

**MINUTES**  
**CITY OF ST. CHARLES**  
**HISTORIC PRESERVATION COMMISSION**  
**WEDNESDAY, NOVEMBER 18, 2015**  
**COUNCIL COMMITTEE ROOM**

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

**Members Absent:** None

**Also Present:** Russell Colby, Planning Division Manager  
Chris Sanchez, Recording Secretary

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**1. Call to order**

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

**2. Roll call**

Chairman Smunt called roll with all members present.

**3. Approval of the agenda**

The following discussion items were added under Additional Business:

(C) By Chairman Smunt: Mail Order Homes

(D) By Gibson: National Association of Historic Preservation Commissioners Camp

(E) By Pretz: 416 N. 2<sup>nd</sup> Ave.

(F) By Pretz: Chamberlain House Construction & Deconstruction

(G) By Pretz: Haines House – stage in approval process

**4. Presentation of minutes of the November 4, 2015 meeting.**

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

**PUBLIC HEARING**

**5. Eligibility of Property for Landmark Designation: 215 N. 3<sup>rd</sup> Ave.**

Chairman Smunt opened the public hearing. He asked the applicant if he wished to present any testimony. Mr. Pretz recused himself as a Commissioner, as he is the applicant. He then presented his rationale for seeking landmark status on this property.

Mr. Pretz noted the house was constructed in 1898 in the Queen Anne style. He said it is not a high style Queen Anne, but there are many original pieces to the house. The interior includes original woodwork, floors, a fireplace, and plaster. He noted the general condition of the house is original. The exterior's features include mostly original windows, stained glass windows, corbels, and fish scale shingles. There is original clapboard under the aluminum siding. Mr. Pretz feels there is very little replacement of the clapboard needed. It is in above average to excellent condition.

Chairman Smunt asked if anyone else had any testimony to present in regards to the landmark designation.

Ms. Malay pointed out that Amos N. Locke, the father of Amos L. Locke, is part of the Kane County Anti-Slavery Society documents. He was an anti-slavery abolitionist.

Mr. Pretz also mentioned the Locke family settled in St. Charles in 1836 and would be considered an original family.

There were no other comments or questions.

**A motion was made by Ms. Malay and seconded by Mr. Gibson with a unanimous voice vote to close the public hearing. Mr. Pretz abstained.**

## **MEETING**

### **6. Eligibility of Property for Landmark Designation: 215 N. 3rd Ave**

Mr. Colby presented a draft resolution that was prepared with findings for the Commission.

Chairman Smunt asked for any additions or changes that needed to be noted. He said the gable shingles should be referred to as cut shingles. He also noted the information about Amos N. Locke being an original member of the anti-slavery society with the additional findings should be added to the resolution statement. Chairman Smunt confirmed the date being used is 1898. He asked what the historic name will be. Mr. Pretz felt should it be some combination of the builder and family names. He mentioned using Locke-Marchialette.

Mr. Gibson questioned Amos N. Locke's connection to the property. The Commissioners discussed the family relationship to determine the correct history. It was determined that he did not have ownership of the property, but the narrative of the history of the family would include mention of him.

Mr. Colby clarified what reference should be made in the findings.

**A motion was made by Ms. Malay and seconded by Mr. Bobowiec with a unanimous voice vote to recommend to City Council landmark approval for 215 N. 3<sup>rd</sup> Avenue based upon the updated Resolution. Mr. Pretz abstained.**

**7. COA: 112 N. 5<sup>th</sup> Ave. (demolish carport)**

Jason Kudabeck, petitioner, was present.

Mr. Kudabeck was hired to refurbish the carport. After contacting a structural engineer, it was decided it would be best to eliminate the carport.

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

After motion and vote, Mr. Kudabeck asked if they would be allowed to build a shed in the same area. Mr. Colby said yes, per the zoning size/setback limitation for the lot. Mr. Colby stated the Historic Preservation Commission would need to review the design and placement of the shed. Chairman Smunt suggested matching the shed to an element of the house. He said it was good to have an architectural connection to the house.

Mr. Kudabeck also asked if the homeowner would be eligible for a tax credit. Mr. Pretz referred him to the State of Illinois Preservation website link for further information.

**8. COA: 505-535 Indiana Ave. (change to materials)**

Bob Rasmussen, the developer, was present.

Mr. Rasmussen said after reviewing the building, he no longer liked the façade. He would like to increase the amount of brick on the two gabled sections by taking it all the way up to the top. He felt this would help define the building by breaking up the large façade.

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

**9. COA: 309 S. 6<sup>th</sup> Ave. (change to rear elevation)**

Mr. Rasmussen said he would like to add a door and railing to the second floor bedroom. He saved some decorative iron pieces from Heritage Square and may use them on this project as an added historical feature.

Mr. Gibson asked if any changes needed to be made on the roof to provide support. Mr. Rasmussen said it was a flat rubber roof and he didn't need to make any changes to support it. However, he will be adding some structure on the floor to provide the ability to walk out on it.

Mr. Norris advised the guard rail would need to be 42 inches in height. Ms. Malay asked if it would fall under historic guidelines due to the house's landmark status.

Mr. Colby displayed a photo of the same railing at Heritage Square being proposed for use. The Commissioners were in favor of this option, with a brick parapet wall.

**A motion was made by Mr. Norris and seconded by Ms. Malay with a unanimous voice vote to approve the COA with the railing to be constructed with brick and inclusion of the proposed decorative railing, pending final review by staff.**

**10. COA: 210 Cedar St. (signs)**

Izabela Romano, petitioner, was present.

Chairman Smunt asked if the signs are illuminated. Ms. Romano said there will be lights pointing up to the signs, but they still need to be installed.

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

**11. COA: 304 State Ave. (fence)**

Malcom Kanute, petitioner, was present.

Mr. Colby passed around a photo showing the location of the fence. Chairman Smunt said it appears there are two kinds of fences.

Mr. Kanute explained the positioning and types of fences being used. One will be a 6 ft. cedar board-on-board that will be approximately 42 ft. long, and the other will be a 4 ft. bronze colored aluminum fence installed between five stone columns. The two columns at the end of the service walk will have coach lights.

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

Mr. Colby asked Mr. Kanute to update the Commission on the construction at the house.

Mr. Kanute provided an update. The plan was to remove the second story on the north end addition of the house. During the removal process, they uncovered a steel beam that had no support, which caused a portion of the east side of the house to collapse. As work continued, the back wall collapsed too.

After inspection, it was determined there was no structural integrity left in the foundation. They were told the deck would need to come off. The deck was removed and a new foundation will be put in. It will have a crawlspace underneath it. They saved some of the old brick to use for

patching in around the back. They are also planning on reusing the limestone sills and headers on the west elevation. The first floor will be brick, and the second floor will be wood framed.

## **12. Additional Business from Commissioners or Staff**

### **a. Discussion Regarding COA process**

Mr. Colby distributed forms that were updated based on changes the Commission previously discussed. The first form was an informational handout on the COA process. The other one was the actual COA form. Mr. Colby added links to reference the Design Guidelines into the documents for those using the website. He updated the COA form to include language referencing the terms and conditions.

Mr. Pretz suggested enhancing the wording “stop work” under the “what do you do if you encounter unforeseen...” section.

Chairman Smunt advised the Commissioners to send Mr. Colby any other suggestions they might have.

### **b. Landmarks research**

No updates.

### **c. Mail Order Homes**

Chairman Smunt provided an update on the recommendations made to the City from the America in Bloom judging committee. He said they suggested the City put plaques on landmarked homes, and include surveys and plaques on catalog, or mail order, homes. Chairman Smunt informed the City’s committee representative that they do have plaqued landmarks and a Mail Order Home survey with some documentation, but it is not yet available on the website. Chairman Smunt asked if it was possible to publish the information they do have. He suggested noting the documentation as “suspected mail order home, but needs further research”. Mr. Colby said this could be done.

Ms. Malay said she found it interesting the America in Bloom Committee did not double check to see if this information was already available. Mr. Colby stated that the questions may not have been raised during the tour but may have been comments sent afterward by the judges.

Chairman Smunt stated these homes are in a different classification, but they are still an architectural, historical element of the city. He said the information that is available should be posted on the website.

Mr. Bobowiec asked about the status of the mobile history app. He said he spoke to one of the board members at the history center and he had never heard of it. Chairman Smunt asked if this was something that was suitable for the Commission to use. Mr. Gibson said you can create and post your own information, but you cannot prevent others from doing the same. He said there are no filters to prevent that from happening.

Ms. Malay asked if grants are still being done. Mr. Colby said there was a grant application period, but he was not sure if the grants were funded this year.

**d. National Association of Historic Preservation Commissioners Camp**

Mr. Gibson said he spoke to Alderman Bessner about the historic tour they previously discussed. They felt May was a good time to do this because it is Historic Preservation Month.

Mr. Gibson provided an update on the CAMP training session held in Geneva on Nov. 14. He said there was a lot of discussion regarding raising the visibility for historic preservation commission and the successes they had in other places. He mentioned one was a two hour class for contractors. Chairman Smunt said the class focused on specialty rehab work and the contractors who took the class were then certified. He said the city offering the class then provided those certified contractors a fast track to getting permits quicker.

Mr. Gibson said they also discussed realtor training. He said it was a class to understand the historic preservation process.

Mr. Gibson said another topic brought up at the CAMP was a grants award ceremony. Chairman Smunt said this was a program that recognized rehab projects. Ms. Malay felt they should do more to publicize a well done rehab project. Mr. Gibson mentioned doing something official as the Historic Preservation Commission. He suggested passing a resolution recognizing the person/work. Chairman Smunt noted they could have these recognitions in May during Historic Preservation Month. Ms. Malay thought it should be ongoing.

Mr. Gibson said the two last items discussed at the CAMP included the creation of an annual report that summarized everything that was approved each year, and historic consideration starting at 50 years. He said that would bring them to 1965. Mr. Gibson asked if there were any subdivisions with mid-century homes that could be added to the overlay for the historic district. Chairman Smunt mentioned the 50 year mark was for national landmark recognition, not local. He said the Commission does not put a timeline on historic designation. He said if they felt something was historical or had architectural significance, but was only 35 years old, they could still landmark it. Chairman Smunt suggested surveying Pottawatomie Park and the southeast side of the city first before extending to more recent areas. Mr. Pretz said it would be nice to expand the footprint, but they would need to determine how they would educate the residents on the benefits of having historic designation in their area. Ms. Malay said it might be hard to

convince residents that their mid-century homes are historic because most people think of historic as really old. Mr. Pretz noted part of the process would be acceptance from the City Council and how receptive they would be to protecting some of these areas versus having new construction.

Mr. Colby noted the City produces an annual report for the CLG program each May, and this document could be expanded to include additional information.

**e. 416 N. 2<sup>nd</sup> Ave.**

Mr. Colby advised that Bob Vann, the Building and Code Enforcement Division Manager, was going to contact the property owner to find out more information on the project. Mr. Pretz mentioned more work was being done. Chairman Smunt indicated the homeowner is a known building code violator.

There were no other updates.

**f. Chamberlain House Construction & Deconstruction**

Discussed under Item 11- No further discussion.

**g. Haines House approval**

Mr. Pretz said the homeowner was asking if there was any progress on their landmark designation. Mr. Colby said it was approved by the City Council, but the plaque has not been ordered yet due to budget constraints.

**7. Meeting Announcements: Historic Preservation Commission meeting Wednesday, December 2, 2015 at 7:00 P.M. in the Committee Room.**

**8. Public Comment**

**9. Adjournment**

With no further business to discuss, the meeting adjourned at 8:23 p.m.