

**MINUTES**  
**PLAN COMMISSION**  
**City Hall Forum - 100 State Street, Beloit, WI 53511**  
**7:00 PM**  
**Wednesday, September 8, 2021**

**1. CALL TO ORDER AND ROLL CALL**

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

**2. MINUTES**

**2.a. Consideration of the minutes of August 18, 2021 Plan Commission meeting**

Motion was made by Commissioner Ramsden, seconded by Commissioner Ruster to approve the minutes. Motion carried, roll call vote (6-0).

**3. PUBLIC HEARINGS**

**3.a. Consideration of Ordinance No 3723 amending the Zoning District Map from C-1, Office District, to PLI, Public Lands and Institutions District, for the property located at 657 Bluff Street**

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

Chairman Weeden opened the public hearing.

Councilor Preuschl asked Ms. Christensen if there was a chance that the senior center would want to change its zoning to PLI. Ms. Christensen said that she does not think so and does not see a reason to. Commissioner Ramsden asked if the PLI would allow the transitional living and the C-1 would not, are there any plans for the church to become a transitional living facility.

Jameson Geiger, 431 Wisconsin Ave, said that the church has been a supporter and participant with Family Promise and serves as a day site at this point and time. Mr. Geiger explained that they are a sponsoring congregation, and they have residents stay at the building for a week at a time on a rotating basis. Mr. Geiger said that Family Promise would like to have a more fixed site, and the church can accommodate 3-4 families with a maximum of 10-12 people.

Mr. Geiger said that they have been doing this for a number of years, that it is not new to the neighborhood. They have a large enough parking lot to accommodate everybody. Mr. Geiger said that the building is surrounded by number of rental

properties that hold more people than their building would ever accommodate, and it is not like they are constructing an addition onto their building to accommodate 60 families.

Chairman Weeden closed the public hearing.

Motion was made by Commissioner Finnegan, seconded by Commissioner Robson to approve the Zoning District Map amendment from C-1 to PLI. Motion carried, roll call vote (6-0).

**3.b. Consideration of Ordinance No 3724 amending the Zoning District Map from C-1, Office District, to PLI, Public Lands and Institutions District, for a portion of 1650 Lee Lane (to become part of 2600 Milwaukee Rd)**

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

Chairman Weeden opened and closed the public hearing.

Motion was made by Commissioner Ramsden, seconded by Commissioner Robson to approve the Zoning District Map amendment from C-1 to PLI. Motion carried, roll call vote (6-0).

**3.c. Consideration of Ordinance No 3725 amending the Zoning District Map from R-1B, Single Family Residential District, to R-2, Two-Family Residential District, for the property located at 529 Eighth Street**

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

Chairman Weeden opened the public hearing.

Commissioner Robson asked Ms. Christensen to expand on the City of Beloit's grant program that helps families or owners to change multi-family units to single-family. Ms. Christensen said that the City of Beloit has a housing rehab loan program that is available to landlords or a homeowner. There is an incentive for conversions from multi-family to single-family, and if the homeowner has very low income, a portion of the loan can be deferred.

Ms. Christensen said that as part of the program, the staff helps develop the specs and bids and will work through the process with the property owner to convert the home to a single family.

Chairman Weeden asked if it were true if some of the work involves abating a hazard or upgrading to a minimum code requirement that it is potentially forgivable. Ms. Christensen said yes, that staff is working on a change right now with the City

Manager to have code compliant items be forgivable, and then letting them use the actual funds that would have to get paid back on the other items that they would want to do.

Ms. Christensen said that there is an incentive for that type of conversion because the City knew that people would not voluntarily convert from multi-family to single-family unless there was additional financial incentive.

Commissioner Ramsden asked Ms. Christensen if the legal nonconforming status of a duplex could go on indefinitely, as long as it is occupied. Ms. Christensen said yes, but in this case it was vacant for a year, and lost the ability to use it as a duplex in 2011. Commissioner Robson asked if the realtor who is selling a property like this is required to tell the new buyer of the nonconforming status. Ms. Christensen stated that she assumes there is some obligation if the owner notifies the realtor, but she does not recall if in this case if they did.

Jennifer Aldama, 3179 S Highcrest Road, stated that her father and she are the owners of the property, and the real estate agent did tell them that the duplex could only be used as a single family. Ms. Aldama talked with the previous owners, and the owner said that he gave the top unit to the owner's daughter without charging rent and both of the units were being used, but it was used as a family home.

Ms. Aldama explained that both units have their own furnace, kitchen, bathroom, and stairs without connecting to each other. Ms. Aldama said that an individual that was interested in the property went to three different lenders, and the house needs to have stairs to be connected from top to bottom for it to be a single family home. Ms. Aldama stated that they understand that the home lost its status years ago, but they also see the potential for it to be two units.

Chairman Weeden asked Ms. Aldama if she looked at the possibility of converting the home back to a single family, and if there were other issues that would prohibit them from doing so like money or the stairway. Ms. Aldama stated that it would be costly to put the stairs in, and they would have to get a contractor and borrow money which is tight right now.

Chairman Weeden asked Ms. Christensen if adding the stairway to connect the top and bottom if that would be an eligible expense under the City's housing rehab program. Ms. Christensen stated she cannot say for sure, but Ms. Aldama could reach out to Kristy McDonald (Housing Rehabilitation Finance Specialist) and Nick Aldridge (Housing Rehabilitation Construction Specialist), and Mr. Aldridge develops the specs and would look at the application to see if it is eligible.

Chairman Weeden asked if Ms. Aldama understands that the Plan Commission's job is to make sure that any kind of development and redevelopment is consistent with

the Comprehensive Plan, and it is not that the Plan Commission is opposed to her request. The Comprehensive Plan does not allow them to do what Ms. Aldama wants to do. Chairman Weeden said that Ms. Aldama's best option would be to reach out to Ms. McDonald and Mr. Aldridge to work through the options and financial implications to converting it back to a single family home.

Commissioner Toral asked how the City determines a property has not been used as a duplex consistently for 12 months. Ms. Christensen stated that the City did the evaluation in 2011, and there is a letter that went to the owner that they lost their status. Commissioner Toral said it sounds like the owner still used the duplex as a duplex. Ms. Christensen said that it was used illegally.

Chairman Weeden closed the public hearing.

Motion was made by Commissioner Finnegan, seconded by Commissioner Robson to deny the Zoning District Map amendment from R-1B to R-2. Motion carried, roll call vote (6-0).

3.d. **Consideration of a request to change the street name for Millington Road and part of Gateway Boulevard to Milwaukee Road as a result of the reconstructed I-39/90/43/Hwy 81 interchange project**

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

Councilor Preuschl asked Ms. Christensen if there is going to be a stub road for Millington or just a private drive to Kerry Ingredients. Ms. Christensen said that it is going to be a private drive. Kerry Ingredients wanted to keep their Millington address, and the post office approved that request. Councilor Preuschl clarified that Millington Road would no longer be a public street.

Chairman Weeden opened and closed the public hearing.

Motion was made by Commissioner Robson, seconded by Commissioner Ruster to approve the request to change the street name. Motion carried, roll call vote (6-0).

3.e. **Consideration of a Resolution approving an Extraterritorial Preliminary Plat of Avid Subdivision for the property located at the northeast corner of Wisconsin Avenue and Henderson Avenue in the Town of Beloit**

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

Chairman Weeden asked if the five lots are going to be facing Wisconsin Avenue. Ms. Christensen said that yes they will be.

Chairman Weeden opened and closed the public hearing.

Motion was made by Commissioner Finnegan, seconded by Commissioner Ramsden to approve the Extraterritorial Preliminary Plat. Motion carried, roll call vote (6-0).

#### 4. REPORTS

##### **4.a. Consideration of a Resolution approving an Extraterritorial three-lot Certified Survey Map for part of parcel number 6-2-131 on Bartells Drive in the Town of Beloit**

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

Chairman Weeden asked what the intended use is going to be on Bartells Drive by the railroad. Frank McKearn stated that it will be housing.

Motion was made by Commissioner Robson, seconded by Commissioner Ruster to approve the Extraterritorial three-lot Certified Survey Map. Motion carried, roll call vote (6-0).

##### **4.b. Consideration of a Resolution approving an Extraterritorial one-lot Certified Survey Map for property located on Ryan Parkway to combine lots 5 and 6 of Turtlerock Estates in Town of Turtle**

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

Commissioner Ruster asked where this was located. Councilor Preuschl indicated that it was east of Townhall Road in the Gateway.

Motion was made by Commissioner Ramsden, seconded by Commissioner Finnegan to approve the Extraterritorial one-lot Certified Survey Map. Motion carried, roll call vote (6-0).

##### **4.c. Consideration of a Resolution approving an Extraterritorial one-lot Certified Survey Map for the property located on E. Needham Road in the Town of Turtle**

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

Motion was made by Commissioner Ruster, seconded by Commissioner Robson to approve the Extraterritorial one-lot Certified Survey Map. Motion carried, roll call vote (6-0).

5. **STATUS REPORT ON PRIOR PLAN COMMISSION ITEMS**

Ms. Christensen updated the Plan Commission on the actions taken by City Council related to a variety of items previously reviewed by Plan Commission. There was discussion about the potential for a Zoning Ordinance amendment to be brought before the Commission related to medical facilities. The next Plan Commission meeting is scheduled for September 22, 2021.

6. **ADJOURNMENT**

Motion made by Commissioner Robson, and seconded by Commissioner Ruster to adjourn the meeting. Motion carried, roll call vote (6-0). Meeting adjourned at 8:05pm.

---

Timothy Weeden, Chairman