



CITY HALL • 100 STATE STREET • BELOIT, WI 53511

**MEETING NOTICE AND AGENDA  
Beloit City Plan Commission  
Wednesday, March 9, 2016 at 7:00 PM  
The Forum  
Beloit City Hall, First Floor  
100 State Street, Beloit**

1. **Call to Order and Roll Call**
2. **Approval of the Minutes of the February 17, 2016 Meeting**
3. **Street Vacation – Portion of the 100 Block of West Grand Avenue**  
Public hearing, review and consideration of the vacation of a 120 square foot strip of right-of-way located adjacent to 108 West Grand Avenue
4. **Status Report on Prior Plan Commission Items**
5. **Adjournment**

If you are unable to attend this meeting, please contact Ashley Rosenbaum in the Planning and Building Services Office at 364-6700 **no later than 4:00 PM the day before the meeting.**

Notice Mailed: March 4, 2016

Approved: Julie Christensen, Community  
Development Director

\*\*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



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**MEETING MINUTES**  
**Beloit City Plan Commission**  
**Wednesday, February 17, 2016 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 7:00pm.

Commissioners Ruster, Finnegan, Tinder, Faragher, Moore, Johnson and Councilor Kincaid were present.

**2. Approval of the Minutes of the February 3, 2016 Meeting**

Commissioner Tinder moved to approve the minutes. Commissioner Ruster seconded the motion. The motion passed, voice vote.

**3. Certified Survey Map – 701 Third Street and 121 West Grand Avenue**

Review and consideration of a four-lot Certified Survey Map for the properties located at 701 Third Street and 121 West Grand Avenue in the City of Beloit

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

Councilor Kincaid inquired what the freeboard would be for the proposed lots. Mike Flesch, City Engineer, stated that the lot would meet code, flood elevation plus one foot.

Commissioner Johnson moved to approve the motion. Commissioner Finnegan seconded the motion. The motion passed, voice vote.

**4. Certified Survey Map – 419 Pleasant Street and 531 East Grand Avenue**

Review and consideration of a two-lot Certified Survey Map for the properties located at 419 Pleasant Street and 531 East Grand Avenue in the City of Beloit

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

Commissioner Johnson inquired into the future flow of traffic for the two proposed lots. Ms. Christensen explained that because the traffic flow is one-way on Lot 1, it will need to exit through Lot 2.

Commissioner Tinder moved to approve the motion. Commissioner Ruster seconded the motion. The motion passed, voice vote.

5. **Construction of a New Parking Lot in Turtle Creek Park - 1312 East Grand Avenue**

Review and consideration of the construction of a new parking lot in a City park located at 1312 East Grand Avenue

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

Councilor Kincaid inquired if there would be a new driveway installed to provide access to the new parking area. Mike Flesch, City Engineer, stated that there is already a driveway to this parking area.

Commissioner Faragher asked what would be done with the existing bathhouse at the park. Ms. Christensen explained that there will be a meeting this coming year to discuss what will be done with the building.

Commissioner Johnson moved to approve the motion. Commissioner Finnegan seconded the motion. The motion passed, voice vote.

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

The City Council denied the Zoning Map Amendment for 736 Oak Street.

7. **Adjournment**

The meeting adjourned at 7:12 pm.

# CITY OF BELOIT

## REPORT TO THE BELOIT CITY PLAN COMMISSION

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**Meeting Date:** March 9, 2016

**Agenda Item:** 3

**File Number:** VA-2016-01

**Applicant:** Atty William Henderson

**Adjacent Zoning:** CBD-1

**Adjacent Land Use:** Commercial

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### **Request Overview/Background Information:**

The Planning & Building Services Division has received a petition to vacate a 120 square-foot strip of W. Grand Avenue right-of-way adjacent to 108 W. Grand Avenue.

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### **Key Issues:**

- The proposed area to be vacated is un-platted and approximately 5 feet by 25 feet. The building located at 108 W. Grand Avenue extends beyond its legal description into the 120 square-foot area to be vacated.
  - The proposed vacation would attach the 120 square-foot area to the adjacent property, while leaving the 66-foot W. Grand Avenue right-of-way intact. This building encroachment appears to be the result of a discrepancy between the southerly line of W. Grand Avenue as platted in 1847 and the build-to line used to construct buildings on 108, 110, and 114 W. Grand Avenue.
  - Essentially, the W. Grand Avenue right-of-way is wider than shown on the Hackett's Addition plat. This encroachment was discovered by an ALTA survey related to the proposed sale of 108 W. Grand Avenue, and the property owner has petitioned for this vacation in order to clear-up any resulting title issues.
  - The Petition for Vacation and proposed Plat of Vacation are attached to this report.
  - All required Public Notices have been distributed and published and the Notice of Pendency was recorded with the Rock County Register of Deeds on January 27, 2016.
  - As required by Wisconsin Statutes, the City Council has adopted a Resolution setting a date for a public hearing for this vacation request of March 21, 2016.
  - The City's Review Agents did not submit any comments or concerns.
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### **Consistency with Strategic Plan:**

- Consideration of this request supports City of Beloit Strategic Goal #5.
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**Sustainability:** (Briefly comment on the sustainable long term impact of this policy or program related to how it will impact both the built and natural environment utilizing the four following eco-municipality guidelines)

- **Reduce dependence upon fossil fuels** – N/A
  - **Reduce dependence on chemicals and other manufacturing substances that accumulate in nature** – N/A
  - **Reduce dependence on activities that harm life sustaining eco-systems** – N/A
  - **Meet the hierarchy of present and future human needs fairly and efficiently** – N/A
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### **Staff Recommendation:**

The Planning & Building Services Division recommends **approval** of the request to vacate a 120 square-foot strip of W. Grand Avenue right-of-way adjacent to 108 W. Grand Avenue, as described in the attached Plat of Vacation, returning the entire right-of-way to the adjacent property owner.

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**Fiscal Note/Budget Impact:** N/A

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**Attachments:** Map, Photo, Petition, Plat of Vacation, Public Hearing Resolution, & Public Notice.

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# Location & Zoning Map

108 W. Grand Avenue

VA-2016-01



1 inch = 63 feet

0510 2030

## Legend

- City Limits
- Zoning District

Map prepared by: Drew Pennington, AICP  
Date: March 2016  
For: City of Beloit Planning & Building Services  
Date of Aerial Photography: March 2011

# PLANNING & BUILDING SERVICES DIVISION



VA-2016-01

### PETITION FOR VACATION OF A PUBLIC RIGHT-OF-WAY

We, the undersigned hereby petition the City of Beloit to vacate the following portion(s) of the public right-of-way know as: West Grand Avenue in front of 108 W. Grand Avenue

The portion of the right-of-way proposed to be vacated is further described on the attached *Plat of Vacation* prepared by Registered Land Surveyor:

Print NAME and ADDRESS of PETITIONER:	SIGNATURE: (If jointly owned, both owners should sign petition.)	DATE SIGNED:
Name: Brody Christiansen Address: 129 Thicket Lane South Beloit, IL 61080	<i>Brody Christiansen</i>	12/8/2016
Name: Karen Christiansen Address: 129 Thicket Lane South Beloit, IL 61080	<i>Karen Christiansen</i>	12/8/2016
Name: Address:		
Name: Address:		
Name: Address:		
Name: Address:		
Name: Address:		
Name: Address:		
Name: Address:		
Name: Address:		

Contact person responsible for circulating this petition: William T. Henderson

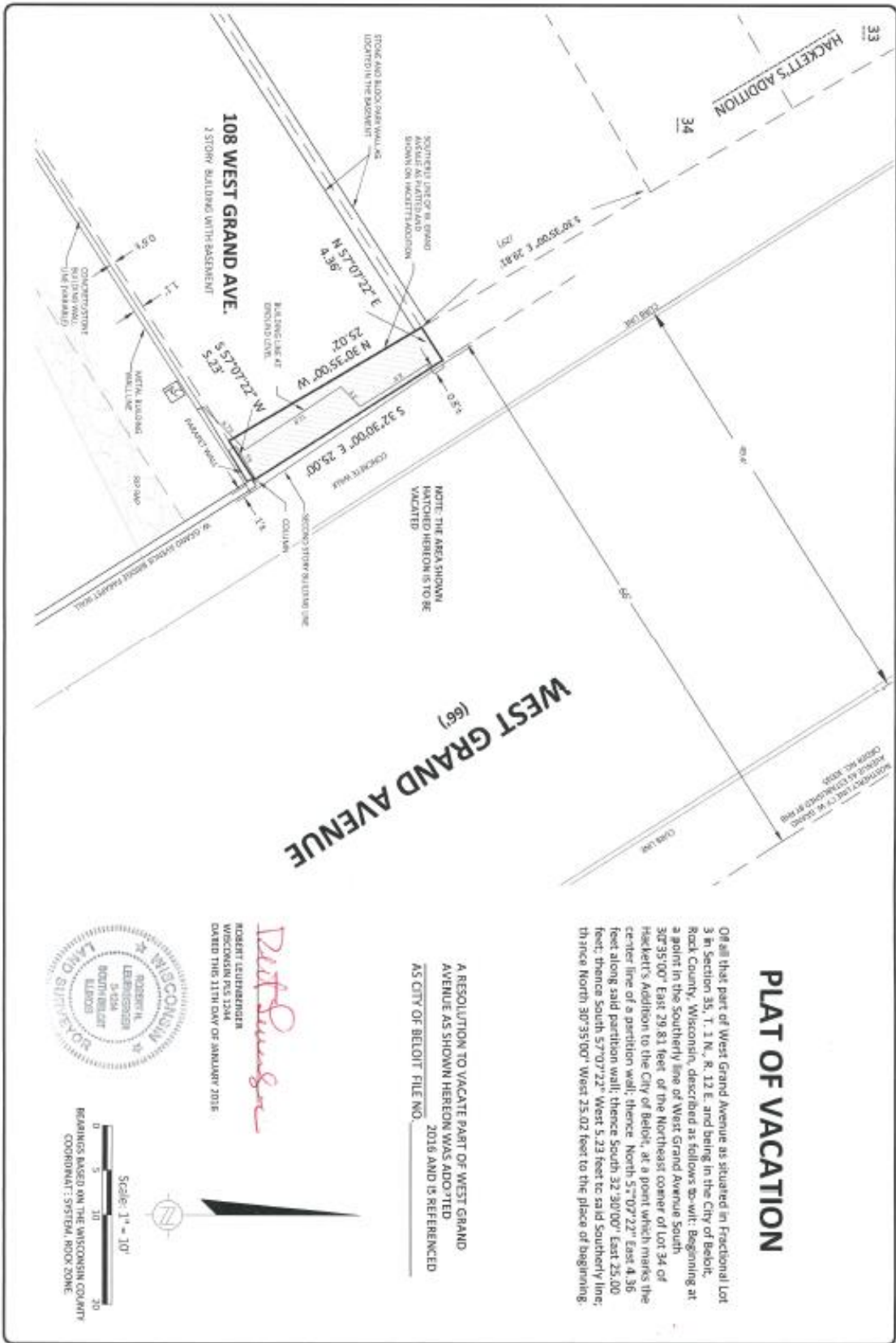
Address of contact person: 604 Pleasant Street, Ste. 120, Beloit, WI 53511

Phone number of contact person: 608-365-6614

Signature of contact person: *William T. Henderson*

<b>To be completed by Planning Staff</b>		<i>CC Ref: Feb. 1, 2016</i>
Filing fee: <u>\$75.00</u>	Amount paid: <u>75.<sup>00</sup></u>	<i>PC: March 9, 2016</i>
Application accepted by: <u><i>Dee Penington</i></u>	Meeting date: _____	<i>CC: March 21, 2016</i>
	Date: <u>1/13/2016</u>	

MARCH 2016 PLAN REPORT, P. 11 (2016-01), VACATION OF A PORTION OF THE GRAND AVENUE

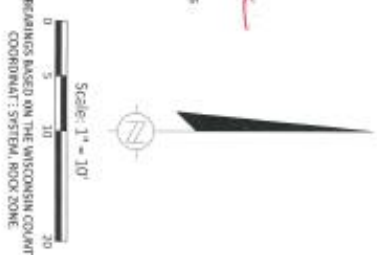


# PLAT OF VACATION

OR all that part of West Grand Avenue as situated in Fractional Lot 3 in Section 35, T. 1 N., R. 12 E. and being in the City of Beloit, Rock County, Wisconsin, described as follows to-wit: Beginning at a point in the southerly line of West Grand Avenue South 30°35'00" East 29.81 feet of the Northeast corner of Lot 34 of Hackett's Addition to the City of Beloit, at a point which marks the center line of a partition wall; thence North 57°07'22" East 4.36 feet along said partition wall; thence South 32°30'00" East 25.00 feet; thence South 57°07'22" West 5.23 feet to said southerly line; thence North 30°35'00" West 25.02 feet to the place of beginning.

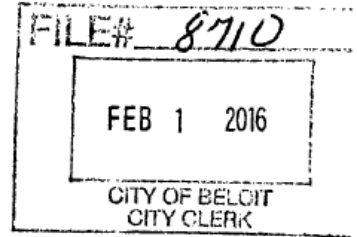
A RESOLUTION TO VACATE PART OF WEST GRAND AVENUE AS SHOWN HEREON WAS ADOPTED 2016 AND IS REFERENCED AS CITY OF BELOIT FILE NO. \_\_\_\_\_

*Robert Henderson*  
 ROBERT HENDERSON  
 WISCONSIN PLS 1204  
 DATED THIS 11TH DAY OF JANUARY 2016



ORDER NO: 32332 BOOK: N/A FIELD CREW: N/A DRAWN BY: RHL DATE: JANUARY 13, 2016	ORDERED BY: ATTORNEY BILL HENDERSON 604 PLEASANT #120 STREET BELOIT, WI 53511 <small>File Name: C:\32332\32332.dwg Henderson</small>	<b>PLAT OF VACATION</b>	 2017 Waterloo Drive Beloit, Wisconsin 53511 608.883.0882 www.Batterman.com
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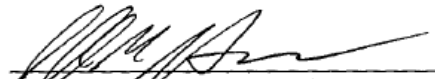


**RESOLUTION  
SETTING A DATE FOR A PUBLIC HEARING FOR THE  
VACATION OF A PORTION OF W. GRAND AVENUE RIGHT-OF-WAY  
IN THE CITY OF БЕЛОИТ, ROCK COUNTY, WISCONSIN**

**IT IS RESOLVED THAT** a public hearing on the proposed Resolution to discontinue and vacate a portion of W. Grand Avenue as situated in Fractional Lot 3 in Section 35, T. 1 N., R. 12 E. and being in the City of Beloit, Rock County, Wisconsin, shall be held at the regular **City Council Meeting on Monday, March 21, 2016**, and the City Clerk is authorized and directed to give notices required under Section 66.1003, Wisconsin Statutes.

Adopted this 1<sup>st</sup> day of February, 2016.

**City Council of the City of Beloit**

  
\_\_\_\_\_  
Charles M. Haynes, Council President

**Attest:**

  
\_\_\_\_\_  
Lorena Rae Stottler, City Clerk

VA-2016-01, W. Grand Avenue, Resolution Setting Hearing Date and Council Referral



## **NOTICE TO THE PUBLIC**

February 17, 2016

To Whom It May Concern:

The City of Beloit has received a petition to vacate a 120 square-foot strip of W. Grand Avenue right-of-way adjacent to 108 W. Grand Avenue. The proposed area to be vacated is un-platted and approximately 5 feet by 25 feet. The building located at 108 W. Grand Avenue extends beyond its lot's legal description into the 120 square-foot area of right-of-way to be vacated. The proposed vacation would attach the 120 square-foot area to 108 W. Grand Avenue, while leaving the 66-foot W. Grand Avenue right-of-way intact. This building encroachment appears to be the result of a discrepancy between the subdivision plat from 1847 and current conditions. The proposed Plat of Vacation is attached.

This proposed vacation will be considered during the following meetings:

**City Plan Commission**: Wednesday, March 9, 2016, 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 (Public Hearing)**: Monday, March 21, 2016, at 7:00 PM, or as soon thereafter as the matter can be heard in The Forum, Beloit City Hall, 100 State Street.

### **THE PUBLIC IS INVITED TO ATTEND THESE MEETINGS.**

#### **We are interested in your opinion.**

Anyone bringing handouts to the Plan Commission meeting must bring ten (10) copies and submit them to the Recording Secretary before the meeting begins. Staff is unable to leave the meeting area to make copies.

*For additional information, please contact Drew Pennington, AICP in the Planning & Building Services Division at (608) 364-6711 or [penningtond@beloitwi.gov](mailto:penningtond@beloitwi.gov). Comments will be accepted via telephone, email, and U.S. Mail.*