



CITY HALL • 100 STATE STREET • BELOIT, WI 53511
Office: 608/364-6700 • Fax: 608/364-6609
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**MEETING NOTICE AND AGENDA
BELOIT LANDMARKS COMMISSION
Tuesday, April 19, 2016, 7:00 PM
The Forum, 100 State Street**

1. Roll Call
2. Minutes of the March 15, 2016 Meeting
3. Public Comments
4. Allen Carley - Certificate of Appropriateness
COA-2016-02 Review and consideration of a Certificate of Appropriateness to replace four windows on the residential structure located at 729 Bluff Street.
5. Beloit College – Certificate of Appropriateness
COA-2016-06 Review and consideration of a Certificate of Appropriateness to replace the ramp at the entrance of Campbell Hall located at 700 College Street.
6. Julie Christensen – Director of Community Development – Discuss City-Owned Bluff Street Properties
7. Historic District Signage Update
Discussion of potential sign designs and locations
8. Discussion of Landscaping Improvement Awards
9. Report on Staff-Approved Certificates of Appropriateness & Activities Since Last Meeting
10. Committee Reports
 - A. Education & Outreach Committee
 - B. Grant Writing Committee
 - C. Site Visit Committee
11. Items for Future Agendas
12. Adjournment

*If you are unable to attend this meeting, notify the Planning Office at 364-6700 **no later than 4:00 PM the day before the meeting.***

Approved: Alex Morganroth, Planner
April 5, 2016

** Please note that upon reasonable notice, at least 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the City Clerk's Office at 364-6680, 100 State Street, Beloit, WI 53511.



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MEETING MINUTES
BELOIT LANDMARKS COMMISSION
Tuesday, March 15, 2016, 7:00 PM
The Forum, 100 State Street

1. Roll Call

Commissioner Blazer called the meeting to order at 7:00pm.
Commissioners Blazer, Truesdale, Vater, Johnson, Kaye and Kelly were present.
Commissioners Vollmer and Joyce were absent.

2. Minutes of the February 16, 2016 Meeting

Commissioner Vater suggested amending the minutes to reflect the Commission's support for the historic street sign toppers in the Historic District Signage Discussion section. Commissioners Vater and Kaye moved to approve the to-be-amended minutes. Motion carried, 5-0.

3. Public Comments: None

4. Allen Carley – Certificate of Appropriateness

COA-2016-02 Review and consideration of a Certificate of Appropriateness to replace four windows on the residential structure located at 729 Bluff Street.

Mr. Morganroth read the staff report and recommendation.

The applicant and owner of the subject property, Mr. Allen Carley, discussed the reasons for proposing the replacement of the windows and the necessity of replacing portions of the trim around the base of house. He explained that the windows no longer provided a tight seal and that he no longer wanted to have to take down the large, single-pane storm windows during the summer.

The Commission discussed the location of the windows and the level of visibility when viewing the house from the street. Commissioner Blazer confirmed with the applicant that the new windows proposed in the COA request are a complete replacement as opposed to a sash replacement. The applicant also confirmed that he would like to replace all windows on the rear section of the house.

The Commission discussed the importance of the storm windows to the historic integrity of the house and asked if the applicant would be willing to keep the storm windows on for most of the year and only take them off in the summer. The applicant stated that it is difficult for

him to get the storm windows up and down and that he'd prefer to take them off permanently.

Commissioner Vater reminded the Commission that replacement of historic features with identical materials is the most preferred method if repair is not possible. Commissioner Blazer suggested that using all wood windows, as opposed to the proposed aluminum clad windows, would be more appropriate and could be done at a similar price point. Mr. Carley asked the Commission for assistance in finding a company that could manufacture wood windows to the specifications necessary. Commissioner Blazer offered to help Mr. Carley find wood replacement windows before the next meeting.

Commissioners Truesdale and Vater made a motion to layover the COA until the April 19, 2016 regular meeting. Motion carried, 5-0.

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

Mr. Morganroth reported that no new Certificates of Appropriateness had been issued since the previous meeting.

6. Historic District Signage Discussion

Mr. Morganroth gave a summary of the quotes he had received for both street sign toppers and small identification signs. He explained that the Commission had multiple options to select from regarding the size, design, and shape of the signs. He also summarized a tentative timeline for the historic signage with the ultimate goal of having the signs installed by the end of August.

All members of the Commission supported the following options regarding the design and style of the signs:

- The historic limestone water tower will be the graphic used on the signs.
- The graphic will be placed on the top of the sign with text below.
- The graphic will be white in color.
- Both the small identification and street topper signs will be custom-cut with bump-outs on top.

The Commission also discussed the location of the signs and the orientation of the sign toppers. Mr. Morganroth stated that he would look more into both and report back at the next meeting.

7. Committee Reports

Education and Outreach Committee: Commissioner Truesdale asked if the Commission was doing anything for Historic Preservation Month (May). Mr. Morganroth responded that nothing was planned, but that he will look into options that can be discussed more in depth at the next meeting.

Grant Writing Committee: None

Site Visit Committee: None

8. Items for Future Agendas

Mr. Morganroth reported that the joint meeting between Parks and Landmarks Commissions will be held in May. The meeting will likely include a tour of the bathhouse at Turtle Creek Park.

9. Adjournment

Commissioners Kaye and Johnson moved to adjourn at 8:32pm. Motion carried, 5-0.

Respectfully Submitted,
Alex Morganroth, Planner
Date Approved: April 13, 2016

CITY OF BELOIT

REPORT TO THE BELOIT LANDMARKS COMMISSION



Meeting Date: April 19, 2016

Agenda Item: 4

File Number: COA-2016-02

Applicant: Allen Carley

Owner: Allen Carley

Location: 729 Bluff Street

Existing Zoning: R-1B Single-Family Residential District

Existing Land Use: Single-Family Residential

Parcel Size: .2 Acres

Request Overview:

Allen Carley has submitted an application for a Certificate of Appropriateness for two projects – the replacement of four windows and repair of trim on the residential structure at 729 Bluff Street in the City of Beloit. Section 32.05 of the Historic Preservation Ordinance grants the Landmarks Commission the authority to issue a Certificate of Appropriateness prior to the construction, reconstruction, or exterior alteration of any designated landmark, landmark site, or structure within an historic district.

Background:

This request was considered by the Commission on March 15, 2016. The Commission voted unanimously to layover the item until the April 19, 2016 meeting in order to allow the applicant additional time to research other window options. The applicant has contacted Marling Lumber in Janesville to determine the feasibility and cost of replacing the sashes on the rear section of the house with new sashes and tracks.

New Info:

Rear Section: Constructed in 1859 – Greek Revival Style – probably a leftover section of the original house.

Front Section: Constructed in 1875 – Italianate Style – built in place of original front section of Greek Revival house.

Kitchen window near A/C unit is not original – wood barn sash installed by previous owner.

Consistency with the Historic Preservation Ordinance and Strategic Plan:

Consideration of this request is consistent with the intent and purpose of the Historic Preservation Ordinance.

Consideration of this request supports City of Beloit Strategic Goal #5.

Key Issues:

- The property is located in the Bluff Street Historic District and is also known as the O. B. Olmstead House.
 - O. B. Olmstead was a craftsman that manufactured the windmills for the company that eventually became Eclipse Windmill and then Fairbanks Morse.
- The Italianate-style home was constructed in 1875 and is classified as a “contributing” structure according to the 1981 Intensive Survey.
 - Composite siding on structure is not original and likely installed prior to adoption of Historic Preservation Ordinance.
- A covenant provision on the structure requiring pre-approval of alterations by the Wisconsin State Historical Society expired in 2015.
- The rear section of the building (the section where the windows will be replaced) was built in 1859. The larger, two-story section closer to the street was added in 1875.
- The applicant has proposed two projects:
 - Windows Replacement (4) – (NEW WINDOW PROPOSAL)
 - Custom-made wood sash replacements w/ new tracks (to be explained more in depth by the applicant at time of meeting)
 - Custom-made made wood screens that substantially match the profile and style of the existing stormwindows to be installed in place of the stormwindows. Screens would remain installed year-round (see example picture on pg 15 of Staff Report).
 - Windows Replacement (4) – (ORIGINAL WINDOW PROPOSAL)
 - The applicant has proposed the complete replacement of four wood windows with Pella ProLine 450 Series aluminum-clad wood windows.
 - The storm windows and existing double-hung windows are drafty and no longer provide a tight fit with the frame due to rot and overall deterioration.
 - A Pella Certified Contractor will be installing the windows.
 - The windows are located in the bathroom (1) and kitchen (3).

- The existing windows do not appear original and consist of a stationary storm window and double-hung window.
- The location of the windows proposed for replacement has minimum visibility from the street and are located on a part of the house that is a later addition and not part of the original structure.
- The larger windows with pediment-shaped lintels on the front and sides of the original structure, considered a highly important historical feature, would be unaffected by the proposed project.
- The proposed windows will match the existing windows in style and color scheme.
- The contractor may also replace some of the green trim around the windows if rotten or deteriorating. Some of the trim appears to be painted 2x4s and is clearly not original.
- Trim Repair/Replacement
 - Various sections of the decorative green trim located around the base of the house have deteriorated due to time and weather. The owner has proposed repairing or replacing some of the trim as necessary.
- ***The evaluation below is an assessment of the new proposal***
- Section 32.06(5) of the Historic Preservation Ordinance includes general review criteria to be used when evaluating COA applications. The attached COA Checklist evaluates the completed work against the general review criteria included in the Ordinance.
- Section 32.06(5) of the Historic Preservation Ordinance also establishes Specific Review Criteria to be used in evaluating COA applications. The following criteria are relevant to this application.
 - (1) Proportion of Windows and Doors
 - Both the new window sashes and wood screens will match the existing sashes and stormwindows in size and profile. By only replacing the sashes instead of a complete window unit, the size of the window openings will not shrink.
 - (2) Architectural Details:
 - The material used for the sashes (wood) is identical to the existing. The colors and texture will be identical with the other windows on the structure. The new sashes will have the same grill pattern (six over six) as the existing windows.
 - Removal of the stormwindows will deprive the rear structure of a unique architectural feature, but due to their location, will not be very noticeable from the sidewalk/street. The proposed wood screens will allow the applicant to use the windows in the summer for ventilation and when installed, will help maintain the appearance provided by the existing stormwindows. If the applicant chooses to store the stormwindows, future owners will have the ability to re-install them during the winter months.

Sustainability:

- **Reduce dependence upon fossil fuels – N/A**
- **Reduce dependence on chemicals and other manufacturing substances that accumulate in nature – N/A**
- **Reduce dependence on activities that harm life sustaining eco-systems – N/A**
- **Meet the hierarchy of present and future human needs fairly and efficiently – N/A**

Staff Recommendation:

The Planning & Building Services Division recommends approval of a Certificate of Appropriateness for the following projects - installation of new wood sashes (x4), removal of the stormwindows (x4), installation of wood screens (x4) and trim repair - on the structure located at 729 Bluff Street, based on the standards and criteria contained in the Historic Preservation Ordinance and subject to the following conditions:

1. The new sashes must match the existing in material, size, style, and color.
2. The window screens must match the existing stormwindows in composition, size, style, size, and color.
3. Any window trim, sills, or lentils replaced must exactly match the existing in style and material.
4. Any trim replaced must be painted the same shade of green to match the existing trim.
5. All work shall be completed by April 19, 2017.
6. Any changes or additions to this Certificate of Appropriateness must be reviewed and approved by staff prior to the start of any work. Work done without prior approval will be subject to the issuance of correction orders or citations.

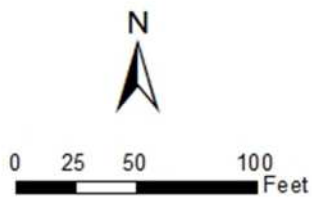
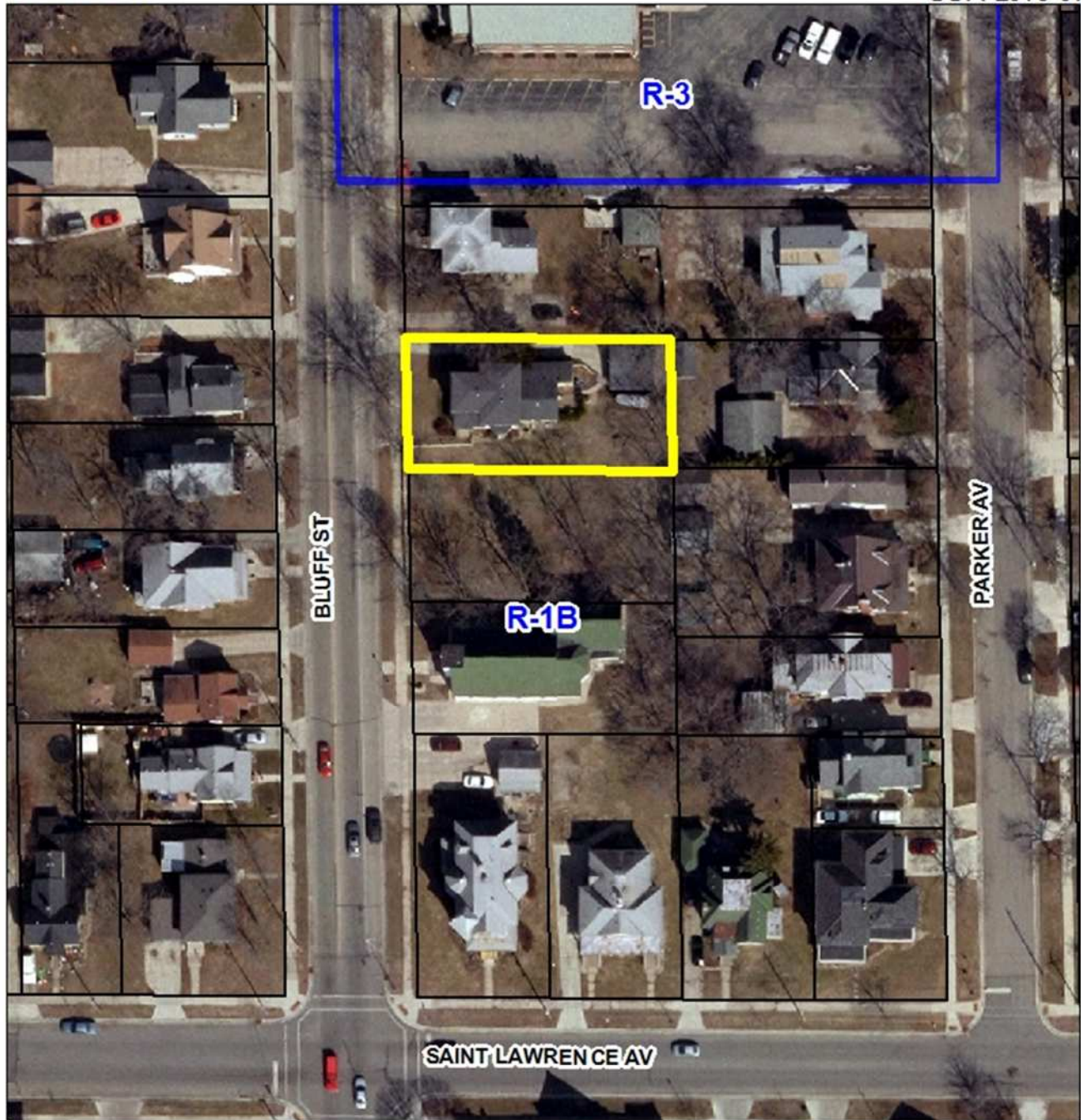
Fiscal Note/Budget Impact: N/A




Attachments: Location Map, Application, Intensive Survey, Photos, COA General Criteria Checklist

Location Map

729 Bluff Street

COA-2016-01



Legend	
	729 Bluff Street
	COB Parcels
	Zoning District

Planning and Building Services Division

Map prepared by: Alex Morganroth
Date: February 2016
For: City of Beloit
Planning & Building Services
Date of Aerial Photography: April 2011

Document Path: \\s01b01\GIS\GIS\mxd\GIS\mxd\Map\COA_2016\BluffStreet.mxd

CITY of BELOIT

PLANNING AND BUILDING SERVICES DIVISION

100 State Street, Beloit, WI 53511

Phone: (608) 364-6700

Fax: (608) 364-6609

CERTIFICATE of APPROPRIATENESS APPLICATION

(Please Type or Print)

File Number: COA-2016-01

1. Address of property: 729 Bluff Street

2. Parcel #: _____

3. Owner of record: Alan Carley Phone: 915-978-2015
729 Bluff St. Beloit, WI 53511
(Address) (City) (State) (Zip)

4. Applicant's Name: Alan Carley
729 Bluff St. Beloit, WI
(Address) (City) (State) (Zip)

(Office Phone #) 915-978-2015 (Cell Phone #) (Carley)@ATTN.DCS (E-mail Address)

5. Present use of property: Residential Single Family

6. The following action is requested:

- Approval of COA by Landmarks Commission (projects not listed below)
 - Approval of COA by staff: (Check all that apply)
 - Roof repair/replacement
 - Gutter repair/replacement with historically appropriate materials and in historically appropriate styles
 - Private sidewalk and driveway repair/replacement with historically appropriate materials in the same dimensions, placement and orientation
 - Installation of historic plaques (residential properties only)
 - Chimney repair and tuckpointing according to the Secretary of the Interior standards and in historically appropriate color and design
 - Installation of fences
 - Storm window/storm door repair or replacement
 - Installation of glass blocks in basement window openings
- X WINDOW REPLACEMENTS - KITCHEN AND BATH

Please continue to #7 (Over)

Window closet to garage

CERTIFICATE of APPROPRIATENESS APPLICATION (continued)

7. Description of Project: Describe each item of the project separately.

Project item: Include existing condition(s) when describing item. Also describe the proposed work, material(s) to be used, and the impact the item would have on existing historic or architectural features of the property. (Attach additional sheets if necessary.)

*INSTALLATION OF 3 Pella Profile ALUMINUM
CLAD WOOD WINDOWS FOR KITCHEN AND BATH.
THESE WINDOWS WOULD BE INSTALLED
INSIDE EXISTING FRAME WITH NO DISTURBANCE
TO INTERIOR - EXTERIOR CAVITY TO BE FILLD
WITH EXISTING*

8. Attachments:

- Site Plan of the lot (Please indicate direction of north, dimensions, structures, etc.)
- Sketches, drawings, building and streetscape elevations, and/or annotated photos
- Exterior photos
- Specifications (materials) for the project
- Phased development plan for the project (if proposed in phases)
- Inspection report (required for demolition requests only)
- Cost estimates for all the proposed work
- Other (please explain): _____

9. Source of Funds: Please indicate if funds for the project are being secured from any of the following sources:

- NHS City of Beloit SHSW Federal

NOTE:
The Beloit Landmarks Commission meets at 7:00 PM on the third Tuesday of the month. Meetings are held in The Forum of Beloit City Hall, 100 State Street. Applications must be filed with the Neighborhood Planning Division by the filing deadline date prior to the next Landmarks Commission meeting.

If you have questions or need assistance in completing this form, contact the City of Beloit Neighborhood Planning Division (364-6700).

_____/_____/_____
(Signature of applicant) (Print name) (Date)

Review fee: \$50.00* / \$25.00* if staff approved Amount paid: \$ _____ * Review fees are doubled to \$100.00 and \$50.00 , respectively, when work begins prior to issuance of a COA. Scheduled meeting date: <u>3/15/16</u> Application accepted by: <u>AEM</u> Date: <u>2/24/16</u>

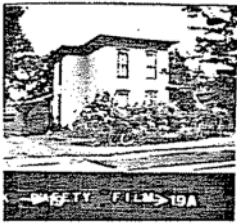
City, Village or Town: 1 Beloit	County: Rock	Surveyor: Richard P. Hartung	Date: July, 1981	Street Bluff Number 729			
Street Address: 729 Bluff		Legal Description:	Acreage:				
Current Name & Use: Residence		Current Owner:					
Film Roll No. RO-93	 Prints	Current Owner's Address:					
Negative No. 19		Special Features Not Visible In Photographs:					
Facade Orient. W							
Original Name & Use: 2 OLHSTEAD HOUSE		Source	Previous Owners	Dates	Uses	Source	Town Range Section
Dates of Construction /Alteration 1860's 1875		Source A					
Architect and/or Builder:		Source					
3 Architectural Significance <input type="radio"/> Represents work of a master <input type="radio"/> Possesses high artistic values <input type="radio"/> Represents a type, period, or method of construction <input type="radio"/> Is a visual landmark in the area <input checked="" type="radio"/> Other: _____ <input checked="" type="radio"/> None		4 Historical Significance <input type="radio"/> Assoc. with lives of significant persons <input type="radio"/> Assoc. with significant historical events <input type="radio"/> Assoc. with development of a locality <input type="radio"/> Other: _____ <input checked="" type="radio"/> None					Map Name Bluff Street Historic District
Architectural Statement: Italianate style two story residence including a low hip roof with overhanging eaves supported by single brackets. Tall windows topped by pediment shaped lintels. Facade is covered with composition siding.		Historical Statement:					
5 Sources of Information (Reference to Above) A Visual estimate of surveyor B C D E F		6 Representation in Previous Surveys <input type="radio"/> HABS <input type="radio"/> NAER <input checked="" type="radio"/> WIHP <input type="radio"/> NRHP <input type="radio"/> landmark <input type="radio"/> other: _____					Map Code BS 93/19
		7 Condition <input type="radio"/> excellent <input checked="" type="radio"/> good <input type="radio"/> fair <input type="radio"/> poor <input type="radio"/> ruins					
		8 District: Bluff Street Historic District <input type="radio"/> pivotal <input checked="" type="radio"/> contributing <input type="radio"/> non-contributing initials: <u>R</u> date: <u>8/1/81</u>					
		9 Opinion of National Register Eligibility <input checked="" type="radio"/> eligible <input type="radio"/> not eligible <input type="radio"/> unknown <input type="radio"/> national <input type="radio"/> state <input type="radio"/> local initials: <u>R</u>					

Photo Source: WI State Historical Society
Estimated Date: early 1980s (showing original siding)



**View from Bluff Street (facing NW) of
Kitchen Windows #1 and 2**

Alex moregan 2/21/18



Kitchen

Kitchen Windows #1 and 2



Kitchen (close up)



Kitchen Window #3 and Bathroom Window (facing SE) View from End of Driveway



Kitchen Window #3 and Bathroom Window (North side of structure)



Kitchen Window #3
(barn sash installed
by previous owner)

Bathroom Window

Bathroom Window (Close Up)



Kitchen Window #3 – barn sash (Close Up)



Example Wood Screen



(Original Proposal)

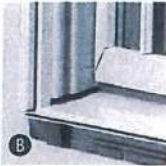
Double-Hung Windows

WOOD WINDOWS
AND PATIO DOORS

The traditional beauty, authentic style and quality performance of Pella® double-hung windows make them classics in the industry.

Features

- Ⓐ Cam-action sash locks increase leverage as the window is closed for a tighter seal against the elements.
- Ⓑ Fold-out, shatterproof aluminum nailing fins make installation easy in any climate.
- Ⓒ Both sashes tilt to make it easy to clean the exterior glass from inside the house.*
- Ⓓ Optional authentic spoon-style hardware and wood jamb liners are available on Architect Series® windows.
 - Architect Series double-hung windows feature a historically correct proportion.
 - Advanced Balance System helps ensure double-hung windows will open and close easily.
 - Standard base wall depth is 3-11/16". Additional wall depths are available.
 - Choose from InsulShield® Low-E insulating glass options plus impact-resistant, tinted or obscure glass.



See the chart on pages 26 - 27 for a complete list of double-hung window features and options.

* Excludes Monumental double-hung windows.

Precision Fit® Replacement Windows

Pocket replacement windows install in about an hour, and trim, paint, wallpaper, plaster and the home's exterior are usually not disturbed – saving installation time and costs.

Features

- Ⓐ These fully assembled units install easily into the existing window pocket created when the old double-hung sashes are removed.
 - **Precision Fit Replacement Double-Hung Windows** – Timeless, traditional appeal; top and bottom ventilation and cam-action locks that create a tight seal against weatherstripping.
 - **Precision Fit Replacement Casement Windows** – Clean, uncluttered views and smooth operation; one convenient latch secures the window in two places; fold-away handles are sleek, attractive and out of the way.
 - **Precision Fit Replacement Awning Windows** – Easy-to-reach, fold-away handles glide the window open and closed; one convenient latch secures the window in two places.
 - Choose from InsulShield Low-E insulating glass options plus impact-resistant, tinted or obscure glass.



Designer Series® Precision Fit
Double-Hung Window
(also available on Architect Series)



Architect Series Precision Fit
Casement Window



Architect Series Precision Fit
Awning Window

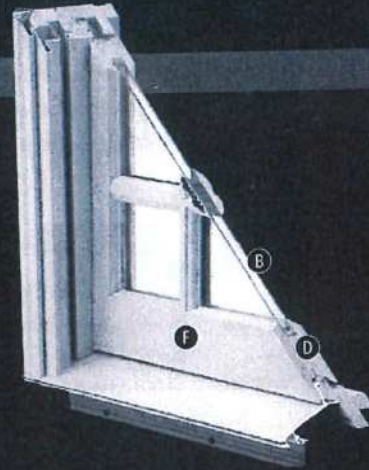
See the chart on pages 26 - 27 for a complete list of replacement window features and options.



Why Pella® Wood Windows and Patio Doors?

Build with Pella and make life easier on you and your customers. Long known as a leader in quality windows and doors, Pella wood products offer outstanding craftsmanship, performance and convenience.

SUPERIOR CONSTRUCTION AND STRENGTH



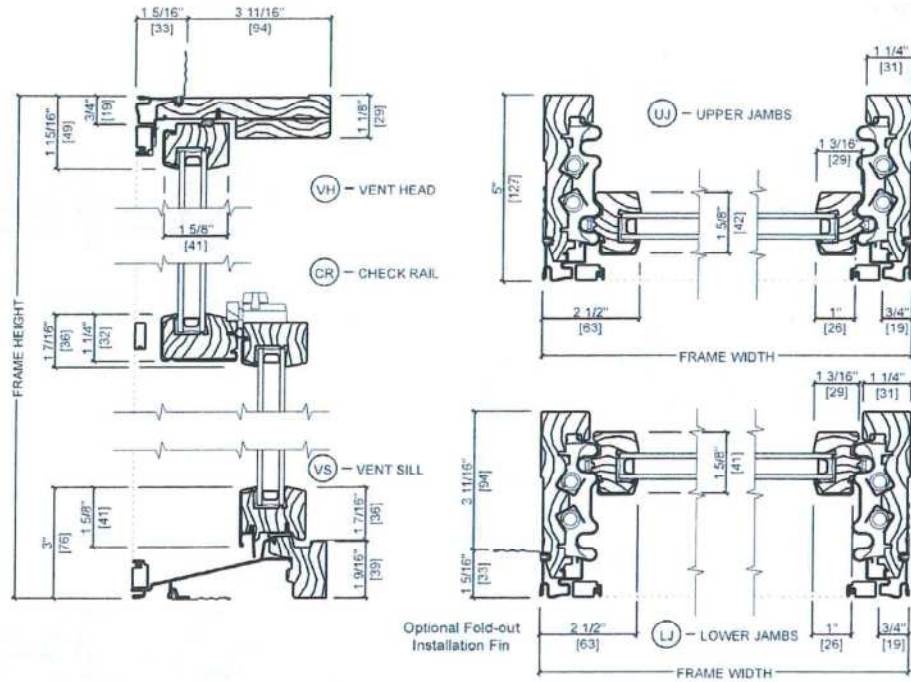
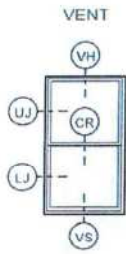
- (A) Carefully selected, kiln-dried wood helps ensure long product life – reducing the risk of cracking, splitting or swelling once the window is installed.
- (B) Pella offers a range of InsulShield® Low-E glass choices for different climates and applications, from Advanced Low-E insulating glass with argon to impact-resistant and double- or triple-pane glass.
- (C) Sash corners are joined three ways for superior strength: interlocking wood joints, special metal fasteners and extremely durable weather-resistant glue.
- (D) High-performing weatherstripping provides outstanding protection against drafts and leaks.
- (E) Quality handles, hinges, sash lifts and locks provide added security, durability and energy efficiency. Many are designed to secure the window or door at multiple points, treated to resist rust and corrosion, and built to form tighter seals against the weather.

LOW-MAINTENANCE EXTERIORS

- (F) Pella's EnduraClad® aluminum-clad exteriors resist fading and help protect your customers' windows and doors for years. Optional 70% fluoropolymer resin-based EnduraClad Plus® protective finish² is available for select projects where a high degree of resistance to fading, chemicals and corrosion is needed.



UNIT SECTIONS
Aluminum-Clad Exterior



Scale 3" = 1' 0"
All dimensions are approximate.

Example of Deteriorating Trim



Planning and Building Services Division

100 State Street, Beloit, WI 53511 Phone: (608) 364-6700

Fax: (608) 364-6609

CERTIFICATE OF APPROPRIATENESS CHECKLIST

For property located at: 729 Bluff Street

GENERAL REVIEW CRITERIA	YES	NO	N/A
Has every reasonable effort been made to provide a compatible use for a property that requires alteration for use other than for its originally intended purpose?			X
Will the applicant retain distinguishing original qualities or character of a building, structure or site? The removal or alteration of any historic material or distinctive architectural features should be avoided when possible. <i>Removal of the stormwindows, a distinguishing original quality, is not optimal. However, the replacement wood screens will provide additional functionality for the owner while retaining the overall look that the stormwindows provided.</i>	X	X	
Is the applicant proposing alterations that have a historical basis, rather than trying to create an earlier or later appearance?	X		
Has the applicant recognized and respected changes in the development of a building over time that may have acquired significance in their own right?			X
Has the applicant treated with sensitivity distinctive stylistic features, or examples of skilled craftsmanship that characterize a building, structure or site?	X		
Has the applicant repaired, rather than replaced, deteriorated architectural features, wherever possible? If replacement is necessary, the new material should match the material being replaced in composition, design color, texture and other visual qualities. <i>The replacement sashes and new trim duplicate the original in composition, texture, and appearance. The new screens will duplicate the stormwindows in composition, color, and overall appearance.</i>		X	
Has the applicant avoided sandblasting and other cleaning methods that will damage the surface of the historic building?			X
Has the applicant made every possible effort to protect and preserve archeological resources affected by or adjacent to any project?			X
If a contemporary design for alterations and additions is proposed, does this design retain significant historical, architectural or cultural material and is the design compatible with the size, scale, color, material and character of the property and neighborhood?			X
Are new additions or alterations to buildings done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the building would be unimpaired?			X