



**MEETING NOTICE AND AGENDA**  
**Beloit City Plan Commission**  
**Wednesday, January 17, 2018 at 7:00 PM**  
**The Forum**  
**Beloit City Hall**  
**100 State Street, Beloit**

1. **Call to Order and Roll Call**
2. **Approval of the Minutes of the December 20, 2017 Meeting**
3. **Conditional Use Permit – 419 Pleasant Street**  
Public hearing, review and consideration of a Conditional Use Permit to allow a rooftop seating area and to amend the layout of an existing Drive-Up Automated Teller Machine (ATM) in the CBD-1, Central Business District-Core, for the property located at 419 Pleasant Street
4. **Status Report on Prior Plan Commission Items**
5. **Adjournment**

If you are unable to attend this meeting, please contact Frank Fuerte in the Community Development Department at 364-6700 **no later than 4:00 PM the day before the meeting.**

Notice Posted: January 12, 2018

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**



**Meeting Minutes**  
**Beloit City Plan Commission**  
**Wednesday, December 20, 2017 at 7:00 PM**  
**The Forum**  
**Beloit City Hall**  
**100 State Street, Beloit**

**1. Call to Order and Roll Call**

Chairperson Faragher called the meeting to order at 7:00pm. Commissioners Haynes, Weeden, Faragher, Ruster, Finnegan, and Tinder were present. Councilor Leavy was absent, and Commissioner Johnson arrived at 7:02pm.

**2. Approval of the Minutes of the December 6, 2017 Meeting**

Commissioner Tinder moved to approve the minutes. Commissioner Weeden seconded the motion. The motion passed, voice vote (6, 0).

**3. Extraterritorial Certified Survey Map – 2844 W St. Lawrence Avenue**

Review and consideration of a one-lot Certified Survey Map for the property located at 2844 W St. Lawrence Avenue in the Town of Beloit

Drew Pennington, Planning and Building Services Director, presented the staff report and recommendation.

Commissioner Weeden questioned Mr. Pennington if the Plan Commission was essentially approving the rezoning of the lot from A1 to L1. Mr. Pennington stated that the City does not have extraterritorial zoning jurisdiction and cannot deny extraterritorial land divisions based upon use. Commissioner Weeden questioned if it makes a difference if Plan Commission approved this or not. Mr. Pennington stated that there are some use and minimum lot size implications with the town zoning change. Commissioner Weeden stated that the proposed zoning of lot is not consistent with the City's Comprehensive Plan and would be spot zoning. Commissioner Ruster stated that she agreed.

Ron Combs, Combs and Associates Inc., stated that he was representing the Carol family. Mr. Combs stated that the Carol family has had the auto repair business for 35 years, and their sons have taken over the business. The brothers do not live at that property, so they needed to rezone it to meet the Town's requirements. Mr. Combs stated that there are some neighborhood concerns about the rezoning that the Town is working through.

Commissioner Tinder moved to approve the Certified Survey Map. Commissioner Johnson seconded the motion. The motion failed, voice vote (1, 6). Commissioner Tinder voted aye.

4. **Extraterritorial Certified Survey Map – 6017 E Colley Road**

Review and consideration of a one-lot Certified Survey Map for the property located at 6017 E Colley Road in the Town of Turtle

Mr. Pennington, Planning and Building Services Director, presented the staff report and recommendation.

Commissioner Haynes moved to approve the Certified Survey Map. Commissioner Ruster seconded the motion. The motion passed, voice vote (7, 0).

5. **Conditional Use Permit – 1314 Madison Road**

Public hearing, review and consideration of an amendment to a Conditional Use Permit to allow Limited Vehicle Service uses in a C-2, Neighborhood Commercial District, for the property located at 1314 Madison Road.

Mr. Pennington, Planning and Building Services Director, presented the staff report and recommendation.

Commissioner Haynes moved to approve the Conditional Use Permit. Commissioner Johnson seconded the motion. The motion passed, voice vote (7, 0).

6. **Relocation Order to Acquire Easements for Utility Relocations Due to I-39/90 Project**

Review and consideration of a Relocation Order to acquire Temporary Limited Easements (TLE) for construction and Permanent Limited Easements (PLE) for permanent installations related to the I-39/I-90 expansion project

Mr. Pennington, Planning and Building Services Director, presented the staff report and recommendation.

Commissioner Haynes moved to approve the Relocation Order. Commissioner Weeden seconded the motion. The motion passed, voice vote (6, 0). Commissioner Tinder abstained from voting.

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

The City Council approved the project that preceded the above utility easements that gave up rights to the water and sewer lines related to the highway project.

The Comprehensive Plan Steering Committee continues to meet regularly and will meet next on January 10, 2018 at the Rotary Center at 4pm. The purpose of that meeting will be to draft a public survey to gather input on existing conditions in the city.

8. **Adjournment**

Commissioner Haynes moved to adjourn the meeting. Commissioner Ruster seconded the motion.

Meeting adjourned at 7:25pm.

Minutes respectfully submitted by Amber DesRoberts.

## REPORT TO THE BELOIT CITY PLAN COMMISSION

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**Meeting Date:** January 17, 2018

**Agenda Item:** 3

**File Number:** CU-2018-01

**Applicant:** Hendricks Commercial Properties LLC

**Owner:** Hendricks Commercial Properties LLC

**Location:** 419 Pleasant Street

**Existing Zoning:** CBD-1, Central Business District - Core

**Existing Land Use:** Office Building & Planned Hotel & Restaurant

**Parcel Size:** 0.683 Acre

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### Request Overview/Background Information:

Hendricks Commercial Properties has filed an application for a Conditional Use Permit (CUP) to allow a rooftop seating area and to amend the layout of an existing Drive-Up Automated Teller Machine (ATM) in the CBD-1, Central Business District – Core, for the property located at 419 Pleasant Street.

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### Key Issues:

- The applicant has proposed the renovation of the Vision Center building into a hotel to be known as Hotel Goodwin and a restaurant to be known as the Velvet Buffalo. The building will retain limited office space and will retain the existing Blackhawk Community Credit Union branch, which operates the existing freestanding ATM in the parking lot. A photo of the existing ATM is attached.
- The applicant has proposed a rooftop addition that includes a seating area for restaurant and/or hotel guests, which requires a CUP. The applicant has also proposed a sidewalk café, which requires an annual license to use the public sidewalk, but is not part of this CUP request.
- The proposed rooftop seating area is located in the southwest corner of the roof as shown on the attached plan, and will be covered by a trellis. The seating area will be surrounded by an existing parapet wall and a glass railing in order to satisfy Building Code requirements.
- The applicant has proposed a significant change in the layout of the parking lot in order to increase the number of parking stalls on the subject property, which involves amending the 2014 CUP for the existing ATM. This project involves removing three driveways on Public Avenue and a complete reconstruction of the parking lot, as shown on the attached site plan. The applicant has submitted detailed site plans for staff review.
- According to Section 8-112 of the Zoning Ordinance, ATMs must have at least 3 stacking spaces that allow change-of-mind exiting and do not impede movements in & out of off-street parking spaces. In order to address concerns about the stacking spaces blocking parked vehicles, the applicant has agreed to sign & stripe the affected parking stalls as bank employee-only stalls. As an alternative, the Plan Commission could require the applicant to remove & replace the four affected parking stalls with landscaping. Planning staff is not recommending this course of action at this time, as the intent of this project is to maximize parking stalls.
- The four potentially blocked/affected parking stalls (along with the entire parking lot) are voluntary off-street parking, as there are no minimum off-street parking requirements in the Central Business District.
- The City Engineer has reviewed this application and has expressed concern about the lack of space for two-way traffic in the drive aisle when stacked vehicles are present. Planning staff and the applicant evaluated the subject property's proposed layout, and while the selected layout is not ideal, it is the least problematic when maximizing the number of parking stalls to serve the new hotel. Current use of the ATM indicates that stacked vehicles are rarely present. The proposed layout may be an improvement over current conditions by eliminating the conflict between ATM users and oncoming traffic and through the elimination of three driveways on Public Avenue.
- The City's other Review Agents have reviewed this application and do not have any comments or concerns.
- The attached Public Notice was sent to six nearby property owners, which has not resulted in 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;*
    - Subject to certain conditions of approval, the continued use of the ATM will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare.
    - The rooftop seating area will be constructed with numerous safety measures in place including railings and security cameras.
  - 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 subject property is located in a downtown environment with existing glare, noise, and commercial activity, and both proposed uses are compatible with existing conditions.
- c. *Whether the conditional use will substantially diminish or impair property values within the neighborhood of the subject property;*
  - On the contrary, the adaptive reuse of this existing office building into a hotel and restaurant is a substantial investment that is likely to enhance property values in the area.
- d. *Whether the establishment of the conditional use will impede the normal and orderly development and improvement of the surrounding property;*
  - This is an urbanized area and the surrounding properties are fully developed, with the exception of the vacant (former church) lot to the north owned by the applicant.
- 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;*
  - The proposed hotel and restaurant project will result in improvements to this significant building, such as a new entrance canopy, new storefront windows, and a glass rooftop atrium. All of these improvements are compatible with nearby downtown properties.
- 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 conditional use.
- g. *Whether adequate measures will be taken to minimize traffic congestion; and*
  - The proposed ATM includes adequate stacking spaces and the general public will not be impeded with respect to movements in and out of affected parking stalls.
  - The proposed parking lot reconfiguration will improve public safety by eliminating three unnecessary driveways on Public Avenue and by eliminating the current condition whereby ATM users exit while facing oncoming traffic.
- 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.

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#### **Consistency with Comprehensive Plan and Strategic Plan:**

The Comprehensive Plan refers to the Downtown Plan, which recommends Office uses for the subject property. According to State Statutes, Conditional Use Permits need not be consistent with the Comprehensive Plan. Consideration of this request supports City of Beloit Strategic Goal #3 by encouraging economic development.

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#### **Sustainability:**

- **Reduce dependence upon fossil fuels** – This adaptive reuse project will revitalize an existing structure and support the tourism industry in an area served by existing utilities in a walkable downtown district.

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#### **Staff Recommendation:**

The Planning & Building Services Division recommends **approval** of a Conditional Use Permit to allow a rooftop seating area and to amend the layout of an existing Drive-Up Automated Teller Machine (ATM) in the CBD-1, Central Business District – Core, for the property located at 419 Pleasant Street, based on the above Findings of Fact and subject to the following conditions:

1. This Conditional Use Permit authorizes the modification of the parking lot and utilization of the existing freestanding Drive-Up ATM as shown on the site plan submitted by the applicant.
2. Construction may not begin until the site plans are approved by Planning staff. A Lighting Plan that complies with minimum lighting levels in the Architectural Review and Landscape Code is required.
3. Prior to use of the ATM, the applicant shall sign & stripe the four affected parking stalls that will be blocked by the ATM's stacking spaces as "bank employee parking only."
4. Prior to use of the ATM, the applicant shall sign & stripe the drive aisle serving the ATM as one-way (southbound) only through the use of painted arrows, one-way signs, and do not enter signs.
5. Prior to use of the rooftop seating area, the maximum occupancy and fire alarm systems shall be given approval by the Building Official. An Alcoholic Beverage License is required before alcoholic beverages may be served.
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.

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

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**Attachments:** Photos, Roof Plan, Site Plan, Application, Public Notice, and Mailing List.

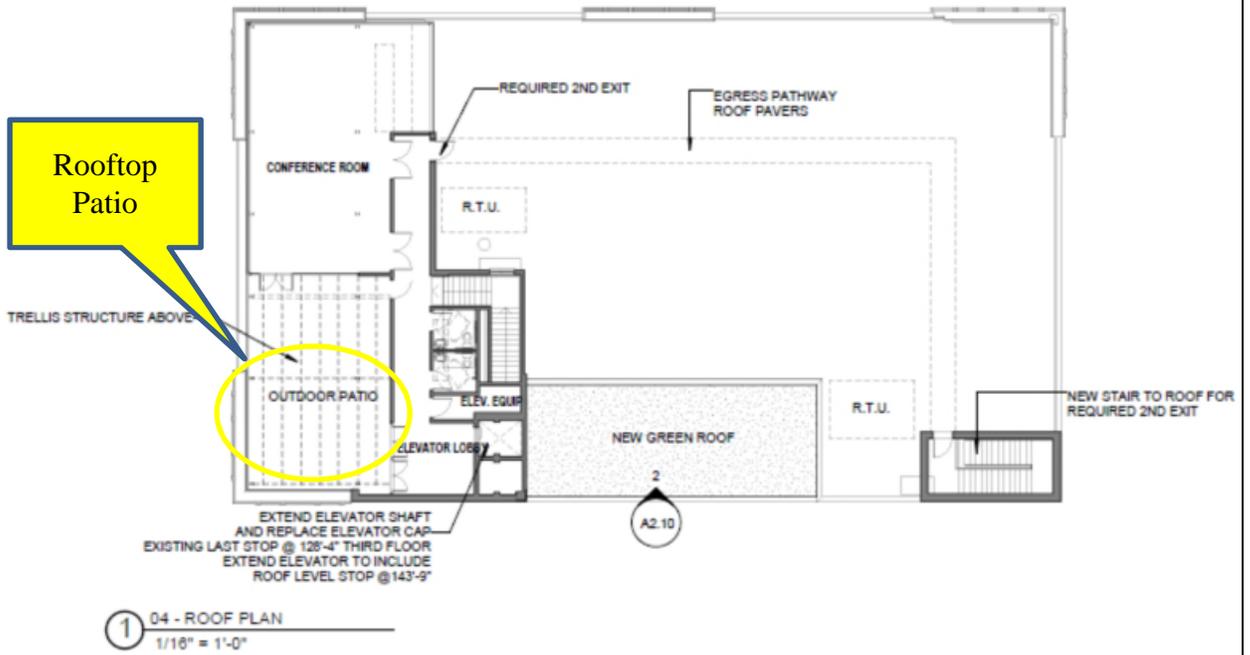
Existing ATM



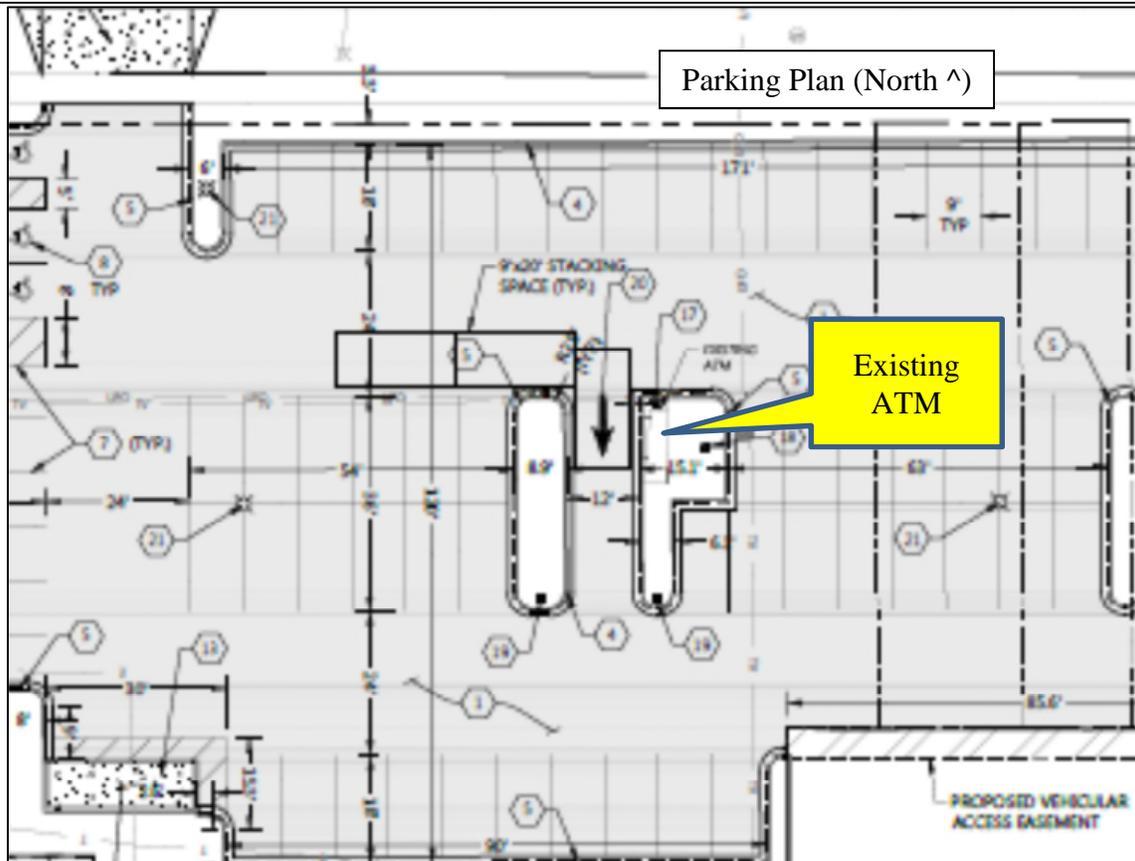
Public Ave Facade



# Roof Plan (North ^)



# Parking Plan (North ^)





# 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-2018-01

1. Address of subject property: 419 Pleasant Street

2. Legal description: Lot 2 CSM Vol 37 pgs 303 to 306

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: 0.88 acres.

3. Tax Parcel Number(s): 135 30945

4. Owner of record: Hendricks Commercial Properties Phone: 608-361-6622

525 Third St Suite 300 Beloit WI 53511  
(Address) (City) (State) (Zip)

5. Applicant's Name: John Gackstetter

525 Third St Suite 300 Beloit WI 53511  
(Address) (City) (State) (Zip)

608-449-9627 John.Gackstetter@hendricks group.net  
(Office Phone #) (Cell Phone #) (E-mail Address)

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

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

A Conditional Use Permit for: Drive-up ATM and outdoor rooftop seating in a(n) CBD-1 Zoning District.

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

Principal use: Hotel, restaurant and parking

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

Accessory use: ATM, outdoor seating and rooftop seating

9. Project timetable: Start date: 12/2017 Completion date: 6/2018

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

- ( ) Owner
- ( ) Leasehold, length of lease: \_\_\_\_\_
- ( ) Contractual, nature of contract: \_\_\_\_\_
- ( ) Other, explain: \_\_\_\_\_

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

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

[Signature] / Brian J. Hennicks / 12/12/17  
(Signature of Owner) (Print name) (Date)

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
(Signature of Applicant, if different) (Print name) (Date)

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

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

To be completed by Planning Staff	
Filing fee: <b>\$275.00</b>	Amount paid: <u>\$275.00</u> Meeting date: <u>Jan. 17, 2018</u>
No. of notices: _____	x mailing cost (\$0.50) = cost of mailing notices: \$ _____
Application accepted by: <u>[Signature]</u>	Date: <u>12/18/17</u>



## NOTICE TO THE PUBLIC

January 4, 2018

To Whom It May Concern:

Hendricks Commercial Properties has filed an application for a Conditional Use Permit (CUP) to allow a rooftop seating area and to amend the layout of an existing Drive-Up Automated Teller Machine (ATM) in the CBD-1, Central Business District – Core, for the property located at:

**419 Pleasant Street.**

The applicant has proposed the renovation of the Vision Center building into a hotel to be known as Hotel Goodwin and a restaurant to be known as the Velvet Buffalo. The applicant has proposed a rooftop seating area for restaurant and/or hotel guests. The building will retain limited office space and will retain the existing Blackhawk Community Credit Union branch, which operates the existing ATM in the parking lot. The applicant has proposed a significant change in the layout of the parking lot in order to increase the number of parking stalls on the subject property, which involves amending a 2014 CUP for the existing ATM.

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

**City Plan Commission:** Wednesday, January 17, 2018, 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, February 5, 2018, 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](mailto:penningtond@beloitwi.gov). Comments will be accepted via telephone, email, and U.S. Mail.*

BELOIT COLLEGE  
BOARD OF TRUSTEES  
700 COLLEGE ST  
BELOIT, WI 53511

ANNA GABRIELE LIVING TRUST  
313 OAKLEAF CT  
SOUTH BELOIT, IL 61080

HENDRICKS COMMERCIAL  
PROPERTIES LLC  
525 THIRD ST STE 300  
BELOIT, WI 53511

SCOVILLE CENTER LLC  
2 EAST MIFFLIN ST STE 401  
MADISON, WI 53703

FIRST NATIONAL BANK & TRUST  
COMPANY OF BELOIT  
345 E GRAND AVE  
BELOIT, WI 53511

GERONIMO HOSPITALITY  
GROUP LLC  
525 THIRD ST STE 300  
BELOIT, WI 53511

ARNOLD BELOIT COMPANY LLC  
1835 N FREEMONT  
CHICAGO, IL 60614

KELLEY PROPERTIES LLC  
531 E. GRAND AVENUE  
BELOIT, WI 53511