

Public participation is invited. When called upon, please approach the microphone and state your name. Kindly limit your remarks to three (3) minutes.

**VILLAGE OF VILLA PARK**  
**Village of Villa Park**  
**Board Room**  
**20 S. Ardmore Avenue, 2nd Floor**  
**Villa Park, IL 60181**

**Historical Preservation Commission**

**September 4, 2025**

**6:00 PM**

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Commission Chair: Laurie LoCoco

Commissioners: Jose Castillo, Joseph DeAntonis, Nancy Diver and Jeralynn Lee

- 1. Call to Order - Roll Call**
- 2. Approval of May 1, 2025 Minutes**
  - a. Minutes from meeting on May 1, 2025
- 3. Business**
  - a. Introduction of New Commissioner
  - b. Review of Chapter 2, Article XXVII - Historical Preservation Commission
- 4. Public Comments**
- 5. Commissioner Comments**
- 6. Liaison Comments**
- 7. Adjournment**

The Villa Park Village Hall is subject to the requirements of the Americans with Disabilities Act of 1990. An elevator is operational at the north side entrance to the Village Hall during normal work hours and also during evenings. Individuals with special needs are requested to contact the Village's Compliance Officer at (630) 834-8500 so that reasonable accommodations can be made for those persons.

**Village of Villa Park**  
**Historical Preservation Commission**  
**May 1st, 2025**

**I. CALL TO ORDER**

Chairman LoCoco called the meeting of the Historical Preservation Commission to order at 6:04 p.m.

**II. ROLL CALL AND DECLARATION OF A QUORUM**

**Present:** Chairman LoCoco, Commissioners Diver and Sabri, Commissioner Castillo arrived late

**Absent:** Commissioners DeAntonis

A Quorum was present.

**III. PUBLIC COMMENT**

No members of the public were present.

**IV. APPROVAL OF MINUTES FROM THE MARCH 6, 2025 MEETING**

**V. Commissioner Diver made a correction to the address listed in section B.**

Commissioner Sabri moved to approve the March 6<sup>th</sup> minutes with the corrections as noted.

The Motion was seconded by Commissioner Diver.

Voice Vote: The Ayes have it.

**VI. BUSINESS**

**a. Review New Award Plaques**

i. Staff shared the new plaques which arrived. The design was decided on based on previous meetings. The commission was satisfied with our new plaque standard.

ii. Commissioner Diver asked if mounting instructions were included.

**b. Historic Preservation Month Presentation**

i. Staff shared the proclamation from the Village Board meeting stating that May is Historic Preservation Month.

ii. Staff shared a presentation that was created for the May 12<sup>th</sup> Village Board meeting which will be used to present the awards to the 2025 Historic Preservation Award winners. The presentation discussed how

the award program has changed and gave an overview of the award winning homes and their families.

- iii. Commissioner Sabri requested that the new applications be created as an editable PDF for ease of applying.
- iv. The last slide of the presentation focused on the history of Historic Preservation Month and introduced the Self-Guided Walking tour.
- v. The Museum is planning on doing a window display for the new award winners.
- vi. Chair LoCoco had an adjustment in the presentation since the historic photo of the museum was not the museum at the time the photo was taken.

**c. Walking Tour of Historic Preservation Award Houses**

- i. Staff created a Self-Guided walking tour of all the buildings that have received awards. A flyer was created with a QR code so people can scan and get the walking tour. Each location, when clicked, has a blurb about the history of the building.
- ii. The Museum is location number 1 so that people can easily park and go on the walking tour.
- iii. Pictures are not included since the intention is that people would use the map to visit the houses.
- iv. The Commission was able to test out the map and found it to be user-friendly. The Museum used to have pamphlets for a walking tour which is now out-of-date so this will be an improvement.
- v. Discussion was had regarding different locations where flyers could be hung to promote the walking tour, especially on the north side. Flyers will be posted at the Museum, Village Hall, and the library.

**VII. COMMISSIONER COMMENTS**

- a. Commissioner Diver brought attention to the Boyd family home on Kolberg Court and their struggles with their shrubs and their new construction project. Communication with Public Works is ongoing.

**VIII. CHAIRMAN COMMENTS**

Chairman LoCoco thanked everyone for their hard work and dedication.

**IX. ADJOURNMENT**

Motion to Adjourn made by Commissioner Diver

Seconded by Commissioner Castillo

Voice vote: AYES have it.

Meeting adjourned at 6:40 pm

ARTICLE XXVII. - HISTORICAL PRESERVATION COMMISSION

*Footnotes:*

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**Editor's note**— Ordinance No. 2482, § 1, adopted May 28, 1991 amended §§ 2-2701—2-2709 to read as herein set forth. Prior to such amendment, §§ 2-2701—2-2708 pertained to the historical preservation commission and derived from Ord. No. 1691, §§ 1—7, 9, adopted Feb. 14, 1977 and Ord. No. 2231, § 1, adopted April 27, 1987.

**Cross reference**— Planning and development, Ch. 18.

**State Law reference**— Historical preservation, 65 ILCS 5/11-48.2-1 et seq.

Sec. 2-2701. - Created.

There is hereby created the Villa Park Historical Preservation Commission.

(Ord. No. 2482, § 1, 5-28-91)

**State Law reference**— Power of municipality to establish such a board, 65 ILCS 5/11-48.2-3.

Sec. 2-2702. - Intent and purpose.

It shall be the intent and purpose of the historical preservation commission to advise the president and board of trustees on matters relating to the preservation of areas, places, sites, buildings, structures, monuments, items, memorabilia, works of art and other objects having a special historical, community, or aesthetic interest, value, or significance to the village, including but not limited to, the former Chicago, Aurora and Elgin train stations located at 220 South Villa Avenue (the Villa Avenue Train Station) and 10 West Park Boulevard (the Ardmore Avenue Train Station).

(Ord. No. 2482, § 1, 5-28-91)

Sec. 2-2703. - Membership.

- (a) The commission created herein shall consist of five (5) members including the chairperson, appointed by the village president with the advice and consent of the board of trustees, to serve without compensation. To be eligible to serve on the commission, persons shall be qualified electors of the village who have resided therein for one (1) year immediately preceding their appointment. One (1) commission member shall be a member of the Villa Park Historical Society. Members shall be appointed for a term of three (3) years.
- (b) All appointments shall expire the thirtieth (30th) of April of the appropriate year. Any member of the commission may resign at any time during the term for which he/she was appointed, which resignation shall be addressed to the village president. Vacancies on the commission shall be filled for the unexpired term of the member whose position becomes vacant in the manner provided herein.
- (c) If any member of the commission shall cease to maintain the status qualifying him for appointment to the commission, or shall fail to attend three (3) consecutive meetings of the commission without being excused by a vote of a majority of the members of the commission, such member may be considered as having resigned his membership. Report of such change of status or failure of attendance may be reported to the corporate authorities and, if such report is accepted by the corporate authorities, the membership in question shall be declared vacant and it shall be the duty of the president to appoint a qualified successor to such membership in the manner provided herein. Any member of the commission may be removed for cause by the president with the advice and consent of the board of trustees.

(Ord. No. 2482, § 1, 5-28-91; Ord. No. 2983, § 7, 4-19-99; Ord. No. 3473, § 2, 4-14-08; Ord. No. 3942, § 1, 11-14-16; Ord. No. 4211, § 1A, 3-22-21; Ord. No. 4310, § 1, 10-24-22)

Sec. 2-2704. - Officers.

A chairman of the commission created herein shall be elected by the members of the commission for a term of two (2) years. The commission may designate one (1) of its members to act as secretary, together with such other officers as it deems fit.

(Ord. No. 2482, § 1, 5-28-91; Ord. No. 3473, § 3, 4-14-08)

Sec. 2-2705. - Meetings.

- (a) Regular meetings of the commission created herein shall be held at least monthly on a certain day and at the time determined by the chairperson.
- (b) Special meetings of the commission may be called by the chairperson or any two (2) voting members with at least forty-eight (48) hours' written notice prior to the special meeting. Notice of any special meeting shall be provided in accordance with the Illinois Open Meetings Act and shall be posted in the village hall.
- (c) The action of a majority of the members present at a meeting at which a quorum is present shall be the action of the members.
- (d) The presence of three (3) commission members shall constitute a quorum to transact any commission business at a regular or special meeting of the commission.

(Ord. No. 2482, § 1, 5-28-91; Ord. No. 2941, § 2, 5-18-98; Ord. No. 3473, § 4, 4-14-08; Ord. No. 3942, § 2, 11-14-16; Ord. No. 4129, § 6, 1-13-20; Ord. No. 4211, § 1B, 3-22-21; Ord. No. 4310, § 2, 10-24-22)

**State Law reference**— Open Meetings Act generally, 5 ILCS 120/1.01 et seq.

Sec. 2-2706. - Expenditures.

Expenses for the operation and transaction of the affairs of the commission shall be paid from such funds as may be provided for such purpose in the annual appropriation and budget ordinances of the village; provided, however, that the village manager has approved same prior to the expense being incurred.

(Ord. No. 2482, § 1, 5-28-91; Ord. No. 3473, § 5, 4-14-08)

Sec. 2-2707. - Reports and records.

- (a) The commission created herein shall keep permanent minutes of its meetings, which shall include topics discussed, the motions and vote of each member upon each topic submitted to it.
- (b) Minutes of each meeting within a reasonable time after each of its meeting shall be prepared, and the chairperson shall forward copies of the minutes, together with any special reports regard matters or issues of concern, to the director of community development or their designee.

(Ord. No. 2482, § 1, 5-28-91; Ord. No. 3473, § 6, 4-14-08; Ord. No. 4431, § 2(Exh. A), 9-9-24)

Sec. 2-2708. - Powers and duties.

The historical preservation commission shall have the following powers and duties:

- (1) To conduct public hearings upon its own motion, or on a citizen's petition, to implement the intent and purpose of this article as expressed in section 2-2702 of this Code for the purposes and uses set forth in 65 ILCS 5/11-48.2-1, as originally adopted or subsequently amended. Such hearings shall be pursuant to notice as is otherwise set forth in 65 ILCS 5/11-48.2-4. Within a reasonable time after the conclusion of such hearing, a written recommendation shall be made to the corporate authorities who shall take such action as they may deem fit.
- (2) To make recommendations to the president and board of trustees concerning methods of increasing the awareness of the residents of the village of the importance of preserving items, areas, sites, buildings, or any other thing of historical importance or significance to the village.
- (3) To aid in the development, restoration and preservation of the Villa Avenue Train Station and the Ardmore Avenue Train Station, or other sites or properties designated by ordinance by the corporate authorities in accordance with 65 ILCS 5/11-48.2-2.
- (4) Such other powers and duties as the president and board of trustees, acting jointly, may from time to time designate, whether by way of motion adopted at any regular or special meeting, by resolution, or by ordinance. If by motion, the precise nature of the additional powers and duties shall be accurately described in the minutes and the village clerk shall promptly forward, upon approval of the minutes, a copy to the chairperson of the historical preservation commission for such action as may be required.

(Ord. No. 2482, § 1, 5-28-91)

**State Law reference**— Illinois Municipal Code, 65 ILCS 5/1-1-1.

Sec. 2-2709. - Administrative review.

Any proceedings of the historical preservation commission shall not be subject to judicial review pursuant to the provisions of the Illinois Administrative Review Act.

(Ord. No. 2482, § 1, 5-28-91)

**State Law reference**— Similar provisions, 65 ILCS 5/11-48.2-4.