



CITY HALL • 100 STATE STREET • BELOIT, WI 53511
Office: 608/364-6700 • Fax: 608/364-6609
www.beloitwi.gov
Equal Opportunity Employer

**MEETING NOTICE AND AGENDA
BELOIT LANDMARKS COMMISSION
Tuesday, December 15, 2015, 7:00 PM
The Forum, 100 State Street**

1. Roll Call
2. Minutes of the November 17, 2015 Meeting
3. Public Comments
4. Joyce Williams - Certificate of Appropriateness
COA-2015-55 Review and consideration of a Certificate of Appropriateness to remove front façade door shutters, install new exterior porch lights, and install window flower boxes on the residential structure located at 811 Chapin Street.
5. Report on Staff-Approved Certificates of Appropriateness & Activities Since Last Meeting
6. Historic District Signage Discussion
7. Committee Reports
 - A. Education & Outreach Committee
 - B. Grant Writing Committee
 - C. Site Visit Committee
8. New Business
9. Adjournment

*If you are unable to attend this meeting, notify the Planning Office at 364-6700 **no later than 4:00 PM the day before the meeting.***

Approved: Alex Morganroth, Planner
December 3, 2015

** Please note that upon reasonable notice, at least 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the City Clerk's Office at 364-6680, 100 State Street, Beloit, WI 53511.



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MEETING MINUTES
BELOIT LANDMARKS COMMISSION
Tuesday, November 17, 2015, 7:00 PM
Beloit Public Library, North Meeting Room, 605 Eclipse Blvd

1. Roll Call

Commissioner Blazer called the meeting to order at 7:00pm.

Commissioners Blazer, Johnson, Vater, Truesdale, Joyce, Kaye, Kelly, and Vollmer were present.

2. Minutes of the October 20, 2015 Meeting

Commissioners Vater and Joyce moved to approve the minutes as presented. Motion carried, voice vote.

3. Public Comments: Brian Ramsey, Director of Parks and Leisure Services for the City of Beloit, asked the Commission to reconsider the proposal from Beloit Family Services to install a remembrance garden in Horace White Park. Commission Blazer suggested he speak more about the issue when the item is up for consideration later in the meeting.

4. Chris Gallagher – Certificate of Appropriateness

COA-2015-52 Review and consideration of a Certificate of Appropriateness for the replacement of windows on a residential structure located at 259 St. Lawrence Avenue.

Mr. Morganroth read the staff report and recommendation.

The applicant, Mr. Gallagher, discussed his new proposal for the window sash replacements. He confirmed that the new sashes would be single-paned. Mr. Gallagher then requested permission to modify the COA request to replace the sashes of up to twenty windows on the subject property.

Commissioner Vollmer made a motion to amend the COA to change the request to include the replacement of up to twenty windows with the type of sashes presented by Mr. Gallagher at the meeting. Commissioner Vollmer seconded the motion. Motion carried, voice vote.

Commissioner Vater made a motion to approve the amended COA, subject to the conditions recommended by staff. Commissioner Vollmer seconded the motion. Motion carried, voice vote.

5. Beloit Family Services – Certificate of Appropriateness

COA-2015-49 Review and consideration of a Certificate of Appropriateness to allow a memorial garden in Horace White Park located at 825 East Grand Avenue.

Mr. Morganroth read the staff report and recommendations.

Mr. Ramsey, Director of Parks and Leisure for the City of Beloit outlined the standards by which the Parks and Leisure Division considered the garden and specifically referred to the future garden shown in the 2012 Horace White Park Master Plan. He reaffirmed his division's support for the project and outlined the maintenance procedures and standards that would ensure the garden's long-term success.

City Council Vice President Sheila de Forest also spoke in favor of the garden and cited the inclusion of a future garden in the 2012 Horace White Park Master Plan.

Commission Truesdale stated that he was concerned about the precedent-setting nature of approving the proposed garden. Councilor De Forester responded that the master plan only shows one garden.

John Pfleiderer, Executive Director of Beloit Family Services, stated his support for the garden and introduced three other members of the Beloit Family Services Board. Mr. Pfleiderer assured the Commission that the non-profit had the ability to maintain the garden in the near future, but couldn't make any guarantees regarding maintenance ten or twenty years from now. Mr. Pfleiderer also addressed the precedent-setting concerns by citing the Horace White Master Plan which only recommends one garden.

Commissioner Joyce made a motion to approve the COA as written, subject to the conditions recommended by staff. Commission Vollmer seconded the motion. Motion carried, voice vote.

6. Scott Muth – Certificate of Appropriateness

COA-2015-47 Review and consideration of a Certificate of Appropriateness various repairs on a detached carriage house located at 736 Bluff Street.

Mr. Morganroth read the staff report and recommendation.

The applicant, Mr. Muth, explained that all existing windows would be kept but the man-door on the side of the garage would be sided over.

Commissioner Vater asked Mr. Muth to explain the condition of the existing wood siding. Mr. Muth replied that much of it was rotted out and irreparable. Commissioner Johnson explained to Mr. Muth that the Commission usually prefers wood over vinyl siding. Mr. Muth responded that wood siding is not a financially feasible alternative.

Commissioner Truesdale made a motion to approve the COA as written, subject to the conditions recommended by staff. Commissioner Joyce seconded the motion. Motion carried, voice vote 6-1 with Vater voting against.

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

Mr. Morganroth announced that four COAs were approved by staff since the last meeting. He stated that the staff-approved COAs included a new roof and chimney tuckpointing at 417 Bluff Street, a new fence at 130 Bluff Street, a new roof at 951 Bluff Street, and a new roof at 824 Church Street. The Commission discussed the appropriateness of staff-approved projects and the language guiding them in the Historic Preservation Ordinance.

8. Committee Reports

Education and Outreach Committee: Commissioner Johnson informed the committee that a welcome packet was delivered to a new historic home owner on Harrison Avenue. Commissioner Johnson then disbursed some historic district sign samples. The Commission agreed to discuss historic signage more in depth at the December 15, 2015 Landmarks Commission meeting.

Grant Writing Committee: None

Site Visit Committee: None

9. Adjournment

Commissioners Joyce and Vollmer moved to adjourn at 8:11pm. Motion carried, voice vote.

Respectfully Submitted,
Alex Morganroth, Planner
Date Approved: December 9, 2015

CITY OF BELOIT

REPORT TO THE BELOIT LANDMARKS COMMISSION



Meeting Date: December 15, 2015

Agenda Item: 4

File Number: COA-2015-55

Applicant: Joyce Williams

Owner: Scott Williams

Location: 811 Chapin Street

Existing Zoning: R-1B Single Family Residential District

Existing Land Use: Single-family

Parcel Size: .21 Acres

Request Overview:

Joyce Williams has submitted an application for a Certificate of Appropriateness for the installation of two wall/porch lights, installation of flower boxes, and removal of door shutters on the residential building at 811 Chapin Street in the City of Beloit. Section 32.05 of the Historic Preservation Ordinance grants the Landmarks Commission the authority to issue a Certificate of Appropriateness prior to the construction, reconstruction, or exterior alteration of any designed landmark, landmark site, or structure within an historic district.

Consistency with the Historic Preservation Ordinance and Strategic Plan:

Consideration of this request is consistent with the intent and purpose of the Historic Preservation Ordinance. Consideration of this request supports City of Beloit Strategic Goal #5.

Key Issues:

- The home was constructed around 1940 according to the 1981 Intensive Survey and is classified as a “pivotal” structure in the College Park Historic District.
 - Built in the Colonial Revival Style
 - The home has aluminum siding, a product of being built during the end of the Colonial Revival movement when less expensive building materials were beginning to become available.
 - Common features of Colonial Revival include decorative front entrances with columns, a transom, an overhang, and flanking wall lights.
 - It’s possible that more elaborate or decorative entrance features existed at one time, but only the door shutters remain.
 - A few original Colonial-style homes built in the 19th century have door shutters, but it was difficult to find examples of newer Colonial Revival-style homes with door shutters.
- The applicant has proposed three alterations:
 - Removal of Door Shutters
 - All shutters on house, both window and door, appear to be original and made of wood.
 - Shutters do not function.
 - The applicant has proposed removing the shutters on either side of the front in order to allow room for the new wall lights to be installed.
 - Installation of Wall Lights
 - The applicant has proposed the installation of two wall lights (see attached photo) on the front of the house facing Chapin Street, with one on each side of the door where the shutters currently hang.
 - The proposed wall lights are white in color.
 - Installation of Flower Boxes
 - The applicant presented two different options (see attached specs and photos).
 - Flower boxes would be installed on the windows facing Chapin Street.
- Section 32.06(5) of the Historic Preservation Ordinance includes general review criteria to be used when evaluating COA applications. The attached COA Checklist evaluates the completed work against the general review criteria included in the Ordinance.
- Section 32.06(5) of the Historic Preservation Ordinance also establishes Specific Review Criteria to be used in evaluating COA applications. The following criteria are relevant to this application.
 - (1) Scale:
 - The size of the proposed flower boxes (both options) and wall lights are appropriate for the front façade of the building. Most homes in the Colonial Revival-style feature large lights similar to the type proposed in order to mimic the gas-filled lanterns used in the 1800s.
 - (2) Architectural Details:
 - The door shutters represent a unique architectural feature of the home that when removed would leave a front entrance devoid of any decorative features.

- Flower boxes, a common feature on Colonial-style homes, would be a positive architectural addition to the front façade if properly maintained.
- The style of the wall lights is compatible with the architectural style of the home. However, Colonial-style homes often used wrought iron for the exterior lights, making the color black more appropriate than white.
- Staff supports the installation of two wall lights and flower boxes on the structure, but cannot support the removal of the door shutters; a unique architecture feature that adds visual interest to the front façade.

Sustainability:

- **Reduce dependence upon fossil fuels – N/A**
- **Reduce dependence on chemicals and other manufacturing substances that accumulate in nature – N/A**
- **Reduce dependence on activities that harm life sustaining eco-systems – N/A**
- **Meet the hierarchy of present and future human needs fairly and efficiently – N/A**

Staff Recommendation:

The Planning & Building Services Division recommends ***approval*** of a Certificate of Appropriateness to install flower boxes (either option) on the front façade windows and two wall lights at 811 Chapin Street, based on the standards and criteria contained in the Historic Preservation Ordinance and subject to the following conditions:

1. The wall lights shall be installed by a licensed electrician who shall use the least amount of anchors necessary to mount the lights effectively.
2. The wall lights shall be black in color.
3. The existing wall light must be removed.
4. The applicant shall consult with Planning Staff prior to installing the flower baskets in order to determine the least intrusive installation method.
5. All work shall be completed by December 15, 2016.
6. Any changes or additions to this Certificate of Appropriateness must be reviewed and approved by staff prior to the start of any work. Work done without prior approval will be subject to the issuance of correction orders or citations.

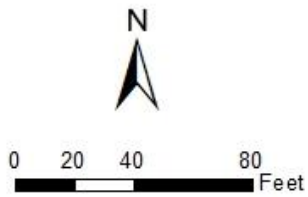
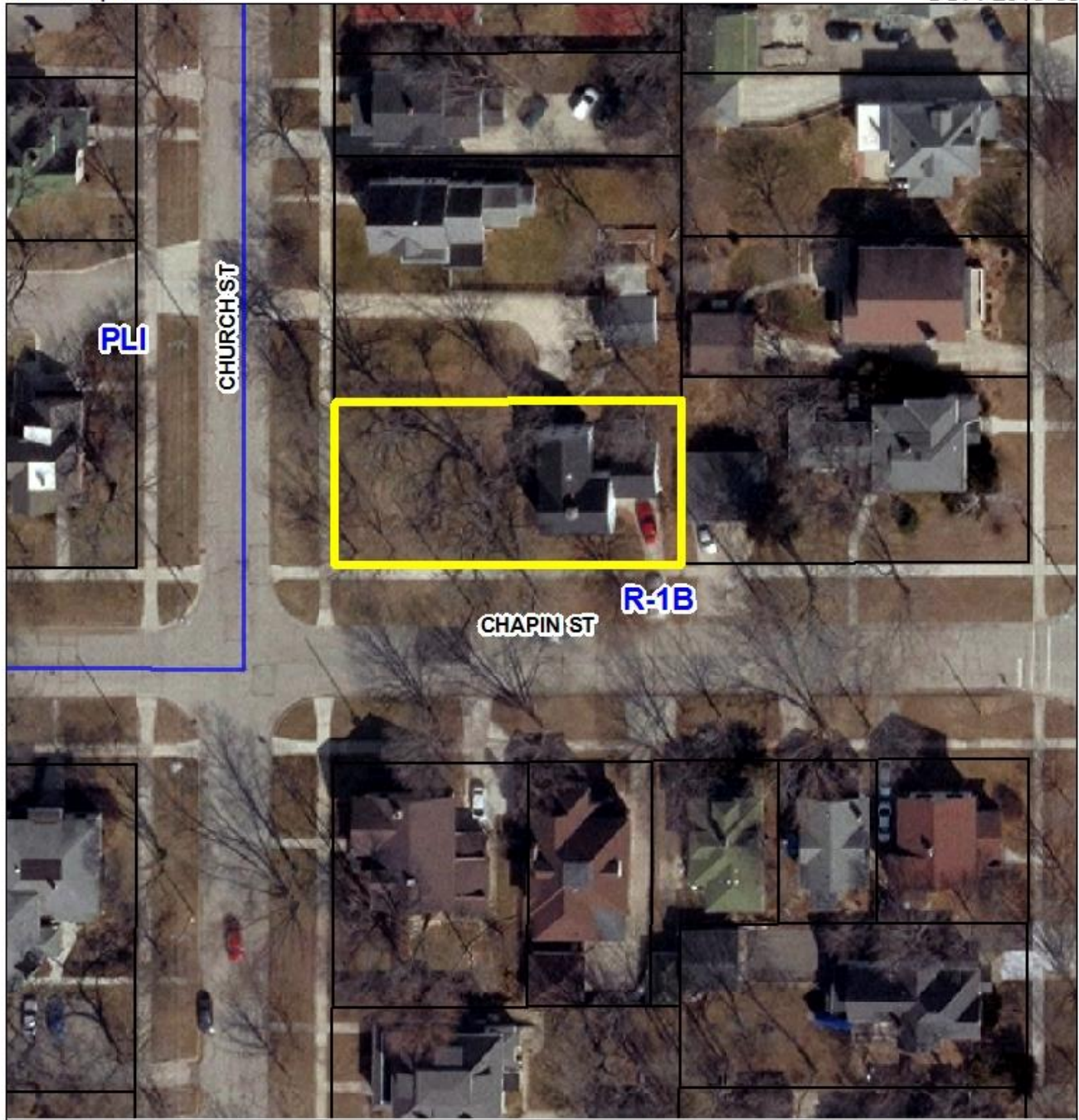
Fiscal Note/Budget Impact: N/A

Attachments: Location Map, Application, Proposed Projects, Intensive Survey, COA General Criteria Checklist




Location Map

811 Chapin Street

COA-2015-55



Legend

-  811 Chapin St
-  COB Parcels
-  Zoning District

Planning and Building Services Division

Map prepared by: Alex Morganroth

Date: December 2015

For: City of Beloit

Planning & Building Services

Date of Aerial Photography: April 2011

CITY of BELOIT

PLANNING AND BUILDING SERVICES DIVISION

100 State Street, Beloit, WI 53511

Phone: (608) 364-6700

Fax: (608) 364-6609

CERTIFICATE of APPROPRIATENESS APPLICATION

(Please Type or Print)

File Number: COA-2015-55

1. Address of property: 811 Chapin St

2. Parcel #: 13670040

3. Owner of record: Scott Williams Phone: 608-223-1315

811 Chapin St. Beloit WI 53511
(Address) (City) (State) (Zip)

4. Applicant's Name: Joyce Williams

- same -
(Address) (City) (State) (Zip)

(Office Phone #) / (Cell Phone #) / (E-mail Address)

5. Present use of property: single-family

6. The following action is requested:

Approval of COA by Landmarks Commission (projects not listed below)

Approval of COA by staff: (Check all that apply)

Roof repair/replacement

Gutter repair/replacement with historically appropriate materials and in historically appropriate styles

Private sidewalk and driveway repair/replacement with historically appropriate materials in the same dimensions, placement and orientation

Installation of historic plaques (residential properties only)

Chimney repair and tuckpointing according to the Secretary of the Interior standards and in historically appropriate color and design

Installation of fences

Storm window/storm door repair or replacement

Installation of glass blocks in basement window openings

Please continue to #7 (Over)

CERTIFICATE of APPROPRIATENESS APPLICATION (continued)

7. **Description of Project:** Describe each item of the project separately.

Project item: Include existing condition(s) when describing item. Also describe the proposed work, material(s) to be used, and the impact the item would have on existing historic or architectural features of the property. (Attach additional sheets if necessary.)

New exterior lights
Removal of green shutters near front door
Window flower boxes

8. **Attachments:**

- Site Plan of the lot (Please indicate direction of north, dimensions, structures, etc.)
- Sketches, drawings, building and streetscape elevations, and/or annotated photos
- Exterior photos
- Specifications (materials) for the project
- Phased development plan for the project (if proposed in phases)
- Inspection report (required for demolition requests only)
- Cost estimates for all the proposed work
- Other (please explain): _____

9. **Source of Funds:** Please indicate if funds for the project are being secured from any of the following sources:

- NHS City of Beloit SHSW Federal

NOTE:

The Beloit Landmarks Commission meets at 7:00 PM on the third Tuesday of the month. Meetings are held in The Forum of Beloit City Hall, 100 State Street. Applications must be filed with the Neighborhood Planning Division by the filing deadline date prior to the next Landmarks Commission meeting.

If you have questions or need assistance in completing this form, contact the City of Beloit Neighborhood Planning Division (364-6700).

J Williams / Joyce Williams / 11.25.15
(Signature of applicant) (Print name) (Date)

Review fee: ~~\$50.00*~~ / ~~\$25.00*~~ **if staff approved** Amount paid: \$ _____
* Review fees are doubled to \$100.00 and \$50.00, respectively, when work begins prior to issuance of a COA.
Scheduled meeting date: 12/15/15
Application accepted by: AM Date: 11/30/15

811 Chapin Street – N.E. View



811 Chapin Street – North View



811 Chapin Street – N.W. View



811 Chapin Street – Front Door w/ Shutters



Photo of 811 Chapin from WHS – No date



Proposed Wall Lights

Patriot
LIGHTING®

1-Light
Wall Lantern

White finish with
clear beveled glass

OUTDOOR LIGHTING

*Harmony
Tapered*



6-3/8"W x 20-1/2"H x 10"Ext.



Uses 1 x 100 Watt Max (Medium) Bulb, Sold Separately

Proposed Window Box – Option 1

Good Directions Lazy Hill Farm Designs Sunrise Window Box Item # HN-GD495



Q Roll over to zoom

* Click for full screen



[Be the first to write a review](#)

Sale Price

\$107.00 - \$143.00

List Price: \$114.99 - \$154.99

You save 14%

Free Shipping with Economy Service

Select options for details

Earn 3% back in [My Reward points](#)

Size (5)



ADD TO CART



Favorite

Registry

- Available in your choice of size
- Handcrafted from cedar wood
- Classic white finish
- Includes two curved mounting brackets
- Features secure joints and drainage holes

Images
Full Description
Specifications
Delivery Options
Guarantee & Returns



Proposed Window Box – Option 2

Deer Park Ironworks French Window Box with Coco Liner Item # HN-DEER019

- French window box made of heavy gauge metal
- Natural patina powder-coated finish
- Form-fitted coco liner included
- Perfect for window ledge or deck railing
- Dimensions: small, 31L x 11W x 10H inches and large, 46L x 11W x 10H inches



Roll over to zoom

Click for full screen

★★★★★ 5/5

1 Review | [Write a review](#)

\$54.49

List Price: \$54.49

Free Shipping with Economy Service

[Upgrade to get it as soon as Dec. 18](#)

Earn \$1.64 in [My Reward points](#)



Small - Size



1



ADD TO CART



Favorite



Registry

Images

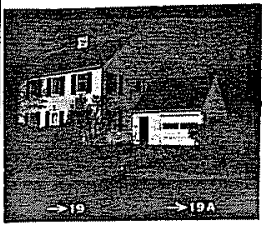
Full Description

Specifications

Delivery Options

Guarantee & Returns

INTENSIVE SURVEY FORM Historic Preservation Division State Historical Society of Wisconsin

1 City, Village or Town: BELOIT	County: ROCK	Surveyor: Richard P. Hartung	Date: July, 1981	Street Chapin					
Street Address: 811 Chapin Street		Legal Description:	Acreage:						
Current Name & Use: Residence		Current Owner: Gertrude E. Sweet							
Film Roll No. RO-101		Current Owner's Address: Same		Number 811					
Negative No. 19		Special Features Not Visible In Photographs:							
Facade Orient. N		Interior visited? <input type="radio"/> Yes <input checked="" type="radio"/> No							
2 Original Name & Use:	Source	Previous Owners	Dates	Uses	Source	Town Range			
Dates of Construction/Alteration c. 1940?	Source A								
Architect and/or Builder:	Source								
3 Architectural Significance <input type="radio"/> Represents work of a master <input type="radio"/> Possesses high artistic values <input type="radio"/> Represents a type, period, or method of construction <input type="radio"/> Is a visual landmark in the area <input checked="" type="radio"/> Other: None	Architectural Statement: Two story plus attic Eclectic Resurgence/ Colonial Revival house. Narrow clapboard siding and shutters that are appropriately sized for windows and door. Attached garage. Eight-over-twelve hung sash. A well proportioned and detailed house.					Section Map Name Near East Side Historic District			
4 Historical Significance <input type="radio"/> Assoc. with lives of significant persons <input type="radio"/> Assoc. with significant historical events <input type="radio"/> Assoc. with development of a locality <input type="radio"/> Other: <input checked="" type="radio"/> None					Historical Statement:				
5 Sources of Information (Reference to Above) A Visual estimate of surveyor B C D E F					6 Representation in Previous Surveys <input type="radio"/> HABS <input type="radio"/> NAER <input checked="" type="radio"/> WIHP <input type="radio"/> NRHP <input type="radio"/> landmark <input type="radio"/> other:				
7 Condition <input checked="" type="radio"/> excellent <input type="radio"/> good <input type="radio"/> fair <input type="radio"/> poor <input type="radio"/> ruins					8 District: Near East Side Historic Dist. <input type="radio"/> pivotal <input checked="" type="radio"/> contributing <input type="radio"/> non-contributing initials: R date: 8/1/81				
9 Opinion of National Register Eligibility <input checked="" type="radio"/> eligible <input type="radio"/> not eligible <input type="radio"/> unknown <input type="radio"/> national <input type="radio"/> state <input type="radio"/> local initials: R					Map Code NES 101/19				

Planning and Building Services Division

100 State Street, Beloit, WI 53511

Phone: (608) 364-6700

Fax: (608) 364-6609

CERTIFICATE OF APPROPRIATENESS CHECKLIST

For property located at: **811 Chapin Street**

GENERAL REVIEW CRITERIA	YES	NO	N/A
Has every reasonable effort been made to provide a compatible use for a property that requires alteration for use other than for its originally intended purpose?			X
Will the applicant retain distinguishing original qualities or character of a building, structure or site? The removal or alteration of any historic material or distinctive architectural features should be avoided when possible. <i>Door shutters are being considered as a distinguishing original quality in this review.</i>		X	
Is the applicant proposing alterations that have a historical basis, rather than trying to create an earlier or later appearance?			X
Has the applicant recognized and respected changes in the development of a building over time that may have acquired significance in their own right?			X
Has the applicant treated with sensitivity distinctive stylistic features, or examples of skilled craftsmanship that characterize a building, structure or site?	X		
Has the applicant repaired, rather than replaced, deteriorated architectural features, wherever possible? If replacement is necessary, the new material should match the material being replaced in composition, design color, texture and other visual qualities.			X
Has the applicant avoided sandblasting and other cleaning methods that will damage the surface of the historic building?			X
Has the applicant made every possible effort to protect and preserve archeological resources affected by or adjacent to any project?			X
If a contemporary design for alterations and additions is proposed, does this design retain significant historical, architectural or cultural material and is the design compatible with the size, scale, color, material and character of the property and neighborhood? <i>The scale and look of the lights and flower boxes are appropriate.</i>	X		
Are new additions or alterations to buildings done in such a manner that if such additions or alterations were to be removed in the future, the essential form and integrity of the building would be unimpaired?			X