



**AGENDA  
BELOIT CITY COUNCIL  
100 State Street, Beloit WI 53511  
City Hall Forum – 7:00 p.m.  
Monday, July 20, 2015**

1. CALL TO ORDER AND ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. SPECIAL ORDERS OF THE DAY/ANNOUNCEMENTS
4. PUBLIC HEARINGS
  - a. Proposed **Ordinance** to amend Sections 30.17(1)(b)2, (b)3, (b)6 and (b)7a of the Code of General Ordinances of the City of Beloit pertaining to Electronically Variable-Message Signs (Christensen) 1st Reading, Suspend Rules for 2nd Reading Plan Commission recommendation for approval 6-0

5. CITIZEN PARTICIPATION

6. CONSENT AGENDA

All items listed under the Consent Agenda are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member so requests, in which event the item will be removed from the General Order of Business and considered at this point on the agenda.

- a. Approval of the **Minutes** of the regular meeting of July 6, 2015 and special meeting of July 6, 2015 (Stottler)
- b. Application for a **Conditional Use Permit** to allow a single-family attached dwelling in C-2, Neighborhood Commercial District, for the property located at 911 East Grand Avenue (Christensen) Refer to Plan Commission
- c. Application for a **Conditional Use Permit** to allow the sale of alcoholic beverages in C-2, Neighborhood Commercial District, for the property located at 901 Bayliss Avenue (Dave's Bait and Tackle) (Christensen) Refer to Plan Commission
- d. Application for a **Conditional Use Permit** to allow outdoor seating area and outdoor sales, possession, & consumption of alcohol in the CBD-1, Central Business District – Core, for the property located at 430 E. Grand Avenue ( Zen Sushi & Grill) (Christensen) Refer to Plan Commission
- e. Resolution authorizing Final Payment of Public Works **Contract C15-06, Colley Road Main Extension** (Boysen)
- f. Resolution approving a **Change of Agent** for The Local, LLC, d/b/a The Local Sports Bar and Grill, located at 443 E. Grand Avenue, from Mike Dutter to Aimee Marlette (Stottler) ABLCC recommendation for approval 7-0

7. ORDINANCES

- a. Proposed ordinance to Repeal and Recreate Section 1.10 of the Code of General Ordinances for the City of Beloit pertaining to **Emergency Management** (Liggett)  
1st reading

8. APPOINTMENTS

9. COUNCILOR ACTIVITIES AND UPCOMING EVENTS

10. CITY MANAGER'S PRESENTATION - none

11. REPORTS FROM BOARDS AND CITY OFFICERS - none

12. ADJOURNMENT

\*\* 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.

Dated: July 15, 2015  
Lorena Rae Stottler  
City Clerk  
City of Beloit  
[www.beloitwi.gov](http://www.beloitwi.gov)

You can watch this meeting live on Charter PEG digital channel 992. Meetings are rebroadcast during the week of the Council meeting on Tuesday at 1:00 p.m.; Thursday at 8:30 a.m.; and Friday at 1:00 p.m.

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE TO AMEND SECTIONS 30.17(2)(b)2, (b)3, (b)6 AND (b)7a OF THE CODE OF GENERAL ORDINANCES OF THE CITY OF БЕЛОIT PERTAINING TO ELECTRONICALLY VARIABLE-MESSAGE SIGNS**

The City Council of the City of Beloit, Rock County, Wisconsin, do ordain as follows:

Section 1. Section 30.17(2)(b)2 of the Code of General Ordinances of the City of Beloit is hereby amended to read as follows:

"2. Be permitted in C-2, C-3, ~~and~~ CBD and PLI zoning districts as secondary, on-premises signs."

Section 2. Section 30.17(2)(b)3 of the Code of General Ordinances of the City of Beloit is hereby amended to read as follows:

"3. Not exceed maximum allowable sign area as follows:

Zoning District	Maximum EVM Sign Area
C-2, <del>&amp;</del> C-3, <u>&amp; PLI</u>	75 sq. ft.
CBD	150 sq. ft.

An "on-premises, sign area bonus" may be permitted by §30.13(3) of this chapter."

Section 3. Section 30.17(2)(b)6 of the Code of General Ordinances of the City of Beloit is hereby amended to read as follows:

"6. Not be located in the vision triangle as defined in section 8-400 of the Zoning Code. Be set back as required by the Zoning Code."

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Section 4. Section 30.17(2)(b)7a of the Code of General Ordinances of the City of Beloit is hereby amended to read as follows:

“a. Operate only between the hours of 6:00 a.m. and 10:00 p.m. if the ~~commercial~~ establishment at which they are located abuts or is directly across the street from a residential zoning district.”

Section 5. This ordinance shall be in force and take effect upon passage and publication.

Adopted this 20<sup>th</sup> day of July, 2015.

BELOIT CITY COUNCIL

By: \_\_\_\_\_  
Charles M. Haynes, President

ATTEST:

By: \_\_\_\_\_  
Lorena Rae Stottler, City Clerk

PUBLISHED: \_\_\_\_\_  
EFFECTIVE DATE: \_\_\_\_\_  
01-611100-5231- \_\_\_\_\_

tdh/ordinances/30.17(2) = ORD = 20150623 (15- )

# CITY OF BELOIT

## REPORTS AND PRESENTATIONS TO CITY COUNCIL

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**Topic:** Sign Ordinance Amendments

**Date:** July 20, 2015

**Presenter(s):** Julie Christensen

**Department:** Community Development

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### Overview/Background Information:

City of Beloit staff has drafted an Ordinance to amend four sections of the City's Outdoor Sign Regulations, hereafter referred to as the "Sign Ordinance." The purpose of the proposed amendments is to allow the Central Christian Church on Milwaukee Road to use an Electronically Variable-Message (EVM) Sign to notify the public of programs at the church. The proposed Ordinance is attached.

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### Key Issues:

- The most substantive changes are listed below.
- Section 1 of the proposed Ordinance adds the PLI zoning district to the list of zoning districts permitted to have EVM signs as secondary, on-premise signs.
- Section 2 establishes maximum sign areas for EVM signs in the PLI zoning districts.
- Section 3 changes where EVM signs are allowed to be located with regards to the vision triangle.
- The Plan Commission reviewed this item on July 8, 2015, and voted unanimously (6-0) to recommend approval of the Sign Ordinance with two modifications.
  - Location: The original version of the Sign Ordinance proposed permitting EVM signs in PLI and C-1 zoning districts. The Plan Commission recommended only allowing EVM signs in the PLI zoning district.
  - Operating Time: The original version of the Sign Ordinance proposed establishments with EVM signs only have time restrictions if they abut a residential district. The Plan Commission recommended adding time restrictions on EVM signs for establishments that either abut a residential district OR are located directly across from a residential district.

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### Conformance to Strategic Plan:

- Consideration of this request supports Strategic Goal #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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### Action required/Recommendation:

- City Council consideration and action on the proposed Resolution.

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

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**Attachments:** Proposed Ordinance, Plan Commission Staff Report

# CITY OF BELOIT

## REPORT TO THE BELOIT CITY PLAN COMMISSION

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**Meeting Date:** July 8, 2015

**Agenda Item:** 3

**File Number:** RPB-2015-07

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### **Request Overview/Background Information:**

City of Beloit staff has drafted an Ordinance to amend four sections of the City's Outdoor Sign Regulations, hereafter referred to as the "Sign Ordinance." This ordinance amendment was generated in response to a request from Central Christian Church on Milwaukee Road to use an Electronically Variable-Message (EVM) Sign to notify the public of programs at the church. The proposed Ordinance is attached.

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### **Key Issues:**

- The most substantive changes are listed below.
  - Section 1 of the proposed Ordinance adds C-1 & PLI zoning districts to the list of zoning districts permitted to have EVM signs as secondary, on-premise signs.
  - Section 2 establishes maximum sign areas for EVM signs in C-1 & PLI zoning districts.
  - Section 3 changes where EVM signs are allowed to be located with regards to the vision triangle.
  - Section 4 adds time restrictions for establishments with EVM signs that are directly across from residential districts.
  - The attached Public Notice was published in the Beloit Daily News.
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### **Consistency with Comprehensive Plan and Strategic Plan:**

- The proposed Ordinance is consistent with the City's Comprehensive Plan.
  - Consideration of this request supports Strategic Goal #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 & Building Services Division recommends **approval** of the attached Ordinance to amend various sections of the Code of General Ordinances of the City of Beloit pertaining to Electronically Variable-Message (EVM) signs.

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

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**Attachments:** Proposed Ordinance and Public Notice

**PUBLIC NOTICE**

City of Beloit staff has drafted an Ordinance to amend four sections of the City's Outdoor Sign Regulations. The proposed amendments will allow Electronic Variable Messaging signs in both C-1 and PLI zoning districts. The proposed Ordinance is available on the City's website ([www.ci.beloit.wi.us](http://www.ci.beloit.wi.us)) under Document Center > Public Notices > 2015. The following public hearings will be held regarding this proposed Ordinance: **City Plan Commission**: Wednesday, July 8, 2015, and **City Council**: Monday, July 20, 2015, both 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. For additional information, contact Alex Morganroth in the Planning & Building Services Division at (608) 364-6708.  
Lorena Rae Stottler, City Clerk  
#01-611100-5231-85  
Published: July 3, 2015



**PROCEEDINGS OF THE BELOIT CITY COUNCIL**  
**100 State Street, Beloit WI 53511**  
**City Hall Forum – 7:00 p.m.**  
**Monday, July 6, 2015**

Presiding: Charles Haynes  
Present: Sheila De Forest, Regina Hendrix, Ana Kelly, Chuck Kincaid, David F. Luebke,  
Marilyn Sloniker  
Absent: None

1. President Haynes called the meeting to order at 7:00 p.m. in the Forum at Beloit City Hall.
2. PLEDGE OF ALLEGIANCE
3. SPECIAL ORDERS OF THE DAY/ANNOUNCEMENTS – none.
4. PUBLIC HEARING
  - a. Community Development Director Julie Christensen presented an amended resolution authorizing a **Conditional Use Permit** to allow expanded Contractor Office & Storage Yard uses in a DH, Development Holding District, for property located at 2100 Newark Road. It was noted that Plan Commission recommended approval 7-0. As a condition of granting the amended Conditional Use Permit, the City Council does hereby stipulate the following conditions and restrictions upon the Conditional Use.
    - The conditions imposed on the applicant's 2014 CUP remain in full force and effect.
    - This amended CUP allows a 3,000 square-foot addition to an existing storage/shop building, along with temporary use of a converted manufactured home that will be used as office space during the construction process.
    - The temporary office use shall be discontinued when the building addition has been completed or in three years following approval, whichever occurs first. Gravel areas shall be paved at the conclusion of this project.
    - The applicant may continue to rent the existing single-family dwelling, but must maintain a Rental Dwelling Permit.
    - The applicant shall obtain an Architectural Review Certificate, a Certificate of Zoning Compliance, and a Building Permit prior to beginning construction of the building addition.
    - 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 Director of Planning & Building Services may approve minor changes administratively.President Haynes opened the public hearing. No one spoke. President Haynes closed the public hearing. Councilor's Luebke and De Forest made a motion to adopt the resolution. Motion carried on a vote of 7-0. File 8634.
  - b. Community Development Director Julie Christensen presented a resolution authorizing a **Conditional Use Permit** to allow a Rooming House in a C-1, Office District, for the property located at 1105 East Grand Avenue. It was noted that Plan Commission recommended approval 6-0-1. As a condition of granting the CUP, the City Council does hereby stipulate the following restrictions upon the Conditional Use.
    - The property owner must obtain an annual rental permit from the Community and Housing Services Division
    - The rental term lengths for sleeping room tenants will be monthly in order to help maintain stability in the neighborhood and to prevent common problems associated with renting by the week or day.
    - The applicant will provide at least three parking spaces designated by signs for residents and guests of the rooming house, regardless of future tenant car ownership rates.



- The owner may rent a maximum of four sleeping rooms and one efficiency.
- The rooming house will house a maximum of five persons, including the supervisor.
- The applicant shall adhere to all regulations, including but not limited to those found in Section 7.32 of the Property Maintenance Code and Section 8.16 of the Plumbing Maintenance Code.
- No signs of any type may be displayed on the property.
- A transfer in property ownership will result in the immediate expiration of the CUP.
- If the required parking spaces for tenants are provided on a property adjacent to 1105 East Grand Avenue, the applicant needs to provide Staff with a shared parking agreement
- If City staff receives complaints stemming from the lack of on-site management from tenants, neighboring property owners, or elected or appointed City officials, staff reserves the right to re-review the conditions of this Conditional Use Permit with the Plan Commission and City Council.
- Any major change 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.

President Haynes opened the public hearing.

- Richard Mc Grath, Beloit, addressed the Council with concerns about this proposal. He presented a list of 12 names of people who also carry concerns. Mr. McGrath questioned whether or not this sets a precedent for Beloit for more houses like this and feels this Rooming House may not meet his definition of a basic neighborhood principle, in that it may not benefit the neighborhood. He also raised concerns about foot traffic, mainly school children who pass by this address often and said not knowing who will live there creates a perceived sense of concern.
- Matthew Finnegan, Beloit, addressed the Council as the owner of this building. He assured the council that having an on-site manager will allow more surety in selecting residents and given that it's her home too, there will be expectations of the residents to be good neighbors. Mr. Finnegan explained that there is a market for this time of housing and he is proud of the design of this rooming house. There will be on-site housekeeping, TV, cable and Wi-Fi, all for monthly rent of \$400-500. His marketing target will begin with Beloit College but he also mentioned a lack of sponsor families for foreign students attending Rock County Christian School. He said doesn't like the sunset clause as his intention was to eventually sell the building to an owner-occupied person like the on-site manager. He is supportive of all other conditions set forth in the CUP. The on-site manager, Perry Bale, explained that she is excited for this Rooming House plan and believes that it will attract quality tenants. She said she has been a caretaker for 15 years and assured that if this Rooming House does set a precedent for Beloit, it will be a good one that is run well.

President Haynes closed the public hearing. Councilor's Luebke and De Forest made a motion to adopt the resolution. Councilors Kelly and Luebke made a motion to amend the Resolution to add a condition to the resolution that the property owner work with the Community Development staff to establish a landscaping plan on the property that would be acceptable for staff approval. Motion to amend carried 6-1 with Councilor Sloniker voting in opposition. Motion as amended carried on a vote of 7-0. File 8692.

- c. Community Development Director Julie Christensen led a public hearing to solicit input on the Community Development, Housing, and Homeless needs in the City for Inclusion in the 2016 Annual Action Plan and Resolution approving **2016 Community Development Block Grant (CDBG) Local Funding Priorities**. The proposed priorities are:
- Public Service Programs which focus on comprehensive case management strategies, with priority given to neighborhood stabilization activities, education in budgeting and life skills, and employment training that corresponds with local employment opportunities.
  - Code Enforcement
  - Housing Rehabilitation
  - Economic Development Activities, with priority given to Technical Job Training
  - Program Administration
  - Fair Housing

President Haynes opened the Public Hearing.

- Marc Perry and Lynn Volburn spoke on behalf of the Community Action Center at 20 Eclipse Center. Mr. Perry explained that he was pleased and supportive of the priorities and seeks to address what he feels is a gap that exists with youth and adults in a population that is hardest to serve. He further explained that this population includes those who are at the center of medium-high risk where existing prevention and corrections strategies don't currently serve. He stated that 37% of the youth living in the City of Beloit live at or below the poverty level and strategies to break that cycle should be a priority for this community. He said that these youths seek to live in safe environments and receive training in order to seek gainful employment. These job training funds will be a great asset.

President Haynes closed the public hearing. Discussion followed. Councilor's Luebke and Sloniker made a motion to adopt the resolution. Motion carried on a vote of 7-0. File 8693.

## 5. CITIZEN PARTICIPATION

- a. Rick Brunton, 751 Euclid Avenue, Beloit addressed the Council in favor of item 6.c. Mr. Brunton welcomed the new City Manager to Beloit and gave a comprehensive background of the Move to Amend organization and the values they represent. He explained that they have been successful in more than 600 communities in 17 states; 59 of those communities passing resolutions or referendums here in Wisconsin. Mr. Brunton and the Move to Amend Organization is calling for an amendment to the US Constitution to state that inalienable rights belong to human beings only, and that money is not a form of protected free speech under the First Amendment and can be regulated in political campaigns. He hopes the City Council will unanimously place the proposed referendum question on the April 5, 2016 ballot for the citizens of Beloit.

## 6. CONSENT AGENDA

Councilor De Forest asked to have item 6.c removed from the consent agenda. Councilors Luebke and Sloniker made a motion to adopt the Consent Agenda items 6.a, 6.b, 6.d & 6.e. Motion carried. The Consent Agenda is accepted, approved, adopted or referred and acted upon as required by state and local code by a vote of 7-0.

- a. The **Minutes** of the regular meeting of June 15<sup>th</sup> and special meeting of June 22<sup>nd</sup>, 2015 were approved.
- b. The application for a **Class "A" Beer License** for, Dave's Bait & Tackle, 901 Bayliss Avenue, David C. Huyck, owner was referred to the ABLCC. File 8688
- d. The resolution setting a date for a public hearing for the **Vacation** of Tuck-A-Way Lane Right-of-way in the City of Beloit, Rock County, Wisconsin, was referred to Plan Commission. File 6249.
- e. The proposed Ordinance to amend Sections 30.17(1)(b)2, (b)3, (b)6 and (b)7a of the Code of General Ordinances of the City of Beloit pertaining to **Electronically Variable-Message Signs** was referred to Plan Commission. File 5437
- c. The resolution placing **Advisory Referendum** question on April 5, 2016 Ballot was presented by City Clerk Lorena Stottler. Councilor De Forest asked Ms. Stottler what her office intends to do to promote this referendum. Clerk Stottler explained that she has a legal responsibility to publish a Type A notice the 4<sup>th</sup> Tuesday in November to announce that there will be a referendum, and a Type C notice of referendum the day before the election that includes the resolution that directed the referendum, as well as an explanatory statement which describes the effect of a 'yes' or 'no' vote. Councilor De Forest asked where those would be published and asked for these notices to also be sent to the Stateline News in addition to our official newspaper since it is free. Ms. Stottler agreed. Councilors Luebke and Kincaid made a motion to adopt the Resolution. Motion carried 7-0. File 8182

7. ORDINANCES– none

8. APPOINTMENTS - none

9. COUNCILOR ACTIVITIES AND UPCOMING EVENTS

- Councilor Hendrix said that she attended the Back to Beloit event; Summer Gospel Jam; BIF Lego Movie on the lawn and the Fireworks.
- Councilor Sloniker said that she attended committee meetings of Golf Committee, Equal Opportunities Commission, Police & Fire Commission, Strategic Planning Workshop and Porter Avenue Watch group. She also attended BIF Lego Movie on the lawn and a picnic in Vernon Park. She is looking forward to the Parks tour.
- Councilor Kelly said that he attended the Summer Gospel Jam and Snappers game with fireworks.
- Councilor Luebke said that he attended the OV Schaeffer event with the City Manager; Music at Harry's Place on Friday nights and an event at the Beloit Fine Arts Incubator.
- Councilor De Forest said that she attended the Sun Valley Strawberry Fest; Summer Gospel Jam; June 25 Rock County Board; committee meetings of the PFC and Planning Commission. She also attended a Municipal Leader's breakfast and the Farmer's Market.
- Councilor Kincaid said that he attended the Golf Committee meeting. Encouraged people to get to the Farmer's market as it's getting better each week.

#### 10. CITY MANAGER'S PRESENTATIONS

- a. Beloit Public Library Director, Nick Dimassis presented information about the "Hearing Loops Program." Mr. Dimassis introduced his co-presenters as Steve Platteter, Director of the Arrowhead Library System; and Dr. Lisa Kosmicki, an audiologist with the Beloit Health System. Hearing Loops are a wire that circles a meeting room or service desk and is connected to a sound system. The loop transmits sound electromagnetically to a wireless receiver called a T-coil in the user's hearing aid or cochlear implant. With the loop, the microphone from the sound system becomes the microphone to the person's hearing instrument. Hearing loops help overcome the listening challenges of distance from the speaker and back-ground noise. Many Libraries in Rock County have Loops at the Service Desk including Beloit, Clinton, Edgerton, Evansville, Janesville, Milton and Orfordville. Mr. Platteter explained that these were made possible through LSTA (Library Services and Technology Act) funds under a project through the Wisconsin DPI. Partners in the project include the ADRC of Rock County and the Wisconsin School for the Deaf. The first grant of \$5,000 added loop boxes at the 7 library service desks. The second phase grant of \$25,000 added the room size systems at Beloit, Edgerton and Janesville. Mr. Dimassis invited interested parties to attend a kick-off event on Wednesday, July 15<sup>th</sup> at the Beloit Public Library beginning at 5:30pm, where Audiologist, Dr. Juilette Sterkens will present and people can hear for themselves about the Hearing Loops Program.
- b. Finance and Administrative Services Director Eric Miller presented the **2014 Audit Report**. Mr. Miller thanked staff in the City Manager's Office, the Treasury, the Accounting Division, and the Finance Division for their assistance with the Audit. He explained that the full audit has been placed online for Councilors and the public under the Finance Department tab. Mr. Miller introduced Carla Gogin, Baker Tilly Virchow Krause, LLP, who presented the City's 2014 Audit of the general fund and utility accounts, respectively.

#### 11. REPORTS FROM BOARDS AND CITY OFFICERS- none

12. Councilor's Kincaid and Hendrix made a motion to adjourn the meeting at 9:05 pm. Motion carried.

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Lorena Rae Stottler, City Clerk

[www.beloitwi.gov](http://www.beloitwi.gov)

Date approved by Council: July 20, 2015



**PROCEEDINGS OF THE BELOIT CITY COUNCIL  
Special Meeting  
100 State Street, Beloit, WI 53511  
Monday, July 6, 2015**

Presiding: Charles M. Haynes  
Present: Sheila De Forest, Regina D. Hendrix, Chuck Kincaid David Luebke and Marilyn Sloniker  
Absent: Ana Kelly

1. President Haynes called the meeting to order at 9:17 p.m. in the 4<sup>th</sup> Floor City Manager's Conference Room at City Hall.
2. Councilor's Luebke and De Forest made a motion to adjourn into closed session pursuant to Wis. Stat. §19.85(1) (g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. Motion carried 6-0. The Council proceeded into closed session at 9:18 p.m.
3. Councilor's Luebke and Kincaid made a motion to adjourn the closed session. Motion carried 6-0. Meeting adjourned at 9:45 p.m.

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Lorena Rae Stottler, City Clerk

[www.beloitwi.gov](http://www.beloitwi.gov)

Date Approved by Council: July 20, 2015

# 6.ITY OF BELOIT

## REPORTS AND PRESENTATIONS TO CITY COUNCIL

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**Topic:** Conditional Use Permit Application for property located at 911 East Grand Avenue – Council Referral to the Plan Commission

**Date:** July 20, 2015

**Presenter(s):** Julie Christensen

**Department:** Community Development

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**Overview/Background Information:**

Michelle Crossby has filed an application for a Conditional Use Permit to allow a single-family attached dwelling in C-2, Neighborhood Commercial District, for the property located at 911 East Grand Avenue in the City of Beloit. The applicant is seeking permission to convert the upstairs of the building at the subject property into a residence.

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**Key Issues:**

- The applicant has proposed allowing a residence on the second floor of the building on the subject property.
- The applicant owns the building and the animal grooming business located on the first floor.
- The applicant has stated the intention to live in the second story apartment.
- A Location & Zoning Map and the application are attached.

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**Conformance to Strategic Plan:**

- Consideration of this request supports Strategic Goal #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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**Action required/Recommendation:**

- Referral to the Plan Commission for the July 22, 2015 meeting.
- This item will most likely return to the City Council for a public hearing and possible action on August 3, 2015.

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

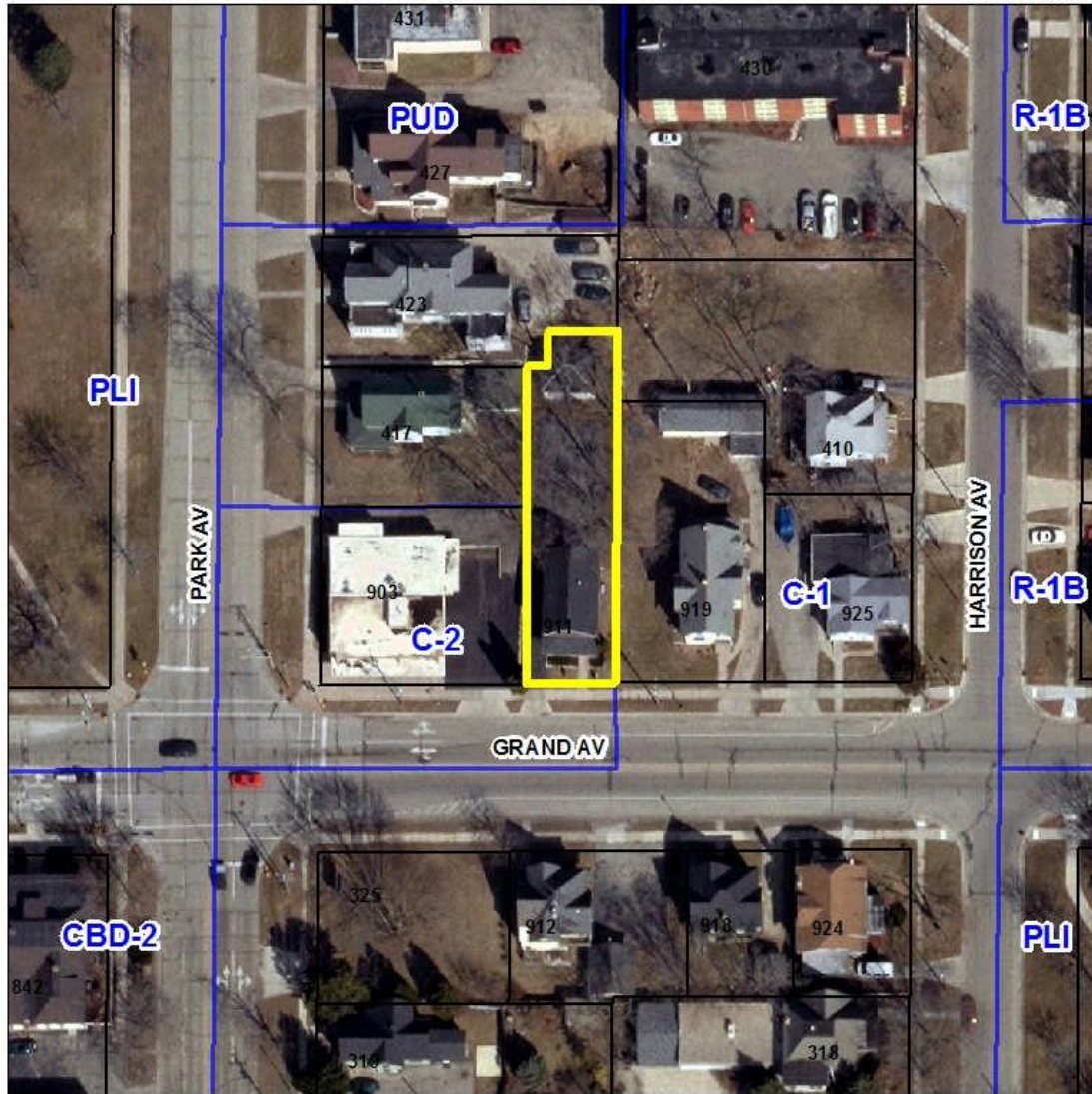
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**Attachments:** Zoning and Location Map, Application

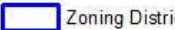
# Location & Zoning Map

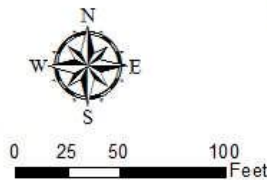
911 East Grand Avenue

CU-2015-06



**Legend**

-  COB Parcels
-  Zoning District
-  911 E Grand Ave



**PLANNING AND BUILDING SERVICES DIVISION**

Map prepared by: Alex Morganroth  
 Date: June 2015  
 For: City of Beloit,  
 Planning & Building Services  
 Date of Aerial Photography: April 2011

Document Path: R:\GIS\Map\2015\2015-06-01-911 E Grand Ave.aprx

**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: CV-2618-06

1. Address of subject property: 911 East Grand Ave., Beloit

2. Legal description: \_\_\_\_\_

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

Property dimensions are: \_\_\_\_\_ feet by \_\_\_\_\_ feet = \_\_\_\_\_ square feet.

If more than two acres, give area in acres: \_\_\_\_\_ acres.

3. Tax Parcel Number(s): 1366 0085

4. Owner of record: Michelle Crossley Phone: 608-322-9815  
927 Harrison Ave Beloit WI 53511  
(Address) (City) (State) (Zip)

5. Applicant's Name: Michelle Crossley  
927 Harrison Ave Beloit WI 53511  
(Address) (City) (State) (Zip)

608-299-8559 / 608-322-9815 / dthbeloit@gmail.com  
(Office Phone #) (Cell Phone #) (E-mail Address)

6. All existing use(s) on this property are: Dog/cat groomer

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

A Conditional Use Permit for: Upstairs residence  
in a(n) C2 Zoning District.

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

Principal use: Dog/cat grooming - main floor

Secondary use: Residence - upper level

Accessory use: \_\_\_\_\_

3454585

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.

*Michelle Crossley* / Michelle Crossley / 6/19/15  
 (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: <b>\$275.00</b>	Amount paid: <u>275.00</u> Meeting date: <u>July 22, 2015</u>
No. of notices: _____	x mailing cost (\$0.50) = cost of mailing notices: \$ _____
Application accepted by: <u>AM</u>	Date: <u>06/19/15</u>



# CITY OF BELOIT

## REPORTS AND PRESENTATIONS TO CITY COUNCIL

---



**Topic:** Conditional Use Permit Application for property located at 901 Bayliss Avenue – Council Referral to the Plan Commission

**Date:** July 20, 2015

**Presenter(s):** Julie Christensen

**Department:** Community Development

---

### **Overview/Background Information:**

David C. Huyck has filed an application for a Conditional Use Permit to allow the sale of alcoholic beverages in a C-2, Neighborhood Commercial District, for the property located at 901 Bayliss Avenue in the City of Beloit. The applicant is seeking permission to sell alcohol in a bait and tackle shop that he plans to reopen in August.

### **Key Issues:**

- The applicant has proposed allowing alcoholic beverages to be sold in a bait and tackle shop on the subject property.
  - The applicant has a five year lease on the building.
  - The building on the subject property is currently vacant.
  - A Location & Zoning Map and the application are attached.
- 

### **Conformance to Strategic Plan:**

- Consideration of this request supports 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**
- 

### **Action required/Recommendation:**

- Referral to the Plan Commission for the July 8, 2015 meeting.
  - This item will most likely return to the City Council for a public hearing and possible action on July 20, 2015.
- 

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

---

**Attachments:** Zoning and Location Map, Application

# Location & Zoning Map

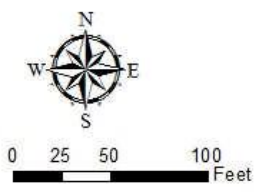
901 Bayliss Avenue

CU-2015-07



**Legend**

- 901 Bayliss Ave
- COB Parcels
- Zoning District



## PLANNING AND BUILDING SERVICES DIVISION

Map prepared by: Alex Morganroth  
 Date: June 2015  
 For: City of Beloit,  
 Planning & Building Services  
 Date of Aerial Photography: April 2011

Document Path: \\K:\General\GIS\Map\2015\CU-2015-07\_901 Bayliss Avenue.mxd

# 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-7015-07

1. Address of subject property: 901 Bayliss Beloit

2. Legal description: LOTS 37 AND 38, BLOCK 2, PARCELS A AND B

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

Property dimensions are: \_\_\_\_\_ feet by \_\_\_\_\_ feet = \_\_\_\_\_ square feet.

If more than two acres, give area in acres: \_\_\_\_\_ acres.

3. Tax Parcel Number(s): 1245 0770

4. Owner of record: SANCHEZ RENTALS, LLC Phone: 608-295-1841

2112 ROOSEVELT AVE., BELOIT WI 53571  
(Address) (City) (State) (Zip)

5. Applicant's Name: David C. Huyck

2013 Church St Beloit WI 53511  
(Address) (City) (State) (Zip)

\_\_\_\_\_  
(Office Phone #) (Cell Phone #) (E-mail Address)

6. All existing use(s) on this property are: Sales of Bait, tackle, tube  
Been

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

A Conditional Use Permit for: \_\_\_\_\_  
\_\_\_\_\_ in a(n) \_\_\_\_\_ Zoning District.

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

Principal use: SAME AS ABOVE

Secondary use: \_\_\_\_\_

Accessory use: \_\_\_\_\_

file at a/c  
burn C-2

9. Project timetable: Start date: 8-1-2015 Completion date: \_\_\_\_\_

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

( ) Owner

(x) Leasehold, length of lease: 5 years

( ) 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.

Salvador Sanchez / Salvador Sanchez / 6-11-15  
 (Signature of Owner) (Print name) (Date)

Dave Huyck / DAVE HUYCK / 6-12-15  
 (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: July 22, 2015

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

Application accepted by: Drew Pennington Date: 6/22/15



# CITY OF BELOIT

## REPORTS AND PRESENTATIONS TO CITY COUNCIL

---

**Topic:** Conditional Use Permit Application for the property located at 430 E. Grand Avenue – Council Referral to the Plan Commission

**Date:** July 20, 2015

**Presenter(s):** Julie Christensen

**Department:** Community Development

---

### Overview/Background Information:

Kyotai Corp., doing business as Zen Sushi & Grill, has filed an application for a Conditional Use Permit to allow an outdoor seating area and outdoor sales, possession, & consumption of alcohol in the CBD-1, Central Business District – Core, for the property located at 430 E. Grand Avenue.

---

### Key Issues (maximum of 5):

- Zen Sushi & Grill will be opening soon on the ground floor of the Phoenix building.
- The applicant has proposed the use of the raised concrete patio area on the west side of the Phoenix building, adjacent to the ramp leading from E. Grand Avenue to the rear of the building.
- This patio area was approved by Planning staff along with the building in 2013 with the expectation that Hendricks Commercial Properties would eventually lease the westernmost storefront to a restaurant tenant.
- The applicant has also applied for a Sidewalk Café License to place tables & chairs on the sidewalk in front of the building. Sidewalk Café Licenses are approved by Planning staff, following consultation with the Downtown Beloit Association Board of Directors, and are issued by the City Clerk's Office.
- Section 4-902 of the Zoning Ordinance states that outdoor seating areas for restaurants in the CBD are only allowed if reviewed and approved in accordance with the Conditional Use Permit review procedures. The application and site plan are attached to this report.

---

### Conformance to Strategic Plan (List key goals this action would support and briefly discuss its impact on the City's mission.):

- 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

---

### Action required/Recommendation:

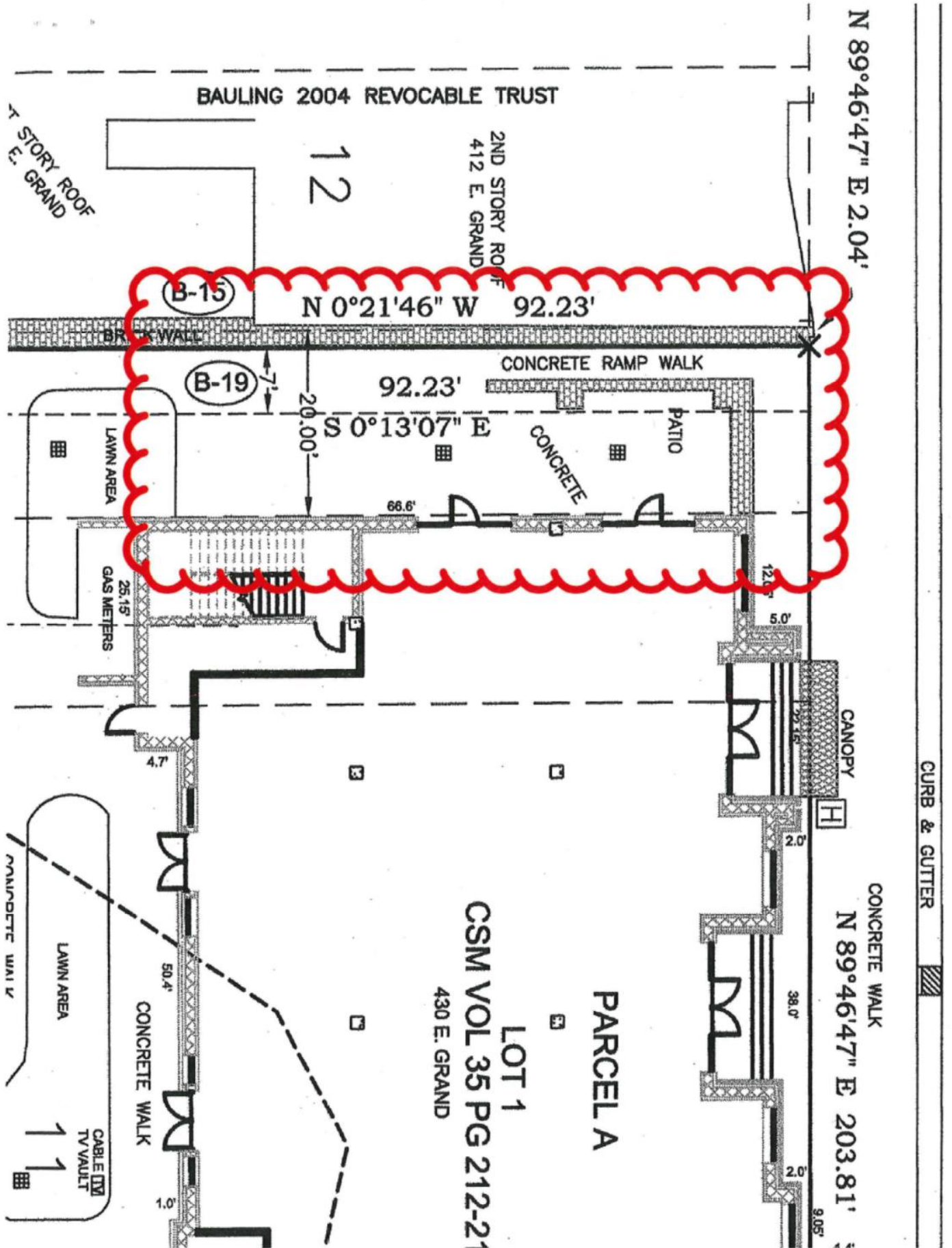
- Referral to the Plan Commission for the July 22, 2015 meeting
- This item will most likely return to the City Council for a public hearing and possible action on August 3, 2015

---

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

---

**Attachments:** Site Plan & Application



# 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-2015-08

1. Address of subject property: 430 East Grand Avenue, Suite 101

2. Legal description: See attached

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

Property dimensions are: \_\_\_\_\_ feet by \_\_\_\_\_ feet = \_\_\_\_\_ square feet.

If more than two acres, give area in acres: \_\_\_\_\_ acres.

3. Tax Parcel Number(s): 13540700

4. Owner of record: Hendricks Commercial Prop. Phone: 608-362-8981

525 3<sup>rd</sup> St. Ste 300 Beloit WI 53511  
(Address) (City) (State) (Zip)

5. Applicant's Name: Kystai Corp

430 East Grand Ave. Beloit WI 53511  
(Address) (City) (State) (Zip)

\_\_\_\_\_  
(Office Phone #) 1 847-224-1515 (Cell Phone #) peter.kanpai@gmail.com (E-mail Address)

6. All existing use(s) on this property are: Commercial

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

A Conditional Use Permit for: Outdoor Dining  
in a(n) CBD-1 Zoning District.

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

Principal use: \_\_\_\_\_

Secondary use:  \_\_\_\_\_

Accessory use: \_\_\_\_\_

9. Project timetable: Start date: 5-15-15 Completion date: 8-24-15

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

- Owner HCP
- Leasehold, length of lease: Kyotai Corp, 10 years.
- 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.

Mike Braatz / MIKE BRAATZ / 6/18/15  
 (Signature of Owner) (Print name) (Date)

[Signature] / Jai K. Park / 6/10/15  
 (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.<sup>00</sup> Meeting date: July 22, 2015

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

Application accepted by: Drew Perrington Date: 6/25/15



**RESOLUTION  
AUTHORIZING FINAL PAYMENT OF PUBLIC WORKS CONTRACT C15-06  
Colley Road Water Main Extension**

**WHEREAS**, work under this contract has been completed satisfactorily and in conformance with the requirements of the contract; and

**WHEREAS**, This project extended a 10" water main on Colley Road for 2975' east of Gateway Blvd.; and

**WHEREAS**, the city engineer, comptroller, and attorney recommend final payment to the contractor.

**NOW, THEREFORE, BE IT RESOLVED**, by the City of Beloit City Council that Maddrell Excavating LLC be paid \$16,638.76 as the final payment for Public Works Contract C15-06 Colley Road Water Main Extension as recommended by the City Engineer.

Dated at Beloit, Wisconsin, this 20<sup>th</sup> day of July 2015.

**BELOIT CITY COUNCIL**

\_\_\_\_\_  
Charles M. Haynes, President

ATTEST:

\_\_\_\_\_  
Lorena Rae Stottler, City Clerk

# CITY OF BELOIT

## REPORTS AND PRESENTATIONS TO CITY COUNCIL



**Topic:** Final Payment for Contract C15-06, Colley Road Water Main Extension

**Date:** July 20, 2015

**Presenter(s):** Gregory Boysen

**Department(s):** Public Works/ Engineering

---

**Overview/Background Information:**

This project extended a 10" water main on Colley Road for 2975' east of Gateway Blvd..

---

**Key Issues (maximum of 5):**

- |  |               |
|--|---------------|
| 1. The requirements of the contract have been completed to the satisfaction of the City. |               |
| 2. The awarded contract amount was   | \$ 167,060.00 |
| Quantity increases and change orders   | \$ 12,799.80  |
| Final contract total   | \$ 179,859.80 |
| Outstanding payment due  | \$ 16,638.76  |

The City Engineer, City Attorney, and Director of Accounting recommend that a final payment be made to Maddrell Excavating LLC in the amount of \$16,638.76

---

**Conformance to Strategic Plan (List key goals this action would support and briefly discuss its impact on the City's mission.):**

- 1. Develop a high quality community through the responsible stewardship and enhancement of City resources to further Beloit's resurgence as a gem of the Rock River Valley.**
  - This project preserves the quality of life in Beloit by maintaining the functionality of this sanitary sewer main while reducing its maintenance costs.

---

**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**  
The new water main meets the present and future human needs by extending the life of the utility, and by providing water service to additional properties in the City for current and future development.

---

**If any of the four criteria are not applicable to your specific policy or program, an N/A should be entered in that space.**

---

**Action required/Recommendation:**

Approval of the Resolution authorizing the Final Payment.

---

**Fiscal Note/Budget Impact:**

Adequate funding is available in the 2011 Capital Improvement Plan.

**CITY OF BELOIT**  
**DEPARTMENTAL CORRESPONDENCE**

---

**TO:** Mike Flesch

**FROM:** Bill Frisbee, Storm Water Engineer

**DATE:** June 29, 2015

**SUBJECT:** Final Payment Contract C15-06  
Colley Road Water Main Extension

The work on this project was completed on June 2, 2015. I have inspected the work and find it to be satisfactory and in compliance with the requirements of the contract. The contractor has asked for final payment. The project was inspected by city staff. The final payment quantities have been approved by the contractor.


The original contract amount was for \$167,060.00, and the final contract amount is \$179,859.80. The increase in cost was due to an additional fire hydrant and service lateral for Chicago Fittings. Payments to date under this contract total \$163,221.04, and all lien waivers from subcontractors are on file.

Therefore, I recommend a final payment in the amount of \$16,638.76 be made to Maddrell Excavating LLC

**CITY OF BELOIT**  
**DEPARTMENTAL CORRESPONDENCE**

---

**TO:** Bill Frisbee

**FROM:** Elizabeth A. Krueger 

**DATE:** July 8, 2015

**SUBJECT:** Final Payment Public Works Contract C15-06  
Colley Road Water Main Extension  
Maddrell Excavating LLC

I have reviewed the materials you sent over for final payment approval on the above contract. Everything appears in order and you may process the matter in your normal fashion.

/tdh  
encs.

**RESOLUTION APPROVING CHANGE OF AGENT  
ALCOHOL BEVERAGE LICENSE**

**WHEREAS**, the Agent of record for The Local, LLC, d/b/a The Local Bar & Grill, located at 443 East Grand Avenue, is Mike Dutter; and

**WHEREAS**, The Local LLC, d/b/a The Local Bar & Grill, has requested and the Alcohol Beverage License Control Committee has recommended that the Agent be changed to Aimee Marlette.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Beloit that the Agent for the alcohol beverage license for The Local, LLC, d/b/a The Local Bar & Grill, located at 443 East Grand Avenue, is hereby changed to Aimee Marlette.

Dated this 20th day of July 2015.

**BELOIT CITY COUNCIL**

\_\_\_\_\_  
Charles M. Haynes, City Council President

Attest:

\_\_\_\_\_  
Lorena Rae Stottler, City Clerk



# CITY OF BELOIT

## REPORTS AND PRESENTATIONS TO CITY COUNCIL

---

**Topic:** Resolution approving Change of Agent for Alcohol Beverage License for The Local, LLC, d/b/a The Local Sports Bar & Grill, located at 443 E. Grand Avenue

**Date:** July 20, 2015

**Presenter(s):** Lorena Rae Stottler

**Department:** City Clerk

---

### Overview/Background Information:

The Local, LLC, d/b/a The Local Sports Bar & Grill, located at 443 E. Grand Avenue in the City of Beloit has requested that Aimee Marlette be appointed the new agent. At the Alcohol Beverage License Control Committee meeting (ABLCC) on July 14, 2015 it was determined that Ms. Marlette meets the qualifications of an agent.

---

### Key Issues (maximum of 5):

1. The Local, LLC, d/b/a The Local Sports Bar & Grill has appointed Aimee Marlette as Agent. Ms. Marlette is a resident of Wisconsin and otherwise meets the qualifications for the appointment as required by state law.
2. The ABLCC reviewed this item on July 14, 2015 and voted unanimously (7-0) to recommend approval of the Change of Agent. The Police Department had no objection to the Agent.

---

**Conformance to Strategic Plan:** N/A

---

### 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

---

### Action required/Recommendation:

City Council approval of the Change of Agent.

---

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

---

### Attachments:

Resolution, Schedule of Appointment and Auxiliary Questionnaire

Original

# SCHEDULE FOR APPOINTMENT OF AGENT BY CORPORATION/NONPROFIT ORGANIZATION OR LIMITED LIABILITY COMPANY

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by the officer(s) of the corporation/organization or members/managers of a limited liability company and the recommendation made by the proper local official.

To the governing body of:  Town  Village  City of Beloit County of Rock

The undersigned duly authorized officer(s)/members/managers of The Local LLC  
(registered name of corporation/organization or limited liability company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as The Local, Sportsbar and Grill  
(trade name)

located at \_\_\_\_\_

appoints Aimee Marlette  
(name of appointed agent)  
1035 Pleasant St # 3402 Beloit, WI  
(home address of appointed agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

Yes  No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course?  Yes  No Completed.  
How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 3 yr.

Place of residence last year as above

For: The Local LLC  
(name of corporation/organization/limited liability company)  
By: [Signature]  
(signature of Officer/Member/Manager)  
And: \_\_\_\_\_  
(signature of Officer/Member/Manager)

### ACCEPTANCE BY AGENT

I, AIMEE MARLETTE  
(print/type agent's name), hereby accept this appointment as agent for the corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

[Signature] 07/08/15 Agent's age \_\_\_\_\_  
(signature of agent) (date)  
1035 Pleasant St # 3402 Date of birth \_\_\_\_\_  
(home address of agent)

### APPROVAL OF AGENT BY MUNICIPAL AUTHORITY (Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on 07/08/15 by Cpt. D. M. [Signature] Title Captain BPD  
(date) (signature of proper local official) (town chair, village president, police chief)

# AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
MARLETE		AIMEE		CHRISTINE	
Home Address (street/route) #3402		Post Office	City	State	Zip Code
1035 PLEASANT ST.			BELOIT	WI	53511
Home Phone Number		Age	Date of Birth	Place of Birth	
(608) 931-0103					

The above named individual provides the following information as a person who is (check one):

- Applying for an alcohol beverage license as an individual.  
 A member of a partnership which is making application for an alcohol beverage license.

AIMEE MARLETE of THE LOCAL LLC  
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

- How long have you continuously resided in Wisconsin prior to this date? 3 YEARS
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality?  Yes  No  
 If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality?  Yes  No  
 If yes, describe status of charges pending.
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit?  Yes  No  
 If yes, identify only THE LOCAL, 443 E. GRAND AVE., BELOIT, WI;  
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin?  Yes  No  
 If yes, identify.  
(Name of Wholesale Licensee or Permittee) (Address By City and County)

6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
THE LOCAL	443 E. GRAND AVE.	03/17/15	PRESENT
THIRSTY BADGER	2683 PRARIE AVE.	08/01/15	03/13/15

The undersigned, being first duly sworn on oath, deposes and says that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Subscribed and sworn to before me

this 7<sup>th</sup> day of July, 2015

[Signature]  
(Clerk/Notary Public)

[Signature]  
(Signature of Named Individual)

My commission expires 8-21-17



Printed on Recycled Paper

Wisconsin Department of Revenue



# CITY OF BELOIT

## REPORTS AND PRESENTATIONS TO CITY COUNCIL

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**Topic:** An Ordinance to Repeal and Recreate Section 1.10 of the Code of General Ordinances of the City of Beloit Pertaining to Emergency Management

**Date:** July 20, 2015

**Presenter(s):** Chief Bradley Liggett

**Department(s):** Fire

---

**Overview/Background Information:**

The City of Beloit has reorganized the Emergency Management Function and reassigned these duties to operate under the auspices of the Fire Department. This ordinance repeals and recreates Chapter 1.10 of the Code of General Ordinances of the City of Beloit.

The goal of this ordinance change was to mirror state statute for terminology and to be compliant with the National Incident Management System and the National Response Framework. The Emergency Management Function should be performed as a critical supporting role in accordance with the national response model. Our previous ordinance created a model where the Emergency Management Function was actually performing a command function instead of a support function.

---

**Key Issues (maximum of 5):**

- Previously the ordinance was also void of interim successors for the Director of Emergency Management Services this ordinance creates a line of succession.
- This ordinance also reflects changes in the continuity of government line of succession for the City Manager. It is extremely important to make sure we reflect the line of authority based on our current operating capacity.
- This ordinance expands involvement of all the city management team in emergency management.
- This ordinance adopts minimum training standards for all employees in compliance with the National Incident Management System.
- Finally, emergency operations will adopt the National Incident Management System as our common operating platform for incident management.

---

**Conformance to Strategic Plan (List key goals this action would support and briefly discuss its impact on the City's mission.):**

1. As an eco-municipality, focus on the sustainable stewardship of City resources, services and infrastructure; to protect both our built and natural environment and enhance the quality of life for current and future generations.
3. Proactively partner with individuals and businesses to promote a safe and healthy community, minimize personal injury, prevent loss of life and protect property and natural resources.

---

**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**
  - NA
- **Reduce dependence on chemicals and other manufacturing substances that accumulate in nature**
  - NA
- **Reduce dependence on activities that harm life sustaining eco-systems**
  - NA
- **Meet the hierarchy of present and future human needs fairly and efficiently**
  - NA

---

**If any of the four criteria are not applicable to your specific policy or program, an N/A should be entered in that space.**

**Action required/Recommendation:** Approval of the Ordinance

---

**Fiscal Note/Budget Impact:** The management team will be submitting a budget for the Emergency Management Function for exercises, training, emergency operation center facility needs, and emergency operations center job aids.

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO REPEAL AND RECREATE SECTION 1.10 OF THE CODE OF  
GENERAL ORDINANCES OF THE CITY OF БЕЛОIT PERTAINING TO EMERGENCY  
MANAGEMENT**

The City Council of the City of Beloit, Rock County, Wisconsin, do ordain as follows:

Section 1. Section 1.10 of the Code of General Ordinances of the City of Beloit is hereby repealed and recreated to read as follows:

**“1.10 EMERGENCY MANAGEMENT.**

- (1) **AUTHORITY.** This section is enacted pursuant to the provisions of Chapter 323 of the Wisconsin Statutes.
- (2) **POLICY AND PURPOSE.**
  - (a) Emergency Management requires the preparation for and the carrying out of all emergency functions, other than functions for which the military forces are primarily responsible, to minimize and repair injury and damage resulting from disasters of all kinds, including enemy action and natural and unforeseen disasters. It is, therefore, necessary to:
    1. Establish a local comprehensive Emergency Management Plan.
    2. Provide for the exercise of necessary powers during emergencies resulting from disaster; and
    3. Provide for cooperation and mutual assistance between the City of Beloit and other political subdivisions.
    4. Collaborate with private individuals and entities for the purpose of preparing for, responding to, and recovering from such disasters and emergencies.
  - (b) It is further declared to be the purpose of this section and the policy of the City that all emergency management functions of the City shall be carried out pursuant to this section and the comprehensive Emergency Management Plan developed hereunder, as part of a countywide emergency management program to the maximum extent practicable. Existing services and resources of this City shall be used as needed. All of this shall be carried out within the framework of Chapter 323 of the Wisconsin Statutes.

- (3) DEFINITIONS. Except as otherwise specifically provided in this section, the definitions outlined in Chapter 323 of the Wisconsin Statutes are hereby adopted and, by reference, made a part of this section as if fully set forth herein, including any subsequent amendments or revisions thereto.
- (4) DIRECTOR OF EMERGENCY MANAGEMENT SERVICES.
- (a) Appointment. The Fire Chief, or his/her designee, shall be the Director of Emergency Management for the City of Beloit. For the purposes of this section, any reference to the Director of Emergency Management shall mean the Director or his/her designee.
- (b) Duties and Authority.
1. The Director of Emergency Management shall have direct responsibility for the organization, administration, and operation of emergency management within the framework of the City's Emergency Management Plan, subject to the direction of the City Manager and the City Council.
  2. The Director of Emergency Management shall serve as chairperson for the Emergency Management Committee. The Director of Emergency Management may establish subcommittees and/or task forces at any time to enhance training, planning, or to prepare various prevention and response strategies to individual risks. Subcommittees and task forces may contain members of the Emergency Management Committee as well as other selected individuals having specialized knowledge, skills, or training that can assist the City in assessing risk and preparing appropriate responses.
  3. The Director of Emergency Management shall coordinate all activities for emergency management within the City and shall maintain liaison and cooperate with emergency management in local, state and federal governments.
  4. The Director of Emergency Management shall prepare a comprehensive plan for the emergency management of the City.
  5. The Director of Emergency Management shall participate in county and state emergency management activities when requested, and shall have such additional responsibilities as may from time to time be required by the City Manager or the City Council.
  6. In preparing and executing the Emergency Management Plan, the Director of Emergency Management Services shall utilize the services, equipment, supplies, and facilities of the City to the maximum extent practicable. All city personnel are directed to cooperate with and

extend such services and facilities to the Director of Emergency Management Services.

(5) EMERGENCY MANAGEMENT COMMITTEE.

- (a) Membership. There is hereby created a City of Beloit Emergency Management Committee. The Emergency Management Committee shall consist of the City Manager, the City Council President, all City department heads, the Director of Emergency Management, the Deputy Director of Emergency Management Services for Planning, and the Deputy Director of Emergency Management Services for Operations.
- (b) Powers and Duties. The Emergency Management Committee shall be responsible for advising the City Council and shall have the authority to conduct all matters of business regarding hazard mitigation, emergency planning, response support, and disaster recovery of natural and man-made disasters.
- (c) Meetings. The Emergency Management Committee shall meet periodically to coordinate emergency preparedness and shall convene as soon as possible upon the declaration of an emergency. Special meetings may be called at the direction of the committee chairperson.
- (d) Response. Upon notice of a declaration of emergency, each committee member shall respond immediately to the Emergency Operations Center to await further instructions.

(6) DEPUTY DIRECTOR OF EMERGENCY MANAGEMENT SERVICES.

- (a) Appointment. The Director of Emergency Management Services may appoint one or more individuals to serve as Deputy Director(s) of Emergency Management Services to assist with performing emergency management activities.
- (b) Powers and Duties. A Deputy Director of Emergency Management Services appointed in this section shall be under the supervision of the Director of Emergency Management Services and shall perform such day to day duties as are necessary to support planning, training and coordination of emergency management activities.

(7) EMERGENCY MANAGEMENT PLAN. The Director of Emergency Management Services shall prepare a comprehensive plan for the emergency management of the City of Beloit. Each department of the City shall collaborate with the Director of Emergency Management Services for the purpose of creating an Emergency Management Plan. The Emergency Management Plan created hereunder is hereby approved and adopted by the City Council. The plan shall be filed with the City Clerk and shall be reviewed, updated and submitted to the City Council for approval at least once every three (3) years.

(8) DECLARATION OF EMERGENCIES.

(a) Declaration of Emergency by the City.

1. The City Council is empowered by §323.11, Wis. Stats., to declare, by ordinance or resolution, an emergency existing within the City of Beloit whenever conditions arise by reason of a riot or civil commotion, a disaster, or an imminent threat of a disaster, that impairs transportation, food or fuel supplies, medical care, fire, health or police protection, or other critical systems of the City of Beloit.
2. The City Council may, by ordinance or resolution, promulgate any orders, rules, and regulations relating to the conduct of persons and the use of property as shall be necessary and expedient to protect the public peace, health, safety, protection and welfare of persons or property, including prohibiting, restricting, and removing all unnecessary traffic, both vehicular and pedestrian, from highways within the City, and to insure the cooperation necessary in emergency management activities.
3. The period of the emergency shall be limited by the ordinance or resolution to the time during which the emergency conditions exist or are likely to exist.

(b) Declaration by the Governor. The Governor for the State of Wisconsin is empowered by §323.10, Wis. Stats., to issue an executive order declaring a state of emergency for the State of Wisconsin, or any portion thereof, if the Governor determines that an emergency resulting from a disaster or the imminent threat of a disaster exists. The state of emergency shall not exceed 60 days, unless the state of emergency is extended by joint resolution of the Wisconsin State Legislature. The executive order may be revoked at the discretion of either the Governor by executive order or the Wisconsin State Legislature by joint resolution.

(9) EMERGENCY MANAGEMENT OPERATIONS AND ORGANIZATION.

(a) City Manager.

1. The City Manager shall oversee all operations at the Emergency Operations Center and shall have final decision-making authority throughout the state of emergency.
2. Whenever necessary to respond to an emergency for which adequate ordinances or resolutions have not been adopted by the City Council, the City Manager, or in his/her absence, the person in charge as determined by the order of succession established in subsection (11), below, may, by proclamation, promulgate and enforce such orders,

rules, and regulations that appear necessary and expedient. Any proclamation issued hereunder shall be subject to ratification, alteration, modification or repeal by the City Council as soon as the Council can meet. Subsequent action taken by the City Council shall not affect the validity of the proclamation issued by the City Manager.

3. The City Manager shall issue all necessary proclamations, warnings, and alerts as required by the Emergency Management Plan.

(b) Emergency Operations Center Manager. The Emergency Operations Center Manager will be the member of the Emergency Management Committee and will be appointed by the City Manager and generally determined by whose response discipline would be the primary responder to the emergency (i.e. SWAT incident—Police Chief, snow emergency—Public Works Director).

(c) Operations.

1. Upon declaration of a state of emergency affecting the City of Beloit, members of the Emergency Management Committee shall serve as the Emergency Operations Center Command Staff under the general direction of the Emergency Management Coordinator. Additional staff may be appointed or designated to serve on the Committee depending upon the emergency type, length or duration.

2. Normal City operations shall continue unless suspended by order or directive of the City Manager. The City Manager may require City personnel to perform services performed in the normal and general course of employment to address the state of emergency.

3. The Emergency Operations Center Command Staff shall plan, direct, coordinate, and control all facets of emergency management operations from the moment an emergency has been formally declared and until the state of emergency is formally lifted.

4. During a state of emergency, the City Manager may contract with any person to provide equipment or services to be used to respond to a disaster, or the imminent threat of a disaster.

(10) LOCATION OF EMERGENCY OPERATIONS CENTER. The Emergency Operations Center shall be located the Beloit Police Department Briefing Room at 100 State Street in the City of Beloit unless that site becomes unsuitable or unusable. In the event that the primary Emergency Operations Center becomes unsuitable or unusable, the Emergency Operations Center shall be located at the Fire Department Headquarters at 1111 Church Street in the City of Beloit. The Emergency Operations Center shall serve as the primary location and control facility from which members of the Emergency Management Committee and their designees shall direct emergency management activities within the City.

- (11) **SUCCESSION TO OFFICE.** During an emergency, and in the absence of the City Manager, interim successors to the Office of the City Manager shall be in the order listed below:
- (a) City Attorney
  - (b) Police Chief
  - (c) Fire Chief
  - (d) Finance and Administrative Services Director
- (12) **MUTUAL AID AGREEMENTS.** The City Manager may, subject to the approval of the City Council, enter into mutual aid agreements with other political subdivisions, agencies, and federally recognized American Indian tribes and bands of this state, and, upon prior approval of the Adjutant General, with such entities in bordering states. A copy of each agreement shall be filed with the Office of the Adjutant General of the Department of Military Affairs within 10 days after execution of the agreement.
- (13) **PROHIBITED CONDUCT.** No person shall willfully obstruct, hinder, or delay any member of the emergency management organization in the enforcement of any order, rule, regulation, or plan issued pursuant to this section, or violate any order, rule, regulation, or plan issued pursuant to the authority contained in this section. Any person who shall violate any provision of the section shall upon conviction thereof be subject to a penalty as provided in 25.04 of this code.”

Section 2. Section 25.04(4)(c) of the Code of General Ordinances of the City of Beloit is hereby amended to add in numerical order to the Schedule of Cash Deposits the following penalty provision for violations of the Emergency Management Ordinance:

<b>Section</b>	<b>Offense</b>	<b>First Offense</b>	<b>Second Offense</b>	<b>Third and Subsequent Offense</b>
1.10(13)	Obstructing Emergency Management Personnel or Violation of Emergency Management Order, Rule or Regulation	200	200	200

Section 3. This ordinance shall be in force and take effect upon passage and publication.

Adopted this 3<sup>rd</sup> day of August, 2015.

BELOIT CITY COUNCIL

By: \_\_\_\_\_  
Charles M. Haynes, President

ATTEST:

By: \_\_\_\_\_  
Lorena Rae Stottler, City Clerk

PUBLISHED: \_\_\_\_\_  
EFFECTIVE DATE: \_\_\_\_\_  
01-611100-5231- \_\_\_\_\_

tdh/ordinances/ 1.10 = ORD 20150623 (15-1104)



July 20, 2015

**APPOINTMENT REVIEW COMMITTEE  
REPORT TO CITY COUNCIL  
APPOINTMENT RECOMMENDATION**

The undersigned Charles Haynes, duly elected President of the Beloit City Council, subject to confirmation by the Beloit City Council, does hereby appoint the following citizen members to the vacancies and terms indicated below, said appointments being pursuant to nominations made and approved by the Appointment Review Committee at the regular meeting held July 13, 2015:

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Charles Haynes, President  
Beloit City Council

**Appointments**

**Alcohol Beverage License Control Committee**

**John N. Metter**, 1336 Moore St., to a term ending June 30, 2017

**Municipal Golf Committee**

Ex Officio member **Chris Moxley**, 2150 Yorkshire Dr. (replacing Bess Davies) as Women's Club Rep.

Ex Officio member **Gary L. Gard**, 2524 White Oaks Dr. (replacing Gary Sherer) as Senior's Club Rep.

**Municipal Library Board**

Ex Officio member **Nora Gard**, 2524 White Oaks Drive (replacing Missy Henderson) as Beloit School District's representative for the 2015-2016 school year

Incumbent **Maribeth Miller** to a term ending June 30, 2018

**PLEASE ANNOUNCE THE FOLLOWING VACANCIES**

Alcohol Beverage License Control Committee (2 vacancies for residents)  
Appointment Review Committee (1 vacancy for resident)  
Board of Appeals (2 vacancies for [Alternate] residents)  
Board of Ethics (1 vacancy for former City Councilor, 3 vacancies for residents)  
Board of Review (1 vacancy for resident; 2 vacancies [Alternate] for residents)  
Community Development Authority (1 vacancy for resident)  
Equal Opportunities Commission (2 vacancies for residents)  
Park, Recreation & Conservation Advisory Commission (1 vacancy for Youth Representative)  
Traffic Review Committee (2 vacancies for residents)