



**PUBLIC NOTICE & AGENDA  
BELOIT PLAN COMMISSION  
City Hall Forum - 100 State Street, Beloit, WI 53511  
7:00 PM  
Wednesday, May 21, 2025**

1. CALL TO ORDER AND ROLL CALL
2. MINUTES
  - 2.a. Consideration of the minutes of the May 7, 2025 Plan Commission meeting  
[Attachment](#)
3. PUBLIC HEARINGS
  - 3.a. Consideration of Ordinance No. 3879 amending the Zoning District Map of the City of Beloit for the properties located at 716 Emerson Street and 742 Church Street  
[Attachment](#)
4. REPORTS
  - 4.a. Consideration of Resolution 2025-17 approving a one-lot Extraterritorial Certified Survey Map for properties located in the 2000 block of South Nelson Avenue in the Town of Beloit  
[Attachment](#)
  - 4.b. Consideration of Resolution 2025-18 approving a three-lot Extraterritorial Certified Survey Map for properties located IN the 3300 Block of South Bartells Drive in the Town of Beloit  
[Attachment](#)
  - 4.c. Consideration of a Final Subdivision Plat of Blackhawk Reserve Plat 2 in the Town of Beloit  
[Attachment](#)
5. STATUS REPORT ON PRIOR PLAN COMMISSION ITEMS

*Zoning Map Amendment - 3113 Prairie Avenue*  
*Zoning Map Amendment - 1885 and 1895 Gateway Boulevard*  
*Ordinance Amendments to implement the Comprehensive Plan*
6. FUTURE AGENDA ITEMS

*Annexation - 2111 E Ridge Road*  
*Certified Survey Map - 1100 Broad Street*  
*Extraterritorial Certified Survey Map - CTH X in the Town of Turtle*  
*Updates to the Zoning, Architectural Review, and Sign 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, May 7, 2025**

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

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

**2. ELECTION OF OFFICERS**

**2.a. Election of Chairperson**

Commissioner Anderson nominated Commissioner Ramsden to be Chairperson. Commissioner Winkelmann seconded the nomination. The nomination was approved, voice vote (5-0).

**2.b. Election of Vice-Chairperson**

Chairperson Ramsden nominated Commissioner Anderson to be Vice-Chairperson. Commissioner Winkelmann seconded the nomination. The nomination was approved, voice vote (5-0).

**3. MINUTES**

**3.a. Consideration of the minutes of the April 23, 2025 Plan Commission meeting**

Vice-Chairperson Anderson made a motion to approve the Minutes, seconded by Commissioner Jacobsen. Motion carried, voice vote (5-0).

**4. PUBLIC HEARING**

**4.a. Consideration of Ordinance No. 3877 amending the Zoning District Map of the City of Beloit for the property located at 229 W Grand Avenue**

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

Commissioner Jacobsen asked if they have to get a permit each time that they want to have liquor sales. Julie Christensen explained that liquor sales is currently not allowed at all in C-1, Office. The applicant would like to have retail sales including alcohol and food truck, which is currently not allowed.

Chairperson Ramsden opened the public hearing.

The applicant, Marco Chavez, indicated that he had purchased the building at 229 W Grand Avenue, and that he would like to have his food trucks there and eventually open a restaurant.

Chairperson Ramsden closed the public hearing.

Motion was made by Commissioner Flesch, seconded by Commissioner Winkelmann to approve the Ordinance. Motion carried, voice vote (5-0).

4.b. **Consideration of Ordinance No. 3878 amending the Zoning District Map for the City of Beloit for the property located at 1520 Emerson Street**

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

Vice-Chairperson Anderson mentioned that one of the public comments indicated that they could operate a bed and breakfast in the current zoning. Ms. Christensen clarified that they could operate a bed and breakfast, but not the number of rooms that they are requesting.

Chairperson Ramsden asked if the Plan Commission's vote was advisory and what meeting that would be. Ms. Christensen indicated that the zoning action would be decided by City Council, but the Plan Commission would have the final decision on the conditional use permit. The City Council date would likely be June 2.

Chairperson Ramsden indicated that the Commission had received the public comments and had a chance to look them over. He then opened the public hearing.

Joan Murphy, neighborhood resident, indicated that she is opposed to the rezoning of the property. She feels that it could open up the property to a lot of different potential uses that would not be in keeping with the zoning of the existing neighborhood as well as the character and historic nature of the neighborhood. It's not the bed and breakfast she is opposed to, it is the zoning to R-2.

Rick McGrath, neighborhood resident, indicated that he lives two doors down from the existing bed and breakfast, and it is not the bed and breakfast he opposed to, but the rezoning. He has seen the property change hands several times in the last 20 years, and he is concerned about what happens when it sells to a new owner. He is wary of the rezoning to R-2.

Gretchen Kingsley, neighborhood resident, provided an overview of the history of the neighborhood and remarked how special the neighborhood is. She indicated that some people have lived in this neighborhood for generations. She indicated that she is opposed to the rezoning, not the bed and breakfast itself.

Bob Bauer, neighborhood resident, indicated that he has lived in the neighborhood since 190. He went over the history of the house included when it was constructed and the use as a Beloit Corporation guest house. I am concerned that the zoning could open up the property to a lot of different things.



Tony Bonasera, neighborhood resident and owner of the bed and breakfast at 1810 Emerson Street, indicated that there were not opposed to the bed and breakfast part of it. He outlined their experience running a bed and breakfast. He mentioned that he had concern about the rezoning, as in the future, you could have multiple units there and traffic would increase.

Bob Bauer, neighborhood resident, added to his prior comments. He was concerned with the lack of details in the public notice. He wondered if they planned to build a large building on the site, as the property goes all the way down to the stadium.

Dan Boutelle, applicant, indicated that there would always be one unit occupied by one of the owners. All of the rooms are on one level and have a bathroom. We are only applying for the rezoning as that was what staff recommended. He indicated that their intent it to run a bed and breakfast, prepare breakfast on-site with the owner that's living there and looking to honor the spirit of the Beloit Corporation Guest House. We're hoping that it's a business retreat destination. He indicated that the property needs a lot of work, and they are willing to meet with the neighbors on-site.

Nick Dimassis, neighborhood resident, spoke in favor of the bed and breakfast.

Chairperson Ramsden closed the public hearing.

Motion was made by Commissioner Flesch, seconded by Commissioner Winkelmann to lay over the item so that the applicant could meet with the residents.

Commissioner Flesch indicated that the applicant indicated that he would meet with the residents. He also asked if that extra room is going to make or break the deal. Without the sixth room, the application could be approved with a rezoning.

Vice-Chairperson Anderson said that it is a good idea but he hesitates to lay it over, as it is Plan Commission's job as an advisory board to the City Council to make a decision.

Commissioner Jacobsen said that she is happy to see the residents coming out and that she does not agree with laying it over. She thinks it is appropriate, as it is consistent with the Comprehensive Plan and that it is Plan Commission's job to vote on the application submitted.

Commissioner Winkelmann said that by laying it over, the plan could change. They may decide that the zoning isn't needed, just the conditional use piece.

Chairperson Ramsden indicated that he was against rezoning the property to R-2. He feels that when an entire neighborhood is zoned single family, it should stay single family. Residents should have an expectation that if they are living in a single-family

neighborhood, it's going to stay single-family. That is one of the benefits of living in an established neighborhood.

Motion to lay it over failed, roll call vote (2-3).

Motion was made by Commissioner Flesch, seconded by Vice-Chairperson Ramsden to deny Ordinance No. 3878.

Commissioner Jacobsen indicated that she does not agree to deny. She indicated that they brought forth a plan that meets the needs of the Comprehensive Plan. To do what they want to do, they need R-2 zoning.

Commissioner Anderson indicated that he supported the plan, as submitted. Commissioner Winkelmann indicated that he did not support the rezoning.

Motion to deny carried, roll call vote (3-2).

4.c. **Consideration of Resolution 2025-16 approving a Conditional Use Permit to allow a bed and breakfast inn at 1520 Emerson Street**

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

Chairperson Ramsden opened the public hearing.

Dan Boutelle, the applicant, asked if he was to amend his application to reduce the room count to five, maybe that would get rid of most of the worries. Ms. Christensen indicated that you can't really amend the application at this point, but Plan Commission could approve fewer rooms as part of the conditional use permit.

Matt Finnegan, one of the partners in the bed and breakfast, indicated that one of main reasons they went forward with six rooms is it would be a little bit more money. He explained that they want to run a high-end establishment. We could drop it down to five rooms if people would go along with that.

Tony Bonasera, neighborhood resident, said that he hoped that whatever stipulations were put on him would be put on this bed and breakfast.

Tom Morgan, one of the partners in the bed and breakfast, indicated that he would live at 1520 Emerson and if the zoning is the issue, we can forget about that. Anyone is welcome to come and take a look at what they are doing.

Rick McGrath, neighborhood resident, expressed concern about what would happen to the property in future years if the property was not maintained.

Brad Trewyn, Beloit resident, asked if the conditional use permit would stay with the property. Ms. Christensen explained that the conditional use permit stays with the property as long as the use does not lapse.

Gretchen Kingsley, neighborhood resident, asked how do we keep the neighborhood safe. She has a child with special needs. They are an adoptive and foster family, so they have kids that are nonverbal. She wanted to know if there would be any requirements for what can happen on the property, as it runs all the way down to the stadium. She wants to make sure the fence stays intact.

Beth Bonasera, neighborhood resident, said that in defense of bed and breakfast owners, generally they work very hard to keep their property nice because they're having guests, so she wouldn't be concerned about the property being kept up.

Frank McKearn, one of the partners in the bed and breakfast, said that he appreciated all of the comments tonight.

Chairperson Ramsden closed the public hearing.

Motion was made by Chairperson Jacobsen, seconded by Vice-Chairperson Anderson to approve Resolution 2025-16 with the amendment to change the approved use from a Bed and Breakfast Inn to Bed and Breakfast Lodging. Motion carried, voice vote (5-0).

**4.d. Consideration of Planned Unit Development Master Land Use Plan for the property located at 1806 Sutler Avenue**

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

Commissioner Anderson asked whether the bypass lane would be required for the drive-through use. Ms. Christensen answered that it would.

Chairperson Ramsden opened the public hearing.

Kevin Rucker, representative for the applicant, summarized the application. He indicated that the driveway on Sutler Avenue was adjusted due to the size of the building, but he will work through that issue with Engineering. He indicated that since they will have different hours, there should not be a conflict.

Commissioner Anderson asked about the signage being proposed. He questioned whether both businesses were going to have signs on each side of the building. Ms. Christensen explained that since you may not be able to see both businesses when you are coming from different directions, they want to advertise both businesses on each side of the building.

Chairperson Ramsden closed the public hearing.

Commissioner Flesch wanted to ensure that the Landscape Ordinance would still be followed in regards to landscape strips. Ms. Christensen explained that it would.

Motion was made by Commissioner Winkelmann, seconded by Commission Jacobsen to recommend approval of the Planned Unit Development Master Land Use Plan for the property located at 1806 Sutler Avenue. Motion carried, voice vote (5-0).

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

Julie Christensen gave an update on prior Plan Commission items.

**6. FUTURE AGENDA ITEMS**

Community Development Director Julie Christensen provided a summary of the items scheduled for future Plan Commission meetings.

**7. ADJOURNMENT**

Motion was made by Commissioner Flesch, seconded by Vice-Chairperson Anderson to adjourn the meeting. Motion carried, voice vote (5-0). Meeting was adjourned at 8:36 PM.

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Mike Ramsden, Chairperson



## **REPORT TO THE PLAN COMMISSION**

**Plan Commission Meeting Date:** May 21, 2025

**Agenda Item:** 3.a.

**File Number:** ZMA-2025-10

### **General Information**

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**Applicant:** Pete Woodkey

**Owner:** Beloit College Park LLC

**Address/Location:** 716 Emerson and 742 Church Street

**Applicant's Request:** Amend the Zoning District Map from PLI, Public Lands and Institutions District to R-1B, Single Family Residential District for the properties located at 716 Emerson Street and 742 Church Street

### **Staff Analysis**

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**Project Summary:** Pete Woodkey, on behalf of Beloit College Park LLC, has submitted applications for review and consideration of Zoning Map Amendments for 716 Emerson and 742 Church Street from PLI, Public Lands and Institutions District, to R-1B, Single Family Residential.

**Request Details:** The property owner wishes to rezone these parcels to R-1B, Single-Family Residential District, with plans to sell the properties for single-family residential use. The current zoning, PLI, Public Lands and Institutions District, does not allow the properties to be used as residential. The R-1B, Single-Family Residential District is primarily intended to accommodate single-family detached dwellings on moderate-size lots, at typical densities of 3 to 7.25 units per acre. The district is intended to be applied in low-density residential neighborhoods that are predominantly developed with single-family detached dwellings and in areas of the community where similar development patterns are desired. The properties are planned for *Established Neighborhood* in the current Comprehensive Plan, which specifies that R-1B, Single-Family Residential District zoning is a compatible zoning classification in this land use category. As such, a Comprehensive Plan Amendment is not needed in order to rezone this property to R-1B, Single-Family Residential District.

**Public Notices:** On May 7, 2025 and May 14, 2025, notices were published in the Beloit Daily News. Mailed notices were sent out to property owners within 150 feet of the parcel on May 15, 2025. Staff has not received any comments on the application.

**Surrounding Uses:** To the north and west of the subject property lies Beloit College, zoned PLI, Public Lands and Institutions District, while to the east and south are single-family homes, zoned R-1B, Single-Family Residential District.

**City of Beloit Comprehensive Plan:** The Comprehensive Plan recommends *Established Neighborhood* uses for the subject property. This designation includes residential uses. Therefore, this proposed Zoning Map Amendment is consistent with the Comprehensive Plan, as required by Section 66.1001(3) of Wisconsin Statutes.

**Findings of Fact:** Based on Section 2-304 of the Zoning Ordinance, the Plan Commission is required to make a recommendation based on the following considerations:

1. **The existing use of property within the general area of the subject property.**  
The existing uses within the general area of the subject properties are institutional uses owned by Beloit College and single-family residential uses. The subject properties were originally single-family homes before Beloit College acquired them for college-related uses. The new owner intends to restore these properties to single-family use.
2. **The zoning classification of property within the general area of the subject property.**  
The zoning classifications within the area of the subject properties include PLI for Beloit College uses and R-1B for adjacent residential uses.
3. **The suitability of the subject property for the uses permitted under the existing zoning classification.**  
Under the current PLI zoning district classification, single-family residences are not permitted. Although the subject properties are suitable for the uses permitted under the existing zoning, the applicant is seeking R-1B zoning to rehabilitate and sell the properties to be used as single-family homes.
4. **The trend of development and zoning map amendments in the general area of the subject property.**  
This area of the city is fully developed. Recent activity includes the rezoning and sale of 717 and 725 Chapin Street, which were previously used by Beloit College and have since been zoned to single-family residential use. Additionally, the College has demolished a building adjacent to 716 Emerson Street and completed renovations to the Morse Library.

**STAFF RECOMMENDATION:**

The Planning and Building Services Division recommends **approval** of a Zoning Map Amendment to change the zoning district classification from PLI, Public Lands and Institutions District, to R-1B, Single-Family Residential District, for the properties located at 716 Emerson Street and 742 Church Street.

**ATTACHMENTS:** Zoning Map, Application, Public Notice, Mailing List, and Ordinance.

## LOCATION MAP





# City of Beloit Zoning Map



5/6/2025

Zoning Districts

PLI

R-1B

World Imagery

Low Resolution 15m Imagery

High Resolution 60cm Imagery

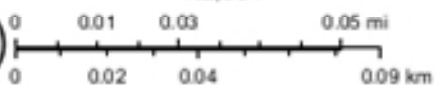
High Resolution 30cm Imagery

Citations

60cm Resolution Metadata



1:2,351



Mapbox Microsoft



# CITY of BELOIT

## PLANNING & BUILDING SERVICES DIVISION

100 State Street, Beloit, WI 53511

Phone: (608) 364-6700

Fax: (608) 364-6609

### Zoning Map Amendment Application Form

(Please Type or Print)

File No.: \_\_\_\_\_

1. Address of subject property: 716 Emerson

2. Legal description: Lot: 8 Block: 27 Subdivision: Original Plat

(If property has not been subdivided, attach a copy of the complete legal description from deed.)

Property dimensions are: 106.08 feet by 73.5 feet = 7796.88 square feet.

If more than two acres, give area in acres: N/A acres.

3. Tax Parcel Number(s): 13670045

4. Owner of record: Corporate Contractors, Inc. Phone: 608-312-3951

3800 Milwaukee Rd. Suite 200, Beloit, WI 53511

(Address)

(City)

(State)

(Zip)

5. Applicant's Name: Pete Woodkey

3800 Milwaukee Rd. Suite 200, Beloit, WI 53511

(Address)

(City)

(State)

(Zip)

/ 608-312-3951

(Office Phone #)

(Cell Phone #)

/ pete.woodkey@cciwi.com

(E-mail Address)

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

Change zoning district classification from: PLI, WPO to: R1-B

All existing uses on this property are: Residential

7. All the proposed uses for this property are:

Principal use(s): Residential

Secondary use(s): \_\_\_\_\_

Accessory use(s): \_\_\_\_\_

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

( ☒ ) Owner

( ) Leasehold, Length of lease: \_\_\_\_\_

( ) Contractual, Nature of contract: \_\_\_\_\_

( ) Other, explain: \_\_\_\_\_

9. Individual(s) responsible for compliance with conditions (if any), if request is granted:

Name(s): Pete Woodkey Phone: 608-312-3951

3800 Milwaukee rd Beloit, WI 53511 (Corporate Contractors inc.)

(Address)

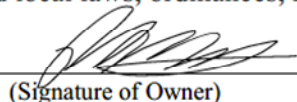
(City)

(State)

(Zip)

**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)

/ Pete Woodkey

(Print name)

/ 4-17-24

(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 the application fee.

**To be completed by Planning Staff**

Filing Fee: **\$500.00** Amount Paid: \_\_\_\_\_ Meeting Date: \_\_\_\_\_

Application accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

# CITY of BELOIT

## PLANNING & BUILDING SERVICES DIVISION

100 State Street, Beloit, WI 53511

Phone: (608) 364-6700

Fax: (608) 364-6609

### Zoning Map Amendment Application Form

(Please Type or Print)

File No.: \_\_\_\_\_

1. Address of subject property: 742 Church

2. Legal description: Lot: 7 Block: 27 Subdivision: Original Plat

(If property has not been subdivided, attach a copy of the complete legal description from deed.)

Property dimensions are: 91± feet by 140± feet = 12740± square feet.

If more than two acres, give area in acres: N/A acres.

3. Tax Parcel Number(s): 13670035

4. Owner of record: Corporate Contractors, Inc. Phone: 608-312-3951

3800 Milwaukee Rd. Suite 200, Beloit, WI 53511

(Address)

(City)

(State)

(Zip)

5. Applicant's Name: Pete Woodkey

3800 Milwaukee Rd. Suite 200, Beloit, WI 53511

(Address)

(City)

(State)

(Zip)

/ 608-312-3951

/ pete.woodkey@cciwi.com

(Office Phone #)

(Cell Phone #)

(E-mail Address)

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

Change zoning district classification from: PLI, WPO to: R1-B

All existing uses on this property are: Residential

7. All the proposed uses for this property are:

Principal use(s): Residential

Secondary use(s): \_\_\_\_\_

Accessory use(s): \_\_\_\_\_

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

( ☒ ) Owner

( ) Leasehold, Length of lease: \_\_\_\_\_

( ) Contractual, Nature of contract: \_\_\_\_\_

( ) Other, explain: \_\_\_\_\_

9. Individual(s) responsible for compliance with conditions (if any), if request is granted:

Name(s): Pete Woodkey Phone: 608-312-3951

3800 Milwaukee rd Beloit, WI 53511 (Corporate Contractors inc.)

(Address)


(City)

(State)

(Zip)

**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)

/ Pete Woodkey

(Print name)

/ 4-17-24

(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 the application fee.

**To be completed by Planning Staff**

Filing Fee: **\$500.00** Amount Paid: \_\_\_\_\_ Meeting Date: \_\_\_\_\_

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**

May 15, 2025

To Whom It May Concern:

Pete Woodkey, on behalf of Beloit College Park LLC, is requesting a Zoning Map Amendment to rezone **716 Emerson and 742 Church Street** in the City of Beloit from a Public Lands and Institutions District to a Single-Family Residential District (PLI to R-1B). The following public hearings will be held regarding this application:

The following public hearings will be held regarding these applications:

**City Plan Commission:** Wednesday, May 21, 2025, 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:** Monday, June 6, 2025, 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. \***

**Anyone bringing handouts to the Plan Commission meeting must bring 10 copies and submit them to City staff before the meeting begins. You may also mail your comments to the attention of Hilary Rottmann at 100 State Street or via email to [planning@beloitwi.gov](mailto:planning@beloitwi.gov). You may also call (608) 364-6708 to provide your comments over the phone.**

## **Mailing List**

Max H. Yount  
745 Church St  
Beloit, WI 53511

John Timothy Leslie  
737 Church St  
Beloit, WI 53511

William Wieland  
1650 E Ridge Rd  
Beloit, WI 53511

Beloit College Board of Trustees  
700 College St  
Beloit, WI 53511

Natalie D. Gummer  
805 Church St  
Beloit, WI 53511

Corey Smith  
811 Church St  
Beloit, WI 53511

Gary K. Weinkauff  
1822 Emerson St  
Beloit, WI 53511

**ORDINANCE NO. 3879**

**AN ORDINANCE AMENDING THE  
ZONING DISTRICT MAP OF THE CITY OF БЕЛОIT**

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

**Section 1.** The Zoning District Map of the City of Beloit, mentioned in the Zoning Code, Chapter 19 of the Code of General Ordinances of the City of Beloit, is amended as follows:

The following described land is hereby changed from PLI, Public Lands and Institutions District, to R-1B, Single-Family Residential District:

Lot 8, Block 27, Original Plat of Beloit and the South half of vacated Emerson Street lying north and adjacent thereto: except Parcel "A" on Plat of Survey Document No. 2276177 recorded December 19, 2024. Also, Parcel "A" on Plat of Survey Document No. 2284542 recorded May 8, 2025. a/k/a 716 Emerson Street.

Lot 7 and North 25 Feet of Lot 6, Block 27, Original Plat of Beloit; Also, Parcel "A" on Plat Of Survey Document No. 2276177 recorded December 19, 2024. Excepting therefrom Parcel "A" on Plat of Survey Document #2284542 recorded May 8, 2025. a/k/a 742 Church Street.

All being part of the SW ¼ of the NW ¼ of Section 36, T. 1 N., R. 12 E., of the 4<sup>TH</sup> P.M., City of Beloit, Rock County, Wisconsin.

**Section 2.** This Ordinance shall take effect and be in force upon its passage and publication.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2025.

**City Council of the City of Beloit**

\_\_\_\_\_  
Kevin D. Leavy, Council President

Attest:

\_\_\_\_\_  
Marcy J Granger, City Clerk-Treasurer

Published this \_\_\_\_ day of \_\_\_\_\_, 2025

Effective this \_\_\_\_ day of \_\_\_\_\_, 2025

01-611100-5231-\_\_\_\_\_





## **REPORT TO THE PLAN COMMISSION**

**Plan Commission Meeting Date:** May 21, 2025

**Agenda Item:** 4.a.

**File Number:** CSM-2025-09

### **General Information**

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**Applicant:** Combs & Associates, Inc.

**Owner:** Michael Echeverria

**Address:** Parcel Numbers 6-2-2258.18 and 6-2-2258.19 in the 2000 Block of South Nelson Avenue in the Town of Beloit

**Jurisdiction:** Town of Beloit

**Applicant's Request:** Approval of a one-lot Extraterritorial Certified Survey Map (CSM)

### **Staff Analysis**

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**Proposed Land Division:** The intent of the proposed extraterritorial CSM is to reconfigure parcel numbers 6-2-2258.18 and 6-2-2258.19 in the 2000 block of South Nelson Avenue for a three-unit multifamily residential building. The proposed Lot 1 is 0.29 acres (approximately 12,575 square feet). The parcels are zoned R-1, Single-Family Residential District in the Town of Beloit, and the owner is working with the Town on a zoning change.

**Surrounding Land Use and Zoning:** To the east, west, north, and south of the subject parcels is zoned R-1, Single-Family Residential District, in the Town of Beloit. To the south is also zoned B-1, Restricted Business District, and I-1, Light Industrial District, in the Town of Beloit. To the northeast of the subject parcels is zoned M-2, General Manufacturing District, in the City of Beloit.

**City of Beloit Comprehensive Plan and Strategic Plan:** The City's Comprehensive Plan Future Land Use Map shows that these parcels are planned for *Established Neighborhood* uses, which is consistent with what is being proposed. However, land use cannot be considered when reviewing Extraterritorial CSM applications according to state law.

**Review Agent Comments:** The proposed CSM was distributed to the Review Agents. No concerns or comments were received.

### **STAFF RECOMMENDATION:**

The Planning and Building Services Division recommends **approval** of the attached one-lot Extraterritorial CSM for parcels 6-2-2258.18 and 6-2-2258.19 located in the 2000 block of South Nelson Avenue in the Town 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.

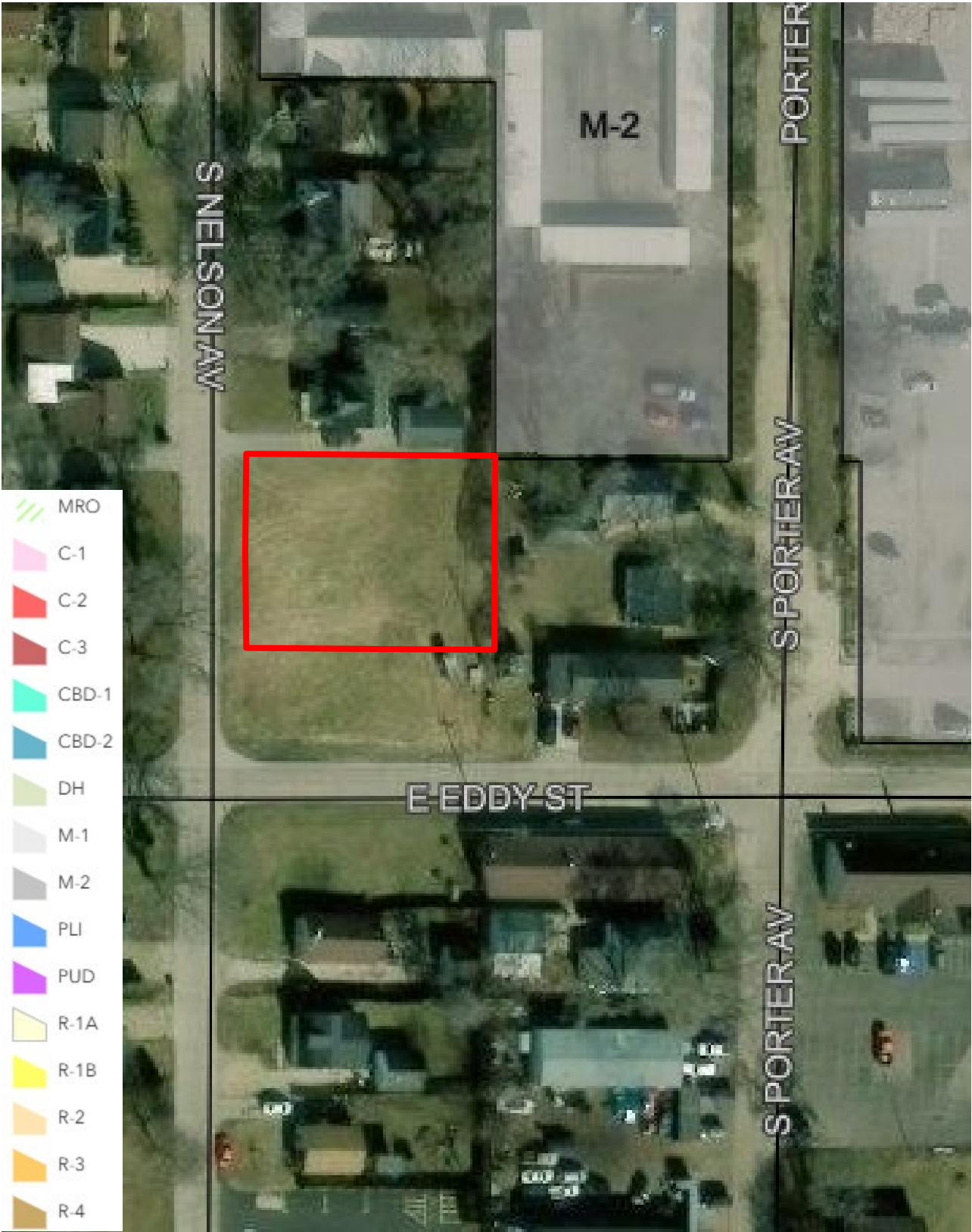


**ATTACHMENTS:** Town Zoning Map, City Zoning Map, Certified Survey Map, Application, and Resolution.

# Town of Beloit Zoning Map

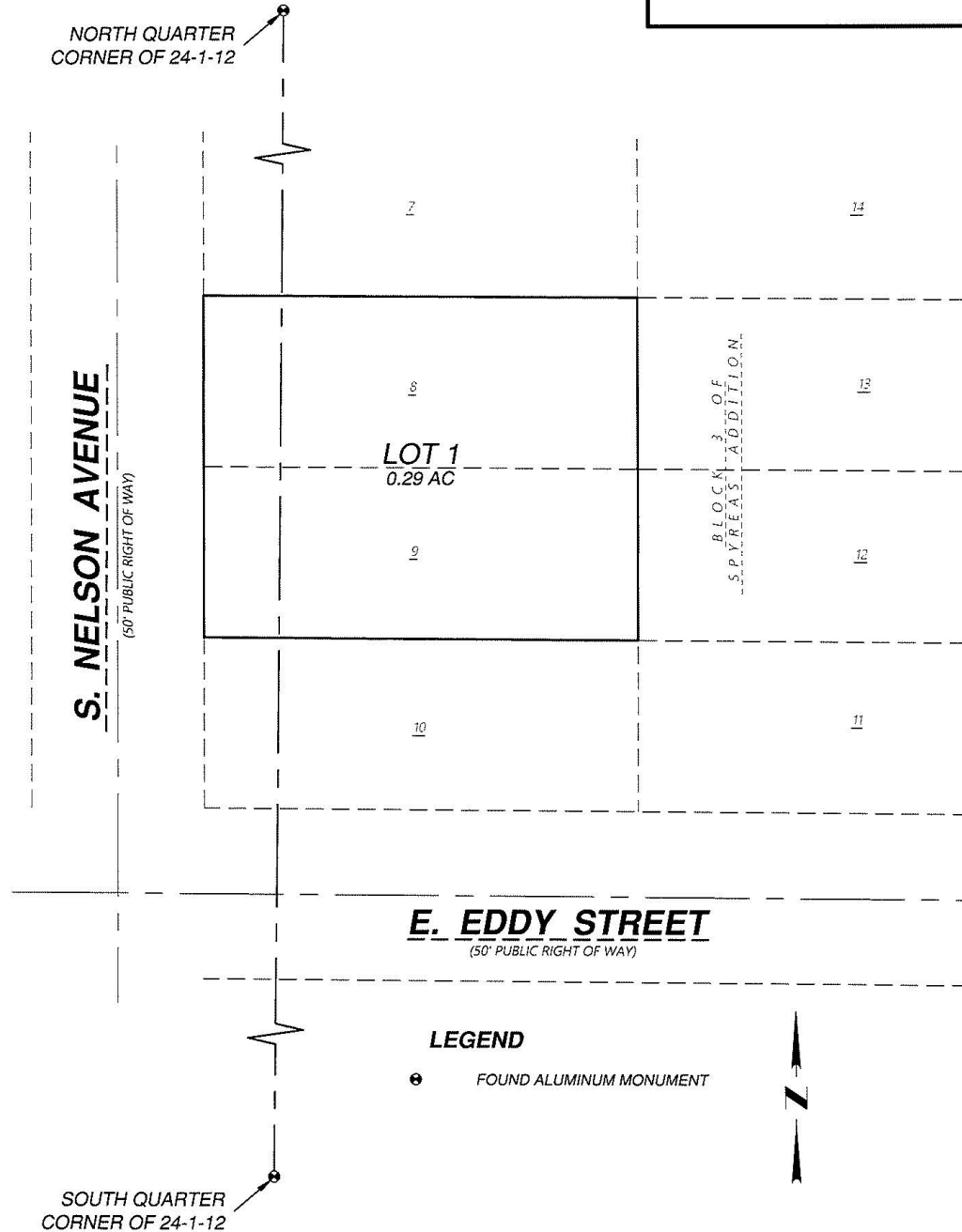


City of Beloit Zoning Map



## PROPOSED CERTIFIED SURVEY MAP

OF LOTS 8 & 9 OF BLOCK 3 OF SPYREAS ADDITION SITUATED IN THE  
SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER AND THE  
SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 24,  
T.1N., R.12E., OF THE 4<sup>TH</sup> PM, TOWN OF BELOIT, ROCK COUNTY,  
WISCONSIN.



NOTES:  
FIELDWORK COMPLETED MARCH 12, 2025.

THIS SURVEY IS SUBJECT TO ANY AND ALL EASEMENTS  
AND AGREEMENTS, RECORDED AND UNRECORDED.

**Project No. 125-074**  
**For: MICHAEL ECHEVERRIA**



109 W. MILWAUKEE ST  
JANESVILLE, WI 53548  
www.combsurvey.com

- LAND SURVEYING
- LAND PLANNING
- CIVIL ENGINEERING

tel: 608-752-0575  
fax: 608-752-0534



# CITY of BELOIT

## Planning and Building Services 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: Lot 8 and Lot 9, Block 3, Spyreas' Addition
2. Tax Parcel Number(s): 6-2-2258.18 and 6-2-2258.19
3. Property is located in (circle one): City of Beloit or Town of: Turtle, Beloit, Rock or LaPrairie  
In the SE Quarter of Section 24, Township 1 North, Range 12 East of the 4th P.M.
4. Owner of record: Michael Echeverria Phone: 608-302-9990  
1880 Church Street, Beloit, WI 53511  
(Address) (City) (State) (Zip)
5. Applicant's Name: Combs & Associates  
109 W. Milwaukee Street, Janesville, WI 53548  
(Address) (City) (State) (Zip)  
608-752-0575 / 608-921-7614 / jgarde@combsurvey.com  
(Office Phone #) (Cell Phone #) (Email Address)
6. Number of new lots proposed with this land division is one (1) lot(s).
7. Total area of land included in this map: 0.282 acres
8. Total area of land remaining in parent parcel: Lot Combination
9. Is there a proposed dedication of any land to the City of Beloit? No
10. The present zoning classification of this property is: R1
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.

JEFF GARDE

Jeff Garde (Agent)

5/5/2025

(Signature of applicant)

(Print name of applicant)

(Date)

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

Review fee: \$300.00 Amount paid: \_\_\_\_\_

Scheduled meeting date: \_\_\_\_\_

Application accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

**RESOLUTION 2025-17**

**APPROVING A ONE-LOT EXTRATERRITORIAL CERTIFIED SURVEY MAP  
FOR PROPERTIES LOCATED ON THE 2000 BLOCK  
OF SOUTH NELSON AVENUE IN THE TOWN OF BELOIT**

**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 extraterritorial jurisdiction of the City; and

**WHEREAS**, the attached one-lot Certified Survey Map of parcels 6-2-2258.18 and 6-2-2258.19 located in the 2000 Block of South Nelson Avenue in the Town of Beloit, containing 0.29 acres, more or less, is located within the extraterritorial jurisdiction of the City of Beloit; and

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

LOTS 8 & 9 OF BLOCK 3 OF SPYREAS ADDITION SITUATED IN THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER AND THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 24, T.1N., R.12E., OF THE 4<sup>TH</sup> P.M., TOWN 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 one-lot Extraterritorial Certified Survey Map of parcels 6-2-2258.18 and 6-2-2258.19 located in the 2000 Block of South Nelson Avenue in the Town 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.

Adopted this 21<sup>st</sup> day of May, 2025.

**Plan Commission**

---

Mike Ramsden, Chairperson

**ATTEST:**

---

Julie Christensen,  
Community Development Director



## **REPORT TO THE PLAN COMMISSION**

**Plan Commission Meeting Date:** May 21, 2025

**Agenda Item:** 4.b.

**File Number:** CSM-2025-10

### **General Information**

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**Applicant:** Kristin J. Belongia PLS (R.H. Batterman & Co., Inc.)

**Owner:** Town of Beloit

**Address:** Parcel Numbers 6-2-450.700B and 6-2-131.004 in the 3300 Block of South Bartells Drive in the Town of Beloit

**Jurisdiction:** Town of Beloit

**Applicant's Request:** Approval of a three-lot Extraterritorial Certified Survey Map (CSM)

### **Staff Analysis**

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**Proposed Land Division:** The intent of the proposed extraterritorial CSM is to reconfigure parcel numbers 6-2-450.700B and 6-2-131.004 in the 3300 block of South Bartells Drive to serve a future residential subdivision development. The proposed Lot 1 is 9.68 acres (approximately 421,763 square feet). The proposed Lot 2 is 12.12 acres (approximately 528,128 square feet). The proposed Lot 3 is 18.60 acres (approximately 810,224 square feet). The proposed Lot 2 corresponds to the Final Plat of Blackhawk Reserve Plat 2, which is on the agenda for review. This Final Plat on the proposed Lot 2 is for the creation of 32 new single-family lots. The proposed Lots 1 and 3 are planned for future phases of the development. The parcels are zoned A-1, Farmland Preservation District, I-1, Light Industrial District, and R-1, Single-Family Residential District, in the Town of Beloit. The Town is in the process of reviewing a rezoning of the parcels entirely to R-1 to facilitate the single-family development. However, the Town's zoning processes have no bearing on the City's review of the CSM.

**Surrounding Land Use and Zoning:** North of the subject property is zoned I-1, Light Industrial District. To the east and south is zoned R-1, Single-Family Residential District. To the west is zoned A-1, Farmland Preservation District and I-1, Light Industrial District. All of these surrounding properties are in the Town of Beloit, and subject to Town zoning.

**City of Beloit Comprehensive Plan and Strategic Plan:** The City's Comprehensive Plan Future Land Use Map shows that these parcels are planned for *Established Neighborhood* uses, which is consistent with what is being proposed. However, land use cannot be considered when reviewing Extraterritorial CSM applications according to state law.

**Review Agent Comments:** The proposed CSM was distributed to the Review Agents. No concerns or comments were received.

### **STAFF RECOMMENDATION:**

The Planning and Building Services Division recommends **approval** of the attached three-lot

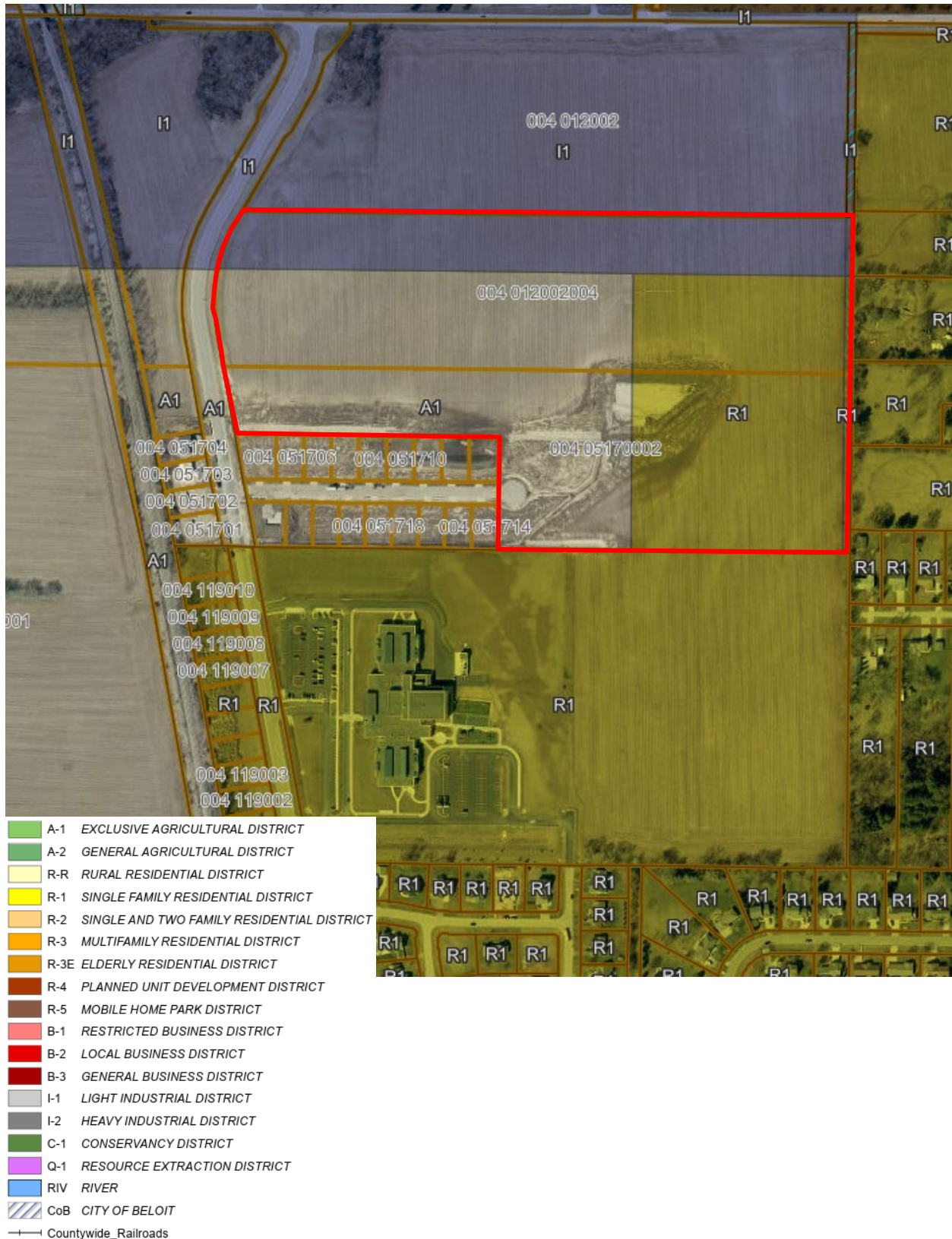
Extraterritorial CSM for parcels 6-2-450.700B and 6-2-131.004 located in the 3300 block of South Bartells Drive in the Town of Beloit, subject to the following condition:

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 and Town Zoning Map, Certified Survey Map, Application, and Resolution.

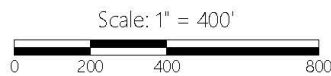
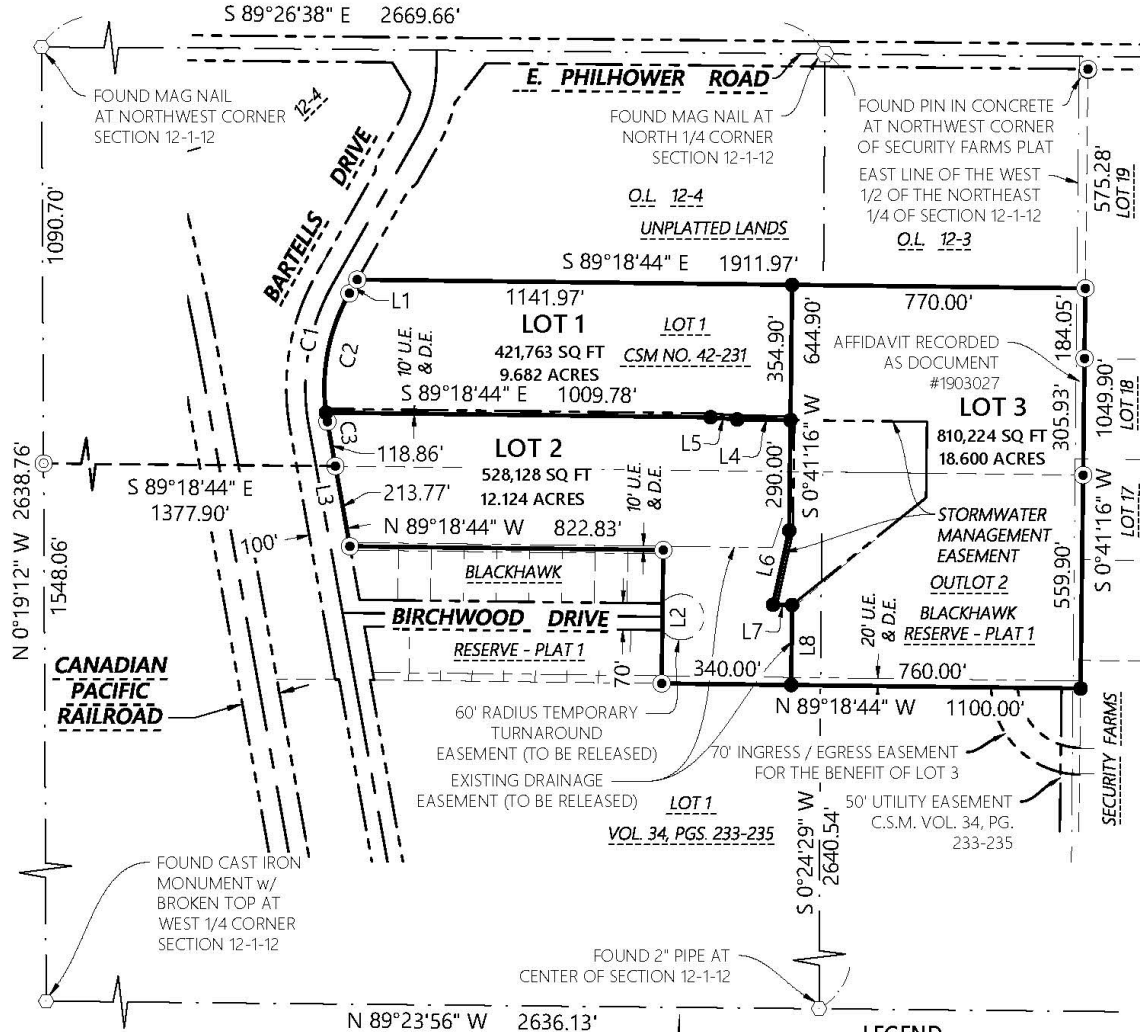


# LOCATION AND TOWN ZONING MAP



# CERTIFIED SURVEY MAP

A REDIVISION OF LOT 1 OF CERTIFIED SURVEY MAP NO. 42-231,  
RECORDED AS DOCUMENT NO. 2254017, AND OUTLOT 2 OF THE  
BLAWKHAWK RESERVE - PLAT 1, BEING PARTS OF THE NE 1/4 & SE 1/4  
OF THE NW 1/4 AND PARTS OF THE NW 1/4 & SW 1/4 OF THE NE 1/4  
OF SECTION 12, BEING ALSO PARTS OF OUTLOTS 12-3 AND 12-4 OF  
THE ASSESSOR'S PLAT OF BELOIT TOWNSHIP, ALL IN T.1N., R.12E., OF  
THE 4TH P.M., BELOIT TOWNSHIP, ROCK COUNTY, WISCONSIN



DISTANCE UNITS BASED ON THE  
UNITED STATES SURVEY FOOT

BEARINGS BASED ON THE WISCONSIN  
COORDINATE REFERENCE SYSTEM, ROCK ZONE  
THE WEST LINE OF THE NORTHWEST 1/4  
OF SECTION 12-1-12  
BEARING N 0°19'12" W

## LEGEND

- Iron Rebar Set  
3/4" x 24" (1.5 Lbs./Ft.)
- ⊙ 3/4" Iron Rebar Found
- ⊙ Iron Pipe Found (size noted)
- ⊙ Section Corner Monument Found
- (XXX.XX) Record Information

ORDER NO: 34146

FIELD CREW: DGM  
DRAWN BY: JRT  
SHEET 1 OF 4

FOR THE EXCLUSIVE USE OF:

TOWN OF BELOIT

**Batterman**  
engineers surveyors planners

2857 Bartells Drive 1040 N Wisconsin Street  
Beloit, Wisconsin 53511 Elkhorn, Wisconsin 53121  
608.365.4464 262.379.2250



# CERTIFIED SURVEY MAP

A REDIVISION OF LOT 1 OF CERTIFIED SURVEY MAP NO. 42-231,  
RECORDED AS DOCUMENT NO. 2254017, AND OUTLOT 2 OF THE  
BLAWKHAWK RESERVE - PLAT 1, BEING PARTS OF THE NE 1/4 & SE 1/4  
OF THE NW 1/4 AND PARTS OF THE NW 1/4 & SW 1/4 OF THE NE 1/4  
OF SECTION 12, BEING ALSO PARTS OF OUTLOTS 12-3 AND 12-4 OF  
THE ASSESSOR'S PLAT OF BELOIT TOWNSHIP, ALL IN T. 1N., R. 12E., OF  
THE 4TH P.M., BELOIT TOWNSHIP, ROCK COUNTY, WISCONSIN

## SURVEYOR'S CERTIFICATE OF COMPLIANCE WITH STATUTE

**State of Wisconsin } ss.** I, Kristin J. Belongia, a Professional Land Surveyor, do hereby certify that I have  
**County of Rock** surveyed and mapped Lot 1 of Certified Survey Map No. 42-231, recorded as  
Document No. 2254017, and Outlot 2 of Blackhawk Reserve - Plat 1, being parts of the Northeast 1/4 and  
Southeast 1/4 of the Northwest 1/4 and parts of the Northwest 1/4 and Southwest 1/4 of the Northeast 1/4 of  
Section 12, being also parts of Out-lots 12-3 and 12-4 of the Assessor's Plat of Beloit Township, all in T. 1 N.,  
R. 12 E., of the 4th P.M., Beloit Township, Rock County, Wisconsin.

Containing 1,760,115 square feet (40.406 acres) more or less.

Subject to any easements, agreements, covenants and restrictions, recorded or unrecorded.

That such map is a correct representation of all exterior boundaries of the land surveyed and the division of that  
land. That I have made such survey, division and map by the direction of the Owner(s) of said land, and that I  
have complied fully with the provisions of Section 236.34 of the Wisconsin Statutes in surveying, dividing and  
mapping the same.

Given under my hand and seal this 21st day of April, 2025 at Beloit, Wisconsin.

Last day of field work: \_\_\_\_\_, 2025.

LINE TABLE		
LINE #	DIRECTION	LENGTH
L1	N 29°45'19" E	41.18'
L2	N 00°41'16" E	350.00'
L3	N 10°13'56" W	332.63'
L4	S 89°18'44" E	140.00'
L5	S 85°13'36" E	70.18'
L6	S 12°16'48" W	199.06'
L7	S 89°18'44" E	50.00'
L8	S 00°41'16" W	210.00'

CURVE TABLE					
CURVE NO.	DELTA	RADIUS	ARC	CHORD BEARING	CHORD LENGTH
C1	39°59'15"	499.50'	348.61'	N 09°45'42" E	341.58'
C2	37°15'57"	499.50'	324.88'	S 11°07'20" W	319.18'
C3	2°43'18"	499.50'	23.73'	N 08°52'17" W	23.72'

ORDER NO: 34146

FIELD CREW: DGM  
DRAWN BY: JRT  
SHEET 2 OF 4

FOR THE EXCLUSIVE USE OF:

TOWN OF BELOIT

**Batterman**  
engineers surveyors planners

2857 Bartells Drive 1040 N Wisconsin Street  
Beloit, Wisconsin 53511 Elkhorn, Wisconsin 53121  
608.365.4464 262.379.2250



# CERTIFIED SURVEY MAP

A REDIVISION OF LOT 1 OF CERTIFIED SURVEY MAP NO. 42-231,  
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OF THE NW 1/4 AND PARTS OF THE NW 1/4 & SW 1/4 OF THE NE 1/4  
OF SECTION 12, BEING ALSO PARTS OF OUTLOTS 12-3 AND 12-4 OF  
THE ASSESSOR'S PLAT OF BELOIT TOWNSHIP, ALL IN T.1N., R.12E., OF  
THE 4TH P.M., BELOIT TOWNSHIP, ROCK COUNTY, WISCONSIN

## MUNICIPAL CORPORATE OWNERS CERTIFICATE - Town of Beloit

As Owner, the Town of Beloit, a municipal corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, as Owner of the land described in the foregoing description, does hereby certify that said municipal corporation caused the land described on this map to be surveyed, divided, mapped and dedicated as represented on the map.

The Town of Beloit does further certify that this map is required by Sections 236.10 and 236.12 of the Wisconsin Statutes to be submitted to the following for approval or objection: Town of Beloit, City of Beloit and Rock County Planning, Economic & Community Development Agency..

**IN WITNESS WHEREOF**, The Town of Beloit has caused these presents to be signed by Tim Wellnitz, its Town Administrator


this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Tim Wellnitz, Town Administrator

**State of Wisconsin** } ss. Personally came before me, this \_\_\_\_\_ day of \_\_\_\_\_, 2025,  
**County of Rock** } *Tim Wellnitz, Town Administrator* to be known to be the persons who executed the foregoing instrument and to me known to be officers of the above-named municipal corporation, and acknowledge that they executed the foregoing instrument as such officers as the deed of such municipal corporation, by its authority.

\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County, Wisconsin

My Commission Expires \_\_\_\_\_

<b>ORDER NO: 34146</b>  FIELD CREW: DGM DRAWN BY: JRT SHEET 3 OF 4	<b>FOR THE EXCLUSIVE USE OF:</b>  TOWN OF BELOIT	<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	
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## CERTIFIED SURVEY MAP

A REDIVISION OF LOT 1 OF CERTIFIED SURVEY MAP NO. 42-231,  
RECORDED AS DOCUMENT NO. 2254017, AND OUTLOT 2 OF THE  
BLAWKHAWK RESERVE - PLAT 1, BEING PARTS OF THE NE 1/4 & SE 1/4  
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THE ASSESSOR'S PLAT OF BELOIT TOWNSHIP, ALL IN T.1N., R.12E., OF  
THE 4TH P.M., BELOIT TOWNSHIP, ROCK COUNTY, WISCONSIN

Approved by the Town Board of the Town of Beloit, this \_\_\_\_ day of \_\_\_\_\_, 2025.

By: \_\_\_\_\_

Approved by the Planning Commission of the City of Beloit, this \_\_\_\_ day of \_\_\_\_\_, 2025.


By: \_\_\_\_\_

This Final Land Division No. \_\_\_\_\_ is approved, this \_\_\_\_ day of \_\_\_\_\_, 2025,  
pursuant to Chapter 4 of the Rock County Ordinance.

By: \_\_\_\_\_  
*Rock County Planning, Economic and  
Community Development Department*

I hereby certify that the Property Taxes on the parent Parcel are current and have been paid as of  
\_\_\_\_\_, 2025.

\_\_\_\_\_  
*Rock County Treasurer*

<b>ORDER NO: 34146</b>  FIELD CREW: DGM DRAWN BY: JRT SHEET 4 OF 4	<b>FOR THE EXCLUSIVE USE OF:</b>  TOWN OF BELOIT	<b>Batterman</b> engineers surveyors planners 2857 Bartells Drive Beloit, Wisconsin 53511 608.365.4464 1040 N Wisconsin Street Elkhorn, Wisconsin 53121 262.379.2250	
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File Name: J:\34100-34199\34146 - TOB - Subdivision Concepts\_PHASE 2\SURVEY\RH-B DRAWING FILES

# CITY of BELOIT

## Planning and Building Services 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: S. Bartells Drive
2. Tax Parcel Number(s): Parcel Numbers 6-2-450.700B and 6-2-131.004
3. Property is located in (circle one): City of Beloit or Town of: Turtle; Beloit; Rock or LaPrairie  
NW &  
In the NE Quarter of Section 12, Township 1 North, Range 12 East of the 4th P.M.
4. Owner of record: Town of Beloit Phone: 608-364-2980

<u>3000 S. Bartells Drive</u>	<u>Beloit</u>	<u>WI</u>	<u>53511</u>
(Address)	(City)	(State)	(Zip)

5. Applicant's Name: Kristin J. Belongia, PLS (R.H. Batterman & Co., Inc.)

<u>2857 Bartells Drive</u>	<u>Beloit</u>	<u>WI</u>	<u>53511</u>
(Address)	(City)	(State)	(Zip)
<u>608-365-4464</u>	<u>/</u>	<u>608-930-3146</u>	<u>/</u>
(Office Phone #)		(Cell Phone #)	(E-mail Address)

6. Number of new lots proposed with this land division is 3 lot(s).
7. Total area of land included in this map: 36.25 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-1
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.

<u>Kristin J Belongia</u>	<u>Kristin J. Belongia</u>	<u>4/7/2025</u>
(Signature of applicant)	(Print name of applicant)	(Date)

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

Review fee: <u>\$300.00</u>	Amount paid: <u>\$300</u>
Scheduled meeting date: _____	
Application accepted by: _____	Date: _____

**RESOLUTION 2025-18**

**APPROVING A THREE-LOT EXTRATERRITORIAL CERTIFIED SURVEY MAP FOR PROPERTIES  
LOCATED IN THE 3300 BLOCK OF SOUTH BARTELLS DRIVE IN THE TOWN OF BELOIT**

**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 extraterritorial jurisdiction of the City; and

**WHEREAS**, the attached three-lot Certified Survey Map of parcels 6-2-450.700B and 6-2-131.004 located in the 3300 Block of South Bartells Drive in the Town of Beloit, containing 40.41 acres, more or less, is located within the extraterritorial jurisdiction of the City of Beloit; and

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

A REDIVISION OF LOT 1 OF CERTIFIED SURVEY MAP NO. 42-231, RECORDED AS DOCUMENT NO. 2254017, AND OUTLOT 2 OF THE BLACKHAWK RESERVE – PLAT 1, BEING PARTS OF THE NE 1/4 & SE 1/4 OF THE NW 1/4 AND PARTS OF THE NW 1/4 & SW 1/4 OF THE NE 1/4 OF SECTION 12, BEING ALSO PARTS OF OUTLOTS 12-3 AND 12-4 OF THE ASSESSOR'S PLAT OF BELOIT TOWNSHIP, ALL IN T.1N., R.12E., OF THE 4<sup>TH</sup> P.M., BELOIT TOWNSHIP, 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 Extraterritorial Certified Survey Map of parcels 6-2-450.700B and 6-2-131.004 located in the 3300 Block of South Bartells Drive in the Town 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.

Adopted this 21<sup>st</sup> day of May, 2025.

**Plan Commission**

---

Mike Ramsden, Chairperson

**ATTEST:**

---

Julie Christensen,  
Community Development Director





## **REPORT TO THE PLAN COMMISSION**

**Plan Commission Meeting Date:** May 21, 2025

**Agenda Item:** 4.c.

**File Number:** FS-2025-02

### **General Information**

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

**Owner:** Blackhawk Reserve (Joe Contarino, Manager)

**Address/Location:** South of Philhower Road and north of Garden Prairie Intermediate School along Bartells Drive in the in the Town of Beloit (Parcel No. 6-2-450.007).

**Applicant's Request:** Final Subdivision Plat (32 single-family lots)

### **Staff Analysis**

---

**Plat Approval Process:** R.H. Batterman & Co., Inc. on behalf of Blackhawk Reserve (Joe Contarino, Manager) has submitted an Application for Review of a Final Subdivision Plat and the attached Final Plat of Blackhawk Reserve Plat 2 for 12.12 acres south of Philhower Road and north of Garden Prairie Intermediate School along Bartells Drive in the in the Town of Beloit. This land is located beyond the city limits but within the City's extraterritorial plat review jurisdiction. The subdivision of land requires approval of a Preliminary Plat, followed by approval of a detailed Final Plat, which must substantially conform to the layout of the Preliminary Plat. A recorded Final Plat creates the lots and may include the entire Preliminary Plat area or phases. The Preliminary Plat of Blackhawk Reserve was approved by the Plan Commission on July 20, 2022.

**Proposed Lots:** As shown on the attached plat, the applicant has proposed the creation of 32 new single-family residential lots in this phase. A new CSM has been created and is on the agenda for review. It reconfigures the two existing lots into three new lots. Lot 2 will become Plat 2 of Blackhawk Reserve, while Lots 1 and 3 are planned for future phases of the development. This property is subject to Town of Beloit zoning (R-1), which the applicant has indicated has been approved by the Town. This subdivision will be served by public water (City Water Utility) and sewer (Town Sewer Service Area). The plat is within the School District of Beloit Turner. The proposed plat features an extension of Birchwood Drive, along with two newly planned streets, White Willow Drive and Aspen Terrace.

**Surrounding Uses:** As shown on the attached Location Map, there are residential uses to the



east of the subject property, and agricultural uses to the north and west. Garden Prairie Intermediate School is to the south. The City does not exercise extraterritorial zoning jurisdiction and cannot control uses outside of the City.

**City of Beloit Comprehensive Plan:** The Future Land Use Map of the City's Comprehensive Plan recommends *Established Neighborhood* uses for the subject parcels. However, land use and density cannot be regulated outside of the City limits.

**Review Agent Comments:** A copy of the application has been shared with City of Beloit staff and utility contacts. Public Works provided the following comment: *As a reminder to the subdivider, if City water infrastructure is proposed to serve the subdivision, construction plans must be submitted to City Engineering for review and approval. Additionally, the water main will need to be looped as part of this phase.*

No other comments were received.

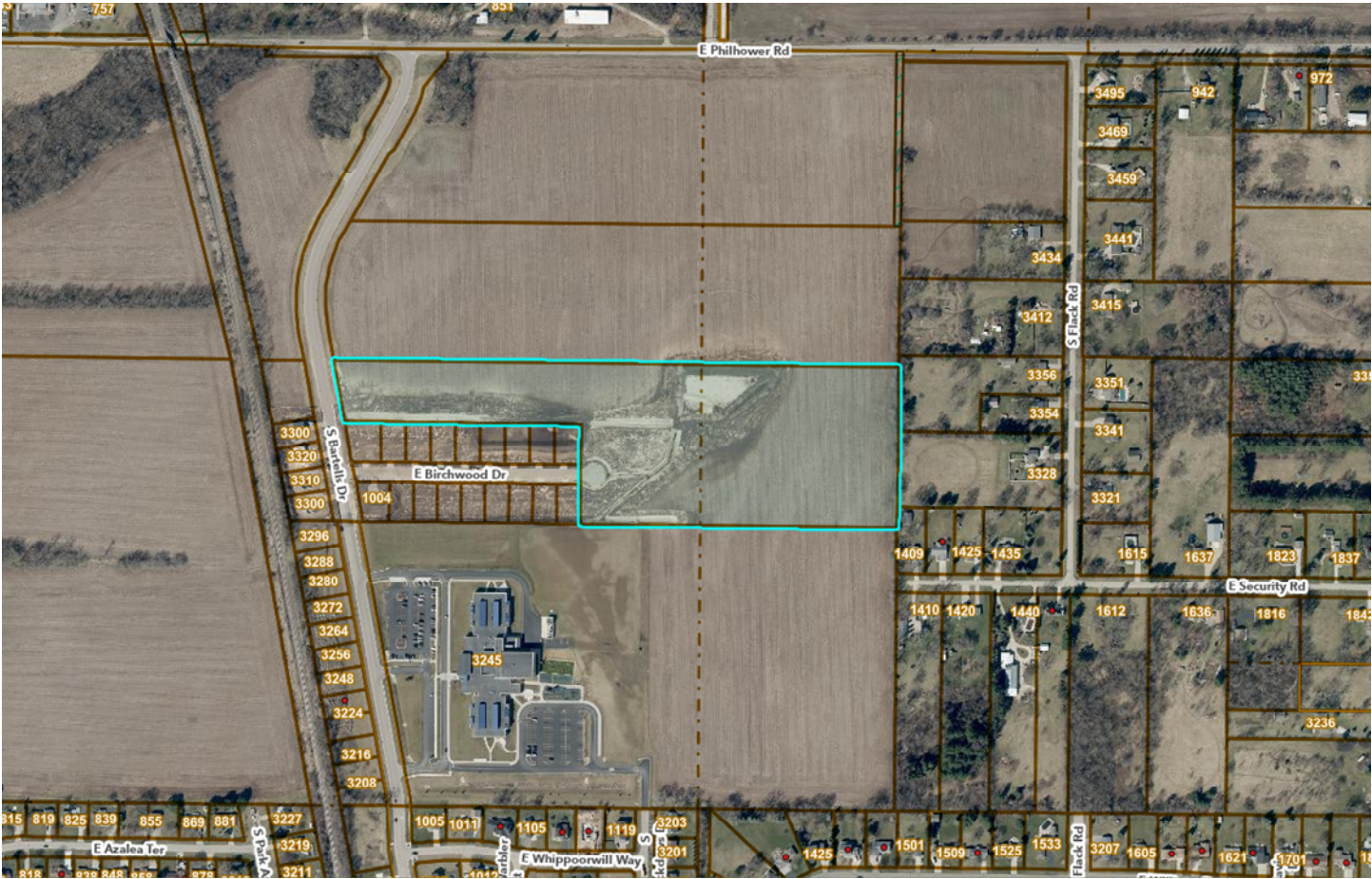
**STAFF RECOMMENDATION:**

The Planning and Building Services Division recommends approval of the Final Plat of Blackhawk Reserve Plat 2 for one parcel totaling 12.12 acres south of Philhower Road and north of Garden Prairie Intermediate School along Bartells Drive in the Town of Beloit subject to the following conditions:

1. All of the conditions of approval of the Preliminary Plat remain in full force and effect.
2. If City water infrastructure is proposed to serve the subdivision, construction plans must be submitted to City Engineering for review and approval. Additionally, the water main will need to be looped as part of this phase.
3. The applicant shall record the Final Plat with the Rock County Register of Deeds within one year of approval, and shall provide City staff with a copy of the recorded plat.

**ATTACHMENTS:** Location Map, Final Plat, CSM, and Application.

Location Map





State of Wisconsin } ss.  
County of Rock }  
I, Walter J. Belongia, a Professional Land Surveyor do hereby certify that I have surveyed, subdivided and marked the within described land to be hereafter known and designated as "30 AC. 134.0000 AC. TRACT - PLAT 2" and that the within described land is to be hereafter known and designated as "30 AC. 134.0000 AC. TRACT - PLAT 2".

Containing 12,134 acres of land, most of which

**Rock County Planning, Economic and Community Development Department**

State of Wisconsin }  
County of Rock } ss.  
I, Michelle Stratiger, being the duly elected, qualified and acting Treasurer of the County of Rock, do hereby certify that the records in this office show no endorsement for sales and use tax.

upland forest or special anniversary on or the \_\_\_\_ day of \_\_\_\_\_, 2013, affixing the mark in the place of

resulted that the first of sub-component activities - Plant 2 is approved

1. the undersigned City Clerk, or the City of Fresno, do hereby certify that the above Resolution is a true and correct copy of the original as passed by the City Council of the City of Fresno on the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

## Mary J. Grogan, City Court

Mary J. Grogan, City Court

The Town of Bethel, Rock County, Wisconsin.

The Town of Bethel, Rock County, Wisconsin.

County of Alameda } ss.  
I, \_\_\_\_\_, do hereby certify that the records in my office show no unrecorded tax sales and

County of Alameda } ss.  
I, \_\_\_\_\_, do hereby certify that the records in my office show no unrecorded tax sales and

BlackRock Reserve LLC, a corporation duly organized and existing under and by virtue of the laws of the State of

*Moreover, as Owner of the land described in the Subpoena description, does fairly certify that said corporate record is the best record of the land to be conveyed, divided, merged and dedicated as represented on the map.*

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**the Court's Member**

---

**the Court's Member**

**Keywords:**

[illegible]

of *Whitania*. Morphology of the host described in the foregoing description, does hardly concern to the rearing

of *Whitania*. Morphology of the host described in the foregoing description, does hardly concern to the rearing

*Perseus* came before me, the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

*Perseus* came before me, the \_\_\_\_\_ day of \_\_\_\_\_, 2025.

covered the foreign interface and subordinated the state.

covered the foreign interface and subordinated the state.

## Nancy Parker \_\_\_\_\_, Carolyn Wrenshall \_\_\_\_\_

Nancy Parker \_\_\_\_\_, Carolyn Wrenshall \_\_\_\_\_

There are no objections to this plan with respect to  
 Items 22b (1), 22b (3), 22b (5) and 22b (6) (1) and (2).  
 Wm. State as provided by s. 22b (2), Wm. State.

Confidential \_\_\_\_\_ 20 \_\_\_\_\_

Department of Administration

There are no objections to this plan with respect to  
 Items 22b (1), 22b (3), 22b (5) and 22b (6) (1) and (2).  
 Wm. State as provided by s. 22b (2), Wm. State.

Confidential \_\_\_\_\_ 20 \_\_\_\_\_

Department of Administration

DOCUMENT NO. \_\_\_\_\_ RECEIVED FOR RECORD THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ AD 2015 AT \_\_\_\_\_  
 \_\_\_\_\_ O'CLOCK \_\_\_\_\_ M AND RECORDED IN VOLUME \_\_\_\_\_ OF PLATS ON PAGES \_\_\_\_\_  
 \_\_\_\_\_ REGISTER OF DEEDS \_\_\_\_\_

## REGISTRATION OF DATA

201

ORDER NO: 34146  
BOOK: SEE FILE  
FIELD CREW: BMR  
DRAWN BY: CM  
DATE: 06/27/2025

**OWNER / DEVELOPER:**  
Blackhawk Reserve  
E. Riverside Blvd., Suite 111  
Rockford, IL 61114

BLACKHAWK RESERVE - PLAT 2


**Batterman**  
 engineers surveyors planners

2657 Bartlett Drive  
Beloit, Wisconsin 53511  
608.365.4468

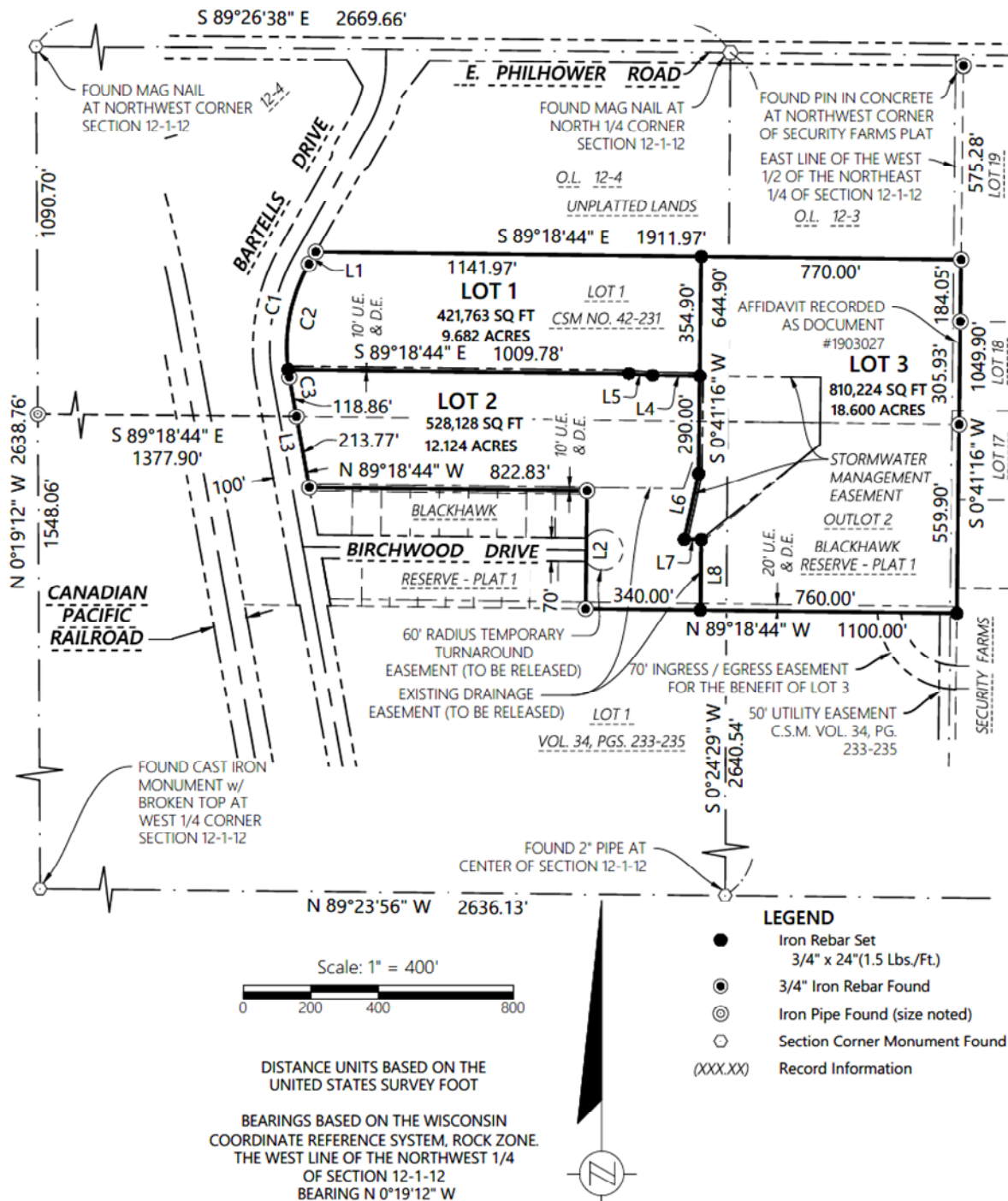
1540 N Wisconsin Street  
Oshkosh, Wisconsin 53122  
262.376.2250

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# CERTIFIED SURVEY MAP

A REDIVISION OF LOT 1 OF CERTIFIED SURVEY MAP NO. 42-231, RECORDED AS DOCUMENT NO. 2254017, AND OUTLOT 2 OF THE BLAWHAWK RESERVE - PLAT 1, BEING PARTS OF THE NE 1/4 & SE 1/4 OF THE NW 1/4 AND PARTS OF THE NW 1/4 & SW 1/4 OF THE NE 1/4 OF SECTION 12, BEING ALSO PARTS OF OUTLOTS 12-3 AND 12-4 OF THE ASSESSOR'S PLAT OF BELOIT TOWNSHIP, ALL IN T.1N., R.12E., OF THE 4TH P.M., BELOIT TOWNSHIP, ROCK COUNTY, WISCONSIN



ORDER NO: 34146

FIELD CREW: DGM  
DRAWN BY: JRT  
SHEET 1 OF 4

FOR THE EXCLUSIVE USE OF:

TOWN OF BELOIT

**Batterman**  
engineers surveyors planners

2857 Bartells Drive  
Beloit, Wisconsin 53511  
608.365.4464

1040 N Wisconsin Street  
Elkhorn, Wisconsin 53121  
262.379.2250

**3**

File Name: J:\34100-34199\34146 - TOB - Subdivision Concepts\_PHASE 2\SURVEY\BMB DRAWING FILES

# CITY of BELOIT

## Neighborhood Planning Division

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

### Application for a Final Subdivision or Condominium Plat

(Please Type or Print)

File Number: \_\_\_\_\_

1. **Proposed subdivision name:** Blackhawk Reserve - Plat 2
2. **Address of property:** S. Bartells Drive
3. **Tax Parcel Number(s):** TBD (Lot 2 of Proposed Certified Survey Map)
4. **Property is located in (circle one):** City of Beloit or Town of: Turtle, Beloit, Rock or LaPrairie  
**In the** NW **Quarter of Section** 12 **, Township** 1 **North, Range** 12 **East of the 4th P.M.**
5. **Owner of record:** Joe Contarino (Blackhawk Reserve LLC) **Phone:** 239-970-2477  

<u>6551 E. Riverside Blvd. Suite 111</u> (Address)	<u>Rockford</u> (City)	<u>IL</u> (State)	<u>61114</u> (Zip)
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6. **Applicant's Name:** Kristin J. Belongia, PLS (R.H. Batterman & Co. Inc.)  

<u>2857 Bartells Drive</u> (Address)	<u>Beloit</u> (City)	<u>WI</u> (State)	<u>53511</u> (Zip)
<u>608-365-4464</u> (Office Phone #)	<u>/ 608-930-3146</u> (Cell Phone #)	<u>/</u>	<u>kbelongia@rhhatterman.com</u> (E-mail Address)
7. **Present zoning classification is:** R-1
8. **Is the proposed use permitted in this zoning district:** Yes
9. **THE FOLLOWING ITEMS MAY NEED TO BE COMPLETED AND/OR ATTACHED:**
  - ☒ **Copy of Preliminary Plat to Utility Providers:** A written statement confirming that the developer submitted copies of the approved preliminary plat to all utility providers as per section 12.03(2).
  - ☐ **Covenants and Deed Restrictions:** copies of any covenants or deed restrictions.
  - ☐ **Development Agreement & Fee:** a copy of a Final Draft or Approved Development Agreement;
  - ☐ **Contract:** A contract for construction of required utilities and public improvements or;
  - ☐ **A Bond;** guarantying the contract for construction or,
  - ☐ **Letter from the City Engineer;** stating that the developer has constructed the required improvements and the City has found they are acceptable to the City Engineer and;
  - ☒ **Final Plat Map;** 10 copies as required by section 12.04(1) including all information required by section 12.04(2) 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 and City Council to review and approve the Preliminary Subdivision Plat for the purpose stated herein. The undersigned also agrees to abide by all applicable federal, state and local laws, rules, and regulations.

Kristin J. Belongia

(Signature of applicant)

/ Kristin J. Belongia, PLS

(Print name of applicant)

/ 4/7/2025

(Date)

**This application must be submitted at least 30 days prior to the Plan Commission meeting date.**

Review fee: \$300 plus \$15 per lot; \$100 Development Agreement Fee Amount paid: \$780

Scheduled meeting date: \_\_\_\_\_

Application accepted by: \_\_\_\_\_ Date: \_\_\_\_\_