

**MINUTES  
CITY OF ST. CHARLES  
HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, MAY 18, 2022 – 7:00 P.M.**

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

**Members Absent:** Dickerson

**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. Hitzmann called roll with six members present. There was a quorum.

**3. Approval of Agenda**

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

**4. Presentation of minutes of the April 20<sup>th</sup>, 2022 Meeting**

**A motion was made by Mr. Pretz and seconded by Mr. Kessler, with a unanimous voice vote to approve the Minutes of the April 20, 2022 Meeting.**

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

**a. 117 N 5<sup>th</sup> Ave.**

Shane Cochran, contractor, presented proposal to install 10' x 14' platform deck and 10' x 12' steel pergola kit to be installed on deck.

**A motion was made by Ms. Rice and seconded by Mr. Pretz with a unanimous voice vote to approve COA as presented. Mr. Kessler abstained from vote.**

**b. 122 S. 5<sup>th</sup> St.**

Matt Sweeney, property owner, presented proposal to replace two wood windows with fixed Vinyl windows in kitchen and bathroom. Replacement window in kitchen would be replaced with a larger window.

Also proposed to install aluminum soffit panel over wood soffit. Currently porch and garage has aluminum fascia.

Dr. Smunt commented that the back porch ceiling is bead board. Suggested the aluminum soffit match the bead board. Commission agreed a narrower soffit would be a better choice.

Discussion on a vinyl bathroom window, Commission stated a fiberglass window would be a better choice because it mimics the wood grain and can be painted.

Commission also felt the larger kitchen window would be to replace the one smaller window with 2 double hung windows rather than one large window. Commission stated a wood window or an aluminum clad window in the kitchen would be a better fit.

Mr. Pretz suggested rather than throwing old windows in trash that the old windows be saved or put back into the marketplace as someone would be interested in these 100 year old windows.

Commission asked for an elevation drawing showing the new window be presented to give the commission a better idea of what this would look like on the home. Also asked the property owner brings in samples of soffit material.

**A motion was made by Dr. Smunt to table vote until homeowner presents elevation drawing of new window and samples of soffit material that will be used and seconded by Mr. Pretz with a unanimous voice vote.**

## **6. Grant Applications**

### **a. 105 N. 2<sup>nd</sup> Ave. (Town House Books)**

David Hunt, property owner, submitted a grant request for painting of exterior including removal of worn/failing paint and surface preparation prior to painting. Also repair and replacement of rotted boards, damaged fence boards and other architectural features.

Dr. Smunt requested property owner have contractor doing the paint work put into the bid that they will remove all paint from damaged areas before repainting.

**A motion was made by Mr. Pretz and seconded by Ms. Rice with a unanimous voice vote to recommend approval of the Façade Grant to the Planning and Development Committee with a condition that the paint will be brought down to its base level. Recommendation is based on the fact that the project is a complete restoration of original materials of a hidden jewel of our Downtown Historic District.**

## **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**

Mr. Pretz questioned when the city closes off streets for summer, is there something better that can be used that is more attractive to the downtown area than the orange cones? Mr. Pretz had sent pictures of removable/portable street closures from a community in California to Community Development for consideration.

## **10. Public Comment**

Al Watts, Preservation Partners of the Fox Valley shared City Council of Elgin is considering elimination of landmark status for the Elgin Factory Neighborhood. The reason he has been told is if the landmarking is removed the owners will be able to use less expensive materials to improve the homes.

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

### **a. New Member Introduction**

Ms. Malay introduced Margaret Kramer the newest Historic Preservation Commissioner. Margaret shared information about her interest in architecture and her current position as architect with Batir Architecture in St. Charles.

### **b. Previous Approved Façade Grant**

Dr. Smunt presented pictures of a previous Façade Grant that had been approved for tuck pointing. The approval had been based on the tuckpointing matching the current surrounding mortar on the building. The work that was done does not match the surrounding mortar. The Commission stated until the contractor that had done the work comes back to correct the work the City will not approve payment of the grant.

## **12. Meeting Announcements: Historic Preservation Commission meeting Wednesday, June 1<sup>st</sup>, 2022 at 7:00 P.M.**

## **13. Adjournment**

With no further business to discuss, the meeting adjourned at 8:19 p.m.