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**MEETING MINUTES
BELOIT LANDMARKS COMMISSION
Tuesday, June 20, 2017, 7:00 PM
The Forum, 100 State Street**

1. Roll Call

Commissioner Blazer called the meeting to order at 7:03 PM.
Commissioners Jacobsen, Blazer, McGrath, and Truesdale were present.
Commissioner Joyce and Vater were absent

2. Minutes of the March 21, Meeting

Commissioners Jacobsen and Truesdale made a motion to approve the draft Minutes. Motion carried, 4-0.

3. Public Comments: Bill Dorr commented on the status of the Near East Side/College Park signage replacement funding.

4. Ruben Rodriguez, Property Owner – Certificate of Appropriateness

COA-2017-09 Review and consideration of a Certificate of Appropriateness to allow the installment of a wood frame enclosure on the property located at 130 Bluff Street.

Rudy Moreno, Planner II, read the staff report and recommendation.

Commissioner Blazer noted that the applicant was not able to attend. Mr. Moreno stated that the applicant had informed him that he would attend but was not present.

Commissioner Truesdale asked if this COA was being presented to the Landmarks Commission because of the original historic structure that was demolished. Mr. Moreno clarified that this structure was erected within the Bluff Street Historic District without the required approval of the Landmarks Commission.

Commissioner Jacobsen asked if this COA Application was for the structure or the picket fence installed on the property. Mr. Moreno explained that the applicant is calling the recently erected structure a greenhouse; however, Mr. Moreno had reviewed this structure as a fence because of the materials used in its construction and its intended purpose to protect an existing garden. Mr. Moreno explained that the erected structure is a roofless, wooden frame structure that was screened-in with chicken wire; therefore, the erected structure fit the definition of a fence as described in the Zoning Code. Mr. Moreno added that a greenhouse is generally roofed structure enclosed with some form of glazing or a plastic membrane. Mr. Moreno stated that this structure did not meet the zoning requirements for a fence or an accessory building.

Commissioner Blazer added the picket fence located on this property had received COA approval prior to its installation. Commissioner Truesdale noted that the property owner must have been aware the COA requirement, given that he had already gone through the COA process once before.

Commissioner Jacobsen had questions regarding fees and penalties pertaining to structures built without COA approval. Commissioner Blazer and Mr. Moreno discussed possible penalties when erecting a structure without a permit or COA approval. Mr. Moreno clarified that denial of this COA would result in the structures removal, and possible fines if the structure is not removed by a given deadline.

Commissioners Truesdale and Jacobsen motioned to deny the COA. Motion carried, 4-0.

5. Report on Staff Activities Since Last Meeting

A. Report on Staff-Approved Certificates of Appropriateness

Mr. Moreno informed the commission of a COA, approved by staff on June 5, 2017, to allow exterior improvements at the Beloit College Campus. The exterior improvements include the replacement of an existing asphalt driveway, new curbs and gutters, and a new accessible sidewalk. The deadline for completion is on June 21, 2018.

B. 402 Bluff Street

Mr. Moreno informed the committee that City Staff could not permit landmark commissioners to enter the property at 402 Bluff Street. Mr. Moreno also explained why the condemnation of 402 Bluff Street did not need the Landmarks Commissions approval according to state statute 66.0413(3).

Commissioner McGrath speculated that the notice submitted to the Wisconsin Historical Society only related to the addition to the original structure and was not factually correct. Commissioner McGrath then described the exterior condition of the structure.

Commissioner McGrath recollected that the Historic Preservation Code required the Landmarks Committee approval for demolition permits, and asked Mr. Moreno for clarification. Mr. Moreno explained that City Staff did not need Landmarks Commission approval to condemn the structure at 402 Bluff Street because of its hazardous condition, and its costs of repairs.

Commissioner McGrath mentioned other demolition applications that had to come before the commission. Mr. Moreno distinguished the differences between past demolition requests and the condemnation of 402 Bluff Street. Mr. Moreno clarified that the notice sent to WHS was not a demolition request by the property owner, and this property had given multiple municipal citations within 6 months. Mr. Moreno added that the building official had determined this structure is dangerous and unfit for human habitation, occupation, or use, and the cost of repairs exceeded 85% of the assessed value in accordance with state statute 66.0413(3).

Commission Truesdale speculated on other alternatives to demolition and the possibility of the city purchase the property. Mr. Moreno reminded the commission members of the City's

previous attempts to contact and compel the owner to repair the residential structure. Mr. Moreno explained that even if the city had ownership over this property, the costs of repairs remain unreasonable.

Commissioner McGrath speculated that demolishing a house will not save the city money because the city will not recoup the costs of demolition. Mr. Moreno mentioned that the purpose of condemning this dilapidated structure is to remedy a public health and safety hazard.

Commissioner Blazer mentioned that past historic renovations coordinated by the City were done when the City had the funds to available. Commissioner Blazer acknowledge the City's few options when dealing with a property owner who doesn't want to take action, and asked the commission what action could be taken.

Commissioner Truesdale suggested writing the Wisconsin Historical Society to protest the demolition of the historic structure.

Commissioner Jacobsen expressed concern in regard to contacting the Wisconsin Historical Society without having all of the facts relating to the condition of the condemned structure.

C. Staff Approval of Chicken Coops

Mr. Moreno informed the commission that staff is willing to approve chicken coups in historic districts so long as it is okay with the Landmarks Commission. There were no objections or concerned expressed by the commission.

6. Discussion of the Turtle Creek Bathhouse

Commissioner Truesdale asked what was observed during the site inspection. Commissioner Jacobsen and Mr. Moreno discussed what was observed. Commissioner Truesdale and Mr. Moreno discussed the response from the Parks and Recreation Department, and the current maintenance of the Turtle Creek Bathhouse.

7. Discussion of Horace White Park

Mr. Moreno went over the recent correspondence with John Pfleiderer, Executive Director of Family Services of Southern Wisconsin and Northern Illinois, Inc., regarding the serenity garden project at Horace White Park.

Commissioner Truesdale speculated on the availability of skilled labor and the timeframe for completion.

Commissioner Jacobsen requested clarification on the completion deadline and what courses of action could be taken if that deadline is not met.

Mr. Moreno explained that extensions to the deadline can be granted, depending on the circumstances.

Mr. Moreno informed the commission that staff has decided to extend the deadline for this project due to completion of the pergola and Mr. Pfleiderer's response to the Landmark Commission's inquiry.

8. Discussion of Exterior House Paint

John Raisbeck, of J. Raisbeck Paint and Design, discussed the durability of exterior house paint, and the benefits of wood siding when compared to vinyl or composite board siding. Mr. Raisbeck explained the improvements in paint technology, allows most paint companies offer written warranties on their products. Mr. Raisbeck speculated the cost of paint can be up to 60% cheaper when compared to the cost of installing vinyl siding. Mr. Raisbeck mentioned the average exterior house paint can last between 15 to 25 years if scraped, prepped, and painted properly. Mr. Raisbeck went over the process of detecting lead, and painting historical homes.

9. Discussion of Ex-Officio Non-Voting Attendees

Commissioner McGrath requested clarification on the possibility of scheduling guest speakers to attend meetings and present their expertise in preserving historic structures.

Mr. Moreno asked the commission if they would like these guest speakers to be a discussion item or if they were ok with the guest speakers presenting during public comments.

Commissioner Jacobsen mentioned anyone is free to attend these meeting and suggested that guest speaker presentations should be a public discussion item. The commissioners agreed with the suggestion to allow guest speakers presentations during the time provided for public comments.

10. Discussion of Landmarks Committee Attendance Requirements

Commissioner McGrath wanted clarification on attendance requirements for the Landmarks Commission members.

Mr. Moreno discussed the attendance requirements and cause for removal guidelines.

11. Committee Reports

- A. Education and Outreach Committee: none
- B. Site Visits Committee: none
- C. Grant Writing Committee: none
- D. Ad Hoc Sign Committee: none

12. Future Discussion Items

None

13. Adjournment

Commissioners Jacobsen and McGrath moved to adjourn at 8:30 PM. Motion carried, 4-0.

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Respectfully Submitted,
Rudy Moreno, Planner II
July 12, 2017