



**WILL COUNTY
HISTORIC PRESERVATION COMMISSION
AGENDA**



**14435 W. MANHATTAN-MONEE RD.
MANHATTAN, IL 60442**

JULY 10, 2019

Crosswind Farms

Regular Meeting

7:00 PM

- 1. CALL TO ORDER**
- 2. ROLL CALL - ESTABLISHMENT OF A QUORUM**
- 3. APPROVAL OF AGENDA**
- 4. APPROVAL OF MINUTES**
 - 1. Historic Preservation Commission - Regular Meeting - Jun 5, 2019 7:00 PM**
- 5. PUBLIC COMMENTS**
- 6. CHAIR'S REPORT**
- 7. STAFF'S REPORT**
- 8. OLD BUSINESS**
- 9. NEW BUSINESS**
 - 1. App/Video Grant Discussion**
- 10. COMMISSIONER DISCUSSION**
- 11. ANNOUNCEMENTS**
- 12. ADJOURNMENT**

NEXT MEETING AUGUST 7, 2019 AT THE MONEE COMMUNITY BUILDING

*For information about this agenda or if any ADA assistance is needed, please contact staff at the Will County Land Use Department at (815) 774-7902.



**HISTORIC PRESERVATION COMMISSION
WILL COUNTY, ILLINOIS**

App/Video Grant Discussion

In follow-up to our discussion at the June meeting, the Commission directed Staff to begin research into available grants to pursue creation of a Will County Historic Preservation Commission app and/or video. This would satisfy two of the Commission's 2019 goals and objectives.

Attached is the grant application and information for the Landmarks Illinois Donnelley grant. This matching grant can fund "education and outreach" activities up to \$2,500 and is awarded twice a year (May 15 and November 15). Staff recommends that the Commission pursue this grant first since there is only local competition. There is a grant available through the National Trust for Historic Preservation, but that would mean nationwide competition for funds.

In 2015, a Land Use intern completed research into companies and costs associated with creating a four minute video. One rough estimate was received from The Michael Group for \$6,915. Other companies would not provide estimates since there were too many unknown variables (i.e. how many different locations, how complex the editing would be, how many interviews, exact length of video, etc.).

Staff completed online research regarding costs associated for creating an app. Estimates ranged from \$10,000 to \$100,000 depending on the app's complexity.

Should the Commission wish to pursue these projects, Staff recommends the following next steps:

- 1.) Focus on either the app or the video to pursue first.
- 2.) Complete a detailed outline and description of what the app and/or video will contain (perhaps form a subcommittee).
- 3.) Release an RFP/RFQ through the County's Purchasing Department to retain bids for the project.
- 4.) Evaluate these bids and current available budget.
- 5.) Apply for the grant knowing the exact amount required - perhaps the Landmarks Illinois grant in November or a CLG grant in 2020 depending on the funding needed.
- 6.) Depending on the funding needed, put in the request for FY2021 budget to coincide with the grant request.



Donnelley Preservation Fund Grant Program

The Landmarks Illinois Donnelley Preservation Fund was established in 2013 to provide monetary assistance to preserve or protect significant structures or sites in the state of Illinois.

Eligibility

Structures/Sites

- Eligible beneficiaries of Preservation Heritage Fund grants are significant structures or sites in Illinois that are under threat of demolition, imminent deterioration, or are of such architectural importance that their preservation will benefit the public and Illinois community.
- Structures or sites on Landmarks Illinois' most recent "Endangered List" are presumed to be Eligible Structures. Applicants

Applicants

- Applicants must be not-for-profit organizations or governmental bodies. Landmarks Illinois, in exceptional circumstances, can determine other persons or organizations to be eligible applicants if it finds:
 1. There is no other practical means of benefiting the Eligible Structure or Site but to grant money to the applicant;
 2. The public benefit of preserving the Eligible Structure or Site substantially outweighs the benefits to the applicant; and
 3. Every effort has been made to protect the public benefit of the preservation grant after it is made.
- Applicants must own the Eligible Structure or Site, or have sufficient legal control of the Eligible Structure or Site to permit the Eligible Project to be completed and protected as required by Landmarks Illinois.
- Applicants must possess the capacity to manage the grant funds prudently and have the expertise to execute the Eligible Project in accordance with its approved conditions. An applicant that lacks one or both of these attributes must submit to the expertise of a pro bono Sponsor elected by Landmarks Illinois if, in its sole discretion, it offers to provide it.
- Applicants must agree to seek preservation protection for the Eligible Structure or Site from local, state, or national preservation organizations as applicable if not already protected.
- A follow-up report of the project is required to be submitted to Landmarks Illinois within a determined time period.

Projects

- A project must benefit one or more specifically identified Eligible Structures or Sites and one or more specifically identified preservation issues. Projects relating to Eligible Structures or Sites on the most recent Landmarks Illinois "Endangered List" will be given priority consideration.
- A project must be for the purpose of preserving all or part of an Eligible Structure or Site. Ordinary expenses of owning or maintaining an Eligible Structure or Site will not be considered preservation expenses.
- A project must comply, where applicable, with the *Secretary of the Interior's Standard for Rehabilitation, Restoration, or Adaptive Reuse*. Landmarks Illinois may ask the applicant for an affidavit of compliance with these standards as a condition of making a grant.

- Donnelley Preservation Fund grants are awarded for planning activities and education efforts focused on preservation.
 - **Planning:** Support for obtaining professional expertise in areas such as architecture, archaeology, engineering, preservation planning, land-use planning, and law. Eligible planning activities include, but are not limited to:
 - Hiring a preservation architect or landscape architect to produce a historic structure report or historic landscape master plan
 - Hiring a preservation planner to produce design guidelines for a historic district
 - Hiring a real estate development consultant to produce an economic feasibility study for the reuse of a threatened structure
 - Sponsoring a community forum to develop a shared vision for the future of a historic neighborhood
 - **Education and Outreach:** Support for preservation education activities aimed at the public with particular interest in programs aimed at reaching new audiences. Funding will be provided to projects that employ innovative techniques and formats aimed at introducing new audiences to the preservation movement
- A project may include one or more of the following services provided each service can satisfy the project conditions described above:
 1. Engineering, architectural, and feasibility studies
 2. Legal services
 3. Surveys and National Register Nominations
 4. Preservation ordinance support
- A project may not include services that have been completed at the time a grant is requested.

Size of Grants

Grants range from \$500—\$2,500. The size of the grant will be determined by the need of the Eligible Applicant and will be awarded on a matching basis. A match may be a direct dollar amount or, using volunteer labor or services, equal the value of the grant.

How to Apply

A completed application must include:

- The Donnelley Preservation Fund application form
- Digital images of the Eligible Structure and/or Site
- A clear description of the threat to the building(s) or district, and a proposed plan of action.
- The application must specify the amount of money needed for the project.
- The applicant must provide documentation from the IRS of its not-for-profit status and the Bylaws of the organization.

Applications which do not include these items will not be considered complete.

Review of Application

- Donnelley Preservation Fund grants are awarded twice a year by the Landmarks Illinois Executive Committee.
- **Application deadlines are: May 15 and November 15.**
- Applications will be judged on the importance of the Eligible Structure and/or Site, the nature and degree of the threat of demolition, the quality of the applicant organization, and the quality of the proposed plan of action.
- Landmarks Illinois has a limited amount of grant money available each fiscal year. Some worthwhile and eligible projects may not be awarded grants due to limited funds but may be considered in the following year.

Contact

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