



CITY HALL • 100 STATE STREET • BELOIT, WI 53511

MEETING NOTICE AND AGENDA
Beloit City Plan Commission
Wednesday, June 19, 2013 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 June 5, 2013 Meeting**
3. **Conditional Use Permit – West Auto Sales – 920 Keeler Avenue**
Public hearing, review and consideration of a Conditional Use Permit to allow the conversion from one legal nonconforming use, storage of used passenger vehicles, to another legal nonconforming use, sale of used passenger vehicles to dealerships, for the property located at 920 Keeler Avenue
4. **Comprehensive Plan Amendment – 1536 Forest Avenue; 1537 & 1543 W. Grand Avenue; and 1650 & 1654 Porter Avenue**
Public hearing, review and consideration of an amendment to the Future Land Use Map of the City's Comprehensive Plan from Single-Family Residential-Urban to Institutional and Community Services for the properties located at 1536 Forest Avenue; 1537 & 1543 W. Grand Avenue; and 1650 & 1654 Porter Avenue
5. **2012-2016 Parks, Open Space & Recreation Plan**
Review and consideration of the 2012-2016 Parks, Open Space & Recreation Plan for the City of Beloit
6. **Status Report on Prior Plan Commission Items**
7. **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: June 14, 2013

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, June 5, 2013
The Forum, Beloit City Hall
100 State Street, Beloit

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

Chairperson Faragher called the meeting to order at 7:00 PM. Gail Riddle called the roll. Present were Commissioners Moore, Kelley, Nee, and Kincaid. Commissioner Jacobsen arrived at 7:05 PM. Commissioner Seifarth was absent.

2. **Approval of the Minutes of the May 22, 2013 Meeting**

Commissioner Nee moved and Commissioner Kelly seconded a motion to approve the May 22, 2013 minutes. The minutes were approved. (4-0)

3. **Certified Survey Map – First National Bank – 405 & 413 E. Grand Avenue and 413 & 417 State Street**

Review and consideration of a two-lot Certified Survey Map for the properties located at 405 & 413 E. Grand Avenue and 413 & 417 State Street in the City of Beloit

Julie Christensen summarized the Staff Report and Staff Recommendation.

Commissioner Moore moved to approve the Certified Survey Map and Commissioner Nee seconded the motion. The motion carried. (4-0)

4. **Conditional Use Permit – First National Bank – 405 & 413 E. Grand Avenue and 413 & 417 State Street**

Public hearing, review and consideration of a Conditional Use Permit to allow a ground-floor office use in the CBD-1, Central Business District – Core, for the properties located at 405 & 413 E. Grand Avenue and 413 & 417 State Street

Ms. Christensen summarized the Staff Report and Staff Recommendation.

Commissioner Kincaid asked if there was a necessity to create more parking, and Ms. Christensen commented that no new parking would be created by the City at this time.

Chairperson Faragher opened the Public Hearing.

Attorney Tim Lendau, Nowlan and Mouat Law Firm, Janesville, was present to represent First National Bank. Mr. Lendau briefly detailed what the bank's plans were for this building addition.

Commissioner Nee moved to approve the Conditional Use Permit with the recommended staff conditions, and Commissioner Jacobsen seconded the motion. The motion was approved. (5-0)

5. **Conditional Use Permit – First National Bank – 2600 Cranston Road**

Public hearing, review and consideration of a Conditional Use Permit to allow one 50-foot wireless communication tower in a C-2, Neighborhood Commercial District, and MRO, Milwaukee Road Overlay District, for the property located at 2600 Cranston Road

Ms. Christensen summarized the Staff Report and Recommendation.

Commissioner Nee had some concern over the height of the tower.

Chairperson Faragher opened the Public Hearing.

Jacob Bradt, who works for the company who will be installing the tower, reviewed more details on the tower structure. Mr. Bradt commented that they had looked into the possibility of bouncing the signal off other taller structures, but given the location of that specific branch and very tall older trees around it, they were left with minimal options.

Georgina Stenstrom, 2531 E. Ridge Road, spoke in opposition to the tower. Ms. Stenstrom said that if a precedent is set then it will make it okay and other places will request towers.

Pat Jacobs, Vice President of IT at First National Bank added that they did everything they could to avoid putting the tower up and that they had no intentions of putting a tower up that would create an eye sore.

Chairperson Faragher closed the Public Hearing.

Commissioner Jacobsen moved to approve the Conditional Use Permit and Commissioner Moore seconded the motion. The motion carried. (5-0)

6. **Sign Ordinance Exception – Beloit Cancer Center – 1670 Lee Lane**

Public hearing, review and consideration of an exception to Section 30.40(2)c, of the Outdoor Sign Ordinance, to allow two secondary, on-premises wall signs to be more than 30 square feet in area in a C-1, Office District and MRO, Milwaukee Road Overlay District, for the property located at 1670 Lee Lane

Ms. Christensen summarized the Staff Report and Staff Recommendation.

Commissioner Nee asked if the signs would be able to be seen from the street, and Ms. Christensen answered that they would only be able to be seen from Lee Lane.

Chairperson Faragher opened the Public Hearing.

Greg Gaul, Director of Facilities, Beloit Health System, 2067 Cobblestone Court, Beloit, gave some background on the reasons for their sign requests. He added that their goal is to differentiate the two facilities, Beloit Cancer Center and Occupational Health.

Commissioner Nee asked if the main entrance would feed both facilities, and Mr. Gaul stated that off of Lee Lane there is one entrance to the Cancer Center and one entrance to the Occupational Health and Sports Medicine Center.

Doug Waite, Construction Coordinator for Beloit Health Systems, stated that the pole sign on the north side will have the same logo and there will be a secondary sign at the driveway.

Chairperson Faragher closed the Public Hearing.

Commissioner Nee moved and Commissioner Kelly seconded a motion to approve the Sign Ordinance Exception. The motion carried. (5-0)

7. **Conditional Use Permit – West Auto Sales – 920 Keeler Avenue**

Public hearing, review and consideration of a Conditional Use Permit to allow the conversion from one legal nonconforming use, storage of used passenger vehicles, to another legal nonconforming use, sale of used passenger vehicles to dealerships, for the property located at 920 Keeler Avenue

Ms. Christensen summarized the Staff Report and Recommendation.

Chairperson Faragher opened the Public Hearing.

Commissioner Nee wanted clarification on the reason for this request, and Ms. Christensen answered that there had been a minor change in licensing which required approval from the City, and the Planning Director did not feel comfortable signing it without Council approval of the land use.

Kenneth West, 2440 Heather Terrace, owner of 920 Keeler Avenue, stated that his license is due in September. Mr. West commented that the garage was constructed in 1993, and the zoning was changed from business to residential in 1999 but that he was grandfathered. He stated that all cars are picked up by auction and all that he needed is a wholesale dealer's license.

Chairperson Faragher closed the Public Hearing.

After a little more discussion Commissioner Nee made a motion to have the Conditional Use Permit laid over to get a legal opinion as to whether the conditional use permit was really required and whether the provision allowing the conditional use permit was legal under state law. The motion was seconded by Commissioner Kelly. The motion was approved, (5-0).

8. **Zoning Map Amendment – Good News Christian Center – 2293 Prairie Avenue**

Public hearing, review and consideration of a Zoning Map Amendment to change the zoning district classification from C-1, Office District, to C-2, Neighborhood Commercial District, for the property located at 2293 Prairie Avenue

Ms. Christensen summarized the Staff Report and Recommendation.

Chairperson Faragher opened the Public Hearing.

Pastor Clifton White, Good News Christen Center, discussed the reasons for their request.

Chairperson Faragher closed the Public Hearing.

Commissioner Kelly moved and Commissioner Moore seconded a motion to approved Zoning Map Amendment. The motion carried (5-0)

9. **Acquisition of Property for a Public Purpose – 150 Depot Street**

Review and consideration of the acquisition of 150 Depot Street by the City of Beloit

Ms. Christensen summarized the Staff Report and Recommendation.

Commissioner Nee moved and Commissioner Kelly seconded a motion to approve the Acquisition of Property for a Public Purpose. The motion carried (5-0)

10. **Status Report on Prior Plan Commission Items**

The Conditional Use Permit for the Clark Gas Station expansion was approved by Council. Also, the Conditional Use Permit for 1227 Liberty was approved.

11. **Adjournment**

The meeting adjourned at 8:27 PM.

CITY OF BELOIT

REPORT TO THE BELOIT CITY PLAN COMMISSION



Meeting Date: June 19, 2013

Agenda Item: 3

File Number: CU-2013-07

Applicant: Kenneth B. West

Owner: Kenneth B. West

Location: 920 Keeler Avenue

Existing Zoning: R-1B, Single-Family Residential District & WPO, Wellhead Protection Overlay District

Existing Land Use: Passenger Vehicle Storage

Parcel Size: .11 acres

Request Overview/Background Information:

Kenneth West has filed an application for a Conditional Use Permit to allow a conversion from one legal nonconforming use to another nonconforming use in an R-1B, Single-Family Residential District and WPO, Wellhead Protection Overlay District, for the property located at 920 Keeler Avenue. The subject property is currently being used to store and sell used passenger vehicles to the public and other licensed dealerships. The applicant has proposed to store used vehicles on the subject property and sell them only to licensed dealerships. The subject property became legal nonconforming when the Zoning Ordinance and Official Map were updated in 1999, changing the zoning classification from commercial to residential.

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: R-1B, Single-Family Residential District & WPO; Single-Family Dwellings
- South: R-1B, Single-Family Residential District & WPO; Single-Family Dwellings
- East: R-1B, Single-Family Residential District & WPO; Single-Family Dwellings
- West: C-2, Neighborhood Commercial & WPO; Auto Body Shop (Robertson's Auto Body)

According to the Zoning Ordinance, a legal nonconforming use may be changed to another nonconforming use only when the City Council determines that the new use will have a **lesser negative impact** upon the neighborhood than the existing use. Such a change requires a Conditional Use Permit. The justification for requiring a Conditional Use Permit is to allow the City Council to impose conditions it deems necessary to reduce or minimize any potential adverse effects on surrounding properties.

Key Issues:

- Currently, Mr. West possesses a retail wholesale license from the state, which allows him to sell cars to the public and other licensed dealerships. However, the license is associated with 1263 Park Avenue, which is immediately west of the subject property, and has been used in conjunction with the subject property to operate his dealership business since the 1990s.
- Mr. West has sold the Park Avenue property to the tenants on a land contract, and will no longer be able to use the Park Avenue address for renewing his retail wholesale license when it expires in September.
- Mr. West would like to apply for a wholesale dealer license, using the subject property as his permanent business location. The wholesale dealer license only allows the purchase and sale of used vehicles to licensed dealers. The application for the license requires the signature of a zoning official to verify that the property complies with all local regulations, which is the impetus for this conditional use request.
- Mr. West has indicated that the subject property will be used for storing used passenger vehicles to sell to other licensed dealerships. He has estimated storing between six and eight vehicles on the subject property at any given time. Planning staff recommends limiting the number of stored passenger vehicles to eight to prevent the appearance of a cluttered junk yard near a residential neighborhood.
- The vehicles will be repaired off-site before being stored on the subject property. No specific business hours are proposed for this operation as Mr. West is the sole proprietor with no employees. Unidentified business hours may be out of sync with activity patterns of the neighborhood, which could be problematic. The business should operate during reasonable business hours that correspond with the activity patterns of the neighborhood.
- The subject property contains a 528 square foot commercial storage garage and a paved off-street parking lot.
- Planning staff is concerned about the potential for "junk vehicles," as defined by Section 7.23 of the Property Maintenance Code, and recreational vehicles (e.g. campers, trailers, or motor homes, etc.) being stored on the subject property. The storage of these types of vehicles may cause detriment to nearby properties and create an eyesore in the neighborhood.
- In addition, the applicant has two signs affixed to the fence enclosing the lot. Signs are not permitted in single-family residential districts. However, the existing signs may remain but additional signs will not be allowed.

- Public facilities and infrastructure exist in this area. However, the property is not connected to municipal services.
- The Water Resources Division reviewed the proposed conditional use and was concerned about vehicle repairs and the exchange of vehicle mechanical parts occurring on site, since the property is located in a WPO district, and such activity is closely related to prohibited uses within the overlay district. The Division recommends that a condition be added to prohibit the repair of vehicles on site and the exchanging of vehicle mechanical parts.
- Other city review agents had no comments or concerns regarding the proposed conditional use.
- The public and nearby neighbors were notified of the proposed conditional use. Planning staff did not receive any comments or concerns about the proposed conditional use.

- **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;*
 - Subject to certain conditions, the proposed conditional use at this location will not endanger the public health, safety, morals, comfort, or general welfare. Mr. West has operated his business from this location since the 1990s in good faith and has not caused any detriment to fall upon the neighborhood.
- b. *Whether the conditional use will be injurious to the use and enjoyment of other property in the immediate vicinity for purposes already permitted;*
 - The proposed conditional use will not negatively impact the enjoyment of surrounding properties. However, staff is concerned about the business hours since the subject property is adjacent to a residential neighborhood. Therefore, staff recommends business hours that are reasonable and that will be in harmony with the activity patterns of the neighborhood.
- c. *Whether the conditional use will substantially diminish or impair property values within the neighborhood of the subject property;*
 - The proposed conditional use will not diminish or impair property values within the neighborhood. However, if junk vehicles or recreational vehicles are stored on the subject property, property values may be diminished as a result. Therefore, staff is recommending a condition that prohibits the storage of these types of vehicles on 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 area is already developed, and the conditional use will not impede any future redevelopment.
- 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 applicant has not proposed any exterior or site layout changes. The subject property's existing architectural design and site layout will not cause depreciation in property values.
- 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;*
 - The property is currently served by local roads but is not connected to city water or sewer. However, city water and sewer are available in the area if connection is required in the future.
- g. *Whether adequate measures will be taken to minimize traffic congestion; and*
 - The proposed conditional use will not generate traffic congestion.
- h. *Whether the conditional use will comply with all applicable regulations of this chapter (the Zoning Ordinance).*
 - The conditional use will comply will all other applicable regulations of the Zoning Ordinance.

- Planning staff believes that the proposed conditional use, subject to certain conditions, will have a lesser negative impact upon the neighborhood than the retail sales of used cars that previously operated on this property.

Consistency with Comprehensive Plan and Strategic Plan:

The City's Comprehensive Plan recommends Single-Family Residential uses of this property and surrounding properties. The underlying zoning classification (R-1B, Single-Family Residential) is consistent with the Comprehensive Plan.

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

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** – 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 and Building Services Division recommends **approval** of a Conditional Use Permit to allow a conversion from one legal nonconforming use to another nonconforming use in an R-1B, Single-Family Residential District and WPO, Wellhead Protection Overlay District, for the property located at 920 Keeler Avenue, based on the above Findings of Fact and subject to the following conditions:

1. **If the nonconforming use is discontinued for twelve months, all future use of the property shall conform to the ordinance.**
2. This Conditional Use Permit authorizes the Zoning Officer to sign wholesale dealer license application, which will allow the storage and wholesale sales of used vehicles for the property located at 920 Keeler Avenue.
3. Only passenger vehicles shall be stored on the subject property.
4. "Junk Vehicles," as defined by Section 7.23 of the Property Maintenance Code, and recreational vehicles (e.g., campers, trailers, or motor homes, etc.) shall not be stored on the subject property.
5. Passenger vehicles shall not be repaired on the subject property nor shall the exchange of vehicle mechanical parts occur on the subject property.
6. The applicant shall not store more than eight passenger vehicles on the subject property at a time.
7. The retail sales of used vehicles to the public is expressly prohibited.
8. The applicant shall obtain a Business Permit from the Water Resources Division prior to establishing the conditional use.
9. The business may only operate between the hours of 8:00 AM to 9:00 PM.
10. Existing signs may remain, but no additional signs are allowed.
11. Any major changes in the adopted conditions or use of the property shall be approved by the Plan Commission and City Council 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.

Fiscal Note/Budget Impact: N/A

Attachments: Location & Zoning Map, Site Photos, Application, State License Application, Notice, and Mailing List.

Location & Zoning Map

920 Keeler Avenue

CU-2013-07



1 inch = 40 feet
0 5 10 20 30 Feet

Legend

-  Zoning District
-  Parcels

Map prepared by: Michael D. Lofton II
Date: May 2013
For: City of Beloit, Planning & Building Services
Date of Aerial Photography: April 2011

PLANNING & BUILDING SERVICES DIVISION



CITY of BELOIT

Planning and Building Services 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-2013-07

1. Address of subject property: 920 Keeler Ave. Beloit WI 53511
2. Legal description: West 66 feet, Lot 11, Block 1, Hacketts Fourth Addition
If property has not been subdivided, attach a copy of the complete legal description from deed.
Property dimensions are: 66 feet by 70.5 feet = 4,653 square feet.
If more than two acres, give area in acres: N/A acres.
3. Tax Parcel Number(s): 1256-0085
4. Owner of record: Kenneth B. West Phone: 608-290-5988
2440 Heather Terrace Beloit WI 53511
(Address) (City) (State) (Zip)
5. Applicant's Name: Kenneth B. West
2440 Heather Terrace Beloit WI 53511
(Address) (City) (State) (Zip)
608-290-5988 / 608-290-5988 / N/A
(Office Phone #) (Cell Phone #) (E-mail Address)
6. All existing use(s) on this property are: Storage of Autos to be transported to a Wholesale Dealer's Auction
7. **THE FOLLOWING ACTION IS REQUESTED:**
A Conditional Use Permit for: Wisconsin Wholesale License in a(n) Grandfathered B-5 Zoning District.
8. All the proposed use(s) for this property will be:
Principal use: To be able to obtain a Wisconsin Wholesale Dealer License and for the storage of automobiles that are to be
Secondary use: sold at a Wholesale Auction.
- NO RETAIL SALES -
Accessory use: Please see attached forms & pictures from the City of Beloit.

9. Project timetable: Start date: _____ Completion date: _____

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: _____

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.

Kenneth B West / KENNETH B WEST / 5-3-13
(Signature of Owner) (Print name) (Date)

_____/_____/_____
(Signature of Applicant, if different) (Print name) (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 Planning and Building Services 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: \$275.00 Amount paid: \$275.00 Meeting date: June 5, 2013

No. of notices: _____ x mailing cost (\$0.50) = cost of mailing notices: \$ _____

Application accepted by: Michael D. Lofton / \$ / _____ Date: 5/3/13

State License Application

**MOTOR VEHICLE WHOLESALER
TWO YEAR LICENSE APPLICATION**
MV2860 7/2004 Ch. 218 Wis. Stats.

Wisconsin Department of Transportation
Dealer Section
P. O. Box 7909
Madison, WI 53707-7909

Submit in duplicate. Amending Current License Information

FOR OFFICE USE ONLY	
Issued	Expires

Legal Name	Area Code - Telephone Number 608 290-5988	Dealer License Number
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Trade Name(s) or DBAs	Federal Employer Identification Number
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Street Address or RFD 920 Keeler Ave	Post Office Box Number	City Beloit	State Wis	Zip Code 53511	County where business located Rock
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Mailing Address - If Different from Business Address
2440 Heather Ter Beloit WI 53511

Type of Vehicles to be Sold <input type="checkbox"/> Autos <input type="checkbox"/> Trucks <input type="checkbox"/> Motorcycles	Business Entity <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Association <input type="checkbox"/> Corporation <input type="checkbox"/> LLC	If Corporation or LLC, Date Licensed in Wisconsin	<input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township Name: State of Incorporation or Organization
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Name and Title of Owner, Partners, Association Members, Corporation Officers and Shareholders, LLC Managers and Members
Complete an Entity/Owner Statement (Form MV2844) for each individual listed.

Kenneth B. West

Was there a licensed dealer at this same location previously this year? <input type="checkbox"/> No <input type="checkbox"/> Yes, Name dealer _____ Have you, as an individual and your above-named firm, been licensed as a dealer before? <input type="checkbox"/> No <input type="checkbox"/> Yes, Same location? <input type="checkbox"/> No <input type="checkbox"/> Yes Has your motor vehicle dealer license ever been denied, suspended or revoked? <input type="checkbox"/> No <input type="checkbox"/> Yes, When and what state? _____ Are you licensed as a motor vehicle salvage dealer at same location? <input type="checkbox"/> No <input type="checkbox"/> Yes, Give license number _____	Will your wholesaler license be used to operate a motor vehicle salvage pool in accordance with s.218.50 Wis. Stats.? <input type="checkbox"/> Yes <input type="checkbox"/> No Complete ONE of the following (whichever applicable): Is business real estate owned by: Owner of sole proprietorship <input type="checkbox"/> YES <input type="checkbox"/> NO One partner of partnership <input type="checkbox"/> YES <input type="checkbox"/> NO Corporate dealership <input type="checkbox"/> YES <input type="checkbox"/> NO LLC <input type="checkbox"/> YES <input type="checkbox"/> NO If no, send copy of lease.
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Number of vehicles sold wholesale in last 12 month period <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 25%;">AUTOS</th> <th style="width: 25%;">TRUCKS</th> <th style="width: 25%;">MOTORCYCLES</th> <th style="width: 25%;">OTHERS (specify)</th> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </table> License Numbers of Additional Dealerships Completely describe other business, if any, engaged in by your firm - Same location? <input type="checkbox"/> No <input type="checkbox"/> Yes	AUTOS	TRUCKS	MOTORCYCLES	OTHERS (specify)					Dealer License (Required fee).....\$40.00 Representative License(s).... Number _____ x \$8.00 Wisconsin Buyer's License(s)....Number _____ x \$12.00 Buyer ID Card(s)..... Number _____ x \$12.00 Dealer License Plates Required.....First 2 plates = \$150.00 Number of additional plates _____ @ \$10.00 List letters of all missing plates _____ Replacement License Plates for lost, damaged, or illegible plates.....each plate \$2.00 CHECK PAYABLE TO: REGISTRATION FEE TRUST \$ _____
AUTOS	TRUCKS	MOTORCYCLES	OTHERS (specify)						

I, the undersigned, certify under penalty of s.345.17 Wisconsin Statutes, that: (1) A lease agreement covering at least the licensing year has been executed, if premises are not owned by applicant, and; (2) The answers and statements on this application are true and correct to the best of my knowledge.

See reverse side.

X _____ (Date)
(Authorized Dealership Agent, Title)

**Following Applies To First-time Dealer Applicant Or Application For Amended License
Because of Business Relocation or Ownership Change**

Proper local officials must sign below, BEFORE submitting this application. All applicants complete section A. If business is located in a township, complete both sections A and B.

Attention Zoning Authorities: The requirements for a motor vehicle wholesaler/distributor are as follows:

1. A permanent building, not a tent or temporary stand.
2. An office within the building.
3. An outdoor vehicle display lot for at least one vehicle adjacent to the building or all vehicles kept indoors.
4. An exterior sign with business name as it will appear on the license certificate and any other name used to do business under. The lettering of the sign must be a minimum of 4 inches high, unless smaller dimensions are required by local zoning or sign ordinance.
5. A sign posted on or adjacent to the entrance door describing business hours. The sign must also include a notice that sales are restricted to dealers only.

Section A

1. Operation of this dealer business at the location(s) stated on the reverse side is in accordance with local zoning regulation.	
_____	X _____
(Print Name)	(Signature)
_____	_____
(Official Title)	(Municipality)
2. Check one box and sign below:	
<input type="checkbox"/> A local permit or license is required and has been issued.	
<input type="checkbox"/> A local permit or license is not required.	
_____	X _____
(Print Name)	(Signature)
_____	_____
(Official Title)	(Municipality)

Section B

County Zoning Approval - required only if business is located in a township.	
Operation of this dealer business at the location(s) stated on the reverse side is in accordance with local zoning regulation.	
_____	X _____
(Print Name)	(Signature)
_____	_____
(Official Title)	(County)

If business address on reverse side does not include a specific street number, furnish directions to your business location, including highway numbers or letters and distances.

ENTITY/OWNER STATEMENT

MV2844 11/2000

Wisconsin Department of Transportation
Dealer Section
4802 Sheboygan Ave.
P.O. Box 7909
Madison, WI 53707-7909
608-266-1425

NOTE: Complete one form for EACH owner, partner, corporate officer, shareholder of 10% or more of a corporation, association member, Limited Liability Company - LLC member or LLC manager.

Legal Business Name _____

Business / Your Position - Check all that apply.

- Sole Proprietor
 Partnership
 Corporation
 Limited Liability Company
 Association
 Officer
 Manager
 Shareholder
 Member

What percentage of the business, stock in the corporation, or interest in the LLC do you own? _____

Your Full Legal Name _____

Residence Address: Street or RFD, City, State, Zip Code _____

Area Code - Telephone Number, Residence _____ Birth Date _____

Driver License Number _____ Social Security Number or Federal Employer Identification Number _____

Provide complete answers to the following questions.

List any other business in which you are engaged. _____

List any ownership interests in other dealerships. _____

Have you ever been licensed as a dealer in Wisconsin?
 No Yes - Year Last Licensed: _____

Have you ever been, or are you currently licensed as a dealer in another state?
 No Yes - Give State and Year Last Licensed: _____

Has your dealer license ever been denied, suspended or revoked?
 No Yes - Give State and Year: _____

Have you every been convicted of a crime?
 No Yes - List date, state, charge and court; continue on back if needed. _____

Are any criminal charges pending against you?
 No Yes - List date, state, charge and court; continue on back if needed. _____

List any former names by which you were known. _____

False statements on this application are punishable by law and may result in denial, suspension or revocation of your dealer license. The undersigned states that she or he is owner, partner, officer, association member, LLC member or LLC manager of the facility named on this application and that the answers contained in this application are true.

(Applicant Signature)

(Date)



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

Equal Opportunity Employer

NOTICE TO THE PUBLIC

May 22, 2013

To Whom It May Concern:

Kenneth West has filed an application for a Conditional Use Permit to allow a conversion from one legal nonconforming use to another nonconforming use in an R-1B, Single-Family Residential District, for property located at:

920 Keeler Avenue.

The subject property is currently used to store passenger vehicles. The applicant has proposed to store used vehicles on the subject property and sell them to licensed dealerships.

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

City Plan Commission: Wednesday, June 5, 2013 at 7:00 PM, or as soon thereafter as the matter can be heard in The Forum, Beloit City Hall, 100 State Street.

City Council: Monday, June 17, 2013, at 7:00 PM, 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 additional information, please contact Michael Lofton in the Planning & Building Services Division at (608) 364-6708 or loftonm@ci.beloit.wi.us. Comments will be accepted via telephone, email, and U.S. Mail.

CU-2013-07, Ken West, 920 Keeler Avenue.docAvenue

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BELOIT, WI 53511

SALVADOR Z & CHRISTINE
SANCHEZ
2112 ROOSEVELT AVE
BELOIT, WI 53511

TEAM JENISCH ENTERPRISES
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JOSE ZAMORA
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BELOIT, WI 535114541

ERSEY LEE EDMOND
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RAMONA RODRIQUEZ
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LINCOLNWOOD, IL 60712

CHARLI STEWART
25 PLUM TREE VLG
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AMPARO SERRANO
935 KEELER AVE
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TOMMIE G & MARY L RUCKER
(LE)
1129 HARRISON AVE
BELOIT, WI 53511

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

AUTO MAT OF BELOIT INC
P O BOX 4
BELOIT, WI 535120004

CITY OF BELOIT

REPORT TO THE BELOIT CITY PLAN COMMISSION



Meeting Date: June 19, 2013

Agenda Item: 4

File Number: RPB-2013-07

Request Overview/Background Information:

The School District of Beloit has submitted an application requesting several amendments to the Future Land Use Map (Map 10) of the City of Beloit Comprehensive Plan.

Wisconsin's Comprehensive Planning Law, §66.1001 of the Wisconsin Statutes, was signed into law in 1999. This legislation is commonly known as Wisconsin's "smart growth" law, although the law does not prescribe or require a particular type of development pattern. The Comprehensive Planning law requires all cities, towns, and villages that regulate land use through land use ordinances (e.g. zoning) to adopt a Comprehensive Plan. Comprehensive Plans are intended to guide development and redevelopment over a 20-year timeframe. The law also requires that land use decisions be consistent with the plan.

The Beloit City Council approved the City's Comprehensive Plan in March 2008 after an extensive public participation program. All land use decisions made by the City of Beloit, including any actions regarding official mapping, local subdivision regulation, and zoning regulations, must be consistent with the plan. The Beloit City Council established a process for amendments (minor changes) to the Comprehensive Plan on February 1, 2010.

If the Plan Commission votes to recommend approval of the proposed amendments, the attached Resolution will be forwarded to the City Council for consideration on August 5, 2013.

Key Issues:

- The applicant is requesting the following amendments to the Future Land Use Map (Map 10) of the City's Comprehensive Plan:
 1. 1536 Forest Avenue and 1537 & 1543 W. Grand Avenue – From Single-Family Residential – Urban to Institutional & Community Services.
 2. 1650 & 1654 Porter Avenue – From Single-Family Residential – Urban to Institutional & Community Services.
- The following table describes the status of the subject properties:

Property	Current Land Use	Zoning	Acres	Future Land Use	Proposed Future Land Use
1536 Forest Ave	SF	R-1B	0.38	SF Residential - Urban	Institutional/Comm. Services
1537 W. Grand	SF Rental	R-1B	0.15	SF Residential - Urban	Institutional/Comm. Services
1543 W. Grand	SF Rental	R-1B	0.15	SF Residential - Urban	Institutional/Comm. Services
1650 Porter Ave	SF Rental	R-1B	0.14	SF Residential - Urban	Institutional/Comm. Services
1654 Porter Ave	SF Rental	R-1B	0.14	SF Residential - Urban	Institutional/Comm. Services

- The properties located on W. Grand Avenue and Forest Avenue are associated with the Gaston Elementary School expansion. The properties will be used exclusively for open and recreational space and staff parking, as shown on the attached plan.
- The two properties located on Porter Avenue are associated with the Merrill Elementary School expansion, and will be used to increase the size of the open and recreational space for the school.
- A Location & Zoning Map and Future Land Use Map for each site are attached to this report.
- If the proposed amendments are approved, the applicant will rezone the subject properties and begin demolishing the residential structures on the subject properties.
- **Land Use Analysis**
 1. The proposed amendments would designate all five subject properties as appropriate for Institutional & Community Services. This would allow the district to rezone the subject properties to PLI, Public Lands & Institutions District, demolish the existing structures, and expand the school grounds as shown on the attached preliminary site plan.
 2. The proposed amendments would establish new boundaries between the single-family residential neighborhoods to the west and the Gaston grounds, and to the north and Merrill grounds. The district has indicated that these expanded areas will be used for parking and open space & recreation.
 3. The proposed amendments are compatible with existing and planned land uses in the vicinity and will facilitate a significant improvement and expansion of these elementary school sites.

Consistency with Comprehensive Plan and Strategic Plan:

- The City's compliance with the Comprehensive Planning law's consistency requirement is the impetus for this request.
- Consideration of this request supports Strategic Goal #5.

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** – 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 the following proposed amendments to the Future Land Use Map (Map 10) of the City's Comprehensive Plan:

1. 1536 Forest Avenue and 1537 & 1543 W. Grand Avenue – From Single-Family Residential – Urban to Institutional & Community Services.
2. 1650 & 1654 Porter Avenue – From Single-Family Residential – Urban to Institutional & Community Services.

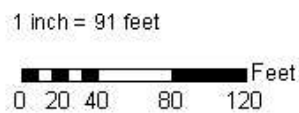
Fiscal Note/Budget Impact: N/A

Attachments: Location & Zoning Maps, Future Land Use Maps, Site Plans, Public Notice, Mailing List, and Resolution.

Location & Zoning Map

Gaston Expansion

RPB-2013-07



Legend

- COB Parcels
- Zoning District

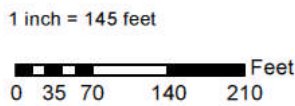
Map prepared by: Planning Staff
Date: May 2013
For: City of Beloit Planning & Building Services
Date of Aerial Photography: March 2011

PLANNING & BUILDING SERVICES DIVISION

Location & Zoning Map

Merrill Expansion

RPB-2013-07



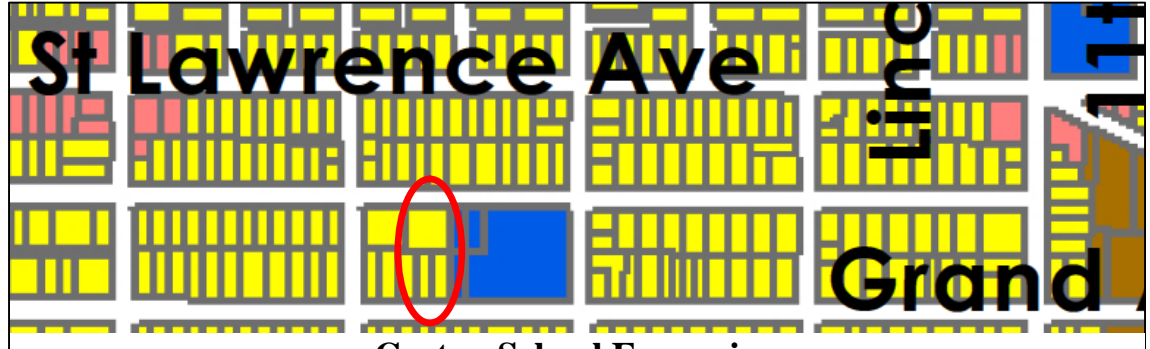
Legend

- COB Parcels
- Zoning District

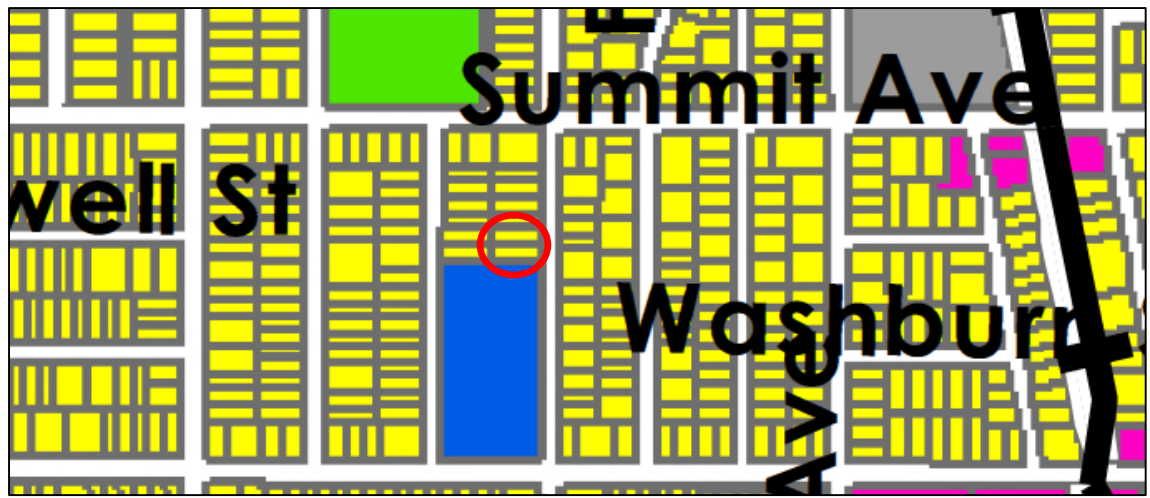
Map prepared by: Michael D. Lofton II
 Date: May 2013
 For: City of Beloit Planning & Building Services
 Date of Aerial Photography: March 2011

PLANNING & BUILDING SERVICES DIVISION

Map 10, Future Land Use (Subject Properties Are Circled)

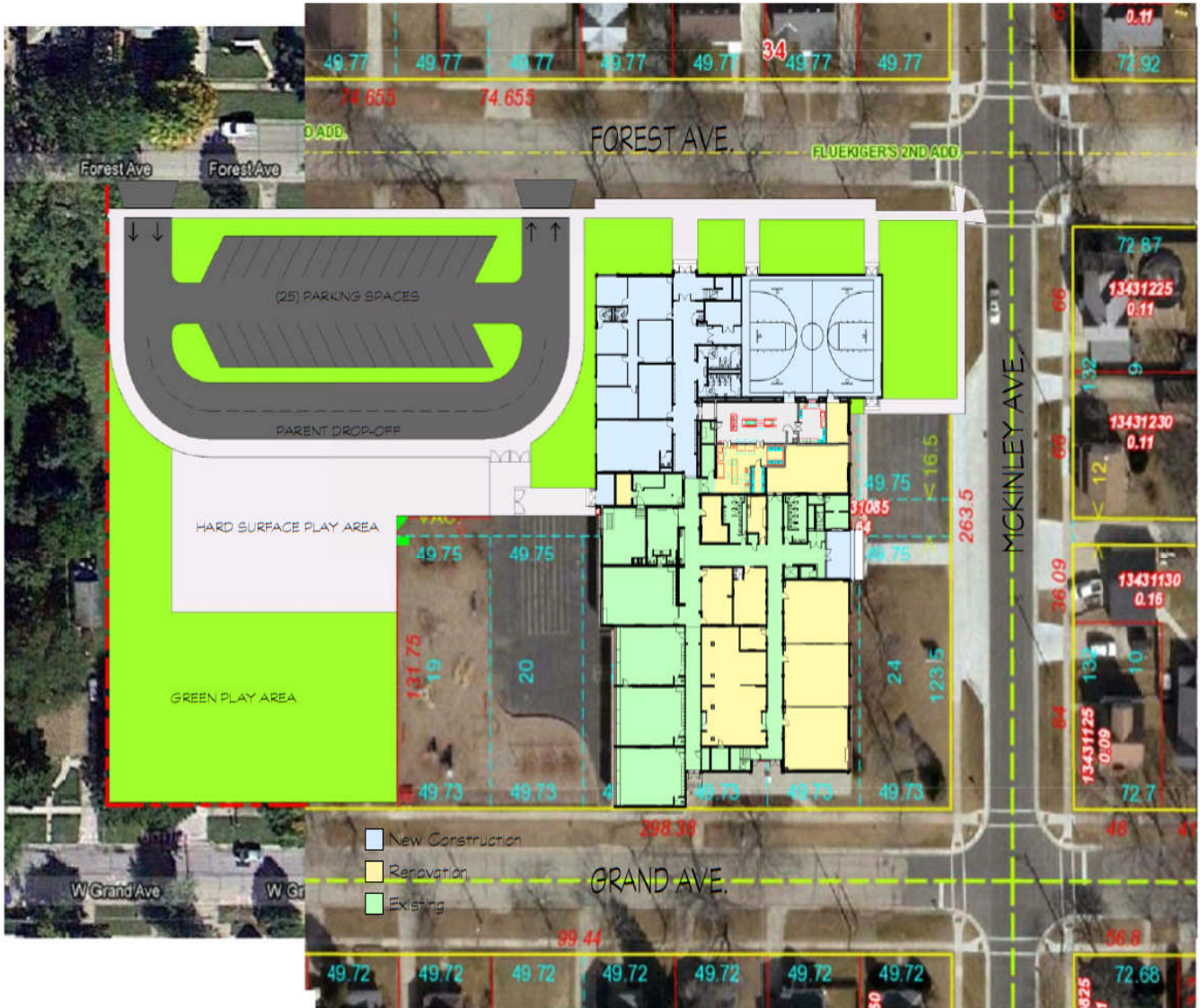


Gaston School Expansion



Merrill School Expansion

Preliminary Site Plan for Gaston Elementary School



bray architects
solid foundation. forward thinking.
Project #: 3064



Site Plan (4 Track Option)

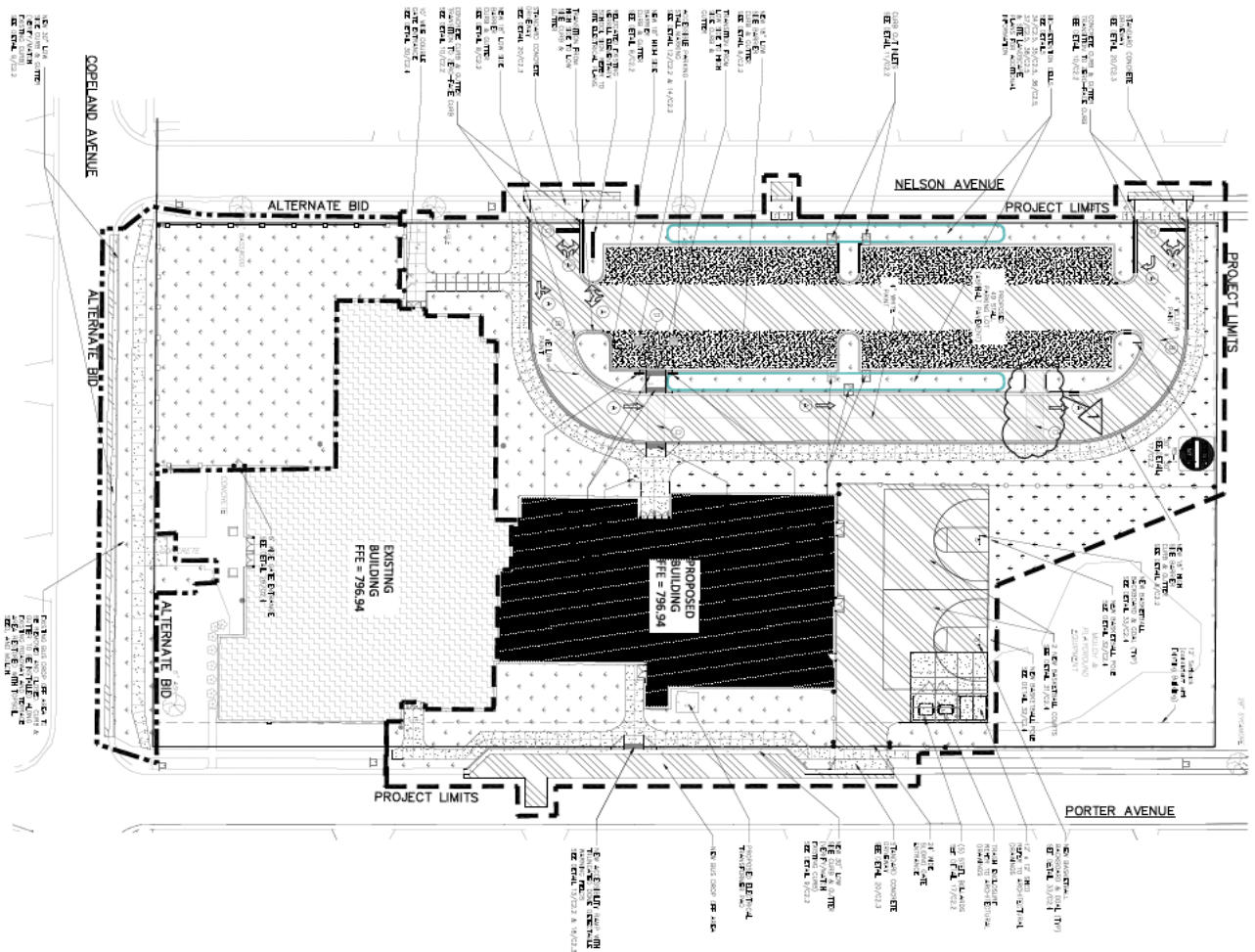
Scale 1" = 50'-0"

Gaston Elementary School
610 McKinley Avenue, Beloit, WI 53535

May 1, 2011

© 2011 Bray Associates Architects

Site Plan for Merrill Elementary School



PAVEMENT MARKING LEGEND	
	1' x 2' x 4' CONCRETE PAVEMENT
	1' x 2' x 4' ASPHALT PAVEMENT
	1' x 2' x 4' CONCRETE PAVEMENT WITH 1' x 2' x 4' CONCRETE CURBS
	1' x 2' x 4' ASPHALT PAVEMENT WITH 1' x 2' x 4' ASPHALT CURBS
	1' x 2' x 4' CONCRETE PAVEMENT WITH 1' x 2' x 4' CONCRETE CURBS AND 1' x 2' x 4' CONCRETE SIDEWALKS
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HATCH LEGEND	
	1' x 2' x 4' CONCRETE PAVEMENT
	1' x 2' x 4' ASPHALT PAVEMENT
	1' x 2' x 4' CONCRETE PAVEMENT WITH 1' x 2' x 4' CONCRETE CURBS
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MERRILL

3064

Project Title: Addition and Remodeling to Merrill Elementary School School District of Beloit 1333 Copeland Avenue, Beloit, WI 53511

KAPUR & ASSOCIATES, INC.
CONSULTANTS & ENGINEERS

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MILWAUKEE, WISCONSIN 53219
PHONE: 414.224.2800 FAX: 414.224.2811
www.kapurandassociates.com

bray architects
solid foundation. forward thinking.

Site Plan

Scale: 1" = 20'

North Arrow

DATE: 08/19/2013

PROJECT: Merrill Elementary School

NO.: 3064

DESCRIPTION: Addition and Remodeling to Merrill Elementary School

DATE: 08/19/2013

PROJECT: Merrill Elementary School

NO.: 3064

DESCRIPTION: Addition and Remodeling to Merrill Elementary School

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DESCRIPTION: Addition and Remodeling to Merrill Elementary School



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

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NOTICE TO THE PUBLIC

June 5, 2013

To Whom It May Concern:

The School District of Beloit has submitted an application requesting the following amendments to the Future Land Use Map (Map 10) of the City of Beloit Comprehensive Plan:

1. 1536 Forest Avenue and 1537 & 1543 W. Grand Avenue – From Single-Family Residential – Urban to Institutional & Community Services.
2. 1650 & 1654 Porter Avenue – From Single-Family Residential – Urban to Institutional & Community Services.

Information regarding the location, zoning, and land use of these properties is available for public review in the Planning & Building Services Division on the third floor of City Hall, 100 State Street.

The following public meetings will be held regarding the proposed amendments:

City Plan Commission: Wednesday, June 19, 2013, at 7:00 PM, or as soon thereafter as the matter can be heard in The Forum, Beloit City Hall, 100 State Street.

City Council (Public Hearing): Monday, August 5, 2013, at 7:00 PM, 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 MEETINGS.

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 additional information, please contact the Planning & Building Services Division at (608) 364-6700 or planning@ci.beloit.wi.us. Comments will be accepted via telephone, email, and U.S. Mail.

Karry DeVault, Clerk
Town of Beloit
2871 S. Afton Rd.,
Beloit 53511

Frank Management Inc.
2501 Morse Street
Janesville, WI 53545

Janelle Marotz
School District of Beloit
1633 Keeler Avenue
Beloit, WI 53511

Deb Bennett, Clerk
Town of Turtle
6916 S. County Rd. J.
Beloit, WI 53511

Paul Benjamin
Rock County Planning
Rock County Courthouse, Room 266
51 South Main Street,
Janesville, WI 53545

Dr. Dennis McCarthy
Beloit-Turner School District
1237 Inman Parkway
Beloit, WI 53511

City Clerk
City of South Beloit
519 Blackhawk Blvd. Suite 2
South Beloit, IL 61080

Dr. Pamela Kiefert, Superintendent
Clinton Community School District
112 Milwaukee Road
Clinton, WI 53525

Library Director
Beloit Public Library
605 Eclipse Boulevard
Beloit, WI 53511

Peter Herreid, Grant Administrator
Department of Administration
101 E. Wilson Street, 10th Floor
Madison, WI 53702-0001

Brad Austin
Corporate Contractors Inc.
655 3rd Street, Suite 101
Beloit, WI 53511

**RESOLUTION
RECOMMENDING APPROVAL OF AMENDMENTS TO THE
CITY OF БЕЛОIT COMPREHENSIVE PLAN**

WHEREAS, the Plan Commission of the City of Beloit recommended approval of the Comprehensive Plan of the City of Beloit (the Plan) on January 23, 2008, and the City Council of the City of Beloit approved an Ordinance adopting the Plan on March 17, 2008; and

WHEREAS, the Plan may be amended and changed in the years following adoption, particularly in instances where the Plan is becoming irrelevant or contradictory to emerging policies or trends, or does not provide specific advice or guidance on an emerging issue; and

WHEREAS, “Amendments” are generally defined as minor changes to the Plan’s maps or text; and

WHEREAS, the City Council of the City of Beloit approved a Resolution to Adopt a Process for Amending the City of Beloit Comprehensive Plan on February 1, 2010; and

WHEREAS, the approved process directs the Plan Commission to hold a public meeting on the proposed amendments, and following said public meeting, make a recommendation by Resolution to the City Council by majority vote of the entire Commission.

NOW, THEREFORE, BE IT RESOLVED that the Plan Commission of the City of Beloit, Rock County, Wisconsin, hereby recommends approval of the following amendments to the Future Land Use Map (Map 10) of the City of Beloit Comprehensive Plan:

1. 1536 Forest Avenue and 1537 & 1543 W. Grand Avenue – From Single-Family Residential – Urban to Institutional & Community Services.
2. 1650 & 1654 Porter Avenue – From Single-Family Residential – Urban to Institutional & Community Services.

Adopted this 19th day of June, 2013.

James Faragher, Plan Commission Chairman

ATTEST:

Julie Christensen,
Community Development Director

CITY OF BELOIT

REPORT TO THE BELOIT CITY PLAN COMMISSION

Meeting Date: June 19, 2013

Agenda Item: 5

File Number: RPB-2013-05

Applicant: City of Beloit Parks and
Leisure Services Division

Owner: N/A

Location: City-wide

Request Overview/Background Information:

The City of Beloit has adopted a variety of Parks and Open Space Plans over the years, the most recent document for the time period of 2006-2010. The new plan, the 2012 – 2016 Parks, Open Space & Recreation Plan, also includes a focus on recreation or leisure services. This plan also includes marketing and administrative recommendations.

Key Issues:

- The plan includes an analysis of community demographics, including population characteristics and the history of the Parks and Leisure Services Division.
- A Site Inventory and Analysis of all of the City Parks is included in the plan. The parks are divided into two types: developed parks and special use parks & natural areas. There are four types of developed parks: pocket parks, neighborhood parks, community parks, and regional parks. The City currently includes 455.7 acres of developed parks and 444.3 acres of special use parks and natural areas for a total of 900 acres of parkland. The plan indicates that although we have an adequate amount of parkland, there needs to be a more comprehensive plan for park improvements. The plan also indicates that there is a need to improve ADA accessibility in our parks.
- This plan also includes Community Needs which were identified through a variety of means. Surveys were mailed and e-mailed to a random sample of Beloit residents. Telephone surveys and a focus group were also conducted as part of this planning process. Finally, a Park Board visioning session was held as well as a staff visioning session. There were also two public meetings during the planning process to gather public input.
- Based on the results of the surveys, focus group, and visioning sessions, Administrative, Park & Facility, and Recreation Program goals were identified. An implementation timeline was prepared for each strategic goal identified, and a Quality of Service Scorecard was prepared which prioritizes parks.
- Finally, Capital Improvement Recommendations were prepared for each park, with a graphic provided which illustrates these proposed improvements.
- The Appendix of the document includes a copy of the Needs Assessment Survey itself and a list of the open ended responses from the survey,
- A link to the plan is available from the City's homepage under the "What's Happening" section.

Consistency with Comprehensive Plan and Strategic Plan:

- Consideration of this request supports Strategic Goal #1 and #4.

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** – 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** – This plan provides a comprehensive analysis of the parks and recreation system and proposes ways to meet the parks and recreation needs of the citizens of the Greater Beloit area.
-

Staff Recommendation:

The Planning & Building Services Division recommends approval of the 2012-2016 Parks, Open Space & Recreation Plan.

Fiscal Note/Budget Impact:

The plan identifies Capital Improvements for each park facility.

Attachments: 2012-2016 Parks, Open Space & Recreation Plan