

**MINUTES
CITY OF ST. CHARLES
HISTORIC PRESERVATION COMMISSION
WEDNESDAY, MAY 6, 2020
VIRTUAL WEBEX**

Members Present: Kessler, Mann, Pretz, Malay, Smunt, Kirsininkas Norris (7:06)

Members Absent:

Also Present: Russell Colby, Assistant Director of Community & Econ. Development
Rachel Hitzemann, Planner

1. Call to order

Vice Chairman Smunt called the meeting to order at 7:03 p.m.

2. Roll call

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

3. Approval of Agenda

No changes were made.

4. Presentation of the minutes of the April 15th, 2020 meeting

A motion was made by Ms. Malay and seconded by Mr. Pretz with a unanimous voice vote to approve the minutes of the April 15th, 2020 meeting.

5. Election of Officers

A motion was made by Ms. Malay and seconded by Mr. Kessler with a unanimous voice vote to move this item to 9b.

6. Landmark Applications

No items.

7. Certificate of Appropriateness (COA) applications

a. 416 Cedar Ave.

The proposal is for the replacement of 8 aluminum clad windows with vinyl double hung windows. The Commissioners and owner discussed the current state of the windows being replaced. Vice Chairman Smunt suggested using a wood window with a clad exterior. Ms. Mann noted the building has a number of different types of windows and doubts that any of them are original. The owner stated he will look into other options. Ms. Hitzemann will check to see if grant funding would be an option.

A motion was made by Ms. Malay and seconded by Ms. Mann with a unanimous voice vote to table the item until the applicant can look up different window types.

b. 50 S. 1st St. Unit Suite 100

The proposal is for the installation of two signs on the First St. Plaza building. One will face the plaza and one will face First St. The sign along First St. will be illuminated. Mr. Kessler commented on the placement of the awning on the First St. side and noted it should be above the second floor window to match the other awning on the other side. The Commissioners had additional questions for the applicant. There was no representative present at the meeting.

A motion was made by Mr. Kessler and seconded by Ms. Malay with a unanimous voice vote to table the item until the applicant can be present to answer questions.

c. 1 S. 6th Ave.

The proposal is for a retaining wall at the public library on the S.E. corner of the site. The architect described details of the wall and noted it would only be 3 ft. at its highest point. Landscaping will be added to an existing detention pond.

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

d. 328 S. 7th St.

The proposal is to replace a bay window in the kitchen with new French doors. The owner will also be adding a small deck in the back of the house. The deck will be made of wood cedar with metal ballisters.

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

e. 316 Cedar St.

This item was originally discussed during a preliminary review. The proposal is for an addition that will be used as event space. The applicant reviewed the final design.

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

f. BMO Parking Lot ATM

The proposal is for the installation of an ATM in the corner of a parking lot at Illinois Ave. and Riverside Ave. The item was previously discussed during a preliminary review. The applicant noted the landscaping updates that were done based on the Commission’s comments during that review.

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

No items.

9. Other Commission Business

a. Special Use Recommendation: BMO Parking Lot ATM

A motion was made by Ms. Malay and seconded by Mr. Kessler with a unanimous voice vote to recommend to the Plan Commission approval of a special use for an ATM as the Commission does not see any negative impact to the surrounding historic properties/resources.

b. Election of Officers

Chairman Norris and Vice Chairman Smunt both agreed to continue in their current roles.

A motion was made by Ms. Malay and seconded by Mr. Kessler with a unanimous voice vote to recommend the continuation of Chairman Norris as the Chairman and Vice Chairman Smunt as the Vice Chairman.

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

No items.

11. Additional Business and Observations from Commissioners or Staff

a. New member Timothy Kirsininkas

Mr. Kirsininkas provided a little background about himself.

12. Meeting Announcements: Historic Preservation Commission meeting Wednesday, May 20th, 2020 at 7:00 P.M.

13. Public Comment

14. Adjournment

With no further business to discuss, the meeting adjourned at 8:10p.m.