

Village of Orland Park

CERTIFIED LOCAL GOVERNMENT

Annual Report FY2016



ORLAND PARK

Development Services Department

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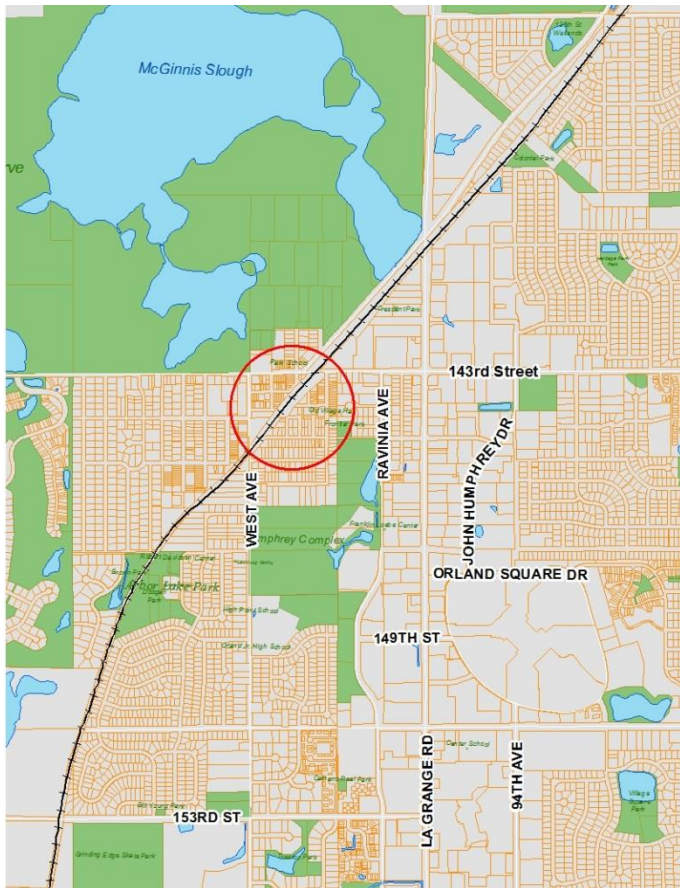
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Senior Planner

Section One: Introduction

The purpose of this report to the Illinois Historic Preservation Agency (IHPA) is to document the activities of the Orland Park Historic Preservation Program and demonstrate that it has met various CLG program requirements. The following is a synopsis of the activities of the Village of Orland Park during FY2016. FY2016 was from January 2016 to December 2016, a twelve month calendar fiscal cycle.

Section Two: Old Orland Historic District

The Old Orland Historic District is a collection of small shops, historic churches and charming houses of the late 19th and early 20th centuries tucked in an area south of 143rd Street and west of La Grange Road in the Village of Orland Park. Within the historic district boundaries lie the highest concentration of historic structures and streetscapes in Orland Park. Although more modern development has surrounded it, Old Orland retains its unique character, scale and special sense of place. It remains a tangible artifact of Orland Park's history and an active link to its past.

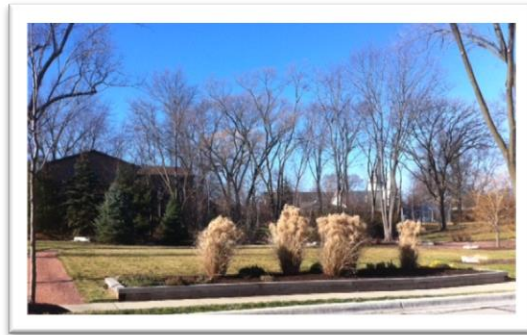
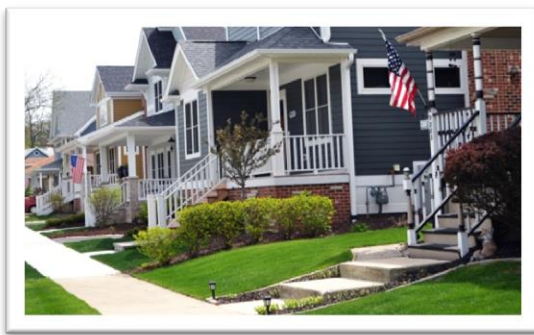


Location Map

Old Orland is nestled between the McGinnis Slough Forest Preserve and Orland Park's Humphrey Woods, west of the La Grange Road corridor, and south of the new downtown, among other old and vibrant neighborhoods.

Section Three: Orland Park’s Historic Preservation Program

In 1986, the Village of Orland Park designated Old Orland as a historic district and adopted regulations to help preserve and protect its character. The Historic Preservation Review Commission, whose seven members were appointed by the Mayor and Board of Trustees, was simultaneously established by Village ordinance. The Commission’s primary responsibility was to implement the historic preservation program’s Historic Preservation Strategy. The Strategy is a statement of the Village’s goals for Old Orland. The Village has been a “Certified Local Government” since 1987. The Commission was staffed by the Development Services Department.



In 2013, the Village completed a new Comprehensive Plan that replaced the 1991 plan. Pursuant to the new Comprehensive Plan, the Village will undertake sub-area plans for the various parts of the Village. The Old Orland Historic District now comprises one quarter of the new downtown and along with the other downtown areas, in the Village Center District, will be included in new sub-area downtown plans.

2016 PROGRAM UPDATE

Implementation of the 2014 Land Development Code Changes

Beginning January 1, 2015, the powers, duties, qualifications, memberships, and procedures of the Historic Preservation Review Commission (HPRC) were consolidated with the Plan Commission. The Plan Commission now stewards the Village’s historic preservation program and oversees projects in the Old Orland Historic District and for landmark properties. The Village’s historic preservation ordinances were also updated to reflect a new streamlined review process.

For the past two years, the Development Services Department has been monitoring this new review process, which has proved to be a success. The Department has seen improved compliance with Historic District code requirements and the use of historically appropriate materials in Certificate of Appropriate applications. Six (6) COA trainings were completed in 2016. Training will be continued in 2017 and the program will be monitored to evaluate its effectiveness.

Historic Preservation Resident & Plan Commission Handbooks

In late 2015, the Development Services Department completed and began distributing two historic preservation handbooks. The *Historic Preservation Plan Commission Handbook* assists Commissioners with reviewing the appropriate repair, rehabilitation, and new construction of properties within the Old Orland District as well as for designated historic landmarks. An additional training manual, the *Historic Preservation Resident Handbook*, was also created to assist property owners, residents, business owners, architects, and developers in planning the appropriate repair, rehabilitation, and new construction of historic properties. The manuals provide an overview of the Village's historic preservation program, Certificate of Appropriateness (COA) review process, code requirements applicable to the historic district, financial assistance programs, and National Park Service preservation briefs and technical notes.

The information provided in both the *Resident Handbook* and the *Plan Commission Handbook* has helped guide sensible and compatible changes within the Old Orland area and to landmarks. Both handbooks are available on the Village's website. In 2017, the Development Services Department aims to update and enhance the handbooks.

Historic Landmark Designation

The Development Services Department recently completed a new landmark designation application and packet. Although the landmark designation process is incorporated in the Village's Land Development Code, the Department has not used or had an application and packet with information for property owners on file since the early 1990s. A handful of property owners in the Village have expressed interest in landmark designation. Once the application and packet are finalized, staff will reach out to interested property owners seeking landmark designation.

Old Orland Property Maintenance Issues

Over the past year, a number of complaints were received by the Development Services Department regarding the condition of a handful of properties in the Old Orland Historic District. Staff has been actively working with property owners to complete a project timeline and plan of action to resolve maintenance issues. Historic designation was also suggested for eligible properties to assist with funding through the Village's Appearance Improvement Grant program. In 2017, the Department will continue to work with property owners to improve their properties.

Stellwagen Family Farm

The Stellwagen Family Farm is a 60 acre heritage farm and Orland Park landmark. The property was continuously farmed by several generations of Stellwegens for more than 150 years. The property was purchased by the Village in 2002 with the goal of creating a living history farm that offers public educational and recreational opportunities. While the property is owned by the Village, the Stellwagen Family Farm Foundation is the caretaker of the vision and mission of the Farm.

Master Plan

In October 2015, Ratio Architects, Inc. completed the *Stellwagen Family Farm Foundation Market Analysis and Feasibility Study*, which provides an analysis of the regional market and trends, case studies and comparisons, costs and revenues, implementation, and phasing plans. The Stellwagen Family Farm Foundation, which meets quarterly, is working with Development Services Staff to complete a Master Plan. A draft of the Master Plan is almost complete and is expected to be finished in 2017.

Restoration Work and Bids

In July 2015, the Village of Orland Park issued a bid to solicit responses and proposals from contractors to historically restore the Stellwagen Farm farmhouse building foundation according to the US Secretary of the Interior's Standards for Restoration. The bids were not responsive to the bid criteria and were rejected by the Board of Trustees in September 2015.

In March 2016, the Village re-issued the same bid with additional information for the repair and restoration of the Stellwagen Family Farm's farmhouse foundation. A pre-bid meeting was held on site on April 4, 2016 to walk through the project with potential respondents. Bid review was conducted in May 2016 and the Stellwagen Family Farm Foundation met to discuss and review bid proposals received in the beginning of June. All submitted bids were over the foundation restoration project budget of \$55,000. In August 2016, Village Board amended the project budget to \$67,428 and approved the lowest bidder, Louder Enterprises Corporation, to complete the farmhouse restoration project with conditions.

The Certificate of Appropriateness was approved administratively in September 2016. As part of the conditions of bid award, the Board required a review of Louder Enterprises' plan and method of approach to the foundation repair, which was completed by McGuire, Igliski and Associates. All work has been completed, which includes the restoration of external portions of the Stellwagen Family Farm farmhouse's foundation, repair of the cellar entry, fixing drainage, and repairing basement windows.

Stellwagen Farm Perimeter Path Construction Engineering

In 2013, the Village awarded Christopher B. Burke Engineering, Ltd. (CBBEL) a design and engineering contract for the Stellwagen Farm perimeter path. Construction documents are now complete and were reviewed by both Village staff and Stellwagen Foundation members. In January 2017, the Village Board approved a construction and engineering services contract to CBBEL for the construction of a perimeter path for Stellwagen Farm, which was also included in the FY2017 capital improvement budget.

The estimated cost of the path is \$625,000. The design and engineering services by CBBEL will cost \$28,000. CBBEL will coordinate and manage the construction of the perimeter path to ensure the path is being built and paid per the contract specifications. The scope includes providing pre-bid services such as responding to design questions by potential bidders and assisting staff in evaluating the bid documents. Staff anticipates soliciting bids for construction of the path in Spring 2017 with construction to take place mid to late Summer 2017.

Stellwagen Farm Parking Facilities, 108th Avenue Engineering and Permitting

In January 2017, the Village Board approved the design engineering and permitting contract for CBBEL to complete a new parking lot at the Stellwagen Farm and associated road improvements to 108th Avenue for parking lot ingress and egress. As part of the development and programming of the Stellwagen Farmstead, a new parking lot accessible from 108th Avenue and north of the existing farm house is proposed. Most of the parking lot has been designed as part of the Stellwagen Path design however a portion of the parking lot needs to be coordinated with 108th Avenue improvements. To accommodate traffic entering the parking lot, 108th Avenue will be widened and channelized and an exclusive left turn lane will provide a safe entrance into the facility. Pedestrian crossing improvements will also be completed along 108th Avenue, including new striping and signing of the pedestrian crossing areas.

Because the Village awarded CBBEL a design engineering contract for the Stellwagen Farm perimeter path, staff recommended keeping CBBEL engaged in the development of this phase of the Stellwagen Farmstead. The design and engineering services by CBBEL will cost \$35,000. Funds for the proposed work have been approved as part of the FY 2017 capital budget.

Boley Farm

In 2001, the Village purchased the Boley Farm, a historic farmstead on approximately 6 acres of land. The farmstead includes a farmhouse, a century-old barn, and outbuildings, is the only remaining farm in Orland Park east of LaGrange Road. The property is intended to continue to be used as farmland and serve as an educational facility for children. Recently, a structural inventory assessment of farmstead was completed by the Village in order to evaluate the conditions of buildings on site in preparation for future restoration work. In the coming year, the long-term preservation strategy for the Boley Farm will be identified.

Orland Park History Museum

In April 2016, the Orland Park History Museum opened in the former Village Hall building in the Old Orland Historic District. The museum aims to capture, preserve, and celebrate the Village's history, culture, and heritage. Over the past year, the old Village Hall was renovated to display photos and artifacts related to Orland Park's history and the Museum held a handful of events. The History Museum will continue to hold events, collect donated items, interview residents about their memories of life in Orland Park, and investigate grants to fund the project. The Village is currently searching to fill the part-time Curator position, which will be responsible for coordinating Museum activities as well as inventorying and displaying historical documents and artifacts.

Section Four: Certificates of Appropriateness

The Certificate of Appropriateness (COA) process is designed to protect historic properties from insensitive alterations and demolition, and to ensure new buildings are compatible in design with older buildings in the Old Orland Historic District. A COA is required before the construction, alteration, demolition or removal of any structure or structural element is undertaken. With the Landmarks Designation code, COA's are also required for Orland Park Landmarks outside of the Old Orland Historic District. The COA requirements for Orland Park Landmarks are the same as those required for the district. With the implementation of recent amendments to the Village's historic preservation program and the streamlining of the COA review process, there has been an increase in administrative reviews. It is anticipated that additional administrative reviews will occur in the following years.

Between January 1, 2016 and December 31, 2016 the Village considered twelve (12) COA applications. Two (2) of the COA applications were for new construction of single family homes. Eleven (11) of the COA applications were administrative reviews. In total, the Department approved ten (10) COA projects. There was one (1) less COA project compared to 2015. No demolitions occurred in 2016. Two (2) Appearance Improvement Grant projects associated with COA reviews were approved in the Old Orland Historic District.

The COA projects are described briefly below:

Certificate of Appropriateness Summary Table

<i>Location</i>	<i>Project Name: Summary and Outcome</i>
9915-9917 143rd Street	<u>Replace Siding & Gutters</u> : Project to replace siding and gutters. The project is on hold as staff is awaiting complete submittal information.
14420 First Avenue	<u>New Residence (Walter Residence)</u> : Project to construct a new single family house with a detached garage. The COA is not complete for this project since there is a policy question regarding displaced depressional storage volume on the property. The project was continued by Village Board in December 2016.
14439 Beacon Avenue	<u>Exterior Building Improvements</u> : Project to complete exterior improvements on the single family home in three phases. Phase 1 included addressing worked started without prior Certificate of Appropriateness or building permit approvals. This phase consisted of installing a front porch, front concrete sidewalk, a rear deck, front and rear doors, and matching siding over the exposed foundation area and wall-mounted air conditioning unit. Approved May 2016.
9859 144th Street	<u>New Residence (Kelly Grove Lot 1)</u> : Project to construct a new single family home with a detached garage in the National architectural style. The new home is located on the last remaining vacant lot (Lot 1) of the Kelly Grove subdivision. Approved May 2016.

9859 144th Street	<u>New Residence (Kelly Grove Lot 1- Amendment to Original COA)</u> : Project to revise the elevations and site plan for the two-story single family home, originally approved May 2016. During construction, field changes were made to building elevations and the site without prior building permit or COA approvals. Approved October 2016.
14410 Third Avenue	<u>New Fence</u> : Project to install a perimeter fence for a recently constructed single family home. Approved June 2016.
9952 144 th Street	<u>New Driveway (Loebe House)</u> : Project to remove and replace the existing black asphalt driveway with a matching black asphalt driveway. The Loebe House is an Orland Park Landmark and a contributing structure to the Old Orland Historic District. Approved August 2016.
9925 143 rd Street	<u>Exterior Building Improvements</u> : Project to re-paint the exterior of the building and install new signage. The two-story Italianate building is as a contributing structure to the Old Orland Historic District and is listed as an Orland Park Landmark on the Local Register of Significant Places. The building was originally constructed as a residence circa 1885, but is now used for commercial retail. Approved September 2016. The project also received \$3,987.50 in funding assistance from the Appearance Improvement Grant program. Approved October 2016.
9967 144 th Street	<u>Exterior Building Improvements (Twin Towers Church)</u> : Project to re-paint the south and west elevations of the Twin Towers Sanctuary and maintain the existing façade. Some minor maintenance work and the repair or replacement of damaged trim and siding will be completed as needed. The Twin Towers Sanctuary (c. 1898 by William Arthur Bennett) is a contributing structure to the Old Orland Historic District, an Orland Park Landmark, and is listed on the National Register of Historic Places. Approved October 2016. The project also received \$1,387.50 in funding assistance from the Appearance Improvement Grant program. Approved December 2016.
9825 144 th Street	<u>New Fence</u> : Project to install a sideyard fence for a recently constructed single family home. Approved October 2016.
9925 143 rd Place	<u>Exterior Building Improvements</u> : Project to install new metal coping along the top of the parapet. Approved November 2016.
17701 S. 108 th Avenue	<u>Stellwagen Farmhouse Foundation Restoration</u> : Project to restore the external portions of the Stellwagen Family Farm farmhouse's foundation, repair the cellar entry, fix drainage, and repair basement windows. The Stellwagen Family Farm is a 58 acre historic farmstead comprised of multiple farm buildings and out-buildings dating back to 1861. The Farm was acquired by the Village circa 2002 and is listed as an Orland Park Landmark on the Local Register of Significant Places. In 2016, the Village and Foundation released a re-bid for the restoration project and Louder Enterprises Inc. successfully responded to the bid request. Approved September 2016.

Section Five: Summary of Activities on Local Landmarks

Landmark Designation

No landmarks were designated in 2016. However, the Development Services Department recently completed a new historic landmark designation application and packet that will be released to the public and posted on the Village's website in early 2017. A handful of property owners in the Village have expressed interest in landmark designation and will be contacted once the application and process are finalized.

Appearance Improvement Grants

Two (2) Appearance Improvement Grant projects were approved in the Old Orland Historic District in 2016:

- 1) Exterior Building Improvements to the Twin Towers Church (9967 144th Street): In December 2016, the Village Board approved \$1,387.50 in funding assistance to the Old Orland Heritage Foundation to re-paint the south and west elevations of the Twin Towers Sanctuary and maintain the existing façade. Some minor maintenance work and the repair or replacement of damaged trim and siding will be completed as needed. The Twin Towers Sanctuary (c. 1898 by William Arthur Bennett) is a contributing structure to the Old Orland Historic District, an Orland Park Landmark, and is listed on the National Register of Historic Places.
- 2) Exterior Building Improvements to 9925 143rd Street: In October 2016, the Village Board approved \$3,987.50 in funding assistance to re-paint the exterior of the building and install new signage. The two-story Italianate building, constructed circa 1885, is as a contributing structure to the Old Orland Historic District and is listed as an Orland Park Landmark on the Local Register of Significant Places. The building was originally constructed as a residence, but is now used for commercial retail.

Historic Marker Program

In 2007, the Village began planning and implementing a Historic Marker Program. The Historic Marker Program seeks to educate the general public about the contributing structures and landmarks in Orland Park and raise overall awareness for them and the historic district. The Historic Marker Program is aided by the Local Register of Significant Places, wherein are listed the sixteen (16) historically and/or architecturally significant buildings in the Old Orland Historic District and nine (9) other buildings and sites around the community, including two historic farmsteads. In total, the ten (10) markers have been placed at various Orland Park Landmarks.

In 2016, no historic markers were installed. However, the Development Services Department is working to finalize a new historic marker application and program information packet. In 2017, the Department aims to implement the next phase of the program and install new historic markers in the Village. The program will be continued and aims to locate additional Historic Markers at the Village's historic buildings and sites in the coming years.

Section Six: Historic Resources Survey

In 2016, the Historic Resources Survey known as the 2008 Residential Area Intensive Survey, by McGuire, Igliski and Associates, was consulted on numerous occasions to determine appropriate historic preservation strategies for a number of properties. The survey, which was completed in 2008 through a grant from the IHPA, has proved valuable for analyzing buildings and for appropriate decision-making concerning their contributions to the historic district.

The last historic resources survey was conducted in 2008, nine years ago, for the area in and around the Old Orland Historic District. A new survey is needed to not only update the inventory of historic buildings within the study area, but also to assess the integrity and condition of them. Likewise, any new survey should also consider the Orland Park landmark buildings and sites outside of the Historic District for a complete survey.

Since 2012, seven buildings were lost in the Historic District. These buildings were labeled according to the 2008 survey as B-5, C-3, C-16, D-1, D-3, D-5, and I-2. Five of the seven were lost due to poor structural health, although I-2 was not an architectural loss to the District. Four of the seven were lost due to lack of investment as noted above. It is anticipated that a number of additional structures in the Historic District are in danger of a similar fate as the last two (e.g. D-2). A new historic resources survey will help in the evaluation of threatened buildings. The Village would like to update the survey within the next two years.

Section Seven: National Register of Historic Places

Orland Park is home to two buildings that are on the National Register of Historic Places. The John Humphrey House is located at 9830 W. 144th Place and the Twin Towers Sanctuary (depicted below) is located at 9967 W. 144th Street.



In 2016, the Old Orland Heritage Foundation was granted a COA to complete exterior maintenance on the Twin Towers Sanctuary. The Old Orland Heritage Foundation has incrementally rehabilitated, painted, and maintained the building over the past years. Improvements include re-painting the south and west elevations, some minor maintenance work, and repairing or replacing damaged trim and siding as needed. In December 2016, the Village Board approved \$1,387.50 in funding assistance to the Old Orland Heritage Foundation to complete exterior work. The project will take place in Spring / Summer 2017.

The John Humphrey House and Twin Towers Sanctuary buildings continue to be used as museums and community centers, hosting numerous events including tours for school children and historical societies.

Section Eight: Monitoring Activity

The Certificate of Appropriateness Training process was updated in 2015 to reflect a more streamlined approach. In an effort to educate the public and avoid inappropriate or historically insensitive changes, petitioners of projects located in the Historic District and for Landmark buildings are required to understand codes and requirements prior to a project beginning. The one credit hour of training can be earned by reading the *Historic Preservation Resident Handbook*. Additionally, petitioners must sign an affidavit located on the COA petition form, which serves as a binding acknowledgment to faithfully execute the proposed project according to the codes, requirements and policies of Orland Park's historic preservation program and to abide by the decisions of the Village Board of Trustees.

In 2016, six (6) Certificate of Appropriateness Trainings were completed, which were measured by counting the number of applicant signatures on the COA application form. The signatures acknowledge that applicants have they have completed training, will faithfully execute any proposed projects according to the codes, requirements and policies of the Village's historic preservation program, and will abide by any conditions stated in the COA.

Staff has discovered the discrepancy in the number of official Certificate of Appropriateness Trainings compared to COA projects is due to the lack of official signatures obtained on the COA application form. On the form, the area where the applicant is required to sign acknowledging they have completed the training is located near the "For Village Use Only" section. The location has confused applicants, suggesting the signature is for staff use only.

Although the number of official COA trainings is lower than expected due to an issue with the COA application form, all petitioners that applied for a COA application were provided a *Historic Preservation Resident Handbook* and were trained on Village's historic preservation codes and requirements. In 2017, the COA application form will be updated to ensure that all COA applicant signatures are obtained. Training will be continued in 2017 and staff will monitor the program to evaluate its progress and effectiveness.

Section Nine: Summary of Historic Preservation Activities

During FY2016, the Development Services Department worked on projects and initiatives intended to enhance and promote historic preservation in the Village. A summary of activities is listed below:

- Continued to distribute the *Historic Preservation Resident Handbook* to assist property owners, residents, business owners, architects, and developers in planning the appropriate repair, rehabilitation, and new construction of historic properties.
- Conducted one (1) Historic Preservation Training Sessions with the Plan Commission.

- ❑ Completed a new historic landmark designation application and packet to be released to the public and posted on the Village's website in early 2017.
- ❑ Evaluated regulations to reinforce the historic preservation program.
- ❑ Continued to process and review numerous COA applications, totaling twelve (12) applications this year. Ten (10) COA projects were approved.
- ❑ Approved two (2) Appearance Improvement Grant projects for exterior improvements on landmark buildings associated with COA reviews in the Old Orland Historic District.
- ❑ Assisted with the completion of six (6) COA Trainings by project petitioners.
- ❑ Re-issued a bid to solicit responses and proposals from contractors to historically restore the Stellwagen Farm farmhouse building foundation in March 2016. A pre-bid meeting was held on site in April 2016 to walk through the project with potential respondents. In August 2016, Village Board amended the budget and approved the lowest bidder, Louder Enterprises Corporation, to complete the farmhouse restoration project with conditions. The COA was approved administratively in September 2016 and all work associated with the project has been successfully completed.
- ❑ Approved a design and engineering contract for the Stellwagen Farm perimeter path and parking lot to Christopher B. Burke Engineering, Ltd. (CBBEL). Funds for the proposed work have been approved as part of the FY 2017 capital budget. Staff anticipates soliciting bids for construction of the path in Spring 2017 with construction to take place mid to late Summer 2017.
- ❑ Utilized the *Stellwagen Family Farm Foundation Market Analysis and Feasibility Study* completed by Ratio Architects in October 2015 to help complete the Stellwagen Farm Master Plan. The Stellwagen Family Farm Foundation has been working with Development Services Staff to complete a draft of the Master Plan, which is expected to be completed in 2017.
- ❑ Completed the structural inventory assessment of the Boley Farm to evaluate building conditions.
- ❑ The Orland Park History Museum opened in April 2016, which seeks to capture, preserve, and celebrate the Village's historic, culture, and heritage.
- ❑ Worked with a handful of property owners in the Old Orland Historic District to complete a project timeline and plan of action to resolve property maintenance issues.
- ❑ Completed a draft of the application form and packet for the Historic Marker Program. Planned for the installation of new historic markers in the Old Orland Historic District.
- ❑ Completed an annual report of preservation activities to the State and maintained CLG status.

Section Ten: Goals for FY2017

The following are upcoming major preservation related projects and tasks for FY2017:

- Evaluate revised regulations to ensure they reflect the unique needs and characteristics of this historic district and landmarks.
- Investigate tax relief opportunities and other supportive economic programs that apply to local landmark building owners.
- Distribute the new historic landmark designation application and packet to the public and post on the Village's website. Contact and discuss landmark designation with interested property owners once the application and process are finalized.
- Preserve 14299 S. Wolf Road, Yunker School House and landmark it.
- Preserve 9875 143rd Street, Irish Patriot, and landmark it.
- Maintain the Local Register of Significant Places and promote the historic district.
- Investigate preservation strategies and study the structural integrity of the Humphrey House.
- Complete the new application form and packet for the Historic Marker Program.
- Commence Phase IV of the Historic Marker Program, which will entail installing new historic markers in the Old Orland Historic District.
- Conduct two (2) Historic Preservation Training Sessions with the Plan Commission.
- Assist project petitioners with the completion of COA Training credit hours.
- Update the COA application form to ensure that all COA applicant signatures are obtained for training.
- Update the *Historic Preservation Plan Commission Handbook* and the *Historic Preservation Resident Handbook* according to any changes made to the Land Development Code, COA review process, or historic preservation program.
- Schedule the review of the *Stellwagen Family Farm Market Feasibility Study* by the Plan Commission / Village Board.
- Work with the Stellwagen Family Farm Foundation to complete the Master Plan.
- Solicit bids for the construction of the Stellwagen Farm perimeter path in Spring 2017 with construction to take place in Summer 2017.
- Complete Stellwagen Farm Parking Facilities and 108th Avenue design engineering and permitting.
- Identify the long-term preservation strategy for Boley Farm.
- The Orland Park History Museum will continue to collect donated items, interview residents, investigate grant funding, and hold events. The Village will fill the part-time Curator position.
- Continue to work with property owners in the Old Orland Historic District on efforts to resolve property maintenance issues.

Section Eleven: Commission Members and Meetings

Members of the Plan Commission in 2016 were:

<i>Commission Members</i>	<i>Served</i>
Lou Stephens (Chair)	Appointed: August 2001
Paul Aubin	Appointed: April 2003
Judie Jacobs	Appointed: April 2006
Nick Parisi	Appointed: January 2007
John Paul	Appointed: October 2009
Laura Murphy	Appointed: March 2011
Dave Shalabi	Appointed: February 2016

The Plan Commission customarily meets twice per month, on the second and fourth Tuesdays at 7:00 p.m. The below table summarizes meeting attendance in 2016.

<i>Date</i>	<i>Stephens, Chair</i>	<i>Aubin</i>	<i>Shalabi</i>	<i>Murphy</i>	<i>Jacobs</i>	<i>Paul</i>	<i>Parisi</i>
Jan. 12	Canceled						
Jan. 26	x	x	-	-	x	x	x
Feb. 9	x	x	-	x	x	x	x
Feb. 23	-	x	x	-	x	x	x
Mar. 8	x	x	x	x	x	x	x
Mar. 22	x	x	x	-	x	x	x
Apr. 12	Canceled						
Apr. 26	Canceled						
May 10	Canceled						
May 24	-	x	x	-	x	-	x
Jun. 14	x	-	x	-	x	x	x
Jun. 28	x	x	x	x	x	x	x
Jul. 12	x	x	-	x	-	x	x
Jul. 26	x	x	x	x	x	x	x
Aug. 9	x	x	x	x	-	-	x
Aug. 23	x	x	x	-	x	x	x
Sep. 13	-	x	x	-	x	x	x
Sep. 27	x	x	x	-	x	x	x
Oct. 11	x	x	x	x	x	x	x
Oct. 25	x	x	x	x	x	x	x
Nov. 8	Canceled						
Nov. 22	x	x	x	x	-	x	-
Dec. 13	Canceled						
Dec. 27	Canceled						
Total	14	16	14	9	14	15	16

(x) Present; (-) Absent

Section Twelve: The Upcoming Year

In 2017, the Village will continue to work to amend current Land Development Codes and design guidelines to ensure the new regulations reflect the needs of the Historic District in the context of greater downtown revitalization and development. This will include a review of the 2014 streamlined development review process for COA petitions. Over the past two years, code updates have created a more transparent and streamlined development review process. The Village will continue to evaluate these new codes and policies to gauge their performance and efficiency. Any necessary changes will be pursued to work out any loose ends and further improve the program.

As part of the 2014 Land Development Code updates, the Plan Commission became the expert commission in charge of implementing the Village's Historic Preservation Program beginning in 2015. Throughout 2017, two trainings will take place as an effort to continue to train the Plan Commission members with the goals and objectives of the Program as well as the practice of historic preservation.

In the coming year, the Development Services Department will also finalize the new landmark designation application and packet. Although the landmark designation process is incorporated in the Village's Land Development Code, there has not been a clear process or application form since the early 1990s. The new form will be an important step in creating a landmark designation process and informing property owners of the program. Once it is finalized, the Department will distribute the new designation application and packet to the public and post on the Village's website. Staff will also contact and discuss landmark designation with property owners that have shown interest in designation over the past year.

The Village will also continue to implement the Historic Marker Program, investigate economic development opportunities for area businesses, work with property owners in the Old Orland Historic District to resolve property maintenance issues, investigate tax relief opportunities for landmark owners, and explore ways to improve the energy efficiency of historic buildings without compromising their historic character. In 2017, the Department will work toward completing the *Stellwagen Family Farm Master Plan* and will implement the construction of the perimeter path and parking lot.

Finally, with the restructuring of the Historic Preservation Program there are opportunities to create new partnerships to advance historic preservation in the Village and to look for synergies between energy efficiency and historic preservation with sustainability as the common goal. Completing these projects will require teamwork, dedication and commitment.