

**MINUTES  
CITY OF ST. CHARLES  
HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, JANUARY 15, 2020  
COMMITTEE ROOM**

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

**Members Absent:** Smunt

**Also Present:** Russell Colby, Assistant Director of Community & Economic Dev.  
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**

The following item was added under item 10.

c. Taming the Teardown Takeaways

**4. Presentation of minutes of the December 18th, 2019 meeting**

**A motion was made by Ms. Malay and seconded by Mr. Krahenbuhl with a unanimous voice vote to approve the minutes of the December 18th, 2019 meeting.**

**5. Landmark Applications**

No items.

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

**a. 225 W. Main St.**

This item was previously discussed. The applicant presented pictures and discussed the details of the revisions made to the sign based on the previous feedback from the Commissioners.

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

**b. 201-203 W. Main St.**

The proposal is for a non-illuminated sign to be put on the face of the building. The letters will be made of PVC or Alumacorr and mounted to an existing wood wall surface.

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

**c. 117 N. 5<sup>th</sup> Ave.**

The applicant would like to remove an old exhaust fan on the roof and install a new skylight to allow natural light into that space. It will be the same diameter and shape as the fan being removed.

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

**d. 318 Walnut St.**

The applicant revised the proposal based on feedback received at a previous meeting. This includes updating the flashing and using the same material on the ramp and porch. The applicant asked if they could change the front stained glass windows to something more efficient. The existing windows are single-pane and they would like to replace those with more efficient double-pane windows that would look exactly the same as the existing ones. The Commission suggested leaving the current windows in place and putting another pane in front of them to protect the stained glass. The applicant was in favor of doing this.

Ms. Hitzemann asked for clarification on the type of siding to be used; whether it is aluminum and/or LP. The applicant said it will all be LP.

**A motion was made by Ms. Malay and seconded by Ms. Mann with a unanimous voice vote to approve the COA contingent upon all the siding being LP siding and the storm windows to remain, but with a new storm window in front of them.**

**e. 215 E. Main St.**

The proposal is for the installation of a fence with posts on the east side of the St. Charles History Museum. This item was discussed at two previous meetings and the Commission asked the applicant to return when he could provide more details on certain items. The applicant provided more information on the posts, the stucco repair and the faux brick material warranty. They have added a new piece that connects the posts to the concrete. This will allow for easy removal of the posts if they get damaged. Mr. Krahenbuhl asked how they would replace

cracked pieces. The applicant explained they would use a stucco mix that would be adhered to the cracked area.

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

## **7. Grant Applications**

No items.

## **8. Other Commission Business**

### **a. Pottawattamie Survey**

Ms. Hitzemann shared two proposals with the Commission and reviewed highlights of each one. She noted only MIA is listed on the state's list of approved historic consultants. They have conducted a survey that has gone through the grant so they are familiar with that process. Allen & Pepa's past work includes the Elgin historic district survey.

Mr. Colby advised funds for the survey are included in the draft budget. Ms. Hitzemann reached out to the new CLG representative and was informed they anticipate they will start accepting applications in late February/early March. She will follow-up with them at the end of January. Ms. Malay asked if it's possible to get the grant requirements so that they can determine if the costs are going to be worth it. Ms. Hitzemann read some information on requirements. Ms. Malay said they need to make sure both of these firms can deliver on items needed to meet these requirements.

The Commission asked staff to follow-up with the other cities these two firms worked with to see if they were pleased with the results of their work, and if they held true to their timing.

## **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. Historic Plaque Update**

Ms. Hitzemann presented a sample of the new plaque.

**b. Plainfield Building Code Workshop**

The Village of Plainfield is hosting a workshop focused on the existing building code and asked other municipalities if they would like to participate as a way to help defray the costs. A few Commissioners expressed interest in attending.

**c. Taming the Teardown Takeaways**

Mr. Pretz attended this presentation and pointed out three key points that he felt the Commission may want to discuss doing in the future.

- Rewards: Provide some kind of recognition/award for a well done architecturally designed preservation project.
- Documentary: Make a documentary when there is a teardown to save for archives. This would allow for the opportunity to see what neighborhoods were like.
- Archeology: When a teardown occurs in the original town, provide a brief moment where archeology can take place to see what can be found as a clue as to what may have been going on at some point in the past.

**11. Meeting Announcements: Historic Preservation Commission meeting Wednesday, February 5th, 2020 at 7:00 P.M. in the Committee Room.**

**12. Public Comment**

There will be a “Stories of the 8<sup>th</sup>” presentation given by 8<sup>th</sup> Illinois at the library on January 16<sup>th</sup>.

**13. Adjournment**

With no further business to discuss, the meeting adjourned at 7:54 p.m.