



CITY HALL • 100 STATE STREET • БЕЛОIT, WI 53511  
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**MEETING MINUTES**  
**BELOIT LANDMARKS COMMISSION**  
**Tuesday, November 21, 2023, 7:00 PM**  
First Floor Conference Room, 100 State Street  
Beloit, WI 53511

**1. Roll Call**

Chairperson Ruffini called the meeting to order at 7:00PM  
Commissioner Carlson, Langley, and Councilor Blakeley were present. Commissioner McDaniel was absent.

**2. Minutes of the October 17, 2023 Meeting**

Councilor Blakeley moved to approve the draft minutes. Commissioner Langley seconded the motion. The motion passed, voice vote. (4-0)

**3. Public Comments (None)**

**4. Certificates of Appropriateness**

**A. Ed Jacobson-Certificate of Appropriateness**

COA-2023-23 Review and consideration of a Certificate of Appropriateness (COA) to remove and replace chimneys, fascia, temporarily repair windows, and remove portions of EIFS at the commercial structure located at 307 State Street.

Ms. Rottmann read the staff report and recommendations. Mr. Jacobson had questions about the scope of work and its deadline. A discussion was had to clarify the temporary repairs compared to permanent ones. It was decided to amend condition #2 to rephrase the language to state the original brick would be installed to the greatest extent possible. The applicant confirmed that the brick was in good condition to be reused. Commissioner Langley moved to approve the Certificate of Appropriateness subject to the amended conditions recommended by staff. Commissioner Carlson seconded the motion. The motion passed, voice vote. (4-0)

**B. Matt Finnegan -Certificate of Appropriateness**

COA-2023-25 Review and consideration of a Certificate of Appropriateness (COA) to replace the windows at the residential structure located at 800 Wisconsin Avenue.

Ms. Rottmann read the staff report and recommendations. The applicant did not have any additional comment. Councilor Blakeley moved to approve the Certificate of Appropriateness subject to the amended conditions recommended by staff. Commissioner Langley seconded the motion. The motion passed, voice vote. (3-0) 1-Abstention

**5. Reports on Staff Activates**

- A. Report on Staff-Approved Certificates of Appropriateness. two applications had been approved since the previous meeting.
- B. Historic Property Owner Letters -three letters when out to new historic property owners.
- C. Landmarks Commission Ordinance Amendments  
Ms. Rottmann went over section 1.84 of city code and described the suggested edits. The commissioners discussed the makeup and members of the commission. They questioned if membership could include individually landmarked properties. The commission would like to reduce the quorum and not have a vacancy count against the quorum. The quorum should be flexible based on the current membership or at a minimum of three members. Discussion was had over the next steps in moving the amendment forward. Ms. Rottmann stated she would create language and submit the document for review by the City Attorney and bring it back to the commission for review.

**6. Presentations**

Chairperson Ruffini presented on Visit Beloit's new historical walking trail and explained how to navigate the passport application. A notification would be sent to all property owners on the walking trail.

**7. Adjournment**

Commissioner Langley moved to adjourn at 7:58 PM. Commissioner Carlson seconded the motion. The motion passed, voice vote. (4-0)



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Celestino Ruffini, Chairperson  
Landmarks Commission


# 11-21-23 Minutes

Final Audit Report


2024-01-23

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