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**MEETING MINUTES  
BELOIT LANDMARKS COMMISSION  
Tuesday, October 18, 2016, 7:00 PM  
The Forum, 100 State Street**

**1. Roll Call**

Commissioner Blazer called the meeting to order at 7:00pm.

Commissioners Blazer, Johnson, Truesdale, Volmer, Vater and Sloniker were present.

Commissioners Joyce and Kaye were absent.

**2. Minutes of the September 20, 2016 Meeting**

Commissioners Johnson and moved to approve the minutes. Motion carried, 6-0.

**3. Public Comments: None**

**4. Ron Mixon Builders – Certificate of Appropriateness**

COA-2016-37 Review and consideration of a Certificate of Appropriateness to allow the replacement of windows and soffit on the commercial structure located at 654 Bluff Street.

Mr. Morganroth read the staff report and recommendation.

Commissioners Johnson and Truesdale made a motion to approve the COA. Motion carried, 6-0.

**5. David Williams – Certificate of Appropriateness**

COA-2016-26 Review and consideration of a Certificate of Appropriateness to install new siding on the residential structure located at 961 Bluff Street.

Mr. Morganroth read the staff report and recommendation.

Mr. Mike Myers, the general contractor working on the project, was present and asked the Commission whether or not they had any questions on the project. Multiple Commissioners asked for more information on the garage. Mr. Myers stated that due to the setbacks required, he would need to go before the Board of Appeals to seek a variance allowing him to build inside the rear setback. The Commissioners agreed that due to the uncertainty of the variance being approved, as well as the limited details provided on the design of the garage, the garage should be removed from consideration and taken up at a different meeting.

Commissioners Vater and Vollmer made a motion to amend the COA to remove the garage from consideration. Motion carried, 6-0.

Commissioner Vater asked Mr. Myers about the style of windows to be installed on the sleeping porch. Mr. Myers stated that the windows were 5'x5' and already framed. He stated that they could be reframed if needed. All Commissioners stated their preference for smaller windows that would better match the existing windows on the main house. Commissioner Blazer asked if Mr. Myers thought it was feasible to install two double-hung windows side-by-side instead of the larger window. Mr. Myers stated that he could do that.

Commissioners Vater and Johnson made a motion to amend the COA to change the original four 5'x5' windows to four pairs of double-hung windows in their place. Motion carried, 6-0.

Commissioners Vollmer and Truesdale made a motion to approve the amended COA. Motion carried, 6-0.

**6. Report on Staff Activities Since Last Meeting**

*A. Report on Staff-Approved Certificates of Appropriateness*

Mr. Morganroth reported that no Staff-Approved COAs were issued.

*B. Update on CLG Grant Application*

Mr. Morganroth reported that he will be submitting the application within the next week or two and that WHS would review the application in the next few months.

*C. Update on Installation of Historic Signs*

Mr. Morganroth reported that the historic district identification signs would likely start to be installed in next few weeks.

*D. Update on New Commissioner Appointments*

Mr. Morganroth reported that three new members will be joining the Landmarks Commission at the November meeting.

**7. Committee Reports**

Education and Outreach Committee: None

Grant Writing Committee: None

Site Visit Committee: Commissioner Blazer gave an update on the Site Visit Committee's activities since the previous meeting.

**8. Items for Future Agendas**

- New committee appointments

**9. Adjournment**

Commissioners Vater and Vollmer moved to adjourn at 8:05 pm. Motion carried, 6-0.

Respectfully Submitted,  
Alex Morganroth, Planner  
Date Approved: November 2, 2016