

**MINUTES
CITY OF ST. CHARLES
HISTORIC PRESERVATION COMMISSION
WEDNESDAY, NOVEMBER 5, 2014
COUNCIL COMMITTEE ROOM**

Members Present: Chairman Smunt, Bobowiec, Gibson, Malay, Norris, Pretz, Withey

Members Absent: None

Also Present: Russell Colby, Planning Division Manager
Ellen Johnson, Planner

1. Call to order

Chairman Smunt called the meeting to order at 7:00 pm.

2. Roll call

Chairman Smunt called roll with six members present. There was a quorum. Mr. Withey arrived at 7:01.

3. Approval of the agenda

There were no changes to the agenda.

4. Presentation of minutes of the October 15, 2014 meeting

A motion was made by Ms. Malay and seconded by Mr. Bobowiec with a unanimous voice vote to approve the minutes.

5. COA: 211-215 & 217 Cedar Ave. (fence)

Peter Vargulich, applicant, was present. He said there was previously a fence in the proposed location but it has since been removed. The proposed fence will screen materials that Baker Church, the owner of the two properties, will be storing.

A motion was made by Ms. Malay and seconded by Mr. Norris with a unanimous voice vote to approve the COA.

6. COA: 5 S. 1st St. (awnings)

Chairman Smunt inquired about the fabric for the proposed awnings. A representative of the applicant was present and explained the same fabric as the existing ZaZa awnings will be used.

The owner recently purchased the building next door to ZaZa's and wants the awnings to be uniform.

Chairman Smunt said the awnings should be attached immediately above where the frieze board ends and the applicant's representative confirmed that is the intention. The applicant clarified that the exposed conduit on the building will either be removed or covered by the awning.

Chairman Smunt said the awning sides should not be cut around building elements and the applicant's representative said the awnings will not have sides.

A motion was made by Mr. Bobowiec and seconded by Ms. Malay with a unanimous voice vote to approve the COA.

7. COA: 628 N. 2nd Ave. (addition)

Mr. Colby said the Commission saw this project as a preliminary review and reviewed a zoning variation to attach the house and garage. Rodney Miller, applicant, was present.

Chairman Smunt asked for clarification that the existing roof will remain. Mr. Miller confirmed, and said the back side of the garage will be extended about three feet, but will match the existing roof in height. The brick will also match the existing. Footings will be poured.

Chairman Smunt said the Commission has been in support of the project from the start.

A motion was made by Ms. Malay and seconded by Mr. Withey with a unanimous voice vote to approve the COA.

8. COA: 210 Cedar St. (roof panel)

Isacco Vitali, applicant, was present. He said the existing canopy leaks. The proposed panels will cover the existing canopy. The material is fiberglass, not metal.

The Commissioners reviewed the product information submitted by the applicant and discussed that the closure strips should be used to fill in the eave sides.

A motion was made by Mr. Withey and seconded by Mr. Bobowiec with a unanimous voice vote to approve the COA with the condition that closure strips on the eave sides be used.

9. COA: 318 W. Main St. (sign & awning)

Jason & Mary Jane Schwarz, applicants, were present. Mr. Schwarz said the sign will be rectangular instead of the oval shown in the drawing, and the color will be soft yellow rather than

lime green. The awning will be brown. The applicants said they would also like to relocate the awning from their current location to above the rear door. They acknowledged the awning may need to be resized in order to fit above the rear door; it will be cut down to fit just above the door and about six inches below the roof.

Commissioners reviewed photos of the proposed location and the existing awning and expressed support for the rear awning. The Commission decided that a drawing of the relocated awning was not necessary and it would be approved based on the applicant's description.

A motion was made by Mr. Norris and seconded by Ms. Malay with a unanimous voice vote to approve the COA.

10. Mobile Tour App Project

Mr. Gibson went over the proposal he prepared for City Council, which includes the rationale behind the project, privacy protection information, funding requested, and an explanation that the Commissioners would hand it off to another organization after the first year. He left deliverables open ended due to the potential for the Commission to create their own site, like through Go Daddy.

Mr. Colby said that in terms of process, the proposal would be included as part of the department's budget request, which will be reviewed internally before going to City Council. He said the costs need to be broken down in an itemized list.

Mr. Gibson said that options should be identified. He brought up the issue of presenting underlying benefits of the tour app option vs. the less expensive Go Daddy option, such as security. Mr. Pretz said that labor would need to be added to the Go Daddy option. Mr. Gibson said he would also like to explore other tour app providers. Mr. Colby recommended coming up with three options for the proposal.

Mr. Bobowiec suggested inserting the term "tourism" into the project description and Commissioners agreed that "heritage tourism" should be promoted as a benefit of the project. Mr. Colby suggested tying in how the project supports the purposes of the Historic Preservation Ordinance.

Commissioners discussed how to get the word out about the app through hotels and the Convention and Visitors Bureau's annual visitors guide.

11. Landmarks Project

Mr. Bobowiec said he wanted to clarify the direction of the project. Chairman Smunt said Commissioners should prepare the data necessary for the landmark nomination, perhaps in an outline format that includes a summary of the timeline. The Commission will look over the information for each house and property owners will receive a copy.

Commissioners agreed to have their data ready by the end of the year.

12. Additional Business

Jones Law Office – Ms. Malay showed a PVC material that is being considered for the skirt board for the law office. She said the material is a better option than MDF. Commissioners expressed support for use of the PVC material.

Mr. Colby said the Camp Kane and Jones Law Office landmark nomination discussion will go before the Planning & Development Commission on Monday, November 10, as will two historic sign designations. Ms. Malay said she will be present.

13. Announcements: Historic Preservation Commission meeting Wednesday, November 19, 2014 at 7:00 pm in the Committee Room.

14. Adjournment

With no further business to discuss, the meeting adjourned at 7:54 p.m.