



City of Naperville

400 S. Eagle Street
Naperville, IL 60540
<http://www.naperville.il.us/>

Meeting Minutes

Historic Preservation Commission

Thursday, June 26, 2025

7:00 PM

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TO PROVIDE LIVE PUBLIC COMMENT, TESTIMONY, OR TO CROSS-EXAMINE WITNESSES DURING THE MEETING:

To address the Historic Preservation Commission (HPC) in-person during the meeting in the Council Chambers, members of the public will be called on during the meeting by the Chairman.

TO SUBMIT WRITTEN COMMENTS OR MATERIALS:

1. You may submit written comments to planning@naperville.il.us in advance of the meeting. (Please note, because emailed written comments are available for advance review by the HPC, they will not be read into the record during the HPC hearing). Below are the deadlines for written comments provided in advance of the meeting:

- Written comments received by 5:00 p.m. the Thursday before the meeting, will be included in the meeting packet sent to the HPC. This meeting packet is also posted on the City's website.
- Written comments received after 5:00 p.m. the Thursday before the meeting, through 5:00 p.m. the day before the meeting, will be emailed directly to the HPC, but will not be included in the HPC packet or posted online.
- Written comments received after 5:00 p.m. the day before the meeting, will be added to the case file.

PUBLIC ACCOMMODATION:

Any individual who may require an accommodation to listen to or participate in the meeting should contact the Community Services Department at (630) 305-5300 as soon as possible, but no later than by 5 p.m. on the day of the meeting.

PARTICIPATION GUIDELINES:

- The citizen participation guidelines are outlined in 1-5-6-6: - CITIZEN PARTICIPATION of the Naperville Municipal Code.

- **ALL VIEWPOINTS AND OPINIONS WELCOME:** All viewpoints are welcome, positive comments and constructive criticism are encouraged. Speakers must refrain from harassing or directing threats or personal attacks at Commission members, staff, other speakers or members of the public. Comments made to intentionally disrupt the meeting may be managed as necessary to maintain appropriate decorum and allow for city business to be accomplished.

- The HPC will call on you at the appropriate time during the meeting to speak. Once you are called on, you may identify yourself for the public record and address remarks to the Historic Preservation Commission as a whole. Speak clearly and try to limit remarks directly to the matter under discussion.

- We appreciate your understanding as we implement a check-in process to improve security while maintaining a welcoming environment.

A. CALL TO ORDER:

B. ROLL CALL:

Present 6 - Paul Deffenbaugh, Jacob Sandborn, Patricia O'Brien, Robert Sanchez , Kerry Malm, and Jessica Bufort

Absent 2 - Patrick Kelly, and Andrea Field

C. PUBLIC FORUM:

Jane Burke, Naperville Preservation, Inc., shared information and recent events regarding the Oak Cottage located in the Green Valley Forest Preserve within the Forest Preserve District of DuPage County. The Forest Preserve District of DuPage County is currently accepting proposals for adaptive reuse of the building. She expanded on the condition of the home and historical background noting that the cottage was built in the 1850's. Jane encouraged those present to spread awareness of the opportunity to submit a proposal for adaptive reuse of the building.

John Warneke, East Central Homeowners Association (ECHO), presented a letter on behalf of the ECHO Board. The letter expressed viewpoints on several topics. He stated that ECHO's mission is aligned with that of the Historic Preservation Commission. He requested more stringent penalties for illegal demolition within the district, citing the real estate gains vs the fine and asked for consideration by City Council to modify the fine structure.

D. OLD BUSINESS:

E. CERTIFICATE OF APPROPRIATENESS

F. REPORTS

1. [Conduct the Historic Preservation Commission Training Session](#)

Staff presented the training session on TOPIC 1 - COA REVIEW PROCESS

Commission Discussion

Commissioner Bufort asked about in-kind improvements and documentation provided for the improvement. Staff provided that the application describes the work proposed, photos are submitted showing the existing materials, and the proposed material is shown in a specifications sheet or detailed summary. Staff refers to the 2008 Architectural and Historic Survey for reference of materials that were in place at the time of the survey.

Commissioner Deffenbaugh followed up, asking if the extent of an “in-kind” improvement examines the specific material used. Staff stated that in-kind replacement refers to the design and visual qualities rather than material.

Commissioner O’Brien inquired about property listings and whether listings for private property sales in Naperville’s Local Historic District are required to state that the property is in the Local Historic District to inform prospective buyers of the implications. Staff provided that the City of Naperville does not have these requirements in place but promoted the City of Naperville as a resource for information.

Commissioner Sanchez stated that this can be achieved through a deed restriction. He said buyers should be aware of regulations that apply to the property and asked whether there have been issues with listings in the Historic District. Staff stated that there have not.

Commissioner Deffenbaugh inquired if the City can pass an ordinance that requires a statement that the property is in the Local Historic District. Staff offered to research this possibility.

Commissioner Wills initiated a discussion regarding the Oak Cottage which was paused and continued during New Business.

Commissioner Sanchez asked whether a COA which is rejected by the Historic Preservation Commission and appealed to City Council can be

submitted in the future. Staff provided that all of the information related to a request, including the history of COA requests, would be provided in the staff report if a COA was submitted in the future.

Commissioner Wills encouraged a more inviting and positive display of the Historic Preservation Commission to the public. He advised that the HPC follow up with speakers who come before the Commission with information or requests.

Commissioner Deffenbaugh recommended that applications for administrative or fast track COA requests be shared with the HPC upon submittal. Staff acknowledged that this can be accommodated and will review the process.

Commissioner Bufort discussed a change to the front door at 223 Center St., stating the new front door was a change in style. She asked about the review process for administrative COA's and referred to a previous case brought before the HPC for a new front door after observing inconsistencies in the review and asked staff to investigate.

Commissioners recommended a review of alternative materials that may be acceptable as innovation occurs quickly in this industry. Staff responded with details for a future historic preservation training topic about alternative materials.

Commissioner Sanchez inquired about regulations for ground mounted HVAC and solar panels. Staff stated that there are no regulations for ground mounted HVAC, but solar panels require a COA if visible from the street. It was explained that the criteria for such a review is outlined in the Historic Building Design and Resource Manual includes a section about solar panels and skylights.

This Report was received.

2. [Approve the Minutes of the April 24, 2025, Historic Preservation Commission meeting](#)

A motion was made by Commissioner Bufort and seconded by Commissioner O'Brien to approve the minutes of the June 26, 2026, Historic Preservation Commission meeting.

Approved.

G. NEW BUSINESS:

Chairman Santucci introduced new business.

A motion was made by Chairman Santucci and seconded by Commissioner Sandborn requesting staff to report on the interpretation of in-kind replacement.

Approved.

Commissioner Wills introduced a discussion regarding support for the reuse of the Oak Hill Cottage. He suggested a letter of support from the HPC on the matter which should be considered at the following meeting. Commissioner Wills volunteered to draft a letter of support which can be reviewed and approved.

A motion was made by Chairman Santucci and seconded by Commissioner Bufort requesting staff to include an agenda item for the next HPC meeting for discussion and consideration of a letter of support for the reuse of the Oak Cottage.

Approved.

H. ADJOURNMENT:

A motion was made by Commissioner Bufort and seconded by Commissioner Malm to adjourn the June 26, 2025, Historic Preservation Commission meeting.

Approved.