COA application with the following conditions:

1. The telegraph insulator pins on the brackets should be restored and refurbished as well.
2. Any brackets that cannot be restored because they are damaged should be saved and not thrown out. The City Museum would like them.
3. Proper bracing of the roof should occur once the brackets are removed if it is determined the brackets are supporting the eave.

With a voice vote of all ayes the motion carried.

B. C.O.A. 25-06 – 134 Main Street – Window Signage

Mr. Sterrett stated that Jersey Hurst, LLC, owner of 111-113 Galena Street in the Turner Junction Historic District, is requesting approving of a Certificate of Appropriateness for masonry repair. This includes removal of the existing limestone coping to inspect the cavity, install SS flashing, and reinstall the coping. Joints will be caulked with backer rod and tuckpointing will occur as needed. The work is being performed to address recent leaks in the building. The building is non-contributing and is not a candidate for local landmark status.

After a brief discussion, Commissioner Edwards made a motion, seconded by Commissioner Andrews, to approve the COA application as presented with the condition that the coping be a cream color to blend with building. With a voice vote of all ayes the motion carried.

4. Preliminary Review

A. Dan Beebe and Pamela Darrah – 479 Colford Avenue – Preliminary Review to Amend the East Washington Street Historic District Boundaries

Mr. Sterrett stated that Dan Beebe and Pamela Darrah of 479 Colford Avenue have submitted a request to remove a vacant parcel of land (the “parcel”) they own from the East Washington Street Historic District (the “District”). The parcel is 1.28 acres and is adjacent to the north of the home at 479 Colford Avenue, essentially serving as an extension to the backyard. The parcel was previously owned by the owner of 524 East Washington Street, the home adjacent to the north of the parcel, at the time the District was surveyed in 1998. Both 524 E Washington Street and the subject parcel were subsequently included in the District boundaries. Since then, the parcel has

CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

been conveyed to the owners of 479 Colford Avenue. The parcel has no frontage on Washington Street and is located over 300 feet south of Washington Street. If the parcel were developed, it would be accessed off Summit Avenue, which is not located in the Historic District, nor are any homes located on Summit Avenue. Furthermore, any future home on the parcel would not be visible from East Washington Street. Staff is of the opinion that removal of the parcel from the District will not have any adverse effect on the District. Removal of the parcel from the District will not cause any other property currently located in the District to be removed. Please see attached map for more details.

To remove the parcel from the District, an amendment to the District boundaries must be approved. Section 4-93 of the Code of Ordinances provides the process for amending the boundaries. These procedures are attached for reference. The first step after a request has been submitted is to conduct a preliminary review of the request. If the Commission determines that the request to remove the parcel from the District should move forward, a public hearing will be required prior to any recommendation from the Commission to the City Council for final action.

Commissioner Pletcher made a motion, seconded by Commissioner Edwards, to authorize the scheduling of a public hearing for the request, which will occur on May 27, 2025. With a voice vote of all ayes.

5. Historic District/Landmark Updates

Mr. Sterrett reviewed stated that the RPF was issued and the due date for submissions is next week.

6. Approval of February 25, 2025 Meeting Minutes

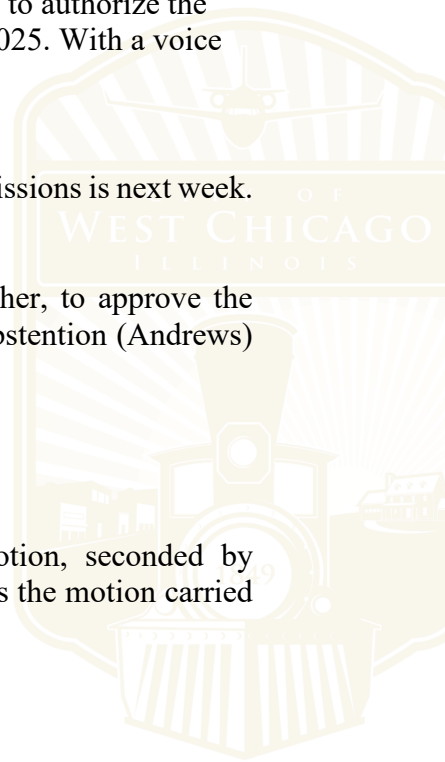
Commissioner Edwards made a motion, seconded by Commissioner Pletscher, to approve the February 25, 2025 meeting minutes. With a voice vote of all ayes and one abstention (Andrews) the motion carried.

7. Other Business – None.

8. Adjournment

With no further business to discuss, Commissioner Pletcher made a motion, seconded by Commissioner Andrews, to adjourn the meeting. With a voice vote of all ayes the motion carried and the Historical Preservation Commission, at 7:10 p.m., adjourned.

Respectfully submitted by John H. Sterrett, City Planner



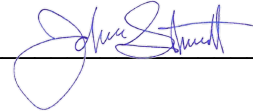
CITY OF WEST CHICAGO

HISTORICAL PRESERVATION COMMISSION AGENDA ITEM SUMMARY

ITEM TITLE:

Window & Wall Signs
117 Main Street
Iris Color Hair Salon

C.O.A. # 25-11

AGENDA ITEM NUMBER: 2 a.**COMMISSION AGENDA DATE:** 05-27-25**STAFF REVIEW:** John Sterrett, City Planner**SIGNATURE****ITEM SUMMARY:**

Iris Hair Salon located at 117 Main Street in the Turner Junction Historic District is requesting approval of a Certificate of Appropriateness to install vinyl window signage in the two 2 storefront windows. One window will have the phone number (1.2 square feet in area) and the other window will have the business logo (6.2 square feet in area). The windows are each 21.9 square feet in area. The applicant is also proposing a sheet metal nail polish bottle wall sign (8 square feet in area) that will be attached to the building through the mortar joints and not into the bricks themselves. Please see the attached rendering for further details.

The collective window area for this tenant space is 43.8 square feet. The square footage of the proposed window signs is 7.4 square feet. The Commission's policy is to allow a maximum of 20% of the total window space to be covered, which in this case is 8.8 square feet. The City's Sign Code also considers window signage as wall signage and in this case the maximum allowed wall and window signage combined is 30 square feet. The applicant is proposing 15.4 total square feet of combined wall and window signage.

The applicant originally received COA approval from the HPC for the proposed signs in 2015. The work, however, was never performed and therefore that approval is null and void. The applicant is thus returning to the Commission for a new review.

The two-story building was constructed in 1896 in a Victorian style, but the façade was later altered to an all brick Federal Revival style giving the building its present day appearance. The building is a contributing structure to the Turner Junction Historic District but is not considered a candidate for local landmark status.

ACTION PROPOSED:

Consideration of new window and wall signs at 117 Main Street.



Please sign and fax to 630-293-7310 for all approval or changes to this drawing. Email: n@signarama-westchicago.com.

Signarama is your responsibility. Sizes shown are approximate. Drawing is not to scale.

Signarama will vary from electronic proof. If your order is critical, a digital printout of the drawing must be provided and approved by you prior to completion of order. This will require an additional cost of \$25.

PLEASE MARK ONE:
☐ Approved as is

☐ If noted, please send new proof: 3 proofs provided at no charge)

☐ If critical. Please print out a color proof for approval at an additional cost of \$25.00.

File Created:

Date: 11/2/2015

Time: 11:50:44 AM

#: 00

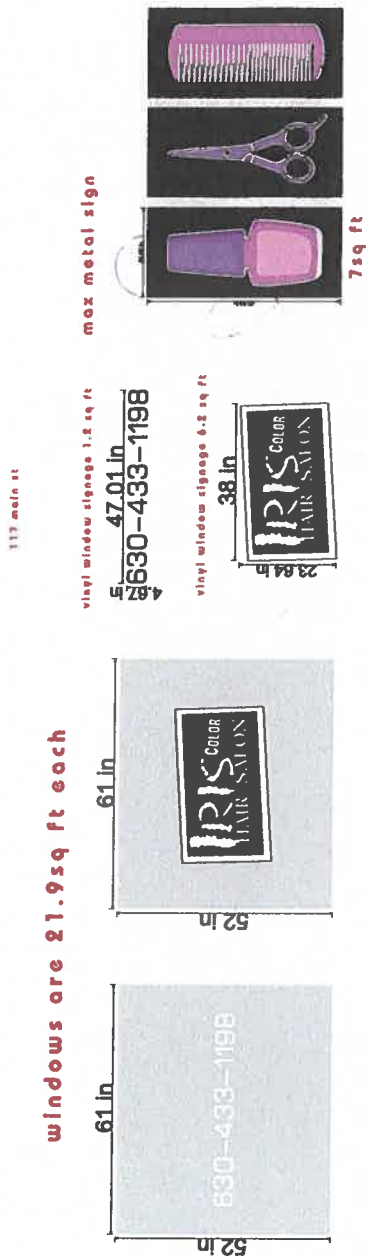
Size Rep: 00

Signarama
The way to grow your business.

Signarama, Unit 114, West Chicago, IL 60185
Phone: 630-293-7300 Fax: 630-293-7310
Website: www.signarama-westchicago.com
Email: design@signarama-westchicago.com

Signature: _____

QTY: 2 WINDOW DECALS AND 3 WALL SIGNS WIDTH OF BUILDING IS 20'W 117 MAIN ST. WEST CHICAGO IL 60185




CITY OF WEST CHICAGO

HISTORICAL PRESERVATION COMMISSION AGENDA ITEM SUMMARY

ITEM TITLE:

Driveway Repair/Replacement
425 E Washington Street
Robert Collier

C.O.A. # 25-12

AGENDA ITEM NUMBER: 2 b.**COMMISSION AGENDA DATE:** 05-27-25**STAFF REVIEW:** John Sterrett, City Planner**SIGNATURE****ITEM SUMMARY:**

Robert Collier, owner of the single-family home at 425 East Washington Street in the East Washington Street Historic District, is requesting approval of a Certificate of Appropriateness to repair and replace the existing asphalt driveway on the property. The existing driveway material will be removed and replaced with 3-inches of compacted asphalt over a 6-inch stone base. No work is proposed on the existing concrete apron in the public right-of-way. The petitioner is also proposing to replace the existing 55-foot long concrete retaining wall along the west property line as part of the driveway replacement. Please see the attached details and photos for more information.

No work is proposed to the existing Queen Anne single-family home, which was constructed in 1895. The home is considered a significant structure in East Washington Historic District and a candidate for local landmark status.

ACTION PROPOSED:

Consideration of a driveway repair/replacement at 425 East Washington Street.





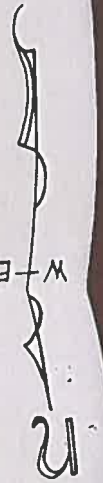
P. O. Box 4224
St. Charles, IL 60174
www.damicopaving.com



Phone: 630-263-PAVE
(7283)

Fax: 630-513-1084
office@damicopaving.com

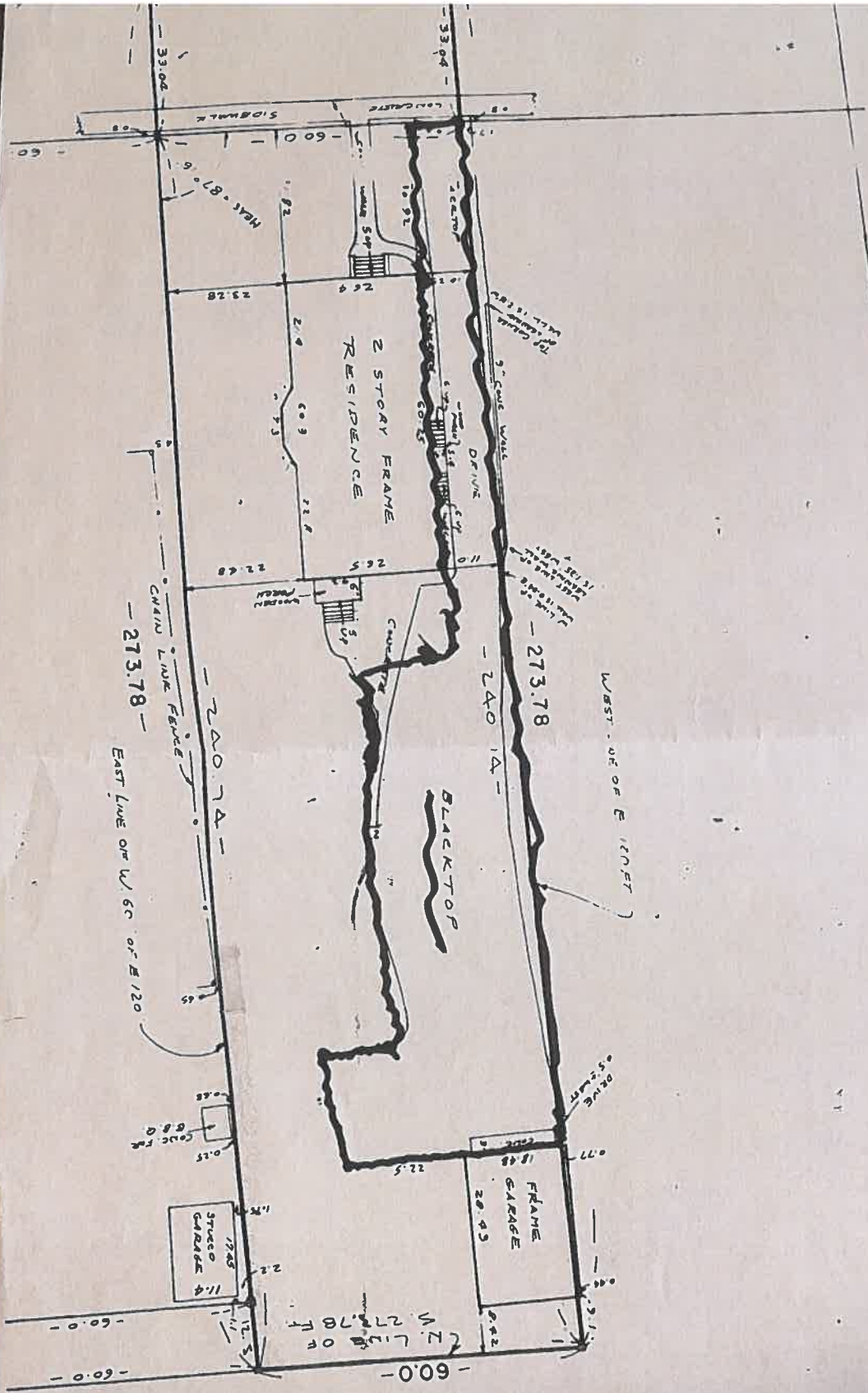
Customer: Bob Collier		Date: 3-24-25	
Address: 425 E Washington St		Town: W. Chicago	Zip:
Home Phone: 697-7941	Cell Phone:	Fax:	
E-Mail Address: Collbob425@gmail.com			
Excavate and haul away: <input checked="" type="checkbox"/> Asphalt <input type="checkbox"/> Concrete <input type="checkbox"/> Dirt and grass <input type="checkbox"/> Other			
Remove existing driveway / leave concrete apron			
Prepare stone base and compact with vibratory roller:			
<input type="checkbox"/> Install new stone base		<input checked="" type="checkbox"/> Add stone as needed for proper base	
6-8" Stone base			
Install asphalt and compact with vibratory roller:			
<input checked="" type="checkbox"/> Surface asphalt 3" compacted		<input type="checkbox"/> Binder asphalt	
<input checked="" type="checkbox"/> Hand tamp all exposed edges at 45° angle		<input type="checkbox"/> Sawcut butt joints to keep new asphalt level	
<input type="checkbox"/> Prime asphalt with primer glue before paving		<input type="checkbox"/> Sawcut street to keep driveway entry level	
<input checked="" type="checkbox"/> Customer is responsible for securing permit		<input checked="" type="checkbox"/> Water source needed for roller	
<input type="checkbox"/> Miscellaneous:			
New concrete retaining wall approx 55 ft + \$7,500			
DAMICO PAVING QUOTES JOBS IN PLAIN ENGLISH, NOT CONFUSING TECHNICAL TERMS. THERE ARE DIFFERENT GRADES OF EVERY MATERIAL, DAMICO PAVING ONLY USES THE BEST.		Payment is due upon completion of work 13,500 = Asphalt	
We want your business and your referrals! This is what we do to get them: 1) Perform all work according to municipal codes or better 2) Only use the best and highest quality materials 3) Apply them in the most professional manner 4) Arrive at the job when scheduled 5) Take pride in and guarantee all of our work 6) Return all telephone calls promptly		Personal Check or Money Order only Accepted By:	
Questions? Call me direct at:		Damico Paving Representative: Branden Leston 630-439-5400 Branden@Damicopaving.com	
For detailed information regarding paving and seal coating, visit www.damicopaving.com			



- N. 4° W. - 7 3/4 CHAINS - (46.8')

OR BEG. (W. 1/4)
EAST 1/4 OF SW. 1/4 OF
SECT 3 - 39.9
POINT 4.14 CHAINS
NORTH 4.281 CHAINS
EAST 1/4 OF SW. 1/4 OF

- "EAST" - 2.98 CHAINS - (196.68')



Driveway State of Work

Property:

Robert Collier Cheryl Collier

425 E Washington St West Chicago IL 60185

Subject Replace existing driveway and falling retaining wall

Paving Co.: DAMICO PAVING St. Charles IL See attached.

Cost \$22,000

1. Excavate and replace existing driveway running on the West side of the property.
See quote from DAMICO PAVING>
2. Will have to replace 53 Linear ft of cement retaining wall. See attached photos.
3. Approximate area paved:
 - Side of house from back to sidewalk 15' W x 117 ' L
 - Backyard: 27' W x 135' L

Note:

1. I can also provide actual survey plot and copies.
2. DAMICO PAVING is an approved company for West Chicago.




CITY OF WEST CHICAGO

HISTORICAL PRESERVATION COMMISSION AGENDA ITEM SUMMARY

ITEM TITLE:

Vinyl Window Decal
108 Galena Street
ReShop 4 Less

C.O.A. # 25-13

AGENDA ITEM NUMBER: 2 c.**COMMISSION AGENDA DATE:** 05-27-25**STAFF REVIEW:** John Sterrett, City Planner**SIGNATURE****ITEM SUMMARY:**

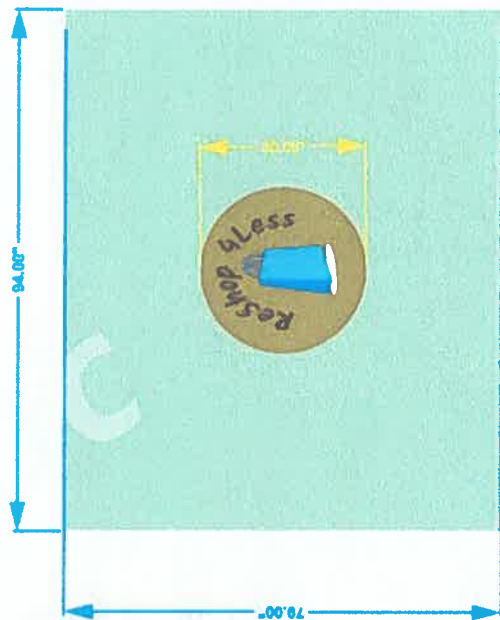
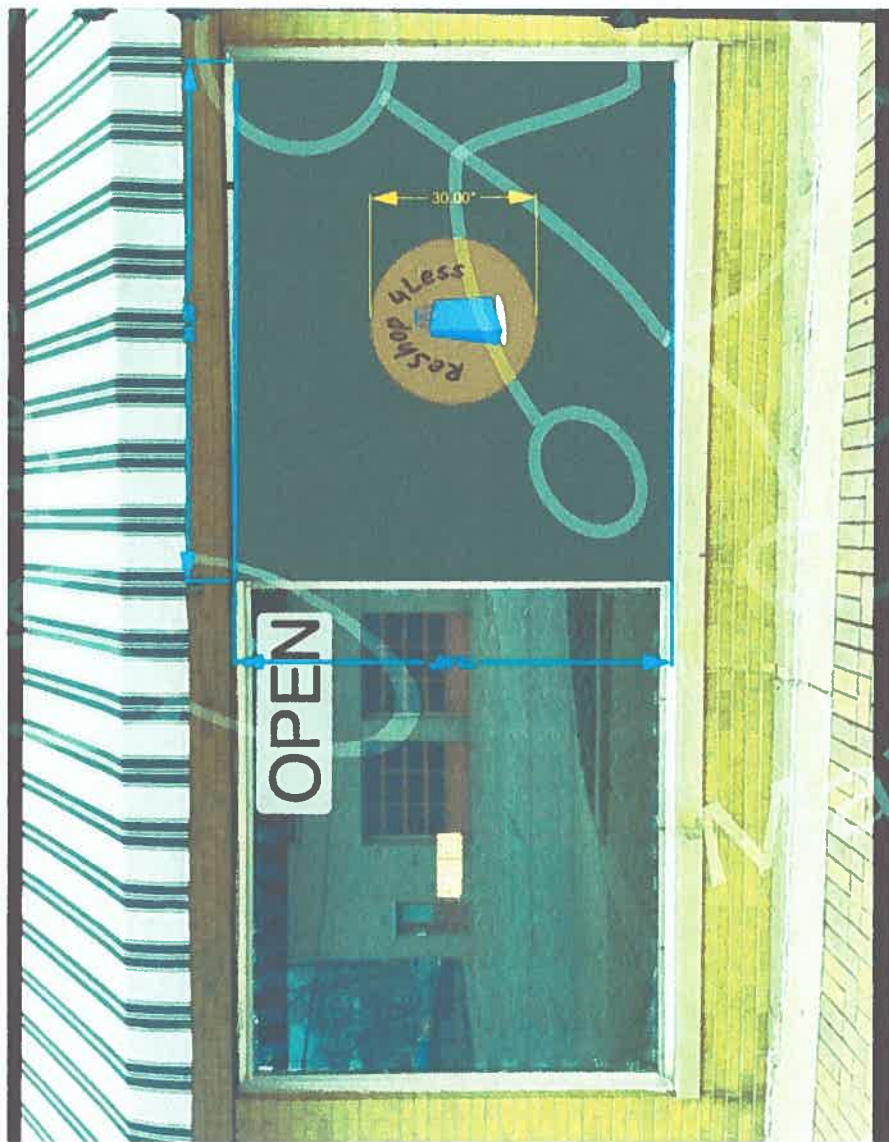
Omar Martinez, owner of ReShop 4 Less at 108 Galena Street in the Turner Junction Historic District, is requesting approval of a Certificate of Appropriateness to install a 0.65 square foot vinyl decal advertising the name of the business. The decal is well below the 20 square foot maximum allowed for window signage at this location. An existing "Open" sign on the window is exempt from needing a sign permit or COA approval. There are existing rope lights outlining the storefront window, which are prohibited and must be removed immediately. Please see the attached details and photos for more information.

The structure is a 1950's commercial storefront that is neither contributing to the Historic District nor a candidate for local landmark status, according to the Survey of the Turner Junction Historic District.

ACTION PROPOSED:

Consideration of a vinyl window decal advertising the business at 108 Galena Street.





Karlagraba2@gmail.com



great 2 graphics
2s. 723 Route 59
Warrenville IL 60555
630-853-7196
630-853-7718

Prepared for: Reshop + Less

Address:

City/State/Z.C.: West Chicago, IL 60185

Approval Signature:

Date:

Date: 3-22-25

Description:

Outside installed

Please sign and seal the picture to 630-853-7196 or email approval changes to design@graba2s.com. Spelling is our responsibility. Sizes are noted. Proving is not to scale. Colors will vary from electronic proof. If color is critical, a digital printout of part of your order will need to be used and approved by you to completion of order. This will require an extra cost.

☐ Approved as is

☐ Change noted, please send new proof

☐ Color is critical. Please print out a color sample for approval at an additional cost

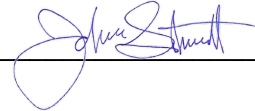
CITY OF WEST CHICAGO

HISTORICAL PRESERVATION COMMISSION AGENDA ITEM SUMMARY

ITEM TITLE:

Fence Replacement
441 E Washington Street
Keith Draper

C.O.A. # 25-14

AGENDA ITEM NUMBER: 2 d.**COMMISSION AGENDA DATE:** 05-27-25**STAFF REVIEW:** John Sterrett, City Planner**SIGNATURE** _____**ITEM SUMMARY:**

Keith Draper, owner of the single-family home at 441 East Washington Street in the Turner Junction Historic District, is requesting approval of a Certificate of Appropriateness to replace 3 damaged sections of an existing 4-foot tall picket fence. The replacement fence will match the existing fence in size, style, and color. Please see the attached details and photos for more information.

The structure is a T-Form/Craftsman constructed in 1863. It is contributing to the District and is a candidate for local landmark status.

ACTION PROPOSED:

Consideration of a fence replacement at 441 E Washington Street.



CITY OF WEST CHICAGO

HISTORICAL PRESERVATION COMMISSION AGENDA ITEM SUMMARY

ITEM TITLE:

Fence
312 E Washington Street
Holly Perez

C.O.A. # 25-15

AGENDA ITEM NUMBER: 2 e.**COMMISSION AGENDA DATE:** 05-27-25**STAFF REVIEW:** John Sterrett, City Planner**SIGNATURE****ITEM SUMMARY:**

Holly Perez, owner of the single-family home at 312 East Washington Street in the Turner Junction Historic District, is requesting approval of a Certificate of Appropriateness to install a 4-foot wooden picket fence on the property. The fence will be located in the rear of the property. No alterations to the single-family home are proposed. Please see the attached details and photos for more information.

The structure is a Bungalow with Dutch Colonial features constructed in the 1920's. It is contributing to the District but is not a candidate for local landmark status.

ACTION PROPOSED:

Consideration of a fence at 312 E Washington Street.





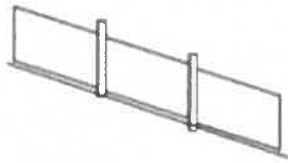
Chicago General Contractor License
#TGC0068620

ESTIMATE VALID UNTIL
May 16, 2025

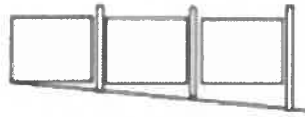
Sales Rep: Lee Mugnolo
Proposal Date: May 01, 2025
Projected Start Date: - *Weather
Permitting

Proposal submitted to: Holly Perez	Home: +12399618380
Billing Address: 312 East Washington Street, West Chicago, IL, 60185	Cell: +12399618380
Job Location: 312 East Washington Street, West Chicago, IL 60185	Email: hollycperez@gmail.com

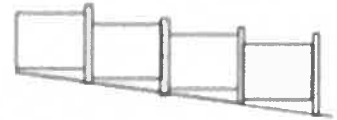




Follow Contour
☒



Straight Top
☐



Step Down
☐

Construction:

We propose to install the following:

122 FT of Picket 3" Space - 4' (1x4 WRC) Treated

2 EACH of Picket 3" Space - 4' (1x4 WRC) Treated (4') Single Gate

1 EACH of Picket 3" Space - 4' (1x4 WRC) Treated (6') Double Gate

Project Specifications

Fence Styles

Picket 3" Space - 4' (1x4 WRC) Treated

MATERIAL TYPE: Wood

MANUFACTURER:

COLOR:

HEIGHT: 4'

STYLE: Spaced Picket

SERIES: Treated

NONE (FLAT TOP POST)

FACE NAILED

DOG EAR PICKET CUT

8' TREATED: Post | 4" x 4" - 8' | Flat Top

Gate Styles

Picket 3" Space - 4' (1x4 WRC) Treated (4') Single Gate

MATERIAL TYPE: Wood

MANUFACTURER:

COLOR:

HEIGHT: 4'

STYLE: Spaced Picket

SERIES: Treated

TOP DESIGN:

GATE TYPE: Single

8' TREATED: Post | 4" x 4" - 8' | Flat Top

BLACK MAXIMA BLACK POST LATCH

8" BLACK DECORATIVE (Set) T HINGE (opens in)

NONE (FLAT TOP POST)

DOG EAR PICKET CUT

8' TREATED: Post | 4" x 4" - 8' | Flat Top

BLACK MAXIMA BLACK POST LATCH

8" BLACK HEAVY DUTY (Set) STRAP HINGE (opens out)
NONE (FLAT TOP POST)
DOG EAR PICKET CUT

Picket 3" Space - 4' (1x4 WRC) Treated (6') Double Gate

MATERIAL TYPE: Wood

MANUFACTURER:

COLOR:

HEIGHT: 4'

STYLE: Spaced Picket

SERIES: Treated

TOP DESIGN:

GATE TYPE: Double

8' TREATED: Post | 4" x 4" - 8' | Flat Top

BLACK MAXIMA BLACK POST LATCH

5/8" X 24" BLACK HEAVY DUTY CANE BOLT

8" BLACK HEAVY DUTY (Set) STRAP HINGE (opens out)

NONE (FLAT TOP POST)

DOG EAR PICKET CUT

Accessories

Dirt Haul Away (from Field) – 31 EACH

Customer Signature: 

Date of acceptance: 5/2/2025

Note: This proposal may be withdrawn by Peerless Fence if not accepted by May 16, 2025. Payments to be made as follows: 50% deposit, balance due on the morning of installation. (see payment terms)

Acceptance of contract: the stated prices, specifications and conditions herein and as stated on back of contract are satisfactory and are hereby accepted. You are authorized to do the work specified.

This contract contains a limited warranty.

Grand Total: \$4,009.57

Deposit Amount: \$2,004.79

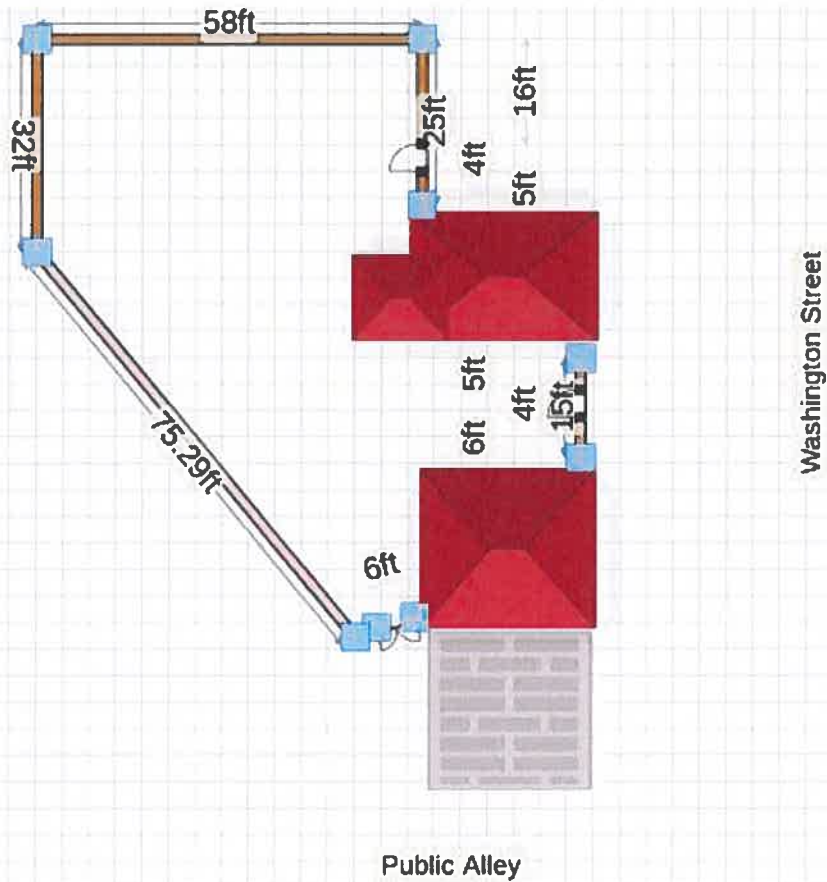
Balance Due On the Morning of

Installation: \$2,004.79

Sales Rep: *Lee Mugnolo*

Owner: *Holly Perez*

Date of acceptance: 5/2/2025



Under no circumstances is Peerless Fence responsible for damages to private utilities (i.e. sprinkler systems, drain tiles, downspouts, sump lines, private gas, private electric, private water, and electric fences) and/or underground items not professionally located by J.U.L.I.E. or Digger companies. These measurements are estimated. The final billing will be based on the actual footage of fencing built and the work performed.

Customer initials: HP

Date: 5/2/2025

Owner Responsibilities - Initial: HP

- ☐ Obtain permit and inspections
- ☐ Furnish plat of survey
- ☐ Locate iron pins
- ☐ Clear fence line
- ☐ Locate private utilities
- ☐ Contain animals
- ☐ Mark location for spoils
- ☐ Clear existing fence

Job Conditions - Initial: HP

- ☐ Fence tight to grade
- ☐ Fresh grade dirt
- ☐ New grass or sod
- ☐ Flange mounted
- ☐ Blacktop breaks
- ☐ Concrete breaks
- ☐ Interfering Concrete footings pulled
- ☐ Core Drill required

CITY OF WEST CHICAGO

HISTORICAL PRESERVATION COMMISSION AGENDA ITEM SUMMARY

ITEM TITLE:

Dan Beebe and Pamela Darrah
479 Colford Avenue
PIN 04-10-117-013

Public Hearing on a Request to Amend the East Washington Street Historic District Boundaries

AGENDA ITEM NUMBER: 6 A and 6 B.

COMMISSION AGENDA DATE: 05-27-25

STAFF REVIEW: John Sterrett, City Planner

SIGNATURE _____

**ITEM SUMMARY:**

Dan Beebe and Pamela Darrah of 479 Colford Avenue have submitted a request to remove a vacant parcel of land identified as PIN 04-10-117-013 (the "parcel") they own from the East Washington Street Historic District (the "District"). The parcel is 1.28 acres and is adjacent to the north of the home at 479 Colford Avenue, essentially serving as an extension to the backyard. The parcel was previously owned by the owner of 524 East Washington Street, the home adjacent to the north of the parcel, at the time the District was surveyed in 1998. Both 524 E Washington Street and the subject parcel were subsequently included in the District boundaries. Since then, the parcel has been conveyed to the owners of 479 Colford Avenue. The parcel has no frontage on Washington Street and is located over 300 feet south of Washington Street. If the parcel were developed, it would be accessed off Summit Avenue, which is not located in the Historic District, nor are any homes located on Summit Avenue. Furthermore, any future home on the parcel would not be visible from East Washington Street. Staff is of the opinion that removal of the parcel from the District will not have any adverse effect on the District. Removal of the parcel from the District will not cause any other property currently located in the District to be removed. Please see attached map for more details.

To remove the parcel from the District, an amendment to the District boundaries must be approved by the City Council. Prior to action being taken by the City Council, the Historical Preservation Commission must conduct a public hearing and provide a recommendation on the request. Per the requirements of Section 4-93 of the Code of Ordinances, notice to all property owners within the East Washington Street Historic District have been notified of the public hearing via certified mail and a notice of the public hearing was published in the Daily Herald at least 30 days prior to the hearing.

ACTION PROPOSED:

The Historical Preservation Commission is being asked to conduct a public hearing on the proposed amendment to the East Washington Street Historic District for PIN 04-10-117-013.

