

**MINUTES  
PLAN COMMISSION  
City Hall Forum - 100 State Street, Beloit, WI 53511  
7:00 PM  
Wednesday, June 5, 2024**

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

Chairperson Ramsden called the meeting to order at 7:00 PM. Commissioners Ramsden, Anderson, Winkelmann, Abarca, Jacobsen, and Flesch were present. Commissioner Elliott arrived at 7:04 PM. Councilor Day was absent.

**2. MINUTES**

**2.a. Consideration of the Minutes of the May 22, 2024 meeting**

Commissioner Winkelmann moved to approve the minutes, seconded by Commissioner Anderson. Motion carried, voice vote (6-0).

**3. PUBLIC HEARINGS**

**3a. Consideration of Resolution 2024-016 approving a Conditional Use Permit to allow a drive-in use and outdoor seating area at 2660 Prairie Avenue**

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

Chairperson Ramsden opened the public hearing.

Brad McDermid, Civil Engineer representing the developer, 332 E Clarence Street, East Milwaukee, Wisconsin, said he was available to answer any questions.

Chairperson Ramsden asked if there is any green space included with the design. Mr. McDermid said that all around the perimeter next to the pavement there is green space. Chairperson Ramsden asked if there is green space from the property line in front of the houses that are living to the west.

Mr. McDermid stated there is green space; however, they received a design review comment to widen the drive aisle to add a bypass lane for the drive-through. Mr. McDermid said that the green space will be reduced as a result of the review comment. Ms. Christensen said there is a five-foot green space requirement along property lines.

Chairperson Ramsden asked where the outdoor seating area is. Mr. McDermid said that there are islands in the parking lot with landscaping, and the outdoor seating area is to the east of the building on Prairie Avenue. Chairperson Ramsden asked what the hours of the business are. Mr. McDermid said he did not know hours of operation, but he can find out and get that to the City.

Chairperson Ramsden mentioned that he had concerns of noise that could come from the outdoor seating area to the residents living on Iva court. Mr. McDermid stated that he is sure that the business would close at about 7:00 or 8:00 PM. Ms. Christensen said that the Starbucks off Milwaukee closes at 8:30 and the other locations nearby close at 9:00 PM.

Commissioner Anderson asked if the developer plans to sell the other lot or develop it themselves. Mr. McDermid stated there are no immediate plans to develop, and if the right tenant came along, they would develop it right away.

Chairperson Ramsden closed the public hearing.

Commissioner Anderson made a motion to approve a CUP to allow a drive-in use and outdoor seating area, seconded by Commissioner Winkelmann. Motion carried, voice vote (6-1). Commissioner Elliott voting no.

#### 4. REPORTS

##### 4.a. **Consideration of Resolution 2024-011 approving a two-lot plus one-outlot Certified Survey Map for the properties located at 647 College Street and 722 Chapin Street in the City of Beloit**

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

Commissioner Winkelmann said that he lives around the corner from this property, and asked if the intent is for the college to eliminate parking. Kristin Belongia, Batterman's, said that she did not believe so. There will be parking for each building on its own lot.

Commissioner Winkelmann asked about the lot line moving towards the house at 722 Chapin Street. He stated that when he walked out there, it appears that the lot line is where the fence is located. He indicated that the air conditioners for 722 Chapin Street would be on the lot for 647 College Street.

Kristin indicated she will look into seeing where the air conditioners are located that serve that building; an easement could be added.

Commissioner Winkelmann made a motion to lay over the item, seconded by Commissioner Jacobsen. Motion carried, voice vote (7-0). Ms. Christensen indicated that she would invite Beloit College to the next meeting.

4.b. **Consideration of Resolution 2024-012 approving a two-lot Certified Survey Map for the property located at 2660 Prairie Avenue in the City of Beloit**

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

Commissioner Flesch asked about the staff comment from the engineering related to the easement. Ms. Christensen said that it is a private ingress egress easement but should include rights and restriction on the CSM or a recorded document.

Commissioner Flesch said that the staff report indicates there will be a shared access point. Mike Flesch asked if the CSM should include an access restriction, so that a second access will not be granted in the future. Ms. Christensen said no, she did not think so. Commissioner Flesch asked why not. Ms. Christensen said that the decision is made during site plan review. Commissioner Flesch said he would like to see the documents reflecting that, and that there should be access restrictions along Prairie Avenue.

Commissioner Anderson asked if the alternative to that is to allow an additional curb cut. Ms. Christensen said that if access is restricted, no curb cut would be allowed except for where the ingress egress easement is. It would require a public process to lift the access restriction.

Commissioner Flesch made a motion to approve the two-lot CSM with a condition that access would be restricted to the easement area only, seconded by Commissioner Anderson. Motion carried, voice vote (7-0).

4.c. **Consideration of Resolution 2024-013 approving a one-lot Extraterritorial Certified Survey Map for the property located at 725 E Baldwin Woods in the Town of Beloit**

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

Commissioner Winkelmann made a motion to approve the one-lot Extraterritorial CSM, seconded by Commissioner Flesch. Motion carried, voice vote (7-0).

4.d. **Consideration of Resolution 2024-014 approving a one-lot Certified Survey Map for the property located at 2064 Crane Avenue in the City of Beloit**

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

Commissioner Jacobsen move to approve the one-lot CSM, seconded by Commissioner Abarca. Motion carried, voice vote (7-0).



- 4.e. **Consideration of Resolution 2024-015 approving a two-lot Extraterritorial Certified Survey Map for the property located at 7136 E Buss Road in the Town of Turtle**  
Community Development Director, Julie Christensen, presented the staff report and recommendation.

Commissioner Flesch moved to approve the two-lot Extraterritorial CSM, seconded by Commissioner Anderson. Motion carried, voice vote (7-0).

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

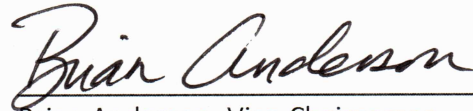
Ms. Christensen updated the Plan Commission on actions taken by City Council related to items previously reviewed by Plan Commission.

6. **FUTURE AGENDA ITEMS**

Julie Christensen outlined the future agenda items. She notified the Commission that the next meeting is scheduled for June 19, 2024.

7. **ADJOURNMENT**

Commissioner Anderson made a motion to adjourn the meeting, seconded by Commissioner Abarca at 7:32PM. Motion carried, voice vote (7-0).



Brian Anderson, Vice-Chairperson