

MINUTES
PLAN COMMISSION
City Hall Forum - 100 State Street, Beloit, WI 53511
7:00 PM
Wednesday, April 20, 2022

1. CALL TO ORDER AND ROLL CALL

Commissioner Weeden called the meeting to order at 7:00 PM. Chairman Weeden, Commissioners Finnegan, Jacobsen, Janke, Ramsden, and Toral were present. Commissioner Anderson was absent.

2. ELECTION OF VICE-CHAIRPERSON

2.a. Commissioner Janke nominated Commissioner Finnegan to be Vice-Chairperson, seconded by Commissioner Ramsden. Commissioner Jacobsen moved to approve, seconded by Commissioner Janke. Motion prevailed, voice vote (6-0).

3. MINUTES

3.a. Consideration of the minutes of April 6, 2022 Plan Commission meeting

Motion was made by Commissioner Jacobsen, seconded by Commissioner Finnegan to approve the minutes. Motion prevailed, voice vote (6-0).

4. PUBLIC HEARINGS

No public hearings were held.

5. CONSENT AGENDA

Commissioner Ramsden moved to approve the Consent Agenda, seconded by Commissioner Jacobsen. Motion prevailed, voice vote (6-0).

6. REPORTS

6.a. Consideration of a Resolution approving a two-lot Certified Survey Map for the property located at 1801 Gateway Boulevard

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

Commissioner Janke moved to approve the Resolution approving a two-lot Certified Survey Map, seconded by Commission Finnegan. Motion carried, roll call vote (6-0).

6.b. Discussion of proposed Ordinance amendment to allow for smaller house and/or lot sizes

Chairperson Weeden asked if any smaller floor area housing units or the narrow lot would only be applied in a PUD. Ms. Christensen said not the cluster development,

but the reduced housing footprint or reduced width would have to be a part of a PUD Master Land Use plan and PUD zoning. Commissioner Finnegan said he has a colleague going down to Austin, Texas to look at a development like this, and asked if there is a minimum size for a PUD. Ms. Christensen said no, and usually you do a PUD if there is more than one structure on site. Ms. Christensen said PUD's are used to allow more flexibility in design, so it is about allowing the developer to play with the site to see what works on a case by case basis.

Chairperson Weeden asked if this could apply to an infill type situation. Ms. Christensen said it could. Chairperson Weeden asked if the normal siting on this type of small lot cluster development would be a greenfield environment. Ms. Christensen said it varies. Ms. Christensen said there are pocket neighborhoods with a smaller house with a community garden, and that would be a cluster development with smaller lots.

Commissioner Finnegan said where he lives there are a lot of houses that are less than 1,000 square feet. Commissioner Toral said that the average square foot housing in the United States is 1,900 square feet, and this proposal would move in the right direction. Commissioner Toral asked why they would not lower the square feet to less than 1000 square feet. Ms. Christensen said that staff wasn't sure what the acceptable square footage would be. The PUD process would allow neighborhood people to weigh in on the proposal.

Commissioner Finnegan said the standard for the Town of Beloit is 700 square feet. Ms. Christensen said that the City could do tiny homes as a way to provide affordable housing. This would allow the City to do developments on a case by case basis, which could be 400 or 800 square feet.

Chairperson Weeden stated that no action was taken on the item.

6.c. Discussion of Plan Commission initiatives

Commissioner introduced the idea of having the public review of Architectural Review Certificates. Ms. Christensen said that there is no checklist for Architectural Review generally. There is, however, a checklist for portions of the Gateway Business Park. Ms. Christensen explained that there is a list that was handed out with all of the Architectural Review Certificates for 2021. Chairperson Weeden asked if every project on the list received an Architectural Review Certificate or an approval.

Ms. Christensen said that City Staff sends them a letter of approval, and if there are any conditions of approval then they would let the applicant know in that letter. Commissioner Ramsden asked if there is a fee charged for the Certificate of Appropriateness. Ms. Christensen said yes there is.

Commissioner Weeden asked Commissioners if they had any thoughts about the approval of Architectural Review by the Commission, City staff, or another body. Commissioner Ramsden said that the Architectural Review list from this year contains a lot of minutiae, and he doesn't think that Plan Commission would really want to look at every roofing job that comes through. Chairperson Weeden said if Plan Commission only wants to get involved in the big stuff, they would have to set down the parameters, and the only reason Plan Commission wanted to look at Architectural Reviews because of the proposed development at 80 and 100 E Grand Ave.

Commissioner Jacobsen said at one point in Plan Commission's discussion, they talked about narrowing it down by size, location, reconstruction, or new buildings. Commissioner Jacobsen said if Plan Commission can determine what is appropriate then she would say yes, but looking at all the projects would not be something the Plan Commission should take on. Chairperson Weeden said that Plan Commission could agree on a policy which would allow some citizen involvement whether that is through an independent group or through Plan Commission. Chairperson Weeden asked the Commissioners if they should work with the City staff and establish a procedure to review the big stuff, and exempt the smaller items. Commissioner Ramsden said he thinks so.

Ms. Christensen said that they should look at how the Landmarks ordinance is written. Commissioner Janke said are they more concerned about commercial than residential. Ms. Christensen said that more than three units and up is considered commercial under the Architectural Review Ordinance.

Chairperson Weeden stated that no action was taken on the item.

7. STATUS REPORT ON PRIOR PLAN COMMISSION ITEMS

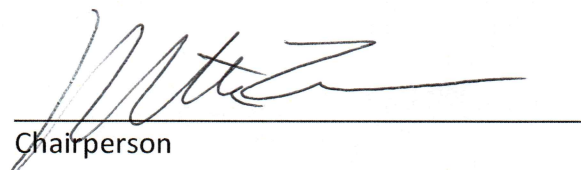
Ms. Christensen updated the Plan Commission on the actions taken by City Council related to a variety of items previously reviewed by Plan Commission. Ms. Christensen said the next Plan Commission meeting is scheduled for May 4, 2022.

8. FUTURE AGENDA ITEMS

Julie Christensen outlined the future agenda items.

9. ADJOURNMENT

Commissioner Finnegan moved to adjourn the meeting, seconded by Commissioner Ramsden at 7:56 PM. Motion carried, voice vote (6-0).


Chairperson