

**MINUTES**  
**CITY OF ST. CHARLES**  
**HISTORIC PRESERVATION COMMISSION**  
**WEDNESDAY, AUGUST 15, 2018**  
**COMMITTEE ROOM**

**Members Present:** Smunt, Kessler, Malay, Norris  
Krahenbuhl arrived at 7:04 p.m.

**Members Absent:** Mann, Pretz

**Also Present:** Russell Colby, Community Development Division Manager  
Rachel Hitzemann, Planner

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**1. Call to order**

Chairman Norris called the meeting to order at 7:01 p.m.

**2. Roll call**

Mr. Colby called roll with four members present. There was a quorum.

**3. Approval of Agenda**

No changes were made to the agenda.

**4. Presentation of minutes of the August 1, 2018 meeting**

**A motion was made by Ms. Malay and seconded by Dr. Smunt with a unanimous voice vote to approve the minutes of the August 1, 2018 meeting.**

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

**a. 610 Illinois St. (Siding)**

The proposal was for the replacement of existing vinyl siding with new vinyl siding. There were no proposed changes to the corner trim or casings. The siding is being replaced due to hail damage.

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

**b. 12 N. 3<sup>rd</sup> St. (Patio)**

Rich Simpson, the owner, was present.

The Commissioners reviewed a drawing that was submitted showing the intersection of the roof and the parapet wall. Mr. Simpson was seeking direction as to how to proceed with obtaining the construction drawings.

Dr. Smunt said the addition of the outdoor space will not have a negative impact on the structure's architecture or the surrounding area. Ms. Malay mentioned they have tried for years to get more outdoor dining in the downtown area and this proposal was in keeping with that vision. However, she questioned if there was any control over liquor and asked if Mr. Simpson had contacted the Liquor Commission yet. Mr. Simpson stated he was advised to get approval from the Historic Preservation Commission first.

Mr. Colby suggested the Commission table the item until the construction drawings were provided. He noted the Commission could also provide a recommendation to the Liquor Commission to help move that process forward. Based on the feedback provided, Mr. Simpson would be able to proceed with obtaining his construction drawings.

**A motion was made by Dr. Smunt and seconded by Ms. Malay with a unanimous voice vote to recommend approval to the Liquor Commission of a liquor license based upon a favorable opinion of the design and contingent upon the final drawings being submitted. The COA will be issued after construction plans are reviewed.**

**A motion was made by Ms. Malay and seconded by Mr. Kessler with a unanimous voice vote to table the COA review.**

**c. 117 N. 5<sup>th</sup> Ave. (Garage doors)**

The proposal was for the replacement of the garage door and the side entry door. Dr. Smunt supported the use of the larger garage door, but felt the side door should mimic the craftsman style of the front door and/or windows. He suggested changing the configuration of the windows to a vertical style. The current side door is too colonial in style and does not match the home. A suggestion was made to look into using Stockbridge II designed window inserts and a ranch designed door.

**A motion was made by Ms. Malay and seconded by Dr. Smunt with a unanimous voice vote to approve the COA contingent upon using craftsman style doors.**

**6. Grant Applications**

None.

## **7. Landmark Applications**

### **a. 516 N. 3<sup>rd</sup> Ave.**

A signed application was submitted for review. The Commissioners proposed naming the property The Curtis House or Franklin E. Curtis and noted the property could be nominated based on its architectural and historical significance. Dr. Smunt commented that the windows had been replaced and they will need clarification on the materials that were used.

**A motion was made by Mr. Krahenbuhl and seconded by Ms. Malay with a unanimous voice vote to proceed to set the date for the public hearing.**

## **8. Preliminary Reviews – Open forum for questions or presentation of preliminary concepts to the Commission for feedback.**

### **a. 117 N. 5<sup>th</sup> Ave. (dormer/roof/windows)**

The home has a very low roof pitch and the homeowner would like to make that into a more useable space. Some of the options under consideration are:

- Converting the hip dormer to a gabled dormer. This would allow the dormer to have more room to potentially make the windows taller.
- Converting the north and south dormers into a longer shed dormer to help open up the second floor.
- Changing the roof pitch to match the home to the south that has a steeper roof pitch, but still maintain the look of having dormers on all three sides.

The Commissioners said keeping the hip dormers that match the hip pitch of the main roof would be ideal. If the pitch isn't changed, they suggested using a shed dormer on the side.

It was noted that this was neither a landmarked nor a highly significant structure. However, it is considered a contributing structure. It was noted the importance of the craftsman architecture contributed to the overall character of the historic district. The Commission would like to see the homeowner stay within the realms of good proportions. They need to see drawings of the proposed options to provide better direction.

The Commissioners referred to the house next door which appears to have the same construction. However, it has a different room. They suggested speaking with the homeowner to see how their space works for them and what issues they encountered.

It was recommended that all attempts to salvage and repair all the original windows should be made as a first priority. If replacement is necessary, using the same light pattern would be essential. The Commissioners discussed several window options and said the homeowner is welcome to return for further discussion when he has more information to share.

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

None.

**10. Meeting Announcements: Historic Preservation Commission meeting Wednesday, September 5, 2018 at 7:00pm in the Committee Room.**

**11. Public Comment**

Dr. Smunt described some electrical work that he was having done at his home and asked about the permit process. Mr. Colby advised this would go through the administrative process and would not need to go through the Commission.

**12. Adjournment**

**A motion was made by Ms. Malay and seconded by Mr. Kessler with a unanimous voice vote to adjourn the meeting at 8:03 p.m.**