

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

NOTICE OF FINANCE COMMITTEE MEETING Monday, July 11, 2022 City Hall 4:30PM

- Committee Review-Monthly Expenditures

NOTICE OF CITY COUNCIL MEETING

Monday, July 11, 2022 Washburn City Hall 5:30 PM

This meeting may have members participating via tele or web conferencing. Public participants can listen to the proceedings by utilizing a computer or smart phone and using the link <https://us02web.zoom.us/j/82906902476?pwd=cnc0ejJjOXRIQzVmYjlYdmlXKzZTd09> by calling 1-888-788-0099 (Toll Free) and entering Webinar ID: 829 0690 2476 with passcode 071122 as opposed to being present for the meeting. Limited seating will be available at the meeting and guests are asked to keep a six-foot distance from one another.

AGENDA

- Call to Order/Roll Call/Pledge of Allegiance
- Approval of Minutes – City Council Meetings – June 13, 2022
- Approval of Monthly Expenditures via Roll Call Vote
- Public Comment
- Mayoral Announcements, Proclamations, Appointments
 - Appointment to Library Board
- Discussion & Action on Ordinance #22-004 to Amend the Zoning Code for Various Density Provisions for Multi-Family Structures in the Dimensional Standards Appendix **TAB 1**
- Discussion & Action on Certified Survey Map Approval Request for Property at 111 S. 3rd Ave E. – Mary McGrath, Petitioner **TAB 2**
- Discussion & Action on Request for Second Driveway Access at 515 W. 6th St - Karen Grieve, Petitioner **TAB 3**
- Review, Discussion & Action on West End Park Campground Expansion Plan Provided by Cooper Engineering **TAB 4**
- Discussion & Action on Proposed Improvements to Bayfield Street in Phase 2 of STH 13 Reconstruction Project **TAB 5**
- Discussion & Action on Job Description for Full-Time Emergency Medical Technician Basic **TAB 6**
- Discussion & Action on Authorization to Fill Equipment Operator/Laborer Position **TAB 7**
- Discussion & Action on Hiring Process Policy
- Discussion on Scenic Byway and Off-Premise Sign Ordinance Requirements and Provisions **TAB 8**
- Adjourn

June 13, 2022

CITY OF WASHBURN COMMON COUNCIL MEETING

5:30PM

Washburn City Hall & Remote Call-In

City Council Members:

Present, in-person:

Karen Spears-Novachek, Tom Neimes, Mary McGrath, Dave Anderson, Laura Tulowitzky

Present, remote:

none

Municipal Personnel:

Present in-person:

Mayor Mary D. Motiff, City Administrator Scott J. Kluver, Assistant City Administrator Tony Janisch, Director of Public Works Gerry Schuette, City Attorney Max Lindsey

Present, remote:

none

Absent:

Jennifer Maziasz, Carl Broberg

Call to Order - Meeting called to order at 5:31PM by Mayor Motiff. Roll call attendance depicted five (5) of seven (7) members of the Common Council in attendance. Quorum of the Council recognized.

Approval of Minutes – City Council Meeting of May 9, 2022; Board of Review Minutes of May 25, 2022 - A motion was made by Neimes to approve the May 9, 2022 minutes of the City Council and May 25, 2022 minutes of the Board of Review, second by Novachek. Motion carried unanimously.

Approval of Expenditures - A motion was made by Novachek to approve the monthly expenditures as reviewed, second by McGrath. Motion carried unanimously via a roll-call vote.

Public Comment – Emily Sytsma, 103 W 3rd St., owner of Merry Mermaid on 2nd Ave. W, asked for clarification with the sign ordinance. She understands that if she does not have a business on Bayfield St., she cannot advertise on Bayfield St. Ms. Sytsma further stated that there is a business not on Bayfield St., but they are putting a sandwich board on Bayfield St. She was told this was illegal. But business would have 30 days to remove the sign after notification of this, and by that time they’ve had the free advertisement. Ms. Sytsma concluded that she’s trying to play by the rules, but everyone else breaking the rules are getting away with it. Kathryn Erickson, 126 W Bayfield St, also spoke about the illegal sign that was placed in her yard. She complained to the police and then thought that maybe they gave the business permission to place it on the sidewalk. She continued that after reviewing the city website, this was against code. Ms. Erickson further asked when the City would start working on the ATV rules. What she reads online and when she talks to the police, it seems different, and she doesn’t know who to speak with about it. Megan Collins, 330 S 8th Ave. W, stated that she just learned of some changes to Bigelow St. that may impact her property.

Mayoral Announcements, Proclamations, Appointments - The Mayor noted that the City has received \$5,000 from the Bayfield County Health Infrastructure Grant for Tennis Court expansion. She also noted a vacancy on the Library Board. The Mayor next read the Community for All proclamation. She concluded with the nomination of Michael Wright to the Harbor Commission. A motion was made by Novachek to appoint Michael Wright to the Harbor Commission for the term expiring April 2025, second by Anderson. Motion passed unanimously.

Discussion & Action on Conditional Use Permit for Agricultural Support Services in the Light Industrial District at 1454 CTH “C” – James Ledin, Petitioner – The Mayor stated that this has been approved by the Plan Commission and that there had been a Public Hearing. She also noted some questions and concerns at the public hearing. Novachek moved to approve the Conditional Use Permit for James Ledin at 1454 County Hwy C, seconded by Neimes. Tulowitzky asked what the questions and concerns were. Anderson answered the potential for noise and truck traffic. Mr. Ledin stated that operation of the sawmill

would be part-time with limited hours, and he will work with adjoining landowners on noise. Motion carried unanimously.

Discussion & Action on Proposed Improvements to Bigelow/West Holman Lakeview Drive Intersection at 8th Ave West – The Mayor noted the concern of the detour route for the Bayfield St. reconstruction with slowing of traffic at this intersection from the turns. Anderson moved to approve the proposed improvements to Bigelow & W. Holman Lakeview Dr. intersection at 8th Ave. W, seconded by Neimes. McGrath moved to open the floor, seconded by Novachek. Motion carried unanimously to open the floor. McGrath asked why the route was close to a house rather than routing on the west side of 8th Ave. Kluver answered that the purpose of this jog is to reduce traffic back-up from the turns involved when the detour route is in use. The City did look at two options for this jog; dropping Bigelow down to line up with Holman Lakeview and bringing Holman Lakeview up to line up with Bigelow. Kluver continued that the first option would involve a number of buried utility lines and the cost estimation is around \$167,000. The second option would be routed over a storm basin and around utility poles and the cost estimation would be around \$75,000. Kluver noted that the second option would bring the road closer to Ms. Collins' house and the right-of-way would nick the corner of her property line. But that the City would not claim that right-of-way. Kluver added that if the project could begin this year, using an existing contractor, the costs for the second option could be reduced even more. Discussion ensued. The Mayor questioned having the expense if the traffic issues are temporary. Megan Collins stated there are currently no traffic issues and it doesn't seem like a big problem for a temporary thing. Marley Ledin added that if truck traffic will be using the detour route, they will have problems with those turns. Allison Allen questioned the concern of losing a campsite and that the first option route is no closer to a campsite than the second route would be to the house. Katheryn Erickson asked if the route was straightened, what would happen ending section of Holman Lakeview. Kluver answered that it would revert to park space. Director of Public Works Gerry Schutte added that every option has been looked at and the City is trying ease the traffic flow and be financially responsible. Doing nothing to the route will likely cause traffic back-up. Allison Allen added that this is a three-to-three-and-a-half-month issue and then its over. Neimes moved to close the floor, seconded by Anderson. Motion carried unanimously. Discussion continued regarding reallocations of funding to cover costs of the improvement and timelines. Anderson moved to open the floor, seconded by Neimes. Motion carried unanimously. Megan Collins stated it appears you're choosing the path of least cost in a rushed way to create a solution to minimize impact, but she understood that this project would go on her property. Kluver clarified that the right-of-way would nick the property, but the actual paved portion of the road would not. Collins added that this would change her property with the loss of the line of trees and the ATV trail, and with the road being closer to the house it would change privacy when there are other options. It seems like a nonchalant decision based on a temporary change that's needed, by putting in a permanent road. McGrath moved to close the floor, seconded by Novachek. Motion carried unanimously. Discussion continued. Motion to approve the proposed improvements to Bigelow & W. Holman Lakeview Dr. intersection at 8th Ave. W passed unanimously.

Discussion & Action on Re-Allocation of Capital Dollars for City Hall Improvements – Kluver stated that in the process of replacing the air conditioning at City Hall, it was discovered that the attic is full of vermiculite, which is assumed to contain asbestos. It was advised to remediate the vermiculite before moving forward with the replacement project. Novachek moved to approve the re-allocation of capital funds for City Hall improvements, second by Neimes. Discussion occurred regarding the vermiculite removal. Kluver added that City Hall will likely be closed when work is being done. Motion carried unanimously.

Discussion & Action on Resolution #22-004 Approving the 2021 Compliance Maintenance Annual Report for the Sewer Utility – The Mayor complimented City staff for their excellent job at the Waste Treatment Plant. Novachek moved to approve Resolution #22-004, the 2021 Compliance Maintenance Annual Report for the Sewer Utility, seconded by McGrath. Motion carried unanimously.

Discussion & Action on Special Event Request to have Temporary Intermittent Closures along W. 4th St. from 8th Avenue West to 5th Avenue West on June 19, 2022 for Washburn Challenge Road Race – Dave Wilcox, Petitioner – McGrath moved to approve the temporary street closure for the Washburn Challenge Road Race on June 19,2022, seconded by Neimes. Motion carried unanimously.

Discussion & Action on Special Event Request to have Temporary Closures of 3rd Ave. W from Bayfield St. (Hwy 13) to the Alley, along Wikdahl Park, on July 2, 2022 for Dandelion Days

– **Michael McKenna, Petitioner** – McGrath moved to approve the temporary street closure for Dandelion Days on July 2, 2022, seconded by Novachek. Motion carried unanimously.

Discussion & Action on Approval of Annual Alcohol License Renewals – Novachek moved to approve the Alcohol License Renewals, seconded by McGrath. Motion carried unanimously.

Adjourn – Mayor Motiff adjourned the meeting at 7:07PM.

Tony Janisch
Assistant City Administrator

FINANCE COMMITTEE MEETING 4:30pm

Committee Member Karen Spears-Novachek, Mary McGrath & Laura Tulowitzky reviewed monthly expenditure vouchers.

CITIZEN PROFILE

APPLICATION FOR CITY OF WASHBURN COMMITTEE/COMMISSION APPOINTMENT

Please use this form to express your interest in serving on a committee or commission of the City of Washburn. Return to the City Clerk at City Hall, 119 Washington Ave., P.O. Box 638, Washburn, WI 54891. You may submit any additional material to support your application if you desire. Information on vacancies can be obtained by calling City Hall at 715-373-6160.

Committee or Commission Desired: Washburn Library Board

Name of Applicant: Chris Gaber

Home Address: 610 W. 8th Street, Washburn

Home Phone: 715.373.5346 Business or Cell Phone: 715-292-7920 cell

E-mail fivebeachbums @ centurytel.net

Occupation: reading interventionist- WES cgaber@washburn.k12.net

Are you currently serving on a City Committee, Board or Commission? Yes No

If yes, which one: _____

Please describe any background and experience you feel qualifies you for the seat you seek:

- my educational/professional knowledge as an educator of 30+ years.
- strong desire to connect kids with books and community history
- personal love of reading and our community

Are you able to attend meetings regularly? Yes NO

Signature: Christine Gaber Date: 7-7-22

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Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members
From: Scott J. Kluver, Administrator
Re: Proposed Zoning Ordinance Amendment – Multi-family Standards
Date: June 17, 2022

Enclosed is a recommended ordinance change from the Plan Commission. The purpose of these proposed changes is to make it a little easier for developers to construct multi-family units in the City. The changes include: (1) eliminating the requirement that there is 4,300 square feet of lot space for each unit, (2) increase the amount of lot coverage allowed for multi-family structures from 30 percent to 65 percent in the R-6 district; (3) increase the amount of impervious surface coverage for multi-family structures from 50 percent to 85 percent; and (4) decrease the amount of floor space required for multi-family units. This last change is to help the Housing Authority to be more conforming with their existing units.

Please let me know if you have any questions related to these recommended changes.

June 16, 2022

CITY OF WASHBURN PLAN COMMISSION MEETING

DRAFT

5:30PM Washburn City Hall & Remote Video Conferencing

COMMISSION MEMBERS: Felix Kalinowski, Leo Ketchum-Fish, Mary Motiff, Nicolas Suminski, Dave Anderson-VIA Zoom,

ABSENT : Michael Malcheski, Matt Simoneau

MUNICIPAL PERSONNEL: Scott Kluver, City Administrator, Tammy DeMars, Treasurer/Deputy Clerk

Meeting called to order at 5:45 pm by Motiff, attendance as recorded above.

Approval of Minutes – May 19, 2022, Minutes – Motion by Suminski to approve the minutes of May 19, 2022, second by Ketchum-Fish. Motion carried 5-0.

Public Hearing Suminski moves to open floor for public hearing, second by Ketchum-Fish. Motion carried 5-0. No public comment. Suminski moves to close floor, second by Ketchum-Fish. Motion carried 5-0.

Discussion & Recommendation on Ordinance Amendment #22-004 to Amend the Zoning Code for Various density Provisions for Multi-Family Structures in the Dimensional Standards Appendix - Suminski moves to recommend approval of Ordinance Amendment #22-004 as written to amend the zoning code for various density provision for multi-family structures in the dimensional standards appendix, second by Ketchum-Fish. Motion carried 5-0.

Discussion and Action on Application for Wall Sign on Front of Building, Superior Wellness & Scarlet Fire Glassworks, 123 W. Bayfield Street, C-3 District – Lori Anderson, Petitioner - Motion by Ketchum-Fish and second by Suminski to approve the application for a wall sign at 123 W. Bayfield Street. Motion Carried 5-0.

Discussion and Action on Amendment Request to Façade Loan Application – Patsy’s Bar & Grill, 328 W. Bayfield St., Robert Stadler, Petitioner – Plan Commission approved \$20,000.00 loan at the last meeting. Mr. Stadler is requesting an additional \$8,400.00 due to the increase in cost of materials including the addition of two windows. Ketchum-Fish moves to approve the additional \$8,200 requested, second by Suminski. Discussion of the material list shows he has changed the original design from manufactured stone on the bottom 4’ of the front of the building to vinyl stone on the bottom 3’ of the front and sides of the building. Commission members agreed that vinyl stone is no different than vinyl siding which is not allowed, realizing this will increase the cost of the project discussion occurred on increasing the loan up to \$10,400.00 if needed. Ketchum-Fish amends motion to approve the façade loan increase up to an additional \$10,400.00 for a total of \$30,400.00, with the use of manufactured stone on the bottom 4’ on the front of the building, amendment accepted by Suminski. Motion carried 5-0.

Continued Discussion and Action on Comprehensive Plan Re-Write Project – Review of Land Use Map – Kluver, marked changes that were discussed at prior meetings on the map. Commission members agreed that these are the changes discussed. At 6:20pm Anderson lost connection, and the fact we no longer have quorum was recognized. Map will be sent to N.W.R.P., and we can still make changes if needed.

Motiff adjourned meeting at 6:22pm .

Respectfully Submitted,
Tammy DeMars
City Treasurer/Deputy Clerk

CITY OF WASHBURN
Ordinance No. 22-004

An ordinance adopted by the Common Council for the City of Washburn at its regular meeting of July 11, 2022 for the purpose of amending the City's Zoning Code (Chapter 13 of the Municipal Code).

1. Revise Appendix B as indicated in Exhibit 1, which is attached.

2. Effective Date of Ordinance. This ordinance shall take effect upon passage and publication.

Attest:

Mary D. Motiff
Mayor

Scott J. Kluver
City Clerk

Adopted:

Published:

**CITY OF WASHBURN
NOTICE OF PUBLIC HEARING
ZONING ORDINANCE AMENDMENT**

Public Hearing will be held at the Plan Commission Meeting, Thursday, June 16, 2022, at 5:30 P.M., at City Hall, 119 Washington Avenue, for public comment on the following issue:

Zoning Code Amendment:

For the purpose of amending the City's Zoning Code (Title 13) Appendix B related to Dimensional Standards in the R-6 District related to multi-family dwellings.

Further details on the proposed amendment may be obtained by visiting City Hall during open office hours, by calling 715-373-6160 ext. 4, or e-mailing washburnadmin@cityofwashburn.org.

Scott J. Kluver
Zoning Administrator

Block Ad May27 and June 3, 2022 – Daily Press

Appendix B. Dimensional standards

Zoning district	Minimum lot area	Minimum lot width	Minimum street frontage	Maximum front-yard setback	Minimum front-yard setback (1,9)	Minimum side-yard setback (2,3)	Minimum rear-yard setback	Maximum building height (4)	Maximum building coverage	Maximum impervious coverage	Minimum residential living area per dwelling unit	Maximum garage area (5)	Maximum shed area (5)	Maximum number of accessory buildings (6)
Section in Code	s. 8-62	s. 8-63	s. 8-64		s. 8-65	s. 8-65	s. 8-65	s. 8-66	s. 8-67	s. 8-68	s. 8-69(a)	s. 8-69(b)	-	s. 8-72
Rural Residential (R-1)	4 acres	250 ft.	55 ft. on cul de sac; 250 ft. all other	NA	50 ft.	Principal: 50 ft. total of both sides with no less than 20 ft. on one side Detached accessory: 15 ft. Building housing livestock: 50 ft.	Principal: 50 ft. Detached accessory: 3 ft. without alley; 8 ft. with alley	Principal: 35 ft. or 2.5 stories, whichever is less Accessory: 25 ft. or height of principal building, whichever is less	20 percent (8)	25 percent (8)	400 sq. ft.	2,400 sq. ft., plus 250 sq. ft. for every full acre over 4 acres	Aggregate total of 500 sq. ft. plus an additional 250 sq. ft. of shed space for every full acre over 4 acres per parcel	2 garages attached or detached, plus 2 yard sheds
Single-Family Residential (R-2)	1.5 acres if served by on-site well and septic; 8,700 sq. ft. if served by city water and sewer	165 ft. on corner lot; 150 ft. all other lot types	55 ft. on cul de sac; 150 ft. all other	NA	30 ft.	Principal: 50 ft. total of both sides with no less than 20 ft. on one side Detached accessory: 5 ft.	Principal: 50 ft. Detached accessory: 3 ft. without alley; 8 ft. with alley	Principal: 35 ft. or 2.5 stories, whichever is less Accessory: 25 ft. or height of principal building, whichever is less	35 percent (8)	50 percent (8)	400 sq. ft.	2,400 sq. ft., plus 250 sq. ft. for every full acre over 4 acres	Aggregate total of 500 sq. ft. plus an additional 250 sq. ft. of shed space for every full acre over 4 acres per parcel	2 garages attached or detached plus 2 yard sheds
Mixed Residential (R-6)	4,300 sq. ft. <i>for each dwelling unit</i>	65 ft. on corner lot; 50 ft. all other lot types	55 ft. on cul de sac; 75 ft. all other	NA	20 ft.	Principal: 20 ft. total of both sides with no less than 8 ft. on one side Detached accessory: 3 ft.	Principal: 25 ft. Detached accessory: 3 ft. without alley; 8 ft. with alley	Principal, single-family: 35 ft. Principal, multi-family: 35 ft. Accessory: 25 ft. or height of principal building, whichever is less	30 percent for single-family; 65 percent for multi-family (8)	50 percent for single-family; 85 percent for multi-family (8)	Single-family: 400 sq. ft. Multi-family: (7)	2,400 sq. ft., plus 250 sq. ft. for every full acre over 4 acres	Aggregate total of 500 sq. ft. plus an additional 250 sq. ft. of shed space for every full acre over 4 acres per parcel	1 attached or detached garage plus 2 yard sheds
Waterfront Residential (R-7)	1.5 acres if served by on-site well and septic; 8,700 sq. ft. if served by city water and sewer	100 ft. on corner lot; 90 ft. all other lot types	55 ft. on cul de sac; 90 ft. all other	NA	30 ft.	Principal: 30 ft. total of both sides with no less than 8 ft. on one side Detached accessory: 30 ft.	Principal: 30 ft. Detached accessory: 3 ft. without alley; 8 ft. with alley	Principal: 35 ft. Accessory: 25 ft. or height of principal building, whichever is less	45 percent (8)	65 percent (8)	Single-family: 1,000 sq. ft. Multi-family: (7)	2,400 sq. ft., plus 250 sq. ft. for every full acre over 4 acres	Aggregate total of 500 sq. ft. plus an additional 250 sq. ft. of shed space for every full acre over 4 acres per parcel	1 attached or detached garage plus 2 yard sheds
Cottage Commercial (C-1)	5,000 sq. ft.	165 ft. on corner lot; 150 ft. all other lot types	50 ft.	NA	25 ft.	Principal: 20 ft. total of both sides with no less than 8 ft. on one side Detached accessory: 3 ft.	Principal: 10 ft. Detached accessory: 3 ft. without alley; 8 ft. with alley	Principal: 35 ft. Accessory: 25 ft. or height of principal building, whichever is less	30 percent (8)	50 percent (8)	1,000 sq. ft.	NA	Aggregate total of 500 sq. ft. plus an additional 250 sq. ft. of shed space for every full acre over 4 acres per parcel	1 attached or detached garage plus 2 yard sheds
General Commercial (C-2)	7,000 sq. ft.	50 ft.	50 ft.	NA	10 ft.	Principal: 10 ft.; 15 ft. when abutting a residential district Detached accessory: 3 ft.	Principal: 25 ft. Detached accessory: 3 ft. without alley; 8 ft. with alley	Principal: 35 ft. Accessory: 25 ft. or height of principal building, whichever is less	50 percent (8)	80 percent (8)	Multi-family: (7)	NA	No restriction	1 detached garage or 1 yard shed
Downtown Commercial (C-3)	None	50 ft.	50 ft.	10 feet	0 ft.	Principal: 0 ft. Detached accessory: 5 ft.	Principal: 8 ft. Detached accessory: 3 ft. without alley; 8 ft. with alley	Principal: 45 ft. Accessory: 25 ft. or height of principal building, whichever is less	80 percent	100 percent	Multi-family: (7)	NA	No restriction	1 detached garage or 1 yard shed
Light Industrial (I-1)	15,000 sq. ft.	100 ft.	100 ft.	NA	25 ft.	Principal: 15 ft.; 40 ft. when abutting a residential district Accessory: 5 ft.	Principal: 25 ft. Detached accessory: 3 ft. without alley; 8 ft. with alley	Principal: 45 ft. Accessory: 25 ft. or height of principal building, whichever is less	75 percent	85 percent	NA	NA	No restriction	1 detached garage and 1 yard shed
Mixed-Use Waterfront (MUW)	12,000 sq. ft.	50 ft.	50 ft.	NA	25 ft.	Principal: 10 ft.; 15 ft. when abutting a residential district Detached accessory: 3 ft.	25 ft.	Principal: 45 ft. Accessory: 25 ft. or height of principal building, whichever is less	65 percent	85 percent	Multi-family: (7)	NA	No restriction	No restriction
Lakefront Corridor (L-1)	20,000 sq. ft.	100 ft.	100 ft.	NA	30 ft.	Principal: 10 ft.; 15 ft. when abutting a residential district Detached accessory: 3 ft.	25 ft.	Principal: 35 ft. Accessory: 25 ft. or height of principal building, whichever is less	20 percent	35 percent	NA	NA	No restriction	No restriction
Marina (M)	None	100 ft.	100 ft.	NA	25 ft.	Principal: 10 ft.; 15 ft. when abutting a residential district Detached accessory: 3 ft.	25 ft.	Principal: 45 ft. Accessory: 25 ft. or height of principal building, whichever is less	80 percent	100 percent	NA	NA	No restriction	No restriction

- Notes:
- In certain circumstances, the minimum front-yard setback may be less than or greater than what is stated if setback averaging applies. See the referenced section of the zoning code for applicable standards.
 - If the lot width for a existing lot is less than what is required, the side-yard setback may be reduced proportionately to the ratio between the actual width and the required width, provided the side-yard setback is reduced to not less than 75 percent of the required setback.
 - If a parcel abuts a more restrictive zoning district, the setback shall be the average of the minimum setbacks for the two districts.
 - An institutional building (e.g., governmental office, or school) may exceed the height limitation established for the zoning district, up to a maximum height of 45 feet, provided the minimum required side-yard and rear-yard setbacks are increased one foot for each additional foot of height in excess of the permitted maximum of the district.

5. Pursuant to the procedures and requirements contained in Article 7 of this chapter, the Plan Commission may allow more than the specified floor area when one or more of the accessory buildings on a lot are designated as a rural accessory building.
6. Pursuant to the procedures and requirements contained in Article 7 of this chapter, the Plan Commission may allow more accessory buildings than what is specified when one or more of the accessory buildings on a lot are designated as a rural accessory building.
7. Multi-family requirements: Efficiency unit: 150 sq. ft.; One bedroom: 300 sq. ft.; each additional bedroom add 150 sq. ft..
8. For a nonconforming lot due to lot size, the standard is increased 10 percent.
9. The front yard setback may be more than what is stated if the standards in ch. TRANS 233, Wis. Stats., apply.

Amendments:

Ordinance 20-006, adopted August 17, 2020

Ordinance 21-003, adopted March 8, 2021

Ordinance 22-____, adopted _____, 2022

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119 Washington Avenue
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Washburn, WI 54891



715-373-6160
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To: Honorable Mayor and City Council Members
From: ^{SSK} Scott J. Kluver, Administrator
Re: Proposed Certified Survey Map - McGrath
Date: June 17, 2022

Enclosed you will find a copy of a draft certified survey map that would divide the property owned by Mary McGrath located at 111 S. 3rd Ave E. The intention here is to divide the property into two separate residential parcels.

In reviewing this, two lots are created, with both lots exceeding the minimum lot size for the R-6 district. No new nonconformities are created in relation to dimensional standards as all setbacks and frontages are met (the garage is six and a half feet from the proposed new line while the minimum is three feet). Lot coverage is also not a concern. The new lot would have the garage forward of the existing primary structure although it is an existing structure; however, a non-conformity would be eliminated by no longer having two primary structures on the same lot. Given this, I believe it is a reasonable exchange, and do not believe there will be any detriment to the neighborhood. Utility services will not cross property lines with this change.

As for conformance to the R-6 Mixed Residential District and the Comprehensive Plan, the property meets the required dimensions and future use. Property taxes are up to date, and utilities are also current.

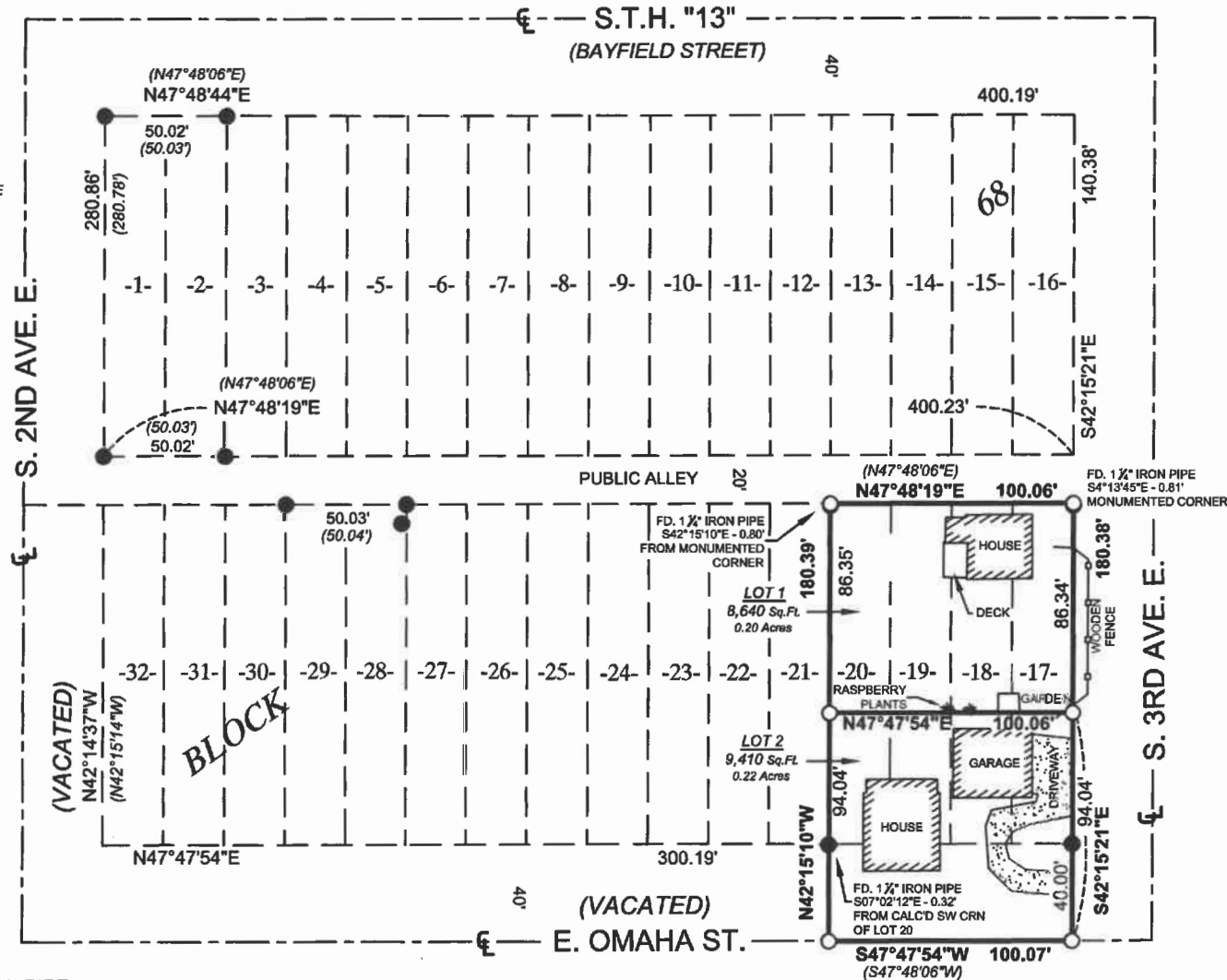
I recommend approval of the proposed survey map. Please let me know if you have any questions on this matter.

BAYFIELD COUNTY CERTIFIED SURVEY MAP NO. _____

LOTS 17 - 20 OF BLOCK 68, TOGETHER WITH THE ADJOINING VACATED PORTION OF E. OMAHA STREET OF THE ORIGINAL PLAT OF THE CITY OF WASHBURN, BAYFIELD COUNTY, WISCONSIN.



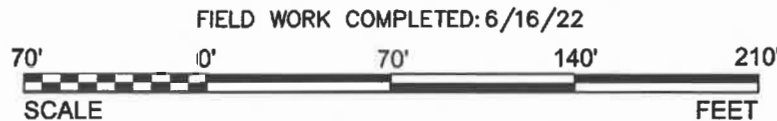
BEARINGS ARE GRID BASED
WCCS-BAYFIELD COUNTY WITH THE NORTH LINE
OF BLOCK 68 MEASURED TO BEAR
N47°48'44"E



RECORDED LOT SIZE 25' x 140'

LEGEND

- -SET 1"O.D. x 18" IRON PIPE WEIGHING 1.13 LBS PER LIN. FOOT
- -FD. 1 1/4" O.D. IRON PIPE
- () -PREVIOUSLY RECORDED AS



Pine Ridge Land Surveying, LLC.
Professional Land Surveying Services
Value & Quality in a Timely Manner...
PATRICK A. MCKUEN, PLS
1424 1/2 Lake Shore Dr. W.
Ashland, Wisconsin
Phone (715) 682-2969
WWW.PINERIDGESURVEYING.COM
PROJECT NO. MCGRATH22 - C.O.W.
SHEET 1 OF 2 SHEETS

BAYFIELD COUNTY CERTIFIED SURVEY MAP NO. _____

LOTS 17 - 20 OF BLOCK 68, TOGETHER WITH THE ADJOINING
VACATED PORTION OF E. OMAHA STREET OF
THE ORIGINAL PLAT OF THE CITY OF WASHBURN, BAYFIELD
COUNTY, WISCONSIN.

Surveyor's Certificate

I, Patrick A. McKuen, Professional Land Surveyor S-2992, hereby certify that I have surveyed and mapped; Lots 17-20 of Block 68 together with the adjoining vacated portion of E. Omaha Street of the Original Plat of the City of Washburn, Bayfield County, WI.

That the above described parcel of land contains 18,050 square feet or 0.41 acres.

That I have made this map at the direction of Mary Mcgrath, OWNER of said lands.

That said parcel is subject to any easements, restrictions and right-of-ways of record.

That I have fully complied with the provisions of Section 236.34 of Wisconsin Statutes and with the subdivision regulations of the City of Washburn and Bayfield County in surveying, dividing and mapping said parcel.

That this map correctly and accurately depicts the exterior boundaries of said parcel and the division thereof made.

dated this _____ day of _____

Pine Ridge Land Surveying
Patrick A. McKuen
WI PLS S-2992

CITY OF WASHBURN ZONING APPROVAL CERTIFICATE

I, SCOTT KLUVER, CITY OF WASHBURN ZONING DIRECTOR,
DO HEREBY APPROVE THIS BAYFIELD COUNTY CERTIFIED SURVEY MAP

SIGNED: _____
SCOTT KLUVER

DATED THIS _____ DAY OF _____, 2022.

Pine Ridge Land Surveying, LLC.

Professional Land Surveying Services
Value & Quality in a Timely Manner...

PATRICK A. MCKUEN, PLS

1424 1/2 Lake Shore Dr. W.

Ashland, Wisconsin

Phone (715) 682-2969

WWW.PINERIDGESURVEYING.COM

PROJECT NO. MCGRATH22 - C.O.W.

SHEET 2 OF 2 SHEETS

3

CITY OF WASHBURN
Office of Director of Public Works
502 W Bayfield St
P.O. Box 638
Washburn, WI 54891



Mobile 715-292-1205
Office 715-373-6160
Office 715-373-6161
FAX 715-373-6148

6-30-2022

Tammy Demars
City of Washburn

RE: City of Washburn Driveway Permit
515 W 5th Street
Washburn WI 54891
715-812-1182
715-292-0260

Request for installation of said second driveway entrance onto W 6th Street

1. No Culvert is required per Ordinance 6-3-2a 1.
2. Second Drive does not comply with Ordinance 6-3-2c (1), and requires approval from City of Washburn Council.
3. Per Ordinance 6-3-2 (1) your request for second entrance to property **does** meet this requirement of separation of 10ft from existing driveway entrances.
4. Per Ordinance 6-3-2a (2) proposed new Driveway entrance onto W 6th Street will need approval from City Council prior to permit being valid.
5. Department of Public Works Recommends proposed Second Drive entrance not to exceed a width of 18ft @ property line.
6. Director of Public works recommends approval of the second entry way on W 6th Street between W 5th Ave and W 6th Ave located approx... '154 ft. west of W 5th Ave and W 6th Street as noted on site map provided with application.

Feel free to contact me for additional information if required.

Gerald J Schuette

Gerald J Schuette
Director of Public Works

JUNE 23, 2022

I, KAREN GRIEVE, AM REQUESTING A 2ND DRIVEWAY (15' x 16'), PER ORDINANCE 6-3-2A2, ON PARCEL TAX ID# 36371, LOCATED ON WEST 6TH STREET.

THE 15 FOOT DRIVE WILL BE GRAVEL, AND ACCOMMODATE A YARD SHED.

I WILL BE ATTENDING THE JULY 11 CITY COUNSEL MEETING.

THANK YOU,

KAREN GRIEVE
515 WEST 5TH STREET
715-331-9457



CITY OF WASHBURN DRIVEWAY PERMIT APPLICATION

Driveway Permit (Section 6-3-1(c), Code of Ordinances)
(No charge if applied for with building permit for new structure construction)

\$25.00 if permeable surface used

\$50.00 if impervious surface used

Complete the following with name, address, & phone

COPY
Original to Curry 6/23/22

Property Owner(s): KAREN GREVE
Street Address: 515 WEST 5TH STREET
Mailing Address: 515 WEST 5TH STREET
Home Phone: (715) 331-9457 Business Phone: 715 331-9457

Existing Driveway on Property Yes X No ~~X~~ Existing Sidewalk on Property Yes No X
Location of Planned Driveway: Street WEST 6TH STREET Alley

(A DRAWING MUST BE ATTACHED TO THE APPLICATION DEPICTING STREET, ALLEY, AND/OR AVENUE ADJACENT THE PROPERTY, AND INCLUDING ALL STRUCTURES AND LOCATION OF INGRESS/EGRESS)

Description of work - width, length, material used SEE ATTACHED DRAWING
Estimated Project Cost \$

I agree to comply with all applicable codes, statutes and ordinances and with the conditions of this permit; understand that the issuance of the permit creates no legal liability, express or implied, on the State of Wisconsin or the City of Washburn; and certify that all of the above information is accurate. I also agree to abide by any special condition or restriction placed on me by this permit.

Karen Greve
Applicant Signature

6.16.22
Date

CULVERT STATUS		CULVERT SPECIFICATIONS	
NONE NEW	EXISTING TEMPORARY		
<u>DIAMETER</u>		<u>LENGTH</u>	
NONE			CULVERT TYPE
8 INCH	10-15 FEET		GALVANIZED
10 INCH	15-20 FEET		PLASTIC
12 INCH	20-25 FEET		END SECTIONS REQUIRED
15 INCH	25-30 FEET		YES
18 INCH	30-35 FEET		NO
21 INCH	35-40 FEET		
24 INCH	OTHER		

Municipal Approval

Date

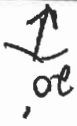
CONDITIONS OF APPROVAL This permit is issued pursuant to the following conditions. Failure to comply with these conditions may result in suspension or revocation of this permit or other penalty.

WEST 6TH STREET (NO H2O LINES)

11 # 11
Gravel Drive
DRAINING STRIPS



REMOVED # OF FEET FROM
6TH STREET



WEST 6TH AVENUE

WEST 5TH AVENUE

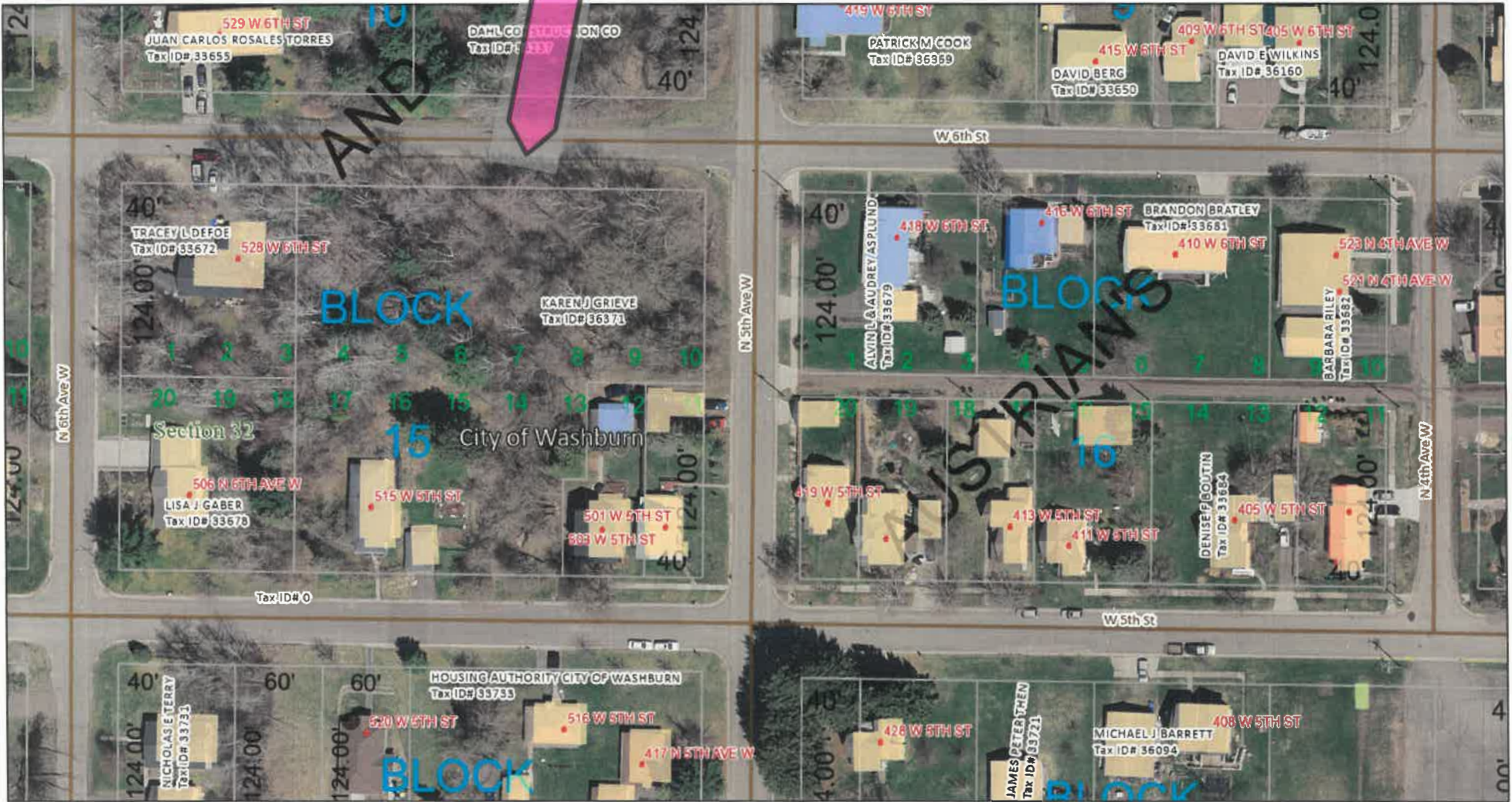


~~SPRINGS~~



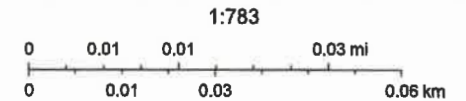
WEST 5TH STREET

Bayfield County, WI



6/17/2022, 7:45:14 AM

- Tie Lines
- Municipal Boundary
- Survey Maps
- Demolished
- All Roads
- Recorded Map
- Existing
- Approximate Parcel Boundary
- Town
- Building Footprint 2009-2015 Changed
- New
- Section Lines
- Buildings



Bayfield

4

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members
From: Tony Janisch, Assistant City Administrator *Janisch*
Re: Thompson's West End Park Campground Expansion
Date: June 30, 2022

At the January 2022 meeting, Council select Cooper Engineering for the Thompson's West End Park Campground Expansion project. Over the past several months, City staff have meet with Cooper Engineering and discussed the points identified in the RFP for expansion of camping at Thompson's West End Campground.

Attached are proposed layouts for camping sites at the overflow camping area above the boat launch and the open field east of 6th Ave. Also included are the proposed costs for the various amenities we may like to add.

I am currently in conversations with Bayfield County Health Dept, who licenses the campgrounds, if we would need an additional bathroom should we increase the number of camping sites. I expect to have an answer by the Council Meeting.

A representative from Cooper Engineering will be available on-line during the meeting to answer any questions.

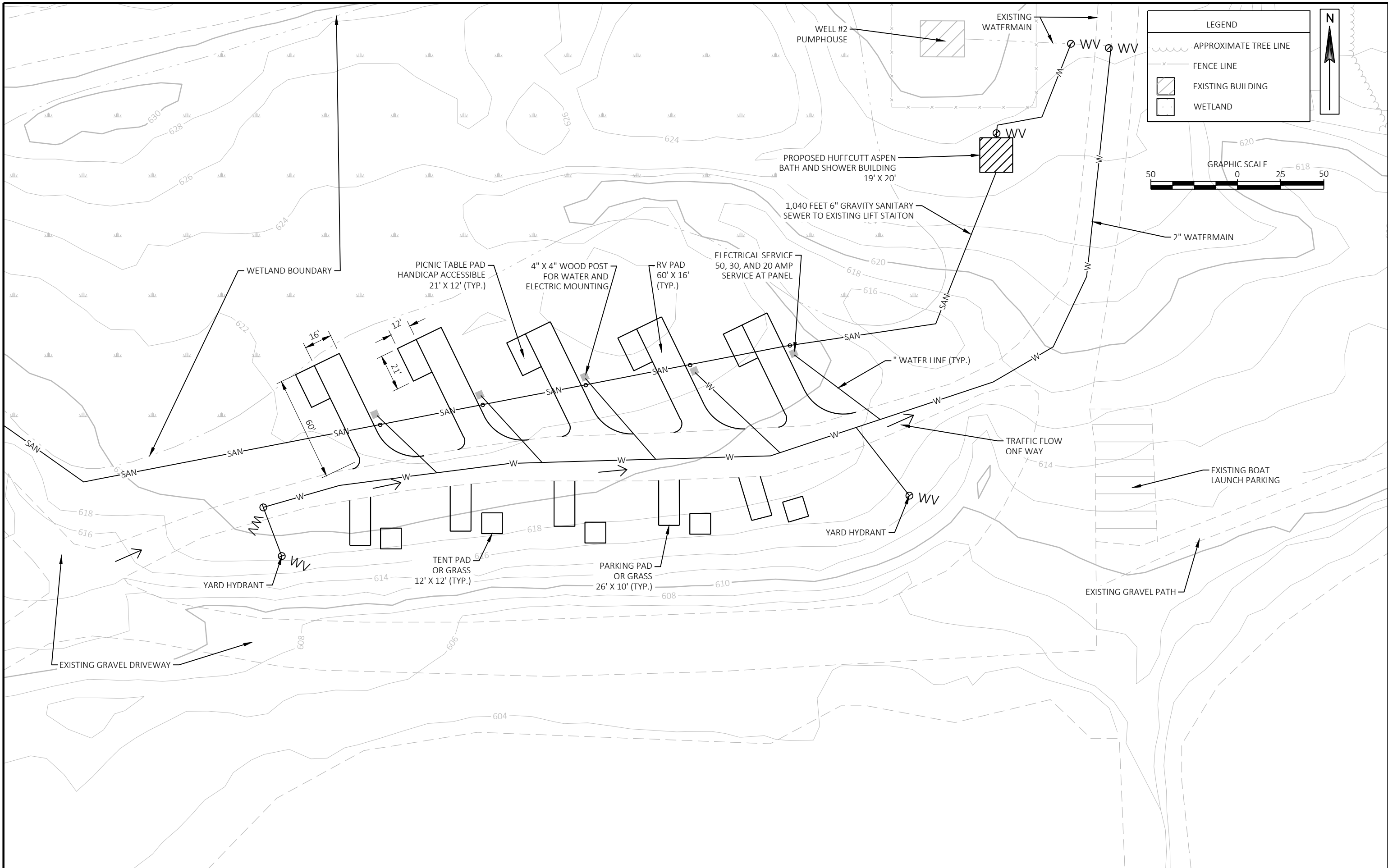
To give an idea of estimated yearly income from this expansion, we will assume site usage at 75%.

<u>Overflow Area</u>		<u>Open Filed</u>	
136 nights @ \$65/night	= \$8,640/site	136 nights @ \$65/night	= \$8,640/site
\$8,840 @ 5 sites	= \$44,200	\$8,840 @ 7 sites	= \$61,880
136 nights @ \$75/night	= \$10,200/site	136 nights @ \$75/night	= \$10,200/site
\$10,200 @ 5 sites	= \$51,000	\$8,840 @ 7 sites	= \$71,400

After discussion, if Council decides to move forward with an expansion plan; I would recommend soliciting public comment for the desired expansion, as well as researching available grant funding to offset the costs for development.

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PLOT DATE: Jun 23, 2022 - 02:30pm



NO.	BY	DATE	REVISIONS

CEC PROJECT NO. 22290008	PROJECT MANAGER NICOLE HODKIEWICZ
DRAWN BY NKH	CHECKED BY NKH
ISSUE DATE 6/23/2022	APPROVED BY NKH

COOPER ENGINEERING
 2600 COLLEGE DRIVE, P.O. BOX 230
 RICE LAKE, WISCONSIN 54868-0230
 TELEPHONE (715) 234-7008
 FAX (715) 234-1025

CITY OF WASHBURN
 CITY OF WASHBURN, BAYFIELD COUNTY

WEST END PARK CAMPGROUND
 LAYOUT OVERFLOW CAMPING AREA

SHEET 1

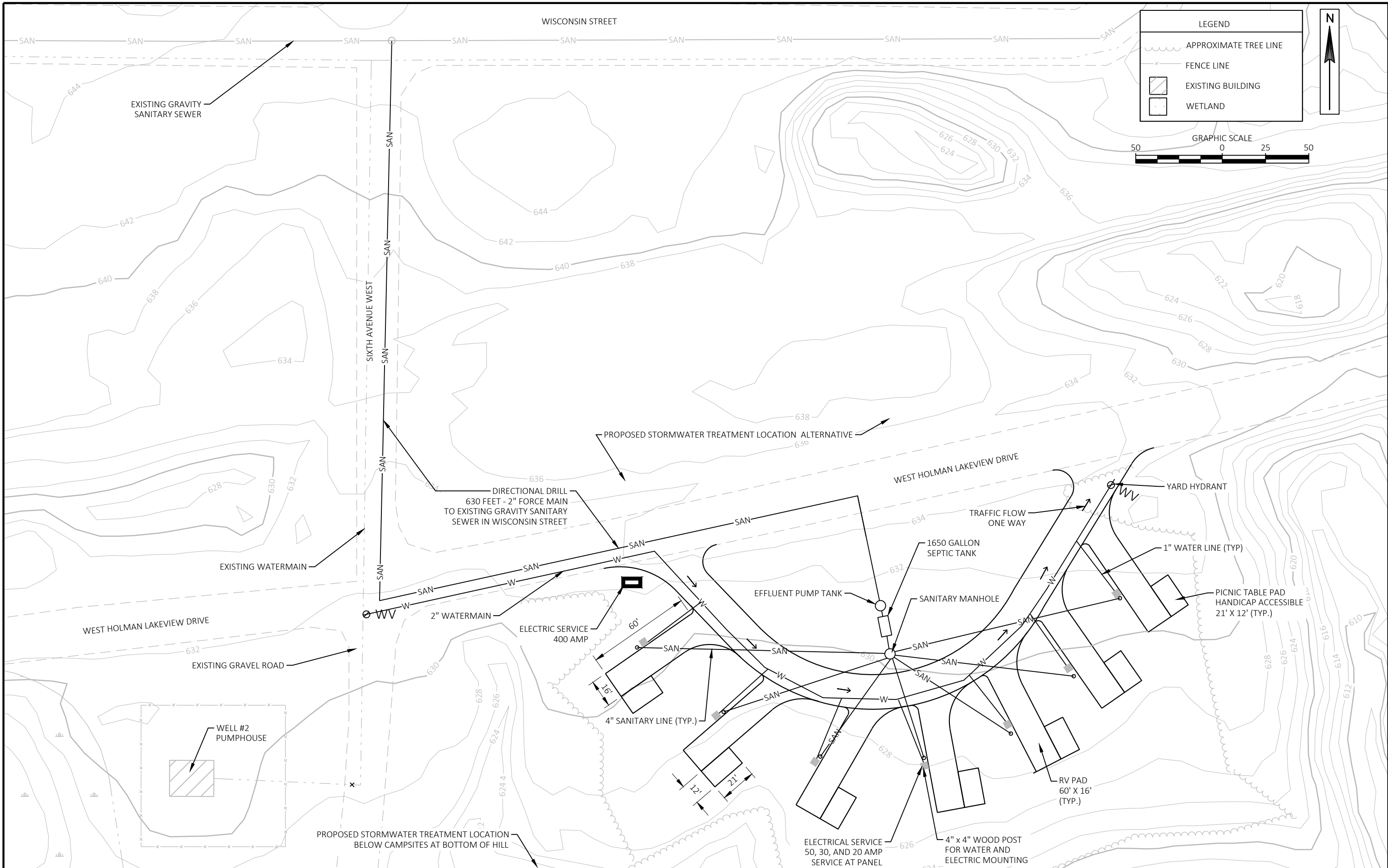
**June 2022 Thompson's West End Campground Expansion
Overflow Area**

6/24/22

Item No.	Description	Unit	Est Quantity	Unit Price	Price
1	Mobilization (All Work)	LS	1	\$ 4,500.00	\$ 4,500.00
2	Excavation Common (Site Prep)	LS	1	\$ 5,000.00	\$ 5,000.00
3	Salvaged Topsoil	SY	704	\$ 3.50	\$ 2,464.00
4	Subbase 12" Sand	SY	533	\$ 5.00	\$ 2,665.00
5	Base Aggregate Dense 1 1/4-Inch Camper Pads (16' X 60') 8" Thick	TON	240	\$ 19.00	\$ 4,560.00
6	Base Aggregate Dense 1 1/4-Inch Table Pads (21' X 12') and car pads 4" Thick	TON	102	\$ 19.00	\$ 1,938.00
7	Geotextile Fabric - Type SAS	SY	533	\$ 1.50	\$ 799.50
8	Water Line 1" To Each Site	LF	320	\$ 28.00	\$ 8,960.00
9	Watermain 2"	LF	651	\$ 38.00	\$ 24,738.00
10	6" Gravity Sanitary Sewer	LF	1035	\$ 31.00	\$ 32,085.00
11	Stormwater Treatment	LS	1	\$ 12,000.00	\$ 12,000.00
12	Cedar Trees	EACH	18	\$ 100.00	\$ 1,800.00
13	Landscaping Shrubs	EACH	12	\$ 40.00	\$ 480.00
14	Fire Ring	EACH	10	\$ 350.00	\$ 3,500.00
15	Grill	EACH	10	\$ 375.00	\$ 3,750.00
16	Picnic Table	EACH	10	\$ 400.00	\$ 4,000.00
17	Garbage Can	EACH	4	\$ 50.00	\$ 200.00
18	Wi-Fi Router	LS	1	\$ 5,400.00	\$ 5,400.00
19	Shower/flush toilet Aspen (20'x19')prefabricated building Huffcutt Includes Delivery and Setting on Prepared Slab	LS	1	\$ 150,000.00	\$ 150,000.00
20	Footings/Site Prparation Shower/Bath Building	LS	1	\$ 5,400.00	\$ 5,400.00
21	Electric Shower/bath building	LS	1	\$ 5,384.00	\$ 5,384.00
22	Electric for Sites (50, 30, and 20 AMP)	LS	1	\$ 35,476.00	\$ 35,476.00
23	Lighting (Dark Sky Initiative) Driveway and Registraiton Station	LS	1	\$ 10,115.00	\$ 10,115.00
24	Erosion Mat Class II - Type B	SY	600	\$ 4.00	\$ 2,400.00
25	Silt Fence	LF	600	\$ 4.50	\$ 2,700.00
26	Tracking Pads	EACH	1	\$ 2,000.00	\$ 2,000.00
27	Seeding Mixture No. 40	LB	130	\$ 4.00	\$ 520.00
28	Mulch	SY	3000	\$ 0.25	\$ 750.00
29	Traffic Control	LS	1	\$ 3,400.00	\$ 3,400.00
30	Permits, Plan Review Fees, Campground Plan Fees	LS	1	\$ 3,000.00	\$ 3,000.00
31	Site Signs and Sign Posts	EACH	10	\$ 80.00	\$ 800.00
32	Update Existing Sign at Entrance	EACH	1	\$ 600.00	\$ 600.00
33	Engineering (Estimate)	LS	1	\$ 42,000.00	\$ 42,000.00
	Subtotal				\$ 383,384.50
	Recommended Contingency			15%	\$ 57,507.68
	Subtotal				\$ 440,892.18

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PLOT DATE: Jun 23, 2022 - 11:55am



NO.	BY	DATE	REVISIONS

CEC PROJECT NO. 22290008	PROJECT MANAGER NICOLE HODKIEWICZ
DRAWN BY NKH	CHECKED BY NKH
ISSUE DATE 6/23/2022	APPROVED BY NKH

COOPER ENGINEERING
 2600 COLLEGE DRIVE, P.O. BOX 230
 RICE LAKE, WISCONSIN 54868-0230
 TELEPHONE (715) 234-7008
 FAX (715) 234-1025

CITY OF WASHBURN
 CITY OF WASHBURN, BAYFIELD COUNTY

WEST END PARK CAMPGROUND
 LAYOUT FIRST OPEN FIELD E 6TH AVE W

SHEET 1

**June 2022 Thompson's West End Campground Expansion
First Open Field East of 6th Avenue West**

6/23/22

Item No.	Description	Unit	Est Quantity	Unit Price	Price
1	Mobilization (All Work)	LS	1	\$ 4,500.00	\$ 4,500.00
2	Excavation Common (Site Grading)	CY	3400	\$ 7.00	\$ 23,800.00
3	Salvaged Topsoil	SY	959	\$ 3.50	\$ 3,356.50
4	Subbase 12" Sand	SY	931	\$ 5.00	\$ 4,655.00
5	Base Aggregate Dense 1 1/4-Inch Driveways 8" Thick	TON	366	\$ 19.00	\$ 6,954.00
6	Base Aggregate Dense 1 1/4-Inch Camper Pads (16' X 60') 8" Thick	TON	332	\$ 19.00	\$ 6,308.00
7	Base Aggregate Dense 1 1/4-Inch Table Pads (21' X 12') 4" Thick	TON	44	\$ 19.00	\$ 836.00
8	Geotextile Fabric - Type SAS	SY	931	\$ 1.50	\$ 1,396.50
9	Water Line 1" To Each Site	LF	257	\$ 28.00	\$ 7,196.00
10	Watermain 2"	LF	713	\$ 38.00	\$ 27,094.00
11	Sanitary Sewer 4" From Each Site	LF	669	\$ 31.00	\$ 20,739.00
12	Sanitary Force Main 2"	LF	887	\$ 40.00	\$ 35,480.00
13	Culvert Pipe 18" CMCP At Both Road Connections	LF	100	\$ 25.00	\$ 2,500.00
14	18" CMCP Apron End wall	EACH	4	\$ 400.00	\$ 1,600.00
15	600 Gallon Effluent Pump Tank	EACH	1	\$ 1,210.00	\$ 1,210.00
16	1,650 Gallon Huffcutt Septic Tank	EACH	1	\$ 2,070.00	\$ 2,070.00
17	Effluent pump in pump tank	EACH	1	\$ 2,000.00	\$ 2,000.00
18	Stormwater Treatment	LS	1	\$ 12,000.00	\$ 12,000.00
19	Cedar Trees	EACH	25	\$ 100.00	\$ 2,500.00
20	Landscaping Shrubs	EACH	20	\$ 40.00	\$ 800.00
21	Fire Ring	EACH	7	\$ 350.00	\$ 2,450.00
22	Grill	EACH	7	\$ 375.00	\$ 2,625.00
23	Picnic Table	EACH	7	\$ 400.00	\$ 2,800.00
24	Garbage Can	EACH	4	\$ 50.00	\$ 200.00
25	Wi-Fi Router	LS	1	\$ 10,500.00	\$ 10,500.00
26	Shower/flush toilet Aspen (20'x19')prefabricated building Huffcutt Includes Delivery and Setting on Prepared Slab	LS	1	\$ 150,000.00	\$ 150,000.00
27	Footings/Site Prpeparation Shower/Bath Building	LS	1	\$ 5,400.00	\$ 5,400.00
28	Electric Shower/bath building	LS	1	\$ 5,384.00	\$ 5,384.00
29	Electric for Sites (50, 30, and 20 AMP)	LS	1	\$ 49,661.00	\$ 49,661.00
30	Lighting (Dark Sky Initiative) Driveway and Registraiton Station	LS	1	\$ 10,115.00	\$ 10,115.00
31	Riprap on HR Fabric	CY	3	\$ 80.00	\$ 240.00
32	Erosion Mat Class II - Type B	SY	900	\$ 4.00	\$ 3,600.00
33	Silt Fence	LF	800	\$ 4.50	\$ 3,600.00
34	Ditch Checks	LF	100	\$ 9.00	\$ 900.00
35	Tracking Pads	EACH	1	\$ 2,000.00	\$ 2,000.00
36	Seeding Mixture No. 40	LB	155	\$ 4.00	\$ 620.00
37	Mulch	SY	4300	\$ 0.25	\$ 1,075.00
38	Traffic Control	LS	1	\$ 5,500.00	\$ 5,500.00
39	Permits, Plan Review Fees, Campground Plan Fees	LS	1	\$ 3,000.00	\$ 3,000.00
40	Site Signs and Sign Posts	EACH	7	\$ 80.00	\$ 560.00
41	Main Sign at Entrance	EACH	1	\$ 1,600.00	\$ 1,600.00
42	Registration and Message Center	EACH	1	\$ 2,400.00	\$ 2,400.00
43	Engineering (Estimate)	LS	1	\$ 50,000.00	\$ 50,000.00
	Total				\$ 481,225.00
	Recommended Contingency			15%	\$ 72,183.75
	Subtotal				\$ 553,408.75

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LEGEND

- APPROXIMATE TREE LINE
- FENCE LINE
- EXISTING BUILDING
- WETLAND



PLOT DATE: Jun 23, 2022 - 03:40pm

NO.	BY	DATE	REVISIONS

CEC PROJECT NO. 22290008	PROJECT MANAGER NICOLE HODKIEWICZ
DRAWN BY NKH	CHECKED BY NKH
ISSUE DATE 6/23/2022	APPROVED BY NKH

COOPER ENGINEERING

2600 COLLEGE DRIVE, P.O. BOX 230
RICE LAKE, WISCONSIN 54868-0230
TELEPHONE (715) 234-7008
FAX (715) 234-1025

CITY OF WASHBURN
CITY OF WASHBURN, BAYFIELD COUNTY

WEST END PARK CAMPGROUND
AREA OVERVIEW
SHEET 1

5

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members
From: Scott J. Kluver, Administrator ^{SK}
Re: STH 13 Reconstruction Project – Phase 2 Planning
Date: June 30, 2022

The Bayfield Street Planning working group, consisting of the Mayor and various staff, is now moving into discussions with WisDOT on Phase 2 of the project (1st Avenue West to Superior Avenue). There are a number of items that WisDOT would like us to confirm within the next few months. Those items are:

1. Desired detour route – currently planned as Washington Avenue/Maki Road
2. Decorative lighting location – currently planned to end at intersection of 1st Avenue East.
3. Concrete terraces – no current plans, but I am leaning towards recommending to 2nd Ave East.
4. Continuity of sidewalk – currently, the continuous sidewalk ends at 3rd Ave East with sporadic sections further down.
5. Desire for bump outs or other pedestrian enhancements – Nothing is planned at this time. We have received one citizen request to date on this issue which is included.

Some of the items listed above have not been discussed nor have we solicited for public comment. I suggest that the Council brainstorm/decide what it would like to recommend at this point and we can then put that forward for public input before a final decision is made.

Please let me know if you have any further questions.

Scott Kluver

From: Tony Janisch <asstadmin@cityofwashburn.org>
Sent: Wednesday, June 29, 2022 8:44 AM
To: Kenneth Johnson; Scott Kluver
Subject: FW: New Form Entry: Contact Form

Ken,
FYI, but you probably already know about this intersection.

Scott,
Maybe another location for curve bump-outs when we begin planning.

Tony Janisch
Assistant City Administrator

City of Washburn
P.O. Box 638
119 Washington Avenue
Washburn, WI 54891-0638
phone: 715-373-6160 ext.1 - fax: 715-373-6148
email: asstadmin@cityofwashburn.org

From: no-reply@weebly.com <no-reply@weebly.com>
Sent: Tuesday, June 28, 2022 5:56 PM
To: asstadmin@cityofwashburn.org
Subject: New Form Entry: Contact Form

You've just received a new submission to your [Contact Form](#).

[Mark as Spam](#)

Submitted Information:

Name

Katherine Hansen

Phone Number

7152090596

Email

KAHANSEN1980@OUTLOOK.COM

Address

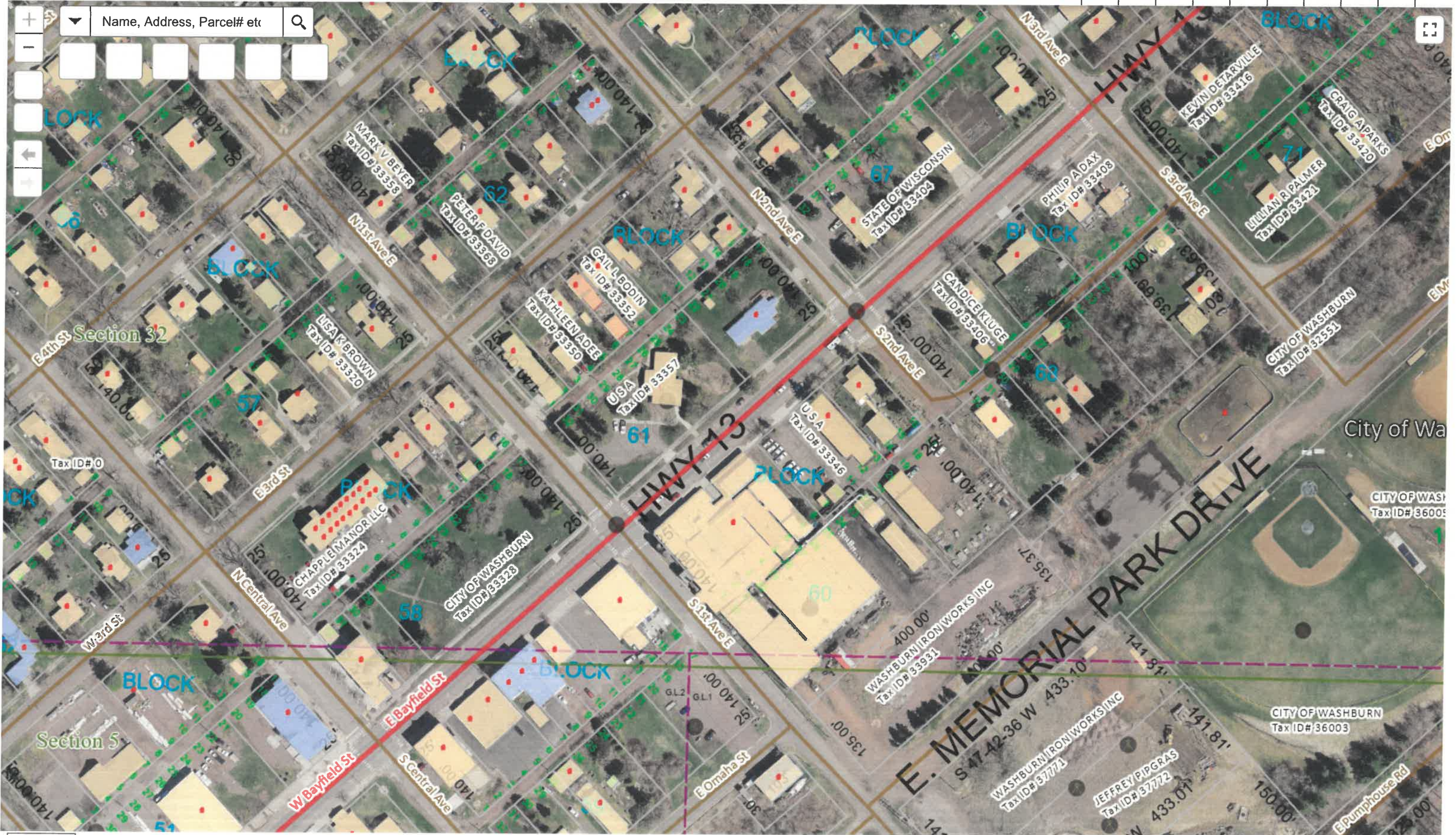
229 E Bayfield St
Washburn, WI United States 54891

Comment

I want to make sure you are aware of the amount of pedestrian traffic at the intersection of E Bayfield St and 3rd Ave E. All day I watch cars pass illegally on the right and am worried one of these times they will hit a pedestrian. There are a lot of children who cross at this intersection as the baseball field is down 3rd toward the lake, and the playground at Jackie's field is up 3rd the other way. I am hoping your design for this area of town will help reduce the risk to pedestrians and address the issue of passing on the right. Thank you for your time.

Bayfield County Land Records and GIS 1.3

[\[Land Records Home\]](#) [\[Help\]](#) [\[Zoning Map\]](#) [\[FTP GIS Data\]](#) [\[Fun in Bayfield\]](#) [\[Contact\]](#)



6

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members
From: Scott J. Kluver, Administrator
Re: Job Description Approval/Authorization to Hire
Date: June 20, 2022

Enclosed is a draft job description to the new full-time Emergency Medical Technician (EMT) – Basic position for your approval. We have worked with the leadership in the Ambulance Service to draft this job description. A lot of our thought process has been centered on how we will blend effectively full-time staff with the existing paid-on-call/volunteer staff. This will be a challenge going forward as there will be differences in pay and benefits, and we want to make sure that the new positions stay busy providing necessary service and benefit to the department and City when they are not on an active call.

With this draft, we believe that we have balanced the overall comprehensive duties for the position with the ability to be flexible to adjust as we learn and grow. As with anything, nothing is written in stone, and adjustments can be made in the future. There are several maintenance, clerical, and other routine duties that the full-time staff will be expected to complete. In time, depending on performance and experience, other tasks such as coordinating training could potentially be added. For the time being, the existing officer structure of the service would remain intact. Some positions could potentially be transitioned in the future such as maintenance officer and secretary once a rhythm is established.

Do know that it is anticipated that there will be some staggering of these full-time positions to increase the coverage time of at least one full-time EMT available during the weekday. As was stated during the referendum, this is not a cure-all solution to the staffing issue. It will still be necessary to maintain and adequate pool of paid-on-call/volunteer staff.

For 2023, these positions will be initially budgeted for a starting wage of \$21.63 per hour (annualized equivalent of \$45,000) with the understanding that there will be the standard wage progression for new staff during the first year of 85 percent of wage for first six months, 92 percent of wage for the second six months, and full wage after one year. These positions would be entitled to the standard benefit package afforded to other full-time staff as outlined in the personnel manual.

If the Council approves this job description, staff will initiate the recruitment process for two positions with the target start date of January 2, 2023. This is when the funding for these positions will be available.

There are many more details that staff will be working on in the meantime, and I am certain there will be many more questions that will come up. Please let me know if you have any additional questions that I can answer at this time.

- Work independently and effectively while carrying out assigned duties.
- Work cooperatively with other employees, departments, and other units of government.
- Carry out written and verbal orders efficiently and completely with minimal supervision.
- Operate all equipment and vehicles with care to ensure the preservation of municipal equipment, prevent injury to municipal employees and the public, and prevent property damage.
- Ensure compliance with work rules of department, safety program, and state and federal agencies.
- Report all unlawful, mischievous, and/or malicious activities to immediate supervisor for further investigation by law enforcement agencies.
- Conduct inventories of supplies and equipment.
- Perform related duties as assigned.

Other duties will be assigned according to the employee's knowledge, skills, and abilities. These might include:

- Maintenance—vehicles and equipment; oxygen inventory; buildings and grounds.
- Administration—run reports and billing; computers, printers, and copiers; supplies and inventory.
- Training—continuing education; required refresher training; quality improvement review.

Supervision:

This position is accountable to the Director of the Ambulance Service.

Qualifications:

- A) High School graduate or equivalent.
- B) Must have and maintain as a condition of employment a valid Wisconsin EMT License. National Registry (NREMT) certification is preferred but not required.
- C) Must be capable of carrying out tasks efficiently and productively in absence of supervision.
- D) Must be able to operate equipment including ambulances, medical equipment, computers, and general office equipment.
- E) Knowledge of safety program policies and practices required for ambulance operations.
- F) Must have, and maintain as a condition of employment, a safe driving record and valid driver's license.
- G) Must have, and maintain as a condition of employment, access to dependable transportation.
- H) Must be computer literate, including being able to view and send email, submit reports to other agencies, and prepare incident reports documenting equipment failure/malfunction.

Physical Requirements in Performing Tasks Listed:

The physical demands described here are representative of those that must be met in order for an individual to successfully fulfill the essential functions of this position. Reasonable accommodations may be offered to enable an individual with disabilities to perform the essential functions.

Work is performed in both indoor and outdoor settings in all environmental conditions. The Emergency Medical Technician will frequently be required to sit, stand, squat, stoop, and kneel for extended periods of time; walk over rough or uneven surfaces; climb stairs; climb in and out of vehicles; work in confined spaces; and experience unpleasant smells, bodily fluids, and surroundings. Must be able to speak clearly and actively listen. Must be able to lift heavy objects (125 pounds or more), sometimes while navigating stairs, using safe body mechanics.

Draft 051622

7

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members
From: Scott J. Kluver, Administrator
Re: Authorization to Hire Equipment Operator/Laborer and Hiring Policy
Date: June 29, 2022

With the resignation of Mr. Wendell Michel in the Department of Public Works, I am requesting permission to fill the position. No change to the job description is requested; however, I have included it for your reference.

In regard to the hiring policy, the question is: Does the Council still want to approve the authorization to hire staff? The history of this is that back in 2008 or 2009 (I have not been able to track down the exact date), the Council decided to require that all vacant positions come to Council first for approval to be filled. This was a result of the recession at the time, and the uncertainty if the City would be able to afford positions in the future. There was some attrition that may needed to occur and this was one way to control that.

Today, sadly, the City's financial position in respect to its annual operating budget has not gotten better. Nonetheless, there are times when it does delay the advertising and filling of the position. There are other times when it does not matter as we need to wait when there is a payout of benefits so that the budget is not exceeded. In discussing the issue with the Mayor, it was felt that the Council may want to revisit this policy and potentially revise it to say that vacant positions can be filled without prior Council approval as the budget allows.

Please let me know if you have any further questions.

- 4) Ability to:
 - Communicates effectively with customers, the general public and superiors.
 - Work courteously and tactfully with customers, the general public and superiors.
 - Work independently and effectively in the course of carrying out assigned duties.
 - Work cooperatively with other employees, departments, and other units of government.
 - Carry out written and verbal orders efficiently and completely with minimal supervision.
 - Operate all equipment and machinery with care to insure the preservation of municipal equipment, prevent injury to municipal employees and the general public and prevent property damage.
- 5) Insures compliance with work rules of the department, state, and federal agencies.
- 6) Responsible for protection of municipal property and equipment. Must operate all equipment with care and responsibility. Reports all unlawful, mischievous, and/or malicious activities to immediate supervisor for further investigation by law enforcement agencies.
- 7) Required to take "On-Call" assignments as determined by supervisor.
- 8) Perform related duties as necessary and assigned.

Supervision:

This position is accountable to the Public Works Supervisor and the Director of Public Works.

Qualifications:

- A) High School graduate or equivalent.
- B) Must have good working knowledge of standard practice in operation and repair of heavy equipment, public buildings and facilities; water, sanitary and storm sewer systems; roads, sidewalks, pathways, parks and playground, marinas, docks and erosion control, etc.
- C) Must be capable of carrying out tasks efficiently and productively in absence of supervision.
- D) Must be able to operate all Public Works equipment including loaders, dozers, trucks, backhoe, grader, sewer cleaners, trucks, etc.
- E) Knowledge of safety practices required for Public Works operations.
- F) Must have possession of, and maintain as a condition of employment, a valid Wisconsin CDL with all endorsements as may be required by the City from time to time for Washburn's Public Works Operations.

- G) Must acquire and maintain, as a condition of employment, the necessary certifications for operation of municipal water and wastewater systems if and when required by the City.
- H) Must have, and maintain as a condition of employment, a safe driving record.
- I) Must have, and maintain as a condition of employment, access to dependable transportation
- J) Must be able to pass a pre-employment physical including a drug and alcohol screen.
- K) Prefer computer literacy.

Physical Requirements in Performing Tasks Listed:

The physical demands described here are representative of those that must be met in order for an individual to successfully fulfill the essential functions of this position . Reasonable accommodations may be offered to enable an individual with disabilities to perform the essential functions.

Work is performed in both indoor and outdoor settings. The Equipment Operator will be frequently required to sit, stand, and kneel for extended period of time, walk over rough or uneven surfaces, work in excavations, confined spaces, and unpleasant surroundings, talk, hear, navigate stairs and may occasionally lift heavy objects.

While performing the duties of this job, the employee will work frequently with a motor vehicle, small engine powered equipment, heavy equipment, hand tools, work in indoor, outdoor settings, and confined spaces such as public right-of-ways, parklands, municipal facilities such as wells, wastewater treatment plant, sanitary sewers, harbor, etc.. Lighting and noise levels will vary from location to location and from day to day. The outdoor settings will present various types of weather conditions and terrain. The employee will be exposed to hot and cold temperatures, precipitation, fumes from paints, herbicides, pesticides, gasolines and fuels, cleaning supplies, vehicle exhaust, campfires, marine vessels, etc. The employee will be exposed to allergens and unpleasant conditions.

Approved 011116

8

CITY OF WASHBURN
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715-373-6160
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FAX 715-373-6148

To: Honorable Mayor and City Council Members
From: Scott J. Kluver, Administrator
Re: Scenic Byway/Sign Ordinance
Date: June 14, 2022

At the last meeting Councilor Anderson requested the topic of the ordinance prohibiting off premise signs on STH 13 and the relationship with the Scenic Byway program be brought up for discussion. As such, I have provided some materials for you to consider.

First, do note that the City approved a resolution to join the Scenic Byway program in May of 2012. According to Trans 202.13, every ten years a community can evaluate and change its participation in that program, including exempting certain locations. We are currently within the window to do that. The major requirement to participation in the program is that an off-premises sign ordinance must be in effect and enforced.

I have provided a copy of the previously approved resolution approving the joining of the Scenic Byway, along with memos I prepared at the time, and the restrictions and ordinance related to the off-premise sign issue. The topic was debated considerably in 2012, and took several meetings. In the end, the Council at the time did decide to approve the resolution with the entire City included. I do recall that one of the arguments at the time was to hopefully be able to utilize grant dollars for the rehabilitation of the former Civic Center (now The Club) property. Areas that would not be included in the program would not be eligible for potential improvements. There was also a desire by some to have the City fully embrace the program.

If you would like more historical information on this issue, please let me know.

As a suggestion to focus discussion, I suggest that the Council decide if it would want to make any modifications to its participation in the Scenic Byway program first. If there is no desire to change participation, efforts to amend the sign ordinance would be moot.

- (2) The scenic byways marking signs may be placed on existing information or highway identification sign posts but may not be placed on any regulatory or warning sign posts.
- (3) All traffic control devices shall be erected and maintained in accordance with chs. 84, 86 and 349, Stats., and ch. Trans 200.
- (4) Scenic byways signing shall be removed on highways that are no longer designated as scenic byways.

History: CR 04-057: cr. Register February 2005 No. 590, eff. 3-1-05; CR 16-045: r. and recr. (1) Register October 2020 No. 778, eff. 11-1-20; correction in (1) (intro.) made under s. 35.17, Stats., Register October 2020 No. 778.

Trans 202.11 Outdoor advertising. Highways designated by the secretary as scenic byways pursuant to s. 84.106, Stats., are subject to all applicable state laws and regulations and local ordinances regarding outdoor advertising signs. Highways designated as scenic byways shall also conform to s. Trans 201.23.

History: CR 04-057: cr. Register February 2005 No. 590, eff. 3-1-05.

Trans 202.12 National scenic byways program. State trunk highways designated as Wisconsin scenic byways may, upon satisfaction of the federal guidelines and recommendation by the scenic byways advisory committee, be nominated by the secretary for designation and inclusion in the national scenic byways program as a National Scenic Byway or All-American Road. A local government may be responsible for supplying additional information or photos as needed for the national application.

History: CR 04-057: cr. Register February 2005 No. 590, eff. 3-1-05.

Trans 202.13 Modification or withdrawal of Wisconsin scenic byways designation.

- (1) Every 10 years following the date of official notification of designation, local units of government through which the route passes shall have the opportunity to re-evaluate the designated route and to determine if they wish to modify the route due to changes in land use or other extenuating circumstances. The local unit of government having zoning authority over the scenic byway corridor shall notify the department in writing, pass a resolution and submit a map indicating the proposed change to the designated route. In unincorporated areas where county zoning is in effect, the request shall also contain a resolution from the county board of the appropriate county supporting the request. The department may require the local government sponsor to coordinate the submission of requests for modification of the scenic byway route. Requests under this subsection shall be received by the department no later than 12 months from the 10-year anniversary date. The SBAC shall review the proposed route modifications and make recommendations to the secretary. Modifications become effective upon approval of the secretary. If the department receives no notification under this subsection that a modification is being requested, the designated route shall remain unchanged for another 10 year period.
- (2) Designation of a state trunk highway as a scenic byway may be withdrawn at any time after resolution by 2/3 of the local government sponsors and with the approval of the SBAC and the secretary. There shall be at least one public hearing by a local government sponsor before such a removal.
- (3) The SBAC may recommend to the secretary that a scenic byway designation for a particular route be rescinded if the route no longer possesses the scenic or historic character of the route originally qualifying it for designation due to overdevelopment, the presence of some other visual detractor, the failure to adequately implement the corridor management plan, or if substantial modifications to the route have taken place under sub. (1). The department may request that the SBAC review and recommend whether a scenic byway designation for a particular route should be rescinded. If the SBAC recommends that a scenic byway designation for a route be rescinded, the department shall hold a public hearing on the removal. After the public hearing is held, the designation as a scenic byway for the route may be withdrawn upon approval of the secretary.

History: CR 04-057: cr. Register February 2005 No. 590, eff. 3-1-05; CR 16-045: am. (3), Register October 2020 No. 778, eff. 11-1-20.

CITY OF WASHBURN
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To: Honorable Mayor and City Council Members
From: Scott J. Kluver, Administrator
Re: Scenic By-Ways Proposal/Resolution
Date: February 29, 2012

A group in Bayfield County has formed that is advocating for the establishment of a Scenic By-Way along STH 13 from the "T" going all the way into Douglas County. The "Scenic By-Ways Steering Committee" has traction and fully intends to pursue establishing a scenic by-way along that corridor. Enclosed, you will find significant information about the Scenic By-Way program.

There is merit to a Scenic By-Way being established in this area as it may attract additional visitors to the entire area and assist tourist based businesses. There is also the potential to obtain grant funding to historic/cultural/informational attractions along the by-way; however, funding for these programs is in jeopardy, and at best the funding will be reduced from the current levels. I do not believe that the potential to apply for a grant should be a major consideration in deciding this issue. No one can guarantee that a grant will be received at this point or that funding will be available. I believe the decision about whether or not the City, or portions of the City, should join this program should be made after considering the two items below.

1. The Scenic By-Way program excludes Commercial and Manufacturing zoned property unless the individual community specifically states that those properties should be included. This means that all of the area between Thompson Road and 2nd Avenue East, and the area on the west side of STH 13 Between Thompson Road and Wannebo Road would be excluded unless the Council specifies in the approving resolution that those areas, or any portion thereof, should be included.
2. All new off-premise signage would be prohibited. Currently, the City does allow, with various conditions, off premise signage along a significant portion of STH 13 only. A copy of the current ordinance is enclosed. If the Council decides that the entire City, or a portion thereof, should be included in the Scenic By-Way program, it would, along with the Plan Commission, need to pass a new ordinance to prohibit off-premise signage in the areas of the City that would be included in the Scenic By-Ways program.

On the signage issue, existing off premise signs may be maintained, and the message on the signs may be changed. Businesses that front the highway are still allowed to place new signage. It is only those businesses and institutions that do not front STH 13 that would be prohibited. I am currently working with a few different groups on off-premise signage matters including the City's Marina, a private business, and the School. If the prohibition for new signage was currently in effect, these places, and future ones, would not be allowed to have an off-premise sign as they desire. It may be possible, in some cases, to get a blue or white DOT approved sign placed for particular businesses or institutions in the right-of-way, or place way-finding signage similar to signs put up in Ashland in the past year. This is a decision that I ask the Council and Plan Commission to make "with their eyes wide open." Many people do not think it is a big deal until they want one or it affects their business. Off premise signs would not be allowed as long as the City is part of this program, at least for the portions of the City that are included in the program.

If the City wants to join in and be part of the Scenic By-Ways Program, a decision needs to be made on which portions of the City would be included. In addition the sign ordinance modification, based on the areas of the City that are included, would need to be underway before a resolution is adopted. The sign ordinance matter would need to be referred to the Plan Commission if the City desires to join in. Once this is underway, a formal resolution would be presented at a future Council meeting for approval.

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To: Honorable Mayor and City Council Members
From: Scott J. Kluver, Administrator
Re: Scenic By-Ways Proposal/Resolution
Date: March 28, 2012

At the last meeting, a motion was made to draft a resolution to enter the Scenic By-Way Program so as the sign ordinance would not need to be modified. That has been done and is presented for your approval. Please keep in mind that the City's Commercial and Manufacturing districts and the current off-premise sign ordinance are not mutually exclusive. The current off-premise sign ordinance allows signs between 11th Avenue West and 50 feet east of where Superior Avenue intersects with STH 13 only. There should be no issues with the criteria if this is the section of the City the Council desires to exclude from the program.

In addition to the resolution, the City will be asked in the near future to appoint up to two representatives to a Committee that will be responsible for the management of the corridor, marketing, making determinations of requests for grant funding, etc. It is not known at this time exactly how this Committee will be structured or funded; however, the group taking the lead on this project is using Door County Scenic By-Way Committee as a model.

Please let me know if you have any additional questions on this matter.

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To: Honorable Mayor and City Council Members
From: Scott J. Kluver, Administrator
Re: Scenic By-Ways Proposal/Resolution
Date: May 1, 2012

At a previous meeting, a motion was made to draft a resolution to enter the Scenic By-Way Program so as the sign ordinance would not need to be modified. Included in your packet is some of the previous history.

At the last meeting, the issue was tabled until more information was obtained. I did speak with Jane Carrola, the Scenic By-Way Coordinator for the State DOT. She informed me that if any exclusions are made from the route, both sides of the highway must be included. She did confirm that businesses and buildings along any excluded portions of the route would not be included in any scenic-by-way publications. She did point out again that Congress has not yet passed a Transportation bill, and the National Scenic By-Way office has closed. It is not likely that the funding format or dollars available will be the same for this program as it has been in the past. No one can say for sure whether or not grant funding, or how much, will be available in the future.

The Sign Ad-Hoc Committee had not yet completed its recommendation to Council; however, at this time the only proposed change is to allow businesses two (2) off-premise signs within the City. The main reason for this, apparently, is to allow for additional signage along the ATV trail. Further details on this and other signage recommendations will be forthcoming at a future meeting.

I am seeking direction as to where Council wants to go with this matter. If you do not wish to adjust the sign ordinance provision related to off-premise signs, the resolution as previously drafted with the excluded area would stand. If you wish to adjust where off-premise signs would be allowed or eliminate off-premise signs all together, the sign ordinance should be modified first to meet either a modified excluded area or to eliminate off-premise signage all together. This would be done with a referral to the Plan Commission along with some direction as to what you are seeking.

Please let me know if you have any questions on this issue, especially on procedural processes.

**COMMON COUNCIL FOR THE
CITY OF WASHBURN, WISCONSIN**

Resolution No. 012-002

City of Washburn Participation in State of Wisconsin Scenic Byways Program

WHEREAS, the Wisconsin Legislature in s.84.106 Wisconsin Statutes, created a statewide Scenic Byways Program in an effort to identify, promote, and preserve Wisconsin's scenic roads, and

WHEREAS, the subject road meets the guidelines for Scenic Byways as set forth in Trans 202, the formal rules of the Wisconsin Scenic Byways Program, and

WHEREAS, the Scenic Byways Advisory Committee has evaluated the application materials for State Highway 13 and made the recommendation that the overall route has medium to high scenic or historic characteristics needed for designation as a Wisconsin State Scenic Byway, and

WHEREAS, The City of Washburn supports the designation of the candidate corridor as a Wisconsin State Scenic Byway; and

WHEREAS, The City of Washburn acknowledges and recognizes that per Trans 202.05 (3a) that in order to include business area(s) as defined in Trans 202.05 (3) (c) as part of the formally designated scenic byways route, the local government must specifically include said area(s) as part of this resolution.

NOW THEREFORE BE IT RESOLVED THAT that the Common Council of the City of Washburn assembled this 14th day of May, 2012, agrees to have the City of Washburn participate in the Scenic Byways Program on State Highway 13 including all business and manufacturing zoned districts within the City of Washburn; and

BE IT FURTHER RESOLVED THAT that the subject road has met all of the requirements for designation as a State Scenic Byway. The Common Council for the City of Washburn does support and request approval for the designation of the subject road as a Wisconsin State Scenic Byway; and

BE IT FURTHER RESOLVED THAT this resolution shall be effective upon publication of a revised off-premise sign zoning ordinance that prohibits the placement of any additional off-premise signs along STH 13. It is the Council's intention to have this action completed no later than January 1, 2013.

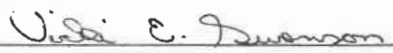
Adopted by the Common Council for the City of Washburn, Wisconsin this 14th Day of May, 2012.



Scott A. Griffiths, Mayor

STATE OF WISCONSIN)
)
COUNTY OF BAYFIELD)

I hereby certify that the foregoing resolution is a true, correct and complete copy of a Resolution #12-002 duly and regularly adopted by the Common Council for the City of Washburn on the 14th day of May, 2012 and that said resolution has not been repealed or amended, and is now in full force and effect.



Vicki E. Swanson, City Clerk-Treasurer

MAY 14, 2012 CITY OF WASHBURN COMMON COUNCIL MEETING (contd)

on the 20th Ave. Also, Washington to 3rd Ave from 3pm on July 27th until 5pm on July 29th in front of StageNorth. (d.) South 4th Ave. West between Bayfield St. and the alley starting at 3pm on Friday, July 27th through Sunday, July 29th at 5pm (staying within regular bar hours). *State approval has already been given to close Bayfield St. on the 28th from 5am-5pm from 6th Ave. W to Washington Avenue. Also presented was request to allow Tom Blake Board Across the Bay race participants to double up on campsites, but still pay the regular site fees, as is done for the Sea Kayak Symposium. Motion to approve arrangements as outlined by Arquette, seconded by VanGilder, motion unanimously carried. **EMS Facility-Annual Dance** – annual fund raising event scheduled in 2012 for Friday, July 27th - 6:00PM to Midnight at the EMS Complex, Washington Avenue. Motion to approve use of municipal complex area by McGrath, seconded by Jensch, motion unanimously carried.

Alcohol Licensing Matters - Bartender License Applications – Renewal - #01-14 thru #38-14 – a motion to approve licensing by McGrath, seconded by Arquette, carried unanimously.

Introduction of Annual Alcohol License Renewal & Beer Garden Renewal Applications – memo as submitted by the City Clerk outlined the annual process for Councilors. Applications presented. Establishments applying being: Uncle Walleye's, LLC, Barbara Engelhard, Agent, Patsy's Bar, Corporation Combination Class B Fermented Malt Beverage & Intoxicating Liquor, with Beer Garden, 328 West Bayfield Street; Dauson, Inc., Harlan Guske, Agent, Firehouse, Corporation Combination Class B Fermented Malt Beverage & Intoxicating Liquor, with Beer Garden, 10 West Bayfield Street; John's Prime Steak Pit, Inc., Edith M. Deutsch, Agent, The Steak Pit, Corporation Combination Class B Fermented Malt Beverage & Intoxicating Liquor with Beer Garden, 125 Harbor View Drive; Washburn IGA Bitzer's Inc., Robert J. Bitzer, Agent, Washburn IGA, Corporation Class A Fermented Malt Beverage and Intoxicating Liquor, 226 West Bayfield Street; David P. Nickels, A Nickel's Worth, Individual Combination Class B Fermented Malt Beverage & Intoxicating Liquor, 800 West Bayfield Street; Lyndale Terminal Co., dba Holiday Station store #227, Eugene Rich, Agent, Corporation Class A Fermented Malt Beverage, 606 West Bayfield Street; Leino's Gas & Goods, Inc., Susan M. Tibbits, Agent, Corporation Class A Fermented Malt Beverage, 137 West Bayfield Street; Timothy F. Ledin, Hugo's Log Cabin, Individual Class B Fermented Malt Beverage License, 905 W. Bayfield Street; StageNorth LTD, Noah D. Siegler, Agent, Stage Door Bar, Corporation Combination Class B Fermented Malt Liquor, with Beer Garden, 123 West Omaha Street; DaLou Bistro, Inc, Dale Hanson, Agent, DaLou's Bistro, Corporation Class B Fermented Malt Beverage and Class C Wine, with Beer Garden, 310 West Bayfield Street; the Snug, LLC, dba The Snug, Kristi M. Doman, Agent, Corporation Class B Fermented Malt Beverage & Intoxicating Liquor, 308 West Bayfield Street; and Naturally Superior, Inc., dba Superior View Golf, Dale A. Brevak, Agent, Corporation Class B Fermented Malt Beverage License, 950 County Highway C. Motion by McGrath, seconded by Avol, authorized Clerk to proceed with Public Notice and Inspections with final licensing action to be taken by the Council during the June monthly meeting. Motion unanimously carried.

Request for Special Event Licensing-Washburn Fire & Ambulance Service - request for Special Event Class B Alcohol License during annual fund raising event scheduled in 2012 for Friday, July 27th - 6:00PM to Midnight at the EMS Complex, Washington Avenue. **Washburn Chamber of Commerce**-request for Special Event Class B Alcohol License July 28th noon-9pm, and from noon-5pm on the 29th at West End Park. Motion to approve both license requests made by Wartman and seconded by Avol. Motion unanimously carried.

Relaxation of Noise & Open Container Ordinances for Brownstone Days – Washburn Chamber of Commerce- Relaxation of the open container and noise ordinance beginning at 6pm on July 27th, 2011 and ending at 5pm on July 29th, between 10th Ave W. and Central Ave. **EMS Facility-Annual Dance** - annual fund raising event scheduled in 2012 for Friday, July 27th - 6:00PM to Midnight at the EMS Complex, Washington Avenue. Motion by Arquette, seconded by Wartman to approve Relaxation of Open Container and Noise Ordinances for days and times noted in the applications; motion unanimously carried.

Discussion & Action on Write-off of Unpaid Ambulance Bills – motion by Avol, seconded by Arquette to write off those outstanding ambulance bills as presented; motion unanimously carried.

Discussion on Pending Scenic By-Ways Resolution – following the tabling of the Resolution during the April meeting pending further information from the State level, Council again addressed the issue. Report, as submitted by City Administrator, addressed that information received as well as pending considerations anticipated from the Sign Ad Hoc Committee, and was reviewed and discussed by the Council. The Resolution on the table still outlining participation in the Program on State Highway 13, excepting that portion of State Highway 13 between 11th Avenue West and 50 feet east of Superior Avenue and Highway 13. Considerable discussion ensued. A motion to open the floor to allow Mary Nowakowski to speak made by Jensch and seconded by McGrath; motion unanimously carried. Following a series of recommended motion language / suggestions in attempt to address all concerns; floor closed on motion of Jensch, seconded by VanGilder, which unanimously carried. A motion was made by Jensch to adopt Resolution #12-002 eliminating that language in the current Paragraph #7 excepting the portion of State Highway 13 between 11th Avenue West and 50 feet east of the intersection of Superior Avenue in the City of Washburn; and incorporating language for the inclusion of all business and manufacturing zoned districts with an intended effective date of January, 2013. The motion was seconded by Avol and unanimously carried.

Proposed Site Plan Amendment-Weinel Property Fronting Omaha Street Between Central Avenue & 2nd Avenue West – review of proposal received from Weinel / StageNorth on changes to site plan approved last year, when the City sold six parcels (just over eight (8) acres) to Weinel, and at which time a site plan was required and approved by the Council and the Plan Commission for the construction of a 40 space parking lot on that property. Part of the requirement in the land sale was that this development of the property was to occur within 18 months of the purchase of the property in order to increase its value, and including the provision existing in the zoning code for that district which gives the City rights to repurchase the property if improvements are not made as outlined in the approved site plan within given timeframe. Weinel proposing to amend the approved site plan to instead construct a 40-space angle parking lot in the City's right-of-way along Omaha Street. Weinel of the opinion that his land could be used for better purposes other than a parking lot as future plans for that area are considered. An angled parking lot would instead be on public property and the City would have responsibility for maintenance of the area. Council discussion on tax revenue; advantages and/or disadvantages to the City; maintenance; etc. Motion by Oswald to accept concept allowing Weinel to move forward, refer to the Plan Commission with suggestion of investigation into sidewalk and lighting addition(s). The motion was seconded by Jensch, and unanimously carried.

Continued Discussion & Action on Financial Status of Sewer Utility – following review of information contained in the Council binders as submitted by Intern Taylor Heckman, on the Sewer Utility financial situation; Councilor Avol extends appreciation to Heckman for compilation of all reports on the Utility(s) financial situations containing explicatory details and/or options on issue facing the City. Motion by Avol to refer to the Finance Committee for a report back to the Council on any recommendations/scenarios; motion seconded by VanGilder and unanimously carried.

Update & Action on Proposed Wetland Delineation Contract with Chequamegon Engineering-West End Park Expansion Project–motion to approve the Contract in amount of \$5,000 by McGrath, seconded by Wartman, and unanimously carried. Ad Hoc Committee to give progress report at next session.

Approval of Job Description & Authorization to Fill Mechanic Position, Department of Public Works – a motion to approve by Avol, seconded by Wartman, unanimously carried.

**TITLE 13
CHAPTER 1 – ZONING CODE**

**ARTICLE 18
SIGNS AND MURALS**

Divisions

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**DIVISION 1
SIGNS**

Sections

18-1	Legislative findings	18-13	Window signs
18-2	Purpose	18-14	Sidewalk signs
18-3	Applicability	18-15	Signs allowed without a permit
18-4	Prohibited signs	18-16	Signs allowed with a permit in a residential zoning district
18-5	General standards	18-17	Signs allowed with a permit in a commercial, industrial, or special purpose zoning district
18-6	Sign lighting	18-18	Signs in a planned development district
18-7	Electronic message displays	18-19	Maintenance
18-8	Projecting signs	18-20	Removal of illegal signs placed on public property
18-9	Awning signs	18-21	Abandoned signs
18-10	Free-standing signs	18-22	Nonconforming signs
18-11	Hanging signs		
18-12	Wall signs		

18-1 Legislative findings

The Common Council makes the following legislative findings relating to signs:

- (1) In addition to signage allowed by this article, individuals, groups of people, and businesses have numerous means to communicate different types of speech, including print media, broadcast media, direct mailings to households, and dissemination of information on the Internet.
- (2) Sign regulations in this article (i) promote the public welfare, health, and safety of people using the public roads and other public travelways; (ii) advance the aesthetic goals of the city, and to ensure the effectiveness and flexibility in the design of, and the creativity of, the use of such devices without creating detriment to the general public; and (iii) reduce the visual clutter caused by advertising signage which is a significant cause of unsafe traffic and visibility conditions.
- (3) Sign regulations in this article are not intended to control the content of a message, except as allowed by law, or to unduly restrict the appearance of a sign.
- (4) The limitations placed on signs by this article are deemed to be the minimum necessary to accomplish the purposes of this article.
- (5) A 70-mile segment of State Highway 13, including Bayfield Street in the City of Washburn, was designated a Wisconsin Scenic Byway in 2013 pursuant to s. 84.106, Wis. Stats., and the requirements in ch. Trans 202, Wis. Admin. Code. Designation as a scenic byway means that off-premise signs that can be seen from the route are not permitted (see s. Trans 201.23, Wis. Admin. Code).

18-2 Purpose

This article promotes the public health, safety, and general welfare and is intended to:

- (1) promote the desired community character described in the City's comprehensive plan;
- (2) comply with all requirements related to designation as a Wisconsin scenic byway;
- (3) promote well maintained and attractive signage within the city;
- (4) provide for adequate business identification, advertising, and communication;
- (5) protect the safety and efficiency of the transportation network by reducing confusion or distractions to motorists and enhancing motorists' ability to see and recognize pedestrians, obstacles, other vehicles, and official traffic signs, signals, or devices by minimizing a proliferation of visual messages; and
- (6) protect the safety of the public by requiring proper maintenance of signs and establishing minimum design and construction standards.

18-3 Applicability

The regulations in this division apply to all signs except for the following, which are exempt:

- (1) A traffic control sign and other similar signage when located on public property along a roadway or other travelway when placed by or authorized by the federal government, the state of Wisconsin, Bayfield County, or a municipal government.
- (2) A sign inside of a building that does not meet the definition of a window sign.
- (3) A legal notice posted on private property as may be required or authorized by municipal, state, or federal law.
- (4) Scoreboards related to outdoor athletic fields, which are reviewed as part of a site plan review as described in Article 7 of this chapter.
- (5) Team support banners that are temporarily affixed to a fence on an outdoor athletic field, which are subject to other regulations as may be adopted by the Common Council.
- (6) Civic event banners that are temporarily placed above a public right-of-way, which are subject to other regulations as may be adopted by the Common Council.

18-4 Prohibited signs

(a) **General prohibition.** Any sign not specifically allowed in this article is prohibited.

(b) **Vehicle signs.** Vehicles, including automobiles, trucks, trailers, semi-trailers, campers, and buses that contain a sign for which the apparent purpose is to advertise a product or direct people to a business or an activity shall not be parked on a public right-of-way or on private property so as to be seen from a public right-of-way, except that such a vehicle is used in the daily operation of a business for service calls, deliveries, and the like (Exhibit 18-1).

(c) **Roof signs.** Signs affixed to a roof of a building in any manner, whether directly or indirectly, are prohibited.

(d) **Search lights and beacons.** Search lights and beacons are prohibited.

(e) **Wind signs.** Wind signs, consisting of a string of interconnected banners or pennants (with or without messages) are prohibited.

(f) **Off-premise signs.** Off-premise signs are prohibited, except as specifically allowed in this article.

Exhibit 18-1. Example of a vehicle sign



© Civic Webware

18-5 General standards

A sign allowed by this article shall comply with the following general requirements in addition to other standards that may apply:

- (1) A sign shall be constructed of durable, weather-resistant materials.
- (2) A sign shall not resemble, imitate, or approximate the shape, size, form, or color of a railroad or traffic sign, signal, or device.

Stats., or 23 USC 131 (g). The department shall require a bond or insurance policy to cover this commitment as a condition of local certification.

History: Cr. Register, July, 1983, No. 331, eff. 8-1-83.

Trans 201.21 Local acquisition of signs.

- (1) **PURPOSE.** The purpose of this section is to interpret s. 84.30 (6) and (15), Stats., as these provisions affect the removal of signs along controlled highways under local ordinances.
- (2) **COMPENSATION.**
 - (a) This section applies to local government sign acquisitions in which s. 84.30 (6), Stats., requires compensation for the removal of a lawful nonconforming sign under a local ordinance. This section does not attempt to address the validity of local sign amortization ordinances adopted before the enactment of the "just compensation" amendments to the state and federal sign control laws (s. 84.30 (6), Stats., as amended by chapter 253, laws of 1979, effective May 10, 1980; 23 USC 131 (g) as amended by P.L. 95-599, section 122, effective November 6, 1978) or the validity of the application of such local ordinances after the enactment of these amendments.
 - (b) A local government may not remove a lawful nonconforming sign for which compensation is required under s. 84.30 (6), Stats., unless at the time of removal the department certifies that sufficient funds are available to pay just compensation for the sign. If sufficient funds are not available from state or federal sources, or both, the department may certify that availability of sufficient funds upon deposit of the required amount with the department from any source. The department shall determine the availability of state and federal funds by evaluating overall state obligations under the sign control program and the priority requirements of s. Trans 201.14. The department shall determine the required amount for deposit by evaluating the local government appraisal and conducting any further appraisal or investigation that appears to be necessary to ensure that the estimated compensation requirement is accurate.
- (3) **REVIEW.** The department may periodically review a deposit required under sub. (2) and for good cause may raise or lower the amount required.

History: Cr. Register, July, 1983, No. 331, eff. 8-1-83.

Trans 201.22 Effect of rule. Nothing in s. Trans 201.20 or 201.21 creates any new obligations upon any local unit of government to pay compensation for the removal of a lawful nonconforming sign beyond any obligations to compensate that may already be in effect under other state or federal laws.

History: Cr. Register, July, 1983, No. 331, eff. 8-1-83.

Trans 201.23 Scenic byways.

- (1) In this section:
 - (a) "All-American Road" has the meaning provided in s. Trans 202.02 (2).
 - (b) "Great River Road" has the meaning provided in s. 84.107, Stats.
 - (c) "National Scenic Byway" has the meaning provided in s. Trans 202.02 (9).
 - (d) "Scenic byway" means the Great River Road and any other public highway or portion of a public highway designated as a Wisconsin scenic byway pursuant to s. 84.106, Stats., or designated as a National Scenic Byway or an All-American Road pursuant to 23 USC 162.
- (2) After March 1, 2005, no sign visible from the main-traveled way of a primary highway that is a scenic byway or interstate highway may be erected except the following:

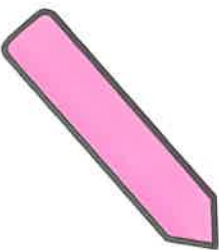
Note: Under s. Trans 202.05 (4), interstates are not currently eligible for scenic byway designation.

- (a) Directional and other official sign authorized by s. 84.30 (3) (a), Stats.
- (b) Signs advertising the sale or lease of property upon which they are located authorized by s. 84.30 (3) (b), Stats.
- (c) Signs advertising activities conducted on the property on which they are located authorized by s. 84.30 (3) (c), Stats.

Note: Under s. Trans 202.05 (4), interstates are not currently eligible for scenic byway designation.

Note: Signs that are not on or visible from the main-traveled way of an interstate or primary highway are not subject to outdoor advertising regulations under s. 84.30, Stats. Local ordinances govern regulations on other routes.

History: CR 04-057: cr. Register February 2005 No. 590, eff. 3-1-05; **CR 16-045:** am. (2) Register October 2020 No. 778, eff. 11-1-20.



An ordinance adopted by the Common Council for the City of Washburn at its regular meeting of _____, 2012, for the purpose of improving the City's regulation of outdoor signs, by amending Sections 13-1-100 to 13-1-115, Washburn City Ordinances.

1. Amend Sec. 13-1-100 to read as follows:

Sec. 13-1-100 Purpose. ~~(a) Purpose.~~ The purpose of this Article is to regulate, administer, and create the legal framework to regulate, administer, and enforce the location, placement, and size of any outdoor sign, advertising, and display located within the City of Washburn. This Article recognizes the need to protect the safety and welfare of the public and the need for well-maintained and attractive sign displays within the community and the need for adequate business identification, advertising, and communication. ~~(b) General Authority.~~ ~~This Article authorizes the use, placement, construction, and maintenance of certain outdoor signs visible from public rights of way and prohibits others provided the following:~~

~~(1) Any sign must be compatible with and consistent with the provisions of this Article and any other applicable ordinances which govern the aesthetic character of the City of Washburn.~~

~~(2) All signs must be designed, constructed, installed, and maintained in such a manner that they do not endanger public safety or interfere with, endanger, or conflict with traffic safety and shall not constitute a public nuisance or attractive nuisance and must be eligible, readable, and visible in circumstances in which they are intended to be used.~~

~~(3) All signs must be respectful of the reasonable rights of other advertisers whose messages are displayed.~~

2. Amend Sec. 13-1-101(a)(4) and (53) as follows:

(4) **Awning.** A shelter projecting from and supported by the exterior wall of a building constructed of non-rigid materials on a supporting framework.

(53) **Sandwich Board Sign.** A hinged or unhinged A-frame portable sign which is generally temporary in nature and placed nearby or upon a sidewalk, roadway, or other right-of-way.

3. Insert new Sec. 13-1-101(a)(48), (62) and (63) as follows:

(48) **Recreational Trail Sign.** A sign erected on or near a city, county, or state owned or operated recreational trail, such as a walking or snowmobile trail.

(62) **Subdivision Development Sign.** A temporary sign used for marketing lots or structures in a subdivision.

(63) **Subdivision Identification Sign.** A sign, masonry wall, landscaping or other similar material and feature combined to form a display for a neighborhood or subdivision identification with the sign or display legend consisting only of the neighborhood or subdivision name.

4. Renumber current Sec. 13-1-101(a)(48) through (68) to account for the additions provided for under Item 3.

5. Amend the first sentence of Sec. 13-1-102 to read as follows:

Unless a sign complies with the requirements of this ordinance or does not need a permit under Sec. 13-1-112, and subject Subject to Section 13-1-114(a), at the date of original enactment of this Article, each and every sign in existence at the time of said enactment shall be considered a legal nonconforming sign of record and shall be allowed to be maintained, repaired, and used by the sign's owner or lessee for as long as said sign continues to be placed, maintained, repaired, and used in the same manner as executed on the date of the original ordinance enactment.

6. Amend the first sentence of Sec. 13-1-103(c) to read as follows:

(c) **Flashing or moving signs.** No sign shall be erected, placed, maintained or created that has any flashing, travelling, or rotating, or brilliant intermittent parts, lights, or bare reflecting bulbs.

7. Amend Sec. 13-1-103(d) to read as follows:

(d) **Floodlighted signs.** Reflection or illuminated signs any part of whose light source is positioned so that more than twenty five percent (25%) of its direct light is visible from (1) a public right of way unless shielded from the view of vehicular traffic or (2) a residential area,

8. Create new Sec. 13-1-103(e)(1), amend Sec. 13-1-103(e)(1), (e)(4)e, and (e)(6) to read as follows, and re-number existing 13-1-103(e)(1) – (6) as (2) – (7):

(1) On and after the date on which the Wisconsin Secretary of Transportation designates State Highway 13 within the City limits as a Wisconsin Scenic Byway, no off-premise sign that is not an existing off-premise sign shall be allowed that is visible from the main travelled way of State Highway 13, except for those signs allowed under Trans.201.23, Wis. Admin. Code, or any successor rule. For purposes of this section, an "existing off-premise sign" means an off-premise sign that is in place as of the date of designation of the Scenic Byway, or an off-premise sign for which a permit has been issued and some construction or fabrication has begun as of such date and which is completed by the date of expiration of the permit and which is in compliance with the permit. Any "existing

off-premise sign,” as that term is used herein, remains a legal off-premise sign as long as all other provisions of this Chapter are met, and are not non-conforming signs.

13-1-103(e)(2): No Off-premise signs of any size shall be permitted within the city of Washburn, except along those designated properties adjacent to Bayfield Street/State Highway 13, as more particularly designated herein, and except for signs allowed by any permit issued for a score board, ~~or fence,~~ or recreational trail sign.

13-1-103(e)(5)e: ~~Any off-premise sign approved by the Planning Commission must be located no more than two thousand (2,000) feet from the business or commercial entity or other enterprise, whether a profit or non-profit activity, public or private that is specifically advertised. No business or commercial entity or any other person, sole proprietor, partnership, corporation, or limited liability company shall be permitted to have more than one off-premise sign within the City limits of Washburn, except for signs allowed by any permit issued for a score board, fence, or recreational trail sign.~~

13-1-103(e)(7): Scoreboards, ~~and fence,~~ and recreational trail signs may be erected only upon approval of the Washburn plan Commission, which may include permission to include off-premise signs of specified design and lighting requirements on such scoreboard, ~~or fence~~ or recreational trail sign.

9. Delete Sec. 13-1-105(b)(13)a as follows and re-letter (13)b and (13)c as (13)(a) and (13)(b):

~~a. All signs shall be designed by a sign contractor or individual/firm with demonstrated experience designing business signs and working knowledge of building codes, electrical codes, construction standards applicable to sign design and construction. Sandwich board signs require design approval only.~~

10. Amend Sec. 13-1-110(a) and (b), and create 13-1-110(c)(7) to read as follows:

The following provisions apply to signs located within the corporate boundaries of the City of Washburn.

(a) **Durability.** All signs and sign structures requiring a permit must be properly maintained and constructed ~~of sufficiently permanent material~~ so that they will resist weathering. Any existing sign that is rotted, unsafe, deteriorated, defaced or altered must be repaired or replaced. In the event a sign that is rotted, unsafe, deteriorated, defaced or altered that must be replaced hereunder is deemed a legal nonconforming sign and structure, the repair or replacement of said sign must be done in such a manner as to comply with the specifications, requirements and regulations set forth in this Article.

(b) Prohibited Locations.

- (1) No signs other than governmental signs may be erected or temporarily placed within, or upon any street right-of-way, public land, easements, or right-of-ways without prior approval of the Common Council for the City of Washburn.
- (2) All free-standing signs, monuments, or ground signs located within the vision triangle required at all street intersections ~~will~~ shall meet the requirements of Section 13-1-90 of this Code of Ordinances. No free-standing, monument or ground sign shall be erected, reconstructed or structurally altered within fifteen (15) feet from an intersection and at least fifteen (15) feet from a driveway (a parking lot shall not be considered a driveway for purposes of this Section), as measured from the point of the intersection with the right-of-way unless a minimum of ten (10) feet of visual clearance is provided as measured from grade to the bottom of the sign face; however, in no circumstance will the pedestal or supports of a ground sign be located within seven (7) feet of a driveway.
- (3) Freestanding signs or monument signs, ground signs, pole or pedestal signs may be placed immediately adjacent to the right-of-way boundary line with no further setback required.
- (4) In the event a sign is proposed to be located in an area that does not comply with this Section, and it is determined that the location of a street, intersection or right-of-way makes compliance with this Section impossible or unreasonable, the applicant may seek relief ~~to~~ from the Board of Appeals.
- (5) There shall be a presumption that the right-of-way boundary along Bayfield Street/Highway 13 shall be immediately adjacent to the inside edge of the sidewalk facing the subject property. If no sidewalk exists, it shall be presumed that the physical centerline of Bayfield Street/Highway 13 shall be accurate and any measurement to determine the edge of the right-of-way shall be taken from said centerline.
- (6) No sign or sign structure may be erected or maintained if it prevents free ingress or egress from any door, window or fire escape. No sign may be attached to a standpipe, pipe or fire escape.

(c) Construction Specifications/Total Allowable Signage.

...

(7) The total allowable on-premise signage does not include temporary banners and other promotion devices not requiring a permit under Sec. 13-1-112(x), or for which a permit has been granted under Sec. 13-1-113(c).

11. Delete Sec. 13-1-111(c) as follows, and re-letter (d) and (e) as (c) and (d).

~~(e) Design Compatibility.~~ All signs must be compatible with the building and neighborhood where located.

12. Amend Sec. 13-1-111(e)(8) to read as follows:

(8) **Sandwich Board Signs.** Sandwich board signs shall not exceed three feet by four feet (3' x 4') and, when placed on a sidewalk, shall allow four feet of unobstructed sidewalk width for pedestrian traffic. Sandwich board signs require a permit.

13. Amend Sec. 13-1-111(e)(10)b and (11) to read as follows:

b. No advertising signs shall be designed and erected so as to be intentionally seen or read readable from any water area, unless authorized by the Planning Commission.

(11) **Recreational Trail Signs.** All signs on motorized recreational trails directing users to downtown businesses shall be of uniform font and no more than three (3) square feet in size. Only one two signs per business shall be permitted.

14. Delete Sec. 13-1-112(j)(1), amend 13-1-112(j)(2) as follows, renumber (j)(2) – (j)(4) as (j)(1) – (j)(3), amend Sec. 13-1-112(o)- (p), and create new 13-112(x) as follows:

(j) **Political and Campaign Signs.** Political and campaign signs on behalf of the candidates for public office or measures on election ballots, provided that said signs are subject to the following requirements:

(1) Said signs may be erected during the “election campaign period” generally defined as the first day on which candidates could circulate nomination papers through the day of the election (from June 1st through the fall election; and December 1st through the spring election) on residential property. “Residential property”, for purposes of this Subsection, is defined as property occupied or suitable to be occupied for residential purposes and property abutting that property for which the owner or renter is responsible for the maintenance or care. If property is utilized for both residential and nonresidential purposes, “residential property” means only the portion of the property occupied or suitable to be occupied for residential purposes.

(2) (1) Each sign except billboards shall not exceed eleven (11) twelve (12) square feet in a residential area or thirty-two (32) square feet in a non-residential area.

~~(o) Neighborhood identification Signs.~~ In any zone, a sign, masonry wall, landscaping — or other similar material and feature may be combined to form a display for — neighborhood or subdivision identification, provided that the legend of such sign or — display shall consist only of neighborhood or subdivision name.

~~(p) Neighborhood identification Signs.~~ In any zone, a sign, not requiring a foundation, — not placed within a public right of way, and not placed within a vision, triangle for

~~neighborhood or subdivision identification, provided that the legend of such sign or display shall consist only of neighborhood or subdivision name.~~

(o) Directional Signs. Directional signs are as defined in Section 13-1-101.

(p) Window Signs. Window signs are signs in the display window of a business which relate to services or products offered therein. This display sign exception is only permitted for properties in the commercial or industrial zoning districts or within the waterfront district via the issuance of a conditional use permit. The window sign must relate to the business hours of the business, must direct attention to a business or profession conducted on the premises or to a product, service, or entertainment sold or offered on said premises. Window signs shall be placed only on the inside of commercial or industrial buildings and shall not exceed thirty-five percent (35%) of the glass area of the pane upon which the sign is displayed.

(x) Banners and Other Promotion Devices. Temporary signs, including but not limited to banners which are displayed for business or commercial purposes and which:

(1) In total at any single business, commercial, or industrial premise, at any one time, do not exceed thirty (30) square feet in area.

(2) In total at any single business, commercial, or industrial premise, are not displayed for more than thirty (30) days in a calendar year or more than seven (7) consecutive days at any one time, except for temporary window signs not requiring a permit under sub. (p), above.

15. Create new Sec. 13-1-113(b) as follows, amend Sec. 13-1-113(b) to read as follows, and re-letter current (b) – (e) as (c) – (f):

(b) Subdivision Identification Signs. A subdivision identification sign is a sign, not requiring a foundation, not placed within a public right-of-way, and not placed within a vision triangle for neighborhood or subdivision identification, provided that the legend of such sign or display shall consist only of neighborhood or subdivision name. In any zone, a subdivision identification may be combined with a masonry wall, landscaping or other similar material and feature ~~may be combined~~ to form a display for neighborhood or subdivision identification, provided that the legend of such sign or display shall consist only of neighborhood or subdivision name.

~~(b)-(c) Banner and Other Promotional Devices.~~

(1) Any temporary signs, including but not limited to banners which are displayed for business or commercial purposes and which exceed the size or time standards set forth in Sec. 13-1-112(x).

(2) Unlighted special event banners not exceeding one hundred fifty (150) square feet in area are permissible over a municipal right-of-way by special permit from the Plan Commission.

16. Amend Sec. 13-1-113(d) and (e) to read as follows:

~~(d)~~ (e) **Advertising vehicles.** No person shall park any vehicle or trailer on a public right-of-way property or on private properties so as to be seen from a public right-of-way which has attached thereto or located thereon any sign or advertising device for the primary purpose of advertising the entity referred to on said sign. This provision does not apply to the regular parking of a vehicle on the shoulder or right-of-way that is otherwise allowed to be parked, if parked in the normal course of business, residence, or trade, including street vendors. The Sign Administrator may issue special permits for the parking of advertising vehicles for a period not to exceed five (5) days per location.

~~(e)~~ (f) **Sandwich Board Signs.** Sandwich board signs require a permit. Sandwich board signs are permitted provided that their placement does not block the traveled portion of the sidewalk, does not significantly impede the flow of pedestrian traffic or hinder motorist visibility, and they meet the size and placement requirement set forth in sec. 13-1-111. ~~below.~~

17. Amend Sec. 13-1-114(c)(1)d, and create new and 13-1-114(c)(1)e to read as follows:

(1) A sign loses its legal non-conforming status if one (1) or more of the following occurs:

...

(d) Except as provided in subsection (e), below, more than fifty percent (50%) of the sign face, awning, canopy, fascia, pedestal, foundation, supports, or base, is replaced due to, but not limited to, a change in the name of the business, storm damage, structural fatigue, and dilapidation.

(e) If the sign was damaged or destroyed on or after March 2, 2006, and if the damage or destruction was caused by violent wind, vandalism, fire, flood, ice, snow, mold, or infestation, then the sign may be restored to the size, location, and use that it had immediately before the damage or destruction occurred, without limitation as to the costs of repair, reconstruction, or improvement. The structure may be larger than the size immediately before the damage or destruction, to the extent such increase in size is necessary to comply with applicable state or federal requirements, if any, provided that the Plan Commission shall review and approve any such increase in size so as to minimize the impact of any increase in the nonconforming nature of the structure.

18. Amend Sec. 13-1-115 to read as follows:

Sec. 13-1-115 Removal and Disposition of Signs.

(a) **Maintenance and Repair.**

(1) Every sign, including, but not limited to those signs for which permits are required, shall be maintained in a safe, presentable and good structural condition at all times, including replacement of defective parts, painting (except where a weathered or natural surface is intended), repainting, cleaning and other acts required for the maintenance of said sign.

(2) The City of Washburn, ~~or its legal designee~~, shall require compliance with all standards of this Article. If the sign is not modified to comply with safety standards outlined in this Article, the City of Washburn, ~~or its legal designee~~, shall require its removal in accordance with this Section.

(b) **Abandoned Signs.** All signs or sign messages shall be removed by the owner or lessee of the premises upon which an on-premises sign is located when the business it advertises is no longer conducted or, for an off-premises sign, when the lease payment and rental income are no longer provided. If the owner or lessee fails to remove the sign, the City of Washburn, ~~or its legal designee~~, shall give the owner sixty (60) days written notice to remove the said sign. Upon failure to comply with this notice, the City of Washburn, ~~or its legal designee~~, may cause the removal of the sign, under the provisions of Sec. 66.0413, Wis. Stats., if applicable, with the expenses of removal ~~the expenses of which shall be assessed to the tax roll of the property on which the abandoned sign is located.~~


(c) ~~**Deteriorated or Dilapidated Signs.** The City of Washburn, or its legal designee, shall cause to be removed any deteriorated or dilapidated signs under the provision of Sec. 66.0413, Wis. Stats.~~

19. Effective Date of Ordinance. This ordinance shall take effect upon passage and publication.



Scott A. Griffiths
Mayor

Attest:



Vicki E. Swanson
Clerk-Treasurer

Adopted: August 20, 2012

Date of publication: August 29, 2012