

**CITY OF BELVIDERE  
HISTORIC PRESERVATION COMMISSION  
A G E N D A  
Tuesday, June 27, 2023  
City Hall Council Chambers  
401 Whitney Boulevard  
5:30 pm**

**ROLL CALL**

**Members:**

Sonya Dobberfuhr, Chair  
Claudia Colla, Vice-Chair  
Alexandra Omiotek  
David Larson  
Dawn Brooks  
Barbara Volk  
Kim Coniglio

**Staff:**

Gina DelRose, Community Development Planner

**Ex-Officio:**

Clint Morris, Mayor

**MINUTES: May 23, 2023**

**PUBLIC COMMENT**

**NEW BUSINESS: Downtown Façade Improvement Grant Program**

**UNFINISHED BUSINESS:**

**Work Plan**

2023 Awards Program: Nominations

Promotional/Fundraising Events: Community Outreach, Potential 2023 Fundraisers

Maintenance Small Grant: None.

10 Year Plan: None.

Expenditures: None.

Friends of Preservation: None.

**OTHER BUSINESS:**

**Images of America Belvidere and Boone County**

Royalties- No update.

Book Sales- No update

**Elections**

**DISCUSSION:**

**COMMUNICATIONS/PLANNING REPORTS:**

**Staff Report:**

**Next Meeting Date: July 25, 2023**

**ADJOURNMENT**

**CITY OF BELVIDERE  
HISTORIC PRESERVATION COMMISSION MINUTES  
May 23, 2023  
5:30 pm  
City Hall, 401 Whitney Boulevard**

**ROLL CALL**

**Members Present:**

Sonya Dobberfuhl, Chair  
David Larson  
Kim Coniglio  
Barbara Volk

**Staff Present:**

Gina DelRose, Community Development Planner

**Members Absent:**

Claudia Colla  
Dawn Brooks  
Alexandra Omiotek

Sonya Dobberfuhl called the meeting to order at 5:30pm.

**MINUTES:** It was moved and seconded (Larson/Volk) to approve the minutes of the April 25, 2023 meeting. Motion carried unanimously.

**PUBLIC COMMENT:** None.

**NEW BUSINESS:** None.

**UNFINISHED BUSINESS:**

**Work Plan**

2023 Awards Program: Gina DelRose stated there were no updates at this time.

Promotional/Fundraising Events: Gina DelRose stated that due to time constraints the Commission will discuss the maintenance small grants first.

Maintenance Small Grant: Gina DelRose provided an overview of the Landmark Property Maintenance Grant program.

401 N. Main Street Reimbursement: Gina DelRose stated that the brick work has been completed. Pictures and a paid invoice were provided.

It was moved and seconded (Larson/Dobberfuhl) to approve the reimbursement of \$2,500.00 for the work completed at 401 N. Main Street. Motion carried with a 4-0 voice vote.

Consideration of 5 Applications received: Gina DelRose stated that several of the applications received are also within the City's Downtown Façade Grant Program, within a National Registry District which allows for state and federal income tax credits and the Enterprise Zone which offers financial incentives.

Gina DelRose stated that one of the applications received was incomplete and included a property that was not eligible for the grant.

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David Larson questions if the request for a roof was related to storm damage.

Gina DelRose stated that the application was received prior to the March storm.

Gina DelRose stated that the Alexander Residence has received financial assistance in the past to repair the porch and exterior paint.

David Larson stated that the residence requesting assistance with the roof should file an insurance claim since it is noted there is hail and wind damage. Mr. Larson stated that he did not believe there was a financial hardship or that the project would have a visual impact on the neighborhood.

Gina DelRose stated that the Moran Residence has received financial incentives in the past for porch repairs and a Certificate of Appropriateness for the wheelchair lift that was recently installed.

Sonya Dobberfuhl confirmed that there is approximately \$2,200.00 in the Commission's grant account.

Gina DelRose stated that she would caution approving more than \$1,000.00 in funding so as to not deplete the funds for next year.

David Larson stated that he believes there needs to be a strategy in place due to the limited funds available. Mr. Larson stated that applications should be considered based on worthiness, overall effectiveness, financial needs and criteria of authenticity.

Sonya Dobberfuhl agreed that the roof is not visible which lessens its impact.

David Larson stated that the proposed front porch renovation should have proof of appropriateness, especially since it is so visible.

Gina DelRose explained the grant cycle/time frame and that if the Commission feels there were inadequate funds or concerns about fundraising efforts, they are not obligated to grant awards as long as the money is not used for other things.

David Larson stated that he would be comfortable awarding up to \$500.00.

It was motioned by David Larson to award the Moran Residence \$350.00 for their porch renovation. Motion died for lack of a second.

Barbara Volk stated that since the property has received funding in the past and current funds are limited she would recommend awarding \$250.00 for the Moran Residence.

Sonya Dobberfuhl stated that she is comfortable with awarding the Moran Residence \$500.00

Kim Coniglio stated that the Commission could compromise and award the Moran Residence \$350.00 as originally motioned.

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It was moved and seconded (Larson/Dobberfuhl) to grant the applicant \$350.00 towards their porch renovation at 704 North State Street subject to a Certificate of Appropriateness being approved. Motion carried unanimously.

David Larson requested that the rejection letters inform the applicant's that there was not enough money to award all the requests.

David Larson stated that Barbara Volk made an important point earlier by stating that churches have congregations to help fund their property's upkeep. Mr. Larson stated that the funds previously awarded to St. John's Church could have been used for other projects.

Sonya Dobberfuhl stated that the Commission members always want to help property owners and fund requests, it was never considered to hold back funding in order to provide for other projects in the future.

Barbara Volk stated that funding could be provided incrementally depending on the actual need.

10 Year Plan: Gina DelRose stated that there were no updates at this time.

Expenditures: No updates.

Friends of Preservation: No updates.

**OTHER BUSINESS:**

**Images of American Belvidere and Boone County**

Royalties: No updates.

Book Sales: No updates.

**Elections-** It was decided that elections will be held next month when more commissioners are in attendance.

Gina DelRose stated that she will review the bylaws to determine eligibility.

**DISCUSSION:** None.

**Staff Report:** Gina DelRose stated that there was no report.

**NEXT MEETING DATE: June 27, 2023**

**ADJOURNMENT:** Meeting adjourned at 6:38 pm.

Recorded by

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Gina DelRose  
Community Development Planner

## 2023 Downtown Façade Improvement Grant

Address	Project	Total Project Cost	Requested Reimbursement	Staff's Comments	HPC Recommendation and Reasoning
515 S. State Street	recess front door for ada compliance, add additional door in rear	11,411.02	5,000	This is the new brewery set to open in 2023. The new property owner has made a significant investment of their own.	
110 E. Lincoln Avenue	repair/replace damaged brick, tuckpoint, brick in windows, stucco, awning	25,000	5,000	This is Marks Auto Service. The new property owner has made a significant investment of their own.	
126-128 N. State Street	replace upper and lower windows, tuck pointing, painting	94,000	5,000	128 N. State St is a hair salon. This renovation will repair tornado damage that insurance is not covering as well as 'cleaning' up the front façade.	
116-118 N. State Street	repair damaged brick, tuck pointing, painting	7,500	3,750	This is LungFung Restaurant. This renovation will repair brick and parapet damage that the insurance is not covering as well as 'cleaning' up the front façade.	
124 N. State Street	repair decorative parapet, replace upper brick wall	16,700	5,000	This is Celia's Dance Studio. Since matching brick could not be located, the entire front façade needs to be removed and replaced. Insurance is not covering the total cost.	
220 W. Locust Street	ADA accessible front entrance	7,164.00	3,582	This is the YMCA. The ADA entrance will assist many Y members.	

409 S. State Street	tuck point, paint, awning, lighting	15,000	5,000	This is El Molcajete. The property was awarded a grant in the past but was not able to pursue the project.
519 S. Main Street	replacement of windows	86,313	7,500	This is Russell Smith Insurance & Law Offices. The property owner has made a significant investment of their own.
611 S. State Street	rear and façade improvements	5,800	2,900	The application is missing estimates and description of work being completed
207 S. State Street	lighting, replace doors and windows	8,116.36	4,058	This is Taft Insurance. The property was awarded a grant for the window in the past but was not able to pursue the project.
107 W. 1st Street	replace windows, front façade painting	20,000	5,000	This is the former Larson and Larson Law Office. The property has been vacant for years and has had several code violations issued.
209 S. State Street	windows, painting, façade repair	5,400	2,700	The application is missing estimates for materials and work. In the past the applicant has done their own work, reducing the cost of the project.
<b>Total Requested</b>			<b>54,490</b>	

**Total amount available**

**26,462**