



**PUBLIC NOTICE & AGENDA  
PLAN COMMISSION  
City Hall Forum - 100 State Street, Beloit, WI 53511  
7:00 PM  
Wednesday, August 08, 2018**

1. CALL TO ORDER AND ROLL CALL
2. MINUTES
  - 2.a. Consideration of the Minutes of the July 18, 2018 Plan Commission meeting  
[Attachment](#)
3. PUBLIC HEARINGS
  - 3.a. Consideration of a Conditional Use Permit to allow a drive-thru convenience store with alcoholic beverage sales in a C-2, Neighborhood Commercial District, for the property located at 2667 Prairie Avenue  
[Attachment](#)
4. REPORTS
  - 4.a. Consideration of a Final Condominium Plat known as WG Condos Addendum No. 1 for the property located at 2260 & 2265 Walnut Street  
[Attachment](#)
  - 4.b. Consideration of a Resolution approving a one-lot Extraterritorial Certified Survey Map for property located on the 4800 block of Ryan Parkway in the Town of Turtle  
[Attachment](#)
5. STATUS REPORT ON PRIOR PLAN COMMISSION ITEMS
6. 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.



**Meeting Minutes  
Beloit City Plan Commission  
Wednesday, July 18, 2018 at 7:00 PM  
The Forum  
Beloit City Hall  
100 State Street, Beloit**

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

The meeting was called to order at 7:00pm. Commissioners Haynes, Weeden, Johnson, Faragher, Ruster, Robson and City Councilor Preuschl were present. Commissioner Finnegan was absent.

**2. Approval of the Minutes of the June 20, 2018 Meeting**

Commissioner Weeden made a motion to approve the minutes, subject to a correction to include the opening and closing of the public hearing for item 3. Commissioner Ruster seconded the motion. The motion passed, voice vote.

**3. Consideration of an Exception to Section 30.40(2)(c) of the Outdoor Sign Regulations (the "Sign Ordinance") for the property located at 2750 Cranston Road**

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

Commissioner Robson discussed with staff the existing signage on the property and indicated that the property currently does not have any pole signs. Ms. Christensen discussed that there are other signs under design that staff has not seen. Commissioner Ruster asked staff about the total number of signs for the building. Ms. Christensen indicated that the building will have one primary and three secondary signs.

Chairperson Faragher opened the public hearing. Lance Schaefer, spoke on behalf of Beloit Hotel Group located at 2750 Cranston Rd. Commissioner Haynes asked Mr. Schaefer if the monument sign placed by Cranston Road will be elevated or on the ground. Mr. Schaefer indicated that the monument sign will be on the ground, around 5 feet tall, and similar to the Hampton's monument sign.

Ms. Christensen discussed that Drew Pennington, Director of Planning and Building Services for the City of Beloit had indicated in the Staff Report that a pole sign will be part of the sign package apart from the monument sign. Mr. Schaefer added that the pole sign will not be located on the Home2 Suites property and will be installed on the Hampton Inn property. Commissioner Johnson asked Mr. Schaefer if there was a current pole sign on

the Hampton Inn property. Mr. Schaefer indicated that there was not a current pole sign on the property but there was a shared pole sign between the hotel and Jersey's Bar and Grill which will be relocated to the restaurant's property. Mr. Schaefer also discussed the existence of an easement agreement allowing the pole sign on the Hampton Inn property. Ms. Christensen asked Mr. Schaefer if the intent was to install one pole sign for both hotels. Mr. Schaefer agreed and confirmed that there will be one pole sign for both hotels.

Commissioner Ruster asked Mr. Schaefer about the number of signs currently at the Hampton Inn. Mr. Schaefer indicated that there currently were two signs on the building, a ground monument sign and a cabinet sign on the high-rise pole. Commissioner Haynes asked Mr. Schaefer if the number of proposed signs for the Home2 Suites will match those of the Hampton Inn. Mr. Schaefer confirmed and indicated that the proposed signs will be smaller than current signage on the Hampton Inn.

Ms. Christensen asked Mr. Schaefer about the difference in size between the two buildings. Mr. Schaefer indicated that the Home2 building will be 10,000 square feet larger than the Hampton Inn. Exterior surface of the new building will also be greater than the Hampton Inn. In addition, the orientation of the Home2 Suites building will be different.

Mr. Schaefer discussed the firm's consistent branding requirements that include certain signature elements (signage). Ms. Christensen asked Mr. Schaefer to elaborate on the plans for the current pole sign (shared with Jersey's) and whether a secondary pole sign will be installed. Mr. Schaefer explained that the Hampton Inn will take the opportunity to perform sign updates, confirming that there will be a total of 2 pole signs, one relocated to the Jersey's property (for Jersey's signage only) and one in the Hampton Inn property which will include signage for the Home2 Suites Hotel and Hampton Inn.

Commissioner Weeden asked Mr. Schaefer if the approval for up to 175 square feet in wall signs will be sufficient to meet the firm's sign requirements. Mr. Schaefer agreed and discussed the organizational process for deviating from the brand mandated signs. Commissioner Haynes discussed the appropriateness in proportions between signage and the building size and recommended similar wordage to be added when revising the city's Outdoor Sign Regulations or Ordinance. Commissioner Robson mentioned that in her opinion, changes to Hilton's signature logo and the costs of those changes to comply with the city's ordinance showed an example of an economic need.

Chairperson Faragher closed the public hearing.

Commissioner Weeden made a motion to amend the first condition in the Resolution to allow one 75 square-foot wall sign and one 100 square-foot channel letter wall sign. Commissioner Johnson seconded the motion. The motion passed, voice vote.

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

4. **Consideration of an Exception to Section 30.35(2)(e) of the Outdoor Sign Regulations (the “Sign Ordinance”) for the property located at 701 Third Street.**

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

Commissioner Robson asked staff about sign regulations in the Riverfront Conservation District and to discuss the definition of a Billboard Sign. Ms. Christensen defined a billboard as an off-premise sign that advertises a business and these types of signs were not allowed in the mentioned district.

Commissioner Johnson discussed his concerns regarding lighting and how it will impact the Heritage View condominium building near the location of the proposed sign.

Commissioner Weeden asked staff if the sign ordinance controlled the placement of signs placed on the “Spine Road” located in the Ironworks Office Campus. Ms. Christensen indicated that the sign ordinance governed sign placement on the exterior of all businesses.

Commissioner Faragher asked staff about other options if the sign exception was not granted, specifically the size of the sign and proportions. Ms. Christensen indicated that an Architectural Review application was submitted in which aesthetics and proportions can be reviewed.

Commissioner Robson suggested the substitution of a monument sign over a wall sign. Ms. Christensen explained the rationale for having a wall sign, specifically that the bank is not leasing the land which surrounds the building they will be occupying.

Commissioner Faragher opened the public Hearing. Mike Johnson residing at 9204 Packer Dr. in Wausau, WI and representing sign contractor Graphic House spoke during the public hearing. Mr. Johnson addressed concerns regarding lighting and explained that the signs will be illuminated with halo lights which will project a silhouette of the letters. Mr. Johnson specified the reasons for having two signs as they will serve as an indicator to the directed public (from main bank branch) and only one sign will be visible from the road at a time.

Commissioner Robson suggested the business installs a blade sign similar to those of the other building tenants. Mr. Johnson explained that a sign such as the one mentioned would not be appropriate for the bank sign.

Commissioner Weeden asked Mr. Johnson if visitors would be able to locate the building with only the sign facing the “Spine Road”. Mr. Johnson indicated that visitors will only be able to see the sign from the “Spine Road”.

Commissioner Robson asked Mr. Johnson to explain the economic hardship for which the variance should be granted. Mr. Johnson believes that economic hardship was something that could not be proven when referring to signage and was subjective.

Commissioner Weeden suggested reducing wording of the sign to comply with the ordinance. Mr. Johnson stated that Federal Deposit Insurance Corporation (FDIC) guidelines required institutions to list their full name if it was occupied by the entity. Ms. Christensen added that the name of the bank will be fully listed on one side of the building. Mr. Johnson believed that to be a gray area and did not know if it will be in compliance with FDIC rules.

Commissioner Johnson discussed the impacts of allowing the variance as future tenants of the building would also want a large sign. Mr. Johnson, the sign contractor, discussed that variances are on a case by case basis and although not representing the owners, Mr. Johnson believes that building owners will not allow that to happen.

Commissioner Faragher closed the public hearing.

Commissioner Haynes moved to lay-over the requested sign exception. Commissioner Weeden seconded the motion. The motion passed, voice vote.

Ms. Christensen indicated that staff could reach out to Hendricks Commercial Properties to see what they are proposing for signage throughout the campus.

**5. Consideration of the Final Plats known as Glen Hills No. 6 and Glen Hills No.7 in the Town of Beloit.**

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

Commissioner Johnson moved to approve the Final Plats known as Glen Hills #6 & #7. Commissioner Ruster seconded the motion. The motion passed, voice vote.

**6. Consideration of the proposed plans for a 5,280 square foot vehicle storage building at the City's Public Works Operations Facility**

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

Commissioner Johnson asked if the expanded gravel parking lot located in the rear of the existing building would be paved. Mike Flesch, Engineer for the City of Beloit indicated that there weren't plans to pave the parking lot at this time. Mr. Flesch discussed the possibilities of having an asphalt drive-lane and potential fencing but it has not been finalized.

Commissioner Robson asked Mr. Flesch if there were plans to have a buffer. Mr. Flesch indicated that there is currently a buffer of trees that will remain along the street.

Commissioner Weeden moved to approve the plans for the storage building. Commissioner Johnson seconded the motion. The motion passed, voice vote.

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

Public Hearing was held and laid-over for the re-zoning of the Knoll View properties and the rezoning request for Our Savior's Church was approved.

8. **Adjournment**

Commissioner Ruster moved to adjourn the meeting. Commissioner Johnson seconded the motion. The motion passed, voice vote.

Meeting adjourned at 8:05pm.

Minutes respectfully submitted by Frank Fuerte.

## REPORT TO THE BELOIT CITY PLAN COMMISSION

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**Meeting Date:** August 8, 2018

**Agenda Item:** 3(a)

**File Number:** CU-2018-06

**Applicant:** Desiree Metzger

**Owner:** NCP 2013 LLC

**Location:** 2667 Prairie Avenue

**Existing Zoning:** C-2, Neighborhood Commercial District

**Existing Land Use:** Vacant Commercial

**Parcel Size:** 0.33 Acre

### Request Overview/Background Information:

Desiree Metzger has filed an application for a Conditional Use Permit (CUP) to allow a drive-through convenience store with alcoholic beverage sales in a C-2, Neighborhood Commercial District, for the property located at 2667 Prairie Ave. If the uses are approved, the City Council is authorized to impose conditions it deems necessary to reduce or minimize any potential adverse effects on surrounding properties.

### Key Issues:

- The subject property includes a commercial building that was constructed as a quick lube facility (Grease Monkey) that was converted into a full service carwash (Soapy Monkey) that only operated for a few months. The building is only 1,320 square feet in area and was constructed in 1992.
- If approved, this business will be known as S & D Drive-Thru. Customers will drive their vehicles into two service bays from the rear, purchase their goods, and then exit through the shared driveway with the Thirsty Badger. There is a 35' x 35' easement for ingress and egress over the Thirsty Badger property as shown on the map.
- Both the drive-through use and the sale of alcoholic beverages require a CUP in the C-2 zoning district.
- According to Section 8-112 of the Zoning Ordinance, drive-through uses shall include at least 3 stacking spaces for the pick-up area. The subject property includes adequate stacking spaces for both drive-through bays. The subject property has at least 6 off-street parking stalls, which exceeds the minimum number required. However, the stalls need to be re-striped along with directional arrows and accessible aisles.
- As shown in the attached photos, the subject property is in need of numerous improvements including pavement repair, sealcoating, striping, and painting of the building.
- The Police Department has reviewed this request and has expressed concern about the amount of traffic that the business may generate that will need to use a shared/common driveway on the adjacent restaurant property.
- The Fire Department has reviewed this request and has expressed concern about vehicle exhaust in food storage areas and the possible presence of used oil tanks remaining in the facility. Planning staff notified the Rock Co. Public Health Department of the concerns raised by the Fire Department.
- 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 five nearby property owners. Staff has not received any questions.
- **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;*
    - Although unusual in this area, the proposed drive-through store will operate on a site and within a building that were designed to accommodate drive-through movements. If successful, the store will generate more traffic than a typical quick lube facility, which may be problematic given the lack of a dedicated driveway on Prairie Avenue and the use of a shared driveway via ingress/egress easement on the adjacent Thirsty Badger property. Planning staff is recommending conditions of approval to address these concerns.
    - The concept of drive-through alcohol sales will need review and approval by the Alcoholic Beverage License Control Committee, which will investigate the applicant and the appropriateness of drive-through sales and will make a recommendation to the City Council on issuance or denial of the applicant's license request.
  - 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 busy commercial area, and any additional traffic, noise, and glare generated by this store is compatible with existing conditions.
    - However, the functionality of the shared driveway must be monitored to ensure that the adjacent business and the general public are not negatively impacted. Planning staff is

- recommending a condition of approval that will establish a one-year trial period.
- c. *Whether the conditional use will substantially diminish or impair property values within the neighborhood of the subject property;*
    - On the contrary, the occupancy and improvement of the subject property may improve property values along this stretch of Prairie Avenue, which is struggling with numerous vacant commercial structures in need of new businesses and capital improvements.
  - 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.
  - 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 applicant has not proposed any architectural changes, although staff is recommending several conditions of approval related to needed site improvements.
  - 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 uses.
  - g. *Whether adequate measures will be taken to minimize traffic congestion; and*
    - Prairie Avenue is capable of handling the additional traffic that will be generated by the proposed store. The main concern is the shared driveway with Thirsty Badger and the fact that exiting convenience store customers must cross the path of vehicles turning into the site from Prairie Avenue. Planning staff is recommending a condition of approval that will require evaluation, physical changes, or even discontinuation should the shared driveway create traffic congestion or safety issues.
  - h. *Whether the conditional use will comply with all applicable regulations of the Zoning Ordinance.*
    - The conditional uses 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 recommends Planned Mixed Uses for the subject property. This proposed store and the underlying zoning classification are consistent with this recommendation. Consideration of this request supports City of Beloit Strategic Goal #3 by creating and sustaining economic growth.

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**Staff Recommendation:**

The Planning & Building Services Division recommends **approval** of a Conditional Use Permit to allow a drive-through convenience store with alcoholic beverage sales in a C-2, Neighborhood Commercial District, for the property located at 2667 Prairie Ave, based on the above Findings of Fact and subject to the following conditions:

1. This Conditional Use Permit (CUP) authorizes the occupancy of the existing 1,320 square-foot commercial building on the subject property as a convenience store where customers drive into the service bays to purchase goods. The store may only open following satisfaction of the conditions below.
2. Alcoholic beverages may only be sold if the applicant obtains and retains the appropriate Alcoholic Beverage Sales License.
3. This CUP shall expire on October 1, 2019, unless extended in writing by the Director of Planning and Building Services. During the initial approval period, staff will monitor the efficiency of operation of the shared driveway.
4. If the operation of the drive-through begins to cause traffic congestion that prevents free use of the shared driveway and ingress/egress easement over the adjacent property, and such congestion is a threat to public health & safety in the opinion of the City Engineer, the applicant will be ordered to remedy the problems through the use of additional directional signs, striping, or other measures. If these additional measures are not successful, the City Council reserves the right to consider revocation of this permit prior to October 1, 2019, following lawful notice to the property owner and a public hearing.
5. Prior to the store opening, the applicant and/or property owner shall patch all existing holes in the existing asphalt, and shall professionally sealcoat and stripe all parking and driving areas. In addition, the applicant is encouraged to paint the building utilizing a new and more attractive color scheme. The applicant shall allow the Fire Department to confirm the absence of all used motor oil in the building prior to opening.
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:** Location & Zoning Map, Site Photos, Application, Site Sketch, Public Notice, and Mailing List.



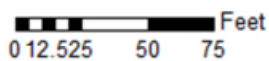
# Location & Zoning Map

2667 Prairie Ave

CU-2018-06



1 inch = 64 feet



### Legend

- Parcel Poly
- City Limits (Corp Poly)

Map prepared by: Drew Pennington, AICP  
Date: August 2018  
For: City of Beloit Planning & Building  
Date of Aerial Photography: 2016

## PLANNING & BUILDING SERVICES DIVISION



View from Prairie Ave



View from Alley



# 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-2018-06

1. Address of subject property: 2167 Prairie Ave
2. Legal description: Lot 1, CSM Volume 16, pgs. 29-30  
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): 21850457
4. Owner of record: Teco Development Co Phone: 303-908-8552  
3111 28th St. Boulder CO 80301  
(Address) (City) (State) (Zip)
5. Applicant's Name: Debbie A. Metzger  
1748 W. Grand Ave Beloit WI 53511  
(Address) (City) (State) (Zip)  
1608 213-2837  
(Office Phone #) (Cell Phone #) (E-mail Address)
6. All existing use(s) on this property are: \_\_\_\_\_

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

A Conditional Use Permit for: \_\_\_\_\_  
\_\_\_\_\_ in a(n) C-2 Zoning District.

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

Principal use: drive-thru convenience store - selling  
snacks, hot sandwiches, tobacco, beer,  
and lottery

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

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

9. Project timetable: Start date: 08/01/18 Completion date: \_\_\_\_\_

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

( ) Owner

(X) Leasehold, length of lease: 1yr conditional - renewing 5yr.

( ) 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] manager of NW 1013, LLC / Stephen Tebe / 5/23/18  
(Signature of Owner) (Print name) (Date)

[Signature] Desiree Metzger / 4/26/18  
(Signature of Applicant, if different) (Print name) (Date)

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

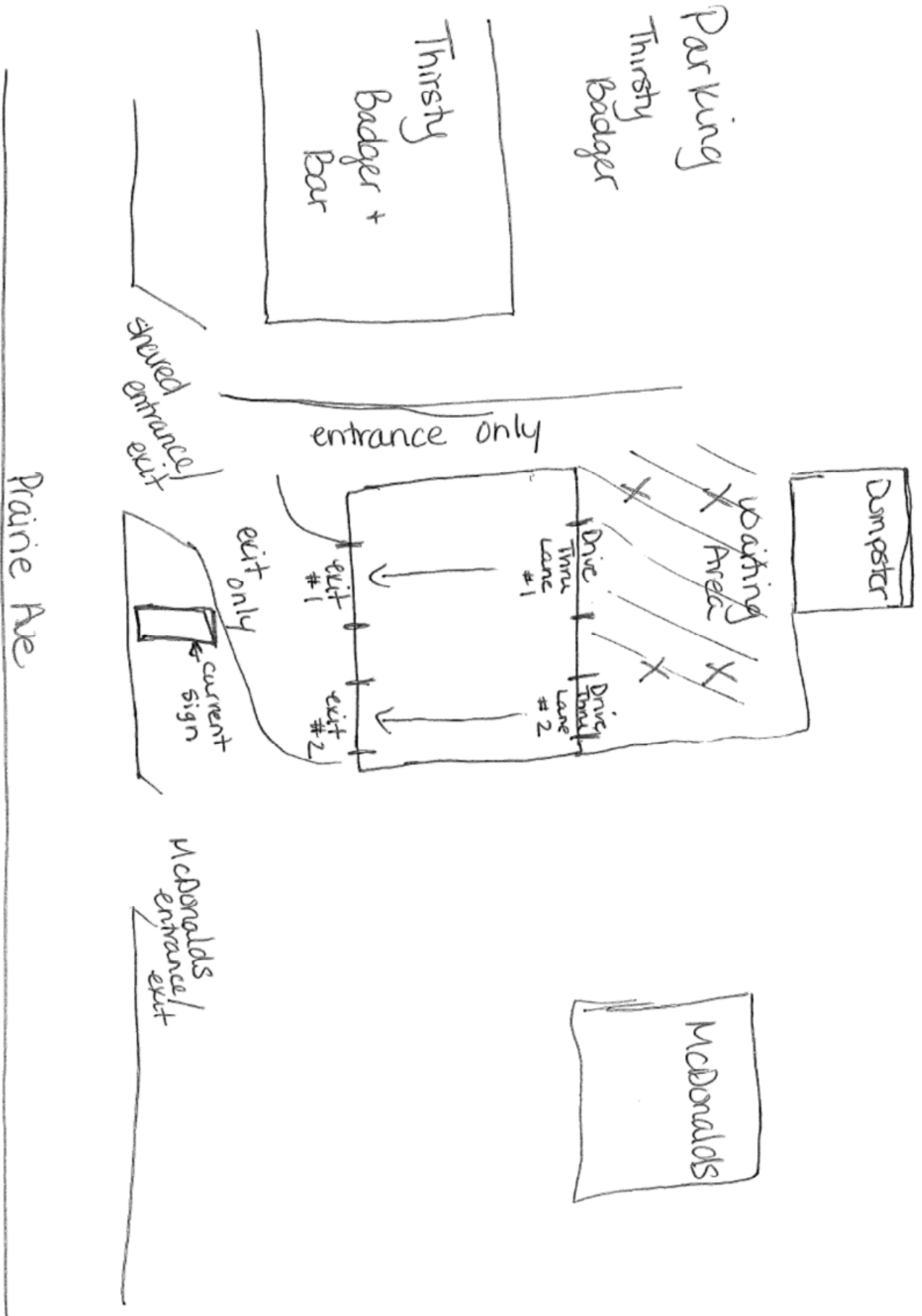
This application must be submitted with one copy of a scaled drawing showing the layout of the proposed development in accordance with all code requirements, and the \$275.00 application fee. Applicants will also be charged a fee for mailing public notices at the rate of \$0.50 per notice. An invoice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

To be completed by Planning Staff

Filing fee: \$275.00 Amount paid: \$275. Meeting date: Aug. 8, 2018

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

Application accepted by: [Signature] Date: 6/26/18





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COMMUNITY DEVELOPMENT DEPARTMENT

**NOTICE TO THE PUBLIC**

July 25, 2018

To Whom It May Concern:

Desiree Metzger has filed an application for a Conditional Use Permit to allow a drive-through convenience store with alcoholic beverage sales in a C-2, Neighborhood Commercial District, for the property located at:

**2667 Prairie Avenue.**

The subject property includes a commercial building that was constructed as a quick lube facility (Grease Monkey) that was converted into a full service carwash (Soapy Monkey) that only operated for a few months. If approved, this business will be known as S & D Drive-Thru. Customers will drive their vehicles into the service bays from the rear, purchase their goods, and then exit through the shared driveway with the Thirsty Badger. Both the drive-through use and the sale of alcoholic beverages require a Conditional Use Permit in the C-2 zoning district.

The following public hearings will be held regarding this application:

**City Plan Commission:** Wednesday, August 8, 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, August 20, 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.*

BBM LLC  
2710 Prairie Ave (owner of 2683)  
Beloit, WI 53511

McDonalds Corp. #48-0169  
P.O. Box 2240 – MS 1224  
Spokane, WA 99210

2121 Milton Avenue Property LLC  
2121 Milton Avenue Suite 140  
Janesville, WI 53545

Stateline Pregnancy Clinic Inc.  
2680 Prairie Ave  
Beloit, WI 53511

Clinton Cole  
Director of the Beloit Housing Authority  
Via Email

Mike Ganzle  
Grease Monkey International  
Via Email

## REPORT TO THE BELOIT CITY PLAN COMMISSION

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**Meeting Date:** August 8, 2018

**Agenda Item:** 4(a)

**File Number:** FS-2018-04

**Applicant:** RH Batterman

**Owner:** Intrinsic I LLC

**Location:** 2260 and 2265 Walnut Street

**Zoning:** PUD, Planned Unit Development

**Land Use:** Vacant Land-Residential

**Lot Area:** 0.99 Acres and 1.09 Acres

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### Request Overview/Background Information:

RH Batterman, on behalf of Intrinsic I LLC, has submitted the attached Condominium Plat, to be officially known as WG Condominiums Addendum No. 1, for the properties located at 2260 and 2265 Walnut Street. The proposed Condo Plat includes the construction of 6, two-unit buildings on the two lots directly north of the existing condo units. The attached **Location & Zoning Map** shows the location of the property involved in this request. Section 12.04 of the Subdivision Ordinance directs the Plan Commission to review the plat prior to City Council consideration.

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### Key Issues:

- The proposed Condo Plat, a part of the original Walnut Grove Plat #2, includes the construction of 6 duplex condo units on Lot 7 and 6 duplex condo units on Lot 8 for a total of 12 units.
  - This project was originally approved and zoned as a Planned Unit Development (PUD) in 2004, and the PUD Resolution authorized up to 65 dwelling units.
  - An amended PUD Master Land Use Plan was approved in 2005 that changed the total allowed dwelling units to 59 units instead of the originally approved 65 units.
  - The approval of 38 units had been approved in 2016. With the addition of 12 more units it will bring the total to 50 units and completing the buildout of the development.
  - The City's Review Agents have reviewed the plat and have not submitted any comments or concerns.
  - The attached *Location & Zoning Map* shows the location of the two subject lots.
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### Consistency with Comprehensive Plan and Strategic Plan:

The Comprehensive Plan Future Land Use Map recommends Single-Family Residential - Urban as the most appropriate use for the subject property. The developer's existing and proposed condo buildings are in conformance with this land use recommendation. Consideration of this request supports Strategic Goal #5.

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### Sustainability:

- **Reduce dependence upon fossil fuels** – The proposed plat will allow the developer to construct new high quality dwelling units in an area already planned for residential uses. The new units will be in close proximity to the services and job opportunities in Gateway Business Park and along Milwaukee Road.
  - **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 demand for high quality housing is increasing in Beloit and the construction of new units in Walnut Grove will help meet that need. The new units could be especially attractive to retirees or empty-nesters seeking to downsize and own a property with fewer maintenance responsibilities. The units will provide be an affordable option for young-professionals looking to buy their first home.
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### Staff Recommendation:

The Planning & Building Services Division recommends **approval** of the attached Condominium Plat, to be officially known as WG Condominiums Addendum No. 1, for the property located at 2260 and 2265 Walnut Street in the City of Beloit, subject to the following conditions:

1. The applicant shall record the plat with the Rock County Register of Deeds and shall provide the Planning Division with a copy of the recorded plat by December 31, 2018.
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**Fiscal Note/Budget Impact:** N/A

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**Attachments:** Location & Zoning Map, Application, Proposed Plat, and 2005 PUD Amendment

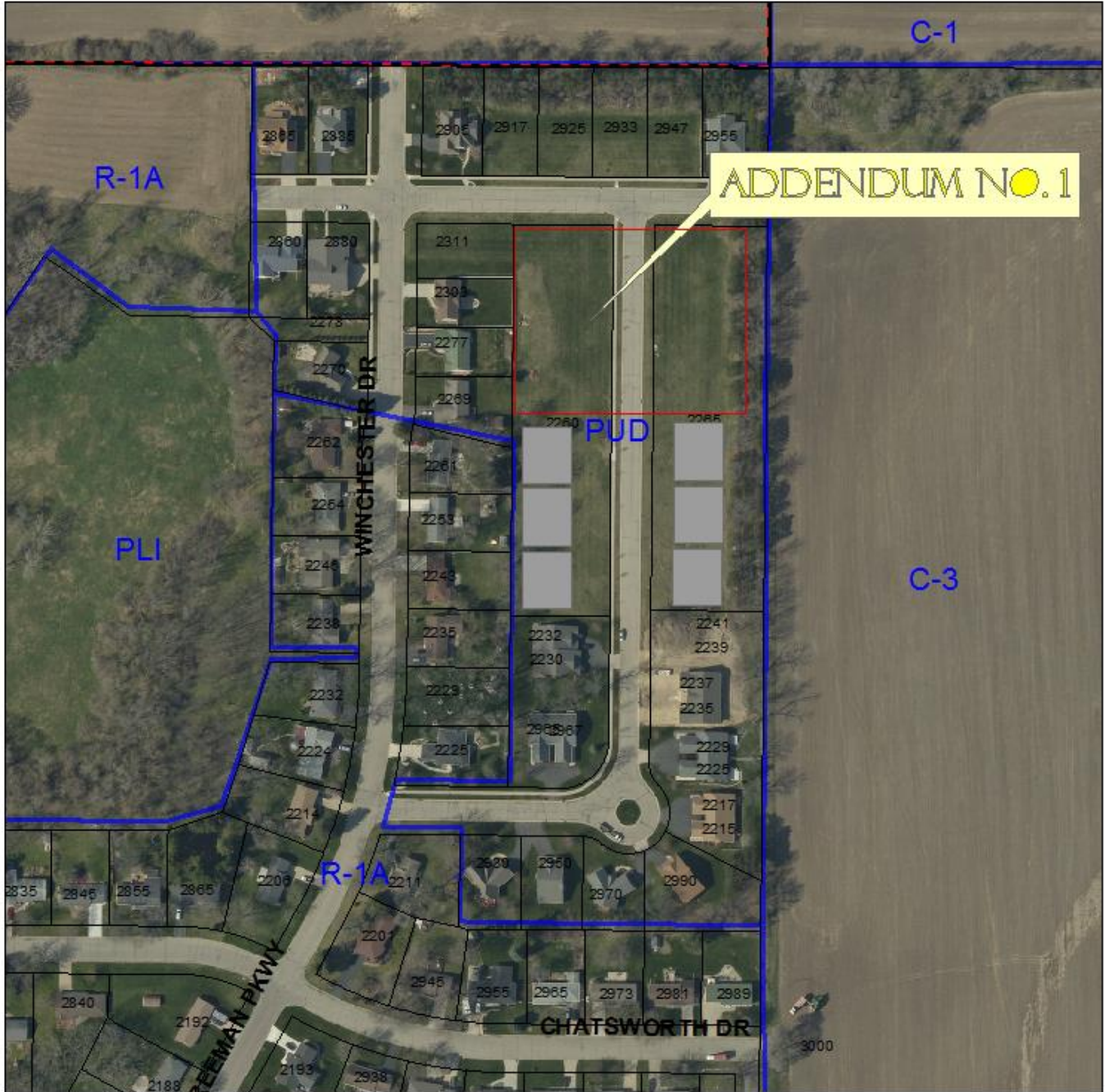
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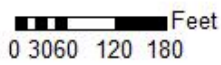
# Location & Zoning Map

2260 -2265 Walnut Street

FS-2018-04



1 inch = 208 feet



### Legend

- COB Parcels (Parcel Poly)
- City Limits

Map prepared by: Hilary Rottmann  
 Date: July 2018  
 For: City of Beloit Planning & Building Services  
 Date of Aerial Photography: April 2016

## PLANNING & BUILDING SERVICES DIVISION

# CITY of BELOIT

## Neighborhood Planning Division

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

### Application for a Final Subdivision or Condominium Plat

(Please Type or Print)

File Number: FS-2018-04

- Proposed subdivision name: WG Condominiums Addendum No. 1
- Address of property: 2260 & 2265 Walnut Street (Lots 7 & 8, Walnut Grove)
- Tax Parcel Number(s): 2202 0775 ; 2202 0755 (Plat #2)
- Property is located in (circle one) City of Beloit or Town of: Turtle; Beloit; Rock or LaPrairie  
In the NE Quarter of Section 20, Township 1 North, Range 13 East of the 4th P.M.
- Owner of record: Intrinsic I LLC Phone: 815 988 7380  
4447 E. Falcon Drive Byron IL 610109177  
(Address) (City) (State) (Zip)
- Applicant's Name: RH Batterman Co., Inc  
2857 Bartells Dr. Beloit WI 53511  
(Address) (City) (State) (Zip)  
608.365.4464 / (Cell Phone #) / rhb@rhbatterman.com (E-mail Address)
- Present zoning classification is: PUD
- Is the proposed use permitted in this zoning district: Yes
- THE FOLLOWING ITEMS MAY NEED TO BE COMPLETED AND/OR ATTACHED:
  - Copy of Preliminary Plat to Utility Providers: A written statement confirming that the developer submitted copies of the approved preliminary plat to all utility providers as per section 12.03(2).
  - Covenants and Deed Restrictions: copies of any covenants or deed restrictions.
  - Development Agreement & Fee: a copy of a Final Draft or Approved Development Agreement;
  - Contract: A contract for construction of required utilities and public improvements or;
  - A Bond; guarantying the contract for construction or;
  - Letter from the City Engineer; stating that the developer has constructed the required improvements and the City has found they are acceptable to the City Engineer and;
  - Final Plat Map; 10 copies as required by section 12.04(1) including all information required by section 12.04(2) 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 and City Council to review and approve the Preliminary Subdivision Plat for the purpose stated herein. The undersigned also agrees to abide by all applicable federal, state and local laws, rules, and regulations.

[Signature] / RH Batterman & Co., Inc. / 6/29/18  
(Signature of applicant) (Print name of applicant) (Date)

This application must be submitted at least 30 days prior to the Plan Commission meeting date.

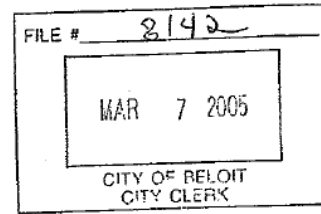
Review fee: \$300 plus \$15 per lot; \$100 Development Agreement Fee Amount paid: \$480-  
Scheduled meeting date: Aug. 8, 2018  
Application accepted by: [Signature] Date: 7/1/18

See FS-2016-02 (WG Condos) 18



# 2005 PUD Resolution (Amended)

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**RESOLUTION  
AUTHORIZING AN AMENDED PLANNED UNIT DEVELOPMENT (PUD)  
MASTER LAND USEPLAN FOR PROPERTY LOCATED AT  
2217 AND 2271 WINCHESTER DRIVE**

WHEREAS, the application of Tim McParlan for approval of an Amended PUD Master Land Use Plan to allow 20-foot front-yard setbacks for nine buildings in a mixed residential development consisting of 59 dwelling units on property located at 2217 and 2271 Winchester Drive, having been considered by the City Council of the City of Beloit, Wisconsin at a public hearing held for that purpose and due notice of said hearing having been given by publication as appears by the Proof of Publication on file in the office of the City Clerk.

NOW THEREFORE IT IS HEREBY RESOLVED that the City Council of the City of Beloit, Rock County, Wisconsin does hereby approve the Amended PUD Master Land Use Plan to allow 20-foot front-yard setbacks for nine buildings in a mixed residential development consisting of 59 dwelling units on property located at 2217 and 2271 Winchester Drive in the City of Beloit, for the following described premises:

Part of the Northeast ¼ of Section 20, Township 1 North, Range 13 East of the 4<sup>th</sup> P.M., City of Beloit, Rock County, Wisconsin, DESCRIBED AS FOLLOWS: Lot 2 of Certified Survey Map, recorded as Document No. 980076, in Volume 11 on pages 355, 356 and 357; ALSO, Lot 2 of Certified Survey Map, recorded as Document No. 999142, in Volume 12 on pages 5, 6 and 7 of Certified Survey Maps for Rock County, Wisconsin.


As a condition of granting the Amended Planned Unit Development (PUD) Master Land Use Plan, the City Council does hereby stipulate the following conditions and restrictions upon the development which are hereby deemed necessary for the public interest:

1. No more than 59 dwelling units shall be permitted on this property. Development shall substantially conform to the final PUD Master Land Use Plan, which meets all of the following required conditions.
2. This development shall be constructed according to an approved detailed PUD Final Plan submitted to and approved by the City Zoning Officer prior to the start of construction of any public improvements.
3. Walnut Street shall be 30 feet wide (curb-face to curb-face) with on-street parking provided on one side of the street. Off-street parking spaces shall not be constructed in the front yards of any of the lots included in this PUD Master Land Use Plan.
4. Monies in lieu of parkland dedication shall be paid for each net new dwelling unit based on the fee in effect at the time of approval of the final plat for each phase of development.

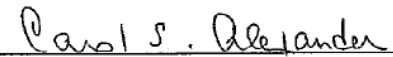
5. All public improvements to be located in the public rights-of-way, including any landscape islands, shall be constructed according to detailed construction drawings approved by the City Engineer prior to construction.
6. The number of access drives on the public streets shall be the minimum number possible and shall be located as determined by the City Engineer.
7. The Plan Commission and City Council shall approve any major changes in the adopted conditions or use of this property. The Community Development Director may approve minor changes administratively and allow accessory structures and uses that comply with and meet all of these standards.

Adopted this 7th day of March, 2005.

**BELOIT CITY COUNCIL**

  
\_\_\_\_\_  
Terrence T. Monahan, President

ATTEST:

  
\_\_\_\_\_  
Carol S. Alexander, CMC  
City Clerk



# CITY OF BELOIT

## REPORT TO THE BELOIT CITY PLAN COMMISSION

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**Meeting Date:** August 8, 2018

**Agenda Item:** 4(b)

**File Number:** CSM-2018-04

**Applicant:** Nathan Apfelbeck

**Owner:** Nathan Apfelbeck

**Location:** 4800 Block of Ryan Parkway Town of Turtle

**Existing Zoning:** R-R, Rural Residential (Town of Turtle Zoning)

**Existing Land Use:** Vacant Residential

**Total CSM Area:** 2.68 Acres

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### Request Overview/Background Information:

Nathan Apfelbeck, has submitted an Application for the Review of a Minor Subdivision and a one-lot Certified Survey Map (CSM) for the property located on the 4800 Block of Ryan Parkway in the Town of Turtle. 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 of Beloit's extraterritorial jurisdiction.

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### Key Issues:

- The intent of this CSM is to combine Lots 23 and 24 of Turtlerock Estates. This would create a 2.68 acre lot that would be used for construction of a single-family residence.
  - The property is not serviced by municipal utilities.
  - The City's 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 Comprehensive Plan Future Land Use Map recommends Single-Family Residential - Exurban as the most appropriate use for the subject property. The developer's proposed use and buildings are in conformance with this land use recommendation. Consideration of this request supports Strategic Goal #5.

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### Sustainability:

- **Reduce dependence upon fossil fuels** – N/A
  - **Reduce dependence on chemicals and other manufacturing substances that accumulate in nature** – N/A
  - **Reduce dependence on activities that harm life sustaining eco-systems** – N/A
  - **Meet the hierarchy of present and future human needs fairly and efficiently** – N/A
- 

### Staff Recommendation:

The Planning & Building Services Division recommends approval of the attached one-lot Certified Survey Map (CSM) for the property located on the 4800 Block of Ryan Parkway, in the Town of Turtle, subject to the following condition:

1. The final CSM shall be recorded with the Rock County Register of Deeds by December 31, 2018.
- 

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

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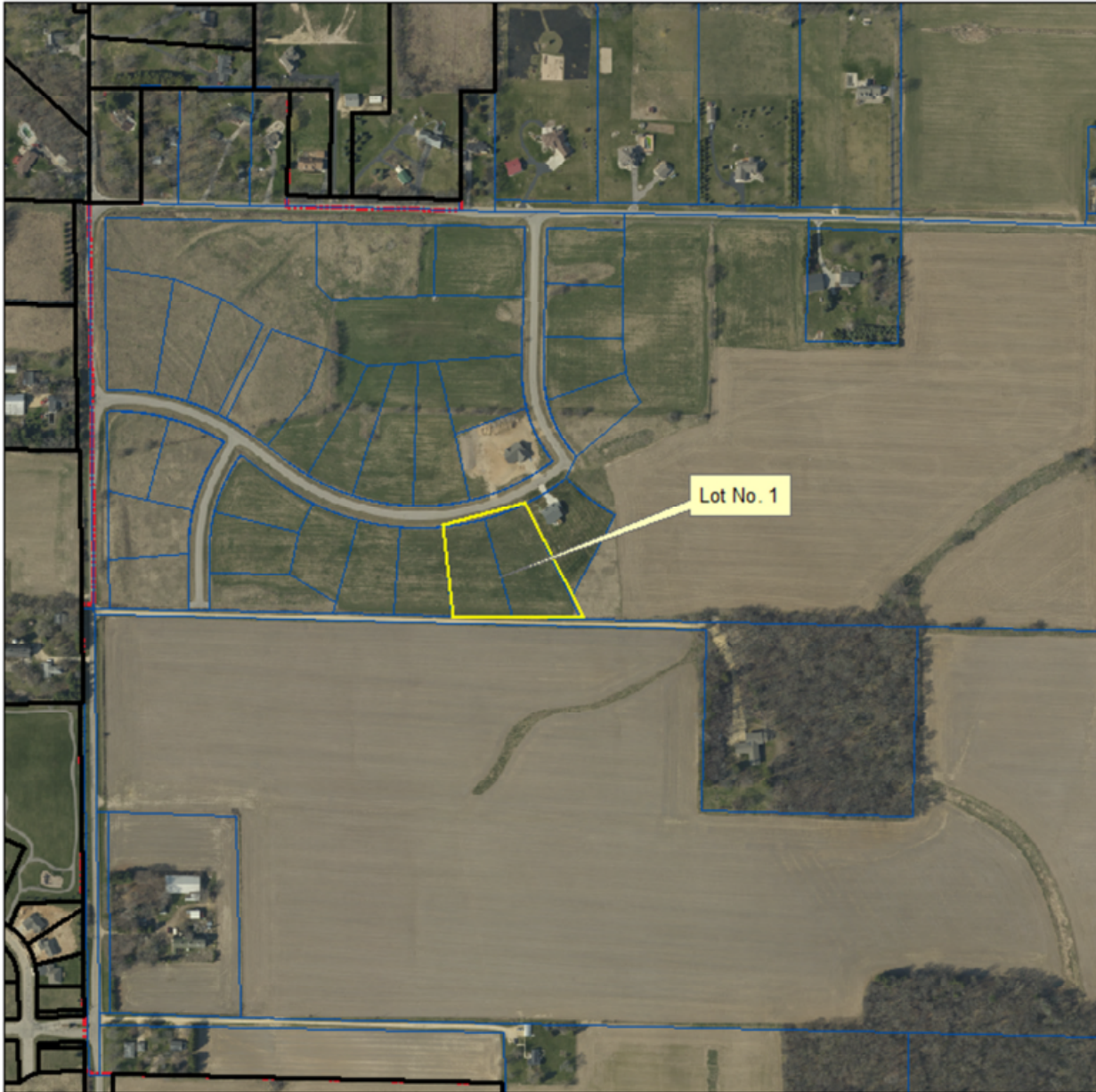
**Attachments:** Location & Zoning Map, CSM, Application, and Resolution

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# Location & Zoning Map

4800 Block of Ryan Parkway

CMS-2018-04



**Attachments:**  
Location & Zoning Map, CSM, Application, and Resolution



1 inch = 467 feet



### Legend

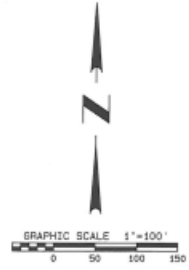
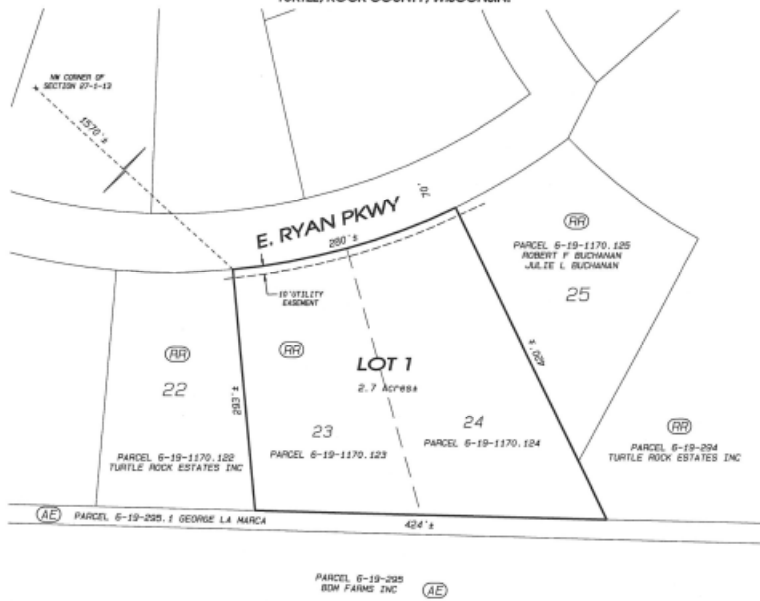
- Parcel Poly
- City Limits (Corp Poly)

Map prepared by: Hilary Rottmann  
Date: July 2018  
For: City of Beloit Planning & Building  
Date of Aerial Photography: April 2016

## PLANNING & BUILDING SERVICES DIVISION

# PRELIMINARY CERTIFIED SURVEY MAP

LOTS 23 AND 24, TURTLE ROCK ESTATES AND BEING LOCATED IN THE NE 1/4 OF THE NW 1/4 AND IN THE NW 1/4 OF THE NW 1/4 OF SECTION 27, T.1N., R.13E. OF THE 4TH P.M., TOWN OF TURTLE, ROCK COUNTY, WISCONSIN.



NOTES:  
 THIS MAP IS SUBJECT TO ANY AND ALL EASEMENTS AND AGREEMENTS, RECORDED AND UNRECORDED.  
 THE BASIS OF BEARINGS IS ASSUMED.

DATE: JULY 12TH, 2018

Project No. 118 - 330 For APFELBECK

**Combs & Associates**

- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

100 N. Milwaukee St.  
 Menomonee, WI 53240  
 www.combsandassociates.com

tel: 002 752-0575  
 fax: 002 752-0534



Nathan@clk-re.com

920-621-8729

**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-2018-04

1. Address of property: Ryan Parkway
2. Tax Parcel Number(s): 6-19-1170.123; 6-19-1170-124
3. Property is located in (circle one): City of Beloit or Town of: Turtle; Beloit; Rock or LaPrairie  
In the NW Quarter of Section 27, Township 1 North, Range 13 East of the 4th P.M.
4. Owner of record: Nathan Apfelbeck Phone: 920-621-8729  
2360 Deer Path Way, Beloit, WI 53511  
(Address) (City) (State) (Zip)
5. Surveyor's name: Combs & Associates, Inc. Phone: 608-752-0575  
109 W. Milwaukee Street, Janesville, Wisconsin 53548  
(Address) (City) (State) (Zip)
6. Number of new lots proposed with this land division is 1 combining lots 23 and 24 Turtle Rock Estates lot(s).
7. Total area of land included in this map: 117,079 sq ft 2.68 acres
8. Total area of land remaining in parent parcel: N/A
9. Is there a proposed dedication of any land to the City of Beloit? NO
10. The present zoning classification of this property is: Town of Turtle 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 \_\_\_\_\_ 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.

[Signature] , Nathan Apfelbeck , 7/25/16  
(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: <u>\$160.00</u> ✓ # <u>1537</u>
Scheduled meeting date: <u>8/21/2018</u>	
Application accepted by: <u>Melany Rattman</u>	Date: <u>7/25/2018</u>

**RESOLUTION  
APPROVING A ONE-LOT CERTIFIED SURVEY MAP  
FOR THE PROPERTY LOCATED ON THE 4800 BLOCK OF RYAN PARKWAY**

**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 extraterritorial jurisdiction of the City; and

**WHEREAS**, the attached one-lot Certified Survey Map for the property located on the 4800 Block of Ryan Parkway in the Town of Turtle, containing 2.68 acres, more or less, is located within the extraterritorial jurisdiction of the City of Beloit; and

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

LOTS 23 AND 24, TURTLE ROCK ESTATES AND BEING LOCATED IN THE NE ¼  
OF THE NW ¼ AND IN THE NW ¼ OF THE NW ¼ OF SECTION 27, T.1N., R.13E.  
OF THE 4<sup>TH</sup> P.M., TOWN OF TURTLE, ROCK COUNTY, WISCONSIN.

**NOW, THEREFORE, BE IT RESOLVED THAT** the Plan Commission of the City of Beloit does hereby conditionally approve the attached one-lot Certified Survey Map for the property located on the 4800 Block of Ryan Parkway in the Town of Turtle, subject to the following condition:

1. The final CSM shall be recorded with the Rock County Register of Deeds by December 31, 2018.

Adopted this 8<sup>th</sup> day of August, 2018.

\_\_\_\_\_  
James Faragher, Plan Commission Chairman

**ATTEST:**

\_\_\_\_\_  
Julie Christensen,  
Community Development Director