

2019 WORK PLAN FOR HISTORIC PRESERVATION COMMISSION

2019 Initiatives

ENABLING LANGUAGE	PROJECT	OUTCOMES	TIMEFRAME	COST (if any)
Public Education	HPC Newsletter	Continue to create an HPC Newsletter for educational purposes and distribute on-line, via email blasts, and by hard copy.	Ongoing	\$0
Public Education	Historic Landmarks	Designating individual properties as Historic Landmarks.	Ongoing	\$1,000 (four plaques) \$100 (research fees)
Historic Preservation Awards	Preservation Awards	Sponsor annual preservation awards and co-host the awards event with the Environment & Energy Advisory Commission and the Community Design Commission	4 th Quarter	\$300 (selection and event costs)
Public education	<u>Strategic HP Plan Recommendation</u> : Develop and deliver a customizable training program for Village Board members and various Village Commissions to provide information on HPC programs and services.	<ul style="list-style-type: none"> • Provide at least one customized training session and information to Village Trustees, VOP staff, and Village Commissions that have overlap with the work of the HPC, including Plan Commission, Environment & Energy, Community Design, and Zoning Board. • Increase knowledge of HPC programs and incentives that can be promoted to property owners • Increase interaction and cooperation between Village commissions and staff • Present a program to the Village Board and Commission members to reinforce prior education efforts 	Throughout 2018	\$0
Historic Preservation Ordinance	<u>Strategic HP Plan Recommendation (and ongoing)</u> : Examine the Historic Preservation Ordinance and its review processes to identify future process efficiencies.	Examine the Historic Preservation Ordinance for administrative and procedural updates, including Historic Landmark designation, Certificate of Appropriateness Reviews and Certificate of Advisory Reviews. Also update the Commission's Rules of Procedures.	1 st -2 nd Quarters	\$0

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Adoption of Guidelines	<u>Strategic HP Plan Recommendation (and ongoing):</u> Review, update and re-write the Architectural Review Guidelines	Finalize the update of the existing Architectural Review Guidelines began by the HPC in 2009. Request final adoption from the Village Board.	1 st Quarter	\$0
Public Education	<u>Strategic HP Plan Recommendation:</u> Educate contractors, architects, property owners and the local real estate community	Provide educational outreach regarding the format and use of the newly updated Architectural Review Guidelines	Ongoing	\$0
Public Education	<u>Strategic HP Plan Recommendation:</u> Organize joint cooperation with other commissions.	Serve as liaison between two commissions to keep abreast of on-going projects and share information. <u>Environment & Energy Commission, Plan Commission, Zoning Board of Appeals, Community Design Commission</u>	Ongoing	\$0
Public Education	<u>Strategic HP Plan Recommendation:</u> Educate the local real estate community	Provide training on historic preservation to local realtors	Ongoing	\$0
Public Education	<u>Strategic HP Plan Recommendation:</u> Initiate a comprehensive ongoing education program for residential property owners	Create a new Oak Park Guide Book to replace the <u>Guide to Oak Park's Frank Lloyd Wright and Prairie School Historic District</u> , published by the Commission in 1999, which is out of print. The new guide book will cover the entire Village.	Ongoing from 2017	\$0
Public Education	<u>Strategic HP Plan Recommendation:</u> Identify and initiate partnership opportunities, either short or long-term, with the local business community and institutions supporting joint economic development and historic preservation objectives.	Investigate and create a comprehensive education, marketing and outreach program, possibly with local business/economic development/history partners, which promotes the significance /importance of historic commercial buildings and their preservation and reuse. Include economic incentives and discuss the "Motor Row" themed properties along Madison Street.	Ongoing from 2017	\$500

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Public Education	Strategic HP Plan Recommendation: Identify potential cooperative efforts between Village Historic Preservation officials and other Oak Park taxing bodies	Coordinate with a local working group of preservation professionals and the Oak Park Postmaster to support the long-term preservation of the Oak Park Post Office at 901 Lake Street and provide expertise, resources and planning for restoration, maintenance and potential future reuse scenarios.	Ongoing from 2017	\$0
Public Education	Strategic HP Plan Recommendation: Educate contractors, architects, property owners and the local real estate community	Host a one-day intensive educational session called CAMP (Commission Assistance and Mentoring Program) sponsored by the National Alliance of Preservation Commissions. Session is contingent on receiving a CLG grant (70% grant/30% local).	2 nd , 3 rd or 4 th Quarter	\$10,000 (of which \$7,000 would be reimbursed through CLG Grant). Up to \$1,000 additional funds could be reclaimed through a registration fee.
	TOTAL BUDGET REQUEST FOR 2018			\$3,900

2018 Historic Preservation Commission Accomplishments

ENABLING LANGUAGE	PROJECT	OUTCOMES	TIMEFRAME	COST (if any)
Historic Preservation Commission Review	Review Certificates of Appropriateness for additions and alterations on contributing buildings within the historic districts	The Historic Preservation Commission reviewed 53 Certificates of Appropriateness and approved 37 (5 pending 12/13/18 meeting)	2018	\$0

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Architectural Review Committee Review	Review and provide feedback for additions and alterations proposed for buildings within the historic districts	The Architectural Review Committee reviewed 42 proposed projects	2018	\$0
Public Education	HPC Newsletter	HPC Newsletter issued 1 st Quarter	1 st Quarter	\$0
Public Education	Historic Landmarks	One landmark designated and plaque created: 400 N Kenilworth	4 th Quarter	\$260
Historic Preservation Awards	Preservation Awards	Sponsored annual Historic Preservation Awards and co-hosted the Stewardship Awards event with the Environment & Energy Advisory Commission and the Community Design Commission	4 th Quarter	\$230
Public education	<u>Strategic HP Plan Recommendation</u> : Develop and deliver a customizable training program for Village Board members and various Village Commissions to provide information on HPC programs and services.	NA		
Historic Preservation Ordinance	<u>Strategic HP Plan Recommendation (and ongoing)</u> : Examine the Historic Preservation Ordinance and its review processes to identify future process efficiencies.	NA		

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Adoption of Guidelines	<u>Strategic HP Plan Recommendation (and ongoing):</u> Review, update and re-write the Architectural Review Guidelines	Reviewed Architectural Review Guidelines	2018	\$0
Public Education	<u>Strategic HP Plan Recommendation:</u> Educate contractors, architects, property owners and the local real estate community	Contractors, architects, property owners, and members of the real estate community have been provided the newly updated Architectural Review Guidelines for current and future proposed projects	2018	\$0
Public Education	<u>Strategic HP Plan Recommendation:</u> Organize joint cooperation with other commissions.	Served as liaison between two commissions to keep abreast of on-going projects and share information. <u>Environment & Energy Commission, Plan Commission, Zoning Board of Appeals, Community Design Commission</u>	2018	\$0
Public Education	<u>Strategic HP Plan Recommendation:</u> Educate the local real estate community	NA		
Public Education	<u>Strategic HP Plan Recommendation:</u> Initiate a comprehensive ongoing education program for residential property owners	Prepared work plans for a new Oak Park Guide Book to replace the <i>Guide to Oak Park's Frank Lloyd Wright and Prairie School Historic District</i> , published by the Commission in 1999, which is out of print. The new guide book will cover the entire Village.	1 st Quarter	\$0
Public Education	<u>Strategic HP Plan Recommendation:</u> Identify and initiate partnership opportunities, either short or long-term, with the local business community and institutions supporting joint	NA		

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	economic development and historic preservation objectives.			
Public Education	Strategic HP Plan Recommendation: Identify potential cooperative efforts between Village Historic Preservation officials and other Oak Park taxing bodies	NA		
Public Education	Strategic HP Plan Recommendation: Educate contractors, architects, property owners and the local real estate community	NA		
	TOTAL BUDGET FOR 2018			\$490.00