

September 21, 2023

CITY OF WASHBURN PLAN COMMISSION MEETING

5:30PM Washburn City Hall

COMMISSION MEMBERS: David Anderson, Michael Malcheski, Mary Motiff, Matt Simoneau (via zoom), Nicolas Suminski

ABSENT: Felix Kalinowski, Leo Ketchum- Fish

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

Meeting called to order at 5:30 pm by Motiff, attendance as recorded above.

Approval of Minutes – August 17, 2023 Minutes – Motion by Malcheski to approve the minutes of August 17, 2023, second by Suminski. Motion carried 5-0.

Discussion & Action on Plan of Operation, Architectural review, Downtown Design Review, and Site Plan Review for Lost Apostle Brewery LLC, 204/206 W. Bayfield Street, C-3 District – Badger Colish, Petitioner – Petitioner present. The proposed project is to construct a 5,316 sq. ft. building to be used as a brewpub, restaurant, and retail space. The Plan Commission reviewed whether the project complies with all applicable design principles and standards as follows: **General Architectural Standards:** 1) Excluding residential buildings and Industrial Zoning Districts, all building exteriors facing a street, not including an alleyway, shall have at least 50 percent of the street face constructed with brick, decorative masonry, glass panel, or other appropriate similar finished façade as may be approved by the Plan Commission. Such brick, masonry, glass, or other decorative facing shall extend for a distance of at least 25 feet along the sides of the structure that do not face a street or at least 25 percent of the that side wall distance, whichever is greater. **The front and east exteriors (Bayfield Street and 2nd Ave W.) will have a combination of glass windows, face brick veneer, and LP smart siding. The front will be all brick veneer and glass, and the east side will be a combination of all three materials. The Plan Commission finds these to be acceptable materials.** 2) Outside of Industrial Zoning Districts, the appearance of any buildings with a front elevation or any building elevation facing Bayfield Street of more than 750 square feet in area shall be divided into distinct planes of 500 square feet or less. The following design features can be used to meet this provision (1) canopies or awnings; (2) arcades; (3) porches; (4) vertical wall offsets having a minimum depth of 8 inches and a minimum width of 10 feet; (5) horizontal offsets having a minimum depth of 2 feet; (6) pilasters having a minimum depth of 8 inches, a minimum width of 12 inches, and a minimum height of 80 percent of the wall height; (7) recessed areas for entryways and the like having a minimum depth of 8 inches; and (8) other suitable multidimensional design features. **The front elevation of the building is approximately 900 square feet and will have 8” Pilasters.** 3) On any building on Bayfield Street, the front entrance of a building shall be encouraged to face Bayfield Street. When that does not occur, the Bayfield Street Elevation shall have the same, or similar, materials and designs as the front entrance of the building. Except for one or two-family residential buildings, when a building rake elevation faces Bayfield Street the roof line must be hidden behind the façade facing Bayfield Street. **The front entrance faces Bayfield Street, and the roof is flat behind a slight curved façade. The Plan Commission finds this to be acceptable.** 4) Oversized fenestration elements which tend to create a monumental scale shall not be used unless specifically required by the type of building or relationship to its surroundings. **The Plan Commission finds that the use of windows and doors is not monumental.** 5) Building entrances must be clearly recognizable from parking lots and pedestrian circulation routes. **The Plan Commission finds that the design complies with this requirement.** 6) Rooftop mechanical equipment shall be positioned so it is not readily visible from a public street or an abutting property in a residential zoning district or in a planned development district that allows residential uses. Rooftop mechanical equipment may be placed in an enclosure or screened from view provided such enclosure or screening is used as an element of the building’s architecture. **Rooftop mechanical equipment is placed in the southwest corner of the roof, if needed it will be screened.** 7) Fencing shall complement the appearance of buildings onsite. **No fencing was indicated on the plan.** 8) The exterior building materials of an accessory building shall be the same as or similar to those used on the principal building. N/A 9) Overhead doors shall not face a public street. The Plan Commission may permit overhead doors to face a public street, but only when it has made a finding that there is no feasible alternative location for such doors. Consistent with the requirements in Article 7, the Plan Commission may approve a special exception to allow an overhead door to face a public street when there is no feasible alternative. **The overhead door is in the rear of the building off the alley. The Plan Commission finds this to be acceptable.** 10) HVAC (heating, ventilating, air conditioning) equipment shall be screened from view. No HVAC shall create a noise level of more than 50 decibels as measured on a dB(A) scale at the nearest existing adjacent residence. **The HVAC system will be in the southwest corner of the building. The unit style has not yet been selected, so screening and decibel levels cannot be determined.** 11) When trash, garbage and recyclable materials are stored out-of-doors, such materials shall be concealed or suitably screened from public view. A brick or stone wall, wood fence, chain-link fence with slats, and/or landscaping shall be used to totally obstruct vision into the storage areas. Any wall, fence, gate, and/or vegetative screening shall be installed or erected to a height at least 1'- 6" above the highest point of the dumpster as generally depicted below. **Dumpster location in rear by mechanical room.**

Downtown Standards: 1) **Building height.** The height of a building shall not be more than one story taller or shorter than the height of the adjoining building. In no event shall the height of a building exceed the maximum building height established for the base zoning district. **The Plan Commission finds that this provision is met.** 2) **Special requirements for large buildings.** A building façade fronting on a public street with a frontage of 75 feet or more shall be designed to look like two or more individual building fronts. This may be achieved by using different building materials, facade articulations, or other design approach that gives the appearance of separate but attached buildings. **N/A, as the building has a front elevation of 54 feet.** 3) **Horizontal rhythms.** The horizontal pattern of exterior building elements formed by patterns of building openings for windows and doors, and related elements such as piers and columns shall be spaced at regular intervals across all visible façades of the building. **The Plan Commission finds that this provision is met.** 4) **Vertical rhythms.** The floor heights on main façades shall complement those of adjoining buildings. The rhythm of the ground floor shall harmonize with the rhythm of upper floors. The vertical pattern

of exterior building elements formed by patterns of building openings for windows and doors, and related elements such as sills, headers, transoms, cornices, and sign bands shall be compatible in design and elevation with adjoining buildings in immediate area. **The Plan Commission finds that this provision is met.** 5) **Roof forms.** Flat or gently sloping roofs which are not visible from the street grade shall generally be used. Mansards or other exotic roof shapes are not characteristic of the district's character and are prohibited. **The Plan Commission finds that this provision is met with the flat roof.** 6) **Awnings.** The size, color, placement, and design of an awning should complement the architectural character of the building on which it is located. Soft, weather-treated canvas or vinyl materials which allow for flexible or fixed installation shall be used. Awnings covered with shingles, metal roofing, or the like are prohibited. Backlit awnings are prohibited. N/A – **No awning proposed.** 7) **Building materials.** Selected building materials shall be compatible with those of existing buildings in the immediate area which generally consist of natural materials such as stone, brick, and wood. Concrete masonry units, corrugated metal, half-log siding, and vinyl siding are prohibited. **The Plan Commission finds that this provision is met with the use of brick, glass, and LP Smart siding.**

Site Plan Standards: 1) Effects of the project on traffic safety and efficiency and pedestrian circulation, both on-site and off-site - **Entrance area is off of Bayfield Street, with alternate entry points off of the ground patio on the east side of the building and a rooftop patio via a staircase off of the sidewalk on Bayfield St. Street parking is allowed in the front of the building, and some amount of parking will be provided on 2nd Avenue West. which allows for parking on two sides of the structure..** 2) Effects of the project on the natural environment – **No known detrimental effects. Stormwater detention will not be required as it was a previously impacted site and the footprint is not increasing.** 3) Effects of the project on surrounding properties – **Anticipate an increase in parking/traffic. This property is located in the Downtown Parking District and is not subject to mandating parking spaces. Nonetheless, some parking will be provided.** 4) Compliance with the site design principles enumerated in s. 8-163 – **Project does not appear to be in conflict. The loading area is at the rear of the building off of the alley with an overhead door that enters the building. It is separated from the proposed general parking area. Pedestrian area, though not depicted, would be a sidewalk along the parking area connecting to the main sidewalk in front of the building.** 5) Compliance with the design principles for parking lots enumerated in s. 17-3 – **No parking required, but some parking is provided.** 6) Compliance with other applicable requirements contained in this chapter – **All setback and general provisions are complied with. No outdoor lighting indicated (plan needs to be submitted to meet code if it is going to exist). Landscaping is not required in the C-3 District unless there is a parking lot that fronts Bayfield Street (8-22 (7)). The Commission determined that if the entry to the parking lot is off the Avenue and not Bayfield Street, it would not be considered fronting Bayfield Street and therefore would not require a landscaping plan.** 7) Any other factor that relates to the purposes of this chapter set forth in s. 1-5 or as allowed by state law – **No other known factors.**

Plan of Operation Standards: 1) The nature of the land use with regard to the number of employees, nature, and extent of truck shipments to and from the site, hours of operation, use of hazardous substances, and other operational characteristics – **The Plan Commission determines that there are no known issues. It is anticipated that between 14 and 18 FTEs will be employed. Hours of Operation are potentially seven days a week from 11:00 am until 11:00 pm. Deliveries would be provided off of the alley between the hours of 6:00 am and 5 pm.** 2) The nature and extent of anticipated positive and negative effects on properties in the area – **Positive effect is additional business in town. It will generate additional parking congestion in the area, but there are no parking requirements in this district as that is expected.** 3) Actions the applicant will undertake to mitigate the negative effects, if any, of the proposed land use – **There are no known chemicals of hazardous use of significant quantities that would be of concern. Brewing operations produce spent grains which can be detrimental to treatment plants in large quantities. Plan is to provide spent grains to local famers to avoid disposal at treatment plant.** 4) Any other factor that relates to the purposes of this chapter set forth in s. 1-5 or as allowed by state law – **None.** 5) List of Conditions Imposed: **Dispose of spent grains with local farmers. If not possible, coordinate with the Washburn Treatment Plant when disposing.**

Moved by Malcheski, second by Anderson to approve Plan of Operation, Architectural review, Downtown Design Review, and Site Plan Review for Lost Apostle Brewery LLC, 204/206 W. Bayfield Street, with the inclusion of submittal of lighting plan, the conditions that the HAVC unit will need to have decibel levels that will meet the code, appropriately screened the dumpster and disposal of the grains to farmers, and when that is not possible coordinate with the Washburn Treatment Plant before disposal. Motion carried 5 to 0.

The Commission would also like to discuss festoon lighting at the next meeting.

Discussion on Draft Ordinance to Allow Off-Premise Signs in Certain Areas of the City – The Mayor reports she has been in some discussion with a state official in regard to the City request to modify the sign provisions for the Scenic By Way and are unsure if they will be approving our request. The Mayor will continue to discuss the issue with them, to be sure they understand the type of signs we are talking about. The Commission did review the draft changes, and clarification is needed on legal restrictions that could be made for these off-premises signs, such as would it be allowable, to restrict non-city businesses to use these existing signs or could we put a stipulation that the business must be within so many square feet from the sign.

Motiff adjourns the meeting at 7:00pm.

Respectfully Submitted,
Tammy DeMars
City Treasurer/Deputy Clerk