

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



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

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/85881620444?pwd=cUYrdW45TnlQSFVEekcrUmRjYmFKUT09> or by calling 1 (877) 853-5247 (Toll Free) and entering Webinar ID: **858 8162 0444** and entering passcode: **646411** as opposed to being present for the meeting.

#### **NOTICE OF PLAN COMMISSION MEETING**

DATE: Thursday, February 16, 2023  
TIME: 5:30 PM  
PLACE: Washburn City Hall – 119 Washington Ave

#### **AGENDA:**

- Call to Order/Roll Call
- Approval of Minutes of January 23, 2022
- Discussion and Action on Request to Adjust Comprehensive Plan Land Use Map to Allow for Construction of Boat Storage Facility on Lot 48 at the Corner of Central Avenue and Harborview Drive – Greg Gynnild, Petitioner
- Discussion and Action on Plan Commission Resolution #2023-01 Recommending the Adoption of the 2023-2043 Comprehensive Plan
- Discussion on Bayfield Street Beautification Planning
- Discussion on Draft Architectural Review Expansion Ordinance
- Adjourn

January 23, 2023 CITY OF WASHBURN PLAN COMMISSION MEETING

5:30PM Washburn City Hall

COMMISSION MEMBERS: Dave Anderson(Late), Felix Kalinowski, Mary Motiff, Matt Simoneau (VIA Zoom), Leo Ketchum-Fish, Nicolas Suminski

ABSENT: Michael Malcheski

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

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

**Approval of Minutes – December 19, 2022, Minutes – Motion by Suminski to approve the minutes of December 19, 2022, second by Kalinowski. Motion carried 5-0.**

**Discussion and Action on Review of City Property Inventory and Land “For Sale” List** – There have been a few changes with properties being added and subtracted from the inventory, as outlined in City Administrator memo dated January 11, 2023. The current map is dated May 21, 2021 and the new proposed map is dated December 22, 2022. One additional change that will need to be made is on Lot #25, the lot is slightly larger than indicated on the map. Moved by Kalinowski to tentatively approve changes as addressed by Administrator in January 11, 2023 and move to the next step in the process of approval, seconded by Ketchum-Fish. Motion Carried 5 to 0.

Anderson arrives at 6:39pm

**Discussion on Bayfield Street Beautification Planning** – Mayor Motiff would like to identify what process the Commission would like to use to start this plan. The Commission agreed the items we would like to focus on would be benches, planters, banners, holiday decorations, trash cans, bus stops and business signs and funding for these items. The Commission would like to invite organizations such as the Beautification Community, Heritage Association, Chamber of Commerce, local businesses and Public Works to a meeting to get their input. A letter should be sent to the business along to make them aware of the meeting. If the regular Plan Commission Meetings are too packed between now and April, we should schedule a special meeting.

**Discussion and Action on the Final Review of Draft Comprehensive Plan Document** – A small change was made to the Land Use Map small triangle located on Washington Ave was changed from Low Density to Moderate Density. On the front cover the bird house was removed, under acknowledgement Planning Commission should be Plan Commission. Page 2-5 Chart with race shows white 12, this needs to be corrected. Page 2-8 spacing issues and should list US Forest Service Headquarters, not DNR. Page 3-4 the statement “Washburn does not have an industrial park” should be removed. Page numbering issues need to be corrected starting on page 3-12. Page 3-15 we should consistently use commercial dock, not coal dock. Page 3-16 typo, Page 3-17 should be “making up the bulk of public lands”. Paragraph 3.14 add numerous annual events. Numbers do not match on objective and goals. Page 3.9 extra space on last bullet point. Page 4.3 last sentence about railroad strike. Page 4-4 Section 4.6 change to Recreational trails. Page 4-5 under other trails and routes it should be Bayfield County Snowmobile Alliance not Bayfield Snowmobile Alliance. Page 5-4 City Hall houses City Administration, Police Department and City Council Chambers, eliminate the rest., Section 5.5 add Park Committee. Page 5-5 under ambulance change to hybrid full-time and volunteer emts. Page 5-6 add 15 Seasonal Sites to Memorial park and reword West End Park , Jackie’s Park should be Jackie’s Field Park. Page 5-7 Wikdal Park should say it has flower gardens. Under Legion Park it should read next to the Cultural Center and the US Forest Service. Under Bayfield County, the last sentence add “in many ways”. Page 5.9 eliminate the addresses and add pharmacy and under Memorial Medical Center is should read located in nearby Ashland. Page 5-10 Community Events, remove Harmony School of Music and the Big Top Chautauqua headquarters are no longer in Washburn. Page 6-13 change Brownstone Days to Brownstone Community Block Party. Parks and Open Spaces Map, change the athletic field to parks (green color). Page 10-6 should be cooperative effort with “Red Cliff Band of Lake Superior Chippewa”. Under implementation responsible entities add Park Committee ad PK. Policy 3.2 add PK, under 3.2.a Policy take out protect and replace with manage. 3.2.d. The following are the responsible entities for some of the policies; 3.2.d - CA, PC, M, CC, ZA. 3.2.e - PC, CC, ZA. 3.3a - add PK. 3.3.f - PC, CC, ZA. 4.1.a,b & c - add PK. 4.3.a - add Pk. Outdoor Rec - 1.1, 2.1, & 3.1 - PK, CA, CC, M. 4.1 - change *local* to *resident*, M, CC, CA. 5.1 - CA, CC, M. 6.1 - PK, CA, CC, M. Xa,b & c - PK, CA, CC, M. Xd - CA, CC, M. Xe- PK,CA, PC. Xf – PK, CA. Xg – CC, CA. Xh – PK, CA, CC. Xi – PK, CA, CC. Xj – PK, CA, PC, CC. 5.1.e & f - M, CC remove PW. 5.2.c - remove PW & PPS. 5.2.d - PK, CC, M, CA remove Za. 5.2.e M, CC, CA. 6.1.e CC, M, PC, ZA. 6.1.f - CA, CC, M, PC, ZA. 6.3.d - M, CA. 6.5.a - M, CC, HC, PC, ZA. 6.5.c - remove Rd. 6.7.d M, CA, 6.8.e s/b 6.7.e M, CA. 7.1a,b,c,g, & h add PK. 7.2.B add PK, CC. 7.3.a ZA, CC, M, H, PC. 7.3.b H, PC, M, 7.3.c H, PC, CA, ZA. Moved by Ketchum-Fish to incorporate the changes into the final Comprehensive Plan Draft, 2<sup>nd</sup> by Anderson. Motion carried 6-0

Meeting adjourned at 8:12pm

Respectfully Submitted,  
Tammy DeMars  
City Treasurer/Deputy Clerk

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To: Plan Commission Members  
From: Scott J. Kluver, Administrator <sup>SK</sup>  
Re: Proposal For Boat Storage Building - Lot 48  
Date: February 6, 2023

Mr. Greg Gynnild, who owns two of the three boat storage buildings at the Washburn Marina, would like to construct an additional building on what we refer to as Lot 48. Mr. Gynnild will explain that there is certainly a demand for an additional facility at the Washburn Marina and the Harbor Commission has brought up and requested that this property be dedicated for marina related use in the past. This is a specific request related to that.

In order for Mr. Gynnild to move forward with this plan, a number of things would need to happen. First, the Land Use Map of the Comprehensive Plan would need to be adjusted from Waterfront Mixed Use to Marina. That is why Mr. Gynnild is starting here tonight. With the Comprehensive Plan up for approval, and the Plan Commission possibly voting on the resolution tonight, this is a change that could still yet occur tonight. If the Plan Commission is not agreeable to changing the Land Use Map tonight, Mr. Gynnild would need to apply for a formal Comprehensive Plan amendment if the Plan is approved without that change.

The land use amendment is necessary because the property would need to be rezoned from Mixed Use Waterfront to Marina, as boat storage buildings are not allowed in the Mixed Use Waterfront district. They currently are conditional in the Marina or Industrial districts. So, both of these steps would need to occur, the City would need to agree to sell the land, and Mr. Gynnild would need to then obtain a conditional use permit with site plan approval in order to proceed.

Please let me know if you have any questions related to this process or request.



To: Plan Commission Members

From: Greg Gynnild, Owner of WWS LLC

Re: Proposal For Boat Storage Building - Lot 48

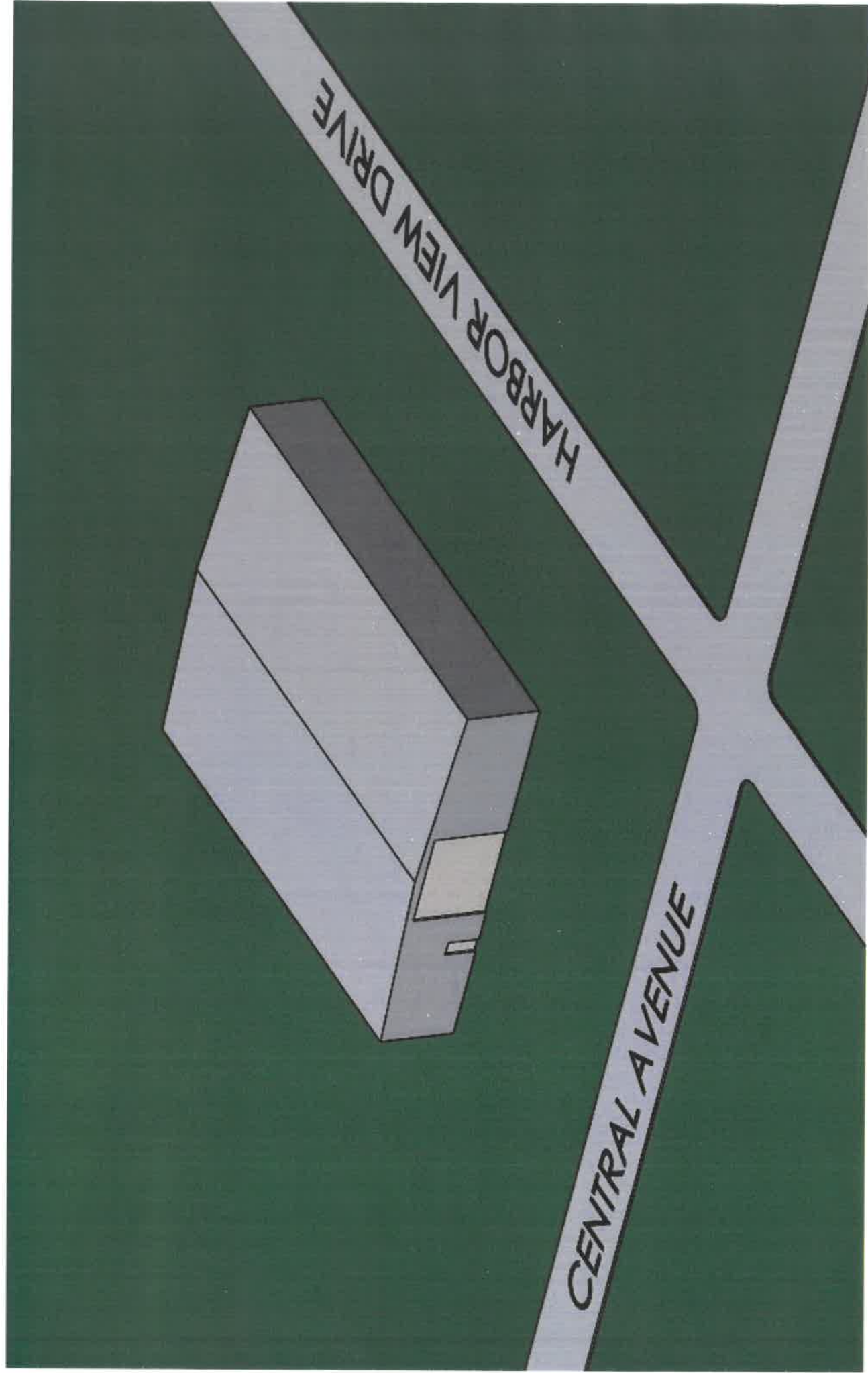
Date: February 7, 2023

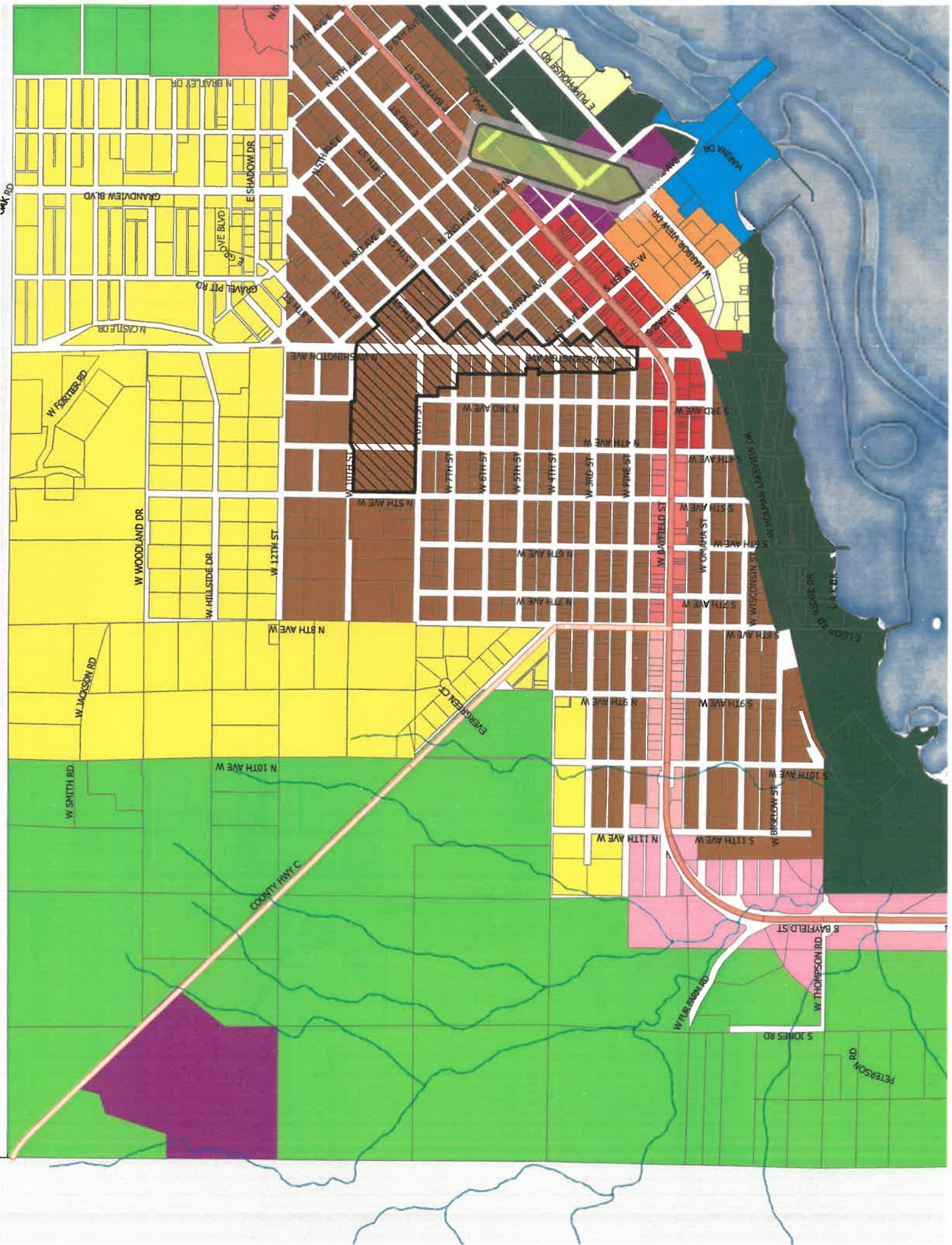
As owners of WWS LLC (Two 15,000 sq ft boat storage buildings adjacent to Marina facility) since 2018. We would like to purchase Lot 48 and construct a third building (8,000 sq ft) for additional boat storage. This building would be a steel structure 80 x 100 with 16 ft side walls.

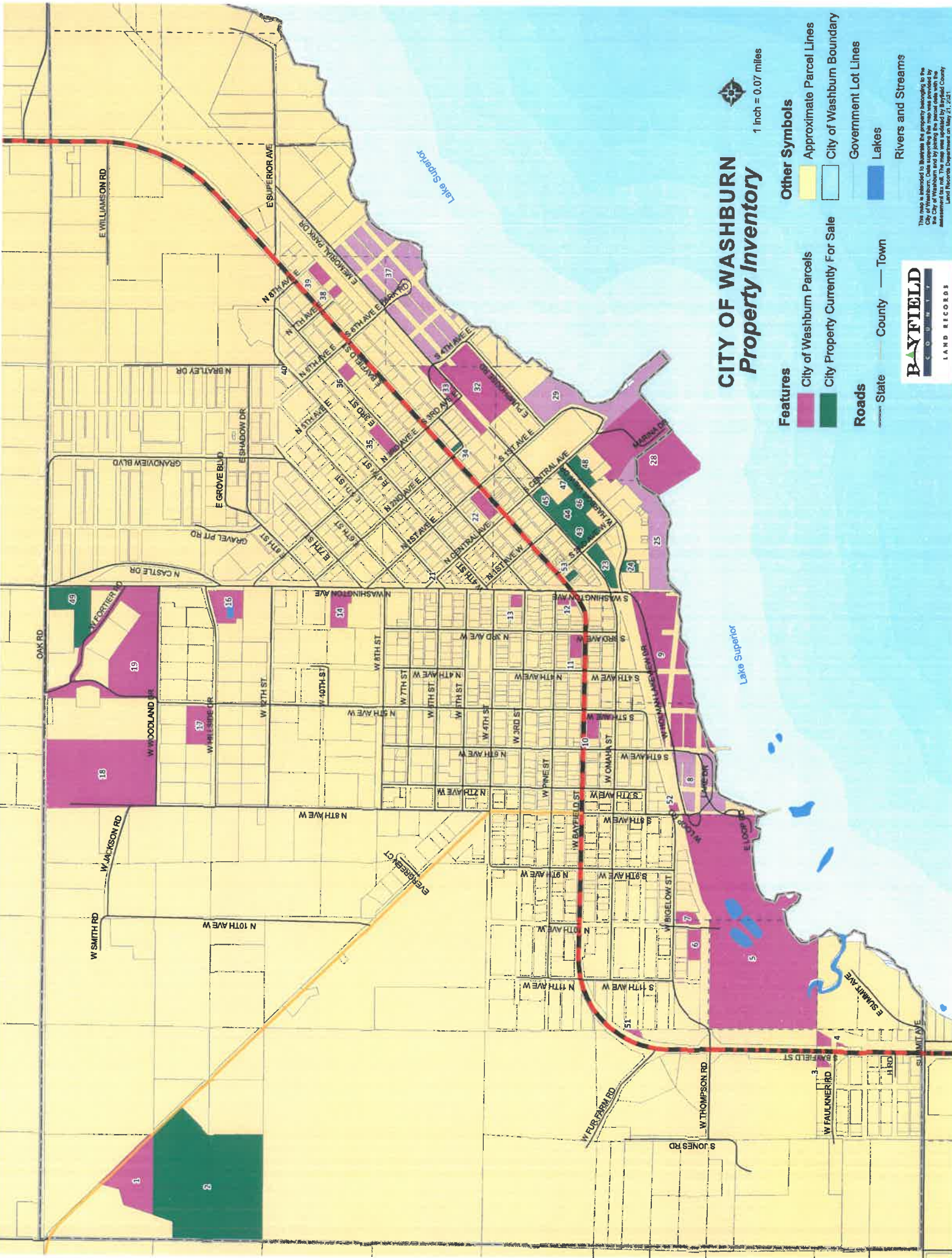
Currently we have 49 customers with 10 additional on a waiting list. These customers use the Marina for haul out and launch services along with contracted maintenance and repair items throughout the winter months. The owners also make many trips to Washburn during the winter months to work on their boats bringing a sizable amount of revenue into the city.

Please consider changing Waterfront Mixed Use to Marina in the Comprehensive Plan.











**PLAN COMMISSION FOR THE CITY OF WASHBURN, WISCONSIN**

Resolution No. 23-001

**WHEREAS**, the City of Washburn Plan Commission (“Plan Commission”) has carefully reviewed the City of Washburn, Wisconsin, Comprehensive Plan 2023 (“Comprehensive Plan”), dated February ?? 2023, and prepared by the Northwest Regional Planning Commission, including the maps and other figures contained therein, and the appendices attached thereto; and

**WHEREAS**, the Plan Commission finds that the Comprehensive Plan contains an adequate treatment of each of the following elements specified for a Comprehensive Plan in sec. 66.1001(2) of the Wisconsin Statutes:

- (a) Issues and opportunities
- (b) Housing
- (c) Transportation
- (d) Utilities and community facilities
- (e) Agricultural, natural, and cultural resources
- (f) Economic development
- (g) Intergovernmental cooperation
- (h) Land use
- (i) Implementation; and

**WHEREAS**, the Plan Commission is required under sec. 62.23 and 66.1001 of Wisconsin Statutes to review and approve the Comprehensive Plan before its final consideration by the Common Council; and

**WHEREAS**, the Plan Commission finds that the adoption of the Comprehensive Plan will aid the Plan Commission and the Washburn Common Council in the performance of their duties; and

**WHEREAS**, the Plan Commission finds that the adoption of the Comprehensive Plan will benefit the health, safety and welfare of the public;

**NOW THEREFORE BE IT RESOLVED**, that the City of Washburn Plan Commission hereby recommends that the City of Washburn Common Council adopt the Comprehensive Plan, with all amendments (if any) approved by the Plan Commission as of the date of this Resolution and shown in the minutes of the meeting at which this Resolution is adopted.

**BE IT FURTHER RESOLVED**, the City Clerk is directed to send a copy of this resolution, a copy of the Comprehensive Plan, and a copy of the upcoming public hearing notice to each of the following:

- a. the clerk for Bayfield County;
- b. the clerk of every local government unit that is adjacent to the City;
- c. Wisconsin Land Council;
- d. State of Wisconsin Department of Administration;
- e. Northwest Regional Planning Commission; and
- f. those public libraries that serve the City.

Passed and adopted this 16th day of February, 2023

\_\_\_\_\_  
Mary D. Motiff, Plan Commission Chair

STATE OF WISCONSIN    )  
                                  )  
COUNTY OF BAYFIELD    )

**CERTIFICATION**

The undersigned as Clerk of the City of Washburn, hereby certifies that the above Resolution was approved at a duly noticed public meeting of the Washburn Plan Commission on February 16, 2023; that the Plan Commission is authorized to have seven members; that \_\_\_\_\_ members were in attendance at the meeting, constituting a quorum, and that the vote to approve the Resolution was \_\_\_\_\_ for, \_\_\_\_\_ against, \_\_\_\_\_ abstaining, and that the Resolution carried by a majority vote of the entire Plan Commission.

Dated: February 17, 2023.

\_\_\_\_\_  
Scott J. Kluver, City Clerk

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715-373-6160  
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To: Honorable Mayor and Plan Commission Members

From: Scott J. Kluver, <sup>SK</sup>Administrator

Re: Discussion with Chamber of Commerce on Bayfield Street Beautification

Date: February 9, 2023

Based on the results of the discussion that occurred at the last meeting on this topic, I had a conversation with Chamber Director Melissa Martinez on the desire to bring together key groups including the Chamber, Heritage Association, the Beautification Committee, property owners, and Public Works to discuss desires. I explained that the scope of the beautification efforts will be centered on items such as holiday decorations, trash cans, banners, planters, benches, and bus stops. In addition, I expressed the desire for the business community to come together on signage and any proposed changes to the signage ordinance so that we do not have violations of the signage ordinance everywhere. In response, Ms. Martinez is planning to attend the upcoming meeting and present the idea of surveying the businesses/property owners on some of these topics as a way to gather data on desires related to this topic. This would be a continuation of the discussion that occurred at the last meeting.

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To: Honorable Mayor and Plan Commission Members

From: Scott J. Kluver, Administrator

Re: Draft Zoning Ordinance for Expansion of Architectural Review Standards Overall and for Residential Uses on Bayfield Street

Date: February 9, 2023

Attorney Lindsey has prepared a draft ordinance at the request of the Plan Commission, and copies of the code that would be affected are included with the proposed changes. This set of changes would do the following:

- Clarifies when architectural review is required.
- Eliminates the residential building exception, when applicable, to require 50 percent of the street face be constructed with brick, decorative masonry, glass panel, or other approved material. This would include side extensions as outlined as well.
- Incorporates standards that are currently only applicable in the Downtown Core to apply to all cases where architectural review is required.
- Creates a new overlay district along Bayfield Street that subjects all uses to architectural review.
- Clarifies that any major work in the Downtown Core, including adding new signage or modifying signage, will require compliance with all architectural standards as well.

The Plan Commission at this point should review these proposed changes to see if this is what they would actually like to pursue. Once the Plan Commission agrees on what it wants to move forward, any modifications will be made and a public hearing will then need to be held before a recommendation is made to go forward to the Council.

My recommendation is to approve the changes to Division 7 only, which provides needed clarification to when architectural review applies. I oppose all of the other changes. While I will note that the proposed changes do affect me personally as well, but objection is professional. This will create additional zoning work for City staff that will hinder other duties and responsibilities. The zoning workload is already burdensome, and we are not able to adequately review and enforce the already complex code that we have. By adding more, it is taking the workload to an unacceptable level. How much work will it add? To answer that, I reviewed the permits issued in 2021 and 2022 and determined that there would have been twelve additional architectural review applications in 2021 and nine (9) additional architectural review applications in 2022. Those permit lists are included in your packet, and the yellow highlighted permits all across would be the additional permits requiring review. Assuming at least three hours of staff time to review the application, answer questions from the applicants, and

document the results, not counting the meeting time, there would be several days to a week of more staff time spent on zoning matters. In my opinion, steps need to be taken to reduce the amount of staff time on zoning matters, not the opposite. Please review the permits and see if you think the additional staff time is truly necessary.

In addition, I believe that these changes will add more confusion and slow the improvements that people would ordinarily make to their properties. People expect permits to be issued within a matter of days, this will slow the process by adding weeks, if not more in some cases to an already short construction season. I also ask you to consider in some of these cases if the additional requirements would have deterred people from doing the improvements to their properties or put additional costs on new businesses that would have had to spend more to bring their buildings into compliance. In my opinion, commercial and residential structures on Bayfield Street will see a decline in repairs and improvements because of these regulations.

If the Plan Commission still wants to move forward with this, it should have a discussion with the Council on how to appropriately staff for this and what the costs of implementing this could be or what other services will decline or should be eliminated. In my opinion, zoning should not be made more cumbersome just because we can, and the Plan Commission needs to “plan” for all of the implications of this proposal before moving forward with this.

## Scott Kluver

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**From:** mlindsey@ncis.net  
**Sent:** Tuesday, February 7, 2023 5:36 PM  
**To:** 'Scott Kluver'  
**Subject:** Architectural Review Zoning Change  
**Attachments:** Article 14 - Downtown Design - clean new chapter.docx; Article 14 - Downtown Design - Track Changes.docx; Article 15 - Bayfield Street Gateway Overlay District - entire new Article.docx; DIVISION 7 ARCHITECTURAL REVIEW - clean new chapter.docx; DIVISION 7 ARCHITECTURAL REVIEW - track changes.docx; DIVISION 9 - General Architectural Standards - clean new chapter.docx; DIVISION 9 - General Architectural Standards - track changes.docx; Land Use Matrix - Revised.pdf

Scott,

I think that I have finally been able to figure out a way to incorporate the requested changes to architectural review with the zoning code. This included the following:

1. Create a new Bayfield Street Gateway overlay district that requires all uses to be subject to architectural review.
  - a. See the new Article 15 that creates this new overlay district.
  - b. I changed the land use matrix to put a "Note 9" indicating that all uses in the gateway overlay district are subject to architectural review.
2. Consolidate general building standards and incorporate the downtown design standards into the general standards.
  - a. This was done by amending Division 9 for the general standards, incorporating several of the downtown design standards.
  - b. I amended Article 14 (downtown design overlay) to say that all major work must comply with the general architectural review standards. This eliminates having to look at two lists of requirements for projects in the downtown overlay.
3. Clarify when architectural review is required for any change in use or alterations to buildings.
  - a. This was done by changing the applicability section to Division 7 with the Architectural Review standards.
4. Resolve any discrepancies that may arise by adding residential uses to architectural review.
  - a. I accomplished this by adding the new section 8-185 (to division 9) stating that any discrepancies result in the application of the more restrictive standards.

The standard format I use for ordinance amendments didn't really work for this since there were so many intertwined parts and it was too confusing just to look at the portions that I was changing. I was able to provide full copies of the sections of the zoning codes that need to be amended with this and include two versions of each; one showing the changes that I made and one containing the proposed new language of those sections so that they can be read in full. If adopted by council, I will draft the specific language to incorporate these changes.

Let me know if you need anything else with this or if anything doesn't make sense.

Thanks,  
Max

Max T. Lindsey  
Anich, Wickman & Lindsey, S.C.  
220 6th Ave. W.  
P.O. Box 677  
Ashland, WI 54806

**DIVISION 7  
ARCHITECTURAL REVIEW**

**Sections**

<p>7-131 Generally</p> <p>7-132 Applicability</p> <p>7-133 Initiation</p> <p>7-134 Review procedure</p> <p>7-135 Basis of decision</p> <p>7-136 Imposition of conditions</p>	<p>7-137 Application form and content</p> <p>7-138 Content of decision document</p> <p>7-139 Effect of approval</p> <p>7-140 Expiration of an approval</p> <p>7-141 Amendment of an approval</p>
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**7-131 Generally**

Architectural review is intended to ensure that buildings fit in to the context in which they occur.

**7-132 Applicability**

Those land uses designated as requiring architectural review in the land-use matrix (Exhibit 8-1) must comply with the requirements in this division. The exterior of an existing building designated as requiring architectural review may be resided, repainted, or re-roofed with the same or similar type of materials or other acceptable materials designated in this division upon the approval of the Zoning Administrator without further architectural review. A property's change in use from a use not requiring architectural review to a use requiring architectural review does not trigger the requirements of this division unless or until the owner makes exterior additions or alterations to the structures thereon.

**7-133 Initiation**

The owner of the subject property may submit an application for architectural review. The owner of a property subject to architectural review must submit an architectural review application prior to commencing any additions, changes or alterations to the exterior of any structure(s).

**7-134 Review procedure**

- (a) **Initial review.** The general steps outlined below shall be used in the review of an architectural plan application.
- (1) **Submittal of application materials.** The applicant shall submit a completed application and other required materials to the zoning administrator along with the application fee as may be established by the Common Council.
  - (2) **Staff review.** Within 30 calendar days of submittal, the zoning administrator shall either place the matter on the agenda for the meeting at which the matter will be considered allowing for proper public notice or make a determination that the application is incomplete and notify the applicant of any deficiencies. If the application is incomplete, the applicant has 3 months to resubmit the application or forfeit the application fee. The zoning administrator shall take no further steps to process the application until the deficiencies are remedied. The incomplete application shall be retained as a public record.
  - (3) **General notice.** Consistent with Division 2 of Article 6, the zoning administrator shall place the matter on the meeting agenda of the Plan Commission.
  - (4) **Meeting.** Allowing for proper notice, the Plan Commission shall consider the application at a regular or special meeting.
  - (5) **Decision.** The Plan Commission shall (i) approve the architectural plan, (ii) approve the architectural plan with conditions, or (iii) deny the architectural plan. The Plan Commission may render its decision at the same meeting the matter was initially considered or at a subsequent meeting, but no later than 40 calendar days after the public meeting unless the applicant agrees to an extension of a specified duration.
  - (6) **Preparation of decision document.** Based on the action of the Plan Commission, the zoning administrator shall prepare a decision document consistent with this division.
  - (7) **Applicant notification.** Within a reasonable time following the Plan Commission's decision, the zoning administrator shall mail the decision document to the applicant by regular mail.
  - (8) **Public record copy.** A duplicate copy of the decision document shall be retained as a public record.

(b) **Common Council review on appeal.** If a final decision of the Plan Commission is appealed as provided for in this division, the general steps outlined below shall be used in the review of an architectural plan application.

- (1) **Submittal of application materials.** The zoning administrator shall forward the application and other required materials the applicant initially submitted along with the decision document approved by the Plan Commission to the Common Council
- (2) **General notice.** Consistent with Division 2 of Article 6, the zoning administrator shall place the matter on the meeting agenda of the Common Council.
- (3) **Meeting.** Allowing for proper notice, the Common Council shall consider the application at a regular or special meeting.
- (4) **Decision.** The Common Council shall (i) approve the architectural plan, (ii) approve the architectural plan with conditions, or (iii) deny the architectural plan. The Common Council may render its decision at the same meeting the matter was initially considered or at a subsequent meeting, but no later than 40 calendar days after the date of the initial meeting unless the applicant agrees to an extension of a specified duration.
- (5) **Preparation of decision document.** Based on the action of the Common Council, the zoning administrator shall within 15 calendar days of such decision prepare a decision document consistent with this division.
- (6) **Applicant notification.** Within a reasonable time following the Common Council's decision, the administrator shall mail the decision document to the applicant by regular mail.
- (7) **Public record copy.** A duplicate copy of the decision document shall be retained as a public record.

#### 7-135 Basis of decision

The Plan Commission in making its decision shall determine whether the project complies with all applicable design principles and standards.

#### 7-136 Imposition of conditions

(a) **Generally.** In approving an architectural plan, the Plan Commission and Common Council on appeal may impose one or more conditions deemed necessary to further the intent and purposes of this chapter.

(b) **Effect on contracts with another party.** The Plan Commission or the Common Council on appeal shall not condition or withhold approval based upon the property owner entering into a contract or discontinuing, modifying, extending, or renewing any contract, with a third party under which the third party is engaging in a lawful use of the property.<sup>10</sup>

#### 7-137 Application form and content

The application submittal shall include an application form as may be used by the City and a set of architectural plans prepared at an appropriate scale.

#### 7-138 Content of decision document

- (a) **Approval.** If the architectural plan is approved, the decision document shall include the following
- (1) a statement that the application is approved,
  - (2) a description of the project,
  - (3) reasons for the decision based on the criteria listed in this division,
  - (4) conditions of approval, if any,
  - (5) if one or more conditions of approval are imposed, a statement indicating that the property owner must sign the decision document and return it to the zoning administrator to acknowledge acceptance of the same,
  - (6) a statement that the applicant may appeal the decision to a court of competent jurisdiction,
  - (7) a statement that an aggrieved person, other than the applicant, may appeal the decision and that any work done by the applicant as authorized by the approval is done at the applicant's risk,



- (8) other information the Plan Commission or administrator deems appropriate,
  - (9) the signature of the zoning administrator on behalf of the Plan Commission or Common Council on appeal, and
  - (10) the date of the decision.
- (b) **Denial.** If the application for a special exception is denied, the decision document shall include the following:
- (1) a statement that the application is denied,
  - (2) a description of the special exception,
  - (3) reasons for the decision based on the criteria listed in this division,
  - (4) a statement indicating that the denial does not limit the applicant's ability to resubmit a revised application for consideration,
  - (5) a statement that the decision may be appealed as provided for in this division,
  - (6) other information the Plan Commission or zoning administrator deems appropriate,
  - (7) the signature of the zoning administrator on behalf of the Plan Commission or the Common Council on appeal, and
  - (8) the date of the decision.

**7-139 Effect of approval**

An approval of an architectural plan shall run with the land and is binding on all subsequent property owners.

**7-140 Expiration of an approval**

An approval of an architectural plan shall automatically expire 12 months after the date of issuance unless substantial work has commenced and continues in good faith to completion. Upon petition and with cause, the zoning administrator may grant a one-time extension not to exceed 12 months provided (i) the permit holder requests the extension prior to the expiration of the permit, (ii) the permit holder clearly demonstrates that circumstances beyond his or her control prevented the start of construction and the continuation of the same, and (iii) the project complies with this chapter in effect at the time the extension is granted.

**7-141 Amendment of an approval**

Following approval of an architectural plan, the Plan Commission shall review all proposed changes to the approval. If in the opinion of the Plan Commission, the proposed change constitutes a minor alteration, the Plan Commission may approve the requested change in writing at a regular or special meeting of the Plan Commission without following the review procedure in this division. If the proposed change constitutes a major alteration, the review procedure in effect at the time of submittal shall be followed.

**7-142 to 7-150 Reserved**

**DIVISION 9  
GENERAL ARCHITECTURAL STANDARDS**

**Sections**

8-181	Legislative findings	8-183	Architectural standards
8-182	Applicability	8-184	Additional standards in the Downtown Design Overlay district

**8-181 Legislative findings**

The Common Council makes the following legislative findings regarding the architectural requirements in this article:

- (1) The outward design appearance of a building can have a substantial and long-lasting effect on surrounding properties and the overall character of a community.
- (2) Buildings and especially those within a largely developed area should fit into the context in which they occur.
- (3) Architectural design standards should allow for a variety architectural styles and be flexible to the greatest extent possible.
- (4) The standards in this section are intended to provide meaningful guidance to applicants, design professionals, and public officials.
- (5) This section is not intended to limit or infringe upon reasonable accommodations to afford a person with disabilities equal opportunity to use and enjoy a building.
- (6) The standards in this section are intended to promote the public health, safety, and welfare and are reasonably related to the public purpose of achieving an attractive, functional, and prosperous community.

**8-182 Applicability**

Those land uses designated as requiring architectural review in the land-use matrix (Exhibit 8-1) must comply with the requirements in this division.

**8-183 Architectural standards**

Buildings subject to review under this division shall comply with the following 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 facade 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.
- (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.
- (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 facade facing Bayfield Street.
- (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.
- (5) Building entrances must be clearly recognizable from parking lots and pedestrian circulation routes.
- (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.

- (7) Fencing shall complement the appearance of buildings onsite.
- (8) The exterior building materials of an accessory building shall be the same as or similar to those used on the principal building.
- (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.
- (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.
- (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 and 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.

(12) Building height. The height of a building shall not be more than one and one-half story taller or shorter than the height of the immediately adjacent building. In no event, shall the height of a building exceed the maximum building height established for the base zoning district.

(13) Horizontal and Vertical 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 facades of the building. The floor heights on main facades 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.

(14) 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.

(+2)(15) 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. On any building facing Bayfield Street, concrete masonry units, corrugated metal, half-log siding, and vinyl siding are prohibited.

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**8194 Additional standards in the downtown design overlay district**

Buildings located in the downtown design overlay district must comply with the requirements in Article 14.

**8195 Conflicts between specific and general standards**

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For any use requiring architectural review, if any specific standard for principal or accessory land uses contained in Divisions 11 or 12 of Article 8 conflict with the general architectural standards contained in this Division 9, the more restrictive standard shall apply.

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~~8196-196~~ to 8-200 Reserved

Exhibit 8-1. Land-use matrix

	Special Standards	Secondary Review [9]	Zoning District [9]													
			R-1	R-2	R-6	R-7	C-1	C-2	C-3	I-1	L-1	M	MUW			
<b>1 Agriculture</b>																
1.01 Agriculture, crop	8-231	-	P	-	-	-	-	-	-	-	-	-	-	-	-	-
1.02 Agriculture, general	8-232	-	P	-	-	-	-	-	-	-	-	-	-	-	-	-
1.03 Agriculture-support services	8-233	ZP	-	C	-	-	-	-	-	-	C	-	-	-	-	-
1.04 Greenhouse	8-234	ZP	C	-	-	-	P	P	P	C	-	-	-	-	-	-
<b>2 Resource-Based Uses</b>																
2.01 Dam	8-241	SP,PO,ZP	C	-	-	-	-	-	-	-	-	-	-	-	-	-
2.02 Forestry	8-242	-	P	P	P	P	P	P	P	P	P	P	P	P	P	P
<b>3 Residential [1]</b>																
3.01 Mixed-use housing	8-251	AR,SP,ZP	-	-	-	-	P	P	P	-	-	-	-	-	-	P
3.02 Multi-family, 2 units	8-252	ZP	P	P	P	C	C	C	-	-	-	-	-	-	-	C
3.03 Multi-family, 3 or more units	8-253	AR,SP,ZP	-	-	C	C	C	C	-	-	-	-	-	-	-	C
3.04 Single-family dwelling	8-254	ZP	P	P	P	P	P	C	-	-	-	-	-	-	-	C
3.05 Townhouse	8-255	AR,SP,ZP	-	C	C	C	C	C	-	-	-	-	-	-	-	C
3.06 Twin home	8-256	ZP	P	P	P	C	C	-	-	-	-	-	-	-	-	C
<b>4 Special Care Facilities</b>																
4.01 Adult family home	8-271	ZP	P	P	P	P	-	-	-	-	-	-	-	-	-	-
4.02 Community living arrangement, 8 or fewer residents [2]	8-272	ZP	P	P	P	P	-	-	-	-	-	-	-	-	-	-
4.03 Community living arrangement, 9–15 residents [2]	8-272	AR,SP,ZP	C	-	P	C	-	-	-	-	-	-	-	-	-	-
4.04 Foster home and treatment foster home [3]	8-273	ZP	P	P	P	P	P	P	P	-	-	-	-	-	-	-
4.05 Group day care center [4]	8-274	AR,SP,PO,ZP	C	C	C	C	P	P	P	C	-	-	-	-	-	C
4.06 Hospice care center	8-275	AR,SP,ZP	-	-	C	C	C	P	C	-	-	-	-	-	-	C
4.07 Nursing home	8-276	AR,SP,ZP	-	-	C	C	C	P	-	-	-	-	-	-	-	C
4.08 Retirement home (assisted living)	8-277	AR,SP,ZP	C	-	C	C	C	C	C	-	-	-	-	-	-	C
4.09 Temporary residential shelter	8-278	AR,SP,PO,ZP	-	-	C	-	C	C	-	-	-	-	-	-	-	C
4.10 Community childbearing center	8-279	AR,SP,PO,ZP	C	C	C	C	P	P	P	C	-	-	-	-	-	C
<b>5 Group Accommodations [5]</b>																
5.01 Campground	8-291	SP,PO,ZP	-	-	-	-	-	-	-	-	-	C	-	-	-	-
5.02 Overnight lodging	8-292	AR,SP,ZP	-	-	-	-	P	P	P	-	-	-	-	-	-	C
5.03 Resort	8-293	AR,SP,PO,ZP	C	-	-	C	C	-	-	-	-	-	-	-	-	C
5.04 Tourist rooming house/short-term rental	8-294	AR,SP,ZP	P	P	P	P	P	P	P	P	P	P	P	P	P	P
<b>6 Food and Beverage Sales</b>																
6.01 Brewpub	8-301	AR,SP,PO,ZP	-	-	-	-	-	P	P	C	-	-	-	-	-	C
6.02 Restaurant	8-302	AR,SP,PO,ZP	-	-	-	-	C	P	P	-	-	-	-	-	-	P
6.03 Tavern	8-303	AR,SP,PO,ZP	-	-	-	-	C	P	P	-	-	-	-	-	-	P

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Exhibit 8-1. Land-use matrix – continued

	Special Standards	Secondary Review	Zoning District													
			R-1	R-2	R-6	R-7	C-1	C-2	C-3	I-1	L-1	M	MUW			
<b>7 Vehicle Rental, Sales, and Service</b>																
7.01 Heavy vehicle sales and service	8-311	SP,PO,ZP	-	-	-	-	-	C	C	-	C	-	-	-	-	-
7.02 Vehicle fuel station	8-312	AR,SP,PO,ZP	-	-	-	-	-	-	P	-	C	-	-	-	-	-
7.03 Vehicle repair shop	8-313	AR,SP,PO,ZP	-	-	-	-	-	-	C	-	P	-	-	-	-	-
7.04 Vehicle sales and rental	8-314	AR,SP,PO,ZP	-	-	-	-	-	C	P	-	C	-	-	-	-	-
7.05 Vehicle service shop	8-315	AR,SP,PO,ZP	-	-	-	-	-	C	P	-	P	-	-	-	-	-
7.06 Vehicle storage yard	8-316	SP,PO,ZP	-	-	-	-	-	-	-	-	C	-	-	-	-	-
<b>8 General Sales</b>																
8.01 Convenience retail sales	8-321	AR,SP,PO,ZP	-	-	-	-	-	C	P	P	C	-	-	-	C	-
8.02 General retail sales	8-322	AR,SP,PO,ZP	-	-	-	-	-	P	P	P	C	-	-	-	P	-
8.03 Outdoor sales	8-323	AR,SP,PO,ZP	-	-	-	-	-	C	C	-	C	-	-	-	-	-
<b>9 General Services</b>																
9.01 Administrative services	8-331	AR,SP,PO,ZP	-	-	-	-	-	P	P	P	C	-	-	-	P	-
9.02 Body-piercing establishment	8-332	AR,SP,PO,ZP	-	-	-	-	-	-	C	C	C	-	-	-	C	-
9.03 Commercial kennel	8-333	AR,SP,PO,ZP	-	-	-	-	-	C	C	-	C	-	-	-	-	-
9.04 Commercial stable	8-334	AR,SP,PO,ZP	C	-	-	-	-	-	-	-	-	-	-	-	-	-
9.05 Equipment rental, large	8-335	AR,SP,PO,ZP	-	-	-	-	-	-	-	-	P	-	-	-	-	-
9.06 Equipment rental, small	8-336	AR,SP,PO,ZP	-	-	-	-	-	P	P	P	P	-	-	-	P	-
9.07 Financial services	8-337	AR,SP,PO,ZP	-	-	-	-	-	P	P	P	-	-	-	-	P	-
9.08 Funeral home	8-338	AR,SP,PO,ZP	-	-	-	-	-	C	P	-	-	-	-	-	-	-
9.09 General repair	8-339	AR,SP,PO,ZP	-	-	-	-	-	C	P	C	P	-	-	-	-	-
9.10 General services	8-340	AR,SP,PO,ZP	-	-	-	-	-	P	P	P	C	-	-	-	P	-
9.11 Health care center	8-341	AR,SP,PO,ZP	-	-	-	-	-	C	C	C	C	-	-	-	-	-
9.12 Health care clinic	8-342	AR,SP,PO,ZP	-	-	-	-	-	C	P	P	C	-	-	-	P	-
9.13 Instructional services	8-343	AR,SP,PO,ZP	-	-	-	-	-	P	P	P	C	-	-	-	C	-
9.14 Landscape business	8-344	AR,SP,PO,ZP	-	-	-	-	-	C	P	-	P	-	-	-	-	-
9.15 Professional services	8-345	AR,SP,PO,ZP	-	-	-	-	-	P	P	P	P	-	-	-	P	-
9.16 Tattoo establishment	8-346	AR,SP,PO,ZP	-	-	-	-	-	-	C	C	C	-	-	-	C	-
9.17 Veterinary clinic, general	8-347	AR,SP,PO,ZP	C	-	-	-	-	C	P	-	C	-	-	-	-	-
9.18 Veterinary clinic, small animal	8-348	AR,SP,PO,ZP	C	-	-	-	-	P	P	P	C	-	-	-	P	-
<b>10 Recreation and Entertainment</b>																
10.01 Driving range	8-361	AR,SP,PO,ZP	C	-	-	-	-	-	-	-	-	-	-	-	-	-
10.02 Golf course	8-362	AR,SP,PO,ZP	C	-	-	-	-	-	-	-	-	-	-	-	-	-
10.03 Indoor entertainment	8-363	AR,SP,PO,ZP	-	-	-	-	-	-	C	C	-	-	-	-	C	-
10.04 Indoor recreation	8-364	AR,SP,PO,ZP	-	-	-	-	-	-	C	C	-	-	-	-	C	-
10.05 Indoor shooting range	8-365	AR,SP,PO,ZP	C	-	-	-	-	C	C	C	-	-	-	-	-	-
10.06 Outdoor entertainment	8-366	AR,SP,PO,ZP	-	-	-	-	-	C	C	-	-	-	-	-	C	-
10.07 Outdoor recreation	8-367	AR,SP,PO,ZP	C	-	-	-	-	-	-	-	-	-	-	-	C	-

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Exhibit 8-1. Land-use matrix – continued

	Special Standards	Secondary Review	Zoning District														
			R-1	R-2	R-6	R-7	C-1	C-2	C-3	I-1	L-1	M	MUW				
<b>11 Government &amp; Community Services</b>																	
11.01 Administrative government center	8-381	AR,SP,PO,ZP	-	-	C	-	C	P	P	C	-	-	C				
11.02 Animal shelter	8-382	AR,SP,PO,ZP	-	-	-	-	-	-	-	C	-	-	-				
11.03 Cemetery	8-383	AR,SP,PO,ZP	C	C	-	-	-	-	-	C	-	-	-				
11.04 Civic use facility	8-384	AR,SP,PO,ZP	C	-	C	-	C	P	P	C	C	-	C				
11.05 Community center	8-385	AR,SP,PO,ZP	C	C	C	C	P	P	P	C	C	-	P				
11.06 Community cultural facility	8-386	AR,SP,PO,ZP	C	C	C	-	C	C	C	C	C	-	C				
11.07 Community garden	8-387	SP,ZP	P	P	C	P	P	P	P	P	C	-	C				
11.08 Educational facility, post-secondary	8-388	AR,SP,PO,ZP	C	C	C	-	C	P	C	C	-	-	-				
11.09 Educational facility, pre-K through 12	8-389	AR,SP,PO,ZP	C	C	C	-	C	C	-	-	-	-	-				
11.10 Maintenance garage	8-390	AR,SP,PO,ZP	-	-	-	-	-	-	-	P	-	-	-				
11.11 Park	8-391	AP,SP,PO,ZP	P	P	P	P	P	P	P	P	P	P	P				
11.12 Public safety facility	8-392	AR,SP,PO,ZP	C	-	-	-	C	P	C	C	-	-	C				
11.13 Recreation trail	8-393	-	C	C	C	C	C	C	C	C	C	C	C				
11.14 Worship facility	8-394	AR,SP,PO,ZP	C	C	C	-	C	P	C	C	-	-	-				
<b>12 Telecommunications and Utilities [6]</b>																	
12.01 Radio broadcast facility	8-411	SP,PO,ZP	C	C	-	-	-	-	-	C	-	-	-				
12.02 Solar power plant	8-412	SP,PO,ZP	C	C	-	C	-	-	-	C	C	-	-				
12.03 Stormwater management facility	8-413	-	P	P	P	P	P	P	P	P	P	P	P				
12.04 Telecommunication collocation (class 1)	8-414	ZP	WT	WT	WT	WT	WT	WT	WT	WT	WT	WT	WT				
12.05 Telecommunication collocation (class 2)	8-415	ZP	P	P	P	P	P	P	P	P	P	P	P				
12.06 Telecommunication tower	8-416	ZP	WT	WT	WT	WT	WT	WT	WT	WT	WT	WT	WT				
12.07 Utility installation, major	8-417	SP,PO,ZP	C	C	C	C	C	C	C	C	C	C	C				
12.08 Utility installation, minor	8-418	ZP	P	P	P	P	P	P	P	P	P	P	P				
12.09 Utility maintenance yard	8-419	AR,SP,PO,ZP	-	-	-	-	-	-	-	P	-	-	-				
<b>13 Transportation</b>																	
13.01 Bus storage facility	8-431	AR,SP,PO,ZP	C	-	-	-	C	C	-	C	-	-	-				
13.02 Marina	8-432	AR,SP,PO,ZP	-	-	-	-	-	-	-	-	-	P	-				
13.03 Mass transit terminal	8-433	AR,SP,PO,ZP	-	-	-	-	C	P	C	C	-	-	C				
13.04 Off-site parking lot	8-434	SP,ZP	-	-	-	-	C	P	C	C	C	-	C				
13.05 Park-and-ride lot	8-435	SP,PO,ZP	C	C	-	-	P	C	-	C	C	-	-				
13.06 Street	8-436	-	P	P	P	P	P	P	P	P	P	P	P				
<b>14 General Storage</b>																	
14.01 Boat yard	8-451	AR,SP,PO,ZP	C	-	-	-	-	-	-	C	-	C	C				
14.02 Indoor boat storage	8-452	SP,PO,ZP	-	-	-	-	-	-	-	C	-	C	-				
14.03 Personal storage facility	8-453	AR,SP,PO,ZP	-	-	-	-	-	-	-	C	-	-	-				
14.04 Truck terminal	8-454	AR,SP,PO,ZP	-	-	-	-	-	-	-	C	-	-	-				
14.05 Warehouse	8-455	AR,SP,PO,ZP	-	-	-	-	-	-	-	C	-	-	-				

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Exhibit 8-1. Land-use matrix – continued

	Special Standards	Secondary Review	Zoning District														
			R-1	R-2	R-6	R-7	C-1	C-2	C-3	I-1	L-1	M	MUW				
<b>15 Industrial and Manufacturing</b>																	
15.01 Artisan shop, Type I	8-471	AR,SP,PO,ZP	-	-	-	-	P	P	P	C	-	-	-	C			
15.02 Artisan shop, Type II	8-472	AR,SP,PO,ZP					C	C	C	C	-	-	C				
15.03 Construction equipment repair	8-473	AR,SP,PO,ZP	-	-	-	-	-	-	-	C	-	-	-				
15.04 Construction equipment sales and service	8-474	AR,SP,PO,ZP	-	-	-	-	-	-	-	C	-	-	-				
15.05 Contractor yard	8-475	AR,SP,PO,ZP	-	-	-	-	-	-	-	C	-	-	-				
15.06 Manufacturing	8-476	AR,SP,PO,ZP	-	-	-	-	-	-	C	P	-	-	-				
<b>16 Solid Waste</b>																	
16.01 Composting facility	8-491	AR,SP,PO,ZP	C	-	-	-	-	-	-	C	-	-	-				
16.02 Recycling center	8-492	AR,SP,PO,ZP	-	-	-	-	-	-	-	C	-	-	-				
16.03 Solid waste transfer station	8-493	AR,SP,PO,ZP	-	-	-	-	-	-	-	C	-	-	-				
<b>17 Accessory Uses</b>																	
17.01 Accessory dwelling unit [7]	8-521	SP,ZP	C	C	C	C	-	-	-	-	-	-	-				
17.02 Adult family home [7]	8-522	ZP	P	P	P	P	-	-	-	-	-	-	-				
17.03 Amateur radio and/or citizens band antenna [7]	8-523	ZP	P	P	P	P	P	P	P	P	P	P	P				
17.04 Bed and breakfast [7]	8-524	SP,PO,ZP	C	C	C	C	C	-	-	-	-	-	-				
17.05 Boat dock [7]	8-525	-	-	-	-	P	-	-	-	-	P	P	P				
17.06 Boathouse [7]	8-526	ZP	-	-	-	P	-	-	-	-	-	-	-				
17.07 Exterior communication device	8-527	-	P	P	P	P	P	P	P	P	P	P	P				
17.08 Family day care home [7]	8-528	ZP	P	P	P	P	P	-	-	-	-	-	-				
17.09 Farm building for non-farm storage	8-529	SP,PO,ZP	C	-	-	-	-	-	-	-	-	-	-				
17.10 Fence	8-530	-	P	P	P	P	P	P	P	P	P	P	P				
17.11 Firewood storage	8-531	-	P	P	P	P	P	P	P	P	P	P	P				
17.12 Foster home and treatment foster home [2,7]	8-532	ZP	P	P	P	P	P	P	C	-	-	-	-				
17.13 Garage, nonresidential	8-533	AR,ZP	C	C	C	-	P	P	P	P	P	P	P				
17.14 Garage, residential [7]	8-534	ZP	P	P	P	P	P	P	P	-	-	-	P				
17.15 Greenhouse [7]	8-535	ZP	P	P	P	P	P	P	P	-	-	-	-				
17.16 Home occupation, major [7]	8-536	SP,PO,ZP	C	C	C	C	P	P	P	-	-	-	-				
17.17 Home occupation, minor [7]	8-537	ZP	P	P	P	P	P	P	P	-	-	-	P				
17.18 Household livestock [7]	8-538	ZP	C	-	-	-	-	-	-	-	-	-	-				
17.19 Kennel, hobby [7]	8-539	SP,PO,ZP	C	C	-	C	-	-	-	-	-	-	-				
17.20 Light industrial use incidental to sales/service	8-540	SP,PO,ZP	-	-	-	-	-	-	-	C	-	-	-				
17.21 Outdoor food and beverage service	8-541	SP,PO,ZP	-	-	-	-	C	C	C	-	-	-	C				
17.21.5 Outdoor kitchen	8-541.5	ZP	P	P	P	P	P	P	P	-	-	-	P				
17.22 Play structure [7]	8-542	-	P	P	P	P	P	-	-	-	-	-	-				
17.23 Pond	8-543	SP,ZP	P	P	P	P	C	-	-	-	P	-	-				
17.24 Rural accessory building	8-544	-	P	-	-	-	-	-	-	-	-	-	-				
17.25 Sales incidental to industrial use	8-545	SP,PO,ZP	-	-	-	-	-	-	-	C	-	-	-				
17.26 Service window, drive-up	8-546	SP,PO,ZP	-	-	-	-	C	C	C	-	-	-	C				
17.27 Service window, walk-up	8-547	SP,PO,ZP	-	-	-	-	C	C	C	-	-	-	C				

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Exhibit 8-1. Land-use matrix - continued

	Special Standards	Secondary Review	Zoning District											
			R-1	R-2	R-6	R-7	C-1	C-2	C-3	I-1	L-1	M	MUW	
<b>17 Accessory Uses - continued</b>														
17.28 Solar energy system, building-mounted	8-548	ZP	P	P	P	P	P	P	P	P	P	P	P	P
17.29 Solar energy system, free-standing	8-549	SP,ZP	P	P	P	P	P	P	P	P	P	P	P	P
17.30 Storage container	8-550	SP	-	-	-	-	-	C	-	-	-	-	-	-
17.31 Swimming pool [7]	8-551	ZP	P	P	P	P	-	-	-	-	-	-	-	-
17.32 Utility cabinet	8-552	ZP	P	P	P	P	P	P	P	P	P	P	P	P
17.33 Work/live dwelling unit [7]	8-553	SP,ZP	-	-	-	-	C	P	P	C	-	-	C	-
17.34 Yard shed	8-554	ZP	P	P	P	P	P	P	P	-	-	-	-	-
<b>18 Temporary Uses</b>														
18.01 Contractor's office	8-601	SP,ZP	-	-	P	-	P	P	P	P	-	P	P	-
18.02 Earth materials stockpile	8-602	SP,PO,ZP	P	P	P	P	P	P	P	P	-	P	C	-
18.03 Farmers market [8]	8-603	SP,PO,ZP	C	-	-	-	P	P	P	-	C	C	C	-
18.04 Farm stand, off-site	8-604	ZP	-	-	-	-	P	P	P	C	-	-	C	-
18.05 Farm stand, on-site [7]	8-605	ZP	P	P	P	-	P	P	-	-	-	-	-	-
18.06 Livestock for vegetation management	8-606	ZP	P	P	P	P	P	P	-	P	P	-	P	-
18.07 Model home	8-607	PO,ZP	C	C	C	C	-	-	-	-	-	-	-	-
18.08 Off-site construction yard	8-608	SP,PO,ZP	C	C	-	-	-	-	-	C	-	-	-	-
18.09 Party tent	8-609	-	P	P	P	P	P	P	P	P	P	P	P	P
18.10 Portable storage container	8-610	-	P	P	P	P	P	P	P	P	P	P	P	P
18.11 Seasonal product sales	8-611	ZP	C	-	-	-	C	C	-	C	-	C	C	-
18.12 Sidewalk café	8-612	ZP	-	-	-	-	P	P	P	-	-	-	P	-
18.13 Special event, major	8-613	SP,PO,ZP	C	C	C	C	C	C	C	C	C	C	C	C
18.14 Special event, minor	8-614	ZP	P	P	P	P	P	P	P	P	P	P	P	P
18.15 Wind test tower	8-615	ZP	P	P	P	P	P	P	P	P	P	P	P	P
18.16 Yard sale	8-616	-	P	P	P	P	P	P	P	-	-	-	-	-
18.17 Temporary greenhouse	8-617	ZP	-	-	-	-	P	P	P	-	-	-	-	-

**Zoning Districts**

R-1 Rural Residential; R-2 Single-Family Residential; R-6 Mixed Residential; R-7 Waterfront Residential; C-1 Cottage Commercial; C-2 General Commercial; C-3 Downtown Commercial; I-1 Industrial; L-1 Lakefront Corridor; M Marina; MUW Mixed-Use Waterfront

**Key for Land Uses**

- "-" indicates that the use is not permitted in the zoning district.
- "C" indicates that the use is permitted in the zoning district as a conditional. In addition, secondary review procedures may apply as indicated in the matrix.
- "P" indicates that the use is permitted in the zoning district by right subject to secondary review procedures as indicated in the matrix.
- "WT" indicates that the use is subject to the special review standards and procedures for Wireless Telecommunication Facilities.

**Key for Secondary Review**

- "AR" indicates a building plan is required.
  - "PO" indicates a plan of operation is required.
  - "SP" indicates a site plan is required.
  - "ZP" indicates a zoning permit is required.
- When a use is allowed as a conditional use, the reviewing authority may require submission and approval of a building plan, site plan, and/or plan of operation even when not otherwise required.

**Notes:**

1. An accessory dwelling unit is accessory to a residential use and is therefore listed in Series 17 (Accessory uses).
2. Refer to s. 8-46 that describes the extent to which the city may control the establishment of community living arrangements.
3. A foster home that is owned, operated, or contracted for by the state of Wisconsin or a county department, is not subject to this chapter pursuant to 63 Atty. Gen. 34. All other foster homes and treatment foster homes shall comply with this chapter.
4. A family day care home (4-8 children) is accessory to a residential use and is therefore listed in Series 17 (Accessory uses).
5. A bed and breakfast is accessory to a residential use and is therefore listed in Series 17 (Accessory uses).
6. An amateur radio and/or citizen band antenna is accessory to a residential use and is therefore listed in Series 17 (Accessory uses).



7. This use may only occur with a residential use.
8. In addition to the zoning districts listed, this use may occur with a governmental or institutional use (e.g., school or church) as a permitted use).
9. All uses in the Bayfield Street Gateway design overlay district are subject to architectural review.

**Specific parcels:** Please see Sec. 8.41 (i) for additional uses permitted in specific parcels

**Amendment(s):**

1. Ordinance 18-001, adopted April 9, 2018
2. Ordinance 19-009, adopted September 9, 2019
3. Ordinance 19-010, adopted September 9, 2019
4. Ordinance 21-006, adopted November 8, 2021
5. Ordinance 22-003, adopted April 11, 2022

**8-42 Land uses not listed in land-use matrix**

Any land use that is not listed in Exhibit 8-1 is prohibited unless the zoning administrator determines that such use is substantially similar to another use that is listed using the procedures and requirements set forth in Article 7 for a code interpretation.

**8-43 Project classified in more than one land-use category**

If a proposed project includes both an allowable land use and a prohibited land use, the prohibited portion of the project shall not occur in the zoning district.

**8-44 Wind energy**

This chapter does not include any regulations relating to wind energy systems. The City of Washburn may however, enact an ordinance to regulate wind energy systems pursuant to the procedures and requirements set forth in s. 66.0401, Wis. Stats.

**8-45 Special standards for accessory land uses**

(a) **Generally.** An accessory building may only be established on a parcel when the property has a principal building or one is being constructed.

(b) **Exception for a utility cabinet.** For the purpose of this chapter, a utility cabinet may be established on a vacant lot prior to the establishment of a principal use.

(c) **Exception for removal of a principal building while retaining an accessory building.** Pursuant to the procedures and requirements in Article 7, the Plan Commission may approve a special exception to allow the removal of a principal building, while retaining the accessory building, when the Plan Commission determines that the principal building is dilapidated and the accessory building meets current building codes and serves a useful purpose. If the Plan Commission approves the special exception, the property owner shall record a deed restriction, as approved by the Plan Commission, in the Bayfield County register of deeds office that controls the use of the accessory building and incorporates any requirement imposed by the Plan Commission as a condition of approval.

(d) **Exception for R-1 district.** In the R-1 zoning district, an accessory building may be established prior to the establishment of a principal building, provided all other requirements are met.

**8-46 Special provisions for community living arrangements**

(a) **Limitations.** Under state law, the City of Washburn may not limit the number of community living arrangements so long as the total capacity of such facilities does not exceed 25 or one percent of the city's population, whichever is greater. When that threshold is exceeded, the Common Council may prohibit additional community living arrangements from being located in the city. Additionally, when the capacity of community living arrangements in a ward reaches 25 or one percent of the population, whichever is greater, the Common Council may prohibit additional community living arrangements from being located in the ward. A foster home or a foster treatment home that is the primary domicile of a foster parent or foster treatment parent and that is

TITLE 13  
CHAPTER 1 - ZONING CODE

ARTICLE 14  
DOWNTOWN DESIGN OVERLAY DISTRICT

Sections

14-1	Legislative findings	14-7	Building design
14-2	Purpose	14-8	Off-street parking and access
14-3	District boundaries	14-9	Landscaping
14-4	General compliance	14-10	Service areas and similar
14-5	Project review procedures	14-11	Signs
14-6	Building setbacks	14-12	Utilities

**14-1 Legislative findings**

The Common Council makes the following legislative findings:

- (1) Washburn's downtown area contains a variety of building types, many of which represent an architectural style characterized by attached storefronts.
- (2) Given the close proximity of buildings in the downtown, special rules and regulations are needed to protect and perpetuate the existing character of the area.
- (3) The standards in this article are not intended to discourage development but to encourage development that is functional, attractive, and context sensitive.

**14-2 Purpose**

This article is established to promote the public health, safety, and welfare and is intended to protect and perpetuate the general architectural style within the overlay district.

**14-3 District boundaries**

The location of the downtown design overlay district is depicted on the zoning map described in s. 8-25.

**14-4 General compliance**

Given the pattern of existing development in this overlay district and the size and configuration of the existing parcels, it may not be feasible for all new development or redevelopment in the district to be consistent with all of the design standards specified in this article. Therefore, prior to any major work (herein described) the appropriate reviewing authority shall ensure that the proposed work is consistent with the intent of the design standards when considered as a whole.

**14-5 Project review procedures**

(a) **Minor work without prior approval.** The following work may proceed without prior approval, provided a building permit is issued if required:

- (1) residing with appropriate materials;
- (2) repair or replacement of windows, trim, and doors if new materials match existing;
- (3) installation or removal of door and window openings not visible from Bayfield Street;
- (4) chimney reconstruction if completed with similar materials;
- (5) exterior cleaning, refinishing, and tuck-pointing; and
- (6) any other similar work as determined by the zoning administrator.

Prior to the commencement of any work, a property owner may ask the zoning administrator to review the proposed work to determine if it is classified as minor work and/or otherwise complies with the standards in this article.

(b) **Major work.** Any work not classified as minor work in this section shall be reviewed using the procedures

specified below.

- (1) buildings - architectural review
- (2) site work - site plan
- (3) signs - sign permit

Examples of major work includes relocation of an existing building, construction of a new building, addition to an existing building, alteration of a building elevation, alterations to windows, siding, entries, and trim, erection of new signs or modification of existing signs, changes to the site including parking, pedestrian circulation, and the like.

**14-6 Building setbacks**

The setback of buildings from street-yard and side-yard lot lines shall be compatible with existing buildings in the immediate area.

**14-7 Building design**

~~In addition to meeting all building projects conducted in the Downtown Design Overlay District must comply with the standards in Division 9 of Article 8, buildings shall comply with each of the following. Minor work may be conducted on an existing building without bringing the entire building into compliance with the General Design Standards of Division 9 of Article 8, so long as any changes and/or alterations resulting from said minor work are consistent with the General Design Standards. If an owner conducts any work constituting Major Work, the owner must bring the subject property into compliance with all General Design Standards of said Division 9 of Article 8.~~

- ~~(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.~~
- ~~(2) Special requirements for large buildings. A building facade 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.~~
- ~~(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 facades of the building.~~
- ~~(4) Vertical rhythms. The floor heights on main facades 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.~~
- ~~(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.~~
- ~~(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.~~
- ~~(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.~~

Commented [MTL1]: Moved to general design standards

Commented [MTL2]: Deleted, covered by general standard 2

Commented [MTL3]: Combined and added to general standards

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Commented [MTL4]: Moved to general standards and made to apply only to Bayfield street buildings

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Amendment(s):  
1. Ordinance 18-006, adopted October 8, 2018

**14-8 Off-street parking and access**

- (a) Placement. Off-street parking should be located to the rear of the principal building, or on the side as a less preferable alternative.
- (b) Paving. New parking lots that are located to the side of a building shall be hard surfaced (e.g.,

interlocking pavers, asphalt, or concrete).

(c) **New curb-cuts.** New curb-cuts shall occur on the side streets rather than on Bayfield Street.

(d) **Screening.** Parking lots that are located on the side of a building should incorporate a screen to block the view of parked cars as generally depicted in Exhibit 14-1.

Exhibit 14-1. An example of a parking lot screen

**14-9 Landscaping**

Landscaping as described in Article 16 is not required. If provided, landscaping should complement street trees and other streetscape elements in the public right-of-way.



**14-10 Service areas and similar**

Service areas, refuse collection areas, storage areas, and loading areas shall be located away from or screened from public view, especially from Bayfield Street.

**14-11 Signs**

(a) **Generally.** Signs should enhance the visual appeal of the district and its ability to attract the traveling public.

(b) **Wall signs.** Wall signs should be designed to fit within the architectural space intended for signage.

(c) **Compatibility.** Signs should be compatible with signs on adjoining buildings with respect to location, shape, style, graphics, size, material, illumination, and color, while allowing individual expression and identification.

**14-12 Utilities**

Utility lines, such as telephone, electric, and cable, shall be installed underground, where feasible. Ground-mounted utility components, such as switch boxes and transformers, shall be screened by landscaping or a decorative wall and/or be located away from public view, especially from Bayfield Street.

TITLE 13  
CHAPTER 1 - ZONING CODE

ARTICLE 15  
BAYFIELD STREET OVERLAY DISTRICT

Sections

15-1	Legislative findings	
15-2	Purpose	
15-3	District boundaries	
15-4	General compliance	
15-5	Architectural review	

**15-1 Legislative findings**

The Common Council makes the following legislative findings:

- (1) The standards in this article are intended to help enhance and unify the appearance of development along Bayfield Street, which is the major roadway leading into and through Washburn.
- (2) The standards in this article are not intended to discourage development but to encourage development that is functional, attractive, and context sensitive.

**15-2 Purpose**

This article is established to promote the public health, safety, and welfare and is intended to protect and perpetuate the general architectural style within the overlay district.

**15-3 District boundaries**

The location of the Bayfield Street Gateway overlay district is depicted on the zoning map described in s. 8-25, and shall include all lots within the City fronting Bayfield Street.

**15-4 General compliance**

Given the pattern of existing development in this overlay district and the size and configuration of the existing parcels, it may not be feasible for all new development or redevelopment in the district to be consistent with all of the design standards specified in this article. Therefore, prior to any major work (herein described) the appropriate reviewing authority shall ensure that the proposed work is consistent with the intent of the design standards when considered as a whole.

**15-5 Architectural review**

Subject to the applicability conditions contained in Section 7-132, all land uses within the Bayfield Street Gateway overlay district are subject to the architectural review.

Permit #	Applicant Name	Tax ID	Project Cost	Permit Fee	Date Submitted	Date Approved	Description	Site Address	
21-001	Richard Rusch	32965	\$9,100.00	50.00	12/23/2020	1/8/2021	Re-side & replace two windows on garge	611 W. Pine Street	
21-002	Ronald Piercy	36206	4,000.00	n/c	12/22/2020	1/29/2021	Revised permit 20-008 Deck w/Roof	318 W. Bayfield St.	Did pay archetecual review fee
21-003	211 Washburn LLC/David Si	33204	35,000.00	75.00	1/10/2021	1/29/2021	Remodel Exterior of Building	211 W. Bayfield St	
21-004	Jane Heim	33370	12,938.90	198.00	1/23/2021	1/29/2021	Basement braces and waterguard	102 E. 5th St	
21-005	Don Bush	32851	50,000.00	107.60	12/20/2020	1/29/2021	24' x 24' addition W/attached deck	914 W Pine Street	Permit was amended 3/19/21 to include deck
21-006	Christopher LaForge	33692	950.00	25.00	2/23/2021	2/26/2021	Replace 4 windows in bedrooms	308 W. 3rd St	
21-007	Compton Estate	36163	200.00	25.00	2/26/2021	2/26/2021	Turn three season Enclosed porch into open porch	939 W. Pine St	
21-008	Mary Ross	33014	2,000.00	25.00	2/25/2021	2/26/2021	Replace Garage Roof	534 W. Omaha St	
21-009	Ronald Bonczyk	33783	21,950.00	60.00	2/24/2021	2/26/2021	New Electrical and Remodel Bedrooms & Bath	303 E. 6th St	
21-010	Gary & Kristin Foss	32509	30,000.00	75.00	3/2/2021	3/4/2021	Addition w/deck, plumbing, HVAC & Electrical	426 Fortier Rd	
21-011	Timothy Bowles	33560	12,000.00	83.60	3/11/2021	3/12/2021	Replace 21'x8' deck with 21'x 16' deck	400 E. Pumphouse road	
21-012	Craig Schowalter	33193	1,600.00	25.00	3/16/2021	3/16/2021	Re-roof Garage	227 W. Pine Street	
21-013	Cynthia Orley	33089	3,000.00	25.00	3/18/2021	3/19/2021	Repair 2 Existing Decks	418 W. Pine Street	
21-014	Timothy Bowles	33560	25,000.00	50.00	3/19/2021	3/19/2021	Replace 41 lineal feet of foundation	400 E. Pumphouse road	
21-015	Rick Gruebele	32886	15,576.00	75.00	3/15/2021	3/19/2021	Roof, Siding, Repair decks, Repalce Door & Add Gu	1028 W. Bayfield St	
21-016	Brian Fleig	32546	20,000.00	172.80	12/22/2020	3/19/2021	28'x32' Garage	210 Woodland Dr	(Includes Special Exception Fee)
21-017	Erin Tenney	33387	18,000.00	142.00	12/29/2020	3/23/2021	30' x 14' Attached Garage	410 N. 2nd Ave E	(Includes Special Exception Fee)
21-018	Terry Miller	32514	25,000.00	50.00	3/26/2021	3/30/2021	Siding, Door & Remodel Bathroom	701 W. 12th Street	
21-019	Kenneth Gray	32996	4,799.25	50.00	3/26/2021	3/30/2021	10' x 16' storage shed	631 w. Omaha St.	
21-020	Kathy Wolfram	33707	15,000.00	128.00	3/23/2021	3/30/2021	New 26' x 30' Garage	422 N. 3rd Ave. W	
21-021	Richard Beebe	35122	6,000.00	82.00	3/30/2021	3/31/2021	16' x 10' addition to garage	614 E. Bayfield Street	
21-022	Janice Kasperon	33367	18,000.00	25.00	4/1/2021	4/1/2021	Add full bathroom to 1st floor	117 E. 3rd Street	
21-023	Michael Wren	32584	3,000.00	50.00	4/1/2021	4/1/2021	16' x 16' Deck	900 E. Bayfield Street	
21-024	Suzie Am	33660	13,200.00	25.00	4/6/2021	4/8/2021	Re-Roof House	715 W. 5th Street	
21-025	Michael Malcheski	38168	30,000.00	89.20	3/30/2021	4/13/2021	49' x 8' Deck attached	310 E. 6th Street	
21-026	Michael Eskola	33030	2,000.00	100.00	4/12/2021	4/13/2021	Expand deck 12'x8', garage roof & siding	532 W. Pine Street	
21-027	Rodger, Reiswig	33084	2,900.00	50.00	4/14/2021	4/14/2021	Replace Siding and Widows	423 W. Pine Street	
21-028	Dan Mick/Betsy Arson	32942	45,000.00	202.00	3/26/2021	4/19/2021	30' x 34' Garage	201 N. 7th Ave. W	(Includes Special Exception Fee)
21-029	Anne & Tim McClaran	32473	4,000.00	50.00	4/19/2021	4/21/2021	Attached 8'x10' Covered Porch-project cancelled Convert Garage Into Living Space & Renew permtit	1461 County Hwy C	9/13/21 Notified they will not do this project
21-030	Orion Oreskovich	37983	3,000.00	75.00	4/20/2021	4/21/2021	# 20-016	705 Evergreen Court	
21-031	Nicholas Terry	33731	4,000.00	25.00	4/20/2021	4/21/2021	Replace master bathroom shower	420 6th Ave. West	
21-032	Bayfield Properties LLC	32794	1,900.00	nc	4/21/2021	4/21/2021	Repair 20'x10' section of siding	200 W. Harbor View Drive	(total cost under \$2,000.00 did not charge for permit)
21-033	Marten & Gabrielle VanBerg	33234	2,000.00	25.00	4/22/2021	4/22/2021	Replace decking & add pergola on top 10'x12' yard shed, additional garage door in existing	124 W. 3rd Street	
21-034	Otto Korpela	33630	7,517.00	50.00	4/26/2021	4/27/2021	garage and remove ground level deck	603 N. Washington Avenue	
21-035	Caleb & Elsa Brown	33377	2,075.00	25.00	4/28/2021	4/29/2021	Replace 3 Windows (same size)	117 E. 4th Street	
21-036	Gerald Bruno	33506	10,000.00	25.00	4/30/2021	4/30/2021	Remodel Bathroom and replace 3 windows	606 E 3rd Street	
21-037	Mike Welton	35349	8,995.00	25.00	5/3/2021	5/3/2021	Re-shingle roof	205 W. Pine Street	
21-038	Leo Ketchum Fish	36175	2,000.00	172.00	5/10/2021	5/14/2021	Two 12'x30' horse shelters	400 Willimason Rd	
21-039	Jeffery Peterson	33901	5,000.00	50.00	5/11/2021	5/14/2021	12' x 16' Free Standing Deck	819 W. Bigelow	
21-040	Allen Kurth	33880	n/a	25.00	5/14/2021	5/17/2021	Remove/Demoliton Trailer House	201 S. 9th Ave. W	
21-041	Allen Kurth	33880	50,000.00	93.20	4/27/2021	5/17/2021	36' x 24' New House	201 S. 9th Ave. W	
21-042	Tim Compton	32476	1,800.00	50.00	5/13/2021	5/17/2021	12'x30' slab for patio, removed attached deck	1500 County Hwy C	
21-043	Michael Wren	32584	17,000.00	94.80	5/14/2021	5/17/2021	14' x 32' Garden Shed	900 E. Bayfield Street	
21-044	Alberta Heim	33370	4,000.00	25.00	5/17/2021	5/18/2021	Replace font window & door add window to west sid	102 E. 5th St	
S2001-0001	Artist Byway	36600	655.00	129.00	3/11/2021	3/23/2021	Sign and 3 mural signs	406 W Bayfield Street	
S2001-0002	Smith Chiropractor	32938	211.00	39.00	4/27/2021	5/21/2021	Mural Sign	713 W. Bayfield St	
S2001-0003	Midland	33229	15,000.00	138.04	4/13/2021	5/21/2021	Canopy signage	137 W. Bayfield Street	
S2001-0004	Adventure US	33122	1,850.00	77.00	5/10/2021	5/21/2021	Sign and Mural sign	324 W. Bayfield Street	
S2001-0005	Bemused Design	33333	400.00	32.60	5/7/2021	5/21/2021	Wall Sign	14 E. Bayfield Street	
21-045	David Sneed	33204	3,000.00	50.00	4/9/2021	5/21/2021	10' x 20' Yard Shed	211 W. Bayfield St	
21-046	Midland Service	33229	24,500.00	25.00	5/19/2021	5/24/2021	Underground conduit to dispensers	137 W. Bayfield Street	
21-047	Washburn School	33718	530,000.00	50.00	6/3/2021	6/3/2021	Re-Roof	305 W. 4th St	(Includes early start penalty, warning to contractor Superior Roofing)
S2001-0006	Scarecrow Pizza	32859	200.00	32.00	6/8/2021	6/8/2021	Wall Sign	905 W. Bayfield Sreet	
21-048	Ted Galazen	32898	5,000.00	25.00	6/10/2021	6/11/2021	Re-roof	1033 W. Bigelow Street	
21-049	Paul Haltvick	32555	3,500.00	25.00	6/15/2021	6/16/2021	Re-shingle roof	206 Gary Road	
21-050	Walter Moss	33081	4,000.00	50.00	6/15/2021	6/16/2021	Repair porch and replace part of siding	407 W Pine Street	
21-051	Sean Cadotte & Dala Hart	32946	30,000.00	140.00	6/14/2021	6/21/2021	New Garage	714 w. 4th Street	
21-052	Tim Compton	32476	5,000.00	25.00	6/29/2021	9/29/2021	Re-shingle roof	1500 County Hwy C	
21-053	Walter Moss	33081	3,000.00	50.00	7/1/2021	7/1/2021	Foundation repair	407 W Pine Street	

21-054	James Byrne	33289	3,000.00	25.00	7/8/2021	7/8/2021	Replace 4 windows	3 W. 4th sTreet	
21-055	Aaron & Cassandra Kalmon	33065	2,000.00	25.00	7/7/2021	7/8/2021	replace windows	422 W. 4th Street	
21-056	Washburn Housing Auth.	33638	28,000.00	50.00	7/9/2021	7/12/2021	Enclose part of basement for play room	316 W. 7th street	(Includes early start penalty, warning to contractor Corey Holsclaw bldg & property service)
21-057	Paul & Nancy Heidel	33433	11,000.00	83.60	7/13/2021	7/15/2021	12' x 28' Yard Shed	316 E. 4th Street	
21-058	Chris Mcneary	32957	9,000.00	25.00	7/27/2021	7/27/2021	Re-shingle roof	626 W. 3rd Street	
21-059	North York Carpentry LLC	33148	10,000.00	131.60	7/15/2021	8/4/2021	Add Carport, new widows, doors , heat finish inside	302 W. 3rd Street	
21-060	Taylor Pearson	36659	1,500.00	50.00	8/13/2021	8/13/2021	12'x12' addition to deck	719 Superior Ave	
21-061	Paul Haugen	32517		50.00	8/10/2021	8/13/2021	Renewal of Permit 20-057	701 Hillside Dr	
21-062	Tim Pufall	33765	7,000.00	50.00	8/9/2021	8/13/2021	16'x12' Yard Shed	203 E. 5th Street	
21-063	Tessah Wickus	32853	1,000.00	25.00	8/10/2021	8/13/2021	Re-shingle roof	934 W. Pine Street	
21-064	Scott Posner	32850	30,000.00	147.80	7/26/2021	8/18/2021	26'x28' Garage with attached breezway and remodel	119 N. 9th Ave. West	
21-065	June & Elmer Wilber	35351	5,400.00	25.00	8/18/2021	8/18/2021	Replace Tub with Shower Pan & replacing wall surro	1040 W. Bigleow Street	
21-066	Leo Ketchum Fish	36175	10,000.00	218.00	8/11/2021	8/18/2021	1600 sq. ft addition to existing barn	400 Willimason Rd	
21-067	Leon LaChappelle	33534	2,000.00	25.00	8/19/2021	8/19/2021	Renewal of Permit 20-059	706 E. 3rd Street	
S2001-0006	Yellow Bird Gallery	36206	100.00	125.00	8/20/2021	8/20/2021	Sign Permit	318 W. Bayfield St.	
21-068	Midland Service	33229	424,986.42	75.00	8/24/2021	8/30/2021	Replace existing tanks, dispensers ect.	137 W. Bayfield Street	
21-069	Robbin Kolberg	33381	3,000.00	25.00	8/31/2021	8/31/2021	Reshingle house	422 N. 2nd Ave East	
21-070	Historic Civic Center Founda	33270	35,000.00	25.00	9/14/2021	9/14/2021	Roof	3 W. Bayfield Street	
21-071	Susan Lince	36600	7,000.00	25.00	9/29/2021	9/29/2021	Reshingle Roof	406 W. Bayfield Street	
21-072	Lindsey leases llc	33067	14,000.00	25.00	10/12/2021	10/13/2021	Replace Siding, facia & soffets	412W. 4th Street	
21-073	Max Lindsey	32565	13,755.00	25.00	10/13/2021	10/13/2021	Re-shingle roof	936 Buckland Road	
21-074	Cathy Caliendo	33702	26,000.00	75.00	10/13/2021	10/13/2021	Metal roof on garage & remodel bathroom/handicap	501 Washington Ave	(Roof fee double do to early start - Wintergreen Remodeling Seth Vasser)
21-075	Washburn Iron Works	33345	20,000.00	175.00	10/7/2021	10/19/2021	Fill Permit and Retaining Wall	112 E. Bayfield Street	
21-076	Nancy Maki	33299	7,498.00	50.00	10/19/2021	10/19/2021	Replace 10 windows	515 1st Ave E	(Fee is doubled do to early start-Mad City Windows warned)
21-077	Tom & Deana Yost	32992	13,980.00	25.00	10/26/2021	10/28/2021	Reside House- viynal siding	115 S. 6th Avenue West	
21-078	Mark & Lisa McGinley	37816	210,000.00	48.25	10/22/2021	11/1/2021	New Home 965 sq ft	939 W. Omaha Street	
21-079	Matt Schwantes	33135	3,000.00	50.00	10/29/2021	11/3/2021	Complete cnrty way, siding and roof	320 W. Pine Street	
21-080	Santa Leyenda Inmueble LLC	32858	12,000.00	75.00	11/3/2021	11/3/2021	Metal Roof & facia and replace existing window	901 W. Bayfield Street	
21-081	Joeseph Kochevar	33386	42,500.00	50.00	11/3/2021	11/3/2021	Replace Siding, windows, doors & Remove Decks	209 E. 4th Street	
21-082	Paula Hyde	33317	10,250.00	25.00	11/5/2021	11/8/2021	Replace roof with Metal roof	28 E. 4th Street	
21-083	Charles Guski	33085	5,000.00	25.00	11/9/2021	11/9/2021	Re-shingle roof	425 W. Pine Street	
21-084	William Smith	32938	1,600.00	25.00	11/12/2021	11/12/2021	Re-shingle part of business roof and all of garage roof	713 W. Bayfield St	
21-085	Heidi Kontny/Reykdal estate	33865	10,000.00	50.00	11/12/2021	11/12/2021	Re-shingle House and Repair front & Rear decks	823 W. Omaha St	
21-086	Tom & Kathy Moran	33707	1,000.00	50.00	11/8/2021	11/19/2021	16'x12' Green house/garden shed	422 3rd Ave. West	
S2001-0007	Sheila Desjarlais/Kiddwink		300.00	45.00	10/21/2021	11/19/2021	5' x 3' wall sign	108 W. Bayfield Street	
21-087	Reef Knot Properties Jard Tri	33239	4,000.00	75.00	11/23/2021	11/24/2021	Replace Rear Door and add sink to bathroom	101 W. Bayfield Street	
21-088	Karl & Marilyn Carlson	36095	4,000.00	50.00	12/1/2021	12/2/2021	Barrel Sauna	625 w. 5th Street	
21-089	Zachary Yepma	32644	7,000.00	25.00	12/7/2021	12/8/2021	Remodel Kitchen	101 Thompson Road	
21-090	John Cook	36602	3,000.00	100.00	11/17/2021	12/8/2021	20'x25' Shed	423 W. Omaha Street	
21-091	Susan Lince	36600	1,126.00	183.00	10/1/2021	12/17/2021	Convert Garage into Framing Shop	406 W. Bayfield Street	Fee includes architectural review
			\$2,175,812.57						

Permit #	Applicant Name	Tax ID	Project Cost	Permit Fee	Date		Description	Site Address
					Date Submitted	Approved		
22-001	Erin Burkett	33489	7,300.00	25.00	2/8/2022	2/11/2022	Replace tub with shower	521 E 3rd ST
S2022-01	Santa Leyenda	32858	1,000.00	111.00	2/2/2022	2/11/2022	Sign	901 W Bayfield Street
22-002	Nola Allen	32529	350,000.00	229.90	3/12/2022	3/24/2022	New Home W/attached garage	322 W. Hillside Drive
22-003	Bayfield County Jail	33768	638,000.00	75.00	3/22/2022	3/24/2022	Replace Roof	615 2nd Ave. E
22-004	Reef Knot Properties	33239	20,000.00	315.00	3/23/2022	3/24/2022	Remodel Interior	101 W. Bayfield St.
22-005	Justin Viken	32872	10,000.00	75.00	4/5/2022	4/6/2022	Roof, Siding, Windows	848 W. Bayfield St
22-006	Michael Eskola	33030	500.00	25.00	4/8/2022	4/13/2022	Add 60 sq ft to existing deck	532 W Pine Street
22-007	Bonnie Halverson	32963	12,000.00	25.00	4/5/2022	4/13/2022	Drain tile/sump system	203 6th Ave West
22-008	John Winegarden	33402	10,000.00	50.00	4/22/2022	4/22/2022	Re-shingel house	221 3rd Ave East (fee charged for late start)
22-009	Garyck Hoenig	33528	3,700.00	50.00	4/26/2022	4/27/2022	18' x 12' Yard Shed	710 E. Bayfield Street
22-010	Carrie Lecheler	33411	6,200.00	25.00	5/3/2022	5/3/2022	Reshingle house	211 E. Omaha Street
22-011	Jeff Peterson	33901	7,000.00	25.00	5/3/2022	5/3/2022	Refurbish Front Porch	819 W. Bigelow
22-012	Cathy Zimmer	33160	8,000.00	25.00	5/3/2022	5/3/2022	Reshingle house	314 W. 4th Street
22-013	Jeff Peterson	33901	20,000.00	50.00	5/4/2022	5/4/2022	Coverd Deck/Pavillion	819 W. Bigelow
S2022-02	Full Keel/Adventureus	33239	1,800.00	255.00	4/19/2022	5/4/2022	Replace sign face on existing	101 W. Bayfield St.
22-014	Mark Ledin	33407	7,988.00	25.00	5/4/2022	5/5/2022	Repair/Refurbish existing	1218 E. Bayfield St
22-015	Barb Snyder	33366	7,000.00	50.00	5/6/2022	5/6/2022	Windows, siding on porch & insulate	
22-016	Dan & Lauren Schick	32944	11,300.00	25.00	5/9/2022	5/9/2022	Replace 10 Windows	715 W. Pine Street
22-017	Orrion Oreskovich	37983	60,000.00	85.00	5/2/2022	5/10/2022	Apartment above garage	703 Evergreen Court
22-018	Michele Chiostrri	36092	12,675.00	25.00	5/12/2022	5/13/2022	Re-shingel house	608 W. 3rd Street
22-019	Carol Kouba	32450	15,800.00	25.00	5/12/2022	5/13/2022	Re-shingle house	877 Jackson Road
22-020	Doris Hendrickson	36124	9,200.00	25.00	5/13/2022	5/16/2022	Wall Anchors & interior dr	516 W. Omaha St
22-021	Caleb & Elsa Brown	33377	2,400.00	25.00	5/11/2022	5/19/2022	Windows	117 E. 4th Street
22-022	Mary Hamel	33361	15,000.00	25.00	5/16/2022	5/19/2022	Remodel Kitchen	122 E. 4th Street
22-023	Void							
22-024	Robert Stadler	33121	50,000.00	75.00	5/16/2022	5/20/2022	Siding & Finish Concrete	328 W. Bayfield Street
S2022-03	Jon Wheeler/Blue Wate	33241	3,000.00	121.00	4/19/2022	5/20/2022	Signage	109 W. Bayfield Street Fee includes Architectural review.
22-025	Ross Lind	32943	2,000.00	50.00	5/20/2022	5/20/2022	Deck	713 W. Pine Street
22-026	Callae Hyde	33128	12,000.00	94.20	5/20/2022	5/20/2022	Garage addition with board	306 W Pine Street
22-027	Marty Reykal	33865	3,000.00	50.00	5/23/2022	5/23/2022	Replace front deck & rear	823 W. Omaha Street
22-028	Nancy Clarke	33482	2,000.00	25.00	5/23/2022	5/23/2022	Re-Shinge Garage Roof	529 E. Bayfield Street
22-029	Linsey Leases	33068	10,465.80	25.00	5/24/2022	5/24/2022	Remove & Re-Shingle Hou	315 N. 4th Ave W
22-030	Jerry Jorgenson	33635	3,700.00	50.00	5/24/2022	5/24/2022	9.5'x7' Deck & Chimney	229 W. 6th Street
22-031	Jared & Amy Trimbo	33325	5,600.00	50.00	5/25/2022	5/26/2022	10' x 16' Yard Shed	24 E. 3rd Street
22-032	Erik Overby	33774	26,000.00	125.00	6/2/2022	6/3/2022	14'x22' shed, remodel inte	229 E. 6th Street
22-033	Marty Reykal	33050	2,000.00	50.00	6/3/2022	6/6/2022	Shingle Garage	519 W. Pine St. Early start penalty included
22-034	Michael Mertes	33468	2,000.00	25.00	6/7/2022	6/7/2022	Complete siding on outbu	429 E. Bayfield Street
S2022-04	South Shore Brewery	33022	2,000.00	75.00	6/7/2022	6/8/2022	Wall Sign	532 W. Bayfield Street
22-035	Kristin Opperman	33147	2,000.00	75.00	6/10/2022	6/10/2022	Replace decking & railing	314 W. 3rd Street
22-036	Todd Deeth	32900	1,000.00	25.00	6/16/2022	6/16/2022	Reshingle Garage	1001 W. Bigelow
22-037	Bayfield County Courth	33766	250,000.00	75.00	6/15/2022	6/16/2022	Renovate 2 offices and ad	117 E. 5TH STREET
22-039	Bayfield County Hwy De	32595	1,600.00	75.00	6/16/2022	6/16/2022	12' X 12' Pad for new gene	311 s. 1st Ave East
s2022-05	Superior Wellness/Scarlet Fire Glas		300.00	105.00	5/15/2022	6/17/2022	60" x 48" Wall Sign	123 W. Bayfield Street Fee includes Architectural review.
22-040	Scott & Diane Posner	32850	40,000.00	50.00	6/17/2022	6/20/2022	Replace Siding, Windows	119 N. 9th Ave. W
22-041	Meira Grabiner	32629	3,500.00	100.00	6/17/2022	6/20/2022	12'x12' Gazebo & 6'x8' Gr	1401 Fur Farm Rd



22-042	Karen Grieve	36371	50,000.00	150.00	6/17/2022	6/22/2022	Repair foundation on exist	515 W. 5th Street
22-043	Kevin Detarville	33415	11,000.00	25.00	6/22/2022	6/22/2022	metal roof house & garage	310 E. Bayfield Street
22-044	Marjorie Simpson	32856	500.00	25.00	6/22/2022	6/22/2022	Interior Remodel	939 W. Bayfield Street
22-045	Washburn Iron Works	33931 & 33	1,000,000.00	775.00	12/21/2021	6/23/2022	100'x130' Addition	112 E. Bayfield Street
22-046	Robert Wolford	33279	15,400.00	25.00	6/23/2022	6/24/2022	Reshingle roof & remove c	321 N Central Ave
22-047	Rebecca Geyer	33172	2,500.00	75.00	7/1/2022	7/1/2022	New Windows, exterior d	216 W. 4th Street
22-048	Michael Malcheski	32953	3,000.00	25.00	7/5/2022	7/6/2022	Re-shingle Garage	303 N 6th Ave West
22-049	Todd Deeth	32900	1,500.00	25.00	7/5/2022	7/6/2022	Reside garage	1001 W. Bigelow
22-050	Amy Arnao	32490	13,675.00	25.00	7/6/2022	7/6/2022	Re-Shingle House	1129 N. 8th Ave W
22-051	North Coast Coffee	35353	4,800.00	50.00	7/7/2022	7/8/2022	12'x14' Yard Shed	509 W. Bayfield St
22-052	Deb Diamond-Nepstad	32742	3,000.00	50.00	7/7/2022	7/8/2022	Replace front entry deck	608 Grandview Blvd
22-053	Mary McGrath	38882	30,000.00	107.60	6/8/2022	7/12/2022	24' x 24' Garage	111 S. 3rd Ave East
22-054	Thomas Stephens	33505	15,000.00	25.00	6/28/2022	7/14/2022	36'x16' Concrete Slab	603 E 3rd Street
22-055	Erica Macrum	33205	8,500.00	171.00	7/13/2022	7/14/2022	Interior Remodel, replace	229 W. Bayfield Street
22-056	Kevin Detarville	33415	28,200.00	113.00	7/13/2022	7/14/2022	Foundation Repair	310 E. Bayfield Street
22-057	Lake Superior Studio/Er	36206	13,000.00	75.00	7/14/2022	7/14/2022	Add Extrior Door, Replace	318 W. Bayfield Street
22-058	Justin Viken	32872	7,000.00	88.50	7/22/2022	7/22/2022	24'16' Deck	848 W. Bayfield St
22-059	Tom & Kathy Moran	33707	10,000.00	52.80	7/27/2022	7/29/2022	16'x16' Deck & 12'x6' Decl	422 3rd Ave. W.
22-060	Ben Robinson	32954	10,500.00	25.00	8/2/2022	8/2/2022	Re-Roof House	611 W. 3rd Street
22-061	David J. Blong	33334	8,000.00	75.00	8/2/2022	8/2/2022	Replace upstairs windows	16 E. Bayfield Street
22-062	Ted Penrod	33303	20,000.00	50.00	7/28/2022	8/3/2022	Fondation repair & drainti	3 E. 5th Street
22-063	Paul Heidel	33433	1,800.00	25.00	8/3/2022	8/3/2022	Replace deck with gravel p	316 E. 4th Street
22-064	DJ Stone Trust	33627	5,240.00	25.00	8/3/2022	8/3/2022	Re-Roof House	230 W. 7th Street
22-065	Ian Shackelford	33284	2,000.00	50.00	8/8/2022	8/12/2022	8' x 10' yard shed	29 W. 3rd Street
22-066	Tessa Wickus	32853	2,000.00	25.00	8/9/2022	8/11/2022	Re-Roof House	934 W. Pine Street
22-067	Rosh Edwards	33727	2,000.00	25.00	8/9/2022	8/11/2022	Install Metal Roof	409 W. 4th Street
22-068	Carrie Linder	36893	2,500.00	50.00	7/13/2022	8/19/2022	Lean to on back of garage	905 N. 10th Ave. W (special exception approved 8/18/22)
22-069	Scott Kluser	32848	32,000.00	123.00	8/15/2022	8/19/2022	Replace existing deck with	815 W. Bayfield Street
22-001D	Tim & Jody Compton	32831	n/a	25.00	8/22/2022	8/22/2022	Demolish House	848 W. 3rd Street
22-070	Bayfield Co. Jaoil	33769	14,000.00	75.00	8/18/2022	8/22/2022	Roof top solar panel	615 2nd Ave. E
22-071	Thomas Stephens	33505	25,000.00	107.60	8/24/2022	8/25/2022	16'x36' Addition to Garage	603 E. 3rd Street
22-072	Barbara Riley	33682	7,985.00	25.00	8/31/2022	8/31/2022	Re-shingle garage roof	521 4th Ave. West
22-073	Nate Krause	32847	1,200.00	25.00	9/8/2022	9/8/2022	Replace 2 windows	827 W. Bayfield St
22-074	David Dawson	33287	6,500.00	25.00	9/7/2022	9/8/2022	Re-Roof House & Garage	417 N. Central Ave
22-075	Washburn Developmen	32610	5,000.00	75.00	9/15/2022	9/15/2022	Add 3 windows	130 W Harbor View Drive
S2022-06	Ashley Moore-Thrivent	33243	796.53	60.80	8/31/2022	9/19/2022	25"x60" wall sign	123 W. Bayfield Str Fee includes Architectural review.
22-076	Patrick Brown	33276	20,000.00	75.00	9/24/2022	9/26/2022	Remodel Upstairs, widows	10 W. 4th Street
22-077	Sally Randell	33435	19,600.00	25.00	9/27/2022	9/28/2022	Replace Roof	332 E. 4th Street
22-078	Charlotte Wroblewski	32530	30,000.00	25.00	9/28/2022	9/28/2022	Replace Roof	1210 N. 5th Ave. W
22-079	Dave Olson	32758	18,000.00	25.00	10/5/2022	10/6/2022	Replace Roof	1051 Castle Drive
22-080	Karen Gorman	33356	10,000.00	25.00	10/6/2022	10/6/2022	Re-shinge Roof	121 E Bayfield ST.
S2022-07	North Your Carpentry	33148	400.00	39.50	10/5/2022	10/6/2022	Sign	302 W. 3rd St
22-081	Brenda Bock	32898	2,000.00	50.00	10/17/2022	10/19/2022	8'6" x 12' Yard shed	1033 W. Bigelow St
22-082	Washburn Apartments	32605	6,000.00	25.00	10/18/2022	10/19/2022	Re-Shingel Garage	125 W. Harbor View Dr.
22-083	Jerald Fermanich	33108	15,000.00	75.00	10/19/2022	10/20/2022	RE-Shingle, siding, window	416 W. Omaha St
22-084	Keith F. Peterson	33789	45,000.00	25.00	10/19/2022	10/20/2022	Remodel Kitchen	310 E. 8th St.
22-085	Northern Lights Service:	32580	96,500.00	75.00	9/28/2022	10/26/2022	Ground Mount Solar Arra	706 Bratley Drive

22-086	Matt Schwantes	33135	3,000.00	25.00	9/27/2022	10/26/2022	Renewal Permit for three 320 W. Pine St	(renewal fee is 1/2 of original also paid special exception fee of \$50.00)
22-087	Historic Civic Center Fo	33270	4,000.00	75.00	10/10/2022	10/26/2022	AC Unit on Lower roof box 3 W Bayfield St.	
22-088	Robert Stadler/Patsy's	33121	5,000.00	75.00	10/24/2022	10/26/2022	Side Canopy, walk-in cool 328 W. Bayfield Street	
22-089	John & Barbara Fitzpatr	33298	18,000.00	25.00	11/21/2022	11/22/2022	Replace 5 existing window 521 1st Ave E.	
22-002D	Tom Zinski	33802	n/a	50.00	10/17/2022	10/17/2022	Demolish House & Garage 101 E. 7th Street	(double fee fo no permit obtained, contractor warned)
22-090	Michael DeFoe	32864	10,000.00	50.00	12/12/2022	12/12/2022	Re-Roof House 920 W. Bayfield St	(double fee fo no permit obtained, contractor warned)
22-091	Christian Martinez	33196	27,500.00	50.00	12/13/2022	12/13/2022	Repair roof & walls over d 226 w. Pine St	(double fee fo no permit obtained, contractor warned)
22-092	Tim McClaran	32473	N//A	50.00	12/14/2022	12/14/2022	Re-newal of 19-066, New 1461 County Hwy C	