

**MINUTES**  
**BELOIT LANDMARKS COMMISSION**  
**Meeting of May 21, 2013**

A Meeting of the Beloit Landmarks Commission was held on Tuesday, May 21, 2013 in the Forum of City Hall.

Present: Rick McGrath, Ellen Joyce, Lynette Johnson, Steve Vollmer, Ruth Vater

Absent: Sandra Williams, Donna Johnson, Charles Haynes

1. Roll Call

Commissioner McGrath called the meeting to order at 7:00 PM. Assistant Planner Michael Lofton called the Roll.

2. Minutes of the March 19, 2013 Meeting

Minutes of the March 19, 2013 meeting were approved on a motion by Commissioner Joyce, seconded by Commissioner Lynette Johnson. The motion carried (5-0).

3. Public Comments: No comments.

4. Danielle Clifton – Certificate of Appropriateness

COA-2013-10 Review and consideration of a Certificate of Appropriateness to demolish concrete stairs on west side of historic house and install a privacy fence for the property located at 816 Chapin Street.

Mr. Lofton summarized the staff report.

Danielle Clifton, applicant, was present for questions and discussion.

Following discussion, Commissioners made a motion to approve the COA as recommended by staff. The motion carried (5-0).

5. Lisa and Robert Levy – Certificate of Appropriateness

COA-2013-09 Review and consideration of a Certificate of Appropriateness to install new windows for the property located at 723 Church Street.

Mr. Lofton read and summarized the staff report.

The applicant's contractor was present and answered questions about the project.

Following this discussion, a motion was made to approve the requested COA as recommended by staff with an amendment to preserve all decorative trim. The motion carried (4-1).

6. Scot Muth – Certificate of Appropriateness

COA-2013-08 Review and consideration of a Certificate of Appropriateness to demolish and reconstruct a porch for the property located at 736 Bluff Street.

Mr. Lofton summarized the staff report.

Scot Muth, applicant, was present and answered questions about the project.

After discussion, a motion was made and seconded to approve the COA as recommend by staff, with the request that the railing height of the original structure be retained if allowed by the Building Code and prohibitive cost avoided. The motion carried (5-0).

7. Michael Brady – Certificate of Appropriateness

COA-2013-11 Review and consideration of a Certificate of Appropriateness to install new windows, reroof, and reside historic building located on the Beloit College Campus.

The Commissioners discussed the fact that two members of the Commission are employed by Beloit College. The Commissioners voted unanimously (5-0) to lay over this application in order to obtain a legal opinion on the potential conflict of interest.

8. Presentation and Discussion with Jennifer Davel on Historic Homeowner's Tax Credit Program

Jennifer Davel, one of the Preservation Architects from the Historical Society, was present to speak on the Historic Homeowner's Tax Credit Program.

9. Report on Staff-Approved Certificates of Appropriateness & Activities Since Last Meeting

Staff approved COA are as follows:

823 Church Street – repair of a raised deck.

702 Harrison and 628 Harrison – fence installations.

10. Committee Reports

A. Education & Outreach Committee: No activities were reported.

B. Grant Writing Committee: No activities were reported.

C. Site Visit Committee: No activities were reported.

D. Historic District Sign Committee: No activities were reported.

11. Adjournment

The meeting adjourned at 8:45 PM (5-0).