

**MINUTES
CITY OF ST. CHARLES
HISTORIC PRESERVATION COMMISSION
WEDNESDAY, NOVEMBER 6, 2019
COMMITTEE ROOM**

Members Present: Malay, Mann, Smunt, Pretz

Members Absent: Krahenbuhl, Kessler, Norris

Also Present: Russell Colby, Community Development Division Manager
Rachel Hitzemann, Planner

1. Call to order

Vice Chairman Smunt called the meeting to order at 7:01 p.m.

2. Roll call

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

3. Approval of Agenda

The following items were added under item 10.

- a. Past & Present of Kane County 1878
- b. 21 N. 13th Ave.

4. Presentation of minutes of the October 16th, 2019 meeting

A motion was made by Ms. Malay and seconded by Ms. Mann with a unanimous voice vote to approve the minutes of the October 16th, 2019 meeting.

5. Landmark Applications

- a. 630 N. 3rd Ave.

- i. **Public Hearing**

Mr. Pretz gave a description of the house and presented background information on its history. He noted the homeowners have expressed interest in including the name "Hunt" to the name given to the landmarked house. It would be known as the Neumark-Hunt house.

A motion was made by Ms. Malay and seconded by Ms. Mann with a unanimous voice vote to close the public hearing.

ii. Landmark Recommendation

A motion was made by Ms. Malay and seconded by Mr. Pretz with a unanimous voice vote to recommend to City Council approval of landmark status for 630 N. 3rd Avenue as the Neumark-Hunt house.

6. Certificate of Appropriateness (COA) applications

a. 105 E. Main St. (Arcada)

The proposal is for the installation of a new rooftop HVAC system. It will be larger than the current system and will be visible from some of the surrounding streets. Once installed, the owners will determine if some type of screening structure is needed to help make it less visible.

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

b. 515 Walnut St.

The proposal is for the installation of a new staircase going to the second floor. The original staircase was attached to the brick of the garage which allowed water to seep in. It was removed because it was causing structural damage. The new staircase will be made of treated wood and will be supported by new footings. It will resemble the look of the original staircase.

A motion was made by Ms. Malay and seconded by Mr. Pretz with a unanimous voice vote to approve the COA contingent upon the stairs matching the original as shown in the picture presented.

c. 11 E. Main St.

The proposal is for the replacement of 7 windows in the rear of the building. The Commissioners previously reviewed this item and conducted an on-site visit. The applicant provided some additional information on his plans for the inside.

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

a. 11 E. Main St.

A motion was made by Ms. Malay and seconded by Mr. Pretz with a unanimous voice vote to recommend to City Council approval of a Façade Grant for 11 E. Main Street.

8. Other Commission Business

Vice Chairman Smunt asked for an update on the search for an architectural firm to conduct the survey of the Pottawattamie area. Ms. Hitzemann advised a Request for Proposal was sent out and they received one proposal and she has also been in contact with another firm that expressed interest, but has not heard back yet as to whether or not they were going to submit a proposal.

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. Past & Present of Kane County

Mr. Pretz found a book titled “Past & Present of Kane County” that was published in 1878 and noted there is a section in it on the beginning of St. Charles. It discusses the houses and owners from that time. He is going to share copies of the relevant pages with the Commission.

b. 21 N. 13th Ave.

Mr. Pretz provided historical information on a structure that is believed to be one of the oldest structures still standing in St. Charles. It was a small schoolhouse that is part of the current home at this address.

11. Meeting Announcements: Historic Preservation Commission meeting Wednesday, November 20th, 2019 at 7:00 P.M. in the Committee Room.

12. Public Comment

None

13. Adjournment

With no further business to discuss, the meeting adjourned at 7:55 p.m.