

**MINUTES  
CITY OF ST. CHARLES, IL  
HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, JANUARY 19, 2011**

**Members Present:** Chairman Smunt, Bobowiec, Norris, Prestidge, Weals, and Withey

**Member Absent:** Pretz

**Also Present:** Russell Colby, Planner  
Debbie Graffagna, Recording Secretary

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**1. Call meeting to order.**

Chairman Smunt called the meeting to order at 7:00 p.m. and requested that all cell phones be placed in silent mode or turned off.

**2. Approval of agenda.**

Agenda was accepted as presented.

**3. Presentation of minutes of the January 5, 2011 meeting.**

**A motion was made by Mr. Prestidge and seconded by Mr. Withey with a unanimous voice vote to approve the minutes as presented.**

**4. COA: 201 East Main Street, The Office (sign).**

In October 2010, the Commission approved a COA for a projecting sign on Main Street and a wall sign on the rear of the building. The projecting sign has been installed. The applicant has decided to not install the approved wall sign. The applicant (Sean Williams) now is proposing three wall signs facing Main Street, 2<sup>nd</sup> Avenue, and the rear entrance to the building. The signs would be painted onto the existing sign frame parcels on each elevation. By use of a picture, Mr. Williams explained the sign design all reading "The Office Dining and Spirits". Chairman Smunt stated that he felt that the red color of the "The Office" was lost into the background and suggested that they outline the words in white. Mr. Williams agreed to this suggestion.

Mr. Williams addressed to the Commission the interior design and history that each room represents and added that during the colder months the second floor will be an overflow for the diners, but with warmer weather, he anticipates that the overflow will be outdoors. Mr. Williams also explained that they would be cooking more than pizza in the exterior ovens. Mr. Williams advised the Commission that staff would have a two-week training prior to opening to the public. He hopes to be fully open by January 31, 2011.

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

**5. National Register Nomination for 304 N 2<sup>nd</sup> Avenue (Joel H. Hubbard House) (Ferson-Butler-Satterlee House)**

Mr. Colby explained that last fall the City granted Landmark Status to the Ferson-Butler-Satterlee House at 304 N. 2<sup>nd</sup> Avenue. Owners Claire and Dean Bemis are pursuing National Register status for the house. Mike Dixon is preparing the nomination. In the application, the house is named the Hubbard House, after Joel Hubbard, who originally built the house. Mr. Dixon is working within a time constraint to complete the application before he leaves the country. Normally, the City would have 60-days to review and comment on the National Register application before it is presented to the Illinois Historic Sites Advisory Council. Mr. Dixon has requested that the City consider waiving the full 60-day requirement for review, in light of the fact that the City recently reviewed and granted a landmark designation for the building. This would enable Mr. Dixon to complete the application process in time for the next Advisory Council meeting in March. The City will have until this time to submit any comments or file an objection.

Mr. Colby addressed to the Commission that Mr. Dixon will leave the country to work with the Peace Corp, and wants to complete this application prior to his departure. Mr. Colby explained that Mr. Dixon is seeking a recommendation from the Commission to waive the 60-day requirement for the review. Mr. Colby added that Mr. Dixon and the owners would be present at the next scheduled meeting to discuss this matter before the Commission.

Several of the Commission members vocalized their concern on the naming of this house “The Hubbard House”, since the house has already been named Ferson-Butler-Satterlee House. Mr. Colby explained that Hubbard built the house and the Ferson’s were residents of the house. Mr. Colby further stated that Mr. Dixon and the owners would be present at the February 2, 2011 where a discussion could take place. Mr. Colby explained that he was seeking the Commission’s thoughts on the recommendation to waive the 60-day review requirement only.

**A motion was made by Mr. Withey and seconded by Mr. Prestidge with a unanimous voice vote to recommend the waiving of the 60-day review requirement.**

**6. 2011 Work Plan.**

Mr. Colby explained that he took all of the suggestions and comments and has updated those into the 2011 Work Plan and requested the Commission members to review the document to ensure that everything is correct. Mr. Bobowiec requested that the Heritage Museum Center be added to Item No. 3 Public Education/Program. Chairman Smunt commented that this was a good work plan and felt that the Commission would be able to work with this plan. The Commission discussed different ways to educate the public,

such as providing information to the elementary schools or library so when they are studying architecture and history they would have this information.

**7. Residential Design Guidelines.**

Mr. Colby stated he would need to speak with the Chairman for the Planning and Development Committee to see which agenda they would like this item to be placed. Chairman Smunt advised that he would need a least two weeks notice to ensure that he is not working. Mr. Colby advised that the next meetings would be February 14<sup>th</sup> and then March 14<sup>th</sup> and any agenda items are required to be submitted two-weeks prior to the meeting.

During their discussion, the Commission all agreed that the guidelines need graphics and all felt that the residents or the public will point our flaws and then they will correct them.

**8. Mail Order/Kit Homes Project.**

Mr. Colby provided six-6 11x17 print outs of mail order homes with pictures for each of the houses that are located within the City. The following are the details for these are: Sears Hollywood Model- 606 N 2nd Avenue; Sears Fullerton Model - 513 Illinois Street; Sears Winona Model- 222 State Street; Sears Hathaway Model- 716 Mosedale Street; Sears Barrington Model- 1231 S Elm Street; and Sears Fairy Model- 319 S 12th Avenue. The Commission discussed these pictures and how different arrangement that they could be used in the Atrium window display, which is scheduled for March 16 to March 31, 2011 and then Main Street window July 25 to August 1, 2011.

Chairman Smunt directed Ms. Weals to provide Mr. Colby with a brief paragraph detailing the mail order or kit homes. Mr. Colby will provide the Commission with the website that he found for this information. Mr. Bobowiec suggested that they do a press release and notify the owners that their property will be on display. Mr. Prestidge added that the owners would spread the information. Ms. Weals suggested they have a contest; the pictures would be mixed up and they would have to determine the style of the house. It was suggested to have the pictures in color and provide a label with the addresses. Mr. Colby advised that he would he would send the link and spreadsheets and will verify which have been confirmed by Rebecca Hunter. The Commission held a round table discussion on the cost of these houses and the history on labor costs.

**9. Announcements: Historic Preservation Commission meeting – Wednesday February 2, 2011 a 7:00 PM in the Council Committee Room.**

**10. Additional business.**

There was no additional business to discuss.

**11. Adjournment of meeting.**

**A motion was made by Mr. Withey and seconded by Mr. Prestidge with a unanimous voice vote to adjourn the meeting.**

With nothing further to discuss, the meeting was adjourned at 7:55 PM.

Respectfully submitted,  
Dr. Steve Smunt, Chairman  
Historic Preservation Commission

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