

DIXON HISTORIC PRESERVATION COMMISSION

CITY HALL
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Minutes of the Commission meeting of July 17, 2012

1. Call to order. The meeting was called to order in Council Chambers at City Hall at 134p by John McLane, Chair.
2. Roll call. Commissioners present were Linda Brantley, James Higby, Greg Langan, John McLane, and Duane Paulsen. Also in attendance was Mayor Burke.
3. Approval of minutes. Minutes of the meeting of April 18, 2012 had been distributed electronically, and printed copies were distributed to all persons present at today's meeting. The Secretary summarized the action items from the April 18 meeting, which had been highlighted via boldface font. **Duane Paulsen moved, and Greg Langan seconded, that the minutes be approved as printed and read. The motion carried by unanimous voice vote.**

[Secretary's note: Mayor Burke was reminded that the Commission's decisions from the April 18 meeting vis-à-vis proposed changes to the Historic Preservation Ordinance text had not yet been acted upon. He will see that these decisions are proposed to City Council at an upcoming meeting.]

4. Notices and communications. There were no notices or communications.
5. Public comment. There was no public present.
6. Old business. There was no old business.
7. New business. The stated purpose of the meeting was to review the current Historic Preservation Ordinance and consider several proposed changes to its text.
 - a. The Secretary presented a list of proposed changes to Ordinance text, which follow:
 - 6-18-2. Original text: SITE: Anything constructed or erected, the use of which requires permanent or temporary location on or in the ground.

Proposed text: **SITE: The place or scene of something.** [Secretary's note: A dictionary was consulted which suggested this definition.]
 - 6-18-3-A. Original text: No less than three (3) members...

Proposed text: **No fewer than three (3) members...**
 - 6-18-3-E. Original text: All decisions or actions of the Commission shall be made by a majority of those members present and voting at any meeting where a quorum exists.

Proposed text: **All decisions or actions of the Commission require a minimum of three (3) affirmative votes.**
 - 6-18-5-B. Original text: Its location as a site is a significant local, County, State or national event;

Proposed text: **Its location as a site is a significant City, County, State, or National event;**

6-18-6, opening paragraph. Original text: ...whether the nominated landmark or historic district does not meet the criteria...

Proposed text: **...whether the nominated landmark or historic district does or does not meet the criteria...**

6-18-12, paragraph 6. Original text: ...which are obviously incongruous with the historic landmark, historical district and their surrounding areas, which detract from its value and dignity.

Proposed text: **...which are obviously incongruous with the historic landmark, historical district and their surrounding areas, and which detract from their value and dignity.**

6-18-15-A.1. Original text: ...excepting therefrom the easterly six (6) foot of said Lot Four (4)...

Proposed text: **...excepting therefrom the easterly six (6) feet of said Lot Four (4)...**

Each point, along with its rationale, was considered in turn. After brief discussion, **Greg Langan moved, and John McLane seconded, that the Commission recommend to City Council that it adopt the proposed modifications to Ordinance text [as enumerated above]. The motion carried by unanimous voice vote.**

b. There was discussion of various paragraphs of the Ordinance in terms of Commission policies and procedures, especially vis-à-vis the requirements of the Open Meetings Act. There was general agreement that a well-crafted agenda would keep the Commission's business flowing and eliminate extraneous wanderings from topic. The Secretary proposed the following agenda template, to be followed at all subsequent meetings of the Commission:

- Call to order
- Roll call
- Approval of minutes
- Notices and communications
- Public comment
- Old business
- New business
- Adjournment

Linda Brantley moved, and Duane Paulsen seconded, that the Commission adopt, as part of its internal procedures, the proposed agenda template. The motion carried by unanimous voice vote.

8. Adjournment. **James Higby moved, and Duane Paulsen seconded, that the meeting be adjourned. The motion carried by unanimous voice vote. Adjournment then occurred at 257p.**

Respectfully submitted by James Higby, Secretary