

MINUTES
BELOIT LANDMARKS COMMISSION
Meeting of December 2, 2014

A Meeting of the Beloit Landmarks Commission was held on Tuesday, December 2, 2014 in the Forum, City Hall.

Present: Alex Blazer, Ruth Vater, Steve Truesdale, Steve Vollmer, Terri Kaye, Charles Haynes
Absent: Donna Johnson, Ellen Joyce

1. Roll Call

Commissioner Blazer called the meeting to order at 7:00 PM. Planner Stephanie Hummel called the Roll.

2. Minutes of the October 21, 2014 Meeting

The Minutes of the October 21, 2014 meeting were approved on a motion by Commissioner Vater, seconded by Commissioner Vollmer. The motion carried (5-0).

3. Public Comments:

Commissioner Blazer welcomed Commissioner Truesdale to the Commission. Commissioner Truesdale said he is happy to be back.

4. Debra Ramsey – Certificate of Appropriateness

COA-2014-46 Review and consideration of a Certificate of Appropriateness for porch window replacement at 820 Chapin Street

Ms. Hummel read the staff report.

Debra Ramsey introduced herself at the applicant. She noted that her proposed window design would interfere with her ability to have symmetrical lighting on the rear porch. She requested a change to the COA to allow a variety of 6-over-6 and 4-over-4 windows to accommodate lighting.

Following this discussion, Commissioner Blazer made a motion to approve the COA with staff recommendations with Condition of Approval #2 amended to read **“The rear porch replacement windows shall be a grid pattern designed at the owner’s discretion.”** Commissioner Vater seconded the motion. The motion carried (5-0).

5. Jessica & Anthony Gonzales – Certificate of Appropriateness

COA-2014-48 Review and consideration of a Certificate of Appropriateness for siding, window, gutters, and door replacements at 304 Bluff Street

Ms. Hummel read the staff report.

Tony Gonzales introduced himself as the applicant. Commissioner Truesdale cautioned the applicant to make sure the contractor does not remove the decorative trim for ease of installation for the siding. Mr. Gonzales stated that the contractor will be hired through the City's Lead Hazard Control Program and was a trusted contractor.

Following this discussion, Commissioner Vater made a motion to approve the COA as written, subject to conditions imposed by staff. Commissioner Kaye seconded the motion. The motion carried (5-0).

6. John Mansfield – Certificate of Appropriateness

COA-2014-03, Phase 2 Review and consideration of Project #1, window replacement, at 312 State Street

Ms. Hummel read the staff report.

Commissioner Haynes stated that the restoration option would be preferred. The materials and techniques used during the restoration will last a century, leaving the applicant with long-term cost savings. He also expressed that the restoration is not cost prohibitive given the full scope of the project. Commissioner Vollmer questioned Mr. Mansfield about his motive for the replacement versus restoration. Mr. Mansfield stated that cost and energy efficiency are his priorities. He stated that the project will be stalled if he has to do the restoration due to budget constraints.

Following this discussion, Commissioner Truesdale made a motion to approve the COA as written, subject to conditions imposed by staff. Commissioner Vater seconded the motion. The motion carried (5-0).

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

Ms. Hummel announced that she recently issued the following Certificates of Appropriateness:

417 Bluff Street:	Fence
820 Chapin Street:	Roof Repairs
103 Merrill Street:	Roof Replacement
249/251 Roosevelt:	Various Repairs due to Fire Damage

8. Committee Reports

A. Education & Outreach Committee: No report. Commissioner Kaye mentioned she will be hosting a Bluff Street Neighborhood Association meeting in the spring, but has not started planning this yet.

B. Grant Writing Committee: No report.

C. Site Visit Committee: Commissioner Blazer stated he and Ms. Hummel visited 820 Chapin Street and 251 Roosevelt for their COA applications.

9. Election of Officers

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

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

10. Sub-Committee Appointments

Commissioner Truesdale was added to the Site Visit Committee.

Commissioner Vater noted that with the upcoming Intensive Survey, the Commission's priority should be community relations. She feels, and the Commission agrees, that a group effort needs to be made for community outreach, specifically interacting with other groups with a similar mission.

Commissioner Truesdale offered ideas such as reinstating the annual awards program (to be awarded in May for National Historic Preservation Month), involvement in Heritage Days, waving filing fees for the month of May, and installing yard signs in historic properties once projects are completed.

Commissioner Vater asked Commissioner Haynes about his progress with the historic sign project. Commissioner Haynes said he will discuss the budget for a graphic designer with the City Manager by the January meeting. Ms. Hummel stated that after the logo design has been established, she will meet with Public Works staff to determine the final design and work on installation.

11. Adjournment

At 7:42 PM, Commissioner Vollmer made a motion to adjourn the meeting, and Commissioner Kaye seconded the motion. The motion carried (5-0).

Stephanie Hummel, Planner