



CITY HALL • 100 STATE STREET • BELOIT, WI 53511

**MEETING MINUTES**  
**Beloit City Plan Commission**  
**Wednesday, June 17, 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 7:05pm. Commissioners Moore, Mathis, Johnson, Faragher, Ruster, Finnegan, and Tinder were present. Councilor Kincaid was also present.

**2. Approval of the Minutes of the June 3, 2015 Meeting**

Commissioner Tinder moved to approve the minutes of the June 3, 2015 meeting. Commissioner Finnegan seconded the motion. The motion passed unanimously (7-0).

**3. Extraterritorial Certified Survey Map – 1400 Inman Parkway**

Review and consideration of two-lot Extraterritorial Certified Survey Map for property located at 1400 Inman Parkway in the Town of Beloit

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

Commissioner Johnson moved to approve the motion. Commissioner Ruster seconded the motion. The motion passed unanimously (7-0).

**4. Conditional Use Permit – 2100 Newark Road – Expanded Contractor Use**

Public hearing, review and consideration of a Conditional Use Permit to allow an expanded contractor use in a DH, Development Holding District, for property located at 2100 Newark Road in the City of Beloit.

Julie Christensen presented the staff report and recommendation.

Steve Franks (1000 S Paddock Road), the applicant, explained the history of obtaining the property and the improvements they have thus far completed.

Chairperson Faragher inquired what Mr. Franks planned to do with the temporary office once construction was completed. Mr. Franks stated that his company will destroy the temporary office and dispose of it.

Commissioner Mathis inquired about the latest soil testing of the land. Mr. Franks stated that the land has not been tested in the time that they have owned it.

Commissioner Mathis followed up with a second question regarding the septic system on the property. Mr. Franks explained that a new septic system had been installed in the spring of 2014 before they purchased the property. He also stated that once the new office building was built, they intend to install a septic system there as well once they obtain a permit.

Councilor Kincaid asked Ms. Christensen if there were any variances applied for in the application. He also inquired into whether or not the parking lot possesses curbs and gutters. Ms. Christensen stated that the applicant did not apply for any variances. Mr. Franks stated that there were no plans for installing curbs or gutters; however, the parking lot has been striped.

Commissioner Johnson moved to approve the motion. Commissioner Tinder seconded the motion. The motion passed unanimously (7-0).

**5. Conditional Use Permit – 1105 E Grand Avenue – Rooming House**

Public hearing, review and consideration of a Conditional Use Permit to allow a rooming house in a C-1, Office District, for the property located at 1105 East Grand Avenue.

Ms. Christensen presented the staff report and recommendation.

Chairperson Faragher inquired about the previous owners of the building and the previous use of the building.

Terry Bail (622 East Grand Avenue), the planned on-site manager, explained the parking situation as well as the previous use of the building.

Chairperson Faragher asked if there were two addresses for the building. Ms. Bail explained that she, as the manager, would have her own separate entrance and exit. She also explained the proposed layout of her efficiency apartment.

Commissioner Moore inquired about the zoning status of the building as well as what is allowed according to City Ordinances. Ms. Christensen explained that the zoning is C-1, Office District, and that a rooming house is a conditional use in this district.

Commissioner Johnson inquired about the type of clientele the Rooming House would be serving. Ms. Bail stated that they would be looking for long-term tenants. They will not be looking to rent to just anybody.

Commissioner Mathis asked if they would be labeling the Rooming House as an Assisted Living House. Ms. Bail stated that they would not. She would prefer elderly individuals, but due to the stairs, that wouldn't be possible.

Commissioner Mathis asked what the price range would be for the tenants. Ms. Bail stated they were looking for \$400-\$500 a month and expounded upon the benefits of living at the Rooming House.

Commissioner Mathis also asked what the security set-up would be for the building. Ms. Bail explained that Mr. Finnegan and she had decided to install security cameras.

Councilor Kincaid asked for clarification on what a Rooming House entailed as well as the bathroom situation in the house. Ms. Christensen explained that Ms. Bail would have her own personal restroom and the tenants would have a shared bathroom. Councilor Kincaid also inquired about the requirements in the City code regarding the use of ovens or hot plates.

Councilor Kincaid asked for clarification on the parking situation. Ms. Christensen explained the code regarding shared parking.

Councilor Kincaid also asked if there were any commercial businesses in the area. The Commission discussed the nearly nonexistent nearby commercial businesses.

Commissioner Ruster asked what the difference would be between this planned Rooming House and the approved Rooming House on Broad Street. Ms. Christensen explained the differences.

Councilor Kincaid also asked if there restrictions on signage for the building. Ms. Christensen explained that the Commission could place whatever conditions they preferred on the Conditional Use Permit and said the Conditional Use Permit would remain with the property.

Richard Douglas (425 Wisconsin Ave) stated that he was not in favor of the Conditional Use Permit. He, along with other residents (that he had spoken with outside of the meeting) were concerned about the future owners of the property and the type of individuals who would be living in the Rooming House.

Commissioner Mathis asked Mr. Douglas if his only concern was that the future owners would allow the property and the residents to fall into disarray. Mr. Douglas confirmed that statement.

Commissioner Johnson asked Mr. Douglas what he would propose for the property. Mr. Douglas stated he would be comfortable with the property being turned into multiple apartments.

Commissioner Mathis asked for clarification from Mr. Douglas regarding his concerns about the Rooming House. Mr. Douglas stated that he was concerned about the lack of accountability. He indicated that he is comfortable with Mr. Finnegan owning the property, but if the property changed hands, he is concerned that a new owner might not take care of the property.

Ms. Christensen explained that the Commission could impose a condition for the permit that the Conditional Use Permit expires once ownership changes.

Councilor Kincaid asked if the City could require the Voss sign be removed. Ms. Christensen explained that we can order the sign removed since the business is no longer located there.

Councilor Kincaid also asked about regulations for real estate signage. Ms. Christensen explained that there are very few restrictions regarding real estate signage.

The Commission agreed to add a condition stating that there would be no signs permitted on the property.

The Commission agreed to add a condition stating that the Conditional Use Permit would expire when ownership changes.

The Commission agreed to add a condition that three parking spaces would be available for the lifetime of the Permit and that if any of the parking spaces were on the adjacent property, there will be a written agreement between the property owners. Ms. Bail stated that there should be sufficient space for three parking spaces on the property.

Commissioner Mathis asked if there were any manner in which the neighborhood residents could meet in the future to discuss the Rooming House. The Commission discussed the fact that residents could come forward at any time with concerns.

Commissioner Ruster moved to approve the Conditional Use Permit with the additional conditions. Commissioner Tinder seconded the motion. The motion passed unanimously (7-0).

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

Ms. Christensen stated that the Conditional Use Permit for The Alibi was approved by City Council. She also said that the Deerfield Estates plat would probably not be moving forward for an undefined time. We will have a workshop with the City Council to discuss the financing of the development.

## **7. Adjournment**

The meeting adjourned at 8:05pm.

Respectfully submitted,

Ashley Rosenbaum