

**MINUTES  
CITY OF ST. CHARLES  
HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, JUNE 3, 2020  
VIRTUAL WEBEX**

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

**Members Absent:** Kirsininkas

**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 six members present. There was a quorum.

**3. Approval of Agenda**

No changes were made.

**4. Presentation of the minutes of the May 20<sup>th</sup>, 2020 meeting**

**A motion was made by Ms. Malay and seconded by Mr. Kessler with a unanimous voice vote to approve the minutes of the May 20<sup>th</sup>, 2020 meeting.**

**5. Landmark Applications**

No items.

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

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

The proposal is to replace the back door, which is currently a vinyl door not original to the home. The existing door will be replaced with a refurbished wood door. The Commission commended the applicant on finding an antique wood door to install.

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

**b. 215 N 3<sup>rd</sup> Ave. (Windows)**

The proposed project includes replacing the two second stories windows above the rear door on the south façade. The applicant would like to install wood-vinyl windows. The interior of the window would be wood and the outside would be vinyl. Dr. Smunt expressed concerns that the windows will be replaced with vinyl. He noted that almost all of the other windows are original to the home and that while these windows are not original, he would not support introducing vinyl.

**A motion was made by Ms. Malay and seconded by Dr. Smunt to table the item until further detail of the windows was given to the Commission.**

**c. 328 S 7<sup>th</sup> St.**

The proposal is to replace the current vinyl siding on the house with LP Smartside. The Commission discussed appropriate lap and trim size with the applicant.

**A motion was made by Dr. Smunt and seconded by Ms. Malay to approve a COA with the conditions that there will be 6” corner trim, 6” reveal, an 8” drip cap and skirt at the bottom, and to duplicate the windows casings to as close to the current dimensions as possible.**

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

The proposed project is to replace the wood floor of the current deck and replace a wood arbor.

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

**7. Grant Applications**

**a. 316 Cedar St.**

The applicants, Lance and Karen Ramella, have applied for a façade grant for their addition project at 316 Cedar St. The addition was previously granted a COA by the Commission. The applicants requested that both the front east façade be included in the grant. The Commission discussed setting the precedent of approving grants for additions, while there may be other original historic buildings that could use the funds. The Commission ultimately decided as a compromise, they would fund the addition, but only for the front façade facing Cedar St.

**A recommendation was made by Dr. Smunt and seconded by Ms. Malay to approve the façade grant for the portion of the addition that faces Cedar St. based**

**upon criteria; 1: reinvestment in the downtown historic district. Criteria 2: visible improvement to the exterior of the original building since the addition is set back from the original building, which doesn't take away for the original building's street presence and also that two non-conforming out structures are being removed and replaced. Criteria 3: the project meets the criteria for appropriateness of design. Criteria 4: the addition will have a positive impact to the overall appearance, quality and vitality of downtown. There was a 6-1 vote. Mr. Kessler dissented.**

**8. Other Commission Business**

No items.

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

No items.

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

**a. Baker Church**

Some commission members conducted a site visit prior to the meeting. Those who attended felt that all 5 doors are worthy of being preserved, either in their current location, or somewhere else in the church. The Commission felt that if the bronze doors are replaced, they should not be replaced with aluminum doors.

**b. 202 Cedar Ave.**

The owner of 202 Cedar Ave. is considering repairing the foundation of the building and is looking to apply for a grant. Ms. Hitzemann, noted that this property received a façade grant in 2019 for no more than \$5,000. She asked the Commission if they would consider approving another grant for this property, since the full funds were not used and the scope of work is different. The Commission agreed to consider a grant for the exterior side of the building, up to whatever the remaining eligible amount was for this property.

**11. Meeting Announcements: Historic Preservation Commission meeting June 17th, 2020 at 7:00 P.M.**

**12. Public Comment**

None.

**13. Adjournment**

With no further business to discuss, the meeting adjourned at 8:12p.m.