



**AMENDED
PUBLIC NOTICE & AGENDA
BELOIT PLAN COMMISSION
City Hall Forum - 100 State Street, Beloit, WI 53511
7:00 PM
Tuesday, December 21, 2021**

1. CALL TO ORDER AND ROLL CALL
2. MINUTES
 - 2.a. Consideration of the minutes of the December 8, 2021 Plan Commission meeting
[Attachment](#)
3. PUBLIC HEARINGS
 - 3.a. Consideration of a Planned Unit Development (PUD) Master Land Use Plan for (part of) 249 Maple Avenue, 1534 and 1540 Shore Drive, and 214 and 226 Beach Avenue
[Attachment](#)
 - 3.b. Consideration of Ordinance No. 3737 approving an amendment to the Zoning District Map for (part of) 249 Maple Avenue, 1534 and 1540 Shore Drive, and 214 and 226 Beach Avenue
 - 3.c. Consideration of a Conditional Use Permit to allow a structure (silo) in excess of 75 feet in an M-2, General Manufacturing District, for the property located at 555 Willowbrook Road and the location and architectural design of a public building
[Attachment](#)
4. REPORTS
 - 4.a. Consideration of a two-lot Certified Survey Map for the properties located at (part of) 249 Maple Avenue; 1534 and 1540 Shore Drive; and 214 and 226 Beach Avenue
[Attachment](#)
 - 4.b. Consideration of a request to annex 1022 W Froebel Drive from the Town of Beloit into the City of Beloit
[Attachment](#)
 - 4.c. Consideration of Ordinance no. 3727 to amend the Table in Section 6.1-1 of Chapter 19 of the Code of General Ordinances of the City of Beloit pertaining to zoning of medical facility uses in the C-1 and CBD-1 zoning districts
[Attachment](#)
5. STATUS REPORT ON PRIOR PLAN COMMISSION ITEMS

Water Main Easement - 1505 Gateway Boulevard

6. FUTURE AGENDA ITEMS

Conditional Use Permit - allow church at 910 Harrison Avenue

Conditional Use Permit - 1757 Prairie Avenue - Indoor alcohol

Conditional Use Permit - 246 W Grand Avenue - community service use

Two-Lot CSM for 1801 Gateway Boulevard

Permanent Zoning for 2021 Annexations (Porter and Forest Avenue)

ZMA – 5,000 square foot Portion of 1459 Sixth Street (from PLI to C-2) for LaMexicana

7. 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, December 8, 2021

1. CALL TO ORDER AND ROLL CALL

Meeting was called to order at 7:03 PM. Chairman Weeden, Commissioners Toral, Ramsden, Robson, Jacobsen, Finnegan, and Councilor Preuschl were present. Commissioner Anderson was absent.

2. MINUTES

2.a. Consideration of the minutes of November 17, 2021 Plan Commission meeting

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

3. PUBLIC HEARINGS

3.a. Consideration of an amendment to the Future Land Map of the Comprehensive Plan for the properties located at 214-226 Beach Avenue and 1540 Shore Drive

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

Commissioner Weeden asked Ms. Christensen what a PUD is, what the process is, and advantages for going forward. Ms. Christensen stated that a PUD is used for flexibility in site design and when the development includes more than one principal building. Ms. Christensen stated that the first step is submittal of a PUD master land use plan; the second step is a rezoning to PUD; and the third step is site plan review.

Ms. Christensen stated that it benefits the neighborhood because the neighborhood knows exactly what the development will be and gives the City the ability to require that the site look attractive to the neighborhood.

Commissioner Robson asked if any notice was given to the neighbors that live on Beach Avenue. Ms. Christensen stated that state law just requires notification to the governmental entities during the Comprehensive Plan process, and the neighbors are notified when the Plan Commission and City Council reviews the PUD and zoning.

Chairperson Weeden opened the public hearing.

Joe Stadelman, 2431 East Ridge Road, Angus Young Associates Architects, representing Beloit Meals on Wheels, stated that he does not have a formal presentation but is there to answer any questions the Commissioners have for him.

Commissioner Robson asked Mr. Stadelman if there is any intent to make the building green with solar panels. Mr. Stadelman stated that every project has a certain level of sustainability included in it, and the site design is meeting the site sustainability criteria. Mr. Stadelman stated they are under a tight budget and are not building anything more than they need to. Commissioner Robson stated that it is disappointing.

Commissioner Weeden stated that it looks like on the site plan that there will be some sort of buffer between the trees and landscaping on Maple, and was wondering how large the buffer is going to be. Mr. Stadelman stated that it looks it is over twenty-four feet, and the lot is L shaped with two vacant lots. Mr. Stadelman stated that one of the things they want to include on the PUD is that there are sometimes summer events for donations that they end up using the two vacant lots.

Chairperson Weeden closed the public hearing.

Commissioner Robson moved to approve the amendment to the Future Land Use Map of the Comprehensive Plan, seconded by Commission Ramsden. Motion carried, roll call vote (6-0).

4. **REPORTS**

4.a. **Consideration of a Resolution approving an extraterritorial two-lot Certified Survey Map for the property located on the 5900 block of State Highway 67 in the Town of Turtle**

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

Commissioner Finnegan moved to approve the two-lot Certified Survey Map, seconded by Commissioner Robson. Motion carried, roll call vote (6-0).

4.b. **Consideration of a water main easement from the Greater Beloit Economic Development Corporation over the property located at 1505 Gateway Boulevard**

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

Commissioner Robson asked if Tubbs Drive was named after Charlie Tubbs. Ms. Christensen stated that the City received a request to name a street after him, so the City chose to name this one after them when the Gateway Business Park was platted.

Commissioner Robson moved to approve the water main easement, seconded by Commissioner Ramsden. Motion carried, roll call vote (6-0).

4.c. **Consideration of Ordinance no. 3727 to amend the Table in Section 6.1-1 of Chapter 19 of the Code of General Ordinances of the City of Beloit pertaining to zoning of medical facility uses in the C-1 and CBD-1 zoning districts**

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

Tim McKeveitt, Beloit Health System, stated that he appreciates the City Staff and Commissioners time in working on this ordinance, and he met with the Morgan school neighbors and discussed future plans for that site. Mr. McKeveitt stated that he supports the ordinance that is on the agenda.

Commissioner Robson stated that one of the proposals is to up zone which means that Beloit Health System would be able to build by right. If they were to go back to the current proposal which is to allow medical facilities to be built on all of these C-1 and CBD-1 properties, they would have the ability to do it by right. Commissioner Robson stated that there could be a competitor that could come, and Beloit Health System would not have a voice in the approval of that use.

Mr. McKeveitt asked what up zoning is since he has not heard of that term before. Commissioner Robson stated that they are zoned C-1 and the proposal would be to rezone to C-2 and C-3.

Ms. Christensen stated that assisted living is not allowed in the C-2 and C-3 districts. Ms. Christensen said that Mr. McKeveitt's concern is that the assisted living is prohibited in C-2 and C-3, so it limits his options for assisted living on those sites where there is available land.

Commissioner Robson said that Beloit Health System could build anything else but assisted living. Mr. McKeveitt said he is against the original Medical Facility Ordinance, but that is done at this point. He would like the Plan Commission to go back to what was allowed in the Zoning Ordinance before the latest medical facility ordinance.

Commissioner Ramsden said he would be in favor of going back to the option of rezoning for the properties at 2911 Prairie Ave, 1905 Huebbe Pkwy from C-1 to C-2, and 1670 Lee Lane and 1650 Lee lane from C-1 to C-3. Ms. Christensen said that her plan is to do an ordinance revision for assisted living, and at that time, the Commission can decide where to allow assisted living.

Commissioner Weeden said that the plan is to get back to the original amendment that City staff is recommending, and the only problem would be that the additional

properties would fall under the Permitted Use rather than Conditional Use. Commissioner Finnegan said that all these properties are small, and a medical facility would not be fitting on these properties so it should not hurt anything. Commissioner Jacobsen said that she agrees and supports the Staff recommendation for C-1 and CBD-1 properties.

Motion was made by Commissioner Jacobsen to approve Ordinance number 3727 to amend the Table in Section 6.1-1 of Chapter 19 of the Code of General Ordinances of the City of Beloit pertaining to zoning of medical facility uses in the C-1 and CBD-1 zoning districts, seconded by Commissioner Finnegan. Motion fails, roll call vote, with Ramsden, Robson and Toral voting against (3, 3).

Commissioner Ramsden made a motion to change the zoning for 1905 Huebbe Parkway and 2911 Prairie Ave from C-1 to C-2 zoning, seconded by Commissioner Robson. Tim McKeveitt said that he did not support the rezoning. Motion was withdrawn by Commissioner Ramsden and the second was withdrawn by Commissioner Robson.

Commissioner Weeden said that these properties would be zoned from C-1 to C-2 and C-3, but assisted living would not be allowed on those four building sites. Ms. Christensen said that is correct.

Commissioner Ramsden made a motion to reconsider the motion to approve Ordinance number 3727 to amend the Table in Section 6.1-1 of Chapter 19 of the Code of General Ordinances of the City of Beloit pertaining to zoning of medical facility uses in the C-1 and CBD-1 zoning districts. Motion was seconded by Commissioner Robson. Motion prevails, voice 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. The next Plan Commission meeting is scheduled for December 21, 2021. Julie agreed to send the Plan Commissioners the issues raised by the entire group, following the workshop.

6. ADJOURNMENT

Commissioner Finnegan moved to adjourn the meeting, seconded by Commission Jacobsen at 8:05 PM.

Timothy Weeden, Chairman



REPORT TO THE PLAN COMMISSION

Plan Commission Meeting Date: December 21, 2021

Agenda Item: 3a and 3b

File Number: PUD-2021-02 and ZMA-2021-13

General Information

Applicant: Beloit Meals on Wheels

Owner: City of Beloit and Donnie and Cheryl Jackson

Address/Location: Part of 249 Maple Avenue; 1534 and 1540 Shore Drive; and 214 and 226 Beach Avenue

Applicant's Request/Proposal: Beloit Meals on Wheels has submitted an application for review and consideration of a Planned Unit Development (PUD) - Master Land Use Plan for the redevelopment of the City-owned and privately owned properties located at (part of) 249 Maple Avenue; 1534 and 1540 Shore Drive; and 214 and 226 Beach Avenue. A copy of the PUD - Master Land Use Plan is attached. The applicant has also submitted an application to rezone the subject properties from R-1B, Single-Family Residential District, to PUD, Planned Unit Development District.

Planned Unit Development (PUD) Process: A PUD is a type of special purpose zoning district and a type of development plan. PUD zoning districts are inextricably linked to PUD plans; no rights of development apply to a PUD zoning designation other than those of the approved PUD plan. PUDs are processed in three stages: Master Land Use Plan, Rezoning to PUD district and Final (Site) Plan. Master Land Use Plans and Zoning Map Amendments may be processed concurrently, provided that no rezoning to the PUD district may occur until approval of a PUD Master Land Use Plan.

Staff Analysis

Project Summary: This request is related to the applicant's proposed purchase and redevelopment of the above-referenced parcels into a new 2,521 square-foot office, storage, and food delivery building and related improvements as shown on the attached site plan. While 214 and 226 Beach Avenue are privately owned, the applicant is under contract to purchase 1534 and 1540 Shore Drive and part of 249 Maple Avenue from the City for this project. A proposed Certified Survey Map (CSM) to create a 1.18-acre parcel for this redevelopment and a one-acre parcel to be retained by the City along Maple Avenue is also under review. The subject properties consist of vacant land. The City acquired most of the land in this area as part of the Maple Avenue Redevelopment Plan in 2002-2004. The street was realigned and improved at that time, and the remaining residential structures were removed for future redevelopment possibilities. The City Council recently accepted the applicant's offer to purchase land for this project, contingent upon land use approvals.

Surrounding Land Use and Zoning: There is an institutional property (union hall) to the north and single-family dwellings zoned R-1B to the west of the subject properties. The Boys and Girls Club campus is located to the south on the opposite side of Maple Avenue. The Rock Bar and Grill (zoned C-3, Community Commercial) lies to the east.

Review Agent Comments: The City Engineer has requested an evaluation of whether the applicant can move the Shore Drive driveway further north prior to site plan approval.

Zoning Ordinance Requirements:

Off-Street Parking: At least 10 off-street parking stalls are required, and the PUD Plan proposes 26 parking stalls, including two accessible stalls, which is ample parking. The applicant has proposed two driveways – one on Shore Drive and another on Beach Avenue.

Density/Intensity and Dimensional Standards: The site plan shows minimum building setback lines of 30 feet along Maple Avenue, 15 feet along Shore Drive and Beach Avenue, and 10 feet along the interior (western) lot line. The proposed building is actually set back much further, at more than 50 feet from the three street sides and 15 feet from the western lot line. The proposed PUD plan contemplates use of the extra land along Beach Avenue for occasional outdoor fundraising events, such as the annual 5k fundraiser organized by Meals on Wheels. A special events tent may be erected in this area for these events.

Building Design: As shown in the attached renderings, the proposed single-story building includes stone and horizontal siding exterior finishes. The building also includes a large canopy to cover the loading/unloading area to be used by volunteers and other delivery drivers.

Signage: The applicant is proposing a monument sign at the corner of Maple Ave and Shore Drive and two wall signs on the building. Staff is recommending a condition to address signage allowances. Electronic signs are allowed as message boards only (not freestanding signs), which has been addressed in condition number five below.

Open Space: The site has ample open space – significantly more than the 15% required for new PUD sites.

PUD Master Land Use Plan Review Criteria: Applications may be approved if the following criteria are met:

- 1. The plan represents an improvement over what could have been accomplished through strict application of otherwise applicable zoning ordinance standards, based on the purpose and intent of this chapter.**

The proposed development would not be allowed under the existing R-1B zoning classification. The PUD provides greater certainty to the adjacent neighborhood about the types of low-impact uses that will occur than if it was zoned under a conventional commercial zoning classification. The plan is necessarily auto-oriented due to the nature of the service being provided to the community.

- 2. The PUD Master Land Use Plan complies with the PUD district standards of Section 5-300.**

As an infill project on long-vacant parcels, the proposed PUD will provide for efficient use of public utilities and vacant land, and will be an attractive campus that is compatible with adjacent uses.

- 3. The City and other service providers will be able to provide necessary public services, facilities, and programs to serve the development proposed, at the time the property is developed;**

As a redevelopment site, the properties are already served with the necessary utilities and facilities. The site is already served by bike/pedestrian paths and transit.

- 4. The development is consistent with and implements the planning goals and objectives contained in the Comprehensive Plan and other adopted policy documents; and**

The proposed development is consistent with the Comprehensive Plan's recommendations to redevelop the site as a mixed use district.

- 5. The PUD Master Land Use Plan is consistent with sound planning practice and the development will promote the general welfare of the community.**

The plan will redevelop an underutilized site that has slim prospects of developing as a retail or mixed-use (residential over retail) site due to its distance from the interstate and downtown. In recent years, the Maple Avenue corridor has experienced substantial institutional investment, including the new School District administrative office building and the new Boys and Girls Club campus. The applicant provides a valuable service to the community.

Zoning Map Amendment Findings of Fact: Based on Section 2-304 of the Zoning Ordinance, the Plan Commission shall make a recommendation based on the following considerations:

1. **The existing use of property within the general area of the subject property.**

The requested amendments would extend the mixed use district along Maple Avenue north to Beach Avenue, which is a logical extension that is compatible with the surrounding residential, commercial, and institutional uses.

2. **The zoning classification of property within the general area of the subject property.**

The proposed PUD is consistent with the adjacent School District PUD, Boys and Girls Club PUD, and the adjacent residential zoning district.

3. **The suitability of the subject property for the uses permitted under the existing zoning classification.**

The subject property is not suitable for the uses allowed in the R-1B district given its location on a relatively busy roadway.

4. **The trend of development and zoning map amendments in the general area of the subject property.**

The School District Administrative Office was developed as a PUD in 2018-2019, which extended the educational campus to Maple Avenue. The Boys and Girls Club was developed as a PUD, and is nearly complete. The Rock Bar and Grill lies across Shore Drive and recently completed a substantial renovation of their outdoor dining and entertainment facilities.

STAFF RECOMMENDATION – PUD MASTER LAND USE PLAN:

The Planning and Building Services Division recommends **approval** of the PUD – Master Land Use Plan for the properties located at (part of) 249 Maple Avenue; 1534 and 1540 Shore Drive; and 214 and 226 Beach Avenue, subject to the following conditions:

1. This approval authorizes the construction of a 2,521 square-foot Meals on Wheels building, off-street parking lot, temporary outdoor event space, and driveways as shown on the attached PUD Plan. This approval authorizes the applicant to operate their nonprofit organization, but may not be transferred to future property owners for a different use without an amendment to this PUD approval issued by the City Council. A future addition to the building of up to 2,300 square feet is hereby authorized.
2. This approval shall not become effective unless and until the CSM creating the parcel to be developed is recorded, and the applicant purchases (closes) on Lot 1 of the CSM.
3. An access driveway on Shore Drive and access driveway on Beach Avenue are permitted, with exact locations to be determined during Site Plan Review.
4. The minimum building setback shall be 15 feet from all lot lines for all buildings on site. The maximum building height shall be two stories. Two detached accessory buildings may be constructed on site.
5. The applicant is allowed to construct one freestanding ground-mounted sign of not more than 150 square feet plus an EVM (Electronically Variable-Message) panel up to 75 square feet as a secondary component to a non-EVM sign panel. A freestanding EVM is prohibited. Up to three secondary, on-premises wall signs are allowed.
6. Prior to issuance of a Building Permit, the applicant shall obtain site plan and architectural approval, which shall include a detailed review of all site, grading, utility, landscape, and lighting plans.
7. 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 PUD – Master Land Use Plan. The Director of Planning & Building Services may approve minor changes administratively and allow accessory structures and uses that comply with and meet all of the standards and requirements of the City of Beloit Municipal Code.

STAFF RECOMMENDATION – ZONING MAP AMENDMENT:

The Planning & Building Services Division recommends **approval** of a Zoning Map Amendment to change the zoning district classification from R-1B, Single-Family Residential District to PUD District, for the properties located at (part of) 249 Maple Avenue; 1534 and 1540 Shore Drive; and 214 and 226 Beach Avenue.

ATTACHMENTS: Location Map, PUD - Master Plan, Renderings, Application, Public Notice, and Mailing List.

Location Map



CITY of BELOIT

Planning & Building Services Division

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

PUD - Master Land Use Plan Application

(Please Type or Print)

File Number: PUD-2021-02

1. Address of subject property: TBD - 1534/1540 Shore Dr/214 Beach Ave and portion of 249 Maple Ave

2. Legal description: See enclosed CSM (proposed) DP + 226 DP
If necessary attach a copy of the complete legal description.

3. Area of parcel in square feet or acres: ~51,442 sf / 1.18 acres

4. Tax Parcel Number(s): 12620165, 12620155, 12620145, 12620140, and part of 12620100

5. Owner of record: City of Beloit and Donnie & Cheryl Jackson (214 Beach Street property) Phone: _____
(Address) (City) (State) (Zip)

6. Applicant's Name: Beloit Meals on Wheels - Ellen Wiegand, Executive Director
424 College Street, Beloit, WI 53511
(Address) (City) (State) (Zip)
608-362-3683 / _____ / ellen@beloitmealsonwheels.org
(Office Phone #) (Cell Phone #) (E-mail Address)

7. All existing use(s) on this property are: vacant land

8. The applicant requests review and approval of a **PLANNED UNIT DEVELOPMENT / Master Land Use Plan**: in a(n) R-1B to be rezoned C-2 PUD Zoning District.

9. A Preapplication Conference was held on: July 2021

10. All the proposed use(s) for this property will be:
Principal use(s): Office, Warehouse & Delivery Service (~2,521 sf Building)
Secondary use(s): Parking

11. State how the proposed development differs from the type of development that would be permitted under the existing zoning regulations. _____
Residential is not permitted along Maple Avenue, and this development falls in line with what would be anticipated for redevelopment of this property with Maple Avenue frontage.

12. Describe how the proposed development provides greater benefits to the City of Beloit than an otherwise permitted development. _____
Beloit Meals on Wheels provides meal delivery service to the community, and having this location allows for greater space and ideal location to serve community.

13. Project timetable: Start date: _____ Completion date: _____

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

- () Owner
- () Leasehold, length of lease: _____
- (x) Contractual, nature of contract: Pending offer to purchase
- () 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 of Owner)	_____ (Print name)	_____ (Date)
<i>Ellen Wiegand</i>	Ellen Wiegand	11/10/21
_____ (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 & 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 \$200.00 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: <u>\$275.⁰⁰</u>	Meeting date: <u>Dec. 21, 2021</u>
No. of notices: _____	x mailing cost (\$0.50) = cost of mailing notices: \$ _____	
Application accepted by: <u>Drew Pennington</u>	Date: <u>11/15/21</u>	

COMMUNITY DEVELOPMENT DEPARTMENT

NOTICE TO THE PUBLIC

December 1, 2021

To Whom It May Concern:

Beloit Meals on Wheels has submitted an application for review and consideration of a Planned Unit Development (PUD) - Master Land Use Plan for the redevelopment of the City-owned and privately owned properties located at **(part of) 249 Maple Avenue, 1534 & 1540 Shore Drive, and 214 & 226 Beach Avenue**. A copy of the PUD - Master Land Use Plan is attached. The applicant has also submitted an application to rezone the subject properties from R-1B, Single-Family Residential District to PUD District.

This request is related to the applicant's proposed purchase and redevelopment of the above-referenced parcels into a new 2,521 square-foot office, storage, & food delivery building and related improvements as shown on the attached site plan. While 214 & 226 Beach Avenue are privately owned, the applicant is under contract to purchase 1534 & 1540 Shore Drive and part of 249 Maple Avenue from the City for this project.

The following public hearings will be held regarding these applications:

City Plan Commission: Tuesday, December 21, 2021, 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: Tuesday, January 18, 2022, at 7:00 PM, or as soon thereafter as the matter can be heard in The Forum, Beloit City Hall, 100 State Street.

We are interested in your opinion.*

***Due to the COVID-19 crisis, members of the public are highly encouraged to provide oral or written comments to the Commission and City Council via alternative means. You may mail your comments to the attention of Drew Pennington at 100 State Street or via email to penningtond@beloitwi.gov. You may also call (608) 364-6711 to provide your comments over the phone. In-person attendance at Commission and Council meetings may be limited.**

Stateline Boys & Girls Clubs, Inc
1851 Moore St
Beloit, WI 53511

School District of Beloit
1500 Fourth St
Beloit, WI 53511

Agate & Lock Properties, LLC
9531 S Hidden Creek
Beloit, WI 53511

Jason G. Barrett
3835 S Schuman Rd
Orfordville, WI 53576

John H. Jenkins et al
250 Beach Ave
Beloit, WI 53511-3406

J C. Smith Jr
244 Beach Ave
Beloit, WI 53511-3406

Manuel C. Patino
238 Beach Ave
Beloit, WI 53511

Francis E. Vance
2361 Daylily Ct
Beloit, WI 53511-7021

Donnie & Cheryl Jackson
2 Valley Rd
Beloit, WI 53511

Local 1533 Ussw Cio Trst
1620 Shore Dr
Beloit, WI 53511-3453

David & Maria Garcia
2206 W Conde St
Janesville, WI 53546

Richard & Cynthia Lounsbury
2696 Fischer Rd
South Beloit, IL 61080

Willie & Dorothy Quattlebaum
245 Beach St
Beloit, WI 53511

Freedom Property Investments, LLC
1660 Indian Rd
Beloit, WI 53511

Robert & Dennis Montgomery
233 Beach Ave
Beloit, WI 53511

Charles & Sun Nae LaPonsey
7651 Joy Ln
Roscoe, IL 61073

Andres & Antonia Aragon
242 Chestnut Ave
Beloit, WI 53511

Fortino Ramos
Margarita Bahena Barrera
240 Chestnut St
Beloit, WI 53511

Jodi L. Strosin
236 Chestnut Ave
Beloit, WI 53511



REPORT TO THE PLAN COMMISSION

Plan Commission Meeting Date: December 21, 2021

Agenda Item: 3.c.

File Number: CU-2021-10 & RPB-2021-12

General Information

Applicant: City of Beloit Water Resources Department

Owner: City of Beloit

Address/Location: 555 Willowbrook Road (Wastewater Treatment Plant)

Applicant's Request: Conditional Use Permit for an 84-foot tall biosolids silo at 555 Willowbrook Road and the review of the location and architectural design of a new public building at the Water Pollution Control Facility (WPCF)

Background

The Water Resources Division's change in how it handles biosolids requires new equipment and the construction of a new building to house the drying equipment and truck load out area. Regulation changes in sludge hauling will increase, and to take proactive measures, Water Resources will dry biosolids on site. Sludge drying will create a Class A biosolid that can be used as fertilizer with fewer restrictions, and drying reduces the volume of disposal by about 80 percent.

Section 7.3 of the Zoning Ordinance states that the maximum height restrictions in a zoning district (e.g. 75 feet in M-2) may be exceeded if reviewed and approved in accordance with the Conditional Use Permit review procedures. Also a new building is needed to house the drying equipment. Wisconsin Statutes 62.23(5) requires the location and architectural design of new public buildings to be referred to Plan Commission before it is approved by the City Council.

Staff Analysis

Existing Conditions: The subject property is a 60 acre parcel home to the Water Pollution Control Facility on the southeast side of the City just west of I-90. It is zoned M-2, General Manufacturing District.

Location and Architectural Design: The new building housing the biosolids dewatering system and dryer will be 10,891 square-feet, setback about 1,000 feet from the Willowbrook Road. The project also includes a new access road, site drainage system, and the storage silo. The proposed storage silo will be 84-feet tall. The maximum height for a structure in the M-2 zoning district is 75 feet, requiring a conditional use permit for the silo portion of the project.

The exterior of the building will be constructed using precast wall panels with a brick form liner finish, EPDM (rubber membrane) flat roofing, galvanized metal doors, and aluminum windows. Wall pack lights will be secured to the exterior walls and overhead lighting will be added to light the paved surfaces. On the attached site plan, the drying building is listed as number 90 and the silo is 91.

City of Beloit Comprehensive Plan: The City's Comprehensive Plan recommends *Institutional and Community Services* for the subject property. This request and the underlying zoning classification are consistent with this recommendation.

Review Agent Comments: The proposed CUP application was sent to the City's review agents. No comments have been submitted.

Public Comments: The attached notice was published on the City's website, published in the local newspaper, and mailed to property owners within 150 feet of the site. No comments have been received.

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

- a. *Whether the establishment, maintenance, or operation of the conditional use will be detrimental to or endanger the public health, safety, morals, comfort, or general welfare;*
 - The proposed storage silo is not expected to generate significant noise, odor, or glare.
- b. *Whether the conditional use will be injurious to the use and enjoyment of other property in the immediate or vicinity for purposes already permitted;*
 - The proposed silo is compatible with the adjacent M-2 zoned properties and industrial uses.
- c. *Whether the conditional use will substantially diminish or impair property values within the neighborhood of the subject property;*
 - The applicant's improvements will not impact the surrounding property values. The site has substantial screening with berms and evergreens on all four sides.
- d. *Whether the establishment of the conditional use will impede the normal and orderly development and improvement of the surrounding property;*
 - The proposed storage silo will not impede nearby development.
- 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 improvements are compatible with the site and will require site plan approval, architectural review, and building permits prior to starting construction
- 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 and currently serve the property.
- g. *Whether adequate measures will be taken to minimize traffic congestion; and*
 - The proposed additional silo will not cause an increase in traffic congestion.

h. *Whether the conditional use will comply with all applicable regulations of the Zoning Ordinance.*

- The proposed use will comply with all other applicable regulations.

STAFF RECOMMENDATION:

The Planning and Building Services Division recommends **approval** of a Conditional Use Permit to allow construction of an 84-foot tall biosolids silo in a M-2, General Manufacturing District and the review of the location and architectural design of a new public building at the Water Pollution Control Facility (WPCF) located at 555 Willowbrook Road, based on the above Findings of Fact and subject to the following:

Ordinance Requirements:

The following provisions of existing City Ordinances shall apply:

1. Before constructing on site, the applicant shall obtain Site Plan approval, an Architectural Review Certificate, and Building Permits as required by Code.
2. In accordance with Section 2-506 of the Zoning Ordinance, the applicant shall have twelve (12) months from the date of CUP issuance to commence use of the property, or the CUP shall lapse and be of no further effect.

Permit Conditions:

1. This Conditional Use Permit authorizes the construction of an 84-foot tall biosolid storage silo.

ATTACHMENTS: CUP Decision Form, Location Map, Site Plan, Renderings, Application, Public Notice, Mailing List, and Public Comments.

Beloit Plan Commission CUP Decision Form

When reviewing an application for a conditional use, the local government must look to the requirements and conditions found in the local zoning ordinance and determine if the applicant meets those requirements and conditions. The local government must provide **substantial evidence** supporting their decision to grant or deny the permit, and to impose additional conditions on the permit. Substantial evidence means **facts and information**, directly relating to the requirements and conditions, that a reasonable person would accept in support of a conclusion. Personal preferences and speculation are not sufficient forms of evidence. All requirements and conditions imposed by the local government must be reasonable, and to the extent practicable, measurable.

Ordinance Requirements

List ordinance requirements related to the conditional use permit:

1. Before constructing on site, the applicant shall obtain Site Plan approval, an Architectural Review Certificate, and Building Permits as required by Code
Substantial Evidence: Section 2-600 of the Zoning Ordinance requires Site Plan approval for all new structures or additions. Chapter 34 of The Architectural Review Code requires review and approval of all exterior changes to municipal and public facilities. Section 9.12 of the Building Code requires a permit to be obtained prior to the construction. There are no active permits or approvals in place for this project.
2. In accordance with Section 2-506 of the Zoning Ordinance, the applicant shall have twelve (12) months from the date of CUP issuance to commence use of the property, or the CUP shall lapse and be of no further effect.
Substantial Evidence: Standardized condition that reiterates the expiration date for unused CUP's in the Zoning Ordinance.

Permit Conditions

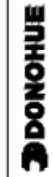
A local government is authorized to impose conditions on the permit that relate to the purpose of the ordinance. Conditions must be **reasonable**, and to the extent practicable, **measurable**. Conditions may limit the permit's duration, transfer, or renewal. List conditions imposed on the permit:

1. This Conditional Use Permit allows the construction of an 84-foot tall biosolids silo in an M-2, General Manufacturing zoning district located 555 Willowbrook Road.
 - **Substantial Evidence:** Section 7.3 of the Zoning Ordinance states that the maximum height restrictions in a zoning district may be exceeded if reviewed and approved in accordance with the Conditional Use Permit review procedures, and this condition articulates that the proposed development standard is deemed appropriate at this location based on the Findings of Fact and ordinance requirements.

Does the applicant meet **all** of the ordinance requirements? No Yes, after the steps above.



SITE ENGINEERING
 CITY OF BELOIT
 WATER POLLUTION CONTROL FACILITY
 SOLIDS HANDLING AND AERATION UPGRADES
 PROJECT LOCATION



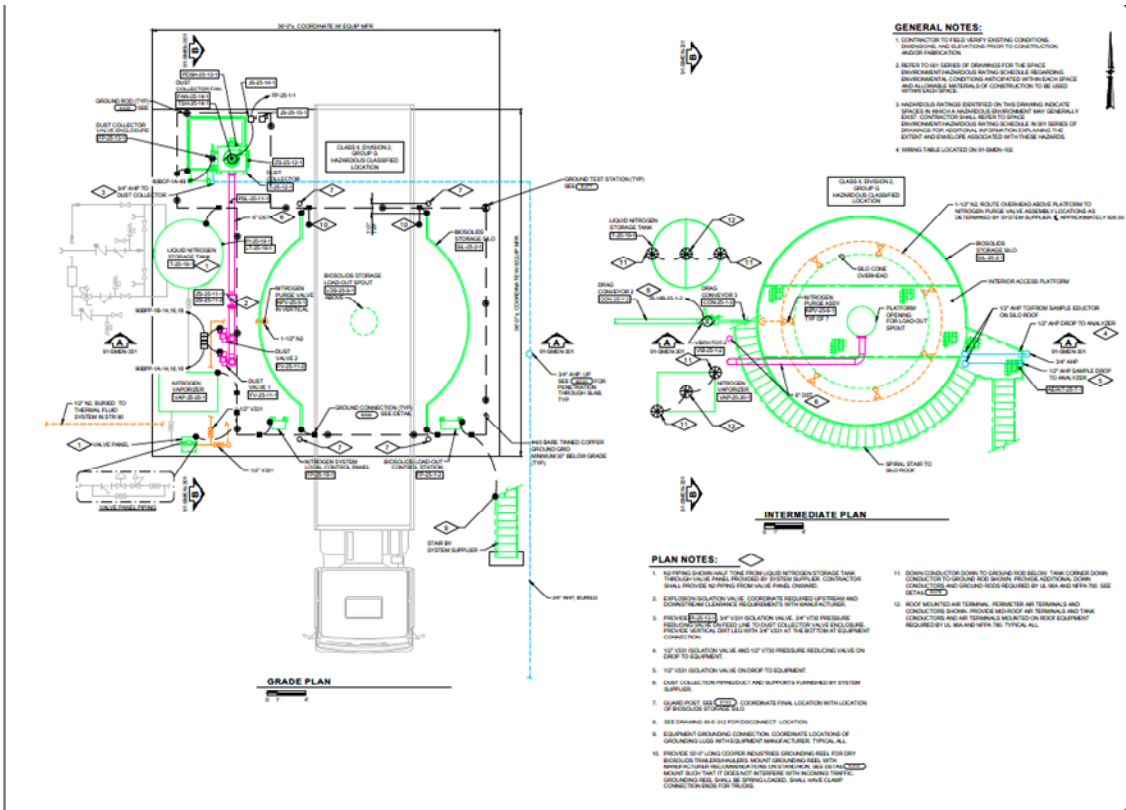
JULY 2011
 1041



SITE ENGINEERING
 CITY OF BELOIT
 WATER POLLUTION CONTROL FACILITY
 SOLIDS HANDLING AND AERATION UPGRADES
 PROJECT LOCATION



JULY 2011
 1041



- GENERAL NOTES:**
- CONTRACTOR TO FIELD VERIFY EXISTING CONDITIONS, DIMENSIONS AND ELEVATIONS PRIOR TO CONSTRUCTION AND FABRICATION.
 - REFER TO SH-1 SERIES OF DRAWINGS FOR THE SPACE ENVIRONMENT HAZARDOUS WATINGS SCHEDULE REGARDING ENVIRONMENTAL CONDITIONS AND MATERIALS TO BE USED WITHIN EACH SPACE.
 - HAZARDOUS WATINGS IDENTIFIED ON THIS DRAWING INDICATE SPACES IN WHICH A HAZARDOUS ENVIRONMENT MAY OCCUR. CONTRACTOR SHALL REFER TO SPACE ENVIRONMENT HAZARDOUS WATINGS SCHEDULE FOR ADDITIONAL INFORMATION REGARDING THE EXTENT AND ENVELOPE ASSOCIATED WITH THESE HAZARDOUS WATINGS.
 - WIRING TABLE LOCATED ON SH-100-100.

- PLAN NOTES:**
- TOPTING DOWNHOLE TIME FOR LIQUID NITROGEN STORAGE TANK THROUGH VALVE PANEL PROVIDED BY SYSTEM SUPPLIER. CONTRACTOR SHALL PROVIDE NO TYPING FROM VALVE PANEL DRAWING.
 - EXHAUSTION ISOLATION VALVE, COORDINATE EQUIPMENT (SYSTEM AND CONTROL) TO BE INSTALLED IN CONFORMANCE WITH MANUFACTURER'S REQUIREMENTS. PROVIDE LOCAL GATE LBS (20) AT THE BOTTOM AT EQUIPMENT CONNECTION.
 - 1/2" VITON ISOLATION VALVE, 3/4" VITON PRESSURE REDUCING VALVE AND 1/2" VITON PRESSURE REDUCING VALVE ON ROOF TO EQUIPMENT.
 - 1/2" VITON ISOLATION VALVE (ON ROOF TO EQUIPMENT).
 - DUST COLLECTION PRODUCT AND SUPPORTS FURNISHED BY SYSTEM SUPPLIER.
 - WHEREVER SEE [Symbol] COORDINATE FINAL LOCATION WITH LOCATION OF BIOSOLIDS STORAGE SILE.
 - SEE DRAWING M-2-210 FOR DISCONNECT LOCATION.
 - EQUIPMENT (GROUNDING CONNECTION, COORDINATE LOCATION OF GROUNDING LEADS WITH EQUIPMENT MANUFACTURER, TYPICAL ALL.
 - PROVIDE 30" UP LING COVER INDUSTRIAL GROUNDING LEAD FOR DRY BIOSOLIDS TRANSFER (EQUIPMENT MOUNT GROUNDING RIG, WITH EQUIPMENT MANUFACTURER'S REQUIREMENTS. PROVIDE 30" UP LING COVER THAT IT DOES NOT INTERFERE WITH INCLUDING TOWER'S GROUNDING LEAD. THIS IS EXCLUDED. SHALL HAVE CLEAR CONNECTIONS FOR TRUCKS.
 - DOWN CONDUCTOR DOWN TO GROUND BEE BELM TANK CORNER DOWN CONDUCTOR TO GROUND BEE BELM TANK CORNER. PROVIDE ADDITIONAL DOWN CONDUCTOR TO GROUND BEE BELM TANK CORNER AS REQUIRED BY UL 504 AND WITH THE SEE IN THE (GRADE).
 - ROOF MOUNTED AIR TERMINAL, FERRULES AND AIR TERMINALS AND TANK CONDUCTORS SHALL PROVIDE INSULATION AND AIR TERMINALS MOUNTED ON ROOF EQUIPMENT REQUIRED BY UL 504 AND WITH THE TYPICAL ALL.

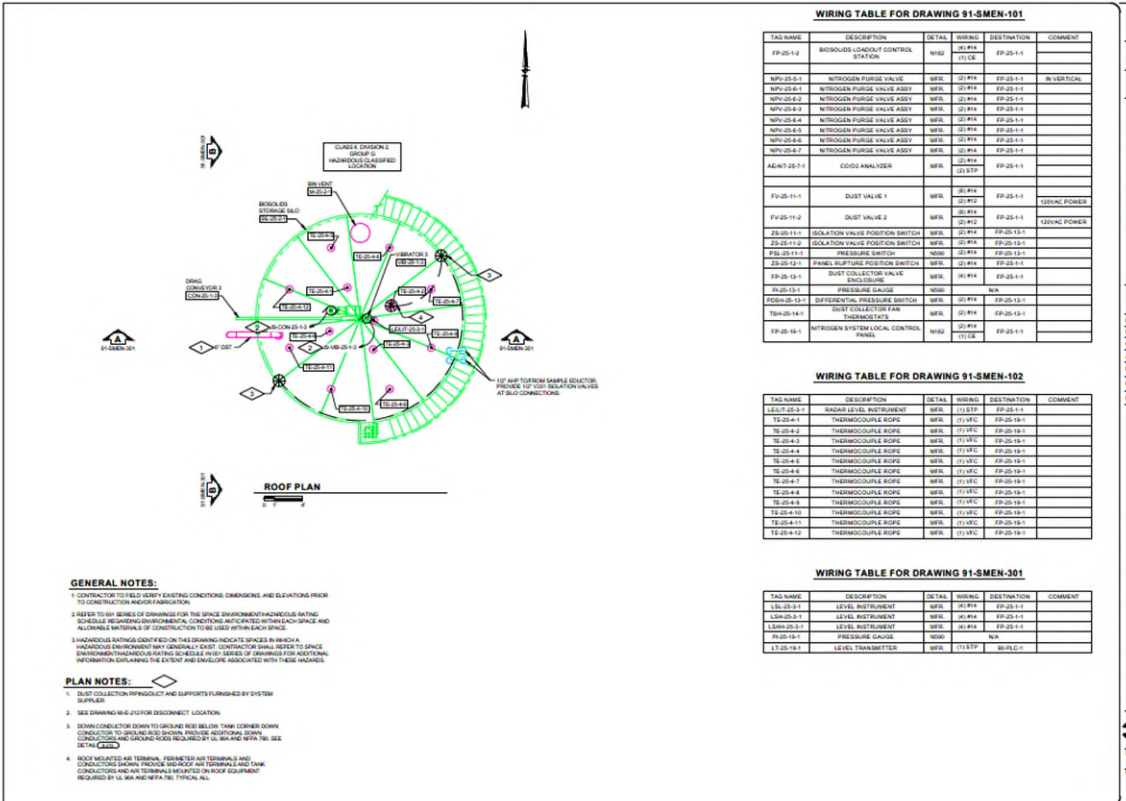
City of Beloit logo and project information:

CITY OF BELOIT
WATER POLLUTION CONTROL FACILITY
SOLIDS HANDLING AND AERATION UPGRADES
BELOIT, WISCONSIN

BIO-SOLIDS STORAGE SILO
PLANS

Design: SCHMIDT GROUP
Checked: CIL
Approved: XXX
Project No: 13842
Project Date: SEPT 2021

Donohue logo and sheet number: 91-SMEN-101



WIRING TABLE FOR DRAWING 91-SMEN-101

TAG NAME	DESCRIPTION	DETAIL	WIRING	DESTINATION	COMMENT
EP-25-1-2	BIOSOLIDS LIQUID CONTROL STATION	1/2" VITON	EP-25-1-1		
NPV-25-1-1	NITROGEN PURGE VALVE	MFR	EP-25-1-1		INVERTICAL
NPV-25-1-2	NITROGEN PURGE VALVE ASSY	MFR	EP-25-1-1		
NPV-25-1-3	NITROGEN PURGE VALVE ASSY	MFR	EP-25-1-1		
NPV-25-1-4	NITROGEN PURGE VALVE ASSY	MFR	EP-25-1-1		
NPV-25-1-5	NITROGEN PURGE VALVE ASSY	MFR	EP-25-1-1		
NPV-25-1-6	NITROGEN PURGE VALVE ASSY	MFR	EP-25-1-1		
NPV-25-1-7	NITROGEN PURGE VALVE ASSY	MFR	EP-25-1-1		
AEAT-25-7-1	CO2 ANALYZER	MFR	EP-25-1-1		
FDV-25-1-1	DUST VALVE 1	MFR	EP-25-1-1		LEADY POWER
FDV-25-1-2	DUST VALVE 2	MFR	EP-25-1-1		LEADY POWER
ISV-25-1-1	ISOLATION VALVE POSITION SWITCH	MFR	EP-25-1-1		
ISV-25-1-2	ISOLATION VALVE POSITION SWITCH	MFR	EP-25-1-1		
PSV-25-1-1	PRESSURE SWITCH	MFR	EP-25-1-1		
PSV-25-1-2	PRESSURE SWITCH	MFR	EP-25-1-1		
EP-25-1-1	PANEL FAILURE POSITION SWITCH	MFR	EP-25-1-1		
EP-25-1-1	DUST COLLECTOR VALVE SOLUCTIONS	MFR	EP-25-1-1		
EP-25-1-1	PRESSURE GAUGE	MFR	EP-25-1-1		
EP-25-1-1	DIFFERENTIAL PRESSURE SWITCH	MFR	EP-25-1-1		
EP-25-1-1	DUST COLLECTOR FAN TRANSDUCERS	MFR	EP-25-1-1		
EP-25-1-1	NITROGEN SYSTEM LOCAL CONTROL PANEL	MFR	EP-25-1-1		

WIRING TABLE FOR DRAWING 91-SMEN-102

TAG NAME	DESCRIPTION	DETAIL	WIRING	DESTINATION	COMMENT
TE-25-1-1	TEMPERATURE INSTRUMENT	MFR	EP-25-1-1		
TE-25-1-2	THERMOCOUPLE ROPE	MFR	EP-25-1-1		
TE-25-1-3	THERMOCOUPLE ROPE	MFR	EP-25-1-1		
TE-25-1-4	THERMOCOUPLE ROPE	MFR	EP-25-1-1		
TE-25-1-5	THERMOCOUPLE ROPE	MFR	EP-25-1-1		
TE-25-1-6	THERMOCOUPLE ROPE	MFR	EP-25-1-1		
TE-25-1-7	THERMOCOUPLE ROPE	MFR	EP-25-1-1		
TE-25-1-8	THERMOCOUPLE ROPE	MFR	EP-25-1-1		
TE-25-1-9	THERMOCOUPLE ROPE	MFR	EP-25-1-1		
TE-25-1-10	THERMOCOUPLE ROPE	MFR	EP-25-1-1		
TE-25-1-11	THERMOCOUPLE ROPE	MFR	EP-25-1-1		
TE-25-1-12	THERMOCOUPLE ROPE	MFR	EP-25-1-1		

WIRING TABLE FOR DRAWING 91-SMEN-301

TAG NAME	DESCRIPTION	DETAIL	WIRING	DESTINATION	COMMENT
LSM-25-1-1	LEVEL INSTRUMENT	MFR	EP-25-1-1		
LSM-25-1-2	LEVEL INSTRUMENT	MFR	EP-25-1-1		
PT-25-1-1	PRESSURE GAUGE	MFR	EP-25-1-1		
LT-25-1-1	LEVEL TRANSMITTER	MFR	EP-25-1-1		

- GENERAL NOTES:**
- CONTRACTOR TO FIELD VERIFY EXISTING CONDITIONS, DIMENSIONS AND ELEVATIONS PRIOR TO CONSTRUCTION AND FABRICATION.
 - REFER TO SH-1 SERIES OF DRAWINGS FOR THE SPACE ENVIRONMENT HAZARDOUS WATINGS SCHEDULE REGARDING ENVIRONMENTAL CONDITIONS AND MATERIALS TO BE USED WITHIN EACH SPACE.
 - HAZARDOUS WATINGS IDENTIFIED ON THIS DRAWING INDICATE SPACES IN WHICH A HAZARDOUS ENVIRONMENT MAY OCCUR. CONTRACTOR SHALL REFER TO SPACE ENVIRONMENT HAZARDOUS WATINGS SCHEDULE FOR ADDITIONAL INFORMATION REGARDING THE EXTENT AND ENVELOPE ASSOCIATED WITH THESE HAZARDOUS WATINGS.
- PLAN NOTES:**
- DUST COLLECTION PRODUCT AND SUPPORTS FURNISHED BY SYSTEM SUPPLIER.
 - SEE DRAWING M-2-210 FOR DISCONNECT LOCATION.
 - DOWN CONDUCTOR DOWN TO GROUND BEE BELM TANK CORNER DOWN CONDUCTOR TO GROUND BEE BELM TANK CORNER. PROVIDE ADDITIONAL DOWN CONDUCTOR TO GROUND BEE BELM TANK CORNER AS REQUIRED BY UL 504 AND WITH THE SEE IN THE (GRADE).
 - ROOF MOUNTED AIR TERMINAL, FERRULES AND AIR TERMINALS AND TANK CONDUCTORS SHALL PROVIDE INSULATION AND AIR TERMINALS MOUNTED ON ROOF EQUIPMENT REQUIRED BY UL 504 AND WITH THE TYPICAL ALL.

City of Beloit logo and project information:

CITY OF BELOIT
WATER POLLUTION CONTROL FACILITY
SOLIDS HANDLING AND AERATION UPGRADES
BELOIT, WISCONSIN

BIO-SOLIDS STORAGE SILO
PLANS

Design: SCHMIDT GROUP
Checked: CIL
Approved: XXX
Project No: 13842
Project Date: SEPT 2021

Donohue logo and sheet number: 91-SMEN-102

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: _____

1. **Address of subject property:** 555 Willowbrook Rd _____

2. **Legal description:** Lot 2 CSM Vol 13 pgs 268-270 _____

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):** 23131000 _____

4. **Owner of record:** City of Beloit _____ Phone: 608-364-6699

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

5. **Applicant's Name:** City of Beloit - Bill Frisbee _____

2400 Springbrook Ct	Beloit	WI	53511
(Address)	(City)	(State)	(Zip)

608-364-6699	/	608-207-0888	/	frisbeew@beloitwi.gov
(Office Phone #)		(Cell Phone #)		(E-mail Address)

6. **All existing use(s) on this property are:** wastewater treatment plant _____

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

A Conditional Use Permit for: installing a biosolids storage silo that is 84' in height _____

_____ in a(n) M-2 _____ Zoning District.

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

Principal use: wastewater treatment plant _____

Secondary use: _____

Accessory use: _____

9. Project timetable: Start date: 5/1/2022 Completion date: 12/31/2024

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

- (X) 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.

_____/ William A. Frisbee / 11/22/2021
 (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: \$275.00	Amount paid: _____ Meeting date: _____
No. of notices: _____	x mailing cost (\$0.50) = cost of mailing notices: \$ _____
Application accepted by: _____	Date: _____



CITY HALL • 100 STATE STREET • BELOIT, WI 53511
Office: 608/364-6700 • Fax: 608/364-6609
www.beloitwi.gov
Equal Opportunity Employer

NOTICE TO THE PUBLIC

December 1, 2021

To Whom It May Concern:

The City of Beloit Water Resources Department has applied for a Conditional Use Permit to allow construct an 84-foot tall biosolids storage silo in a M-2, General Manufacturing District for the property located at:

555 Willowbrook Road

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

City Plan Commission: Tuesday, December 21, 2021, 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: Tuesday, January 18, 2022, 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.*

***Due to the COVID-19 crisis, members of the public are highly encouraged to provide oral or written comments to the Commission and City Council via alternative means. You may mail your comments to the attention of Hilary Rottmann at 100 State Street or via email to rottmanh@beloitwi.gov. Public comments and public input for the public hearing will be required, in writing, by noon on the day of the meeting. You may also call (608) 364-6708 to provide your comments over the phone. In-person attendance at Commission and Council meetings will be limited.**

WILLOWBROOK STATELINE LLC
525 THIRD ST SUITE 300
BELOIT WI 53511

HO-CHUNK NATION
P O BOX 310
BLACK RIVER FALLS WI 54615



REPORT TO THE PLAN COMMISSION

Plan Commission Meeting Date: December 21, 2021

Agenda Item: 4a

File Number: CSM-2021-13

General Information

Applicant: R.H. Batterman & Co., Inc., on behalf of Beloit Meals on Wheels

Owner: City of Beloit and Donnie and Cheryl Jackson

Address/Location: 249 Maple Avenue; 1534 and 1540 Shore Drive; and 214 and 226 Beach Avenue

Applicant's Request: Two-Lot Certified Survey Map (CSM)

Staff Analysis

Background Info: R.H. Batterman & Co., Inc., on behalf of Beloit Meals on Wheels, has submitted an Application for the Review of a Minor Subdivision and a two-Lot CSM for the City-owned and privately owned properties located at 249 Maple Avenue; 1534 and 1540 Shore Drive; and 214 and 226 Beach Avenue. This project is being proposed as a Planned Unit Development (PUD) - Master Land Use Plan and PUD zoning, which are separate agenda items.

CSM Details: This request is related to the applicant's proposed purchase and redevelopment of proposed Lot 1 into a new 2,521 square-foot office, storage, and food delivery building and related improvements as shown on the attached site plan. While 214 and 226 Beach Avenue are privately owned, the applicant is under contract to purchase 1534 and 1540 Shore Drive and part of 249 Maple Avenue from the City for this project. Proposed Lot 1 is 1.18-acres in area and includes 174 feet of street frontage along Maple Avenue, 216 feet of street frontage along Shore Drive and 292 feet of street frontage along Beach Avenue. Lot 2 is one acre along Maple Ave and will be retained by the City.

Review Agent Comments: No comments have been received.

STAFF RECOMMENDATION:

The Planning and Building Services Division recommends **approval** of the attached two-Lot Certified Survey Map (CSM) for the properties located at 249 Maple Avenue; 1534 and 1540 Shore Drive; and 214 and 226 Beach Avenue, subject to the following conditions:

1. The final CSM shall be recorded at closing, as proposed Lot 1 consists of land with two distinct owners of record.
2. The final CSM shall be recorded with the Rock County Register of Deeds within one year of approval and a copy provided to the Planning and Building Services Division.

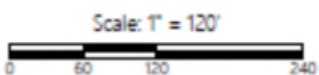
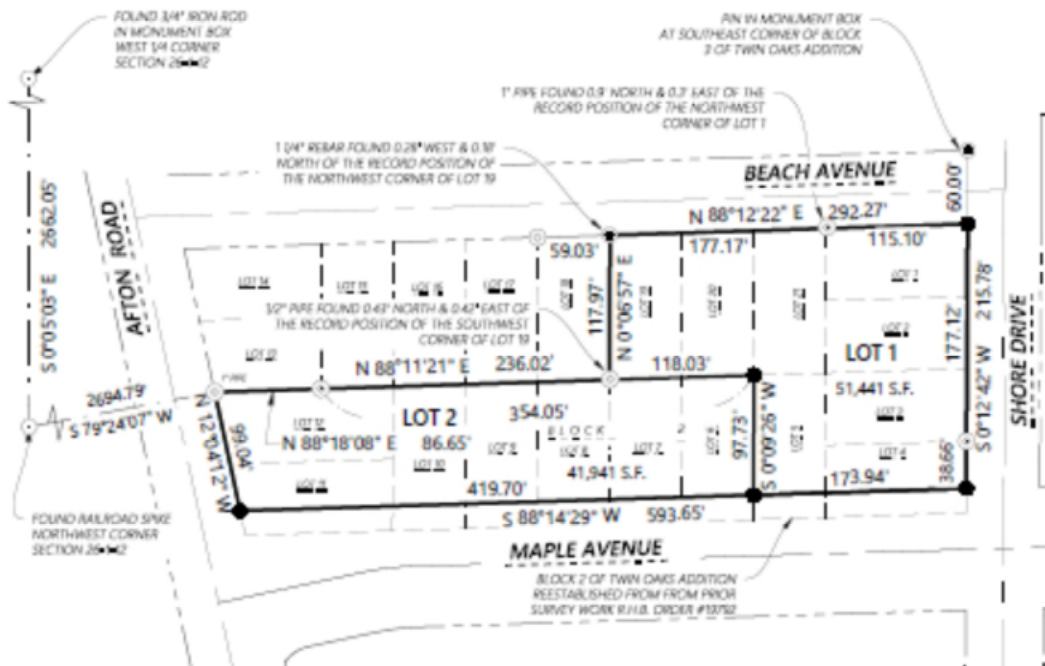
ATTACHMENTS: Location Map, Proposed CSM, Application, and Resolution.

Location Map (CSM Boundary in Blue)



PRELIMINARY CERTIFIED SURVEY MAP

OF LOTS 1 THROUGH 12 AND LOTS 19 THROUGH 21 OF
 BLOCK 2 OF TWIN OAKS ADDITION; BEING PART OF
 GOVERNMENT LOT 3 OF SECTION 26, T. 1 N., R. 12 E., OF
 THE 4TH P.M., CITY OF БЕЛОIT, ROCK COUNTY, WISCONSIN.



DISTANCE UNITS BASED ON THE UNITED STATES SURVEY FOOT

BEARINGS BASED ON THE WISCONSIN COUNTY COORDINATE SYSTEM, ROCK ZONE. THE WEST LINE OF THE NORTHWEST QUARTER BEARING S 0°05'03\"/>

MONUMENT KEY

- Iron Rebar Set
3/4" x 24" (1.5 Lbs./Pc.)
- ⊙ 3/4" Iron Rebar Found
- ⊙ Iron Pipe Found
- (XXX.XX) Record Information

ORDER NO: 33786 BOOK: SEE FILE FIELD CREW: AMK/DIE DRAWN BY: KB SHEET 1 OF 1	FOR THE EXCLUSIVE USE OF: MEALS ON WHEELS БЕЛОIT, WI 53511	<div style="display: flex; align-items: center;"> <div> Batterman engineers surveyors planners 2857 Bark Drive Beloit, Wisconsin 53511 608.365.4864 www.batterman.com </div> </div>
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File Name: 231220-33786J2766 - A1A - Maple Ave Development\SURVEY\648 DRAWING FILES

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: _____

1. Address of property: 249 Maple Ave., 1534 Shore Dr., 1540 Shore Dr., 214 Beach Ave., 226 Beach Ave.
2. Tax Parcel Number(s): 12620100, 12620140, 12620145, 12620155, 12620165
3. Property is located in (circle one): City of Beloit or Town of: Turtle; Beloit; Rock or LaPrairie
 In the Gov. 3 Quarter of Section 26, Township 1 North, Range 12 East of the 4th P.M.
4. Owner of record: City of Beloit / Donnie & Cheryl Jackson Phone: 608-364-6711
100 State Street / 2 Valley Road Beloit WI 53511
(Address) (City) (State) (Zip)
5. Surveyor's name: RH Batterman (Kristin Belongia) Phone: 608-365-4464
2857 Bartells Drive Beloit WI 53511
(Address) (City) (State) (Zip)
6. Number of new lots proposed with this land division is 3 (from 4 parcels) lot(s).
7. Total area of land included in this map: 93,384 square feet
8. Total area of land remaining in parent parcel: 0
9. Is there a proposed dedication of any land to the City of Beloit? No
10. The present zoning classification of this property is: C-2PUD
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 of applicant) (Name of applicant) (Date)

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

Review fee: \$150 plus \$10 per lot Amount paid: _____
 Scheduled meeting date: _____
 Application accepted by: _____ Date: _____

RESOLUTION
APPROVING A TWO-LOT CERTIFIED SURVEY MAP
FOR THE PROPERTIES LOCATED AT 249 MAPLE AVENUE; 1534 AND 1540 SHORE DRIVE;
AND 214 AND 226 BEACH AVENUE

WHEREAS, Section 12.05(1)b of Chapter 12 of the Code of General Ordinances of the City of Beloit entitled “*Subdivision and Official Map Ordinance*” authorizes the City Plan Commission of the City of Beloit to approve, conditionally approve, or reject any minor subdivision of land within the jurisdiction of the City; and

WHEREAS, the attached two-lot Certified Survey Map for the properties located at 249 Maple Avenue; 1534 and 1540 Shore Drive; and 214 and 226 Beach Avenue, containing 2.14 acres, is located within the jurisdiction of the City of Beloit; and

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

LOTS 1 THROUGH 12 AND LOTS 19 THROUGH 21 OF BLOCK 2 OF TWIN OAKS ADDITION;
BEING PART OF GOVERNMENT LOT 3 OF SECTION 26, TOWNSHIP 1 NORTH, RANGE 13
EAST, OF THE 4TH P.M., CITY OF БЕЛОIT, ROCK COUNTY, WISCONSIN.

NOW, THEREFORE, BE IT RESOLVED THAT the Plan Commission of the City of Beloit does hereby conditionally approve the attached two-lot Certified Survey Map for the properties located at 249 Maple Avenue;, 1534 and 1540 Shore Drive; and 214 and 226 Beach Avenue, subject to the following conditions:

1. The final CSM shall be recorded at closing, as proposed Lot 1 consists of land with two distinct owners of record.
2. The final CSM shall be recorded with the Rock County Register of Deeds within one year of approval and a copy provided to the Planning and Building Services Division.

Adopted this 21st day of December, 2021.

PLAN COMMISSION

Tim Weeden, Chairman

ATTEST:

Julie Christensen
Community Development Director



REPORT TO THE PLAN COMMISSION

Plan Commission Meeting Date: December 21, 2021

Agenda Item: 4.b.

File Number: ANX-2021-05

General Information

Applicant: Mary Shepherd

Owner: Shepherd Family Revocable Trust

Address/Location: 1022 Froebel Drive

Applicant's Request: Petition for (Direct) Annexation for the property located at 1022 Froebel Drive in the Town of Beloit.

Jurisdiction: Town of Beloit

Staff Analysis

Existing Conditions: The applicant resides in the existing single-family dwelling on the subject property. The existing septic system on the subject property will eventually need to be replaced. Therefore, the applicant would like to be connected to the City's sanitary sewer system before septic system failure. The subject property must be located in the City in order to connect to the City's sewer system.

Surrounding Land Use and Zoning: The subject property is zoned R1, Single-Family Residential District (Town Zoning). The attached Location and Zoning Map shows the location of this property and the zoning of the surrounding area. The adjacent zoning and land uses are as follows:

- North: R1, Single-Family Residential District, Single-Family Dwelling (TOB)
- South: PUD, Planned Unit Development, Multi-Family Residential Uses (COB)
- East: R1, Single-Family Residential District, Single-Family Dwelling (TOB)
- West: R-1A, Single-Family Residential District, Single-Family Dwelling (COB)

Municipal Utilities: The City has an existing sanitary sewer main in Froebel Drive and acquired right-of-way in front of 1022 Froebel Drive during 1014 Froebel Drive's 2018 annexation. The subject property is located within the City's 208 Sewer Service Area. Rock County's 208 Water Quality Plan specifies that this area will be served by the City's public sanitary sewer system.

City of Beloit Comprehensive Plan and Strategic Plan: The Future Land Use Map recommends Single-Family Residential – Urban uses for the subject property. The proposed annexation and sewer connection are consistent with this recommendation. This request supports Strategic Goal #1 by creating and sustaining safe and healthy neighborhoods and Goal #5 by creating and sustaining high quality infrastructure and connectivity.

Boundary Continuity: The subject property is currently contiguous to the City of Beloit because of a previous annexation of 1014 Froebel Drive. The Wisconsin Department of Administration’s Municipal Boundary Review Office and the Town of Beloit Clerk have been notified of this annexation request.

Future Zoning Classification: When property is annexed to the City, a temporary zoning classification must be assigned until an Ordinance approving a Zoning Map Amendment is adopted by the City Council. Staff recommends that the temporary zoning classification for this property be R-1A, Single-Family Residential District, because of the size, location, and surrounding land uses of the property. A Zoning Map Amendment with a recommendation for a permanent zoning classification will be processed by staff in the near future.

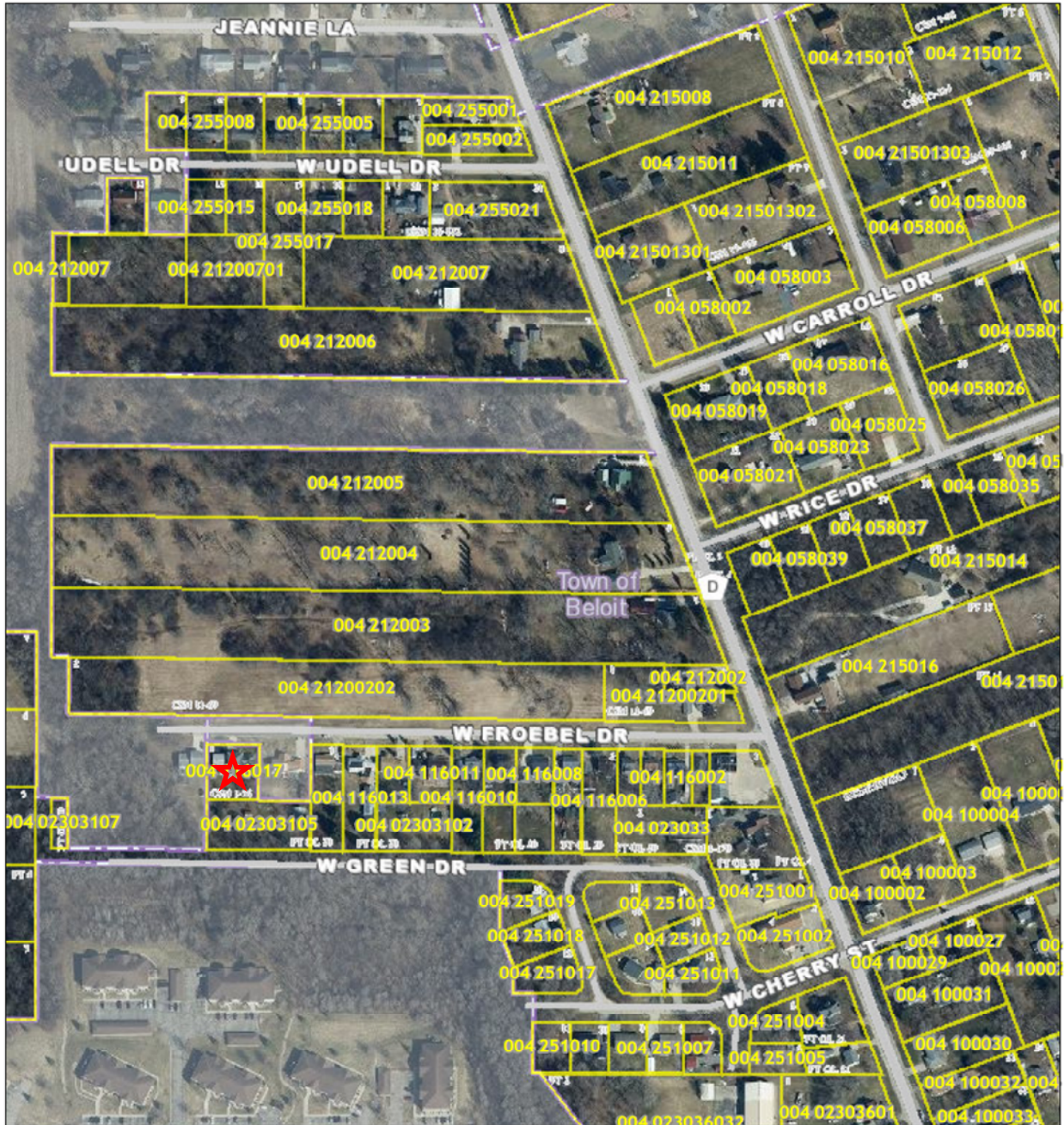
Sustainability Criteria: A reduction in the number of septic systems located in urbanized areas will reduce groundwater contamination. The provision of sewer service will satisfy the owner’s need for a healthy and sanitary dwelling.

STAFF RECOMMENDATION:

The Planning and Building Services Division recommends approval of the attached Petition for Annexation to the City of Beloit for the property located at 1022 Froebel Drive in the Town of Beloit and assignment of a temporary zoning district classification of R-1A, Single-Family Residential.

ATTACHMENTS: Location Map, Petition for Annexation, and Plat.

LOCATION MAP





**PETITION FOR ANNEXATION AND/OR ATTACHMENT
TO THE CITY OF БЕЛОИТ**

Address of Property: 1022 W. Froebel Dr. Beloit, WI 53511

Property is located in (circle one): Town of Turtle **Town of Beloit**

If applicable, please circle the Town of Turtle island in which the property is located:

Lindale Place Turtle Ridge Sherwood Drive **N/A**

If this property is located within the Town of Turtle, is it located within the **Boundary Adjustment Area** as outlined in the Cooperative Boundary Agreement between the City of Beloit and Town of Turtle? (If you are not sure, please leave blank for Planning staff to answer.) **YES** **NO**

The current population or territory to be annexed and/or attached is 2 persons.

We the undersigned, constituting all of the owners of the real property in Rock County, Wisconsin, lying contiguous to the City of Beloit, or lying in a town island, respectfully petition the City Council of the City of Beloit to annex the territory described and shown on the attached scale map to the City of Beloit, Rock County, Wisconsin. (Plat of Annexation or Attachment must include a legal description of the subject property.)

We the undersigned, elect that this annexation shall take effect to the full extent consistent with outstanding priorities of other annexation, incorporation or consolidation proceedings, if any.

We further respectfully request that this property be zoned City of Beloit.

Owner/Petitioner Signature:	Print Name:	Address:	Date:
<u>Mary Shepherd</u>	<u>Mary Shepherd</u>	<u>1022 W. Froebel Dr</u>	<u>11-18-21</u>

Personally came before me this 18 day of November, 2021, the above named, Mary Ellen Shepherd to me known to be the persons who executed the foregoing instrument and acknowledged the same.

Lisa A. Mianech
Notary Public, Rock County, Wisconsin (SEAL)

My Commission is permanent or expires on: 12/25/2021

COMMUNITY DEVELOPMENT DEPARTMENT

Memorandum

TO: Plan Commissioners
DATE: December 20, 2021
FROM: Julie Christensen, Community Development Director
RE: Ordinance 3727

On December 8, 2021, the Plan Commission made a motion to approve Ordinance 3737, the medical facility ordinance amendment to allow medical facilities to be permitted by right in the C-1, Office District, and CBD-1, Central Business District-Core. The motion failed (3-3), with Commissioners Ramsden, Robson, and Toral voting against.

After much discussion, the motion for approval of the ordinance was reconsidered, with a motion being made by Commissioner Ramsden, seconded by Commissioner Robson to reconsider. This was allowable due to the fact that the two Commissioners were on the prevailing side of the original motion. That motion passed by a vote of 6-0.

However, the Commission never actually reconsidered the item, as there was no motion to approve/deny Ordinance 3727, following the approval of the action to reconsider. The item has been added to your agenda to allow you to take the vote on Ordinance 3727. The ordinance is attached.

ORDINANCE NO. 3727

AN ORDINANCE TO AMEND THE TABLE IN SECTION 6.1-1 OF CHAPTER 19 OF THE CODE OF GENERAL ORDINANCES OF THE CITY OF БЕЛОIT PERTAINING TO ZONING OF MEDICAL FACILITY USES IN THE C-1 AND CBD-1 ZONING DISTRICTS

The City Council of the City of Beloit, Rock County, Wisconsin do ordain as follows:

Section 1. Table 6.1-1 of the Zoning Ordinance, Chapter 19 of the Code of General Ordinances of the City of Beloit, is hereby amended to include the following amendment under *Institutional and Civic Use Categories*:

Use Category	Specific Use Type	Residential				Commercial				Mfg.		Conditions	
		R 1 A	R 1 B	R 2	R 3	R 4	C 1	C 2	C 3	C B D 1	C B D 2		M 1
<i>Institutional and Civic Use Categories</i>													
Medical Facility		-	-	-	C	C	P	P	P	P	P	-	-

Section 2. If any section, clause, provision or portion of this ordinance is judged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the ordinance shall remain in force and not be affected by such judgment.

Section 3. This ordinance shall be in force and take effect upon passage and publication.

Adopted this ____ day of _____, 2021.

CITY COUNCIL FOR THE CITY OF БЕЛОIT

By: _____
Clinton Anderson, President

ATTEST:

By: _____
Marcy J Granger, City Clerk-Treasurer

PUBLISHED: _____

EFFECTIVE DATE: _____

01-611100-5231- _____

Ch. 19 - 6.1.1 Medical Facilities = ORD 20210920 (21-1128)