

**MINUTES  
CITY OF ST. CHARLES  
HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, FEBRUARY 22, 2023 – 5:00 P.M.**

**Members Present:** Rice, Smunt, Dickerson, Malay, Kessler (5:06)

**Members Absent:** Pretz, Kramer

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

**1. Call to Order**

Chairman Malay called the meeting to order at 5:00 P.M.

**2. Roll Call**

Ms. Hitzemann called roll with five members present. There was a quorum. Mr. Kessler arrived at 5:06.

**3. Approval of Agenda**

Ms. Malay requested Item 5c. 217 Cedar Ave be moved to the first item reviewed at the meeting.

**A motion was made by Dr. Smunt and seconded by Ms. Rice, with a unanimous voice vote to approve the corrected agenda.**

**4. Presentation of minutes of the February 1<sup>st</sup>, 2023 meeting**

**A motion was made by Dr. Smunt and seconded by Ms. Rice, with a unanimous voice vote to approve the Minutes of February 1, 2023. Mr. Kessler was absent.**

**5. Presentation of minutes of the February 15<sup>th</sup>, 2023 meeting**

**A motion was made by Dr. Smunt and seconded by Ms. Malay, to approve the Minutes of February 15, 2023. Ms. Rice, Dr. Dickerson, Ms. Kramer abstained. Mr. Kessler was absent.**

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

**a. 217 Cedar Ave.**

Mr. John Stumpf, Baker Memorial United Methodist Church, presented the history of the replacement of the garage door. Explaining the garage door broke, was not movable up or down. We quickly acted on it, deciding since we don't park a car in the garage, the best way for appearances was to make it look like French Door access. It is structurally sound. The door handles are from a door the church had. To us it's more functional and safer, and esthetically pleasing.

Dr. Smunt stated it is not in keeping with the utility look of what a garage should look like with a garage door. We understand 100% why you did it, reasons of safety, convenience and expediency. If you had come to me in advance I would have said, I want

you to re-frame that entire opening where the garage door used to be, stud wall in, re-frame it for the double doors, just like if it was a square building with 2 doors. What was done is not appropriate architecturally. I do not feel it is appropriate architecturally, I do not approve the design.

Mr. Kessler commented that had this change come before the Commission prior to making the change he would not have approved it. Mr. Kessler pointed out the Historic Preservation Ordinance and guidelines for the Historic District and suggested the attendees from Baker Memorial read the guidelines.

Dr. Dickerson asked if the garage could be converted to a shed? Ms. Hitzemann responded they could change to a shed. Dr. Dickerson stated she would say no to the change that had been made.

Ms. Rice stated what was done looks like a quick fix for safety reasons. She agreed that a new or repurposed garage door, or siding would be appropriate.

Rev. Mary Zajac asked if they could do clapboard over garage door and around the man doors.

Dr. Smunt advised yes, they would have to frame out the sides of the door and attach the clapboard to the framed wall.

Ms. Malay asked if the current doors are interior grade doors?

Mr. Stumpf responded that one of the doors is metal and the other is a hard molded fiber door that if coated properly can work as an exterior door.

Mr. Kessler asked that the submitters look at the design guidelines on the City of St. Charles website before resubmitting.

**A motion was made by Dr. Smunt and seconded by Ms. Rice, with a unanimous vote to table until Baker Memorial United Methodist Church resubmits revised plans.**

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

Ms. Malay reviewed the updated sign proposal to install an illuminated projecting sign on Main Street and install an illuminated wall sign on the west side of the building.

**A motion was made by Dr. Dickerson and seconded by Dr. Smunt, with a unanimous voice vote to approve the COA as submitted.**

**c. 113 E Main St.**

Ms. Malay reviewed the proposal to install an aluminum sign.

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

Phil Kessler informed the Commission he was putting a new roof on his home, sharing with them information on the material he will be using.

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

None

**12. Meeting Announcements: Historic Preservation Commission meeting Wednesday, March 1<sup>st</sup>, 2023 at 7:00 P.M.**

**13. Adjournment**

With no further business to discuss, the meeting was adjourned at 5:46 P.M.