



CITY HALL • 100 STATE STREET • BELOIT, WI 53511

**MEETING NOTICE AND AGENDA
BELOIT LANDMARKS COMMISSION
Tuesday, December 20, 2016, 7:00 PM
The Forum, 100 State Street**

1. Roll Call
2. Minutes of the October 18, 2016 Meeting
3. Public Comments
4. Matt Stried, JNB Signs – Certificate of Appropriateness
COA-2016-38 Review and consideration of a Certificate of Appropriateness to allow the installation of a ground-mounted sign on the property located at 930 Church Street.
5. Report on Staff Activities Since Last Meeting
 - A. Report on Staff-Approved Certificates of Appropriateness
 - B. Update on CLG Grant Application
 - C. Update on Installation of Historic Signs
6. Committee Reports
 - A. Education & Outreach Committee
 - B. Grant Writing Committee
 - C. Site Visit Committee
7. Items for Future Agendas
8. 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: Drew Pennington, AICP, Director of Planning & Building Services
December 8, 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.



CITY HALL • 100 STATE STREET • BELOIT, WI 53511
Office: 608/364-6700 • Fax: 608/364-6609
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**MEETING MINUTES
BELOIT LANDMARKS COMMISSION
Tuesday, October 18, 2016, 7:00 PM
The Forum, 100 State Street**

1. Roll Call

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

2. Minutes of the September 20, 2016 Meeting

Commissioners Johnson and moved to approve the minutes. Motion carried, 6-0.

3. Public Comments: None

4. Ron Mixon Builders – Certificate of Appropriateness

COA-2016-37 Review and consideration of a Certificate of Appropriateness to allow the replacement of windows and soffit on the commercial structure located at 654 Bluff Street.

Mr. Morganroth read the staff report and recommendation.

Commissioners Johnson and Truesdale made a motion to approve the COA. Motion carried, 6-0.

5. David Williams – Certificate of Appropriateness

COA-2016-26 Review and consideration of a Certificate of Appropriateness to install new siding on the residential structure located at 961 Bluff Street.

Mr. Morganroth read the staff report and recommendation.

Mr. Mike Myers, the general contractor working on the project, was present and asked the Commission whether or not they had any questions on the project. Multiple Commissioners asked for more information on the garage. Mr. Myers stated that due to the setbacks required, he would need to go before the Board of Appeals to seek a variance allowing him to build inside the rear setback. The Commissioners agreed that due to the uncertainty of the variance being approved, as well as the limited details provided on the design of the garage, the garage should be removed from consideration and taken up at a different meeting.

Commissioners Vater and Vollmer made a motion to amend the COA to remove the garage from consideration. Motion carried, 6-0.

Commissioner Vater asked Mr. Myers about the style of windows to be installed on the sleeping porch. Mr. Myers stated that the windows were 5'x5' and already framed. He stated that they could be reframed if needed. All Commissioners stated their preference for smaller windows that would better match the existing windows on the main house. Commissioner Blazer asked if Mr. Myers thought it was feasible to install two double-hung windows side-by-side instead of the larger window. Mr. Myers stated that he could do that.

Commissioners Vater and Johnson made a motion to amend the COA to change the original four 5'x5' windows to four pairs of double-hung windows in their place. Motion carried, 6-0.

Commissioners Vollmer and Truesdale made a motion to approve the amended COA. Motion carried, 6-0.

6. Report on Staff Activities Since Last Meeting

A. Report on Staff-Approved Certificates of Appropriateness

Mr. Morganroth reported that no Staff-Approved COAs were issued.

B. Update on CLG Grant Application

Mr. Morganroth reported that he will be submitting the application within the next week or two and that WHS would review the application in the next few months.

C. Update on Installation of Historic Signs

Mr. Morganroth reported that the historic district identification signs would likely start to be installed in next few weeks.

D. Update on New Commissioner Appointments

Mr. Morganroth reported that three new members will be joining the Landmarks Commission at the November meeting.

7. Committee Reports

Education and Outreach Committee: None

Grant Writing Committee: None

Site Visit Committee: Commissioner Blazer gave an update on the Site Visit Committee's activities since the previous meeting.

8. Items for Future Agendas

- New committee appointments

9. Adjournment

Commissioners Vater and Vollmer moved to adjourn at 8:05 pm. Motion carried, 6-0.

Respectfully Submitted,
Alex Morganroth, Planner
Date Approved: November 2, 2016

CITY OF BELOIT

REPORT TO THE LANDMARKS COMMISSION



Meeting Date: December 20, 2016 **Agenda Item:** 4 **File Number:** COA-2016-38
Applicant: Matt Stried/JNB Signs **Owner:** Beloit College **Location:** 930 Church Street
Existing Zoning: R-3, LD Multifamily **Existing Land Use:** Student Housing **Parcel Size:** 1 Acre

Request Overview/Background Information:

Matt Stried of JNB Signs, on behalf of Beloit College, has submitted an application for a Certificate of Appropriateness (COA) to install a ground-mounted sign on the Emerson Hall property located at 930 Church Street. Emerson Hall is an individually listed Historic Landmark. Section 32.06 of the Historic Preservation Ordinance grants the Landmarks Commission the authority to issue a COA prior to the alteration of designated landmarks.

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 #1.

Key Issues:

- The subject property was acquired by Beloit College in May 2015 after several decades in private ownership. After acquiring the building, Beloit College made extensive repairs to the building and converted the units back into student housing, which was the original use of the building (circa 1897).
 - The applicant has proposed the installation of a non-illuminated ground sign that is 6 feet in height and 4 feet in width. The proposed sign face will consist of aluminum that is painted white with a dark blue wrap to create the image shown on the attachments. The proposed sign includes “Welcome” and directional arrows to campus destinations. The sign will need to be at least five feet inside of the sidewalk to comply with the Sign Code.
 - Section 32.06(5) of the Historic Preservation Ordinance includes general review criteria to be used when evaluating COA applications. See the attached COA checklist.
 - Section 32.06(5) of the Historic Preservation Ordinance establishes *Specific Review Criteria* to be used in evaluating COA applications. The following criterion is relevant to this application:
 - (1) *Architectural Details: Architectural details, including materials, colors and textures, should be treated so as to make a landmark compatible with the original architectural style or character of the landmark.*
 - The proposed sign will enhance the navigability of the Beloit College campus for visitors entering from the north without compromising the integrity of the Emerson Hall building. The proposed sign complies with the Sign Code, and will be installed at least 130 feet from the closest exterior wall of the Emerson Hall building, thereby ensuring that it does not change or adversely affect any architectural feature of the Emerson Hall building.
 - Staff believes that the proposed actions, subject to certain conditions, satisfy the standards of Section 32.06(6).
-

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 a ground-mounted sign on the Emerson Hall property located at 930 Church Street, based on the standards and criteria contained in the Historic Preservation Ordinance and subject to the following conditions:

1. Prior to installation, the applicant shall obtain a Sign Permit from the Planning & Building Services Division.
 2. 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 & Zoning Map, Sign Specs, Application, & COA Checklist.

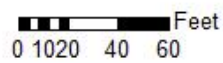
Location & Zoning Map

930 Church Street



COA-2016-38



1 inch = 68 feet



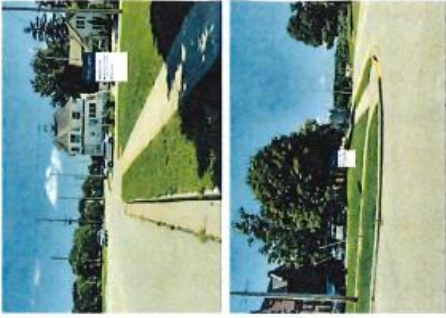
Legend

-  City Limits
-  Zoning District

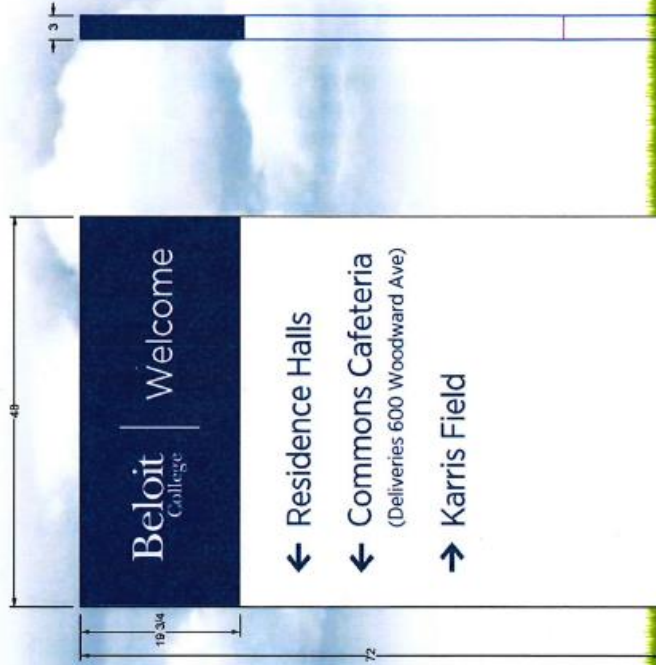
Map prepared by: Drew Pennington, AICP
Date: December 2016
For: City of Beloit Planning & Building Services
Date of Aerial Photography: March 2011

PLANNING & BUILDING SERVICES DIVISION

POST & PANEL SIGN SPECIFICATIONS :



Location Photos



- Scope of Work :** Manufacture and install (1) D/S Post-N-Panel sign.
- Framing :** Fabricated 3" square aluminum tubing along with 3" channel.
- Face Panels :** .090" aluminum, bonded to face of framing, both sides, hand routed flush to tubing.
- Finish :** Sign primed and painted "Satin White"
- Graphics :** Graphics to be Gerber opaque "Dark Blue" (220-397), signs double sided (arrows reversed each side).
- * Dark Blue wraps around sides.
- Installation :** Sign installed into 12" diameter post holes (42" deep), direct-poured concrete.



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Phone : 1-800-243-7997 Fax : 1-608-754-7892

CLIENT Beloit College

SALESMAN Matt Stried

CUSTOMERS SIGNATURE X DATE

JOB SITE Beloit, WI

DATE 10-12-16

DRAWING

06279-01c

CITY of BELOIT

NEIGHBORHOOD PLANNING DIVISION

100 State Street, Beloit, WI 53511

Phone: (608) 364-6700

Fax: (608) 364-6609

~~ARCHITECTURAL REVIEW~~ APPLICATION

(Please Type or Print)

- COA*
930 Church St. File Number: *COA-2016-38*
1. Address of property: *Corner of Church St. & Woodward Ave.*
2. Parcel Number: *Emerson Hall - PN: 13680037*
3. Owner of record: *Beloit College* Phone: _____
700 College St. Beloit WI 53511
(Address) (City) (State) (Zip)
4. Applicant's Name: *Matt Stried*
1221 Venture Dr. #1 Janesville WI 53546
(Address) (City) (State) (Zip)
608-754-6338, 608-751-6177, mstried@jnbsigns.com
(Office Phone #) (Cell Phone #) (E-mail Address)

5. **Description of Project:** Provide a description of the proposed project. For modifications to an existing building, describe the proposed work, material(s) to be used, and the impact the item would have on existing architectural features of the property. (Attach additional sheets if necessary.)

*Install a Double-sided, non-illuminated
72"H x 48"W monument/directional sign
at the corner of College St. & Woodward
Ave.*

6. Attachments:

- A current survey map of the project area, including a legal description of the project area
- A site plan which complies with Section 2.6 of the Zoning Code
- Building elevations and drawings and/or graphic representations sufficient in detail to portray the design concept. Written manufacturer's literature or photographic representations of sample exterior materials to be used in the project shall be included.
- Drawings and specifications of any proposed signs indicating locations, colors, sizes and heights, including illumination calculations and diagrams

ARCHITECTURAL REVIEW APPLICATION (continued)

6. Attachments (continued):

- Manufacturer's illustrations of exterior lighting fixtures for the site and buildings including illumination calculations and diagrams
- A landscape plan and a tree protection and preservation plan which comply with Section 34.21 of this chapter
- Photographs of adjacent buildings and/or sites
- Photographs or graphic representations of other buildings or sites which serve to illustrate the proposed project
- Samples of exterior materials proposed for buildings, screenings, and other improvements, showing color, texture and type
- A list of exterior materials and specifications for the exterior design features
- The following statistical data:
 - Gross site area
 - Net site area
 - Area to be dedicated for public rights-of-way
 - Impervious surface area calculated in acres, square feet and percentage of total site area
 - Pervious surface area calculated in acres, square feet and percentage of total site area



(Signature of applicant)

Matthew Stried

(Print name)

11/11/16

(Date)

To Landmarks Comm. on Dec. 20th

Review fee: **\$100.00** for major improvements (i.e. new buildings, additions, parking lots, etc.)

\$25.00 for minor improvements (i.e. signs, painting) Amount paid: \$ 50.⁰⁰

Application accepted by: Drew Pennington Date: 11/11/16

Description of project and approvals granted with this application: _____

Date final approval granted: _____ by: _____

CITY of BELOIT

Planning & 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: 930 Church 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.	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?			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		