

**MINUTES
CITY OF ST. CHARLES
HISTORIC PRESERVATION COMMISSION
WEDNESDAY, DECEMBER 16TH, 2020
Zoom/ Council Committee Room**

Members Present: Norris, Kessler, Mann, Smunt, Malay

Members Absent: Pretz

Also Present: Russel Colby, Community and Economic Assistant Director
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 five members present. There was a quorum.

3. Approval of Agenda

No agenda items were added.

4. Presentation of the minutes of the November 18th, 2020 meeting

A motion was made by Ms. Malay and seconded by Mr. Kessler with a unanimous voice vote to approve the minutes of the November 18th, 2020 meeting. Dr. Smunt abstained.

5. Landmark Applications

None.

6. Certificate of Appropriateness (COA) applications

a. 301-305 W Main St.

Proposed is to install new doors and window systems. The Commission expressed concerns with the size of the proposed doors. They would like to see door styles and rails that match the existing. Additionally, they want to see additional information, like full cuts for the doors and windows, to see what really is being proposed. To help with the visualization, they requested scaled elevations to see what the proposed would look like on the building, and confirm that the new doors and windows would match the existing. The Commission recommended a dark bronze color for the doors and suggested either using fiberglass doors and fiberglass or aluminum clad windows.

A motion was made by Ms. Malay and seconded by Dr. Smunt with a unanimous voice vote to table the COA until scaled elevation drawings and additional door and window information is provided to the Commission.

b. 141 S. First St.

Proposed is to remove the current awning and replace it with a new Sunbrella awning with vinyl logo. The Commission had no comments or concerns about the proposed scope.

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

c. 70 Horne St.

Proposed is to install wood sash kits to match kits that were previously installed on other windows on the home. The sash kits will be wood on the outside and inside and the style of windows will remain the same. The Commission had no issues with the proposal and praised the applicant for retaining the same window style and look.

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

d. 116 E Main St.

Proposed is to partially remove the current sign and replace the logo portion with a new logo. The phone number and web address will remain. Ms. Hitzemann, noted that the exact size of the sign is still being determined, but it would not be larger than what was presented. The Commission discussed the new sign and had concerns over the legibility of the name being in all caps and the same size. They said it would be easier to read with different lettering, but understood that the design was part of the company logo.

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

7. Grant Applications

None.

8. Other Commission Business

a. Survey Update

Ms. Hitzemann gave an update on the survey and the CLG Grant. Mr. Colby stated that the funds were in the budget if the grant process timeline does not work out.

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

10. Additional Business and Observations from Commissioners or Staff

a. The Commission expressed interest in seeing plans and providing input for the East Plaza project sooner rather than later.

b. Ms. Malay gave an update on how the Boy Scout project went at Camp Kane.

11. Meeting Announcements: Historic Preservation Commission meeting January 6th, 2021 at 7:00 P.M.

12. Public Comment

None.

13. Adjournment

With no further business to discuss, the meeting adjourned at 8:15 p.m.