



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, March 15, 2016, 7:00 PM  
The Forum, 100 State Street**

1. Roll Call
2. Minutes of the February 16, 2016 Meeting
3. Public Comments
4. Allen Carley - Certificate of Appropriateness  
COA-2016-02 Review and consideration of a Certificate of Appropriateness to replace four windows on the residential structure located at 729 Bluff Street.
5. Report on Staff-Approved Certificates of Appropriateness & Activities Since Last Meeting
6. Historic District Signage Discussion  
Discussion of potential sign designs and locations
7. Committee Reports
  - A. Education & Outreach Committee
  - B. Grant Writing Committee
  - C. Site Visit Committee
8. Items for Future Agendas
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  
March 2, 2016

\*\* 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, February 16, 2016, 7:00 PM**  
The Forum, 100 State Street

**1. Roll Call**

Commissioner Blazer called the meeting to order at 7:00pm.  
Commissioners Blazer, Truesdale, Vater, Kaye, and Vollmer were present.  
Commissioners Johnson, Joyce, and Kelley were absent.

**2. Minutes of the December 15, 2015 Meeting**

Commissioners Vollmer and Johnson moved to approve the minutes. Motion carried, 5-0.

**3. Public Comments: None**

**4. Scott and 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 boxes on the residential structure located at 811 Chapin Street.

Mr. Morganroth read the staff report and recommendation.

The applicant, Mr. Scott Williams, discussed his vision for the porch. Mr. Williams asked that the Commission consider giving him the option to install a hanging light from the portico ceiling instead of the carriage lights he originally requested approval for.

Commissioner Vollmer and Mr. Morganroth discussed the uniqueness of the door shutters that the applicant was requesting permission to remove.

Commissioner Vater made a motion to amend the COA to allow the applicant to install either the wall lights or a hanging ceiling light in the colors white or black. Motion approved, 5-0.

Commissioners Truesdale and Vater made a motion to approve the COA. Motion carried, 4-1.

**5. City of Beloit Engineering Division – Certificate of Appropriateness**

COA-2016-01 Review and consideration of a Certificate of Appropriateness to allow the construction of a ten-space paved parking lot at Turtle Creek Park.

Mr. Morganroth read the staff report and recommendation.

City Engineer Mike Flesch and Director of Parks and Leisure Services Brian Ramsey described the project in detail and answered questions from the Commission on the usage and history of Turtle Creek Park.

Commissioners Vollmer and Kaye made a motion to approve the COA. Motion carried, 5-0.

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

Mr. Morganroth announced that Fairbanks Morse had donated \$1000.00 to the historic signs project.

**7. Historic District Signage Discussion**

Mr. Morganroth updated the Commissioners regarding the status of funding and installation of the historic district signage. He explained the procurement process and the information he needed in order to start soliciting bids from sign contractors.

The Commission asked Mr. Morganroth to go ahead and request rough per-unit costs from contractors in order to provide a basis for discussion at the next Landmarks Commission meeting in March.

The Commission agreed to hold off on further discussion of the signage until the next meeting when more members would be present.

**8. Committee Reports**

Education and Outreach Committee: None

Grant Writing Committee: None

Site Visit Committee: None

**9. New Business**

None

**10. Adjournment**

Commissioners Vater and Vollmer moved to adjourn at 7:58pm. Motion carried, 5-0.

Respectfully Submitted,  
Alex Morganroth, Planner  
Date Approved: March 11, 2016

# CITY OF BELOIT

## REPORT TO THE BELOIT LANDMARKS COMMISSION



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<b>Meeting Date:</b> March 15, 2016	<b>Agenda Item:</b> 4	<b>File Number:</b> COA-2016-02
<b>Applicant:</b> Allen Carley	<b>Owner:</b> Allen Carley	<b>Location:</b> 729 Bluff Street
<b>Existing Zoning:</b> R-1B Single-Family Residential District	<b>Existing Land Use:</b> Single-Family Residential	<b>Parcel Size:</b> .2 Acres

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### Request Overview:

Allen Carley has submitted an application for a Certificate of Appropriateness for two projects – the replacement of four windows and repair of trim on the residential structure at 729 Bluff 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 designated 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 property is located in the Bluff Street Historic District and is also known as the O. B. Olmstead House.
  - O. B. Olmstead was a craftsman that manufactured the windmills for the company that eventually became Eclipse Windmill and then Fairbanks Morse.
- The Italianate-style home was constructed in 1875 and is classified as a “contributing” structure according to the 1981 Intensive Survey.
  - Composite siding on structure is not original and likely installed prior to adoption of Historic Preservation Ordinance.
- A covenant provision on the structure requiring pre-approval of alterations by the Wisconsin State Historical Society expired in 2015.
- The applicant has proposed two projects:
  - Windows Replacement (4)
    - The applicant has proposed the complete replacement of four wood windows with Pella ProLine 450 Series aluminum-clad wood windows.
      - The storm windows and existing double-hung windows are drafty and no longer provide a tight fit with the frame due to rot and overall deterioration.
      - A Pella Certified Contractor will be installing the windows.
    - The windows are located in the bathroom (1) and kitchen (3).
    - The existing windows do not appear original and consist of a stationary storm window and double-hung window.
    - The location of the windows proposed for replacement has minimum visibility from the street and are located on a part of the house that is a later addition and not part of the original structure.
    - The larger windows with pediment-shaped lintels on the front and sides of the original structure, considered a highly important historical feature, would be unaffected by the proposed project.
    - The proposed windows will match the existing windows in style and color scheme.
    - The contractor may also replace some of the green trim around the windows if rotten or deteriorating. Some of the trim appears to be painted 2x4s and is clearly not original.
  - Trim Repair/Replacement
    - Various sections of the decorative green trim located around the base of the house have deteriorated due to time and weather. The owner has proposed repairing or replacing some of the trim as necessary.
- 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) Proportion of Windows and Doors
    - The new windows will match the existing windows in size and style. The new windows will have

- the same grill pattern (six over six) as the existing windows.
- (2) Architectural Details:
  - Although the material used for the new windows will not be identical to the existing, the colors and texture will be compatible with the other windows on the structure and will not be especially visible due to their location towards the rear of the structure.

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**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**

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**Staff Recommendation:**

The Planning & Building Services Division recommends approval of a Certificate of Appropriateness to install four new aluminum-clad wood windows and repair trim on the structure located at 729 Bluff Street, based on the standards and criteria contained in the Historic Preservation Ordinance and subject to the following conditions:

1. The new windows must exactly match the existing windows in color and grill-style.
2. Any window trim, sills, or lentils replaced must exactly match the existing in style and material.
3. Any trim replaced must be painted the same shade of green to match the existing trim.
4. All work shall be completed by March 15, 2017.
5. 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.

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**Fiscal Note/Budget Impact:** N/A

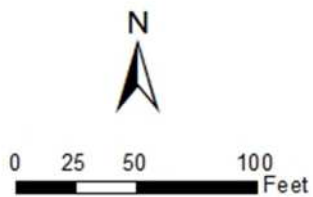
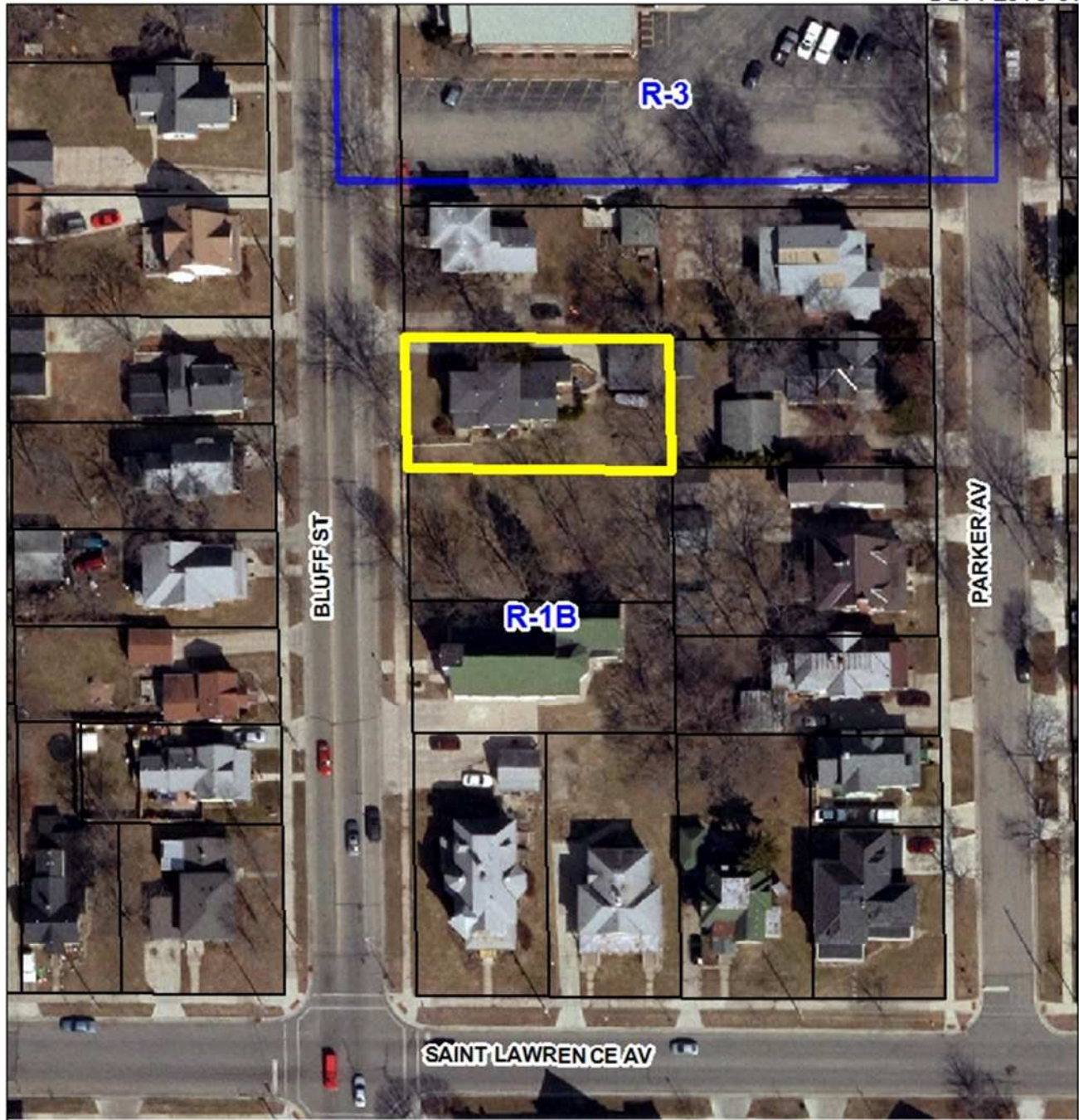
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**Attachments:** Location Map, Application, Intensive Survey, Photos, COA General Criteria Checklist

# Location Map

729 Bluff Street

COA-2016-01



Legend	
	729 Bluff Street
	COB Parcels
	Zoning District

## Planning and Building Services Division

Map prepared by: Alex Morganroth  
Date: February 2016  
For: City of Beloit  
Planning & Building Services  
Date of Aerial Photography: April 2011

Document Path: \\s01b1k01\GIS\mxd\GIS\mxd\COA\_2016\01\729 Bluff Street.mxd

# 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-2016-01

1. Address of property: 729 Bluff Street

2. Parcel #: \_\_\_\_\_

3. Owner of record: Alan Carley Phone: 915-978-2015  
729 Bluff St. Beloit, WI 53511  
(Address) (City) (State) (Zip)

4. Applicant's Name: Alan Carley  
729 Bluff St. Beloit, WI  
(Address) (City) (State) (Zip)

(Office Phone #) 915-978-2015 (Cell Phone #) (Carley)@RTV (E-mail Address)

5. Present use of property: Residential 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
- X WINDOW REPLACEMENTS - KITCHEN AND PATIO

Please continue to #7 (Over)

*Window closet to garage*

**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.)

*INSTALLATION OF 3 Pella Profile ALUMINUM  
CLAD WOOD WINDOWS FOR KITCHEN AND BATH.  
THESE WINDOWS WOULD BE INSTALLED  
INSIDE GLAZING FRAME WITH NO DISTURBANCE  
TO INTERIOR - EXTERIOR CAVITY TO BE FILLED  
WITH INSULATION*

**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:**

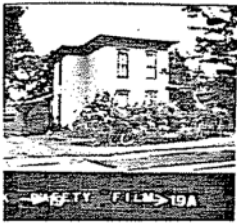
The Beloit Landmarks Commission meets at 7:00 PM on the third Tuesday of the month. Meetings are held in The Forum of Beloit City Hall, 100 State Street. Applications must be filed with the Neighborhood Planning Division by the filing deadline date prior to the next Landmarks Commission meeting.

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

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
(Signature of applicant)                      (Print name)                      (Date)

Review fee: <b>\$50.00*</b> / <b>\$25.00* if staff approved</b> Amount paid: \$ _____ * Review fees are doubled to <b>\$100.00</b> and <b>\$50.00</b> , respectively, when work begins prior to issuance of a COA. Scheduled meeting date: <u>3/15/16</u> Application accepted by: <u>AEM</u> Date: <u>2/24/16</u>
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City, Village or Town: <b>1</b> Beloit	County: Rock	Surveyor: Richard P. Hartung	Date: July, 1981	Street Bluff Number 729			
Street Address: 729 Bluff		Legal Description:	Acreage:				
Current Name & Use: Residence		Current Owner:					
Film Roll No. RO-93	 Prints	Current Owner's Address:					
Negative No. 19		Special Features Not Visible In Photographs:					
Facade Orient. W		Interior visited? <input checked="" type="radio"/> Yes <input type="radio"/> No					
<b>2</b> Original Name & Use: <i>OLMSTEAD HOUSE</i>		Source	Previous Owners	Dates	Uses	Source	Town Range Section
Dates of Construction /Alteration 1860's 1875		Source A					
Architect and/or Builder:		Source					
<b>3</b> 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: _____ <input checked="" type="radio"/> None		<b>4</b> 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					Map Name Bluff Street Historic District
Architectural Statement:  Italianate style two story residence including a low hip roof with overhanging eaves supported by single brackets. Tall windows topped by pediment shaped lintels. Facade is covered with composition siding.		Historical Statement:					
<b>5</b> Sources of Information (Reference to Above) <b>A</b> Visual estimate of surveyor  <b>B</b>  <b>C</b>  <b>D</b>  <b>E</b>  <b>F</b>		<b>6</b> 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: _____					Map Code BS 93/19
		<b>7</b> Condition <input type="radio"/> excellent <input checked="" type="radio"/> good <input type="radio"/> fair <input type="radio"/> poor <input type="radio"/> ruins					
		<b>8</b> District: <u>Bluff Street Historic District</u> <input type="radio"/> pivotal <input checked="" type="radio"/> contributing <input type="radio"/> non-contributing initials: <u>R</u> date: <u>8/1/81</u>					
		<b>9</b> 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: <u>R</u>					

HP-02-17

**Photo Source: WI State Historical Society**

**Estimated Date: early 1980s (showing original siding)**



**View from Bluff Street (facing NW) of  
Kitchen Windows #1 and 2**

Alex Morgan Roth



Kitchen

## Kitchen Windows #1 and 2



**Kitchen (close up)**



**Kitchen Window #3 and Bathroom Window (facing SE) View from End of Driveway**



**Kitchen Window #3 and Bathroom Window (North side of structure)**



Kitchen Window #3

Bathroom Window

**Bathroom Window (Close Up)**





**Kitchen Window #3 (Close Up)**



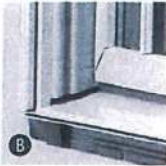
## Double-Hung Windows

WOOD WINDOWS  
AND PATIO DOORS

The traditional beauty, authentic style and quality performance of Pella® double-hung windows make them classics in the industry.

Features

- Ⓐ Cam-action sash locks increase leverage as the window is closed for a tighter seal against the elements.
- Ⓑ Fold-out, shatterproof aluminum nailing fins make installation easy in any climate.
- Ⓒ Both sashes tilt to make it easy to clean the exterior glass from inside the house.\*
- Ⓓ Optional authentic spoon-style hardware and wood jamb liners are available on Architect Series® windows.
  - Architect Series double-hung windows feature a historically correct proportion.
  - Advanced Balance System helps ensure double-hung windows will open and close easily.
  - Standard base wall depth is 3-11/16". Additional wall depths are available.
  - Choose from InsulShield® Low-E insulating glass options plus impact-resistant, tinted or obscure glass.



See the chart on pages 26 - 27 for a complete list of double-hung window features and options.

\* Excludes Monumental double-hung windows.

## Precision Fit® Replacement Windows

Pocket replacement windows install in about an hour, and trim, paint, wallpaper, plaster and the home's exterior are usually not disturbed – saving installation time and costs.

Features

- Ⓐ These fully assembled units install easily into the existing window pocket created when the old double-hung sashes are removed.
  - **Precision Fit Replacement Double-Hung Windows** – Timeless, traditional appeal; top and bottom ventilation and cam-action locks that create a tight seal against weatherstripping.
  - **Precision Fit Replacement Casement Windows** – Clean, uncluttered views and smooth operation; one convenient latch secures the window in two places; fold-away handles are sleek, attractive and out of the way.
  - **Precision Fit Replacement Awning Windows** – Easy-to-reach, fold-away handles glide the window open and closed; one convenient latch secures the window in two places.
  - Choose from InsulShield Low-E insulating glass options plus impact-resistant, tinted or obscure glass.



Designer Series® Precision Fit  
Double-Hung Window  
(also available on Architect Series)



Architect Series Precision Fit  
Casement Window



Architect Series Precision Fit  
Awning Window

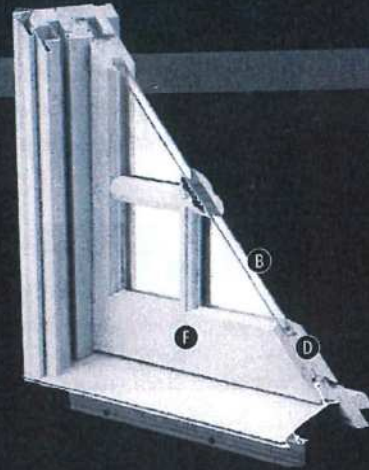
See the chart on pages 26 - 27 for a complete list of replacement window features and options.



# Why Pella® Wood Windows and Patio Doors?

Build with Pella and make life easier on you and your customers. Long known as a leader in quality windows and doors, Pella wood products offer outstanding craftsmanship, performance and convenience.

## SUPERIOR CONSTRUCTION AND STRENGTH



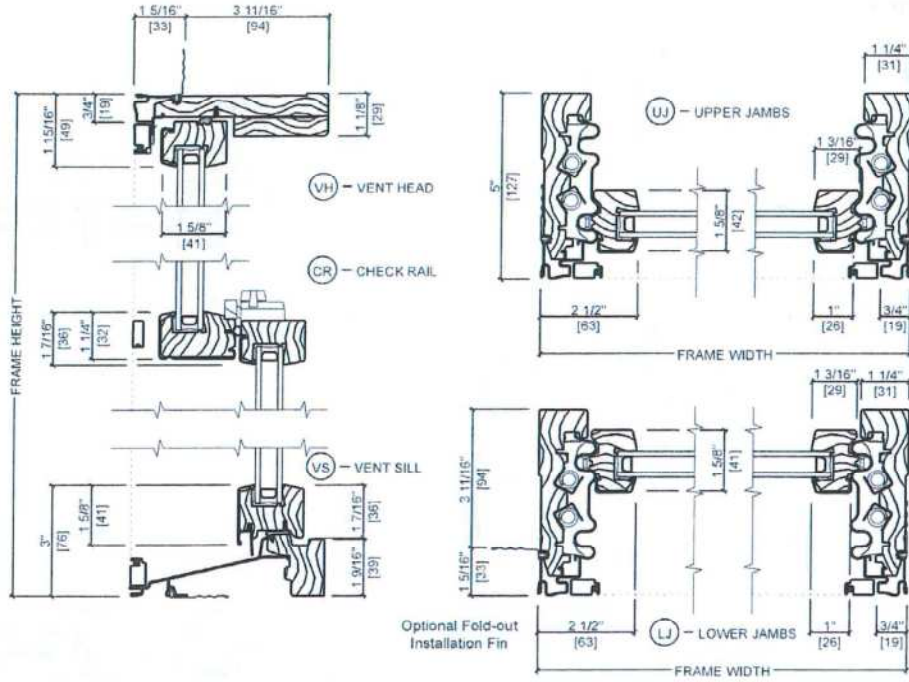
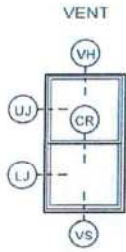
- Ⓐ Carefully selected, kiln-dried wood helps ensure long product life – reducing the risk of cracking, splitting or swelling once the window is installed.
- Ⓑ Pella offers a range of InsulShield® Low-E glass choices for different climates and applications, from Advanced Low-E insulating glass with argon to impact-resistant and double- or triple-pane glass.
- Ⓒ Sash corners are joined three ways for superior strength: interlocking wood joints, special metal fasteners and extremely durable weather-resistant glue.
- Ⓓ High-performing weatherstripping provides outstanding protection against drafts and leaks.
- Ⓔ Quality handles, hinges, sash lifts and locks provide added security, durability and energy efficiency. Many are designed to secure the window or door at multiple points, treated to resist rust and corrosion, and built to form tighter seals against the weather.

## LOW-MAINTENANCE EXTERIORS

- Ⓕ Pella's EnduraClad® aluminum-clad exteriors resist fading and help protect your customers' windows and doors for years.  
Optional 70% fluoropolymer resin-based EnduraClad Plus® protective finish<sup>2</sup> is available for select projects where a high degree of resistance to fading, chemicals and corrosion is needed.



**UNIT SECTIONS**  
Aluminum-Clad Exterior



Scale 3" = 1'-0"  
All dimensions are approximate.

# Example of Deteriorating Trim



# Planning and Building Services Division

100 State Street, Beloit, WI 53511 Phone: (608) 364-6700

Fax: (608) 364-6609

<b>CERTIFICATE OF APPROPRIATENESS CHECKLIST</b>
-------------------------------------------------

For property located at: 729 Bluff Street

<b>GENERAL REVIEW CRITERIA</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>
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?			<b>X</b>
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>The windows proposed for replacement are likely not original and therefore their removal would not take away from the structures distinguishing historic character.</i>		<b>X</b>	
Is the applicant proposing alterations that have a historical basis, rather than trying to create an earlier or later appearance?		<b>X</b>	
Has the applicant recognized and respected changes in the development of a building over time that may have acquired significance in their own right?			<b>X</b>
Has the applicant treated with sensitivity distinctive stylistic features, or examples of skilled craftsmanship that characterize a building, structure or site?	<b>X</b>		
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.  <i>The new windows will match the existing in color, texture, and general visual qualities but will not be made of the same material.</i>		<b>X</b>	
Has the applicant avoided sandblasting and other cleaning methods that will damage the surface of the historic building?			<b>X</b>
Has the applicant made every possible effort to protect and preserve archeological resources affected by or adjacent to any project?			<b>X</b>
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?			<b>X</b>
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?			<b>X</b>