

CITY HALL • 100 STATE STREET • BELOIT, WI 53511

MEETING NOTICE AND AGENDA Beloit City Plan Commission Wednesday, September 21, 2016 at 7:00 PM The Forum Beloit City Hall, First Floor 100 State Street, Beloit

- 1. Call to Order and Roll Call
- 2. Approval of the Minutes of the September 7, 2016 Meeting
- Certified Survey Map First Congregational Church 801 Bushnell Street
 Review and consideration of a two-lot Certified Survey Map for the property located at 801
 Bushnell Street
- 4. **Purchase Agreement Ironworks Parking Lot 650 Third Street** Review and consideration of a Purchase and Sales Agreement for a portion of 650 Third Street
- 5. Status Report on Prior Plan Commission Items

6. Adjournment

If you are unable to attend this meeting, please contact Ashley Rosenbaum in the Planning and Building Services Office at 364-6700 no later than 4:00 PM the day before the meeting.

Notice Mailed: September 16, 2016

Approved:

Julie Christensen, Community Development Director

**Please note that, upon reasonable notice, at least 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information to request this service, please contact the City Clerk's Office at 364-6680, 100 State Street, Beloit, WI 53511



CITY HALL • 100 STATE STREET • BELOIT, WI 53511

MEETING MINUTES Beloit City Plan Commission Wednesday, September 7, 2016 at 7:00 PM The Forum Beloit City Hall, First Floor 100 State Street, Beloit

1. Call to Order and Roll Call

Chairperson Faragher called the meeting to order at 7:04pm. Commissioners Tinder, Faragher, Finnegan, Ruster, Weeden and Councilor Leavy were present. Commissioners Haynes and Johnson were absent.

2. Approval of the Minutes of the August 17, 2016 Meeting Commissioner Weeden moved to approve the minutes from the August 17, 2016 meeting. Commissioner Ruster seconded the motion. The motion passed, voice vote.

3. Extraterritorial Certified Survey Map – 3654 South Paddock Road

Review and consideration of a two-lot Extraterritorial Certified Survey Map for the property located at 3654 South Paddock Road in the Town of Beloit

Ms. Julie Christensen, Community Development Director, presented the staff report and recommendation.

Commissioner Faragher inquired into the potential future land use. Bob Leuenberger responded that at this point, there are no plans, and the owner simply desires to sell the property.

Commissioner Finnegan moved to approve the Certified Survey Map. Commissioner Tinder seconded the motion. The motion passed, voice vote.

Condominium Plat – Walnut Grove Condominiums Phase 2 – 2260 and 2265 Walnut Street Review and consideration of a 12-unit Condominium Plat for the properties located at 2260 and 2265 Walnut Street

Ms. Julie Christensen, Community Development Director, presented the staff report and recommendation.

Commissioner Faragher inquired into the quality of the existing units. Ms. Christensen answered that they appear to be quality units.

Commissioner Tinder moved to approve the Condominium Plat. Commissioner Finnegan seconded the motion. The motion passed, voice vote.

5. Electric Transmission Line Easement – 3015 Cranston Road

Review and consideration of a request to grant an Electric Transmission Line Easement to American Transmission Company along the northern edge of the City-owned property located at 3015 Cranston Road

Ms. Julie Christensen, Community Development Director, presented the staff report and recommendation.

Anita LaCoursier, Madison, Wisconsin, a representative from American Transmission Company, addressed the commission and explained why the company is requesting the easement.

Commissioner Ruster moved to approve the easement. Commissioner Tinder seconded the motion. The motion passed, voice vote.

6. Comprehensive Plan Amendment – 631, 640, 654 and 657 Bluff Street

Public hearing, review and consideration of an amendment to the Future Land Use Map of the City's Comprehensive Plan from Single-Family Residential - Urban to Office for the properties located at 631, 640, 654 and 657 Bluff Street.

Ms. Julie Christensen, Community Development Director, presented the staff report and recommendation.

Commission Faragher asked when this neighborhood was re-zoned to Single-Family Residential. Ms. Christensen stated that it was re-zoned in early 1999.

Commissioner Weeden asked how this Amendment would affect the non-conforming properties. Ms. Christensen stated that Grinnell Senior Center would not be required to obtain a Conditional Use Permit following the rezoning, and they would retain their legal non-conforming status. She explained that if the apartments were to be re-established, a Conditional Use Permit would be required, and the Plan Commission would be able to recommend conditions to be met before the use could be established.

Commissioner Faragher asked about the status of the foreclosure of 640 Bluff Street. Ms. Christensen stated that the property was foreclosed on in February, and a default judgment and a three-month redemption period was granted on July 15, 2016.

Commissioner Finnegan asked how this would affect the bank that owns the property. He was concerned that they had not been contacted and how the Amendment would affect the number of units available. Ms. Christensen explained that the City has made numerous efforts to contact the bank with no result. Currently, the property is zoned Single-Family Residential and has been vacant. Therefore, it could only be used as a single-family structure without this change.

The Commissioners discussed the history of the building and renovations done to the building.

Commissioner Ruster asked why the City of Beloit notifies the Town of Beloit and the South Beloit clerks. Ms. Christensen explained that it is required by the Comprehensive Plan regulations.

Commissioner Tinder moved to approve the Comprehensive Plan Amendment. Commissioner Finnegan seconded the motion. The motion passed, voice vote.

7. Status Report on Prior Plan Commission Items

City Council approved the Conditional Use Permits for 625-701 Third St and 1028 Mary Street as well as the annexation of 2028 E Ridge Road.

8. Adjournment

The meeting adjourned at 7:30pm.

Minutes respectfully submitted by Ashley Rosenbaum

CITY OF BELOIT REPORT TO THE BELOIT CITY PLAN COMMISSION



Meeting Date: September 21, 2016	Agenda Item: 3	File Number: CSM-2016-09
Applicant: R.H. Batterman & Co., Inc.	Owner: First Congregational Church	Location: 801 Bushnell Street (627 Church Street)
Existing Zoning: PLI, Public Lands & Institutions District & Wellhead Overlay	Existing Land Use: Church & Vacant Structure	Total Area: 1.496 Acres

Request Overview/Background Information:

R.H. Batterman & Co., Inc. has submitted an Application for the Review of a Minor Subdivision and a 2-Lot Certified Survey Map (CSM) for the property located at 801 Bushnell Street. According to Section 12.05(1)(b) of the Subdivision Ordinance, the Plan Commission may approve, conditionally approve, or reject any minor subdivision of land within the City where there is no dedication of land to the City.

Key Issues:

- The intent of the proposed CSM is to separate the existing, vacant church-owned building addressed as 627 Church Street from the remainder of the parcel in order to sell this parcel to a new owner. The residential structure located at 627 Church Street was once on a separate parcel, but was combined with the church parcel many years ago. The structure was most recently used as the church's resale shop, but has been vacant since 2010.
 - The structure located at 627 Church Street is a contributing structure in the College Park Historic District.
 - The church requested a Certificate of Appropriateness to demolish the house earlier this year.
 - Planning staff and the Landmarks Commission opposed the church's request to demolish the structure, and a workgroup consisting of Planning Staff, three Landmarks Commissioners, and various church officials worked for two months to find a reasonable alternative to demolition.
 - After hiring a realtor to market 627 Church Street to the public, the church found an undisclosed buyer that will operate a use permitted by-right in the PLI, Public Lands and Insitutions District.
 - If the proposed CSM is approved, Lot 1 will remain in the College-Park Historic District and Lot 2 will remain an Individual Historic Landmark.
- Proposed Lot 1 is 10,449 square feet in area and includes 66.41 feet of frontage on Church Street, and will be formally reassigned the 627 Church Street address. Proposed Lot 2 is 54,732 square feet in area and includes the remainder of the church campus, with frontage on Church Street, Bushnell Street, and Park Avenue.
- Proposed Lots 1 & 2 are subject to the minimum lot area and lot width standards applicable in the adjacent R-1B, Single-Family Residential District (8,750 square feet and 50 feet, respectively). Both proposed lots meet these standards.
- Planning staff strongly supports this CSM request, as it will allow the church to sell the property to a buyer that will
 rehabilitate and provide a productive use for a vacant structure in an otherwise vibrant neighborhood.
- An identical CSM was submitted in 2014 and approved by the Plan Commission. However, the potential buyer decided not to purchase the property at 627 Church Street and the CSM was never recorded.
- The City's Review Agents have reviewed the proposed CSM and have not submitted any comments.

Consistency with Comprehensive Plan and Strategic Plan:

The City's Comprehensive Plan recommends Single-Family Residential, including supportive institutional uses, for the subject property.

Consideration of this request supports City of Beloit Strategic Goal #5 (Apply sound, sustainable practices to promote a high quality community through historic preservation, community revitalization, and successful new development.)

Sustainability:

- Reduce dependence upon fossil fuels Demolition of structures, especially older buildings, requires a large amount of energy and destroys the capacity of the parcel to be used for a productive purpose. The sale of the property to an entity that will rehabilitate and reuse the structure is an alternative significantly more sustainable than demolition.
- Reduce dependence on chemicals and other manufacturing substances that accumulate in nature N/A
- Reduce dependence on activities that harm life sustaining eco-systems N/A
- Meet the hierarchy of present and future human needs fairly and efficiently N/A

Staff Recommendation:

The Planning & Building Services Division recommends <u>approval</u> of the attached two-lot Certified Survey Map (CSM) for the property located at 801 Bushnell Street in the City of Beloit, subject to the following conditions:

- 1. Lot 1 shall be assigned the address of 627 Church Street.
- 2. The final CSM shall be recorded with the Rock County Register of Deeds by December 31, 2016.

Fiscal Note/Budget Impact: N/A

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





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Map prepared by: Alex Morganroth Date: August 2016 For: City of Beloit Planning & Building Services Date of Aerial Photography: April 2011

City of Beloit

Neighborhood Planning Division				
100 State Street, Beloit, WI 53511 Phone: (608) 364-6700 Fax: (608) 364-6609				
Application for Review of a Minor Subdivision				
(Please Type or Print)		File Number: (SN	-2016 - 09	
	Church and 801 Bushn	- 1		
	66-0410			
3. Property is located in (circle	and the second s	Town of Turtle Beloit R	ock or LaPrairie	
In the <u>SW</u> Quarter of Section				
4. Owner of Record: First Co				
801 Bushnell Street	a average and a second			
(Address)	BELOIT (City)	WI 5351 (State)	(Zip)	
5. Surveyor's name: RH Batt	erman & Co., Inc.	Phone: 3	365-4464	
2857 Bartells Drive	Beloit	WI 5351		
(Address)	(City)	(State)	(Zip)	
6. Number of new lots proposed	l with this land division	is 2	lot(s).	
7. Total area of land included in this map: 65,181 SF				
8. Total area of land remaining				
9. Is there a proposed dedication of any land to the City of Beloit? No				
10. The present zoning classification of this property is: PLI / WPO 11. Is the proposed use permitted in this zoning district: Yes				
	•		HED.	
12. <u>THE FOLLOWING ITEMS MAY NEED TO BE COMPLETED AND/OR ATTACHED:</u> Site Assessment Checklist; is required if the total area of CSM is over 5 acres.				
Pre-application meeting; pre-application meeting was held on 12/5 [13]				
with City of Beloit Staff.				
 Developer's Statement; as required by section 12.02(7) of the Subdivision Ordinance. Phase One Environmental Assessment: as per section 12.05(1)(c) of the Subdivision Ordinance. 				
Certified Survey Map: on	e copy as required by sec	tion 12.05(1) of the Subdiv	ision Ordinance.	
The applicant's signature below in				
accompanying documents is true	e and correct. The un	dersigned does hereby re	espectfully make	
application for and petition the City Plan Commission or City Council for approval of this Certified				
Survey Map for the purpose stated herein. The undersigned also agrees to abide by all applicable federal, state and local laws, rules, and regulations.				
Do ff				
all Lunden	/ EH BATTE		3-22-16	
(Signature of applicant)			Date)	
This application must be submitted at least 21 days prior to the Plan Commission meeting date.				
Review fee: \$150 plus \$10 per lot	Amoun	t Paid:\$170. ==		
cheduled meeting date:	pt. 21, 2016			
Application accepted by:	ver Pennington	Date:	22/16	
Planning Form No. 53 Established: J	une 1998 (Revised	l: January, 2006) P	age 1 of 1 Pages	

CERTIFIED SURVEY MAP

OF LOTS 1, 2, 13, 14, 15, 16, AND PART OF LOTS 3 AND 12 OF BLOCK 21 OF THE ORIGINAL PLAT OF THE CITY OF BELOIT MADE BY JOHN HOPKINS, BEING ALL PART OF THE N.W. 1/4 OF THE S.W. 1/4 OF SECTION 36, T. 1 N., R. 12 E. OF THE FOURTH P.M., CITY OF BELOIT, ROCK COUNTY, WISCONSIN.



File Name: J:\32500-32599\32515 First Cong Church

CERTIFIED SURVEY MAP OF

LOTS 1, 2, 13, 14, 15, 16 AND PART OF LOTS 3 AND 12 OF BLOCK 21 OF THE ORIGINAL PLAT OF THE CITY OF BELOIT MADE BY JOHN HOPKINS, BEING ALL A PART OF THE N.W. 1/4 OF THE S.W. 1/4 OF SECTION 36, T. 1 N., R. 12 E. OF THE FOURTH P.M., CITY OF BELOIT, ROCK COUNTY, WISCONSIN.

CORPORATE OWNERS CERTIFICATE OF DEDICATION

First Congregational Church of Beloit, Wisconsin as Owner, does hereby certify that said church caused the land described on this plat to be surveyed, divided, mapped and dedicated as represented on this Map.

First Congregational Church of Beloit further certifies that this Map is required by Sections 236.10 or 236.12 to be submitted to the following for approval or objection: The Planning Commission of the City of Beloit.

IN WITNESS WHEREOF, First Congregational Church of Beloit, Wisconsin has caused these presents to be signed by Charles Harker, Moderator/President, this _____ day of _____, 2016.

Charles Harker, Moderator/President

State of Wisconsin) Personally came before me, this ______ day of ______, 2016, *County of Rock*)^{ss.} Charles Harker of the above-named Church, to me known to be the person who executed the foregoing instrument, and to me known to be such officer of said Church, and acknowledged that he executed the foregoing instrument as such officer as the deed of such Church, by its authority.

Notary Public, Rock County, Wisconsin

My Commission Expires:



ORDER NO. 32515 DATE: SEPTEMBER 15, 2016 FOR: FIRST CONGREGATIONAL CHURCH SHEET 2 OF 3

CERTIFIED SURVEY MAP OF

LOTS 1, 2, 13, 14, 15, 16 AND PART OF LOTS 3 AND 12 OF BLOCK 21 OF THE ORIGINAL PLAT OF THE CITY OF BELOIT MADE BY JOHN HOPKINS, BEING ALL A PART OF THE N.W. 1/4 OF THE S.W. 1/4 OF SECTION 36, T. 1 N., R. 12 E. OF THE FOURTH P.M., CITY OF BELOIT, ROCK COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE OF COMPLIANCE WITH STATUTE

State of Wisconsin) I, Robert Leuenberger, a Registered Land Surveyor, do hereby certify that I County of Rock)^{ss.} I, Robert Leuenberger, a Registered Land Surveyor, do hereby certify that I have surveyed and mapped Lots 1, 2, 13, 14, 15, 16 and part of Lots 3, and 12 of Block 21 of the Original Plat of the City of Beloit made by John Hopkins, being all a part of the N.W. 1/4 of the S.W. 1/4 of Section 36, T. 1 N., R. 12 E. of the Fourth P.M., City of Beloit, Rock County, Wisconsin.

DESCRIBED AS FOLLOWS: Commencing at the West 1/4 corner of Section 36, aforesaid; thence South 0°12'18" West 701.30 feet along the West line of said S.W. 1/4; thence South 89°47'42" East 997.78 feet to the Southwest corner of said Block 21 and the point of beginning; thence North 0°22'42" East 298.67 feet along the West line of said Block 21; thence North 89°41'35 East 140.40 feet; thence South 0°24'15" West 132.73 feet; thence North 89°41'34" East 140.33 feet; thence South 0°25'51" West 165.90 feet to the Southeast corner of said Block 21; thence South 89°41'34" East 288.52 feet to the place of beginning. Containing 65,182 square feet of land more or less.

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

That such map is a correct representation of all exterior boundaries of the land surveyed and the division of that land. That I have made such survey and map by the direction of the Owner of said land, and that I have complied fully with the provisions of Section 236.34 of the Wisconsin Statutes in surveying and mapping the same. Given under my hand and seal, this 15th day of September, 2016 at Beloit, Wisconsin.

Approved by the Planning Commission of the City of Beloit, this _____ day of ______, 2016.

Ву: _____

I hereby certify that the property taxes on the parent parcel are current and have been paid as of _____, 2016.

By: Bock Cr

Rock County Treasurer

DOCUMENT NO.	RECEIVED FOR RECORD THIS DAY OF	A.D. 2016			
AT	O'CLOCKM. AND RECORDED IN VOLUME, PAGES	OF			
CERTIFIED SURVEY MAPS OF ROCK COUNTY, WISCONSIN.					

REGISTER OF DEEDS

ORDER NO. 32515 DATE: SEPTEMBER 15, 2016 FOR: FIRST CONGREGATIONAL CHURCH SHEET 3 OF 3



RESOLUTION APPROVING A TWO-LOT CERTIFIED SURVEY MAP FOR THE PROPERTY LOCATED AT 801 BUSHNELL STREET

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

WHEREAS, the attached two-lot Certified Survey Map for the property located at 801 Bushnell Street, containing 1.496 acres, more or less, is located within the jurisdiction of the City of Beloit; and

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

Lots 1, 2, 13, 14, 15, 16 and part of Lots 3 and 12 of Block 21 of the Original Plat of the City of Beloit made by John Hopkins, being all a part of the N.W. ¹/₄ of the S.W. ¹/₄ of Section 36, T. 1 N., R. 12 E. of the Fourth P.M., City of Beloit, Rock County, Wisconsin.

NOW, THEREFORE, BE IT RESOLVED THAT the Plan Commission of the City of Beloit does hereby conditionally approve the attached two-lot Certified Survey Map for the property located at 801 Bushnell Street, subject to the following conditions:

- 1. Lot 1 shall be assigned the address of 627 Church Street.
- 2. The final CSM shall be recorded with the Rock County Register of Deeds by December 31, 2016.

Adopted this 21st day of September, 2016.

James Faragher, Plan Commission Chairperson

ATTEST:

Julie Christensen Community Development Director

CITY OF BELOIT REPORT TO THE BELOIT CITY PLAN COMMISSION



Meeting Date: September 21, 2016 Agenda Item: 4

Request: Sale of Land to Hendricks **Owner:** City of Beloit Commercial Properties

Request Overview/Background Information:

Hendricks Commercial Properties (HCP) has submitted an offer to purchase a 4,231 square-foot portion of the City-owned land located at 650 Third Street. This land is a superfluous landscaped section of the Ironworks South municipal parking lot property. If approved and acquired, HCP's intent is to combine this land into the Ironworks West parking lot currently under construction on their property located at 690 Third Street as shown on the attached map. This sale of municipal land is required to be reviewed by the Plan Commission in accordance with Section 62.23(5) of Wisconsin Statutes.

Key Issues:

- Earlier this year, HCP demolished the one-story sections of the office building located at 690 Third Street with the intent of creating a new parking lot known as Ironworks West. There is an existing 30-foot "jog" in the property line between the City and HCP parcels, which prevents the most efficient parking lot layout. To address this issue, HCP prepared site plans for the Ironworks West parking lot that included only their property, as well as an alternative layout that incorporated the land that is the subject of this request. Planning staff approved the site plans for the Ironworks West parking lot on June 30th, contingent upon City Council approval of this land transfer.
- The attached Plat of Survey establishes a legal description of the land to be transferred, which has been
 incorporated into a Purchase and Sale Agreement between the City and HCP.
- The Ironworks West parking lot expansion is one of many short- and long-term efforts underway to increase the supply and management of off-street parking to serve all of the employment growth in and around the Ironworks campus. The applicant has submitted a related request to the Traffic Review Committee to designate 48 parking stalls in the Ironworks South lot as 2-hour stalls to serve the YMCA facility under construction.

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 N/A

Staff Recommendation:

The Planning & Building Services Division recommends **<u>approval</u>** of the sale of a 4,231 square-foot portion of the Cityowned land located at 650 Third Street to Hendricks Commercial Properties for expansion of their parking lot known as Ironworks West, as shown on the attached Plat of Survey and as contemplated in a Purchase and Sale Agreement.

Fiscal Note/Budget Impact: The proposed purchase price is \$1.

Attachments: Ironworks Parking Layout Map & Plat of Survey

File Number: RPB-2016-10

Location: 650 Third Street





