

**MINUTES**  
**CITY OF ST. CHARLES**  
**HISTORIC PRESERVATION COMMISSION**  
**WEDNESDAY, May 5<sup>th</sup>, 2021**  
**Zoom/ Council Committee Room**

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

**Members Absent:** Dickerson

**Also Present:** 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**

Camp Kane was added as item 10c.

**A motion was made by Ms. Malay and seconded by Dr. Smunt to approve the amended agenda.**

**4. Presentation of the minutes of the April 21<sup>st</sup>, 2021 meeting**

**A motion was made by Dr. Smunt and seconded by Ms. Malay with a unanimous voice vote to approve the minutes of the April 21<sup>st</sup>, 2021 meeting.**

**5. Election of officers**

Ms. Hitzemann reminded the Commission members that during the last meeting, Ms. Malay was nominated to be Chair and Dr. Smunt was nominated for Vice Chair. Mr. Norris expressed his support for Ms. Malay as Chairman. Mr. Pretz thought the vote should be tabled until the full Commission was present, but no other members supported that motion.

**A motion was moved by Ms. Malay and seconded by Dr. Smunt with a unanimous voice vote to appoint Ms. Malay as the new Chair and to have Dr. Smunt remain as Vice Chair**

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

**a. 9 E Main St.**

Conrad and Curt Hurst presented their designs for the first floor and rear of the building. Overall, the Commission approved of the plans and appreciated the Hurst's willingness to tie in elements found in other parts of the downtown. The Commission asked the Hursts to include arch elements found on the building into their designs.

**b. 103 E Main St. (Zazas)**

Paula Price presented the designs for the second-floor patio project at ZaZas. The Commission felt that this design was better than the one that was presented before. They felt that the predominantly glass structure was less obtrusive than the original design.

**7. Landmark Applications**

None.

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

**a. 314 W Main St.**

The applicant proposed to install new vinyl windows on the front of the building. The Historic Commission expressed that although they do not typically approve of vinyl windows, in certain cases they are the most viable option.

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

**b. 1 E Main St.**

Proposed is to install two wall signs and one projecting sign. The projecting sign will be located on the tower. Ms. Hitzemann informed the Commission that all of the proposed signs meet Code, but the applicant could not apply for any more additional signs. The Commission felt the signs were appropriate for the building and did not have any issues with design or location.

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

**c. 11 N 3<sup>rd</sup> St.**

Proposed is to replace the siding on two of the facades with James Hardie Vinyl siding. The other two facades previously received a COA approval. The Commission asked the applicant if the corner trim and the trim delineating storefront spaces will remain. The applicant stated that they intend to keep the trim the same.

**A motion was made by Mr. Kessler and seconded by Mr. Pretz with a unanimous voice vote to approve the COA with the conditions that the corner trim will remain and that the trim pieces dividing the storefronts will be 4"-6" to match what is existing.**

**9. Grant Applications**

**a. 11 N 3<sup>rd</sup> St.**

Amber and Terry Grove submitted a grant request for their siding project on their building at 11 N 3<sup>rd</sup> St. The Commission noted that although the building is not historic according to its age, the building is a prominent feature in downtown and deserves to be preserved. The Commission also noted that if they do not fund the project, the building would have two mismatched siding materials and the building would look worse.

**A motion was made by Dr. Smunt and seconded by Mr. Pretz to recommend approval of the Façade Grant to the Planning and Development Committee noting that the conditions from the COA should be included in the Grant Application.**

**b. 201 Cedar Ave.**

Karen and David Lando requested a façade grant for the property located at 201 Cedar Ave. The project scope includes repair and replacement of siding, window sills and trim, painting and glazing. Dr. Smunt noted that this is the perfect use for façade funds.

**A motion was made by Mr. Kessler and seconded by Mr. Pretz to recommend approval of the Façade Grant to the Planning and Development Committee**

**10. Other Commission Business**

**a. Architectural Surveys for Approval**

The Commission went through the architectural surveys and made minor changes.

**b. Architectural Surveys for Review**

The Commission reviewed the provided surveys and requested staff make the discussed changes.

**c. Camp Kane**

Chairman Malay updated the Commission on the process of the new City lift station and moving of the Jones Law office and memorial.

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

Laura Rice introduced herself to the other Commission members.

**12. Meeting Announcements: Historic Preservation Commission meeting May 19<sup>th</sup>, 2021 at 7:00 P.M.**

**13. Public Comment**

Ms. Hitzemann followed up with the Commission regarding the de-landmarking process and the feasibility of posting landmark information to the City website.

**14. Adjournment**

With no further business to discuss, the meeting adjourned at 9:01p.m.