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MEETING MINUTES
BELOIT LANDMARKS COMMISSION
Tuesday, February 20, 2024, 7:00 PM
City Hall Forum, 100 State Street
Beloit, WI 53511

1. Roll Call

Chairperson Ruffini called the meeting to order at 7:00 PM

Commissioner, McDaniel, Langley, Meister, and Councilor Blakeley were present.
Commissioner Carlson and Evans were absent.

2. Minutes of the January 16, 2024 Meeting

Commissioner Langley moved to approve the draft minutes. Commissioner McDaniel seconded the motion. The motion passed, voice vote. (4-0) 1 -Abstention

3. Public Comments (None)

4. Certificates of Appropriateness

A. Paige Ogier-Certificate of Appropriateness

COA-2024-05 Review and consideration of a Certificate of Appropriateness (COA) to reconstruct the porch, replace windows, remove two chimneys, and repair the front door at the residential structure located at 103 Merrill Street.

Ms. Rottmann presented the staff report and recommendations. The applicant was absent. Commissioner Langley raised inquiries regarding the denied condition concerning the reduction of window size. Ms. Rottmann elaborated on concerns regarding the execution of certain proposed projects within the scope of work, highlighting challenges faced while working with the applicants. She emphasized the need to replace missing features with evidence of their existence.

Commissioner Langley expressed willingness to accommodate the applicant's request but proposed adding conditions of approval. Councilor Blakeley voiced apprehensions about approving the scope of work proposed by the applicant. The discussion revolved around the selection of materials for the porch posts and the evaluation of previous work completed, acknowledging the porch's significance as a key architectural feature.

Commissioner Celestino sought clarification on the topic of painting historic structures. Clarification was provided regarding the condition of the posts. Building permits are currently withheld pending approval of the Certificate of Appropriateness (COA), with plans for a building inspector to assess the work.

Commissioner McDaniel inquired about the composition and inclusivity of the Merrill Street Historic District. Ms. Rottmann clarified that the architectural elements on the porch are referred to as brackets in the staff report. Commissioner McDaniel questioned who would be responsible for enforcing the conditions outlined in the COA.

The deliberation included considerations about denying the COA, deferring the application, and potentially waiving the application fee until the applicant could attend the meeting. The Commission collaborated to formulate language for amending the conditions of approval. A typo was found in condition #4. Commissioner Langley moved to approve the Certificate of Appropriateness subject to the amended conditions. Commissioner McDaniel seconded the motion. The motion passed, voice vote. (5-0)

5. Reports on Staff Activates

- A. Report on Staff-Approved Certificates of Appropriateness. zero applications had been approved since the previous meeting.
- B. Historic Property Owner Letters -one letter when out to new historic property owners.
- C. Landmarks Commission Ordinance Amendments
- D. CLG Grant Application Update
- E. 2023 Annual Report on Activities

6. Adjournment

Councilor Blakely moved to adjourn at 8:24 PM. Commissioner Langley seconded the motion. The motion passed, voice vote. (5-0)



Celestino Ruffini, Chairperson
Landmarks Commission






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Final Audit Report

2024-04-22

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