



## CITY OF NAPERVILLE

TRANSPORTATION, ENGINEERING, &amp; DEVELOPMENT (T.E.D.) BUSINESS GROUP

**HISTORIC PRESERVATION COMMISSION CERTIFICATE OF APPROPRIATENESS (COA)**  
**APPLICATION PACKET**

This application form is used for the Historic Preservation Commission's review of COA applications.

PLEASE TYPE OR PRINT CLEARLY. \*\*\*\*NO MAIL-IN APPLICATIONS WILL BE ACCEPTED\*\*\*\*

1. OWNER/APPLICANT (REQUIRED INFORMATION)

Property Address:	209 N. Brainard St.
Applicant Name(s):	Brian Ledebuhr
Address/Zip:	209 N. Brainard St., Naperville 60540
Telephone - Day/Evening:	630-697-9831
Fax (optional):	N/A
Email:	bledebuhr@vedderprice.com
Property Owner Name(s):	Brian & Meg Ledebuhr
Address/Zip:	209 N. Brainard St. Naperville
Telephone - Day/Evening:	630-697-9831



2. PICTURES OF EXISTING STRUCTURE OR PORTION OF STRUCTURE TO BE MODIFIED

Provide color photos (clearly labeled) or a building elevation diagram to show the existing structure or portion of structure that would be affected by the proposed work.

3. PROPOSED WORK (Check all that apply)

A COA from the Historic Preservation Commission is required for the following works performed on the primary façade (street-facing façade) of the principal building, fences, driveways or attached garages. Please refer to Exhibit A for a list of improvements that are waived from the COA requirement or are eligible for fast track (staff level) approval.

	Improvement Type*	You need a COA from the Commission
<input checked="" type="checkbox"/>	Doors	New opening, a change in style or opening, or use of material that is not wood or original material
<input checked="" type="checkbox"/>	Windows	New opening, a change in style or opening, or use of material other than wood or aluminum clad wood
<input type="checkbox"/>	Roofs	A change in height or pitch; or use of material other than asphalt or original material.
<input type="checkbox"/>	Exterior Building Materials	A change in reveal or profile; or use of material other than wood, fiber cement board or original material.
<input checked="" type="checkbox"/>	Porches	New enclosure, a change in size or style, or use of material that is not one of the following: <ol style="list-style-type: none"> <li>1. Replacement of porch columns with use of wood, plaster or cement materials;</li> <li>2. Replacement of porch flooring with use of wood or composite decking materials; or</li> <li>3. Replacement of other porch components with use of wood or original material.</li> </ol>
<input type="checkbox"/>	Shutters and Awnings	A change in size, style or new addition
<input type="checkbox"/>	New Principal Structure	The primary façade of the new structure
<input type="checkbox"/>	Additions	The primary façade of the addition
<input type="checkbox"/>	Modifications to the Primary Façade	Any modifications that will change the appearance of the original Improvement.
<input type="checkbox"/>	Demolition	Demolition of a principal structure in whole; removal without replacement of original architectural features contributing to the style of the principal building or structure
<input type="checkbox"/>	Driveways	New or relocated street access that is more than five feet (5') from the existing street access.
<input type="checkbox"/>	Fences	Along the street: fences constructed of materials other than wood or iron open picket



<input type="checkbox"/>	Attached Garage	New attached garages
<input type="checkbox"/>	Solar Panels and Skylights	Solar Panels and Skylights on Principal Structures

\*A building permit may also be required for the above improvements. Please contact the Development Services Department at 630-420-6100 (press "2") to confirm.

4. DESCRIPTION OF PROPOSED WORK (attach a separate sheet as needed)

- A. If proposed, describe the scope of the demolition in detail, including a list of original features to be removed or replaced from the primary façade of the building.

Removal of a pedimented canopy and supporting brackets over front door.

Removal of a poorly detailed non-historic covered entry and walled staircase at back of one story sun room

- B. Describe the proposed work in full detail, including materials, style and specifications of key items (e.g., windows and trim; siding and reveal, soffit, fascia, and gutters; porch rails, balustrades, pillars, decking, and ceiling; roofing; exposed foundation; fencing; etc).

Front: Building a covered entry porch over an existing concrete stoop & steps, covering vertical surfaces in brick to match house and horiz. in bluestone. Metal handrails and guardrails to match existing. Tapered doric columns at corners returning to pilasters at wall. Columns & pilasters support a visible 8" tall beam supporting a plain frieze and roof above.

Side: At the one story sunroom there will be 3 new windows to match existing installed as a group (mullied together) to replace two existing windows with space in between. This will create a banding effect as seen on many historic one-story structures adjacent to two-story principal structures.



Describe how the proposed work will affect any external architectural features of the structure.

The proposed covered entry porch will replace the existing pedimented canopy and brackets

C. Attach drawings and specifications (not to exceed 11"X17" in size) to include:

- Address of property
- Date of most recent revision
- Site Plan to include:
  - I. Measurements of the lot
  - II. Existing buildings
  - III. Proposed modifications or additions with the distance from front, back, and side lot lines labeled.
- Demolition Plan to clearly identify any portion of the structure to be demolished, even if it will be replaced with a similar structure or building addition.
- Building Elevations of proposed modifications or building additions to include:
  - I. A key that specifies the location and details of proposed building materials and styles.
  - II. Height of any proposed building additions or new structures.

COA # \_\_\_\_\_

5. RELATED VARIANCE REQUEST(S):

If a zoning variance is required to complete the proposed work, describe the variance. Please refer to the Zoning Ordinance online at [www.naperville.il.us/municipalcode.aspx](http://www.naperville.il.us/municipalcode.aspx) to view the variance provisions. The variance application package is available at the Development Services front counter):

N/A

.....

Please note: If the COA is approved, any changes to the approved COA will require additional review by city staff or the Historic Preservation Commission. An approved COA is valid for three (3) years from the date of the issuance of the COA.

**Required Signature:** The undersigned certifies that the statements set forth in this application including all drawings and specifications submitted herewith are true and correct, and further agrees that the proposed improvements described in this application will be constructed in all respects in accordance with the approved COA as specified in the application, drawings and specifications submitted herewith.

Signature of Applicant: \_\_\_\_\_

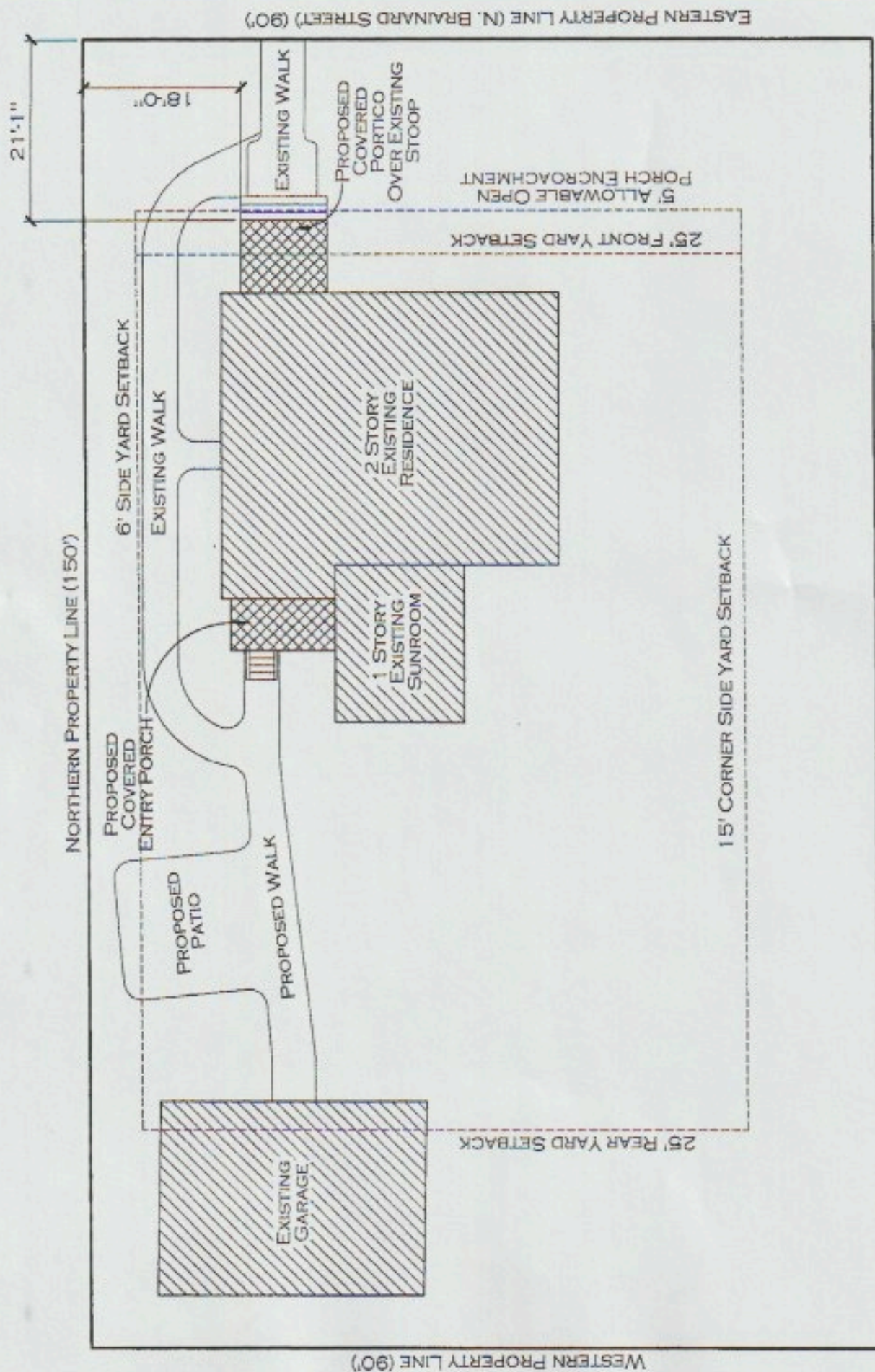
Date: \_\_\_\_\_

4-30-2020

Signature of Owner (if different): \_\_\_\_\_

Date: \_\_\_\_\_

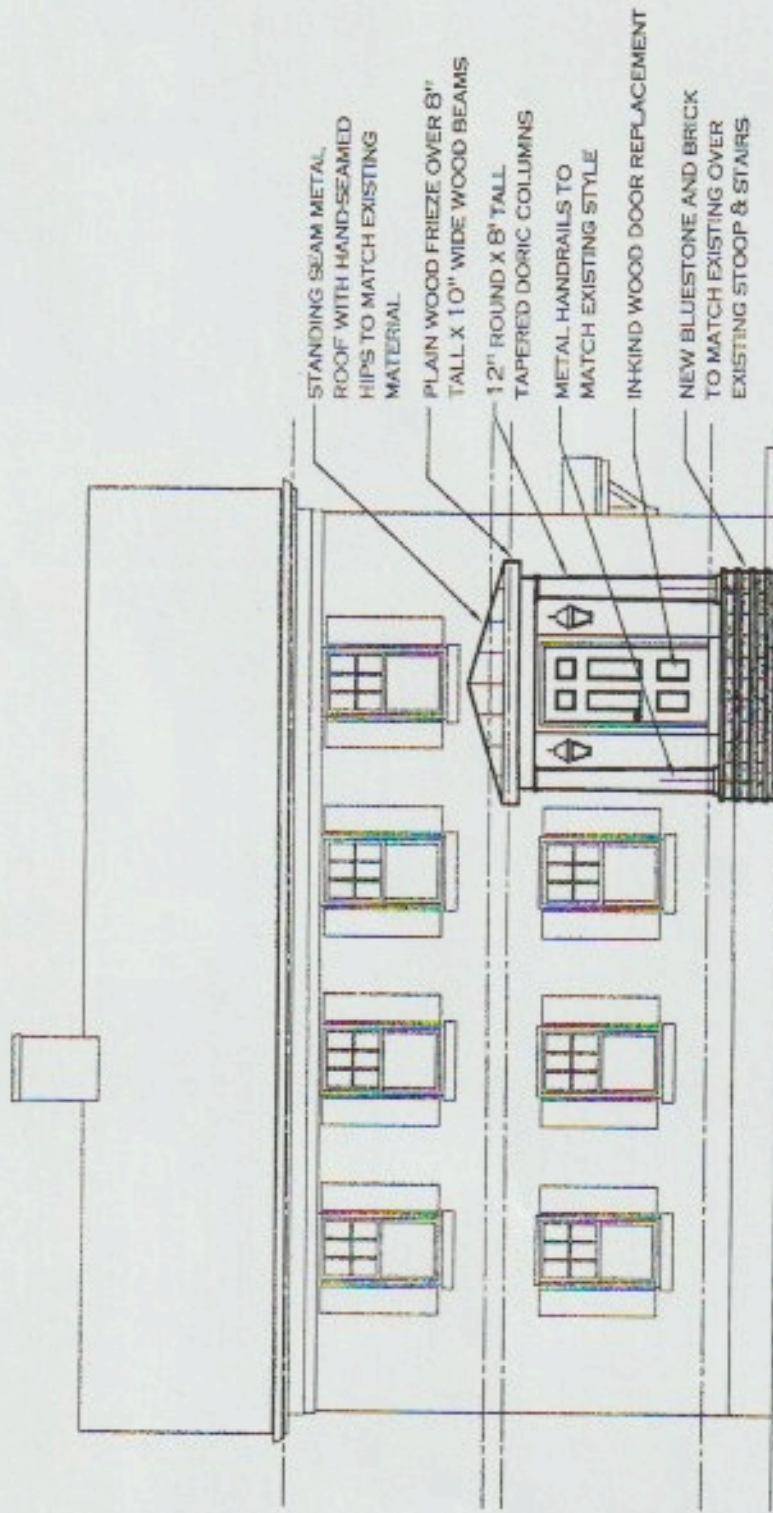




# 209 BRAINARD STREET NAPERVILLE, IL

THOMAS J RYAN JR - ARCHITECT

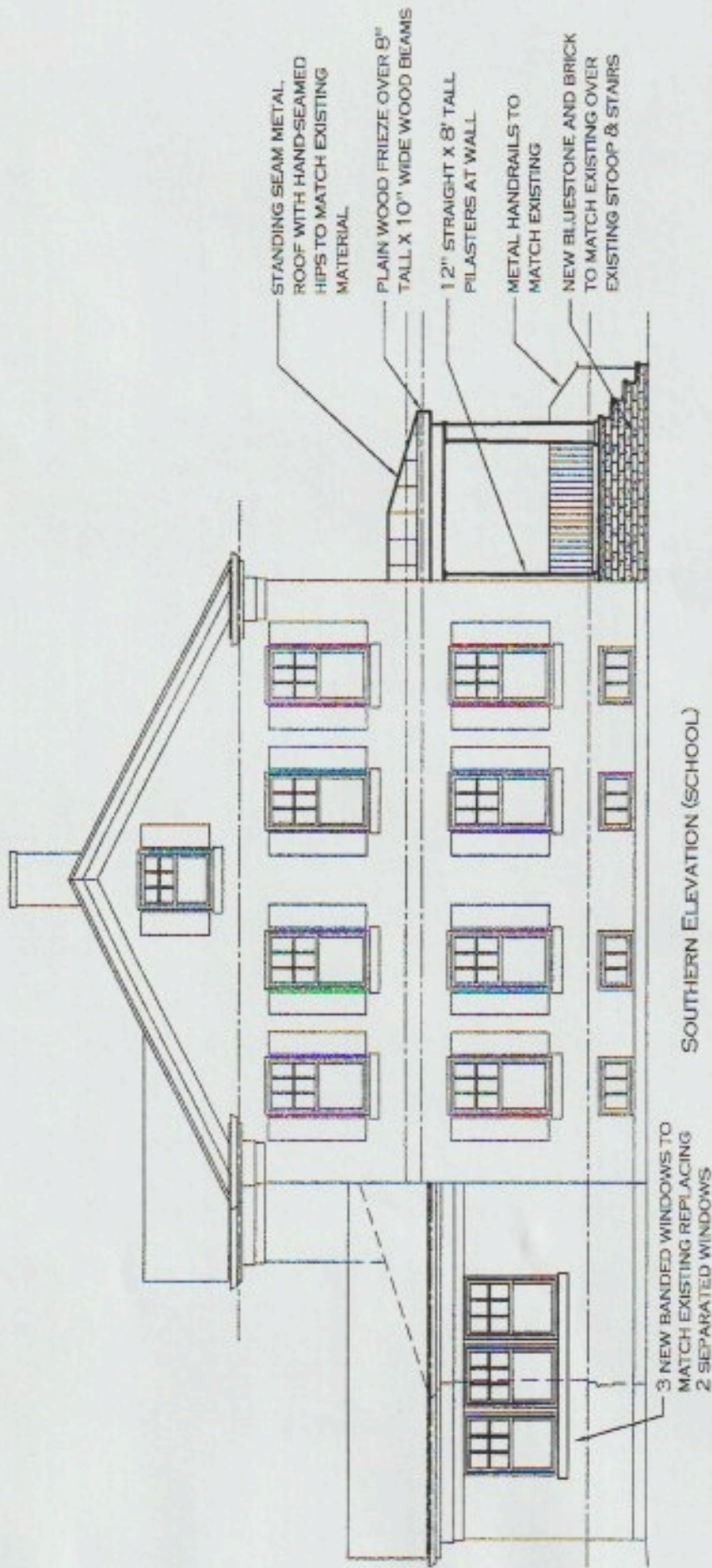




EASTERN ELEVATION (BRAINARD)

## 209 BRAINARD STREET NAPERVILLE, IL

THOMAS J RYAN JR - ARCHITECT



## 209 BRAINARD STREET NAPERVILLE, IL

THOMAS J RYAN JR - ARCHITECT



## HOLDING DEPOSIT ACKNOWLEDGEMENT

Date: 4-30-2020

Applicant Name: Brian Ledebuhr COA Case No.: \_\_\_\_\_

The Applicant agrees to deposit in the amount of one hundred dollars (\$100) as a non-interest bearing deposit (hereafter referred to as "Deposit") with the City of Naperville, for the purpose of checking out a Historic Preservation Commission Public Meeting Notification Sign (hereafter referred to as the "Sign"). The sign shall be posted on the property located at 209 N Brainard St (address) not more than thirty (30) days and not less than fifteen (15) days in advance of the Historic Preservation Commission meeting on May 28, 2020 (date), in order to provide notification for the Certificate of Appropriateness case no. \_\_\_\_\_.

If the sign is returned to the City of Naperville by \_\_\_\_\_, 20\_\_\_\_ (date) (which is 30 calendar days following the Historic Preservation Commission's decision on the Certificate of Appropriateness), the Deposit will be refunded. If the applicant fails to return the sign by said date, the Deposit will not be refunded and will be retained by the city. If the sign is returned by said date, a refund check will be processed by the city, which can take approximately eight (8) weeks.

By signing below, the Applicant acknowledges receipt of a copy of this notice.

Signature: [Signature] Date: 4-30-2020

Refund Information (Whom the check should be made out to and where to mail it):

Name: Brian Ledebuhr

Address: 209 N. Brainard St. Naperville IL 60540

-----

To be completed by the City of Naperville:

The City of Naperville is in receipt of the Sign on \_\_\_\_\_ (date).

Signature of staff who received the Sign: \_\_\_\_\_ Print Name: \_\_\_\_\_

**Exhibit C**



## Russell, Kathleen

---

**From:** Ledebuhr, Brian W. <bledebuhr@vedderprice.com>  
**Sent:** Monday, May 11, 2020 8:44 PM  
**To:** Russell, Kathleen  
**Cc:** Tom Ryan; Meg Ledebuhr; Mattingly, Gabrielle  
**Subject:** RE: [EXT] RE: Naperville Historic Preservation Commission COA Application

**CAUTION:** This e-mail originated outside of the City of Naperville (@naperville.il.us).

**DO NOT** click links or open attachments unless you confirm the incoming address of the sender and know the content is safe.

Hi Kathleen,

Regarding your email below and its bullet points with comments, please see the additional information from Tom Ryan, underlined and embedded into your email below. Please let us know if you need anything else (besides, of course, a picture of the sign and the executed Affidavit, which I plan to have for you by Wednesday evening).

Thanks,  
Brian

**VedderPrice**

**Brian W. Ledebuhr**, Shareholder

T +1 312 609 7845

M +1 630 697 9831

222 North LaSalle Street, Suite 2300

Chicago, Illinois 60601

Assistant: Barb Chizewski +1 312 609 7767

---

**From:** Russell, Kathleen <RussellK@naperville.il.us>  
**Sent:** Monday, May 4, 2020 10:21 AM  
**To:** Ledebuhr, Brian W. <bledebuhr@vedderprice.com>  
**Cc:** Tom Ryan <tryan@tjrjarch.com>; Meg Ledebuhr <megledebuhr@gmail.com>; Mattingly, Gabrielle <MattinglyG@naperville.il.us>  
**Subject:** RE: [EXT] RE: Naperville Historic Preservation Commission COA Application

Hi Brian,

Your case (case number 20-987) is scheduled for the May 28<sup>th</sup> HPC meeting at 7:00pm. Please see the comments below we would like to be addressed so we can consider the application complete. All the changes requested can be sent via email.

- Please submit color photos of the existing elevations indicated on page 2 of the application. We would like both the diagram and color photos if the diagram is not in color. Sent by B. Ledebuhr on May 10.



- Please describe the metal material that will be used for the balusters and railings. Railing - aluminum painted black to appear like wrought iron.
- Please describe the materials that will be used for the columns. Columns - painted wood.
- Will the rear covered entry porch that is shown on the site plan be seen from the street? I'm assuming that will not be seen from the street since it was not included in the description of the proposed work. If it is visible from the street, the information including materials used and its impact on the application questions should be included. Rear covered entry porch will not be seen from the street.
- Please submit individual responses to each factor for consideration of a COA found in the municipal code for 5.1, 5.2, and 5.5 (attached). This information will be added as an attachment to the memo, so we would like it to be clear to the commission members your explanation for each one rather than an overall response to all the factors.

5.1 Improvement compatible with district character due to its one story open entry porch, similar style to principal structure and placement at front door.

5.2 Improvement compatible with existing architectural style in a northern climate as a simple shelter from the elements for guests arriving at the front door not blocking sunlight from entering adjacent first floor living spaces.

5.5 The improvement at the front will replace an existing pedimented canopy over the front door with a historically appropriate shelter capable of protecting arriving guests from the elements. The improvement at the side will remove a non-historic covered porch, columns and walled railing.

The mailing and sign must be up and sent out on May 13<sup>th</sup>. Please see the application for detailed instructions on the information needed for the mailing. I have attached an updated template for the hearing notice. Please submit a draft of the notice to us so we can review it before it is mailed.

Due to the closure of the Municipal Center in response to COVID-19, we are currently not renting out signs. Therefore, a sign must be made to the specifications on the attached template. Please send us a photo of the sign when it is posted so that we can confirm it was posted. If you would like to use the rented sign, we can postpone your case until the municipal building is open to the public.

Please let me know if you have any questions!

Best,  
Kathleen Russell  
Kathleen Russell  
Community Planner | TED Business Group  
City of Naperville | 400 S. Eagle Street  
630-420-4179 | [russellk@naperville.il.us](mailto:russellk@naperville.il.us)

---

**From:** Ledebuhr, Brian W. [<mailto:bledebuhr@vedderprice.com>]

**Sent:** Thursday, April 30, 2020 6:10 PM

**To:** Russell, Kathleen <[RussellK@naperville.il.us](mailto:RussellK@naperville.il.us)>

**Cc:** Tom Ryan <[tryan@tjrjarch.com](mailto:tryan@tjrjarch.com)>; Meg Ledebuhr <[megledebuhr@gmail.com](mailto:megledebuhr@gmail.com)>; Mattingly, Gabrielle <[MattinglyG@naperville.il.us](mailto:MattinglyG@naperville.il.us)>

**Subject:** Re: [EXT] RE: Naperville Historic Preservation Commission COA Application



**CAUTION:** This e-mail originated outside of the City of Naperville (@naperville.il.us).

**DO NOT** click links or open attachments unless you confirm the incoming address of the sender and know the content is safe.

Understood as to all. Thanks, Kathleen.

Sent from my iPhone. Please excuse any typos.

On Apr 30, 2020, at 3:41 PM, Russell, Kathleen <[RussellK@naperville.il.us](mailto:RussellK@naperville.il.us)> wrote:

Hi Brian,

Thank you for your submission. I will review the application to confirm it is complete. I will check in on how we will handle the sign because we are currently not in the office. Additionally, for the meeting the notice template will be changed as the meeting is expected to be conducted remotely. I will send you the template once it is finalized so that you can send us a completed draft notice.

Best,  
Kathleen  
Kathleen Russell  
Community Planner | TED Business Group  
City of Naperville | 400 S. Eagle Street  
630-420-4179 | [russellk@naperville.il.us](mailto:russellk@naperville.il.us)

---

**From:** Ledebuhr, Brian W. [<mailto:bledebuhr@vedderprice.com>]  
**Sent:** Thursday, April 30, 2020 2:55 PM  
**To:** Russell, Kathleen <[RussellK@naperville.il.us](mailto:RussellK@naperville.il.us)>  
**Cc:** Tom Ryan <[tryan@tjrjarch.com](mailto:tryan@tjrjarch.com)>; Meg Ledebuhr <[megledebuhr@gmail.com](mailto:megledebuhr@gmail.com)>  
**Subject:** RE: [EXT] RE: Naperville Historic Preservation Commission COA Application

**CAUTION:** This e-mail originated outside of the City of Naperville (@naperville.il.us).

**DO NOT** click links or open attachments unless you confirm the incoming address of the sender and know the content is safe.

Hi Kathleen,

Per my earlier email, attached please find our COA Application. Please let us know if you have any questions or wish to discuss in advance of the May 28 meeting.

Also, I note from the Application Packet that the City generally requires the original and one copy of the attached. Is that still necessary, or is this e-submission sufficient in light of the pandemic?

Lastly, regarding the notice of the public meeting sign, can you please advise as to how we can “check-out” the standard sign from the city? As you’ll note, we completed the Holding Deposit Acknowledgement as best we could, on the last page of the attached.

I look forward to working with you.

Best regards,  
Brian

**VedderPrice**

**Brian W. Ledebuhr**, Shareholder

T +1 312 609 7845

M +1 630 697 9831

222 North LaSalle Street, Suite 2300

Chicago, Illinois 60601

Assistant: Barb Chizewski +1 312 609 7767

---

**From:** Russell, Kathleen <[RussellK@naperville.il.us](mailto:RussellK@naperville.il.us)>

**Sent:** Monday, April 27, 2020 11:24 AM

**To:** Ledebuhr, Brian W. <[bledebuhr@vedderprice.com](mailto:bledebuhr@vedderprice.com)>

**Subject:** [EXT] RE: Naperville Historic Preservation Commission COA Application

Hi Brian,

Thank you for letting me know. I look forward to reviewing your application.

Best,  
Kathleen

Kathleen Russell

Community Planner | TED Business Group

City of Naperville | 400 S. Eagle Street

630-420-4179 | [russellk@naperville.il.us](mailto:russellk@naperville.il.us)

---

**From:** Ledebuhr, Brian W. [<mailto:bledebuhr@vedderprice.com>]

**Sent:** Monday, April 27, 2020 11:13 AM

**To:** Russell, Kathleen <[RussellK@naperville.il.us](mailto:RussellK@naperville.il.us)>

**Cc:** Tom Ryan <[tryan@tjrjarch.com](mailto:tryan@tjrjarch.com)>

**Subject:** Naperville Historic Preservation Commission COA Application

**CAUTION:** This e-mail originated outside of the City of Naperville (@naperville.il.us).

**DO NOT** click links or open attachments unless you confirm the incoming address of the sender and know the content is safe.



Good morning, Kathleen. By way of introduction, my wife and I own the home at 209 N. Brainard St. in Naperville. We've been working with Tom Ryan (copied here) on a renovation project with a covered front porch that will require approval by the Historic Preservation Commission. We are working to finalize the application and will submit the same by no later than this Thursday, April 30 (i.e., 28 days in advance of the May 28 meeting). We just wanted to give you the heads up in the meantime. Please let us know if you have any questions or wish to discuss. Thanks in advance.

Best regards,  
Brian

**VedderPrice**

**Brian W. Ledebuhr**, Shareholder

T +1 312 609 7845

M +1 630 697 9831

222 North LaSalle Street, Suite 2300

Chicago, Illinois 60601

Assistant: Barb Chizewski +1 312 609 7767

CONFIDENTIALITY NOTE: This e-mail is intended only for the use of the individual or entity to which it is addressed and may contain information that is privileged, confidential and exempt from disclosure under applicable law. If the reader of this e-mail message is not the intended recipient, or the employee or agent responsible for delivery of the message to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is prohibited. If you have received this e-mail in error, please notify us immediately by telephone at (312) 609-5038 and also indicate the sender's name. Thank you.

Vedder Price P.C. is affiliated with Vedder Price LLP, which operates in England and Wales, with Vedder Price (CA), LLP which operates in California and with Vedder Price Pte. Ltd. which operates in Singapore.





