



CITY HALL • 100 STATE STREET • BELOIT, WI 53511

**MEETING NOTICE AND AGENDA**  
**Beloit City Plan Commission**  
**Tuesday, November 20, 2012 at 7:00 PM**  
**The Forum**  
**Beloit City Hall, First Floor**  
**100 State Street, Beloit**

1. **Call to Order and Roll Call**
2. **Approval of the Minutes of the November 7, 2012 Meeting**
3. **Certified Survey Map – Robert Bauer – 2802 South Madison Rd, Town of Beloit**  
Review and consideration of a one-lot Certified Survey Map for the property located at 2802 South Madison Road in the Town of Beloit
4. **Conditional Use Permit – Drive-in Use – Associated Bank – 602 Henry Avenue**  
Public hearing, review and consideration of a request to establish a drive-in use in a C-3, Community Commercial District, for the property located at 602 Henry Avenue
5. **Status Report on Prior Plan Commission Items**
6. **Adjournment**

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

Notice Mailed: November 16, 2012

Approved: Julie Christensen, Community  
Development Director

\*\*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 to request this service, please contact the City Clerk's Office at 364-6680, 100 State Street, Beloit, WI 53511

**MINUTES**  
**BELOIT CITY PLAN COMMISSION**  
**Wednesday, November 7, 2012**  
**The Forum**  
**100 State Street, Beloit**

1. **Call to Order and Roll Call**

Chairperson Ramsden called the meeting to order at 7:00 PM. Julie Christensen called the roll. Present were Commissioners Mardell Jacobsen, James Faragher, Angela Moore, Tom Seifarth, Ana Kelly, and Charles Kincaid. Commissioner Steve Smith was absent.

2. **Approval of the Minutes of the October 3, 2012 Meeting**

Commissioner Faragher moved and Commissioner Jacobsen seconded approval of the Minutes of the October 3, 2012 meeting. The Minutes were approved.

3. **Certified Survey Map – Hendricks Commercial Properties – 416, 418, 422, 430 and 432 East Grand Avenue**

Review and consideration of a one-lot Certified Survey Map for the properties located at 416, 418, 422, 430, and 432 East Grand Avenue in the City of Beloit

Community Development Director Julie Christensen summarized the Staff Report and Staff Recommendation.

Commissioner Faragher moved and Commissioner Seifarth seconded a motion to approve the Certified Survey Map. The motion carried, 6-0.

4. **Certified Survey Map – Hendricks Commercial Properties – 600 Henry Avenue**

Review and consideration of a one-lot Certified Survey Map for the property located at 600 Henry Avenue in the City of Beloit

Community Development Director Julie Christensen summarized the Staff Report and Staff Recommendation.

Commissioner Kelly asked if the Associated Bank would be closing downtown. Ms. Christensen said that we do not know what the plans are for the bank downtown.

Commissioner Kincaid asked whether the lot was located immediately adjacent to the existing driveway into the Eclipse Center. Ms. Christensen indicated that it was. He said that he thought it was important for the driveway for the Eclipse Center to line up with Glen Avenue and that it does not appear that it does.

Commissioner Faragher moved and Commissioner Kelly seconded a motion to approve the Certified Survey Map. The motion carried, 6-0.

5. **Zoning Ordinance Amendment – Definition of Retail Sales/Service Accessory Uses**  
Public hearing, review and consideration of a Zoning Text Amendment to amend Section 11.2.5(e)(2) of the Zoning Ordinance relating to Retail Sales/Service Accessory Uses

Community Development Director Julie Christensen summarized the Staff Report and Staff Recommendation.

Commissioner Kelly asked if staff had thought of any situations where this change might be a problem. Ms. Christensen answered that since this only allows the manufacture as an accessory use to the retail use, staff did not think there would be any problems.

Commissioner Faragher moved and Commissioner Seifarth seconded a motion to approve the Zoning Ordinance Amendment. The motion carried, 6-0.

6. **Status Report on Prior Plan Commission Items**  
Ms. Christensen reported that the temporary construction easement for the Phoenix Redevelopment Project and the Stateline Bike and Pedestrian Plan were approved.

7. **Adjournment**  
The meeting adjourned at 7:15 PM.

Respectfully submitted,  
Julie Christensen

# CITY OF BELOIT

## REPORT TO THE BELOIT CITY PLAN COMMISSION

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**Meeting Date:** November 20, 2012

**Agenda Item:** 3

**File Number:** CSM-2012-07

**Applicant:** RH Batterman, Inc.

**Owner:** Robert Bauer

**Location:** 2802 South Madison Road,  
Town of Beloit

**Existing Zoning:** A1, Exclusive  
Agriculture District (Town Zoning)

**Existing Land Use:** Single-Family &  
Agricultural Uses

**CSM Area:** 3.61 Acres

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### Request Overview/Background Information:

In accordance with Section 12.05 of the Subdivision Ordinance, the applicant has submitted an Application for Review of a Minor Subdivision and a one-lot Certified Survey Map (CSM) for the property located at 2802 South Madison Road in the Town of Beloit within the City's Extraterritorial Jurisdiction. The attached Location & Zoning Map shows the location of the property involved in this application. An aerial photograph for the subject property was not provided because it extends beyond the boundaries of the City's aerial photos, which explains the empty white space in the Location & Zoning Map. The applicant has provided the attached aerial photograph of the subject property.

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### Key Issues:

- The proposed CSM separates the residence and garage from the remainder of the parent parcel, which is roughly 35 acres.
- Proposed Lot 1 is 3.61 acres in area and is located west of South Madison Road. The nearest intersection is West Beloit-Newark Road (a/k/a West County Road Q).
- Proposed Lot 1 includes approximately 557-feet of frontage on South Madison Road. The proposed CSM dedicates 17-feet of right-of-way to the public along South Madison Road, for a half Right-of-way of 50-feet.
- The City's other Review Agents have not submitted any comments, concerns, or recommendations.

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### Consistency with Comprehensive Plan and Strategic Plan:

The Comprehensive Plan recommends Agricultural uses and discourages non-agricultural uses for the subject property. Consideration of this request supports City of Beloit Strategic Goals #4 and #5.

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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 and Building Services Division recommends **approval** of the attached one-lot Certified Survey Map (CSM) for the property located at 2802 South Madison Road in the Town of Beloit, subject to the following conditions:

1. There shall be a 50-foot wide half right-of-way along the east side of the property abutting South Madison Road shown on the final CSM.
2. The applicant shall record the CSM with the Rock County Register of Deeds and shall provide the Planning and Building Services Division with a copy of the recorded CSM within one year of Plan Commission approval.

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

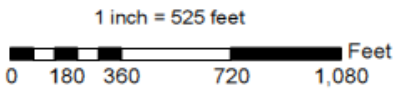
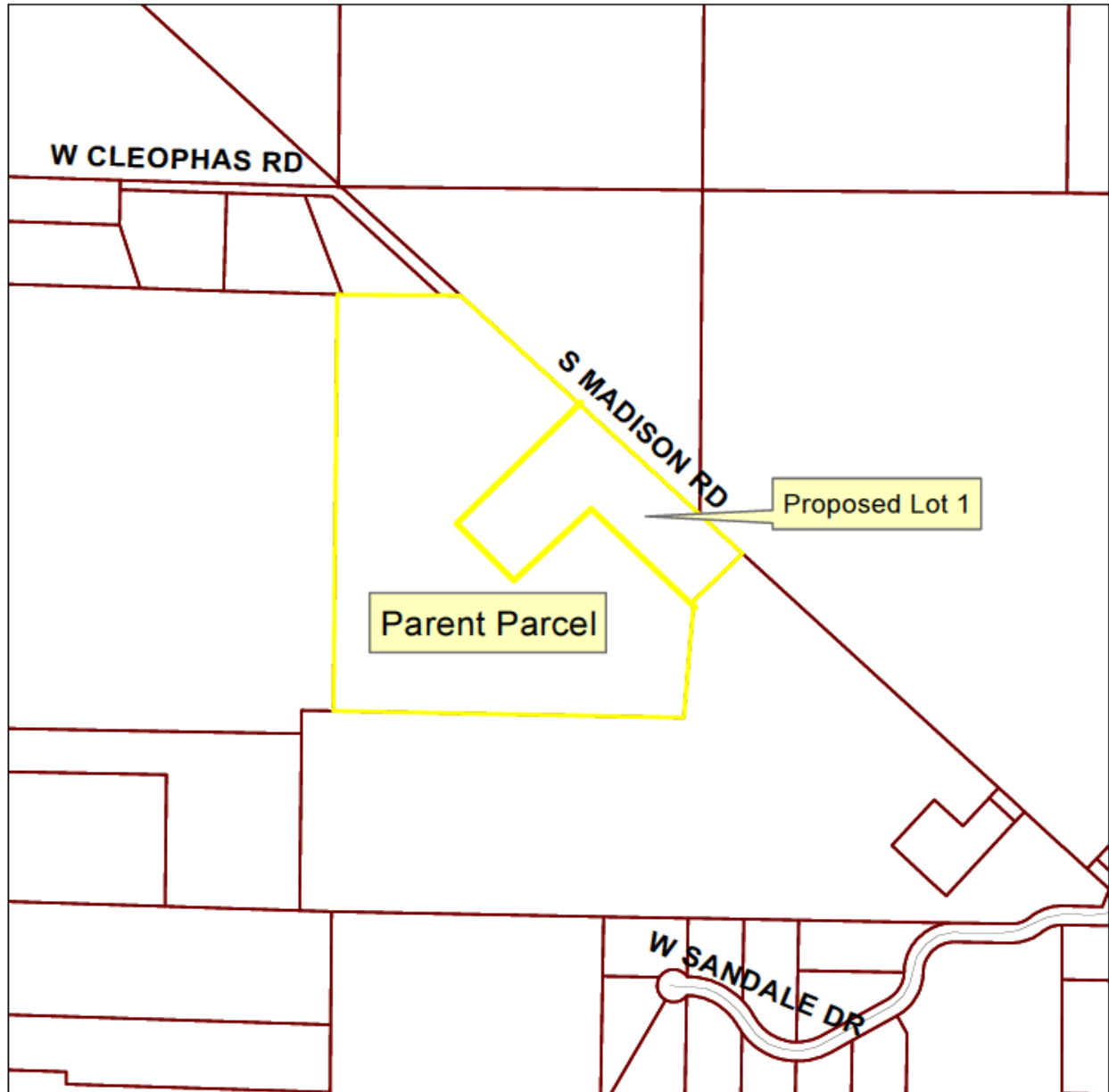
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**Attachments:** Location Map, Aerial Photograph, Application, CSM, and Resolution.

# Location & Zoning Map

2802 South Madison Road

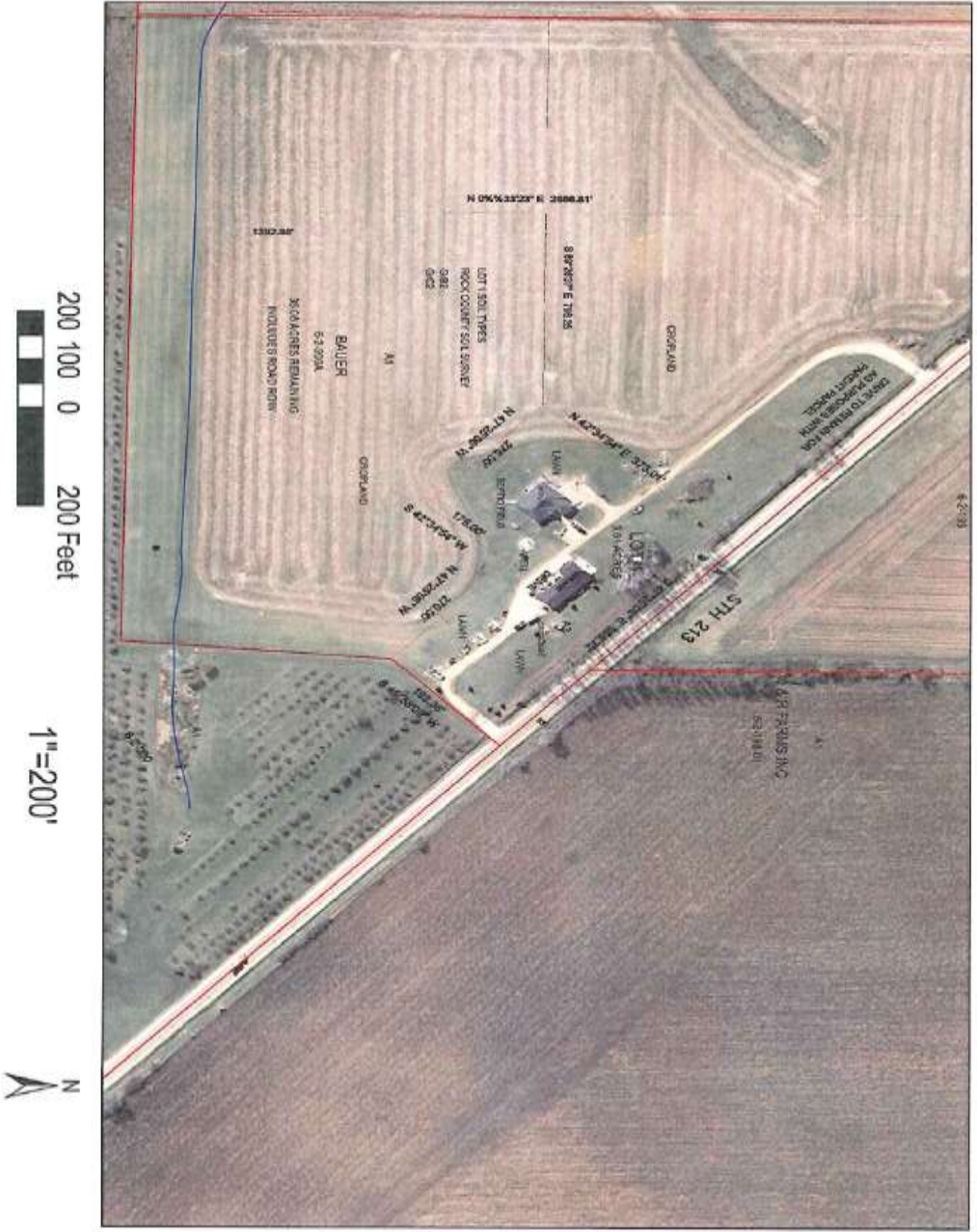
CSM-2012-07



Map prepared by: Michael D. Lofton II  
Date: November 2012  
For: City of Beloit, Planning and Building Services  
Date of Aerial Photography: April 2011

## PLANNING & BUILDING SERVICES DIVISION

LD 2012 041



# City of Beloit

## Neighborhood Planning Division

100 State Street, Beloit, WI 53511 Phone: (608) 364-6700 Fax: (608) 364-6609

### Application for Review of a Minor Subdivision

(Please Type or Print)

File Number: CSM-2012-07

1. Address of property: 2802 SOUTH MADISON ROAD BELOIT WI
2. Tax Parcel Number(s): 6-2-200A
3. Property is located in (circle one): City of Beloit or Town of: Turtle Beloit Rock or LaPrairie  
In the Nw Quarter of Section 17, Township 1 North, Range 12 East of the 4th P.M.
4. Owner of Record: ROBERT BAUER Phone: 290-3886  
2802 SOUTH MADISON ROAD BELOI WI 53511  
(Address) (City) (State) (Zip)
5. Surveyor's name: RH Batterman & Co., Inc. Phone: 365-4464  
2857 Bartells Drive Beloit WI 53511  
(Address) (City) (State) (Zip)
6. Number of new lots proposed with this land division is 1 lot(s).
7. Total area of land included in this map: 3.6
8. Total area of land remaining in parent parcel: 35.08
9. Is there a proposed dedication of any land to the City of Beloit? NO
10. The present zoning classification of this property is: A1 with a proposed change to A2
11. Is the proposed use permitted in this zoning district: YES
12. **THE FOLLOWING ITEMS MAY NEED TO BE COMPLETED AND/OR ATTACHED:**

- Site Assessment Checklist; is required if the total area of CSM is over 5 acres.
- Pre-application meeting; pre-application meeting was held on 9/14/12 with City of Beloit Staff.
- Developer's Statement; as required by section 12.02(7) of the Subdivision Ordinance.
- Phase One Environmental Assessment; as per section 12.05(1)(c) of the Subdivision Ordinance.
- Certified Survey Map; one copy as required by section 12.05(1) of the Subdivision Ordinance.

The applicant's signature below indicates the information contained in this application and on all accompanying documents is true and correct. The undersigned does hereby respectfully make application for and petition the City Plan Commission or City Council for approval of this Certified Survey Map for the purpose stated herein. The undersigned also agrees to abide by all applicable federal, state and local laws, rules, and regulations.

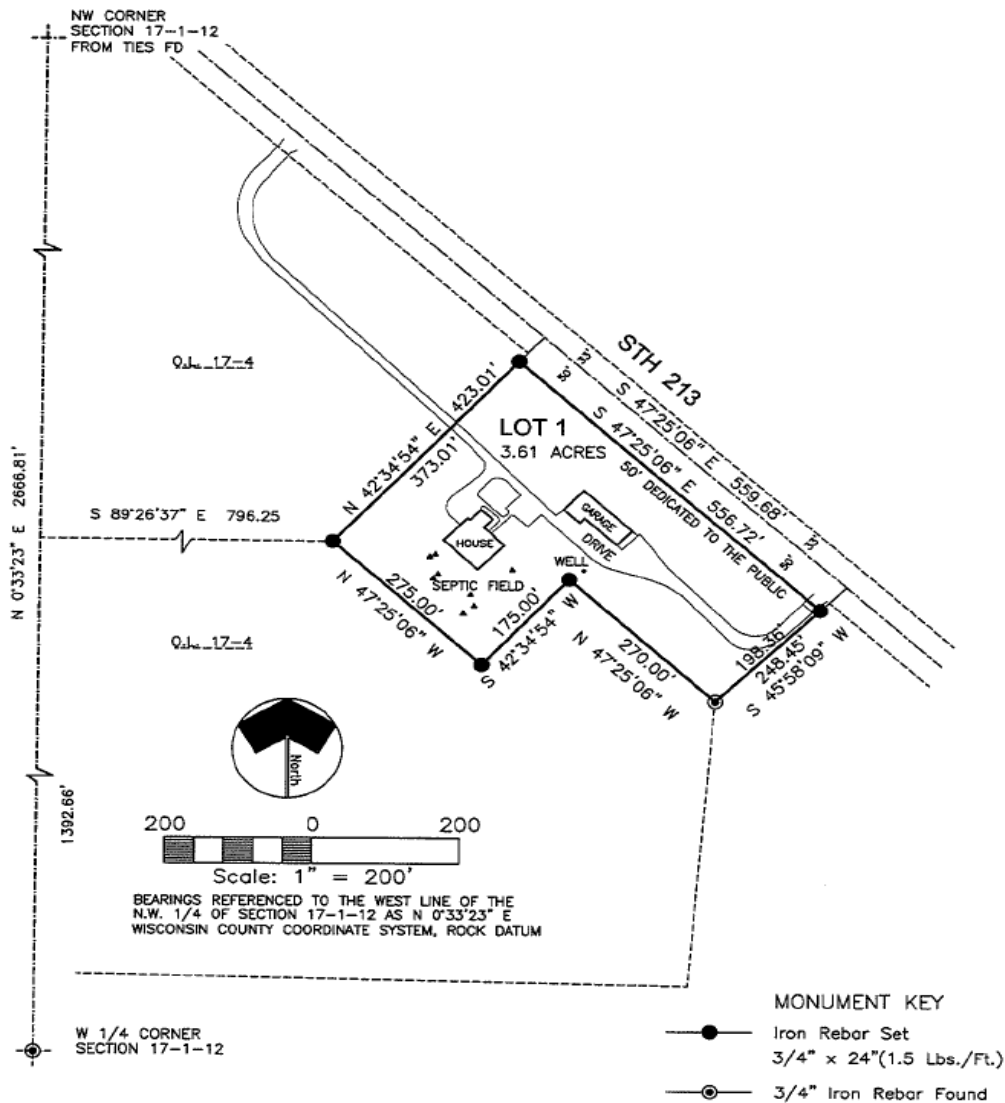
[Signature] RH BATTERMAN CO 10/21/12  
(Signature of applicant) (Name of applicant) (Date)

This application must be submitted at least 21 days prior to the Plan Commission meeting date.

Review fee: <u>\$150 plus \$10 per lot</u>	Amount Paid: <u>\$160.00</u>
Scheduled meeting date: <u>Nov. 20, 2012</u>	
Application accepted by: <u>[Signature]</u>	Date: <u>10/18/12</u>

# CERTIFIED SURVEY MAP

PART OF OUT- LOT 17-4 OF THE ASSESSORS PLAT OF BELOIT TOWNSHIP, BEING ALSO A PART OF THE N.W. 1/4 OF THE N.W. 1/4, PART OF THE N.E. 1/4 OF THE N.W. 1/4, PART OF THE S.E. 1/4 OF THE N.W. 1/4 AND PART OF THE S.W. 1/4 OF THE N.W. 1/4, ALL IN T. 1 N., R. 12 E. OF THE 4<sup>TH</sup> P.M., BELOIT TOWNSHIP, ROCK COUNTY, WISCONSIN.



ORDER NO. 31422  
 BOOK xxx PAGE xx  
 DATE OCTOBER 18, 2012  
 FOR ROBERT BAUER  
 SHEET 1 OF 4

File Name: J:\31400-31450\31422 BAUER\31422.DWG

**Batterman**  
 engineers surveyors planners

2857 Bartells Drive Beloit, Wisconsin 53511  
 608.365.4464 www.rbatterman.com



# CERTIFIED SURVEY MAP

PART OF OUT- LOT 17-4 OF THE ASSESSORS PLAT OF BELOIT TOWNSHIP, BEING ALSO A PART OF THE N.W. 1/4 OF THE N.W. 1/4, PART OF THE N.E. 1/4 OF THE N.W. 1/4, PART OF THE S.E. 1/4 OF THE N.W. 1/4 AND PART OF THE S.W. 1/4 OF THE N.W. 1/4, ALL IN T. 1 N., R. 12 E. OF THE 4<sup>TH</sup> P.M., BELOIT TOWNSHIP, ROCK COUNTY, WISCONSIN.

## SURVEYOR'S CERTIFICATE OF COMPLIANCE WITH STATUTE

*State of Wisconsin* ) I, Robert H. Leuenberger, a Registered Land Surveyor, do hereby certify that I  
*County of Rock* ) ss. have surveyed and mapped part of Out-Lot 17- 4 of the Assessor's Plat of Beloit Township, being also a part of the N.W. 1/4 of the N.W. 1/4, part of the N.E. 1/4 of the N.W. 1/4, part of the S.E. 1/4 of the N.W. 1/4 and part of the S.W. 1/4 of the N.W. 1/4, all in T. 1 N., R. 12 E. of the 4<sup>th</sup> P.M., Beloit Township, Rock County, Wisconsin.

**DESCRIBED AS FOLLOWS:** Commencing at the West Quarter corner of Section 17, aforesaid; thence North 0°33'23" East 1392.66 feet along the West line of said N.W. 1/4; thence South 89°26'37" East 796.25 feet to the place of beginning; thence North 42°34'54" East 423.01 feet to the centerline of S.T.H. 213; thence South 47°25'06" East 559.68 feet along said centerline; thence South 45°58'09" West 248.45 feet; thence North 47°25'06" West 270.00 feet; thence South 42°34'54" West 175.00 feet; thence North 47°25'06" West to the place of beginning. Containing 4.249 acres more or less.

Parcel subject to any easements, agreements, covenants, and restrictions, recorded and unrecorded.

That I have made such survey, division and map by the direction of the Owners of said land, and that I have complied fully with the provisions of Section 236.34 of the Wisconsin Statutes in surveying and mapping the same. That such map is a correct representation of all exterior boundaries of the land surveyed and the division of that land. Given under my hand and seal, this 18th day of October, 2012 at Beloit, Wisconsin.

Approved by the Planning Commission of the City  
Of Beloit, this \_\_\_\_\_ day of \_\_\_\_\_, 2012

By: \_\_\_\_\_

Approved by the Town Board of Beloit Township this  
day of \_\_\_\_\_, 2012.

By: \_\_\_\_\_

This Final Land Division No. 2012 000 is approved this \_\_\_\_\_ day  
of \_\_\_\_\_, 2012.

By: \_\_\_\_\_  
Rock County Planning, Economic and  
Community Development

ORDER NO. 31422  
DATE: OCTOBER 18, 2012  
FOR: ROBERT BAUER  
SHEET 2 OF 4



## CERTIFIED SURVEY MAP

PART OF OUT- LOT 17-4 OF THE ASSESSORS PLAT OF BELOIT TOWNSHIP, BEING ALSO A PART OF THE N.W. 1/4 OF THE N.W. 1/4, PART OF THE N.E. 1/4 OF THE N.W. 1/4, PART OF THE S.E. 1/4 OF THE N.W. 1/4 AND PART OF THE S.W. 1/4 OF THE N.W. 1/4, ALL IN T. 1 N., R. 12 E. OF THE 4<sup>TH</sup> P.M., BELOIT TOWNSHIP, ROCK COUNTY, WISCONSIN.

### CONSENT OF CORPORATE MORTGAGEE

Badgerland Financial, a corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, Mortgagee of the hereon described land on this map, does hereby consent to the surveying and mapping of the land described on this map, and does hereby consent to the certificate of William H. Wieland and Mary M. Frey

**IN WITNESS WHEREOF**, the said Badgerland Financial has caused these presents to be signed by Matthew H. Larse, Assistant Vice President, at \_\_\_\_\_, Wisconsin and its corporate seal affixed this \_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Matthew H. Larse, Assistant Vice President

*State of Wisconsin* )  
*County of Rock* )<sup>ss.</sup>

Personally came before me, this \_\_\_\_ day of \_\_\_\_\_, 2011, the above-named Matthew H. Larse, to me known to be the person who executed the foregoing certificate and acknowledged the same.

\_\_\_\_\_  
Notary Public, Rock County, Wisconsin  
My Commission Expires \_\_\_\_\_

ORDER NO. 31422  
DATE: OCTOBER 18, 2012  
FOR: ROBERT BAUER  
SHEET 3 OF 4

**Batterman**  
engineers surveyors planners



2857 Bartells Drive Beloit, Wisconsin 53511  
608.365.4464 www.rtbatterman.com

# CERTIFIED SURVEY MAP

PART OF OUT- LOT 17-4 OF THE ASSESSORS PLAT OF БЕЛОIT TOWNSHIP, BEING ALSO A PART OF THE N.W. 1/4 OF THE N.W. 1/4, PART OF THE N.E. 1/4 OF THE N.W. 1/4, PART OF THE S.E. 1/4 OF THE N.W. 1/4 AND PART OF THE S.W. 1/4 OF THE N.W. 1/4, ALL IN T. 1 N., R. 12 E. OF THE 4<sup>TH</sup> P.M., БЕЛОIT TOWNSHIP, ROCK COUNTY, WISCONSIN.

## OWNERS CERTIFICATE

We, Robert Bauer and Christine Bauer, owners of the land described in the foregoing description, do hereby certify that We have caused the land described on this plat to be surveyed, divided, mapped and dedicated as represented on the plat. We also certify that this plat is required by Sections 236.10 and .12 of the Wisconsin Statutes to be submitted to the following for approval or objection: the City of Beloit Plan Commission, Rock County Planning Economic and Community Development and the Town Board of the Town of Beloit.

WITNESS the hands and seals of said Owners, this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
Robert Bauer, Owner

\_\_\_\_\_  
Christine Bauer, Owner

State of Wisconsin )  
County of Rock )\*\*

Personally came before me, this \_\_\_\_\_ day of \_\_\_\_\_, 2011, the above-named Robert Bauer and Christine Bauer, to me known to be persons who executed the foregoing certificate and acknowledged the same.

\_\_\_\_\_  
Notary Public, Rock County, Wisconsin

My Commission Expires: \_\_\_\_\_

I hereby certify that the property taxes on the parent parcel are current and have been paid as of \_\_\_\_\_, 2012.

By: \_\_\_\_\_  
Rock County Treasurer

DOCUMENT NO. \_\_\_\_\_ RECEIVED FOR RECORD THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ A.D. 2012  
AT \_\_\_\_\_ O'CLOCK \_\_\_\_M. AND RECORDED IN VOLUME \_\_\_\_\_, PAGES \_\_\_\_\_  
OF CERTIFIED SURVEY MAPS OF ROCK COUNTY, WISCONSIN.

\_\_\_\_\_  
REGISTER OF DEEDS

ORDER NO. 31422  
DATE: OCTOBER 18, 2012  
FOR: ROBERT BAUER  
SHEET 4 OF 4

**Batterman**  
engineers surveyors planners  
2857 Bartels Drive Beloit, Wisconsin 53511  
608.365.4464 www.tbatterman.com



**RESOLUTION  
APPROVING A ONE-LOT CERTIFIED SURVEY MAP  
FOR THE PROPERTY LOCATED AT 2802 SOUTH MADISON ROAD  
IN THE TOWN OF БЕЛОIT**

**WHEREAS**, Section 12.05(1)b of Chapter 12 of the Code of General Ordinances of the City of Beloit entitled “*Subdivision and Official Map Ordinance*” authorizes the City Plan Commission of the City of Beloit to approve, conditionally approve, or reject any minor subdivision of land within the extraterritorial jurisdiction of the City; and

**WHEREAS**, the attached one-lot Certified Survey Map for the property located at 2802 South Madison Road in the Town of Beloit is located within the extraterritorial jurisdiction of the City; and

**WHEREAS**, the City Plan Commission of the City of Beloit has reviewed the proposed one-lot Certified Survey Map, which pertains to the following described land:

PART OF OUT-LOT 17-4 OF THE ASSESSORS PLAT OF БЕЛОIT TOWNSHIP, BEING ALSO A PART OF THE N.W. ¼ OF THE N.W. ¼, PART OF THE N.E. ¼ OF THE N.W. ¼, PART OF THE S.E. ¼ OF THE N.W. ¼ AND PART OF THE S.W. ¼ OF THE N.W. ¼, ALL IN T. 1 N., R. 12 E. OF 4TH P.M., БЕЛОIT TOWNSHIP, ROCK COUNTY, WISCONSIN. (a/k/a 2802 South Madison Road) Containing 3.61 acres, more or less.

**NOW, THEREFORE, BE IT RESOLVED THAT** the City Plan Commission of the City of Beloit does hereby approve the attached one-lot Certified Survey Map for the property located at 2802 South Madison Road in the Town of Beloit, subject to the following conditions:

1. There shall be a 50-foot wide half right-of-way along the east side of the property abutting South Madison Road shown on the final CSM;
2. The applicant shall record the CSM with the Rock County Register of Deeds and shall provide the Planning and Building Services Division with a copy of the recorded CSM within one year of Plan Commission approval.

Adopted this 20<sup>th</sup> day of November, 2012.

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Charles Ramsden  
Plan Commission Chairman

ATTEST:

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Julie Christensen,  
Community Development Director



# CITY OF BELOIT

## REPORT TO THE BELOIT CITY PLAN COMMISSION

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**Meeting Date:** November 20, 2012

**Agenda Item:** 4

**File Number:** CU-2012-07

**Applicant:** Associated Bank

**Owner:** Hendricks Commercial Properties LLC

**Location:** 602 Henry Avenue

**Existing Zoning:** C-3, Community Commercial District

**Existing Land Use:** Neighborhood Center

**Parcel Size:** 0.55 acres

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### Request Overview/Background Information:

Associated Bank has filed a Conditional Use Permit Application in order to establish a drive-in use in a C-3, Community Commercial District for the property located at 602 Henry Avenue. The applicant has submitted site and architectural plans related to the construction of a 3,831 square-foot bank with three drive-through lanes. While financial institutions are permitted in the C-3, Community Commercial District, a drive-in use requires a Conditional Use Permit in all commercial zoning districts.

The attached **Location and Zoning Map** shows the location of the parcel involved in this application. The adjacent zoning and land uses are as follows:

- North: C-3, Community Commercial District and R-1B, Single-Family Residential District; Industrial and Residences
- South: C-3, Community Commercial; Eclipse Center
- East: C-3, Community Commercial; Eclipse Center
- West: C-3, Community Commercial; Eclipse Center

The Zoning Ordinance requires a Conditional Use Permit before a drive-in use may be established in a commercial zoning district. The justification for requiring a Conditional Use Permit is to allow the City Council to approve such a use only if it determines that the proposed use will not have a negative impact on the surrounding land uses. If the proposed use is approved, the City Council is authorized to impose conditions it deems necessary to reduce or minimize any potential adverse effects on surrounding properties.

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### Key Issues:

- In accordance with Section 2.5.1 of the Zoning Ordinance, a site plan has been submitted and is attached to this report.
- As shown on the site plan, the site will be accessible from the access driveway immediately east of the subject property.
- Bank teller lanes require a minimum of four stacking spaces and Automated teller machine lanes require a minimum of three stacking spaces. The applicant has proposed two bank teller lanes and one automated teller machine lane on the west side of the proposed bank building. Four stacking spaces are provided for each bank teller lane, and three for the automated teller lane.
- As shown on the site plan, vehicles will circulate through the drive-through in a counter-clockwise motion to access the drive-through windows on the western side of the building.
- A 3,831 square-foot bank will require fifteen off-street parking spaces, including one van-accessible space. Eleven off-street parking spaces, including one van-accessible space, are shown on the site plan. The applicant intends to enter into an off-site parking agreement with a neighboring property owner to establish the remaining required four parking spaces.
- Public facilities and infrastructure exist in this area and the property receives the full range of municipal services.
- The drive-through use will likely generate additional traffic, but the increase will not affect the service levels of adjacent roadways.
- The Engineering Department, the Fire Department, the Assessor's Office, Alliant Energy, AT&T, and Charter Communications have reviewed this Conditional Use Permit application and do not have any comments or concerns regarding the proposed drive-through lanes.
- This application is related to the drive-in use only. Final site and architectural approval will occur during the Site Plan Review and Architectural Review phase.
- The Certified Survey Map was approved by the Plan Commission on November 7, 2012. Once recorded, the subject property will be addressed as 602 Henry Avenue.

▪ Findings of Fact

Based on Section 2.5.4 of the Zoning Ordinance, the Plan Commission shall make a recommendation based on the following considerations:

- a. *Whether the establishment, maintenance, or operation of the conditional use will be detrimental to or endanger the public health, safety, morals, comfort, or general welfare;*
  - The establishment of a drive-in use at this location will not endanger public health, safety, morals, comfort, or general welfare.
- b. *Whether the conditional use will be injurious to the use and enjoyment of other property in the immediate vicinity for purposes already permitted;*
  - A drive-in use will not negatively impact the enjoyment of the surrounding properties. As required by the Architectural Review and Landscape Code, a Landscape Strip will be installed along the property line facing the street.
- c. *Whether the conditional use will substantially diminish or impair property values within the neighborhood of the subject property;*
  - The conditional use will not diminish or impair property values within the neighborhood of the subject property.
- d. *Whether the establishment of the conditional use will impede the normal and orderly development and improvement of the surrounding property;*
  - The surrounding properties are already developed. A drive-in use will not impede the normal and orderly development and improvement of surrounding properties.
- e. *Whether the exterior architectural design or site layout of the proposed conditional use is so dissimilar or otherwise incompatible with existing or proposed development in the immediate neighborhood that it will cause a depreciation in property values;*
  - The exterior architectural design of the building and detailed site layout will be reviewed during the Architectural Review and Site Plan Review processes. The proposed development, as shown on the submitted site plan, is completely compatible with the existing development in the area.
- f. *Whether adequate utilities, access roads, drainage or other necessary facilities will be available to serve the proposed use at the time of its occupancy or use;*
  - Adequate facilities and infrastructure are available to serve the proposed use.
- g. *Whether adequate measures will be taken to minimize traffic congestion; and*
  - The proposed development will not involve an additional access driveway along Henry Avenue. The use of the existing access driveway will minimize congestion along this roadway.
- h. *Whether the conditional use will comply with all applicable regulations of this chapter (the Zoning Ordinance).*
  - The drive-in use will comply with all other applicable regulations of the Zoning Ordinance.

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**Consistency with Comprehensive Plan and Strategic Plan:**

The City's Comprehensive Plan recommends planned mixed uses of this parcel. The proposed use is consistent with this recommendation.

Consideration of this request supports City of Beloit Strategic Goal #5.

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**Sustainability (Briefly comment on the sustainable long term impact of this policy or program related to how it will impact both the built and natural environment utilizing the four following eco-municipality guidelines):**

- **Reduce dependence upon fossil fuels** – The proposed development will contribute towards a reduced dependence upon fossil fuels by utilizing an undeveloped parcel that is already served by existing roadways and other infrastructure.
- **Reduce dependence on chemicals and other manufacturing substances that accumulate in nature** – N/A
- **Reduce dependence on activities that harm life sustaining eco-systems** – The proposed use is not expected to generate hazardous waste or harmful emissions.
- **Meet the hierarchy of present and future human needs fairly and efficiently** – The proposed use is expected to have a positive impact upon all stakeholders.

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**Staff Recommendation:**

The Planning and Building Services Division recommends approval of a Conditional Use Permit to allow a Drive-In use in a C-3, Community Commercial District, for the property located at 602 Henry Avenue, based on the above Findings of Fact and subject to the following conditions:

1. This Conditional Use Permit authorizes a drive-in use consisting of up to three drive-through lanes associated with a bank on the property located at 602 Henry Avenue in the City of Beloit.
2. The applicant must submit a copy of the recorded Certified Survey Map to the Planning & Building Services Division before a Building Permit is issued.
3. The applicant must obtain an Architectural Review Certificate, Certificate of Zoning Compliance, and Building Permit before beginning work.
4. The applicant shall submit a copy of the off-site parking agreement to the Planning & Building Service Division prior to establishing the proposed use.
5. The Plan Commission and City Council shall approve any major changes in the adopted conditions or use of the property by amending this Conditional Use Permit. The Planning and Building Services Director may approve minor changes administratively and allow accessory structures and uses that comply with and meet all of the standards and requirements of the City of Beloit Municipal Code.

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**Fiscal Note/Budget Impact:**

N/A

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**Attachments:** Location & Zoning Map, Site Plan, Photographs, Application, Public Notice, and Mailing List.

# Location & Zoning Map

600 HENRY AVENUE

CU-2012-07



1 inch = 307 feet

0 60 120 240 360 Feet

### Legend

- Zoning District
- Parcels

Map prepared by: Michael D. Lofton II  
Date: November 2012  
For: City of Beloit, Planning & Building Services  
Date of Aerial Photography: April 2011

## PLANNING & BUILDING SERVICES DIVISION





2007 SOUTH DRIVE  
 SUITE 200-400  
 MILWAUKEE, WISCONSIN 53211  
 WWW.BATTERMAN.COM

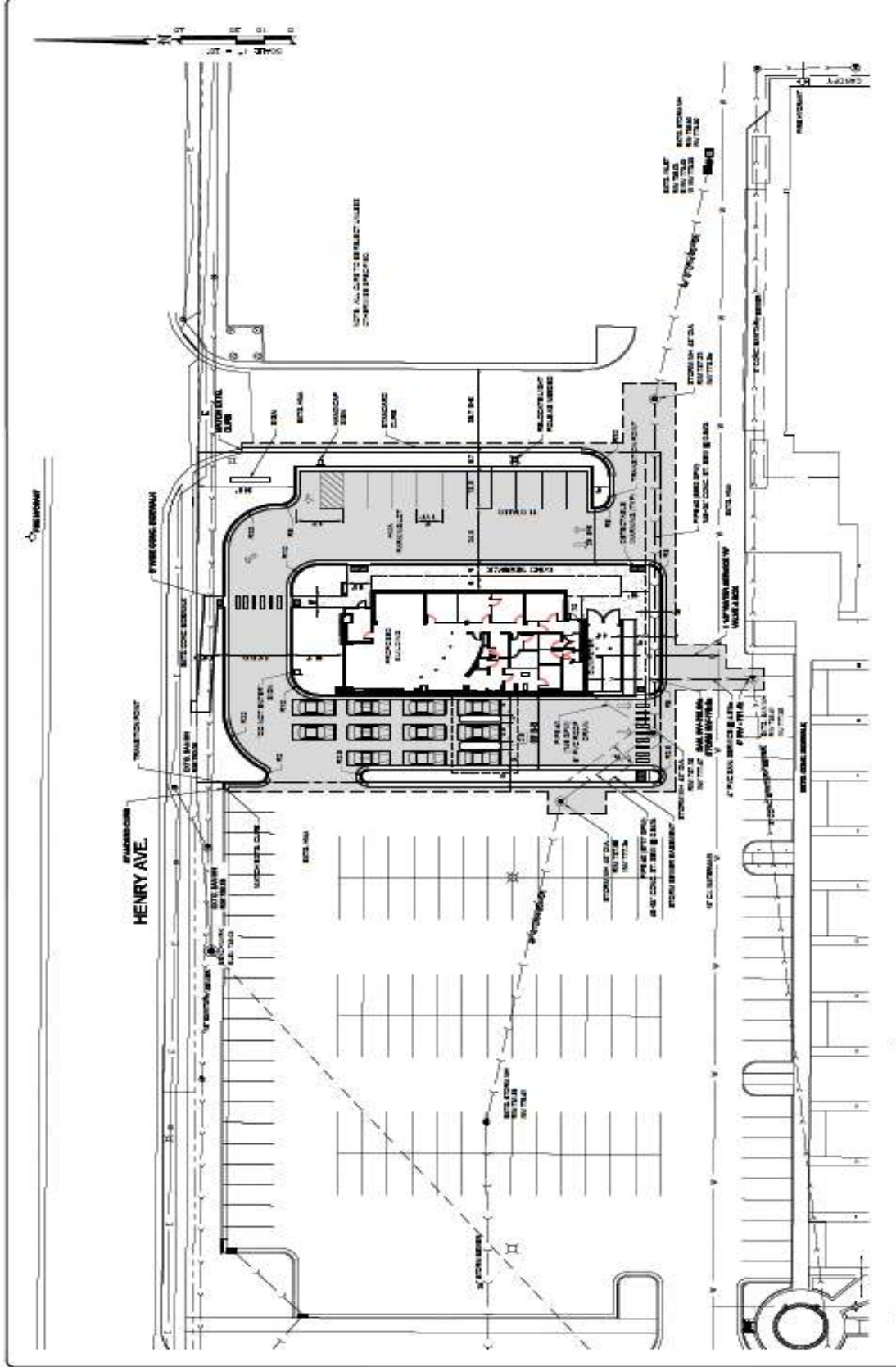
**Batterman**  
 engineers surveyors planners

DATE	DESCRIPTION
08/11/11	ISSUED FOR PERMIT
08/11/11	ISSUED FOR PERMIT
08/11/11	ISSUED FOR PERMIT
08/11/11	ISSUED FOR PERMIT
08/11/11	ISSUED FOR PERMIT

LAYOUT & UTILITY PLAN

ASSOCIATED BANK  
 600 HENRY AVENUE  
 MILWAUKEE, WISCONSIN

SHEET NO.  
 7 OF 9



<p><b>PARKING INFORMATION</b></p> <p>STALLS REQUIRED: 17 STALLS, INCLUDING THIRD-CAP          STALLS PROVIDED: 11 STALLS, INCLUDING THIRD-CAP          *REMAINDER OF THE REQUIRED STALLS WILL BE          PROVIDED THROUGH A PARKING AGREEMENT</p>	<p><b>DRIVE-THROUGH INFORMATION</b></p> <p>REQUIRED CAR STACKING: 4 CARS IN TELLER LANES,          3 CARS IN ATM LANE          PROVIDED CAR STACKING: 4 CARS IN TELLER LANES, 3          CARS IN ATM LANE</p>
<p><b>SITE DETAILS</b></p> <p>TOTAL EXISTING IMPERVIOUS: 29,403 SF          TOTAL PROPOSED IMPERVIOUS: 12,813 SF</p>	



**Site for Proposed Bank**



**Access Drive-way for Proposed Bank (Off Henry Avenue)**

**CITY of BELOIT**

**Neighborhood Planning Division**

100 State Street, Beloit, WI 53511 Phone: (608) 364-6700 Fax: (608) 364-6609

**Conditional Use Permit Application**

(Please Type or Print)

File Number: CU-2012-017

1. Address of subject property: 600 HENRY AVENUE

2. Legal description: SEE ATTACHED

If property has not been subdivided, attach a copy of the complete legal description from deed.

Property dimensions are: 188'-0"± feet by 141'-8"± feet = 23,906.25 square feet.

If more than two acres, give area in acres: 0.55 acres.

3. Tax Parcel Number(s): 12620466

4. Owner of record: Hendricks Commercial Properties LLC Phone: (608) 362-8961

655 Third Street, Suite 301 Beloit, WI 53511  
(Address) (City) (State) (Zip)

5. Applicant's Name: ASSOCIATED BANK

10708 W JANESVILLE ROAD HALES CORNERS WI 53130  
(Address) (City) (State) (Zip)

(414) 525-3275 / Joseph.Shortreed@associatedbank.com  
(Office Phone #) (Cell Phone #) (Email Address)

6. All existing use(s) on this property are: PARKING LOT FOR EXISTING RETAIL DEVELOPMENT

7. **THE FOLLOWING ACTION IS REQUESTED:**

A Conditional Use Permit for: BANK DRIVE THRU  
C-3 in a(n) C-3 Zoning District.

8. All the proposed use(s) for this property will be:

Principal use: BANK

Secondary use:

Accessory use:

**City of Beloit Conditional Use Permit Application Form (continued)**

9. Project timetable: Start date: 4/1/2013 Completion date: 8/1/2013

10. I/We) represent that I/we have a vested interest in this property in the following manner:

- Owner
- Leasehold, length of lease: \_\_\_\_\_
- Contractual, nature of contract: \_\_\_\_\_
- Other, explain: Land purchase is currently in negotiation between owner and applicant, once land is purchased applicant will become owner

The applicant's signature below indicates the information contained in this application and on all accompanying documents is true and correct.

I/We, the undersigned, do hereby respectfully make application for and petition the City Plan Commission and City Council to grant the requested action for the purpose stated herein. I/We represent that the granting of the proposed request will not violate any of the required standards of the Zoning Ordinance of the City of Beloit. I/We also agree to abide by all applicable federal, state and local laws, ordinances, rules, and regulations.

[Signature] (Signature of Owner) T. Robert Garcia (Print name) 1/10/12 (Date)  
[Signature] (Signature of Applicant, if different) Joseph Shortreed (Print name) 10/12/2012 (Date)

In order for your request to be heard and considered in a timely manner, you must submit the completed application, and all accompanying documents, to the Neighborhood Planning Division for acceptance by the filing deadline date prior to a scheduled Plan Commission meeting.

This application must be submitted with one copy of a scaled drawing showing the layout of the proposed development in accordance with all code requirements, and the \$275.00 application fee. Applicants will also be charged a fee for mailing public notices at the rate of \$0.50 per notice. An invoice for this fee will be sent to the applicant and these costs are typically between \$5.00 and \$15.00.

To be completed by Planning Staff	
Filing fee: <u>\$275.00</u>	Amount paid: <u>\$275.00</u> Meeting date: <u>11/20/2012</u>
No. of notices: _____	x mailing cost (\$0.50) = cost of mailing notices: \$ _____
Application accepted by: <u>Michael D. Loftis II</u>	Date: <u>10/16/12</u>



City of  
**BELOIT**, Wisconsin  
Division of Planning and Building Services

CITY HALL • 100 STATE STREET • BELOIT, WI 53511

Office: 608/364-6700 • Fax: 608/364-6609

[www.ci.beloit.wi.us](http://www.ci.beloit.wi.us)

Equal Opportunity Employer

## NOTICE TO THE PUBLIC

November 6, 2012

To Whom It May Concern:

Associated Bank has filed a Conditional Use Permit Application in order to establish a drive-in use in a C-3, Community Commercial District, for property located at:

**600 Henry Avenue.**

The applicant has proposed the development of a bank with three drive-through lanes. A drive-in use requires a Conditional Use Permit in all commercial districts.

The following public hearings will be held regarding this proposed Conditional Use Permit:

**City Plan Commission:** Tuesday, November 20, 2012 at 7:00 p.m., or as soon thereafter as the matter can be heard in The Forum, Beloit City Hall, 100 State Street.

**City Council:** Monday, December 3, 2012, at 7:00 p.m., or as soon thereafter as the matter can be heard in The Forum, Beloit City Hall, 100 State Street.

## **THE PUBLIC IS INVITED TO ATTEND THESE HEARINGS.**

**We are interested in your opinion.**

*Anyone bringing handouts to the Plan Commission meeting must bring ten (10) copies and submit them to the Recording Secretary before the meeting begins. Staff is unable to leave the meeting area to make copies.*

For further information, please contact Michael Lofton in the Planning Division at (608) 364-6708 or [loftonm@ci.beloit.wi.us](mailto:loftonm@ci.beloit.wi.us).

RICHARD J & DIANE ADAMS  
405 TRADING POST TRL  
ROCKTON, IL 61072

GODFREY & MICHELE L ANYANWU  
1732 MORSE AVE  
BELOIT, WI 535113564

JAMIN ARN  
P O BOX 80  
AFTON, WI 53501

CLEMENTE & MARIA AVILA  
1712 MORSE AVE  
BELOIT, WI 53511

ESTHELA AVILA  
1740 MORSE AVE  
BELOIT, WI 535113564

CHARLOTTE BROOKS  
1805 GLEN AVE  
BELOIT, WI 535113507

C & L BENNETT PROPERTY  
MANAGEMENT LLC  
529 MAIDEN ST  
MINERAL POINT, WI 53565

MARY CHATSEY  
739 HENRY AVE  
BELOIT, WI 53511

PAUL E & CINDY DAILEY  
1518 E STRATFORD DR  
BELOIT, WI 53511

FAMILY REVOCABLE TRUST  
1407 YATES AVE  
BELOIT, WI 535114656

FREEDOM PROPERTY INVESTMENTS  
LLC  
1655 COPELAND AVE #130  
BELOIT, WI 53511

GARY GOETZMAN  
710 N HILL RD  
BELOIT, WI 53511

JAMES HAGY  
7236 E FOXHOLLOW RD  
CLINTON, WI 53525

HENDRICKS COMMERCIAL PROPERTIES  
LLC  
655 THIRD ST STE 301  
BELOIT, WI 53511

MARIA HUARACHA  
1698 MORSE AVE  
BELOIT, WI 53511

REVOCABLE LIVING TRUST 6/13/01  
LAWRENCE ELMER LILES  
15219 W RTE 14  
WOODSTOCK, IL 60098

JOSE MEZA  
220 WINCHESTER DR  
WEST MONROE, LA 71291

DWIGHT E & DANIELLE D MILLER  
1804 GLEN AVE  
BELOIT, WI 53511

EDWARD MULLIGAN  
4344 E WOOD TRL  
BELOIT, WI 53511

CLARENCE & THELMA PETERSON  
729 HENRY AVE  
BELOIT, WI 535113517

JORGE PRADO  
1743 MORSE AVE  
BELOIT, WI 535113563

R J ADAMS PROPERTIES LLC  
405 TRADING POST TRL  
ROCKTON, IL 61072

RANELAGH VENTURES LLC  
1721 BROADWAY STE 202  
OAKLAND, CA 94612

RICHELLE RICE  
713 HENRY AVE  
BELOIT, WI 53511

STEVE STEINER  
9810 REDFIELD DR  
ROSCOE, IL 610731342

AVA TALLEY  
627 HENRY AVE  
BELOIT, WI 53511

RICHARD & SHIRLEY THOMPSON  
3918 S DUGGAN RD  
BELOIT, WI 535118808

LARRY WELLS  
1204 LIBERTY AVE  
BELOIT, WI 53511

WESLEY WHITNEY  
1766 SPRUCE ST  
BELOIT, WI 535113542

WILLIAM & DIANNE ZAWADZKI  
9998 TYBOW TRL  
ROSCOE, IL 61073

ZIERFUSS RENTALS LLC  
712 PRAIRIE AVE  
JANESVILLE, WI 53545