

17.04.040 – Historic Preservation Commission

In addition to those powers and duties set forth in other sections of the St. Charles Municipal Code, the Historic Preservation Commission shall have the following powers and duties:

1. To hold public hearings and to make recommendations to the City Council concerning the amendment of the provisions of Chapter 17.32 hereof.
2. To hold public hearings and to make recommendations to the City Council concerning the addition or deletion of property from a Historic District and the designation, or removal of designation, of property as a Landmark, according to the provisions of Chapter 17.32 hereof.
3. To make recommendations to the Plan Commission regarding applications for Concept Plan review, Map Amendment, Special Use, and Planned Unit Development for property within a historic district or which is a designated landmark. The Historic Preservation Commission's recommendation shall address the potential impact of the application on the historic resources of the City, particularly with regard to designated landmarks and historic districts directly affected.
4. To make recommendations to the Board of Zoning Appeals on applications for Variations for property within a historic district or which is a designated landmark. The Historic Preservation Commission's recommendation shall address the potential impact of the variation on the historic resources of the City, particularly with regard to designated landmarks and historic districts directly affected.
5. To review and make final decisions on appeals of decisions by the Director of Community Development regarding Design Review for property in the CBD1 and CBD2 Districts.
6. To conduct Residential Architectural Consultations.
7. To conduct an ongoing survey to identify historically and architecturally significant sites and structures within St. Charles.
8. To investigate, hold public hearings, and recommend to the City Council the adoption of ordinances designating certain St. Charles sites or structures having special historic, community, architectural or archaeological value as landmarks.
9. To investigate, hold public hearings, and recommend to the City Council the adoption of ordinances designating certain areas within St. Charles as having special historic, community, architectural or archeological value as historic districts.
10. To maintain a register of all property, sites and structures designated as historic districts and landmarks under this ordinance, including all information required for such designation.
11. To advise and assist owners of landmarks and sites or structures within historic districts on physical and financial aspects of preservation, renovation, rehabilitation and reuse, and on procedures for inclusion on the National Register of Historic Places.
12. To nominate landmarks and historic districts to the National Register of Historic Places.
13. To inform and educate the citizens of St. Charles concerning the historic and architectural heritage of the City.
14. To review building permit applications for new construction within historic districts and for additions to, alterations, removal or demolition of designated landmarks and/or structures within historic districts, and to issue or recommend denial of certificates of appropriateness for such actions.
15. To consider applications for certificates of economic hardship, and provide recommendations thereon to the City Council.
16. To develop criteria for the alteration, construction or removal of landmarks and sites and structures within historic districts.
17. To testify before appropriate boards and commissions on any matters affecting historically or architecturally significant sites and structures.
18. To develop a preservation component for the Comprehensive Plan for the City of St. Charles and to recommend it to the Planning Commission.
19. To recommend certification of designated historic sites and districts to the Illinois Historic Preservation Agency.
20. To advise and assist owners of significant properties within certified historic districts to receive certification for repairs and alterations so that the owner will qualify for state property tax or federal tax credit programs.
21. To undertake any other action or activity necessary and appropriate to the implementation of its powers and duties, or to implementation of the purpose of this ordinance.