

**MINUTES
CITY OF ST. CHARLES
HISTORIC PRESERVATION COMMISSION
THURSDAY, JANUARY 18th, 2024 – 7:00 P.M.**

Members Present: Smunt, Kessler, Pretz, Malay

Members Absent: Dickerson, Rice, Kramer

Also Present: Rachel Hitzemann, Planner

1. Call to Order

Ms. Malay called the meeting to order at 7:00 P.M.

2. Roll Call

Ms. Hitzemann called roll with 4 members present. There was a quorum.

3. Approval of Agenda

Mr. Pretz added item A. First St. Plaza and Chairperson Malay added item B. Camp Kane under Additional Business and observations from Commission or Staff

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

4. Presentation of minutes of the December 6th, 2023 meeting

A motion was made by Mr. Kessler and seconded by Mr. Pretz with a unanimous voice vote to approve the amended Minutes of December 6 2023.

6. Certificate of Appropriateness (COA) applications

a. 102 N 5th Ave.

Bart Curtin presented COA to install an illuminated freestanding sign on a wood frame. Ms. Hitzemann noted the sign had to be moved to a new location near the parking lot on 5th Ave. because the originally proposed location was within the site triangle.

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

b. 203 W Main St

Gerardo Barragan, applicant, presented to install an illuminated wall sign on the west side of the building and vinyl signs on Main St. and S. 2nd St. Ms. Hitzemann noted that the vinyl signs would not be counted as “window” signs and application would need to be revised to meet the sign requirements of 2 wall signs.

Dr. Smunt stated that he does not think “smoke” should be a sign because you cannot sell smoke.

The Commission wants the owner of the Business to attend the next meeting to discuss the signs, but agreed to approve the west side wall sign and table the rest.

A motion was made by Dr. Smunt and seconded by Mr. Pretz with a unanimous voice vote to approve the COA for the main wall sign on the west side.

A motion was made by Mr. Kessler and seconded by Mr. Pretz to table the vinyl signs until the owner of the business could be present with revised sign plans.

c. 214 Walnut St.

Ms. Hitzemann presented the project to install a new wood privacy fence on the property. She noted that the fence has already been installed. There was an oversight by the applicant who thought they had received approval for this project as part of another project, but they did not. Ms. Hitzemann stated that there was a fence originally there, but this one is just a little closer to the street. The fence will be painted white in the spring.

A motion was made by Dr. Smunt and seconded by Mr. Kessler to approve the COA as presented.

d. 303 N. 3rd Ave.

A motion was made by Mr. Kessler and seconded by Dr. Smunt to table the item until the applicant could be present.

7. Grant Applications

None.

8. Landmark Applications

None.

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

None.

10. Other Commission Business

a. First St. Plaza

Mr. Pretz expressed disappointment in the plaza pergola. He noted that the material looks cheap and he does not like the color. The Commission discussed the COA process.

b. Camp Kane

Chairperson Malay updated the Commission on the status at Camp Kane. She stated that the foundation is working with someone to estimate the costs of properly fixing the foundation issues that were not addressed by the Public Works department at the time of relocation.

11. Public Comment

12. Additional Business and Observations from Commissioners or Staff

- 13. Meeting Announcements: Historic Preservation Commission meeting Wednesday, February 7th, 2024 at 7:00 P.M.**
- 14. Adjournment**
With no further business to discuss, the meeting adjourned at 7:52 P.M.