

**MEETING MINUTES**  
**Beloit City Plan Commission**  
**Wednesday, April 22, 2015 at 7:00 PM**  
**The Forum**  
**Beloit City Hall, First Floor**  
**100 State Street, Beloit**

**1. Call to Order and Roll Call**

Chairperson Faragher called the meeting to order at 7:04pm.

Commissioners Faragher, Moore, Ruster, Tinder, Kincaid, Johnson, and Mathis were present. Commissioner Finnegan was not present.

**2. Approval of the Minutes of the April 8, 2015 Meeting**

Commissioner Moore moved to approve the minutes. Commissioner Ruster seconded the motion. The motion passed (6-0).

**3. Sign Ordinance Exception – Tilley’s Pizza House – 900 Fourth Street**

Public hearing, review and consideration of an exception to Section 30.40(2)(e) of the Outdoor Sign Regulations to allow more than three secondary, on-premises signs in a C-3, Community Commercial District, for the property located at 900 Fourth Street

Julie Christensen presented the staff report and recommendation. She also relayed a message from Mr. Charles Haynes, a neighbor of Tilley’s Pizza. He was unable to attend the meeting but wanted to state that they were indifferent to the sign.

Ms. Christensen explained the history of the sign approval for Tilley’s Pizza, specifically in regard to the approval of the electronic sign and the conditions under which it was approved. She also explained that the electronic sign was in compliance with City Ordinances. The sign in question is the small Ballyhoo sign over the Ballyhoo Tavern on the north side of the building.

The commission discussed whether or not this was a self-created hardship and agreed that it was a self-created hardship.

Mr. Rick Brunton from JNB signs spoke on behalf of the sign at Tilley’s Pizza. He explained that in many other municipalities, a standing sign (much like the electronic sign Tilley’s installed) would be considered one sign, not two or four.

He also stated that the only reason the electronic sign was not considered the primary sign was because the white Ballyhoo sign is larger (although, as Mrs. Christensen later clarified, electronic signs are never considered the primary sign per City Ordinance). He further elaborated on the self-created hardship aspect of the application. According to Mr. Brunton, at the time of installing the electronic sign, they had attempted to remove an existing secondary sign. Due to inclement weather conditions, they were unable to take the lettering off the building in a workman like manner. Therefore, Mr.

Brunton himself suggested to the owner of Tilley's to apply for a Sign Ordinance Exception.

Commissioner Johnson moved to approve the Sign Ordinance Exception. Commissioner Ruster seconded the motion. The motion failed (2-4).

4. **Conditional Use Permit – Apará Care – 2020 Cranston Road**

Public hearing, review and consideration of a Conditional Use Permit to allow a Residential Care Apartment Complex in a C-1, Office District, for the property located at 2020 Cranston Road

Julie Christensen presented the staff report and the recommendation.

Councilman Kincaid inquired into the future use of the house that was on the previous lot. Mrs. Christensen explained that the house is no longer on the lot and that it is being retained as a house. The applicant completed a CSM and divided the lot. The house will remain as it is until the current owner passes away at which time the applicant will demolish the house. Councilman Kincaid asked what the applicant planned to do with the open space once the house has been demolished.

Commissioner Mathis asked how the applicant planned to keep the lines of communication open with Planning and Building Services.

Mr. Aaron Otto from Apará Care stated that they are willing to communicate however the City would prefer. Mr. Otto then explained that thus far they have been documenting and following up phone calls with emails.

Councilman Kincaid requested clarification from Ms. Christensen regarding whether or not having financing is a requisite. She stated that it is not a condition of approval because final financing is dependent upon the Conditional Use Permit. Councilman Kincaid asked whether or not the City would feel more comforted if a Letter of Intent were obtained from the lending institution of Apará Care. Ms. Christensen stated that it was not necessary from the Planning and Building Services standpoint.

Commissioner Mathis asked the applicant if financing would be available if a condition were added that financing were obtained prior to approval of the Conditional Use Permit. Mr. Otto explained that final financing is dependent upon the Conditional Use Permit and politely requested that the Commission did not make that a requisite.

Mr. Otto further expounded on the delay in breaking ground for the two previous permits. He stated that early on, they needed to receive authorization from the WAVE committee with the State because what Apará Care had proposed did not “fit into their box.” The second time, Apará Care experienced issues with financing. This time around, financing is available and they are ready to move forward with the strict timeline the City has presented.

Councilman Kincaid clarified that the entry from Schuster Drive would only be used for emergencies. He also asked how emergency situations needing fire trucks would be handled as far as emergency personnel obtaining access to the building. Mrs.

Christensen explained the plans with reference to the house as well as the proposed building.

Commissioner Johnson moved to approve the amended motion. Commissioner Tinder seconded the motion. The motion passed (6-0).

#### **5. Status Report on Prior Plan Commission Items**

Julie Christensen presented a status report on prior Plan Commission items. She stated that the release of the utilities of the Gateway Park Pratt site, the AT&T easement along the Stateline Restoration Park, and the Bike Path in Big Hill Park were approved by Council.

She also informed the Commission that the Deerfield second addition will be presented to the Commission at the next meeting. Commissioner Johnson asked how the project will be funded. Ms. Christensen explained that it will be a jointly funded project, which the Commission would not need to approve or deny. She stated that the Commission would be approving/denying the street extension from Canterbury to Walnut Grove and the layout of the lots.

There will also be a Certified Survey Map for the billboard located on the edge of the land the Ho-Chunk will be purchasing. The Ho-Chunk do not want the billboard on their property.

#### **6. Adjournment**

The meeting adjourned at 7:40pm.