

**MINUTES**  
**BELOIT LANDMARKS COMMISSION**  
**Meeting of September 15, 2009**

A Meeting of the Beloit Landmarks Commission was held on Tuesday, September 15, 2009 in the City Hall Forum.

Present: Marjorie Fizzell, Daniel Shea, Rick McGrath, John Dummer, Jennifer Knezel, Lynette Johnson, Charles Haynes

Absent: Sandra Williams

1. Roll Call

Commissioner Fizzell called the meeting to order at 7:00 PM. Community Planner Drew Pennington called the Roll.

2. Minutes of the August 18, 2009 Meeting

Minutes of the August 18, 2009 meeting were approved on a motion by Commissioner Shea, seconded by Commissioner Dummer. The motion carried (6-0).

3. Public Comments

None

4. Sharon & John Buchko – Certificate of Appropriateness

COA-2009-32 Review and consideration of a Certificate of Appropriateness to remove a second story porch and to install jump platforms for the property located at 628 Harrison Avenue.

Mr. Pennington read the staff report.

Sharon Buchko approached the lectern and identified herself as the applicant. Commissioner McGrath asked the applicant how long she has owned the house. The applicant replied that she has owned the house for ten years. Commissioner McGrath asked the applicant if the first floor porch is in good shape. The applicant stated that the first floor porch is fine and that they will install a rubber membrane roof following the removal of the second story porch. The applicant added that she is considering the closure of one door opening following the removal of the porch, which would necessitate only one jump platform to serve the remaining door. Commissioner Fizzell asked the applicant if both porches were constructed simultaneously. The applicant stated that the first floor porch was constructed first.

Following this discussion, Commissioner Dummer made a motion to approve the requested COA, subject to the conditions recommended by staff. Commissioner Shea seconded the motion. The motion carried (6-0).

5. Report on Staff-Approved Certificates of Appropriateness & Activities Since Last Meeting  
Mr. Pennington announced that he recently issued Certificates of Appropriateness for the following projects:

**Roof Replacement:**

609 College Street

718 Church Street

619 College Street

702 Harrison Avenue (plus replacement of gutter covers)

928 Bluff Street

**Private Sidewalk Replacement:**

400 E. Grand Avenue

6. Committee Reports

A. Awards & Plaque Committee: Nothing to report.

B. Program & Publicity Committee: Commissioner McGrath announced that the Heritage Days presentations were successful. Commissioner McGrath added that he is looking for qualified individuals to serve as walking tour guides.

C. Education Committee: Nothing to report.

D. Outreach Committee: Commissioner Johnson announced that she is in the process of delivering copies of an informational packet to Beloit real estate brokers. Commissioner Fizzell announced that the walking tour website is operational. The website is: [www.beloithistoricdistricts.org](http://www.beloithistoricdistricts.org).

7. Adjournment

At 7:25 PM, Commissioner Dummer made a motion to adjourn the meeting, and Commissioner Knezel seconded the motion. The motion carried (6-0).

Drew Pennington  
Community Planner