

**CITY OF ST. CHARLES
HISTORIC PRESERVATION COMMISSION
KIMBERLY MALAY, CHAIR**

**WEDNESDAY, FEBRUARY 5, 2025 – 7:00 P.M.
COUNCIL CHAMBERS
2 E. MAIN ST., ST. CHARLES, IL 60174**

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. Presentation of minutes of the January 8, 2025 meeting**
- 5. Certificate of Appropriateness (COA) applications**
 - a. 208 W. Main St.**
 - b. 213 S. 3rd St.**
- 6. Grant Applications**
- 7. Landmark Applications**
- 8. Preliminary Reviews-** Open forum for questions or presentation of preliminary concepts to the Commission for feedback
- 9. Other Commission Business**
- 10. Public Comment**
- 11. Additional Business and Observations from Commissioners or Staff**
- 12. Meeting Announcements: Feb. 19, 2025**
- 13. Adjournment**

ADA Compliance

Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the ADA Coordinator, Jennifer McMahon, at least 48 hours in advance of the scheduled meeting. The ADA Coordinator can be reached in person at 2 East Main Street, St. Charles, IL, via telephone at (630) 377 4446 or 800 526 0844 (TDD), or via e-mail at jmcmahon@stcharlesil.gov. Every effort will be made to allow for meeting participation. Notices of this meeting were posted consistent with the requirements of 5 ILCS 120/1 et seq. (Open Meetings Act).

MINUTES
CITY OF ST. CHARLES
HISTORIC PRESERVATION COMMISSION
WEDNESDAY, JANUARY 8, 2025

Members Present: Smunt, Kessler, Pretz, Morin, Malay

Members Absent: Rice

Also Present: Russell Colby, Director of Community Development

1. Call to Order

Ms. Malay called the meeting to order at 7:00 P.M.

2. Roll Call

Mr. Colby called Roll with 5 members present. There was a quorum.

3. Approval of Agenda

Ms. Malay requested addition under Additional Business and Observations from Commissioners or Staff, 11a. Change of meeting start time.

A motion was made by Mr. Kessler and seconded by Ms. Morin with a unanimous voice vote to approve the revised agenda.

4. Presentation of minutes of the December 18, 2024 meeting

A motion was made by Dr. Smunt and seconded by Mr. Pretz with a unanimous voice vote to approve the Minutes of December 18, 2024. Mr. Kessler and Ms. Morin abstained.

5. Certificate of Appropriateness (COA) applications

a. 116 W. Main St.

Ms. Heather Hazlet, Spa Bleu representative, presented COA to replace two wall signs, storefront sign on Main Street and wall sign on the rear of the building.

A motion was made by Mr. Kessler and seconded by Dr. Smunt, with unanimous voice vote, to approve the COA for 116 W. Main Street as submitted.

b. 514 Oak St.

Dr. Smunt and Ms. Morin recused themselves from consideration of this COA. Mr. Colby confirmed that the recused members remain present for purposes of a quorum.

Ms. Carol Scholl, Homeowner, presented COA to replace 10 windows on front enclosed porch of her home. She described the various reasons for replacement, including condition, inoperability, poor weathertightness, and failed storm windows.

Dr. Smunt shared Ms. Scholls home is a landmarked building with Craftsman architecture, with original interior sash and trim, original stucco. Overall condition is very good to fair.

The porch interior sashes are non-functional and severely weathered. The exterior storm sash are in poor condition, the joinery is failed, water damage, failed paint, the combined window system fails to adequately control air infiltration or regulate heating and cooling. The guidance the Commission is to use if components are damaged and need to be replaced, better to repair if possible and only then replace. Replacement or repair should follow architecture, size, scale, color, material, if possible. This would most likely apply to the original components to Ms. Scholl's window system. A few issues, affordability, lack of useability, the severity of deterioration, and lack of Ms. Scholls knowledge and skills to perform repairs and restoration will limit what she can do successfully. Overall replacement will duplicate Craftsman style using new material in design, color, and appearance, and use acceptable substitute materials as indicated in proposal. Overall, this will offer better ventilation in the summer, better heat regulation in the winter and will not sacrifice visual appearance of the building from the public right of way.

Mr. Kessler cautioned the size of the opening on the windows will be reduced with a replacement window. However, he stated that based on the additional detail submitted on the window product and installation, he now more supportive.

Ms. Malay stated that she agreed with Mr. Kessler and is supportive of the COA, given that this replacement is limited to the porch. She said she would like to see how these windows appear following the installation, before considering additional replacements for the other windows in the house with same type of insert replacement window.

Mr. Pretz asked if the old windows would be thrown away. Ms. Scholl responded that she would like to donate them.

A motion was made by Mr. Kessler and seconded by Mr. Pretz, to approve the COA for 514 Oak Street as submitted. Mr. Kessler, Mr. Pretz and Ms. Malay voted yes. Motion approved 3-0, with 2 recused (Dr. Smunt and Ms. Morin)

c. 621 Cedar St.

Ms. Karen Kehl-Rose presented COA to replace 3 windows.

The Commission confirmed the replacement windows will be full-frame replacement of non-original windows that are intended to match the rest of the windows in the house.

A motion was made by Dr. Smunt and seconded by Ms. Morin, with a unanimous voice vote, to approve the COA for 621 Cedar Street as submitted.

6. Grant Applications

None.

7. Landmark Applications

None.

8. Preliminary Reviews- Open forum for questions or presentation of preliminary concepts to the Commission for feedback

None.

9. Other Commission Business

None.

10. Public Comment

None.

11. Additional Business and Observations from Commissioners or Staff


a. Meeting Start Time

Ms. Malay asked if it would be possible to start the Historic Commission Meetings at 6:30 going forward. Mr. Colby said he would investigate an earlier start time.

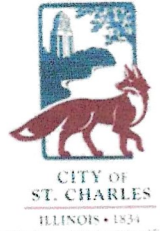
12. Meeting Announcements: Jan. 15, 2025 (if needed), Feb. 5, 2025

13. Adjournment

With no further business to discuss the meeting adjourned at 7:55 p.m.

	HISTORIC PRESERVATION COMMISSION AGENDA ITEM EXECUTIVE SUMMARY			
	Agenda Item Title/Address:	COA: 208 W. Main St.		
	Significance:	Contributing		
	Petitioner:	Kristen Rudowicz		
	Project Type:	Sign Replacement		
	PUBLIC HEARING		MEETING 2/5/25	X
Agenda Item Category:				
	Preliminary Review		Grant	
X	Certificate of Appropriateness (COA)		Other Commission Business	
	Landmark/District Designation		Commission Business	
Attached Documents:		Additional Requested Documents:		
Application, photos				
Project Description:				
<ul style="list-style-type: none"> Proposed is the installation of a sign for Rud Dogs (former Bezos Sandwich location) ACM panel with raised lettering Sign will be the same size and placement as the Rudy's Bar sign on the opposite storefront 				
Staff Comments:				
Recommendation / Suggested Action:				
<ul style="list-style-type: none"> Provide feedback and recommendation on approval of the COA 				

APPLICATION FOR COA REVIEW
HISTORIC PRESERVATION "CERTIFICATE OF APPROPRIATENESS"



COMMUNITY DEVELOPMENT DEPARTMENT / CITY OF ST. CHARLES

CD@STCHARLESIL.GOV / (630) 377-4443

To be filled out by City Staff

Permit #: _____ Date Submitted: ____/____/____ COA # _____ Admin. Approval: _____

APPLICATION INFORMATION

Address of Property: 208 W. Main Street

Use of Property: ☒ Commercial, business name: RUD DOGS

☐ Residential ☐ Other: _____

Project Type:

☒ Exterior Alteration/Repair

☐ Windows

☐ Doors

☐ Siding - Type: _____

☐ Masonry Repair

☐ Other: _____

☒ Awnings/Signs

☐ New Construction

☐ Primary Structure

☐ Additions

☐ Deck/Porch

☐ Garage/Outbuilding

☐ Other: _____

☐ Demolition

☐ Primary Structure

☐ Garage/Outbuilding

☐ Other: _____

☐ Relocation of Building

Description:

RUD DOGS St. Charles Sign w/ City
Skyline. ACM Lite materials used.
No additional electric used. 24 inches W X 70 inches L

Applicant Information:

Name (print): Brian Rudowicz
Address: 1734 Eagle Brook Drive
Phone: Geneva, IL 630-675-1333
Email: rudowicz67@comcast.net

Applicant is (check all that apply):

☐ Property Owner

☒ Business Tenant

☐ Project contractor

☐ Architect/Designer

Property Owner Information (if not the Applicant)

Name (print): Martin Farm Holding LLC
Address: P.O. Box 469 Geneva, IL 60134
Signature: _____

APPLICANT/AUTHORIZED AGENT SIGNATURE

I agree that all work shall be in accordance with the plans, specifications and conditions which accompany this application, and I have read and understand the Historic Preservation COA General Conditions.

Signature: _____

Date: 1/28/25




RUD DOGS SIGN DETAILS
PRODUCED BY PSYCHOTIC AIR CUSTOMS
24 in W X 70 in L
ACM Lite easy to hang sign board
Weather proofed
Circled parts will be 2 in raised 3D elements
RUD DOGS raised 2 in above sign measurements
ST. CHARLES raised 2 in below sign measurements

24 in W
70 in L





Proposed sign will be the same size and location as the Rudy's Bar sign, over the opposite storefront, centered between the lights.

 <p>CITY OF ST. CHARLES ILLINOIS • 1834</p>	HISTORIC PRESERVATION COMMISSION AGENDA ITEM EXECUTIVE SUMMARY			
	Agenda Item Title/Address:	COA: 213 S 3 rd St.		
	Significance:	Contributing per Survey/ Significant per Commission		
	Petitioner:	Maria Munoz		
	Project Type:	Porch reconstruction		
	PUBLIC HEARING		MEETING 2/5/25	X
Agenda Item Category:				
	Preliminary Review		Grant	
X	Certificate of Appropriateness (COA)		Other Commission Business	
	Landmark/District Designation		Commission Business	
Attached Documents:		Additional Requested Documents:		
Revised Plans, Approved COA				
Project Description:				
<p><i>Note- This item is pending confirmation from the applicant on whether they intend to revise their current permit plans to comply with the COA approval, or request a revision.</i></p> <ul style="list-style-type: none"> • The Commission previously approved a COA for reconstruction of the front entry porch • The approval was with conditions to replicate the existing design and direction of the materials • The current plan submitted for building permit shows 2 deviations from COA approval: <ol style="list-style-type: none"> 1. The porch decking is running parallel to the wall, not perpendicular 2. The side rails do not replicate the existing rail design. The new railings will need to meet current code for sizes of openings, which may make replicating the existing design/style difficult. 				
Staff Comments:				
Recommendation / Suggested Action:				
<ul style="list-style-type: none"> • Provide feedback and recommendation on approval of the COA 				

FRONT PORCH REBUILT

213 S. 3RD ST. CHARLES, IL



1 PHOTOS OF EXISTING PORCH



KANE COUNTY BUILDING CODES

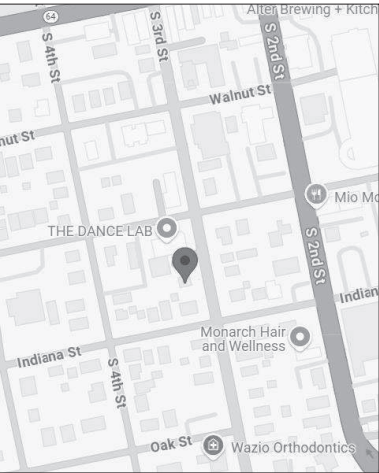
2015 International Residential Code W/Amendments
2015 International Existing Building Code W/Amendments
2015 International Fire Code W/Amendments
2018 State of Illinois Accessibility Code W/Amendments
2012 [NFPA 101] W/Amendments

SHEET INDEX

NO.	SHEET TITLE
T1.0	COVER SHEET & EXISTING PHOTOS
A1.0	FLOOR PLAN, FRAMING PLAN, SECTION DETAIL

GENERAL NOTES

1. DO NOT SCALE DRAWINGS
2. CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND EXISTING CONDITIONS AND SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCIES PRIOR TO PROCEEDING WITH THE WORK.
3. NOTES WHICH APPLY AT ALL SIMILAR CONDITIONS SHALL GOVERN WHETHER REPEATED OR NOT.
4. ALL WORK TO BE PERFORMED TO BE IN COMPLIANCE WITH ALL APPLICABLE CODES REGULATORY AGENCIES, STATUTES AND RECOGNIZED INDUSTRY STANDARDS.
5. ALL WORK SHALL BE PERFORMED IN A TRADESMAN-LIKE MANNER AND SHALL CONFORM TO THE BEST STANDARD PRACTICES OF THE TRADE INVOLVED.
6. ALL PERMITS TO BE BY OWNER
7. ALL CONTRACTORS SHALL BE REQUIRED TO PURCHASE A BUSINESS LICENSE SHALL IT BE REQUIRED BY VILLAGE.
8. LUMBER TO BE GRADE #2 SPRUCE / PINE / FIR / TREATED



2 LOCATION MAP



REVISION TABLE			
NUMBER	DATE	REVISION BY	DESCRIPTION

FRONT PORCH REBUILT
213 S. 3RD ST. CHARLES, IL

DRAWINGS PROVIDED BY:
CESAR RIVERA
PHONE: 708.323.6497
EMAIL: CRIVERA2303@GMAIL.COM

DATE:

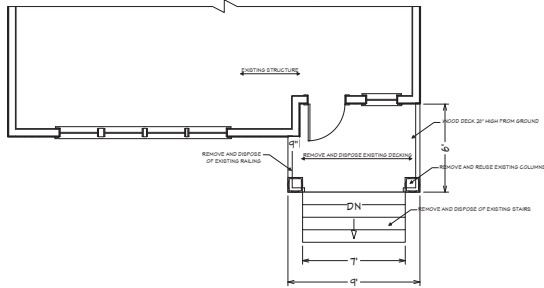
1/30/2025

SCALE:

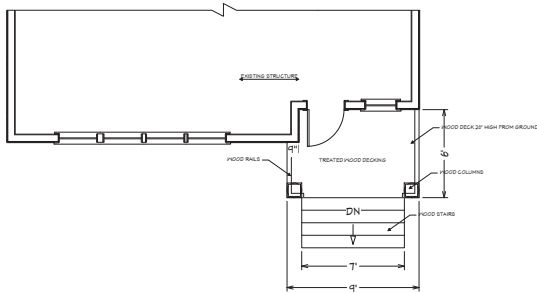
1/4"=1'-0"

SHEET:

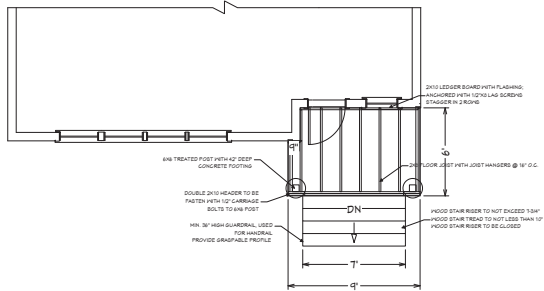
T1.0



1 EXISTING PORCH FLOOR PLAN
SCALE: 1/4"=1'-0"

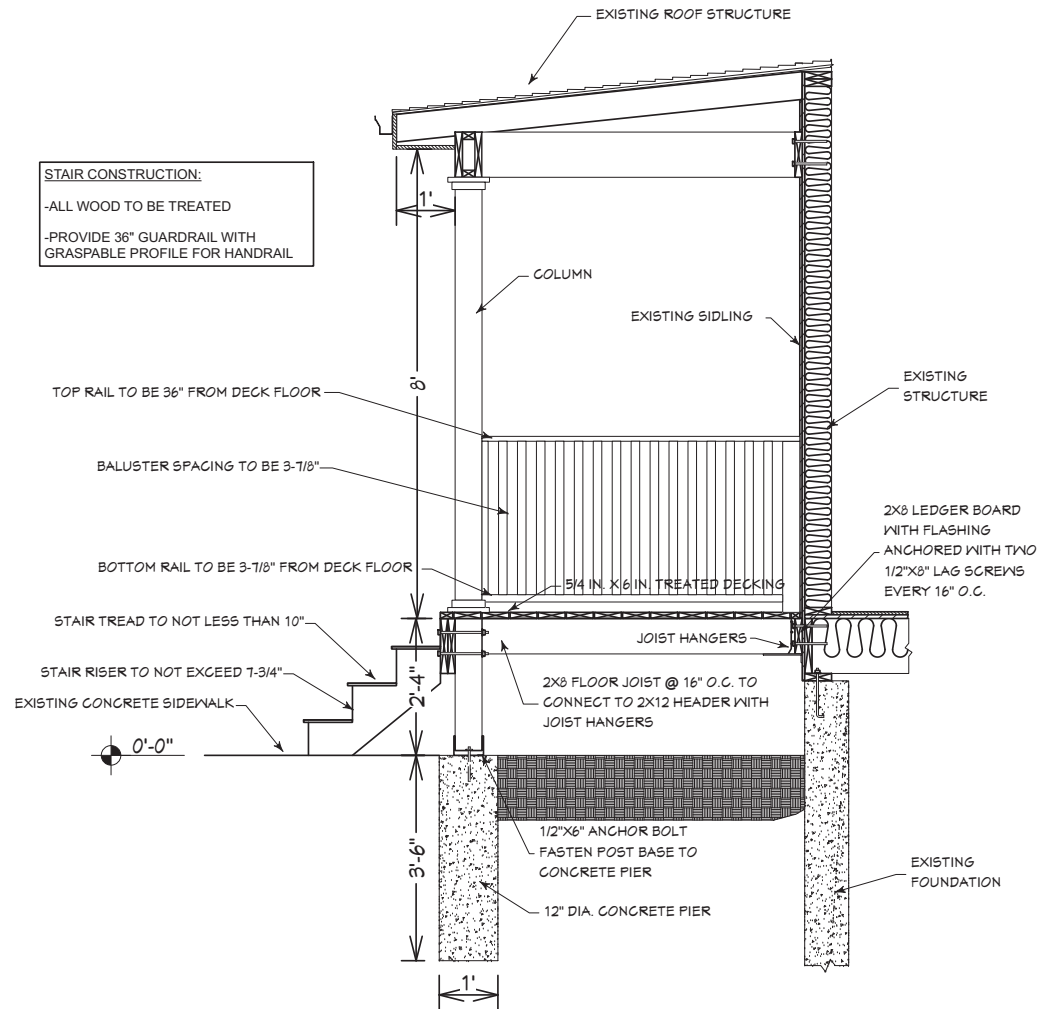


2 PORCH FLOOR PLAN
SCALE: 1/4"=1'-0"



3 PORCH FRAMING PLAN
SCALE: 1/4"=1'-0"

STAIR CONSTRUCTION:
-ALL WOOD TO BE TREATED
-PROVIDE 36" GUARDRAIL WITH GRASPABLE PROFILE FOR HANDRAIL



4 DETAIL SECTION
SCALE: 1"=1'-0"

REVISION TABLE	NUMBER	DATE	REVISION BY	DESCRIPTION

FRONT PORCH REBUILD
213 S. 3RD ST. CHARLES, IL.

DRAWINGS PROVIDED BY:
CESAR RIVERA
PHONE: 708.323.6497
EMAIL: CRIVERA2303@GMAIL.COM

DATE:
1/30/2025

SCALE:
1/4"=1'-0"

SHEET:
A1.0

APPLICATION FOR COA REVIEW

HISTORIC PRESERVATION "CERTIFICATE OF APPROPRIATENESS"



ST. CHARLES
SINCE 1834

COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT / CITY OF ST. CHARLES

(630) 377-4443

To be filled out by City Staff

Permit #: 0024 - 01919 Date Submitted: 11/13/24 COA # 24-36 Admin. Approval: _____

APPLICATION INFORMATION

Address of Property: 213 S. 3rd St. St. Charles IL 60174

Use of Property: ☐ Commercial, business name: _____

☐ Residential ☐ Other: _____

Project Type:

☒ Exterior Alteration/Repair

☐ Windows

☒ Doors

☐ Siding - Type: _____

☐ Masonry Repair

☐ Other _____

☐ Awnings/Signs

☐ New Construction

☐ Primary Structure

☐ Additions

☒ Deck/Porch

☐ Garage/Outbuilding

☐ Other _____

☐ Demolition

☐ Primary Structure

☐ Garage/Outbuilding

☐ Other _____

☐ Relocation of Building

Description: Replacing 4 exterior Doors.

Front porch will be getting completely repaired,
we will be rebuilding the whole structure for safety

matters. The porch is in very bad conditions, steps are weak, handrails and
spindles are loose and the rest area has loose beams.

Applicant Information:

Name (print): Modern Walls painting and Design.

Address: 7165 four Seasons Blvd.

Phone: (630) 440-2686

Email: modernwallsprnd@gmail.com

Applicant is (check all that apply):

☐ Property Owner

☐ Business Tenant

☒ Project contractor

☐ Architect/Designer

Property Owner Information (if not the Applicant)

Name (print): Donn Valentine

Address: 213 S. 3rd St. St. Charles IL, 60174

Signature: _____

APPLICANT/AUTHORIZED AGENT SIGNATURE

I agree that all work shall be in accordance with the plans, specifications and conditions which accompany this application, and I have read and understand the Historic Preservation COA General Conditions.

Signature: _____ Date: _____

THIS PAGE IS TO BE FILLED OUT AT THE HISTORIC COMMISSION MEETING

HISTORIC COMMISSION APPROVAL:

The Historic Preservation Commission hereby issues a Certificate of Appropriateness (COA) authorizing the issuance of a building permit for the proposed work in accordance with the attached plans and any approval conditions, if attached hereto.


Chairman Signature

12-18-24
Date

Approved:

- ☐ As presented
☒ Subject to conditions below
☐ Complete project scope only
(all elements must be included)

CONDITIONS OF APPROVAL

Project Specific Conditions:

1. Direction of wood identical to current
2. Railings same as existing
3. Lattice to be framed to comply w/ guidelines
4. Current existing columns to be restored.

General Conditions:

1. The person signing this form is responsible for communicating the Terms and Conditions listed herein to all contractors for the project.
2. Design, materials and construction methods shall be as shown on the COA, either in the conditions or on the attached plans.
3. The COA approval is limited to the scope of work documented in the plans.
4. No visible or concealed structural elements or historic features may be modified or removed unless identified in the COA approval.
5. Any historic materials that are inadvertently lost or damaged during construction without COA approval must be replaced to the preconstruction condition at the expense of the owner.

What to do if you encounter unforeseen issues during construction, or if a change to the project is being considered:

1. Stop work until a revised COA approval is received. Do not discard any materials- All materials must be stored on site until a new COA review is conducted.
2. Contact the City of St. Charles Community Development Division immediately- 630-377-4443. City staff can contact the Historic Preservation Commission Chairman to seek direction. If the issue is of an urgent nature, a special commission meeting can be scheduled at the discretion of the Chairman. The Historic Commission can meet with a minimum of 48 hour notice.
3. Removal of structural elements or historic features without a COA approval is only permitted where the City has determined there is an imminent safety risk. This determination must be made by the City's Building and Code Enforcement Division- 630-377-4406.
4. In the event that any structural elements or historic features must be, or have been removed or dismantled for safety reasons:
 - a. Any deterioration of structural elements or historic features shall be documented by physical or photographic evidence.
 - b. All materials shall be stored on site until a COA review is conducted – do not discard any materials.

APPLICANT/AUTHORIZED AGENT SIGNATURE

I agree that all work shall be in accordance with the plans, specifications and conditions which accompany this application, and I have read and understand the Historic Preservation COA General and Project Specific Conditions.

Signature: 

Date: 12/18/24

If you have any questions on the information listed above, contact the Community Development Division at 630-377-4443.

D.F.L.S.

2600 KESLINGER ROAD SUITE A

PHONE: 630-232-7705 FAX: 630-232-7725
E-MAIL: DFLS@SBCGLOBAL.NET



COMMONLY KNOWN AS: 213 S. 3RD STREET, ST. CHARLES, ILLINOIS

