



CITY HALL • 100 STATE STREET • BELOIT, WI 53511

MEETING NOTICE AND AGENDA
Beloit City Plan Commission
Wednesday, November 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 October 5, 2016 Meeting**
3. **Extraterritorial Certified Survey Map – 6045 East Buss Road**
Review and consideration of a one-lot Certified Survey Map for the property located at 6045 East Buss Road in the Town of Turtle
4. **Final Plat – Eagles Ridge Plat No. 2 - New Leaf Homes – 1710 and 1725 Raven Court**
Review and consideration of a 6-lot Final Plat for the properties located at 1710 and 1725 Raven Court in the City of Beloit
5. **Status Report on Prior Plan Commission Items**
6. **Adjournment**

Immediately upon adjournment of the regular meeting of the Plan Commission, a workshop will be held to discuss the City's existing sign ordinance and possible changes to the ordinance.

If you are unable to attend this meeting, please contact Ashley Rosenbaum in the Community Development Department at 364-6700 **no later than 4:00 PM the day before the meeting.**

Notice Mailed: November 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



CITY HALL • 100 STATE STREET • BELOIT, WI 53511

MEETING MINUTES
Beloit City Plan Commission
Wednesday, October 5, 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 Finnegan, Ruster, Faragher, Weeden, and Haynes were present. Commissioners Tinder and Johnson and Councilor Leavy were absent.

2. Approval of the Minutes of the September 21, 2016 Meeting

Commissioner Haynes moved to approve the minutes from the September 21, 2016 meeting. Commissioner Weeden seconded the motion. The motion passed, voice vote.

3. Preliminary Plat – Eagles Ridge Plat No. 2 - New Leaf Homes – 1710 and 1725 Raven Court
Review and consideration of a 6-lot Preliminary Plat for the property located at 1710 and 1725 Raven Court in the City of Beloit

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

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

4. Status Report on Prior Plan Commission Items

The Purchase Agreement for a portion of the Ironworks Parking Lot was approved by City Council. The Parks Commission decided that the developers of Hawk's Ridge would need to pay monies in lieu of Parkland Dedication and the Parks Impact fee. The Near West Side Neighborhood Development is making strides towards building new homes and rehabilitating others.

5. Adjournment

The meeting adjourned at 7:08pm.

Minutes respectfully submitted by Ashley Rosenbaum

CITY OF BELOIT

REPORT TO THE BELOIT CITY PLAN COMMISSION



Meeting Date: November 9, 2016

Agenda Item: 3

File Number: CSM-2016-10

Applicant: RH Batterman

Owner: Mary Jane Buss Trust

Location: 6045 East Buss Road,
Town of Turtle

Existing Zoning: A-1, Agricultural
District 1 (Town Zoning)

Existing Land Use: Single-Family
Residential, Agriculture

CSM Area: 3 Acres

Request Overview/Background Information:

In accordance with Section 12.05 of the Subdivision Ordinance, the applicant has submitted an Application for Review of a Minor Subdivision and one-lot Certified Survey Map (CSM) for the property located at 6045 East Buss Road in the Town of Turtle within the City's Extraterritorial Jurisdiction. The attached Location Map shows the location of the property involved in this application.

Key Issues:

- The proposed CSM will create a three acre lot out of previously un-platted land. The intent of the CSM is to allow the property owner to sell the remaining 46.3 acre un-platted parent parcel currently being used for agriculture.
- Proposed Lot 1 is 3 acres and has frontage on East Buss Road.
- The proposed zoning for Lot 1 is A-3, Agricultural District 3 (TOT Zoning).
- The zoning for the parent parcel will remain A-1, Agricultural District 1 (TOT Zoning).
- No comments, concerns, or recommendations were received from the City Review Agents.

Consistency with Comprehensive Plan and Strategic Plan:

The subject property is outside of the Future Land Use Map area and therefore does not have a recommended land use.

Consideration of this request supports City of Beloit Strategic Goal #5 - *Apply sound, sustainable practices to promote a high quality community through historic preservation, community revitalization, and successful new development.*

Sustainability:

- **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

Staff Recommendation:

The Planning and Building Services Division recommends **approval** of the attached one-lot Certified Survey Map (CSM) for the property located at 6045 East Buss Road in the Town of Turtle, subject to the following condition:

1. The applicant shall record the CSM with the Rock County Register of Deeds and shall provide the Planning and Building Services Division with a copy of the recorded CSM by December 31, 2016.

Fiscal Note/Budget Impact: N/A

Attachments: Location Map, Application, CSM, and Resolution.

Location Map | Source - Rock County Land Records



CITY of BELOIT
Neighborhood Planning 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: CSM-2016-10

1. Address of property: 6045 East Buss Road, Clinton, WI 53525
2. Tax Parcel Number(s): 6-19-16
3. Property is located in (circle one): City of Beloit or Town of Turtle Beloit; Rock or LaPrairie
In the SW Quarter of Section 2, Township 1 North, Range 13 East of the 4th P.M.
4. Owner of record: Mary Jane Buss Trust Phone: 608-630-7681
c/o Jim Buss, 6429 Maywood Ave., Middleton, WI 53562
(Address) (City) (State) (Zip)
5. Surveyor's name: Batterman Jeff Garde Phone: 608-365-4464
2857 Bartells Drive Beloit WI 53511
(Address) (City) (State) (Zip)
6. Number of new lots proposed with this land division is One lot(s).
7. Total area of land included in this map: 3.0 acres
8. Total area of land remaining in parent parcel: approximately 46.3 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: A-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.

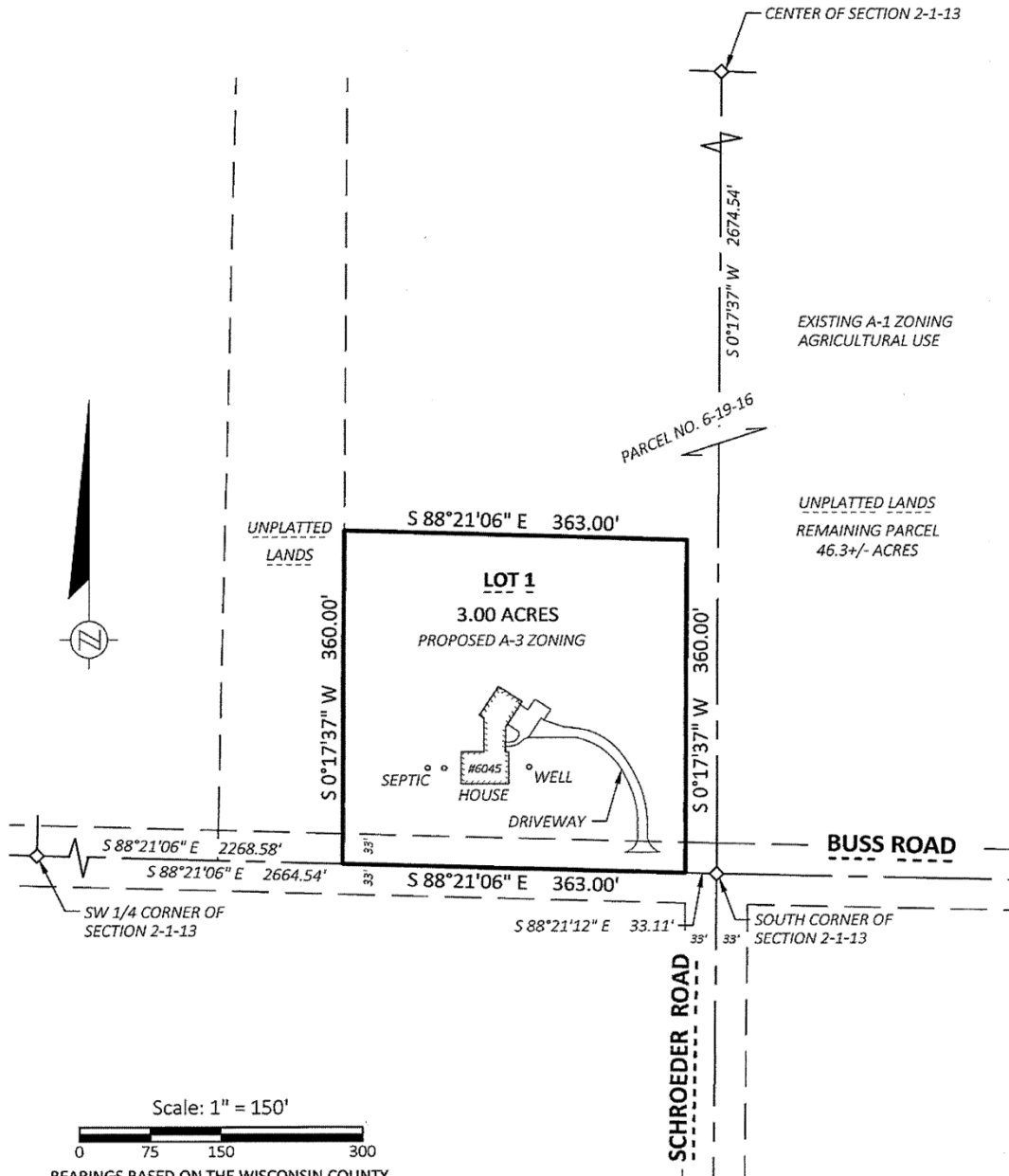
James A. Buss (successor trustee) | James A. Buss | 10/04/16
(Signature of applicant) (Name of applicant) (Date)

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

Review fee: \$150 plus \$10 per lot Amount paid: \$160.00
Scheduled meeting date: 11/9/16
Application accepted by: AEM Date: 10/7/16

PRELIMINARY CERTIFIED SURVEY MAP

OF BEING PART OF THE SE 1/4 OF THE SW 1/4 OF
SECTION 2, T. 1 N., R. 13 E., OF THE 4TH P.M.,
TOWN OF TURTLE, ROCK COUNTY, WISCONSIN.



BEARINGS BASED ON THE WISCONSIN COUNTY
COORDINATE SYSTEM, ROCK ZONE, THE SOUTH LINE
OF THE SOUTHWEST QUARTER BEING S 88°21'06" E

ORDER NO: 32548 BOOK: SEE FILE FIELD CREW: NA DRAWN BY: CM DATE: September 30, 2016	FOR THE EXCLUSIVE USE OF: BRIAN BUSS 5780 ENCHANTED VALLEY ROAD CROSS PLAINS, WI 53528	Batterman engineers surveyors planners 2857 Bartells Drive Beloit, Wisconsin 53511 608.365.4464 www.rhbatterman.com
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File Name: J:\32400-32499\Briant Buss

RESOLUTION
APPROVING A ONE-LOT CERTIFIED SURVEY MAP FOR THE PROPERTY LOCATED
AT 6045 EAST BUSS ROAD IN THE TOWN OF TURTLE

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 for the property located at 6045 East Buss Road Road in the Town of Turtle is located within the extraterritorial jurisdiction of the City; and

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

Being part of the SE ¼ of the SW ¼ of Section 2, T.1 N., R. 13 E., of the 4th P.M.,
Town of Turtle, Rock County, Wisconsin, Containing 3 Acres, more or less.

NOW, THEREFORE, BE IT RESOLVED THAT the City Plan Commission of the City of Beloit does hereby approve the attached one-lot Certified Survey Map for the property located at 6045 East Buss Road in the Town of Turtle, subject to the following conditions:

1. The applicant shall record the CSM with the Rock County Register of Deeds and shall provide the Planning and Building Services Division with a copy of the recorded CSM by December 31, 2016.

Adopted this 9th day of November, 2016.

James Faragher, Plan Commission Chairperson

ATTEST:

Julie Christensen
Community Development Director

CITY OF BELOIT

REPORT TO THE BELOIT CITY PLAN COMMISSION

Meeting Date: November 9, 2016

Agenda Item: 4

File Number: FS-2016-03

Applicant: New Leaf Homes LLC

Owner: New Leaf Homes & COB

Location: 1710 & 1725 Raven Court

Existing Zoning: R-1A, Single-Family

Existing Land Use: Vacant Land

Platted Area: 2.15 Acres

Request Overview/Background Information:

New Leaf Homes LLC has submitted the attached Final Plat of Eagles Ridge Plat No. 2, which includes the City-owned 1.8-acre land located at 1725 Raven Court and the applicant's previously platted residential lot located at 1710 Raven Court.

Key Issues:

- 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 actually creates the lots, and may include the entire Preliminary Plat area or phases. The Preliminary Plat of Eagles Ridge No. 2 was approved by the Plan Commission on October 5th. The Final Plat includes all of the Preliminary Plat area.
 - The applicant has made an accepted offer to purchase the 1.8-acre parcel at 1725 Raven Court from the City, and that land was recently rezoned to R-1A, Single-Family Residential. The applicant previously acquired 1710 Raven Court (Lot 40), and the proposed plat will widen this lot by approximately 20 feet along Raven Court.
 - On the attached Final Plat, the two existing parcels are outlined in green & orange, and the six proposed lots are outlined in yellow. The attached **Location and Zoning Map** shows the location of the platted area.
 - Including the re-plat of Lot 40, the plat includes six new single-family residential lots with an average lot size of 13,800 square feet, and proposes the completion of Raven Drive as a cul-de-sac to be renamed Raven Court.
 - The proposed Raven Court right-of-way will include new utility mains, curb & gutter, and sidewalks. City staff and the developer are currently negotiating a Development Agreement regarding the proposed infrastructure.
 - The proposed cul-de-sac has a width and bulb radius of 60 feet, and will include sidewalks on one side as required by the Subdivision Ordinance. As shown on the plat, the sidewalks will not be provided in front of Lot 39, which is a developed residential property that is not a part of this development.
 - The proposed plat includes 8-foot utility easements along the rear lines of the new residential lots.
 - The Review Agents have reviewed the Final Plat and do not have any comments or concerns.
 - The Final Plat substantially conforms to the approved Preliminary Plat and the lots meet minimum standards.
 - The applicant is not proposing the dedication of any additional parkland, and the Parks, Recreation, & Conservation Advisory Commission recommended accepting fees in lieu of parkland dedication on October 12th.
 - According to Section 12.04 of the Subdivision Ordinance, a Final Plat requires review by the Plan Commission prior to City Council consideration. Following approval, the Final Plat will be submitted to the WI Dept. of Administration.
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Consistency with Comprehensive Plan and Strategic Plan:

The Future Land Use Map of the City's Comprehensive Plan recommends Single-Family Residential – Urban uses of the subject property. The proposed subdivision plat is consistent with this recommendation. Consideration of this request supports City of Beloit Strategic Goal #5.

Sustainability: N/A

Staff Recommendation:

The Planning & Building Services Division recommends **approval** of the attached Final Plat of Eagles Ridge Plat No. 2 for the properties located at 1710 & 1725 Raven Court in the City of Beloit, subject to the following conditions:

1. The applicant shall record the Final Plat with the Rock County Register of Deeds within one year of approval.
 2. Fees in lieu of parkland dedication shall be paid prior to issuance of the first Building Permit.
-

Fiscal Note/Budget Impact: The proposed purchase price for 1725 Raven is \$20K, and the land will become taxable.

Attachments: Location & Zoning Map, Final Plat, Application, and Resolution Approving Preliminary Plat.

Location & Zoning Map

Preliminary Plat of Eagles Ridge No. 2

PS-2016-02



1 inch = 171 feet
0 2550 100 150 Feet

Legend

- City Limits
- Zoning District

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

PLANNING & BUILDING SERVICES DIVISION

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: FS-2016-03

1. Proposed subdivision name: EAGLES RIDGE PLAT NO. 2

2. Address of property: 1710 & 1725 Raven Court

3. Tax Parcel Number(s): Various

4. Property is located in (circle one): City of Beloit or Town of: Turtle; Beloit; Rock or LaPrairie

In the ___ Quarter of Section ___, Township ___ North, Range ___ East of the 4th P.M.

5. Owner of record: CITY OF BELOIT Phone: _____

100 STATE ST. BELOIT WI 53511
(Address) (City) (State) (Zip)

6. Applicant's Name: NEW LEAF HOMES LLC

6551 E. RIVERSIDE BLVD. #110 ROCKFORD IL 61114
(Address) (City) (State) (Zip)

815-904-6006, 815-978-4132, JOHN@NEWLEAFREMODELING.COM
(Office Phone #) (Cell Phone #) (E-mail Address)

7. Present zoning classification is: PZE R-1A

8. Is the proposed use permitted in this zoning district: R1-A 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.

[Signature] / JOHN KNASE / 9/19/16
(Signature of applicant) (Print name of applicant) (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: <u>\$390.⁰⁰</u>
Scheduled meeting date: <u>Oct. 19, 2016</u>	<u>Nov. 9, 2016</u>
Application accepted by: <u> Drew Pennington </u>	Date: <u>9/22/16</u>

**RESOLUTION
APPROVING A PRELIMINARY SUBDIVISION PLAT
OF EAGLES RIDGE NO. 2 FOR THE PROPERTIES
LOCATED AT 1710 & 1725 RAVEN COURT**

WHEREAS, the City Plan Commission of the City of Beloit has heretofore held a public hearing on October 5, 2016 regarding the Preliminary Plat of Eagles Ridge No. 2 for the properties located at 1710 & 1725 Raven Court in the City of Beloit.

NOW, THEREFORE, BE IT RESOLVED THAT the Plan Commission of the City of Beloit does hereby approve the Preliminary Plat of Eagles Ridge No. 2 for the properties located at 1710 & 1725 Raven Court, subject to the following conditions:

1. The Final Plat shall substantially conform to the approved Preliminary Plat with respect to the number of lots, lot sizes, and the proposed right-of-way layout.
2. Any major changes in the adopted conditions or use of the property shall be approved by the Plan Commission. The Director of Planning & Building Services may approve minor changes administratively.

Adopted this 5th day of October, 2016.

By: 
James Faragher, Plan Commission Chairman

ATTEST:


Julie Christensen, Community Development Director