



**PUBLIC NOTICE & AGENDA
BELOIT PLAN COMMISSION
City Hall Forum - 100 State Street, Beloit, WI 53511
7:00 PM
Wednesday, January 8, 2025**

1. CALL TO ORDER AND ROLL CALL
2. MINUTES
There are no minutes to consider.
3. PUBLIC HEARINGS
No public hearings are scheduled.
4. REPORTS
 - 4.a. Consideration of Resolution 2025-01 approving a one-lot Extraterritorial Certified Survey Map for the property located at 4212 W Spring Creek Road in the Town of Beloit
[Attachment](#)
 - 4.b. Consideration of Resolution 2025-02 approving a three-lot Certified Survey Map for the properties located at 709 College Street and 717 and 725 Chapin Street
[Attachment](#)
5. STATUS REPORT ON PRIOR PLAN COMMISSION ITEMS
PUD and Rezoning - 1400 White Avenue
6. FUTURE AGENDA ITEMS
*Permanent Zoning - 1990 E. Bradley
Broad Street Parking Lot Watermain Easement
Relocation Order - 1501 Liberty
Conditional Use Permit - 1623 Park Avenue
Rezoning - 717 and 725 Chapin Street
CSM - 1407 Liberty Avenue, 1112 and 1118 Garfield Avenue
Extraterritorial CSM - S Butterfly Road*
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.



REPORT TO THE PLAN COMMISSION

Plan Commission Meeting Date: January 8, 2025

Agenda Item: 4.a.

File Number: CSM-2025-01

General Information

Applicant: R.H. Batterman and Co., Inc.

Owner: Sterna Revocable Living Trust

Address: 4212 W. Spring Creek Rd.

Jurisdiction: Town of Beloit

Applicant's Request: One-lot Extraterritorial Certified Survey Map (CSM)

Staff Analysis

Proposed Land Division: The intent of the proposed extraterritorial CSM is to divide off 7 acres and rezone the property to A-2, General Agricultural District. The Town requires a minimum lot size of three acres in the A-2, General Agricultural District, which this property will be zoned. The current parcel contains several buildings and structures. The lot has access off of Spring Creek Road.

Surrounding Land Use and Zoning: To the north of the subject property are residential uses zoned R-1, Single-Family Residential District in the Town. To the east is a residential use zoned A-2, and to the south and west are agricultural lands zoned A-1, Farmland Preservation District, all in the Town of Beloit.

City of Beloit Comprehensive Plan and Strategic Plan: The City's Comprehensive Plan Future Land Use Map shows that this parcel is beyond the City's Long Range Urban Growth Area, and recommends agricultural uses for the subject property. However, land use cannot be considered when reviewing Extraterritorial CSM applications according to state law.

Review Agent Comments: The proposed CSM was distributed to the Review Agents. No concerns or comments were received.

STAFF RECOMMENDATION:

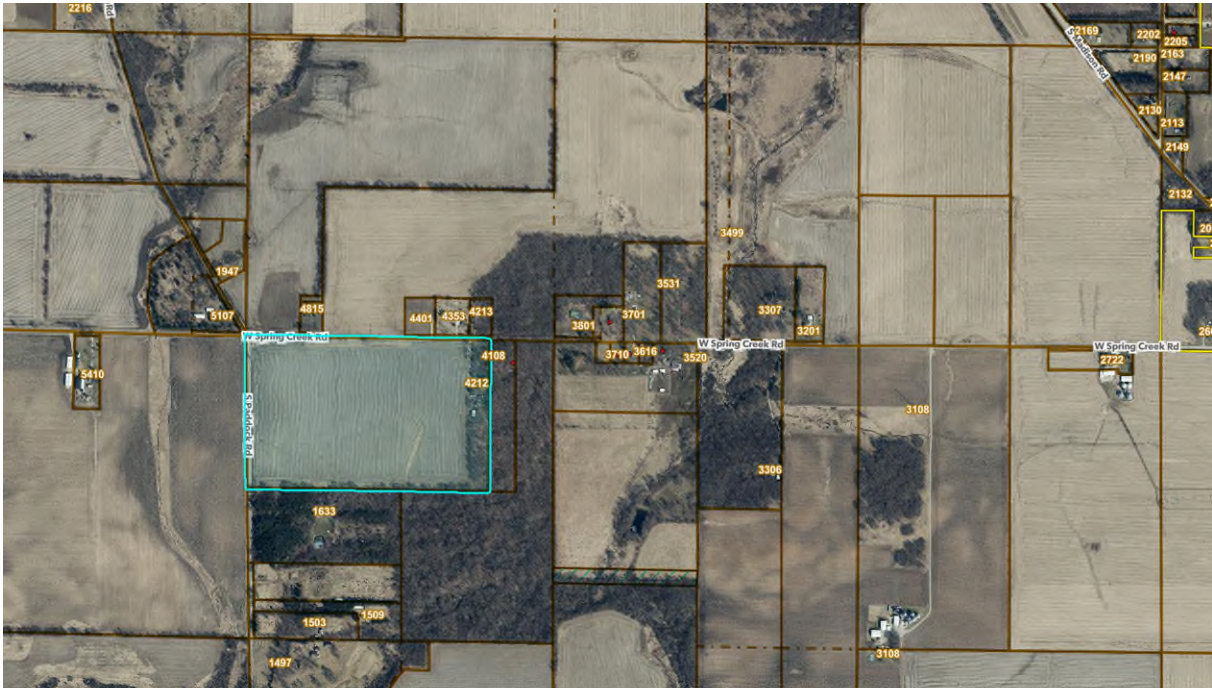
The Planning and Building Services Division recommends **approval** of the attached one-lot Extraterritorial CSM located on the 4212 W. Spring Creek Road in the Town of Beloit, subject to the following condition:

1. The final CSM shall be recorded with the Rock County Register of Deeds within one year of approval and a copy provided to the Planning and Building Services Division.

ATTACHMENTS: Location Maps, Town Zoning Map, Certified Survey Map, Application, Site

Assessment Checklist, and Resolution.

LOCATION MAPS

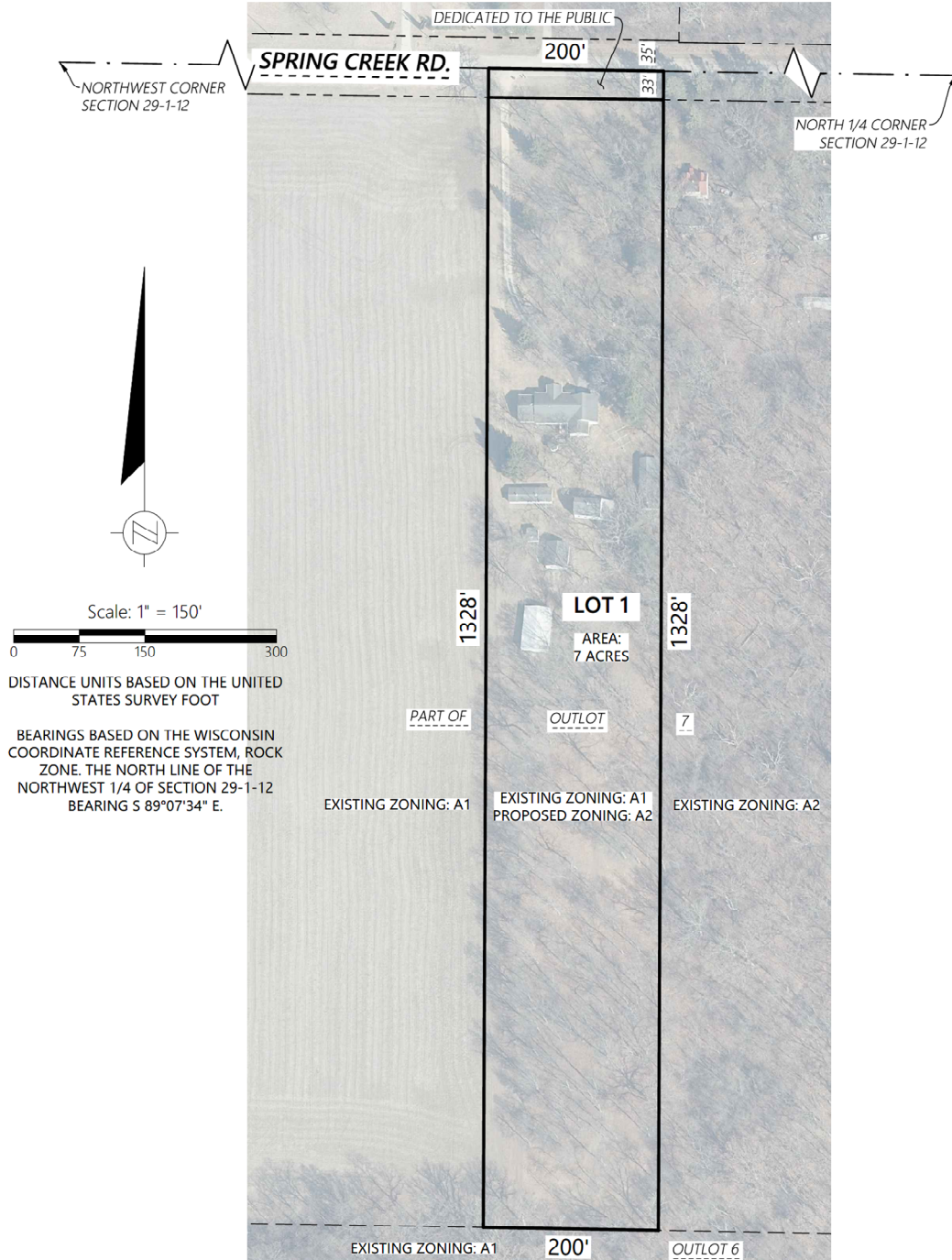


TOWN ZONING MAP



PRELIMINARY CERTIFIED SURVEY MAP

OF PART OF OUTLOT 7 OF THE ASSESSOR'S PLAT OF BELOIT TOWNSHIP, BEING PART THE NE 1/4 OF THE NW 1/4 OF SECTION 29, T. 1 N., R. 12 E., OF THE 4TH P.M., TOWN OF BELOIT, ROCK COUNTY, WISCONSIN



<p>ORDER NO: 35352</p> <p>FIELD CREW: TBD DRAWN BY: DJE SHEET 1 OF 1</p>	<p>FOR THE EXCLUSIVE USE OF: David Sterna c/o Sterna Revocable Living Trust 4212 W. Spring Creek Rd. Beloit, WI 53511</p>	<p>Batterman engineers surveyors planners BELOIT ELKHORN JANESVILLE 2857 S. Bartells Dr., Beloit, WI 53511 608.365.4464 www.rhbatterman.com</p>	
---	---	--	--

File Name: J:\35300 - 35399\35352 - Dave Sterna\SURVEY\RHB DRAWING FILES

CITY of BELOIT

Planning and Building Services 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: _____

1. Address of property: 4212 W. Spring Creek Rd.
2. Tax Parcel Number(s): 6-2-366
3. Property is located in (circle one): City of Beloit or Town of Turtle Beloit Rock or LaPrairie
In the NW Quarter of Section 29, Township 1 North, Range 12 East of the 4th P.M.
4. Owner of record: Sterna Revocable Living Trust Phone: 608-346-647
4212 W. Spring Creek Rd. Beloit, WI 53511
(Address) (City) (State) (Zip)
5. Applicant's Name: David Earl (R.H. Batterman)
2857 Bartells Dr. Beloit, WI 53511
(Address) (City) (State) (Zip)
608-365-4464 / 414-412-5441 / dearl@rhbatterman.com
(Office Phone #) (Cell Phone #) (E-mail Address)
6. Number of new lots proposed with this land division is 1 lot(s).
7. Total area of land included in this map: 7 acres
8. Total area of land remaining in parent parcel: 58 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: A1
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.

David Earl
(Signature of applicant)

David Earl
(Print name of applicant)

12/10/2024
(Date)

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

Review fee: \$300.00 Amount paid: _____
Scheduled meeting date: _____
Application accepted by: _____ Date: _____

CITY of BELOIT

Neighborhood Planning Division

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

SITE ASSESSMENT CHECKLIST

For property located at: 4212 W. Spring Creek Rd.

Property owner's name: Sterna Revocable Living Trust (David Sterna)

ITEM OF INFORMATION	YES	NO
I. Land Resources; Does the project site involve:	----	----
A. Changes in relief and drainage patterns? (Attach a topographical map showing, at a minimum, 2-foot contour intervals)		✓
B. A landform or topographical feature including perennial streams?		✓
C. A floodplain? (If Yes, attach a copy of the latest FEMA Floodway map with the parcel shown thereon.)		✓
D. An area of soil instability, or slopes greater than 12%, or hydric or alluvial soils as depicted in the "Soils Survey of Rock County"?		✓
E. An area of bedrock within 6 feet of the surface as depicted in the "Soils Survey of Rock County" or a more detailed source?		✓
F. An area with groundwater table within 5 feet of the surface as depicted in the "Soils Survey of Rock County" or a more detailed source?		✓
G. An area with fractured bedrock within 10 feet of the soil surface as depicted in the "Soils Survey of Rock County"		✓
H. Prevention of future gravel extraction?		✓
I. A drainage-way with a tributary area of 5 or more acres?		✓
J. Lot coverage of more than 50 percent impermeable surfaces?		✓
K. Prime agricultural land as depicted in the "Soils Survey of Rock County" or any adopted farmland preservation plans?		✓
L. Wetlands as depicted on a DNR wetland inventory map or more detailed source?		✓
II. Water Resources; Does the project site involve:	----	----
A. An area traversed by a stream, intermittent stream or dry run?		✓
B. An impact on the capacity of a storm water storage system or flow of a waterway within one mile?		✓
C. The use of septic systems for on-site wastewater disposal?	✓	
D. Lowering of water table by pumping or drainage?		✓
E. Raising of water table by altered drainage?		✓
F. Frontage on a lake, river, or other navigable waterway?		✓
III. Human and Scientific Interest; Does this project site involve:	----	----
A. An area of archeological interest included on the Wisconsin Archeological Site Inventory?		✓
B. An area of historical interest, or historic buildings or monuments listed on the State or National Register of Historic Places?		✓

Site Assessment Checklist

(continued)

ITEM OF INFORMATION	YES	NO
IV. Biological Resources; Does the project site involve:		
A. Critical habitat for plants and animals of community interest per DNR inventory?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
B. Endangered or rare plant or animal species per the DNR Wisconsin Natural Heritage Inventory?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
C. Trees with a diameter of 6 or more inches at breast height outside of "mature woodlands" as defined in the subdivision ordinance? (If Yes, all trees of such size must be mapped.)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
D. Removal of over 40 % of the trees on the site within a "mature woodland" as defined in the subdivision ordinance?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
E. Environmental corridors as mapped by the City of Beloit or Rock County?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
V. Energy, Transportation and Communications:		
A. Would the development increase traffic flow on any arterial or collector street by more than 10 % based upon the most recent traffic counts and trip generation rates provided by the Institute of Transportation Engineers (ITE)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
B. Is the land traversed by an existing or planned roadway corridor, as shown on the City's official map or comprehensive plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
C. Is the land within a highway noise impacted area (within 500 feet of an interstate or state or Federal highway)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
D. Is the land traversed by an existing or planned utility corridor (gas, electrical, water, sewer, storm, communications)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
VI. Population:		
<p>A. Which public school service areas (elementary, middle and high school) are affected by the proposed development and what is their current available capacity?</p> <p>Elementary; <u> N/A </u></p> <p>Middle; <u> N/A </u></p> <p>High School; <u> N/A </u></p>	<p>E: Cap=</p> <p>M: Cap=</p> <p>H: Cap=</p>	<p>-----</p> <p>-----</p>

NOTES:

1. "YES" answers must be explained in detail by attaching maps and supportive documentation describing the impacts of the proposed development.
2. The Plan Commission may waive the filing of a Site Assessment Checklist for subdivisions of less than 5 acres in total area.

RESOLUTION 2025-01

**APPROVING A ONE-LOT EXTRATERRITORIAL CERTIFIED SURVEY MAP
FOR THE PROPERTY LOCATED AT 4212 W. SPRING CREEK ROAD
IN THE TOWN OF БЕЛОIT**

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 4212 W. Spring Creek Road in the Town of Beloit, containing 7 acres, more or less, is located within the extraterritorial jurisdiction of the City of Beloit; and

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

PART OF OUTLOT 7 OF THE ASSESSOR’S PLAT OF БЕЛОIT TOWNSHIP, BEING PART THE NE ¼ OF THE NW ¼ OF SECTION 29, T. N., R. 12 E., OF THE 4TH P.M., TOWN OF БЕЛОIT, ROCK COUNTY, WISCONSIN.

NOW, THEREFORE, BE IT RESOLVED THAT the Plan Commission of the City of Beloit does hereby conditionally approve the attached one-lot Extraterritorial Certified Survey Map for the 4212 W. Spring Creek Road in the Town of Beloit, subject to the following condition:

1. The final CSM shall be recorded with the Rock County Register of Deeds within one year of approval and a copy provided to the Planning and Building Services Division.

Adopted this 8th day of January, 2025.

Plan Commission

Mike Ramsden, Chairperson

ATTEST:

Julie Christensen,
Community Development Director



REPORT TO THE PLAN COMMISSION

Plan Commission Meeting Date: January 8, 2025

Agenda Item: 4.b.

File Number: CSM-2025-02

General Information

Applicant: David Earl (R.H. Batterman)

Owner: Beloit College Board of Trustees

Address: 709 College Street and 717 and 725 Chapin Street

Jurisdiction: City of Beloit

Applicant's Request: Approval of a three-lot Certified Survey Map (CSM)

Staff Analysis

Proposed Land Division: The intent of the proposed CSM is to divide the two properties at 709 College Street and 717 Chapin Street into three parcels. Currently, the buildings at 717 Chapin Street and 725 Chapin Street are both located on one parcel addressed 717 Chapin Street. The adjustment splits 717 Chapin Street evenly between the buildings into two lots, and also shifts the current lot line of 717 Chapin Street approximately 10 feet north on the northwest corner to incorporate the existing garage structure. Beloit College intends to sell the two properties with buildings (the Admissions East building and the Upward Bound building at 717 Chapin Street and 725 Chapin Street) for single family use, but retain ownership of 709 College Street (Beloit College President's house).

The resulting two lots at 717 and 725 Chapin Street are currently zoned PLI, Public Lands and Institutions District, but are proposed to be rezoned to R-1B, Single Family Residential District. Both meet all dimensional and area requirements of the Zoning Ordinance for the PLI and R-1B districts. The proposed rezoning to R-1B is scheduled for Plan Commission review at the January 22, 2025 meeting. The proposed Lot 2 is approximately 107 feet by 132 feet, and 14,640 square feet in area. The proposed Lot 3 is approximately 62 feet by 132 feet, and 8,200 square feet in area. The proposed Lots 2 and 3 also currently contain a small parking area located north of the properties. The proposed Lot 1 at 709 College Street is 154 feet by 198 feet, and 31,900 square feet in area. It will be retained by Beloit College and maintain the existing PLI zoning.

Surrounding Land Use and Zoning: As noted, the subject properties are currently zoned PLI, Public Lands and Institutions District, and are adjacent to R-1B zoned parcels with residential uses to the south and east. To the north and west are parcels with Beloit College uses zoned PLI, Public lands and Institutions District.

Review Agent Comments: The proposed CSM was distributed to City review agents. The Fire and Engineering Divisions noted the following:

- Fire indicated that the vacated right-of-way on the west side of the proposed Lot 1 should not be included with the lot, since this area includes the fire lane access to the library, Eaton Chapel, and other college property, and expressed concern that if the parcel was ever sold, it would negatively impact fire department access to these properties. They felt that all the vacated right-of-way should remain separate from the proposed lots. However, this portion of College Street was vacated in 1960 and became part of the proposed Lot 1. That said, the applicant has included a cross access easement over that portion of Lot 1 that used to be the right-of-way to address the concern.
- Engineering requested that the recently established municipal water main easement along the west side of proposed Lot 1 be shown on this CSM for clarity in the future. It has been added by the applicant.
- Engineering also requested clarification of the shared driveway easement over the proposed Lots 1 and 2, which was originally described as being over the west portion of Lot 1 and the adjacent property to the west. The shared driveway easement has since been updated on the map included in this report.
- Lastly, Engineering inquired if there will be a shared parking lot/driveway easement through the proposed Lots 2 and 3 for the existing parking area, with an access through Lot 3 to Church Street. The applicant updated the CSM to note that the portion of the parking lot north of Lot 2 would be removed.

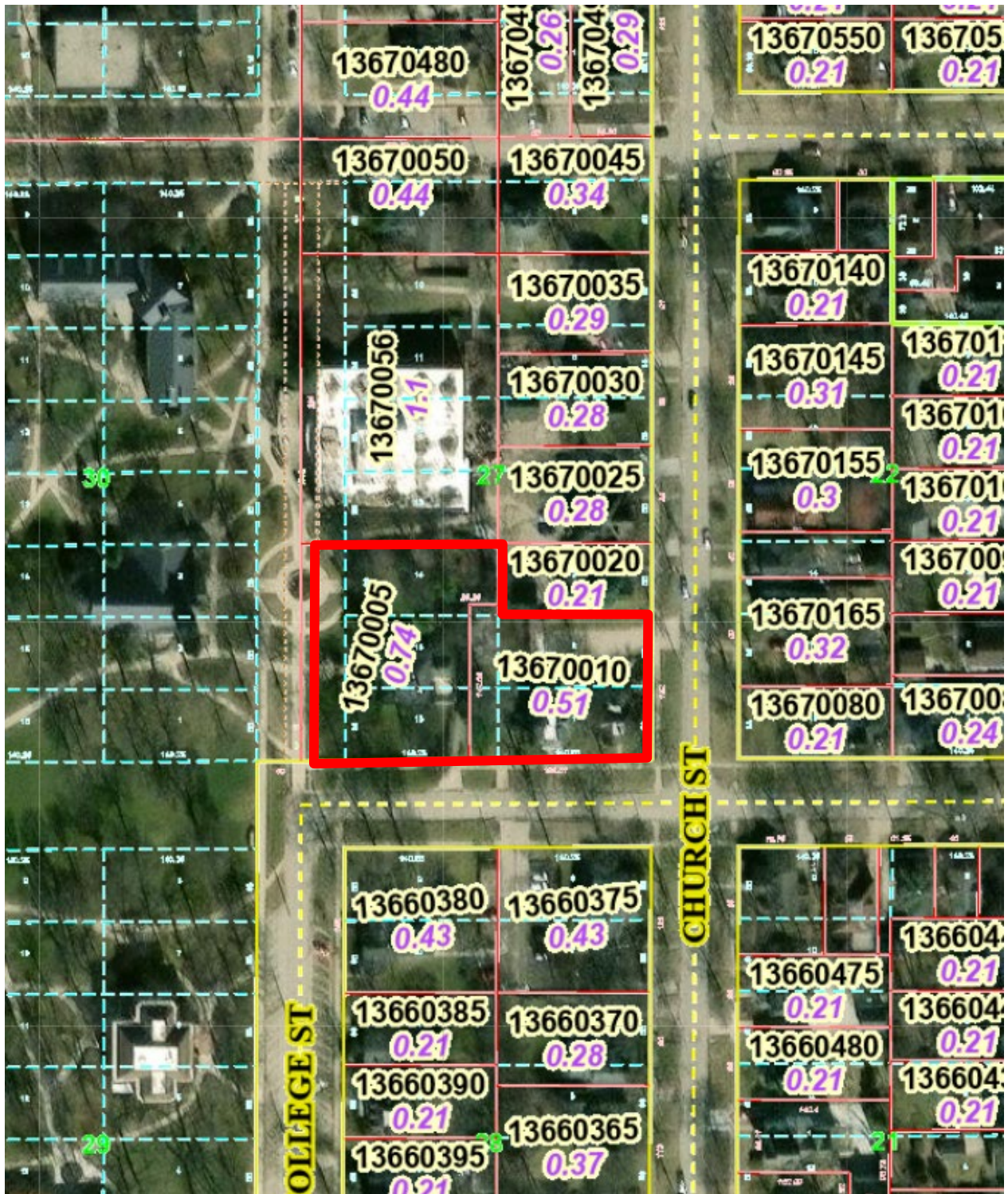
STAFF RECOMMENDATION:

The Planning and Building Services Division recommends **approval** of the attached three-lot CSM located at 709 College Street and 717 and 725 Chapin Street in the City of Beloit, subject to the following conditions:

1. The final CSM shall be recorded with the Rock County Register of Deeds within one year of approval and a copy provided to the Planning and Building Services Division.

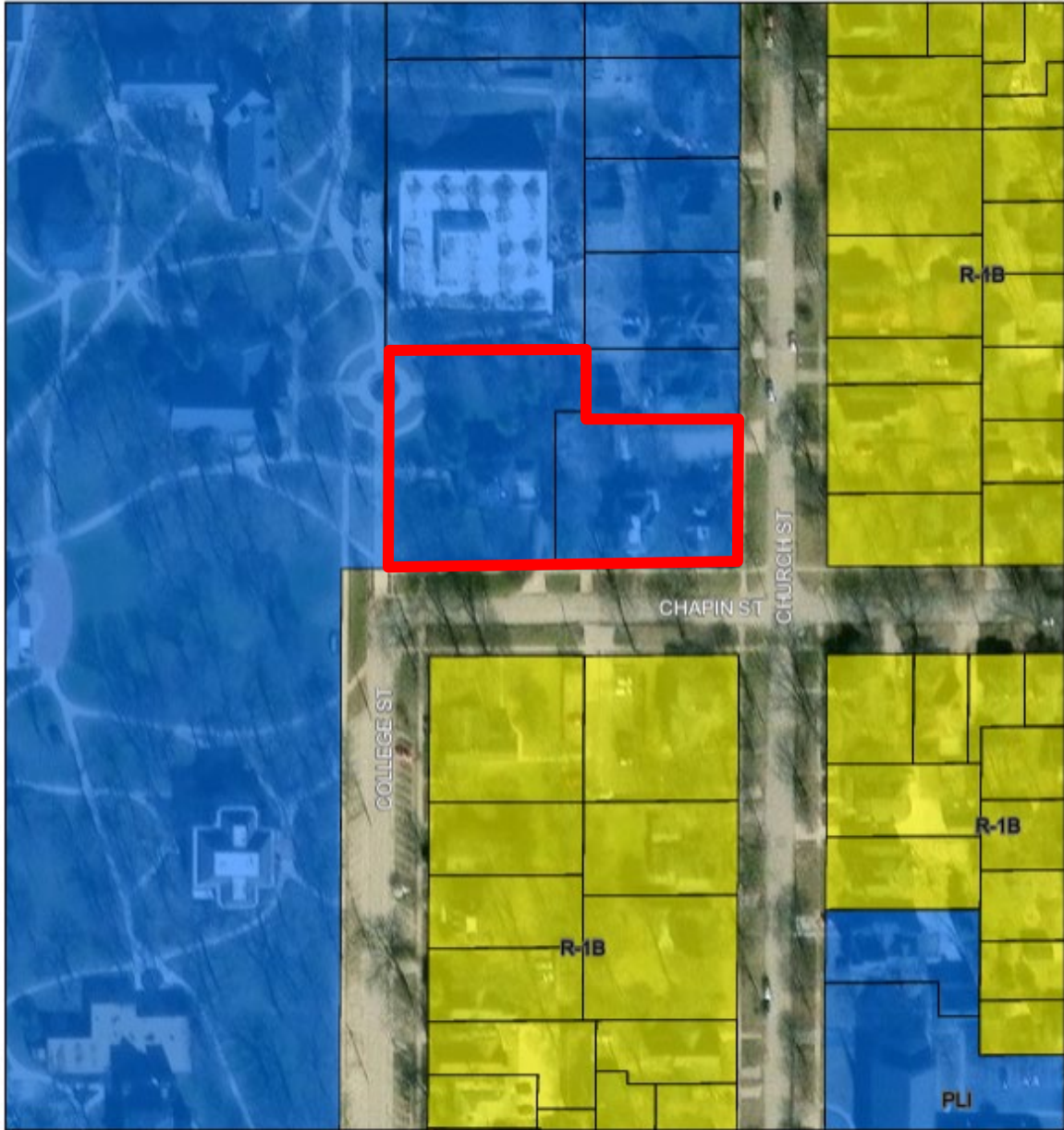
ATTACHMENTS: Location Map, Zoning Map, Certified Survey Map, Application and Resolution.

LOCATION MAP



ZONING MAP

City of Beloit Zoning Map



1/2/2025

Zoning Districts

- PLI
- R-1B

World Imagery

Low Resolution 15m Imagery

High Resolution 60cm Imagery

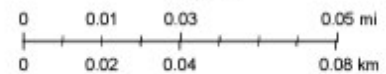
High Resolution 30cm Imagery

Citations

60cm Resolution Metadata

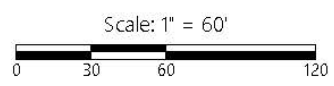
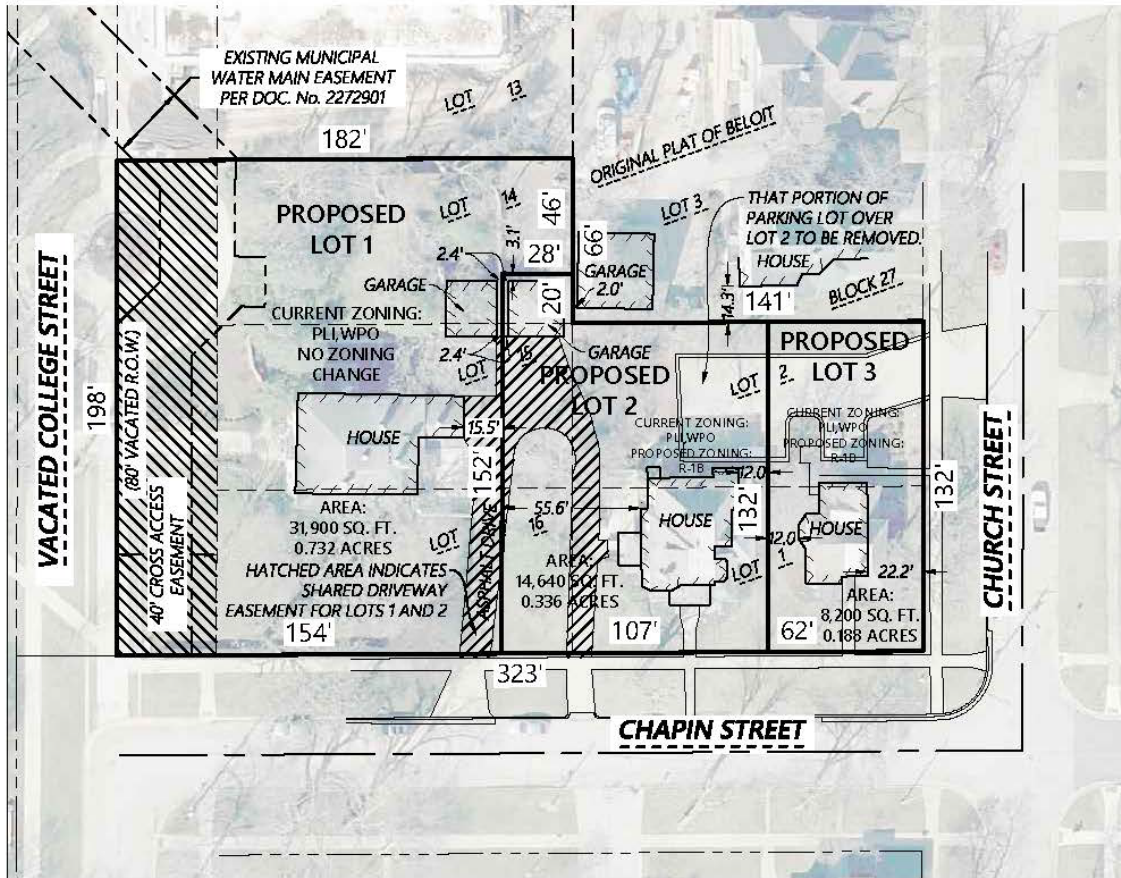
Maxar, Microsoft

1:2,087



PRELIMINARY CERTIFIED SURVEY MAP

OF LOTS 1, 2, 14, 15, 16, AND PART OF VACATED COLLEGE STREET,
 BLOCK 27, ORIGINAL PLAT OF BELOIT, ALL BEING PART OF THE SW
 1/4 OF THE NW 1/4 OF SECTION 36, T. 1 N., R. 12 E., OF THE 4TH
 P.M., CITY OF BELOIT, ROCK COUNTY, WISCONSIN.



SURVEY NOTES

1. SURVEYED PROPERTY SUBJECT TO ANY AND ALL EASEMENTS AND AGREEMENTS RECORDED AND UNRECORDED.

<p>ORDER NO: 35331</p> <p>FIELD CREW: DGM DRAWN BY: DIE/JPL SHEET 1 OF 1</p>	<p>FOR THE EXCLUSIVE USE OF: Beloit College Board of Trustees 700 College St. Beloit, WI 53511</p>	<p>Batterman engineers surveyors planners BELOIT ELKHORN JANESVILLE 2857 S. Bartells Dr., Beloit, WI 53511 608.365.4464 www.rhbatterman.com</p>	
---	---	--	--

File Name: J:\35300 - 35399\35331 - Beloit College - CSM Chapin St\SURVEY\RHB DRAWING FILES

CITY of BELOIT
Planning and Building Services 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: _____

1. Address of property: 709, 717, and 725 Chapin St. Beloit, WI 53511

2. Tax Parcel Number(s): 13670010 AND 13670005

3. Property is located in (circle one) **City of Beloit** or Town of: Turtle; Beloit; Rock or LaPrairie
 In the NW Quarter of Section 36, Township 1 North, Range 12 East of the 4th P.M.

4. Owner of record: Beloit College Board of Trustees Phone: _____
700 College St. Beloit, WI 53511
(Address) (City) (State) (Zip)

5. Applicant's Name: David Earl (R.H. Batterman)
2857 Bartells Dr. Beloit, WI 53511
(Address) (City) (State) (Zip)
608-365-4464 / 414-412-5441 / dearl@rhbatterman.com
(Office Phone #) (Cell Phone #) (E-mail Address)

6. Number of new lots proposed with this land division is 2 lot(s).

7. Total area of land included in this map: 54,740 sq. ft. (1.257 acres)

8. Total area of land remaining in parent parcel: 54,740 sq. ft. (1.257 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: PLI, WPO

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.

David Earl / David Earl / 12/17/2024
(Signature of applicant) (Print name of applicant) (Date)

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

Review fee: <u>\$300.00</u>	Amount paid: _____
Scheduled meeting date: _____	
Application accepted by: _____	Date: _____

RESOLUTION 2025-02

**APPROVING A THREE-LOT CERTIFIED SURVEY MAP FOR THE PROPERTIES
LOCATED AT 709 COLLEGE STREET AND 717 AND 725 CHAPIN STREET IN THE CITY OF BELOIT**

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 jurisdiction of the City; and

WHEREAS, the attached three-lot Certified Survey Map at 709 College Street and 717 and 725 Chapin Street in the City of Beloit, containing 1.256 acres, more or less, is located within the jurisdiction of the City of Beloit; and

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

LOTS 1, 2, 14, 15, 16, AND PART OF VACATED COLLEGE STREET, BLOCK 27, ORIGINAL PLAT OF BELOIT, ALL BEING PART OF THE SW 1/4 OF THE NW 1/4 OF SECTION 36, T. 1 N., R. 12 E., OF THE 4TH P.M., CITY OF BELOIT, ROCK COUNTY, WISCONSIN.

NOW, THEREFORE, BE IT RESOLVED THAT the Plan Commission of the City of Beloit does hereby conditionally approve the attached three-lot Certified Survey Map for the properties located at 709 College Street and 717 and 725 Chapin Street in the City of Beloit, subject to the following condition:

1. The final CSM shall be recorded with the Rock County Register of Deeds within one year of approval and a copy provided to the Planning and Building Services Division.

Adopted this 8th day of January, 2025.

Plan Commission

Mike Ramsden, Chairperson

ATTEST:

Julie Christensen,
Community Development Director