



**PUBLIC NOTICE & AGENDA
BELOIT PLAN COMMISSION
City Hall Forum - 100 State Street, Beloit, WI 53511
7:00 PM
Wednesday, February 3, 2021**

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Members of the media or the public may participate in the open session portion of this agenda by calling 1 (786) 535-3211, access code 510-198-133. All participants' phones will be muted. Attendance at the meeting in person will be limited. If you would like to provide comments for the any of the items on the agenda, please submit those to planning@beloitwi.gov by 12:00 noon on Wednesday, February 3, 2021.

1. CALL TO ORDER AND ROLL CALL

2. MINUTES

2.a Consideration of the minutes of the January 20, 2021 Plan Commission meeting
[Attachment](#)

3. REPORTS

3.a Consideration of a Final Subdivision Plat named Parkmeadow North Plat No. 4 for the properties located at 2600 and 2605 Claremont Drive
[Attachment](#)

4. 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.



**MINUTES
PLAN COMMISSION
City Hall Forum - 100 State Street, Beloit, WI 53511
7:00 PM
Wednesday, January 20, 2021**

1. CALL TO ORDER AND ROLL CALL

Meeting was called to order at 7:00 PM. Chairman Weeden, Commissioners Robson, Toral, Finnegan, Ramsden, and Councilor Preuschl were present. Commissioners Haynes and Ruster were absent.

2. MINUTES

2.a. Consideration of the minutes of the December 22, 2020 Plan Commission meeting

A motion was made by Commissioner Robson, seconded by Commissioner Ramsden to approve the minutes, as submitted. Motion carried, roll call vote.

3. PUBLIC HEARINGS

3.a. Consideration of a Resolution recommending approval of an amendment to the City of Beloit Comprehensive Plan's Future Land Use Map for the property located at 3155 Prairie Ave

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

Commissioner Weeden asked if the City Comprehensive Plan governs uses along the stretch of Inman Parkway on both sides between Prairie Avenue and Shopiere Rd. Mr. Pennington said it does not, as most of that area is planned for long term urban expansion but is currently located in the Town of Turtle.

Commissioner Weeden opened and closed the public hearing.

Motion made by Commissioner Finnegan, seconded by Commissioner Ramsden to approve the Comprehensive Plan amendment. Motion carried, roll call vote.

3.b. Consideration of a Resolution approving the Preliminary Plat of Parkmeadow North Plat No. 4 for the properties located at 2600 and 2605 Claremont Drive

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

Commissioner Robson questioned why property that is located in the City of Beloit would be located in the Turner District. Mr. Pennington stated that it is not a recent change and has been like that for at least fifteen years, and it has to do with historical boundary changes. Commissioner Weeden asked if the area to the South - Parkmeadow North Plat No. 2 is in Beloit or Turner School District. Mr. Pennington stated that it is in Turner School District.

Commissioner Ramsden questioned who the individual was that was okay with the Resolution to approve the Preliminary Plat. Mr. Pennington stated the individual did not want to be identified, and that he lived adjacent to the land and was fine with the proposal for the 24 Single family homes.

Commissioner Toral asked where the bike trail was going to go and if it was going to go further north. Mr. Pennington stated there are no immediate plans beyond Northfield Lane.

Commissioner Weeden opened and closed the public hearing.

Motion made by Commissioner Ramsden, seconded by Commissioner Robson to approve the Resolution approving the Preliminary Plat of Parkmeadow North Plat No. 4. Motion carried, roll call vote.

3.c. Consideration of a Resolution authorizing Exceptions to Sections 30.40(2)(e) and 2(c) of the Sign Ordinance for the property located at 3030 Ford St

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

Commissioner Robson asked Mr. Pennington how tall the pole signs are. Mr. Pennington stated that code allows up to fifty feet. Commissioner Robson asked if the applicant can put the brand name "love that chicken" on one of the three secondary signs. The sign contractor, Paul with Comet Neon Signs, stated that "love that chicken" is more like an architectural detail on the building with no other way of designing it differently.

Commissioner Toral asked if the applicant was using a native landscape to soften the visual of the signs. Mr. Vernick stated that they will be meeting the landscape code. Commissioner Toral expressed disappointment. Commissioner Robson stated that she will vote no for the Sign Ordinance exception, and thinks we should not be giving sign exceptions to the entrance of Beloit. Commissioner Ramsden questioned the point of a Sign Ordinance if there are constant exceptions. Mr. Pennington stated that the City staff is underway on revising the Sign Ordinance, and wanted to put in perspective that 130-150 sign permits a year are issued with only a handful seeking exceptions.

Commissioner Weeden opened and closed the public hearing.

Motion made by Finnegan to approve the Resolution authorizing exceptions to the Sign Ordinance, seconded by Commissioner Ramsden. Motion carried, roll call vote, 3 to 2.

4. STATUS REPORT ON PRIOR PLAN COMMISSION ITEMS

Mr. Pennington said that the City Council approved the Sidewalk Easement over 1111 Prince Hall Dr. The next Plan Commission meeting will be on February 3rd, 2021.

5. ADJOURNMENT

Motion made by Commissioner Robson, and seconded by Commissioner Ramsden. Motion carried, roll call vote. Meeting adjourned at 8:00 PM.



REPORT TO THE PLAN COMMISSION

Plan Commission Meeting Date: February 3, 2021

Agenda Item: 3a

File Number: FS-2021-01

General Information

Applicant: Cedar Ridge Homes LLC

Owner: Petry Trust No. 1989

Address/Location: 2600 & 2605 Claremont Drive

Applicant's Request: Final Subdivision Plat (24 buildable lots)

Staff Analysis

Plat Approval Process:

Cedar Ridge Homes LLC has submitted the attached Final Plat of Parkmeadow North Plat No. 4 for two vacant parcels located at 2600 and 2605 Claremont Drive. As shown on the attachment, the developer is proposing twenty-four (24) single-family lots on Claremont Drive and James Kelly Lane. The subject parcels are owned by Petry Trust No. 1989. The subdivision of land requires approval of a Preliminary Plat, followed by approval of a detailed Final Plat, which must substantially conform to the layout of the Preliminary Plat. A recorded Final Plat actually creates the lots, and may include the entire Preliminary Plat area or phases. The Preliminary Plat of Parkmeadow North Plat No. 4 was approved by the Plan Commission on January 20, 2021.

Proposed Lots: The subject parcels total 8.57 acres in area and are served by infrastructure constructed as part of Parkmeadow North Plat 3. The parcels were originally approved to accommodate up to 20 duplex structures totaling 40 dwelling units. However, the Planned Unit Development (PUD) for the duplex development expired and the land is now zoned R-1A, Single-Family Residential. The proposed plat includes existing and proposed easements for stormwater management, the existing recreational trail, underground utilities, and the existing overhead transmission lines. This land is located in the Beloit Turner School District.

The proposed lots are similar in width and size to earlier phases, and range in size from 8,889 square feet to 32,753 square feet. Both Claremont Drive and James Kelly Lane are fully improved local streets at approximately 31 feet in width. The minimum lot width in the R-1A district is 70 feet, and the minimum lot area is 8,750 square feet. All of the proposed lots meet

these minimums. The Final Plat substantially conforms to the approved Preliminary Plat with respect to the number of lots, lot sizes, and the proposed right-of-way layout. In this case, the previously approved final plat included setbacks for the duplex development and a blanket easement for stormwater & utilities that are now obsolete and must be released and recorded with the Register of Deeds after City Council approval. Planning staff is working with the utility providers on this release request.

Proposed Public Improvements: The existing streets already include curb and gutter, lights, water, and sewer mains. This project includes removal of the private driveway/parking area and utilities that were constructed on the west side of Claremont Drive followed by replacement with conventional barrier curb and gutter. A Development Agreement approved by the City Council will be required for these and other public improvements such as concrete sidewalks. The City Engineer has reviewed the plat and commented that additional details relating to overland stormwater routes will be requested as part of the review of detailed engineering plans. The developer is not dedicating any additional parkland at this time. USPS will be requiring community mailbox locations.

Surrounding Uses: There are single-family homes to the north and west of the subject parcels, and condos to the south. The land to the east is agricultural land in the Town of Turtle. Note that Northfield Lane was extended to the City limits immediately north of the subject parcels to provide a future street connection.

City of Beloit Comprehensive Plan and Strategic Plan: The Future Land Use Map of the City's Comprehensive Plan recommends Single-Family Residential – Urban uses for the subject properties. The proposed subdivision plat is consistent with this recommendation. Consideration of this request supports City of Beloit Strategic Goals #3 and #5 by encouraging residential growth with high quality infrastructure.

Preliminary Plat Conditions: The Preliminary Plat was approved by the Plan Commission, subject to several conditions of approval. The relevant conditions, along with staff commentary on the status of each, are as follows:

1. The Final Plat shall substantially conform to the approved Preliminary Plat with respect to the number of lots, lot sizes, and the proposed right-of-way layout.
 - *Staff comment: The Final Plat conforms to the approved Preliminary Plat.*
2. A draft of any proposed restrictive covenants shall be submitted with the Final Plat.
 - *Staff comment: This has been requested from the developer.*
3. The Final Plat shall include a designated area for a cluster mailbox delivery system.
 - *Staff comment: This has been requested from the developer.*
4. The applicant shall record a Release of Platted Building Setback Lines, Release of Stormwater and Utilities Easements, and Affidavits of Correction for the obsolete duplex lots, which shall first require City Council approval.
 - *Staff comment: City Council is scheduled to review these on February 1, 2021.*

STAFF RECOMMENDATION:

The Planning & Building Services Division recommends approval of the Final Plat of Parkmeadow North Plat No. 4 for two vacant parcels located at 2600 and 2605 Claremont Drive, based on its consistency with the Comprehensive Plan, Subdivision Ordinance, and Zoning Ordinance, subject to the following conditions:

1. All of the conditions of approval for the Preliminary Plat remain in full force and effect.
2. City staff will not sign the Final Plat, which is a prerequisite for recording the plat, until a complete set of engineering plans and specifications for the public infrastructure has been approved by the City Engineer.
3. City staff will not sign the Final Plat, which is a prerequisite for recording the plat, until a Development Agreement between the City and developer has been approved by the City Council.
4. City staff will not sign the Final Plat, which is a prerequisite for recording the plat, until detailed easement descriptions and rights are included within the plat and approved by the City Engineer. Easement locations may need to be changed depending upon grading and utility locations to be evaluated as part of the engineering plans and specifications.
5. The applicant shall record the Final Plat with the Rock County Register of Deeds within one year of approval, and shall provide City staff with a copy of the recorded plat.

ATTACHMENTS: Location Map, Final Plat, and Application.



PARKMEADOW NORTH PLAT NO. 4

A REDIVISION OF LOTS 89 AND 90 OF PARKMEADOW NORTH PLAT NO. 3, BEING PART OF THE SE 1/4 AND NE 1/4 OF THE SW 1/4 OF SECTION 18, T. 1 N., R. 13 E., OF THE 4TH P.M., CITY OF BELLOIT, ROCK COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE

I, Kristin J. Belongia, a Professional Land Surveyor, do hereby certify that I have surveyed, subdivided, and mapped the within described land, to be hereafter known and referred to as "PARKMEADOW NORTH PLAT NO. 4", being part of the Southwest 1/4 and Northwest 1/4 of the Southeast 1/4 of Section 18, T. 1 N., R. 13 E., of the 4th P.M., City of Beloit, Rock County, Wisconsin. Containing 8,574 acres more or less.

That said subdivision was surveyed, subdivided and mapped at the request of PETER TRUST NO. 1989, owners of said land. That such plat is a correct representation of all exterior boundaries of the land surveyed and subdivision thereof, that all corners are given in bearings and distances, and angles are measured to the nearest second. That the plat is in accordance with the Wisconsin Statutes and the Subdivision Regulations of the City of Beloit in surveying, dividing and mapping the same.

Last day of fieldwork _____

Given under my hand and seal this _____ day of _____, 2021 at Beloit, Wisconsin.

Kristin J. Belongia, Professional Land Surveyor
State of Wisconsin, No. S-2943

COUNTY TREASURER'S CERTIFICATE

State of Wisconsin County of Rock, I, Michele Rortberg, being the duly elected, qualified and acting Treasurer of the County of Rock, do hereby certify that the records in my office show no unrecorded tax sales and no special assessments or special assessments as of the _____ day of _____, 2021, affecting the lands in the plat of "PARKMEADOW NORTH PLAT NO. 4".

Michele Rortberg, Rock County Treasurer

CITY TREASURER'S CERTIFICATE

State of Wisconsin County of Rock, I, Lori Stortz, being the duly elected, qualified and acting Treasurer of the City of Beloit, do hereby certify that the records in my office show no unrecorded tax sales and no special assessments or special assessments as of the _____ day of _____, 2021, affecting the lands in the plat of "PARKMEADOW NORTH PLAT NO. 4".

Lori Stortz, City Treasurer

CITY COUNCIL APPROVAL CERTIFICATE

Resolved that the Plat of "PARKMEADOW NORTH PLAT NO. 4", located in the City of Beloit, Rock County, D.M.D. INVESTMENT, INC., Owner, is approved by the City Council of the City of Beloit.

Date: _____
Approved: _____
Lori J. Curtis-Luther, City Manager

I hereby certify that the foregoing is a copy of a resolution adopted by the City Council of the City of Beloit.

Lori Stortz, City Clerk

CORPORATE OWNER'S CERTIFICATE

PETER TRUST NO. 1989, LLC, a Wisconsin limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as Owner of the land described in the foregoing description, does hereby certify that said company caused this land described on this plat to be surveyed, divided, mapped and dedicated as represented on this plat.

PETER TRUST NO. 1989, LLC, does further certify that this plat is required by Sections 236.10 and 236.12 of the Wisconsin Statutes to be submitted to the following for approval or objection: the City of Beloit and the Department of Administration.

IN WITNESS WHEREOF, said PETER TRUST NO. 1989, has caused these presents to be signed by JEFFREY G. PTRY, TRUSTEE of the above named limited liability company on this _____ day of _____, 2021.

JEFFREY G. PTRY, TRUSTEE
State of Wisconsin _____ day of _____, 2021. JEFFREY G. PTRY, TRUSTEE of the above named limited liability company, to me known to be the person who executed the foregoing instrument, and to me known to be the representative of said company and at knowledge that they executed the foregoing instrument as representative as the deed of such company, by its attorney.

Nancy Palko, _____ County, Wisconsin
My Commission Expires _____

There are no objections to this plat with respect to Sections 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stat. as provided by s. 236.12, Wis. Stat.

Certified _____, 20____

Department of Administration

DOCUMENT NO. _____ RECEIVED FOR RECORD THIS _____ DAY OF _____ A.D. 2021 AT _____ O'CLOCK _____ M. AND RECORDED IN VOLUME _____ OF PLATS ON PAGES _____ REGISTER OF DEEDS



Batteman
2857 South Drive
Beloit, Wisconsin 53511
808.365.4464
www.batteman.com
engineers surveyors planners

PARKMEADOW NORTH
PLAT NO. 4

FOR THE EXCLUSIVE USE OF
PETER TRUST NO. 1989
PO BOX 80
BELLEVILLE, WI 53508

ORDER NO. 33749
BOOK SEE FILE
RECORDING NO.
DATE ORDERED IS 2020

SHEET NO.
2 of 2

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: _____

1. **Proposed subdivision name:** Parkmeadow North Plat No. 4
2. **Address of property:** 2600/2605 Claremont Drive
3. **Tax Parcel Number(s):** 21860065/21860070
4. **Property is located in (circle one):** City of Beloit or **Town of:** Turtle; Beloit; Rock or LaPrairie
In the ^{SW/SE}Quarter of Section 18, Township 1 North, Range 13 East of the 4th P.M.
5. **Owner of record:** Pertry Trust No. 1989 Phone: _____

<u>PO Box 80</u>	<u>Belleville</u>	<u>WI</u>	<u>53508</u>
(Address)	(City)	(State)	(Zip)
6. **Applicant's Name:** Michael Haegele, CEDAR RIDGE HOMES LLC

<u>PO BOX 80</u>	<u>BELLEVILLE</u>	<u>WI</u>	<u>53508</u>
(Address)	(City)	(State)	(Zip)

	<u>1 608-289-1814</u>		<u>1 mhcinc7874@gmail.com</u>
(Office Phone #)	(Cell Phone #)	(E-mail Address)	
7. **Present zoning classification is:** R-1A
8. **Is the proposed use permitted in this zoning district:** Residential
9. **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.

Jeffrey G. Petry / Jeffrey G. Petry / 12/14/20
(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: \$760

Scheduled meeting date: _____

Application accepted by: _____ Date: _____