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MEETING MINUTES
BELOIT LANDMARKS COMMISSION
Tuesday, September 18, 2018, 7:00 PM
The Forum, 100 State Street
Beloit, WI 53511

1. Roll Call

Commissioner Blazer called the meeting to order at 7:00 PM. Commissioners Blazer, McGrath, Truesdale, Beckman and Jacobsen were present. Commissioners Vater and Councilor Anderson arrived at 7:03PM. Commissioner Gallagher was absent.

2. Minutes of the July 24, 2018 Meeting

Commissioner McGrath moved to approve the draft Minutes. Commissioner Beckmann seconded the motion. The motion passed, voice vote.

3. Public Comments

None

4. Judy Robson on behalf of St. Paul's Episcopal Church - Certificate of Appropriateness

COA-2018-23 Review and consideration of a Certificate of Appropriateness to repair a retaining wall, add directional signs, and new landscaping on the institutional structure located at 212 W. Grand Avenue.

Hilary Rottmann, Planner II of Planning & Building Services, read the staff report and recommendation. Judy Robson identified herself as the applicant. Ms. Robson provided clarification on the directional signs and stated that they would be smaller but look similar to the large sign currently onsite in material and color. Commissioner Blazer confirmed the location of the retaining wall. Commissioner McGrath moved to approve the COA, subject to the conditions recommended by staff. Commissioner Jacobsen seconded the motion. The motion passed, voice vote.

5. Report on Staff Activities Since Last Meeting

- A. Report on Staff-Approved Certificates of Appropriateness. Mrs. Rottmann listed six (6) staff-approved projects since the July meeting.
- B. Historic Property Owner Letter - Mrs. Rottmann provided a copy of the form letter that is sent out to historic property owners. She stated that she has been

sending the letter to new homeowners in the past two months and places a copy in the property file.

6. Committee Reports

- A. Education and Outreach Committee: Commissioner McGrath mentioned fundraising to provide an appreciation plaque or award to homeowners that go above and beyond restoring historical homes in the community. Commissioner McGrath would like this topic to be on next month's agenda.
- B. Grant Writing Committee: None
- C. Site Visits Committee: None

7. Adjournment

Commissioner Vater moved to adjourn at 7:25 PM. Commissioner Beckmann seconded the motion. The motion passed, voice vote.

Respectfully Submitted, Hilary Rottmann, Planner II of Planning & Building Services
September 19, 2018