

MCHENRY COUNTY HISTORIC PRESERVATION COMMISSION

FISCAL 1992 ANNUAL REPORT

MCHENRY COUNTY HISTORIC PRESERVATION COMMISSION

OFFICERS

- Gloria Mack - Chairperson
Al Kramka - Vice Chairperson
Richard McGrath - Secretary

STAFF

Jill Osth

COMMISSIONERS:

John Dalton -IHPA Liaison

John Jurewicz
Jim Keefe
Donna Spicer
Betty Thomas
Nancy Welch

In accordance with the McHenry County Historic Preservation Ordinance, the attached annual report is being submitted for your information and approval.

The annual report includes the following:

REPORTS

•Co-sponsored seminar at MCC	Gloria Mack
•IHPA Liaison Advocacy Project	John Dalton
•Application for Certified Local Government	
•Progress on Encouraging Municipal Participation	
•Old Homeowner Association	Rick McGrath
•Logo	John Jurewicz

The preservation plan sub-committee consists of:

Gloria Mack
John Dalton
Rick McGrath
Donna Spicer
Jill Osth
Berry Thomas

The attached Preservation Plan, Nomination Form, and Rules and Procedures is an account of the Preservation Plan subcommittee's accomplishments for the calendar 1992.

The survey sub-committee consists of:

Al Kramka
Jim Keefe
John Jurewicz
Nancy Welch

The report of the surveys activity is attached. Also the attached brochure was designed by Jill Osth and Gloria Mack as an informative pamphlet for the survey committee to use in the field. The attached is a summary of the survey committee's achievements for calendar 1992.

Presently we are submitting the plan to the State's Attorney for a legal opinion and approval. Upon the State's Attorney's approval, we will present the plan to the Planning and Development Committee for their approval and then to the County Board for adoption.

Upon County Board adoption, we will apply for Certified Local Government Status. Also upon adoption we will be in a position to plaque our first structure. The Survey Sub-committee is presently going through the nomination process with the owner of the Kennedy Station in Harvard.

Respectfully,

Gloria Mack, Chairperson

**MCHENRY COUNTY COLLEGE/MCHENRY COUNTY HISTORIC PRESERVATION
COMMISSION CO-SPONSORED SEMINAR**

McHenry County College and the McHenry County Historic Preservation Commission cosponsored a seminar on September 29, 1992, at McHenry County college - Information on Researching a Vintage Home. The following four presenters offered information to approximately 60 interested individuals on various problems associated with an older home.

Donna Schaffer - provided information on how to search out the original title to your home.

Nancy Fike - Director of the McHenry County Historic Society spoke on the problems and joys of older homes.

Molly Walsh - librarian at the Woodstock Library, discussed the reference materials that would benefit owners of older ;homes.

Chris Poll - Historic Preservation Director of Kane County. Chris wrote her thesis on restoration of an historic home. She cited a home in New York and went through the title searches and discussed the defeats and victories she experienced.

A folder of information concerning the material presented was given to each person attending. The evening was very well attended and informative.

In addition to the aforementioned cosponsored seminar, the commissioners have attended numerous seminars addressing preservation issues.

.IHPA LIAISON ADVOCACY PROJECT

.APPLICATION FOR CLG

.MUNICIPAL PARTICIPATION

I. Application for Status as a Certified Local Government.

The Commission has investigated the requirements for obtaining Certified Local Government status. In the course of that investigation, the Commission learned that a variety of measures were required to be in place prior to making its application. For example, the Commission needed to draft extensive Rules and Procedures to comply with the notice, due process and opportunity for public comment requirements of the National Register process. The Commission has nearly completed all of the many detailed prerequisites for certification. The application itself is being drafted and will be completed in the very near future.

II. Municipal Preservation Programs.

The Commission has gathered a variety of information to assist it in encouraging municipalities to enact Historic Preservation ordinances of their own, and to conduct other programs relating to the Commission's historic preservation objectives. Sample ordinances from other Illinois municipalities, such as Belvidere, Bloomington and Carbondale, have been obtained. The Commission has also received materials from the Illinois Historic Preservation Agency which are designed to assist municipal legislators to draft a workable, legally appropriate ordinance. The Commission plans to prepare a comprehensive package of materials and distribute these to each interested municipality as part of a comprehensive campaign to obtain enactment of ordinanc-

es wherever interest in preservation currently exists in McHenry County's municipalities or can be kindled by the Commission's educational efforts.

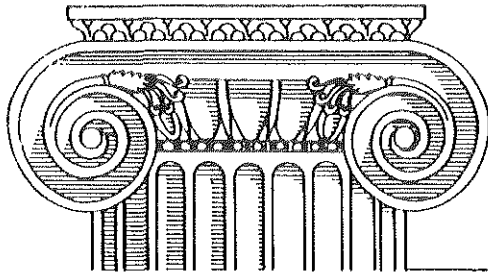
III. IAHPC Advocacy Project.

The Commission has appointed one of its members, John G. Dalton, to act as its representative to the Illinois Association of Historic Preservation Commissions ("IAHPC") Advocacy Project. Attached hereto and incorporated herein as Exhibit __ is a letter explaining the Advocacy Project in detail. While the project is just beginning, the Commission expects it to be a valuable source of information and an effective partner in achieving the Commission's historic preservation education, public relations and lobbying objectives.

IV. Illinois State Property Tax Assessment Freeze Program.

Since 1983, Illinois law has provided for an eight year property tax assessment freeze for certain rehabilitation projects on qualified historic single family residences. Attached hereto and incorporated herein as Exhibit __ is a summary of the Act's requirements, which was prepared by the Illinois Historic Preservation Agency ("IHPA"). In order to apply under the Act, the home must become a landmark under the McHenry County Historic Preservation Ordinance, the rehabilitation project must meet the program's guidelines, and the county's ordinance must be approved by the IHPA. Mike Ward, Local Government Services Coordinator for the IHPA, has reviewed the McHenry County Historic

Preservation Ordinance and determined that it meets the various criteria for state approval. Accordingly, the Commission has prepared a formal request for approval for submission to the Chairman of the McHenry County Board, Dianne Klemm, for signature. Formal approval should be forthcoming in the very near future.



ILLINOIS ASSOCIATION OF HISTORIC PRESERVATION COMMISSIONS

Illinois Historic Preservation Agency
Old State Capitol
Springfield, Illinois 62701

IAHPC ADVOCACY PROJECT

PURPOSE: To establish a network of IAHPC members who can effectively communicate to state and federal legislators the importance of historic preservation.

WHAT IS A LEGISLATIVE NETWORK?: Each active commission member will have a designated contact who will be responsible for communicating legislative issues to their local commission and community.

WHO WILL BE AFFILIATED WITH THE NETWORK?: Landmarks Preservation Council of Illinois will be the lead organization. Other groups involved include the National Trust for Historic Preservation and the Congress of Illinois Historical Societies and Museums.

WHAT ROLE WILL THE ILLINOIS HISTORIC PRESERVATION AGENCY PLAY?: The IHPA, as part of its normal legislative process, will monitor legislation and keep LPCI informed of issues affecting historic preservation.

WILL THE NETWORK PLAY A PRO-ACTIVE ROLE IN LEGISLATION?: Initially, the network will focus on issues already in the legislature (state and federal appropriations, historic preservation legislation). However, once in place, the network will be able to present legislation that will benefit historic preservation activities (resource protection laws, financial incentive programs).

HOW WILL THE IAHPC NETWORK FUNCTION?: The IAHPC will select a statewide advocacy coordinator, who's job will be to coordinate IAHPC activities with LPCI. That individual will communicate with the elected Board of Directors (or their designee) who will serve as regional coordinators. Each active commission will have a designated contact, whom the regional coordinators will contact with current information.

WHAT IS THE JOB OF THE LOCAL COMMISSION CONTACT?: Once informed by the regional coordinator of current issues, the local contact will inform the commission, and other interested local parties, of the situation and direct them toward any action that needs to be taken (letters of support, phone calls to legislators).

HOW OFTEN WILL THE LOCAL COMMISSION BE ASKED TO PARTICIPATE?: Any given legislative session may have many or few preservation issues requiring action. Our purpose is to get the information out to our membership, and recommend action when deemed necessary.

OLD HOMEOWNERS ASSOCIATION

MISSION STATEMENT
OLD-HOUSE SUPPORT GROUP

The "Old-House Support Group" (name to be revised later), as an outgrowth of the McHenry County Historic Preservation Commissions, has as its mission the active encouragement of the period renovation, restoration and maintenance of the "older" McHenry County built environment including individual homes and their neighborhoods. Also of interest is the sensitive adaptive reuse of the county's older structures.

The above objectives will be sought through the development of programs and services to assist individuals in their efforts to do the same with their own properties. Programs will include but are not limited to "workshops", demonstrations, and seminars in all phases practical and of interest to its membership relating to the above objectives. Programs will be conducted by both professionals and individual homeowners who have experienced the real life trials of specific aspects of "period" renovation, restoration and maintenance.

Is there something not indicated that you would like to see addressed? If you are interested and would like to know more, please call or write to:

Rick McGrath at (815) 455-1096

or

Jill Osth at (815) 334-4560

% McHenry County Historic
Preservation Commission
McHenry County Department of
Planning and Development
2200 North Seminary Avenue
Woodstock, IL 60098

The following information would be helpful to us:

Name _____

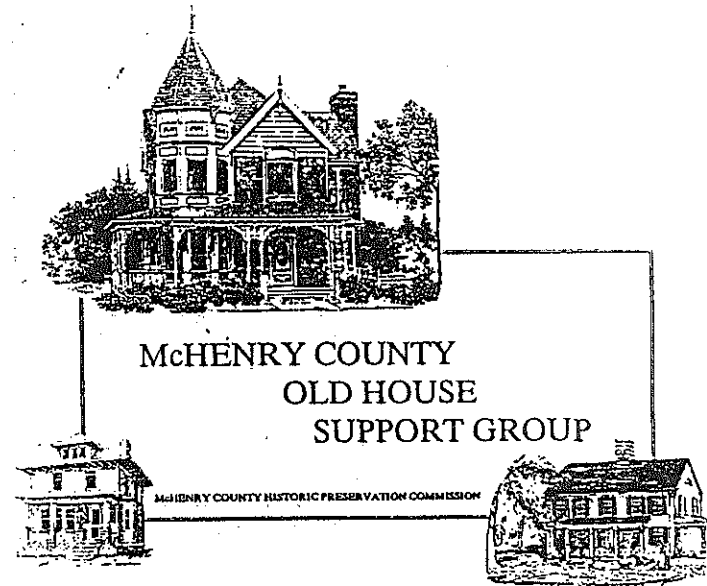
Address _____

City _____

State/zip _____

Phone _____

The McHenry County Old Home Support Group is an branch of the McHenry County Historic Preservation Commission.



*We Would Like To Invite You
To Join Us!!*



McHenry County Old House Support Group

The weather is warming and you may be starting to think about those *outside* renovation projects around your own "Old-House".

Perhaps you've already done this, and now you're starting to think about condominiums.

Before you switch from *Can do* to *Condo* let's get together.

This month we've paired up another very talented preservation professional with a fascinating location to better address the subject and YOUR projects and questions.



Who? Roger Keys: Contractor, specializing and very experienced in restoration/preservation of commercial and residential work. Currently serves on the Illinois Association of Historic Preservation Commission. Does great work. You will learn something!

Where? Dole Mansion: 401 Country Club Rd., Crystal Lake, circa 1860's. High Victorian style, if you've been there you know. If you haven't, you owe it to yourself. Come See! Maybe we'll get a little "behind the scenes"?

When? Thursday April 15th 7:30-9:00 P.M.

Costs you nothing but... you will be required to bring a question.



LOGO



THE
MCHENRY
COUNTY
HISTORIC
PRESERVATION
PLAN

LOGO BACKGROUND

"A SYMPHONY OF FOLIAGE"

This sketch was constructed from a cabinet photograph of a plaster model produced in McHenry County by the American Terra Cotta and Ceramic Company Circa 1907 (?). The chief modeler supervising construction was Kristian Schneider assisted by B. Nelson. The photograph is credited to the Chicago Historical Society.

Many of these panels produced by the American Terra Cotta and Ceramic Company in the "Sullivan-esque" style still exist on bank facades in the Midwest Area. Panels such as these were submitted to the chief draftsman for approval prior to constructing the actual facade pieces.

SURVEY

ANNUAL REPORT - SURVEY TEAM

Survey Team Members: Jim Keefe
Al Kramka
John Jurewicz
Nancy Welch

In compliance with Goal #1 "Landmark and Preserve"

- B. Complete a comprehensive survey. Determine if any buildings or sites have been included in previous national, state or local survey. The survey is of paramount importance in affecting a preservation plan.

One of the principal uses of the survey and the ultimate goal of the commission is to develop an overall preservation plan for the County. The comprehensive local survey will identify areas of buildings, landscapes and sites which are of particular importance to the history of the County. The survey will be yet another means to broaden public awareness.

OBJECTIVES:

1. Update and incorporate all existing surveys with new information.
2. Survey all unincorporated areas of McHenry County
3. Prevent a fire fighting approach to preservation, avoid last minute fights to save resources that are threatened with destruction. (Encourage proactive.)
4. Increase public awareness and appreciation of shared architectural heritage through a comprehensive survey.
5. Complete surveys of possible historic or conservation districts.
6. Encourage volunteers to participate in the field survey. Students or local volunteers could be trained and accompanied by a commission member.

The survey team (named above) has completed survey of the following during the year 1991-1992.

- A. Towns of Greenwood and Solon Mills areas including the gardener home, the post office, the Overton Barn, Kotner's Octagonal barn, first upright silo and the Richardson site
- B. The Robert Peterson Estate, 4112 N. McCullom

- Lake Road.
- C. Alden-Disbow house, old feed mill, old Alden school Charles Anderson
 - D. River Road West of Marengo - two school houses, two red brick Greek Revival homes, a limestone house, the round barn, and a Greek Revival with two wings.
 - E. Seneca Town Hall in Franklinville, Methodist/Episcopal Church - Franklinville
 - F. Riley Methodist Church, Riley Town Hall
 - G. S. R. Morris Home on Harmony Rd.
 - H. The Prescott Whitmore House on Marengo Rd.
 - I. 9600 Harmony Hill Road, Marengo (Second Empire)
 - J. Beck Rd. - W. K. Szeskie Residence of Huntley Harmony Rd.
 - K. Harvard Tour - Bowdish home 19419 Route 173, William Covernry Farm, Hutchinson Farm, and the Davidson Homestead.
 - L. Bringham Farm
 - M. Vader Karr Road
 - N. William C. Riderhouse - Woodstock
 - O. Simon Wheeler House
 - P. The Holcombville School
 - Q. The Ormsby House
 - R. The Walkup House
 - S. The Kennedy Station
 - T. Marengo-Anson Rogers house

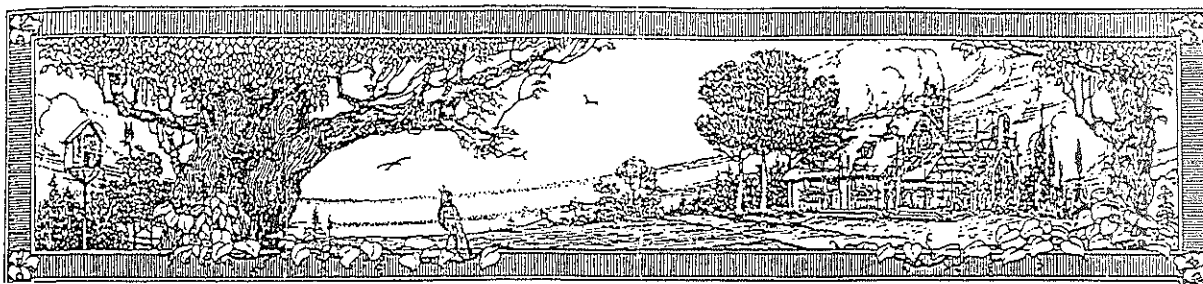
These properties were intensive surveys as distinguished from wind shield surveys. We are progressing toward our first plaquing, but cannot do so until we have approval from the County Board.

In 1834, Sam Gillian and his family crossed the Fox River and became the first settlers in McHenry County. Since this time, many more pioneers followed, including names such as Walkup, Dufield, Hartman, Gibson, and McClure. They were drawn to the county by its fertile soils, transportation and beauty. As time progressed, the county developed a healthy economy supported by dairy farms, mills, resorts, railroads, agricultural production and much more.

Today, McHenry County is one of the fastest growing counties in the state. The population is expected to reach 235,000 by the year 2010. Algonquin has already doubled its population in the last ten years. Lake in the Hills is actively annexing thousands of acres of land in the southeastern portion of the county. And Crystal Lake also grows with their aggressive development policies. While this growth is considered healthy for the area's economy, if it is unmanaged, the character of the county that draws new settlers will be buried under the new buildings.

The McHenry County Historic Preservation Commission was established in November of 1991 in concurrence with the enactment of the McHenry County Historic Preservation Ordinance by the McHenry County Board. The Commissioners were appointed by the County Board as stipulated within the guidelines of the Ordinance.

The McHenry County Board and the McHenry County Historic Preservation Commission are sensitive to the potential disappearance of the county's culture. Hence, the enactment and practice of the objectives of the Historic Preservation Ordinance.



One of these objectives is the preservation of landmarks. The Commission will endeavor to recommend suitable sites, structures, landscapes, vistas or districts which possess architectural, historic, cultural, or natural significance for Landmark designation. Landmark status will be designated by the McHenry County Board upon the recommendation of the Historic Preservation Commission.

Any group, individual or association may nominate a structure, building, site, landscape, vista, cemetery or district which may have significance for landmark designation.

CRITERIA FOR NOMINATION

one (1) or more of the following criteria must be met:

- * It has character, interest, or value which is part of the development, heritage, or cultural characteristic(s) of a local community, the County of McHenry, State of Illinois, or the Nation;
- * Its location is a site of a significant local, county, state, or national event;
- * It is identified with a person or persons who significantly contributed to the development of the local community, County of McHenry, State of Illinois, or the Nation;

- * It embodies distinguishing characteristics of an architectural style valuable for the study of a period, type, method of construction, or use of indigenous materials;
- * It is identified with the work of a master builder, designer, architect, or landscape architect whose individual work has influenced the development of the local area, County of McHenry, State of Illinois, or the Nation;
- * It embodies elements of design, detailing, materials, or craftsmanship that render it architecturally significant;
- * It embodies design elements that make it structurally or architecturally innovative;
- * It has a unique location or singular physical characteristics that make it an established or familiar visual feature;
- * It has character which is a particularly fine or unique example of a utilitarian structure, including, but not limited to farmhouses, gas stations, or other commercial structures, with a high level of integrity or architectural significance;
- * It establishes a sense of time and place unique to a community and/or the County of McHenry.
- * It is suitable for preservation or restoration;
- * It is included in the National Register of Historic Places and/or the Illinois Register of Historic Places;
- * It has yielded, or may be likely to yield information important to pre-history or other areas of archaeological significance;
- * It is an exceptional example of a historic or vernacular style or one of few remaining in the County of McHenry.

HISTORIC PRESERVATION PLAN

HISTORY

A BRIEF, INCOMPLETE HISTORY OF MCHENRY COUNTY

McHenry County is situated in the northeastern part of the State of Illinois. Its boundaries are: The State of Wisconsin on the north; Lake County on the east; Kane and DeKalb counties on the south; and Boone County on the west. McHenry County was formed in 1836 from a portion of Cook County. It then included the territory which now constitutes the two counties of McHenry and Lake. The surface area of McHenry County is 611 square miles.

Geographical Features

The topography of McHenry County is varied. It consists of prairies, both level and undulating, wooded ridges, and hills of considerable elevation. The configuration is such that artificial drainage is rendered comparatively easy and nature has provided ample water courses. The Fox River, rising in Wisconsin, flows south in Lake and McHenry counties, near the eastern county line. The river is the largest in this section. It ultimately joins the Illinois River near Ottawa. The Fox River enters McHenry County about eight miles from the Wisconsin state line, flowing out of Pistakee Lake (originally called Pistaqua Lake) in Township 45 (McHenry), Range 9; it follows a course in McHenry County until it reaches the line dividing Townships 43 (Algonquin) and 44 (Nunda), where it crosses into Lake County. A little over two miles further south the river bends westward into McHenry County where it continues until the southern line of the county is reached at Algonquin. The Nippersink, a tributary of the Fox, rises in McHenry County and traverses the northeastern part of the county. This county is also the source of the Kishwaukee River, its chief tributaries arising in the central and western part of the county. The stream flows westward into the Rock River below Rockford. There are also many other small streams throughout the county.

Small lakes or ponds were originally quite numerous in this county, but to a great extent have disappeared through drainage systems. There are, however, several left. Some of these are fed by springs, while many are surface sloughs and depend largely on surface water and heavy rains for their existence. Several man-made lakes have been established, both large and small in size. So, while some ponds and lakes were lost due to the efforts of man, others were created by him to form a balance.

The geological formations found in this county consist principally of glacial drift. The bed-rock, which is rarely exposed, belongs chiefly to the Niagara group (Upper Silurian). Along the western border of the county, in a narrow strip running north and south, the underlying formation belongs to the Cincinnati group. The drift deposits, consisting of clay and hardpan, with occasional beds of sand, gravel and boulders frequently scattered throughout the mass, cover the whole surface of the county to an average depth of at least seventy feet. The mighty agencies of nature at work during the Glacial Epoch, or Ice Age (500 million to 180 million years ago), ground away and transformed all of the original formations above the Silurian rocks, and buried these rocks themselves deep beneath a mass of debris of heterogeneous character.

CLAY

Clay for brick making was abundant in McHenry County until the late nineteenth century. After this time, the manufacture of brick was discontinued, the clay holes filled in and often the reclaimed land used as a building site. Some clay deposits produced a fired clay, red or reddish brown in color. At Woodstock and McHenry, however, a straw-colored brick was made.

ABUNDANT PEAT

Peat was abundant in the county with the most extensive deposits in the north half. It was found in the sloughs or bogs in varying depths and of various qualities. Many years ago it was tested and found to be excellent for fuel.

EARLY PRAIRIE ASPECT

Early historians of the county tell us that McHenry County was somewhat unequally divided into woodland and prairie, the latter being much in excess. Good timber was quite plentiful, and the people were supplied at home with all that was required for fuel and for general building purposes. Even fifty years after the first European settlers had arrived in the county, it was believed there was fully as much timber as when they first settled. The prairies stretching their broad grassy surface between the groves presented an interesting natural phenomenon.

THE HISTORY OF MAN IN McHENRY COUNTY

The history of man here is a long one. Paleo artifacts, the Clovis spear an example, have been found in three separate locations in the county. The Clovis spear is the oldest artifact known in eastern North America, and has been found in other sites at the same level with mastodon bones. The Paleo Indians were hunting and gathering people, living on the tundra at the edge of the county's rivers.

Evidence of native American presence in McHenry County during the period A.D. 1650 - Present is sketchy at best. Native American village sites of this period, when the Native Americans came in contact with European traders and settlers, are almost entirely absent from the county's archeological record. The environment of McHenry County was not an ideal location for either agriculturally oriented people or buffalo hunting people during prehistoric times. McHenry County probably remained a hunting and gathering locality for the Potawatomi, Illinwek, and other historic Indian tribes, but these groups located their major settlements near the Euroamerican settlements to the south.

Among artifacts that indicate historic Indian presence of the county are an iron point; a copper collar, which is a piece of French or English trade goods found near the Fox River; and Kaolin pipe bowls.

In 1973 and 1977 survey members of the foundation for Illinois Archaeology were unable to find the exact site of the historic Indian village in Coral township mentioned in the 1885 History of McHenry County. Because the possible site location is currently used as pasture and woodland it is extremely difficult to ascertain its existence without archaeological excavation.

This early documentation tells us that a short distance west of where the village of Coral now stands, there once stood a scattering of Indian wigwams, built of bark. Among these wigwams, of various architectural descriptions, stood one of peculiar formation, being conical in form. This, it is said, was used as a council house, and bore that name.

It is believed the first permanent European settlers in McHenry County were the Samuel Gillilan family. Mr. Gillilan, with his wife Margaret and children, arrived on November 18, 1834, and established a home in Algonquin. It mattered not to them that they might have

been trespassing. In their long journey overland, they were seeking "virgin" country. They had, a day or two back, gone through Chicago, a town that had just emerged from the trading post class. It was too civilized. They wanted "unsettled" land. There on the west bank of the Fox River they felt they had found it. And they didn't know, or cared less, that it was still ceded to the Indians.

That year, 1835 saw the settlement of the county in earnest. There were two settlements in 1835. The Virginia settlement took place in the eastern part of what is now Dorr Township and included the following: James Dufield, Christopher Walkup, Josiah Walkup, William Hartman, John Gibson, John McClure; and the Sam Gillilans were considered a part of this group.

The other "first" community was Pleasant Grove, now called Marengo. The Pleasant Grove settlers were Oliver Chatfield, Calvin Spencer, Amos B. Coon, Porter Chatfield, Russell Diggins, Richard Simpkins, and Moody B. Bailey.

EARLY AGRICULTURE

Farming was the main industry in those early days after the Gillilans broke the first soil for cultivation in the spring of 1835. The 1885 History tells us that "Holsteins, Alderneys and Herefords can be seen in all parts of the county. The combining of the stock and dairy interests has been attended with most satisfactory results, and both branches of the business are fast increasing.

"The raising of fruits and vegetables is fast becoming one of the industries of the county. The somewhat novel industry of pickle-growing and pickle-making here finds its fullest development."

The McHenry County Agricultural Society was organized in 1852. William M. Jackson was the first president. Capt. William H., Stewart was the first secretary-treasurer and drafted the by-laws. The Society, in 1859, was able to buy ten acres of land, which was the beginning of the McHenry County Fair at Woodstock.

RAILROADS

Railroads helped make the county in those early days. The years 1854, 1855 and 1856 were eventful ones because they marked the completion of three railroads through the county. The Galena and Chicago Union Railroad in 1854; the Chicago, St. Paul and Fond du Lac reached Woodstock in June 1855, and extended to Harvard a year later. The third was the Fox River Valley Road which later became known as the Elgin and State Line Railroad. In time, the Chicago and Northwestern absorbed the local railroads and they became divisions of the Chicago and Northwestern.

DAIRYING

Before 1866 there wasn't a cheese factory in all of McHenry County. In 1867 there were eight in operation and the number continually increased. By 1884, the county had 53 cheese factories and creameries. Milk and milk products were shipped to Chicago at great profit to the dairymen and became one of the chief industries of the county. Every railroad station in the county sent its daily quota of milk to Chicago.

ERA OF GREAT CHANGE

The 1885 to 1910 period was the time when McHenry County farmers awoke to the fact that they had a big job to do in supplying Chicago with fluid milk. Up to that time it had been cheese and creameries all over the county. As late as 1883 these figures told the story:

Number of cows kept.....	28,179
Pounds of butter sold.....	757,935
Pounds of cheese sold.....	2,213,002
Gallons of milk sold.....	7,917,321

After 1885 the bottom dropped out of cheese-making. What happened was the introduction into the market of what was known as "filled cheese." It was a skim-milk cheese filled with lard. The good name of all McHenry County quality cheese was damaged beyond redemption in the next decade.

Chicago, meanwhile, was needing more and more fluid milk. The big dairy companies in the city looked to this county for their supply. McHenry County farmers bought more cows and shipped on the Chicago and North Western railroad to Chicago. The railroad company had to maintain pickup stations in such tiny hamlets as Deep Cut in Hartland Township. A white river was flowing daily down those railroad tracks, all in eight and ten gallon cans.

After a decade of this, the big dairy companies decided the whole operation would be more efficient by building plants in McHenry County. Borden broke the ice by putting the first McHenry County plant at Hebron in 1902. It continued operation until about 1960.

The following year, 1903, Borden opened a second plant at Marengo, and in 1904, a third plant at Woodstock. They were also building a plant at Chemung, now a Dean Foods' installation. At that time farmers were getting \$1 per 100 pounds of milk from April to September, and \$1.45 from September to March. The average price for milk in 1904 was \$1.23 per one hundred pounds.

Bowman Dairy was the next to get a foothold in McHenry County, putting up a big two story brick building at Harvard. They were in full operation by 1907. They later had plants at Capron, six miles west of Harvard, and at Big Foot.

Early in 1915 there were more than 20 receiving and condensary plants scattered all over the county. Other companies represented were the John F. Jelke and the Victor May plants at Huntley; the Weiland Company at Spring Grove; and the American Milk Company at Union; and the Western Dairy plant at Belden.

EARLY COUNTY MANUFACTURING DEVELOPMENT

One of the more unusual industries to appear in the county is that of the American Terra Cotta Corporation, a tile factory that was started in 1881 by William D. Gates under the name of Spring Valley Tile Works. He was the son of S.S. Gates, a well known Crystal Lake man who first visited the county in 1838.

The industry created not only fine red and white brick, square hollow tile used in the construction of buildings, but also the well known Terra Cotta that ornamented the exterior and interior of homes and other buildings in the form of fireplace mantels, friezes, etc.. Originally local clay was used, but in time other types of clays were shipped in. The company ceased making items for the market in September, 1966.

In 1883, Hunt, Helm and Ferris Co. was begun in Harvard by C.E. Hunt, H.B. Helm, and H. L. Ferris. The name was later changed to Starline Inc. and became one of the County's longest lived industries. The original product was a hay carrier for barn lofts but this was soon followed by numerous other farm products and items not associated with the farm, such as coaster wagons and other toys.

Every major town had a pickle factory, like the Bishop Pickle factory in McHenry, hiring 15 - 20 hands during the season, or Squire Dingee's Pickle Works in Woodstock that hired 20 workers in flush times.

But, the single manufacturing industry that made the largest impact on the county in terms of people employed and money spent in the county was the typewriter manufacturing industry which arrived just after the 1893 panic and depression. The first of the typewriter industries came to Woodstock in 1896. The Oliver Typewriter Company lived up to people's expectations during its years of operation from 1896 - 1926, employing as many as 800 workers turning out a peak production in the immediate post World War One years of 375 typewriters a day, (the Woodstock Centennial Program of 1952 claimed Oliver employed 2000 people at its peak) and drew workers from all over the county via the North Western Railroad.

In 1910 the newly organized Emerson Typewriter Company came to Woodstock, encouraged by Albert J. Olson's generous investment and contribution of land. He put up one third of the capital and gave all the land that the new typewriter factory would be built on. He was a City Councilman and State Senator at the time.

In 1914 they began production of the new Woodstock Typewriter #3, with the first ones hitting the market in 1915 at \$100 each. In 1922, 350 employees were turning out 55 machines daily. The company continued production until 1949 when the R.C. Allen Business Machine Company bought them out. However, over the 19th and 20th centuries, thus far, small businesses have dominated the county's commerce, if taken as a whole, and probably will in the future.

GOALS

GOAL 1: Landmark and preserve

A. Locate, designate, protect and maintain the County's most important historic and natural sites, districts, and landscapes.

The McHenry County Register of Historic Places was created by the McHenry County Historic Preservation Ordinance which was passed by the County Board in October 1991. The ordinance also created a Preservation Commission, and empowered it to evaluate nominations to the Register, recommend designation, and regulate landmarks after designation.

Landmarks are the most important of the County's historic resources. When the County Board designates a landmark, it is conferring on that site a special honor, recognition of its importance to the community because of its historical, cultural, natural, or architectural significance. The landmark may be a rare style of building, a structure with exceptional architectural integrity, the site of an historic event, or a building, such as a school, around which neighbors have historically centered their lives. County landmarks possess common traits. Each is important to the people of the County. Each contributes to the character of the County. Each could be threatened by changes occurring in the County.

The County Board enacted the Preservation Ordinance to begin the process of protecting these sites. To continue the process and achieve the highest level of protection for County landmarks, however, requires the cooperation and support of the McHenry Historic Preservation Commission, individual landowners and government agencies, among others. The Historic Preservation Commission is responsible for locating potential landmarks, recommending their protection, and regulating them once they are designated. Landmark owners are able to provide cooperation through a willingness to list their property on the County Register, following the procedures of the program once the property is listed, and maintaining their landmark property. Municipalities and other agencies can support preservation by recognizing the value of the County's landmarks, including historic and natural sites, districts, and landscapes, and affording them protection when they fall under their jurisdictions through annexation. This cooperative effort by individuals and groups is necessary to provide the maximum level of protection for County landmarks.

OBJECTIVES:

1. Continue to improve the County's inventories and knowledge of its historic and natural resources.
2. Encourage nominations to the McHenry County Register of Historic Places.
3. Afford an appropriate level of protection to all of the County's historic and natural resources.
4. Encourage high standards of maintenance and restoration of the exteriors of historic structures.
5. Encourage the restoration and preservation of the interiors of designated historic structures.
6. Preserve as much as possible the contexts of designated landmark sites, districts,

landscapes, and natural features.

7. Incorporate the preservation of important historic and archaeological resources into all planning and development.
8. Preserve natural resources that are individually significant, or are important in combination with historic structural resources, to the understanding or appreciation of the landscape.
9. Monitor demolition by choice or by neglect of historically significant sites.
10. Contact and coordinate with other plaquing groups to coordinate complimentary programs and minimize duplications of resources.

B. Complete a comprehensive survey.

One of the principal uses of the survey, and the ultimate goal of the Commission is to develop an overall preservation plan for the County. The comprehensive local survey will identify areas of buildings, landscapes and sites which are of particular importance to the history of the County. The survey will also be yet another means to broaden public awareness.

OBJECTIVES:

1. Re-update and incorporate all existing surveys with new information.
2. Conduct a comprehensive survey of all of the unincorporated areas of McHenry County to identify possible historic sites or conservation districts.
3. Encourage a proactive approach to preservation, avoid last minute conflicts to save resources that are threatened with destruction.
4. Increase public awareness and appreciation of our shared architectural heritage.
5. Identify possible historic or conservation districts through a comprehensive survey.
6. Encourage volunteers to participate in the field survey. Students or local volunteers could be trained and accompanied by a commission member.

C. Encourage preservation of the rural landscape and the historic character of the County.

Residential development is an obvious threat to the existing rural environment. Historic houses and barns are often removed to make way for new homes. While many existing buildings are not unique or extremely significant historically or architecturally, they are one reason new residents were and are attracted to McHenry County. If all of the historic resources located on property designated for development are destroyed, the character of the County will be irreversibly changed. McHenry County will become indistinguishable from its sprawling suburban neighbors to the southeast.

Retaining older farm buildings in suburbanized areas may often mean preserving them out of context. However, preserving these visual landmarks helps to maintain the

character of, and identify a sense of place for, the community, thus contributing greatly to the attractiveness of the area. This attractiveness is diminished by unbridled development. Preservation also provides some measure of continuity to the long term citizens of the County.

OBJECTIVES:

1. Encourage the retention of older structural features such as houses, outbuildings, bridges and fences to provide visual relief and architectural diversity. fences to
2. Retain existing buildings, such as barns and creameries, by facilitating their reuse in ways appropriate to their new environments.
3. Preserve historic structures, landscapes, and features when they help to define or maintain the sense of identity of new or existing communities.
4. Incorporate natural features and archaeological sites into new developments in ways that will ensure their protection and enjoyment.
5. Encourage surface collection of artifacts as less significant archaeological sites if disruption is inevitable due to development.
6. In cooperation with funding sources, develop programs to provide incentives and assistance to qualifying property owners through the use of grants, loans, easements, and tax incentives.

GOAL 2: Foster Municipal Cooperation

Because the McHenry County Historic Preservation Ordinance extends its protection only to the unincorporated areas of the County, it is essential -- if its purposes and objectives are to be achieved for the citizens of the County -- to foster municipal cooperation.

A. Enhance and develop lines of communication between county government, municipal government, interested individuals, and private preservation organizations.

In order to be effective in fostering municipal cooperation, the Commission believes a grass roots consensus is necessary. Natural allies, such as existing municipal preservation groups or commissions and private preservation organization, should be identified, contacted, and invited to participate in a united effort to achieve our mutual goals. The Commission intends to employ to the following strategies to meet this challenge:

OBJECTIVES:

1. Identify and contact allied individuals, groups or organizations;
2. Establish and distribute a County preservation newsletter (see Goal 3, *infra*, for further details regarding the newsletter);
3. Request that each allied group include the Commission on its mailing list(s);
4. Support enactment of a county ordinance requiring demolition permits in all cases;
5. Establish procedures designed to ensure that the Commission is notified of relevant demolition and building permit requests, requests for zoning changes, etc.;
6. Encourage participation by interested groups and individuals, including key leaders from the community, to attend the meetings of the Commission and to participate in its various activities;
7. Encourage participation by all in the activities of allied preservation groups and organizations; and
8. Encourage close cooperation between the Commission and others, including co-sponsorship of appropriate seminars, activities and other events.

B. Cooperate with and assist municipalities to adopt historic preservation legislation and programs.

In order to be effective in the long term, the Commission must provide for protection of County landmarks or districts after they are annexed by the County's expanding municipalities. As more and more of the County's inventory of historic resources comes under municipal control, the efforts of the Commission must be focused on ensuring that the County's municipalities are prepared to continue to preserve these irreplaceable resources at the local level. To this end, the Commission intends to:

OBJECTIVES:

1. Identify and contact municipal leaders and officials who are already concerned

about, or reasonably likely to be concerned about, preservation issues;

2. Draft a Model Municipal Ordinance based upon the McHenry County Historic Preservation Ordinance, including provision providing for automatic, uninterrupted protection for County landmarks or districts that are subsequently annexed by municipalities.
3. After the Commission has drafted, and the McHenry County Board has adopted, an amendment to the County's Comprehensive Plan (zoning), adapt the County's Comprehensive Plan as a model for use by municipalities;
4. Lobby for municipal preservation legislation and programs;
5. Provide technical assistance and/or testimony to municipalities which are considering preservation legislation or programs;
6. Offer to assist municipalities in implementing local preservation legislation or programs; and
7. Encourage formal agreements among municipalities.

GOAL 3: Cultivate public knowledge

The success of McHenry County Historic Preservation program depends heavily on public support. That support has been demonstrated by the County Board's enactment of the Historic Preservation Ordinance. Every effort to further general acceptance of the significance of our historic yore and its impact on the quality of life in McHenry County is of great importance.

OBJECTIVES:

1. Provide information to the newspapers and media on upcoming programs that will be presented by local historic organizations.
2. Endeavor to have representatives of the Commission contact other organizations to create a cohesive and united effort in the dissemination of information that emphasizes the historic programs that are being offered.
3. Attempt to develop a working relationship with members of the print media who have demonstrated an interest in the preservation movement in the County. Forward information to the press on a timely basis. Provide a list of Commissioners to the local press and media in an effort to be available for comments when necessary.
4. Inform the local radio stations on upcoming events that highlight to the community the positive effect preservation can have on the quality of life we enjoy in McHenry County.
5. Work with other organizations to develop preservation programs. Contact municipalities in an effort to assist them in developing local preservation programs. Attempt to assist historic organizations and historic societies in their programs and preservation efforts. Work cooperatively to prevent last minute struggles to save threatened areas. A cooperative effort will benefit all the citizens of McHenry County.
6. Publish a newsletter addressing preservation issues, announcing special events, meetings, and landmarking activities.
7. Work with the local libraries to develop a preservation bibliography and book exchange program.
8. Sponsor award programs which spotlight outstanding examples of preservation efforts within the County.

GOAL 4: Maintain The Character of the County Through Cooperation With Developers.

One of the primary goals of the Ordinance is to maintain the existing character of the County and reflect this in the character of future development.

In recognition that continued development is both inevitable and beneficial, this Commission will work to develop effective communication to make clear its position and intent, and thereby maximize cooperation with the implementation of this Commission's objectives. In particular, developers and municipalities have the option of protecting their historic resources. Some have taken steps to do so.

OBJECTIVES:

1. Develop positive relationships with developers by supplying them with the Mchenry County Preservation Ordinance, Commission newsletters and publications. Inform the developers when potential conflict may arise with historic sites. Solicit developer input and suggestions for the resolution of any conflict.
2. Target area developers in an effort to provide assistance and to educate them regarding the options, techniques, products and services available to them that better serve both preservation and development objectives.
3. Recognize and reward developer efforts which are sensitive to preservation.
4. Make available information on the benefits and techniques of preservation through a permanent library of reference materials. developer efforts which are
5. Identify and disseminate case studies of successful preservation efforts showing how these efforts have been an asset to both the development and the community.
6. Review land use legislation within the County for coordination with preservation. Incorporate historic preservation goals more fully into the County's Land Use Plan. Review County ordinances, particularly zoning, building and subdivision, for compatibility with preservation objectives.
7. Develop agreements, procedures, and lines of communication between County and other government agencies to promote a coordinated effort to protect and improve historic sites.
8. Develop a hot list of eminently threatened properties, and consider appropriate action.

GOAL 5: Promote Economic Development

Economic viability of preservation is vital to its success. Preservation efforts touch on many economic issues; from increased property values to tourism, jobs, grants and loans. McHenry County has an abundance of historic resources and, therefore is important to County residents and the preservation of the County's past.

To illustrate how preservation can generate economic activity, consider the following: it is believed that establishment of a historic district will lead to above average property values. This phenomenon has not been statistically proven at this point in time; however, this expectation is considered reasonable by professional realtors and preservationists. Residents of districts/landmarks, generally rise to the occasion, and put time and effort into the care and maintenance of their property. This care is illustrated in the new roofs, new electrical, heating and plumbing systems, landscaping, painting, etc. All of this economic activity and investment creates jobs and pride in the community. This pride may eventually manifest itself into house walks and other tourist events, which also stimulate the local economy. It is the intent of the Commission to stimulate this scenario throughout McHenry County.

OBJECTIVES:

1. Promote the adaptive reuse of obsolete historic structures;
2. Research the possibilities of offering financial support for projects within historic districts or for individual landmarks;
3. Encourage continued high levels of construction employment by promoting and facilitating rehabilitation projects;
4. Promote tourism associated with the historic sites, districts, landscapes, and natural features of the county;
5. Revitalize and/or maintain older and historic commercial and industrial areas, and
6. Enhance property values by promoting maintenance and rehabilitation projects in historic areas.

STRATEGIES

FACADE PROGRAM

Commercial building facade programs have been an effective, additional tool to foster the restoration/preservation of communities' business and commercial districts. Commercial building owners often have specific needs and concerns that warrant a targeted effort to encourage the preservation of our "downtowns." These efforts can also be more complex given the nature of the other parties and issues involved in addition to the building owners' needs. Consideration should be given to the current and future tenants, any downtown Merchants' Association, Chambers of Commerce, municipal building and zoning departments, as well as the general public.

OBJECTIVES:

1. Collect and evaluate similar programs from other communities. Interview the respective administrators of the programs to assist in evaluating the suitability and viability of our targeted commercial districts.
2. Determine objectives, priorities, applicant requirements, requirements for compliance, award benefits, time frame, etc.
3. Coordinate with potential funding/lending sources to further determine the capabilities of proposed programs.
4. In cooperation with the above interested parties, develop a suitable facade program to be presented to and approved by the County Board.
5. Solicit appropriate and viable applicants for inclusion into the program. Direct, review and otherwise administer compliance and program benefits.

TOURS

Historic district or theme tours are a popular way of increasing public awareness and appreciation for a community's historic resources. It can also be an effective way to generate some operating income. Accordingly, with due consideration to the rights of

nearby property owners, the Commission shall provide assistance to groups offering tours and encourage inclusion of themes or districts not receiving due consideration.

OBJECTIVES:

Contact each existing tour conducting organization and extend an offer to provide any assistance we may be able to offer. This assistance may include such things as:

- Organization
- Soliciting participating property owners
- Public relations, including working with local media, publications or tour guides
- Historical/architectural research
- Soliciting and/or volunteering for docent work

AWARD PROGRAMS

The development of historic preservation award programs have been an effective tool in encouraging, giving recognition to, and educating the public regarding preservation efforts. Based on targeted objectives and public response, award programs, shall be tailored to address specific areas. The programs can be run in conjunction with other projects, events such as National Preservation Week or local events.

OBJECTIVES:

1. Develop an Awards Program based on specific objectives and anticipated public participation. For example:
 - . Best completed restoration (general, residential or commercial, usually this is

for external treatments).

- . Best example of a sympathetic addition.
 - . Best example of adaptive reuse.
 - . Best example of contextual infill for a neighborhood, individual or group who made the most significant contribution to preservation in the county.
 - . Other categories might include separate awards for each representative community.
2. Coordinate with any additional sponsors if needed, possibly merchants or providers of any prizes or gifts. Any prizes or gifts should relate to continued preservation efforts, examples might include tools or supplies used in restoration/preservation or gift subscriptions to restoration/preservation oriented publications. The award itself could be a framed certificate or plaque.
 3. Publicize the event and solicit applications. Collect, review and nominate applicants for the appropriate award(s) and present the award and any gifts at a public event with as much local media coverage as is possible.

DISCUSSION GROUPS

The Commission's objectives for its own "discussion groups" can be found under Education Programs. Other discussion groups can be assisted additionally by this Commission by either directly providing speakers or acting as liaison by contacting or referring appropriate and knowledgeable speakers to address preservation related topics for interested groups.

OBJECTIVES:

1. Maintain a file, in conjunction with the directory mentioned under Preservation Library, as a resource for providing experienced contacts for the possibility of speaking or making presentations.
2. Individual Commission members should make an effort to be available to speak on behalf of the Commission or on topics of restoration/preservation they may feel qualified to address.

EDUCATION PROGRAMS

In recognition of the fact that the success of any preservation effort, and the realization of its benefits, depends on the understanding and support of the community; one of the highest priorities depends on effective communication and development of educational opportunities.

OBJECTIVES:

1. To develop educational programs around preservation themes both independently and in cooperation with other tangent organizations to increase public awareness, understanding and appreciation of the importance and benefits of historic preservation, both economic and in terms of "quality of life."
2. Inter-agency cooperation should be sought with municipalities, school districts, historical organizations and other neighborhood and civic groups.
3. Encourage the study of the history of McHenry County, including its architectural, economic and natural resources.

4. Encourage the preservation and study of the archaeological resources of McHenry County.
5. Promote the dissemination of technical information that could assist property owners in their research and restoration/maintenance efforts.
6. Encourage and assist organizations and municipalities in their individual preservation efforts.
7. Develop and distribute publications such as newsletters, brochures, posters, etc. that relate to historic preservation.
8. Promote media coverage of preservation efforts.
9. Develop a resource library of books, periodicals, newsletters, etc., as an educational aid to the community. (See Preservation Library.)

PRESERVATION LIBRARY

A resource library addressing the specifics of preservation related topics and issues can often provide a broader, more expert and convenient assistance to the community in its preservation efforts.

OBJECTIVES

1. Develop a research library on preservation themes independently or in conjunction with existing libraries, museums and/or schools.
2. Collect a bibliography of available books, periodicals, newsletters, slide and video publications dealing with preservation issues and themes.
3. Coordinate with other local and regional organizations to avoid duplication of

effort, broaden the selection for the community as a whole and encourage shared resources.

RESOURCE LIST

A resource list of sources of additional assistance, information, professional services and governmental assistance relative to historic preservation is another valuable resource to those involved in preservation efforts.

OBJECTIVES:

Compile and have available updated "resource lists" that would include the following"

1. All preservation related organizations within the county.
2. All regional organizations, including neighboring counties, Chicago metropolitan area organizations, Illinois State, and Federal government preservation offices and groups.
3. A listing of professional service and trades people who are specialists in or expert in historic preservation related areas.

NETWORKING

A pro-active effort to network can produce many positive results, including accumulation of information and assistance, development, or relationships, and the ability to present a preservation aware position. a preservation aware position.

OBJECTIVES:

1. Based on the above "resource list", initiate contact with all groups and invite representatives to attend McHenry County Historic Preservation meetings. Conversely, every effort should be made to send a representative to attend functions,

programs, or meetings sponsored by the other organizations.

2. This would include not just preservation related organizations, but also county and municipal groups, public and private.
3. Through the development of a newsletter, inform other organizations of the actions taken, programs and projects of the Commission. Likewise, request any published updates available from them.
4. Promote public attendance at Commission meetings through regular listings in local/regional media sources of the date, time and location of Commission meetings and programs.

TECHNICAL SUPPORT

One of the major stumbling blocks confronting individuals seeking to restore historical structures is a lack of easily obtainable information. While much has been written on the historical, architectural and financial aspects of rehabilitation, the layman seldom knows where to find it or how to interpret seemingly confusing advice.

OBJECTIVES:

1. While Commission members are not necessarily expert in any particular aspect of historic preservation, the Commission will act to assist individuals in securing appropriate expert assistance.
2. As already outlined in the preservation ordinance every effort will be made to have represented on the Commission, individuals from various professions including, architecture, building trades, law, real estate, history, and related disciplines.
3. Technical assistance will be provided in the following areas (though not limited to):
 - . Historical: Provide documentation or resources to trace the history of a structure or site.
 - . Architectural: Provide information relating to the restoration, rehabilitation, or

adaptive reuse of historic structures and landmarks.

- . Financial: Provide information on available federal, state and local preservation assistance programs.

GRANT PROGRAMS

The regulation of historic properties is generally accompanied with the development of financial incentives to ease the burden of retaining and restoring older properties. This can be done in a variety of ways including loans, grants, easements, professional assistance, and/or tax assessment freezes.

OBJECTIVES:

1. Obtain copies of similar programs from other preservation organizations. Review the various programs and evaluate the viability for some form of duplication within McHenry County. Consult with administrators of existing programs to aid in evaluation and suitability.
2. Consult with potential funding sources to determine viability and willingness to participate.
3. Develop a recommendation to be submitted to the County Board for approval.
4. The Commission will work to administer the effective and beneficial outcome of the program. This would include the solicitation of appropriate program projects, continued review and approval, and program compliance.
5. Through the successful administration of such programs, the Commission will work to expand the program to provide greater assistance to the community.

LOBBY FOR LEGISLATION

Recognizing that historic structures and sites are often at risk even though they may have some form of historic recognition or protection, the Commission will actively work to

encourage the upholding of existing protections, further strengthening of appropriate preservation related legislation.

Historic preservation does not exist within a vacuum and must be weighed along with the other needs and concerns of the community. As such, the Commission will endeavor to maintain an awareness of those actions being considered by local municipalities, county, state and federal governments that may impact the built and natural historic environment.

Given the availability of time, energy and resources, along with the weighing of overall community needs and the benefits of any particular preservation effort, the Commission would best be served by "selecting its shots" and focusing its efforts in those areas that it can provide the greatest benefit to the community.

Just as the Commission must encourage, support and cooperate with municipal preservation efforts in order to achieve its goals, it must also encourage the adoption of legislation sympathetic to historic preservation at the county, state and federal level.

The Commission may, therefore, from time to time, propose, support and/or oppose legislation and administrative decisions or actions at any level of government which affect or are related to historic preservation efforts or issues. No lobbying of any kind shall be done in the name of the Commission without express prior approval from a majority of the Commissioners.

To achieve these objectives, the Commission shall subscribe to appropriate publications, and join appropriate associations or organizations, which will enable it to be aware of opportunities to submit written or oral testimony regarding pending legislation. In addition, when appropriate, the Commission may draft and propose local, county state or federal legislation consistent with the goals of the McHenry County Historic Preservation Ordinance.

RESOURCES/BIBLIOGRAPHY

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A Handbook on Historic Preservation Law, The Conservation Foundation and the National Center for Preservation Law. Copyright 1983.

ORDINANCES and PRESERVATION PLANS:

Kane County Preservation Plan, Kane County Illinois, Development Department, 1989

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Oak Park Preservation Ordinance

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Historic Preservation Report, City-County Planning Commission, Rockford, Winnebago County, Illinois June 1978.

RULES AND PROCEDURES

McHENRY COUNTY HISTORIC PRESERVATION COMMISSION

RULES AND PROCEDURES

ARTICLE I. MEETINGS

Section 1. The McHenry County Historic Preservation Commission (the "Commission") shall meet a minimum of once per month, except in those months when no business is pending.

Section 2. Special meetings of the Commission may be called by the Chairman or a majority of the Commissioners. Notice of the meeting shall be given to each Commissioner at least forty-eight (48) hours in advance of any special meeting and shall specify the object, time and place of the meeting.

Section 3. All meetings shall comply with the Illinois Open Meetings Act (Ill.Rev.Stat. ch. 102, §41, et seq.) and shall be held within the County.

Section 4. The Chair shall prescribe the order of business for all meetings of the Commission. Each meeting shall include at least the following: attendance, minutes of previous meeting(s), old business, new business and reports of committees or subcommittees.

Section 5. A quorum shall consist of five (5) members. The transaction of business shall be made by a majority vote of those members in attendance while a quorum is present, except that the adoption, modification or decision of any rule or part thereof shall require the affirmative vote of five (5) members. Notice of any proposed amendments to the Commission's Rules and Procedures must be provided in writing to all Commissioners at least ten (10) days prior to the vote on, or effective date of, said amendment(s).

Section 6. No member shall vote on any matter that may materially or apparently affect the property, income, or business interest of that member.

Section 7. Unless inconsistent herewith, Robert's Rules of Order shall govern the operation of the Commission.

Section 8. A written record of the attendance and all votes taken or other business transacted at all regular and special meetings of the Commission shall be maintained by the Secretary at the offices of the McHenry County Department of Planning. All reports of officers, experts or professionals, committees and subcommittees shall be filed with the Secretary and become part of the minutes.

Section 9. Three unexcused, consecutive absences from Commission or committee meetings by any member will automatically

mandate a discussion of the matter by the Commission and, if necessary, a subsequent report and recommendation to the Planning & Zoning Committee for action.

ARTICLE II.
OFFICERS AND COMMISSIONERS

Section 1. The officers of the Commission shall be the Chairman, Vice-Chairman and Secretary. The term of office for each officer shall be one (1) year, and no one shall serve more than two consecutive full terms in the same office.

Section 2. The Chairman shall preside at all meetings of the Commission, shall prepare the Agenda for meetings of the Commission with the assistance of the staff and/or the Secretary, shall, with the approval of the Commission, appoint committees and their chairpersons, shall be an ex-officio member of all committees, and shall assume all other usual responsibilities.

Section 3. The Vice-Chairman shall assume the duties of the Chairman in the absence of the Chairman. If both the Chairman and the Vice-Chairman are absent, those present shall elect a Temporary Chairman.

Section 4. The Secretary shall ensure that: (1) minutes are taken of each Commission, committee and subcommittee meeting; (2) copies of the minutes, record, reports and decisions of the Commission are distributed to the members of the Commission and the County Board; (3) the Chairman of the County Board is informed of all vacancies and expiring terms of members, and the Commission's recommendations regarding same, if any; (4) the entire record of the proceedings of the Commission is submitted to the County Board prior to its consideration of any matters regarding the Commission; (5) all meetings comply with the Illinois Open Meetings Act; and (6) Commission finances are properly accounted for.

Section 5. No member of the Commission shall have the power to bind the Commission, nor act on its behalf, nor use its name, unless official ~~sanction~~ is granted by the Commission at a duly called regular or special meeting.

AUTHORIZATION

ARTICLE III.
ELECTIONS

Section 1. The McHenry County Board shall fill all unexpired terms or vacancies. The Commission shall submit recommendations to fill said vacancies as provided for herein.

Section 2. The Commission shall present to the presiding officer of the McHenry County Board a slate of candidates at least

equal to the number of vacancies on the Commission. In making said recommendations, the Commission shall make every reasonable effort to nominate at least one attorney, one historian or architectural historian, one architect or engineer and one real estate professional knowledgeable in historic preservation. All members shall be persons with a demonstrated interest in pre-history, history or architecture. The names of those nominated shall be forwarded to the presiding officer of the McHenry County Board for consideration for recommendation to the McHenry County Board.

Section 3. The Commission shall retain copies of resumes for Commission members showing a demonstrated interest, knowledge or expertise in historic preservation.

Section 4. The Commission shall retain written evidence (letter, memo, telephone report, etc.) showing efforts to seek professional representation.

Section 5. The McHenry County Board shall appoint the Chairman. The Commission shall elect its Vice Chairman and Secretary at its January meeting each year.

ARTICLE IV. COMMITTEES

Section 1. The standing committees of the Commission are: Survey and Landmark Committee, and Communication and Public Relations Committee. All committees shall bring their recommendations directly to the Commission for review and action.

Section 2. Immediately after the first of the year, committees shall be established and members appointed by the Chairman for a one-year term, or until their successors are appointed.

Section 3. Committee Chairpersons will be proposed by the Chairman of the Commission and acted upon by the Commission. Chairpersons of all standing committees must be Commission members. Committee and subcommittee members may be non-Commission members. Committee members may be recruited by the Committee Chairperson, staff and/or the Commission. The appointment of all committee members must be approved by the Commission.

Section 4. Each standing committee of the Commission shall have a Commission of Responsibility approved by the Commission.

Section 5. There can be additional standing committees, task forces or special committees of the Commission of such nature and number, if any, as the Commission from time to time may determine. Their members and Chairpersons shall be appointed by the Chairman of the Commission and approved by the Commission.

Section 6. Each committee and subcommittee shall keep minutes of its meetings and file them with the Secretary. No committee or subcommittee shall enter into any contract or incur any indebtedness or financial obligation of any kind, except under the authority of the Commission or these Rules and Procedures. Each committee or subcommittee shall have the power to appoint such subcommittees for carrying on work under its direction as it may deem necessary. Subject to the approval of the Commission, each committee shall have power to adopt such rules, which are not inconsistent herewith, as may be necessary for the conduct of the work entrusted to it.

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ARTICLE V.
FINANCES

Section 1. The Commission may, from time to time, solicit, secure, receive (subject to the approval of the McHenry County Board), administer and expend funds to further the goals and objectives of the County Historic Preservation ordinance.

Section 2. Fees for landmark applications, certificates of appropriateness, plaques, etc., if any, shall be established by the Commission.

Section 3. In keeping with the purposes of the Commission, it shall be the policy of the Commission to consider a waiver or reduction of any fee based upon any individual's demonstrated inability to pay such fee.

Section 4. The fiscal year of the Commission shall be January 1 to December 31 of each year. *consider w/ CO funds*

Section 5. The Commission may apply for grants in its own name, may seek funding from the County, and may seek gifts from individuals and others to assist in furthering the goals of the Commission.

Section 6. If the Commission's budget exceeds \$10,000 in any one year, the financial records of the Commission shall be audited at least annually by a firm of independent certified public accountants chosen by the Commission, or otherwise as may be required by grantors, state law or county policy.

ARTICLE VI.
TERMINATION OF COMMISSIONER OR OFFICER

Section 1. Any Commission member or officer who shall fail to fulfill the responsibilities of his or her office may be terminated only after a hearing and upon the recommendation of the McHenry County Planning and Development Committee and the action of the McHenry County Board.

ARTICLE VII.
INDEMNIFICATION

Section 1. The Commission shall indemnify, hold harmless and make whole, any and all of its members, officers and/or former members or officers, against expenditures actually and necessarily incurred by them arising out of, or in connection with, the defense of any action, suit or proceeding in which they, or any other, are made parties, or a party, or otherwise have liability by reason of being, or having been, members or officers, or against any amount which they, or any of them, are obligated to pay as a result of any judgment, order, decree or other court, administrative or arbitration decision or settlement arising out of or in connection with such action, suit or proceeding.

Section 2. Such indemnification, hold harmless, and/or making whole shall be, or be deemed to be, exclusive of any other rights or remedies to which those indemnified, held harmless or made whole, may be entitled under any law, by-laws, agreement, vote by members, or otherwise; moreover, this provision shall be exclusive of any available "Directors and Officers Liability Insurance" benefits, and shall be coordinated with any indemnification provision requiring indemnification, holding harmless and/or making whole by other members, officers, all in accordance with Illinois state law.

ARTICLE VIII.
NOMINATIONS, CRITERIA FOR CONSIDERATION
AND LANDMARK DESIGNATION

Section 1. All nominations of landmarks or preservation districts shall be on an official application form. A copy of the application form and the instructions for completing same are attached hereto and incorporated herein as Exhibit A.

Section 2. All nominations shall be considered using the Commission's official criteria. A copy of the Commission's criteria for consideration is attached hereto and incorporated herein as Exhibit B.

Section 3. Each application shall be logged in by the Commission's staff liaison, with the date and materials received noted. Copies of the nomination will be distributed to:

- A. Committee members;
- B. Department heads; and
- C. Individuals by request.

Section 4. Persons wishing to be notified of pending applications and Commission meetings should provide the staff liaison with

their name and mailing address. A copy of each application shall be available for inspection at the McHenry County Department of Planning, 2200 North Seminary Avenue, Woodstock, Illinois 60098.

Section 5. Initial Report and Recommendation of Commission. The Staff Liaison shall, within thirty (30) days from receipt of a completed application for designation, cause to be written an initial recommendation and report stating whether the nominated landmark or preservation district does or does not meet the Commission's criteria for designation. The report shall contain the following information:

- A. An explanation of the significance or lack of significance of the nominated landmark or preservation district as it relates to the criteria for designation;
- B. A description of the integrity or lack of integrity of the nominated landmark or preservation district;
- C. In the case of a nominated landmark found to meet the criteria for designation:
 - i) A description of the significant exterior architectural features of the nominated landmark that should be protected;
 - ii) A description of the types of construction, alteration, demolition, and removal, other than those requiring a building or demolition permit, that should be reviewed for appropriateness pursuant to the provisions of Article IV, Sections 2(C) through 2(D) of the ordinance;
- D. In the case of a nominated preservation district found to meet the criteria for designation:
 - i) A description of the types of significant exterior architectural features of the structure within the nominated preservation district that should be protected;
 - ii) A description of the types of alterations and demolitions that should be reviewed for appropriateness pursuant to the provisions of Article IV, Sections 2(C) through 2(D) of the ordinance;
- E. The relationship of the nominated landmark or preservation district to the ongoing effort of the Commission to identify and nominate all potential

areas of structures that meet the criteria for designation;

- F. A map showing the location of the nominated landmark and the boundaries of the nominated preservation district.

The recommendation and report shall be available to the public in the office of the McHenry County Department of Planning.

Section 6. The Commission shall, within thirty (30) days from completion of the initial report and recommendation as described above in Section 5, cause to be scheduled a public hearing on the nomination. Notice of the date, time, place and purpose of the public hearing and a copy of the completed nomination form shall be sent by certified mail, return receipt requested, to the owner(s) of record and to the nominators, as well as by regular mail to property owners adjoining the nominated landmark or preservation district at least fifteen (15) days, but not more than thirty (30) days, prior to the date of the hearing. Such notice shall also be published in a newspaper having general circulation in the area surrounding the nominated property or district at least (15) days, but not more than thirty (30) days, prior to the date of the hearing. All notices shall state the street, address and permanent index number or legal description of a nominated landmark and the boundaries of a nominated district.

Section 7. A public hearing shall be scheduled. Oral or written testimony shall be taken at the public hearing from any person or organization concerning the nomination. Continuances for additional sessions may be scheduled at the Commission's discretion. The Commission may solicit expert testimony or present its own evidence regarding the historic, archaeological, or scenic significance of a proposed landmark, or of any property within a proposed preservation district relative to compliance with the Commission's criteria for designation. The owner of any nominated landmark or of any property within a nominated preservation district, shall be allowed a reasonable opportunity to present evidence regarding historic, archeological, architectural or scenic significance, and shall be afforded the right of representation by counsel and a reasonable opportunity to cross-examine expert witnesses. Subject to the provisions of this section, the Commission may impose reasonable limits on comments or testimony from third parties. Third parties wishing to make comments or provide testimony are encouraged to contact the Commission's staff liaison in advance of the hearing. The hearing shall be closed upon the completion of testimony.

Section 8. Within thirty (30) days following the close of the public hearing, the Commission shall make its determination upon the evidence whether the proposed landmark or preservation district does or does not meet the criteria for designation. A recommenda-

tion to the McHenry County Board that the proposed landmark or preservation district does or does not meet the criteria for designation, and should or should not be designated, shall be passed by a majority vote of the Commission. This recommendation shall be accompanied by a report stating the findings of the Commission concerning the historic, archaeological, or scenic significance of the proposed landmark or preservation district. The Commission shall forward copies of the resolution and report to the applicant and the owner(s) of the subject property, or representative(s) for the petitioners of the subject district.

Section 9. The McHenry County Board, upon a recommendation from the Commission that the proposed landmark or preservation district should be designated, shall review the report and recommendations of the Commission. The McHenry County Board may schedule a public hearing, when they deem it necessary, concerning the proposed designation, and shall provide notice of any public hearing in the same manner as provided in Section 7 hereof. The McHenry County Board, after reviewing the report and recommendation, shall within sixty (60) days from receipt of the recommendation of the Commission take one of the following steps:

- A. Designate the landmark or preservation district by ordinance; or
- B. Refer the report and recommendation back to the Commission with suggestions for revisions stating its reason(s) for such action.

Section 10. Notice of the action of the McHenry County Board, including a copy of the ordinance designating the landmark or preservation district, shall be sent by regular mail to all persons of record, including but not limited to each owner of record of a landmark or property within a preservation district, and to owners of adjacent and immediately surrounding properties affected by a proposed landmark designation. Further, as soon as is reasonably possible, the Chairman of the McHenry County Board shall cause to be notified the McHenry County Department of Planning, the McHenry County Building and Zoning Department, the McHenry County Recorder of Deeds, the McHenry County Clerk, and the McHenry County Collector by forwarding to each a copy of the designation ordinance. The recorder of deeds shall ensure that the designation is recorded on all directly affected parcels.

Section 11. A map showing the location of all designated landmarks and preservation districts shall be published and amended upon each designation. Copies of the map shall be available to the public at the office of the McHenry County Planning Department and at the same locations as any county zoning map.

Section 12. Adoption of an ordinance designating a landmark or preservation district by the McHenry County Board shall be a final

action reviewable under Section 3-101, et seq., of the Illinois Administrative Review Act.

Section 13. The Commission may recommend that the McHenry County Board amend or rescind designation by the same procedure. and according to the same standards and considerations set forth for designation.

ARTICLE X.
CERTIFICATES OF APPROPRIATENESS

Section 1. All applications for certificates of appropriateness shall be on an official application form. A copy of the application form and the instructions for completing same are attached hereto and incorporated herein as Exhibit C.

Section 2. All applications for certificates of appropriateness shall be considered using the Commission's design guidelines and standards for review. A copy of the Commission's design guidelines and standards for review is attached hereto and incorporated herein as Exhibit D.

Section 3. Every application submitted to the McHenry County Building and Zoning Department for a permit wherein the applicant represents and/or delineates plans to commence any action for which a certificate of appropriateness is required under the ordinance shall be forwarded by the McHenry County Zoning Enforcement Officer to the Commission's Staff Liaison within three (3) days following the receipt of said application by the McHenry County Building and Zoning Department. The McHenry County Building and Zoning Department shall not issue a building or demolition permit until a certificate of appropriateness has been issued by the Commission. Each applicant for such a building permit will be requested to complete an application in accordance with Section 1 of this article and proceed as outlined herein.

Section 4. The Commission may schedule, provide notice of and conduct a public hearing concerning the application in the manner previously described in Article VIII, Sections 6 and 7. If a public hearing is not scheduled, the Commission may consider the completed application at its next regular meeting and may grant a certificate of appropriateness at that time.

Section 5. The Commission may request staff support in reviewing and approving routine applications for certificates of appropriateness when the proposed work is clearly appropriate and in accordance with the Commission's design guidelines and standards for review, and the purposes of the ordinance.

Section 6. Within fifteen (15) days (Saturdays, Sundays, and county, state, or federal holidays excluded) after support staff

review, or from the date of the regular meeting, or from the close of a public hearing concerning an application for a certificate of appropriateness, or within such further time as the applicant for said certificate (and/or permit) approves in writing, the Commission shall determine whether:

- i) The proposed construction, removal or other modification will be appropriate to the preservation of the particular landmark or preservation district and a certificate of appropriateness may be issued; or
- ii) Such proposed modification is inappropriate to the preservation of the particular landmark or preservation district and a certificate of appropriateness may be denied.

Written notice of the approval or denial of the application for a certificate of appropriateness shall be provided the applicant, sent by certified mail, return receipt requested, and to the McHenry County Planning Department within seven (7) days (Saturdays, Sundays, and county, state, or federal holidays excluded) following the determination. The notice shall be accompanied by a "certificate of appropriateness" in the case of approval.

Section 7. A denial of a certificate of appropriateness shall be accompanied by a statement of the reasons for the denial. The Commission shall make recommendations to the applicant concerning changes, if any, in the proposed action that would cause the Commission to reconsider its denial. The Staff Liaison shall confer with the applicant and attempt to resolve as quickly as possible the difference(s) between the applicant and the Commission. The applicant may resubmit an amended application, or reapply for a building or demolition permit, that takes into consideration the recommendations of the Commission.

Section 8. Failure of the Commission to act upon an application for a certificate of appropriateness within ninety (90) days from the date said request was logged in by the Staff Liaison, shall constitute approval. This time limit may be waived only by mutual consent of the applicant(s) and the Commission.

Section 9. The Commission may deny any application for a certificate of appropriateness where demolition is proposed if the Commission finds that such proposed action will adversely affect the historic, archaeological, architectural, or scenic significance of a landmark or preservation district. Upon receipt of an application for a certificate of appropriateness for demolition, the Commission shall as soon as possible make a determination, supported by written findings, whether one or more of the following criteria are met:

- i) The structure, located within a preservation district, is of such interest or quality that it would reasonably meet national, state or local criteria for designation as a historic or architectural landmark on its own credentials;
- ii) The structure is of such unusual or uncommon design, texture or materials that it could not be reproduced, or be reproduced only with great difficulty and expense; and/or
- iii) Retention of the structure would aid substantially in preserving and protecting another structure which meets criteria (i) or (ii) above.

Where the Commission determines that one or more of these criteria are met, no certificate of appropriateness shall be issued and the application shall be denied. In all applications for a certificate of appropriateness for demolition in a historic district, the Commission shall require the applicant to submit for review and consideration all post-demolition plans, including, without limitation, drawings or sketches with sufficient detail to show, as far as they relate to exterior appearance, the architectural design of any and all planned improvements.

Section 10. A certificate of appropriateness will become void:

- i) If there is any change in the scope of work pursuant to the approved application subsequent to the issuance of the certificate; or
- ii) If twelve (12) months have elapsed after the issuance of the certificate, and no building permit has been issued, or if twenty-four (24) months have lapsed after issuance of the last building permit and the project has not been completed.

Section 11. A denial of a "certificate of appropriateness" is an administrative decision as defined in Section 3-101, et seq., of the Administrative Review Act, and it shall be subject to judicial review pursuant to said Act, as amended, and any rules adopted pursuant thereto.

ARTICLE XI.
CERTIFICATES OF ECONOMIC HARDSHIP

Section 1. All applications for certificates of economic hardship shall be on an official application form. A copy of the application form and the instructions for completing same are attached hereto and incorporated herein as Exhibit C.

Section 2. All applications for certificates of economic hardship shall be considered using the Commission's Economic Hardship Criteria. A copy of the Commission's Economic Hardship Criteria is attached hereto and incorporated herein as Exhibit E.

Section 3. The Commission shall issue a certificate of economic hardship upon a determination that the failure to issue a certificate of appropriateness has denied, or will deny, the owner of a landmark, or of a property within a preservation district, all reasonable use of, or return on, the property. The Commission may schedule a public hearing concerning the application and provide notice and conduct the hearing in the same manner as prescribed in Article VIII, Sections 6 and 7 hereto.

Section 4. Within one hundred and twenty (120) days from receiving a request for a certificate of economic hardship, the Commission, upon a determination that the denial of a certificate of appropriateness has denied, or will deny, the owner of a landmark, or of a property within a preservation district, of all reasonable use of, or return on, the property, shall undertake one or the other of the following actions:

- i) Offer the owner of the property reasonable financing, tax or other incentives sufficient to allow a reasonable use of, or return on, the property; or,
- ii) Offer to purchase the property at a reasonable price or institute eminent domain proceedings pursuant to Article VII of the Illinois Code of Civil Procedure; or,
- iii) Issue a certificate of appropriateness for the proposed construction, alteration, demolition or removal. Written notice of the Commission's determination shall be provided in the same manner as required by Article IV, Section 2(E) of the ordinance.

Section 5. A denial of a certificate of economic hardship is an administrative decision as defined in Section 3-101, et seq., of the Administrative Review Act, and it shall be subject to judicial review pursuant to provisions of said Act, as amended, and any rules adopted pursuant thereto. Such appeal must be made within fifteen (15) days of final denial of certificate of economic hardship.

ARTICLE XII. **ANNUAL REPORT**

Section 1. An Annual Report shall be approved by the Commission at the first Commission meeting of each fiscal year in January. A

copy of the Annual Report shall be forwarded to the McHenry County Board and the State Historic Preservation Officer on or before March 1 of each year.

Section 2. The Annual Report shall:

- A. List all landmarks and/or historic districts designated during the last fiscal year;
- B. Provide a summary of all properties considered by, rejected or appealed and shall indicate if any designations are pending;
- C. Indicate the number of certificates of appropriateness and/or certificates of economic hardship that were reviewed by the Commission and the results and status of those reviews;
- D. Describe the progress of local survey efforts (indicate the number of properties added to the survey inventory and distinguish between intensive and windshield surveys);
- E. Report on the status and handling of any National Register nominations (including date logged in, date(s) of public hearings, how public input was sought, what input was received, and the dates the Commission comments were forwarded to the State Historic Preservation Officer);
- F. Describe any efforts made to monitor proposed and actual alterations or demolition of National Register or Illinois Register properties;
- G. Provide a summary of the principle activities and accomplishments of the Commission during the fiscal year; and
- H. Attach the following documentation:
 - i) Resumes of Commission members;
 - ii) Documentation of representation at an informational or educational meeting;
 - iii) Copies of Commission minutes;
 - iv) Copies of any Commission publications; and
 - v) Documentation for each new designation.

ARTICLE XIII.
NATIONAL REGISTER REVIEW PROCEDURES

Section 1. Each nomination received from the State Historic Preservation Officer ("SHPO") will be logged in by the Commission's Staff Liaison, with the date and materials received noted. Copies of the nomination will be distributed to:

- a. Commission members;
- b. Department heads; and
- c. Individuals by request.

Section 2. Persons wishing to be notified of pending nominations and Commission meetings should provide the Commission's Staff Liaison with their name and mailing address.

Section 3. Persons on the National Register mailing list will be informed of the proposed nomination by the Commission's Staff Liaison, and a copy of the nomination will be forwarded upon request. A copy of the nomination will be available for inspection at the McHenry County Department of Planning, 2200 North Seminary Avenue, Woodstock, Illinois 60098.

Section 4. The Commission's Staff Liaison will notify, by first class mail, the owner(s) of record and the applicant(s) that the proposed nomination has been received, and inform them of the date, time and place when the nomination will be reviewed by the Commission. The Staff Liaison shall retain copies of all notifications. If requested to do so by the SHPO, the Commission will verify ownership of any nominated property.

Section 5. The Staff Liaison will schedule the nomination for consideration at the next regularly scheduled Commission meeting. Notice of the meeting will be forwarded to all owners, applicants and interested individuals by certified mail, return receipt requested. If conditions warrant, the nomination may be considered at a special meeting of the Commission, provided all parties are so notified.

Section 6. In the event of a historic district nomination, the Staff Liaison will notify, by first class mail, each owner of record of property within the district. The Commission's Staff Liaison will coordinate a public information meeting to be held within the district, at a time and place mutually agreeable to the SHPO.

Section 7. At the meeting in which the Commission considers the nomination, interested parties will be invited to comment upon the merits of the nomination. Persons interested in commenting are encouraged to contact the Staff Liaison prior to the meeting. Copies of all written comments received by the Commission, and

copies of all professional opinions on National Register nominations, shall be retained by the Commission.

Section 8. The applicant may present a presentation regarding the nominated property.

Section 9. Following a discussion of the nomination's merits, the Commission will vote on whether or not to recommend nomination.

Section 10. The Staff Liaison will transmit the written opinion of the Commission, and the opinions of any elected governmental officials or experts which the Commission receives, to the SHPO by the deadline stipulated on the transmittal letter from the SHPO.

Section 11. The Staff Liaison will forward a copy of the opinions of the Commission, elected governmental officials and experts which the Commission receives to the property owner(s) and the applicant(s), and inform them that the nomination has been forwarded to the SHPO. The notification shall include an explanation of the National Register appeals procedures. A copy of the opinions of the Commission, and the opinion of any elected governmental officials and experts which the Commission receives, will be forwarded to interested individuals upon request.

ARTICLE XIV.

COMMISSION REPRESENTATION AT INFORMATIONAL MEETINGS

Section 1. The Commission shall be represented at, or attend, at least one informational meeting per year pertaining to the work and functions of the Commission. The Commission's staff liaison shall retain documentation of said representation or attendance.

ARTICLE XV.

DEMOLITION BY NEGLECT

Section 1. At least annually, the Commission shall, in conjunction with its ongoing survey operations, survey each landmarked property, and each property within a historic district, which is listed on the County, State, or National Register to ensure that the property is not suffering from demolition by neglect, as defined in the ordinance.

Section 2. The Commission's Secretary shall document the performance of each annual neglect survey.

--ARTICLE XVI
INTERPRETATION AND CONSTRUCTION

Section 1. The definitions contained in the McHenry County Historic Preservation ordinance (the "Ordinance") are hereby incorporated herein.

Section 2. These Rules and Procedures shall be construed liberally to effectuate the purposes of the Ordinance.

Dated: November 6, 1992

EXHIBIT A

LANDMARK AND HISTORIC DISTRICT APPLICATION AND INSTRUCTIONS

EXHIBIT B

COMMISSION CRITERIA FOR DESIGNATION AS A
LANDMARK OR HISTORIC DISTRICT

The Commission may, after investigation, recommend to the McHenry County Board the designation of landmarks or historic districts if the Commission determines that a property, structure, alteration or area so recommended meets one or more of the following criteria:

- A. It has character, interest, or value which is part of the development, heritage, or cultural characteristic(s) of a local community, the County of McHenry, State of Illinois, or the Nation;
- B. Its location is a site of a significant local, county, state, or national event;
- C. It is identified with a person or persons who significantly contributed to the development of the local community, County of McHenry, State of Illinois, or the Nation;
- D. It embodies distinguishing characteristics of an architectural style valuable for the study of a period, type, method of construction, or use of indigenous materials;
- E. It is identified with the work of a master builder, designer, architect, or landscape architect whose individual work has influenced the development of the local area, County of McHenry, State of Illinois, or the Nation;
- F. It embodies elements of design, detailing, materials, or craftsmanship that render it architecturally significant;
- G. It embodies design elements that make it structurally or architecturally innovative;
- H. It has a unique location or singular physical characteristics that make it an established or familiar visual feature;

- I. It has character which is a particularly fine or unique example of a utilitarian structure, including, but not limited to farmhouses, gas stations, or other commercial structures, with a high level of integrity or architectural significance;
- J. It establishes a sense of time and place unique to a community and/or the County of McHenry;
- K. It is suitable for preservation or restoration;
- L. It is included in the National Register of Historic Places and/or the Illinois Register of Historic Places;
- M. It has yielded, or may be likely to yield information important to pre-history or other areas of archaeological significance;
- N. It is an exceptional example of a historic or vernacular style or one of few remaining in the County of McHenry.

EXHIBIT C
APPLICATION AND INSTRUCTIONS FOR
CERTIFICATES OF APPROPRIATENESS
OR
ECONOMIC HARDSHIP

EXHIBIT D

**DESIGN GUIDELINES AND STANDARDS FOR COMMISSION REVIEW
OF APPLICATIONS FOR CERTIFICATES OF APPROPRIATENESS
OR ECONOMIC HARDSHIP**

The Commission shall consider the following design guidelines in reviewing applications for certificates of appropriateness:

- A. Height: compatible with the style and character of the landmark and with surrounding structures within a preservation district.
- B. Proportions of windows and doors: compatible with the architectural style and character of the landmark and with the surrounding structures within a preservation district.
- C. Relationship of building masses and spaces: compatible within a preservation district to open space between it and adjoining structures.
- D. Roof shape: compatible with the architectural style and character of the landmark and surrounding structures in a preservation district.
- E. Landscaping: compatible with the architectural style and character of the landmark and surrounding structures in a preservation district.
- F. Scale: compatible with the architectural style and character of the landmark and surrounding structures in a preservation district.
- G. Directional expression: compatible with the dominant horizontal or vertical expression of surrounding structures and facades.
- H. Architectural Details: treated to make a landmark compatible with its original architectural style or character.

In considering the appropriateness of any alteration, demolition, new construction, removal, etc., the Commission shall follow the following standards for review (in addition to the

criteria for designation and existing zoning classifications and height and area limitations):

- A. Every reasonable effort shall be made to provide a compatible use for a property that requires minimal alteration of the building, structure, or site and its environment, or to use a property for its originally intended purpose.
- B. The distinguishing original qualities or character of a building, structure, or site and its environment shall not be destroyed. The removal or alteration of any historic material or distinctive architectural feature should be avoided when possible.
- C. All buildings, structures, and sites shall be recognized as products of their time. alterations that have no historical basis and that seek to create an earlier appearance shall be discouraged.
- D. Changes that may have taken place in the course of time are evidence of the history and development of a building, structure, or site and its environment. These changes may have acquired significance in their own right, and this significance shall be recognized and respected.
- E. Distinctive stylistic features or examples of skilled craftsmanship that characterize a building, structure, or site shall be treated with sensitivity.
- F. Deteriorated architectural features shall be repaired rather than replaced, wherever possible. In the event replacement is necessary, the new material should match the material being replaced in composition, design, color, texture, and other visual qualities. Repair or replacement of missing architectural features should be based on accurate duplication of features, substantiated by historic, physical, or pictorial evidence, rather than on conjectural designs or the availability of different architectural elements from other buildings or structures.
- G. The surface cleaning of structures shall be undertaken with the gentlest means possible. Sandblasting and other cleaning methods that will damage the historic building materials shall not be undertaken.

- H. Every reasonable effort shall be made to protect and preserve archaeological resources affected by, or adjacent to, any project.
- I. Contemporary design for alterations and additions to existing properties shall not be discouraged when such alteration and additions do not destroy significant historical, architectural, or cultural material, and such design is compatible with the size, scale, color, material, and character of the property, neighborhood, or environment.
- J. Wherever possible new additions or alterations to structures shall be done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the structure would be unimpaired.

EXHIBIT E

ECONOMIC HARDSHIP CRITERIA

The Commission shall consider the following types of information, evidence or expert testimony in making its determination on applications for a certificate of economic hardship.

- i) An estimate of the cost of the proposed construction, alteration, demolition, or removal, and an estimate of any additional cost that would be incurred to comply with the recommendations of the Commission for changes necessary for the issuance of a certificate of appropriateness;
- ii) A report from a engineer or architect, licensed in the State of Illinois, and with experience in rehabilitation, as to the structural soundness of any structures on the property;
- iii) Estimated market value of the property in its current condition; after completion of the proposed construction, alteration, demolition, or removal; after any changes recommended by the Commission; and, in the case of a proposed demolition, after renovation of the existing property for continued use;
- iv) Any substantial decrease in the fair market value of the property as a result of denial of the certificate of appropriateness and any substantial decrease in the pre-tax return to owners of record or other investors in the property as a result of the denial of the certificate of appropriateness;
- v) In the case of a proposed demolition, an estimate from a licenses architect, developer, real estate consultant, appraiser, or other real estate professional experienced in rehabilitation as to the economic feasibility of rehabilitation or reuse of the existing structure on the property;
- vi) Amount paid for the property, the date of purchase, and the party from whom purchased, including a description of the relationship, if any, between the owner of record or applicant and the person from whom the property was purchased, and any terms of financing between the seller and buyer, and any

consideration by the owner as to profitable adaptive uses for the property;

- vii) If the property is income-producing, the annual gross income from the property for the previous two (2) years; itemized operating and maintenance expenses for the previous two (2) years; and depreciation deduction and annual cash flow before and after debt service, if any, during the same period;
- viii) Remaining balance on any mortgage or other financing secured by the property and annual debt service, if any, for the two (2) previous years, and all appraisals obtained within the previous two (2) years by the owner or applicant in connection with the purchase, financing or ownership of the property;
- ix) Any listing of the property for sale or rent, price asked and offers received, if any, within the previous two (2) years;
- x) Assessed value of the property according to the two (2) most recent quadrennial assessments;
- xi) Real estate taxes for the previous two (2) years;
- xii) Form of ownership or operation of the property, whether sole proprietorship, for-profit or not-for-profit corporation, limited partnership, joint venture, or other; and,
- xiii) Any other information, including the income tax bracket of the owner, applicant, or principal investors in the property considered necessary by the Commission to make a determinate as to whether the property does yield or may yield a reasonable return to owners.

NOMINATION FORM

NOMINATION PROCEDURE

**SUBMIT
COMPLETED APPLICATION**

**REVIEW
BY COMMISSION**

**INITIAL REPORT &
RECOMMENDATION
OF COMMISSION**

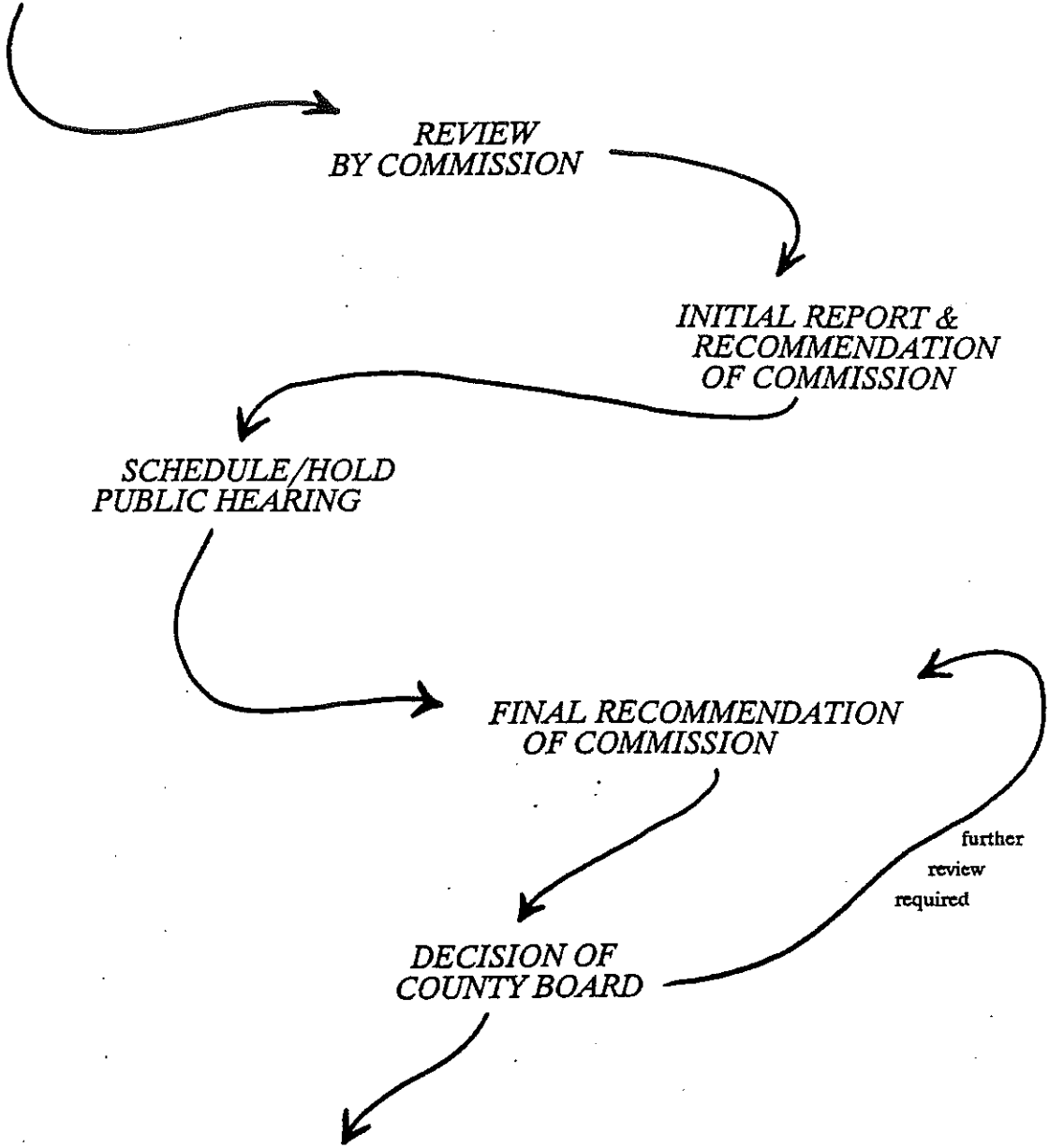
**SCHEDULE/HOLD
PUBLIC HEARING**

**FINAL RECOMMENDATION
OF COMMISSION**

**DECISION OF
COUNTY BOARD**

**DESIGNATION OF
NOMINEE TO
LANDMARK STATUS**

further
review
required



7. IS THIS PROPERTY, OR ANY PART OF IT, LISTED ON OR NOMINATED TO ANY McHENRY COUNTY REGISTER, THE STATE OF ILLINOIS REGISTER, OR THE NATIONAL REGISTER OF HISTORIC PLACES?

NO

YES —————>

McHENRY REGISTER

ILLINOIS REGISTER

NATIONAL REGISTER

QUESTERS

McHENRY COUNTY HIST. SOC.

LOCAL COMMUNITY

If yes, please complete the attached form.

8. PLEASE INDICATE WHICH OF THE FOLLOWING CRITERIA APPLY TO THE PROPERTY: (check all that apply)

- | | | | |
|--------------------------|---|--------------------------|--|
| <input type="checkbox"/> | It has character, interest, or value which is part of the development, heritage, or cultural character of the community, county, state or nation. | <input type="checkbox"/> | It has a unique location or singular physical characteristics that make it an established or familiar visual feature. |
| <input type="checkbox"/> | It is the site of a significant local, county, state, or national event. | <input type="checkbox"/> | It has character which is a particularly fine or unique example of a utilitarian structure, including, but not limited to, farmhouses, gas stations, or other commercial structures, with a high level of integrity or architectural significance. |
| <input type="checkbox"/> | It is identified with a person who significantly contributed to the development of the community, county, state or nation. | <input type="checkbox"/> | It establishes a sense of time and place unique to a community and/or the County of McHenry. |
| <input type="checkbox"/> | It embodies distinguishing characteristics of an architectural style valuable for the study of a period, type, method of construction, or use of indigenous materials. | <input type="checkbox"/> | It is suitable for preservation or restoration. |
| <input type="checkbox"/> | It identifies with the work of a master builder, designer, architect, or landscape architect whose individual work has influenced the development of the local area, County of McHenry, state, or the nation. | <input type="checkbox"/> | It is included in the National Register of Historic Places and/or the Illinois Register of Historic Places. |
| <input type="checkbox"/> | It embodies elements of design, detailing, materials, or craftsmanship that render it architecturally significant. | <input type="checkbox"/> | It has yielded, or may be likely to yield information important to pre-history or other areas of archaeological significance. |
| <input type="checkbox"/> | It embodies design elements that make it structurally or architecturally innovative. | <input type="checkbox"/> | It is an exceptional example of a historic or vernacular style or one of few remaining in the County of McHenry. |

9. ATTACH A STATEMENT DESCRIBING THE PROPERTY, ITS HISTORICAL SIGNIFICANCE, AND THE REASONS WHY IT SHOULD BE DESIGNATED AS A HISTORIC LANDMARK. At the end of this statement, please list your sources of information, including bibliographic references.

10. NAME, ADDRESS, AND TELEPHONE NUMBER OF PROPERTY OWNER(S).
Use attachment 3 if more than two owners.

a. name: _____
address: _____

phone:_()_____

b. name: _____
address: _____

phone:_()_____

11. NAME, ADDRESS, AND TELEPHONE NUMBER OF PERSON(S) SUBMITTING THIS NOMINATION.

name: _____

address: _____

phone:_()_____

(signature)

(date)

ADDITIONAL DETAILED INFORMATION AND PHOTOGRAPHS TO SUPPORT THIS NOMINATION MAY BE REQUIRED IF THE COMMISSION FINDS THAT THE PROPERTY MERITS CONSIDERATION.

McHENRY COUNTY
HISTORIC PRESERVATION COMMISSION
1992

INSTRUCTIONS

FOR COMPLETING AN HISTORIC LANDMARK OR DISTRICT NOMINATION FORM

1. Name of property: Enter the historic or common name(s) of the property.

2. Address of property:

a. For individual structures, enter each street address including the street or fire number, street name, and name of the village or fire number, street name, and name of the village or township.

b. If the property has no street address, enter as precise a description of the location as possible, for example:

"South side of Kishwaukee Valley Road between and , section 7 Seneca Township", or

"Northeast corner of Route 31 and School Road, Section 10, McHenry Township.

c. For districts or landscapes, enter as precise a description as possible of the area being nominated, for example:

301 to 590 Jefferson Street, 200 to 420 Madison Street, and Judd Street, Woodstock, Illinois, 60098, or

Bounded by Vander Karr Road, Stewart Road, and Regnier Road, Section 27, Hebron Township."

3. Tax assessor's parcel number: This number may be obtained by the nominator from the McHenry County Treasurer's Office or from the McHenry County Department of Planning and Development.

When nominating districts or landscapes, use Attachment 1 to list the parcel numbers of all properties to be included in the district or landscape.

4. Description of property boundaries:

B

a. Boundaries may be described in terms of:

--legally recorded lot or parcel lines

--manmade or natural topographic features such as fencelines, roads, rivers, streams, ditches, etc.

b. For buildings, structures, objects, sites (including archaeological sites) or natural features, select boundaries that encompass the resource and its immediate surroundings. For resources located on small lots in villages or subdivisions, the boundaries could be based on the legally recorded lot lines. For resources located on large rural parcels of land, the boundaries should encompass the resource and any additional land that conveys the property's historic setting and contributes directly to its historic significance.

5. Map showing the boundaries and location of the property: If necessary, the McHenry County Department of Planning and Development may be able to help you obtain a base map on which to show the boundaries and location of the property.

6. Photographs: Black and white or color prints or slides are acceptable.
7. Attachment 2 must be completed when nominating a district or landscape and when the property is listed on a national or other local register.
8. Name, address, and telephone number of property owner(s):

The name, address, and telephone number of all property owners must be submitted with the nomination. If there are more than two property owners, attach an additional sheet of use Attachment 3. If the property is in the process of being sold, please submit the names of both the seller(s) and the purchaser(s).

Application No. _____

HISTORIC LANDMARK OR DISTRICT NOMINATION FORM

**Attachment 1
Tax Assessor's Parcel Numbers**

Complete this attachment when nominating a district or landscape.

In the spaces provided below, list the parcel numbers of all properties to be included in the district or landscape.

1. _____ - _____ - _____ - _____
2. _____ - _____ - _____ - _____
3. _____ - _____ - _____ - _____
4. _____ - _____ - _____ - _____
5. _____ - _____ - _____ - _____
6. _____ - _____ - _____ - _____
7. _____ - _____ - _____ - _____
8. _____ - _____ - _____ - _____
9. _____ - _____ - _____ - _____
10. _____ - _____ - _____ - _____
11. _____ - _____ - _____ - _____
12. _____ - _____ - _____ - _____
13. _____ - _____ - _____ - _____
14. _____ - _____ - _____ - _____
15. _____ - _____ - _____ - _____

Application No. _____

HISTORIC LANDMARK AND DISTRICT NOMINATION FORM

Attachment 2

Names and Addresses of properties listed on or nominated to the McHenry County, National Register of Historic Places, McHenry County Historical Society, or local registers.

Complete this attachment when nominating a district or landscape and the property is listed on any of the above.

In the spaces provided below, please record the name and address of each property within the proposed district or landscape that is currently listed on or nominated to the McHenry County, the National Register of Historic Places, McHenry County Historical Society, or local registers. For each property, please check the appropriate space to indicate which register it is listed on.

1. Name: _____	_____ McHenry County
Address: _____	_____ National
_____	_____ Historical Society
	_____ Other
2. Name: _____	_____ McHenry County
Address: _____	_____ National
_____	_____ Historical Society
	_____ Other
3. Name: _____	_____ McHenry County
Address: _____	_____ National
_____	_____ Historical Society
	_____ Other
4. Name: _____	_____ McHenry County
Address: _____	_____ National
_____	_____ Historical Society
	_____ Other
5. Name: _____	_____ McHenry County
Address: _____	_____ National
_____	_____ Historical Society
	_____ Other

Application No. _____

HISTORIC LANDMARK OR DISTRICT NOMINATION FORM

Attachment 3

Names, Addresses, and Telephone Numbers of Property Owners Within the Proposed District or Landscape

Complete this form when nominating a district or landscape.

In the spaces provided below, please record the name, address, and telephone number of each property owner within the proposed district or landscape.

1. Name: _____

Address: _____

Area Code: _____ Phone Number: _____

2. Name: _____

Address: _____

Area Code: _____ Phone Number: _____

3. Name: _____

Address: _____

Area Code: _____ Phone Number: _____

4. Name: _____

Address: _____

Area Code: _____ Phone Number: _____

5. Name: _____

Address: _____

Area Code: _____ Phone Number: _____

HISTORIC LANDMARK AND DISTRICT NOMINATION FORM

Attachment 2

Names and Addresses of properties listed on or nominated to the McHenry County, National Register of Historic Places, McHenry County Historical Society, or local registers.

Complete this attachment when nominating a district or landscape and the property is listed on any of the above.

In the spaces provided below, please record the name and address of each property within the proposed district or landscape that is currently listed on or nominated to the McHenry County, the National Register of Historic Places, McHenry County Historical Society, or local registers. For each property, please check the appropriate space to indicate which register it is listed on.

- 1. Name: _____ McHenry County
Address: _____ National
_____ Historical Society
_____ Other
- 2. Name: _____ McHenry County
Address: _____ National
_____ Historical Society
_____ Other
- 3. Name: _____ McHenry County
Address: _____ National
_____ Historical Society
_____ Other
- 4. Name: _____ McHenry County
Address: _____ National
_____ Historical Society
_____ Other
- 5. Name: _____ McHenry County
Address: _____ National
_____ Historical Society
_____ Other

THE MCHENRY COUNTY LANDMARK PROGRAM:
WHAT IT MEANS TO YOU, THE PROPERTY OWNER

1. What is the McHenry County Landmark Program?

The McHenry County Landmark Program is a 3 step process:

Step 1: The nomination of an historic building, district, site, structure, or object of local, state or national significance to the McHenry County Register of Historic Places with the consent of the property owner(s).

Step 2: Designation of the nominated property as a landmark by the McHenry County Board and listing on the County Register

Step 3: Protection of the landmark through provisions in the McHenry County Historic Preservation Ordinance adopted by the McHenry County Board in October, 1991.

2. Why did the County Board establish the Landmark Program?

The McHenry County board voted to establish this program after conducting a detailed survey of historic resources and conducting lengthy reviews and public hearing. The Board was concerned that the character of the developing portion of the County be protected and that ways be found to assist individuals and communities to preserve and protect their investments in historic buildings.

3. What is the McHenry County Register of Historic Places?

The McHenry County Register of Historic Places, also called the County Register, is the County's official list of landmarks considered worthy of preservation.

4. Who oversees the McHenry County Register of Historic Places?

The County Register of Historic Places is overseen by the McHenry County Historic Preservation Commission. The Commission is made up of nine volunteer citizens appointed by the Chairman of the County Board. They represent a number of interests and disciplines and come from all parts of the County. Staff support for the Commission is provided by the Planning Division of the McHenry County Planning and Development Department.

5. **What types of properties qualify for listing on the County Register?**

Buildings or structures 50 years of age or older having local, state, or national historic, architectural, or cultural significance qualify. Examples are the site of the invention of an agricultural implement, the home of a locally important person, a school house or a building designed by an important architect. A structure may be a house, barn, bridge, or some other feature. A group of buildings, vistas, and farmsteads may also qualify.

6. **How is a property nominated to the County Register?**

The owner(s) of the property must complete and sign a nomination form. Staff assistance is available if desired. The nomination is submitted to the Preservation Commission which reviews it and holds a public hearing. The Commission then makes its recommendation to the County Board.

7. **How is a property designated a landmark?**

Only the County Board can designate a landmark in unincorporated McHenry County. It does so after receiving an application and a recommendation from the Preservation Commission.

8. **What are the fees associated with landmark status?**

There are no fees required to nominate a property to the County Register, no fees to designate a property a landmark, and a property listed on the County Register is not charged a fee over time to remain on the Register.

9. **What restrictions apply to a designated landmark?**

The intent of the program is to preserve historic sites and, therefore, there is no restriction on normal maintenance of a building such as painting. Any major change to the exterior of the structure (interiors are not regulated) requires the concurrence of the Preservation Commission. Major changes such as residing or additions should be in keeping with the original character of the building.

10. What are the benefits of listing on the County Register?

The building is afforded protection through the zoning and building permit process from incompatible nearby development and from demolition. The County is applying for status that would grant a County designated landmark a tax assessment freeze for 8 years and also investigating grant and other financial programs for landmark properties.

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Boone County Preservation Ordinance, Planning Department, 1990

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Rock Island Historic Preservation Ordinance

Historic Preservation Report, City-County Planning Commission, Rockford, Winnebago County, Illinois, June 1978