

**MINUTES
BELOIT LANDMARKS COMMISSION
Meeting of September 18, 2007**

The meeting of the Beloit Landmarks Commission was held on Tuesday, September 18, 2007 in the City Hall Forum.

Present: John Dummer, Marjorie Fizzell, Kent Maxted, Jeff McConnell, Dan Shea and Sandra Williams

Absent: Kevin Leavy

1. Roll Call

Kent Maxted called the meeting to order at 7:00 PM. Community Planner Tim Bragg called the roll.

2. Minutes of the August 21, 2007 Meeting

Mr. Bragg said the minutes shall be corrected to note Commissioner Shea being present at the August 21, 2007 meeting. Minutes of the August 21, 2007 meeting were approved as amended on a motion by Commissioner Williams, seconded by Commissioner Fizzell. The motion carried.

3. Preserve Beloit LLC – Certificate of Appropriateness

COA-2007-34 Review and consideration of a Certificate of Appropriateness to completely rehabilitate the property located at 617 Harrison Avenue

Community Planner Tim Bragg read the staff recommendation.

Carla Swain, Preserve Beloit LLC, distributed a handout to the Commissioners regarding the proposed replacement door and roofing material. Commissioner Fizzell asked if there were plans to construct a garage. Ms. Swain said a separate application will be submitted in the future for a garage. Ms. Swain also addressed questions regarding shortening a kitchen window. She said the alteration was necessary to accommodate the height of a new counter.

Following no additional discussion Commissioner McConnell made a motion to approve the COA with the staff recommendation. Commissioner Dummer seconded the motion. The motion passed.

4. Commissioner Reports

Awards Committee: Commissioner Fizzell volunteered to take over this committee, following the resignation of Amy Naish from the Landmarks Commission.

Plaque Committee: Commissioners Shea's research continues in verifying the date of construction a property in reference to a request for a plaque.

Cemetery Building Committee: Commissioner McConnell noted some branches and debris during a recent inspection of the cemetery, but found no signs of vandalism.

5. Adjournment:

At 7:20 PM, Commissioner McConnell moved and Commissioner Shea seconded that the meeting be adjourned. The motion carried.

6. Adjournment

Tim Bragg
Community Planner