

**MINUTES
CITY OF ST. CHARLES
HISTORIC PRESERVATION COMMISSION**

**WEDNESDAY, SEPTEMBER 15, 2021
COUNCIL CHAMBERS**

Members Present: Norris, Dickerson, Pretz, Malay, Smunt, Rice

Members Absent: Kessler

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

1. Call to Order

Chairman Malay called the meeting to order at 7:00 p.m.

2. Roll Call

Ms. Hitzemann called roll with 6 members present. There was a quorum.

3. Approval of Agenda

Item 10d Gifford Park Association was added to the agenda.

A Motion made by Dr. Smunt and seconded by Ms. Rice with a unanimous voice vote to approve the agenda.

4. Presentation of minutes of the September 1st, 2021 Meeting

A motion was made by Dr. Smunt and seconded by Dr. Anita Dickerson with a unanimous voice vote to approve the minutes of September 1, 2021 Meeting.

5. Certificate of Appropriateness (COA) applications

a. 405 E Main St.

Proposed is to install a 6-foot vinyl fence to replace the current wood fence. Commission had requested sample of product to be used at previous Historic Meeting. Sample of wood grain vinyl was submitted and reviewed by Commission. Confirmed the color of the fence will be the same as the sample (Brazilian)

A motion was made by Dr. Dickerson and seconded by Ms. Rice with a unanimous voice vote to approve the fence as presented.

b. 112 N 5th Ave.

Proposed to resurface current deck with composite material and replace wood spindles with metal spindles. Deck will be the same footprint as current deck. Dr. Smunt advised he had walked by the home and felt the current deck style is not appropriate style of deck and the new style will look more traditional.

A motion was made by Dr. Dickerson and seconded by Dr. Smunt with a unanimous voice vote to approve the deck as presented.

c. 521 Illinois Ave.

John Kuhn from Banner Up Signs would like to add a 15 square foot sign. The posts will be 4 x 4 stained treated wood. The sign panel will be aluminum with vinyl lettering, no illumination.

A motion was made by Dr. Smunt and seconded by Dr. Dickerson with a unanimous voice vote to approve the sign as presented.

d. 22 N 4th St.

Elizabeth Perry, the property owner, would like to add a fence along the driveway. Fence will be black metal posts to match current fence with cedar slats to match the house.

A motion was made by Mr. Norris and seconded by Mr. Pretz with a unanimous voice vote to approve the fence as presented.

e. 104 E Main St.

Proposed is to replace the three top front windows and one side window with same size and color, currently white, using fiberglass which is the same as current windows.

Dr. Smunt commented the sashes in photo are not white, but black or gray. He would like clarity on what is being proposed.

Mr. Pretz had a concern in relation to the brick building and lower building windows, and questioned if white windows will blend in with the structure. He also noted that the lower windows were not white.

Ms. Malay pointed out that the proposal does state same color and that the approval can be contingent upon matching color.

A motion was made by Dr. Smunt and seconded by Dr. Dickerson with a unanimous voice vote to approve the COA with the conditions that the replacement windows match existing color as seen on Google Map images, with non-white windows on the south elevation and white on the Riverside Ave. elevation.

f. 217 W Main St.

Eric Barry, contractor for 2B Beauty Co., proposed façade changes that include the replacement of the storefront doors and windows, new porcelain tile to replace the current red carpet on the exterior entryway and a new illuminated wall sign with a brass look.

Mr. Pretz questioned if the porcelain tile will hold up to salt. Mr. Barry responded that it would.

Mr. Norris had concerns that the tiles will be slick being that the entry way is on an angle. Mr. Barry responded that there is a slight angle, but it is covered and will be shoveled.

Chair Malay advised the applicant that area will have a lot of moisture.

Dr. Smunt advised applicant that the manufacturer may have a flat finish which would be less slick.

Dr. Dickerson expressed concern the porcelain may be too slippery and require a lot of salt.

The Commission expressed concern on the slickness of the tile and felt that it would need to be covered with a non-skid rug. They stated that if the applicant chooses to go with a different option for the tile, they could resubmit with a new material.

A motion was made by Ms. Rice and seconded by Mr. Norris with unanimous voice vote to approve COA as presented.

6. Grant Applications

a. 217 W Main St.

Taylor Barry and Briellen Bosch submitted a grant request to replace the current storefront door and windows on their property at 217 W Main St. Ms. Hitzemann noted that with approval of this request, the Commercial Façade grant money for the 21-22 Fiscal Year will be fully allocated.

A motion was made by Dr. Smunt and seconded by Mr. Norris with a unanimous voice vote to recommend approval of the Façade Grant to the Planning and Development Committee noting that this project will enhance the Main Street Commercial District in downtown and enhance architecture of building.

7. Landmark Applications

None

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

None

9. Other Commission Business

None

10. Additional Business and Observations from Commissioners or Staff

a. Pottawattamie Survey Update

Erica Ruggiero, from MIA Architects, Evanston, IL, Architectural Historian, gave an update on the Pottawattamie Neighborhood Survey. She informed the Commission that she is working on putting together a survey form, noting that field data can be directly inserted on to the form and cataloged into a cloud-based data base and exported as individual forms or all in Excel.

She informed the Commission that staff provided her with a map of footprints for the buildings and boundaries for survey area. With that information, she said that she will create an address map and will assign each building its own ID and have picture of homes.

Erica will walk the area, taking individual photos of each building, collecting character defining features of each home.

Research on individual buildings. Will start with digital archives - areal maps, fire insurance maps, digital newspaper archives, geological records. Also uses census records and ancestry atlas maps identifying data construction and original owners of the house.

Mr. Pretz advised Ms. Ruggiero that the Kane County recorder is open and they would be happy to help her find data. He noted that the digital records only go back to the 1920s and for anything before that you have to go into the archives in the back room. He also stated that fire maps end at the south side of Chestnut Ave which is a few blocks south so there may not be any.

Ms. Ruggiero explained the research phase and survey data provided at the completion of her work.

Dr. Smunt asked if Erica would be able to use terminology from the Second Edition McAlister Field Guide to American Houses in report. Erica responded yes.

Mr. Pretz asked if when doing foot review will report denote original and historic features? Erica responded yes, if there are later remodeling features they will be noted as well as historical.

b. Tour Discussion

Martha Gass, 211 S. 3rd Ave, St. Charles read letter to the Commission outlining concerns she and her neighborhood had about the proposed River East Mixed-Use building.

Mr. Pretz asked what the current permitted zoning height is for the property. Ms. Hitzemann advised 4 stories, or 50 feet is allowed in CBD 1 zoning. The height is measured from the shortest distance from the front of the building lot line which is shortest distance to a public street. There is no maximum building coverage.

Chair Malay advised Ms. Gass that the Historical Board is not the deciding body, but they do make a recommendation to City Council and advise of impact on the district following the ordinances. When it comes to the building permit, the Historic Commission will have approval on a COA.

Dr. Smunt felt that the height of the proposed building was too tall and architecture had no relationship to the neighborhood to the east and commented Mr. Hurst would need to change if he wanted Historic Commission support. He also noted that the Commission had not seen any additional changes from Mr. Hurst since the concept plan.

c. Landmark Application Approval

A motion was made by Dr. Smunt to approve and seconded by Mr. Pretz with unanimous voice vote to approve and start implementing the new landmark form.

d. Gifford Park Association

Mr. Pretz gave an overview of the Elgin Historic Tour and asked if staff could reach out to the tour coordinator to set up a workshop with the Commission so he can explain how they go about putting together a tour.

11. Meeting Announcements: Historic Preservation Commission meeting Wednesday, October 6th, 2021 at 7:00 P.M.

12. Public Comment

13. Adjournment

With no further business to discuss, the meeting adjourned at 8:12 p.m.

ADA Compliance

Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the ADA Coordinator, Jennifer McMahon, at least 48 hours in advance of the scheduled meeting. The ADA Coordinator can be reached in person at 2 East Main Street, St. Charles, IL, via telephone at (630) 377 4446 or 800 526 0844 (TDD), or via e-mail at jmcmahon@stcharlesil.gov. Every effort will be made to allow for meeting participation. Notices of this meeting were posted consistent with the requirements of 5 ILCS 120/1 et seq. (Open Meetings Act).