

**CITY OF ST. CHARLES  
HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, MARCH 20th, 2024 – 7:00 P.M.**

**Members Present:** Rice, Smunt, Malay, Pretz, Morin

**Members Absent:** Kessler, Dickerson

**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 5 members present. There was a quorum.

**3. Approval of Agenda**

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

**4. Presentation of minutes of the March 6<sup>th</sup>, 2024 meeting**

**A motion was made by Dr. Smunt and seconded by Ms. Rice with a unanimous voice vote to approve the Minutes. Ms. Moran abstained.**

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

**a. 12 S 1<sup>st</sup> St.**

Ken Hendricks, Alter Brewing, presented COA to replace current window with a service door.

Commission confirmed the new service door would be the same material.

**A motion was made by Ms. Rice and seconded by Dr. Smunt with a unanimous voice vote to approve the new service door.**

**b. 221 W Main St.**

Rachel Bryza, House of Charlemagne, presented COA to paint a sign onto the building for their shop at 221 W. Main Street.

Commission asked about possible lighting of sign. Ms. Bryza responded they would like to add lighting in the future.

**A motion was made by Dr. Smunt and seconded by Ms. Morin with a unanimous voice vote to approve the sign at 221 W. Main Street.**

**c. 201 S 3<sup>rd</sup> St.**

Paul Bander, Aubrey Sign Company, presented COA to install illuminated cabinet sign at 201 S. 3<sup>rd</sup> Street.

Commission asked for explanation of what a push thru sign is and the lighting color on the sign. Mr. Bander explained the letters extend out on the sign. The lighting will be a cool white LED.

**A motion was made by Dr. Pretz and seconded by Ms. Rice with a unanimous voice vote to approve the sign at 201 S 3<sup>rd</sup> St.**

**d. 51 S 1<sup>st</sup> St.**

Ms. Kimberley Lawson, La Mesa Modern Mexican, presented COA to replace current window with a door.

Commission asked for confirmation of the color of the door. Ms. Lawson confirmed with will be the same as the existing window.

Commission asked for confirmation the door to be installed will be a 2 panel door. Ms. Lawson confirmed.

**A motion was made for approval of east elevation 2a by Dr. Smunt and seconded by Mr. Pretz with a unanimous voice approval to replace window with door at 51 S. 1<sup>st</sup> Street.**

**7. Grant Applications**

None.

**8. Landmark Applications**

**a. 323 Illinois Street**

Ms. Julie Ritter, homeowner, presented an overview of landmark application for 323 Illinois Street.

Commission discussed the architecture of the building and gave Ms. Ritter suggestions on where she could collect additional information on the home and owners. Commission also gave advise next steps on submitting for a public hearing.

**A motion was made by Dr. Smunt to recommend scheduling of a public hearing to discuss landmarking of 323 Illinois Street, date to be determined, seconded by Mr. Pretz with a unanimous voice vote.**

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

Mr. Paul Jasper, currently under contract to purchase, 405 W. Main Street, presented idea to remove side porch and install attached garage to home.

Commission shared ideas on other options for adding a garage to the home that may be better suited for the home.

Mr. Jasper asked about putting egress windows in the basement of the home. Commission advised egress window should be avoided on the street side of the home.

**10. Other Commission Business**

**a. PUD Preliminary Plan for First St. Lot 8**

Ms. Hitzemann, City Planner, presented a review of the First Street Parking Lot as part of the Whole Foods project.

**Commission made recommendation to continue with pedestrian friendly environment it is recommended the brick paver walkway is continued, pedestrian scale sidewalk lighting as on the east side of First Street is used, and recommends for continuity the lighting in the parking lot to be similar in the Whole Foods lot and the City portion of the parking lot, was made by Dr. Smunt and seconded by Mr. Pretz with a unanimous voice vote.**

Ms. Hitzemann presented a new building sign submission for the Whole Foods Market.

Commission stated the new submission is an improvement.

#### **b. Rules Discussion**

Commission will have final discussion and vote on the rules at the April 3, 2024 Historic Commission Meeting.

#### **11. Public Comment**

None.

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

Ms. Malay shared a conversation where she was approached by a business owner on the plaza asking how the Commission approved the pergola that was built on the plaza. The Historic Commission was not given the opportunity to review the final plan for the First Street Plaza.

#### **13. Meeting Announcements: Historic Preservation Commission meeting Wednesday, April 3rd, 2024 at 7:00 P.M.**

#### **14. Adjournment**

With no further business to discuss, the meeting adjourned at 8:51 P.M.