

**MINUTES  
CITY OF ST. CHARLES  
HISTORIC PRESERVATION COMMISSION  
WEDNESDAY SEPTEMBER 19, 2012  
COUNCIL COMMITTEE ROOM**

**Members Present:** Chairman Smunt, Weals, Norris, Prestidge, Pretz, Withey

**Members Absent:** Bobowiec

**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 7:00pm and requested that all cell phones be turned off or placed in silent mode.

**2. Roll call:**

Chairman Smunt called roll with the 6-six members present and 1-one member absent.

**3. Approval of the agenda:**

The agenda was amended by adding the following item:

- 6a) 403 S. 6<sup>th</sup> St.
- 6b) 109 S. 4<sup>th</sup> St.

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

**4. Presentation of minutes from September 5, 2012 meeting:**

**A motion was made by Ms. Weals and seconded by Mr. Withey, with a voice vote.**

**5. COA: 318 S. 5<sup>th</sup> St. (garage addition):**

The members were pleased with the revised plans. Chairman Smunt asked if there were any questions. There were none.

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

**6. Additional Business:**

6a) Chairman Smunt advised the Commission of his plans to reroof his house located at 403 S. 6<sup>th</sup> St. He is considering changing the design of the shingles from rectangle to octagon cut style. Ridge vents will be used with gutters to be half round aluminum. The work may not happen until Spring 2013. A round table discussion took place on the shingle type and installation method.

6b) Mr. Prestidge noted that window replacements were approved at a previous meeting, but he asked if the COA included chimney replacement. He noted the brick has been removed and it is now a framed wooden chimney and it looks like the owner is getting ready to side it. The Commission indicated that the chimney replacement was not part of the COA. The Commission viewed a picture of the house to see the chimney. Mr. Colby will follow-up with Building and Code Enforcement.

Chairman Smunt recommends that if anyone has a concern with work going on in the Historic District, contact Mr. Colby as he has access to the permit records.

**7. Announcements: Historic Preservation Commission meeting Wednesday, October 3, 2012 at 7:00pm in the Committee Room.**

**8. Adjournment:**

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

With no further business to discuss, the meeting adjourned at 7:19 pm.

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

/csw