



**PUBLIC NOTICE & AGENDA
BELOIT PLAN COMMISSION
City Hall Forum - 100 State Street, Beloit, WI 53511
7:00 PM
Wednesday, August 3, 2022**

1. CALL TO ORDER AND ROLL CALL
2. MINUTES
 - 2.a. Consideration of the minutes of the July 20, 2022 Plan Commission minutes
[Attachment](#)
3. PUBLIC HEARINGS
 - 3.a. Consideration of an Ordinance to amend Section 6.2.11(b)(4) and (6) of the Zoning Ordinance, Chapter 19 of the Code of General Ordinances and Section 12.08(4) of the Subdivision Ordinance, Chapter 12 of the General Ordinances of the City of Beloit pertaining to minimum dwelling standards and lot sizes
[Attachment](#)
4. REPORTS
 - 4.a. Discussion of potential comprehensive plan amendments to allow for additional affordable housing in the City of Beloit (this will be handed out at the meeting)
5. STATUS REPORT ON PRIOR PLAN COMMISSION ITEMS
 - Easement over Chester Square Parking Lot*
 - Easement in the Back Street right-of-way*
6. FUTURE AGENDA ITEMS
 - Conditional Use Permit Ordinance*
 - Architectural Review Ordinance*
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, July 20, 2022**

1. CALL TO ORDER AND ROLL CALL

Chairperson Weeden called the meeting to order at 7:00 PM. Chairperson Weeden, Commissioners Ramsden, Jacobsen, Finnegan, and Anderson were present. Commissioner Toral, Commissioner Janke, and Councilor Dunkin were absent.

2. MINUTES

2.a. Consideration of the minutes of July 6, 2022 Plan Commission meeting

Motion was made by Commissioner Jacobsen seconded by Commissioner Ramsden to approve the minutes. Motion prevailed, voice vote (5-0).

3. PUBLIC HEARINGS

3.a. Consideration of a Resolution approving an Extraterritorial Preliminary Plat of Blackhawk Reserve in the Town of Beloit

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

Chairperson Weeden was wondering if the final plat would come back to Plan Commission. Ms. Christensen said that the final plat will come back to Plan Commission as they are the recommending authority. The Final Plat is approved by City Council. Chairperson Weeden asked if the staff recommendations could be communicated to the Town of Beloit. Ms. Christensen said that Drew Pennington, Director of Planning and Building Services, will communicate this back to the surveyor, and they will communicate it to the Town of Beloit.

Chairperson Weeden opened and closed the Public hearing.

Commissioner Anderson moved to approve the Resolution for an Extraterritorial Preliminary Plat, seconded by Commissioner Jacobsen. Motion prevails, voice vote (5-0).

3.b. Consideration of a Resolution approving an Extraterritorial Preliminary Plat of Riverstone in the Town of Beloit

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

Commissioner Anderson announced that he would be abstaining and left the room.

Chairperson Weeden asked if the reason why there has not been any development in the past was because of the bedrock issue preventing public sewer. Ms. Christensen said when they did the sewer and water project in the Town of Beloit in the last few years, water and sewer were installed to serve this area.

Chairperson Weeden opened and closed the public hearing.

Commissioner Ramsden move to approve the Resolution for an Extraterritorial Preliminary Plat, seconded by Commissioner Finnegan. Motion prevails, voice vote (4-0).

3.c. **Consideration of a Conditional Use Permit to allow an outdoor seating area in a CBD-1, Central Business District-Core District, on the property located at 530 East Grand Avenue**

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

Chairperson Weeden asked if the Fire Department's issues have been addressed. Ms. Christensen said that they will ensure that their comments are addressed as it is developed, if it is approved. Chairperson Weeden asked if the Architectural Review Code requires the gravel surface to be paved. Ms. Christensen said it is not required to be paved. Commissioner Anderson asked whether the area was required to be handicapped accessibility. Ms. Christensen said that on the outdoor seating area does not have to be handicapped accessible as long as the main part of the business is handicapped accessible, although their plan does indicate that it is accessible for wheelchairs.

Chairperson Weeden opened the public hearing.

Levi Anderson, 530 E Grand Ave, stated that the incline takes about 8 feet and it is about a foot up, and there is only seating up there and there is not restaurant service. He explained that he tested it, and a wheelchair is able to navigate the incline.

Commissioner Ramsden asked the applicant if he owns the building. Mr. Anderson, the applicant, said that he is leasing the building to own it, and will own it in three years. Commissioner Ramsden asked if the applicant if he owned the second floor where there is residential area. Mr. Anderson said it will be a part of the entire purchase, and he currently lives on that floor by himself. Commissioner Ramsden asked if there were any rental units up there. Mr. Anderson, the applicant, said there is not, but in the future, he would like to have some. Commissioner Ramsden asked if there would be people up there that would be bothered by the noise. Mr. Anderson, the applicant, said that there will not be.

Chairperson Weeden asked if the applicant if he read, understood, and agreed to the conditions. Mr. Anderson said yes he does.

Chairperson Weeden closed the public hearing.

Commissioner Finnegan move to approve the Conditional Use Permit, seconded by Commissioner Jacobsen. Motion prevails, voice vote (5-0).

- 3.d. **Consideration of a Conditional Use Permit to allow a drive-through use in a C-2, Neighborhood Commercial District, for the property located at 2680 Cranston Road**
Julie Christensen, Community Development Director, presented the staff report and recommendation. Ms. Christensen said that the Applebee's representative could not attend the meeting, but was available for a call, if needed.

Commissioner Anderson expressed a concern about approving this Conditional Use Permit, based on the fact that it is Applebee's. If Plan Commission approves the Conditional Use Permit and another restaurant came in and occupied the property, Plan Commission would not have another look at the drive-through. He was concerned that if a higher-intensity user like Burger King came in, the drive-through as proposed could be problematic. Ms. Christensen explained that if the applicant changed the approved Conditional Use Permit, it would need to come back to Plan Commission if it is a major change. For example, if an order box was added, that would change the drive-through requirements.

Commissioner Anderson asked if maybe angle parking would help elevate the parking issue, so no one backs into anyone in the drive-through.

Chairperson Weeden opened and closed the public hearing.

Commissioner Ramsden made a motion to approve the Conditional Use Permit with findings of fact as recommended and that angled parking be considered to alleviate the potential of someone backing into someone else in the drive-through, seconded by Commissioner Anderson. Motion prevails, voice vote (5-0).

- 3.e. **Consideration of an Ordinance to amend Section 6.2.11(b)(4) and (6) of the Zoning Ordinance, Chapter 19 of the Code of General Ordinances and Section 12.08(4) of the Subdivision Ordinance, Chapter 12 of the General Ordinances of the City of Beloit pertaining to minimum dwelling standards and lot sizes**
Drew Pennington, Director of Planning and Building Services, presented the staff report and recommendation.

Commissioner Ramsden asked Mr. Pennington what price the tiny homes would be sold at. Mr. Pennington said the 800-1,000 foot range, and that range of homes is what is really needed in Beloit. Commissioner Ramsden asked what price the houses would

sell for. Mr. Pennington said it would depend on the details and design features. Commissioner Ramsden asked if he knew of any other communities that has this ordinance. Mr. Pennington said that there are other communities that have, and some have made them a Permitted Use with a large Comprehensive Ordinance. Commissioner Ramsden asked if there are any studies done on the effective property values in those neighborhoods. Mr. Pennington said he is unaware of any, but City staff could look into that.

Commissioner Anderson asked if the ordinance prohibits people from adding another housing unit on their property. Mr. Pennington said that if it met all the setbacks and off-street parking and rental standards, it is possible the applicant could build an additional structure. Commissioner Anderson asked if it would need to be a part of PUD, and go through the Plan Commission. Mr. Pennington said that is correct and will not permit any new uses. Ms. Christensen said each neighborhood is different, and there are some single-story neighborhoods with houses less than 1,000 square feet, such as the old Beloit mall. Those houses are non-conforming at this time due to their size.

Chairperson Weeden asked how that PUD process would work with the infill type of residential neighborhoods that Ms. Christensen mentioned. Mr. Pennington said that if there is a vacant lot in that area, they could submit a PUD application and would have to submit plans. Chairperson Weeden asked if it could be a small single lot. Mr. Pennington said it could be a single lot or 15 acres.

Commissioner Finnegan said that there are many single lots that are not up to code. Commissioner Jacobsen asked if there would be a minimum standard size lot before the applicant can build on it, and would they just have to meet setback standards. Mr. Pennington said that it would be up to Plan Commission and City Council. Chairperson Weeden asked when Mr. Pennington was drafting the Tiny Homes Ordinance who was he targeting. Mr. Pennington said the average sales price for a single family home is \$136,000, and the minimum square footage multiplied by the cost is \$175,000, so essentially a new home is tough to buy under \$300,000.

Chairperson Weeden said if you go online and google tiny homes a lot of the uses come up targeting homeless folks, and would that be precluded or up to Plan Commission and City Council for the PUD process. Mr. Pennington said if someone wanted to do a tiny home village they would have to come up with a request for a PUD, and present it to the Plan Commission for consideration.

Chairperson Weeden opened the public hearing.

Ann Sitrick Joyce, 1701 E Williams Drive, representing Beloit Area Taskforce for Homelessness, said she supports this item and in the community, there are over 800

people on waiting list, waiting for a place to live and 60 percent are employed and do not have the adequate income to be able to rent in some of the apartments or homes.

Chairperson Weeden closed the public hearing.

Plan Commission laid the item over until the next meeting on August 3rd, 2022.

4. **REPORTS**

4.a **Consideration of a request for an underground electric and communication easement over the City-owned property located at 534 Fourth Street**

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

Commissioner Finnegan moved to approve the easement, seconded by Commissioner Jacobsen. Motion prevails, voice vote (5-0).

4.a. **Consideration of a request for an access and utility easement over City-owned property located in the back Street right-of-way and on a small portion of 534 Fourth Street**

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

Commissioner Ramsden moved to approve the utility easement, seconded by Commissioner Anderson. Motion prevails, voice vote (5-0).

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

No updates were provided.

6. **FUTURE AGENDA ITEMS**

Julie Christensen outlined the future agenda items.

7. **ADJOURNMENT**

Commissioner Anderson moved to adjourn the meeting, seconded by Commissioner Finnegan at 8:25 PM. Motion carried, voice vote (5-0).

Tim Weeden, Chairperson



REPORT TO THE PLAN COMMISSION

Plan Commission Meeting Date: August 3, 2022

Agenda Item: 3a

File Number: ZTA-2022-01

General Information

Request: Consideration of an Ordinance to amend Sections 6.2.11(b)(4) and (6) of the Zoning Ordinance, Chapter 19 of the Code of General Ordinances pertaining to minimum dwelling width and floor area and Section 12.08(4) of the Subdivision Ordinance, Chapter 12 of the Code of General Ordinances pertaining to minimum lot size.

Background: The purpose of the proposed Ordinance is to amend two sections of the Zoning Ordinance to allow the width of new dwellings to be narrower than 25 feet and the floor area of new single and two-family dwellings to be less than 1,000 square feet with Plan Commission and City Council approval of a Planned Unit Development (PUD) Master Land Use Plan and PUD zoning. As drafted by City staff to promote housing affordability, the proposed Ordinance would create a framework for approval of smaller single-family dwellings of any size with PUD approval.

Staff Analysis

If the proposed Ordinance is adopted, new single-family dwellings of any size could be constructed on freestanding lots, added to existing single-family properties with adequate space as accessory dwelling units, or clustered together on larger parcels as part of a larger housing initiative. These smaller dwellings could include units commonly referred to as small or tiny homes, but could also include freestanding ranch homes under 1,000 square feet that have been prohibited by the City's Ordinance for more than 20 years. The City has entire neighborhoods of ranch homes in the 800-999 square-foot range that were built primarily in the 1950's through the 1980's. New single-family homes in the City are selling at a price of approximately \$175 per square foot. Therefore, the current minimum floor area of 1,000 square feet in the Ordinance means that the minimum price of a new single-family home in the City is \$175,000, which is out of reach for the majority of Beloit residents. The City's annual Housing Affordability Report and a recent Housing Demand Analysis commissioned by the Greater Beloit Economic Development Corporation both document the need for a substantial increase in the supply of new homes of various types and price points to meet demand.

All of the above possible scenarios involving new homes under 1,000 square feet would require neighbor notification and public hearings for each project. The PUD process involves formally rezoning the subject property from its base zoning district to PUD. Each submittal would be reviewed by the Plan Commission and City Council on a case-by-case basis, and conditions of

approval could be imposed as part of that process. For example, when reviewing proposed accessory dwelling units (ADU), Planning staff may recommend conditions of approval establishing a maximum occupancy or owner-occupancy of either the principal single-family dwelling or accessory unit to promote long-term stability. PUD proposals for small homes or ADU's could include conditions establishing a minimum rental period of monthly or longer if needed for the circumstances. All PUD proposals would need to be consistent with the Future Land Use Map of the Comprehensive Plan, to ensure that land use compatibility is achieved.

Every new dwelling would still need to meet or exceed minimum building setbacks based upon the classification of the building (principal or accessory), provide off-street parking spaces, and comply with the state building code relating to construction standards. Mobile homes, trailers, portable units, and recreational vehicles would be not eligible for approval.

The proposed Ordinance also amends one section of the Subdivision Ordinance to eliminate the minimum lot size for lots in cluster subdivisions to achieve consistency with existing provisions of the Zoning Ordinance. Approvals could be granted for one specific parcel, a group of adjacent parcels, or a large tract of land proposed to be subdivided through a preliminary or final plat. Although none have been proposed, the Zoning Ordinance already allows cluster subdivisions that waive minimum lot sizes if overall density is maintained, and the PUD process can already be utilized to change minimum lot dimensions and maximum density.

This item must be considered by the Plan Commission as the proposed Ordinance amends the Zoning Ordinance. All required public notices have been posted and distributed. Planning staff received public comments regarding the proposed Ordinance, which are attached.

STAFF RECOMMENDATION:

The Planning and Building Services Division recommends **approval** of the attached Ordinance to amend Sections 6.2.11(b)(4) and (6) of the Zoning Ordinance, Chapter 19 of the Code of General Ordinances pertaining to minimum dwelling width and floor area and Section 12.08(4) of the Subdivision Ordinance, Chapter 12 of the Code of General Ordinances pertaining to minimum lot size.

ATTACHMENTS: Proposed Ordinance and Public Notice

ORDINANCE NO. 3755

AN ORDINANCE TO AMEND SECTIONS 6.2.11(B)(4) AND (6) OF THE ZONING ORDINANCE, CHAPTER 19 OF THE CODE OF GENERAL ORDINANCES AND SECTION 12.08(4) OF THE SUBDIVISION ORDINANCE, CHAPTER 12 OF THE CODE OF GENERAL ORDINANCES OF THE CITY OF БЕЛОIT PERTAINING TO MINIMUM DWELLING STANDARDS AND LOT SIZES

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

Section 1. Sections 6.2.11(b)(4) of the Zoning Ordinance, Chapter 19 of the Code of General Ordinances of the City of Beloit, is hereby amended to read as follows:

- "4. Minimum Width. The street side of every dwelling shall be not less than 25 feet in width unless a narrower width is approved as a planned unit development pursuant to sections 2-400 and 5-300 of this chapter. Only one street side of a dwelling on a corner lot need be 25 feet in width. Attached garages, carports and open decks shall not be included in the measurement of the width of the street side of a dwelling."

Section 2. Sections 6.2.11(b)(6) of the Zoning Ordinance, Chapter 19 of the Code of General Ordinances of the City of Beloit, is hereby amended to read as follows:

- "6. Minimum Floor Area. Every single-family dwelling and duplex dwelling unit shall contain a minimum gross floor area of at least 1,000 square feet unless a smaller floor area is approved as a planned unit development pursuant to sections 2-400 and 5-300 of this chapter."

Section 2. Section 12.08(4) of the Subdivision Ordinance, Chapter 12 of the Code of General Ordinances of the City of Beloit, is hereby amended to read as follows:

- "4. LOT SIZE. The ~~minimum and~~ maximum lot sizes within a cluster subdivision shall be ~~6,000 square feet and 2 acres~~ respectively. The aggregate number and sizes of lots must be adequate to meet all required density limits as established in the respective zoning district in which the cluster development is located."

Section 3. 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 4. This ordinance shall be in force and take effect upon passage and publication.

Adopted this _____ day of _____, 2022.

CITY COUNCIL FOR THE CITY OF БЕLOIT

Regina Dunkin, President

ATTEST:

Marcy Granger, City Clerk-Treasurer

PUBLISHED: _____

EFFECTIVE DATE: _____

01-611100-5231- _____

COMMUNITY DEVELOPMENT DEPARTMENT

NOTICE TO THE PUBLIC

July 21, 2022

To Whom It May Concern:

The Beloit Plan Commission and City Council are considering an Ordinance to amend two sections of the Zoning Ordinance of the City of Beloit to allow the width of new dwellings to be narrower than 25 feet and the floor area of new single and two-family dwellings to be less than 1,000 square feet with Plan Commission and City Council approval of a Planned Unit Development (PUD) Master Land Use Plan and PUD zoning. As drafted by City staff to promote housing affordability, the proposed Ordinance would create a framework for review and approval of smaller dwellings commonly referred to as small homes, tiny homes, or accessory dwelling units. If the proposed Ordinance is adopted, new single-family dwellings of any size could be constructed on freestanding lots, added to existing single-family properties with adequate space, or clustered together on larger parcels as part of a larger housing initiative. All of the above possible scenarios would require neighbor notification and public hearings for each project. The PUD process involves formally rezoning the subject property from its base zoning district to PUD if the proposed use is consistent with the City's long-term land use plans. Every new dwelling would still need to meet minimum building setbacks, off-street parking requirements, and the state building code. The proposed Ordinance also amends one section of the Subdivision Ordinance to eliminate the minimum lot size for lots in cluster subdivisions to achieve consistency with existing provisions of the Zoning Ordinance.

The following public meetings will be held regarding the proposed Ordinance:

City Plan Commission: Wednesday, August 3, 2022, 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, September 6, 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.*

***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.**

ZTA-2022-01, Housing Flex Ordinance Working File

Pennington, Drew

From: mbgliebe@charter.net
Sent: Monday, July 11, 2022 4:42 PM
To: Pennington, Drew
Subject: Tiny House Ordinance

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

To Beloit City Plan Commission and City Council Members,

The proposed ordinance to allow smaller housing be constructed in the City of Beloit has my support. As board chair for Family Promise of Greater Beloit, a shelter for families facing homelessness in Beloit, I see first-hand how the lack of affordable housing in our community hinders families. Those who have faced the trauma of homelessness and have worked hard to begin a life of self sufficiency are often unable to do so as there is just no affordable housing available.

Smaller dwellings are more affordable to rent, and even affordable to own, allowing families to develop generational wealth and equity and pride in their achievements.

Thank you,
Merry Beth Gliebe
Board Chair
Family Promise of Greater Beloit
815-298-4393

Pennington, Drew

From: Jenny Hoople <jenny@jennyhoople.com>
Sent: Wednesday, June 29, 2022 6:42 AM
To: Pennington, Drew
Subject: Yes to Tiny houses

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100% Yes Please to the passing of the Tiny House ordinance. Thanks for taking our opinions!

Jenny Hoople
1300 Strong Ave, Beloit.

Pennington, Drew

From: Chuck Jeffers <chuckjeffers777@gmail.com>
Sent: Saturday, July 9, 2022 6:30 AM
To: Pennington, Drew
Subject: Tiny houses

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Good morning drew, I have been a long time building contractor in the state line area for many years. Having built multiple spec and rehabs. I was one of the first in Beloit to build on abandoned empty lots, I believe I did four, Steve Greg helped me with this. Also did many houses with nhs with Christine schlicting . I think the small homes idea is a fantastic idea and have wanted to see the ordinances changed for many years. I think a 800 sq ft minimum on single homes would be great. Steve as the population gets older we need this type of housing for seniors, and couples say with one to two kids. This housing value boom we'll not continue, it can't! Majority of the population can not afford these housing prices, and the ones who do are overextended, depending on two incomes and living on credit. I always had a vision of a 55 and over development with 800 sq ft two bedroom home and 600 sq ft one bedroom duplexes on small lots with nice green spaces and walk and bike paths. We could also take some of the run down inner city neighborhoods and do the same thing for younger people. With the way the world's going especially global warming changes need to be made(less space to heat and cool). I am looking forward to following this ! I think it's the best idea the city has come up with in years. Drew over the years you helped me out on a couple of building issues, I really appreciated it. Keep up the great work. Sincerely, chuck Jeffers

Pennington, Drew

From: Kristina Van Horn <kristina.vanhorn@yahoo.com>
Sent: Tuesday, June 28, 2022 4:54 PM
To: Pennington, Drew
Subject: Tiny Homes

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Hi, I saw you're accepting opinions regarding tiny homes in Beloit. I don't have much to say on the matter other than please allow it!!! They are a great eco-conscious and fiscally responsible housing option. I am surprised and disappointed to learn they aren't already legal here.

Kristina Van Horn Cook

Pennington, Drew

From: Jeff Hoyt <jeffhoyt88@gmail.com>
Sent: Tuesday, July 12, 2022 4:17 PM
To: Pennington, Drew
Subject: Tiny Homes

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

To the Planning Commission at Large;

The notion of Tiny Homes is rooted in good intentions. However, as is often the case, good intentions breed unintended consequences. In this instance, Tiny Homes will not serve the local populace but rather will serve as a magnet for more localized poverty and, likely, a greater strain on the local school system and a negative impact on overall property values.

I say this in part due to the existing robust programming available to local residents experiencing hardship. Too numerous to mention, these valuable programs are effective in providing not only a social safety net but also evidence-based initiatives to assist families towards economic self-sufficiency. Tiny Homes by contrast will operate outside of this paradigm and will serve to bring a regional and transient flow of poverty into Beloit. This flow could be alleviated by virtually any surrounding community(ies) drafting a similar Tiny Homes initiative into their respective town/village. In short, Beloit already shoulders far more than their fair share of the load. It is time for our fair city to draw a line in the sand.

The residual negative impact of Tiny Homes on our community exceeds the potential gain for select individuals. A more effective use of time for this Commission would be to engage area stakeholders in a comprehensive plan to effectively reduce poverty as opposed to Beloit being a continuing epicenter for economic hardship. Our school system is in disarray---this point is universally accepted. A Tiny Homes initiative will not undo that but in all likelihood amplify the shortcomings currently faced by the district and the various neighborhoods in the city.

Sincerely,

Jeff Hoyt
Beloit