

**MINUTES  
CITY OF ST. CHARLES  
HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, NOVEMBER 17, 2021 – 7:00 P.M.**

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

**Members Absent:** Dickerson

**Also Present:** Rachel Hitzemann, Planner  
Cindy Kaleta, Administrative Assistant

**1. Call to Order**

Chairman 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**

Item 11.a Crystal Lofts and Item 11.b Riverside Apartments

**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 November 3rd, 2021 Meeting**

**A motion was made by Mr. Kessler and seconded by Dr. Smunt with a unanimous voice vote to approve the Minutes of November 3, 2021 Meeting. Mr. Norris and Mr. Pretz abstained.**

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

**a. Riverside Lift Station**

Ms. Malay recused herself from the discussion on Riverside Lift Station, Dr. Smunt chaired the discussion. She remained in the audience to speak on behalf of the Camp Kane Foundation. Tim Wilson, Public Works Manager City of St. Charles, gave an overview of the current site, future site, reason for the change and reasons behind choice for new location. Ms. Malay gave history on why the new site location was chosen. Mr. Wilson advised the project will be funded with EPA loans and reviewed the architectural design of the project.

Mr. Pretz expressed concern about not having a landscaping plan. Mr. Wilson explained in order to get approval from the state landscaping cannot be shown on plans. Landscape plan will be developed after the site is constructed.

New foundation pad will be constructed for the Law Office new location, rotted foundation sill plates will be replaced on the building.

Discussion about adding additional architectural design to the new lift station building by

adding a pattern to the mold used for the parapet wall at the top of building. Mr. Wilson will come back to the board showing the optional cast stone alternative design ideas prior to construction.

**A motion was made by Mr. Kessler and seconded by Ms. Rice with a unanimous voice vote to approve the COA with a condition that a parapet stone accent band with a decorative design and landscaping will be utilized for the site and around bathroom doors.**

**b. 323 Walnut St.**

Mr. Michael Heinrichs, Property Owner, presented proposal to install cedar fence along west side of property.

**A motion was made by Mr. Kessler and seconded by Dr. Smunt with a unanimous voice vote to approve the COA as presented for 323 Walnut Street.**

**c. 204 State Ave.**

Mr. Warren Wollin, Property Owner, presented proposal of final design to replace siding, replace front and side door, and replace garage door on home.

**A motion was made by Dr. Smunt and seconded by Ms. Rice with a unanimous voice vote to approve the COA as presented for 204 State Ave. Mr. Pretz abstained as he was not at previous meeting where discussion on siding was discussed.**

**6. Grant Applications**

None

**7. Landmark Applications**

None

**8. Preliminary Reviews**

None

**9. Other Commission Business**

**a. Surveys for Approval**

Architectural Surveys reviewed at November 3 meeting were approved by Commission.

102 East Main Street

104 East Main Street

106 East Main Street

109 East Main Street

108 East Main Street

111 East Main Street

112 East Main Street

113-113 ½ East Main Street

116 East Main Street

201 East Main Street

202 East Main Street

Commission approved with date of construction for buildings east of old BMO building be corrected to show construction date circa 1896, 1897.

9 East Main Street  
13-15 ½ East Main Street

**A motion was made by Mr. Kessler and seconded by Dr. Smunt with a unanimous voice vote to approve architectural surveys reviewed at November 3, 2021 meeting.**

**10. Public Comment**

Al Watts, Preservation Partners of the Fox Valley shared information about events being held, a candle light event at the Durant Museum in St. Charles and Winter Lights at the Fabyan Japanese Gardens in Geneva.

Ms. Hitzmann gave an update on the Pottawatomie survey from MIA Architects.

**11. Additional Business and Observations from Commissioners or Staff**

**a. Lamp Factory**

Ms. Hitzmann gave an update on Lamp Factory fixes, possible new Owner.

**b. Riverside Apartment**

Ms. Hitzmann advised Community Development has not seen anything new from Owner.

Commission discussed architectural ideas for the building. Suggested Mr. Hurst attend a Historical Meeting to review.

**12. Meeting Announcements: Historic Preservation Commission meeting Wednesday, December 1, 2021 at 7:00 P.M.**

**13. Adjournment**

With no further business to discuss, the meeting adjourned at 8:14 p.m.

*ADA Compliance*

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