



**AGENDA
BELOIT CITY COUNCIL
100 State Street, Beloit WI 53511
City Hall Forum – 7:00 p.m.
Tuesday, September 8, 2015**

1. CALL TO ORDER AND ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. SPECIAL ORDERS OF THE DAY/ANNOUNCEMENTS
 - a. Proclamation recognizing September as **Library Card Sign-Up Month** (Dimassis)
 - b. Informational **Presentation** from the American Cancer Society and the Southwest Alliance for Tobacco Prevention on e-cigarettes
4. PUBLIC HEARINGS
 - a. Proposed Ordinance to repeal and recreate Section 5-400 of the Zoning Ordinance, Chapter 19 of the Code of General Ordinances for the City of Beloit relating to **Floodplain Zoning Districts** (Christensen) Plan Commission recommendation for approval 4-0. First reading, suspend rules for Second reading
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 August 17, 2015 (Stottler)
 - b. Application for **Class "A" Beer License** for Park Avenue Mart Inc., d/b/a Park Avenue Mart, located at 1771 Park Avenue, Harjinder Samra, Agent (Stottler) Refer to ABLCC
 - c. Resolution rejecting all Bids for Project **C15-20, Cranston at Gateway Intersection Modification** (Boysen)
 - d. Proposed **Sale of Right-of-Way** to the State of Wisconsin related to the Interstate Expansion Project (Krueger) Refer to Plan Commission
7. LICENSES
 - a. Resolution **Setting Return Date and Authorizing the Issuance of a Summons** for an Alcohol License Sanction Hearing for HRNS V Entertainment, d/b/a Adiktion, Edgardo Garrido, Agent, located at 1310 Cranston Road (Krueger)
 8. ORDINANCES
 - a. Ordinance amending the City of Beloit **Zoning District Map** to change the zoning district classification of the property located at 2460 Milwaukee Road from C-1, Office District and

M-2, General Manufacturing District to PLI, Public Lands and Institutions District
(Christensen) Plan Commission recommendation for approval 4-1 Second reading

- b. Ordinance to create section 16.08(3)(b)3 of the Code of General Ordinances of the City of Beloit pertaining to **Smoking Outside City-Owned Buildings** (Krueger) First reading

9. APPOINTMENTS –none

10. COUNCILOR ACTIVITIES AND UPCOMING EVENTS

11. CITY MANAGER'S PRESENTATION

12. REPORTS FROM BOARDS AND CITY OFFICERS

- a. Resolution authorizing the City Manager to submit the **Urban Forestry Catastrophic Storm Grant** (Walsh)
- b. Resolution adopting the **City of Beloit Strategic Plan for 2016** (Luther)
- c. Resolution authorizing the City Manager to execute a Purchase Order for **Solid Waste Collection Vehicles** (Walsh)

13. 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: September 2, 2015
Lorena Rae Stottler
City Clerk
City of Beloit
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.

WHEREAS, libraries play a key role in the education and development of children; and

WHEREAS, libraries bridge the learning gap by offering vital digital and print resources; and

WHEREAS, libraries offer critical access to technology and innovative educational programming for all ages; and

WHEREAS, libraries continue to redefine and expand their services and transform their communities; and

WHEREAS, the library card is the most important school supply of all; and

WHEREAS, a free library card is the coolest card you can own.

NOW, THEREFORE, THE CITY COUNCIL PRESIDENT OF THE CITY OF BELOIT does hereby declare September 2015 as “**LIBRARY CARD SIGN-UP MONTH**” in our community and encourages citizens to sign up for the “coolest card” and reDiscover the Beloit Public Library.

Presented this 8th day of September 2015.

Charles M. Haynes, President
Beloit City Council

ATTEST:

Lorena Rae Stottler, City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Ordinance to Repeal & Recreate Sec. 5-400 of the Zoning Ordinance Relating to Floodplain Zoning Districts

Date: September 8, 2015

Presenter: Julie Christensen

Department: Community Development

Overview/Background Information:

The City of Beloit Planning & Building Services Division administers floodplain zoning regulations as part of the City's Zoning Ordinance, Chapter 19 of the Code of General Ordinances of the City of Beloit. The technical bases for these regulations are maps and studies prepared by the U.S. Department of Homeland Security's Federal Emergency Management Agency (FEMA) in cooperation with the Wisconsin Department of Natural Resources (WDNR). FEMA and WDNR recently updated the Flood Insurance Study (FIS) and Flood Insurance Rate Maps (FIRMs) for Rock County. The revised FIS and FIRMs must be adopted into the City's Zoning Ordinance by September 16, 2015, in order for property owners in the City to remain eligible for participation in the National Flood Insurance Program (NFIP).

Key Issues:

- **Purpose:** Floodplain zoning regulations are a critical element of a comprehensive floodplain management system intended to protect life and property from flooding events.
- **Floodplain Maps:** The FIRM is what is commonly known as the floodplain map, which delineates the floodway and floodplain. FEMA organizes FIRMs into individual panels, and the panels for of the City of Beloit are attached to this report. The panels will be available in hard copy at the public hearings. Notable changes include:
 - **Map No. 0318E:** The Rotary River Center and Rock Bar & Grill will be removed from the floodplain. The floodplain along Fourth Street will be smaller. Part of Ironworks will be added to the floodway.
 - **Map No. 0319E:** The floodway and floodplain will be larger along Turtle Creek, particularly in the Bootmaker/Moccasin neighborhood. A larger portion of the Feitag parcel will be added to the floodway.
 - **Map No. 0431E:** The Riverbend site will be removed from the floodplain.
 - **Map No. 0432E:** Many properties north of Broad Street will be added to the Turtle Creek floodplain.
- **WDNR Model Floodplain Ordinance:** WDNR has notified Planning staff of the need to adopt their updated (2012) model floodplain ordinance into the City's Zoning Ordinance. Therefore, the attached Ordinance will repeal & recreate the entire floodplain zoning ordinance, including the references to the updated FIS and FIRMs. The 2012 model floodplain ordinance upon which the attached ordinance is based includes primarily clarifying language with some limited substantive changes. The most substantive change includes a lengthy section on hydraulic and hydrologic studies that may be required if a proposed project will obstruct or change flood flow.
- **Public Notification:** The Plan Commission report (attached) details all of the public notification steps that have been taken during the preparation and adoption of the revised floodplain maps and ordinance.
- The floodplain zoning districts will continue to function as overlay districts, and will continue to be administered by Planning staff during the course of regular Zoning Ordinance Administration. No additional staff time is required.
- The Plan Commission reviewed this item on August 19, 2015 and voted unanimously (4-0) to recommend approval of the attached Ordinance.

Consistency with Strategic Plan:

- Consideration of this request supports Strategic Goal #5.

Sustainability: Please see the Plan Commission Report.

Action required/Recommendation:

- City Council consideration and 1st and 2nd readings of the proposed Ordinance

Fiscal Note/Budget Impact: N/A

Attachments: Ordinance and Staff Report to the Plan Commission

CITY OF BELOIT

REPORT TO THE BELOIT CITY PLAN COMMISSION



Meeting Date: August 19, 2015

Agenda Item: 3

File Number: ZTA-2015-01

Request Overview/Background Information:

The City of Beloit Planning & Building Services Division administers floodplain zoning regulations as part of the City's Zoning Ordinance, Chapter 19 of the Code of General Ordinances of the City of Beloit. The technical basis for these regulations are maps and studies prepared by the U.S. Department of Homeland Security's Federal Emergency Management Agency (FEMA) in cooperation with the Wisconsin Department of Natural Resources (WDNR). FEMA and WDNR recently updated the Flood Insurance Study (FIS) and Flood Insurance Rate Maps (FIRMs) for Rock County. The revised FIS and FIRMs must be adopted into the City's Zoning Ordinance by September 16, 2015, in order for property owners in the City to remain eligible for participation in the National Flood Insurance Program (NFIP).

Key Issues:

- Floodplain zoning regulations are a critical element of a comprehensive floodplain management system intended to protect life and property from flooding events.
- **Floodplain Maps:** The FIRM is what is commonly known as the floodplain map, which delineates the floodway and floodplain. FEMA organizes FIRMs into individual panels, and the panels for the City of Beloit are attached to this report. In addition, the panels will be available in hard copy at the public hearings.
- **WDNR Model Floodplain Ordinance:** At the prior direction of WDNR, the City Council adopted an updated floodplain ordinance (based upon the prior WDNR model ordinance) in 2008. However, WDNR updated their model ordinance in 2012, and WDNR has notified Planning staff of the need to adopt their updated model floodplain ordinance into the City's Zoning Ordinance. Therefore, the attached Ordinance will repeal & recreate the entire floodplain zoning ordinance, including the references to the updated FIS and FIRMs.
- The 2012 model floodplain ordinance upon which the attached ordinance is based includes primarily clarifying language with some limited substantive changes. The most substantive change includes a lengthy section on hydraulic and hydrologic studies that may be required if a proposed project will obstruct or change flood flow.
- The floodplain zoning districts will continue to function as overlay districts, and will continue to be administered by Planning staff during the course of regular Zoning Ordinance Administration. No additional staff time is required.
- **Public Notification:** During preparation of the revised FIRMs, FEMA hosted a flood map information open house for all Rock County residents on October 30, 2013. Planning staff was present at this event to answer questions from City of Beloit residents. Following publication of the preliminary FIRMs, Planning staff issued a Press Release inviting the public to review the revised floodplain maps on March 27, 2014. Planning staff prepared the attached Public Notice regarding the proposed ordinance to repeal & recreate the floodplain ordinance, which was posted on the City's website and published in the Beloit Daily News as a Class II notice on August 8th & 15th. In addition, Planning staff issued a Press Release regarding the proposed floodplain ordinance on August 14th.
- The attached ordinance was reviewed and approved by WDNR staff on August 11th.

Consistency with 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** – The floodplain ordinance is intended to protect life and property from impacts associated with flooding events.

Staff Recommendation:

The Planning & Building Services Division recommends **approval** of the attached Ordinance to repeal and recreate Section 5-400 of the Zoning Ordinance, Chapter 19 of the Code of General Ordinances of the City of Beloit, relating to floodplain zoning districts.

Fiscal Note/Budget Impact: N/A

Attachments: FIRMs, Proposed Ordinance, Public Notice, & Press Release.

NOTES TO USERS

This map is for use in determining flood insurance rates. It does not constitute a warranty or a representation of the accuracy of flood zone. The community map preparer should be consulted for more information.

In order to more accurately determine areas which are in Special Flood Hazard Areas (SFHAs), the Flood Insurance Study (FIS) was prepared. The FIS was prepared by the National Flood Insurance Program (NFIP) in cooperation with the Federal Emergency Management Agency (FEMA). The FIS was prepared using the National Flood Insurance Program (NFIP) Flood Insurance Study (FIS) data. The FIS was prepared using the National Flood Insurance Program (NFIP) Flood Insurance Study (FIS) data. The FIS was prepared using the National Flood Insurance Program (NFIP) Flood Insurance Study (FIS) data.

Special Flood Hazard Areas (SFHAs) are areas which are subject to flooding from the National Flood Insurance Program (NFIP). SFHAs are divided into three categories: Zone A, Zone B, and Zone X. Zone A is the area which is subject to flooding from the National Flood Insurance Program (NFIP). Zone B is the area which is subject to flooding from the National Flood Insurance Program (NFIP). Zone X is the area which is subject to flooding from the National Flood Insurance Program (NFIP).

Map Accuracy - This map is based on the best data available at the time of preparation. The map preparer is not responsible for any errors or omissions which may appear hereon. The map preparer is not responsible for any errors or omissions which may appear hereon. The map preparer is not responsible for any errors or omissions which may appear hereon.

Map Scale - This map is based on the best data available at the time of preparation. The map preparer is not responsible for any errors or omissions which may appear hereon. The map preparer is not responsible for any errors or omissions which may appear hereon. The map preparer is not responsible for any errors or omissions which may appear hereon.

Map Date - This map is based on the best data available at the time of preparation. The map preparer is not responsible for any errors or omissions which may appear hereon. The map preparer is not responsible for any errors or omissions which may appear hereon. The map preparer is not responsible for any errors or omissions which may appear hereon.

LEGEND

SPECIAL FLOOD HAZARD AREAS (SFHAs)

Zone A - Areas subject to flooding from the National Flood Insurance Program (NFIP). Zone A is the area which is subject to flooding from the National Flood Insurance Program (NFIP). Zone A is the area which is subject to flooding from the National Flood Insurance Program (NFIP).

Zone B - Areas subject to flooding from the National Flood Insurance Program (NFIP). Zone B is the area which is subject to flooding from the National Flood Insurance Program (NFIP). Zone B is the area which is subject to flooding from the National Flood Insurance Program (NFIP).

Zone X - Areas subject to flooding from the National Flood Insurance Program (NFIP). Zone X is the area which is subject to flooding from the National Flood Insurance Program (NFIP). Zone X is the area which is subject to flooding from the National Flood Insurance Program (NFIP).

Other Symbols

City of Delimit - Areas within the City of Delimit. The City of Delimit is the area which is subject to flooding from the National Flood Insurance Program (NFIP). The City of Delimit is the area which is subject to flooding from the National Flood Insurance Program (NFIP).

Water Features

Water - Areas which are subject to flooding from the National Flood Insurance Program (NFIP). Water is the area which is subject to flooding from the National Flood Insurance Program (NFIP). Water is the area which is subject to flooding from the National Flood Insurance Program (NFIP).

Other Symbols

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FIRM

FLOOD INSURANCE RATE MAP

DELIMIT COUNTY, WISCONSIN, AND INCORPORATED AREAS

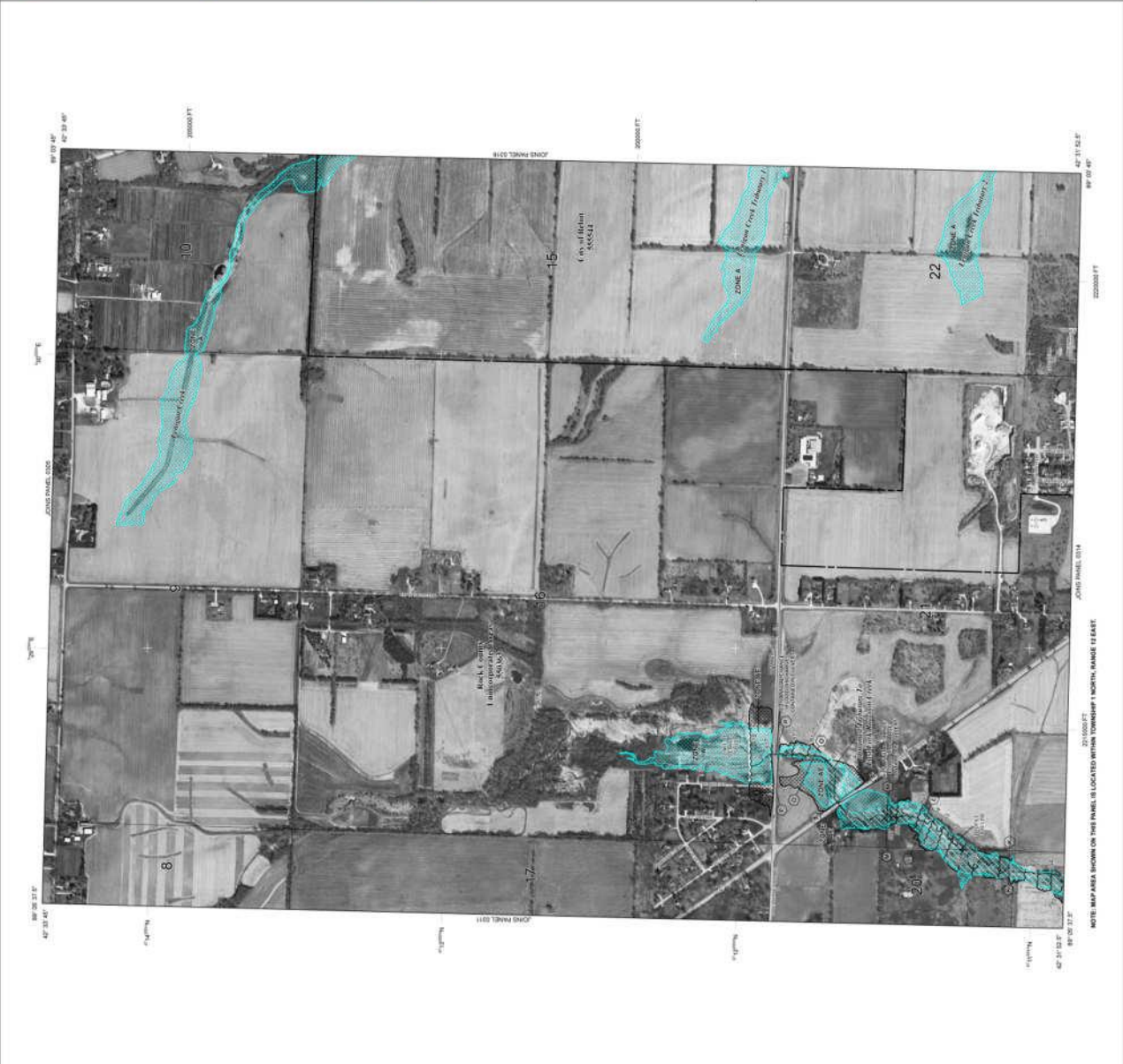
PANEL 0125E

FIRM NUMBER 55VSC025E

MAP REVISION DATE SEPTEMBER 16, 2015

NATIONAL FLOOD INSURANCE PROGRAM

FEDERAL EMERGENCY MANAGEMENT AGENCY



NOTE: MAP AREA SHOWN ON THIS PANEL IS LOCATED WITHIN TOWNSHIP 1 NORTH, RANGE 11 EAST.

NOTES TO USERS

This map is for use in determining the National Flood Insurance Program's A, B, and C flood zones. The map is not intended to be used for any other purpose. The map is not intended to be used for any other purpose. The map is not intended to be used for any other purpose.

The National Flood Insurance Program's A, B, and C flood zones are determined by the National Flood Insurance Program's A, B, and C flood zones. The map is not intended to be used for any other purpose.

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LEGEND

SPECIAL FLOOD HAZARD AREAS (SPECIAL SUBJECT TO FLOOD INSURANCE PREMIUMS)
 A, B, and C flood zones are determined by the National Flood Insurance Program's A, B, and C flood zones. The map is not intended to be used for any other purpose.

OTHER FLOOD AREAS
 Areas of 100-year flood hazard, areas of 500-year flood hazard, areas of 100-year flood hazard, areas of 500-year flood hazard.

CONTOUR MAPS AND RESOURCES SYSTEM (CMS) AREAS
 Areas of 100-year flood hazard, areas of 500-year flood hazard, areas of 100-year flood hazard, areas of 500-year flood hazard.

PROPERTY LINES OF ROCK COUNTY
 Areas of 100-year flood hazard, areas of 500-year flood hazard, areas of 100-year flood hazard, areas of 500-year flood hazard.



NFIP FIRM
FLOOD INSURANCE RATE MAP
ROCK COUNTY, WISCONSIN
AND INCORPORATED AREAS

PANEL 0714E
 PANEL 314 OF 500
 (SEE MAP SHEET FOR PANEL LOCATION)

DATE: 08/11/2015
 SHEET: 0714E
 COUNTY: ROCK
 STATE: WI

MAP NUMBER: 510500314E
 MAP REVISED: SEPTEMBER 15, 2015

NATIONAL FLOOD INSURANCE PROGRAM
 Federal Emergency Management Agency

NOTES TO USERS

This map is for use in determining the National Flood Insurance Program's A, B, and C flood zones. The map is not intended to be used for any other purpose. The map is not intended to be used for any other purpose. The map is not intended to be used for any other purpose.

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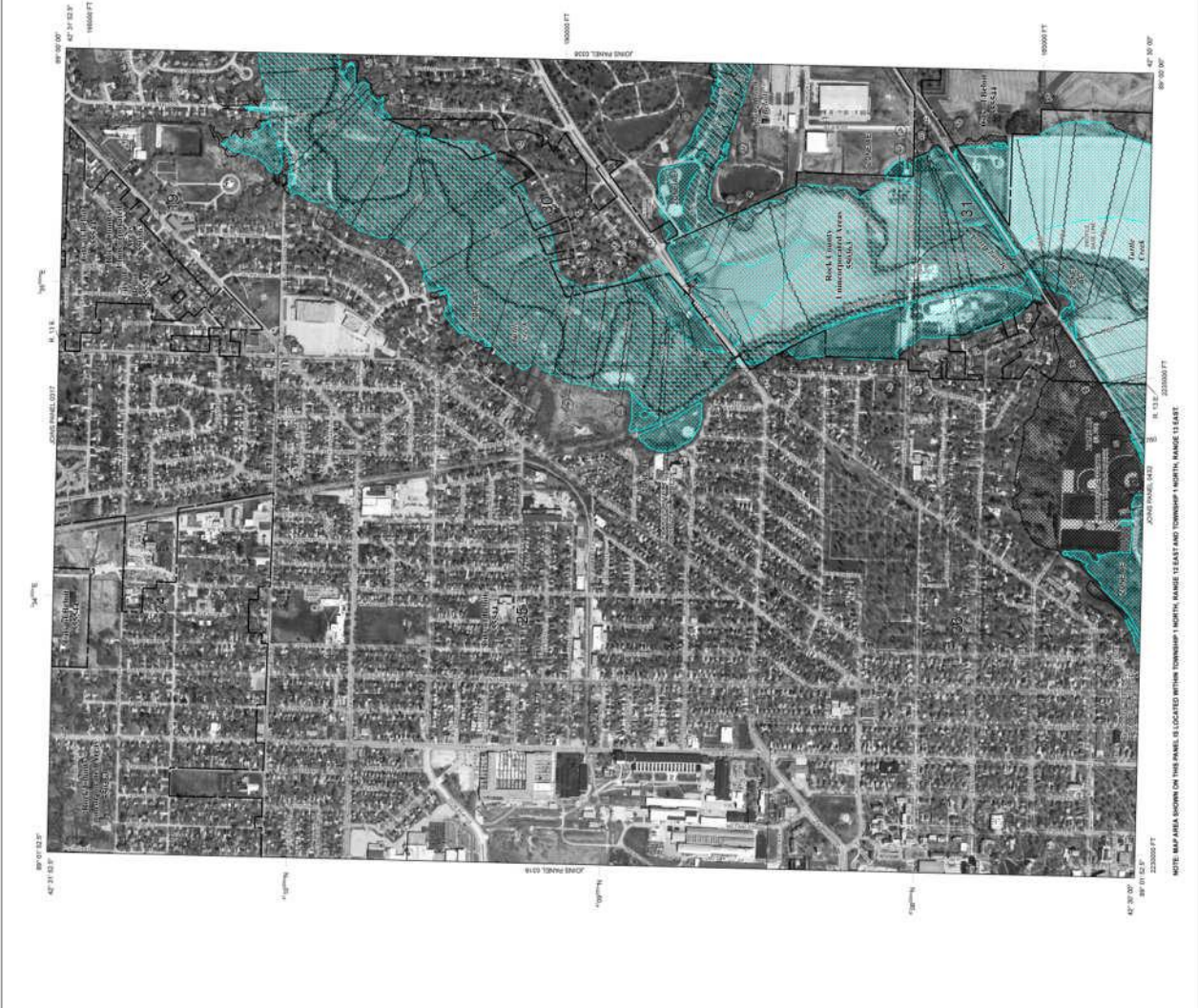
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NOTES TO USERS

This map is for use in determining the National Flood Insurance Program's (NFIP) Special Flood Hazard Areas (SFHA) for the Rock County, Wisconsin, and Incorporated Areas. It is not intended to be used as a substitute for a professional engineer's or architect's design or for any other purpose. The user assumes all liability for any use of this map for any purpose other than that intended. The user also assumes all liability for any use of this map for any purpose other than that intended. The user also assumes all liability for any use of this map for any purpose other than that intended.

GENERAL NOTES:
 1. This map is for use in determining the National Flood Insurance Program's (NFIP) Special Flood Hazard Areas (SFHA) for the Rock County, Wisconsin, and Incorporated Areas. It is not intended to be used as a substitute for a professional engineer's or architect's design or for any other purpose. The user assumes all liability for any use of this map for any purpose other than that intended.



LEGEND

SPECIAL FLOOD HAZARD AREAS (SFHA) SUBJECT TO THE 1% ANNUAL FLOOD FLOOD DAMAGE RISK:

- Zone A1:** Areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane.
- Zone A2:** Areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane, excluding areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane.
- Zone A3:** Areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane, excluding areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane.
- Zone A4:** Areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane, excluding areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane.
- Zone A5:** Areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane, excluding areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane.
- Zone A6:** Areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane, excluding areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane.
- Zone A7:** Areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane, excluding areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane.
- Zone A8:** Areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane, excluding areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane.
- Zone A9:** Areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane, excluding areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane.
- Zone A10:** Areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane, excluding areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane.
- Zone A11:** Areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane, excluding areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane.
- Zone A12:** Areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane, excluding areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane.
- Zone A13:** Areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane, excluding areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane.
- Zone A14:** Areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane, excluding areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane.
- Zone A15:** Areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane, excluding areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane.
- Zone A16:** Areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane, excluding areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane.
- Zone A17:** Areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane, excluding areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane.
- Zone A18:** Areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane, excluding areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane.
- Zone A19:** Areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane, excluding areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane.
- Zone A20:** Areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane, excluding areas subject to a 1% annual flood flood damage risk from a tropical storm or hurricane.

FIRM
FLOOD INSURANCE RATE MAP
ROCK COUNTY,
WISCONSIN
AND INCORPORATED AREAS

PANEL 316 OF 300
 (SEE MAP INDEX FOR FIRM PANEL LAYOUT)

CONDITIONS: UNLESS OTHERWISE NOTED, THIS MAP IS FOR INFORMATIONAL PURPOSES ONLY. IT IS NOT TO BE USED AS A BASIS FOR ANY DESIGN OR CONSTRUCTION. THE USER ASSUMES ALL LIABILITY FOR ANY USE OF THIS MAP FOR ANY PURPOSE OTHER THAN THAT INTENDED.

MAP NUMBER: 551000316E
MAP REVISION: SEPTEMBER 18, 2015

NATIONAL FLOOD INSURANCE PROGRAM

Federal Emergency Management Agency

ORDINANCE NO. _____

**AN ORDINANCE TO REPEAL AND RECREATE SECTION 5-400
OF THE ZONING ORDINANCE, CHAPTER 19 OF THE CODE OF GENERAL ORDINANCES
FOR THE CITY OF БЕЛОIT RELATING TO FLOODPLAIN ZONING DISTRICTS**

Section 1. Section 5-400 of the Zoning Ordinance, Chapter 19 of the Code of General Ordinances of the City of Beloit, is hereby repealed and recreated to read as follows:

“5-400 FLOODPLAIN ZONING DISTRICTS.

DIVISION 1. STATUTORY AUTHORIZATION, FINDING OF FACT, STATEMENT OF PURPOSE, TITLE AND GENERAL PROVISIONS

5-401 STATUTORY AUTHORIZATION. This section is adopted pursuant to the authorization in §62.23, Wis. Stats., and the requirements in §87.30, Wis. Stats.

5-402 FINDING OF FACT. Uncontrolled development and use of the floodplains and rivers of the City of Beloit would impair the public health, safety, convenience, general welfare and tax base.

5-403 STATEMENT OF PURPOSE. This section is intended to regulate floodplain development to:

- a. Protect life, health and property;
- b. Minimize expenditures of public funds for flood control projects;
- c. Minimize rescue and relief efforts undertaken at the expense of the taxpayers;
- d. Minimize business interruptions and other economic disruptions;
- e. Minimize damage to public facilities in the floodplain;
- f. Minimize the occurrence of future flood blight areas in the floodplain;
- g. Discourage the victimization of unwary land and homebuyers;

- h. Prevent increases in flood heights that could increase flood damage and result in conflicts between property owners; and
- i. Discourage development in a floodplain if there is any practicable alternative to locate the activity, use or structure outside of the floodplain.

5-404 TITLE. This section shall be known as the Floodplain Zoning Ordinance for the City of Beloit, Wisconsin.

5-405 GENERAL PROVISIONS.

- a. Areas to be Regulated. This section regulates all areas that would be covered by the regional flood or base flood as shown on the Flood Insurance Rate Map (FIRM) or other maps approved by the Department of Natural Resources (DNR). Base flood elevations are derived from the flood profiles in the Flood Insurance Study (FIS) and are shown as AE, A1-30, and AH Zones on the FIRM. Other regulatory zones are displayed as A and AO zones. Regional Flood Elevations (RFE) may be derived from other studies. If more than one map or revision is referenced, the most restrictive information shall apply.
- b. Official Maps & Revisions. The boundaries of all floodplain districts are designated as A, AE, AH, AO or A1-30 on the maps based on the Flood Insurance Study (FIS) listed below. Any change to the base flood elevations (BFE) or any changes to the boundaries of the floodplain or floodway in the FIS or on the Flood Insurance Rate Map (FIRM) must be reviewed and approved by the DNR and FEMA through the Letter of Map Change process (see *DIVISION 8, AMENDMENTS*) before it is effective. No changes to RFE's on non-FEMA maps shall be effective until approved by the DNR. These maps and revisions are on file in the office of the City Engineer for the City of Beloit. If more than one map or revision is referenced, the most restrictive information shall apply.

Flood Insurance Rate Map (FIRM), panel numbers **55105C0308E, 55105C0309E, 55105C0312E, 55105C0314E, 55105C0316E, 55105C0317E, 55105C0318E, 55105C0319E, 55105C0336E, 55105C0337E, 55105C0338E, 55105C0339E, 55105C0430E, 55105C0431E, 55105C0432E, and 55105C0455E**, dated **September 16, 2015**; with corresponding profiles that are based on the Flood Insurance Study (FIS) dated **September 16, 2015, Volume number 55105CV001B and 55105CV002B**.

- c. Establishment of Floodplain Zoning Districts. The regional floodplain areas are divided into three districts as follows:
 - 1. The Floodway District (FW) is the channel of a river or stream and those portions of the floodplain adjoining the channel required to carry the

regional floodwaters and are contained within AE Zones as shown on the FIRM.

2. The Floodfringe District (FF) is that portion between the regional flood limits and the floodway and displayed as AE Zones on the FIRM.
3. The General Floodplain District (GFP) is those areas that may be covered by floodwater during the regional flood and does not have a BFE or floodway boundary determined, including A, AH and AO zones on the FIRM.

d. Locating Floodplain Boundaries. Discrepancies between boundaries on the official floodplain zoning map and actual field conditions shall be resolved using the criteria in paragraphs (1) and (2) below. If a significant difference exists, the map shall be amended according to *DIVISION 8, AMENDMENTS*. The zoning officer can rely on a boundary derived from a profile elevation to grant or deny a land use permit, whether or not a map amendment is required. The zoning officer shall be responsible for documenting actual pre-development field conditions and the basis upon which the district boundary was determined and for initiating any map amendments required under this section. Disputes between the zoning officer and an applicant over the district boundary line shall be settled according to section 5-426(c) and the criteria in paragraphs (1) and (2) below. Where the flood profiles are based on established base flood elevations from a FIRM, FEMA must approve any map amendment or revision pursuant to *DIVISION 8, AMENDMENTS*.

1. If flood profiles exist, the map scale and the profile elevations shall determine the district boundary. The regional or base flood elevations shall govern if there are any discrepancies.
2. Where flood profiles do not exist for projects, the location of the boundary shall be determined by the map scale.

e. Removal of Lands from Floodplain. Compliance with the provisions of this section shall not be grounds for removing land from the floodplain unless it is filled at least 2 feet above the regional or base flood elevation, the fill is contiguous to land outside the floodplain, and the map is amended pursuant to *DIVISION 8, AMENDMENTS*.

f. Compliance. Any development or use within the areas regulated by this section shall be in compliance with the terms of this section, and other applicable local, state, and federal regulations.

- g. Municipalities and State Agencies Regulated. Unless specifically exempted by law, all cities, villages, towns, and counties are required to comply with this section and obtain all necessary permits. State agencies are required to comply if §13.48(13), Wis. Stats., applies. The construction, reconstruction, maintenance and repair of state highways and bridges by the Wisconsin Department of Transportation are exempt when §30.2022, Wis. Stats., applies.
- h. Abrogation and Greater Restrictions.
 - 1. This section supersedes all the provisions of any municipal zoning ordinance enacted under §62.23, Wis. Stats., or §87.30, Wis. Stats., which relate to floodplains. A more restrictive ordinance shall continue in full force and effect to the extent of the greater restrictions, but not otherwise.
 - 2. This section is not intended to repeal, abrogate or impair any existing deed restrictions, covenants or easements. If this section imposes greater restrictions, the provisions of this section shall prevail.
- i. Interpretation. In their interpretation and application, the provisions of this section are the minimum requirements liberally construed in favor of the City and are not a limitation on or repeal of any other powers granted by the Wisconsin Statutes. If a provision of this section, required by Ch. NR 116, Wis. Adm. Code, is unclear, the provision shall be interpreted in light of the standards in effect on the date of the adoption of this section or in effect on the date of the most recent text amendment to this section.
- j. Warning and Disclaimer of Liability. The flood protection standards in this section are based on engineering experience and research. Larger floods may occur or the flood height may be increased by man-made or natural causes. This section does not imply or guarantee that non-floodplain areas or permitted floodplain uses will be free from flooding and flood damages. This section does not create liability on the part of, or a cause of action against, the City of Beloit or any officer or employee thereof for any flood damage that may result from reliance on this section.
- k. Severability. Should any portion of this section be declared unconstitutional or invalid by a court of competent jurisdiction, the remainder of this section shall not be affected.
- l. Annexed Areas. The Rock County floodplain zoning provisions in effect on the date of annexation shall remain in effect and shall be enforced by the City of Beloit for all annexed areas until the City of Beloit adopts and enforces an ordinance which meets the requirements of Ch. NR 116, Wis. Adm. Code, and 44

CFR 59-72, *National Flood Insurance Program* (NFIP). These annexed lands are described on the City of Beloit's official zoning map. County floodplain zoning provisions are incorporated by reference for the purpose of administering this section and are on file in the office of the Department of Community Development. All plats or maps of annexation shall show the regional flood elevation and the floodway location.

- m. General Development Standards. The City shall review all permit applications to determine whether proposed building sites will be reasonably safe from flooding. If a proposed building site is in a flood-prone area, all new construction and substantial improvements shall be designed and anchored to prevent flotation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads; be constructed with flood-resistant materials; be constructed to minimize flood damages and to ensure that utility and mechanical equipment is designed and/or located so as to prevent water from entering or accumulating within the equipment during conditions of flooding. Subdivisions shall be reviewed for compliance with the above standards. All subdivision proposals (including manufactured home parks) shall include regional flood elevation and floodway data for any development that meets the subdivision definition of this section and all other requirements in Section 5-424(b). Adequate drainage shall be provided to reduce exposure to flood hazards and all public utilities and facilities, such as sewer, gas, electrical, and water systems are located and constructed to minimize or eliminate flood damages.

DIVISION 2. GENERAL STANDARDS APPLICABLE TO ALL FLOODPLAIN DISTRICTS

5-406 HYDRAULIC AND HYDROLOGIC ANALYSES.

- a. No floodplain development shall:
 - 1. Obstruct flow, defined as development which blocks the conveyance of floodwaters by itself or with other development, causing any increase in the regional flood height; or
 - 2. Cause any increase in the regional flood height due to floodplain storage area lost.
- b. The zoning officer shall deny permits if it is determined the proposed development will obstruct flow or cause any increase in the regional flood height, based on the officially adopted FIRM or other adopted map, unless the provisions of *DIVISION 8, AMENDMENTS* are met.

5-407 WATERCOURSE ALTERATIONS.

- a. No land use permit to alter or relocate a watercourse in a mapped floodplain shall be issued until the local official has notified in writing all adjacent municipalities, the Department and FEMA regional offices, and required the applicant to secure all necessary state and federal permits. The standards of Section 5-406 must be met and the flood carrying capacity of any altered or relocated watercourse shall be maintained.
- b. As soon as is practicable, but not later than six months after the date of the watercourse alteration or relocation, and pursuant to *DIVISION 8, AMENDMENTS*, the City of Beloit shall apply for a Letter of Map Revision (LOMR) from FEMA. Any such alterations must be reviewed and approved by FEMA and the DNR through the Letter of Map Change (LOMC) process.

5-408 CHAPTERS 30, 31, WIS. STATS., DEVELOPMENT. Development which requires a permit from the Department, under Chs. 30 and 31, Wis. Stats., such as docks, piers, wharves, bridges, culverts, dams and navigational aids, may be allowed if the necessary permits are obtained and amendments to the Floodplain Zoning Ordinance are made according to *DIVISION 8, AMENDMENTS*.

5-409 PUBLIC OR PRIVATE CAMPGROUNDS. Public or private campgrounds shall have a low flood damage potential and shall meet the following provisions:

- a. The campground is approved by the Department of Health Services.
- b. A land use permit for the campground is issued by the zoning officer;
- c. The character of the river system and the campground elevation is such that a 72-hour warning of an impending flood can be given to all campground occupants;
- d. There is an adequate flood warning procedure for the campground that offers the minimum notice required under this section to all persons in the campground. This procedure shall include a written agreement between the campground owner, the municipal emergency government coordinator and the chief law enforcement official which specifies the flood elevation at which evacuation shall occur, personnel responsible for monitoring flood elevations, types of warning systems to be used and the procedures for notifying at-risk parties, and the methods and personnel responsible for conducting the evacuation;
- e. This agreement shall be for no more than one calendar year, at which time the agreement shall be reviewed and updated by the officials identified in Section 5-

409(d) to remain in compliance with all applicable regulations, including those of the state Department of Health Services and all other applicable regulations;

- f. Only camping units that are fully licensed, if required, and ready for highway use are allowed;
- g. The camping units shall not occupy any site in the campground for more than 180 consecutive days, at which time the camping unit must be removed from the floodplain for a minimum of 24 hours;
- h. All camping units that remain on site for more than 30 days shall be issued a limited authorization by the campground operator, a written copy of which is kept on file at the campground. Such authorization shall allow placement of a camping unit for a period not to exceed 180 days and shall ensure compliance with all the provisions of this section;
- i. The City of Beloit shall monitor the limited authorizations issued by the campground operator to assure compliance with the terms of this section;
- j. All camping units that remain in place for more than 180 consecutive days must meet the applicable requirements in either *DIVISION 3, FLOODWAY DISTRICT*; *DIVISION 4, FLOODFRINGE DISTRICT*; or *DIVISION 5, GENERAL FLOODPLAIN DISTRICT* for the floodplain district in which the structure is located;
- k. The campground shall have signs clearly posted at all entrances warning of the flood hazard and the procedures for evacuation when a flood warning is issued; and
- l. All service facilities, including but not limited to refuse collection, electrical service, gas lines, propane tanks, sewage systems and wells shall be properly anchored and placed at or floodproofed to the flood protection elevation.

DIVISION 3. FLOODWAY DISTRICT (FW)

5-410 APPLICABILITY. This section applies to all floodway areas on the floodplain zoning maps and those identified pursuant to section 5-420.

5-411 PERMITTED USES. The following open space uses are allowed in the Floodway District and the floodway areas of the General Floodplain District, if:

- they are not prohibited by any other ordinance;
- they meet the standards in section 5-412 and section 5-413; and
- all permits or certificates have been issued according to section 5-424.

- a. Agricultural uses, such as: farming, outdoor plant nurseries, horticulture, viticulture and wild crop harvesting.
- b. Nonstructural industrial and commercial uses, such as loading areas, parking areas and airport landing strips.
- c. Nonstructural recreational uses, such as golf courses, tennis courts, archery ranges, picnic grounds, boat ramps, swimming areas, parks, wildlife and nature preserves, game farms, fish hatcheries, shooting, trap and skeet activities, hunting and fishing areas and hiking and horseback riding trails, subject to the fill limitations of section 5-412(d).
- d. Uses or structures accessory to open space uses, or classified as historic structures that comply with section 5-412 and section 5-413.
- e. Extraction of sand, gravel or other materials that comply with section 5-412(d).
- f. Functionally water-dependent uses, such as docks, piers or wharves, dams, flowage areas, culverts, navigational aids and river crossings of transmission lines, and pipelines that comply with Chs. 30 and 31, Wis. Stats.
- g. Public utilities, streets and bridges that comply with section 5-412(c).

5-412 STANDARDS FOR DEVELOPMENTS IN THE FLOODWAY.

- a. General.
 - 1. Any development in the floodway shall comply with *DIVISION 2, GENERAL STANDARDS APPLICABLE TO ALL FLOODPLAIN DISTRICTS*, and have a low flood damage potential.
 - 2. Applicants shall provide the following data to determine the effects of the proposal according to section 5-406 and section 5-424(b)(3):
 - (a) A cross-section elevation view of the proposal, perpendicular to the watercourse, showing if the proposed development will obstruct flow; or
 - (b) An analysis calculating the effects of this proposal on regional flood height.

3. The zoning officer shall deny the permit application if the project will cause any increase in the flood elevations upstream or downstream, based on the data submitted for paragraph (2) above.
- b. Structures. Structures accessory to permanent open space uses or functionally dependent on a waterfront location may be allowed by permit if the structures comply with the following criteria:
1. Not designed for human habitation, does not have a high flood damage potential and is constructed to minimize flood damage;
 2. Shall have a minimum of two openings on different walls having a total net area not less than one square inch for every square foot of enclosed area, and the bottom of all such openings being no higher than one foot above grade. The openings shall be equipped with screens, louvers, or other coverings or devices, provided that they permit the automatic entry and exit of floodwaters.
 3. Must be anchored to resist flotation, collapse, and lateral movement;
 4. Mechanical and utility equipment must be elevated or flood proofed to or above the flood protection elevation; and
 5. It must not obstruct flow of floodwaters or cause any increase in flood levels during the occurrence of the regional flood.
- c. Public Utilities, Streets and Bridges. Public utilities, streets and bridges may be allowed by permit, if:
1. Adequate floodproofing measures are provided to the flood protection elevation; and
 2. Construction meets the development standards of section 5-406.
- d. Fills or Deposition of Materials. Fills or deposition of materials may be allowed by permit, if:
1. The requirements of section 5-406 are met;
 2. No material is deposited in navigable waters unless a permit is issued by the Department pursuant to Ch. 30, Wis. Stats., and a permit pursuant to § 404 of the Federal Water Pollution Control Act, Amendments of 1972, 33 U.S.C. 1344 has been issued, if applicable, and all other requirements have been met;

3. The fill or other materials will be protected against erosion by riprap, vegetative cover, sheet piling or bulkheading; and
4. The fill is not classified as a solid or hazardous material.

5-413 PROHIBITED USES. All uses not listed as permitted uses in section 5-411 are prohibited, including the following uses:

- a. Habitable structures, structures with high flood damage potential, or those not associated with permanent open-space uses;
- b. Storing materials that are buoyant, flammable, explosive, injurious to property, water quality, or human, animal, plant, fish or other aquatic life;
- c. Uses not in harmony with or detrimental to uses permitted in the adjoining districts;
- d. Any private or public sewage systems, except portable latrines that are removed prior to flooding and systems associated with recreational areas and Department-approved campgrounds that meet the applicable provisions of local ordinances and Ch. SPS 383, Wis. Adm. Code;
- e. Any public or private wells which are used to obtain potable water, except those for recreational areas that meet the requirements of local ordinances and Chs. NR 811 and NR 812, Wis. Adm. Code;
- f. Any solid or hazardous waste disposal sites;
- g. Any wastewater treatment ponds or facilities, except those permitted under §NR 110.15(3)(b), Wis. Adm. Code; and
- h. Any sanitary sewer or water supply lines, except those to service existing or proposed development located outside the floodway which complies with the regulations for the floodplain area occupied.

DIVISION 4. FLOODFRINGE DISTRICT (FF)

5-414 APPLICABILITY. This section applies to all floodfringe areas shown on the floodplain zoning maps and those identified pursuant to section 5-420.

5-415 PERMITTED USES. Any structure, land use, or development is allowed in the Floodfringe District if the standards in section 5-416 are met, the use is not prohibited by this or any

other ordinance or regulation and all permits or certificates specified in section 5-424 have been issued.

5-416 STANDARDS FOR DEVELOPMENT IN THE FLOODFRINGE. section 5-406 shall apply in addition to the following requirements according to the use requested. Any existing structure in the floodfringe must meet the requirements of *DIVISION 6, NONCONFORMING USES*.

- a. Residential Uses. Any structure, including a manufactured home, which is to be newly constructed or moved into the floodfringe, shall meet or exceed the following standards. Any existing structure in the floodfringe must meet the requirements of *DIVISION 6, NONCONFORMING USES*;
 1. The elevation of the lowest floor shall be at or above the flood protection elevation on fill unless the requirements of section 5-416(a)(2) can be met. The fill shall be 1 foot or more above the regional flood elevation extending at least 15 feet beyond the limits of the structure.
 2. The basement or crawlway floor may be placed at the regional flood elevation if it is dry floodproofed to the flood protection elevation. No basement or crawlway floor is allowed below the regional flood elevation.
 3. Contiguous dryland access shall be provided from a structure to land outside of the floodplain, except as provided in paragraph (4).
 4. In developments where existing street or sewer line elevations make compliance with paragraph (3) impractical, the City of Beloit may permit new development and substantial improvements where roads are below the regional flood elevation, if:
 - (a) The City of Beloit has written assurance from police, fire and emergency services that rescue and relief will be provided to the structure(s) by wheeled vehicles during a regional flood event; or
 - (b) The City of Beloit has a DNR-approved emergency evacuation plan.
- b. Accessory Structures or Uses. Accessory structures shall be constructed on fill with the lowest floor at or above the regional flood elevation.
- c. Commercial Uses. Any commercial structure which is erected, altered or moved into the floodfringe shall meet the requirements of section 5-416(a). Subject to the requirements of section 5-416(e), storage yards, surface parking lots and

other such uses may be placed at lower elevations if an adequate warning system exists to protect life and property.

- d. Manufacturing and Industrial Uses. Any manufacturing or industrial structure which is erected, altered or moved into the floodfringe shall have the lowest floor elevated to or above the flood protection elevation or meet the floodproofing standards in section 5-428. Subject to the requirements of section 5-416(e), storage yards, surface parking lots and other such uses may be placed at lower elevations if an adequate warning system exists to protect life and property.
- e. Storage of Materials. Materials that are buoyant, flammable, explosive, or injurious to property, water quality or human, animal, plant, fish or aquatic life shall be stored at or above the flood protection elevation or floodproofed in compliance with section 5-428. Adequate measures shall be taken to ensure that such materials will not enter the water body during flooding.
- f. Public Utilities, Streets and Bridges. All utilities, streets and bridges shall be designed to be compatible with comprehensive floodplain development plans; and
 1. When failure of public utilities, streets and bridges would endanger public health or safety, or where such facilities are deemed essential, construction or repair of such facilities shall only be permitted if they are designed to comply with section 5-428.
 2. Minor roads or nonessential utilities may be constructed at lower elevations if they are designed to withstand flood forces to the regional flood elevation.
- g. Sewage Systems. All sewage disposal systems shall be designed to minimize or eliminate infiltration of floodwater into the system, pursuant to section 5-428(c), to the flood protection elevation and meet the provisions of all local ordinances and Ch. SPS 383, Wis. Adm. Code.
- h. Wells. All wells shall be designed to minimize or eliminate infiltration of floodwaters into the system, pursuant to section 5-428(c), to the flood protection elevation and shall meet the provisions of Chs. NR 811 and NR 812, Wis. Adm. Code.
- i. Solid Waste Disposal Sites. Disposal of solid or hazardous waste is prohibited in floodfringe areas.

- j. Deposition of Materials. Any deposited material must meet all the provisions of this section.

- k. Manufactured Homes.
 - 1. Owners or operators of all manufactured home parks and subdivisions shall provide adequate surface drainage to minimize flood damage, and prepare, secure approval and file an evacuation plan, indicating vehicular access and escape routes, with local emergency management authorities.

 - 2. In existing manufactured home parks, all new homes, replacement homes on existing pads, and substantially improved homes shall:
 - (a) have the lowest floor elevated to the flood protection elevation; and

 - (b) be anchored so they do not float, collapse or move laterally during a flood.

 - 3. Outside of existing manufactured home parks, including new manufactured home parks and all single units outside of existing parks, all new, replacement and substantially improved manufactured homes shall meet the residential development standards for the floodfringe in section 5-416(a).

- l. Mobile Recreational Vehicles. All mobile recreational vehicles that are on site for 180 consecutive days or more or are not fully licensed and ready for highway use shall meet the elevation and anchoring requirements in section 5-416(k)(2) and (3). A mobile recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick-disconnect utilities and security devices and has no permanently attached additions.

DIVISION 5. GENERAL FLOODPLAIN DISTRICT (GFP)

5-417 APPLICABILITY. The provisions for this district shall apply to all floodplains mapped as A, AO or AH zones.

5-418 PERMITTED USES. Pursuant to section 5-420, it shall be determined whether the proposed use is located within the floodway or floodfringe. Those uses permitted in the Floodway (section 5-411) and Floodfringe (section 5-415) Districts are allowed within the General Floodplain District, according to the standards of section 5-419, provided that all permits or certificates required under section 5-424 have been issued.

5-419 STANDARDS FOR DEVELOPMENT IN THE GENERAL FLOODPLAIN DISTRICT. *DIVISION 3, FLOODWAY DISTRICT* applies to floodway areas and *DIVISION 4, FLOODFRINGE DISTRICT* applies to floodfringe areas. The rest of this section applies to either district.

- a. In AO/AH Zones the structure's lowest floor must meet one of the conditions listed below whichever is higher:
 1. at or above the flood protection elevation; or
 2. two (2) feet above the highest adjacent grade around the structure; or
 3. the depth as shown on the FIRM.
- b. In AO/AH zones, provide plans showing adequate drainage paths to guide floodwaters around structures.

5-420 DETERMINING FLOODWAY AND FLOODFRINGE LIMITS. Upon receiving an application for development within the general floodplain district, the zoning officer shall:

- a. Require the applicant to submit two copies of an aerial photograph or a plan which shows the proposed development with respect to the general floodplain district limits, stream channel, and existing floodplain developments, along with a legal description of the property, fill limits and elevations, building floor elevations and flood proofing measures; and the flood zone as shown on the FIRM.
- b. Require the applicant to furnish any of the following information deemed necessary by the Department to evaluate the effects of the proposal upon flood height and flood flows, regional flood elevation and to determine floodway boundaries.
 1. A Hydrologic and Hydraulic Study as specified in section 5-424(b)(3).
 2. Plan (surface view) showing elevations or contours of the ground; pertinent structure, fill or storage elevations; size, location and layout of all proposed and existing structures on the site; location and elevations of streets, water supply, and sanitary facilities; soil types and other pertinent information;
 3. Specifications for building construction and materials, floodproofing, filling, dredging, channel improvement, storage, water supply and sanitary facilities.

DIVISION 6. NONCONFORMING USES

5-421 GENERAL.

- a. Applicability. If these standards conform with § 62.23(7)(h), Wis. Stats., they shall apply to all modifications or additions to any nonconforming use or structure and to the use of any structure or premises which was lawful before the passage of this ordinance or any amendment thereto.
- b. The existing lawful use of a structure or its accessory use which is not in conformity with the provisions of this section may continue subject to the following conditions:

1. No modifications or additions to a nonconforming use or structure shall be permitted unless they comply with this section. The words "modification" and "addition" include, but are not limited to, any alteration, addition, modification, structural repair, rebuilding or replacement of any such existing use, structure or accessory structure or use. Maintenance is not considered a modification. This includes painting, decorating, paneling and other nonstructural components and the maintenance, repair or replacement of existing private sewage or water supply systems or connections to public utilities. Any costs associated with the repair of a damaged structure are not considered maintenance.

The construction of a deck that does not exceed 200 square feet and that is adjacent to the exterior wall of a principal structure is not an extension, modification or addition. The roof of the structure may extend over a portion of the deck in order to provide safe ingress and egress to the principal structure.

2. If a nonconforming use or the use of a nonconforming structure is discontinued for 12 consecutive months, it is no longer permitted and any future use of the property, and any structure or building thereon, shall conform to the applicable requirements of this section;
3. The City of Beloit shall keep a record which lists all nonconforming uses and nonconforming structures, their present equalized assessed value, the cost of all modifications or additions which have been permitted, and the percentage of the structure's total current value those modifications represent;
4. No modification or addition to any nonconforming structure or any structure with a nonconforming use, which over the life of the structure

would equal or exceed 50% of its present equalized assessed value, shall be allowed unless the entire structure is permanently changed to a conforming structure with a conforming use in compliance with the applicable requirements of this ordinance. Contiguous dryland access must be provided for residential and commercial uses in compliance with section 5-416(a). The costs of elevating the lowest floor of a nonconforming building or a building with a nonconforming use to the flood protection elevation are excluded from the 50% provisions of this paragraph;

5. No maintenance to any nonconforming structure or any structure with a nonconforming use, the cost of which would equal or exceed 50% of its present equalized assessed value, shall be allowed unless the entire structure is permanently changed to a conforming structure with a conforming use in compliance with the applicable requirements of this ordinance. Contiguous dryland access must be provided for residential and commercial uses in compliance with section 5-416(a).
6. If on a per event basis the total value of the work being done under paragraphs (4) and (5) equals or exceeds 50% of the present equalized assessed value the work shall not be permitted unless the entire structure is permanently changed to a conforming structure with a conforming use in compliance with the applicable requirements of this section. Contiguous dryland access must be provided for residential and commercial uses in compliance with section 5-416(a).
7. Except as provided in paragraph 8, if any nonconforming structure or any structure with a nonconforming use is destroyed or is substantially damaged, it cannot be replaced, reconstructed or rebuilt unless the use and the structure meet the current ordinance requirements. A structure is considered substantially damaged if the total cost to restore the structure to its pre-damaged condition equals or exceeds 50% of the structure's present equalized assessed value.
8. For nonconforming buildings that are substantially damaged or destroyed by a nonflood disaster, the repair or reconstruction of any such nonconforming building shall be permitted in order to restore it to the size and use in effect prior to the damage event, provided that the minimum federal code requirements below are met and all required permits have been granted prior to the start of construction.

(a) *Residential Structures.*

- (1) Shall have the lowest floor, including basement, elevated to or above the base flood elevation using fill, pilings, columns, posts or perimeter walls. Perimeter walls must meet the requirements of section 5-428b.
- (2) Shall be anchored to prevent flotation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy and shall be constructed with methods and materials resistant to flood damage.
- (3) Shall be constructed with electrical, heating, ventilation, plumbing and air conditioning equipment and other service facilities that are designed and/or elevated so as to prevent water from entering or accumulating within the components during conditions of flooding.
- (4) In A Zones, obtain, review and utilize any flood data available from a federal, state or other source.
- (5) In AO Zones with no elevations specified, shall have the lowest floor, including basement, meet the standards in section 5-419.
- (6) In AO Zones, shall have adequate drainage paths around structures on slopes to guide floodwaters around and away from the structure.

(b) *Nonresidential Structures.*

- (1) Shall meet the requirements of section 5-421(b)(8)(a)(1-6).
- (2) Shall either have the lowest floor, including basement, elevated to or above the regional flood elevation; or, together with attendant utility and sanitary facilities, shall meet the standards in section 5-428(a) or section 5-428(b).
- (3) In AO Zones with no elevations specified, shall have the lowest floor, including basement, meet the standards in section 5-419(a).

- c. A nonconforming historic structure may be altered if the alteration will not preclude the structure's continued designation as a historic structure, the alteration will comply with section 5-412(a), flood resistant materials are used, and construction practices and floodproofing methods that comply with section 5-428 are used. Repair or rehabilitation of historic structures shall be exempt from the development standards of section 5-421(b)(8)(a) if it is determined that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and is the minimum necessary to preserve the historic character and design of the structure.

5-422 FLOODWAY DISTRICT.

- a. No modification or addition shall be allowed to any nonconforming structure or any structure with a nonconforming use in the Floodway District, unless such modification or addition:
 - 1. Has been granted a permit or variance which meets all ordinance requirements;
 - 2. Meets the requirements of section 5-421;
 - 3. Shall not increase the obstruction to flood flows or regional flood height;
 - 4. Any addition to the existing structure shall be floodproofed, pursuant to section 5-428, by means other than the use of fill, to the flood protection elevation; and
 - 5. If any part of the foundation below the flood protection elevation is enclosed, the following standards shall apply:
 - (a) The enclosed area shall be designed by a registered architect or engineer to allow for the efficient entry and exit of floodwaters without human intervention. A minimum of two openings must be provided with a minimum net area of at least one square inch for every one square foot of the enclosed area. The lowest part of the opening can be no more than 12 inches above the adjacent grade;
 - (b) The parts of the foundation located below the flood protection elevation must be constructed of flood-resistant materials;
 - (c) Mechanical and utility equipment must be elevated or floodproofed to or above the flood protection elevation; and

- (d) The use must be limited to parking, building access or limited storage.
- b. No new on-site sewage disposal system, or addition to an existing on-site sewage disposal system, except where an addition has been ordered by a government agency to correct a hazard to public health, shall be allowed in the Floodway District. Any replacement, repair or maintenance of an existing on-site sewage disposal system in a floodway area shall meet the applicable requirements of all municipal ordinances, section 5-428(c) and Ch. SPS 383, Wis. Adm. Code.
- c. No new well or modification to an existing well used to obtain potable water shall be allowed in the Floodway District. Any replacement, repair or maintenance of an existing well in the Floodway District shall meet the applicable requirements of all municipal ordinances, section 5-428(c) and Chs. NR 811 and NR 812, Wis. Adm. Code.

5-423 FLOODFRINGE DISTRICT.

- a. No modification or addition shall be allowed to any nonconforming structure or any structure with a nonconforming use unless such modification or addition has been granted a permit or variance by the City of Beloit, and meets the requirements of section 5-416 except where section 5-423(b) is applicable.
- b. Where compliance with the provisions of section 5-423(a) would result in unnecessary hardship and only where the structure will not be used for human habitation or be associated with a high flood damage potential, the Board of Appeals, using the procedures established in section 5-426, may grant a variance from those provisions of section 5-423(a) for modifications or additions using the criteria listed below. Modifications or additions which are protected to elevations lower than the flood protection elevation may be permitted if:
 - 1. No floor is allowed below the regional flood elevation for residential or commercial structures;
 - 2. Human lives are not endangered;
 - 3. Public facilities, such as water or sewer, shall not be installed;
 - 4. Flood depths shall not exceed two feet;
 - 5. Flood velocities shall not exceed two feet per second; and
 - 6. The structure shall not be used for storage of materials as described in section 5-416(e).

- c. All new private sewage disposal systems, or addition to, replacement, repair or maintenance of a private sewage disposal system shall meet all the applicable provisions of all local ordinances, section 5-428(c) and Ch. SPS 383, Wis. Adm. Code.
- d. All new wells, or addition to, replacement, repair or maintenance of a well shall meet the applicable provisions of this section, section 5-428(c) and Ch. NR 811 and NR 812, Wis. Adm. Code.

DIVISION 7. ADMINISTRATION

Where a zoning officer, planning agency or a board of adjustment/appeals has already been appointed to administer a zoning ordinance adopted under §§ 59.69, 59.692 or 62.23(7), Wis. Stats., these officials shall also administer this section.

5-424 ZONING OFFICER.

- a. Duties and Powers. The zoning officer is authorized to administer this section and shall have the following duties and powers:
 - 1. Advise applicants of the section provisions, assist in preparing permit applications and appeals, and assure that the regional flood elevation for the proposed development is shown on all permit applications.
 - 2. Issue permits and inspect properties for compliance with provisions of this section and issue certificates of compliance where appropriate.
 - 3. Inspect and assess all damaged floodplain structures to determine if substantial damage to the structures has occurred.
 - 4. Keep records of all official actions such as:
 - (a) All permits issued, inspections made, and work approved;
 - (b) Documentation of certified lowest floor and regional flood elevations;
 - (c) Floodproofing certificates.
 - (d) Water surface profiles, floodplain zoning maps and ordinances, nonconforming uses and structures including changes, appeals, variances and amendments.

- (e) All substantial damage assessment reports for floodplain structures.
 - (f) List of nonconforming structures and uses.
- 5. Submit copies of the following items to the Department Regional office:
 - (a) Within 10 days of the decision, a copy of any decisions on variances, appeals for map or text interpretations, and map or text amendments;
 - (b) Copies of case-by-case analyses and other required information including an annual summary of floodplain zoning actions taken.
 - (c) Copies of substantial damage assessments performed and all related correspondence concerning the assessments.
- 6. Investigate, prepare reports, and report violations of this section to the City Attorney for prosecution. Copies of the reports shall also be sent to the Department Regional office.
- 7. Submit copies of amendments to the FEMA Regional office.
- b. Land Use Permit. A land use permit shall be obtained before any new development; repair, modification or addition to an existing structure; or change in the use of a building or structure, including sewer and water facilities, may be initiated. Application to the zoning officer shall include:
 - 1. General Information.
 - (a) Name and address of the applicant, property owner and contractor;
 - (b) Legal description, proposed use, and whether it is new construction or a modification;
 - 2. Site Development Plan. A site plan drawn to scale shall be submitted with the permit application form and shall contain:
 - (a) Location, dimensions, area and elevation of the lot;
 - (b) Location of the ordinary highwater mark of any abutting navigable waterways;

- (c) Location of any structures with distances measured from the lot lines and street center lines;
- (d) Location of any existing or proposed on-site sewage systems or private water supply systems;
- (e) Location and elevation of existing or future access roads;
- (f) Location of floodplain and floodway limits as determined from the official floodplain zoning maps;
- (g) The elevation of the lowest floor of proposed buildings and any fill using the vertical datum from the adopted study – either National Geodetic Vertical Datum (NGVD) or North American Vertical Datum (NAVD);
- (h) Data sufficient to determine the regional flood elevation in NGVD or NAVD at the location of the development and to determine whether or not the requirements of *DIVISION 3, FLOODWAY DISTRICT* and *DIVISION 4, FLOODFRINGE DISTRICT* are met; and
- (i) Data to determine if the proposed development will cause an obstruction to flow or an increase in regional flood height or discharge according to section 5-406. This may include any of the information noted in section 5-412(a).

3. Hydraulic and Hydrologic Studies to Analyze Development. All hydraulic and hydrologic studies shall be completed under the direct supervision of a professional engineer registered in the State. The study contractor shall be responsible for the technical adequacy of the study. All studies shall be reviewed and approved by the Department.

(a) *Zone A floodplains:*

- (1) *Hydrology.* The appropriate method shall be based on the standards in §NR 116.07(3), Wis. Adm. Code, *Hydrologic Analysis: Determination of Regional Flood Discharge.*
- (2) *Hydraulic modeling.* The regional flood elevation shall be based on the standards in § NR 116.07(4), Wis. Adm. Code, *Hydraulic Analysis: Determination of Regional Flood Elevation* and the following:

- a. determination of the required limits of the hydraulic model shall be based on detailed study information for downstream structures (dam, bridge, culvert) to determine adequate starting WSEL for the study.
- b. channel sections must be surveyed.
- c. minimum four foot contour data in the overbanks shall be used for the development of cross section overbank and floodplain mapping.
- d. a maximum distance of 500 feet between cross sections is allowed in developed areas with additional intermediate cross sections required at transitions in channel bottom slope including a survey of the channel at each location.
- e. the most current version of HEC_RAS shall be used.
- f. a survey of bridge and culvert openings and the top of road is required at each structure.
- g. additional cross sections are required at the downstream and upstream limits of the proposed development and any necessary intermediate locations based on the length of the reach if greater than 500 feet.
- h. standard accepted engineering practices shall be used when assigning parameters for the base model such as flow, Manning's N values, expansion and contraction coefficients or effective flow limits. The base model shall be calibrated to past flooding data such as high water marks to determine the reasonableness of the model results. If no historical data is available, adequate justification shall be provided for any parameters outside standard accepted engineering practices.
- i. the model must extend past the upstream limit of the difference in the existing and proposed flood profiles in order to provide a tie-in to existing studies. The height difference between the

proposed flood profile and the existing study profiles shall be no more than 0.00 feet.

(3) *Mapping.* A work map of the reach studied shall be provided, showing all cross section locations, floodway/floodplain limits based on best available topographic data, geographic limits of the proposed development and whether the proposed development is located in the floodway.

a. If the proposed development is located outside of the floodway, then it is determined to have no impact on the regional flood elevation.

b. If any part of the proposed development is in the floodway, it must be added to the base model to show the difference between existing and proposed conditions. The study must ensure that all coefficients remain the same as in the existing model, unless adequate justification based on standard accepted engineering practices is provided.

(b) *Zone AE Floodplains.*

(1) *Hydrology.* If the proposed hydrology will change the existing study, the appropriate method to be used shall be based on §NR 116.07(3), Wis. Adm. Code, *Hydrologic Analysis: Determination of Regional Flood Discharge.*

(2) *Hydraulic model.* The regional flood elevation shall be based on the standards in §NR 116.07(4), Wis. Adm. Code, *Hydraulic Analysis: Determination of Regional Flood Elevation* and the following:

a. *Duplicate Effective Model.* The effective model shall be reproduced to ensure correct transference of the model data and to allow integration of the revised data to provide a continuous FIS model upstream and downstream of the revised reach. If data from the effective model is available, models shall be generated that duplicate the FIS profiles and the elevations shown in the Floodway Data Table in the FIS report to within 0.1 foot.

- b. *Corrected Effective Model.* The Corrected Effective Model shall not include any man-made physical changes since the effective model date, but shall import the model into the most current version of HEC-RAS for Department review.
 - c. *Existing (Pre-Project Conditions) Model.* The Existing Model shall be required to support conclusions about the actual impacts of the project associated with the Revised (Post-Project) Model or to establish more up-to-date models on which to base the Revised (Post-Project) Model.
 - d. *Revised (Post-Project Conditions) Model.* The Revised (Post-Project Conditions) Model shall incorporate the Existing Model and any proposed changes to the topography caused by the proposed development. This model shall reflect proposed conditions.
 - e. All changes to the Duplicate Effective Model and subsequent models must be supported by certified topographic information, bridge plans, construction plans and survey notes.
 - f. Changes to the hydraulic models shall be limited to the stream reach for which the revision is being requested. Cross sections upstream and downstream of the revised reach shall be identical to those in the effective model and result in water surface elevations and topwidths computed by the revised models matching those in the effective models upstream and downstream of the revised reach as required. The Effective Model shall not be truncated.
- (3) *Mapping.* Maps and associated engineering data shall be submitted to the Department for review which meet the following conditions:
- a. Consistency between the revised hydraulic models, the revised floodplain and floodway delineations, the revised flood profiles, topographic work map,

annotated FIRMs and/or Flood Boundary Floodway Maps (FBFMs), construction plans, bridge plans.

- b. Certified topographic map of suitable scale, contour interval, and a planimetric map showing the applicable items. If a digital version of the map is available, it may be submitted in order that the FIRM may be more easily revised.
 - c. Annotated FIRM panel showing the revised 1% and 0.2% annual chance floodplains and floodway boundaries.
 - d. If an annotated FIRM and/or FBFM and digital mapping data (GIS or CADD) are used then all supporting documentation or metadata must be included with the data submission along with the Universal Transverse Mercator (UTM) projection and State Plane Coordinate System in accordance with FEMA mapping specifications.
 - e. The revised floodplain boundaries shall tie into the effective floodplain boundaries.
 - f. All cross sections from the effective model shall be labeled in accordance with the effective map and a cross section lookup table shall be included to relate to the model input numbering scheme.
 - g. Both the current and proposed floodways shall be shown on the map.
 - h. The stream centerline, or profile baseline used to measure stream distances in the model shall be visible on the map.
4. Expiration. All permits issued under the authority of this section shall expire no more than 180 days after issuance. The permit may be extended for a maximum of 180 days for good and sufficient cause.
- c. Certificate of Compliance. No land shall be occupied or used, and no building which is hereafter constructed, altered, added to, modified, repaired, rebuilt or replaced shall be occupied until a certificate of compliance is issued by the

zoning officer, except where no permit is required, subject to the following provisions:

1. The certificate of compliance shall show that the building or premises or part thereof, and the proposed use, conform to the provisions of this section;
 2. Application for such certificate shall be concurrent with the application for a permit;
 3. If all section provisions are met, the certificate of compliance shall be issued within 10 days after written notification that the permitted work is completed;
 4. The applicant shall submit a certification signed by a registered professional engineer, architect or land surveyor that the fill, lowest floor and floodproofing elevations are in compliance with the permit issued. Floodproofing measures also require certification by a registered professional engineer or architect that the requirements of section 5-428 are met.
- d. Other Permits. Prior to obtaining a floodplain development permit the applicant must secure all necessary permits from federal, state, and local agencies, including but not limited to those required by the U.S. Army Corps of Engineers under §404 of the Federal Water Pollution Control Act, Amendments of 1972, 33 U.S.C. 1344.

5-425 ZONING AGENCY.

- a. The Department of Community Development shall:
 1. oversee the functions of the office of the zoning officer; and
 2. review and advise the City Council on all proposed amendments to this section, maps and text.
- b. The Department of Community Development shall not:
 1. grant variances to the terms of the section in place of action by the Board of Appeals; or
 2. amend the text or zoning maps in place of official action by the City Council.

5-426 BOARD OF APPEALS. The Board of Appeals, created under §62.23(7)(e), Wis. Stats., is hereby authorized or shall be appointed to act for the purposes of this section. The Board shall exercise the powers conferred by Wisconsin Statutes and adopt rules for the conduct of business. The zoning officer shall not be the secretary of the Board.

a. Powers and Duties. The Board of Appeals shall:

1. Appeals. Hear and decide appeals where it is alleged there is an error in any order, requirement, decision or determination made by an administrative official in the enforcement or administration of this section;
2. Boundary Disputes. Hear and decide disputes concerning the district boundaries shown on the official floodplain zoning map; and
3. Variances. Hear and decide, upon appeal, variances from the section standards.

b. Appeals to the Board.

1. Appeals to the Board may be taken by any person aggrieved, or by any officer or department of the City of Beloit affected by any decision of the zoning officer or other administrative officer. Such appeal shall be taken within 30 days unless otherwise provided by the rules of the Board, by filing with the official whose decision is in question, and with the Board, a notice of appeal specifying the reasons for the appeal. The official whose decision is in question shall transmit to the Board all records regarding the matter appealed.
2. Notice and Hearing for Appeals including Variances.
 - (a) *Notice.* The Board shall:
 - (1) Fix a reasonable time for the hearing;
 - (2) Publish adequate notice pursuant to Wisconsin Statutes, specifying the date, time, place and subject of the hearing; and
 - (3) Assure that notice shall be mailed to the parties in interest and the Department Regional office at least 10 days in advance of the hearing.

- (b) *Hearing.* Any party may appear in person or by agent. The Board shall:
 - (1) Resolve boundary disputes according to section 5-426(c);
 - (2) Decide variance applications according to section 5-426(d); and
 - (3) Decide appeals of permit denials according to section 5-427.
- 3. Decision. The final decision regarding the appeal or variance application shall:
 - (a) Be made within a reasonable time;
 - (b) Be sent to the Department Regional office within 10 days of the decision;
 - (c) Be a written determination signed by the chairman or secretary of the Board;
 - (d) State the specific facts which are the basis for the Board's decision;
 - (e) Either affirm, reverse, vary or modify the order, requirement, decision or determination appealed, in whole or in part, dismiss the appeal for lack of jurisdiction or grant or deny the variance application; and
 - (f) Include the reasons for granting an appeal, describing the hardship demonstrated by the applicant in the case of a variance, clearly stated in the recorded minutes of the Board proceedings.
- c. Boundary Disputes. The following procedure shall be used by the Board in hearing disputes concerning floodplain district boundaries:
 - 1. If a floodplain district boundary is established by approximate or detailed floodplain studies, the flood elevations or profiles shall prevail in locating the boundary. If none exist, other evidence may be examined;
 - 2. The person contesting the boundary location shall be given a reasonable opportunity to present arguments and technical evidence to the Board; and

3. If the boundary is incorrectly mapped, the Board should inform the zoning committee or the person contesting the boundary location to petition the City Council for a map amendment according to *DIVISION 8, AMENDMENTS*.

d. Variance.

1. The Board may, upon appeal, grant a variance from the standards of this section if an applicant convincingly demonstrates that:
 - (a) Literal enforcement of the section will cause unnecessary hardship;
 - (b) The hardship is due to adoption of the floodplain section and unique property conditions, not common to adjacent lots or premises. In such case the section or map must be amended;
 - (c) The variance is not contrary to the public interest; and
 - (d) The variance is consistent with the purpose of this section in section 5-403.
2. In addition to the criteria in paragraph (1), to qualify for a variance under FEMA regulations, the following criteria must be met:
 - (a) The variance shall not cause any increase in the regional flood elevation;
 - (b) Variances can only be granted for lots that are less than one-half acre and are contiguous to existing structures constructed below the RFE; and
 - (c) Variances shall only be granted upon a showing of good and sufficient cause, shall be the minimum relief necessary, shall not cause increased risks to public safety or nuisances, shall not increase costs for rescue and relief efforts and shall not be contrary to the purpose of the section.
3. A variance shall not:
 - (a) Grant, extend or increase any use prohibited in the zoning district;

- (b) Be granted for a hardship based solely on an economic gain or loss;
 - (c) Be granted for a hardship which is self-created.
 - (d) Damage the rights or property values of other persons in the area;
 - (e) Allow actions without the amendments to this section or map(s) required in *DIVISION 8, AMENDMENTS*; and
 - (f) Allow any alteration of an historic structure, including its use, which would preclude its continued designation as an historic structure.
4. When a floodplain variance is granted, the Board shall notify the applicant in writing that it may increase risks to life and property and flood insurance premiums could increase up to \$25.00 per \$100.00 of coverage. A copy shall be maintained with the variance record.

5-427 APPEALS OF PERMIT DENIALS.

- a. The Board of Appeals shall review all data related to the appeal. This may include:
 - 1. Permit application data listed in section 5-424(b);
 - 2. Floodway/floodfringe determination data in section 5-420;
 - 3. Data listed in section 5-412(a)(2) where the applicant has not submitted this information to the zoning officer; and
 - 4. Other data submitted with the application, or submitted to the Board with the appeal.
- b. For appeals of all denied permits the Board shall:
 - 1. Follow the procedures of section 5-426;
 - 2. Consider zoning agency recommendations; and
 - 3. Either uphold the denial or grant the appeal.
- c. For appeals concerning increases in regional flood elevation the Board shall:

1. Uphold the denial where the Board agrees with the data showing an increase in flood elevation. Increases may only be allowed after amending the flood profile and map and all appropriate legal arrangements are made with all adversely affected property owners as per the requirements of *DIVISION 8, AMENDMENTS*; and
2. Grant the appeal where the Board agrees that the data properly demonstrates that the project does not cause an increase provided no other reasons for denial exist.

5-428 FLOODPROOFING STANDARDS FOR NONCONFORMING STRUCTURES OR USES.

- a. No permit or variance shall be issued for a nonresidential structure designed to be watertight below the regional flood elevation until the applicant submits a plan certified by a registered professional engineer or architect that the floodproofing measures will protect the structure or development to the flood protection elevation and submits a FEMA Floodproofing Certificate.
- b. For a structure designed to allow the entry of floodwaters, no permit or variance shall be issued until the applicant submits a plan either:
 1. certified by a registered professional engineer or architect; or
 2. meets or exceeds the following standards:
 - (a) a minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding;
 - (b) the bottom of all openings shall be no higher than one foot above grade; and
 - (c) openings may be equipped with screens, louvers, valves, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.
- c. Floodproofing measures shall be designed, as appropriate, to:
 1. Withstand flood pressures, depths, velocities, uplift and impact forces and other regional flood factors;
 2. Protect structures to the flood protection elevation;

3. Anchor structures to foundations to resist flotation and lateral movement;
4. Minimize or eliminate infiltration of floodwaters; and
5. Minimize or eliminate discharges into floodwaters.

5-429 PUBLIC INFORMATION.

- a. Place marks on structures to show the depth of inundation during the regional flood.
- b. All maps, engineering data and regulations shall be available and widely distributed.
- c. Real estate transfers should show what floodplain district any real property is in.

DIVISION 8. AMENDMENTS

Obstructions or increases may only be permitted if amendments are made to this section, the official floodplain zoning maps, floodway lines and water surface profiles, in accordance with section 5-430.

- a. In AE Zones with a mapped floodway, no obstructions or increases shall be permitted unless the applicant receives a Conditional Letter of Map Revision from FEMA and amendments are made to this section, the official floodplain zoning maps, floodway lines and water surface profiles, in accordance with section 5-430. Any such alterations must be reviewed and approved by FEMA and the DNR.
- b. In A Zones, increases equal to or greater than 1.0 foot may only be permitted if the applicant receives a Conditional Letter of Map Revision from FEMA and amendments are made to this section, the official floodplain maps, floodway lines, and water surface profiles, in accordance with section 5-430.

5-430 GENERAL. The City Council shall change or supplement the floodplain zoning district boundaries and this section in the manner outlined in section 5-431 below. Actions which require an amendment to the ordinance and/or submittal of a Letter of Map Change (LOMC) include, but are not limited to, the following:

- a. Any fill or floodway encroachment that obstructs flow causing any increase in the regional flood height;

- b. Any change to the floodplain boundaries and/or watercourse alterations on the FIRM;
- c. Any changes to any other officially adopted floodplain maps listed in section 5-405(b)(2);
- d. Any floodplain fill which raises the elevation of the filled area to a height at or above the flood protection elevation and is contiguous to land lying outside the floodplain;
- e. Correction of discrepancies between the water surface profiles and floodplain maps;
- f. Any upgrade to a floodplain zoning ordinance text required by §NR 116.05, Wis. Adm. Code, or otherwise required by law, or for changes by the City of Beloit; and
- g. All channel relocations and changes to the maps to alter floodway lines or to remove an area from the floodway or the floodfringe that are based on a base flood elevation from a FIRM requires prior approval by FEMA.

5-431 PROCEDURES. Section amendments may be made upon petition of any party according to the provisions of §62.23, Wis. Stats. The petitions shall include all data required by section 5-420 and section 5-424(b). The Land Use Permit shall not be issued until a Letter of Map Revision is issued by FEMA for the proposed changes.

- a. The proposed amendment shall be referred to the Plan Commission for a public hearing and recommendation to the City Council. The amendment and notice of public hearing shall be submitted to the Department Regional office for review prior to the hearing. The amendment procedure shall comply with the provisions of §62.23, Wis. Stats.
- b. No amendments shall become effective until reviewed and approved by the Department.
- c. All persons petitioning for a map amendment that obstructs flow, causing any increase in the regional flood height, shall obtain flooding easements or other appropriate legal arrangements from all adversely affected property owners and notify local units of government before the amendment can be approved by the City Council.

DIVISION 9. ENFORCEMENT AND PENALTIES

5-432 ENFORCEMENT AND PENALTIES. Any violation of this section shall be enforced pursuant to Article 10 of Chapter 19 of the General Code of Ordinances for the City of Beloit. Every violation of this section is a public nuisance and the creation may be enjoined and the maintenance may be abated by action at suit of the City of Beloit, the state, or any citizen thereof pursuant to s. 87.30, Wis. Stats.

DIVISION 10. DEFINITIONS

5-433 DEFINITIONS. Unless specifically defined, words and phrases in this section shall have their common law meaning and shall be applied in accordance with their common usage. Words used in the present tense include the future, the singular number includes the plural and the plural number includes the singular. The word "may" is permissive, "shall" is mandatory and is not discretionary.

- a. A Zones. Those areas shown on the Official Floodplain Zoning Map which would be inundated by the regional flood. These areas may be numbered or unnumbered A Zones. The A Zones may or may not be reflective of flood profiles, depending on the availability of data for a given area.
- b. AH Zone. See "Area of Shallow Flooding".
- c. AO Zone. See "Area of Shallow Flooding".
- d. Accessory Structure or Use. A facility, structure, building or use which is accessory or incidental to the principal use of a property, structure or building.
- e. Alteration. An enhancement, upgrading or substantial change or modifications other than an addition or repair to a dwelling or to electrical, plumbing, heating, ventilating, air conditioning and other systems within a structure.
- f. Area of Shallow Flooding. A designated AO, AH, AR/AO, AR/AH, or VO zone on a community's Flood Insurance Rate Map (FIRM) with a 1 percent or greater annual chance of flooding to an average depth of 1 to 3 feet where a clearly defined channel does not exist, where the path of flooding is unpredictable, and where velocity flood may be evident. Such flooding is characterized by ponding or sheet flow.
- g. Base Flood. Means the flood having a one percent chance of being equaled or exceeded in any given year, as published by FEMA as part of a FIS and depicted on a FIRM.

- h. Basement. Any enclosed area of a building having its floor subgrade, i.e., below ground level, on all sides.
- i. Building. See "Structure".
- j. Bulkhead Line. A geographic line along a reach of navigable water that has been adopted by a municipal ordinance and approved by the Department pursuant to § 30.11, Wis. Stats., and which allows limited filling between this bulkhead line and the original ordinary highwater mark, except where such filling is prohibited by the floodway provisions of this section.
- k. Campground. Any parcel of land which is designed, maintained, intended or used for the purpose of providing sites for nonpermanent overnight use by 4 or more camping units, or which is advertised or represented as a camping area.
- l. Camping Unit. Any portable device, no more than 400 square feet in area, used as a temporary shelter, including but not limited to a camping trailer, motor home, bus, van, pick-up truck, or tent that is fully licensed, if required, and ready for highway use.
- m. Certificate of Compliance. A certification that the construction and the use of land or a building, the elevation of fill or the lowest floor of a structure is in compliance with all of the provisions of this section.
- n. Channel. A natural or artificial watercourse with definite bed and banks to confine and conduct normal flow of water.
- o. Crawlways Or Crawl Space. An enclosed area below the first usable floor of a building, generally less than five feet in height, used for access to plumbing and electrical utilities.
- p. Deck. An unenclosed exterior structure that has no roof or sides, but has a permeable floor which allows the infiltration of precipitation.
- q. Department. The Wisconsin Department of Natural Resources.
- r. Development. Any artificial change to improved or unimproved real estate, including, but not limited to, the construction of buildings, structures or accessory structures; the construction of additions or alterations to buildings, structures or accessory structures; the repair of any damaged structure or the improvement or renovation of any structure, regardless of percentage of damage or improvement; the placement of buildings or structures; subdivision layout and site preparation; mining, dredging, filling, grading, paving, excavation or drilling operations; the storage, deposition or extraction of materials or

equipment; and the installation, repair or removal of public or private sewage disposal systems or water supply facilities.

- s. Dryland Access. A vehicular access route which is above the regional flood elevation and which connects land located in the floodplain to land outside the floodplain, such as a road with its surface above regional flood elevation and wide enough for wheeled rescue and relief vehicles.
- t. Encroachment. Any fill, structure, equipment, use or development in the floodway.
- u. Federal Emergency Management Agency (FEMA). The federal agency that administers the National Flood Insurance Program.
- v. Flood Insurance Rate Map (FIRM). A map of a community on which the Federal Insurance Administration has delineated both the floodplain and the risk premium zones applicable to the community. This map can only be amended by the Federal Emergency Management Agency.
- w. Flood or Flooding. A general and temporary condition of partial or complete inundation of normally dryland areas caused by one of the following conditions:
 - 1. The overflow or rise of inland waters;
 - 2. The rapid accumulation or runoff of surface waters from any source;
 - 3. The inundation caused by waves or currents of water exceeding anticipated cyclical levels along the shore of Lake Michigan or Lake Superior; or
 - 4. The sudden increase caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as a seiche, or by some similarly unusual event.
- x. Flood Frequency. The probability of a flood occurrence which is determined from statistical analyses. The frequency of a particular flood event is usually expressed as occurring, on the average once in a specified number of years or as a percent (%) chance of occurring in any given year.
- y. Floodfringe. That portion of the floodplain outside of the floodway which is covered by floodwaters during the regional flood and associated with standing water rather than flowing water.

- z. Flood Hazard Boundary Map. A map designating approximate flood hazard areas. Flood hazard areas are designated as unnumbered A Zones and do not contain floodway lines or regional flood elevations. This map forms the basis for both the regulatory and insurance aspects of the National Flood Insurance Program (NFIP) until superseded by a Flood Insurance Study and a Flood Insurance Rate Map.
- aa. Flood Insurance Study. A technical engineering examination, evaluation, and determination of the local flood hazard areas. It provides maps designating those areas affected by the regional flood and provides both flood insurance rate zones and base flood elevations and may provide floodway lines. The flood hazard areas are designated as numbered and unnumbered A Zones. Flood Insurance Rate Maps, that accompany the Flood Insurance Study, form the basis for both the regulatory and the insurance aspects of the National Flood Insurance Program.
- bb. Floodplain. Land which has been or may be covered by floodwater during the regional flood. It includes the floodway and the floodfringe, and may include other designated floodplain areas for regulatory purposes.
- cc. Floodplain Island. A natural geologic land formation within the floodplain that is surrounded, but not covered, by floodwater during the regional flood.
- dd. Floodplain Management. Policy and procedures to ensure wise use of floodplains, including mapping and engineering, mitigation, education, and administration and enforcement of floodplain regulations.
- ee. Flood Profile. A graph or a longitudinal profile line showing the relationship of the water surface elevation of a flood event to locations of land surface elevations along a stream or river.
- ff. Floodproofing. Any combination of structural provisions, changes or adjustments to properties and structures, water and sanitary facilities and contents of buildings subject to flooding, for the purpose of reducing or eliminating flood damage.
- gg. Flood Protection Elevation. An elevation of two feet of freeboard above the water surface profile elevation designated for the regional flood. Also see: "Freeboard".
- hh. Flood Storage. Those floodplain areas where storage of floodwaters has been taken into account during analysis in reducing the regional flood discharge.

- ii. Floodway. The channel of a river or stream and those portions of the floodplain adjoining the channel required to carry the regional flood discharge.
- jj. Freeboard. A safety factor expressed in terms of a specified number of feet above a calculated flood level. Freeboard compensates for any factors that cause flood heights greater than those calculated, including ice jams, debris accumulation, wave action, obstruction of bridge openings and floodways, the effects of watershed urbanization, loss of flood storage areas due to development and aggregation of the river or stream bed.
- kk. Habitable Structure. Any structure or portion thereof used or designed for human habitation.
- ll. Hearing Notice. Publication or posting meeting the requirements of Ch. 985, Wis. Stats. For appeals, a Class 1 notice, published once at least one week (7 days) before the hearing, is required. For all zoning ordinances and amendments, a Class 2 notice, published twice, once each week consecutively, the last at least a week (7 days) before the hearing. Local ordinances or bylaws may require additional notice, exceeding these minimums.
- mm. High Flood Damage Potential. Damage that could result from flooding that includes any danger to life or health or any significant economic loss to a structure or building and its contents.
- nn. Highest Adjacent Grade. The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.
- oo. Historic Structure. Any structure that is either:
 - 1. Listed individually in the National Register of Historic Places or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
 - 2. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
 - 3. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or
 - 4. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either by an

approved state program, as determined by the Secretary of the Interior; or by the Secretary of the Interior in states without approved programs.

- pp. Increase in Regional Flood Height. A calculated upward rise in the regional flood elevation, greater than 0.00 foot, based on a comparison of existing conditions and proposed conditions, which is directly attributable to development in the floodplain but not attributable to manipulation of mathematical variables such as roughness factors, expansion and contraction coefficients and discharge.
- qq. Land Use. Any nonstructural use made of unimproved or improved real estate. Also see "Development".
- rr. Lowest Adjacent Grade. Elevation of the lowest ground surface that touches any of the exterior walls of a building.
- ss. Lowest Floor. The lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access or storage in an area other than a basement area is not considered a building's lowest floor; provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of 44 CFR 60.3.
- tt. Maintenance. The act or process of restoring to original soundness, including redecorating, refinishing, non-structural repairs, or the replacement of existing fixtures, systems or equipment with equivalent fixtures, systems or structures.
- uu. Manufactured Home. A structure transportable in one or more sections, which is built on a permanent chassis and designed to be used with or without a permanent foundation when connected to required utilities. The term "manufactured home" includes a mobile home but does not include a "mobile recreational vehicle."
- vv. Mobile/Manufactured Home Park or Subdivision. A parcel (or contiguous parcels) of land, divided into two or more manufactured home lots for rent or sale.
- ww. Mobile/Manufactured Home Park or Subdivision, Existing. A parcel of land, divided into two or more manufactured home lots for rent or sale, on which the construction of facilities for servicing the lots is completed before the effective date of this ordinance. At a minimum, this would include the installation of utilities, the construction of streets and either final site grading or the pouring of concrete pads.

- xx. Mobile/Manufactured Home Park, Expansion to Existing. The preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed. This includes installation of utilities, construction of streets and either final site grading, or the pouring of concrete pads.
- yy. Mobile Recreational Vehicle. A vehicle which is built on a single chassis, 400 square feet or less when measured at the largest horizontal projection, designed to be self-propelled, carried or permanently towable by a licensed, light-duty vehicle, is licensed for highway use if registration is required and is designed primarily not for use as a permanent dwelling, but as temporary living quarters for recreational, camping, travel or seasonal use. Manufactured homes that are towed or carried onto a parcel of land, but do not remain capable of being towed or carried, including park model homes, do not fall within the definition of "mobile recreational vehicles."
- zz. Model, Corrected Effective. A hydraulic engineering model that corrects any errors that occur in the Duplicate Effective Model, adds any additional cross sections to the Duplicate Effective Model, or incorporates more detailed topographic information than that used in the current effective model.
- aaa. Model, Duplicate Effective. A copy of the hydraulic analysis used in the effective Flood Insurance Study and referred to as the effective model.
- bbb. Model, Effective. The hydraulic engineering model that was used to produce the current effective Flood Insurance Study.
- ccc. Model, Existing (Pre-Project). A modification of the Duplicate Effective Model or Corrected Effective Model to reflect any man-made modifications that have occurred within the floodplain since the date of the effective model but prior to the construction of the project for which the revision is being requested. If no modification has occurred since the date of the effective model, then this model would be identical to the Corrected Effective Model or Duplicate Effective Model.
- ddd. Model, Revised (Post-Project). A modification of the Existing or Pre-Project Conditions Model, Duplicate Effective Model or Corrected Effective Model to reflect revised or post-project conditions.
- eee. Municipality or Municipal. The county, city or village governmental units enacting, administering and enforcing this flood zoning ordinance.
- fff. NAVD or North American Vertical Datum. Elevations referenced to mean sea level datum, 1988 adjustment.

- ggg. NGVD or National Geodetic Vertical Datum. Elevations referenced to mean sea level datum, 1929 adjustment.
- hhh. New Construction. For floodplain management purposes, "new construction" means structures for which the start of construction commenced on or after the effective date of floodplain zoning regulations adopted by the City Council and includes any subsequent improvements to such structures. For the purpose of determining flood insurance rates, it includes any structures for which the "start of construction" commenced on or after the effective date of an initial FIRM or after December 31, 1974, whichever is later, and includes any subsequent improvements to such structures.
- iii. Nonconforming Structure. An existing lawful structure or building which is not in conformity with the dimensional or structural requirements of this section for the area of the floodplain which it occupies. (For example, an existing residential structure in the floodfringe district is a conforming use. However, if the lowest floor is lower than the flood protection elevation, the structure is nonconforming.)
- jjj. Nonconforming Use. An existing lawful use or accessory use of a structure or building which is not in conformity with the provisions of this section for the area of the floodplain which it occupies. (Such as a residence in the floodway.)
- kkk. Obstruction to Flow. Any development which blocks the conveyance of floodwaters such that this development alone or together with any future development will cause an increase in regional flood height.
- lll. Official Floodplain Zoning Map. That map, adopted and made part of this section, as described in section 5-405(b), which has been approved by the Department and FEMA.
- mmm. Open Space Use. Those uses having a relatively low flood damage potential and not involving structures.
- nnn. Ordinary Highwater Mark. The point on the bank or shore up to which the presence and action of surface water is so continuous as to leave a distinctive mark such as by erosion, destruction or prevention of terrestrial vegetation, predominance of aquatic vegetation, or other easily recognized characteristic.
- ooo. Person. An individual, or group of individuals, corporation, partnership, association, municipality or state agency.

- ppp. Private Sewage System. A sewage treatment and disposal system serving one structure with a septic tank and soil absorption field located on the same parcel as the structure. It also means an alternative sewage system approved by the Department of Safety and Professional Services, including a substitute for the septic tank or soil absorption field, a holding tank, a system serving more than one structure or a system located on a different parcel than the structure.
- qqq. Public Utilities. Those utilities using underground or overhead transmission lines such as electric, telephone and telegraph, and distribution and collection systems such as water, sanitary sewer and storm sewer.
- rrr. Reasonably Safe from Flooding. Means base floodwaters will not inundate the land or damage structures to be removed from the floodplain and that any subsurface waters related to the base flood will not damage existing or proposed buildings.
- sss. Regional Flood. A flood determined to be representative of large floods known to have occurred in Wisconsin. A regional flood is a flood with a one percent chance of being equaled or exceeded in any given year, and if depicted on the FIRM, the RFE is equivalent to the BFE.
- ttt. Start of Construction. The date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond initial excavation, or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling, nor does it include the installation of streets and/or walkways, nor does it include excavation for a basement, footings, piers or foundations or the erection of temporary forms, nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For an alteration, the actual start of construction means the first alteration of any wall, ceiling, floor or other structural part of a building, whether or not that alteration affects the external dimensions of the building.
- uuu. Structure. Any man-made object with form, shape and utility, either permanently or temporarily attached to, placed upon or set into the ground, stream bed or lake bed, including, but not limited to, roofed and walled buildings, gas or liquid storage tanks, bridges, dams and culverts.
- vvv. Subdivision. Has the meaning given in § 236.02(12), Wis. Stats.

- www. Substantial Damage. Damage of any origin sustained by a structure, whereby the cost of restoring the structure to its pre-damaged condition would equal or exceed 50 percent of the equalized assessed value of the structure before the damage occurred.
- xxx. Substantial Improvement. Any repair, reconstruction, rehabilitation, addition or improvement of a building or structure, the cost of which equals or exceeds 50 percent of the equalized assessed value of the structure before the improvement or repair is started. If the structure has sustained substantial damage, any repairs are considered substantial improvement regardless of the work performed. The term does not, however, include either any project for the improvement of a building required to correct existing health, sanitary or safety code violations identified by the building official and that are the minimum necessary to assure safe living conditions; or any alteration of a historic structure provided that the alteration will not preclude the structure's continued designation as a historic structure.
- yyy. Unnecessary Hardship. Where special conditions affecting a particular property, which were not self-created, have made strict conformity with restrictions governing areas, setbacks, frontage, height or density unnecessarily burdensome or unreasonable in light of the purposes of the ordinance.
- zzz. Variance. An authorization by the Board of Appeals for the construction or maintenance of a building or structure in a manner which is inconsistent with dimensional standards (not uses) contained in the floodplain zoning ordinance.
- aaaa. Violation. The failure of a structure or other development to be fully compliant with the floodplain zoning ordinance. A structure or other development without required permits, lowest floor elevation documentation, floodproofing certificates or required floodway encroachment calculations is presumed to be in violation until such time as that documentation is provided.
- bbbb. Watershed. The entire region contributing runoff or surface water to a watercourse or body of water.
- cccc. Water Surface Profile. A graphical representation showing the elevation of the water surface of a watercourse for each position along a reach of river or stream at a certain flood flow. A water surface profile of the regional flood is used in regulating floodplain areas.
- dddd. Well. Means an excavation opening in the ground made by digging, boring, drilling, driving or other methods, to obtain groundwater regardless of its intended use."

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 the following penalty provision for floodplain violations:

Section	Offense	First Offense	Second Offense	Third and Subsequent Offense
19 5-400	Floodplain Regulations	\$50	\$50	\$50

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

Adopted this 8th day of September, 2015.

BELOIT CITY COUNCIL

By: _____
Charles M. Haynes, President

ATTEST:

By: _____
Lorena Rae Stottler, City Clerk

PUBLISHED: _____

EFFECTIVE DATE: _____

01-611100-5231- _____



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

August 5, 2015

To Whom It May Concern:

The Beloit City Council is considering an Ordinance to repeal and recreate Section 5-400 of the Zoning Ordinance. The proposed Ordinance will meet new FEMA floodplain management measure requirements. The proposed Ordinance is available on the City's website (www.ci.beloit.wi.us) under Document Center > Public Notices > 2015.

The following public hearings will be held regarding this proposed Zoning Text Amendment:

City Plan Commission: Wednesday, August 19, 2015, 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: Tuesday, September 8, 2015, at 7:00 PM, or as soon thereafter as the matter can be heard in The Forum, Beloit City Hall, 100 State Street.

THE PUBLIC IS INVITED TO ATTEND THESE HEARINGS.

We are interested in your opinion.

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

For additional information, please contact Drew Pennington in the Planning Division at (608) 364-6711 or penningtond@beloitwi.gov. Comments will be accepted via telephone, email, and U.S. Mail.



100 State Street Beloit, WI 53511
Main 608-364-6700 Fax 608-364-6609
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FOR IMMEDIATE RELEASE

Contact: Drew Pennington, AICP
Director of Planning & Building Services

REVISED FLOODPLAIN ZONING ORDINANCE PROPOSED *Homeowners to Remain Eligible for National Flood Insurance Program*

August 14, 2015—The City of Beloit Planning & Building Services Division has proposed a revised floodplain zoning ordinance as part Chapter 19 of the Code of General Ordinances of the City of Beloit. The technical basis for the proposed floodplain ordinance is maps and studies prepared by the U.S. Department of Homeland Security's Federal Emergency Management Agency (FEMA) in cooperation with the Wisconsin Department of Natural Resources (WDNR). FEMA and WDNR recently updated the Flood Insurance Study (FIS) and Flood Insurance Rate Maps (FIRMs) for Rock County. The revised FIS and FIRMs must be adopted into the City's Zoning Ordinance by September 16, 2015 in order for property owners to remain eligible for participation in the National Flood Insurance Program (NFIP). The proposed floodplain ordinance includes updated references to the FIS and FIRMs, and will repeal the existing floodplain ordinance and replace it with WDNR's current model floodplain ordinance.

The Plan Commission will review the proposed floodplain ordinance at a public hearing **Wednesday, August 19, 2015 at 7 p.m.** in the City Hall Forum. The Beloit City Council will review the proposed floodplain ordinance at a public hearing **Tuesday, September 8, 2015 at 7 p.m.** in the City Hall Forum. Copies of the proposed floodplain ordinance and floodplain maps are available on the City's website at www.beloitwi.gov in the Document Center under Planning & Building Services. Hard copies are also available upon request in the Planning Office on the 3rd floor of City Hall.

###



PROCEEDINGS OF THE BELOIT CITY COUNCIL
100 State Street, Beloit WI 53511
City Hall Forum – 7:00 p.m.
Monday, August 17, 2015

Presiding: Charles M. 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 7:02 p.m. in the Forum at Beloit City Hall.
2. PLEDGE OF ALLEGIANCE
3. SPECIAL ORDERS OF THE DAY/ANNOUNCEMENTS – none
4. PUBLIC HEARINGS
 - a. Community Development Director, Julie Christensen, presented a resolution approving a **Conditional Use Permit** to allow outdoor seating area and outdoor sales, possession, & consumption of alcohol in a PUD, Planned Unit Development District for property located at 2900 Milwaukee Road (Noodles & Company). The key issues are:
 - Noodles and Company will be opening soon in a building on the subject property previously occupied by Arby's. The applicant has proposed the construction of a 16 by 24 feet concrete patio on the northwest side of the building facing Milwaukee Road. According to the applicant, the furniture in the outdoor seating area will include 4 to 5 tables with umbrellas and chairs, with seating for 16 customers.
 - The patio area was approved by Planning staff in a site plan review in June of 2015 with the expectation that McBain Properties would eventually lease the building to a restaurant tenant.
 - Condition #5 of the Resolution, authorizing a PUD for 2850 and 2900 Milwaukee Road states that the regulations for allowable use and dimensional standards of the C-3 District shall apply to the parcels within the PUD.
 - Section 4-902 of the Zoning Ordinance states that outdoor seating areas for restaurants in a C-3 Commercial District are only allowed if reviewed and approved in accordance with the Conditional Use Permit review procedures.
 - Section 125.68(3) of the Wisconsin Statutes regulates liquor sales within 300 feet of the main entrance of any school, hospital, or church. This statute does not apply to restaurants, and therefore does not apply to this request. The applicant has not applied for a license to sell alcoholic beverages both indoors and outdoors on the proposed patio.
 - The Plan Commission reviewed this item on August 5, 2015, and voted unanimously (5-0) to recommend approval of the Conditional Use Permit, subject to the four conditions recommended by Planning staff.

President Haynes opened and closed the public hearing. Councilors Kincaid and Luebke made a motion to adopt the resolution. Motion carried. File 8616
 - b. Ms. Christensen presented a resolution approving the **Vacation** of Tuck-A-Way Lane in the City of Beloit Rock County, Wisconsin. The key issues are:
 - As originally planned, this U-shaped street was intended to connect Claremont Drive to W. Hart Road, with 4-unit residential buildings on both sides of the street. The Parkmeadow North Phase 3 subdivision plat was approved & recorded, which dedicated Tuck-A-Way Lane as it current exists. Phase 4 of this subdivision was not recorded before the recession stalled this project, so Tuck-A-Way Lane has remained a dead-end for the past decade.
 - The applicant has received preliminary approval to construct a 100-unit assisted living facility on the northern portion of the Phase 4 land and has proposed private driveways connecting their development to both Claremont Drive and W. Hart Road in lieu of the public street known as Tuck-A-Way Lane. The applicant wishes to control access to Claremont Drive,

which requires vacating the right-of-way known as Tuck-A-Way Lane as shown on the attached Plat of Vacation, thereby returning the land to the applicant. A utility easement will be retained over the land due to the presence of public utilities.

- All required Public Notices have been distributed and published and the Notice of Pendency was recorded with the Rock County Register of Deeds on July 1, 2015. As required by Wisconsin Statutes, the City Council has already adopted a Resolution setting a date for a public hearing for this vacation request of August 17, 2015.
- Aside from requesting a utility easement, the City's Review Agents did not submit any comments or concerns.
- The Plan Commission reviewed this item on August 5, 2015 and voted unanimously (5-0) to recommend approval of this vacation.

President Haynes opened and closed the public hearing. Councilors De Forest and Sloniker made a motion to approve the resolution. Motion carried 7-0. File 6249

- c. Ms. Christensen presented the first reading of an ordinance amending the City of Beloit **Zoning District Map** to change the zoning district classification of the property located at 2460 Milwaukee Road from C-1, Office District and M-2, General Manufacturing District to PLI, Public Lands and Institutions District. The key issues are:

- This request includes the main church campus parcel located at 2460 Milwaukee Road, as well as a vacant church-owned parcel that includes a stormwater retention pond to the south of the church campus, which is addressed as 1420 Office Park Lane.
- Planning staff supports this proposed Zoning Map Amendment, as both properties are planned for Institutional & Community Service uses. If approved, the requested rezoning will bring the subject properties into compliance with the City's Future Land Use Map, which is part of the City's Comprehensive Plan and serves to guide land use decisions in the City.
- The PLI district is a special purpose district that is intended to accommodate major public and quasipublic uses such as parks, schools, cemeteries, municipal buildings, religious institutions, etc.
- Councilman Kincaid requested "residential" be added to the land uses listed as compatible with the proposed rezoning found in sub-section (a) of the Findings of Fact section of the Plan Commission Report.
- The applicant is not proposing any land use changes at this time, although the requested rezoning to PLI will formally legalize the church's accessory uses, as day care centers & community service uses are expressly permitted in the PLI district.
- Central Christian Church has requested that City Council suspend the rules and hold both 1st and 2nd readings at the August 17, 2015 meeting.
- The Plan Commission reviewed this item on August 5, 2015 and voted (4-1) to recommend approval of this Zoning Map Amendment.

President Haynes opened the public hearing.

- Craig Zastrow, 1631 E. Ridge Road, Executive Pastor, Central Christian Church, spoke in support of the Ordinance.

President Haynes closed the public hearing. Councilors Sloniker and Luebke moved to lay over the ordinance to the September 8, 2015 Council meeting, motion carried 7-0. File 8107

5. CITIZEN PARTICIPATION – none

6. CONSENT AGENDA

Councilors Luebke and Kincaid made a motion to adopt the consent Agenda, which consist of items 6.a through 6.g. Motion carried 7-0.

- a. The **Minutes** of the regular meeting of August 3, 2015 were approved.
- b. Resolution approving a **Class "A" Beer License** for Dave's Bait & Tackle, 901 Bayliss Avenue, David C. Huyck, Owner was approved. File 8688
- c. Resolution approving **Change of Agent** for Speedway LLC, d/b/a Speedway #4087, located at 148 Liberty Avenue from Susan Keough to Jennifer Hill was approved. File 8688
- d. Resolution approving an amendment to the **Class "B" Beer and Reserve "Class B" Liquor License** for Kyotai, Corp., d/b/a Zen Sushi & Grill, 430 East Grand Avenue, Suite 101, Tai K. Park, Agent was approved. File 8688

- e. Application for a **Class “A” Beer License** for Mexico Dominicana Inc., d/b/a Mexico Dominicana, located at 854 Henry Avenue, Angel Rodriguez, Agent was referred to ABLCC. File 8688
- f. Resolution authorizing **Final Payment** of Public Works Contract C14-04, Gateway Sewer and Water Extension was adopted. File 8656
- g. Proposed Ordinance to repeal and recreate Section 5-400 of the Zoning Ordinance, Chapter 19 of the Code of General Ordinances for the City of Beloit relating to **Floodplain Zoning Districts** was referred to Plan Commission. File 3477

7. ORDINANCES –none

8. APPOINTMENTS –none

9. COUNCILOR ACTIVITIES AND UPCOMING EVENTS

- Councilor Hendrix said she visited the National Night Out parties, and that she had just got back from Florida with the cheerleaders who represented the City and State well.
- Councilor Sloniker said that she also attended a few National Night Out parties and said it was a nice event.
- Councilor Kelly said she had hosted a National Night Out party and had a great turn out.
- Councilor Luebke attended the Street Dance and said it brings the City together and was well attended. He said that he was invited to speak for the Merrill Community Center golf outing at the Club.
- Councilor De Forest welcomed the Beloit College Students back, and highlighted the EOC Committee and the upcoming listening tour sessions of the City Council.
- Councilor Kincaid said he was on vacation and missed two farmer’s markets and said that Michigan farmer’s markets did not compare.

10. CITY MANAGER’S PRESENTATION – none

11. REPORTS FROM BOARDS AND CITY OFFICERS

- a. Eric R. Miller, Finance and Administrative Services Director presented a resolution authorizing the City of Beloit to withdraw from the **Local Government Property Insurance Fund**. The key issues are:
 - The Local Government Property Insurance Fund (LGPIF) is planning on increasing property insurance premiums charged to its participants by an estimated 100% for 2016. Ultimately the fund will be phased out and eliminated entirely.
 - The League of Wisconsin Municipalities Mutual Insurance Company (LWMMI), Wisconsin Municipal Mutual Insurance Company (WMMIC), and Cities and Villages Mutual Insurance (CVMIC) have partnered to create a new insurance company, Municipal Property Insurance Company (MPIC), which provides a cheaper alternative to the LGPIF.
 - According to State Statutes, in order to no longer participate in the LGPIF the City Council must approve the withdrawal.Councilors Luebke and Sloniker made a motion to adopt the resolution. Motion carried.
File 6683

12. Councilors Sloniker and De Forest made a motion to adjourn the meeting at 7:20 p.m. Motion carried.

Lorena Rae Stottler, City Clerk

www.beloitwi.gov

Date approved by City Council

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Application for issuance of Class "A" Beer License for Park Avenue Mart, Inc., Harjinder Samra, Agent
Refer to ABLCC

Date: September 21, 2015

Presenter(s): Lorena Rae Stottler

Department(s): City Clerk

Overview/Background Information: HISTORY:

Park Avenue Mart Inc., has submitted an application for a Class "A" Beer License for the property located at 1771 Park Avenue in the City of Beloit. There has not been an alcohol license at this location since 2004.

Key Issues (maximum of 5):

1. On August 25, 2015, Park Avenue Mart, Inc., Harjinder Samra, Agent, applied for a Class "A" Beer License for 1771 Park Avenue. Mr. Harjinder states in his Agent Questionnaire that he is also an Agent/Owner of Class "A" Beer licenses at Beloit Mobil at 1902 Shopiere Rd., and Liberty Mobil at 1407 Liberty Ave.
2. Mr. Samra provided proof of a WI Sellers Permit and the corporation is filed with the WI Dept. of Financial Institutions on 7/7/15. Mr. Samra is a resident of Wisconsin, as required by state law.
3. The Impact Statements for the new application have been sent to Plan Department, Fire Department, Health Department and the Wastewater/Environmental Department, Code Enforcement and Police Department.

Conformance to Strategic Plan: N/A

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

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:

Staff recommends that this matter be referred to the Alcohol Beverage License Control Committee (ABLCC) for review at the October 13, 2015 meeting. This matter will likely return to the City Council for action at the regular meeting on October 19, 2015.

Fiscal Note/Budget Impact:

The \$50 Publication Fee has been paid. The \$500 license fee will be pro-rated for remaining months in licensing period and is due before issuance of license.

Attachments:

Resolution, Application, Schedule for Appointment of Agent, Auxiliary Questionnaire, Map

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

For the license period beginning _____ 20 _____ ;
ending 6-30 20 16

TO THE GOVERNING BODY of the: Town of } Beloit
 Village of }
 City of }

County of Folk Aldermanic Dist. No. _____ (if required by ordinance)

1. The named INDIVIDUAL PARTNERSHIP LIMITED LIABILITY COMPANY
 CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): Park Avenue mart inc

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the name, title, and place of residence of each person.

Title	Name	Home Address	Post Office & Zip Code
President/Member	<u>Gurdip S. Samra</u>	<u>1985 Pebble Dr</u>	<u>Beloit WI 53511</u>
Vice President/Member			
Secretary/Member			
Treasurer/Member			
Agent	<u>Harjinder Samra</u>	<u>1985 Pebble Dr</u>	<u>Beloit WI 53511</u>
Directors/Managers			

3. Trade Name Park Avenue mart Business Phone Number 608 302-1730

4. Address of Premises 1771 Park Ave Beloit WI Post Office & Zip Code 53511

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? Yes No
6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? Yes No
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? Yes No
8. (a) Corporate/limited liability company applicants only: Insert state WI and date 7/7/15 of registration.
(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? Yes No
(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? Yes No

(NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) Baric Room, Cooler, Main Floor

10. Legal description (omit if street address is given above): _____

11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? Yes No
(b) If yes, under what name was license issued? _____

12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5) before beginning business? [phone 1-800-937-8864] Yes No

13. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776]. Yes No

14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

SUBSCRIBED AND SWORN TO BEFORE ME

this 25 day of August, 20 15

Terry Seitz
(Clerk/Notary Public)

My commission expires Sept. 10, 2016

GURDIP S SAMRA
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

(Officer of Corporation/Member/Manager of Limited Liability Company/Partner)

(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>8-25-15</u>	Date reported to council/board <u>9-8-15</u>	Date provisional license issued _____	Signature of Clerk / Deputy Clerk
Date license granted _____	Date license issued _____	License number issued _____	

Applicant's WI Seller's Permit No. <u>456-1029025238-02</u>	FEIN Number <u>47-446202</u>
LICENSE REQUESTED	
TYPE	FEE
<input checked="" type="checkbox"/> Class A beer	\$
<input type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	<u>\$50 PR 8-25-15</u>
TOTAL FEE	\$

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 Park Avenue mart inc
(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 Park Avenue mart
(trade name)

located at 1771 Park Ave Beloit WI 53511

appoints Harjinder Samra
(name of appointed agent)
1985 Pebble Dr Beloit WI 53511
(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).
agent for Samra's Sngl inc, S & S Oil inc, Lake Mills Motel inc, S & S Express mart inc, Whitewater gas bar

Is applicant agent subject to completion of the responsible beverage server training course? Yes No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 9 years

Place of residence last year 1985 Pebble Dr Beloit WI 53511

For: Park Avenue mart inc
(name of corporation/organization/limited liability company)

By: X GURDIP SAMRA
(signature of Officer/Member/Manager)

And: _____
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, Harjinder Samra
(printtype 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] (signature of agent) 8/25/15 (date) Agent's age _____
1985 Pebble Dr Beloit WI 53511 (home address of agent) Date of birth _____

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 _____ by _____ Title _____
(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) <u>Samra</u> (first name) <u>Gurdip</u> (middle name) <u>Singh</u>	
Home Address (street/route) <u>1985 Pebble Dr</u>	Post Office _____ City <u>Beloit</u> State <u>WI</u> Zip Code <u>53511</u>
Home Phone Number <u>608 299-3661</u>	Age _____ Date of Birth <u>1</u> Place of Birth _____

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.
- President of Park Avenue Mart Inc
(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? 9 yrs
- 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. _____
(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 <u>None</u>	Employer's Address _____	Employed From _____	To _____
Employer's Name _____	Employer's Address _____	Employed From _____	To _____

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 25 day of August, 2015
Terry Seitz
(Clerk/Notary Public)

GURDIP SAMRA
(Signature of Named Individual)

My commission expires Sept. 10, 2016



Printed on
Recycled Paper

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name) <u>Samra</u>		(first name) <u>Harjinder</u>		(middle name) <u>S</u>	
Home Address (street/route) <u>1985 Pebble Dr</u>		Post Office	City <u>Beloit</u>	State <u>WI</u>	Zip Code <u>53511</u>
Home Phone Number <u>608 302-1730</u>		Age	Date of Birth	Place of Birth	

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.
- Agent of Park Avenue Mat inc
(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? 9 year
- 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. (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. Self Employed

Employer's Name <u>Samra & Singh inc</u>	Employer's Address <u>1902 Shoreline Rd.</u>	Employed From <u>2004</u>	To <u>Still working</u>
Employer's Name	Employer's Address	Employed From	To

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 25 day of August, 2015

[Signature]
(Clerk/Notary Public)

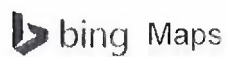
[Signature]
(Signature of Named Individual)

My commission expires 8-21-17



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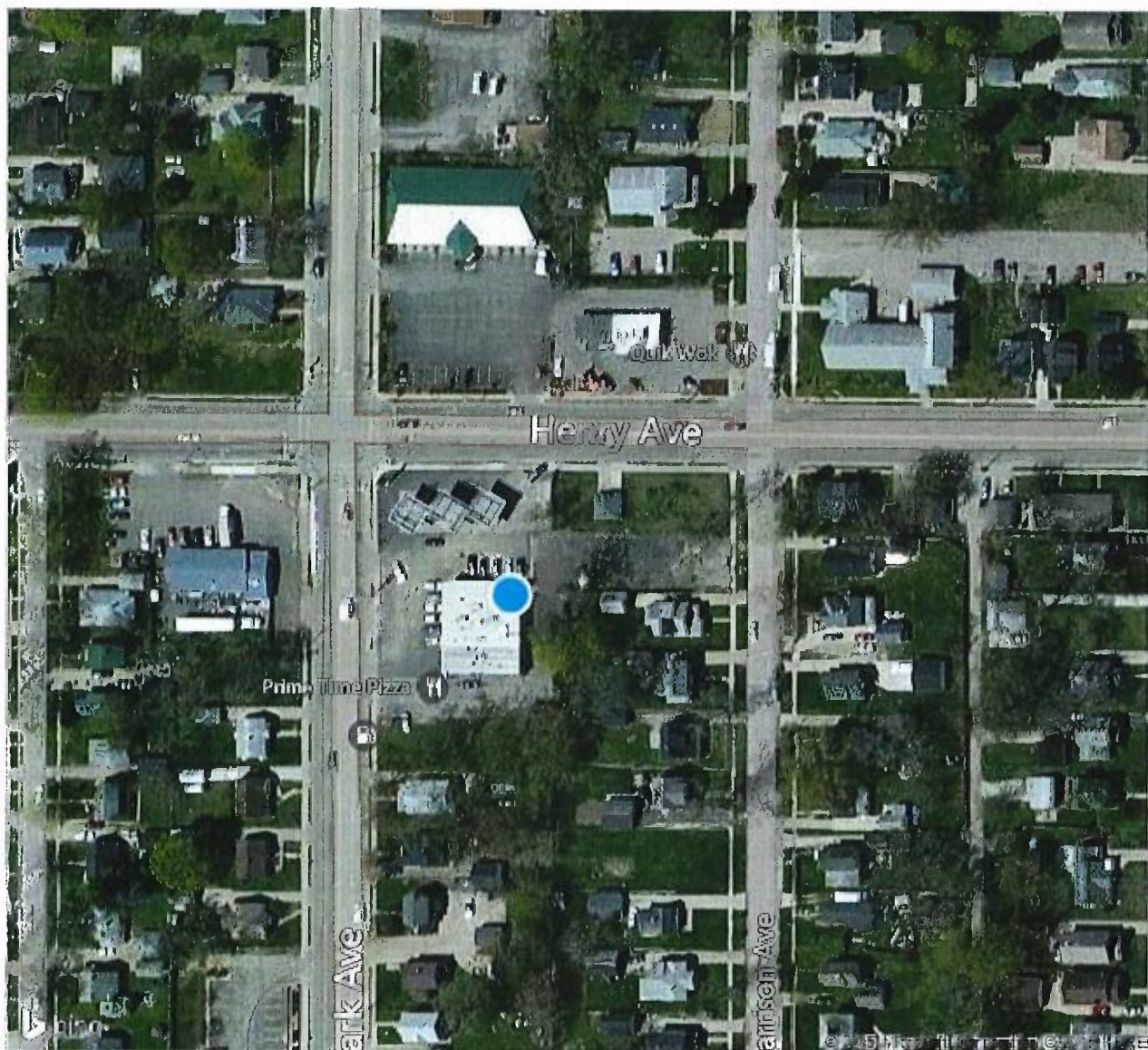
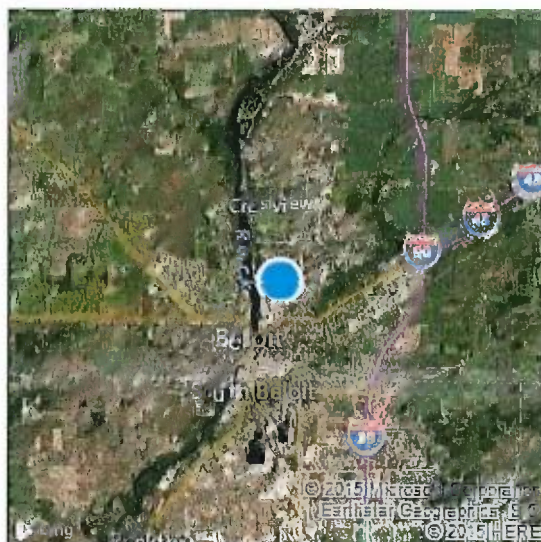
Wisconsin Department of Revenue




1771 Park Ave, Beloit, WI 53511

Park Avenue Mart is applying for a Class A beer license located at 1771 Park Avenue.

On the go? Use m.bing.com to find maps, directions, businesses, and more



 Bird's eye view maps can't be printed, so another map view has been substituted.

**RESOLUTION
REJECTING ALL BIDS FOR PROJECT C15-20
CRANSTON AT GATEWAY INTERSECTION MODIFICATION**

WHEREAS, the adopted capital improvements budget for 2015 provided funding and an appropriation for the modification of the Cranston and Gateway intersection, and;

WHEREAS, project design and construction bid specifications were developed by a City of Beloit approved engineering consultant and distributed to qualified contractors, and;

WHEREAS, the project would modify the intersection at Cranston Road and Gateway Boulevard to accommodate access to the Pratt Industries site and include new turn lanes, curb & gutter, pavement markings and traffic signals, and;

WHEREAS, on August 27, 2015, one (1) competitive bid was received, and;

WHEREAS, the bid received was significantly above available funding for the project, and;

WHEREAS, the City of Beloit has determined that it is in the best interest of the City to reject any and all bids submitted and received;

NOW, THEREFORE BE IT RESOLVED, that any and all bids for Contract C15-20, Cranston and Gateway Intersection Modification, be, and hereby are, rejected.

Dated at Beloit, Wisconsin this 8th day of September, 2015.

City Council of the City of Beloit

Charles M. Haynes, President

ATTEST:

Lorena Rae Stottler, City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Rejection of Bids for Contract C15-20, Cranston at Gateway Intersection Modification

Date: September 8, 2015

Presenter(s): Greg Boysen, Public Works Director **Department(s):** Public Works/ Engineering

Overview/Background Information:

This project will modify the intersection at Cranston Road and Gateway Boulevard to accommodate access to the Pratt Industries site. New turn lanes, curb & gutter, pavement markings and traffic signals will be constructed. Temporary traffic signals will be required due to the advanced timeline of the project.

Key Issues (maximum of 5):

1. One bid was received for this project. The low bid of \$377,250.71 was from Corporate Contractors, Inc. (CCI) and is 47.8% more than the engineer's estimate of \$255,260.90.
 2. CCI is considered a responsible bidder for this project.
 3. The costs for this project are as follows: \$377,250.71 for construction, \$56,549.29 for Change Orders or extra work, for a total of \$433,800.00.
 4. The need and design for this project will be re-evaluated. It may be re-bid at a later date.
-

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 will enhance the quality of life in Beloit by supporting the transportation needs of a new business in the Gateway Business Park.

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 improvements to the intersection will meet the transportation needs of the businesses as well as the motoring public.
-

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:

The Engineering Division recommends rejecting all bids for this Public Works Contract due to the lack of funding.

Fiscal Note/Budget Impact:

TID #10 has only budgeted approximately \$267,000.00 for this project's construction cost.



CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: Sale of Right-of-Way to the State of Wisconsin related to the Interstate Expansion Project – Council Referral to Plan Commission

Date: September 8, 2015

Presenter: Elizabeth A. Krueger

Department:

Attorney

Overview/Background Information:

As part of the Interstate expansion project, the Department of Transportation (DOT) of the State of Wisconsin is seeking to acquire 0.2 acres of land from the City of Beloit as shown on the attached plat.

Key Issues:

1. The sale of land for roadway purposes is required to be referred to and reviewed by the Plan Commission pursuant to section 62.23(5), Wis. Stats.
 2. The DOT is currently undergoing negotiations with property owners for the acquisition of real estate along the interstate corridor.
 3. This land is currently the subject of the land contract purchase agreement with the Ho-Chunk Nation.
 4. City Staff has been in discussions with the attorneys for the Ho-Chunk Nation and will modify the purchase price of the land contract purchase agreement to reflect the loss of the 0.2 acres that is the subject of this sale.
 5. The City Engineer indicated there are no concerns with the sale of this right-of-way.
-

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

Approval of this Agreement would conform with Goal #1's stated purpose of developing a high quality community through the responsible stewardship and enhancement of City 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** 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

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:

Refer the proposed agreement to Plan Commission for consideration.

Fiscal Note/Budget Impact:

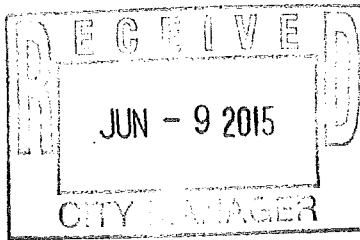
The purchase price of the right-of-way is \$32,000.

Attachments:

Agreement for Purchase and Sale of Real Estate
Plat depicting area of subject property



Division of Transportation
 System Development
 Southwest Region
 2101 Wright Street
 Madison WI 53704



Scott Walker, Governor
 Mark Gottlieb, P.E., Secretary
 Internet: www.dot.wisconsin.gov

Telephone: 608-246-3800
 Facsimile (FAX): 608-246-7996
 E-mail: swr.dtsd@dot.wi.gov

June 04, 2015

CERTIFIED MAIL
 7014-1820-0000-4384-2037

Larry N. Arft
 City Manager
 CITY OF БЕЛОIT, A WISCONSIN MUNICIPAL CORPORATION
 100 STATE STREET
 БЕЛОIT, WI 53511

Reference: Project ID: 1003-10-22, Parcel No. 2
 Illinois State Line - Madison
 IH 039, Rock County

In compliance with Wisconsin statutes and federal regulations, you are receiving this letter, along with the enclosed appraisal report, to initiate negotiations for the acquisition of your property and/or property interests needed for the above referenced highway project. In addition, I have enclosed the following documents:

- Agreement for Purchase and Sale of Real Estate
- Appraisal Guidelines and Agreement
- Internal Revenue Service Form W-9
- Legal description of the land and/or interest(s) needed for the project
- Names of neighboring landowners affected by the project
- "The Rights of Landowners Under Wisconsin Eminent Domain Law"
- Transportation Project Plat

The Wisconsin Department of Transportation's (WisDOT) determination of compensation, based on the fair market value of the property, is as follows:

Allocation	Description	Size	Unit	Per Unit	Value (\$)
Land		0.200	Acres	\$160,000.00	\$32,000.00

Total Allocation \$32,000.00

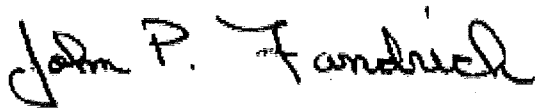
If you agree with the values determined in the appraisal report and wish to enter into an agreement with WisDOT, sign the enclosed Agreement for Purchase and Sale of Real Estate and return it in a timely manner in the enclosed self-addressed, postage-paid envelope to WisDOT for final review and approval.

Once WisDOT is satisfied that the negotiations are complete, a fully executed (signed) copy of the agreement will be sent to you, and I will contact you to arrange for payment and closing. Please note that your execution of the Agreement for Purchase and Sale of Real Estate alone is not sufficient to result in an enforceable contract for the purchase of the needed property.

If you are not satisfied with the above-stated conclusions of value for your property, you are eligible to obtain an additional appraisal from a qualified appraiser of your choice. If you elect to have an appraisal report prepared, you must take certain steps to qualify for reimbursement. Your eligibility for appraisal cost reimbursement will expire 60 days from your receipt of WisDOT's appraisal, which is estimated to be on . See the enclosed Appraisal Guidelines and Agreement document for further explanation. If your appraisal report is submitted after the 60-day statutory date, the department will consider it for negotiation purposes; however, it will not be eligible for reimbursement.

WisDOT wants you to be satisfied that your property and your rights have been fully considered. We will provide any additional information you request, if available, or further discuss any concerns you may have. If you have any questions, you may contact me at 608-245-2676.

Sincerely,

A handwritten signature in black ink that reads "John P. Fandrich". The signature is written in a cursive style with a large, stylized initial "J".

John Fandrich
Real Estate Specialist

Enclosures

AGREEMENT FOR PURCHASE AND SALE OF REAL ESTATE - SHORT FORM

Wisconsin Department of Transportation
RE1895 04/2015

THIS AGREEMENT, made and entered into by and between City of Beloit, a Wisconsin municipal corporation, hereinafter called Seller, and the State of Wisconsin, Department of Transportation, hereinafter called WisDOT. If accepted, this offer can create a legally enforceable contract. Both parties should read this document carefully and understand it before signing.

Seller and WisDOT agree that WisDOT is purchasing this property for highway or other transportation related purposes, within the meaning of Chapter 84 of the Wisconsin Statutes.

Seller warrants and represents to WisDOT that Seller has no notice or knowledge of any of the following:

- 1) Planned or commenced public improvements which may result in special assessments which would otherwise materially affect the property, other than the planned transportation facility for which WisDOT is purchasing this property;
- 2) Government agency or court order requiring repair, alteration, or correction of any existing condition;
- 3) Shoreland or special land use regulations affecting the property; and,
- 4) Underground storage tanks and the presence of any dangerous or toxic materials or conditions affecting the property.

DESCRIPTION: The Seller agrees to sell and WisDOT agrees to buy, upon the terms and conditions hereinafter named, the following described real estate situated in Rock County, Wisconsin:

Legal description is made a part hereof by reference: Parcel 2 of Transportation Project Plat 1003-10-22 - 4.01, recorded in TPP - 128 of Transportation project Plats, as Document 2009518, recorded in Rock County Wisconsin. Property interests and rights of said Parcel 2 consist of: Fee simple.

Any interests or rights not listed above for said parcel but shown as required on said Transportation Project Plat are hereby incorporated herein by reference.

The purchase price of said real estate shall be the sum of Thirty-Two Thousand and 0/100 Dollars, (\$32,000.00) payable in full by check at closing.

General taxes shall be prorated at the time of closing based on the net general taxes for the current year, if known, otherwise on the net general taxes for the preceding year.

Seller shall, upon payment of purchase price, convey the property by warranty deed or other conveyance provided herein, free and clear of all liens and encumbrances, including special assessments, except recorded public utility easements and recorded restrictions on use running with the land or created by lawfully enacted zoning ordinances and , provided none of the foregoing prohibit present use.

Legal possession of premises shall be delivered to WisDOT on the date of closing.

Physical occupancy of property shall be given to WisDOT on the date of closing. Seller may not occupy property after closing unless a separate lease agreement is entered into between WisDOT and Seller.

SPECIAL CONDITIONS:

This agreement is binding upon acceptance by WisDOT as evidenced by the signature of an authorized representative of WisDOT. If this agreement is not accepted by WisDOT within 45 days after Seller's signature, this agreement shall be null and void.



Q J 3 7 1 3 2 7

Project ID
1003-10-22

Parcel No.
2

This transaction is to be closed at the office of Southwest Regional Office on or before July 31st, 2015 or at such other time and place as may be agreed to in writing by the Seller and WisDOT.

No representations other than those expressed here, either oral or written, are part of this sale.

Seller and WisDOT agree to act in good faith and use diligence in completing the terms of this agreement. This agreement binds and inures to the benefit of the parties to this agreement and their successors in interest, assigns, personal representatives, heirs, executors, trustees, and administrators.

The warranties, covenants and representations made herein survive the closing and the conveyance of this property. Seller agrees to sell and convey the above-mentioned property on the terms and conditions as set forth and acknowledges receipt of a copy of this agreement.

_____	_____	_____	_____
Witness Signature	Date	Seller Signature	Date
_____		City of Beloit, a Wisconsin municipal corporation	
Print Name		Print Name	

_____	_____
Seller Signature	Date

Print Name	

_____	_____
Seller Signature	Date

Print Name	

_____	_____
Seller Signature	Date

Print Name	

The above agreement is accepted.

_____	_____
Signature	Date

Print Name	

Title	

Must be signed by administrator or an authorized representative of WisDOT.

Project ID
1003-10-22

Parcel No.
2

LEGAL DESCRIPTION

Parcel 2 of Transportation Project Plat 1003-10-22 - 4.01, recorded in TPP - 128 of Transportation project Plats, as Document 2009518, recorded in Rock County Wisconsin.

Property interests and rights of said Parcel 2 consist of:

Fee simple.

Any interests or rights not listed above for said parcel but shown as required on said Transportation Project Plat are hereby incorporated herein by reference.

TRANSPORTATION PROJECT PLAT NO: 1003-10-22 - 4.01

THAT PART OF THE SW 1/4 OF THE NW 1/4 AND THAT PART OF THE SE 1/4 OF THE NW 1/4 AND THAT PART OF THE NE 1/4 OF THE NW 1/4, ALL IN SECTION 32, T 1 N, R 13 E, CITY OF BELOIT, ROCK COUNTY, WISCONSIN.

RELOCATION ORDER I-39/90, ILLINOIS STATE LINE - MADISON (STATELINE ROAD TO CREEK ROAD).

TO PROPERLY ESTABLISH, LAY OUT, WIDEN, ENLARGE, EXTEND, CONSTRUCT, RECONSTRUCT, IMPROVE, OR MAINTAIN A PORTION OF THE HIGHWAY DESIGNATED ABOVE, THE STATE OF WISCONSIN DEPARTMENT OF TRANSPORTATION DEEMS IT NECESSARY TO RELOCATE OR CHANGE SAID HIGHWAY AND ACQUIRE CERTAIN LANDS AND INTERESTS OR RIGHTS IN LANDS FOR THE ABOVE PROJECT.

TO EFFECT THIS CHANGE, PURSUANT TO AUTHORITY GRANTED UNDER SUBSECTIONS 84.02 (3), 84.09 AND 84.30, WISCONSIN STATUTES, THE DEPARTMENT OF TRANSPORTATION HEREBY ORDERS THAT:

1. THAT PORTION OF SAID HIGHWAY AS SHOWN ON THIS PLAT IS LAY OUT AND ESTABLISHED TO THE LINES AND WIDTHS AS SO SHOWN FOR THE ABOVE PROJECT.
2. THE LANDS OR INTERESTS OR RIGHTS IN LANDS AS SHOWN ON THIS PLAT ARE REQUIRED BY THE DEPARTMENT FOR THE ABOVE PROJECT AND SHALL BE ACQUIRED IN THE NAME OF THE STATE OF WISCONSIN, PURSUANT TO THE PROVISIONS OF SECTION 84.09 (1) OR (2), WISCONSIN STATUTES.

UTILITY NUMBER	OWNER (S)	INTEREST REQUIRED
208	CITY OF BELOIT (SANITARY SEWER)	RELEASE OF RIGHTS

SCHEDULE OF LANDS & INTERESTS REQUIRED

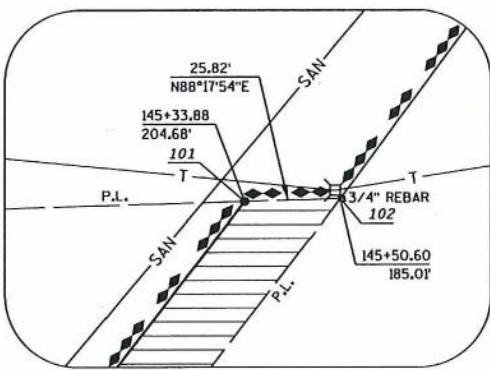
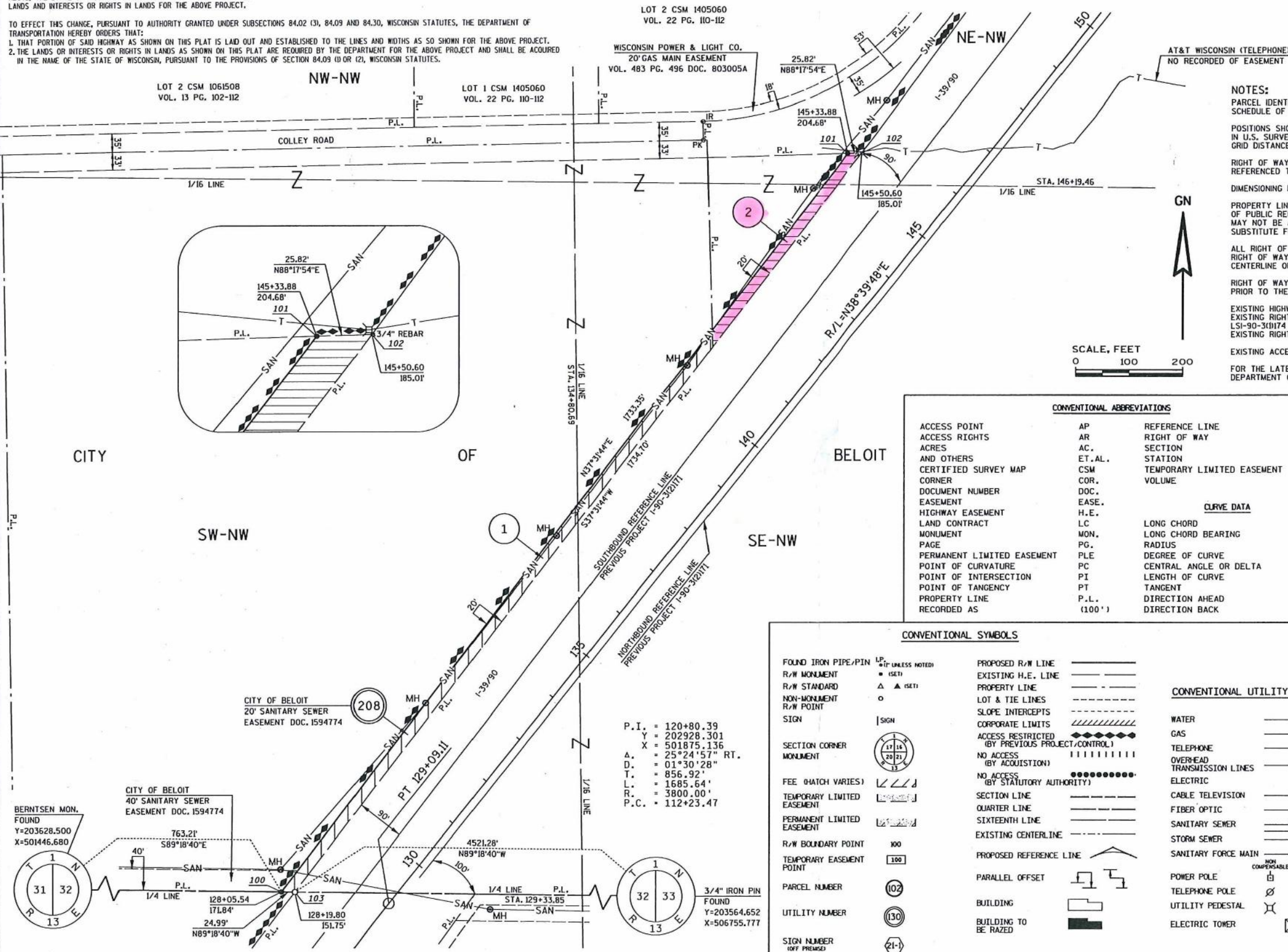
PARCEL NUMBER	OWNER (S)	INTEREST REQUIRED	R/W ACRES REQUIRED			TLE ACRES
			NEW	EXISTING	TOTAL	
1	HO-CHUNK NATION	FEE	0.596	-----	0.596	-----
2	CITY OF BELOIT	FEE	0.200	-----	0.200	-----

OWNER'S NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO TRANSFER OF LAND AND INTERESTS TO THE WISCONSIN DEPARTMENT OF TRANSPORTATION.

Accepted for Recording and Filing in the Office of the Register of Deeds in Rock County, Wisconsin at 8:12 AM on the 18th of August, 2014 AS Document 2009518 And Filed in TPP-128 \$25.00

Randal Lyles
Signature Of Register of Deeds

RESERVED FOR REGISTER OF DEEDS
PROJECT NUMBER 1003-10-22-4.01
AMENDMENT NO:



NOTES:

PARCEL IDENTIFICATION NUMBERS MAY NOT POINT TO ALL AREAS OF ACQUISITION AS NOTED ON THE SCHEDULE OF LANDS & INTERESTS REQUIRED.

POSITIONS SHOWN ON THIS PLAT ARE WISCONSIN COUNTY COORDINATES, ROCK COUNTY, MAD 83 (2007) IN U.S. SURVEY FEET. VALUES SHOWN ARE GRID COORDINATES, GRID BEARINGS AND GRID DISTANCES. GRID DISTANCES MAY BE USED AS GROUND DISTANCES.

RIGHT OF WAY BOUNDARIES ARE DEFINED WITH COURSES OF THE PERIMETER OF THE HIGHWAY LANDS REFERENCED TO THE U.S. PUBLIC LAND SURVEY SYSTEM OR OTHER SURVEYS OF PUBLIC RECORD.

DIMENSIONING FOR THE NEW R/W IS MEASURED ALONG AND PERPENDICULAR TO NEW REFERENCE LINES.

PROPERTY LINES SHOWN ON THIS PLAT ARE DRAWN FROM DATA DERIVED FROM MAPS AND DOCUMENTS OF PUBLIC RECORD AND/OR EXISTING OCCUPATIONAL LINES, EXCLUDING RIGHT OF WAY LINES. THIS PLAT MAY NOT BE A TRUE REPRESENTATION OF EXISTING PROPERTY LINES AND SHOULD NOT BE USED AS A SUBSTITUTE FOR AN ACCURATE FIELD SURVEY.

ALL RIGHT OF WAY LINES DEPICTED IN NON-ACQUISITION AREAS ARE INTENDED TO RE-ESTABLISH EXISTING RIGHT OF WAY LINES AS DETERMINED FROM PREVIOUS PROJECTS, OTHER RECORDED DOCUMENTS OR FROM CENTERLINE OF EXISTING PAVEMENT.

RIGHT OF WAY MONUMENTS ARE TYPE 2 MONUMENTS (TYPICALLY 3/4" x 24" REBAR) AND WILL BE PLACED PRIOR TO THE COMPLETION OF THE PROJECT.

EXISTING HIGHWAY RIGHT OF WAY SHOWN HEREIN IS BASED ON THE FOLLOWING POINTS OF REFERENCE:
EXISTING RIGHT OF WAY FOR I-39/90 IS ESTABLISHED FROM PREVIOUS PROJECTS I-90-3(2)17L, LSI-90-3(1)174 AND 1003-00-2L
EXISTING RIGHT OF WAY FOR COLLEY ROAD IS ESTABLISHED BY CSM 1405060

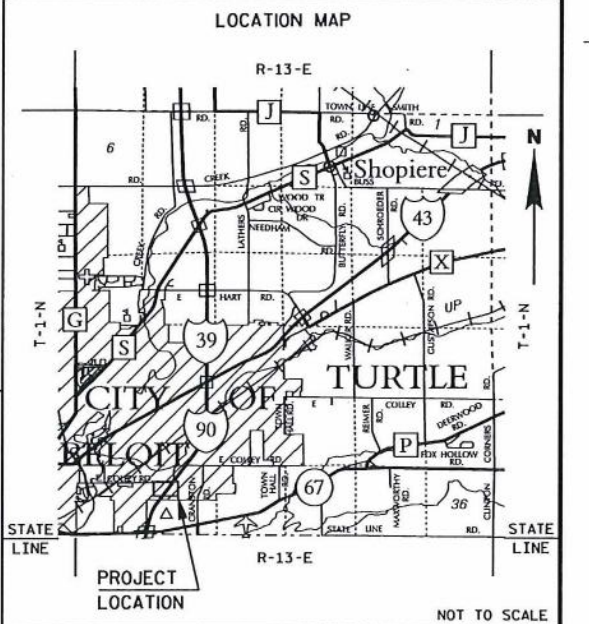
EXISTING ACCESS CONTROL ALONG I-39/90 ESTABLISHED FROM PREVIOUS PROJECT I-90-3(2)17L

FOR THE LATEST ACCESS/DRIVEWAY INFORMATION, CONTACT THE PLANNING UNIT OF THE WISCONSIN DEPARTMENT OF TRANSPORTATION SOUTHWEST REGION OFFICE.



CONVENTIONAL ABBREVIATIONS	
ACCESS POINT	AP
ACCESS RIGHTS	AR
ACRES	AC.
AND OTHERS	ET.AL.
CERTIFIED SURVEY MAP	CSM
CORNER	COR.
DOCUMENT NUMBER	DOC.
EASEMENT	EASE.
HIGHWAY EASEMENT	H.E.
LAND CONTRACT	LC
MONUMENT	MON.
PERMANENT LIMITED EASEMENT	PLE
POINT OF CURVATURE	PC
POINT OF INTERSECTION	PI
POINT OF TANGENCY	PT
PROPERTY LINE	P.L.
RECORDED AS	(100')
REFERENCE LINE	R/L
RIGHT OF WAY	R/W
SECTION	SEC.
STATION	STA.
TEMPORARY LIMITED EASEMENT	TLE
VOLUME	VOL.

CURVE DATA	
LONG CHORD	L.C.
LONG CHORD BEARING	L.C.B.
RADIUS	R.
DEGREE OF CURVE	D.
CENTRAL ANGLE OR DELTA	L.
LENGTH OF CURVE	T.
TANGENT	DA.
DIRECTION AHEAD	DB.
DIRECTION BACK	



CONVENTIONAL SYMBOLS	
FOUND IRON PIPE/PIN	IP, IF UNLESS NOTED
R/W MONUMENT	□ (SET)
R/W STANDARD	△ (SET)
NON-MONUMENT R/W POINT	○
SIGN	SIGN
SECTION CORNER MONUMENT	17 18 20 21
FEE (HATCH VARIES)	▨
TEMPORARY LIMITED EASEMENT	▨
PERMANENT LIMITED EASEMENT	▨
R/W BOUNDARY POINT	100
TEMPORARY EASEMENT POINT	100
PARCEL NUMBER	102
UTILITY NUMBER	130
SIGN NUMBER (OFF PREMISE)	21-1
PROPOSED R/W LINE	---
EXISTING H.E. LINE	---
PROPERTY LINE	---
LOT & TIE LINES	---
SLOPE INTERCEPTS	▨
CORPORATE LIMITS	▨
ACCESS RESTRICTED (BY PREVIOUS PROJECT/CONTROL)	▨
NO ACCESS (BY ACQUISITION)	▨
NO ACCESS (BY STATUTORY AUTHORITY)	▨
SECTION LINE	---
QUARTER LINE	---
SIXTEENTH LINE	---
EXISTING CENTERLINE	---
PROPOSED REFERENCE LINE	---
PARALLEL OFFSET	---
BUILDING	▭
BUILDING TO BE RAZED	▭
WATER	W
GAS	G
TELEPHONE	T
OVERHEAD TRANSMISSION LINES	OH
ELECTRIC	---
CABLE TELEVISION	TV
FIBER OPTIC	FO
SANITARY SEWER	SAN
STORM SEWER	SS
SANITARY FORCE MAIN	FM
POWER POLE	⊕
TELEPHONE POLE	⊕
UTILITY PEDESTAL	⊕
ELECTRIC TOWER	⊕

AECOM

I, LANCE J. HABECK, REGISTERED LAND SURVEYOR, HEREBY CERTIFY THAT IN FULL COMPLIANCE WITH THE PROVISIONS OF SECTION 84.095 OF THE WISCONSIN STATUTES AND UNDER THE DIRECTION OF THE DEPARTMENT, I HAVE SURVEYED AND MAPPED TRANSPORTATION PROJECT PLAT 1003-10-22 - 4.01 AND THAT SUCH PLAT CORRECTLY REPRESENTS ALL EXTERIOR BOUNDARIES OF THE SURVEYED LAND.

LANCE J. HABECK
REGISTRATION NUMBER: S-1444
DATE: 8/6/2014

THIS PLAT AND RELOCATION ORDER ARE APPROVED FOR THE WISCONSIN DEPARTMENT OF TRANSPORTATION, SOUTHWEST REGION.

DAVID R. MILLER
PRINTED NAME: David R. Miller
SIGNATURE: [Signature]
DATE: 8/7/2014

**RESOLUTION SETTING A RETURN DATE AND
AUTHORIZING THE ISSUANCE OF A SUMMONS FOR AN
ALCOHOL LICENSE SANCTION HEARING FOR
HRNS V ENTERTAINMENT, LLC, d/b/a ADIKTION,
EDGARDO GARRIDO, AGENT,
1310 CRANSTON ROAD, БЕLOIT, WI 53511**

WHEREAS, the City of Beloit Alcohol Beverage License Control and Advisory Committee at its meeting on August 11, 2015 recommended that the alcohol beverage license issued to HRNS V ENTERTAINMENT, LLC, d/b/a ADIKTION, Edgardo Garrido, Agent, be revoked; and

WHEREAS, City Ordinance 31.01 adopts Wisconsin State Statutes 125.12(1) -(3m) which, among other things, requires that the City Council shall issue a summons signed by the City Clerk upon the filing of a complaint seeking revocation or suspension of a license; and

WHEREAS, such a complaint has been duly presented to the City Council; and

WHEREAS, the City Council is desirous of setting a return date and a hearing date on said matter at 7:00 p.m., on the 15th day of September, 2015, at the Forum in City Hall.

BE IT RESOLVED, that the City Clerk is hereby directed to sign a summons, said summons being hereby issued by the City Council for a hearing date of 7:00 p.m., on the 15th day of September, 2015, at the Forum in City Hall.

Dated this 8th day of September, 2015.

BELOIT CITY COUNCIL:

By:

_____ **Charles M. Haynes, President**

ATTEST:

Lorena Rae Stottler
City Clerk
City of Beloit, Wisconsin

ORDINANCE NO. _____

**AN ORDINANCE AMENDING THE
ZONING DISTRICT MAP OF THE CITY OF БЕЛОIT**

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

Section 1. The Zoning District Map of the City of Beloit, mentioned in the Zoning Code, Chapter 19 of the Code of General Ordinances of the City of Beloit, is amended as follows:

The following described land, also known as 2460 Milwaukee Road, is hereby changed from C-1, Office District to PLI, Public Lands & Institutions District:

Lot 2 of a Certified Survey Map as recorded in Volume 21, Pages 335-338 in the Certified Survey Maps of Rock County, located in the City of Beloit, Rock County, Wisconsin. Said parcel contains 10.08 acres, more or less.

The following described land, also known as 1420 Office Park Lane, is hereby changed from M-2, General Manufacturing District to PLI, Public Lands & Institutions District:

Lot 2 of a Certified Survey Map as recorded in Volume 28, Pages 62-63 in the Certified Survey Maps of Rock County, located in the City of Beloit, Rock County, Wisconsin. Said parcel contains 4.06 acres, more or less.

Section 2. This Ordinance shall take effect and be in force upon its passage and publication.

Adopted this 8th day of September, 2015.

City Council of the City of Beloit

Charles M. Haynes, Council President

Attest:

Lorena Rae Stottler, City Clerk

Published this ____ day of _____, 2015

Effective this ____ day of _____, 2015

01-611100-5231-_____

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Zoning Map Amendment for the properties located at 2460 Milwaukee Road & 1420 Office Park Lane

Date: August 17, 2015

Presenter(s): Julie Christensen

Department: Community Development

Overview/Background Information:

Craig Zastrow, Executive Pastor of Central Christian Church, has submitted an application for a Zoning Map Amendment to change the zoning district classification from C-1, Office District & M-2, General Manufacturing District to PLI, Public Lands & Institutions District, for the properties located at 2460 Milwaukee Road & 1420 Office Park Lane.

Key Issues (maximum of 5):

- This request includes the main church campus parcel located at 2460 Milwaukee Road, as well as a vacant church-owned parcel that includes a stormwater retention pond to the south of the church campus, which is addressed as 1420 Office Park Lane.
- Planning staff supports this proposed Zoning Map Amendment, as both properties are planned for Institutional & Community Service uses. If approved, the requested rezoning will bring the subject properties into compliance with the City's Future Land Use Map, which is part of the City's Comprehensive Plan and serves to guide land use decisions in the City.
 - Section 66.1001(3) of Wisconsin Statutes requires that if a local government establishes or amends an official zoning map, such as the actions proposed in this request, the actions must be consistent with the local government's comprehensive plan. This "consistency requirement" serves two purposes: to encourage local governments to follow their long term plans illustrated in the Comprehensive Plan and to establish the Comprehensive Plan as a guiding document for land use actions.
 - Rezoning the subject properties to PLI is consistent with the land use recommendation illustrated in the Comprehensive Plan's Future Land Use Map and will comply with the State's requirement for consistency between zoning actions and the City's Comprehensive Plan.
- The PLI district is a special purpose district that is intended to accommodate major public and quasipublic uses such as parks, schools, cemeteries, municipal buildings, religious institutions, etc.
- Councilman Kincaid requested "residential" be added to the land uses listed as compatible with the proposed rezoning found in sub-section (a) of the Findings of Fact section of the Plan Commission Report.
- The applicant is not proposing any land use changes at this time, although the requested rezoning to PLI will formally legalize the church's accessory uses, as day care centers & community service uses are expressly permitted in the PLI district.
- Central Christian Church has requested that City Council suspend the rules and hold both 1st and 2nd readings at the August 17, 2015 meeting.
- The Plan Commission reviewed this item on August 5, 2015 and voted (4-1) to recommend approval of this Zoning Map Amendment.

Consistency with Comprehensive Plan and Strategic Plan:

The Comprehensive Plan's Future Land Use Map (#10) designates the subject properties as appropriate for Institutional & Community Service uses, and achieving consistency with this recommendation is the impetus for this request. This proposed Zoning Map Amendment is consistent with the Comprehensive Plan, as required by Section 66.1001(3) of Wisconsin Statutes.

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

Action required/Recommendation:

- City Council consideration and adoption of the proposed Ordinance

Fiscal Note/Budget Impact: N/A

Attachments: Ordinance and Staff Report to the Plan Commission

CITY OF BELOIT

REPORT TO THE BELOIT CITY PLAN COMMISSION



Meeting Date: August 5, 2015

Agenda Item: 5

File Number: ZMA-2015-02

Applicant: Craig Zastrow

Owner: Central Christian Church of Beloit

Location: 2460 Milwaukee Road & 1420 Office Park Lane

Current Zoning: C-1, Office District & M-2, General Manufacturing District

Existing Land Use: Church

Parcel Size: 10.1 Acres & 4.1 Acres

Proposed Zoning: PLI, Public Lands & Institutions District

Request Overview/Background Information:

Craig Zastrow, Executive Pastor of Central Christian Church, has submitted an application for a Zoning Map Amendment to change the zoning district classification from C-1, Office District & M-2, General Manufacturing District to PLI, Public Lands & Institutions District, for the properties located at 2460 Milwaukee Road & 1420 Office Park Lane.

The attached **Location & Zoning Map** shows the location of the subject properties and the zoning of the surrounding area. The adjacent zoning and land uses are as follows:

- North: R-1A, Single-Family Residential District; Single-Family Residential
- South: M-2, General Manufacturing District; Manufacturing & Office
- East: PLI, Public Lands & Institutions District; Fran Fruzen Intermediate School
- West: C-3, Community Commercial; Commercial & Vacant Land

The Zoning Ordinance directs the Plan Commission to hold a hearing and make a recommendation regarding a Zoning Map Amendment when the specific site and context are suitable for the uses permitted in the proposed zoning district.

Key Issues:

- This request includes the main church campus parcel located at 2460 Milwaukee Road, as well as a vacant church-owned parcel that includes a stormwater retention pond to the south of the church campus, which is addressed as 1420 Office Park Lane.
- Planning staff supports this proposed Zoning Map Amendment, as both properties are planned for Institutional & Community Service uses. If approved, the requested rezoning will bring the subject properties into compliance with the City's Future Land Use Map, which is part of the City's Comprehensive Plan.
- The PLI district is a special purpose district that is intended to accommodate major public and quasipublic uses such as parks, schools, cemeteries, municipal buildings, religious institutions, etc.
- The applicant is not proposing any land use changes at this time, although the requested rezoning to PLI will formally legalize the church's accessory uses, as day care centers & community service uses are expressly permitted in the PLI district. In addition, if the City Council approves a related request to allow Electronically Variable Message (EVM) signs in PLI districts, the applicant will be able to implement their long-standing preference to replace their static message board with an EVM sign.
- The 1420 Office Park Lane property is technically part of the Industrial Park, but the church has no plans to sell or lease it for industrial uses, and will continue to use the parcel for stormwater detention with the possibility of additional parking area in the future.
- Planning staff posted an informational sign on the subject property and mailed the attached Public Notice to the owners of nearby properties. As of this writing, staff has not received any comments.
- **Findings of Fact** - Based on Section 2-304 of the Zoning Ordinance, the Plan Commission shall make a recommendation based on the following considerations. Unless otherwise noted, the phrase "subject property" is used when referring to both parcels involved in this application.
 - a. *The existing use of property within the general area of the subject property;*
 - The subject property is located on an arterial roadway that also serves as State Highway 81. The subject property is adjacent to, and provides access to/from, the new Fran Fruzen Intermediate School. The subject property is also near the new Beloit Health System Cancer Center and backs up to the Beloit Industrial Park. The proposed rezoning is compatible with the institutional, commercial, and industrial uses in the general area.
 - b. *The zoning classification of property within the general area of the subject property;*

- The subject property is adjacent to the 14-acre Fran Fruzen site, which is zoned PLI. Other nearby zoning districts include M-2 to the south, C-3 & PUD on the opposite side of Willowbrook Road, and R-1A on the opposite side of Milwaukee Road.
- c. *The suitability of the subject property for the uses permitted under the existing zoning classification; and*
- The subject property is suitable for the uses permitted in the C-1 & M-2 districts, although the existing zoning classifications are inconsistent with the adopted Future Land Use Plan.
- d. *The trend of development and zoning map amendments in the general area of the subject property.*
- There has been significant development activity in the general area of the subject property during the past few years. The Fran Fruzen Intermediate School site to the east was just completed and was preceded by a rezoning of that land to PLI. The Beloit Health System Cancer Center was completed in 2014.

Consistency with Comprehensive Plan and Strategic Plan:

The Comprehensive Plan's Future Land Use Map (#10) designates the subject properties as appropriate for Institutional & Community Service uses, and achieving consistency with this recommendation is the impetus for this request. This proposed Zoning Map Amendment is consistent with the Comprehensive Plan, as required by Section 66.1001(3) of Wisconsin Statutes.

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:

Based upon the above Findings of Fact and the City's Comprehensive Plan, the Planning & Building Services Division recommends **approval** of a Zoning Map Amendment to change the zoning district classification from C-1, Office District & M-2, General Manufacturing District to PLI, Public Lands & Institutions District, for the properties located at 2460 Milwaukee Road & 1420 Office Park Lane.

Fiscal Note/Budget Impact: N/A

Attachments: Location & Zoning Map, Application, Public Notice, and Mailing List.

Location & Zoning Map

2460 MKE Rd & 1420 Office Park Ln

ZMA-2015-02



1 inch = 350 feet

0 50 100 200 300 Feet

Legend

- City Limits
- Zoning District

Map prepared by: Drew Pennington, AICP
Date: July 2015
For: City of Beloit Planning & Building Services
Date of Aerial Photography: March 2011

PLANNING & BUILDING SERVICES DIVISION

CITY of BELOIT

PLANNING & BUILDING SERVICES DIVISION

100 State Street, Beloit, WI 53511

Phone: (608) 364-6700

Fax: (608) 364-6609

Zoning Map Amendment Application Form

(Please Type or Print)

File No.: ZMA-2015-02

1. Address of subject property: 2460 Milwaukee Rd. # 1420 office Park Lane

2. Legal description: Lot: 2 Block: _____ Subdivision: 178 W Industrial Park
(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: 14 acres.

3. Tax Parcel Number(s): 23021300 ; 23033700

4. Owner of record: Beloit Central Christian Church Phone: 608 362 7663

2460 Milwaukee Rd Beloit WI 53511
(Address) (City) (State) (Zip)

5. Applicant's Name: Craig Zastrow, Executive Pastor

2460 Milwaukee Rd Beloit WI 53511
(Address) (City) (State) (Zip)

608 362 7663 1 608 346 0528 1 craigzastrow@centralwined.com
(Office Phone #) (Cell Phone #) (E-mail Address)

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

Change zoning district classification from: C-1 & M-2 to: PLI

All existing uses on this property are: Church

7. All the proposed uses for this property are:

Principal use(s): Church

Secondary use(s): Church

Accessory use(s): Church

8. 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: _____

9. Individual(s) responsible for compliance with conditions (if any), if request is granted:

Name(s): Craig Zastrow Phone: 608 362 7663
2460 Milwaukee Rd Beloit WI 53511
(Address) (City) (State) (Zip)
(1631 E. Ridge Rd)

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

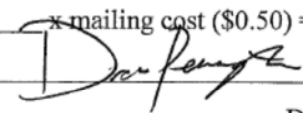
I/we, the undersigned, do hereby respectfully make application for and petition the City Plan Commission and City Council to grant the requested action for the purpose stated herein. I/we represent that the granting of the proposed request will not violate any of the required standards of the Zoning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

 Craig Zastrow 7-10-15
(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 Division for acceptance by the filing deadline date prior to a scheduled Plan Commission meeting. This application must be submitted with 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 it is typically between \$5.00 and \$20.00.

** 1st & 2nd Readings Requested @ CC DP*

To be completed by Planning Staff	
Filing Fee: \$275.00	Amount Paid: <u>\$275.⁰⁰</u> Meeting Date: <u>Aug. 5, 2015</u>
Number of notices: _____	* mailing cost (\$0.50) = cost of mailing notices: \$ _____
Application accepted by: <u></u>	Date: <u>7/10/15</u>
Date Notice Published: _____	Date Notice Mailed: _____



NOTICE TO THE PUBLIC

July 23, 2015

To Whom It May Concern:

Craig Zastrow, Executive Pastor of Central Christian Church, has submitted an application for a Zoning Map Amendment to change the zoning district classification from C-1, Office District & M-2, General Manufacturing District to PLI, Public Lands & Institutions District, for the properties located at:

2460 Milwaukee Road & 1420 Office Park Lane.

This request includes the main church campus parcel on Milwaukee Road, as well as a vacant church-owned parcel that includes a stormwater retention pond to the south of the church campus. This application is related to the applicant's other request before the City Council for an amendment to the City's Sign Ordinance to allow Electronically Variable Message (EVM) signs in the PLI District.

The following public hearings will be held regarding this application:

City Plan Commission: Wednesday, August 5, 2015, at 7:00 PM, or as soon thereafter as the matter can be heard in The Forum, Beloit City Hall, 100 State Street.

City Council: Monday, August 17, 2015, at 7:00 PM, or as soon thereafter as the matter can be heard in The Forum, Beloit City Hall, 100 State Street.

THE PUBLIC IS INVITED TO ATTEND THESE HEARINGS.

We are interested in your opinion.

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

For additional information, please contact Drew Pennington, AICP in the Planning & Building Services Division at (608) 364-6711 or penningtond@beloitwi.gov. Comments will be accepted via telephone, email, and U.S. Mail.

STAPLES

Etiquette de format 25 mm x 67 mm compatible avec Avery® 5160/8160
label size 1" x 2 5/8" compatible with Avery® 5160/8160

MICHAEL ROSS
1525 OFFICE PARK LANE
BELOIT, WI 53511

MICHAEL ROSS
1525 OFFICE PARK LANE
BELOIT, WI 53511

MCBAIN ENTERPRISES INC
2951 KENNEDY DRIVE
BELOIT, WI 53511

SWING INC
2505 KENNEDY DRIVE
BELOIT, WI 53511

KARSTAEDT PROPERTIES LLC
5914 E CTY RD X
BELOIT, WI 53511

OFFICE PARKWAY PROPERTIES LLC
1525 OFFICE PARK LANE
BELOIT, WI 53511

CENTRAL CHRISTIAN CHURCH
2460 MILWAUKEE ROAD
BELOIT, WI 53511

MIDSTATES BEDDING CO
SERTA DIVISION
1500 LEE LANE
BELOIT, WI 53511

MIDSTATES BEDDING CO
SERTA DIVISION
1500 LEE LANE
BELOIT, WI 53511

JEFFREY D. & LISA M HOWARD
1601 MORGAN TERRACE
BELOIT, WI 53511

SHAWN M. & PAMELA R. GALVIN
1621 MORGAN TERRACE
BELOIT, WI 53511

WALLACE AND LOUISE PHELAN
1625 S LODGE DRIVE
BELOIT, WI 53511

RANDALL J SWATEK
2440 BLARNEY STONE
BELOIT, WI 53511

NORMA SALADAR
2460 BLARNEY STONE
BELOIT, WI 53511

CODY R. & DANISSA A. KLINTWORTH
2470 BLARNEY STONE
BELOIT, WI 53511

SCHOOL DISTRICT OF BELOIT
1633 KEELER AVE
BELOIT, WI 53511

HAROLD E & GARNET E
BAULINGREVOCABLE TRUST OF 2004
2480 BLARNEY STONE
BELOIT, WI 53511

RICKY J GEORGE
2500 BLARNEY STONE
BELOIT, WI 53511

DAVID & SUSAN VOGELSON
2510 BLARNEY STONE
BELOIT, WI 53511

ORDINANCE NO. _____

AN ORDINANCE TO CREATE SECTION 16.08(3)(b)3 OF THE CODE OF GENERAL ORDINANCES OF THE CITY OF БЕЛОIT PERTAINING TO SMOKING OUTSIDE CITY-OWNED BUILDINGS.

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

Section 1. Section 16.08(3)(b)3 of the Code of General Ordinances of the City of Beloit is hereby created to read as follows:

“3. Within 30 feet of any entrance of a city-owned building.”

Section 2. This ordinance shall be in force and take effect upon passage and publication.

Adopted this 8th day of September, 2015.

BELOIT CITY COUNCIL

By: _____
Charles M. Haynes, President

ATTEST:

By: _____
Lorena Rae Stottler, City Clerk

PUBLISHED: _____
EFFECTIVE DATE: _____
01-611100-5231- _____



CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: An Ordinance to Create Section 16.08(3)(b)3 of the Code of General Ordinances of the City of Beloit Pertaining to Smoking Outside City-Owned Buildings

Date: September 8, 2015

Presenter: Elizabeth A. Krueger

Department:

Attorney

Overview/Background Information:

The Beloit Public Library approved the attached resolution requesting the City of Beloit to amend its smoking regulatory ordinance to prohibit smoking within 30 feet of the Library's entrances. Staff proposes expanding on the Library's request to include the areas around entrances for all city-owned property.

Key Issues:

1. In 2007, the City of Beloit was one of a number of municipalities to adopt a smoking regulatory ordinance, part of which prohibited smoking within 15 feet from the entrances of buildings.
 2. In 2010, the State of Wisconsin enacted a statewide regulation prohibiting smoking in all public places and places of employment.
 3. The 2010 legislation limited the ability for a municipality to regulate outdoor smoking with the exception of public property.
 4. The proposed ordinance prohibits smoking within 30 feet from the entrances for city-owned buildings.
-

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

Approval of this Agreement would conform with Goal #1's stated purpose of developing a high quality community through the responsible stewardship and enhancement of City 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** 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

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 proposed ordinance is not expected to have any additional financial impact.

Attachments:

Proposed Ordinance

Resolution from Library Board requesting ordinance amendment

**BELOIT PUBLIC LIBRARY
BOARD OF TRUSTEES**

**RESOLUTION ON
2015 MUNICIPAL ORDINANCE CHANGE
REQUEST SECTION 16.08**

WHEREAS, the **Beloit Public Library Board of Trustees** administers the municipal public library, organized and existing under and by virtue of Wisconsin State Statute 43.52, and

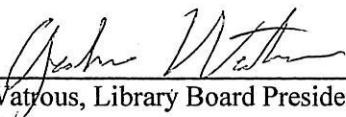
WHEREAS, the **Beloit Public Library** serves all citizens regardless of race, age, ethnicity, creed, ability, sexual orientation, gender identity, or socio-economic status, and

WHEREAS, the **Beloit Public Library** recognizes the City of Beloit Strategic Goal to proactively partner with individuals and businesses to promote a safe and healthy community, minimize personal injury, and prevent loss, and


WHEREAS, the **Beloit Public Library** strives to provide a safe and inviting facility for all to attend free of hazards and harmful materials including second hand smoke.

NOW THEREFORE BE IT RESOLVED that the Beloit Public Library Board of Trustees approves staff moving forward with a request for a City of Beloit municipal ordinance change prohibiting smoking within 30' of the entrance to the Beloit Public Library, 605 Eclipse Blvd. and authorizes the Library Director to present this request to the City Council for and on behalf of the Beloit Public Library.

DULY ADOPTED by the Board of Trustees of the Beloit Public Library at its regularly scheduled meeting held on the 17th day of June, 2015, at which meeting a quorum was present.



John Watrous, Library Board President



Date

**RESOLUTION
AUTHORIZING THE CITY MANAGER TO SUBMIT
THE URBAN FORESTRY CATASTROPHIC STORM GRANT**

WHEREAS, the City of Beloit, is interested in obtaining a grant from the Wisconsin Department of Natural Resources (WDNR) for the purpose of funding urban forestry catastrophic storm projects specified in s. 23.097(1g) and (1r), Wis. Stats; and

WHEREAS, the City of Beloit attests to the validity and veracity of the statements and representations contained in the grant application; and

WHEREAS, the City of Beloit requests a grant agreement to carry out the project;

NOW, THEREFORE, BE IT RESOLVED, the City of Beloit will comply with all local, state, and federal rules, regulations and ordinances relating to this project; and

BE IT FURTHER RESOLVED, the City of Beloit authorizes and empowers the City Manager, its official or employee, to act on its behalf to:

1. Sign and submit the grant application
2. Sign a grant agreement between the City of Beloit and the WDNR
3. Submit interim and/or final reports to the WDNR to satisfy the grant agreement
4. Submit grant reimbursement request to the WDNR
5. Sign and submit other required documentation

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Beloit declares to the State of Wisconsin Department of Natural Resources that the following actions were taken by the Beloit City Council:

1. Adoption of an Urban Forestry Catastrophic Storm Grant Resolution.
2. Has deemed the City Manager to be the Authorized Representative.

Adopted this 8th day of September 2015.

Charles M. Haynes
City Council President

Attest:

Lorena Rae Stottler
City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Urban Forestry Catastrophic Grant Resolution

Date: September 8, 2015

Presenter(s): Chris Walsh

Department(s): Public Works/Operations

Overview/Background Information:

The Wisconsin Department of Natural Resources (WDNR) has an Urban Forestry Catastrophic Grant Program, for municipalities that have experienced damage to an urban forest as a direct result of a catastrophic storm event which the Governor has declared a State of Emergency. WDNR requires that municipalities pass a resolution pre-event, annually to qualify for this grant.

Key Issues:

1. For this particular DNR grant program, no local share is required.
 2. Eligible costs are limited to damaged tree repair, removal or replacement within the City of Beloit as a direct result of a Governor declared State of Emergency.
 3. This Resolution needs to be updated annually for it to remain active.
 4. The City may request 50% advance payment of estimated project costs following a declaration.
-

Conformance to Strategic Plan:

1. Promotes a safe and healthy community.
 2. Protects our 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
 - Reduce dependence on chemicals and other manufacturing substances that accumulate in nature
 - Reduce dependence on activities that harm life sustaining eco-systems: This resolution help the city's eco-system by replacing trees.
 - Meet the hierarchy of present and future human needs fairly and efficiently; This Resolution would assist the city in obtaining additional funding to replace our urban forest after the Governor has declared a state of emergency.
-

Action required/Recommendation:

- Approve the Urban Forestry Catastrophic Storm Grant Resolution
-

Fiscal Note/Budget Impact:

Grants range from \$4,000 to \$50,000.

**RESOLUTION
ADOPTING THE CITY OF БЕЛОIT STRATEGIC PLAN FOR 2016**

WHEREAS, the success of a local government depends on a well defined Strategic Plan and a dedication to its implementation; and,

WHEREAS, the Beloit City Council held a workshop on June 22, 2015, to modify and reaffirm its vision, mission, goals, and key strategic objectives for 2016; and,

WHEREAS, each of the city's departments presented their Strategic Plans to the Council at the workshop on June, 2015; and,

WHEREAS, the Beloit City Council wishes to build on the past efforts of the Strategic Plan; and,

WHEREAS, as the City of Beloit remains abreast of our changing environment, the needs of our citizens, continuously searching for methods to improve the efficiency of service delivery, and improving the quality of work being produced by City staff.

NOW, THEREFORE, BE IT RESOLVED by the Beloit City Council that the City of Beloit Strategic Plan for 2016 as attached hereto is hereby adopted including the following Vision and Mission Statements, along with Goals to support the Strategic Plan.

VISION STATEMENT

Greater Beloit – The gem of the Rock River Valley, embracing sustainable public policy, service delivery, and development in ways that protect the natural and built environment, enhance economic competitiveness and create a high quality living experience for current and future generations.

MISSION STATEMENT

The City of Beloit's mission is to serve the public with courtesy and respect. We celebrate our proud heritage, diverse culture, entrepreneurial spirit and stewardship of a high quality of life; employing sustainable practices to continue our resurgence as the gem of the Rock River Valley.

GOALS

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.
2. Continue competitive and sustainable economic development focused on workforce development, as well as business retention and recruitment to fully serve the business and entrepreneurial community resulting in private investment and job creation.

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.
4. Collaborate with other jurisdictions and organizations to foster effective and efficient service delivery, reducing cost for taxpayers and stimulating regional prosperity.
5. Apply sound, sustainable practices to promote a high quality community through historic preservation, community revitalization, and successful new development.

Dated at Beloit, Wisconsin, this 8th day of September 2015.

Charles M. Haynes
President of the Council

Attest:

Lorena Rae Stottler
City Clerk

CITY OF BELOIT

REPORTS AND PRESENTATIONS TO CITY COUNCIL



Topic: Adoption of 2016 Strategic Plan

Date: September 8, 2015

Presenter(s): Lori S. Curtis Luther, City Manager

Department(s): City Manager

Overview/Background Information:

Each year as a prelude to developing the next year's budget, city staff updates their departmental Strategic Plans and identifies Strategic Objectives for the ensuing year. In addition, during this process, the city's Vision Statement, Mission Statement, and Goals are reviewed and, if needed, are updated to ensure they remain current and abreast of the city's changing environment and are on track to meet the needs of the departments and the community. City staff met in June to update the departmental Strategic Plans. This meeting was followed by a workshop with the City Council on June 22 to seek input from the Council, modify, and reaffirm the city's vision, mission, goals, and strategic objectives for 2016. Based on this workshop, the Strategic Plan has been updated for 2016 and is recommended for Council approval. Once approved, the Strategic Plan will be incorporated into and implemented as part of the 2016 budget. The Strategic Plan will be posted and accessible on the city's website.

Because the framework for the City of Beloit's Strategic Plan has been in place prior to many of the Councilors holding office and prior to my appointment, we have a unique opportunity over the course of the next year to reevaluate the City's vision, mission, values and goal areas.

In the interest of time, the 2016 recommended Strategic Plan is very similar to prior year plans. It is my intent to solicit the input of the Council along with Department Directors, Division Heads and other staff members to refresh our vision, mission and values and priority goals prior to submission of the recommended 2017 Strategic Plan.

Key Issues (maximum of 5):

1. Each year as part of the city's budget preparation process the Strategic Plan is updated so that it properly reflects the city's changing environment, the needs of its citizens, identifies ways for the city to operate more efficiently, and improves the quality of work being produced by city staff.
 2. As part of this planning process, departments have identified their key strategic objectives for 2016 which have been incorporated into the Strategic Plan.
-

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.
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 5. Apply sound, sustainable practices to promote a high quality community through historic preservation, community revitalization, and successful new development.
-

Action required/Recommendation:

Staff recommends Council adoption of the attached Resolution approving the 2016 Strategic Plan.

Fiscal Note/Budget Impact:

As much as practical, the Strategic Plan will be incorporated in the 2016 budget for each department.

2016
STRATEGIC PLAN
CITY OF BELOIT

2016 City of Beloit Strategic Plan

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2016 City of Beloit Strategic Plan

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September 8, 2015

City Council
City of Beloit
Beloit, Wisconsin

Dear City Councilors:

As we discussed in our planning session on June 22, 2015, a strategic planning document is essential to guide our organization, providing a clear roadmap and defining organizational priorities. Because the framework for the City of Beloit's Strategic Plan has been in place prior to many of the Councilors holding office and prior to my appointment, we have a unique opportunity over the course of the next year to reevaluate the City's vision, mission, values and goal areas.

In the interest of time, the 2016 recommended Strategic Plan is very similar to prior year plans. It is my intent to solicit the input of the Council along with Department Directors, Division Heads and other staff members to refresh our vision, mission and values and priority goals prior to submission of the recommended 2017 Strategic Plan.

The Departmental Strategic Plans and Objectives and Key Strategic Objectives for the City of Beloit for fiscal year 2016 are attached for your review and consideration. Historically, one of the first steps in the annual budget planning process is to revisit and review our strategic plans and objectives. It is important that we annually review our Strategic Plan in order to ensure that we remain abreast of and on track with our changing environment. It also provides the Council an opportunity to develop strategic objectives for staff implementation. Over the course of the next year, we will incorporate more opportunities for input into the initial draft document to ensure an accurate reflection of Council priorities.

This Strategic Plan Document consists of the following three sections:

- I. Introductory Section
- II. Adopted Vision/Mission Statements and Goals
- III. Departmental Strategic Plans for Fiscal Year 2016

Introductory Section

The introductory section includes this transmittal letter which briefly explains the need for public sector Strategic Planning. Strategic Planning is a process of investigation, learning, and implementation in a collaborative environment that encourages the organization to progress and evolve. It is used by local governments to:

- identify issues and challenges
- encourage creativity and innovation
- ensure efficient use of resources
- develop greater degree of cooperation and collaboration
- define roles, responsibilities and accountability
- tie to budget program performance
- serve as the basis for funding requests and clarify the City's intent and use of funds

Vision/Mission Statements and Goals

This section lists the Vision/Mission Statements and Goals which were provided for at the June 22nd Strategic Plan Workshop.

Departmental Strategic Plans for Fiscal Year 2016

Each department has prepared and submitted departmental strategic plan objectives for FY 2016. These are contained in Section III of the workbook. The most notable changes are in regard to the police department and the measurable goal areas that have been defined for 2016.

I look forward to working with you as we continue to improve upon our established practices. Please contact me if you have any questions.

Sincerely,



Lori S. Curtis Luther
City Manager

2016 STRATEGIC PLAN

VISION STATEMENT

Greater Beloit – The gem of the Rock River Valley, embracing sustainable public policy, service delivery, and development in ways that protect the natural and built environment, enhance economic competitiveness and create a high quality living experience for current and future generations.

MISSION STATEMENT

The City of Beloit's mission is to serve the public with courtesy and respect. We celebrates ~~its~~ our proud heritage, diverse culture, entrepreneurial spirit and stewardship of a high quality of life; employing sustainable practices to continue our resurgence as the gem of the Rock River Valley.

DRAFT revision for future discussion:

Our mission as a City is to provide outstanding service to the community. We utilize modern, forward thinking initiatives, improving the health and safety of our community. Honoring our proud, diverse history we value inclusion and connectivity through a professional and empathetic approach to delivering public service. We strive to grow and evolve in a sustainable manner, while being fiscally responsible—encouraging an entrepreneurial spirit, life-long learning and a superior quality of life.

GOALS

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.
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2016 STRATEGIC PLAN

DEPARTMENT – CITY MANAGER

Department: City Manager

City of Beloit Strategic Goal: ALL

Program: Provide efficient, effective management of day to day government services and operations

Objective:

Provide efficient, effective and economical day to day management of City operations and public services, with special attention given to on-going analysis and modifications necessary to maximize productivity and efficiency.

Action Steps:

1. Direct involvement in the detailed evaluation of all submittals for both the operating and capital budgets.
2. Continue working with Department Directors, analyzing operations and administrative support systems to ensure efficiency and effectiveness.
3. Continue to provide support for elected officials, including development of detailed staff reports and research to assist Councilors with public policy decisions.
4. Continue working with Department Directors to search for all available revenues, including Federal and State grants to maximize resources available to support Municipal operations and infrastructure upgrades.
5. Continue participation in new employee orientations to personally meet all new employees and to reinforce the importance of the public trust and good customer relations.
6. Include the HR Director and IT Director in department head meetings, enhancing their routine exposure to all departments and seeking their input.

Department: City Manager

City of Beloit Strategic Goals: 3

New Program: Oversee implementation of recommendations from police department review and analysis, ensuring best practices are initiated and supported.

Objective:

The City Manager and Chief of Police must work collaboratively to create specific action steps that are yet to be developed and will rely upon the feedback of all members of the police department as well as the community as a whole.

Action Steps:

1. Engage in meaningful community outreach to build relationships and solicit feedback.
2. Work collaboratively with the Chief of Police to establish and communicate additional actions steps that will reduce crime, fear, and disorder in our community through a neighborhood-based, problem-oriented, intelligence-led approach.

Department: City Manager

City of Beloit Strategic Goals: 1, 2 & 5

Program: Continue the Manager's involvement in economic development activities

Objective:

Continue the Manager's direct involvement in economic development activities on a City-wide basis. The strategic plan prepared and submitted by the Economic Development Department provides a more detailed analysis of the various elements of the City's economic development program.

Action Steps:

1. Efforts will continue to market the Gateway Business Park and related parcels, including additional lands acquired by the city north of the actual park.
2. Continue to coordinate the planned development of the NorthStar Facility.
3. Business retention will continue to be a major goal of the City, working with local businesses to help them grow and expand their operations, while staying within the Greater Beloit Area.
4. Continue to work on office, business and residential development and redevelopment in the downtown City Center area.
5. Continue to support Hendricks Commercial Properties with their city center focused redevelopment.
6. Continue to work closely with the Greater Beloit Economic Development Corporation (GBEDC) and Rock County 5.0 to further explore the enhanced regional cooperation that has evolved as a result of these economic development initiatives.

Department: City Manager

City of Beloit Strategic Goals: 2 & 4

Program: Continue to work on bringing casino development to fruition

Objective:

Continue a close dialogue and collaboration with the Ho Chunk Nation as they pursue s Bureau of Indian Affairs approval for their fee-to-trust application to build a land based casino in the City of Beloit.

Action Steps:

1. Continue close communication with the Ho Chunk Nation to provide whatever support or assistance is deemed necessary to help move the application toward approval by the Bureau of Indian Affairs (BIA).
2. Work with the Nation as they finalize development plans and we jointly prepare grant applications and a Development Agreement to better coordinate both the on-site development and off-site infrastructure improvements needed to support this important project.
3. If Federal approvals are received for the casino, work closely with the Nation to obtain the Governor's concurrence so that the project can be moved forward toward implementation.

Department: City Manager

City of Beloit Strategic Goals: 1 & 3

Program: Evaluate vacant Assistant to City Manager position and organizational public information functions

Objective:

Provide accurate, objective and timely information on services and events in the City of Beloit. We anticipate continuing with a revised publication of the Beloit Report and other media events on a consistent basis.

Action Steps

1. Evaluate whether or not there should be a bi-weekly Council report and a quarterly community report rather than a weekly report.
2. Write and post press releases, policies, meeting notices and minutes of City Council meetings on the City's website
3. Promote the City of Beloit via social media outlets.
4. Evaluate the effectiveness of these tools and explore other options.

Department: City Manager

City of Beloit Strategic Goals: 2 & 5

Program: Maintain communications and a positive working relationship with other local government partners.

Objective:

The City of Beloit has built strong working relationships with all the local governments in the Stateline area. This year, efforts will continue to focus on direct communication between the City Council and various governing boards to discuss shared service delivery to ensure the most productive use of available resources.

Action Steps:

1. Continue the dialogue at the staff level that produced some positive past results particularly with Rock County, the City of Janesville and Townships.
2. We will continue to collaborate with the City of South Beloit and Beloit 2020 related to the City Center Connections Initiative.
3. Continue monthly meetings with Janesville and Rock County officials, maintaining the positive and collaborative relationship that has developed in recent years.
4. Continue our extensive program of collaboration and cooperation with the Beloit School District to assist the district in any reasonable manner to promote and encourage educational opportunities, facilitate truancy reduction and daytime curfew compliance, and to support the districts new facilities remodeling and construction program.
5. Schedule joint meetings between the Council and the boards of surrounding jurisdictions, when appropriate.
6. Continue collaboration with local stakeholders and communication with the Wisconsin Department of Transportation that has evolved over the past several years as planning and design for the important Interstate Highway 39/90, I-43 Interchange improvement projects move toward construction.

2016 STRATEGIC PLAN

DEPARTMENT – CITY ATTORNEY

Department: City Attorney

City of Beloit Strategic Goal: 1

Program: Legal Services

Objective:

Providing high quality legal services to assist the City of Beloit in accomplishing its vision of providing a high quality of life and a productive economic environment in a diverse community.

Providing effective and timely delivery of legal services to the City Council and Staff.

Action Steps:

1. Enforce city ordinances in a firm, fair and effective manner for the preservation of a high quality of life for all residents of the City of Beloit.
2. Assist the City in drafting and negotiating development agreements and other contracts which foster or promote economic development and job creation.
3. Provide reliable and effective legal representation for the City in all civil litigation brought by or against the City.
4. Provide prompt and reliable legal research and legal advice to the City, its elected officials, employees, boards, committees, and commissions.
5. Prepare city ordinances which are legally and constitutionally sound and effective in preserving and protecting a high quality of life for the residents of the City.
6. Review the City's contracts with vendors, public works contractors, professional service providers, and other governmental entities to assure compliance with the law and for the protection of the City's assets and resources.

2016 STRATEGIC PLAN DEPARTMENT – ECONOMIC DEVELOPMENT

Department: Economic Development

City of Beloit Strategic Goal: 2 & 4

Program: Continue small business customer service program.

Objective:

Enhance communication and service between the small business community and City staff.

Action Step:

1. Inter-departmental committee continues to engage and develop strategies and efficiencies.
2. Engage the business community via a business survey or focus group meeting to identify areas that need improvement.
3. Use input from business community to create a communication enhancement plan.
4. Create a business permitting check list.
5. Update permits, forms, processes, ordinances, etc. as required
6. Work to achieve goal of “one stop permitting”.
7. Develop online and/or electronic permitting capacity.

Department: Economic Development

City of Beloit Strategic Goal: 2

Program: Business Retention

Objective:

Conduct Business Retention & Expansion (BRE) interviews. Constantly update master list of major employers and track BRE calls.

Action Step:

1. Conduct two calls each month in the Greater Beloit area.
2. Follow up on identified concerns and issues.

Department: Economic Development

City of Beloit Strategic Goal: 2

Program: Effectively utilize all local, state and federal incentives to leverage private investment and job retention/creation.

Objective:

Create, Implement, Manage, and Evaluate Tax Incremental Finance Districts (TID).
TID's effectively utilized and managed.

Action Steps:

1. Track all legislative attempts to change TID laws at the state level. Lobby for and against any appropriate or inappropriate proposals.
 2. Ensure that all TID funded developer incentives comply with TID guidelines.
 3. Submit to Council and overlying districts required audit reports.
 4. Develop a strategy to enhance the performance of any underperforming TID's.
-

Objective:

Manage, fund and promote Community Development Zone (CDZ) tax credit incentive program.

Objective:

Promote and administer Community Development Block Grant (CDBG) funded Revolving Loan Program

Action Steps:

1. Update brochure as needed.
 2. Accept and underwrite applications.
 3. Ensure CDBG compliance requirements.
-

Department: Economic Development

City of Beloit Strategic Goal: 2

Program: Collaboration

Objective:

Enhance communication between Vision Beloit partners. All Vision Beloit partners to coordinate activities, avoiding redundancies.

Action Steps:

1. Continue to serve as Executive Director of the Greater Beloit Economic Development Corporation (GBEDC).
2. Attend Downtown Beloit Association (DBA) meetings and events.
3. Attend Beloit Fine Arts Incubator (BFAI) Board Meetings and events.
4. Attend Chamber Board Meetings and events.
5. Attend Visit Beloit Board Meetings and events.
6. Continue to co-locate offices with other partner organizations at the Vision Beloit.
7. Meet monthly with Vision Beloit partners to review and update GBEDC's Strategic Plan.

Objective:

Continue to leverage the advantages of collaborating with regional economic development partners. City of Beloit is able to fully access the resources provided by participating with regional economic development collaborations.

Action Steps:

1. Participate in Rock County 5.0 (fundraising and program implementation)
 2. Participate in Rock County Development Alliance (implementation of ED strategies)
 3. Participate in Tri-State Alliance (WI, IL and IA transportation infrastructure advocacy)
 4. Participate in MADREP (Madison-based, 8-county regional economic development organization)
 5. Participate in I-39 Logistics Corridor (Bi-State cooperative marketing effort)
-

Department: Economic Development

City of Beloit Strategic Goal: 2

Program: Business Attraction

Objective:

Track and document economic development activity, reporting results to City Council on a quarterly and annual basis. Data collected and reported.

Action Steps:

1. Gather and report data on tax base growth.
 2. Gather and report data on number of jobs created/retained.
 3. Gather and report data on number of development agreements entered into.
 4. Gather and report data on net increase of new commercial and industrial square footage.
 5. Gather and report data on Request for Information (RFI) activity.
-

Objective:

Maintain the ability to respond rapidly to site selection RFI's. Respond to all RFI's by deadline or within 48 hours.

Action Steps:

1. Maintain an electronic database of available sites, community facts, labor force data, etc.
 2. Continue to cross-train staff to respond to RFI's and information requests during the ED Director's absence.
 3. Coordinate RFI process with major ED partners.
 4. Continue to provide staff with the ability to make "in field decisions" on incentive packages.
-

Objective:

Promote Development in the Gateway project area. Number of acres sold, square footage developed, and jobs created.

Action Steps:

1. Continue to support and monitor Gateway infrastructure development.
 2. Continue in-house efforts to market Gateway property.
 3. Include Gateway options in all appropriate RFI's.
 4. Develop wetland management plan for southern Hexter-Long property.
 5. Package incentives according to policies and resources.
 6. Assisting with efforts to develop single and multi-family housing.
 7. Promote virtual buildings project.
 8. Promote the park's "Shovel Ready Certification".
 9. Develop a long range plan to expand the park.
-

Objective:

Continue to market remaining property in the Willowbrook Industrial Park. Number of acres sold, square footage developed and jobs created.

Action Steps:

1. Package and distribute information on available parcels.
 2. Include Industrial Park options on all appropriate RFI's.
 3. Respond to all prospect information requests.
 4. Package incentives according to policies and resources.
-

Department: Economic Development

City of Beloit Strategic Goal: 2

Program: Marketing

Objective:

Continue a proactive countywide marketing campaign of the Gateway Business Park and the region via Rock County 5.0. Number of direct marketing activities involved in.

Action Steps:

1. Continue to use the comprehensive marketing campaign.
 2. Consider attend and participate in appropriate trade shows.
 3. Consider attend quarterly Chicago broker/site selector contact visits.
 4. Target market to targeted industry clusters.
 5. Encourage commercial brokers to participate in real estate commission Memo of Understanding (MOU).
 6. Utilize the services of the Vision Beloit Marketing Coordinator.
-

Objective:

Actively participate in the Greater Beloit Community Branding Project.

Action Steps:

1. Continue to implement plan.
 2. Measure results.
-

Department: Economic Development

City of Beloit Strategic Goal: 2

Program: Support Critical Infrastructure Projects

Objective:

Implement Milwaukee Road, Gateway, Fourth Street Corridor Projects. Initial projects budgeted in the CIP and implemented in 2015-2021.

Action Steps:

1. Identify projects.
 2. Budget for projects.
 3. Construct improvements.
-

Objective:

Continue to advocate for the I-39/90 Reconstruction Project.

Department: Economic Development

City of Beloit Strategic Goal: 2

Program: Downtown Development

Objective:

Initiate and manage an aggressive, proactive and targeted downtown business recruitment program. Number of new businesses locating in Downtown Beloit.

Action Steps:

1. Canvas the region for new business candidates.
 2. Match needs of candidates with existing vacant properties.
 3. Continue to market properties for lease and sale.
 4. Continue utilizing the new marketing campaign.
-

Objective:

Take advantage of opportunities created by 200 W. Grand and 100 E. Grand projects

Action Steps:

1. Redevelop site opens.
 2. Market commercial/housing opportunities.
-

Objective:

Utilize CDBG Grant Funds; Upper Story Development and Storefront Improvement Program

Action Steps:

1. Identify properties in need of rehab.
 2. Match needs of property owners.
 3. Coordinate projects to maximize funds.
-

Objective:

Advocate for Bike/Pedestrian Bridge at Center Spine Road

Action Steps:

1. Continue to monitor Department of Natural Resources (DNR) Grant Application.
-

Objective:

Proactively Market the River Bend Site.

Action Steps:

1. Assemble list of potential developers.
2. Prepare RFP document and release.
3. Review submittals.
4. Select developer and negotiate Development Agreement.

2016 STRATEGIC PLAN
DEPARTMENT – FINANCE &
ADMINISTRATIVE SERVICES
City Clerk

City of Beloit Strategic Goals: 1 & 3

Program: City Clerk – Elections

Objective:

Successfully administer four elections in 2016 and ensure continued voter confidence in the election process.

Action Steps:

1. Prior to each election, order ballots, prepare and print poll lists, prepare and print voter lists, prepare and pack supplies and materials for each of nine polling places, and test election equipment.
2. Prepare and publish all public notices as required by law.
3. Prepare training sessions prior to each election and train up to 150 election inspectors regarding changes to election laws, security requirements, and internal procedures.
4. Process absentee ballot requests; train Special Voting Deputies and process absentee ballots for care facilities.
5. Update and maintain voter records through the Statewide Voter Registration System (SVRS) software and the physical voter records located in our office.
6. Work with Public Works employees to ensure safe and secure delivery of equipment, machines, and ballots to the polling places.
7. Work closely with School District staff and principals to maintain safety and good public relations in schools used as polling places.
8. Within 30 days of each election, prepare voter reports by ward and an election cost analysis to be submitted to the Government Accountability Board (G.A.B.).
9. Conduct numerous voter registration training sessions for Special Registration Deputies.
10. Prepare information packets for those interested in running for City Council and act as a resource for interpretation of state election laws and procedures.
11. Review nomination papers of candidates, certify ballot status, and assist candidates with proper filing requirements and obligations.
12. Successfully communicate with the public and assist wherever possible with the implementation of Voter ID using tools and campaigns prepared by the G.A.B.
13. Continued training for staff, election officials, and the public to support ongoing implementation of new election equipment launched in April 2015.
14. Advocate and communicate matters of voter registration and participation in the election process for all citizens of Beloit through utilization of year-round voter registration, enhanced media strategies and strong partnerships with schools and other community agencies.

City of Beloit Strategic Goals: 1 & 3

Program: City Clerk – Board of Review

Objective:

Successfully coordinate the 2016 Board of Review process.

Action Steps:

1. Meet with the City Assessor's office in February to create a schedule for the Board of Review initial meeting and hearings.
 2. Coordinate the meeting schedule for commercial cases with a Court Reporter and the City Attorney.
 3. Prepare 2016 Board of Review Procedural documents, including resources and forms for citizens who request to file an appeal.
 4. Create, publish and post all required notices.
 5. Find training opportunities for Board members and file affidavits of training with the Department of Revenue.
 6. Staff and record the hearings; prepare minutes, Notices of Determination, and final documents.
 7. Mail Notices of Determination and file all documents as required by law.
-

City of Beloit Strategic Goals: 1 & 3

Program: City Clerk – Public Information & Record Keeping

Objective:

Protect and maintain official City records and act as a source for public information. As the City's gateway to open government, provide professional, accurate and courteous service to the public and other partner agencies.

Action Steps:

1. Answer main and secondary phone lines into City Hall and provide requested information.
2. Publish City's Official Information Directory once in 2016.
3. Provide support for the City's Volunteer Greeter Program.
4. Prepare, administer and file Oaths of Office for all appointees to City Boards and Committees, Police and Fire Officers, Election Officials, and Elected Officials.
5. Maintain the City's official seal and use appropriately.
6. Send, process, and file all of the Statements of Economic Interest from City officers, employees, and Board and Committee members by April 30, 2016.
7. Update the City's website, document center, and Laserfiche document imaging system with information regarding the City Council, City Clerk, Boards and Committees, Elections and Licensing pages.
8. Maintain the City's Code of General Ordinances. Following enactment by City Council, arrange for incorporation of new Ordinances into the Municipal Code on the City's website and in the official City of Beloit Municipal Code books.
9. Maintain files of various official documents including contracts, agreements, deeds, easements, vehicle titles, oaths, historic City Council records, resolutions and ordinances and perform research as requested.
10. Create and publish City Council agendas, public notices, packets, and minutes in a timely and professional manner. Research agenda management software options.

11. Assist the City Council President and members with meeting management issues and parliamentary procedure questions, and act as a resource for information during the meeting.
12. Act as a resource for staff and other Boards, Commissions, and Committees with respect to meeting management, open meetings laws, agendas, and minutes.
13. Continually explore ways to utilize new technology in the licensing and public service areas within the office to reduce costs of paper and postage as well as promoting online access to records.

2016 STRATEGIC PLAN
DEPARTMENT – FINANCE &
ADMINISTRATIVE SERVICES
Municipal Court

City of Beloit Strategic Goal: 1

Program: Court - Fair and Reliable Adjudication of Cases

Objective:

To process cases according to announced time standards, comply with schedules, pay individual attention to cases, make clear decisions, and maintain institutional integrity.

Action Steps:

1. Conduct systematic reviews of court notices and communications to ensure that the information presented is correct, clear, and understandable.
2. Identify and implement process improvements that will allow the court to continue to respond to increased case filings and activity with current staff.
3. Communication regularly with the Municipal Court Judge and reserve/substitute judges regarding court policies and procedures.
4. Conduct periodic reviews of general sentencing criteria and procedures to ensure appropriateness for defendant population, prosecutorial and law enforcement conditions, and jail facilities.
5. Build on existing relationships and information sharing with Rock County municipal courts regarding policies, procedures, and updates in legislation and case law.
6. Review court policies and procedures and update them as required.
7. Identify methods to ensure an adequate level of funding to support the court's services such as the Daytime Curfew Program, Juvenile First Time Offender Program and Underage Alcohol Program.

City of Beloit Strategic Goal: 1

Program: Court - Accessibility to the Public

Objective:

Ensure that court is accessible in terms of location, hours, physical setup, openness of proceedings, predictability and clarity of its procedures, and that individuals appearing before the court are treated with respect.

Action Steps:

1. Review court notices and communications to ensure that the information presented is correct, clear, and understandable.
 2. Identify process and technological improvements that will improve access to case information, reduce waiting time and congestion at the court facility, and improve the payment processes.
 3. Enhance the quality of customer service provided to citizens by continuing to provide on-going and regular customer service training to court staff.
 4. Identify ways to streamline attorney access to the court through telephone pre-trials and filings, dissemination of notices via fax and/or e-mail, etc.
 5. Utilize alternate payment options including the use of e-payment systems and credit card payments.
-

City of Beloit Strategic Goal: 1

Program: Court - Promote Compliance of Court Judgments

Objective:

Maintain policies and procedures and business processes that foster and encourage compliance with court judgments. Maintain effective enforcement strategies in concert with the City Attorney's Office and the Police Department.

Action Steps:

1. Review court notices and communications to ensure that the information presented is correct, clear, and understandable.
2. Optimize the use of the Municipal Court Judge and reserve/substitute judges to absorb increases and declines in case volume and provide for more flexible service to the public.
3. Review court policies and procedures and update them as required.
4. Track defendant compliance with judgments at key stages in the judgment enforcement process.
5. Monitor collections and payments from customer deposit accounts daily for accuracy and timeliness, and promptly make necessary corrections or adjustments.
6. Utilize non-traditional collection alternatives such as tax intercept program, suspension of driving privileges, wage assignment, and commitments.

City of Beloit Strategic Goal: 1

Program: Court - Enhanced Public Safety

Objective:

To use its sentencing powers to set into motion conditions that would make defendants more likely to change their legally unacceptable behavior.

Action Steps:

1. Use a wide range of diversion programs, including community service and driver safety classes as a sentencing option for juveniles and other defendant groups, as appropriate.
2. Produce regular and ad hoc reports for use by Municipal Court Judge and management for use in the decision-making process.
3. Conduct an annual review and monitor the diversion programs.

2016 STRATEGIC PLAN
DEPARTMENT – FINANCE &
ADMINISTRATIVE SERVICES
City Assessor

City of Beloit Strategic Goal: 4

Program: Assessor–Database Enhancements

Objective:

Enhance our database to support functions such as Economic Development, Fire Inspection, Refuse Collection, Geographic Information Systems (GIS), Tax Collection and City Clerk processes.

Action Steps:

1. Update property data in the Computer Assisted Mass Appraisal (CAMA) database.
 2. Replace old photos with updated digital photos.
 3. Review property sales with interior inspections for the annual update of the assessment-pricing model.
 4. Provide ownership, assessment information and tax estimates to Economic Development and others as requested.
 5. Update CAMA (Computer Assisted Mass Appraisal) software.
-

City of Beloit Strategic Goal: 1

Program: Assessor-Improve Customer Service

Objective:

Improve customer service by strengthening public relations and providing information to citizens.

Action Steps:

1. Provide open records access to all our property records on the City of Beloit webpage.
 2. Use website to provide taxpayers with general information about the assessment process.
 3. Continue to take pro-active measures to enhance public support by utilizing the city website to provide information.
 4. Conduct Board of Review according to Statute in cooperation with the City Clerk’s office.
 5. Meet Department of Revenue (DOR) guidelines and deadlines.
-

City of Beloit Strategic Goal: 1

Program: Assessor-Develop Procedure Manual

Objective:

Develop a procedure manual to identify and document assessment functions in relation to preparing for a Revaluation.

Action Steps:

1. Each staff member will identify the various assessment functions within their job description.
2. Document the steps taken for each function.
3. Review each process and seek more efficient and effective ways to accomplish their tasks.
4. Assemble the processes into a single document that can be shared by any member of the staff.
5. Update the current work process calendar created by staff and incorporate specific dates required by the Department of Revenue into it.

2016 STRATEGIC PLAN
DEPARTMENT – FINANCE &
ADMINISTRATIVE SERVICES
Human Resources

City of Beloit Strategic Goals: #1

Program: Human Resources – Talent Acquisition and Retention

Objective:

Recruit a diverse workforce and provide competent workforce to meet the needs of the organization.

Action Steps:

1. Develop an aggressive recruitment strategy for each division.
 2. Analyze days-to-fill data for each division. Decrease overall days-to-fill by 20%
 3. Collaborate with management to develop a strategic approach to alleviate the strain on productivity levels caused by current vacancies.
 4. Increase advertisement of each vacancy utilizing industry web-based job boards by 30%.
 5. Analyze and develop a comprehensive new seasonal employee on-boarding program.
 6. Review and validate all testing and matrixes used for hiring.
-

Objective:

Develop and maintain talent pipeline for organization success. (Succession Planning)

Action Steps:

1. Identify potential vacancies that may occur in the next three (3) years due to retirement.
 2. Identify talent pipeline capability for pre-identifying and pre-assessing top prospects for key positions vacant due to retirement.
 3. Collaborate with management to identify training opportunities to increase top prospects competencies.
-

City of Beloit Strategic Goals: #1

Program: Human Resources – Labor Relations

Objective:

Develop collective bargaining strategies and maintain labor relations strategies that will facilitate operational flexibility in changing economic climates.

Action Steps:

1. Establish strategic goals and priorities that safeguard City resources consistent with City policies; maintain maximum managerial flexibility; and strengthen the collaborative working relationships with labor representatives.
 2. Review grievances by bargaining units and/or divisions to identify patterns or concerns that may be addressed through negotiation or collaboration with managers, supervisors and labor representatives.
-

City of Beloit Strategic Goals: #1

Program: Human Resources - Compensation and Benefits Administration

Objective:

Develop and maintain a comprehensive and fiscally responsible benefit program.

Action Steps:

1. Develop a steering committee to make cost saving recommendations for the current health plan while continuing to provide a competitive benefit program to City employees.
 2. Review claims data for trends and identify areas to enrich benefit plan offering while reducing cost by 5%.
 3. Review contractual language to ensure compliance with the ever changing market place.
 4. Engage employees and retirees to increase participation in cost-saving programs and initiatives.
 5. Review claims data for trends and identify areas to address or target to promote wellness initiatives.
 6. Engage Working on Wellness (WOW) committee for wellness initiatives and increase sponsored activities by 50%.
 7. Develop and implement a benefit fair that will include biometric screenings, health risk assessment and bone density checks.
-

Objective:

Develop and maintain a strategic compensation plan in order to compete in the market for qualified individuals and to reward top performing employees.

Action Steps:

1. Participate in at least two (2) industry salary surveys to determine market based practices.
 2. Review current on-boarding vacation and sick time practices and evaluate cost.
 3. Update 25% of current job descriptions.
 4. Analyze current performance reward program.
 5. Develop and distribute compensation and benefit statement to all full time employees to communicate the City's total rewards package.
-

City of Beloit Strategic Goals: #1

Program: Human Resources - Employee Relations

Objective:

Build an environment of employee engagement, empowerment and involvement.

Action Steps:

1. Develop and implement an Employee Activities Committee in order to increase employee engagement.
2. Review and update 30% of current policies.
3. Develop and implement three (3) staff training programs.
4. Redesign new employee orientation and onboarding process.
5. Recruit and onboard a Human Resource Coordinator position.
6. Develop and implement employee engagement survey.

2016 STRATEGIC PLAN

DEPARTMENT – FINANCE & ADMINISTRATIVE SERVICES

Treasury

City of Beloit Council Goal: 1 & 4

Program: Treasury – Maximize collection of delinquent debts owed to City

Objective:

Evaluate, monitor and pursue the collection of outstanding debts owed to City by effectively and efficiently utilizing every resource available to decrease debts and increase cash flow.

Action Steps:

1. Conduct a monthly review of all delinquent invoices and/or charges due to determine how and what mechanisms to utilize in pursuit of collection.
2. Conduct a monthly review of all South Beloit sewer utility accounts and forward all delinquencies to H. E. Stark to pursue collection.
3. Forward monthly South Beloit delinquent utility accounts to the South Beloit City Clerk to ensure that delinquencies are satisfied prior to the property being transferred and/or sold.
4. Issue monthly report to Division and/or Department heads for their review. Upon completion of the review, the information obtained will be utilized to determine how staff will proceed with the outstanding charges: collectible, doubtful to collect and/or write offs balances.
5. Collaborate with collection agencies (H.E. Stark and Associated Collectors) and use TRIP (tax refund intercept program).
6. Collaborate with the Townships and the South Beloit City Clerk to obtain current customer billing information to maintain the integrity of our utility customer database.

City of Beloit Council Goal: 1

Program: Treasury - Improving Internal Cash Controls

Objective:

Audit all City facilities that handle cash to ensure that the proper internal controls are in place and are being adhered to.

Action Steps:

1. Conduct random audits at all City facilities.
2. Conduct periodic training and update cash handlers on any new internal procedures and/or cash handling practices.
3. Review the City's internal control framework to ensure that cash handling processes and procedures are providing the proper control environment.
4. Keep City staff abreast of any counterfeit monies being circulated in the community.
5. Advise City staff of any US Treasury changes in the US currency.
6. Encourage solicitation from City staff on issues affecting them regarding cash handling and/or internal control processes.

City of Beloit Council Goal: 1

Program: Treasury —Improve Customer Service

Objective:

Strengthen the City’s relationship with our customers by providing support and assistance while ensuring a positive experience through quality customer service delivery.

Action Steps:

1. Provide continuous training to staff on how to deliver and improve their customer service skills.
 2. Anticipate customer needs and expectations more accurately.
 3. Increase customer education on changes to City and State policies/procedures and/or Public Service Commission (PSC) regulations.
 4. Solicit ongoing customer feedback to ensure customer satisfaction.
 5. Assisting customers with oral and written language barriers.
 6. Provide necessary tools to retain courteous, knowledgeable, and efficient staff.
-

City of Beloit Council Goal: 1

Program: Treasury – Continued Promotion of the Technological Advances in Utility Statement Delivery (e-Statements) and Bill Payment Options

Objective:

Reduce City’s monthly expenses to produce utility statements and increase cash flow by offering a variety of payment options.

Action Steps:

1. Encourage enrollment of e-statements by distributing the information to our walk-in customers.
2. Promote enrollment of e-statements by informing customers of the benefits, such as, being able to enhance security by eliminating your personal information from unsecured mailboxes.
3. Encourage on line bill payment via the Beloit Citizen Portal which is conveniently available 24x7 and secure. Customers have complete control by specifying which utility bill gets paid and can designate how much is being paid on each bill.
4. Promote enrollment in the ACH (Automatic Clearing House) monthly program.
5. Encourage use of electronic checks with your Financial Institution.
6. Inform customers of their ability to utilize the call in method of paying their utility bills with a debit and/or credit card.

2016 STRATEGIC PLAN
DEPARTMENT – FINANCE &
ADMINISTRATIVE SERVICES
Accounting/Purchasing

City of Beloit Strategic Goal: 1

Program: Accounting/Purchasing - Annual Audit and Financial Statements

Objective:

Facilitate an accurate and timely year end financial audit for City operations, Utilities, Single Audit, TIF's and BID (Business Improvement District), as well as prepare the annual financial report in conformance with the Government Finance Officer's Association (GFOA) and the Governmental Accounting Standards Board (GASB).

Action Steps:

1. Prepare all necessary documents by April 1, 2016. Complete 2015 audit by June 30, 2016.
2. Work with the auditors to adhere to new regulations and reporting requirements.
3. Participate in Government Finance Officer's Association Certificate of Achievement for Excellence in Financial Reporting Program for the Comprehensive Annual Financial Report.
4. Examine and evaluate the City's internal control framework to ensure proper procedures are in place to safeguard the City's assets and provide assurance of the integrity of the accounting and financial reporting systems.

City of Beloit Strategic Goal: 1

Program: Accounting/Purchasing - Staff Development

Objective:

Increase knowledge and improve productivity of staff.

Action Steps:

1. Conduct MUNIS training sessions for other departments in both accounts payable processing and payroll.
2. Conduct policy training for departments in regards to purchasing and accounts payable.

City of Beloit Strategic Goal: 1

Program: Accounting/Purchasing – Purchasing Card

Objective:

Increase the use of departmental purchasing cards to improve operational efficiency and increase cash rebate.

Action Steps:

1. Review vendor payments currently processed by issuing a check for possible conversion to the purchasing card payment process.
2. Attend annual user conference for the Wisconsin Public Sector Consortium.

2016 STRATEGIC PLAN
DEPARTMENT – FINANCE &
ADMINISTRATIVE SERVICES
Information Systems

City of Beloit Strategic Goal: 1

Program: Information Technology - Security

Objective:

Improve security, disaster recovery, remote access, and emergency preparedness to continue safeguarding city assets and electronic records.

Action Steps:

1. Widen security reviews and identify vulnerabilities.
 2. Refine disaster plans and test recovery procedures.
 3. Expand redundancy through hardware upgrades.
 4. Refine off-site backup procedures and encryption.
 5. Refine asset disposal procedures to protect data.
-

City of Beloit Strategic Goal: 4

Program: Information Technology –Intergovernmental Cooperation/Collaboration

Objective:

Expand relationships with other entities to utilize resources more efficiently and effectively to reduce duplicated efforts through cooperation and communication.

Action Steps:

1. Expand communication with local, county, state and multi-state technology departments.
 2. Discuss projects, request input, and follow-up with outcomes.
 3. Refine preferred vendor lists from recommendations of other local government entities.
 4. Refine data/communication links to other government technology departments.
 5. Expand cooperative with school district, ISP providers, and vendors.
-

City of Beloit Strategic Goal: 1, 5

Program: Information Systems - Data Delivery Services

Objective:

Increase network stability and availability by revitalizing infrastructure to reduce recurring maintenance costs and improving customer service by providing faster access, larger bandwidth, and better reliability.

Action Steps:

1. Reduce areas of failure and improve redundancy by replacing fatigued hardware.
 2. Reduce wireless interference by providing licensed radio links, or change to cable.
 3. Expand remote capabilities by adding a mix of wireless, cable and fiber connections.
 4. Expand the use of wireless transports for voice/data traffic.
 5. Consolidate and move network equipment to increase throughput and reduce energy.
 6. Continue building fiber optic connectivity plan.
-

City of Beloit Strategic Goal: 1, 5

Program: Information Technology – Web Services

Objective:

Increase data communications internally and externally by improving customer service through continued development of the city's website, domain and intranet.

Action Steps:

1. Finalize changes to city owned domain name.
2. Increase information and services to the public via our Internet web site 24/7/365.
3. Expand information and services to our residential, business, and external visitors.
4. Expand the City's and IT Department intranet to help all employees in delivering better/faster customer service.
5. Add citizen friendly tools to facilitate and expedite work requests and strengthen community relationships.

2016 STRATEGIC PLAN

DEPARTMENT – FINANCE & ADMINISTRATIVE SERVICES

Finance

City of Beloit Strategic Goals: 1&3

Program: Finance Administration - Budget/CIP Preparation and Control

Objective:

Prepare the annual operating and CIP budgets in accordance with Wisconsin State Statutes while also meeting the necessary criteria to qualify for the Government Finance Officer's Distinguished Budget Presentation Award.

Action Steps:

1. Begin CIP process in April.
2. Begin budget process in May.
3. Conduct pre-budget meeting with Council to establish priorities for the ensuing year's Budget and CIP.
4. Present the budget and CIP by the first Council meeting in October.
5. Schedule for Council consideration by first meeting in November.
6. Participate in the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award Program.

City of Beloit Strategic Goals: 1&3

Program: Finance Administration - Investments/Portfolio Management

Objective:

To increase the City's return on invested funds by implementing investment strategies that offer the greatest rate of return at the lowest risk of principal.

Action Steps:

1. Maximize cash flows and implement investment strategies that increase investment return on surplus funds.
 2. Work with broker dealers in a manner that insures the City receives the best available rate of return.
 3. At all times, make investment decisions predicated on preserving the principal balance of surplus cash funds.
 4. All investment decisions will be made in accordance with the City's Investment Policy.
-

City of Beloit Strategic Goals: 1&3

Program: Finance Administration – Increase/Maintain Bond Ratings

Objective:

To increase or maintain current bond ratings for both general obligation and utility debt.

Action Steps:

1. Prepare Combined Annual Financial Report (CAFR) timely and in accordance with standards to earn the GFOA Certificate of Achievement for Excellence in Financial Reporting.
2. Prepare capital improvement plans that address short term (1 year) and long term (5 years) needs.
3. Develop a long term financial plan (5 years) using trend data and known factors.
4. Maintain a general fund balance that meets or exceeds the fund balance policy of 15% of revenues or 3 months of general fund expenditures, whichever is greater.
5. Demonstrate flexible management practices by adjusting long term financial plans and budgets to coincide with current or changing economic conditions.
6. Achieve financial success by meeting or exceeding adopted budgets.

***2016 STRATEGIC PLAN
DEPARTMENT – FINANCE &
ADMINISTRATIVE SERVICES
City Hall & Risk Management***

City of Beloit Strategic Goals: 1 & 3

Program: General Services - Buildings and Grounds

Objective:

Maintain or improve the condition of municipal buildings as well as providing a safe and clear environment.

Action Steps:

1. Inspect facilities.
 2. Repair problems timely.
 3. Replace sidewalk slabs in front of City Hall entrance
-

City of Beloit Strategic Goals: 1 & 3

Program: General Services – Risk Management

Objective:

Reduce the risk of property loss and personal injury to employees and citizens as well as minimize the exposure to the city resulting from claims of damage, injury, and liability.

Action Steps:

1. Routinely inspect facilities and property.
 2. Institute repairs immediately.
 3. Safety and liability training for all employees.
 4. Maintain relationship with CVMIC to assist with claim management and training opportunities.
-

2016 STRATEGIC PLAN DEPARTMENT – LIBRARY

Mission Statement

Improve the quality of life in our community by providing resources and services that stimulate lifelong personal enrichment, enjoyment, reading, and learning.

Vision Statement

Connecting our community to the world of ideas where learning never ends.

Beloit Public Library

“Making a great city even greater”

The Board of Trustees of the Beloit Public Library (BPL) has adopted this One-Year Strategic Plan to guide the library over the next twelve months. It is designed to focus the energies and resources of the library on three key areas, yet provide flexibility for staff to pursue excellence and innovation as they arise. By focusing on the current and emerging needs of the community, the Board of Trustees aims to place the Beloit Public Library among the top libraries in Wisconsin—and the nation.

Focus Areas

The three focus areas are Literacy, Jobs & Careers, and Quality of Life. The Board of Trustees believe that these are the most important to the City of Beloit itself. By focusing on these, BPL will be at the forefront of offering vital educational and economic opportunities as well as providing high-quality facilities of which all residents can be proud. Excellence in all three areas will also broadcast to potential residents and employers that Beloit is a community that takes 21st Century skills and knowledge—and growth through self-improvement—seriously. It says that Beloit is a city of the future.

Actions

Each of these three broad focus areas will be supported by multiple actions: classes, programs, outreach, events, etc. These will take place within the library and without; independently and in partnership with other organizations. Which actions are pursued at any given time will depend on the determination and entrepreneurial vision of the library’s staff. To that end, the strategic plan is purposely constructed to allow the library to be nimble in its operations—in order to achieve its goals.

Some examples of actions in the three focus areas are:

- **Literacy:** Without the ability to read, it is difficult to learn and even more difficult to graduate. BPL’s literacy efforts include numerous year-round early-literacy classes and the Summer Library Club to prevent “summer slide” between school years. It will be looking to increase its computer-literacy offerings as well as English Language Learner (ELL) programming. BPL will also be looking to STEM outcomes to inform its spaces (e.g., creating a Makerspaces Lab) and classes.

- ***Jobs & Careers:*** Limited educational experience and economic turbulence are two barriers for those seeking employment or career advancement. BPL currently provides resume-building classes, job-searching resources and instruction, and proctoring for those enrolled in traditional and online education programs. It will expand its offerings to address eGovernment, social media, and security and privacy issues. Our technological world is growing increasingly complex and Beloit residents are looking for help. They will find it at BPL.
- ***Quality of Life:*** The economic health of a city, like that of an individual business, is determined by how attractive it is to customers. BPL will provide high-quality spaces and experiences that evolve to meet the needs of all residents today and tomorrow. In particular, BPL will be exploring ways to provide a greater variety of public meeting spaces for an even broader range of purposes.

Measures BPL will monitor the success of its actions. Success will be determined by the way each action affects four specific measures: visits; program attendance; public internet use; and circulation. These four have been selected because all public libraries report them annually. Moreover, the library community uses them for national comparative purposes. And BPL aims to be a national leader.

2016 STRATEGIC PLAN DEPARTMENT – POLICE

2016 Strategic Goals:

1. Reduction of crime, fear, & disorder in our community through a neighborhood-based, problem-oriented, intelligence-led approach.
2. Enhance leadership through recruitment, retention, and career development programs that increase motivation, satisfaction, and performance of our personnel while addressing community expectations.
3. Strengthen community relations via proactive, sustained engagement, while establishing and maintaining community trust and legitimacy.
4. Transition the department into modern-day policing practices through the use of technology, intelligence, and innovation.
5. Collaborate with our criminal justice partners, city departments, and community members to create efficiencies and an effective force multiplier.
6. Prudent stewardship and application of our city budgetary funds, while effectively scanning for and acquiring grants to enhance capacity and create partnerships.

2016 STRATEGIC PLAN

DEPARTMENT – POLICE

Police Administration

Police Department Strategic Goal: 1, 2, 4 & 6

Division: Administration

City of Beloit Goal: 3

Program: Police Department Staff

Objective:

Ensure that the department is staffed sufficiently within each rank and responsibility to adequately achieve organizational strategic goals.

Action Steps:

1. Assess and review each rank in terms responsibility, capacity, necessity, and overall organizational effectiveness.
 2. Reallocate existing positions to address the needs of a modern law enforcement organization, such as a crime analyst, public relations officer, and investigative supervisor.
 3. Provide—to all members—statutorily required training and updates, leadership training, and training necessary to achieve organizational goals.
 4. Create an Assessment and Recruitment Team (ART) to assess, evaluate, and make recommendations regarding the departments recruitment platform, enhance diversity, and involve community members in the process.
 5. Establish oversight and accountability for the expenditure of discretionary fiscal resources.
 6. Seek out grants, such as the Community Oriented Policing Services (COPS) grant in 2016, to support the addition of needed positions unattainable in the operational budget.
-

Police Department Strategic Goal: 3, 4 & 5

Division: Administration

City of Beloit Strategic Goals: 1 & 3

Program: Community Engagement & Transparency

Objective:

Create and maintain an environment of trust and legitimacy with our community through proactive, honest, and transparent communications.

Action Steps:

1. Establish a comprehensive social media platform to both keep the community informed and act as a force multiplier for solving crimes, locating missing persons, etc.
 2. Work collaboratively with community members to grow the number of neighborhood associations, block watches, and business associations and then establish regular meetings—both formal and informal—to sustain open communications and information sharing.
 3. Identify critical community contacts to act as liaisons to larger community groups when messaging critical or sensitive information or incidents.
 4. Involve community members in recruitment efforts.
 5. Empower a Vision, Mission, Values and Communication Team (VMVCT) to create a vision, mission, & values statement that commits to community policing and values-based decision making at all levels of the department, while ensuring open communication with our partners.
-

2016 STRATEGIC PLAN

DEPARTMENT – POLICE

Patrol Division

Police Department Strategic Goals: ALL

Division: Patrol

City of Beloit Strategic Goals: 1 & 3

Program: Community Policing

Objective:

In collaboration with our community, reduce the presence of crime, fear, & disorder in our neighborhoods and utilize innovative problem-oriented approaches to solve issues based on intelligence gleaned from the public and real-time data.

Action Steps:

1. Enhance officer knowledge of community policing and problem-oriented practices through training.
 2. Embed the tenets of procedural justice and legitimacy within the patrol force for both internal and external application.
 3. Expand the application of crisis intervention techniques, de-escalation tactics, and strategies for dealing with persons suffering from mental health issues.
 4. Expand community engagement within each beat by requiring attendance at community meetings and intermittent beat patrol.
 5. Identify and eliminate response to calls for service that are counterproductive, and thereby create unobligated time for community policing activities.
 6. Expand relationships with community organizations that mentor youth.
 7. Partner with other local, state, and federal partners to achieve organizational goals.
 8. Utilize crime analysis and human intelligence to identify patterns of crime, suspects, victims, and locations in order to place officers where they can be most effective.
 9. Grow and sustain a robust recruitment, retention, promotion, and career development plan centered on community policing & leadership principles.
 10. Ensure oversight and accountability of budgetary expenditures and that the use of those funds is in furtherance of a community policing need and organizational goal.
-

2016 STRATEGIC PLAN

DEPARTMENT – POLICE

Special Operations Division

Police Department Strategic Goals: ALL

Division: Special Operations

City of Beloit Strategic Goals: 1 & 3

Program: Investigations

Objective:

In collaboration with our community, reduce the presence of crime, fear, & disorder in our neighborhoods by utilizing critical thinking, interview & interrogation skills, technology and intelligence, and other investigative best practices to investigate and solve felony and child related crimes; conduct drug and gang investigations; and participate in taskforce operations.

Action Steps:

1. Establish a modern investigative case management and follow up system.
 2. Provide investigators with relevant interrogation, legal updates, & specialty training (sexual assault, human trafficking, evidence collection, etc.).
 3. Provide—to all members—statutorily required training and updates, leadership training, and training necessary to achieve organizational goals.
 4. Reallocate an existing position to create an investigative supervisor position.
 5. Utilize crime analysis and human intelligence to identify patterns of crime, suspects, victims, and locations in order to solve felony and child related crimes.
 6. Create a drug house and nuisance abatement form to better assess, vet, and assign for appropriate action by drug & gang or beat officers.
 7. Utilize available technology (cell-tracking, National Integrated Ballistics Information Network (NIBIN), DNA) to link crimes, as well as locate suspects from new offenses, wanted fugitives, and absconders.
 8. Expand community engagement by requiring intermittent attendance at community meetings.
 9. Expand information & intelligence sharing across the department and with local, state, and federal partners, as well as family and children service providers.
 10. Grow and sustain a robust recruitment, retention, promotion, and career development plan centered on community policing, investigative best-practices, & leadership principles.
 11. Ensure oversight and accountability of budgetary expenditures and that the use of those funds is in furtherance of a community policing need and organizational goal.
 12. Review and rewrite the evidence storage policy and ensure evidence integrity.
-

2016 STRATEGIC PLAN

DEPARTMENT – POLICE

Administrative Division

Fire Department Strategic Goals: ALL

Division: Administrative

City of Beloit Strategic Goals: 1 & 3

Objective:

In collaboration with our community, reduce the presence of crime, fear, & disorder in our neighborhoods by ensuring all department members and specialty teams (Special Weapons and Tactics Team (SWAT), Evidence Technicians, Community Service Officers, etc.) are properly equipped, trained, and resourced. Ensure oversight and accountability of all internal investigations, fleet operations, training requirements, operational budget and grant awards.

Action steps:

1. Perform a complete review and provide recommendations to amend departmental policies related to internal investigations, discipline, and use of force review.
2. Ensure all members are in compliance with departmental general orders and statutory requirements relative to training, instructor certification, and specialty certifications.
3. Review and revamp the departments training platform to diminish the use of overtime for training purposes and expand cross-training of personnel.
4. Seek out opportunities to host training locally or in-house to better utilize budgetary training dollars.
5. Ensure all departmental equipment is on an appropriate replacement schedule and budgeted for on an annual basis.
6. Expand training to include crisis intervention techniques, de-escalation tactics, and strategies for dealing with persons suffering from mental health issues.
7. Ensure oversight and accountability of budgetary expenditures and that the use of those funds is in furtherance of a community policing need and organizational goal.
8. Update existing documents regarding facility needs for the department.
9. Grow and sustain a robust recruitment, retention, promotion, and career development plan centered on community policing & leadership principles.
10. Seek out grant opportunities that will support community policing and organizational goals.

2016 STRATEGIC PLAN DEPARTMENT – POLICE Support Services Division

Fire Department Strategic Goals: ALL

Division: Support Services

City of Beloit Strategic Goals: 1 & 3

Objective:

In collaboration with our community, reduce the presence of crime, fear, & disorder in our neighborhoods by providing departmental personnel with accurate, real-time data to support field operations; report transcription and retention; maintenance and upgrading of the records management system; and accreditation requirements.

Action steps:

1. Perform a complete review and provide recommendations to enhance the analytical capacity and intelligence sharing potential of the departmental Record Management System (RMS).
 2. Ensure all departmental databases are current and supported versions.
 3. Ensure compliance with all Criminal Justice Information Services (CJIS) and Transaction Information for the Management of Enforcement (TIME) system requirements.
 4. Ensure departmental policies are reviewed, updated, and electronically available to all personnel through accreditation or other best practices.
 5. Perform a complete review of all job tasks, identify technological and personnel efficiencies, and adjust positions accordingly.
 6. Provide—to all members—statutory or vendor required training and updates, leadership training, and training necessary to achieve organizational goals.
 7. Develop an intelligence-led approach to crime analysis and incorporate into field operations.
 8. Ensure oversight and accountability of budgetary expenditures and that the use of those funds is in furtherance of a community policing need and organizational goal.
 9. Grow and sustain a robust recruitment, retention, promotion, and career development plan centered on community policing & leadership principles.
-

2016 STRATEGIC PLAN

DEPARTMENT – FIRE

Fire Administration

Division: Administration

City of Beloit Goal: 1 & 3

Program: Fire Department Staffing

Objective:

Implement a multifaceted approach to increase general fund appropriations to absorb Staffing for Adequate Fire & Emergency Response (SAFER) grant funded positions by July 7, 2016.

Action Steps:

1. Re-apply for SAFER Grant by 5/1/2016, if necessary..
 2. Adopt a program enhancement for the 2016 general fund appropriations to increase funding for 1 FTE for 50% funding to absorb the veteran position in the SAFER Grant Funding for the rest of the 2016 calendar year. This will solidify 15 person minimum complement.
 3. Adopt a program enhancement for the 2017 general fund appropriations to increase funding for 3 FTE in 2017 to fund the remainder of the year for SAFER Grant Positions.
 4. Adopt a program enhancement for the 2017 general fund appropriations to increase funding for 3 FTE for 100% funding in 2018 to completely absorb and fund the SAFER Grant positions.
-

Division: Administration
City of Beloit Strategic Goals: 1 & 3
Program: Public Relations & Community Awareness

Objective:

Conduct a joint labor/management public relations campaign to promote an informed constituency of our all hazards emergency preparedness and response capacity and community need.

Action Steps:

1. By March 31, 2016 create and produce TV, radio, media campaign with a third party multi-media firm specializing in public safety education.
2. By February 15, 2016 develop print materials that identify and compare the difference in the workload, safety, and outcome between using 15, 16, and 17 personnel on the initial alarm of a fire incident.
3. By April 1, 2016 identify, develop, and produce a public canned speaking presentation on all hazards community risk within the City of Beloit.
4. By May 1, 2016 develop and produce canned public speaking presentations that focus on “What is an Emergency” and “When to Call”.
5. By May 1, 2016 develop and produce a canned public speaking fire safety presentation on “New Fire Behavior” focusing on the concepts of fire flow dynamics.
6. By June 1, 2016 develop and produce a canned public awareness presentation on all non-emergency functions and responsibilities of the fire department.
7. Promote and schedule public speaking engagements with area civic groups educating the public about fire and paramedic services completing at one public speaking engagement per month in 2016.
8. Utilizing Department Public Information Officers promptly report department activities both emergency and non-emergency to increase awareness of community through common media outlets.

Division: Administration
City of Beloit Goal: 1 & 3
Program: Succession Planning & Leadership Development

Objective:

Develop and implement a formal mentorship program to prepare employees for ascension to leadership in an effort to preserve organizational memory, grow our most valuable resource to maximum potential, and facilitate smooth transition of leadership when change occurs.

Action Steps:

1. Create a mentoring committee by January 1, 2015.
2. Review and revise all job descriptions in the department by July 1, 2015
3. Develop and create a program that produces a formal documented mentoring process for each job description in the fire department December 31, 2015
4. Conduct training on mentoring for the entire department by January 31, 2016
5. Conduct mock mentoring interactions through the First Quarter of 2016.
6. Evaluate final mentoring products across the organization by March 31, 2016.
7. Utilize mentoring products as they are developed for promotions or appointments that occur in the interim.

Division: Administration
City of Beloit Strategic Goals: 1 & 3
Program: Emergency Management

Objective:

Transition the city emergency management function from General Services to the Fire Department improving the function and community preparedness and resiliency from natural and manmade disasters.

Action Steps:

1. Complete reorganization of the emergency management functions through a repeal and recreate of Beloit Code of General Ordinance Chapter 1.10 by January, 15, 2016.
 2. Develop and adopt a emergency management budget that includes incremental increases of funding for emergency planning, employee training, functional, emergency management job aids, and full scale exercises over the next three fiscal years.
 3. Complete an employee readiness program that identifies training needs, encourages personal preparedness strategies, and defines each employees critical role in emergency management by December 31, 2016.
 4. Increase employee awareness on the prevention of acts of crime and terrorism, See Something, Say Something campaign by December 31, 2016.
 5. Complete revision of the Emergency Management Plan by January 15, 2016.
 6. Host three emergency management classes to fulfill training needs by December 31, 2016.
-

Division: Administration
City of Beloit Goal: 1 & 3
Program: Organizational Communications

Objective:

Improve communications throughout organization that facilitate growth of trust and the development of servant leadership.

Action Steps:

1. Internal Communications-
 - A. Schedule monthly meetings adjacent to department training with the Chief for open round table discussions.
 - B. The Chief will attend regular coffee table discussions with line personnel at the stations.
 - C. Annually quarterly staff meetings with the Captains.
 - D. By March 1, 2016 conduct annual department expectations training.
2. External Communications-
 - A. By March 31, 2016 increase attendance of line personnel to City Council and Police & Fire Commission (PFC) Meetings.

2016 STRATEGIC PLAN

DEPARTMENT – FIRE

Fire Inspection & Prevention

Division: Prevention

City of Beloit Strategic Goals: 1 & 3

Program: Public Education

Objective:

Continue providing public education and prevention programs to the community to the extent that resources allow. Schedule public education program delivery to target locations such as large occupancy apartment facilities, elderly housing, childcare locations, and during Fire Prevention Week. Also, continue posting public service announcements periodically and when a problem area is identified.

Action Steps:

1. Develop 2016 fire prevention plan by December 2015.
 2. Provide public education personnel with the resource required to meet Performance Measure by June 2016.
 3. Complete and assign public education service announcement plan by January 2016.
-

Objective:

Develop a comprehensive public education program that will better utilize current technological resources and social media sites in an effort to provide fire prevention education to a wider range of the Beloit population.

Action steps:

1. By January 31, 2016 develop a schedule of open houses for the department that will be aimed at providing educational information to the general public. The information presented can be related to Emergency Medical Staff (EMS) operations, fire pit use and burning regulations within the city, smoke/CO alarm maintenance, water safety, hydrant clearing in the winter, and fireworks use.
 2. Beginning January 31, 2016 develop a fire prevention presentation that will be presented to various organizations, clubs, and service groups aimed specifically at fire prevention for adults in the community.
 3. By October 1, 2016 develop a plan to improve the fire department's web site so that it is current and up to date. A section on frequently asked questions related to burning regulations, fire pit use as well as other questions should be included in this web site update.
-

Division: Fire Prevention

City of Beloit Goal: 1 & 3

Program: Fire Origin and Cause Investigation

Objective: To increase department's capacity to perform fire investigations compliant to National Fire Protection Association (NFPA) 921 by 33%.

Action steps:

1. Train all fire officers to the International Association of Arson Investigators (IAAI)- Fire Investigation Technician level by April 1, 2016.
2. Increase fire investigation personnel from 3 to 6 by June 1, 2016.
3. Develop and implement a strategic training plan to bring fire investigators to the IAAI Certified Fire Investigator level by February 1, 2016.
4. Provide monthly fire investigation training for all fire department personnel by 12/31/2015.
5. Develop an education assessment program for existing fire investigators to identify training needs February 1, 2016.

Objective: To increase department's prosecution rate for incendiary fires involving crime by 50%

Action steps:

1. Develop and coordinate partnerships between public safety agencies within Rock County to establish a county fire investigation unit by December 31, 2016.
2. Study the efficacy to create a Fire Marshals position within the fire department to oversee fire investigation by April 1, 2016.
3. Open communication with District Attorney by developing policies and education programs for prosecutors by June 1, 2016.
4. Develop and coordinate fire investigation training for local and surrounding agencies-stakeholders by June 1, 2016.

2016 STRATEGIC PLAN

DEPARTMENT – FIRE

Fire Fighting & Rescue

Division: Fire & Rescue

City of Beloit Strategic Goals: 1 & 3

Program: Emergency Response

Objective:

Increase the City of Beloit's Fire Suppression Rating from 3 to 2.

Action Steps:

1. Evaluate the City of Beloit 2011 Insurance Service Organization (ISO) rating report to identify deficient ratings by 6/14.
 2. Determine practicality and cost benefit of expending resources needed to address deficient issues by 12/14.
 3. Determine a plan and process to address deficient issues by 12/15.
 4. Begin process of resolving identified deficient issues by 12/15.
 5. Request ISO reevaluation by 12/16.
-

Objective:

Inventory and upgrade department hydraulic powered extrication equipment by 12/31/2016.

Action Steps:

1. Identify through regional collaboration gaps in extrication capacity, and identify aging/failing equipment by April 1, 2015.
 2. Submit CIP request as indicated in the 2015 Budget Calendar.
 3. Identify Hydraulic Extrication Tool resource needs and prepare specifications for public bidding process by March 31, 2016.
 4. Publish and complete public bid selection process by July 1, 2016.
 5. Place order by July 30, 2016.
 6. Receive, label, inventory, train and place in service new SCBA by 12/31/2016.
-

Objective:

The goal of creating a promotional training academy is that it provides each individual with the necessary tools and knowledge to be successful in their newly promoted position. It will also help ensure there is a consistency among individuals, as well as the shifts of the department.

Action Steps:

1. Meet with Chief, Assistant Chief and Union Officers to layout the idea of a promotional training academy and gain full support by January 1, 2016.
2. Set up meeting with the training committee to layout the promotional training academy and assign persons already in each position to write up descriptions (positions include; Relief/ Full Driver, Acting/ Full Lieutenant, Captain, Deputy/Assistant Chief's, Fire Chief and Mechanics) following JPR's that would be appropriate to include in a training academy curriculum March 31, 2016.
3. Revisit and develop a priority list of each person's position and prepare for writing curriculums reflecting each positions June 30, 2016.
4. Develop a cost analysis for each academy and a budget plan May 15, 2016.
5. Meet, confer, evaluate and make final edits to the curriculum's October 1, 2016.
6. Have academy programs established by next promotions date to be determined.
7. Reevaluate programming post academy and make appropriate adjustments, date to be determined.

2016 STRATEGIC PLAN DEPARTMENT – FIRE Ambulance

Division: Ambulance

City of Beloit Strategic Goals: 1 & 3

Objective:

Develop a Community Paramedic Program for the Beloit Fire Department. The purpose of this program is to provide better access to healthcare services within the community.

Action steps:

1. By May 1st, 2015 identify a joint labor/management committee along with our department's medical direction hospital that will look at the efficacy of developing a Community Paramedic Program.
 2. By October 30, 2015 identify stakeholders that the department will partner with in an effort to bring these services to the community. This will include finding a funding source for the program.
 3. By October 30, 2015 have an educational curriculum developed that will meet the needs of the program and the community.
 4. By November 15, 2015 conduct a selection process for six personnel who will be interested in attending the Community Paramedic class
 5. By December 31, 2015 the initial six personnel will have finished all of their necessary training.
 6. By January 15, 2016 begin to conduct our first home visits with trained personnel. The second group of paramedics will also have been selected by this date to attend Community Health Paramedic (CHP) School.
 7. By February 28, 2016 conduct an assessment of the initial program to ascertain the need for adjustments to the curriculum or operations.
-

Objective:

Continuation of the data entry process for CodeStat.

Action steps:

1. By January 15, 2016 review the CodeStat database to ensure that at least 80% of all cardiac arrests have been downloaded since 2014.
 2. By February 1, 2016 begin to distribute QA reports to personnel on cardiac arrest efficiency and outcomes.
 3. By July 1, 2015 check on the progress of the project and determine if a second coordinator may need to be assigned to the project in order to help with data entry.
 4. As part of the QA process for cardiac arrest calls all personnel will receive a print-out summary report of the response personnel's performance. This will be implemented by September 30, 2015.
 5. By December 1, 2015 assess the overall progress of the program. The goal will be to have 95% of all of the cardiac arrest cases downloaded in to the database.
-

Division: Ambulance

City of Beloit Strategic Goals: 1 & 3

Program: Ambulance Replacement

Objective:

Replace Ambulance 6210 with an updated chassis and box by October 2016.

Action Steps:

1. Revise the ambulance chassis and box specifications to include additions discovered by the past Ambulance Committee by January 1, 2016.
2. Send out ambulance specifications for the bid process by January 2, 2016.
3. Award the ambulance contract by February 2, 2016.
4. Take delivery of new ambulance by October 2016.

2016 STRATEGIC PLAN
DEPARTMENT – COMMUNITY
DEVELOPMENT
Planning & Building Services

City of Beloit Strategic Goal: 5

Program: Planning Services: Land Use Planning and Regulation

Objective:

To promote and protect public health, safety, morals, comfort, convenience, and welfare of existing and future residents of the City. Review and approve all development and redevelopment against the City's land use plans and ordinances, and coordinate Plan Commission, City Council, Board of Appeals, and Landmarks Commission review of applicable projects.

Action Steps:

1. Review and approve all industrial, commercial, institutional, and multi-family residential developments and alterations.
 2. Prepare Agendas, Minutes, and Staff Reports for Plan Commission, Landmarks Commission, and Board of Appeals meetings.
 3. Prepare reports to the City Council, along with Resolutions and Ordinances pertaining to land use actions.
 4. Initiate and resolve enforcement actions dealing with violations of land use ordinances.
 5. Communicate with citizens, businesses, property owners, developers, and others regarding land use and development questions and concerns.
-

City of Beloit Strategic Goal: 5

Program: Planning Services: Land Use Ordinance Updates

Objective:

To update the City's ordinances which regulate the built environment in response to emerging trends, technologies, and best practices.

Action Steps:

1. Evaluate required off-street parking ratios in Article 8 of the Zoning Ordinance and prepare revisions for Plan Commission and City Council consideration.
 2. Evaluate the lighting requirements in Section 34.10 of the Architectural Review & Landscape Code and prepare revisions for Plan Commission and City Council consideration.
 3. Initiate Zoning Text Amendments in response to recent legislation and/or emerging issues.
-

City of Beloit Strategic Goal: 5

Program: Building Services: Building Inspection and Permit Issuance

Objective:

To promote public health & safety while stabilizing and increasing property values through the regulation and inspection of new buildings, building additions, building alterations, and other miscellaneous projects.

Action Steps:

1. Review and approve applications for Building, Plumbing, Electrical, HVAC, Fence, Chicken, and other permits.
 2. Inspect building projects as necessary to ensure compliance with applicable building codes.
 3. Monitor neighborhoods for unauthorized work and initiate enforcement actions as necessary.
 4. Communicate with citizens and contractors regarding building permit and code questions.
-

City of Beloit Strategic Goal: 5

Program: Building Services: Inspection & Permitting Modernization

Objective:

To continue to modernize the City's building inspection and permitting processes.

Action Steps:

1. Continue and expand mandatory inspection documentation systems using MUNIS software.
2. Evaluate real-time inspection documentation options, including the use of tablets.
3. Evaluate on-line permitting for planning and building operations.

2016 STRATEGIC PLAN
DEPARTMENT – COMMUNITY
DEVELOPMENT
Community & Housing Services

City of Beloit Strategic Goal: 5

Program: Systematic City-wide Code Enforcement and Rental Inspection Program

Objective:

Continue to systematically inspect properties on a City-wide basis and improve the appearance of the neighborhoods.

Action Steps:

1. Evaluate inspector assignments and adjust inspector assignments as needed.
2. Assign interior rental inspections to the appropriate Inspector.
3. Inspectors will patrol and inspect the exterior of every property in the City.
4. Inspectors will complete interior rental inspections.
5. Track all inspections using the MUNIS system.
6. Develop “grading” system for interior systematic inspections.

City of Beloit Strategic Goal: 5

Program: Systematic City-wide Code Enforcement and Rental Inspection Program

Objective:

Continue to provide consistency in enforcement among inspectors and procedures.

Action Steps:

1. Provide ongoing education to Inspection staff regarding interpretations of codes, inspection and notification procedures, proper documentation, and inspection requirements.
2. Provide outreach and education to residents and rental property owners regarding property maintenance requirements under the City’s Code of Ordinances.
3. Maintain a Lead Inspection official position.
4. Develop and implement a monthly “focus” issues for City-wide Code Enforcement that will concentrate on seasonal or trending violations.
5. Provide monthly focus information to local press for the purpose of informing residents of common issues, how to correct them, and why correcting these issues are important to the community.

City of Beloit Strategic Goal: 5

Program: Rental Dwelling Permit Program

Objective:

Improve the efficiency of the program and provide more options for landlords to submit permits

Action Steps:

1. Work with Treasury, Information Services, and Finance to evaluate whether it is financially and procedurally feasible to make on-line permitting for the rental permit program possible.
 2. If it is possible, begin evaluating how the on-line option would be implemented.
-

City of Beloit Strategic Goal: 5

Program: Neighborhood Stabilization Program

Objective:

Reduce the number of vacant foreclosed homes in the hardest hit neighborhoods.

Action Steps:

1. Use Neighborhood Stabilization Program funds to purchase, rehab, and sell foreclosed properties to households earning 120 percent or less of county median income.
 2. Demolish properties that are beyond repair.
-

City of Beloit Strategic Goal: 1 and 5

Program: Neighborhood Revitalization

Objective:

Strategically focus funding for housing rehabilitation, demolition, and Code Enforcement in the City's most distressed neighborhoods with concentrated pockets of rentals, crime, vacant properties, and Code violations.

Action Steps:

1. Utilize a combination of NSP, HOME, and CDBG funding in the City's Near West Side neighborhood in 2016 to rehabilitate, demolish, and reconstruct vacant, abandoned, or deteriorated properties.
 2. Partner with Neighborhood Housing Services, Community Action, and private sector investors to invest funding in renovating vacant, abandoned, and foreclosed housing.
 3. Market the City's Housing Rehab Loan Program to owner-occupied and renter-occupied properties to encourage improvements to the existing housing stock.
 4. Continue to work with private investors and partners on developing additional incentives for investment in the vacant and abandoned properties in the City.
-

City of Beloit Strategic Goal: 5

Program: Neighborhood Redevelopment

Objective:

Promote redevelopment of City-owned and Rock County owned vacant lots in the City of Beloit. Increase the tax base in the City's existing neighborhoods.

Action Steps:

1. Publicize the availability of the vacant lots owned by the City twice annually in both local newspapers.
 2. Conduct additional marketing to infill builders or to prospective residents interested in building a single family home or expanding their lot.
 3. Strategically purchase vacant lots for land banking for redevelopment.
-

City of Beloit Strategic Goal: 1 and 5

Program: Lead Hazard Reduction

Objective:

Continue to administer the Lead Hazard Control (LHC) Grant funds to make more homes in the City of Beloit lead safe and reduce lead poisoning.

Action Steps:

1. Continue to work with the City of Janesville, Rock County Planning, Rock County Health Department and the Department of Housing and Urban Development to implement the grant.
 2. Continue to work with the Rock County Health Department to address lead poisoning issues at residences where children have been poisoned, and administer the Healthy Homes portion of the LHC Grant.
 3. Continue to market the program to home owners and landlords in order to encourage making homes lead safe for children.
-

City of Beloit Strategic Goal: 5

Program: Fair Housing

Objective:

Continue to work with Equal Opportunities Commission to enforce the Fair Housing ordinance, investigate housing discrimination cases, and provide fair housing education to lenders, realtors, landlords, and residents.

Action Steps:

1. Provide Fair Housing training and outreach to the public and social service agencies.
2. Provide Fair Housing brochures and flyers to appropriate social service agencies in the City.
3. Facilitate the investigation and resolution of housing discrimination complaints in accordance with the City of Beloit's Chapter 20 Fair Housing Code.
4. Continue to address issues and strategies identified in the current Analysis of Impediments to Fair Housing.
5. Update the current Analysis of Impediments to Fair Housing study.

2016 STRATEGIC PLAN DEPARTMENT – COMMUNITY DEVELOPMENT CDBG

City of Beloit Strategic Goal: 1 and 5

Program: Community Development Block Grant (CDBG)

Objective:

Continue to provide the City and local agencies with funds to help meet the needs of low- and moderate-income residents and eliminate slums and blight.

Action Steps:

1. Prepare CDBG contracts for agencies which were awarded funds for 2016.
2. Administer the CDBG program for 2016.
3. Hold a public application and planning process for 2016 funds.
4. Prepare the Annual Plan for submission to HUD.
5. Continue to address issues and strategies identified in the City's Consolidated Plan.
6. Submit the Annual Plan and CDBG Budget to HUD.

City of Beloit Strategic Goal: 1 and 5

Program: Community Development Block Grant (CDBG)

Objective:

Evaluate the potential for providing CDBG funding under economic development to facilitate employment training and education that matches current and incoming local employment opportunities.

Action Steps:

1. Evaluate prior year funding for possible reallocation for this purpose.
2. Develop a strategy to implement and continue this effort.
3. Coordinate services with a local agency to carry out the following:
 - a. Evaluate employment pool needs of current and incoming employers.
 - b. Coordinate training opportunities for residents
 - c. Administer a program to assist residents in obtaining appropriate training and matching those residents with local employment opportunities.
4. Submit the Annual Plan and CDBG Budget to HUD.

2016 STRATEGIC PLAN DEPARTMENT – COMMUNITY DEVELOPMENT HOME

City of Beloit Strategic Goal: 1 and 5

Program: HOME Investment Partnership Program (HOME)

Objective:

Provide affordable housing options to the City's low and moderate-income households.

Action Steps:

1. Prepare HOME contracts with the Community Housing Development Organizations (CHDOs) receiving HOME funds in 2016.
2. Work with CHDOS to ensure funds are expended.
3. Administer the Housing Rehab loan program.
4. Submit information to Janesville for the Annual Plan for submission to HUD.

2016 STRATEGIC PLAN

DEPARTMENT – COMMUNITY DEVELOPMENT

Housing Authority

City of Beloit Strategic Goal: 5

Program: Section 8 Family Self-Sufficiency Program

Objective:

Continue to develop resources which meet the needs of Section 8 tenants. Continue to build an Educational Life Skills Program which will meet the needs of residents. Continue to assist tenants in working toward their goals and graduating from the Self-Sufficiency (FSS) Program

Action Steps:

1. Apply for 2015 Family Self-Sufficiency Coordinator Grant.
 2. Ongoing case management for current and future Section 8 FSS participants.
 3. Continue to develop networks with agencies and businesses in Beloit, Janesville, and Rock County.
 4. Continue to plan and coordinate ongoing workshops and seminars for participants.
 5. Continue to market program to agencies, participants, applicants, and businesses.
 6. Continue to monitor participant progress and to assure participants are working toward identified goals.
-

City of Beloit Strategic Goal: 5

Program: Section 8 Homeownership Program

Objective:

Continue and broaden Section 8 Homeownership Program as part of above Family Self Sufficiency grant and separately for those residents who wish to participate through December 31, 2016.

Action Steps:

1. Continue to seek out resources to assist participants with financial problems and debt reconstruction.
 2. Continue to develop partnerships with local banks for financing of homes.
 3. Continue to partner with NeighborWorks Blackhawk Region to provide homeownership classes.
 4. Support program with continued staffing and training.
-

City of Beloit Strategic Goal: 5

Program: Beloit Apartment Redevelopment Phase 1 and Phase 2

Objective:

To monitor and maintain all reporting requirements for Phase 1 and Phase 2 tax credit projects. To maintain the physical condition of both Phase 1 and Phase 2 properties.

Action Steps:

1. Continue to follow the completed spreadsheet of all reporting requirements.
 2. Continue to pay debt service on a quarterly basis.
 3. Fund the Replacement Reserve accounts with Capital Fund Program monies in order to maintain properties.
 4. Maintain the Inspection Schedule to monitor the interior and exterior conditions of the rehabbed/constructed units.
 5. Maintain a pro-active maintenance schedule to maintain the interiors and exteriors of the units.
-

City of Beloit Strategic Goal: 5

Program: Public Housing FSS

Objective:

To network with other service agencies. To set agency standards in order to provide services which are comprehensive and culturally competent.

Action Steps:

1. Continue addressing Customer Service issues with staff.
2. Continue tenant participation in Self-Sufficiency workshops and seminars.
3. Disseminate useful information to tenants regarding available services, employment opportunities, and educational opportunities.
4. Partner with other agencies to sponsor events that enhance the lives of Public Housing tenants and Section 8 participants.
5. Conduct Focus Group discussions with Public Housing residents to assess needs.

2016 STRATEGIC PLAN

DEPARTMENT – PUBLIC WORKS

City of Beloit Strategic Goal: 1

Program: General Management

Objective:

Achieve American Public Works Association (APWA) Public Works Agency Accreditation.

Action Steps:

1. Host American Public Works Association on-site review team in follow-up to scheduled 2015 Departmental self-assessment submittal in order to complete APWA national Public Works Agency Accreditation requirements.
-

Objective:

Implement 2014 recommendations related to Department wide work order systems.

Action Steps:

1. Monitor and refine as needed the work order systems initiated in 2015.
-

Objective:

Evaluate obtaining “Bicycle Friendly Community” recognition from the League of American Bicyclists.

Action Steps:

1. Review 2015 plan for achieving “Bicycle Friendly Community” recognition and identify potential implementation schedules and priorities for City Council consideration.

2016 STRATEGIC PLAN

DEPARTMENT – PUBLIC WORKS

Engineering

City of Beloit Strategic Goal: 1

Program: Engineering/Administration

Objective:

To provide engineering services and technical support to City agencies that improve public welfare and the quality of life. Complete signal and light repairs in a timely fashion. Evaluate and remediate contaminated sites.

Action Steps:

1. Oversee environmental assessments and remediation of environmentally impacted properties.
2. Plan for installation and repair of traffic signals and street lights in a timely manner.
3. Perform semiannual maintenance inspection of traffic signal controller systems.
4. Design infrastructure improvements cost effectively and with sound engineering judgment.
5. Review of development plans for compliance with City standards and ordinances.
6. Staff Traffic Review Committee's monthly meetings.
7. Update Cadastral Mapping monthly or as needed.
8. Maintain City Works Software and assist existing and new users as needed.

2016 STRATEGIC PLAN
DEPARTMENT – PUBLIC WORKS
CIP Engineering

City of Beloit Strategic Goal: 1

Program: Engineering/CIP

Objective:

To develop recommendations for and administer the Capital Improvement Program. Completion of CIP projects within budget.

Action Steps:

1. Prepare schedule for each project.
2. Assign staff to projects.
3. Evaluate staffing needs to meet project schedules.
4. Evaluate project.
5. Evaluate contractor performance.

2016 STRATEGIC PLAN
DEPARTMENT – PUBLIC WORKS
MPO Transportation

City of Beloit Strategic Goal: 1

Program: Engineering/ Metropolitan Planning Program (MPO) Transportation Planning

Objective:

To maintain a cooperative, continuous and comprehensive area wide transportation planning program and promote a forum for resolution of regional transportation issues.

Complete required plans and updates on time.

Action Steps:

1. Hold quarterly meetings of the Technical and Policy Committees.
2. Implement the Long Range Transportation Plan.
3. Update the Six Year Transportation Improvement Plan.

2016 STRATEGIC PLAN
DEPARTMENT – PUBLIC WORKS
DPW Operations

City of Beloit Strategic Goal: 1

Program: Operations/Administration

Objective:

Develop a staff that performs efficiently and safely.

Develop policies, and standard operating procedures to improve efficiency and cost effectiveness of work tasks.

Develop a list of Capital Projects for facility maintenance and improvement.

Action Steps:

1. Develop a list of budget savings and or options, meeting with individual work groups.
2. Complete Evaluation tools to evaluate all staff based on individual performance measures.
3. Develop 5 year Capital Improvement Projects and 2016 Operating Budgets.
4. Coordinate and manage the Departments Safety Training.
5. Coordinate the DPW Safety Committee; ensure safe working practices are followed.

2016 STRATEGIC PLAN

DEPARTMENT – PUBLIC WORKS

Forestry

City of Beloit Strategic Goal: 1

Program: Operations / Forestry

Objective:

Ensure motorist and pedestrian safety minimize hazards for all street and right-of-way Operations through high quality urban forest management, with events and/or projects coordinated and completed with appropriate response times.

Action Steps:

1. Evaluate, establish target area for tree projects.
2. Review quarterly with work group and develop work plan with a time line.
3. Continue implementation of intergovernmental coordinated Emerald Ash Bore (EAB) management program.
4. Monitor grant assisted wood burning furnace installations in selected public works facilities.
5. Develop a public relations plan to educate residents on selected operations.
6. Provide urban forestry training to improve worker safety and efficiency.
7. Host Arbor Day Celebration and maintain Tree City USA status.

2016 STRATEGIC PLAN

DEPARTMENT – PUBLIC WORKS

Central Stores

City of Beloit Strategic Goal: 1

Program: Operations / Stores

Objective:

Utilize a Work Order Module to record and track maintenance and operating cost/activity for each piece of equipment. Control the physical aspects of handling inventory. Ensure the City receives the maximum value for each public dollar spent through quarterly comparisons, bidding, quotes and state contracts. Continue to research sustainable projects and options for the city through fleet services.

Action Steps:

1. Track parts work orders and monthly fuel report.
2. Provide a centralized area for materials, equipment parts, maintenance supplies, fuel etc. for all departments.
3. Increase the store usage for all city departments to encourage cooperative purchasing while reducing overall city cost.
4. Update storeroom procedures, purge slow moving inventory, complete annual inventory count.

2016 STRATEGIC PLAN
DEPARTMENT – PUBLIC WORKS
Streets/R.O.W

City of Beloit Strategic Goal: 1

Program: Operations / Street / Traffic Safety

Objective:

Ensure motorist and pedestrian safety minimize hazards for all street and right-of-way Operations. Events and/or projects coordinated and completed with appropriate response times.

Action Steps:

1. Evaluate, establish target area for sign, and street projects.
2. Review quarterly with work group and develop work plan and time line.
3. Develop a public relations plan to educate residents on selected operations.
4. Continue to review/develop/update standard operating procedures.
5. Complete projects for Division and coordinate with entire Department on projects that might need assistance.
6. Manage and expand the work order system for the street work group, continue with the work order system for traffic safety.

2016 STRATEGIC PLAN

DEPARTMENT – PUBLIC WORKS

Snow & Ice Removal

City of Beloit Strategic Goal: 1

Program: Operations / Snow

Objective:

Provide cost effective and environmentally sound clearing and removal of snow & ice resulting in safe travel.

Utilize both anti-icing and de-icing strategies, blending of products including organic materials.

As a premier snow & ice program in North America continue to mentor other communities.

Action Steps:

1. Minimize hazards of slippery roads, parking lots, walk paths and sidewalk conditions encountered by motorists and pedestrians.
2. Reduce economic losses to the community and industry caused by workers unable to get to their jobs or make deliveries.
3. Restore traveling conditions for the convenience of the general public as soon as possible after each winter storm event.
4. Provide a level of service that is cost effective, fiscally and environmentally responsible.
5. Communicate/educate stakeholders to understand the processes and procedures within snow & ice control.

2016 STRATEGIC PLAN
DEPARTMENT – PUBLIC WORKS
Fleet Maintenance

City of Beloit Strategic Goal: 1

Program: Operations / Fleet

Objective:

Establish efficient and cost effective delivery of fleet services by providing departments with safe, reliable, economical and environmentally sound transportation and related support services that are responsive to the needs of customer departments and that conserve vehicle and equipment investments.

Action Steps:

1. Track equipment work orders and post work orders monthly.
2. Research additional sustainable projects applicable to fleet including alternative fueling systems.
3. Monitor and maintain the equipment replacement scoring model to reflect optimum replacement of each vehicle.
4. Review and make recommendations for the equipment reserve account, annually with Finance.

2016 STRATEGIC PLAN

DEPARTMENT – PUBLIC WORKS

Solid Waste

City of Beloit Strategic Goal: 1

Program: Operations / Recycling/Solid Waste

Objective:

Maintain a sustainable Recycling and Solid Waste Program through efficient curbside and drop off collection of recyclables and solid waste for 12,504 residences, 35 Americans with Disabilities Act (ADA) customers, 16 City Facilities and 16 School Facilities. Coordinate the intergovernmental relationship with Beloit & Turtle Township. The Department of Natural Resources funding is secured and required diversion rate achieved.

Action Steps:

1. Continue to develop procedures for improvement and efficiency, develop timeline for changes.
2. Continue to discuss route and procedure changes with work group based on current routes and tonnages.
3. Complete Department of Natural Resources (DNR) grant reporting.
4. Research commodity brokers for commingled containers and other commodities as needed.
5. Implement electronics recycling and clean sweep programs for City residents.
6. Continue to monitor the state of economy and the effects of both budgets.
7. Research and develop new sustainable practices that are economically feasible.
8. Look at recycling alternatives.

2016 STRATEGIC PLAN

DEPARTMENT – PUBLIC WORKS

Parks

City of Beloit Strategic Goal: 1

Program: Parks & Leisure Services Division: Parks & Administration

Objective:

- Maintain our current city parks and related facilities in a clean, safe, and attractive manner.
- Implement the Parks & Open Space Plan that identifies future improvements to existing parks and facilities.

Action Steps:

1. Maintain our park mowing program.
2. Maintain landscaping beds in our parks and streetscape areas within the city.
3. Complete necessary park repairs and general maintenance.
4. Complete graffiti removal within 48 hours of notice.
5. Complete routine inspections of parks, playgrounds, park facilities.
6. Work with schools and volunteer groups that provide seasonal park clean-up assistance.
7. Prepare and schedule park improvement project(s) as designated with the annual CIP Plan.
8. Seek assistance from other Divisions and/or Departments in preparing for the implementation of each project.
9. Hire contractors to complete projects and/or specialized maintenance services.
10. Annually, review the CIP Plan with the Parks & Recreation Commission and seek their advisement regarding prioritization of these projects and other future projects that they would like the department to consider implementing.
11. Assist in Snow Removal Operations.
12. Provide assistance and support to Leisure Services in the delivery of safe & quality programs within city parks & facilities.

2016 STRATEGIC PLAN

DEPARTMENT – PUBLIC WORKS

Recreation

City of Beloit Strategic Goal: 1

Program: Parks & Leisure Services Division: Recreation Operations

Objective:

- Provide recreational & athletic programs.
- Provide related recreational services to community organizations.
- Maintain clean, safe, and attractive facilities.
- Market programs and services.

Action Steps:

1. Implement a diverse variety of recreational and/or athletic programs that primarily meet the growing needs of Beloit residents as well as citizens within the Stateline area that utilize our services.
2. Create a seasonal Recreation Program Guide inclusive of all our services and program offered by the Parks & Leisure Services Division.
3. Work cooperatively with local civic organizations that use our parks and recreational facilities, including but not limited to the following groups:
 - Beloit Youth Hockey Association
 - Beloit Memorial High School / SD of Beloit
 - Beloit International Film Festival (BIFF)
 - Beloit Snappers
 - Visit Beloit
 - Friends of the Riverfront
 - Downtown Beloit Association
 - Welty Environmental Center
4. Operate and expand our services offered at the Lagoon Concessions.
5. Oversee and promote our park rental reservation system for Park Shelters, Edwards Pavilion, the Rotary River Center, and the new Big Hill Center.
6. Operate recreational facilities for public use, and complete repairs and facility improvements as warranted at the Edwards Ice Arena/Pavilion, Krueger Pool, Moore Pavilion/Lagoon Concessions, the Rotary River Center, and the new Big Hill Center.

2016 STRATEGIC PLAN
DEPARTMENT – PUBLIC WORKS
Grinnell Hall

City of Beloit Strategic Goal: 1

Program: Parks & Leisure Services Division: Grinnell Hall Senior Center

Objective:

- Coordinate and implement programming for a diversified senior population.
- Operate and manage Grinnell Hall as a special use facility for Senior Citizens.

Action Steps:

1. Seek additional community partners, allowing us to increase programming economically.
2. Continue to partner with the Rock County Council on Aging Nutrition Program.
3. Continue to partner with AARP to provide affordable tax assistance to seniors.
4. Coordinate and implement the annual Beloit Senior Fair.
5. Cooperatively work with the Recreation staff to provide intergenerational programming.
6. Search and obtain grants that will provide financial assist to the center in purchasing supplies and/or equipment that will benefit programs and/or the operations of the facility.
7. Continue to make facility improvements as funding allows, that enhance the building's operations as related to programs and services.
8. Continue to work cooperatively with the Grinnell Hall Advisory Board of Directors regarding the operations of the building and program offerings.

2016 STRATEGIC PLAN

DEPARTMENT – PUBLIC WORKS

Krueger Haskell Golf Course

City of Beloit Strategic Goal: 1

Program: Parks & Leisure Services Division: Golf Operations

Objective:

- Manage an 18 hole, public golf course facility.
- Provide general golf related programming and services for leagues, tournaments, and special events.
- Provide a golf facility for High School competition/play.

Action Steps:

1. Sustain our standard maintenance program.
2. Strategically market the golf course using the social media, website/internet media, commercial radio media, as well as various print ad media.
3. Increase the number of rounds played annually.
4. Increase the annual revenue.
5. Provide golf merchandise for sale at the Clubhouse.
6. Through our customers, continue to evaluate the quality of the services, operations, and maintenance of the golf facility.
7. Through our customers, continue to evaluate the concessionaire and their services that will enhance the golf operations.
8. Annually, survey the rate structure at other golf courses within the region and compare our services and pricing schedule.
9. Recommend fee changes as deemed necessary in order to meet the fiscal revenue projections of operating the golf course.
10. Provide staff training as warranted.
11. Conduct monthly meetings with the Golf Course Advisory Committee.
12. Complete an Annual Report of the Golf Course Operations and annually review this report with the Golf Advisory Committee along with recommendations regarding the operations for the following fiscal year.

2016 STRATEGIC PLAN

DEPARTMENT – PUBLIC WORKS

Cemeteries

City of Beloit Strategic Goal: 1

Program: Parks & Leisure Services Division: Cemetery Operations

Objective:

- Manage and maintain the general operations of the city owned cemeteries.
- Provide general cemetery services.

Action Steps:

1. Contract and hire ground maintenance services to mow and trim cemeteries.
2. Track and record all cemetery services.
3. Review and recommend services fee structure.
4. Keep records as required by State Statute.
5. Update our database for platting of the cemetery plots and clerical software files.
6. Enhance public relations through appropriate staff training and sensitive marketing techniques including at the annual Senior Fair.
7. Twice a year (spring & fall) schedule and implement a cemetery clean-up program as outlined within the Cemetery Rules & Regulations Manual.
8. Provide appropriate assistance to Funeral Homes in scheduling funerals and our services.
9. Maintain and care for all grave sites as allocated within the Perpetual Care program.
10. Develop and promote a Scattering Garden where ceremonial remains can be appropriately disposed for a nominal fee within the confines of cemeteries operations of a Scattering Garden.

2016 STRATEGIC PLAN

DEPARTMENT – PUBLIC WORKS

Transit

City of Beloit Strategic Goal: 1

Program: Transit - Transit Development Plan

Objective:

Continued growth of ridership and revenue.

Action Steps:

1. Evaluate operating expense per revenue hour.
2. Evaluate operating expense per revenue passengers – excludes transfers.
3. Increase total revenue per operating expenses.
4. Maintain revenue passengers per revenue hour.
5. Maintain revenue passengers per capita.
6. Maintain revenue hours per capita.
7. Develop, implement and evaluate safety and customer service trainings.
8. Decrease current passenger complaints.
9. Develop and evaluate a customer service survey.
10. Monitor on-time performance to establish a realistic standard for City Transit Service.

2016 STRATEGIC PLAN

DEPARTMENT – PUBLIC WORKS

Wastewater

City of Beloit Strategic Goal: 1

Program: Wastewater Utility Operations

Objective:

- Effectively manage the economic and environmental performance of the Water Pollution Control Facility (WPCF), sanitary sewer collections system and industrial pre-treatment program.
- Comply with all National Pollutant Discharge Elimination System (NPDES) requirements.
- Comply with all Environmental Protection Agency (EPA) requirements for Industrial Pretreatment Program.
- Upgrade and maintain all system equipment for reliable and efficient operation
- Minimize odors emitted from the WPCF.
- Effectively manage commercial inspection and permitting program.
- Minimize sanitary sewer collections system backups.

Action Steps:

1. Operate the WPCF to economically meet discharge permit limits, including all lab analyses and regulatory reporting.
2. Maintain critical equipment at the WPCF and pump stations to ensure reliable, cost effective system-wide operation.
3. Continue to pursue alternative methods for beneficial reuse of bio-solids with landfill partners, agricultural land owners and other local partners.
4. Implement pilot program for WPCF phosphorous discharge reduction strategy.
5. Complete quarterly hot-spot and biannual system wide collections system cleaning.
6. Continue to clear and maintain off-road sewer easements to ensure access for maintenance and emergencies.
7. Repair and/or line collections system segments and manholes to reduce Inflow and Infiltration (I&I) thereby reducing overall system operating costs.
8. Utilize TV truck and gear to improve sewer televising capabilities and rehab procedures.
9. Perform industrial/commercial inspections and monitor reports to ensure discharge permit compliance.
10. Re-issue permits to Significant Industrial User's and other businesses on schedule.
11. Continue mercury minimization program and participation in Rock County Prescription Roundup.
12. Expand public education programs utilizing PW Foxx mascot, Public Works Week activities, local media, community events, etc.

2016 STRATEGIC PLAN

DEPARTMENT – PUBLIC WORKS

Water Utility

City of Beloit Strategic Goal: 1

Program: Water Utility Operations.

Objective:

- Continue to manage the safe and economic performance of the public water system.
- Comply with the Safe Drinking Water Act.
- Meet all domestic, industrial and fire protection water supply demands.
- Maintain reliable well and pumping system operation.
- Maintain reliable distribution system operation.
- Provide accurate customer metering and billing protocols.

Action Steps:

1. Operate the water production and storage system components to efficiently provide all domestic, process and fire protection water demands.
2. Manage water treatment systems and monitor water quality to ensure public health and safety.
3. Exercise and maintain all valves/hydrants and periodically flush the distribution system.
4. Continue pump station maintenance program to annually rehabilitate two wells and one booster station.
5. Implement water main replacement program to eliminate under-sized main, replace break-prone segments, close loops, etc.
6. Replace Traverse City hydrants and install Storz connections to speed Fire Department response.
7. Continue meter testing and periodic exchange program to ensure compliance with the Reduction of Lead in Drinking Water Act and provide for accurate customer billing.
8. Continue upgrades to Sensus Automated Meter Reading system by meter transmitter upgrades to FlexNet, relocating premise transmitters outside and adding base or repeater stations as necessary.
9. Continue Private Well Permitting and Abandonment Program.
10. Continue Comprehensive Cross Connection Control Program.
11. Maintain non-revenue loss water below 15%.

2016 STRATEGIC PLAN

DEPARTMENT – PUBLIC WORKS

Storm Water

City of Beloit Strategic Goal: 1

Program: Storm Water Utility Operations.

Objective:

- Continue to manage the economic and environmental performance of the Storm Water Utility
- Reduce storm water pollution to protect surface water bodies and groundwater supply
- Comply with all State & Federal storm water regulations
- Comply with Wisconsin Pollution Discharge Elimination System (WPDES) MS4 permit requirements

Action Steps:

1. Partner with neighboring communities through the Rock River Stormwater Group to educate the citizens of the Rock River Watershed as to storm water pollution concerns.
2. Partner with citizens and community organizations to clean existing and reduce future pollution to the storm water conveyance system.
3. Detect and eliminate illicit discharges.
4. Administer the storm water pollution prevention program used at all municipal facilities.
5. Improve storm water conveyance system through effective preventative maintenance.
6. Televis storm water conveyance system prior to street construction projects to assure system integrity.
7. Track construction site erosion control inspections and enforcement actions.
8. Monitor all City owned non-structural storm water facilities.
9. Monitor all major storm sewer outfalls.

**RESOLUTION AUTHORIZING THE CITY MANAGER
TO EXECUTE A PURCHASE ORDER FOR
SOLID WASTE COLLECTION VEHICLES**

WHEREAS, it is anticipated that in June, 2016, the City of Beloit will be moving from the manual collection of solid waste to an automated collection system; and

WHEREAS, the City's eleven (11) manual collection vehicles will need to be replaced with seven (7) automated collection vehicles; and

WHEREAS, the collection vehicles need to be ordered no later than October 1, 2015 in order to meet the anticipated implementation goal of June 2016; and

WHEREAS, the City is utilizing a cooperative procurement program for the purchase of the automated collection vehicles; and

WHEREAS, R.N.O.W., Inc. from Milwaukee, Wisconsin is a responsible vendor that has supplied the City of Beloit with solid waste collection vehicles and support and maintenance for City of Beloit equipment for over 25 years.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Beloit does hereby authorize the City Manager to execute a purchase order for the purchase of seven (7) solid waste collection vehicles based on the attached quote from R.N.O.W., Inc. and to execute any other documents or take any other action necessary to effectuate the purchase of the solid waste collection vehicles.

BE IT FURTHER RESOLVED that the City Council does hereby commit to funding the total purchase price for seven (7) solid waste collection vehicles in 2016. The cost of the collection vehicles will be funded through the vehicle replacement fund.

Adopted this 8th day of September 2015

BELOIT CITY COUNCIL

Charles M. Haynes, President

Attest:

Lorena Rae Stottler, City Clerk

CITY OF BELOIT



REPORTS AND PRESENTATIONS TO CITY COUNCIL

Topic: Resolution Authorizing the City Manager to Execute a Purchase Order for Solid Waste Collection Vehicles

Date: September 8, 2015

Presenter: Chris Walsh, Director of Operations

Department: Public Works/Operations

Overview/Background Information:

The City of Beloit is expected to move to the automated collection of solid waste in 2016. The purchase of the necessary collection vehicles needed for the transition needs to be done this Fall. The City is requesting approval to sign a purchase order committing to purchasing the collection vehicles, funded in 2016.

Key Issues:

1. Over the last several years, workers compensation claims have been significantly increasing for solid waste collectors. Moving to an automated collection system is expected to greatly reduce workers compensation claims as well as the City's rate with its insurance carrier.
 2. The new collection system will reduce the existing fleet from 11 side-loading vehicles to 7 automated vehicles reducing fuel usage, maintenance and replacement costs.
 3. Staff expects to see an increase in recycling. Comparable cities have realized a 20% increase with the implementation of automated collection system.
 4. Staff expects to see a reduction in trash. Currently, a resident can set out 195 gallons in trash curbside each week and automation will limit set outs to 96 gallons.
 5. The cart system for automation will make the curbside of the city more aesthetically pleasing, no piles of trash.
 6. No proposed fee increase, program helps to stabilize the solid waste fund.
-

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

Transitioning from manual collection to automated collection supports and focuses on sustainable stewardship. The program promotes recycling while at the same time emphasizes waste reduction throughout the community. Furthermore, reducing fuel usage reduces our carbon footprint.

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**
Reduction of 4 vehicles will reduce fuel needs for solid waste. This will also improve our fleet rating with the Wisconsin Smart Fleet program.
- **Reduce dependence on chemicals and other manufacturing substances that accumulate in nature**
A reduction in fleet emission can be expected through the implementation of the automation program.
- **Reduce dependence on activities that harm life sustaining eco-systems**
Increase in recycling which would increase the diversion rate and this is less going to the landfill.
- **Meet the hierarchy of present and future human needs fairly and efficiently**
Meets the changing sanitary needs of our residents efficiently, effectively and conveniently.

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 attached resolution authorizing the City Manager to execute the purchase agreement for the automated collection vehicles.

Fiscal Note/Budget Impact:

The cost to purchase of the 7 collection vehicles is expected to be \$1,358,270 and will be funded through the vehicle replacement fund. The funds will come from 2016 funds.

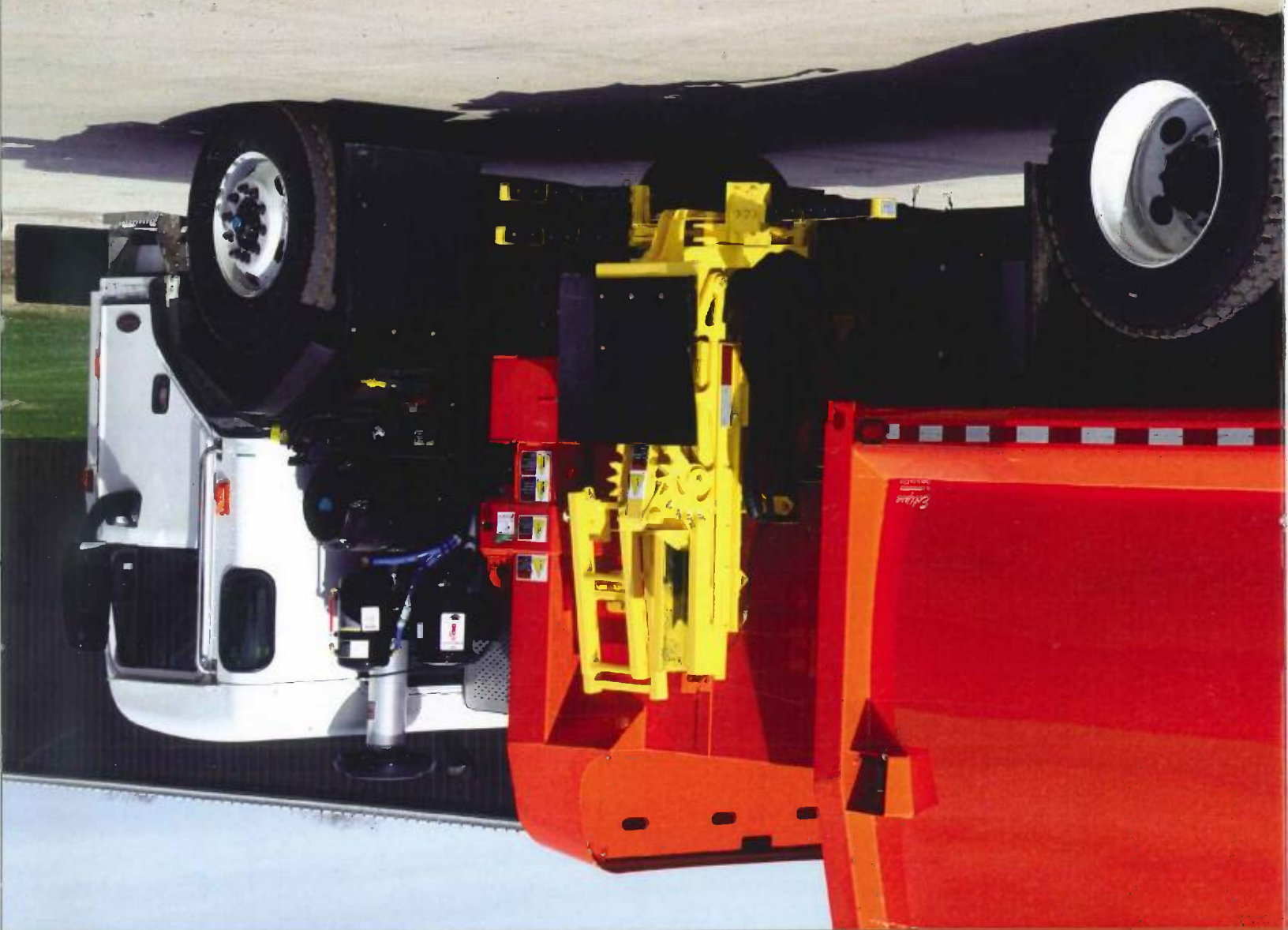
Attachments:

Resolution and quote.

City of Des Moines Automated Side Loader BidV15-013 :				
	Housby Mack	Peterbilt of DSM	Elliott/Crane Carrier	Body prices
Loadmaster (12' reach)	250,428.00	247,045.00		\$117,045.00
McNeilus 3149 (8' reach)	251,277.00	247,894.00		\$117,894.00
New Way SideWinder (12')	253,824.00	250,441.00	270,354.00	\$120,441.00
McNeilus 3148 (ZR 12')	258,043.00	254,660.00		\$124,660.00
Labrie Automizer	260,947.00	257,564.00		\$127,564.00

The Traditional Choice For Reliability & Performance

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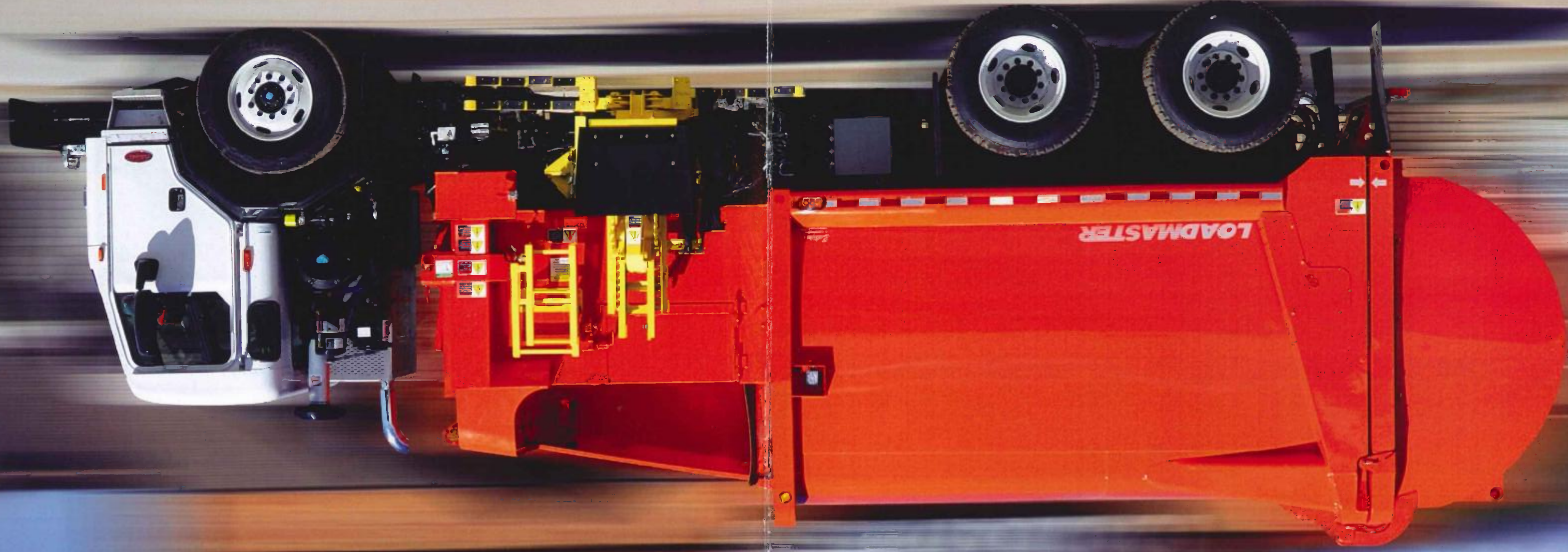
Automated Side Loaders (PATENT PENDING)

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Tough environments demand tough products... **LOADMASTER**



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(PATENT PENDING)

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DUAL TOP TANK FILTRATION SYSTEM
FILTER CAPACITY 10X INDUSTRY STANDARD



SMOOTH BODY SIDE WALLS
NO EXPOSED HYDRAULIC TUBES



INDUSTRY STANDARD COMMAND CENTER



SMOOTH, QUIET OPERATING
SPOCKET ARM



JOY STICK CONTROL OPTION



OPERATOR FRIENDLY INTERFACE
OPERATOR SPECIFIC SETTING FOR MAXIMUM
PERFORMANCE, SPEED AND EFFICIENCY



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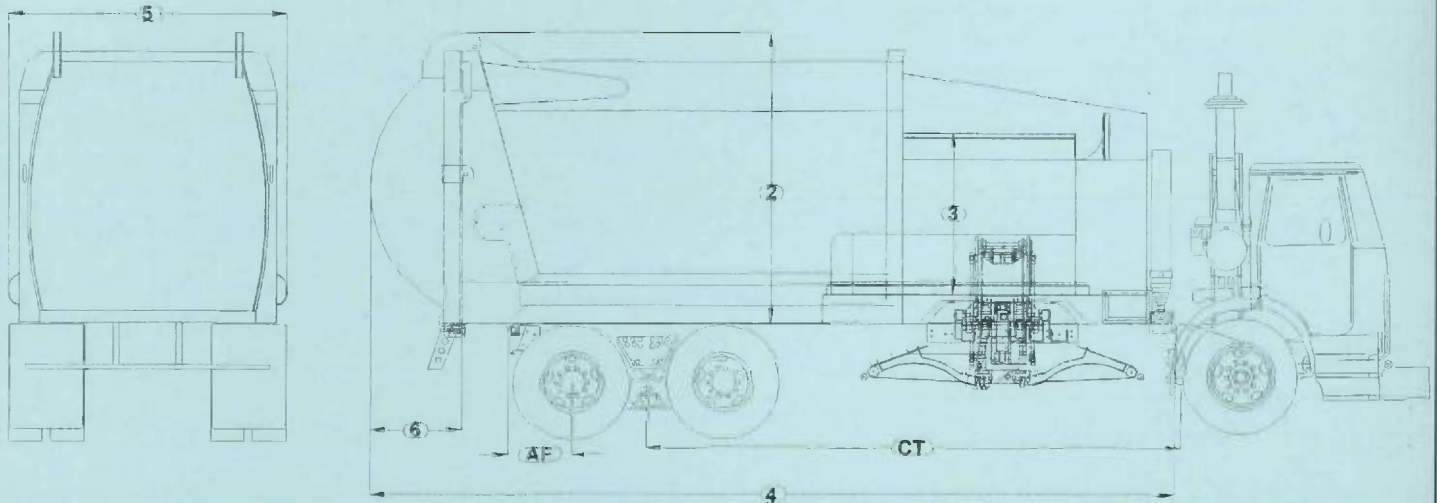
100 W. Eleventh Ave.
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Norway, MI 49870-0186
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LOADMASTER *Eclipse*

Automated Side Loaders



LOADMASTER *Eclipse* DIMENSIONAL SPECIFICATIONS

1 AVAILABLE VOLUMES	→	28 YD ³	31 YD ³	34 YD ³
2 HEIGHT ABOVE FRAME		107"	107"	107"
3 DEPTH OF HOPPER		56"	56"	56"
4 OVERALL LENGTH		294"	315"	335"
5 OVERALL WIDTH		96"	96"	96"
6 BODY TO REAR OF TAILGATE		33"	54"	54"
7 APPROX BODY WEIGHT		17,500 LBS	18,400 LBS	18,800 LBS
8 HOPPER CAPACITY		5.6 YD ³	5.6 YD ³	5.6 YD ³
9 TAILGATE CAPACITY		4 YD ³	7 YD ³	7 YD ³
10 BODY (ONLY) CAPACITY		24 YD ³	24 YD ³	27 YD ³

CHASSIS RECOMMENDATIONS FOR *Eclipse*

BODY SIZE	MINIMUM GVWR	MINIMUM FRONT GAWR	MINIMUM REAR GAWR	USABLE CT	MINIMUM AF
28 YD ³	58,000	18,000	40,000	204"	27"
31 YD ³	62,000	18,000	44,000	204"	27"
34 YD ³	64,000	18,000	46,000	224"	27"

CALL YOUR LOCAL LOADMASTER DEALER FOR MORE AVAILABLE BODY SIZES

LOADMASTER reserves the right to revise product specifications.

This "DATA SHEET" is "informational" only. Consult with your LOADMASTER dealer prior to ordering for final specifications.

LOADMASTER

loadmaster@loadmaster.org

Phone# 800-433-2768

Fax# 906-563-9800

100 W. Eleventh Ave.
P.O. BOX 186
Norway, MI 49870-0186

October 21, 2013

LOADMASTER Eclipse

Automated Side Loaders

Loadmaster Eclipse ASL General Specifications, 5-6-11 (Revised 1-29-2013)

Hydraulic Specifications:

Hydraulic pump: Permco P360 2" tandem gear driven pump

Hydraulic flow: 42 gpm @ idle (800 rpm)

61 gpm @ 1,200 rpm

Hydraulic tank oil capacity: 83 gallons

Parker "Tough Cover" Hoses – SAE 100R16

Filters and Breathers:

- Parker filter element: 10 micron
- Donaldson Breather: 3 micron T.R.A.P. breather
- Two Parker RF4 – in tank filters with top tank mounting
- Suction strainer (100-125 mesh)
- Two built in 25 psi by-passes
- 75 gram contaminant capacity per filter

Cylinders:

- Arm: 3" bore, 1 3/4" rod, 16.5" stroke
- Carriage (2): 2" bore, 1 1/2" rod, 54 1/2"
- Grabber: 2" bore, 1 1/4" rod, 8" stroke
- Packer (2): 4" bore, 3" rod, 56" stroke
- Hoist– 28 & 31 Yd. Truck: (1) 4 stage telescopic, 6" bore, 180" stroke
- Hoist– 34 Yd. Truck: (1) 4 stage telescopic, 6" bore, 195" stroke
- Tailgate – 28 Yd Truck: (2) 2 1/2" bore, 1 3/4" rod, 37 3/4" stroke
- Tailgate – 31 & 34 Yd Truck: (2) 3" bore, 1 3/4" rod, 37 3/4" stroke
- Crusher panel (1): 2 1/2" bore, 1 1/2" rod, 18" stroke

ASL materials of construction:

- Tailgate: 10 GA. AR 250
- Hopper floor: 1/4" AR 400
- Body sides: 8 GA. GR. 80
- Body floor: 3/16" AR 400
- Roof panel: 8 GA. GR. 80
- Hopper sides: 3/16" AR 400
- Crusher panel: 3/16" TP 100
- Packer wear shoe (removable): AR 400
- Packer guide weldment (wear strips): AR 400
- Packer face plate: 1/4" AR 400



R.N.O. W., Inc.
8636R West National Avenue
West Allis, WI 53227

QUOTATION

Quote Number: e2015-1746
 Quote Date: Aug 13, 2015
 Page: 1

Voice: 414-541-5700
 Fax: 414-543-9797

Quoted To:

CITY OF БЕЛОIT
 100 STATE STREET
 БЕЛОIT, WI 53511
 USA

Accepted By: _____

Sign above to accept quotation and place order

Customer Fax: 608-364-2895

Customer ID	Good Thru	Payment Terms	Sales Rep
BELOIT	9/12/15	DUE ON RECEIPT	JAS

Quantity	Item	Description	Unit Price	Amount
7.00	PETERBILT CHASSIS	2016 PETERBILT 320 CHASSIS WITH RIGHT HAND SIT DOWN STEERING ONLY (Does Not Include Any FET, State or Local Taxes or Fees) Based on an order by October 30, 201 Includes Fire Extinguisher production by May 1, 2016. The price does include the Engine Warranties, 1) Spare Front Tire & Wheel, 1) Spare Rear Tire and Wheel, shipping to 1 location from Peterbilt, the Pre-delivery inspection, an Engineering Vehicle Layout and delivery from the Rockford branch to the City of Beloit, per the attached specs. (Q44413181)	131,000.00	917,000.00
7.00		Add for Aluminum Front Wheels (Alcoa 893657 22.5 x 9) Rear Aluminum Wheels (Alcoa 885657 22.5 x 8.25)	910.00	6,370.00
7.00		Add for Aluminum front and rear spares	235.00	1,645.00
7.00	DISCOUNT	PAY FOR CHASSIS AT DELIVERY TO BODY COMPANY	1,200.00	-8,400.00
7.00	LM ECLIPSE AUTOMATED	LOADMASTER 31 CUBIC YARD ECLIPSE	107,215.00	750,505.00

Thank you for the opportunity to quote

SUBMITTED BY _____

Steven D. Krall
President

Subtotal	Continued
Sales Tax	Continued
Freight	
TOTAL	Continued



R.N.O.W., Inc.
8636R West National Avenue
West Allis, WI 53227

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 Sign above to accept quotation and place order

Customer Fax: 608-364-2895

Customer ID	Good Thru	Payment Terms	Sales Rep
BELOIT	9/12/15	DUE ON RECEIPT	JAS

Quantity	Item	Description	Unit Price	Amount
7.00		AUTOMATED WITH ALL STANDARD FEATURES AND THE FOLLOWING OPTIONS		
7.00		1/4" Hardox 450 Hopper Floor		
7.00		3/16" Hardox 450 Body Floor		
7.00		Full Factory Mount-New Chassis		
7.00		Polyurethane Enamel Paint-Customer Specified White		
7.00		Front Mounted Gear Pump		
7.00		Tool Holder for Broom & Shovel		
7.00		(4) Amber Strobe Lights on rear four corners		
7.00		(2) Work Lights: One Hopper and One on Right Side		
7.00		(3) Camera System: Hopper, Rear Vision, Street Side Camera		
7.00		----- PLUS THE FOLLOWING OPTIONS AVAILABLE -----		
7.00		Arm Controls (Rocker Switches) Located on the drivers door	935.00	6,545.00
7.00		----- Rhino Line Hydraulic Tank Per Discussion	550.00	3,850.00

Thank you for the opportunity to quote

SUBMITTED BY 
Steven D. Krall
President

Subtotal	Continued
Sales Tax	Continued
Freight	
TOTAL	Continued



R.N.O.W., Inc.
8636R West National Avenue
West Allis, WI 53227

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Sign above to accept quotation and place order

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Customer ID	Good Thru	Payment Terms	Sales Rep
BELOIT	9/12/15	DUE ON RECEIPT	JAS

Quantity	Item	Description	Unit Price	Amount
7.00		----- 3 Year Hydraulic Cylinder Warranty (1st year parts and Labor with years 2 & 3 parts only) -----	605.00	4,235.00
7.00		----- Dual Flush Mounted Front Body Strobes (LED Round) -----	235.00	1,645.00
7.00		----- Lubercore Autolubrication System for Body and Chassis (Estimated Pricing for System per Vendor) -----	7,625.00	53,375.00
7.00		----- ----- DISCOUNT FROM JX PETERBILT -----	250.00	-1,750.00
7.00		----- ----- DISCOUNT FROM LOADMASTER -----	250.00	-1,750.00
-1.00		----- 2014 LODAL EVO T28 1L9AH47B1EK006150 -----	50,000.00	-50,000.00
-1.00		----- 2014 LODAL EVO T28 1L9AH47B3EK006151 -----	50,000.00	-50,000.00
-1.00		----- 2014 LODAL EVO T28 -----	50,000.00	-50,000.00

Thank you for the opportunity to quote

SUBMITTED BY _____

Steven D. Krall
President

Subtotal	Continued
Sales Tax	Continued
Freight	
TOTAL	Continued



R.N.O.W., Inc.
8636R West National Avenue
West Allis, WI 53227

QUOTATION

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 Page: 4

Voice: 414-541-5700
 Fax: 414-543-9797

Quoted To:

CITY OF BELOIT
 100 STATE STREET
 BELOIT, WI 53511
 USA

Accepted By: _____

Sign above to accept quotation and place order


Customer Fax: 608-364-2895

Customer ID	Good Thru	Payment Terms	Sales Rep
BELOIT	9/12/15	DUE ON RECEIPT	JAS

Quantity	Item	Description	Unit Price	Amount
-1.00		1L9AH47B5EK006152 2014 LODAL EVO T28	50,000.00	-50,000.00
-1.00		1L9AH47B7EK006153 2011 LODAL T-28 split bodies	34,375.00	-34,375.00
-1.00		1L9AF35BXBK006078 2011 LODAL T-28 split bodies	34,375.00	-34,375.00
-1.00		1L9AF35B1BK006079 2011 LODAL T-28 split bodies	34,375.00	-34,375.00
-1.00		1L9AF35B8BK006080 2011 LODAL T-28 split bodies	34,375.00	-34,375.00
-1.00		1L9AF35BXBK006081 2010 EVO T25-N285	20,000.00	-20,000.00
-1.00		1L9AE35B9AK006056 2007 EVO T25-C275	10,000.00	-10,000.00
-1.00		1L9AE34B77K006924 2006 EVO MAG 20 SPLIT BODY	7,500.00	-7,500.00
		1L9AD24B66K006909		
		NOTE CHASSIS TO BE PAID FOR AT TIME OF SHIPMENT FROM PETERBILT CORPORATE TO THE BODY COMPANY. THE DISCOUNT IS INCLUDED IN THE		

Thank you for the opportunity to quote

SUBMITTED BY


Steven D. Krall
 President

Subtotal	Continued
Sales Tax	Continued
Freight	
TOTAL	Continued



R.N.O.W., Inc.
8636R West National Avenue
West Allis, WI 53227

QUOTATION

Quote Number: e2015-1746
 Quote Date: Aug 13, 2015
 Page: 5

Voice: 414-541-5700
 Fax: 414-543-9797

Quoted To:
CITY OF BELOIT 100 STATE STREET BELOIT, WI 53511 USA

Accepted By: _____
 Sign above to accept quotation and place order

Customer Fax: 608-364-2895

Customer ID	Good Thru	Payment Terms	Sales Rep
BELOIT	9/12/15	DUE ON RECEIPT	JAS

Quantity	Item	Description	Unit Price	Amount
		PRICE AS THERE IS NO CHASSIS FLOOR PLAN BUILT INTO THE PRICING.		

Thank you for the opportunity to quote

SUBMITTED BY 
Steven D. Krall
President

Subtotal	1,358,270.00
Sales Tax	
Freight	
TOTAL	1,358,270.00

PETERBILT

JX Peterbilt - Madison P130
4205 Anderson Rd

RNOW-City of Beloit, WI
8636R West National Avenue

DeForest, Wisconsin United States 53532
Phone:
Fax:
Email: rcoffman@jxe.com

West Allis, Wisconsin United States 53227-1738
Phone: (414) 541-5700
Fax: (414) 543-9797
Contact Email: steve.krall@rnw-inc.com
Prepared for: Steve Krall

Vehicle Summary

	Unit		Chassis	
Model:		Model 320	Fr Axle Load (lbs):	20000
Type:		Full Truck	Rr Axle Load (lbs)	46000
Description:		Beloit Automated SL	G.C.W. (lbs):	66000
	Application		Road Conditions:	
Intended Serv.:		Refuse/On-Highway	Class A (Highway)	100
Commodity:		Refuse, Scrap	Class B (Hwy/Mtn)	0
			Class C (Off-Hwy)	0
	Body		Class D (Off-Road)	0
Type:		Automated Side Loader/Push-Out	Maximum Grade:	6
Length (ft):		20	Wheelbase (in):	221
Height (ft):		13.5	Overhang (in):	76.10001
Max Laden Weight (lbs):		5000	Fr Axle to BOC (in):	0.1
			Cab to Axle (in):	220.9
	Trailer		Cab to EOF (in):	297.0
No. of Trailer Axles:		0	Overall Comb. Length (in):	355
Type:				
Length (ft):		0		
Height (ft):		0.0	Special Req.	
Kingpin Inset (in):		0	United States Registry	
Corner Radius (in):		0		
	Restrictions			
Length (ft):		40		
Width (in):		102		
Height (ft):		13.5		

Approved by: _____

Date: _____

Note: All sales are F.O.B. designated plant of manufacture.

Ask your dealer for a quote today, or visit our website @ <http://www.paccarfinancial.com/>.

PACCAR Financial offers innovative finance, lease and insurance programs customized to meet your needs.

Unpublished options may require review/approval.

Dimensional and performance data for unpublished options may vary from that displayed in PROSPECTOR.

Printed:	7/27/2015 4:20:16 PM	Complete	Model Number:	Model 320
Effective Date:	Jul 1, 2015		Quote/DTPO/CO:	Q44413181
Prepared by:	Ron Coffman		Version Number:	31.10

PETERBILT

JX Peterbilt - Madison P130 4205 Anderson Rd	RNOW-City of Beloit, WI 8636R West National Avenue
DeForest, Wisconsin United States 53532 Phone: Fax: Email: rcoffman@jxe.com	West Allis, Wisconsin United States 53227-1738 Phone: (414) 541-5700 Fax: (414) 543-9797 Contact Email: steve.krall@rnw-inc.com Prepared for: Steve Krall

Description

Base Model

Model 320

Refuse, Scrap

Refuse/On-Highway

Truck or tractor which hauls refuse, recycled material, etc. Includes roll-on/roll-off container movement, as well as hauling refuse from transfer stations to, but not into, landfills.

Automated Side Loader/Push-Out

United States Registry

Configuration

Not Applicable

Secondary Manufacturer

Frame & Equipment

10-3/4in Steel Rails 343-450in

10.75x3.5x.375 Dimension, 2,136,000 RBM; Yield Strength: 120,000 psi. Section Modulus: 17.8 cubic inches. Weight: 1.74 lbs/inch pair

Full Steel Inner Liner

FEPTO Provision 9in Bumper Extension

Includes 1350 Series Front Drive PTO Attachment Provision, Radiator with PTO Cut-Out in Grille, Radiator Protection Sleeve, and Bumper Extension

EOF Square with Steel Xmbr

Omit Rear Mudflaps and Hangers

Front Axle & Equipment

Dana Spicer D2000F 20,000 lb, 3.5in Drop

Factory front axle alignment to improve handling & reduce tire wear. Zerk fittings on tie rod ends, king pins, & draglink ball joints for ease of maintenance & help extend service life of components. Cognis EMGARD® FE 75W-90 synthetic axle lube provides over 1% fuel economy improvement. Reduces wear & extends maintenance intervals, resulting in increased uptime. Provides improved fluid flow to protect components in extreme cold conditions & withstand the stress from high temperatures, extending component life.

Taper Leaf Springs, Shocks 20,000 lb

Standard with Heavy Resistance Shocks.

Power Steering Sheppard SD110 Dual

Glidekote splines on steering shaft extend service life of components.

PHP10 Iron PreSet PLUS Hubs

5in Drop IPO 3.5in, Front Axle

Bendix Air Cam Front Drum Brakes 16.5x6

For use with 14,601 lbs to 22,000 lbs steer axles or FSD16 front drive axles. Includes automatic slack adjusters & outboard mounted brake drums.

Rear Axle & Equipment

Dana Spicer D46-170 46,000 lb

Interaxle diff lock air rocker occupies space of one gauge. Laser factory axle alignment to improve handling & reduce tire wear. Magnetic rear axle oil drain plug captures & holds any metal fragments in drive axle lube to extend service life. Parking brakes on all drive axles for optimal performance. Cognis EMGARD® FE 75W-90 synthetic axle lube provides over 1% fuel economy improvement. Reduces wear & extends maintenance intervals, resulting in increased uptime. Provides improved fluid flow to protect components in extreme cold conditions & withstand the stress from high temperatures, extending component life.

PHP10 Iron PreSet PLUS Hubs

Long Stroke Parking Brakes, Drive Axle(s)

Bendix Smart ATC Traction Control

Refuse Service Brakes, Steer And Drive Axles

Rear Brake Camshaft Reinforcement

Heavy Wall, Drive Axle(s)

SBM Valve

Full trucks require a spring brake modulation (SBM) system for emergency braking application. This system requires an SBM valve and a relay valve with spring brakes on the rear axles. The SBM valve allows the foot valve to operate the rear axle spring brakes if a failure exists in the rear air system.

Upsize Parking Brakes

Anti-Lock Braking System (ABS) 6S6M

ABS-6. Includes air braking system.

Synthetic Axle Lubricant All Axles

Peterbilt heavy duty models include Fuel Efficient Cognis EMGARD FE75W-90 which provides customers performance advantages over current synthetic lubricants with reduced gear wear and extended maintenance intervals, resulting in increased uptime. In addition, the lubricant provides improved fluid flow to protect gears in extreme cold conditions and withstand the stress from high temperatures, extending component life.

Bendix Air Cam Rear Drum Brakes 16.5x7

Inc automatic slack adjusters & outboard mounted brake drums.

Ratio 5.57 Rear Axle

Hendrickson Haulmax HMX460 46,000 lb, 54in Axle

Spacing, 60K Creep Rating

Engine & Equipment

ISX12 350R 350@1800 GOV@2100 1450@1100

Refuse Service (2013 Emissions) Includes aluminum flywheel housing. Chevron Delo LE SAE 10W30 engine oil is specially formulated for new low emissions engines. Magnetic engine oil drain plug captures and holds any metal fragments in engine oil to extend service life.

N21320 N205 120..Standard Maximum Speed Limit [LSL]
 N21330 N207 0...Expiration Distance
 N21340 P112 120..Hard Maximum Speed Limit
 N21350 P001 65...Maximum Accelerator Pedal Vehicle Speed
 N21360 P110 0...Accelerator Lower Droop
 N21370 P059 65...Maximum Cruise Speed
 N21380 P111 0....Cruise Control Lower Droop
 N21400 N203 252..Reserve Speed Function Reset Distance
 N21410 N202 0...Maximum Cycle Distance
 N21420 N206 10...Maximum Active Distance
 N21430 N201 0....Reserve Speed Limit Offset
 N21440 P015 Yes..Engine Protection Shutdown
 N21450 P026 YES..Gear Down Protection
 N21460 P046 1400.Max PTO Speed
 N21470 P062 NO...Cruise Control Auto Resume
 N21480 P068 NO...Auto Engine Brake in Cruise
 N21500 N209 0...Expiration Distance
 N21510 P520 Yes..Enable Idle Shutdown Park Brake Set
 N21520 P030 5....Timer Setting
 N21530 P233 Yes..Enable Impending Shutdown Warning
 N21540 P234 60...Timer For Impending Shutdown Warning
 N21550 P516 35...Engine Load Threshold
 N21570 P031 No...Idle Shutdown Manual Overrule
 N21590 P230 Yes..Enable Hot Ambient Automatic Overrule
 N21610 P172 40...Low Ambient Temperature Threshold
 N21620 P173 60...Intermediate Ambient Temperature Threshold
 N21630 P171 80...High Ambient Temperature Threshold

Engine Idle Shutdown Timer Disabled

Enable EIST Ambient Temp Overrule

Eff EIST NA Expiration Miles

Effective VSL Setting NA

CARB Engine Idling Compliance

PACCAR PX-7, PX-9 and MX, Cummins ISL, ISM and ISX diesel engines will include the required factory installed serialized sticker on the drivers door to identify them as meeting the NOx idling standard.

PACCAR 130 Amp Alternator, Brushless w/Voltage

Regulator. Remote Sense is not available or needed with the PACCAR Alternator. At low engine RPM, the PACCAR Alternator puts out 80 amps verses 60 amps on other alternators. 12 Volt system with circuit protection for reliable easy maintenance & service. Weather pack silicone sealed electrical chassis connectors enhance value, durability, reliability. Wires numbered every 4" or less.

PACCAR 12V Starter

3 PACCAR Premium 12V Dual Purpose Batt 2100 CCA

Threaded stud type terminal. Stranded copper battery cables are double aught (00) or larger to reduce resistance.

Big Switch Battery Disconnect

Mounted on Battery Box

2-Speed Fan Clutch For Frequent Start/Stops

18.7 CFM Air Compressor

Furnished on engine. Teflon lined stainless steel braided compressor discharge line.

DAVCO 382 Fuel Filter/Water Separator, 120V & 12V

Heated, without return lines. In addition to the fuel filter supplied with the engine.

Engine Protection Shutdown

Includes oil pressure, oil temperature, coolant temperature, and intake manifold temperature.

High Efficiency Cooling System

Silicone radiator & heater hoses enhance value, durability, & reliability. Constant tension band clamps reduce leaks. ClimaTech extended life coolant extends maintenance intervals which reduces maintenance costs. Anti-freeze effective to -30 degrees F helps protect the engine. Low coolant level sensor warns of low coolant condition to prevent engine damage. Radiator Size by Model: 587: 1330 sq in, 579/367 FEPTO 1325 sq in, 567/365/367: 1440 sq in, 384/386: 1301 sq in, 382/365 FEPTO: 1184 sq in, 389/367 HH: 1669 sq in, 348: 1000 sq in.

Wing Nut Style Mounted Grille**Heavy Duty Air Cleaner**

Molded rubber air intake connections with lined stainless steel clamps seal to prevent contaminants in air intake.

Exhaust Vertical LH

DPF/SCR transverse mounted.

Curved Tip Standpipe(s)**36in Ht, 5in Dia Chrome, Clear Coat Standpipe(s)****Transmission & Equipment****Allison 4500 RDS-P Transmission, Gen 5**

Rugged Duty Series. Includes Rear Transmission Support, TranSynd Transmission Fluid, and Water Oil Heat Exchange. Also includes features that monitor the transmission fluid, filter and clutch condition. Will display percent life remaining for the transmission fluid, filter and clutches on the shift selector. This information may be displayed using the Mode and Up and Down buttons. A wrench icon will also be included to indicate when the transmission fluid, filter or clutches need servicing. (Suited for vehicles operating on/off highway and/or requiring PTO operation) Forward Ratios: 1st-4.70, 2nd-2.21, 3rd-1.53, 4th-1.00, 5th-0.76, 6th-0.67 / Reverse Ratios: DR-(5.55)

1810 HD Driveline, 1 Midship Bearing

4.5in x .180 wall tubing

(1) Dash Mounted Single Acting Air PTO Control

Standard with PTO engaged indicator light on Class 8 units. Occupies the space of one gauge.

ALLISON 5TH GEN RDS, PKG 170**Allison FuelSense Not Desired****Console Mounted Push Button Shifter**

Allison transmissions

Allison RDS Auto Neutral AK

Single steer LH or RH. Add Code 4540940 if plumbed to flip valve to actuate service brakes is desired.

Allison 6-Speed Configuration, Wide Ratio Gears

Allison 4500 Transmission Only

Air & Trailer Equipment**Bendix AD-IS EP Air Dryer with Heater**

Extended Purge (for use with higher air consumption applications). An integrated system air dryer that incorporates the functions of the air dryer, purge reservoir (which increases the drying capacity), wet air tank, pressure relief valve, single check valves, and pressure protection valve for air susp and other air accessories. Includes easy-to-service spin-on dessicant cartridge.

N45100 PLEASE MOUNT AIR DRIER RH SIDE

N45110 BACK OF FENDER

Berg Pull Cord Drain Valve(s) - All Air Tanks**Nylon Chassis Hose**

Steel Painted Air Tanks

All air tanks are steel with painted finish except when Code 4543330 Polish Aluminum Air Tanks is also selected (then exposed air tanks outside the frame rails will be polished aluminum). Peterbilt will determine the optimal size and location of required air tanks. Narratives requesting a specific air tank size or location will not be accepted for factory installation. See ECAT to determine number or location of air tanks installed.

Tires & Wheels**FF: BR 20ply 315/80R22.5 M860A**

Diameter = 42.8 inches; SLR = 19.9 inches

RR: BR 16ply 11R22.5 M799

Diameter = 42.0 inches; SLR = 19.5 inches

Code-rear Tire Qty 08**FF: ACC STL Armor 29300PK 22.5X9.00**

Heavy Duty. PHP10-5 Hand Holes

RR: Accur Stl Armor 50291PK 22.5X8.25

Heavy Duty, Two Hand Holes

Code-rear Rim Qty 08**Fuel Tanks****26in Aluminum 70 Gallon Fuel Tank LH BOC**

Paddle handle filler cap with threadless filler neck. Top draw fuel plumbing reduces chance of introducing air into the fuel system during low fuel level conditions due to the central placement of fuel pickup tube. Wire braid fuel lines increase durability & reduce potential for leaks.

Location LH BOC 70 Gallon**Fuel Cooler**

Required with single fuel tank.

N56500 PLEASE MOUNT FUEL COOLER

N56510 INSIDE FRAME LH SIDE

DEF Tank Mounted LH BOC

Models 210, 220 and 320 mounted LH cab fender.

Standard DEF To Fuel Ratio 2:1 Or Greater**DEF Tank 320****Battery Box & Bumper****Aluminum Space Saver Battery Box LH Back Of Cab****Steel Bumper Swept Back Painted**

Requires bumper extension. Includes two front tow eyes with pins.

Notched Top Flange Of Bumper

Includes cutout in radiator for F/O fepto

Cab & Equipment**53in LCF ProBilt Cab RH Drive**

Use with auto trans. Includes steel frames with alum and fiberglass panels, all alum doors, dual door stops, door locks, tinted safety glass thru-out, cab and door mounted entry grab handles, 65 degree hydraulic tilt, stainless steel grille, dual rear cab fenders, service module BOC (cab tilt pump, oil fill and dipstick, coolant fill and check, fluid fill and dipstick for auto trans), door mounted armrests, power windows, full insulation, rubber floor mats, ergonomic center control console, removable instrument panel, Driver Information Display, LED backlit gauges, pull down windshield sunshade, 16in steering wheel with integrated horn button, tilt/telescopic adjustable column, over-door storage, driver and passenger side cup holders, USB charging port and 12VDC charging outlet, header includes HVAC controls, rear cab corner windows, 18in bolt-on step on each side, self-canceling turn signals and Front Directional and Side Mounted Turn

Signals.

**4.5 Inch Rubber Flares on Cab
and Wheel Well Fenders**

Peterbilt Driver Seat

Peterbilt Passenger Seat

Seat Belt Color Orange IPO Standard Black

Air Ride Driver

Low Back Driver

Vinyl Driver

Non-Air Ride Passenger

Low Back Passenger

Vinyl Passenger

Gray Interior Color

Includes ABS gray headliner & rear cab panel, gray vinyl engine tunnel cover.

Adjustable Steering Column - Tilt/Telescope

Steering Wheel with Peterbilt Logo

Steering Wheel with embossed Peterbilt logo over horn button.

Rear Window Back of Cab Standard Tint

18.5in X 54in

Two Piece Flat Windshield

Combo Fresh Air Heater/Air Conditioner

With radiator mounted condenser, dedicated side window defrosters, Bi-Level Heater/Defroster Controls, 54,500 BTU/HR, and silicone heater hoses.

(2) Defroster Fan On Rear Header

Black LH/RH Tri-plane Mirrors, Heated,

Mounted to Driver-Door & Passenger Front of Cab. Features: Heated on All Three Surfaces, Upper/Lower Mirrors are Convex and Middle is a Flat Pane Motorized Mirror. Right Click on Option and Select Picture to See a Picture of the Mirror.

(2) Air Horns 24.5in Chrome - Round w/Horn Shield

ConcertClass Without CD, Includes BT Phone and

Audio, AM/FM, WB, USB and MP3.

Midlevel Speaker Package For Cab

(4) Speakers

Cab Tilt Pump Air Assist

Peterbilt Electric Windshield Wipers

With Intermittent Feature.

(2) Grabhandles Horizontal Front of Cab

under windshield. (For access to windshield for cleaning.)

Rain Gutters Over Driver and Passenger Doors

Triangle Reflector Kit Shipped Loose

Backup Alarm Wiring To EOF

Engine Oil Temperature Gauge

Located in Driver Information Display

Main Transmission Oil Temperature Gauge

Located in Driver Information Display

Air Restriction Indicator

Mounted on air cleaner or intake piping.

Headlights Dual Rectangular Halogen

(5) Light Guards On Marker Lights

(5) LED Clearance With (2) LED Marker Lights

Includes (5) lights mounted on roof of cab and (1) cab side marker light mounted in front of each cab door.

None Furnished Stop/Tail/Backup Lights

Available with Full Truck only. Not available with Tractor.

Daytime Running Lights

(Required on Canadian units)

(1) F/O Load Light, Switch & 10ft Wire Coil

Under / in cab / sleeper

Paint

Standard Paint Color Selection

(1) Color Axalta Two Stage - Cab/Hood

Base Coat/Clear Coat

N85020 A - L0006EB WHITE - Stand

N85500 CAB ROOF L0006EB WHITE - Stand

N85200 FRAME N0001EA BLACK

N85700 BUMPER N0001EA BLACK

Options Not Subject To Discount

Cummins 2013 ISX Protection Plan 1 (5/200)

ISX15 or ISX12 =< 475HP. Five Years/200,000 Miles/321,689 Kilometers. Coverage is 100 percent parts and labor with no deductibles on internally lubricated components and major engine systems including turbo charger, water pump, and fuel injectors.

Cummins 2013 ISX Aftertreatment Coverage (5/200)

ISX15 or ISX12 =< 475HP. Five Years/200,000 Miles/321,689 Kilometers. Coverage is 100 percent parts and labor with no deductibles on the DEF controller / dosing unit / dosing valve, SCR catalyst, catalytic converter particulate filter, SCR/DPF temperature sensor interface module, and other related aftertreatment parts as detailed in Cummins Bulletin #3381446.

Heavy Duty Emissions Surcharge

Vehicle Layout

Option is not subject to discount. Fleets will be split prior to build so that the charge is applied to only one unit. Quotes will not reflect this.

Miscellaneous

Total Weight

18844

Prices and Specifications Subject to Change Without Notice.

Unpublished options may require review/approval.

Dimensional and performance data for unpublished options may vary from that displayed in PROSPECTOR.

Printed:	7/27/2015 4:20:16 PM	Complete	Model Number:	Model 320
Effective Date:	Jul 1, 2015		Quote/DTPO/CO:	Q44413181
Prepared by:	Ron Coffman		Version Number:	31.10

320

-
- 1 REPTO PROVISIONS
 - 2 MULTIPLE CAB CONFIGURATIONS
 - 3 LIGHTWEIGHT, COMPACT BATTERY BOX
 - 4 AIR ASSIST CAB
 - 5 65-DEGREE CAB TILT
 - 6 STANDARD AIR DISC BRAKES
 - 7 STEER AXLE RATINGS
SINGLE: 12,000-20,000 LBS.
TANDEM: 36,000 LBS.
 - 8 REPTO PROVISIONS
 - 9 NATURAL GAS ENGINE AVAILABILITY
 - 10 STAINLESS STEEL GRILLE
 - 11 LED LIGHTING
 - 12 HIGH-VISIBILITY MIRRORS
 - 13 ERGONOMIC DASH LAYOUT
 - 14 DURABLE CAB CONSTRUCTION



320

FEATURE	VALUE
1. REPTO Provisions	Rear Engine Power Take-Off available for added versatility
2. Multiple Cab Configurations	Versatility to match any job requirement
3. Lightweight, Compact Battery Box	Fender-mounted to free up valuable frame space
4. Air Assist Cab	Easily helps engage the cab tilt for serviceability
5. 65-Degree Cab Tilt	65-degree tilt provides easy access to service points
6. Standard Air Disc Brakes	Improves brake life and reduces service time
7. Steer Axle Ratings (Single: 12,000-20,000 lbs., Tandem: 36,000 lbs.)	Customize to your specific job requirements
8. FEPTO Provisions	Front Engine Power Take-Off available for added versatility
9. Natural Gas Engine Availability	Compressed Natural Gas and Liquefied Natural Gas with Cummins Westport ISL G Engine
10. Stainless Steel Grille	Peterbilt signature styling with excellent durability and protection
11. LED Lighting	Extends service intervals when compared to incandescent lighting
12. High-Visibility Mirrors	Increased visibility and sturdy design for rattle-free performance
13. Ergonomic Dash Layout	Easy to read gauges; keeps important controls within reach
14. Durable Cab Construction	Steel structure, aluminum skins and fiberglass roof cap for maximum durability



ALTERNATIVE FUELS

Available in Compressed Natural Gas (CNG) or Liquefied Natural Gas (LNG). Both provide flexibility to locate the fuel tanks either off the frame rail or integrated with the body.



VERSATILITY

The Model 320 is available in a full range of steer axle configurations including single, rated at 12,000-20,000 lbs., and tandem, front rated at 36,000 lbs.



EFFICIENCY

The Model 320 is standard with Bendix air disc brakes, which offer shorter stopping distances, are compact and lightweight and improve vehicle and operator efficiency.



HIGH-VISIBILITY MIRRORS

Peterbilt's tri-plane mirrors feature an arm that allows them to be folded either forward or backward. They can be mounted on the driver and passenger doors, or the passenger-side mirror can be installed to the front of the cab.



CLASS PAYS