

**MINUTES  
CITY OF ST. CHARLES  
HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, FEBRUARY 1, 2023 – 7:00 P.M.**

**Members Present:** Rice, Smunt, Pretz, Dickerson, Kramer, Malay

**Members Absent:** Kessler

**Also Present:** Rachel Hitzemann, Planner  
Cindy Kaleta, Administrative Assistant

**1. Call to Order**

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

**2. Roll Call**

Ms. Hitzemann called roll with six members present. There was a quorum

**3. Approval of Agenda**

**A motion was made by Mr. Pretz and seconded by Dr. Dickerson, with a unanimous voice vote to approve the agenda.**

**4. Presentation of minutes of the January 11<sup>th</sup>, 2023 meeting**

**A motion was made by Mr. Pretz and seconded by Ms. Kramer, with a voice vote to approve the Minutes of January 11, 2023. Dr. Dickerson abstained.**

**5. Certificate of Appropriateness (COA) applications**

**a. 214 Walnut St.**

Mr. Bob McDowell, President of Lazarus House, presented proposal to install a gate on the NE corner of the building and 6' tall solid dog ear picket fence to act as a dumpster corral.

**A motion was made by Ms. Rice and seconded by Mr. Pretz with a unanimous voice vote to approve the COA as submitted.**

**b. 305 W. Main St.**

Mr. Chinh Nguyen, JN Sign & Graphics, presented proposal to install new raceway channel letter sign on front and side of building.

Dr. Smunt advised the square brick and the terracotta on the building front are distinctive architecture elements which make this building a contributing building to St. Charles. Dr. Smunt suggested a sign that does not block these elements would be better. A big sign on the west side of the building would be fine.

Suggestions were made to put a sign in the front window rather than over the terracotta. Another suggestion was a projection sign on the front of building.

Ms. Hitzemann confirmed the city would allow one projection sign and one larger sign on the side of the building.

**A motion was made by Dr. Smunt and seconded by Dr. Dickerson to table until projection sign design is submitted.**

**c. 217 Cedar Ave.**

Ms. Rachel Hitzemann, City Planner, presented proposal to accept installation of man door installed to the middle of the garage door.

Commission discussed adding siding around the door to make it appear more like a shed instead of garage door with a door in the middle.

**A motion was made by Dr. Smunt and seconded by Ms. Rice to table until applicant could be present.**

**6. Grant Applications**

None.

**7. Landmark Applications**

**17 N 2<sup>nd</sup> Ave.**

**i. Public Hearing**

Mr. Pretz presented the application for landmark nomination of 17 N 2<sup>nd</sup> Ave, the John Glos House.

**A motion was made by Dr. Smunt and seconded by Ms. Rice with a unanimous vote to close the public meeting.**

**ii. Recommendation**

Dr. Smunt noted the existing shutters are not contributing due to improper location and are missing original or reproduction hardware and not properly mounted to the sides of the casings.

**A motion was made by Ms. Rice and seconded by Dr. Smunt to recommend approval, with the addition of the information on the shutters, to Planning & Development Committee.**

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

**9. Other Commission Business**

**a. Pottawattamie Survey Review (Pg. 1-13 of text draft and survey pages)**

Ms. Hitzemann reviewed the first 13 pages of the Pottawattamie Survey.

Dr. Smunt suggested it would be helpful to have pictures on each page of the survey. On page 6, last paragraph states Kane County's population continues to grow in the counties urbanized centers of Elgin, Aurora, and Geneva as development pushes west from the Chicago metropolitan area. Dr. Smunt thinks the statement should say St. Charles instead of Geneva as St. Charles is 30% larger than Geneva.

Page 7 for clarity, 2<sup>nd</sup> paragraph from bottom, they followed the former army trail to the Fox River, where they staked their claim, and returned in the spring of 1834 with their families, and constructed a log cabin one block north of the northwest corner of Pottawatomie Park. Shelby's claim would later cover the present site of St. Charles on the east side of the Fox River. My understanding Shelby's would be on the northwest corner of 5<sup>th</sup> Ave and Cedar.

The Committee felt the history on the report was well written. Committee discussed the Designation Evaluation on homes.

**10. Public Comment**

None.

**11. Additional Business and Observations from Commissioners or Staff**

Rachel Hitzemann added she has been appointed to the Illinois Historic Sites Advisory Council for 2023 to 2025.

**12. Meeting Announcements: Historic Preservation Commission meeting Wednesday, February 15<sup>th</sup>, 2023 at 7:00 P.M.**

**13. Adjournment**

With no further business to discuss, the meeting adjourned at 7: 58 P.M.