

**MINUTES  
CITY OF ST. CHARLES IL  
HISTORIC PRESERVATION COMMISSION  
WEDNESDAY, APRIL 4, 2012  
COUNCIL COMMITTEE ROOM**

**Members Present:** Chairman Smunt, Bobowiec, Weals, Prestidge, and Pretz

**Members Absent:** Norris and Withey

**Also Present:** Russell Colby, Planning Division Manager  
Caroline Wells, Recording Secretary

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**1. Call to order.**

Chairman Smunt called the meeting to order at 7:03 p.m. and requested cell phones be turned off or to silent mode.

**2. Roll call.**

Chairman Smunt called roll with 5 members present and 2 members absent.

**3. Approval of agenda.**

The following was added to the agenda under Item #8 Additional Business.

- a) Chairman Smunt added website improvements.
- b) Chairman Smunt added survey mail order houses.
- c) Chairman Smunt added elections.
- d) Chairman Smunt added question regarding annexation to Historic District.
- e) Chairman Smunt added volunteers for the Historic District bus tour during Fine Art Show.
- f) Mr. Colby added update on the Façade Improvement Program.

**A motion was made by Mr. Prestidge and seconded by Ms. Weals, with unanimous voice vote to approve the amended agenda.**

**4. Presentation of minutes of the March 21, 2012 meeting.**

**A motion was made by Mr. Bobowiec and seconded by Mr. Pretz, with unanimous voice vote to approve minutes as presented.**

**5. COA: 307 Park Avenue (Demolish and replace detached garage).**

Mr. Colby addressed that the COA is for the demolition of the existing detached garage and construction of a new detached garage. The exterior materials will incorporate design elements of the house, including Hardi board siding. The Commission discussed the casing size above garage door, window materials, and garage door material.

**A motion was made by Bobwec and seconded by Mr. Prestidge, with unanimous voice vote to approve the COA with conditions: wider casing up to 6” on the overhead door, 4” casing on service door and windows, aluminum clad wood windows, steel garage and service doors.**

**6. Façade Improvement Grant & COA: 201-203 W. Main Street (metal trim repair).**  
Mr. Colby stated the applicant is Bill Grossklag and he could not be present tonight. The applicant submitted his application and a proposal from a contractor for repair of the metal trim and soffit, which includes patching and sealing. This has been listed on the agenda for a recommendation on the Façade Improvement Grant approval and also a COA.

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

**A motion was made by Mr. Bobowiec and seconded by Ms. Weals, with a unanimous voice vote, to recommend to City Council approval of a Façade Improvement Grant for 201-203 W. Main Street.**

**7. Façade Improvement Grant & COA: 108 South 2<sup>nd</sup> Street (repair stairs).**  
Mr. Colby stated a representative is present and there is a description of the proposal for the work that basically consists of dis-mantling the existing stairwell and reconstructing it.

Pam Bierman, representative and part-owner of property stated their plan is to replace Indiana lime stone, reuse and reset the granite stone, refurbish and restore railings. They intend to keep as much of the material original as possible.

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

**A motion was made by Mr. Pretz and seconded by Mr. Prestidge, with a unanimous voice vote, to recommend to City Council approval of the Façade Improvement Grant for 108 S. 2<sup>nd</sup> Street.**

**8. Additional Business.**

- a) Web site improvements. Chairman Smunt asked about the Design Guidelines. Mr. Colby showed the Commission how to navigate the site. They suggested after selecting the Design Guidelines that a submenu be on the side with a breakdown of each chapter. They would like to see the Historic Preservation information on one page. Mr. Colby stated some things on the web page for Historic Preservation can be revised. Some Commission members felt the site organization isn't user friendly.
- b) Survey of mail-order homes. Mr. Colby stated that he didn't want to duplicate work that was already done. After some discussion the Commission agreed to set up a meeting with Rebecca Hunter to further discuss the scope of work.
- c) Elections. Chairman Smunt stated the officer elections will be held at the first meeting in May. Mr. Colby stated that the Commission members are automatically reappointed each

year by the Council. Chairman Smunt stated he is willing to serve as Chairman. There was discussion regarding a vice-chairman.

- d) Question regarding Annexation to Historic Preservation District. Chairman Smunt stated the owner of the Furnald house is interested in buying one of the Sear's Houses, located on Illinois Street. There was discussion regarding annexing this property into the Historic District. The Commission agreed that they would encourage this. Mr. Colby verified it is a Contributing property in the architectural survey. They discussed other properties that could be annexed into the Historic District.
- e) Bus Tour during the Fine Arts Show. Chairman Smunt and Mr. Pretz volunteered to do the bus tour. Chairman Smunt stated so far there are 6 volunteers.
- f) Façade Improvement Program. Mr. Colby stated that there was discussion regarding changes to the Façade Improvement Program and one of the issues was if the program would continue to be funded by the SSA or by the City's general fund, and the funding would determine the flexibility of the program. This year it is funded by both. In the long term the plan is for it to be funded by the SSA. We are going to go ahead with the same program requirements we have had in the past. There is money budgeted for this year. The fund for the next year is \$40,000. The two projects we voted on earlier would be funded from this year's fund. Mr. Colby noted a couple of projects on the Façade Improvement opportunity list. Illinois Cleaners, 316 E. Main St., replaced the missing tile letters on the building. Brick was repaired at 11 S. 2<sup>nd</sup> Ave. following Code Enforcement action. The Commission discussed the building at 115-119 E. Main St. for a possible rear entrance improvement grant and noted the brick issues on the front.

**9. Announcements: Historic Preservation Commission meeting Wednesday, April 18<sup>th</sup>, 2012 at 7:00pm in the Committee Room.**

**10. Adjournment:**

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

With no further business to discuss, the meeting adjourned at 8:43pm.

Respectfully submitted,  
Dr. Steven Smunt, Chairman  
St. Charles Historic Preservation Commission

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