

**MINUTES  
CITY OF ST. CHARLES  
HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, MARCH 20, 2019  
COMMITTEE ROOM**

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

**Members Absent:** Kessler, Krahenbuhl, Pretz

**Also Present:** Russell Colby, Community Development Division Manager  
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 four members present. There was a quorum.

**3. Approval of Agenda**

No changes were made to the agenda.

**4. Presentation of minutes of the March 6, 2019 meeting**

**A motion was made by Ms. Malay and seconded by Dr. Smunt with a unanimous voice vote to approve the minutes of the March 6th, 2019 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**

- a. **100 S. Riverside Ave.**

The proposal is for two signs for a new restaurant. One sign will be an illuminated projecting sign that will be made of an aluminum cabinet with polycarbonate. It will have vinyl graphics. The other sign is for the rear of the building. It will be 4'x6' and made of aluminum. This sign will also have vinyl graphics. The Commission stated the proposed signs are consistent with other signs that have been approved.

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

## **8. Grant Applications**

None.

## **9. Other Commission Business**

### **a. Pottawatomie Tour Discussion**

The targeted date for the tour is Monday, May 13<sup>th</sup>. It is the night of the Planning & Development Committee meeting. The Commission discussed having a bus tour versus a walking tour. Time and rain may be factors to consider with the walking tour. Dr. Smunt suggested sending out an invitation to get an idea how many would attend.

Mr. Colby presented information regarding the points of interest along the route. Ms. Malay would like to include good and bad examples of infills to show what the Commission is protecting. The Commission will continue to review the information and provide further feedback at the next meeting.

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

### **a. Camp Kane**

The State of Illinois has offered to have a historic site sign put out at the camp.

### **b. Tax Freeze**

Dr. Smunt asked if his detached garage project would qualify for an historic preservation tax freeze. Mr. Colby will do some research and report back to him.

### **c. Proclamation**

Mr. Colby asked for feedback regarding the possibility of doing a proclamation on the City Council agenda during historic preservation month to acknowledge the month, the anniversary of the Commission, and the milestone of the number of landmarks in the City. He said they would like to have some Commission presence at that meeting.

**11. Meeting Announcements: Historic Preservation Commission meeting Wednesday, April 3, 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 7:37 p.m.