



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

1. CALL TO ORDER AND ROLL CALL
2. MINUTES
  - 2.a. Consideration of the minutes of the November 22, 2022 Plan Commission meeting  
[Attachment](#)
3. PUBLIC HEARINGS  
*No business to discuss.*
4. REPORTS
  - 4.a. Consideration of a Resolution approving a three-lot Certified Survey Map for the properties located at 1137, 1225, 1231, and 1235 Ridgeway Street  
[Attachment](#)
5. STATUS REPORT ON PRIOR PLAN COMMISSION ITEMS  
*825 Liberty Avenue - Comprehensive Plan Amendment and PUD  
1475 Office Park Lane and 2525 Kennedy Drive - Water Main Easement*
6. FUTURE AGENDA ITEMS  
*1118 Garfield Avenue - Comprehensive Plan Amendment and PUD  
2909 Ford Street - Carwash*
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, November 22, 2022**

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

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

**2. MINUTES**

**2.a. Consideration of the minutes of November 9, 2022 Plan Commission meeting**

Motion was made by Commissioner Ramsden, seconded by Commissioner Jacobsen to approve the minutes. Motion prevailed, voice vote (6-0).

**3. REPORTS**

**3.a. Consideration of an Extraterritorial One-Lot Certified Survey Map in the Town of Beloit for the property located on the 1000 block of West Street**

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

Commissioner Janke moved to approve the Resolution approving the Extraterritorial One-lot Certified Survey Map for the property located on the 1000 block of West Street, seconded by Commission Anderson. Motion prevails, voice vote (6-0).

**3.b. Consideration of a Permanent Water Easement over the western 20 feet of 1475 Office Park Lane and 2525 Kennedy Drive**

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

Chairperson Weeden asked if there were buildings on the lots currently. Ms. Christensen said that there were not, that the owner bought the lots in 2013 but never constructed anything on the lots. The owner has submitted plans before but nothing has been constructed.

Commissioner Flesch moved to approve the permanent water easement over the western 20 feet of 1475 Office Park Lane and 2525 Kennedy Drive, seconded by Commission Ramsden. Motion prevails, voice vote (6-0).

#### 4. PUBLIC HEARINGS

##### 4.a. **Consideration of an amendment to the Future Land Use Plan of the City's Comprehensive Plan from Single Family Residential – Urban to Neighborhood Commercial for the property located at 1118 Garfield Avenue**

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

Commissioner Ramsden asked Ms. Christensen what aesthetic improvements would be made that will improve the neighborhood. Ms. Christensen said the owner plans to construct a new building which would improve the look of the neighborhood. Parking spaces would also be added. It would stay the same use but with a better building than they have now. Commissioner Ramsden asked if the neighbors to the north on Garfield Avenue were notified. Ms. Christensen said that they did not get notified but will be notified for the PUD and Zoning Map Amendment.

Commissioner Ramsden said that he is uncomfortable approving the amendment without the neighbors to the north being notified. Ms. Christensen explained that the neighbors would be notified for the PUD and Zoning Map Amendment. Chairperson Weeden stated that if Plan Commission approves this tonight, they would be changing the Future Land Use Map of the Comprehensive Plan permanently, regardless what happens with the PUD. Ms. Christensen agreed.

Commissioner Jacobsen asked if when they approved the changes for 1112 Garfield Ave, if the neighbors were noticed. Ms. Christensen said they were noticed because they filed a Comprehensive Plan amendment at the same time as the rezoning. Commissioner Jacobsen asked if the neighboring houses were owner-occupied or rental. Chairperson Weeden said that he went up to the house at 1112 Garfield Ave to ask if they cared about the zoning change that took place last year, and they said they just rent the house and do not care.

Commissioner Anderson stated that the owner of this property just constructed the Marathon gas station on Prairie Avenue, and he did a great job with it. Commissioner Anderson said if the owner were to rebuild this building, he thinks it will be a huge improvement to the neighborhood. Commissioner Flesch asked if Plan Commission does not change the future Land Use Plan of the City's Comprehensive Plan, would anyone be able to park there or make improvements to the parking area. Ms. Christensen mentioned that Plan Commission can lay the item over so the owner can be there to answer questions. This is the same meeting that the PUD and rezoning would be considered.

Chairperson Weeden opened and closed the public hearing.

Commissioner Flesch moved to lay over the item until the second meeting in December, seconded by Commissioner Janke. Motion prevails, voice vote (6-0).

4.b. **Consideration of an amendment to the Future Land Use Map of the Comprehensive Plan from Parks and Open Spaces to Two-Family/Townhouse Residential for the property located at 113 Bluff Street**

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

Commissioner Ramsden asked how the city acquires land to add to parks and open spaces. Ms. Christensen said that the City can do a voluntary purchase if there are funds budgeted, and the City can apply for funds through a grant program to acquire parks and open spaces. Chairperson Weeden asked what kind of functionality does the open space have as a park. Ms. Christensen said it would just an open space area.

Chairperson Weeden opened the public hearing.

Mary Molique, 2349 Riverside Drive, indicated that she is surprised to hear that the land could be considered a green space. The property has been in her family for 70 years, and she grew up there. Ms. Molique was hoping that the property would attract more interest if the home was rezoned as a duplex, like it has been in the past. Chairperson Weeden asked if Ms. Molique was aware of the period of vacancy, and that the affidavit that was signed would eliminate the possibility that it could ever be used as a two-family residence again.

Ms. Molique said that she had gotten notices in the mail before, but was unaware that it could not be reversed back to a two-family home. Ms. Molique was wondering if the City would want to purchase the home. Chairperson Weeden asked Ms. Molique if the structure would be marketable if it were a single-family home. Ms. Molique said she believes there would be more interest in the property if it were to be sold as a duplex. Chairperson Weeden asked if the home could be changed back from a two-family to a single-family home.

Ms. Molique said she thinks it would be very hard to convert it back. Chairperson Weeden asked what type of work was done to remodel the home. Ms. Molique said there was painting and new fixtures. Chairperson Weeden said the City has a policy that encourages single-family residential housing rather than rental housing, and it has been a long-standing policy of the Council.

Commissioner Jacobsen said Ms. Molique was notified, and it is clear that the property lost its nonconforming status if the other side was not rented out. Commissioner Anderson said his concern would be if the City would acquire the land and there would be new development on that space, he would not feel right to let someone else come in to build because it is not valued as a duplex property anymore. Commissioner Flesch said that the set backs on the property would preclude any development from occurring because of the steep hill that goes down to the river, so if there would be a fire it would be hard to rebuild on that location and he thinks green space would be a wise move.

Chairperson Weeden asked Commissioner Janke what Ms. Molique could do if she wanted to explore the possibility of selling the property to the City. Commissioner Janke said he does not work for the City anymore, but the challenge is that the long-term vision for the property is to be open space but that there is currently no budget for purchasing this property. Ms. Christensen said she thinks Ms. Molique could reach out to Bill Frisbee at the Public Works Department to see if the City would want to purchase the property.

Chairperson Weeden closed the public hearing.

Commissioner Janke moved to deny the amendment to the Future Land Use Map of the Comprehensive Plan from Parks and Open Spaces to Two-Family/ Townhouse Residential for the property located at 113 Bluff Street, seconded by Commissioner Flesch. Motion prevails, voice vote (6-0).

4.c. **Consideration of an Ordinance amending the Zoning District Map from R-1B, Single-Family Residential District to R-2, Two-Family Residential District for the property located at 113 Bluff Street**

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

Chairperson Weeden opened and closed the public hearing.

Commissioner Flesch moved to deny the Zoning District Map from R-1B, Single-Family Residential District to R-2, Two-Family Residential District for 113 Bluff Street, seconded by Commissioner Anderson. 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. Ms. Christensen said the next Plan Commission meeting is scheduled for December 7, 2022.

6. **FUTURE AGENDA ITEMS**

Julie Christensen outlined the future agenda items.

7. **ADJOURNMENT**

Commissioner Jacobsen moved to adjourn the meeting, seconded by Commissioner Anderson at 8:05 PM. Motion carried, voice vote (6-0).

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Tim Weeden, Chairperson



## **REPORT TO THE PLAN COMMISSION**

**Plan Commission Meeting Date:** December 7, 2022

**Agenda Item:** 4.a.

**File Number:** CSM-2022-14

### **General Information**

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**Applicant:** R.H. Batterman & Co., Inc.

**Owner:** Everett K Christensen; Steven M and Courtney K Zielinski

**Address/Location:** 1137, 1225, 1231, and 1235 Ridgeway Street

**Applicant's Request:** Three-Lot Certified Survey Map (CSM) to reconfigure existing lots on Ridgeway Street

### **Staff Analysis**

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**Background Info:** R.H. Batterman & Co., Inc., on behalf of the owners of the four properties, has submitted an Application for the Review of a Minor Subdivision and a three-Lot CSM for the properties located at 1137, 1225, 1231, and 1235 Ridgeway Street.

**CSM Details:** The subject properties total 12.116 acres. This CSM is being prepared to allow two of the parcels to have deeper lots. Lot 1 is proposed to be 10.63 acres and will add 0.35 acres back to the parcel that was previously carved out. Lot 2 is proposed to be 0.884 acres and Lot 3 to be 0.598 acres. Each of these lots is increasing a small amount in order to create deeper lots for a larger rear yard.

The subject property and newly created lots are zoned R-1A, Single-Family Residential, and all three proposed lots exceed the minimum dimensions required by the Zoning Ordinance.

**Review Agent Comments:** No comments were submitted by the City's review agents.

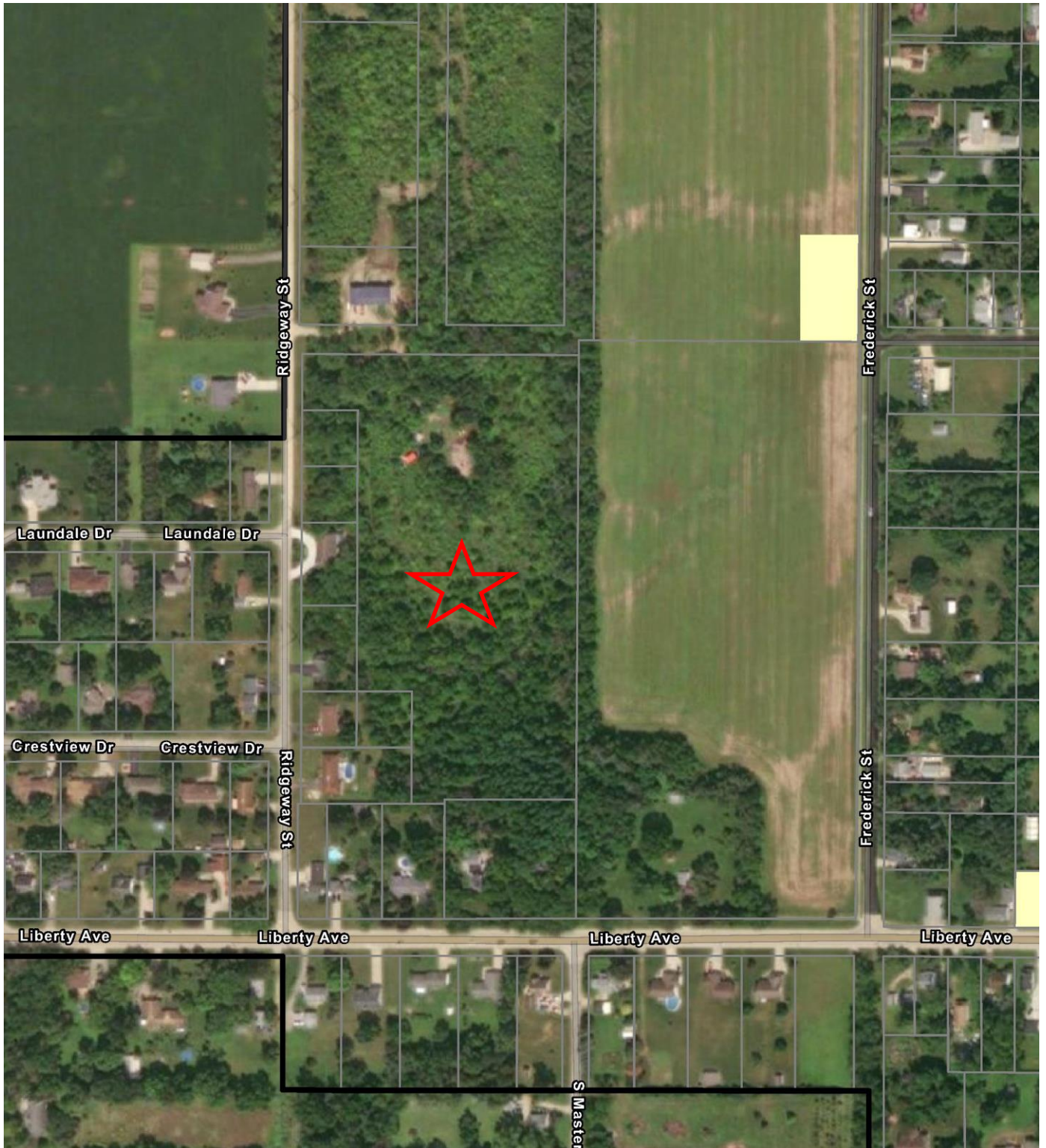
### **STAFF RECOMMENDATION:**

The Planning and Building Services Division recommends **approval** of the attached Three-Lot Certified Survey Map (CSM) for the properties located at 1137, 1225, 1231, and 1235 Ridgeway Street in the City of Beloit, subject to the following condition:

1. 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.

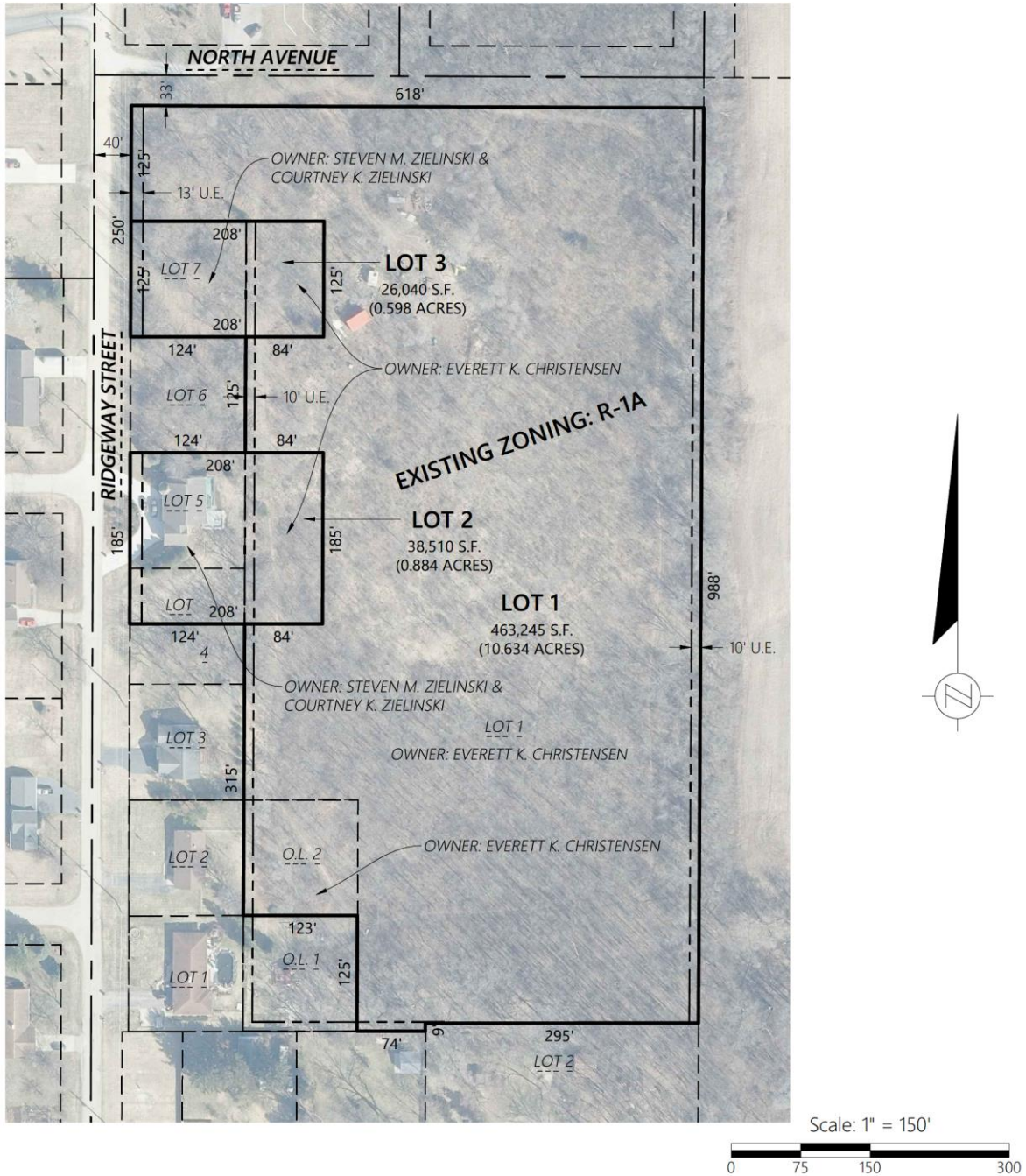
**ATTACHMENTS:** Location Map, Proposed CSM, Application, Site Assessment Checklist, and Resolution.

# LOCATION MAP



# PRELIMINARY CERTIFIED SURVEY MAP

LOT 1 & OUTLOT 2 OF CERTIFIED SURVEY MAP VOL. 32 PGS. 233-236, LOT 7 OF CERTIFIED SURVEY VOL. 23 PGS. 77-78, LOT 5 OF CERTIFIED SURVEY MAP VOL. 20 PGS. 48-49, AND THE NORTH 60 FEET OF LOT 4 OF CERTIFIED SURVEY MAP VOL. 1 PG. 56, ALL BEING PART OF THE NE 1/4 AND SE 1/4 OF THE SE 1/4 OF SECTION 28, T. 1 N., R. 12 E., OF THE 4TH P.M., CITY OF БЕЛОIT, ROCK COUNTY, WISCONSIN



<p><b>ORDER NO: 34461</b> BOOK: SEE FILE FIELD CREW: n/a DRAWN BY: KJB SHEET 1 OF 1</p>	<p>FOR THE EXCLUSIVE USE OF: Everett Christensen 1305 Ridgeway Street Beloit, WI 53511</p>	<p><b>Batterman</b> engineers surveyors planners 2857 Bartells Drive 1040 N Wisconsin Street Beloit, Wisconsin 53511 Elkhorn, Wisconsin 53121 608.365.4464 262.379.2250</p>
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File Name: J:\34400-34499\34461 - Everett Christensen\SURVEY\RH B 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: 1137 / 1231 / 1235 Ridgeway Street
2. Tax Parcel Number(s): 12840540 / 12840550 / 12840485
3. Property is located in (circle one): City of Beloit or Town of: Turtle; Beloit; Rock or LaPrairie  
In the SE Quarter of Section 28, Township 1 North, Range 12 East of the 4th P.M.
4. Owner of record: Everett Christensen / Steven & Courtney Zielinski Phone: 815-484-3056 (Everett)  
1305 Ridgeway Street / 1235 Ridgeway Street Beloit WI 53511  
(Address) (City) (State) (Zip)
5. Surveyor's name: Kristin Belongia - RH Batterman 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 (reconfiguration) lot(s).
7. Total area of land included in this map: 12.116 acres
8. Total area of land remaining in parent parcel: 0 acres
9. Is there a proposed dedication of any land to the City of Beloit? no
10. The present zoning classification of this property is: R-1A
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 November 3, 2022 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.

Kristin Belongia / Kristin Belongia / 11/14/2022  
(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: \_\_\_\_\_

# CITY of BELOIT

## Neighborhood Planning Division

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

### SITE ASSESSMENT CHECKLIST

For property located at: 1137 / 1231 / 1235 Ridgeway Street

Property owner's name: Everett Christensen / Steven & Courtney Zielinski

ITEM OF INFORMATION	YES	NO
<b>I. Land Resources; Does the project site involve:</b>		
A. Changes in relief and drainage patterns? (Attach a topographical map showing, at a minimum, 2-foot contour intervals)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
B. A landform or topographical feature including perennial streams?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
C. A floodplain? (If Yes, attach a copy of the latest FEMA Floodway map with the parcel shown thereon.)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
D. An area of soil instability, or slopes greater than 12 %, or hydric or alluvial soils as depicted in the "Soils Survey of Rock County"?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
E. An area of bedrock within 6 feet of the surface as depicted in the "Soils Survey of Rock County" or a more detailed source?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
F. An area with groundwater table within 5 feet of the surface as depicted in the "Soils Survey of Rock County" or a more detailed source?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
G. An area with fractured bedrock within 10 feet of the soil surface as depicted in the "Soils Survey of Rock County"	<input type="checkbox"/>	<input checked="" type="checkbox"/>
H. Prevention of future gravel extraction?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
I. A drainage-way with a tributary area of 5 or more acres?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
J. Lot coverage of more than 50 percent impermeable surfaces?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
K. Prime agricultural land as depicted in the "Soils Survey of Rock County" or any adopted farmland preservation plans?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
L. Wetlands as depicted on a DNR wetland inventory map or more detailed source?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>II. Water Resources; Does the project site involve:</b>		
A. An area traversed by a stream, intermittent stream or dry run?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
B. An impact on the capacity of a storm water storage system or flow of a waterway within one mile?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
C. The use of septic systems for on-site wastewater disposal?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
D. Lowering of water table by pumping or drainage?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
E. Raising of water table by altered drainage?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
F. Frontage on a lake, river, or other navigable waterway?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>III. Human and Scientific Interest; Does this project site involve:</b>		
A. An area of archeological interest included on the Wisconsin Archeological Site Inventory?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
B. An area of historical interest, or historic buildings or monuments listed on the State or National Register of Historic Places?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

## Site Assessment Checklist

(continued)

ITEM OF INFORMATION	YES	NO
<b>IV. Biological Resources; Does the project site involve:</b>	----	----
A. Critical habitat for plants and animals of community interest per DNR inventory?		X
B. Endangered or rare plant or animal species per the DNR Wisconsin Natural Heritage Inventory?		X
C. Trees with a diameter of 6 or more inches at breast height outside of "mature woodlands" as defined in the subdivision ordinance? (If Yes, all trees of such size must be mapped.)		X
D. Removal of over 40 % of the trees on the site within a "mature woodland" as defined in the subdivision ordinance?		X
E. Environmental corridors as mapped by the City of Beloit or Rock County?		X

<b>V. Energy, Transportation and Communications:</b>	----	----
A. Would the development increase traffic flow on any arterial or collector street by more than 10 % based upon the most recent traffic counts and trip generation rates provided by the Institute of Transportation Engineers (ITE)?		X
B. Is the land traversed by an existing or planned roadway corridor, as shown on the City's official map or comprehensive plan?		X
C. Is the land within a highway noise impacted area (within 500 feet of an interstate or state or Federal highway)?		X
D. Is the land traversed by an existing or planned utility corridor (gas, electrical, water, sewer, storm, communications)?		X

<b>VI. Population:</b>	----	----
A. Which public school service areas (elementary, middle and high school) are affected by the proposed development and what is their current available capacity?		
Elementary; _____	E: Cap=	
Middle; _____	M: Cap=	
High School; _____	H: Cap=	

**NOTES:**

1. "YES" answers must be explained in detail by attaching maps and supportive documentation describing the impacts of the proposed development.
2. The Plan Commission may waive the filing of a *Site Assessment Checklist* for subdivisions of less than 5 acres in total area.

**RESOLUTION**

**APPROVING A THREE-LOT CERTIFIED SURVEY MAP FOR THE PROPERTIES LOCATED AT 1137, 1225, 1231, AND 1235 RIDGEWAY STREET**

**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 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 three-lot Certified Survey Map for the properties located at 1137, 1225, 1231, and 1235 Ridgeway Street, containing 12.116 acres (combined), is located within the jurisdiction of the City of Beloit; and

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

LOT 1 AND OUTLOT 2 OF CERTIFIED SURVEY MAP VOL. 32 PGS. 233-236, LOT 7 OF CERTIFIED SURVEY VOL. 23 PGS. 77-78, LOT 5 OF CERTIFIED SURVEY MAP VOL. 20 PAGES. 48-49, AND THE NORTH 60 FEET OF LOT 4 OF CERTIFIED SURVEY MAP VOL. 1 PG. 56, ALL BEING PART OF THE NE ¼ AND SE ¼ OF THE SE ¼ OF SECTION 28., T. 1 N., R. 13 E., OF THE 4<sup>TH</sup> P.M., CITY OF BELOIT, ROCK COUNTY, WISCONSIN.

**NOW, THEREFORE, BE IT RESOLVED THAT** the Plan Commission of the City of Beloit does hereby conditionally approve the attached three-lot Certified Survey Map for the properties located at 1137, 1225, 1231, and 1235 Ridgeway Street, subject to the following condition:

1. 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 7th day of December, 2022.

**PLAN COMMISSION**

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Tim Weeden, Chairman

**ATTEST:**

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Julie Christensen  
Community Development Director