

**MINUTES**  
**BELOIT LANDMARKS COMMISSION**  
**Meeting of January 21, 2014**

A Meeting of the Beloit Landmarks Commission was held on Tuesday, January 21, 2014 in the City Manager's Conference Room, City Hall.

Present: Rick McGrath, Ruth Vater, Donna Johnson, Steve Vollmer, Alex Blazer, Terri Kaye  
Absent: Charles Haynes, Ellen Joyce

1. Roll Call  
Commissioner McGrath called the meeting to order at 7:00 PM. Planner Stephanie Hummel called the Roll.
2. Minutes of the November 19, 2013 Meeting  
The Minutes of the November 19, 2013 meeting were amended by Commissioner Vater in section #4 to read: "*Darrell Morris- Certificate of Appropriateness.*" This was approved on a motion by Commissioner Vater, seconded by Commissioner Vollmer. The motion carried (6-0).
3. Public Comments: None
4. Beloit College – Certificate of Appropriateness  
COA-2013-43 Review and consideration of a Certificate of Appropriateness to replace porch handrails for the property located at 726 Church Street.

Commissioner Vater recused herself due to a conflict of interest as Beloit College is her employer.

Ms. Hummel read the staff report.

Bruce Hamilton identified himself as the applicant. Commissioner Vollmer questioned him about retaining the craftsmanship and architectural details of the handrails. Mr. Hamilton assured the commissioners that this project would exactly replicate what the current porch looks like. Mr. Hamilton mentioned his concerns about building code. Commissioner McGrath explained that since this project is not considered a wholesale replacement, the handrails would not need to be brought up to code height and dimensions.

Following this discussion, Commissioner Vollmer made a motion to approve the requested COA, subject to the conditions recommended by staff and verbal assurances of maintaining craftsmanship by the applicant. Commissioner Johnson seconded the motion. The motion carried (5-0).

5. Election of Officers

Commissioner Vollmer made a motion to nominate Commissioner Blazer for the position of Chairperson. Commissioner Vater seconded the motion. The motion carried (6-0). Commissioner McGrath was thanked for his time as Chairperson.

Commissioner Vollmer made a motion to nominate Commissioner Vater for the position of Vice-Chairperson. Commissioner Johnson seconded the motion. The motion carried (6-0).

6. Discussion of Committee Assignments

The Commissioners discussed each committee and whether or not each is necessary. The Commissioners agreed to dissolve the Historic District Sign Committee as City Staff has taken over completion of this project. The following were determined as needed committees and the listed Commissioners will represent them:

*Education & Outreach Committee:* Commissioners Johnson, Kaye, and McGrath

*Grant Writing Committee:* Commissioners Vater, Joyce, and Blazer

*Site Visit Committee:* Commissioners Vollmer and Blazer

7. Report on Staff-Approved Certificates of Appropriateness & Activities Since Last Meeting

Ms. Hummel announced that no applications have been received since the last meeting.

8. Committee Reports

No reports given

9. Discussion of 422 Bluff Street

Julie Christensen, Director of Community Development, discussed the city-owned properties at 422 Bluff Street/310 Euclid Avenue. Ms. Christensen explained that this property was bought with the intentions of rehabbing the home at 422 Bluff Street and demolishing the house at 310 Euclid Avenue. After costs estimates and further inspection of the properties, the city is looking into different options for the site. Commissioner McGrath noted that new construction would be the least-preferred option as it is disruptive to the neighborhood. The Commissioners agreed that more options should be looked into, including moving the house at 310 Euclid Avenue to face Bluff Street, then rehabbing the property. Ms. Christensen will be researching options for this property and will report back to the commission.

10. Adjournment

At 8:30 PM, Commissioner Blazer made a motion to adjourn the meeting, and Commissioner Vollmer seconded the motion. The motion carried (6-0).

Stephanie Hummel, Planner