

**MINUTES  
CITY OF ST. CHARLES  
HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, MARCH 17<sup>th</sup>, 2021  
Zoom/ Council Committee Room**

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

**Members Absent:**

**Also Present:** Russell Colby, Comm. and Economic Asst. 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 six members present. There was a quorum.

**3. Approval of Agenda**

**4. Presentation of the minutes of the February 17<sup>th</sup>, 2021 meeting**

**A motion was made by Ms. Malay and seconded by Mr. Kessler with a unanimous voice vote to approve the minutes of the March 3<sup>rd</sup>, 2021 meeting.**

**5. Preliminary Reviews-**Open forum for questions or presentation of preliminary concepts to the Commission for feedback  
None.

**6. Landmark Applications**  
None.

**7. Certificate of Appropriateness (COA) applications**  
None.

**8. Grant Applications**  
None.

**9. Other Commission Business**

**a. First St PUD Amendment- First Floor Uses**

Mr. Colby walked the Commission through the First St. Use Amendment. The applicant expressed the need to open the first floor uses to a wider range of tenants. He said

restricting the uses was hurting the development and City since the spaces remain unoccupied and interested office tenants are not permitted on the first floor.

**A motion was made by Ms. Malay and seconded by Mr. Pretz with a unanimous voice vote to recommend approval of the Special Use application to the Planning and Development Committee.**

**b. Architectural Surveys for Approval**

The Commission reviewed the revised surveys from the last meeting and requested staff to make some minimal changes.

**Ms. Malay moved and Dr. Smunt seconded with unanimous voice vote to adopt and post the revised surveys.**

**b. Architectural Surveys for Review**

The Commission went through each survey page and requested staff make the recommended changes to each respective survey.

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

**11. Meeting Announcements: Historic Preservation Commission meeting April 7<sup>th</sup>, 2021 at 7:00 P.M.**

**12. Public Comment**

None.

**13. Adjournment**

With no further business to discuss, the meeting adjourned at 8:00 p.m.