



**PUBLIC NOTICE & AGENDA
BELOIT PLAN COMMISSION
City Hall Forum - 100 State Street, Beloit, WI 53511
7:00 PM
Wednesday, November 20, 2024**

1. CALL TO ORDER AND ROLL CALL
2. MINUTES
 - 2.a. Consideration of the minutes of the October 23, 2024 Plan Commission meeting
[Attachment](#)
3. PUBLIC HEARINGS
 - 3.a. Consideration of Resolution 2024-030 approving a Conditional Use Permit to allow a church use on the property located at 717 Bluff Street
[Attachment](#)
 - 3.b. Consideration of an exception to Section 34.15(1) of the Architectural Review and Landscape Code to allow more than 25 percent of the exterior surface of any wall on a non-industrial building to be metal for the property located at 324 State Street
[Attachment](#)
4. REPORTS
 - 4.a. Consideration of an Extraterritorial Final Plat of Creekside Estates in the Town of Beloit
[Attachment](#)
 - 4.b. Consideration of a request to annex five properties located on the 9400-9500 block of South Creek Road and the 2300 Block of Murphy Woods Road from the Town of Turtle
[Attachment](#)
5. STATUS REPORT ON PRIOR PLAN COMMISSION ITEMS
*Planned Unit Development and Rezoning for 3500 Eagles Ridge Drive
Certified Survey Map for 3500 and 3600 Eagles Ridge Drive
Park Improvements at Regina Dunkin and Vernon Parks*
6. FUTURE AGENDA ITEMS
*Architectural Review Exception for 1731 Cranston Road
Extraterritorial Certified Survey Map for E Ryan Parkway in the Town of Turtle
Extraterritorial Certified Survey Map for 3918 S Duggan Road in the Town of Beloit
Preliminary Plat for Eagles Ridge Subdivision*

7. ADJOURNMENT

** 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.

**MINUTES
PLAN COMMISSION
City Hall Forum - 100 State Street, Beloit, WI 53511
7:00 PM
Wednesday, October 23, 2024**

1. CALL TO ORDER AND ROLL CALL

Chairperson Ramsden called the meeting to order at 7:00 PM. Commissioners Ramsden, Winkelmann, Abarca, Flesch, and Jacobsen and Councilor Day were present. Commissioners Anderson and Elliott were absent.

2. MINUTES

2.a. Consideration of the minutes of the September 18, 2024 and October 9, 2024 Plan Commission meetings

Commissioner Winkelmann made a motion to approve both sets of Minutes, seconded by Councilor Flesch. Motion prevailed, voice vote (5-0)

3. PUBLIC HEARINGS

No public hearings were held.

4. REPORTS

4.a. Consideration of proposed improvements to Regina Dunkin Park located at 1218 Henry Avenue and Vernon Park located at 934 Vernon Avenue

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

Bill Frisbee, Public Works Director, outlined the proposed improvements in Regina Dunkin Park and Vernon Park. He explained that the American Rescue Plan Act (ARPA) funds were originally designated for Regina Dunkin Park for splash pad improvements. When they originally evaluated the splash pads, they were not going to be easily upgradable without starting over, so the City focused their resources on improving the amenities around the splash pads, specifically, the pavilion and restrooms. These structures will be the same as the facilities proposed for Turtle Creek Park, reviewed at the last Plan Commission meeting.

Bill explained that they went through an extensive public participation process on the design of the structures. The proposed design was selected as the most popular option. The restrooms and pavilion are similar in design for both parks. These two projects will be bid along with the improvements to Turtle Creek Park. The City does not believe that they have enough funding for all of the improvements, so the plan is to move forward with all of the improvements in Turtle Creek Park and Vernon Park and bid items for Regina Dunkin Park as bid alternates. The City will get done what

they can with this funding and will then budget the remaining improvements in future Capital Improvement Program (CIP) years.

Councilor Day asked whether given the limited budget, had we considered simplifying the design. DPW Director Bill Frisbee indicated that they looked into other options like a pre-fabricated building, and it came in at about the same price. Bill also commented that when they held the public information sessions, the public really liked this design.

Commissioner Flesh asked about the bid and award schedule. Bill explained that the bids will go out in early November, with City Council award on December 2. Commissioner Flesch noted that this doesn't allow much wiggle room. Bill agreed and commented that the funding source requires that the City be under contract this year. Bill commented that we are pulling as much old CIP money as we can to get the projects done.

Commissioner Abarca asked if in Regina Dunkin Park, the large green space will remain. Bill indicated that this project would be located where the existing structures are located, so the green space will remain.

Commissioner Abarca made a motion for approval, seconded by Commissioner Flesch. Motion carried, voice vote (5-0)

5. STATUS REPORT ON PRIOR PLAN COMMISSION ITEMS

Julie Christensen provided an update on items previously reviewed by the Commission.

6. FUTURE AGENDA ITEMS

Julie Christensen outlined the future agenda items. The next meeting is scheduled for October 23, 2024.

7. ADJOURNMENT

Commissioner Flesch made a motion to adjourn the meeting, seconded by Commissioner Abarca at 7:30 PM. Motion carried, voice vote (5-0).

Mike Ramsden, Chairperson



REPORT TO THE PLAN COMMISSION

Plan Commission Meeting Date: November 20, 2024

Agenda Item: 3.a.

File Number: CU-2024-07

General Information

Applicant: Daniel Epifanio Alvarez

Owner: Dalesha N. Derring

Address/Location: 717 Bluff Street

Applicant's Request: Conditional Use Permit (CUP) to continue to allow a church in R-1B, Single Family Residential, for the property located at 717 Bluff Street.

Background

Daniel Epifanio Alvarez, on behalf of Dalesha N. Derring, has applied for a CUP to allow a church use in R-1B, Single Family Residential District, for the property located at 717 Bluff Street.

Staff Analysis

Existing Conditions: 717 Bluff Street is located in the Bluff Street Historic District, between St. Lawrence Avenue and Roosevelt Avenue. The property, built in 1877, had been historically operated as a church, but has not been used as a church in more than 12 months. As such a CUP would be required to reestablish the use in the R-1B District. The continued use of this property as a church would not include any additional buildings or changes.

City of Beloit Comprehensive Plan: The City's Comprehensive Plan describes the subject area as *Established Neighborhood*. This request and the underlying zoning classification are consistent with this recommendation. However, Conditional Use Permits are not required to be consistent with the City's Comprehensive Plan.

Public Comment: All property owners within 150 feet of the subject property have been notified by mail and a public notice was published in the Beloit Daily News for the proposed Conditional Use Permit. No comments have been submitted as of the writing of this report.

Findings of Fact: Based on Section 2-504 of the Zoning Ordinance, the Plan Commission shall make a recommendation based on the following considerations:

- a. *Whether the establishment, maintenance, or operation of the conditional use will be detrimental to or endanger the public health, safety, morals, comfort, or general welfare;*
 - The proposed conditional use is a continuation of a church use and will not have negative impacts on the general public.

- b. *Whether the conditional use will be injurious to the use and enjoyment of other property in the immediate vicinity for purposes already permitted;*
- The proposed conditional use is a continuation of a church use that existed since 1877. It is not a new use and will not be injurious to the use and enjoyment of other property in the immediate vicinity for purposes already permitted. Churches in established residential areas are common, and often part of the fabric of the neighborhood.
- c. *Whether the conditional use will substantially diminish or impair property values within the neighborhood of the subject property;*
- Reuse of this property as a church will not diminish property values within the area.
- d. *Whether the establishment of the conditional use will impede the normal and orderly development and improvement of the surrounding property;*
- The church use was originally established for the property, and re-establishing this use through the proposed conditional use will not impede any additional redevelopment of the surrounding properties. Surrounding properties are already developed.
- e. *Whether the exterior architectural design or site layout of the proposed conditional use is so dissimilar or otherwise incompatible with existing or proposed development in the immediate neighborhood that it will cause a depreciation in property values;*
- No architectural design or site layout changes are proposed as part of the conditional use. Future updates, depending on what is proposed, would be subject to further review including Site Plan Review, Architectural Review, review of exterior modifications because the property is historic by staff and/or the Landmarks Commission, and outdoor signage review as applicable.
- f. *Whether adequate utilities, access roads, drainage or other necessary facilities will be available to serve the proposed use at the time of its occupancy or use;*
- Adequate utilities are currently provided. Additionally, the property has a driveway to accommodate three to four cars, with additional parking available on Bluff Street and nearby St. Lawrence Avenue in particular, which are built to accommodate on-street parking to serve the neighborhood including this historic church. The proposed continuation of a church use does not require additional onsite parking, which is only required if a change of use necessitates additional parking in accordance with the parking standards of the Zoning Ordinance.

In this case, staff believes that although the church use lapsed, reestablishing it is a continuation of the historic use, not a new use or change of use requiring additional parking. Furthermore, the location of this historic structure in the Bluff Street Historic District, is considered a highly walkable, pedestrian-friendly environment where large areas of surface parking are generally not needed and generally are discouraged.

- g. *Whether adequate measures will be taken to minimize traffic congestion; and*
- No changes to vehicular parking areas or circulation are proposed at this time. Re-establishment of the proposed use will not increase traffic congestion. Bluff Street and St. Lawrence Avenue are functionally classified as Collector streets, capable of handling neighborhood traffic and parking.
- h. *Whether the conditional use will comply with all applicable regulations of the Zoning Ordinance.*
- The proposed use will comply with all other applicable regulations of the Zoning Ordinance.

STAFF RECOMMENDATION:

The Planning and Building Services Division recommends approval of a Conditional Use Permit to allow a church in an R-1B, Single Family Residential district, for the property located at 717 Bluff Street, based on the above Findings of Fact and subject to the permit conditions and ordinance requirements listed below.

Ordinance Requirements:

The following provisions of existing City Ordinances shall apply:

1. This Conditional Use Permit authorizes a church in an R-1B, Single Family Residential district, for the property located at 717 Bluff Street.
2. In accordance with Section 2-511 of the Zoning Ordinance, the applicant shall have twelve (12) months from the date of CUP issuance to establish and commence use of the church, or the CUP shall lapse and be of no further effect.

Permit Conditions:

1. Any major changes in the adopted conditions or use of the property shall be approved by the Plan Commission by amending this Conditional Use Permit. The Director of Planning and Building Services may approve minor changes administratively.

ATTACHMENTS: CUP Decision Form, Location Map, Site Plan, Application, and Public Notice.

Beloit Plan Commission Conditional Use Permit Decision Form

When reviewing an application for a conditional use, the local government must look to the requirements and conditions found in the local zoning ordinance and determine if the applicant meets those requirements and conditions. The local government must provide **substantial evidence** supporting their decision to grant or deny the permit, and to impose additional conditions on the permit. Substantial evidence means **facts and information**, directly relating to the requirements and conditions, that a reasonable person would accept in support of a conclusion. Personal preferences and speculation are not sufficient forms of evidence. All requirements and conditions imposed by the local government must be reasonable, and to the extent practicable, measurable.

Ordinance Requirements

List ordinance requirements related to the conditional use permit:

1. This Conditional Use Permit authorizes a church in an R-1B, Single Family Residential district, for the property located at 717 Bluff Street.

Substantial Evidence: The Zoning Ordinance indicates that a religious institution in the R-1B district is only allowed if reviewed and approved in accordance with the CUP review procedures.

2. In accordance with Section 2-511 of the Zoning Ordinance, the applicant shall have twelve (12) months from the date of CUP issuance to establish and commence use of the church, or the CUP shall lapse and be of no further effect.

Substantial Evidence: Standardized condition that reiterates the expiration date for unused CUPs in the Zoning Ordinance.

Does the applicant meet **all** of the ordinance requirements? No Yes, after the steps above

Permit Conditions

A local government is authorized to impose conditions on the permit that relate to the purpose of the ordinance. Conditions must be **reasonable**, and to the extent, practicable and **measurable**. Conditions may limit the permit's duration, transfer, or renewal.

List conditions imposed on the permit:

1. Any major changes in the adopted conditions or use of the property shall be approved by the Plan Commission by amending this Conditional Use Permit. The Director of Planning and Building Services may approve minor changes administratively.

Substantial Evidence: Standardized condition to establish a process for future changes.

Decision: Based on the findings of fact, conclusions of law, and the record in this matter, the permit is:

- Approved, with the conditions stated above
- Denied, for the following reasons:

RESOLUTION 2024-030

**APPROVING A CONDITIONAL USE PERMIT TO ALLOW
A CHURCH USE ON THE PROPERTY LOCATED AT 717 BLUFF STREET**

WHEREAS, the application of Daniel Epifanio Alvarez, on behalf of Dalesha N. Derring, for a Conditional Use Permit to allow a church use in the R-1B, Single Family Residential district, for the property located at 717 Bluff Street, having been considered by the Plan Commission of the City of Beloit, Wisconsin at a public hearing held for that purpose and due notice of said hearing having been given by publication as appears by the Proof of Publication on file in the office of the City Clerk.

NOW, THEREFORE, BE IT RESOLVED THAT, the Plan Commission of the City of Beloit, Rock County, Wisconsin does hereby grant a Conditional Use Permit to continue to allow a church use in the R-1B, Single Family Residential district, for the property located at 717 Bluff Street in the City of Beloit, in the area described in the attached legal description and exhibit for the following premises:

Lot 16 Block 9 Walker’s Addition, in the City of Beloit, County of Rock County and State of Wisconsin. Containing 0.2 acres, more or less. a/k/a 717 Bluff Street

As a condition of granting the Conditional Use Permit, the Plan Commission does hereby stipulate the following conditions and restrictions upon the Conditional Use, which are hereby deemed necessary for the public interest:

1. Any major changes in the adopted conditions or use of the property shall be approved by the Plan Commission amending this Conditional Use Permit. The Director of Planning and Building Services may approve minor changes administratively.

BE IT FURTHER RESOLVED that the applicant is formally advised of the following additional ordinance requirements:

1. This Conditional Use Permit authorizes a church in an R-1B, Single Family Residential district, for the property located at 717 Bluff Street.
2. In accordance with Section 2-511 of the Zoning Ordinance, the applicant shall have twelve (12) months from the date of CUP issuance to establish and commence use of the outdoor seating area, or the CUP shall lapse and be of no further effect.

Adopted this 20th day of November 2024.

PLAN COMMISSION

Mike Ramsden, Chairperson

ATTEST:

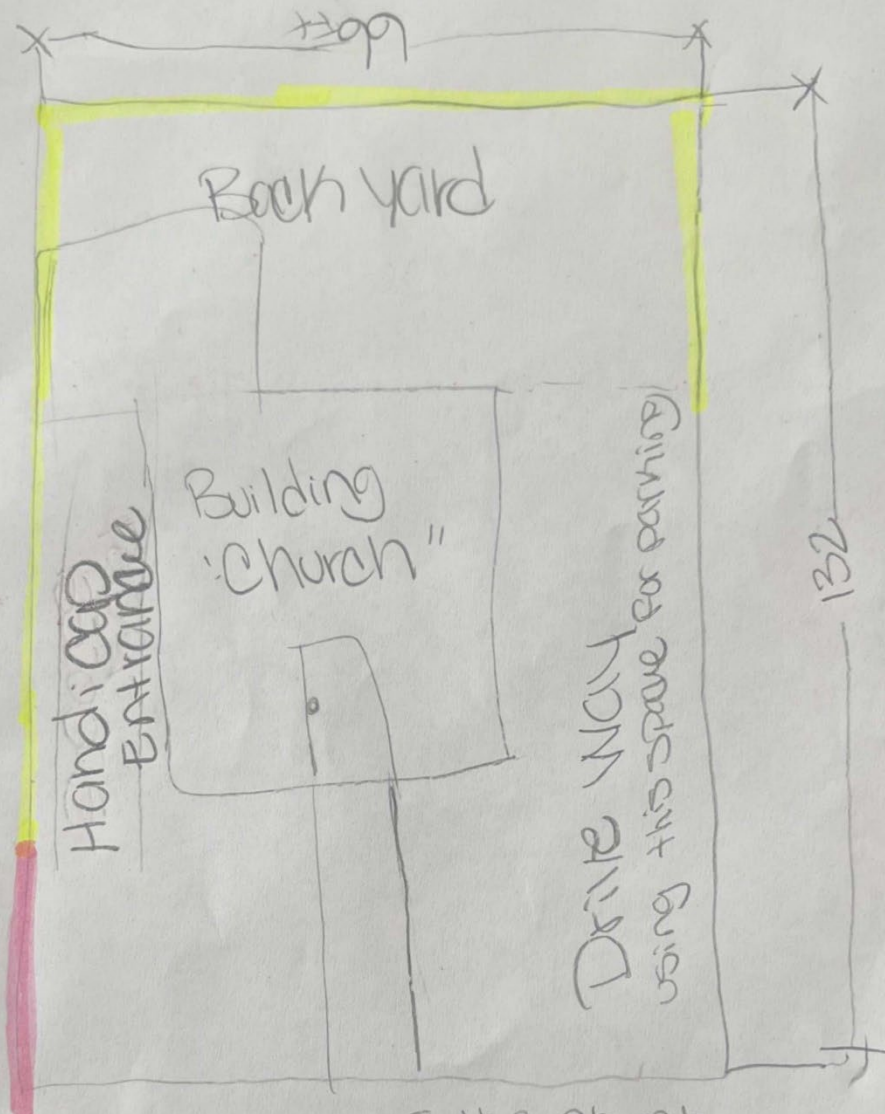
Julie Christensen
Community Development Director

LOCATION MAP



SITE PLAN

— yellow color - planning to add 8ft fence
— pink color - looking to add 4ft fence. see
— We are not requesting adding additional building.



Front of the church
Hoping to use street parking lot during service hrs
Bluff St

CITY of BELOIT

Planning and Building Services Division

100 State Street, Beloit, WI 53511 Phone: (608) 364-6700 Fax: (608) 364-6609

Conditional Use Permit Application

(Please Type or Print) File Number: _____

1. Address of subject property: 717 Bluff St, Beloit, WI 53511

2. Legal description: _____

If property has not been subdivided, attach a copy of the complete legal description from deed.

Property dimensions are: _____ feet by _____ feet = _____ square feet.

If more than two acres, give area in acres: _____ acres.

3. Tax Parcel Number(s): 206 13520095

4. Owner of record: Dalesha N. Derring Phone: 608-295-0992
920 Park Ave Apt #111, Beloit, WI 53511

(Address) (City) (State) (Zip)

5. Applicant's Name: Daniel Epifanio Alvarez

1105 Eaton Ave, Beloit, WI 53511

(Address) (City) (State) (Zip)

779-423-7700 / 608-207-0316 / denyepi12@icloud.com

(Office Phone #) (Cell Phone #) (E-mail Address)

6. All existing use(s) on this property are: It is currently a church.

7. **THE FOLLOWING ACTION IS REQUESTED:**

A Conditional Use Permit for: Continue operating this property as a christian church.

_____ in a(n) _____ Zoning District.

8. All the proposed use(s) for this property will be:

Principal use: Continue operating this property as a church.

Secondary use: _____

Accessory use: _____

City of Beloit **Conditional Use Permit Application Form (continued)**

9. Project timetable: Start date: 10-31-2024 Completion date: _____

10. I/We) represent that I/we have a vested interest in this property in the following manner:

- () Owner
- () Leasehold, length of lease: _____
- () Contractual, nature of contract: _____
- () Other, explain: Currently in the process of purchasing this property, contingent on its continued use as a church.

The applicant's signature below indicates the information contained in this application and on all accompanying documents is true and correct.

I/We, the undersigned, do hereby respectfully make application for and petition the City Plan Commission and City Council to grant the requested action for the purpose stated herein. I/We represent that the granting of the proposed request will not violate any of the required standards of the Zoning Ordinance of the City of Beloit. I/We also agree to abide by all applicable federal, state and local laws, ordinances, rules, and regulations.

+ Dalesha Derring / Dalesha Derring / 10/9/24
(Signature of Owner) (Print name) (Date)

Daniel Epifanio Alvarez / Daniel Epifanio Alvarez / 10/07/24
(Signature of Applicant, if different) (Print name) (Date)

In order for your request to be heard and considered in a timely manner, you must submit the completed application, and all accompanying documents, to the Planning and Building Services Division for acceptance by the filing deadline date prior to a scheduled Plan Commission meeting.

This application must be submitted with one copy of a scaled drawing showing the layout of the proposed development in accordance with all code requirements, and the application fee.

To be completed by Planning Staff		
Filing fee: \$500.00	Amount paid: _____	Meeting date: _____
Application accepted by: _____		Date: _____



CITY HALL • 100 STATE STREET • BELOIT, WI 53511
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NOTICE TO THE PUBLIC

November 4, 2024

To Whom It May Concern:

Daniel Epifanio Alvarez, on behalf of Dalesha N. Derring, has filed an application for a Conditional Use Permit (CUP) to continue to allow a church in R-1B, Single Family Residential, for the property located at **717 Bluff Street**.

The following public hearing will be held regarding this proposed Conditional Use Permit:

City Plan Commission: Wednesday, November 20, 2024, at 7:00 PM, or as soon thereafter as the matter can be heard in The Forum, Beloit City Hall, 100 State Street.

We are interested in your opinion.

Anyone bringing handouts to the Plan Commission meeting must bring 10 copies and submit them to City staff before the meeting begins. You may also mail your comments to the attention of Molly Lambert at 100 State Street or via email to planning@beloitwi.gov. You may also call (608) 368-7192 to provide your comments over the phone.

Owner	Owner Address
Our Saviors Lutheran Church	749 Bluff Street, Beloit, WI
Linda E. Summers	730 Parker Avenue, Beloit, WI
Jennifer Michele Erdman	729 Bluff Street, Beloit, WI
Ildefonso T. Xique	720 Parker Avenue, Beloit, WI
Ignacio Dominguez	708 Parker Avenue, Beloit, WI
Benjamin H. Hudson	239 Saint Lawrence Avenue, Beloit, WI
Shawn D. Townsend	247 Saint Lawrence Avenue, Beloit, WI
Darian P. Snow	911 Park Avenue, Beloit, WI
Melissa Baxter	259 Saint Lawrence Avenue, Beloit, WI
Wisconsin Investment Homes, LLC	12 S Pontiac Drive, Janesville, WI
Deja Staggs	710 Bluff Street, Beloit, WI
Susan J. Leonard	714 Bluff Street, Beloit, WI
Matthew C. WindmoellerSchmit	720 Bluff Street, Beloit, WI
Miguel A. Cepeda	N615 Blackhawk Bluff Drive, Milton, WI
Tmg Rentals, LLC	PO Box 795, Monroe, WI



REPORT TO THE PLAN COMMISSION

Plan Commission Meeting Date: November 20, 2024

Agenda Item: 3.b.

File Number: ARC/EXP-2024-02

General Information

Applicant: David Siekierski

Owner: Siekierski Revocable Trust

Address/Location: 324 State Street

Applicant's Request/Proposal: David Siekierski on behalf of Siekierski Revocable Trust has filed an application for an Exception to Section 34.15(1) of the Architectural Review and Landscape Code to allow metal siding on more than 25 percent of the exterior surface of any wall on a non-industrial building for the property located at 324 State Street in the City of Beloit.

Staff Analysis

Project Background: The subject property is a three-story, mixed-use building located in the Downtown Business Improvement District (BID) near the intersection of State Street and E. Grand Avenue, with Bagels and More occupying the ground floor. Because the building is classified as non-industrial, the use of metal on exterior walls is restricted to an accent material, covering no more than 25% of any wall surface unless an exception is granted. The applicant initially proposed using metal panels in Red (24) on the south façade, as shown in the attached brochure. The Downtown Beloit Association, which is actively working on a mural program, identified this south façade as an opportunity to enhance the appearance of the area while supporting the arts.

The Plan Commission first reviewed this proposal on April 17, 2024, and deferred action to allow the applicant time to explore alternative materials or color options with their contractor. The applicant has since revised the proposal and now suggests using metal panels in the color Taupe (74), as detailed in the attached brochure.

Surrounding Land Use and Zoning: The subject property is zoned CBD, Central Business District, and WPO, Wellhead Protection District. Bushel and Peck's is to the north, The Cash Store to the east, Jewelry by Christopher to the south, and the Mill Street Parking Lot is to the west. All properties are zoned CBD, Central Business District, and WPO, Wellhead Protection District.

Applicant's Hardship Argument:

According to the applicant, the proposed metal siding is the only cost-effective way to address the deteriorating south wall of the building.

Findings of Fact: Section 34.22(5) of the Architectural Review and Landscape Code states that the City Council may grant exceptions to the regulations contained in this chapter when:

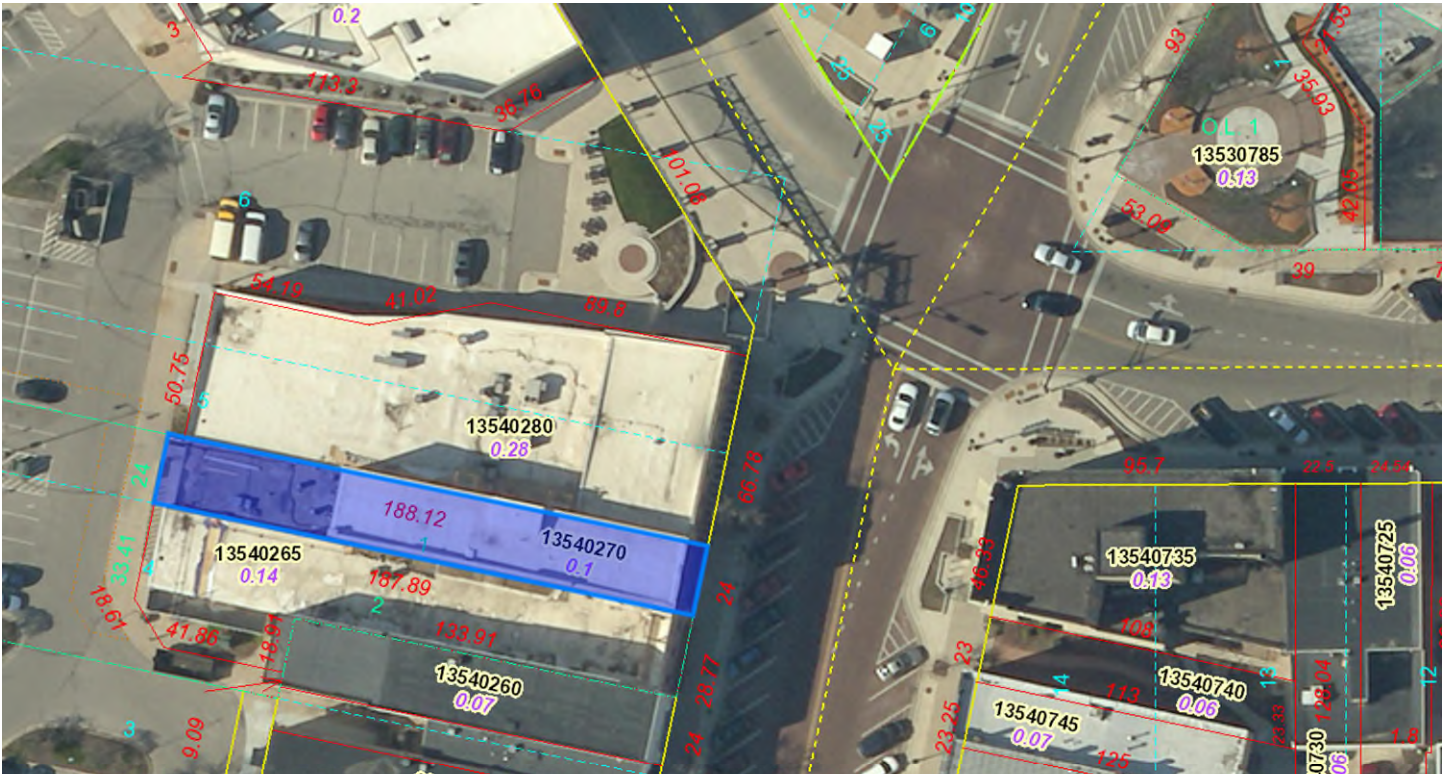
- (a) ***Such exceptions are in harmony with the general purpose and intent of this chapter; and*** The metal exterior limitation intends to discourage the use of metal siding products in commercial areas and to encourage the use of higher quality exterior finishes. The Downtown BID has Design Guidelines in addition to the Architectural and Landscape Code which states metal siding shall not be used, and that building materials shall be consistent on all sides of a structure that are open to public view. The goal is to retain and preserve historic building materials and choose materials that are historically accurate or that complement adjacent buildings. Allowing the proposed material to be installed conflicts with the intent of the ordinance and design guidelines.
- (b) ***The City Council finds that special circumstances exist involving the size, shape, topography, location or surroundings of the property referred to in the application; and*** The subject property is relatively small, measuring 0.10 acres, but does not have any unique topographical constraints. While the metal siding won't be visible from the front elevation on State Street, it will be noticeable from the rear side of the building from Broad Street and the Mill Street Parking Lot.
- (c) ***Denial of the exception will cause unreasonable or unnecessary hardship.*** If the application is denied, the applicant would need to explore alternative solutions. The property's location within the BID offers opportunities to apply for financial assistance specifically aimed at enhancing secondary facades.
- (d) ***Granting the exception will not cause substantial injury to the value of other property in the vicinity nor be detrimental to the general welfare of the neighborhood or the public.*** Granting the exception will not result in significant harm to the value of neighboring properties or have adverse effects on the overall well-being of the neighborhood or the public. However, approving the exception does establish a precedent for permitting the use of metal siding on the side or rear building elevations within the Central Business District.

STAFF RECOMMENDATION:

The Planning and Building Services Division recommends **denial** of an Exception to Section 34.15(1) of the Architectural Review and Landscape Code to allow metal siding on more than 25 percent of the exterior surface of any wall on a non-industrial building for the property located at 324 State Street, based upon the standards for granting an exception.

ATTACHMENTS: Location Map, Elevations, Photos, Siding Brochure, and Application.

Location Map





CLOUDED WALL ONLY
shall receive wall panels
to hide coated brick wall











Bright White (39)
PBR / Image II™ / CR / PPII



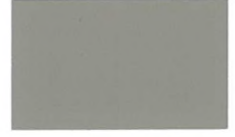
White (30)
PBR / Image II™ / CR / PPII



Light Stone (63)
PBR / Image II™ / CR / PPII



Ash Grey (25)
PBR / Image II™ / CR / PPII



Taupe (74)
PBR / Image II™ / CR / PPII



Charcoal (17)
PBR / Image II™ / CR / PPII



Brown (12)
Image II™



Burnished Slate (49)
PBR / Image II™ / CR / PPII



Forest Green (26)
PBR / Image II™ / CR / PPII



Fern Green (07) Low Gloss
Image II™



Red (24)
PBR / Image II™ / CR / PPII



Patriot Red (73)*
Image II™



Burgundy (15)
Image II™



Ocean Blue (35)
Image II™



Native Copper (190)*
Image II™

CF45 - 45 Year Paint Warranty / Galvalume Substrate



Black (06)
Image II™



Galvalume® (41)
Non-Painted - 25 Year Warranty
PBR / Image II™ / CR / PPII

Color selections are close representations but are limited by processing and viewing conditions. Actual samples are available upon request. For all specific warranty, application, installation, and technical information regarding these products contact your local sales representative.

***Premium Color - Upcharge will apply**



★ All Colors Meet or Exceed Steep Slope ENERGY STAR® Requirements

metalsales.us.com

MS(11R)PBR/IM5-19

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manufacturing corporation

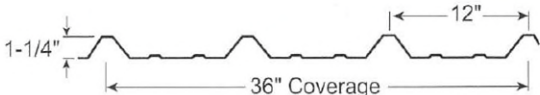


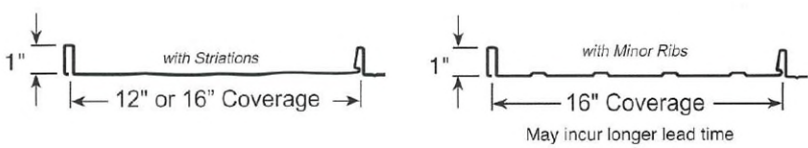


8111 29th Street West
Rock Island, IL 61201
800.747.1206 Toll Free
309.787.1200 Phone
800.690.6109 Fax



26 GAUGE

PANEL PROFILES

<p>PBR-PANEL</p>	
<p>PRO-PANEL II®</p>	
<p>CLASSIC RIB®</p>	
<p>IMAGE II™</p>	

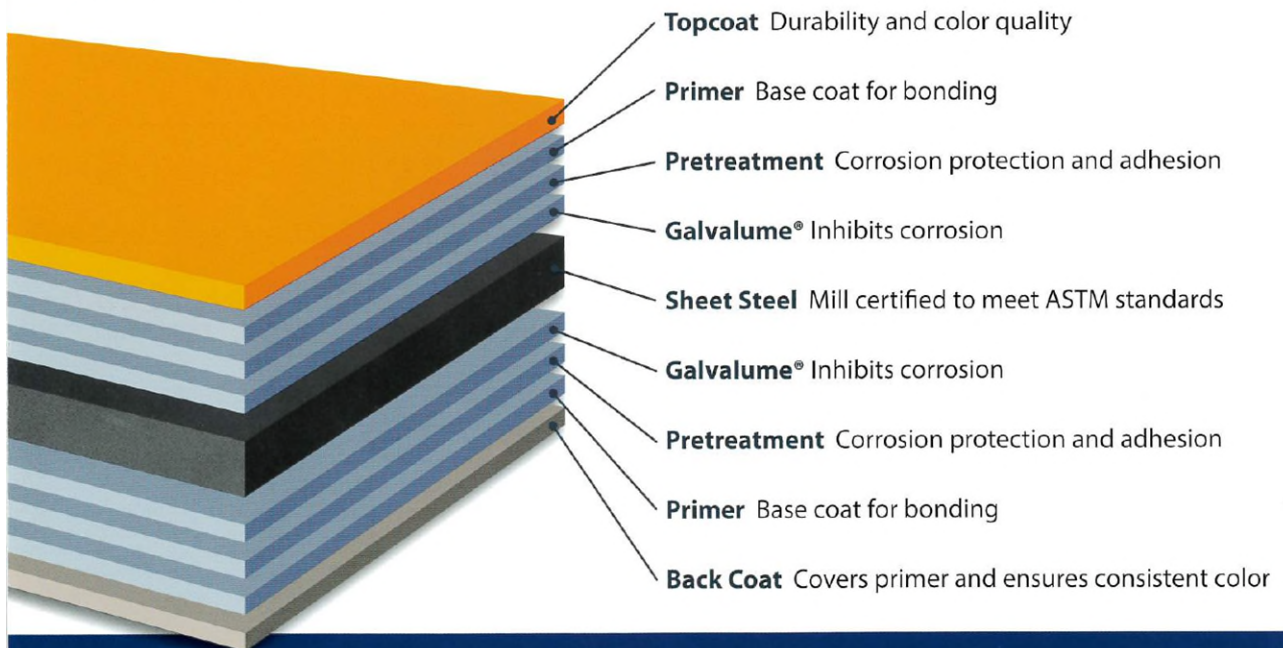
ADVANTAGES OF METAL ROOF AND WALL PANELS

Hail Impact Resistant • Class A Fire-Resistance Rating*
 Energy Star® "Cool" Colors • Virtually Maintenance-Free • 100% Recyclable Steel

*For non-combustible assemblies

PAINT SYSTEM INFORMATION

Multiple Layers of Protection

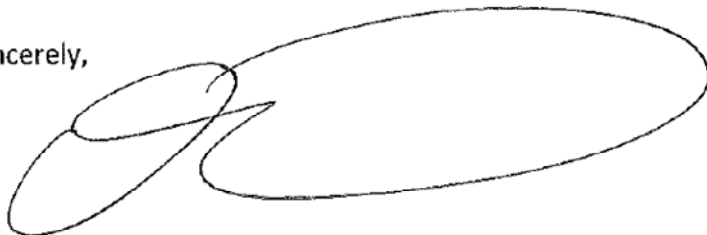


To whom it may concern,

The south wall of 324 State Street is badly in need of repair. Loose material is falling off causing significant damage to the roof. The wall is beyond repair. The only cost effective way is by adding steel siding. The current situation is shredding the roof due to falling debris and is causing significant damage to the interior and \$30,000 roof. Please see pictures. The owners of Bagels and More in the last 28 years have removed 3 drop ceilings to expose the original tin ceiling and have taken plaster off of an interior south wall to expose the original brick. We also removed the stucco façade out front to expose the original brick and windows. We also tuck-pointed the brick on the north and west ends of the building. As you can see from the examples I have given, we have taken exceptional care in maintaining the historical elements of this property. We are looking for this variance due to the fact we have no other options. Please note that I could put in here several downtown locations that presently have metal siding that have been done in the last 10 years. I can get you the addresses of these properties but I'm sure you already know which ones they are.

Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read 'David Siekierski', written over a large, faint oval shape.

David Siekierski

CITY of BELOIT
Planning & Building Services Division

100 State Street, Beloit, WI 53511 Phone: (608) 364-6700 Fax: (608) 364-6609

Architectural Review Exception Application Form

(Please Type or Print)

File number: _____

1. Name of applicant: DAVID SIEKIERSKI Phone # 608 751-9595
324 STATE BELOIT WI 53511
(Address) (City) (State) (Zip)

2. Address of subject property: 324 STATE BELOIT

3. Tax Parcel Number(s): _____

4. Legal description: _____

5. Present zoning: _____ Present use: RESTAURANT

6. Proposed use (if different): _____

7. Owner of record: DAVID & JOAN SIEKIERSKI Phone: 608 751 9595
1632 GARFIELD BELOIT
(Address) (City) (State) (Zip)

8. Code from which relief is sought or exception is taken:
 Architectural Review () Landscape Regulations

9. State specific sections of code and exception(s) requested: (Use separate sheet if necessary)

10. State specific hardship experienced by the applicant: (Use separate sheet if necessary)

~~THE SOUTH WALL OF 324 STATE IS IN
BAD REPAIR AND LOOSE MATERIAL IS
FALLING OFF AND CAUSING SIGNIFICANT
DAMAGE TO THE ROOF AT 322 STATE~~

(Continued on back)

SEE ATTACHED



REPORT TO THE PLAN COMMISSION

Plan Commission Meeting Date: November 20, 2024

Agenda Item: 4.a.

File Number: FS-2024-03

General Information

Applicant: Combs and Associates, Inc.

Owner: BJJG Investments LLC

Address/Location: 3981 S. Afton Road in the Town of Beloit

Applicant's Request: Final Subdivision Plat of Creekside Estates (21 lots and 1 out-lot)

Staff Analysis

Plat Approval Process: Combs and Associates, Inc. on behalf of BJJG Investments LLC. has submitted the attached Extraterritorial Final Plat of Creekside Estates for the subdivision of 30.07 acres into 21 lots and 1 out-lot. This property is located west of the Rock River, south of Creek View Estates and just east of the intersection of Finley Road and S. Afton Road in the Town of Beloit. This land is located within the City's Extraterritorial Jurisdiction for plat review.

Proposed Lots: As shown on the attached plat, the developer is proposing the creation of 21 single-family lots and 1 out-lots in this residential development. This property is subject to Town of Beloit zoning, requiring all lots to be at least 80 feet wide and 10,000 square feet. The Lots 1 through 21 range in size from approximately 1.01 acres to 1.37 acres. This land is located in the Beloit Turner School District and will not be served by municipal water or sewer.

This plat includes minor changes from the preliminary plat, with the primary difference being the design of roads to connect with future development south on S. Deer Drive and to the west on W. Creekview Lane. We believe this is an improvement over the previous design, as it accounts for future connectivity and adds two additional buildable lots compared to the original plat.

Surrounding Uses: As shown on the attached Location Map, there is undeveloped land to the east and south. There are rural residential uses to the west and north of the subject property.

City of Beloit Comprehensive Plan: The Comprehensive Plan's Future Land Use Map indicates that this property is outside the long-range Urban Growth Area and recommends Agricultural uses for the subject properties.

Review Agent Comments: A copy of the application was sent to the City of Beloit Staff and utility contacts. No issues or comments were raised.

STAFF RECOMMENDATION:

The Planning and Building Services Division recommends **approval** of the Final Plat of Creekside Estates totaling 30.07 acres located at 3981 S. Afton Road in the Town of Beloit subject to the following condition:

1. The applicant shall record the Final Plat with the Rock County Register of Deeds within one year of approval, and shall provide City staff with a copy of the recorded plat.

ATTACHMENTS: Location Map, Final Plat, and Application.

Location Map



CREEKSIDE ESTATES

OUTLOT 1 OF CERTIFIED SURVEY MAP NO. 42-216 OF CERTIFIED SURVEY MAPS OF ROCK COUNTY, WISCONSIN, AS DOCUMENT NO. 2249986 AND LOCATED IN THE SW 1/4 OF THE NW 1/4, BE 1/4 OF THE NW 1/4, THE SW 1/4 AND IN THE SW 1/4 OF SECTION 3, T.1N., R.12E. OF THE 4TH P.M., TOWN OF BELLOTT, ROCK COUNTY, WISCONSIN, FORMERLY BEING PART OF OUTLOT 2-7 AND 2-8 OF THE ABERSON S PLAT OF THE TOWN OF BELLOTT.

SUPERIOR'S CERTIFICATE
STATE OF WISCONSIN
COUNTY OF ROCK
SS. I, JOHN A. ABERSON, A REGISTERED LAND SURVEYOR, DO HEREBY CERTIFY THAT I HAVE SURVEYED, DIVIDED AND MARKED "CREEKSIDE ESTATES", BEING

OUTLOT 1 OF CERTIFIED SURVEY MAP NO. 42-216 OF CERTIFIED SURVEY MAPS OF ROCK COUNTY, WISCONSIN, AS DOCUMENT NO. 2249986 AND LOCATED IN THE SW 1/4 OF THE NW 1/4, THE SW 1/4 AND IN THE SW 1/4 OF SECTION 3, T.1N., R.12E. OF THE 4TH P.M., TOWN OF BELLOTT, ROCK COUNTY, WISCONSIN, FORMERLY BEING PART OF OUTLOT 2-7 AND 2-8 OF THE ABERSON S PLAT OF THE TOWN OF BELLOTT, CONTAINING 30.09 ACRES.

THAT I HAVE MADE SUCH SURVEY, LAND DIVISION AND PLAT BY THE DIRECTION OF THE OWNERS LISTED BELOW.

THAT SUCH PLAT IS A CORRECT REPRESENTATION OF ALL EXTENSION REQUIREMENTS OF THE LAND SURVEYED AND THE SUBDIVISION THEREOF MADE THAT I HAVE MADE OF RECORD IN THE PUBLIC RECORDS OF THE LAND DIVISION DIVISIONS AND RECORDS OF THE TOWN OF BELLOTT, ROCK COUNTY, WISCONSIN, AND HOPING THE SAME GIVEN UNDER MY HAND AND SEAL, THIS 8TH DAY OF MAY, 2024.

OWNER'S CERTIFICATE OF DEDICATION

AS OWNERS, WE HEREBY CERTIFY THAT WE CAUSED THE LAND DESCRIBED ON THIS PLAT TO BE SURVEYED, DIVIDED, MARKED AND DEDICATED AS REPRESENTED ON THIS PLAT. WE TO BE BOUND BY THE TERMS OF THIS PLAT AS REQUIRED BY S. 208.10 OR S. 206.12 TO BE SUBMITTED TO THE COMMISSIONER OF REVENUE OR SUPERVISOR.

ROCK COUNTY PLANNING AND DEVELOPMENT AGENCY
CITY OF BELLOTT, WISCONSIN
CITY CLERK

KNOWS THE HAND AND SEAL OF SAID OWNERS THIS ____ DAY OF _____, 20__.

X _____ X _____

STATE OF WISCONSIN
COUNTY OF ROCK
SS. PERSONALLY CALLED BEFORE ME THIS ____ DAY OF _____, 20__.

AND _____

TO BE WELL KNOWN TO BE THE PERSONS WHO CAUSED THE FOREGOING INSTRUMENT AND DOCUMENTED THE SAME.

NOTARY PUBLIC, ROCK COUNTY, WISCONSIN X _____

MY COMMISSION _____

TOWN BOARD RESOLUTION
RESOLVED THAT THE PLAT OF "CREEKSIDE ESTATES" IN THE TOWN OF BELLOTT, BE HEREBY APPROVED BY THE TOWN BOARD.

TOWN CHAIRPERSON X _____

I, HEREBY CERTIFY THAT THE FOREGOING IS A RESOLUTION ADOPTED BY THE BOARD OF THE TOWN OF BELLOTT.

TOWN CLERK X _____

TOWN TREASURER'S CERTIFICATE
I, JOHN WILKITA, BEING THE ONLY QUALIFIED AND ACTING TREASURER OF THE TOWN OF BELLOTT, DO HEREBY CERTIFY THAT IN ACCORDANCE WITH THE RECORDS IN MY OFFICE, THERE ARE NO UNPAID TAXES OR UNPAID SPECIAL ASSESSMENTS AS OF _____, AFFECTING THE LANDS INCLUDED IN THE PLAT OF "CREEKSIDE ESTATES".
DATED THIS ____ DAY OF _____, 20__.

TOWN TREASURER X _____

COUNTY TREASURER'S CERTIFICATE
I, _____, BEING THE ONLY QUALIFIED AND ACTING TREASURER OF THE COUNTY OF ROCK, DO HEREBY CERTIFY THAT THE RECORDS IN MY OFFICE SHOW NO UNPAID TAX SALES, NO UNPAID TAXES AND NO UNPAID SPECIAL ASSESSMENTS AS OF _____, AFFECTING THE LANDS INCLUDED IN THE PLAT OF "CREEKSIDE ESTATES".
DATED THIS ____ DAY OF _____, 20__.

X _____ ROCKFELL WETTERS COUNTY TREASURER

ROCK COUNTY PLANNING AND DEVELOPMENT AGENCY
THIS FINAL LAND DIVISION NO. _____ IS APPROVED THIS ____ DAY OF _____, 20__, PURSUANT TO CHAPTER 4 OF THE ROCK COUNTY LAND DIVISION REGULATIONS.

X _____ SECRETARY

CITY OF BELLOTT RESOLUTION

WHEREAS THE CITY PLAN COMMISSION OF THE CITY OF BELLOTT REPORTED ON THE PLAT OF "CREEKSIDE ESTATES" IN THE TOWN OF BELLOTT, WISCONSIN, IT IS RESOLVED THAT THE PLAT OF "CREEKSIDE ESTATES" BE AND IS HEREBY APPROVED.

STATE OF WISCONSIN

CITY CLERK OF ROCK COUNTY, WISCONSIN, DO HEREBY CERTIFY THAT

THE ABOVE RESOLUTION IS A TRUE AND CORRECT COPY OF THE ORIGINAL AS PASSED BY THE CITY COUNCIL OF BELLOTT, WISCONSIN ON THE ____ DAY OF _____, 20__.

X _____ CITY CLERK

RECORDING DATA

RECEIVED FOR RECORD THIS ____ DAY OF _____, 20__ A.D. AT

____ O'CLOCK ____ M. AND RECORDED IN VOLUME ____ PAGE ____

OF PLATS.

DOCUMENT NO. _____ X _____ REGISTER OF DEEDS

This instrument was filed electronically with the Register of Deeds for Rock County, Wisconsin, on May 15, 2024, at 10:58:10 AM. State registration # 201 12, WIS. 5309.

Certified May 15, 2024

Don J. Schmitt
Department of Administration



SHEET TWO OF TWO SHEETS

	• LAND SURVEYING • LAND PLANNING • CAD SERVICES • SURVEYING	DATE: 5/08/2024 TIME: 9:11	SHEET: 2 OF 2 DRAWING: 123-306
	201 N. KILBUCK RD. WAUKESHA, WI 53186 TEL: 262-782-3377 FAX: 262-782-3374	DMEGA	

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: _____

1. Proposed subdivision name: Creekside Estates

2. Address of property: 3981 S AFTON ROAD

3. Tax Parcel Number(s): 6-2-30.001

4. Property is located in (circle one): City of Beloit or Town of Turtle; Beloit Rock or LaPrairie
In the SW&NW Quarter of Section 3, Township 1 North, Range 12 East of the 4th P.M.

5. Owner of record: BJJG INVESTMENTS LLC Phone: _____

210 E O'CONNOR DR STE 101 ELKHORN WI 53121-4542
(Address) (City) (State) (Zip)

6. Applicant's Name: BJJG INVESTMENTS INC JOHN GIAMPOLI

210 E O'CONNOR DR STE 101 ELKHORN WI 53121-4542
(Address) (City) (State) (Zip)

_____/_____/_____
(Office Phone #) (Cell Phone #) (E-mail Address)

7. Present zoning classification is: R-1

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

By John Giampoli BJJG Investments, Inc / 10/15/24
(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: 630.00
Scheduled meeting date: 11/20/24
Application accepted by: Delany Cottman Date: 10/16/2024



REPORT TO THE PLAN COMMISSION

Plan Commission Meeting Date: November 20, 2024

Agenda Item: 4.b.

File Number: ANX-2024-05

General Information

Applicant: NG Creek Woods Land LLC and Wisconsin Power & Light Company

Owner: NG Creek Woods Land LLC and Wisconsin Power & Light Company

Address/Location: The properties are located on the 9400-9500 Block of South Creek Road and the 2300 Block of Murphy Woods Road in the Town of Turtle

Applicant's Request: Approval of (Direct) Annexation of five properties located on the 9400-9500 block of South Creek Road (parcel numbers 6-19-208.1, 6-19-207, 6-19-206, and 6-19-205) and the 2300 Block of Murphy Woods Road (parcel numbers 6-19-204.1A). The City Council accepted the petition and referred it to Plan Commission on November 7, 2024.

Jurisdiction: Town of Turtle

Staff Analysis

Background Info: The applicants are requesting approval to annex 40.17 acres of land from the Town of Turtle to the City of Beloit. The parcels on South Creek Road are 10.2, 12.0, 10.0, and 7.5 acres, respectively for a total of 39.7 acres which is currently a mix of agricultural land and woodland. The parcel on Murphy Woods Road is 0.35 acres of wooded land owned by WP&L. Those five parcels along with a small portion of dedicated ROW along Murphy Woods Road and a small gap between that right-of-way and the WP&L parcel total 40.17 acres.

If this annexation is approved, NG Creek Woods Land LLC intends to subdivide the land for residential development, in accordance with the City's Comprehensive Plan. The subject properties are located within the City's Sewer Service Area. City sewer is located about 300 feet to the west of the proposed annexation boundary on Edgewood Drive near the existing corporate limits, and to the south of the proposed annexation boundary on both Criswell Boulevard and Shopiere Road, about 200 feet south of Murphy Woods Road. The Wisconsin Department of Administration's Municipal Boundary Review Office has reviewed the annexation request and has found the proposed annexation to be in the public interest, and on October 14, 2024 notified the City of Beloit Clerk and the Town of Turtle Clerk of this finding.

Surrounding Land Use and Zoning: To the west of the subject properties are residential uses zoned R-1A, Single Family Residential in the City of Beloit. To the south is zoned R-1, Residential

One District in the Town of Turtle, and C-1, Office District in the City of Beloit. To the east is zoned R-1A and PLI, Public Lands and Institutions District in the City of Beloit, and RR, Rural Residential District, in the Town of Turtle. To the north is agricultural land zoned A-E, Exclusive Agriculture, in the Town of Turtle.

Development: NG Creek Woods Land LLC intends to submit a subdivision plat for a planned development after approval of the annexation. Development would meet the current zoning and subdivision code, and comply with the City's Comprehensive Plan.

City of Beloit Comprehensive Plan and Strategic Plan: The Future Land Use Map of the Comprehensive Plan recommends *Planned Neighborhood* uses for the subject properties. As mentioned above, if the annexation is approved, NG Creek Woods Land LLC intends to submit a subdivision plat for the development of this vacant land. If approved, this request supports Strategic Goal #3 by creating and sustaining economic and residential growth.

Future Zoning Classification: In the past when properties were annexed to the City, a temporary zoning classification was assigned until an Ordinance approving a Zoning Map Amendment was adopted by the City Council.

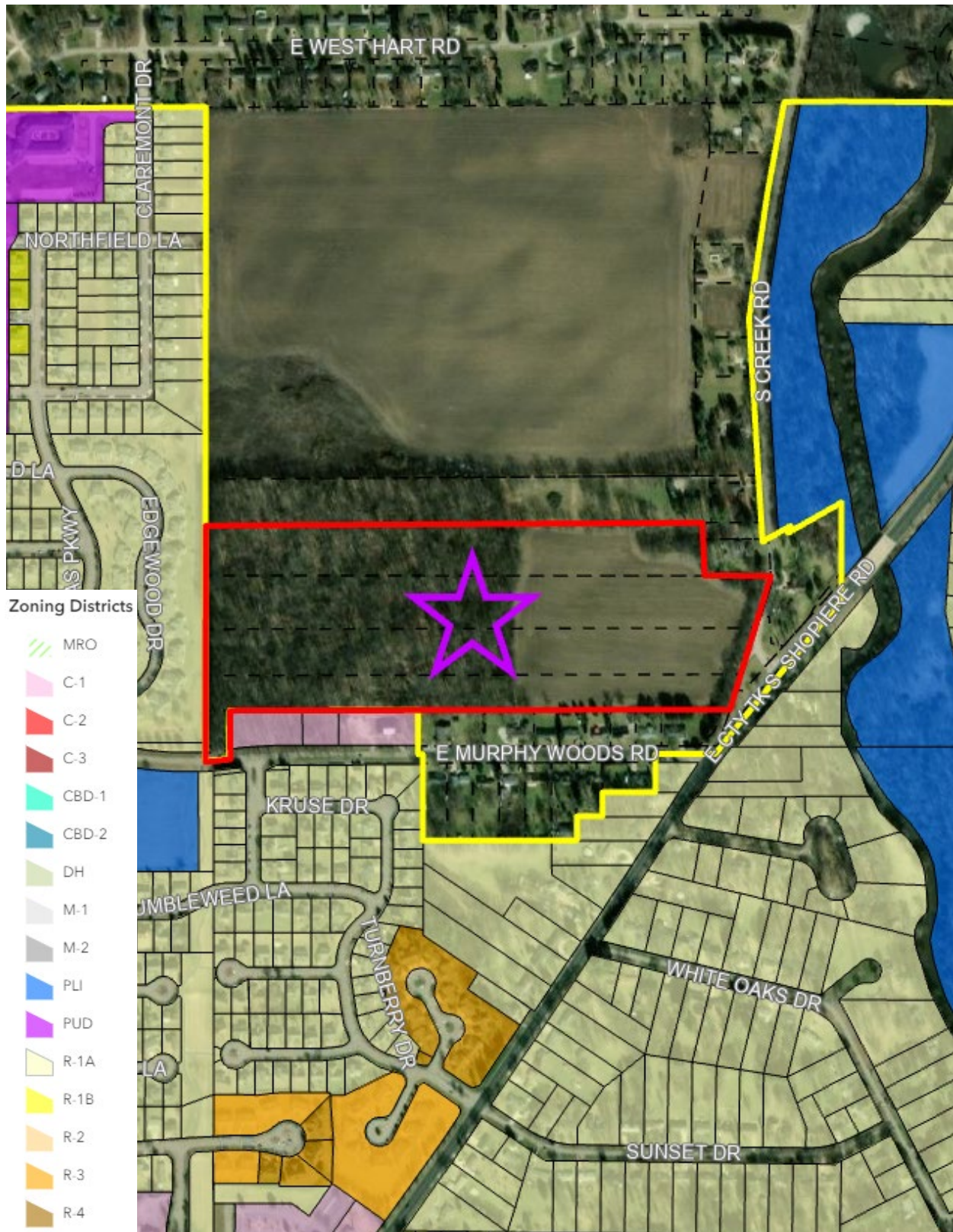
Section 66.0217(8) of Wisconsin Statutes allows for the assignment of temporary zoning until permanent zoning is approved. Staff recommends not assigning a temporary zoning at this time. A Zoning Map Amendment to assign a permanent zoning that is consistent with the Comprehensive Plan will be initiated if the annexation is approved.

STAFF RECOMMENDATION:

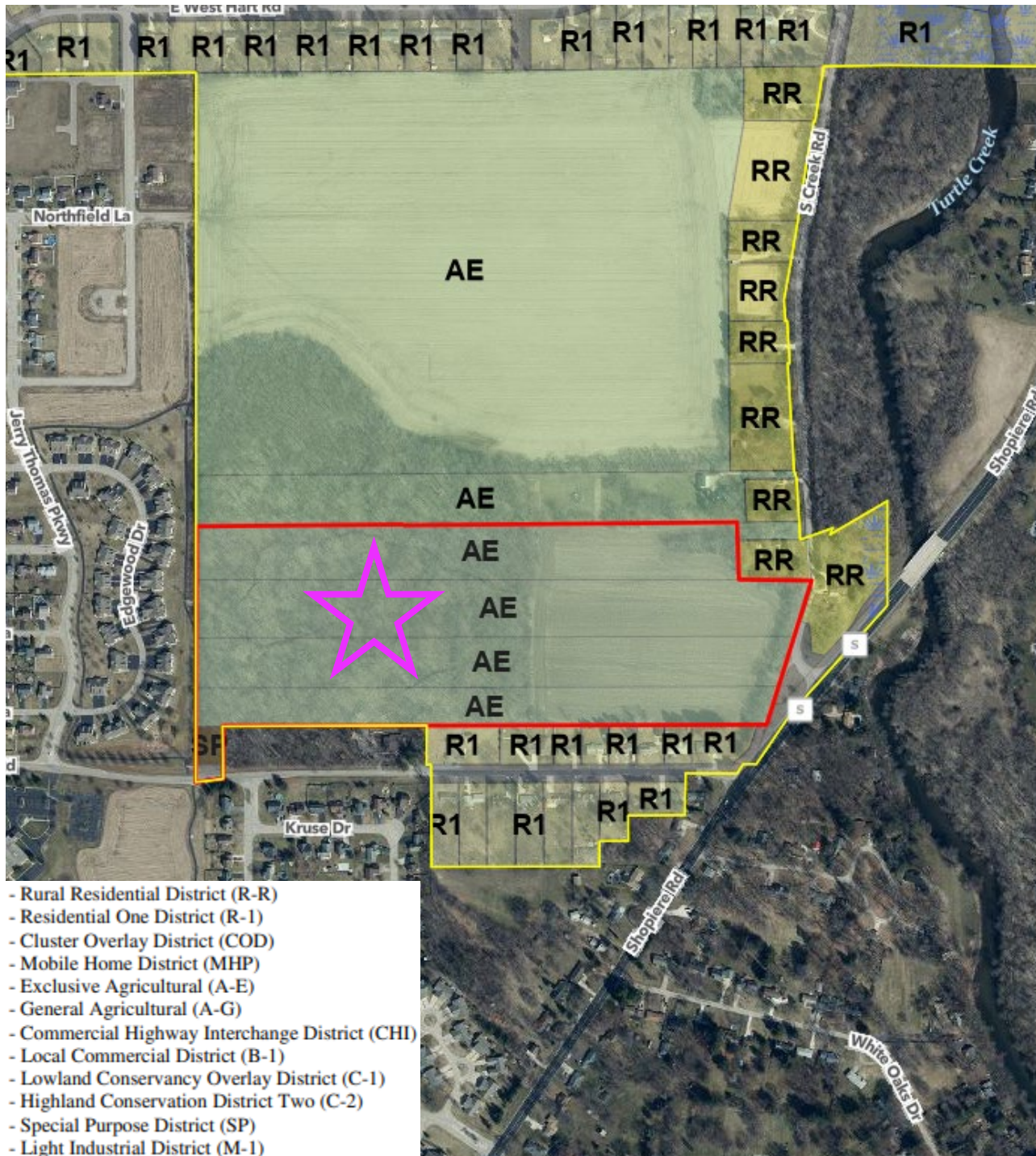
The Planning and Building Services Division recommends **approval** of (Direct) Annexation for five properties located on the 9400-9500 block of South Creek Road (parcel numbers 6-19-208.1, 6-19-207, 6-19-206, and 6-19-205) and the 2300 Block of Murphy Woods Road (parcel numbers 6-19-204.1A) in the Town of Turtle.

ATTACHMENTS: Location and Zoning Maps, Petition for Annexation, Plat of Annexation, and Municipal Boundary Review Letter.

City of Beloit Zoning Map



Town of Turtle Zoning Map



- Rural Residential District (R-R)
- Residential One District (R-1)
- Cluster Overlay District (COD)
- Mobile Home District (MHP)
- Exclusive Agricultural (A-E)
- General Agricultural (A-G)
- Commercial Highway Interchange District (CHI)
- Local Commercial District (B-1)
- Lowland Conservancy Overlay District (C-1)
- Highland Conservancy District Two (C-2)
- Special Purpose District (SP)
- Light Industrial District (M-1)

**PETITION FOR ANNEXATION AND/OR ATTACHMENT
TO THE CITY OF BELOIT**

Address of Property: PIN: 6-19-204.1A

Property is located in (circle one): Town of Turtle Town of Beloit

If applicable, please circle the Town of Turtle island in which the property is located:
Lindale Place Turtle Ridge Sherwood Drive N/A

If this property is located within the Town of Turtle, is it located within the **Boundary Adjustment Area** as outlined in the *Cooperative Boundary Agreement between the City of Beloit and Town of Turtle*? (If you are not sure, please leave blank for Planning staff to answer.) YES NO

The current population or territory to be annexed and/or attached is 0 persons.

We the undersigned, constituting all of the owners of the real property in Rock County, Wisconsin, lying contiguous to the City of Beloit, or lying in a town island, respectfully petition the City Council of the City of Beloit to annex the territory described and shown on the attached scale map to the City of Beloit, Rock County, Wisconsin. (Plat of Annexation or Attachment must include a legal description of the subject property.)

We the undersigned, elect that this annexation shall take effect to the full extent consistent with outstanding priorities of other annexation, incorporation or consolidation proceedings, if any.

We further respectfully request that this property be zoned PLI.

Owner/Petitioner Signature:	Print Name:	Address:	Date:
<i>Brian Cooke</i>	Brian Cooke	Alliant Energy 4902 N Biltmore Lane Madison, WI 53718	9-20-24

Personally came before me this 20th day of September, 2024, the above named,
(day) (month) (year)
Brian Cooke to me known to be the persons who executed the foregoing instrument and acknowledged the same.

**PETER A. CHEN
NOTARY PUBLIC
STATE OF WISCONSIN**

Peter A. Chen

 Notary Public, Dane County, Wisconsin (SEAL)

My Commission is permanent or expires on: 12/4/2027

**PETITION FOR ANNEXATION AND/OR ATTACHMENT
TO THE CITY OF BELOIT**

Address of Property: PINS: 6-19-207, 6-19-206, 6-19-205, 6-19-208.1

Property is located in (circle one): Town of Turtle Town of Beloit

If applicable, please circle the Town of Turtle island in which the property is located:
Lindale Place Turtle Ridge Sherwood Drive N/A

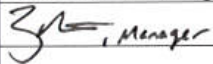
If this property is located within the Town of Turtle, is it located within the **Boundary Adjustment Area** as outlined in the *Cooperative Boundary Agreement between the City of Beloit and Town of Turtle*? (If you are not sure, please leave blank for Planning staff to answer.) **YES** **NO**

The current population or territory to be annexed and/or attached is 0 persons.

We the undersigned, constituting all of the owners of the real property in Rock County, Wisconsin, lying contiguous to the City of Beloit, or lying in a town island, respectfully petition the City Council of the City of Beloit to annex the territory described and shown on the attached scale map to the City of Beloit, Rock County, Wisconsin. (Plat of Annexation or Attachment must include a legal description of the subject property.)

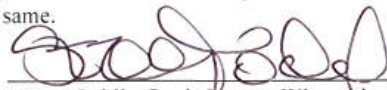
We the undersigned, elect that this annexation shall take effect to the full extent consistent with outstanding priorities of other annexation, incorporation or consolidation proceedings, if any.

We further respectfully request that this property be zoned _____.

Owner/Petitioner Signature:	Print Name:	Address:	Date:
	NG Creekwoodsland LLC	430 E. Grand Ave Suite 103 Beloit WI 53511	

Personally came before me this 23 day of Sept., 2024, the above named, Zach Knutson to me known to be the persons who executed the foregoing instrument and acknowledged the same.




 Notary Public, Rock County, Wisconsin (SEAL)

My Commission is permanent or expires on: 11/26/24



TONY EVERS
GOVERNOR
KATHY BLUMENFELD
SECRETARY
Municipal Boundary Review
PO Box 1645, Madison WI 53701
Voice (608) 264-6102 Fax (608) 264-6104
Email: wimunicipalboundaryreview@wi.gov
Web: <http://doa.wi.gov/municipalboundaryreview>

October 14, 2024

PETITION FILE NO. 14704

MARCY GRANGER, CLERK
CITY OF БЕЛОIT
100 STATE STREET
BELOIT, WI 53511-6234

KRISTINA BENNETT, CLERK
TOWN OF TURTLE
6916 COUNTY RD J
BELOIT, WI 53511-8964

Subject: NG CREEK WOODS LAND LLC ANNEXATION

The proposed annexation submitted to our office on September 23, 2024, has been reviewed and found to be in the public interest. In determining whether an annexation is in the public interest, s. 66.0217 (6), Wis. Stats. requires the Department to examine "[t]he shape of the proposed annexation and the homogeneity of the territory with the annexing village or city..." so as, to ensure the resulting boundaries are rational and compact. The statute also requires the Department to consider whether the annexing city or village can provide needed municipal services to the territory. The subject petition is for territory that is reasonably shaped and contiguous to the City of Beloit, which is able to provide needed municipal services.

Per s. 66.0217 Wis. Stats.: The entirety of the territory to be annexed should be described by metes and bounds commencing from a monumented corner of a 1/4 Section in which the territory lies; description by exception is not provided for by this section. The scale map of the territory should show the courses of the description. Additionally, this annexation may create an isolated town island of territory contrary to s. 66.0221, Wis. Stats.

The Department reminds clerks of annexing municipalities of the requirements of s. 66.0217 (9)(a), Wis. Stats., which states:

"The clerk of a city or village which has annexed shall file immediately with the secretary of administration a certified copy of the ordinance, certificate and plat, and shall send one copy to each company that provides any utility service in the area that is annexed. The clerk shall record the ordinance with the register of deeds and file a signed copy of the ordinance with the clerk of any affected school district..."

State and federal aids based on population and equalized value may be significantly affected through failure to file with the Department of Administration. Please file a copy of your annexing ordinance, including a statement certifying the population of the annexed territory. **Please include your MBR number 14704 with your ordinance.** Ordinance filing checklist available at <http://mds.wi.gov/>, click on "Help on How to Submit Municipal Records". Email scanned copy of required materials (color scan maps with color) to mds@wi.gov or mail to: Wisconsin Department of Administration, Municipal Boundary Review, PO Box 1645, Madison WI 53701-1645. The petition file is available for viewing at: <http://mds.wi.gov/View/Petition?ID=2778> Please call me at (608) 264-6102, should you have any questions concerning this annexation review.

Sincerely,

A handwritten signature in black ink, appearing to read "Erich Schmidtke".

Erich Schmidtke, Municipal Boundary Review

cc: petitioner