

**CITY OF ST. CHARLES  
HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, SEPTEMBER 21, 2022 – 7:00 P.M.**

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

**Members Absent:**

**Also Present:** Russell Colby, Community Development Director  
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. Hitzmann called roll with seven members present. There was a quorum

**3. Approval of Agenda**

**A motion was made by Mr. Pretz and seconded by Ms. Rice, with a unanimous voice vote to approve the agenda.**

**4. Presentation of minutes of the September 7<sup>th</sup>, 2022 meeting**

Dr. Smunt requested a vocabulary clarification to a sentence in paragraph #7 on page 2.

Mr. Kessler advised sentence on page 2, paragraph #4 was incorrect. Sentence should have read Mr. Kessler did not

**A motion was made to approve the revised minutes of the September 7<sup>th</sup>, 2022 meeting by Mr. Kessler and seconded by Mr. Pretz, with a voice vote by Ms. Kramer, Mr. Pretz, Ms. Malay, Mr. Kessler, and Dr. Smunt to approve. Ms. Dickerson and Ms. Rice abstained.**

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

**a. 162 S 1<sup>st</sup> St.**

Mr. Rob Whitehead, Olympik Signs, Inc. presented proposal to install one set of individual flush mounted face lit channel letters sign reading “Vintage 53”.

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

**b. 318 W Main St.**

Ms. Marie Alfano, Business Owner, presented proposal to replace awning fabric with fabric that includes a sign. Current wall sign will be removed and a new sign will be placed on the east wall.

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

**c. 122 S 5<sup>th</sup> St.**

Mr. Matt Sweeney, Property Owner, presented proposal to install a 4-foot-high aluminum fence around the front yard.

Mr. Pretz asked for confirmation the fence would be a faux wrought iron fence. Mr. Sweeney confirmed that the fence is to be a black aluminum, faux wrought iron fence.

Dr. Smunt asked for clarification regarding the front yard portion of the existing chain link fence will be removed. Mr. Sweeney confirmed that it would be removed.

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

**d. 228 W Main St.**

Ms. Dove Thiselton, Business Owner, presented proposal to remove the current awnings and replace them with a steel canopy. Halo lit signs with face lit letters will be installed on top of the canopy.

Dr. Smunt asked if the storefront has transom windows. Ms. Thiselton responded they do have transoms and they will put black vinyl on those windows to cover them. No other changes would be made to the transoms.

Dr. Smunt asked Ms. Hitzemann to open up the design guidelines for downtown under storefront design, which shows graphic of inappropriate awnings which looks a lot like awnings being proposed. Dr. Smunt stated that he was concerned we're going in the wrong direction by altering the façade of the building with a modern, out of era, sign and awning system. He noted that the Historic Commission has been promoting the box awning made with canvas because they were the closest to the period of construction to much of our downtown buildings.

Ms. Thiselton responded they need to go with a lit sign and because of the condition of the building dryvit she believes this style sign is best as it's not touching the building.

Mr. Al Santa Maria with iBrand Visual, explained the metal awning is fashioned after the awnings of old and explained how the sign will be mounted to the building.

The Commission, Mr. Santa Maria, and Ms. Thiselton discussed other options for the awning.

**A motion was made by Mr. Kessler and seconded by Ms. Kramer with a unanimous voice vote to table until changed plans can be reviewed by the Commission.**

**e. 320 Walnut St.**

Mr. Ron Sandack, Partner at Gaido & Fintzen, LLC, presented a proposal to install Trex Deck flooring on deck and back stairs and to replace wood spindle balusters with square composite Trex material balusters on the deck and stairs.

Dr. Smunt presented photos of homes in the Historical District that had square balusters.

The Commission discussed whether removing the frieze would be appropriate if they approved the square balusters, or if it would be better to leave the frieze with the square balusters.

The consensus of the Commission was that it would be better to leave the Frieze in place, even with square balusters, in the event that an owner down the line would be willing to install turned balusters that more appropriately represented the building's architecture.

**A motion was made by Dr. Smunt to approve the new balustrade with square balusters made out of Trex product to match existing deck material and replacement components of the porch/veranda and stairs because it has been shown that historical architecture used square balusters, existing frieze will not be removed and will be maintained. Seconded by Mr. Pretz with a roll call vote to approve COA.**

**Approved: Smunt, Pretz, Dickerson, Kramer**

**Denied: Rice, Kessler**

**6. Grant Applications - None**

**7. Landmark Applications - None**

**8. Preliminary Reviews- None**

**9. Other Commission Business**

**a. Pottawattamie Survey Update**

Ms. Erica Ruggiero gave an update on the Pottawattamie Survey and history of the four areas making up the Pottawattamie survey area. 100% Survey report will be done next month.

**b. Crystal Lofts Update**

Ms. Hitzemann advised the property has been sold and the new Owner is working to have the building closed up before winter.

**10. Public Comment**

Ms. Hitzemann advised Dove Thiselton from Ghoulish Mortals is looking to temporarily display an inflatable tentacle coming out of the window on their building. She noted that this would be done through a temporary sign permit, which are not reviewed by the Historic Commission.

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

Mr. Kessler suggested the 300 block of Walnut Street survey be updated.

**12. Meeting Announcements: Historic Preservation Commission meeting Wednesday, October 5, 2022 at 7:00 P.M.**

**13. Adjournment**

With no further business to discuss, the meeting adjourned at 8:24 p.m.