

**MINUTES
CITY OF ST. CHARLES
HISTORIC PRESERVATION COMMISSION
WEDNESDAY, AUGUST 2nd, 2023 – 7:00 P.M.**

Members Present: Pretz, Malay, Rice, Kessler, Dickerson, Kramer

Members Absent: Smunt

Also Present: Rachel Hitzemann, Planner

1. Call to Order

Chairperson 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 Ms. Rice, with a unanimous voice vote to approve the agenda.

4. Presentation of minutes of the July 19, 2023 meeting

A motion was made by Ms. Rice and seconded by Mr. Pretz, with a unanimous voice vote to approve the Minutes of July 19, 2023. Dickerson and Kramer abstained.

6. Certificate of Appropriateness (COA) applications

a. 360 S. 1st St.

Ms. Hitzemann, presented the application, submitted by Karen Dodge, to replace the face of the existing sign. Size and material are to remain the same. The current lighted cabinet will remain.

A motion was made by Mr. Kessler and seconded by Mr. Pretz, with a unanimous voice vote to approve COA as presented.

b. 413 Walnut St.

Ms. Hitzemann presented the project on behalf of Brain Crothers. The project scope includes replacing the current garage with a new garage. The new garage will be slightly larger and a little closer to the lot line. It will have vinyl siding and LP trim to match the existing house. Ms. Hitzemann noted that this COA was previously discussed at the last Commission meeting under a Preliminary Review and the Commission had no concerns with the proposal.

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

c. 200 N 2nd St.

Ms. Hitzemann presented the project on behalf of Wallace Architects, the applicant. The proposal is to install a steel picket trash enclosure and surround it with landscaping for screening. The steel pickets meet the floodplain engineering requirements.

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

d. 11 N 3rd St.

Ms. Hitzemann presented the project on behalf of Al DiLeo from Signarama, the applicant. Proposed is to replace an existing sign with the new digitally printed vinyl sign. The sign is the same size as the old one and in the same location. The sign is not internally luminated.

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

e. 116-120 S 3rd St.

Bryan Moss, property owner, presented his project to demolish the house at 116-120 S 3rd St. and extend the funeral home parking lot. The Commission did not have an issue with the demolition since the property had been researched and there was no historical or architectural significance. Mr. Kessler noted that the building was listed as non-contributing on the updated survey and that building has been so muddled over the years that the original building is lost. The building currently contains 4 rental units.

Ms. Hitzemann informed the Commission that a site plan, landscaping plan and engineering will be reviewed by staff and will be required to meet City Codes.

A motion was made by Ms. Dickerson and seconded by Ms. Kramer with a unanimous voice vote to approve COA as presented.

f. 15 N 6th Ave.

Lynn Lipskis, property owner, presented her project to replace 12 windows and 3 entry doors with vinyl windows. Ms. Lipskis noted that this was an affordable rental property and to be able to maintain the affordable rents for her tenants she needed low maintenance/ cost effective windows. Current windows are aluminum clad, but are starting to deteriorate.

Mr. Kessler noted he is not a fan of the sash replacement window kits because they reduce the amount of visible light in the opening.

A motion was made by Ms. Dickerson and seconded by Ms. Kramer, with a unanimous voice vote to approve COA as presented.

7. Grant Applications

a. 11 E Main St.

Doug Kimber, property owner, presented his Façade Application to repaint his entire building and repair the failing underlying brick. He proposed to paint the building a marble color with gray and red trim/ accents.

The Commission felt this was a restoration project since Mr. Kimber is dealing with the deteriorating brick, which is not just maintenance.

A motion was made by Ms. Rice and seconded by Mr. Pretz, with a unanimous voice vote to recommend approval of the grant to the Planning and Development Committee because the project is correcting and protecting the brick and the location of the building is very prominent in the heart of downtown.

8. Landmark Applications

a. 405 Prairie St.

Mr. Pretz presented the landmark nomination.

A motion was made by Ms. Kramer and seconded by Ms. Rice with a unanimous voice vote to set a public hearing date for the landmark on September 20th.

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

a. 106-110 S 3rd St.

Bryan Moss, property owner, presented his plan for the front stairway and façade work of the Moss funeral home building. The Commission provided favorable feedback.

b. 407 S 5th St.

Zach Derrico, property owner, and Dan Marshall, architect, presented the revised site plan and architectural drawings for the proposed new building. The Commission felt the design answered their previous concerns and as a whole were supportive of the lot subdivision.

10. Other Commission Business

a. 720 Prairie St.

Mr. Pretz read the description for the potential landmark application and received feedback from other Commission members.

b. Pottawatomie Survey Review

Commission reviewed the pages and provided comments.

11. Public Comment

Mr. Kessler presented several topics of things that are happening within the Historic District.

12. Additional Business and Observations from Commissioners or Staff

13. Meeting Announcements: Historic Preservation Commission meeting Wednesday, August 16, 2023 at 7:00 P.M.

14. Adjournment

With no further business to discuss, the meeting adjourned at 8:45 P.M.