

**MINUTES**  
**BELOIT LANDMARKS COMMISSION**  
**Meeting of June 21, 2011**

A Meeting of the Beloit Landmarks Commission was held on Tuesday, June 21, 2011 in the City Hall Forum.

Present: Marjorie Fizzell, Rick McGrath, Lynette Johnson, Steve Vollmer, Sandra Williams

Absent: Donna Johnson, Charles Haynes

1. Roll Call

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

2. Minutes of the May 17, 2011 Meeting

Minutes of the May 17, 2011 meeting were approved on a motion by Commissioner Fizzell, seconded by Commissioner Vollmer. The motion carried (5-0).

3. Public Comments

None

4. Navor Ramos – Certificate of Appropriateness

COA-2011-06 Review and consideration of a Certificate of Appropriateness to construct a detached garage for the property located at 910 Emerson Street.

Mr. Pennington read the staff report.

Commissioner Vollmer asked Mr. Pennington if the proposed siding matches the house. Mr. Pennington stated that the proposed siding is unacceptable and a revised sample must be reviewed by staff, but noted that the Commission could add a condition requiring the garage siding to match the house siding. Commissioner Vollmer stated that he would like to add such a condition.

Following this discussion, Commissioner Vollmer made a motion to approve the requested COA, subject to the conditions recommended by staff and a condition requiring the garage siding to match the house siding as closely as possible. Commissioner Fizzell seconded the motion. The motion carried (5-0).

5. Darrell Morris – Certificate of Appropriateness

COA-2011-11 Review and consideration of a Certificate of Appropriateness to renovate the existing detached garage for the property located at 922 Bluff Street.

Mr. Pennington read the staff report.

Commissioner Vollmer stated that the existing siding could be painted, but that would not resolve the applicant's maintenance concerns. Commissioner McGrath noted that the vinyl siding can be removed.

Following this discussion, Commissioner Williams made a motion to approve the requested COA, subject to the conditions recommended by staff. Commissioner Vollmer seconded the motion. The motion carried (5-0).

6. 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:

629 Park Avenue – To install a historic plaque and a fence.

631 Bluff Street – To repair doors & windows.

729 Bluff Street – To construct a wheelchair ramp.

7. Election of Officers

Commissioner Vollmer made a motion to nominate Commissioner McGrath for the position of Chairperson. Commissioner Fizzell seconded the motion. The motion carried (5-0).

Commissioner Fizzell made a motion to nominate Commissioner Williams for the position of Vice-Chairperson. Commissioner Vollmer seconded the motion. The motion carried (5-0).

8. Discussion of Committee Assignments

The Commissioners discussed each committee and whether or not each is necessary. The Commissioners agreed to dissolve the Awards & Plaque Committee. Commissioner McGrath suggested the creation of a Grant Writing Committee, and the Commissioners agreed to create one. Commissioner McGrath suggested the following committees: Education & Outreach Committee, Grant Writing Committee, and Site Review Committee. The Commissioners agreed with Commissioner McGrath's proposal.

9. Committee Reports

A. Awards & Plaque Committee: Nothing to report.

B. Program & Publicity Committee: Nothing to report.

C. Education Committee: Nothing to report.

D. Outreach Committee: Commissioner Fizzell announced that 35 people attended her guided tour of the College Park Historic District.

10. Adjournment

At 8:00 PM, Commissioner Fizzell made a motion to adjourn the meeting, and Commissioner Williams seconded the motion. The motion carried (5-0).

Drew Pennington, Principal Planner