

**MINUTES  
CITY OF ST. CHARLES  
HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, FEBRUARY 19, 2020  
CITY TRAINING ROOM**

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

**Members Absent:** None

**Also Present:** Rachel Hitzemann, Planner

**1. Call to order**

Chairman Norris called the meeting to order at 7:05 p.m.

**2. Roll call**

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

**3. Approval of Agenda**

No changes were made to the agenda.

**4. Presentation of minutes of the February 5th, 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 February 5th, 2020 meeting.**

**5. Landmark Applications**

No items.

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

**a. 105 E. Main St. (Trash Enclosure)**

The proposal is for a trash enclosure behind the Arcada. It will be a fabricated fence made of heavy gauge metal in a color that compliments the brick.

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

**b. 105 E. Main St. (Awnings)**

The proposal is for the installation of 4 new awnings made of Sunbrella fabric. The style and color will match the exiting Club Arcada awning.

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

**7. Grant Applications**

No items.

**8. Other Commission Business**

No items.

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

**a. 316 Cedar St.**

The owner would like to build an addition onto the back and side of the house to be used for special events. The addition will cover as much of the lot as possible. The exterior of the original house will stay intact, but the plan is to upgrade the interior so it can be used for catering purposes. The materials used on the addition will be complimentary to the existing elevations that are visible to the public.

The Commissioners discussed possible design options. They were in favor of the overall concept, but would like to see further details.

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

None.

**11. Meeting Announcements: Historic Preservation Commission meeting Wednesday, March 4<sup>th</sup>, 2020 at 7:00 P.M. in the Committee Room.**

**12. Public Comment**

The Commissioners provided feedback on the survey presentations that were given during the workshop. Dr. Smunt said both are very capable of doing the survey. Some of the concerns expressed were over the difference in the delivery timeframes and the workload/staffing of one of the firms.

Ms. Malay would like to see an example of a survey from both groups to see what is normally included. She also expressed concern over when the photos will be taken and suggested finding out when they will officially start work on this, and what format it will be put in. Dr. Smunt suggested they compile a list of questions as they review each proposal.

### **13. Adjournment**

With no further business to discuss, the meeting adjourned at 8:05p.m.