

**CITY OF ST. CHARLES**  
**HISTORIC PRESERVATION COMMISSION**  
**WEDNESDAY, MAY 1st, 2024 – 7:00 P.M.**

**Members Present:** Rice, Smunt, Kessler, Malay, Pretz, Morin

**Members Absent:** Dickerson

**Also Present:** Rachel Hitzemann, Planner

**1. Call to Order**

Ms. Malay called the meeting to order at 7:00 P.M.

**2. Roll Call**

Ms. Hitzemann called roll with 6 members present. There was a quorum.

**3. Approval of Agenda**

**A motion was made by Mr. Pretz and seconded by Dr. Smunt with a unanimous voice vote to approve the agenda.**

**4. Presentation of minutes of the April 3<sup>rd</sup>, 2024 meeting**

**A motion was made by Dr. Smunt and seconded by Ms. Morin with a unanimous voice vote to approve the Minutes of April 3<sup>rd</sup>, 2024.**

**6. Certificate of Appropriateness (COA) applications**

**a. 521 W Main St**

Representative from The Standard Group presented COA to replace one double hung window with a casement window on 2<sup>nd</sup> floor east elevation as required by Code for emergency egress in bedroom.

Mr. Kessler abstained from discussion due to business relationship with the petitioner, Sean Cannon.

Commission questioned if window would be able to open far enough to provide exit, The Standard Group representative confirmed it does open 80% which is enough room to exit the building.

**A motion was made by Dr. Smunt and seconded by Ms. Morin with a unanimous voice vote to approve the COA as presented. Mr. Kessler abstained.**

**b. 10 Illinois St.**

Terry Rice from Banner Up Signs presented COA to install non-illuminated sign with raised logo at 10 Illinois Street.

Commission discussed sign size and placement on the building,

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

**c. 211 W Main St**

Abigail Komes, Business Owner, presented COA to install non-illuminated metal sign to front of 211 W Main Street and adding a mural to the parking lot side of the building.

Dr. Smunt questioned the condition of the existing surface of the building. Ms. Komes advised part of the lease agreement with the building owner included the cracks and the stucco on the building being repaired.

Dr. Smunt expressed concern of putting so many holes in the stucco and suggested a sign panel be installed with the metal sign attaching to the sign panel. Ms. Komes responded they had considered that as a solution if putting the individual letters of the sign did not work.

Ms. Morin suggested another solution if the individual letters cannot work was to add a steel shelf to which the letters could attach.

Mr. Kessler stated the Commission in the past has had concern with murals being painted onto brick buildings in the Historic District, because this is a painted building he has no concern with a mural being added to the side of this building.

**A motion was made by Dr. Smunt and seconded by Mr. Kessler with a unanimous voice vote to approve the COA using one of three options, attaching the letters of the business name directly to the face of the building, as presented in COA, attaching a backer board first and attaching the letters to the backer board, or installing a metal ledge and attaching the letters to that ledge.**

**7. Grant Applications**

None.

**8. Landmark Applications**

**a. 504 Jackson Ave.**

Mr. Pretz presented the application to nominate 504 Jackson Ave. for Landmark status.

Commission discussed wording on the application and offered suggestions.

**Ms. Rice made a recommendation to set a date for Public Hearing, seconded by Mr. Kessler with a unanimous voice vote to recommend.**

**9. Preliminary Reviews-** Open forum for questions or presentation of preliminary concepts to the Commission for feedback

None.

**10. Other Commission Business**

Dr. Smunt discussed the May 3<sup>rd</sup> Proactive Preservation presentation to be held in Batavia, encouraging Commission members to attend.

Ms. Malay gave an update to the Commission on the sill plate replacement to the Jones Law Office at Camp Kane.

Ms. Malay discussed with Commission how Wheaton, Illinois is putting signs in front of Wheaton landmarked buildings during Preservation Week May 4-18. The signs have a QR code which can be scanned to learn the history of those buildings,

**11. Public Comment**

Al Watts, Preservation Partners of the Fox Valley, spoke of an 1850 Greek Revival home on Route 31 north of St. Charles North High School that recently went on the market to be sold.

**12. Additional Business and Observations from Commissioners or Staff**

None

**13. Meeting Announcements: Historic Preservation Commission meeting Wednesday, May 15<sup>th</sup>, 2024 at 7:00 P.M.**

**14. Adjournment**

With no further business to discuss, the meeting adjourned at 8:11 P.M.