

**MINUTES  
CITY OF ST. CHARLES  
HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, JULY 12, 2023 – 7:00 P.M.**

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

**Members Absent:** Rice, Kessler

**Also Present:** Bruce Sylvester, Assistant Community Development Director  
Rachel Hitzemann, Planner

**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**

Item 9.c- Jones Law Office was added

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

**4. Presentation of minutes of the June 21, 2023 meeting**

**A motion was made by Dr. Smunt and seconded by Mr. Pretz, with a unanimous voice vote to approve the Minutes of June 21, 2023.**

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

**a. 17 N 2<sup>nd</sup> Ave.**

Ms. Hitzemann presented the application to remove 9 casement windows and replace them with 6 new casement windows and 3 fixed windows. All windows will be vinyl. Also proposed was to install 12 new custom wood fixed combo storm/ screen windows and replace crown molding, head casings and skirt boards with PVC material.

Dr. Smunt questioned whether or not the PVC would be paintable as it should match the existing. He did not want shiny PVC.

Nancy Knapp, the applicant, confirmed that the PVC would be painted to match the existing.

**A motion was made by Dr. Smunt and seconded by Mr. Pretz, with a unanimous voice vote to approve COA with the condition that paintable PVC products are used.**

**b. 200 N 2<sup>nd</sup> Ave.**

Randy Porter, applicant, presented his project to replace the ADA railing, replace the Sunbrella awnings, perform tuckpointing work and add a dumpster corral made of chain link fence with privacy slats.

The Commission expressed that they disliked the use of chain link and would prefer to have a fiber resin, wood or even steel enclosure.

Ms. Hitzemann noted that the area is located within the floodplain, so only certain material or style could be used. She said that she would check with the City's engineers to confirm what material could be used and would relay that to the applicant.

**A motion was made by Dr. Smunt and seconded by Mr. Pretz, with a unanimous voice vote to approve the COA for the railings, awnings and tuckpointing with the condition that the corral be removed from the project scope and tabled for a later meeting.**

**c. 107 W Main St.**

Cathal Conaty, applicant, presented his project to install two wall signs, one projecting sign and paint the front of the building black.

The Commission noted that the projecting sign was hard to read and that the text looked out of place. They suggested to modify the text to extend over the full length of the sign.

The Commission also noted that the building was once painted before and the paint failed so miserably that the owner removed all the paint. They conveyed to the applicant that the gloss of the brick really prevents paint from sticking on the brick and advised the applicant against painting it. The Commission noted they are not against the color, and would be open to other ways of obtaining the same effect without causing issues for the brick.

**A motion was made by Ms. Kramer and seconded by Ms. Dickerson, with a unanimous voice vote to approve COA with the condition that the projecting sign be removed from the project scope and tabled.**

**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

None.

**10. Other Commission Business**

**a. Pottawatomie Survey Review**

Commission reviewed the pages and provided comments.

**b. 405 Prairie St. Landmark Potential**

Mr. Pretz presented some of the draft pages for the landmark. Commissioners provided feedback and noted that he should proceed with filing the application with focus on the builders and the owner's history.

**c. Jones Law Office**

Ms. Malay stated that the porch as been added so nothing was going to be done to correct the issues with the foundation or silt plates. Ms. Hitzemann noted that the grading around the foundation was not yet finished and that should help, but will relay the Commissions concerns to the property parties.

**11. Public Comment**

None

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

Mr. Pretz questioned why the mural at Dukes was not reviewed by the Historic Commission. Ms. Hitzemann stated that the mural did not require a building permit and therefore the Commission is not required to review it.

Commission discussed whether they should review mural projects. Ms. Hitzemann said she would get direction from the Community Development Director on how he wishes to proceed with future projects.

**13. Meeting Announcements: Historic Preservation Commission meeting Wednesday, July 19, 2023 at 7:00 P.M.**

**14. Adjournment**

With no further business to discuss, the meeting adjourned at 8:35 P.M.