

MINUTES
PLAN COMMISSION
City Hall Forum - 100 State Street, Beloit, WI 53511
7:00 PM
Wednesday, May 17, 2023

1. CALL TO ORDER AND ROLL CALL

Chairperson Ramsden called the meeting to order at 7:02 PM. Commissioners Ramsden, Janke, Anderson, Abarca, Jacobsen, Elliott, and Councilor Day were present. Commissioner Flesch was absent.

2. ELECTION OF OFFICERS

2.a. Election of Chairperson

Commissioner Anderson nominated Commissioner Ramsden, seconded by Commissioner Jacobsen. Motion approved, voice vote (6-0).

2.b. Election of Vice-Chairperson

Commissioner Jacobsen nominated Commissioner Anderson, seconded by Commissioner Janke. Motion approved, voice vote (6-0).

3. MINUTES

3.a. Consideration of the minutes of May 3, 2023 Plan Commission meeting

Commissioner Janke moved to approve the Minutes, seconded by Commissioner Jacobsen. Motion prevailed, voice vote (6-0).

4. PUBLIC HEARINGS

No public hearings have been scheduled for this meeting.

5. REPORTS

5.a. Consideration of Resolution 2023-018 authorizing an extension to the Conditional Use Permit (CUP) for the Drive-In Restaurant on property located at 2757 Prairie Avenue

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

Commissioner Jacobsen asked what would happen if the CUP would lapse again. Ms. Christensen said that Plan Commission can extend their CUP out another 12 months.

Vicki Schleisner, owner of Scooters Coffee, explained that Alliant could take up to 26 weeks to bring out the transformer. Ms. Schleisner said that Alliant did not give her a date that they would come out, and she is asking Plan Commission to extend the CUP for a full year.

Commissioner Anderson moved to amend the resolution to extend the timeframe for the Conditional Use Permit to June 6, 2024, seconded by Commissioner Jacobsen. Motion approved, voice vote (6-0).

5.b. **Consideration of Resolution 2023-22 approving a three-lot Certified Survey Map for the property located at 400 Willowbrook Road**

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

Commissioner Anderson asked if the applicant decides to build, does Plan Commission have the ability to approve the types of businesses that will go into the buildings. Ms. Christensen said that there was a rezoning of the property to C3, Community Commercial uses, and as long as those businesses comply with C-3 zoning, there is no additional approvals required. However, if he adds more than one building, it will come back to Plan Commission for approval of a Planned Unit Development.

Joe Stadelman, Angus Young Associates, said that he would occupy the middle building first, and leave the rest open for future planning. Mr. Stadelman said that the south side is proposed to have a drive-through use, and this will come back to Plan Commission. However, Mr. Stadelman said the applicant does not need a drive-thru for his business.

Commissioner Janke moved to approve the resolution, seconded by Commissioner Anderson. Motion approved, roll call vote (6-0).

5.c. **Consideration of the vacation of a portion of the right-of-way adjacent to 400 Willowbrook Road**

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

Commissioner Jacobsen moved to approve the resolution, seconded by Commissioner Anderson. Motion approved, roll call vote (6-0).

5.d. **Consideration of Resolution 2023-21 approving an Extraterritorial One-lot Certified Survey Map for the property located at 2335 W Forest Avenue in the Town of Beloit**

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

Commissioner Janke moved to approve the resolution, seconded by Commissioner Jacobsen. Motion approved, roll call vote (6-0).

5.e. **Consideration of a request to annex the property located at 5037 E County Rd X and the vacant land to the west from the Town of Turtle**

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

Chairperson Ramsden asked if this is approved, when would the Temporary Zoning be approved. Ms. Christensen said when staff looked at the state law, the City does not have to assign temporary zoning. Ms. Christensen said as soon as the annexation gets approved by City Council, the Comprehensive Plan amendment and a permanent zoning will be processed. Chairperson Ramsden asked if the Comprehensive Plan amendment will come to Plan Commission. Ms. Christensen said that Plan Commission will act on both the Comprehensive Plan amendment and the rezoning of the property at the same meeting.

Commissioner Anderson asked if the adjacent residents weren't notified because it is an annexation and not a rezoning. Ms. Christensen said under Annexation law, the City is required to notify the Town Clerk and State Department of Administration, and when the zoning comes forward the neighbors will be notified.

Chairperson Ramsden asked if the Town Clerk does anything with the notification. Ms. Christensen said she does not know.

Bradley Trewyn, the property owner, who is also a member of the Planning and Zoning Committee for Town of Turtle said that residents within 1,000 feet will be notified. Mr. Trewyn said that he has owned the property for 30 years, and they were waiting until the boundary line agreement expired to be annexed because it was allowed under the agreement.

Commissioner Jacobsen asked if we would process Comprehensive Plan Amendments while the Comprehensive Plan is getting updated. Ms. Christensen said the new plan will not be done until a year from now, and any requests that come up before that is updated will be processed and then ultimately included in the new Comprehensive Plan.

Commissioner Jacobsen moved to approve the annexation, seconded by Commissioner Janke. Motion approved, roll call vote (6-0).

6. **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 June 7, 2023.

7. **FUTURE AGENDA ITEMS**

Julie Christensen outlined the future agenda items.

8. **ADJOURNMENT**

Commissioner Anderson moved to adjourn the meeting, seconded by Commissioner Jacobsen at 7:34 PM. Motion carried, voice vote (6-0).

Mike Ramsden

Mike Ramsden, Chairperson