

**MINUTES  
CITY OF ST. CHARLES  
HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, MAY 17, 2023 – 7:00 P.M.**

**Members Present:** Smunt, Kessler, Pretz, Kramer, Malay

**Members Absent:** Rice, Dickerson

**Also Present:** Rachel Hitzemann, Planner  
Cindy Kaleta, Administrative Assistant

**1. Call to Order**

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

**2. Roll Call**

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

**3. Approval of Agenda**

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

**4. Election of Officers**

**A motion was made by Mr. Kessler and seconded by Mr. Pretz with a unanimous voice vote to have Ms. Malay remain as Chairperson and to have Dr. Smunt remain as Vice Chairperson.**

**5. Presentation of minutes of the April 19<sup>th</sup>, 2023 meeting**

**A motion was made by Dr. Smunt and seconded by Ms. Kramer, with a unanimous voice vote to approve the Minutes of April 19, 2023.**

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

**a. 307 W Main St.**

Ms. Ina Patel, Manager, Shell Station, presented proposal to install security shutter over the front door to be used when store is closed.

Dr. Smunt commented the shutter presented looks transparent, so more of security screen, which softens the offensiveness of a security gate.

Ms. Patel noted that the gate will only be used for a few minutes a day when the employee needs to have a break or in events where a rowdy crowd forms outside.

Commission members also noted other windows at the business have accordion style security systems on windows. Suggested if those were to be changed in the future that they should be changed to match the new style being installed on the door.

**A motion was made by Dr. Smunt and seconded by Mr. Kessler, with a unanimous voice vote to approve COA with the condition that the existing accordion lattice gate style will be removed with an understanding that future security for the windows will match the new approved style.**

**b. 208 W Main St.**

Mr. Eduardo Rodriguez presented proposal to install 14.5 square foot illuminated channel letter sign on property at 208 W. Main Street.

**A motion was made by Mr. Kessler and seconded by Ms. Kramer, with a unanimous voice vote to approve COA as submitted.**

**c. 11 E Main St.**

Mr. Doug Kimber, Business Owner, Fox Build Makerspace, presented proposal to install non-illuminated sign at 11 E Main Street.

**A motion was made by Mr. Kessler and seconded by Mr. Pretz, with a unanimous voice vote to approve COA as submitted.**

**d. 219 W Main St.**

Mr. John Bush, Property Owner, presented proposal to relocate the trash enclosure on the property. The enclosure will still have a fence north to south, but will be screened with mesh east to west.

**A motion was made by Dr. Smunt and seconded by Mr. Pretz, with a unanimous voice vote to approve COA as submitted.**

**e. 411 S. 6<sup>th</sup> St.**

Ms. Hitzemann presented proposal from South American Drywall and Taping, Inc. to replace wood patio door with composite sliding patio door with 3-inch-wide cedar exterior trim.

The Commission questioned whether the door could be painted and found that it could.

**A motion was made Dr. Smunt and seconded by Mr. Kessler, with a unanimous voice vote to approve COA as submitted.**

**f. 107 W Main St.**

Mr. Cathal Conaty presented proposal to add screen walls 42 inch at perimeter of existing rooftop deck. The walls will be cedar picket fencing. Also proposing to add planter boxes to the parapet wall.

Mr. Conaty noted the roof membrane would be untouched.

**A motion was made by Dr. Smunt and seconded by Ms. Kramer, with a unanimous voice vote to approve COA as submitted.**

**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

**a. 407 S. 5<sup>th</sup> St.**

Ms. Hitzemann presented proposed design of subdivision of property and home.

Dr. Smunt recommended builder position proposed home further back on the lot allowing a step transition from the current house on the corner of Oak and S. 5<sup>th</sup> Street, known as the Lillibridge House, to the neighbor to the south of proposed home.

Mr. Dan Marshall, Marshall Architects, and Mr. Zach Derrico, Derrico Builders, LLC presented their proposal to subdivide the lot at 407 S. 5<sup>th</sup> Street and build proposed home on new lot.

Commission members expressed desire for the new home architecture to stick with one design style, not to mix design styles.

Ms. Malay suggested possibly flipping the design of the house allowing the garage which is stepped back be on the side of the Lillibridge Home which would assist in the step back layout on the street.

**10. Other Commission Business**

**a. Pottawatomie Survey Review**

**Mr. Pretz made a motion to table the discussion on the Pottawatomie Survey, seconded by Ms. Kramer, with a unanimous voice vote to table.**

**11. Public Comment**

Mr. Al Watts, Preservation Partners of the Fox Valley, discussed the property tax freeze offered to historic district or historically landmarked homes in Illinois purchased and to be renovated. Property value is set at purchase price for 7 years then increases to full value over the next 5 years. This tax freeze is only available to the buyer of the home that will be renovating. It will not be transferred to new owner when home is sold.

Mr. Pretz cautioned that this freeze should be approved prior to renovations being done.

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

Mr. Kessler pointed out a possible endangered building 800 block south 3<sup>rd</sup> Street that has an old neighborhood grocery store attached to a home. Parts of the actual store is still there and advertising is still visible on the side of the building. After discussion. Commission agreed to add the building to the list of endangered buildings.

**13. Meeting Announcements: Historic Preservation Commission meeting Wednesday, June 7<sup>th</sup>, 2023 at 7:00 P.M.**

**14. Adjournment**

With no further business to discuss, the meeting adjourned at 8:41 P.M.