



CITY HALL • 100 STATE STREET • BELOIT, WI 53511

MEETING NOTICE AND AGENDA
Beloit City Plan Commission
Wednesday, February 22, 2017 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 February 8, 2017 Meeting**
3. **Certified Survey Map – Beloit School District – 2251 Trevino Court**
Review and consideration of a three-lot Certified Survey Map for the property located at 2251 Trevino Court
4. **Conditional Use Permit – The Blender Café at Beloit Public Library – Outdoor Seating Area**
Public hearing, review and consideration of a Conditional Use Permit to allow an outdoor seating area for the Blender Café at the Beloit Public Library for the property located at 605 Eclipse Boulevard
5. **Status Report on Prior Plan Commission Items**
6. **Adjournment**

If you are unable to attend this meeting, please contact Amber DesRoberts in the Community Development Department at 364-6650 **no later than 4:00 PM the day before the meeting.**

Notice Mailed: February 17, 2017

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, February 8, 2017 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 7:01pm. Commissioners Finnegan, Ruster, Faragher, Haynes, Johnson, Weeden, and Councilor Leavy were present. Commissioner Tinder was absent.

2. Approval of the Minutes of the December 12, 2016 Meeting

Commissioner Weeden mentioned there was a typo in Randy Kirichkow's name. Commissioner Weeden moved to approve the minutes from the December 7, 2016 meeting, as amended. Commissioner Ruster seconded the motion. The motion passed, voice vote.

3. Certified Survey Map – G5 Brewing Company – 1801 Gateway Boulevard

Public hearing, review and consideration of a two-lot Certified Survey Map for the property located at 1801 Gateway Boulevard.

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

Commissioner Haynes moved to approve the resolution as amended. Commissioner Finnegan seconded the motion. The motion passed, voice vote.

4. Zoning Map Amendment – Lot 1 of the CSM for 1801 Gateway Boulevard

Public hearing, review and consideration of a Zoning Map Amendment from C-1, Office District, to M-1, Limited Manufacturing District, for Lot 1 of the Certified Survey Map for 1801 Gateway Boulevard earlier on the agenda

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

Lee Gunderson, 9414 S Clinic Rd, Beloit, explained that they were requesting the zoning change so that they would be able to brew beer in the future.

Commissioner Weeden questioned if M-1 classification is sufficient enough for the proposed secondary use of the brew pub restaurant. Julie confirmed that the classification would be sufficient for both uses.

Commissioner Johnson questioned if there would be any issues with obtaining liquor licenses. Julie mentioned that the applicants need to own the property before they can start going through the process. The sale of the property and the recording of the Certified Survey Map need to be completed before the applicants can move forward. Andrew Janke, Beloit Economic Development Director, has been following through with the process to ensure it can be done. Ms. Christensen stated that the City does not believe any issues will present themselves.

Commissioner Johnson motioned to approve the resolution as amended. Commissioner Ruster seconded the motion. The motion passed, voice vote.

5. Condominium Plat – Kadlec Drive Condominiums

Review and consideration of Addendum No. 2 to Kadlec Drive Condominium Plat located at 2660 Kadlec Drive

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

Commissioner Weeden had a concern about where the residents would park. Tom Wood, Harrison Associates (engineer/ surveyor), mentioned that there are garages on each end of the building and additional parking stalls outside each garage stall. There are six parking stalls on each end of the twelve unit buildings.

Commissioner Johnson motioned to approve the resolution. Commissioner Haynes seconded the motion. The motion passed, voice vote.

6. Status Report on Prior Plan Commission Items

The Conditional Use Permit to allow additional stories for the hotel at 3042 Ford Street was approved by City Council. City Council also approved the Comprehensive Plan Amendment, PUD, and the Zoning Amendment for the storage units on Townline Ave. The City Council amended the requirements for the landscaping in regards to the storage units. The applicant will be required to install at least three feet high landscaping made of evergreen material.

7. Adjournment

The meeting adjourned at 7:15pm.

Minutes respectfully submitted by Amber DesRoberts.

CITY OF BELOIT

REPORT TO THE BELOIT CITY PLAN COMMISSION

Meeting Date: February 22, 2017

Agenda Item: 3

File Number: CSM-2017-02

Applicant: Combs & Associates, Inc.

Owner: School District of Beloit

Location: 2251 Trevino Court

Existing Zoning: R-1A, Single-Family

Existing Land Use: Vacant Land

Total CSM Area: 45,700 SF (1.05 AC)

Request Overview/Background Information:

Combs & Associates, on behalf of the School District of Beloit, has submitted an Application for the Review of a Minor Subdivision and a 3-Lot Certified Survey Map (CSM) for the property located at 2251 Trevino Court. 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 School District of Beloit recently acquired this property, which is comprised of four lots (Lots 31-34) of the Western Hills Subdivision. The infrastructure adjacent to these lots was completed, but the lots were never developed and the developer gave the property back to the bank in 2012. The bank gifted the property to the School District in July 2016 to use as part of the BMHS student house construction program.
 - The proposed CSM enlarges the existing lots, and reduces the number of buildable lots from four to three.
 - The lots are around 15,000 square feet each with 100 feet of frontage, which exceeds the minimum lot area and width requirements in the R-1A District. Trevino Court is fully improved in this area. The proposed lots are served by the full range of municipal services and utilities.
 - The City Assessor's Office has reviewed the proposed CSM and will assign final addresses after the CSM has been recorded.
 - The City Engineer has reviewed the proposed CSM and noted that proposed Lot 3 may not have a driveway on Fir Drive, but may have a driveway on Trevino Court.
 - The City's other Review Agents have reviewed the proposed CSM and have not submitted any objections.
 - The application and proposed CSM are attached for your review.
-

Consistency with Comprehensive Plan and Strategic Plan:

The City's Comprehensive Plan recommends *Single-Family Residential – Urban* uses, and the proposed CSM is consistent with this recommendation. Consideration of this request supports Strategic Goal #3.

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 **approval** of the attached 3-Lot Certified Survey Map (CSM) for the property located at 2251 Trevino Court in the City of Beloit, subject to the following conditions:

1. The final CSM shall be recorded with the Rock County Register of Deeds by December 31, 2017.
 2. The CSM shall be recorded before any Building Permits will be issued.
-

Fiscal Note/Budget Impact: N/A

Attachments: CSM, Application, and Resolution.

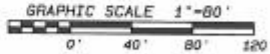
CERTIFIED SURVEY MAP

LOTS 31, 32, 33 AND 34, WESTERN HILLS AND LOCATED IN THE NW 1/4 OF THE SW 1/4 OF SECTION 22, T. 1N., R. 12E. OF THE 4TH P.M., CITY OF BELOIT, ROCK COUNTY, WISCONSIN.



LEGEND:

- SET IRON PIN, 3/4"x 24", 1.5 LBS./LIN.FT.
- FOUND IRON PIN SIZE AS SHOWN
- FOUND 1" IRON PIPE
- △ FOUND DURA NAIL



***NOTE: LOCAL REGULATIONS MAY OR MAY NOT BE MORE RESTRICTIVE.
 NOTE: FIELD WORK COMPLETED 1-31-2017
 NOTE: ASSUMED S0°18'20"W ALONG THE WEST LINE OF THE SW 1/4 OF SECTION 21-1-12.

Project No. 116 - 509
 For: SCHOOL DISTRICT
 OF BELOIT

SHEET 1 OF ___ SHEETS

- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

109 W. Milwaukee St.
 Janesville, WI 53548 tel: 608 752-0575
 www.combsurvey.com fax: 608 752-0534

CITY of BELOIT
Neighborhood Planning Division

100 State Street, Beloit, WI 53511 Phone: (608) 364-6700 Fax: (608) 364-6609

Application for Review of a Minor Subdivision

(Please Type or Print) File Number: CSM-2017-02

1. Address of property: 2251 Trevino Court, Beloit, Wisconsin
2. Tax Parcel Number(s): 12260420
3. Property is located in (circle one): City of Beloit or Town of: Turtle; Beloit; Rock or LaPrairie
 In the SW Quarter of Section 22, Township 1 North, Range 12 East of the 4th P.M.
4. Owner of record: Beloit School District Phone: 608-361-4015
1633 Keeler Ave Beloit WI 53511
(Address) (City) (State) (Zip)
5. Surveyor's name: Combs & Associates, Inc Phone: 608-752-0575
109 W. Milwaukee Street Janesville WI 53548
(Address) (City) (State) (Zip)
6. Number of new lots proposed with this land division is 3 lot(s).
7. Total area of land included in this map: 45,700 Sq Ft.
8. Total area of land remaining in parent parcel:
9. Is there a proposed dedication of any land to the City of Beloit? No
10. The present zoning classification of this property is: R1-A Residential
11. Is the proposed use permitted in this zoning district: Yes

12. **THE FOLLOWING ITEMS MAY NEED TO BE COMPLETED AND/OR ATTACHED:**
- Site Assessment Checklist; is required if the total area of CSM is over 5 acres.
 - Pre-application meeting; a pre-application meeting was held on Via Email with City of Beloit Staff.
 - Developer's Statement; as required by section 12.02(7) of the Subdivision Ordinance.
 - Phase One Environmental Assessment; as per section 12.05(1)(c) of the Subdivision Ordinance.
 - Certified Survey Map; one copy as required by section 12.05(1) of the Subdivision Ordinance.

The applicant's signature below indicates the information contained in this application and on all accompanying documents is true and correct. The undersigned does hereby respectfully make application for and petition the City Plan Commission or City Council for approval of this Certified Survey Map for the purpose stated herein. The undersigned also agrees to abide by all applicable federal, state and local laws, rules, and regulations.

Via Email DP / _____ / _____
(Signature of applicant) (Name of applicant) (Date)

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

Review fee: <u>\$150 plus \$10 per lot</u>	Amount paid: _____
Scheduled meeting date: <u>Feb. 22 2017</u>	
Application accepted by: <u>Dore Pennington</u>	Date: <u>2/9/17</u>

**RESOLUTION
APPROVING A THREE-LOT CERTIFIED SURVEY MAP
FOR THE PROPERTY LOCATED AT
2251 TREVINO COURT**

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 three-lot Certified Survey Map for the property located at 2251 Trevino Court, containing 1.05 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 three-lot Certified Survey Map, which pertains to the following described land:

LOTS 31, 32, 33, AND 34, WESTERN HILLS AND LOCATED IN THE NW ¼
OF THE SW ¼ OF SECTION 22, T. 1 N., R. 12 E. OF THE 4TH 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 three-lot Certified Survey Map for the property located at 2251 Trevino Court, subject to the following conditions:

1. The final CSM shall be recorded with the Rock County Register of Deeds by December 31, 2017.
2. The CSM shall be recorded before any Building Permits will be issued.

Adopted this 22nd day of February, 2017.

James Faragher, Plan Commission Chairman

ATTEST:

Julie Christensen,
Community Development Director

CITY OF BELOIT

REPORT TO THE BELOIT CITY PLAN COMMISSION

Meeting Date: February 22, 2017

Agenda Item: 4

File Number: CU-2017-01

Applicant: Nick Dimassis

Owner: City of Beloit

Location: 605 Eclipse Blvd

Existing Zoning: C-3, Community
Commercial District

Existing Land Use: Public Library

Parcel Size: 5.33 Acres

Request Overview/Background Information:

Beloit Public Library Director Nick Dimassis has filed an application for a Conditional Use Permit to allow an outdoor seating area in a C-3, Community Commercial District, for the property located at 605 Eclipse Blvd.

Key Issues:

- The proposed outdoor seating area is related to the Blender Café project, which involves the renovation of the children's programming room into a restaurant.
- The applicant has proposed the renovation of the outdoor children's garden area into a patio area with stamped concrete, tables, and chairs. This request does not involve alcoholic beverages.
- The existing fence around the outdoor children's garden area will be extended to the south along the sidewalk, and a gate will be constructed to serve as a secondary path in & out of the café.
- The applicant has requested authorization to place up to 8 tables and 32 chairs in the outdoor patio area.
- The existing foundation plantings along the library façade are a required landscaping element and will need to be preserved, while the other trees & landscaping in the children's garden area may be modified or removed.
- Section 4-804 of the Zoning Ordinance states that outdoor seating areas in C-3 are only allowed if reviewed and approved in accordance with the Conditional Use Permit review procedures.
- The application, site plan, and photos are attached to this report.
- The attached Public Notice was sent to the owner of surrounding properties. Planning staff has not received any comments.
- **Findings of Fact**

Based on Section 2-504 of the Zoning Ordinance, the Plan Commission shall make a recommendation based on the following considerations:

- a. *Whether the establishment, maintenance, or operation of the conditional use will be detrimental to or endanger the public health, safety, morals, comfort, or general welfare;*
 - The proposed outdoor seating area, as part of the café, will enhance the vitality of the Eclipse Center as an employment and institutional activity center.
- b. *Whether the conditional use will be injurious to the use and enjoyment of other property in the immediate vicinity for purposes already permitted;*
 - The proposed outdoor seating area is adjacent to the parking lot and an outdoor access corridor leading to the adjacent mall space. The introduction of dining noise and activity will not impact the use and enjoyment of nearby properties.
- c. *Whether the conditional use will substantially diminish or impair property values within the neighborhood of the subject property;*
 - On the contrary, the proposed outdoor seating area and café are expected to have a positive impact upon nearby property values by creating a neighborhood gathering space.
- d. *Whether the establishment of the conditional use will impede the normal and orderly development and improvement of the surrounding property;*
 - The surrounding area is fully developed.
- e. *Whether the exterior architectural design or site layout of the proposed conditional use is so dissimilar or otherwise incompatible with existing or proposed development in the immediate neighborhood that it will cause a depreciation in property values;*
 - Planning staff is recommending conditions of approval that will ensure that the fence, surface, and landscaping materials are compatible with the existing library materials.
- f. *Whether adequate utilities, access roads, drainage or other necessary facilities will be available to serve the proposed use at the time of its occupancy or use;*
 - Adequate facilities and infrastructure are available to serve the proposed outdoor seating area.

- g. *Whether adequate measures will be taken to minimize traffic congestion; and*
 - The Eclipse Center includes ample parking areas, and is well served by bike & pedestrian infrastructure and the Beloit Transit System.
- h. *Whether the conditional use will comply with all applicable regulations of the Zoning Ordinance.*
 - The conditional use will comply with all other applicable regulations of the Zoning Ordinance.

Consistency with Comprehensive Plan and Strategic Plan:

The City's Comprehensive Plan recommends *Planned Mixed Use* for the subject property. This request and the underlying C-3 zoning classification are consistent with this recommendation. Consideration of this request supports City of Beloit Strategic Goal #3.

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 **approval** of a Conditional Use Permit to allow an outdoor seating area in a C-3, Community Commercial District, for the property located at 605 Eclipse Blvd, based on the above Findings of Fact and subject to the following conditions:

1. This Conditional Use Permit authorizes the renovation of the outdoor children's garden area into a patio area for Blender Café customers with stamped concrete, up to 8 tables, and up to 32 chairs.
2. The existing foundation landscaping and seating wall shall not be altered during this project.
3. If extended along the sidewalk, the new sections of fence shall be identical to the existing fence around the garden area in style, color, and height.
4. Alcoholic beverages may not be sold, possessed, or consumed within the outdoor seating area.
5. The outdoor seating area shall include marked exits, clear 36" exit pathways, and gates with operable hardware. The Fire Inspector and Building Official will inspect the completed outdoor seating area and establish a maximum occupancy, which shall be posted inside the building and within the outdoor seating area.
6. Any major changes in the adopted conditions or use of the property shall be approved by the Plan Commission and City Council by amending this Conditional Use Permit. The Director of Planning & Building Services may approve minor changes administratively.

Fiscal Note/Budget Impact: N/A

Attachments: Photos, Site Plan, Application, and Public Notice.





BELOIT PUBLIC LIBRARY

BELOIT, WISCONSIN
 Owner:
 City of Beloit
 100 Elm Street
 Beloit, Wisconsin 53511
 Project No. 071716.00

Issued For:
 No. Description Sub
 01 Issued for Construction 03-21-08

CITY of BELOIT

Planning and Building Services Division

100 State Street, Beloit, WI 53511 Phone: (608) 364-6700 Fax: (608) 364-6609

Conditional Use Permit Application

(Please Type or Print)

File Number: CN-2017-01

1. Address of subject property: 605 Eclipse Blvd.

2. Legal description: Lot 1 of Volume 32 page 139

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

Property dimensions are: _____ feet by _____ feet = _____ square feet.

If more than two acres, give area in acres: _____ acres.

3. Tax Parcel Number(s): 1262 0450

4. Owner of record: City Of Beloit Phone: _____

100 State St. Beloit WI 53511
(Address) (City) (State) (Zip)

5. Applicant's Name: Beloit Public Library

605 Eclipse Blvd. Beloit WI 53511
(Address) (City) (State) (Zip)

608-364-2917 / 608-314-5091 / ndimassis@beloitlibrary.org
(Office Phone #) (Cell Phone #) (Email Address)

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

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

A Conditional Use Permit for: Outside patio for Blender Cafe
_____ in a(n) C3 _____ Zoning District.

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

Principal use: Public Library

Secondary use: _____

Accessory use: Blender Cafe - serving breakfast, lunch, + supper items. Beverages, soups, salads, sandwiches.

9. Project timetable: Start date: 2-1-17 Completion date: 4-15-17

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

() Owner

() Leasehold, length of lease: _____

() Contractual, nature of contract: _____

(X) Other, explain: Library Director

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.

Jodi Luther / Lori Luther / 1-30-17
(Signature of Owner) (Print name) (Date)

Nick Dimassis / Nick Dimassis / 1/26/17
(Signature of Applicant, if different) (Print name) (Date)

In order for your request to be heard and considered in a timely manner, you must submit the completed application, and all accompanying documents, to the Planning and Building Services Division for acceptance by the filing deadline date prior to a scheduled Plan Commission meeting.

This application must be submitted with one copy of a scaled drawing showing the layout of the proposed development in accordance with all code requirements, and the \$275.00 application fee. Applicants will also be charged a fee for mailing public notices at the rate of \$0.50 per notice. An invoice for this fee will be sent to the applicant and these costs are typically between \$5.00 and \$15.00.

To be completed by Planning Staff

Filing fee: \$275.00 Amount paid: — Meeting date: Feb. 22, 2017

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

Application accepted by: Drew Pennington Date: 1/31/17



NOTICE TO THE PUBLIC

February 8, 2017

To Whom It May Concern:

Beloit Public Library Director Nick Dimassis has filed an application for a Conditional Use Permit to allow an outdoor seating area in a C-3, Community Commercial District, for the property located at:

605 Eclipse Blvd.

The proposed outdoor seating area is related to the Blender Café project, which involves the renovation of the children's programming room into a restaurant. The applicant has proposed the renovation of the outdoor children's garden area into a patio area.

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

City Plan Commission: Wednesday, February 22, 2017, 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, March 6, 2017, 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.