

**MINUTES
CITY OF ST. CHARLES
HISTORIC PRESERVATION COMMISSION
THURSDAY, October 18, 2023 – 7:00 P.M.**

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

Members Absent: Dickerson

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 Ms. Kramer and seconded by Ms. Rice, with a unanimous voice vote to approve the agenda.

4. Presentation of minutes of the September 20th, 2023 meeting

Dr. Smunt asked for a correction on the Prairie St. landmark to say that “the jamb and head casings of the front and rear door entry doors are non-contributing to the building architecture.”

A motion was made by Mr. Kessler and seconded by Ms. Rice with a unanimous voice vote to approve the Minutes of September 20th, 2023. Ms. Kramer abstained.

5. Certificate of Appropriateness (COA) applications

a. 309 Walnut St.

Mr. Joe Freeman, owner, presented his project to replace 17 windows on the property. The proposed window material is vinyl and he would like to replace windows on both the third and second floor.

Mr. Kessler noted that he was not supportive of the window type because it decreases the overall window size.

Dr. Smunt stated that this building recently had the siding and trim replaced and that the trim on the curved windows as never re-installed. He asked Ms. Hitzemann what happened with that.

Ms. Hitzemann informed the applicant and Commission that the applicant for the window project, who was different from the owner, was notified that the trim needed to

be replaced. She said that the applicant never called in for a final inspection, which is probably why it was never corrected.

The Commission discussed just replacing just one floor or side worth of windows since they all weren't being replaced at the same time. The applicant stated they would prefer to do a floor at a time.

A motion was made by Mr. Kessler and seconded by Dr. Smunt with a unanimous voice vote to approve the COA as presented with the condition that the approval is for the third story windows only and that the trim/ casings for the previous siding job be installed.

b. 303 N. 3rd Ave.

Matt Sweeney, property owner, presented one window well on the east elevation and a set of 3 windows on the west elevation. The windows are vinyl. He noted that the windows were already installed.

The Commission expressed disappointment that windows were already installed and that they did not get a chance to weigh in on the material. They also noted that this is the 2nd time Mr. Sweeney has done work without receiving historic approval, stating his disregard for the process is harmful to the Commission.

The Commission said they would approve the COA because they were left with no other choice.

A motion was made by Mr. Kessler and seconded by Ms. Rice with a unanimous voice vote to approve the COA as presented. Mr. Pretz abstained because he was opposed to the material and window placements.

c. 56 Indiana St.

Rosaleen Martinez, applicant, proposed her project to recover the existing awning. She will be using Sunbrella.

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: 720 Prairie St.

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

Dr. Smunt suggested using the historic property name of Bernard Snelting.

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

Dr. Smunt made a motion to approve the landmark application for 720 Prairie Street and was seconded by Ms. Rice with a unanimous voice vote.

b. Public Hearing/ Landmark: 838 N 5th Ave.

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

Dr. Smunt provided an addendum regarding the streetcar impacts on suburban development and suggested that be used for criteria 1. Mr. Pretz agreed.

Mr. Kessler 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 838 N 5th Ave. and was seconded by Mr. Kessler with a unanimous voice vote.

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

a. 203 N 3rd Ave

John Stockman presented a project to replace his wood fence. The Commission provided feedback and encouraged him to submit for the November 1st meeting.

9. Other Commission Business

None.

10. Public Comment

11. Additional Business and Observations from Commissioners or Staff

12. Meeting Announcements: Historic Preservation Commission meeting Wednesday, November 1st, 2023 at 7:00 P.M.

13. Adjournment

With no further business to discuss, the meeting adjourned at 8:41P.M.