

**CITY OF ST. CHARLES
HISTORIC PRESERVATION COMMISSION
WEDNESDAY, APRIL 3rd, 2024 – 7:00 P.M.**

Members Present: Rice, Smunt, Kessler, Malay, Pretz, Dickerson

Members Absent: Morin

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 4 members present. There was a quorum.

3. Approval of Agenda

Ms. Malay requested Landmark Application be changed to a Public Hearing and correction of address to 304 N. Second Ave.

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

4. Presentation of minutes of the March 20th, 2024 meeting

6c. Motion was made by Dr. Pretz should have been Mr. Pretz.

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

6. Certificate of Appropriateness (COA) applications

a. 5 S 2nd St.

Ms. Hitzemann, City Planner, presented COA to install 6' tall dog ear style wood fence for trash enclosure.

Dr. Smunt questioned the gate size on the enclosure, concern if it would be large enough to get dumpster out. Ms. Hitzemann confirmed the gate is large enough.

A motion was made by Mr. Kessler and seconded by Ms. Rice with a unanimous voice vote to approve COA as presented.

b. 118 N 4th Ave.

Mr. Kyle Keiser, property owner, presented COA to install 6' solid wood cedar fence.

Ms. Rice questioned if they are enclosing the driveway with the fence. Mr. Keiser confirmed that the fence would enclose the driveway with a gate on State Street side.

A motion was made by Dr. Smunt and seconded by Mr. Pretz with a unanimous voice

vote to approve COA as presented.

7. Grant Applications

8. Landmark Applications

Ms. Malay called to open Public Hearing.

i. Public Hearing

a. ~~304 Illinois Ave.~~ 304 N. 2nd Ave.

Ms. Malay asked if the Commission had any information to present on the Landmark Application for 304 N. 2nd Ave.

With no additional information to present Mr. Kessler called to close the Public Hearing and seconded by Dr. Smunt with a unanimous voice vote to close Public Hearing.

ii. Recommendation

Ms. Rice made recommendation to re-landmark 304 N. 2nd Ave with name change to Hulburd-Ferson House and seconded by Mr. Pretz with a unanimous voice vote to approve.

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

10. Other Commission Business

a. Rules Discussion

Ms. Malay asked if there were any additional comments or concerns on the Rules.

Mr. Pretz asked for clarification on the distance from the property under discussion and when Commissioner should abstain.

Dr. Dickerson asked for clarification on item #3. Commission discussed the instances when a Commissioner should make public disclosure and when to abstain from a vote. Ms. Hitzemann advised #3 is when a Commissioner should make public disclosure, #6 states when a Commissioner should abstain.

b. Rules Vote

Dr. Smunt made to approve the Ethical Guidelines for the Historic Commission and seconded by Mr. Kessler with a unanimous voice vote to approve.

11. Public Comment

None.

12. Additional Business and Observations from Commissioners or Staff

Mr. Kessler commented the new sewage treatment building looks great.

Ms. Malay shared she has gotten approval to do the encampment on May 11th.

Dr. Smunt added May 5th Durant House and Leroy Oaks Forest Preserve will be having an encampment and the band, Last Night's Fun, will be performing Civil War era minstrel tunes and military tunes.

13. Meeting Announcements: Historic Preservation Commission meeting Wednesday, April 17th, 2024 at 7:00 P.M.

14. Adjournment

With no further business to discuss, the meeting adjourned at 7:35P.M.