

**MINUTES  
CITY OF ST. CHARLES  
HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, FEBRUARY 7<sup>th</sup>, 2024 – 7:00 P.M.**

**Members Present:** Rice, Smunt, Kessler, Malay, Dickerson, Kramer

**Members Absent:** Pretz

**Also Present:** Rachel Hitzemann, Planner

**1. Call to Order**

Ms. Malay called the meeting to order at 7:00 P.M.

**2. Roll Call**

Ms. Hitzemann called roll with 6 members present. There was a quorum.

**3. Approval of Agenda**

Mr. Kessler requested addition of the following items to Additional Business, b. Arcada Marquee, c. ZaZa Restaurant Vestibule, d. Kava Diem new coffee shop sign, e. 218 Indiana, f. 300 S 2<sup>nd</sup> Street Permits.

**A motion was made by Mr. Kessler and seconded by Dr. Smunt with a unanimous voice vote to approve the amended agenda.**

**4. Presentation of minutes of the January 18<sup>th</sup>, 2024 meeting**

Dr. Smunt requested under 10.a. First Street Plaza his comment from the discussion on the First Street Plaza at the January 18<sup>th</sup> meeting be added to the Minutes. He wanted to add the following, “The City violated the Historic Preservation Commission Ordinance because no certificate of appropriateness application was ever reviewed and approved for this project.”

**A motion was made by Dr. Smunt and seconded by Mr. Kessler. Voice vote to approve they amended Minutes was made by Mr. Kessler, Dr. Smunt, and Ms. Malay. Ms. Rice, Dr. Dickerson, and Ms. Kramer abstained.**

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

**a. 410 State Ave.**

Robert Jansik, Project Contractor, presented COA to replace 4 existing windows on front and back of home. Original trim will remain.

Mr. Kessler questioned if some of the windows would have storm windows and some would not. Mr. Jansik advised this would be the case. Mr. Jansik advised the two windows below the two new windows being replaced on the front elevation were replaced previously and do not have storms.

Commission discussed keeping the windows uniform on the house going forward.

**A motion was made to approve the replacement sashes and recommends the same style and manufacturer be used for any future replacement windows to maintain the integrity and architectural conformity to the structure by Dr. Smunt and seconded by Ms. Rice with a unanimous voice vote to approve recommendation and replacement sashes.**

**b. 303 N. 3<sup>rd</sup> Ave.**

Mr. Matt Sweeney, homeowner, presented COA for front porch/railing design, skirting for front porch, change in breezeway balustrade design, and garage door design.

After discussion the Commission stated Mr. Sweeney was on the right track and would like him to return with samples and/or drawings of the designs and materials he will be using for the front rail, the front porch skirt design, the breezeway balustrade, and garage door.

**A motion was made by Mr. Kessler and seconded by Ms. Rice to table the front porch railing design, skirting for the front porch, the breezeway balustrade design, and garage door design until Mr. Sweeney presents drawings and or samples of these items.**

**7. Grant Applications**

None.

**8. Landmark Applications**

None.

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

None.

**10. Other Commission Business**

None.

**11. Public Comment**

None.

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

**a. Plaza Update**

Ms. Hitzemann read a statement from Russell Colby, Director of Community Development, in response to an alderman but thought it important the Historic Commission know his stance on the plaza project. Because the property is within a PUD the Historic Commission reviewed the plans during the PUD Preliminary Plan Review. Their comments were forwarded to the Plan Commission and Planning and Development Committee during the review process. There were no specific comments on the pergola from the Historic Commission. Regarding the Certificate of Appropriateness there was not approval required based on how the construction permit was filed. The permit scope was characterized as streetscape/plaza work which would not be reviewed by the Commission since it's mostly service and landscaping improvements. The same process was followed for approval of the other First Street streetscape improvements. Regarding the pergola, the design drawings were integrated into the engineering plan set so there was not a separate building permit required. He looked back through the Historic Commission meeting materials from the PUD review to confirm that the commission was provided with the complete plans for the pergola. The plans presented were the construction level drawings that showed the details including materials and finish and details match the construction permit set. The pergola color was not identified on the plans but rendering showed

a white color, the background buildings on the renderings were greyed out so the contrast with the drawing structures was not as evident. However, the Historic Commission does not review colors.

Dr. Smunt responded, for the record, the pergola looks like a structure to me and not a landscape feature. Just as much as a fence is a structure and not a landscape feature.

Ms. Malay added we looked at it through the preliminary plan review but anytime we have had a PUD in the past when construction happens it gets brought back to us.

Art Lemke, resident, commented when we began to look at this during the unveiling that the view of the sign for Alter Brewing is blocked by the pergola. This pergola is much larger than anticipated and is close to Alter Brewing.

b. Arcada Marquee

The west side of the Arcada Marquee has been broken for some time. Ms. Hitzemann stated she would reach out to the owner for an update on the repair.

c. ZaZa's Vestibule

Mr. Kessler asked about the vestibule outside of the door at ZaZa's Restaurant. Ms. Hitzemann advised it is a temporary vestibule for the cold weather and will be removed in the spring. She will follow up with them for confirmation.

d. Kava Diem Sign

Mr. Kessler stated Kava Diem Coffee shop has a new sign. Nothing came through the Historic Commission on this sign. Ms. Hitzemann advised Kava Diem has a new owner and a new name on the coffee shop on Illinois Street, Maple Leaf Coffee House. The new sign is the same size, style, color, shape, as the sign that was there before, because of that it allowed the sign to be administratively approved.

e. 218 Indiana Street

Commission asked for an update on status of 218 Indiana Street. Ms. Hitzemann advised the owner had submitted for a building permit at the very end of 2023. City staff has done the original review and submitted comments to the owner. They will be back in front of Historic once they have resubmitted their drawings.

f. 300 S. 2<sup>nd</sup> Street

Commission asked for a status update on 300 S. 2<sup>nd</sup> Street. Ms. Hitzemann advised they are going to submitting parking lot permit. The building is not in the Historic District so it may not be coming before the Historic Commission.

**13. Meeting Announcements: Historic Preservation Commission meeting Thursday, February 22<sup>nd</sup>, 2024 at 7:00 P.M.**

Margaret Kramer announced this will be her last meeting on the Historic Commission Meeting. Ms. Kramer is the Commissions architect who worked for an architectural firm in the City. She has accepted a position at a new company which is outside of St. Charles.

**14. Adjournment**

With no further business to discuss, the meeting adjourned at 8:08 P.M.