



CITY HALL • 100 STATE STREET • BELOIT, WI 53511

**MEETING NOTICE AND AGENDA
Beloit City Plan Commission
Wednesday, August 6, 2014 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 July 23, 2014 Meeting**
3. **Street Vacation – Milwaukee Road Frontage Road – Fran Fruzen Intermediate School**
Review and consideration of the vacation of a portion of the Milwaukee Road frontage road adjacent to the new Fran Fruzen Intermediate School
4. **Certified Survey Map – 2036 Townhall Road**
Review and consideration of a two-lot Certified Survey Map for the property located at 2036 Turtle Townhall Road in the City of Beloit
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: July 31, 2014

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



CITY HALL • 100 STATE STREET • BELOIT, WI 53511

**MINUTES
BELOIT CITY PLAN COMMISSION
Wednesday, July 23, 2014
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 Ruster, Finnegan, Tinder, and Kincaid. Commissioner Moore was absent.

2. **Approval of the Minutes of the July 9, 2014 Meeting**

Commissioner Tinder moved and Commissioner Finnegan seconded a motion to approve the Minutes of the July 9, 2014 Meeting with a correction on Page 2, Paragraph 3 to change Mr. Wood to Mr. McKearn. The motion carried (4-0).

3. **Extraterritorial Certified Survey Map – 2732 & 2680 Riverside Drive**

Review and consideration of a one-lot Certified Survey Map for the property located at 2732 and 2680 Riverside Drive in the Town of Beloit

Ms. Christensen summarized the Staff Report and Staff Recommendation.

Commissioner Tinder made a motion to approve the Extraterritorial Certified Survey Map and Commissioner Ruster seconded the motion. The motion carried (4-0).

4. **Street Vacation – Milwaukee Road Frontage Road – Fran Fruzen Intermediate School**

Public hearing, review and consideration of the vacation of a portion of the Milwaukee Road frontage road adjacent to the new Fran Fruzen Intermediate School

Chairperson Faragher opened and closed the Public Hearing.

Commissioner Finnegan expressed concern that Central Christian Church was not notified about the street vacation and indicated that the church did not support the street vacation. He suggested a layover to allow the church to meet with School District officials and attend the Plan Commission meeting where the item would be discussed. Matt indicated that the School District had never mentioned that they were requesting the vacation when they were negotiating the agreement for access over the church's parking lot.

After a brief discussion the board members decided to request a layover for the Street Vacation. Commissioner Finnegan made a motion to lay the Street Vacation over and Commissioner Tinder seconded the motion. The motion carried (4-0).

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

The Comprehensive Plan Amendment and Zoning Amendment for Elmwood Avenue were withdrawn by the applicant.

6. **Adjournment**

The meeting adjourned at 7:12 PM.



CITY OF BELOIT

REPORT TO THE BELOIT CITY PLAN COMMISSION

Meeting Date: August 6, 2014

Agenda Item: 3

File Number: VA-2014-02

Applicant: School District of Beloit

Adjacent Zoning: PLI, Public Lands and Institutions

Adjacent Land Use: School

Request Overview/Background Information:

The Planning & Building Services Division has received a petition to vacate the Milwaukee Road Frontage Road.

Key Issues:

- This section of roadway will be vacated as a public street at the request of the School District of Beloit. A school bus loading area will be constructed in the vacated area.
- There is an existing easement south of the frontage road to ensure access to the church property from the frontage road. An extended easement would be required to maintain access to Milwaukee Road from this existing easement.
- The attached Plat of Vacation shows portion of roadway to be vacated.
- All required Public Notices have been distributed and published and the Notice of Pendency was recorded with the Rock County Register of Deeds on June 20, 2014.
- The City's Review Agents did not submit any comments or concerns.

Consistency with Strategic 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 & Building Services Division recommends **approval** of the request to vacate the Milwaukee Road Frontage Road, as described in the attached Plat of Vacation, returning the entire right-of-way to the adjacent property owner, subject to the following condition:

1. The final Plat of Vacation shall extend the existing ingress/egress easement over the portion of frontage road that allows the church property access to Milwaukee Road.

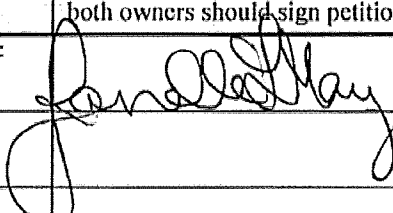
Fiscal Note/Budget Impact: N/A

Attachments: Vacation Petition, Plat of Vacation, Location & Zoning Map, Resolution Setting Public Hearing Date, & Public Notice.

PETITION FOR VACATION OF A PUBLIC RIGHT-OF-WAY

We, the undersigned hereby petition the City of Beloit to vacate the following portion(s) of the public right-of-way know as: Milwaukee Road

The portion of the right-of-way proposed to be vacated is further described on the attached *Plat of Vacation* prepared by Registered Land Surveyor:

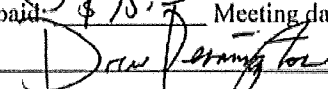
Print NAME and ADDRESS of PETITIONER:	SIGNATURE: (If jointly owned, both owners should sign petition.)	DATE SIGNED:
Name: School District of Beloit Address: 2600 Milwaukee Road		5/12/14
Name: Address:		
Name: Address:		
Name: Address:		
Name: Address:		
Name: Address:		
Name: Address:		
Name: Address:		
Name: Address:		
Name: Address:		

Contact person responsible for circulating this petition: School District of Beloit - Janell Marotz

Address of contact person: 1633 Keeler Avenue Beloit WI 53511

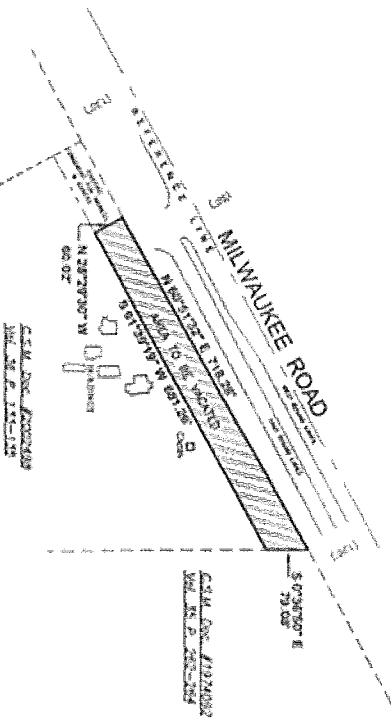
Phone number of contact person: 361-4015

Signature of contact person: 

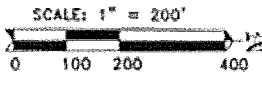
To be completed by Planning Staff	
Filing fee: <u>\$75.00</u> Amount paid: <u>\$75.00</u>	Meeting date: <u>June 18, 2014</u>
Application accepted by: 	Date: <u>5/15/14</u>

PLAT OF VACCAATION

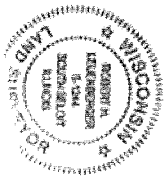
OF PART OF MILWAUKEE ROAD BEING A PART OF LOT 5 OF MORGAN FARM
 SUBDIVISION AS SITUATED IN PART OF THE S.W. 1/4 OF THE N.W. 1/4 OF
 SECTION 29 AND BEING ALSO A PART OF THE S.E. 1/4 OF THE N.E. 1/4 OF
 SECTION 30, BEING ALL A PART OF T. 1 N., R. 13 E., OF THE 4TH P.M., NOW
 CITY OF BELOIT, ROCK COUNTY, WISCONSIN.



DISCHARGED AS FOLLOWS:
 The plat of the northwest corner of Lot 1 of Certified Survey Map Doc. No. 1814082 as recorded in volume 35 on pages 282-284 of Certified Survey Map, Towne South 0283307 East 78.00 feet along the West line of said lot; Thence South 81°32'15\"/>



Patricia M. ...
 PATRICIA M. ...
 NORTH LEADERSHIP, P.L.L.C.
 WISCONSIN LAND SURVEYOR S-1244
 DATED THIS 22ND DAY OF APRIL, 2014



ORDER NO. 31768
 FOR THE EXCLUSIVE USE OF:
 SCHOOL DISTRICT OF BELOIT

A RESOLUTION TO VACATE A PART OF MILWAUKEE ROAD AS SHOWN HEREON
 WAS ADOPTED, _____ 2014 AND IS REFERENCED AS CITY
 OF BELOIT CLEAR FILE NO. _____

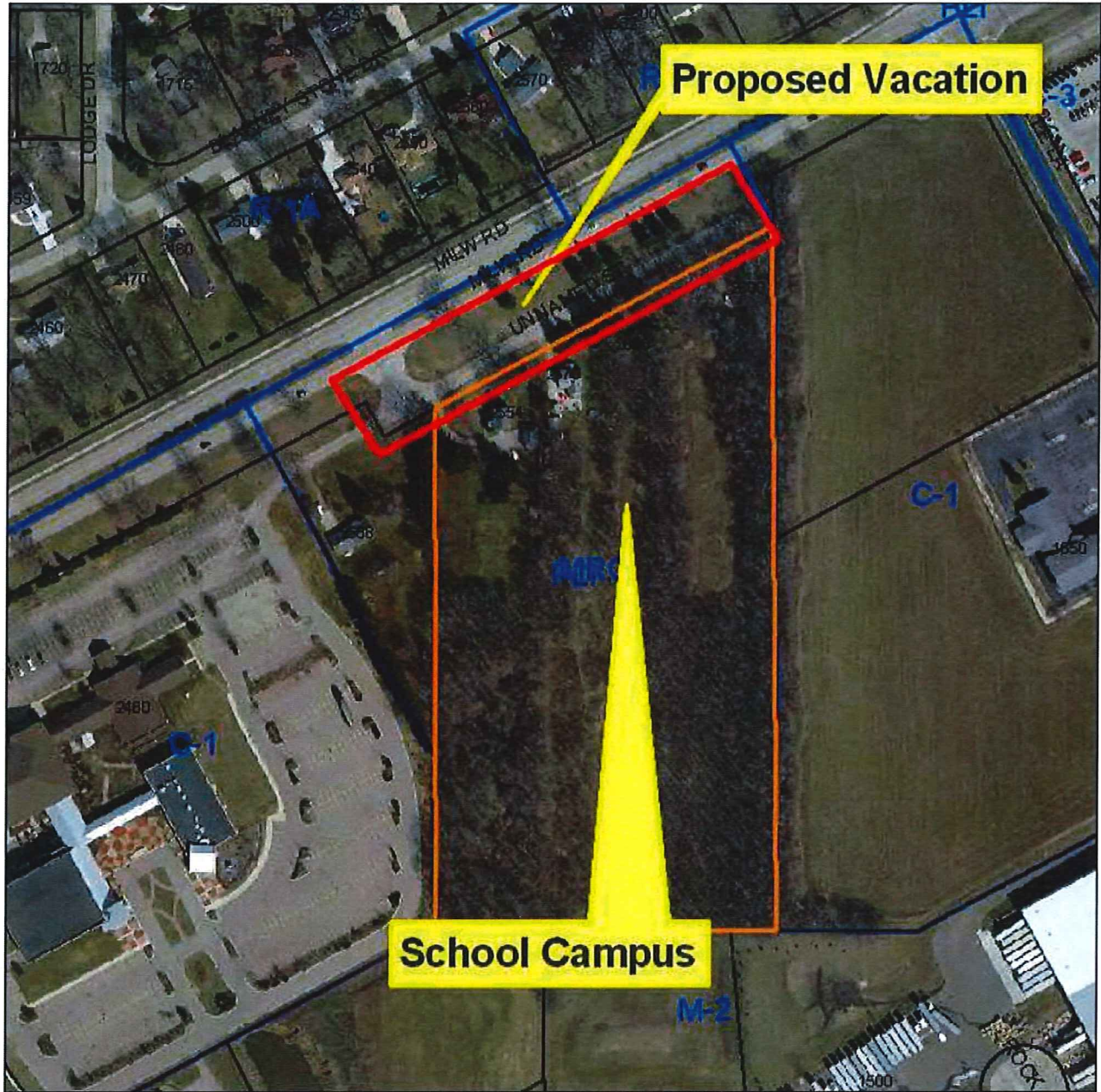
Batterman
 ENGINEERING SURVEYORS PLANNERS
 2807 Seventh Street Beloit, Wisconsin 53511
 608.735.4444 www.batterman.com

File Name: J:\1751-1752\1751\1751_School_District_CityVacation.dwg

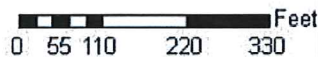
Location & Zoning Map

Milwaukee Road Frontage Road

VA-2014-02



1 inch = 219 feet



Legend

- COB Parcels
- Zoning District

Map prepared by: Stephanie Hummel
Date: July 2014
For: City of Beloit Planning & Building
Date of Aerial Photography: March 2011

PLANNING & BUILDING SERVICES DIVISION


FILE# 8650
JUN 16 2014
CITY OF БЕЛОИТ
CITY CLERK

**RESOLUTION
SETTING A DATE FOR A PUBLIC HEARING FOR THE
VACATION OF MILWAUKEE ROAD FRONTAGE
IN THE CITY OF БЕЛОИТ, ROCK COUNTY, WISCONSIN**


IT IS RESOLVED THAT a public hearing on the proposed Resolution to discontinue and vacate part of Milwaukee Road being a part of Lot 5 of Morgan Farm Subdivision as situated in part of the southwest ¼ of the northwest ¼ of Section 29 and being also a part of the southeast ¼ of the northeast ¼ of Section 30, being all a part of Town 1, North, Range 13, East, now City of Beloit, Rock County, Wisconsin, shall be held at the regular City Council Meeting on Monday, August 4, 2014, and the City Clerk is authorized and directed to give notices required under Section 66.1003, Wisconsin Statutes.

Adopted this 16th of June, 2014.

City Council of the City of Beloit


Mark Spreitzer, Council President

Attest:


Judith A. Elson, Deputy City Clerk



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

June 27, 2014

To Whom It May Concern:

The City of Beloit has received a petition requesting the vacation of the Frontage Road to Milwaukee Road. This section of roadway will be removed by the owner, the School District of Beloit. A school bus loading area will be constructed in the vacated area.

This proposed vacation will be considered during the following meetings:

City Plan Commission: Wednesday, July 23, 2014, 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 4, 2014, 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 Stephanie Hummel in the Planning & Building Services Division at (608) 364-6708 or hummels@beloitwi.gov. Comments will be accepted via telephone, email, and U.S. Mail.

CITY OF BELOIT

REPORT TO THE BELOIT CITY PLAN COMMISSION



Meeting Date: August 6, 2014

Agenda Item: 4

File Number: CSM-2014-10

Applicant: RH Batterman

Owner: Harold Hallet

Location: 2036 Townhall Road

Existing Zoning: R-1A, Single-Family Residential District

Existing Land Use: Single-Family Residential

CSM Area: 74,439 Square Feet

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 two-lot Certified Survey Map (CSM) for the property located at 2036 Townhall Road in the City of Beloit. The attached Location & Zoning Map shows the location of the property involved in this application.

Key Issues:

- The proposed CSM is intended to split the existing parcel into two lots. Lot 2 will have a 50' dedicated public right-of-way. The dedication for Lot 1 will vary from 59.31' to 61.04'.
- Lot 1 will be 19,964-square feet. Lot 2 will be 43,584-square feet. Lot 1 has a garage on site. A residential structure must be built as the primary structure on site within 2 years to comply with the Zoning Code.
- The Fire Department has concerns about access for Lot 1. Current access is through Lot 2. A condition of approval would require access be established with the addition of the primary structure.
- The City's Review Agents have not submitted any other comments, concerns, or recommendations.

Consistency with Comprehensive Plan and Strategic Plan:

The Future Land Use Map recommends Single-Family Residential – Exurban for Proposed Lot 1 and Business Park for Proposed Lot 2. Consideration of this request supports City of Beloit Strategic Goal #5.

Sustainability:

- **Reduce dependence upon fossil fuels** – N/A
- **Reduce dependence on chemicals and other manufacturing substances that accumulate in nature** – N/A
- **Reduce dependence on activities that harm life sustaining eco-systems** – N/A
- **Meet the hierarchy of present and future human needs fairly and efficiently** – N/A

Staff Recommendation:

The Planning and Building Services Division recommends **approval** of the attached two-lot Certified Survey Map (CSM) for the property located at 2036 Townhall Road in the City of Beloit, subject to the following conditions:

1. 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 by December 31, 2014.
2. An address shall be established by the City of Beloit Assessor's office prior to recording this CSM with the Rock County Register of Deeds.
3. The property owner shall build a primary residential structure on Lot 1 with adequate access by September 2016.

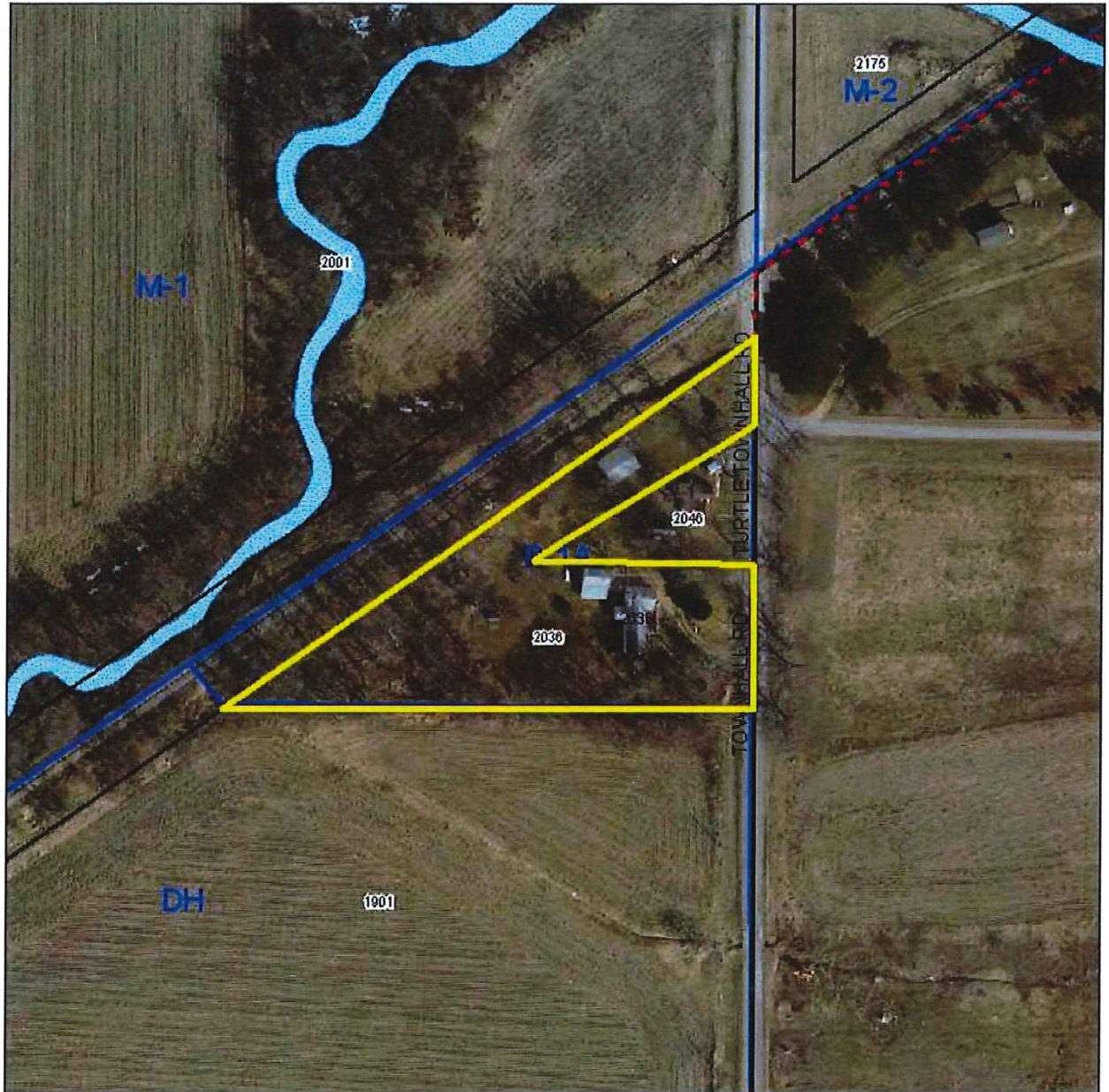
Fiscal Note/Budget Impact: N/A

Attachments: Location Map, Application, CSM, and Resolution.

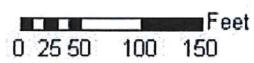
Location & Zoning Map

2036 Townhall Road

CSM-2014-10



1 inch = 134 feet



Legend

- COB Parcels
- Zoning District

Map prepared by: Stephanie Hummel
Date: July 2014
For: City of Beloit Planning & Building Services
Date of Aerial Photography: March 2011

PLANNING & BUILDING SERVICES DIVISION

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-2014-10

1. Address of property: 2036 Townhall Road
2. Tax Parcel Number(s): 22130820
3. Property is located in (circle one): City of Beloit or Town of: Turtle; Beloit; Rock or LaPrairie
In the SE Quarter of Section 21, Township 1 North, Range 1 East of the 4th P.M.
4. Owner of Record: Harold Hallett c/o Robert Hallett Phone: 365 6159
1736 Park Avenue Beloit 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 2 lot(s).
7. Total area of land included in this map: 74,439 square feet
8. Total area of land remaining in parent parcel: NA
9. Is there a proposed dedication of any land to the City of Beloit? Yes
10. The present zoning classification of this property is: RIA
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 5-8-14
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 / 7/3/14
(Signature of applicant) (Name of applicant) (Date)

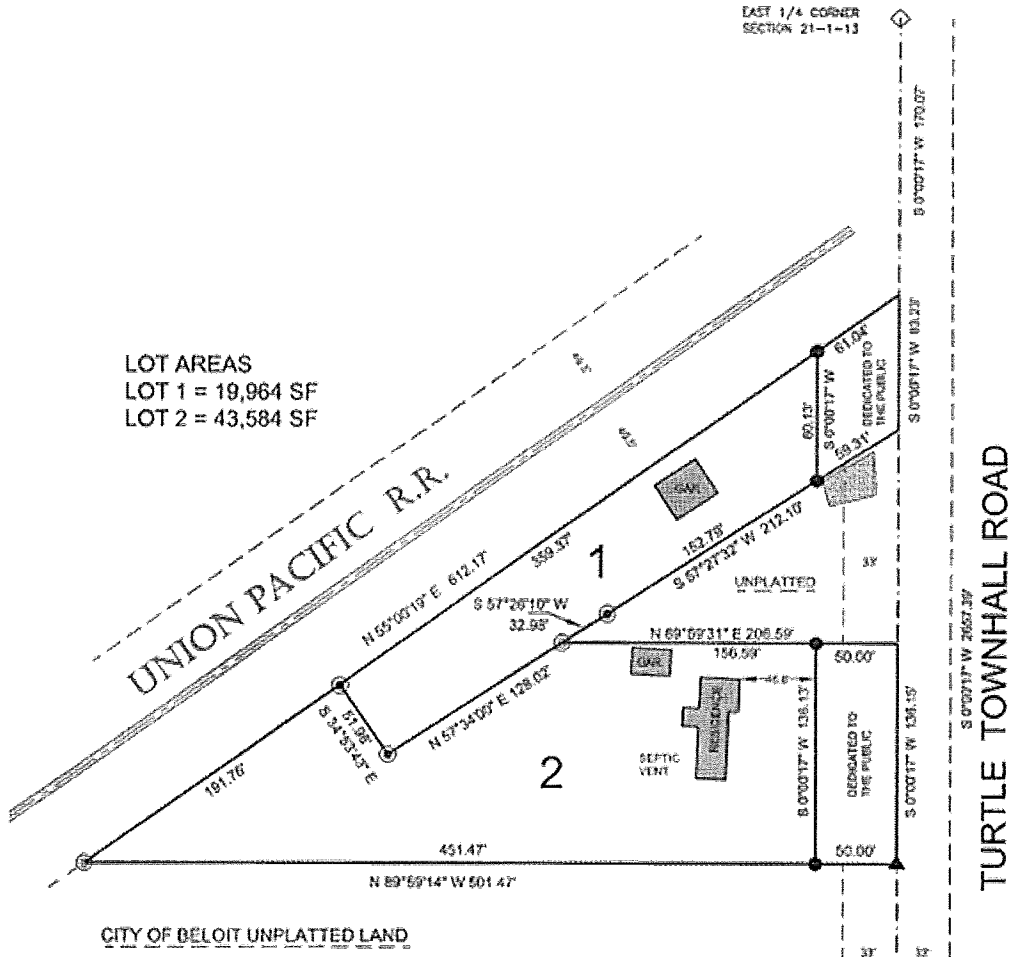
This application must be submitted at least 21 days prior to the Plan Commission meeting date.

Review fee: <u>\$150 plus \$10 per lot</u>	Amount Paid: <u>170 00</u>
Scheduled meeting date: <u>8/16/14</u>	
Application accepted by: <u>S. Hummel</u>	Date: <u>7/8/14</u>

CERTIFIED SURVEY MAP

OF PART OF THE N.E. 1/4 OF THE S.E. 1/4 OF SECTION 21, T. 1 N., R. 13 E., OF THE FOURTH P.M., CITY OF БЕЛОИТ, ROCK COUNTY, WISCONSIN

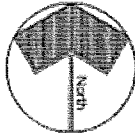
LOT AREAS
 LOT 1 = 19,964 SF
 LOT 2 = 43,584 SF



CITY OF БЕЛОИТ UNPLATTED LAND

MONUMENT KEY

- Iron Rebar Set 3/4" x 24" (1.5 Lbs./FL)
- Iron Pipes Found
- ⊙ Iron Rebar Found
- ▲ RR Spike Found
- Fences
- Conc. Mon. Found
- ◇ C. I. Mon. Found



ORDER NO. 31855
 BOOK xxx PAGE xx
 DATE JULY 3, 2014

SHEET 1 OF 3

File Name: J:\31850-31899\31855 HALLET\31855.dwg

BEARINGS BASED ON THE WISCONSIN COUNTY COORDINATE SYSTEM, ROCK DATUM, THE EAST LINE OF THE S.E. 1/4 SECTION 21-1-13 HAVING A BEARING OF 61°00'17" W

Batterman
 engineers surveyors planners

2857 Bartels Drive Beloit, Wisconsin 53511
 608.355.4464 www.batterman.com

CERTIFIED SURVEY MAP

OF PART OF THE N.E. 1/4 OF THE S.E. 1/4 OF SECTION 21, T. 1 N., R. 13 E.,
OF THE FOURTH P.M., CITY OF БЕЛОIT, ROCK COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE OF COMPLIANCE WITH STATUTE

State of Wisconsin) I, Robert Leuenberger, a Professional Land Surveyor, do hereby certify that I
County of Rock)^{ss} have surveyed and mapped Part of the N.E. 1/4 of the S.E. 1/4 of Section 21, T. 1
N., R 13 E. of the Fourth P.M., City of Beloit, Rock County, Wisconsin.

DESCRIBED AS FOLLOWS: Commencing at the East Quarter corner of Section 21 aforesaid; thence South 0°00'17" West 170.07 feet along the East line of said S.E. 1/4 to the intersection with the Southerly right of way line of the Union Pacific Railroad and the place of beginning; thence continuing South 0°00'17" West 83.23 feet; thence South 57°27'32" West 212.10 feet; thence North 89°59'31" East 206.59 feet to said East line; thence South 0°00'17" West 136.15 feet along said East line; thence North 89°59'14" West 501.47 feet to said Southerly right of way line; thence North 55°00'19" East 612.17 feet to the place of beginning. Containing 74,439 square feet more or less.

Subject to any and all easements, agreements, covenants or restrictions, recorded or unrecorded.

That such map is a correct representation of all exterior boundaries of the land surveyed and the division of that land. That I have made such survey and map by the direction of the Owner of said land, and that I have complied fully with the provisions of Section 236.34 of the Wisconsin Statutes in surveying dividing and mapping the same. Given under my hand and seal, this 3rd day of July, 2014 at Beloit, Wisconsin.

I hereby certify that the property taxes on the parent parcel are current and have been paid as of _____, 2014.

By: _____
Rock County Treasurer

Approved by the City of Beloit Council, this _____ day of _____, 2014.

By: _____

CERTIFIED SURVEY MAP

OF PART OF THE N.E. 1/4 OF THE S.E. 1/4 OF SECTION 21, T. 1 N., R. 13 E.,
OF THE FOURTH P.M., CITY OF БЕЛОIT, ROCK COUNTY, WISCONSIN

OWNERS CERTIFICATE

I, Harold Hallett, Owner of the land described in the foregoing description, do hereby certify that I have caused the land described on this plat to be surveyed, divided, mapped and dedicated as represented on the plat. I 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 City Council.

WITNESS the hand and seal of Harold Hallett, this _____ day of _____, 2014.

Harold Hallett, Owner

State of Wisconsin)
County of Rock)**

Personally came before me, this _____ day of _____, 2014,
the above-named Harold Hallett to me known to be the person who executed
the foregoing certificate and acknowledge the same.

Notary Public, _____ County, Wisconsin

My Commission Expires _____

DOCUMENT NO. _____ RECEIVED FOR RECORD THIS _____ DAY OF _____ A.D. 2014
AT _____ O'CLOCK ____M. AND RECORDED IN VOLUME _____, PAGES _____ OF
CERTIFIED SURVEY MAPS OF ROCK COUNTY, WISCONSIN.

REGISTER OF DEEDS

ORDER NO. 31855
FOR HALLETT
JULY 3, 2014
SHEET 3 OF 3



**RESOLUTION
APPROVING A TWO-LOT CERTIFIED SURVEY MAP
FOR THE PROPERTY LOCATED AT
2036 TOWNHALL ROAD
IN THE CITY 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 two-lot Certified Survey Map for the property located at 2036 Townhall Road is located within the City of Beloit; and

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

PARK OF THE N.E. ¼ OF THE S.E. ¼ OF SECTION 21, T. 1 N., R. 13 E., OF THE
FOURTH P.M., CITY OF БЕЛОIT, ROCK COUNTY, WISCONSIN (A/K/A 2036
Townhall Road) Containing 74,439-square feet, more or less.

NOW, THEREFORE, BE IT RESOLVED THAT the City Plan Commission of the City of Beloit does hereby approve the attached two-lot Certified Survey Map for the property located at 2036 Townhall Road in the City of Beloit, subject to the following conditions:

1. 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 by December 31, 2014.
2. An address shall be established by the City of Beloit Assessor’s office prior to recording this CSM with the Rock County Register of Deeds.
3. The property owner shall build a primary residential structure on Lot 1 with adequate access by September 2016.

Adopted this 6th day of August, 2014.

James Faragher, Plan Commission Chairperson

ATTEST:

Julie Christensen, Community Development Director