

**MINUTES**  
**BELOIT LANDMARKS COMMISSION**  
**Meeting of August 19, 2008**

The meeting of the Beloit Landmarks Commission was held on Tuesday, August 19, 2008 in the City Hall Forum.

Present: Kent Maxted, John Dummer, Marjorie Fizzell, Rick McGrath, Sandra Williams,  
Charles Haynes

Absent: Daniel Shea

1. Roll Call  
Commissioner Maxted called the meeting to order at 7:00 PM. Community Planner Drew Pennington called the Roll.
2. Minutes of the July 15, 2008 Meeting  
Minutes of the July 15, 2008 meeting were approved on a motion by Commissioner Fizzell, seconded by Commissioner Dummer. The motion carried.
3. Public Comments  
None
4. Doug Cash – Certificate of Appropriateness  
COA-2008-24 Review and consideration of a Certificate of Appropriateness to replace the front door on the house located at 1103 Chapin Street.

Mr. Pennington read the staff report.

Commissioner Maxted invited the applicant, Doug Cash, to the podium. Commissioner McGrath asked Mr. Cash if the current doors are the original doors. Mr. Cash responded that he did not know if they were the original doors. Commissioner Maxted asked Mr. Pennington if he had a better picture of the proposed door for the Commissioners to review, and Mr. Pennington distributed the manufacturer's pamphlet that was submitted with the application. Commissioner McGrath asked the applicant if the property is used as a duplex, and Mr. Cash confirmed that it is a duplex. Commissioner Fizzell asked Mr. Cash if the door would be centered between the two sidelights. Mr. Cash responded that the door would be centered. Commissioner McGrath asked if the proposed door was steel, and Mr. Cash confirmed that the door is indeed steel. Commissioner Fizzell asked Mr. Cash if the door would be painted to match the transom. Mr. Cash replied that his painter was deciding between painting the door red or brown.

Following this discussion, Commissioner Williams moved to approve the COA, subject to the conditions recommended by staff. Commissioner Dummer seconded the motion. The motion carried (5-0).

5. Report on Staff-Approved Certificates of Appropriateness Since Last Meeting

Mr. Pennington read a list of Certificates of Appropriateness that had been approved (by staff) since the last meeting. The list included the following:

COA-2008-22 - 912 Chapin Street

This project involves the installation of vinyl siding, soffit & fascia replacement, window replacement, and gutter replacement.

COA-2008-23 - 717 Bluff Street

This project involves the replacement of two windows and the installation of glass blocks in several foundation openings.

COA-2008-25 - 724 Wisconsin Avenue

This project involves replacement of the porch floor with like materials, replacement of the porch railings, and replacement of the stairs.

Condemnation – Detached Garage at 630 Park Ave

The Division of Housing Services has determined that the detached frame garage structure on the property located at 630 Park Avenue constitutes a nuisance and is old, dilapidated or has become so out of repair as to be dangerous, unsafe, unsanitary or otherwise unfit for human habitation, occupancy or use.

Mr. Pennington announced that the Landmarks Commission section of the City's Website would be updated and redesigned. Mr. Pennington also announced that the City's new Transit Transfer Facility will include memorial to the Beloit Gas & Light Co. building. The memorial will be approved by the Landmarks Commission.

Following these announcements, Commissioner McGrath asked Mr. Pennington if the owner of 912 Chapin Street was fined for beginning the project without a COA. Mr. Pennington responded that since the owner eventually obtained a COA, they were not issued a citation, but the building permit fee was doubled. Several Commissioners stated that this punishment was insignificant. Commissioner Fizzell stated her dissatisfaction with the siding on the house at 912 Chapin Street and stated that Mr. Pennington should not have approved the siding. Mr. Pennington responded that the siding was approximately 75% installed by the time the City learned of the project. Mr. Pennington stated that he was not thrilled with the appearance of the siding, but given the major costs and conflict that would result from requiring the owner to remove the siding, he decided to allow the siding to remain. Commissioner Dummer stated that Mr. Pennington should have required the removal of the siding in order to send a strong message about the significance of working without a COA. Mr. Pennington suggested that the Commissioners consider adding language to the Ordinance to address projects that are started without a COA. Several Commissioners discussed the idea of notifying new historic home owners of the COA

process, and Mr. Pennington stated that he would contact the Assessor's Office about notification when historic properties are transferred.

6. Discussion Items

A. Jeffris Family Preservation Fund for Wisconsin – Potential Projects

Commissioner McGrath suggested several projects, including notification mailings, fundraising, and a flyer describing the Landmarks Commission. Commissioner Dummer stated that funding from the State of Wisconsin might be available.

B. Sections 32.05 and 32.06 of the Historic Preservation Ordinance

Commissioner McGrath expressed his interest in updating the Ordinance and described several problems associated with the "like materials" language. Commissioner McGrath expressed his interest in addressing the projects currently eligible for staff approval. The Commissioners agreed to bring suggested changes to the next meeting.

C. Review of Committee Objectives, Priorities, and Assignments

The Commissioners agreed to revisit the Committee assignments at a later date.

7. Committee Reports

A. Awards Committee: Nothing to report.

B. Plaque Committee: Nothing to report.

C. Program/Publicity Committee: Nothing to report.

D. Cemetery Building Committee: Commissioner Maxted noted that several gravestones in Oakwood Cemetery had been vandalized during the summer.

E. Landmarks/DBA Design District Committee: Nothing to report.

8. Adjournment At 8:00 PM, Commissioner Dummer made a motion to adjourn the meeting, and Commissioner Fizzell seconded the motion. The motion carried.

Drew Pennington  
Community Planner