

**MINUTES  
CITY OF ST. CHARLES  
PLANNING & DEVELOPMENT COMMITTEE  
MONDAY, OCTOBER 9, 2023 - 7:00 PM**

**Members Present:** Silkaitis, Foulkes, Muenz, Lencioni, Pietryla, Wirball, Bessner, Weber

**Members Absent:** Bongard, Gehm

**Others Present:** Heather McGuire, City Administrator; Russell Colby, Director of Community Development; Derek Conley, Director of Economic Development; Bruce Sylvester, Assistant Director of Community Development-Planning & Engineering; Allen Fennell, Assistant Director of Community Development-Building Services; Ellen Johnson, City Planner; Peter Suhr, Director of Public Works; Fire Chief Scott Swanson

**1. CALL TO ORDER**

The meeting was convened by Chair Lencioni at 7:00 p.m.

**2. ROLL CALL**

Roll was called:

Present: Silkaitis, Foulkes, Muenz, Lencioni, Pietryla, Wirball, Bessner, Weber

Absent: Bongard, Gehm

**3. OMNIBUS VOTE - None**

**4. COMMUNITY & ECONOMIC DEVELOPMENT**

- a. Consideration of request to donate Dean St. lot to Habitat for Humanity

Ald. Pietryla recused from this item.

Ellen Johnson, City Planner, gave brief background of the Housing Trust Fund and presented the Executive Summary and materials posted in the meeting packet.

Ald. Foulkes asked if Habitat for Humanity has the ability to buy back the property, do they get first chance or is it bidding process with other buyers. Ms. Johnson advised Habitat would get first chance.

Ald. Wirball asked about the current balance of the Housing Trust Fund and clarification that Habitat for Humanity is asking for \$115,000 and conveyance of Dean Street lot. Ms. Johnson confirmed Habitat is asking for \$115,000 and the Dean Street lot. Currently there is a just over \$2 million in the fund. The City does not have a timeline or schedule for this project but expects it will be completed within 1 to 2 years.

Ald. Weber asked when the ownership transfers to the new owner, would the new owner be able to rent out the home. Ms. Johnson responded the chosen purchaser is active in building of the home and once complete it is transferred to the new owner. They are not allowed to rent the home.

Chair Lencioni commented the lot on Dean Street is the property of the residents of the City of St. Charles. He asked if Council would consider reimbursing the City from the Housing Trust Fund for the value of the lot.

Ms. Johnson added if there was an interest in reimbursing the City we would have to have an appraisal done and look at the Housing Trust Fund ordinance to see if that is an eligible activity.

Ald. Muenz asked if the reimbursement would be a separate issue? Can the Committee vote on the request to donate first?

Ms. McGuire, City Administrator, stated we could proceed as is today and look at the reimbursement at a Staff level and determine if it is allowable.

Council agreed to move forward with Dean Street donation as is and discuss the reimbursement at a later date.

**Ald. Muenz made a motion to approve consideration of the request to donate Dean Street lot to Habitat for Humanity. Seconded by Ald. Wirball.**

**Roll was called:**

**Ayes: Wirball, Bessner, Weber, Silkaitis, Foulkes, Muenz**

**Absent: Bongard, Gehm**

**Recused: Pietryla**

**Nays:**

**Motion passed 6-0**

- b. Plan Commission recommendation to approve a PUD Amendment for 405 Illinois Ave., Heritage Square II PUD.

Ald. Muenz recused from this item.

Ellen Johnson, City Planner, presented the Executive Summary and materials posted in the meeting packet.

Ald. Wirball asked if this project would diminish the need for off street parking? Ms. Johnson advised the parking accommodated on the site is more spaces than required.

**Ald. Wirball made a motion to approve PUD Amendment for 405 Illinois Ave., Heritage Square II PUD. Seconded by Ald. Pietryla.**

**Roll was called:**

**Ayes: Pietryla, Wirball, Bessner, Weber, Silkaitis, Foulkes**

**Absent: Bongard, Gehm**

**Recused: Muenz**

**Nays:**

**Motion passed 6-0**

- c. Historic Preservation Commission recommendation to approve Historic Landmark Designation for 405 Prairie St., “William and Martha Klinkey”

Russell Colby, Director of Community Development, presented the recommendation for Historic Landmark Designation for 405 Prairie Street.

Chairperson Lencioni asked about how consideration for meeting Historic Landmark Designation is determined.

Kim Malay, Historic Preservation Commission Chair, advised there are two categories, architectural and historic. If a home falls into the historic category, even though there are changes to the exterior, it can still be landmarked because it is tied to a historic person or event. This house represents Cape Cod architecture. Architecturally, it is contributing, but it has engineered siding and changes to the front entryway, which the Commission did not have the ability to review. However, the Commission does approve engineered siding on historic homes on a case by case basis. This home is being recommended based on the history as it is tied to the architects who designed other buildings in St. Charles, including Hotel Baker, and association with the Klinkey Family.

Chairperson Lencioni asked what kind of prohibitions would be allowed going forward? Ms. Malay responded they would review any changes proposed but would never ask a homeowner to change something they had done in the past.

**Ald. Wirball made a motion recommend approval of Historic Landmark Designation for 405 Prairie Street. Seconded by Ald. Pietryla.**

**Roll was called:**

**Ayes: Pietryla, Wirball, Bessner, Weber, Silkaitis, Foulkes, Muenz**

**Absent: Bongard, Gehm**

**Recused:**

**Nays:**

**Motion passed 7-0**

**5. PUBLIC COMMENT - None**

**6. ADDITIONAL ITEMS FROM MAYOR, COUNCIL OR STAFF - None**

**7. EXECUTIVE SESSION - None**

**8. ADJOURNMENT**

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**Ald. Bessner made a motion to adjourn by at 7:20 p.m. Seconded by Ald. Wirball.**

**Voice vote called for:**

**Ayes: Pietryla, Wirball, Bessner, Weber, Silkaitis, Foulkes, Muenz**

**Absent: Bongard, Gehm**

**Nays:**

**Motion passed 7-0**