



Village of Itasca
Historic Commission Regular Meeting Minutes
Thursday, November 20, 2025 - 7:00 pm

DRAFT MINUTES

1. Call to Order: The Village of Itasca Historic Commission Meeting called to order by Chris Zillner at 7:03 pm.
2. Roll Call:
Present: Commissioners Julie Presta, Tina Douglas, Karen Machynia, Dianna Barthel, Anne Marie Schwarz, and Chairman Chris Zillner.
Absent:
Others Present: Natalie Crown, Community Development Planner; Charles Voss, Community Development Project Assistant
3. Meeting Minutes:
 - A. Call for Motion to approve August 21st, 2025, minutes by Commissioner Machynia with changes, seconded by Commissioner Douglas

Voice Vote: All.
Yes: All.
No: None
Motion passed.
4. New Business:
 - A. **Downtown Zoning Update**
Planner Natalie Crown gave an overview of the TOD Zoning Code Update which included an update on the project timeline, engagement from the community, zoning code amendments, height analysis, parking analysis, and the next steps in the project. Planner Crown also briefly introduced the new “people over parking” section of a new bill proposed by the state. Commissioner Presta questioned why people would want to eliminate parking. Planner Crown answered that it was meant as a way to incentivize development around public transportation. Commissioner Presta also asked about the underground parking at Holladay. Planner Crown confirmed that they will be having their parking underground. Commissioner Douglas asked if the TOD zoning update plans are available on the village website. Planner Crown replied that they have only been shown to the commissions and the Village Board at the moment. Commissioner Presta asked about the electric scooters and bikes that children have been riding around town lately, saying the kids are reckless and often riding in the streets without helmets. Commissioner Schwarz mentioned that something was passed in regard to the electric bikes and scooters. Commissioner Barthel stated that it was brought to the attention of Police Department Director O’Connor in a past Village Board meeting. Another commissioner remarked that they knew of a child who had been ticketed in relation to an electric bike or scooter. Chairman Zillner asked when the Downtown Zoning Update is going to board. Planner Crown responded that it will be going to plan commission December 15th and then board thereafter.

B. Historical Commission Discussion: New Project Goals, Updates, New meeting schedule

Planner Crown began the discussion with the introduction of next year's Historical Commission meeting calendar, which included four mandatory quarterly meetings. Planner Crown said she will email out the schedule to the commissioners and all the commissioners were agreeable to the proposed new calendar. Planner Crown suggested to the commission new Historic Commission Project ideas which included: updating a survey of the Historic District, tracking and promoting plaques, updates to Itasca website historical commission page, making historic materials easier to access online, being aware of potential awardees, placing historic photos inside the Itasca Metra station, and a Holladay property plaque. Commissioner Douglas had comments about her search for historic photos for the Metra station, saying she was still looking for some, suggested hiring an artist, and that she will have an update by the January meeting. Commissioner Douglas brought photos to show to the commission and Planner Crown. Commissioner Douglas suggested giving photos to the Holladay Developers so they could possibly put historic photos in their lobby. Planner Crown mentioned having visited another Holladay property where they implemented a historic sign over the entrance to their parking garage. The commission also spoke about the use of coloring books and informational books aimed towards children. These books had been used in the local schools in the past; the commission spoke about making these more prominent again and perhaps updating them. Suggestions also included handing out these materials to children on their field trips to Village Hall. Commissioner Douglas recommended a potential project which involved having long time citizens of Itasca recall their experiences growing up and living in Itasca. She referenced an acquaintance who did something similar in another town. Chairman Zillner made a comment about historic photos and materials being property of the Itasca Library and hoping that they are digitizing those materials.

5. Project Updates and Announcements:

None.

6. Public Comments:

None.

7. Meeting Adjourned:

Call for a Motion: Commissioner Presta made a motion to adjourn.

Second: Commissioner Douglas

Voice Vote:

Yes: All.

No: None.

Motion: Passed.

Meeting adjourned at 7:53 p.m.

NEXT SCHEDULED MEETING:

The next meeting is scheduled for Thursday, December 17, 2025, at 7:00 pm

Submitted this 21st day of November 2025.

Charles Voss, Community Development Project Assistant

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