

**MINUTES
CITY OF ST. CHARLES
HISTORIC PRESERVATION COMMISSION
THURSDAY, SEPTEMBER 20, 2023 – 7:00 P.M.**

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

Members Absent: Dickerson, Kramer

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 five members present. There was a quorum.

3. Approval of Agenda

A motion was made by Dr. Smunt and seconded by Mr. Kessler, with a unanimous voice vote to approve the agenda.

4. Presentation of minutes of the September 7th, 2023 meeting

A motion was made by Dr. Smunt and seconded by Mr. Kessler with a unanimous voice vote to approve the Minutes of September 7, 2023. Mr. Pretz and Ms. Rice abstained.

5. Certificate of Appropriateness (COA) applications

a. 15 S 3rd St.

Ms. Hitzemann presented the application to remove current brick patio and replace with concrete patio.

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

b. 5 S 2nd Ave.

Mr. Joe Freeman, Owner, presented the application to remove and replace the wooden safety railing and ramp with a new black metal safety railing and ramp.

Commission discussed adding concrete in area surrounding ramp and area alongside the building that currently holds multiple trash containers for this and surrounding buildings.

A motion was made by Dr. Smunt to approve the proposed construction and authorization of staff to review and approve concrete permit to be submitted. Seconded by Mr. Kessler with a unanimous voice vote to approve the COA as presented and Staff approval of concrete permit to be submitted.

c. 314 Walnut St.

Ms. Hitzemann presented the application to remove current asphalt driveway and install a paver walkway.

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

6. Grant Applications

None

7. Landmark Applications

a. Public Hearing/ Landmark: 405 Prairie St.

Ms. Malay started the Public Hearing. No public was in attendance.

Dr. Smunt suggested using the historic property name of William and Martha Klinkey.

Dr. Smunt stated that the jamb and head casings of the front and rear door entry doors are non-contributing to the building architecture.

Mr. Pretz made a motion to close the Public Hearing and seconded by Dr. Smunt with a unanimous vote.

Ms. Rice made a motion to approve the landmark application for 405 Prairie Street and was seconded by Dr. Smunt with a unanimous voice vote.

b. 720 Prairie St.

Mr. Pretz presented the recommendation for Landmark status for 720 Prairie Street.

Dr. Smunt commented the shutters on the home were incorrect size. Mr. Pretz advised he had a discussion with the homeowner of the property and homeowner would prefer to remove the shutters.

Dr. Smunt made a motion to move this property to a public hearing and carry over facts of discussion to the public hearing. Seconded by Mr. Kessler.

d. 838 N. 5th Ave.

Mr. Pretz presented the recommendation for Landmark status for 838 N. 5th Ave.

The original owner had named the home Saxony Terrace. Commission felt Saxony Terrace Estate is the historic name, would be fitting, and should retain as name of property.

Commission discussed details of the house that should be added to the application.

Ms. Rice made a motion to move this property to a public hearing and carry over facts of discussion to the public hearing. Seconded by Mr. Kessler.

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

9. Other Commission Business

None.

10. Public Comment

Rachel Hitzemann advised the Commission she will be out of office for the next meeting on October 4. This meeting will be to be determined. If meeting is required Bruce Sylvester, the Assistant Director of Community Development will attend in Rachel's absence.

11. Additional Business and Observations from Commissioners or Staff

Ms. Malay opened discussion on the Potawatomie neighborhood survey. Concerns about the portion of the survey that states the significance of a property to Potawatomie. Commission would like the statement, significant to Potawatomie, be removed.

Mr. Kessler opened discussion on murals on historic buildings. Asking if the Commission should make some effort to only allow removable panels to be used rather than painting directly on the brick. Ms. Hitzemann advised painting does not require a permit so would not come before the Historic Commission.

12. Meeting Announcements: Historic Preservation Commission meeting Wednesday, October 4th, 2023 at 7:00 P.M.

13. Adjournment

With no further business to discuss, the meeting adjourned at 8:32 P.M.