

**MINUTES  
CITY OF ST. CHARLES  
HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, JUNE 17, 2020  
VIRTUAL WEBEX**

**Members Present:** Kessler, Mann, Pretz, Malay, Smunt, Norris, Kirsininkas

**Members Absent:** None

**Also Present:** Russell Colby, Assistant Director of Community & Econ. Development  
Rachel Hitzemann, Planner

**1. Call to order**

Chairman Norris called the meeting to order at 7:00 p.m.

**2. Roll call**

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

**3. Approval of Agenda**

Item 5, Landmark Applications was moved to after Item 7. The Colson house was added as item 8.a., 104 S 2<sup>nd</sup> Ave. was added as item 9.a.

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

**4. Presentation of the minutes of the June 3<sup>rd</sup>, 2020 meeting**

**A motion was made by Ms. Malay and seconded by Dr. Smunt with a unanimous voice vote to approve the minutes of the June 3<sup>rd</sup>, 2020 meeting.**

**5. Landmark Applications**

a. 505 S. 4<sup>th</sup> St.

A landmark application has been filed by Weston and Jenifer Maggio for their home at 505 S. 4<sup>th</sup> St. Dr. Smunt presented the application on the applicant's behalf. He noted that the back dormer should be listed as non-contributing to the structure, as it was not built with consideration of the architectural style of the home. He also noted that item 4 under the review criteria should be marked, as there was evidence in the application to support

it. Ms. Mann stated that she thought the middle front dormer of the home should also be listed as non-contributing to the home. She felt it is out of place compared to the other smaller dormers on the front elevation. Other Commissioners agreed with Ms. Mann and asked for the application to reflect that both the back dormer and the middle front dormer be listed as non-contributing to the structure.

**A motion was made by Ms. Malay and seconded by Dr. Smunt with a unanimous voice vote to recommend scheduling a public hearing for the landmark application.**

## **6. Certificate of Appropriateness (COA) applications**

### **a. 215 N 3<sup>rd</sup> Ave. (Window)**

Proposed is to replace the two windows on the second story of the south façade. The applicant is proposing to replace the windows with the Marvin Elevate window, which has wood interior and fiberglass exterior.

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

### **b. 50 S. 1<sup>st</sup> St. Unit Suite 100**

The proposal is to install two wall signs. One sign will be located on the North elevation facing the 1<sup>st</sup> Street Plaza, the second will be on the West elevation facing First Street. The North elevation sign will be non-illuminated and located above the second story windows. The West elevation sign will be illuminated and above the first story windows. Commissioners expressed concerns over the location of the West elevation sign.

Bob Rasmussen, building owner, commented that out of respect for the third-floor residential owners, no illuminated wall signs will be placed above the second story windows. He stated that all future signs will be located above first floor windows as well, so there will be uniformity. He also noted that the signs on the other side of 1<sup>st</sup> St. are located in a similar manner.

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

### **c. 307 Illinois Ave.**

The applicant, Samantha Cocroft is proposing to do façade work that includes removing the existing vinyl siding and replacing it with more appropriate siding. Dr. Smunt suggested that the applicant use Hardie siding, as it comes in a variety of sizes and she should be able to find the appropriate size for the home.

**A motion was made by Dr. Smunt and seconded by Ms. Malay with a unanimous voice vote to approve the COA with the conditions that the applicant use Hardie siding on the home and either Hardie trim or wood trim where necessary and duplicate the cedar accent shingles.**

## **7. Grant Applications**

### **a. 307 Illinois Ave.**

The applicants, Samantha Cocroft, has applied for a façade grant for façade work she is proposing at her home located at 307 Illinois Ave. The façade work includes removing the existing vinyl siding. The Commission commended the applicant for taking on the project of transitioning the home to resemble more of the original look.

**A recommendation was made by Ms. Malay and seconded by Dr. Smunt to approve the façade grant because the work will allow for the home to have a siding material that will be more appropriate to the original structure and architectural style of the home. There was a unanimous voice vote to recommend approval of the grant to the Planning and Development Committee.**

## **8. Other Commission Business**

### **a. Colson House**

Dr. Smunt brought to the attention of the Commission that the house on the northwest corner of Main St. and 6<sup>th</sup> St. had installed 2 wall signs and a freestanding sign without COA or permit approval. Ms. Hitzemann informed the Commission that the Building Department had been notified and that the owner had submitted for a permit after a warning was issued. She said that the COA should be on the next meeting agenda.

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

### **a. 104 S 2<sup>nd</sup> Ave.**

Jon Schmidt presented plans for a porch at 104 S 2<sup>nd</sup> Ave. The Commission gave their opinions on the porch design and materials.

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

### **a. Hotel Baker**

Mr. Kessler asked about the state of the columns on Hotel Baker. Mr. Colby said he would have the Building Department check into it.

**11. Meeting Announcements: Historic Preservation Commission meeting July 1st, 2020 at 7:00 P.M.**

**12. Public Comment**

None.

**13. Adjournment**

With no further business to discuss, the meeting adjourned at 8:35p.m.