

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/87030153282?pwd=cTZoQkhra1NoTUUxcitNQ1BDOWJydz09> or by calling 1 (877) 853-5247 (Toll Free) and entering Webinar ID: 870 3015 3282 and entering passcode: 665108 as opposed to being present for the meeting.

NOTICE OF PLAN COMMISSION MEETING

DATE: Thursday, May 18, 2023 - Amended May 11, 2023 2:00 PM

TIME: 5:30 PM

PLACE: Washburn City Hall – 119 Washington Ave

AGENDA:

- Call to Order/Roll Call
- Approval of Minutes of April 20, 2023
- Election of Vice Chairperson
- Presentation on the Survey Results for the Bayfield Street Beautification Project, Washburn Chamber of Commerce and Northland College
- Discussion & Action on Application for Sign Permit and Plan of Operation, 123 W. Bayfield Street, C-3 District – Kelly Hendzel and Melis Arik, Petitioners
- Discussion & Action on Sign Permit Application, 137 W. Bayfield Street, C-3 District - Midland Services, Petitioner
- Discussion & Action on Sign Permit Application, 10 W. Bayfield Street, C-3 District, Chequamegon Bait LLC dba Firehouse Bar- Kelsey Lindsey, Petitioner
- Discussion & Action on Architectural/Downtown Design Reviews, 10 W. Bayfield Street, Chequamegon Bait LLC dba Firehouse Bar – Kelsey Lindsey, Petitioner
- Discussion & Action on Façade Loan Application, 10 W. Bayfield Street, Chequamegon Bait LLC dba Firehouse Bar – Kelsey Lindsey, Petitioner
- Adjourn

April 20, 2023

CITY OF WASHBURN PLAN COMMISSION MEETING

5:30PM Washburn City Hall

COMMISSION MEMBERS: Dave Anderson, Felix Kalinowski (late), Michael Malcheski, Mary Motiff, Leo Ketchum- Matt Simoneau (Zoom),
Nicolas Suminski

ABSENT:

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 – March 16, 2023 Minutes – Motion by Suminski to approve the minutes of March 16, 2023, second by Anderson. Motion carried 6-0.

Discussion & Action on Application for Sign Permit, Sweet Fern Apothecary/Seeds of Well Being, 229 W. Bayfield Street, C-3 District – Erica Macrum, Petitioner – Petitioner is requesting a hanging sign and wall sign, both made of wood. Application and drawings reviewed. Moved by Ketchum-Fish, second by Anderson to approve the wall sign and hanging sign. Motion carried 6 to 0.

Discussion and Action on Application for Sign Permit and Plan of Operation, The Wood Bin, 324 w. Bayfield Street, C-3 District – Adam Monat, Petitioner- Petitioner present. Mr. Monat is opening The Wood Bin, this is a retail store that will sell locally made hand crafted wood items, made by local woodworkers. A letter addressing his plan of operation was received along with a drawing and application for a 5' x 2' wood wall sign. Ketchum-Fish moves to approve the Plan of Operation and Sign Permit for The Wood Bin, 324 W. Bayfield St., second by Anderson. Plan of Operation Review; 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; *There are no known issues. There are no known hazardous substances of other uncommon operational characteristics.* 2) The nature and extent of anticipated positive and negative effects on properties in the area; *None know.* 3) Actions the applicant will undertake to mitigate the negative effects, if any, of the proposed land use; *There are no known negative effects.* 4) 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 factors.* Original motion carried 6 to 0.

Felix Kalinowski arrives at 5:37pm.

Anderson moves to place the discussion and action on scoreboards to the end of the meeting, 2nd by Ketchum-Fish. Motion carries 7 to 0.

Discussion & Action on Request for Special Exception to Enlarge a Non-Conforming Structure, 321 Williamson Rd., R-1 District – Donna Browning, Petitioner – Petitioner present. Ms. Browning would like to add a 16' x 20' addition on the rear corner of her existing home. The house is approximately 30' from the lot line, and currently the setback is 50', making her a non-conforming structure. All other setback requirements have been met. Per Article 21-4 Nonconforming structures (b) Enlargement. "A non-conforming structure that is used by a conforming use may be enlarged provided the Plan Commission authorizes such enlargement pursuant to the requirements in Article 7". Ketchum-Fish moves to approve the special exception for a 16' x 20' addition on the residence at 321 Williamson Road, seconded by Malcheski. Review of Article 7 The Plan Commission considers the following factors: 1) The size of the property in comparison to other properties in the area. **The Commission finds that the property is residential property and is of comparable size to other residential properties in the area.** 2) The extent to which the issuance of the special exception permit would be in keeping with the overall intent of this chapter. **The Commission finds that this exception has been approved in the past, and it will not make the setback violation any worse.** 3) Whether there are any unique circumstances and the nature of those circumstances that warrant the issuance of the special exception. **The Commission finds that house is already existing, and the addition is going to be added to the rear west side so it will not make the setback violation any greater.** 4) The nature and extent of anticipated impacts to the natural environment that could potentially occur if a special exception was granted. **The Commission finds that there would be no known negative impacts to the natural environment.** 5) The nature and extent of anticipated positive and negative effects on properties in the area. **The Commission finds that there are no known negative effects. Once the project is completed it should be an improvement.** 6) Actions the applicant will undertake to mitigate the negative effects, if any, of the proposed special exception. **None, as there are no known negative effects.** 7) A factor specifically listed under a section of this chapter authorizing the issuance of a special exception. **No factors other than listed.** 8) Any other factor that relates to the purposes of this chapter set forth in s. 1-5 or as allowed by state law. *N/A.* Original motion carried 7 to 0.

Discussion & Action on Placement of Scoreboards at City Ballfield Complex-, L-1 District - Jamie Cook, Petitioner – Petitioner present. The petitioner is requesting to place two new scoreboards at city ballfield complex, and replacement of the existing scoreboard, funding for the scoreboard will be coming from various sources. All three may not be placed at the same time, but over time. Moved by Suminski to approve the placement of all three scoreboards as shown in the drawing, seconded by Kalinowski. Motion carried 7-0.

Motiff adjourns the meeting at 5:50pm.

Respectfully Submitted,
Tammy DeMars

Thank you!



Nicole Foster, PhD

Assistant Professor, Sustainable
Community Development

Interim Director, Center for Rural
Communities

nfoster@northland.edu

(715) 682-1311

Potential

Next Steps

-
- Resident Survey of Downtown preferences
 - Presentation for City Council
 - Policies to incentivize/enforce basic building maintenance and upkeep
 - Funding and Resources for Streetscaping / Design
 - Walkability / Placemaking audit
 - Downtown Design Visioning Workshop
 - Bespoke design services for individual businesses
 - Viability assessment

Key Takeaways



Businesses (and City) are
already strained

Prioritize basic maintenance, curb
appeal and common sense standards
Support don't stifle creativity and
diversity by over-regulating
Focus on tactical interventions, not
comprehensive plans



Streetcapping Preferences
→ Walkability & Vibrancy

Landscaping, Seating/Patios, Art,
Lighting, Trees
Fill in gaps



Increase accessibility/views to lake



Affordable housing, staffing, climate change are
also concerns

Key Takeaways

Businesses split on perceptions of downtown

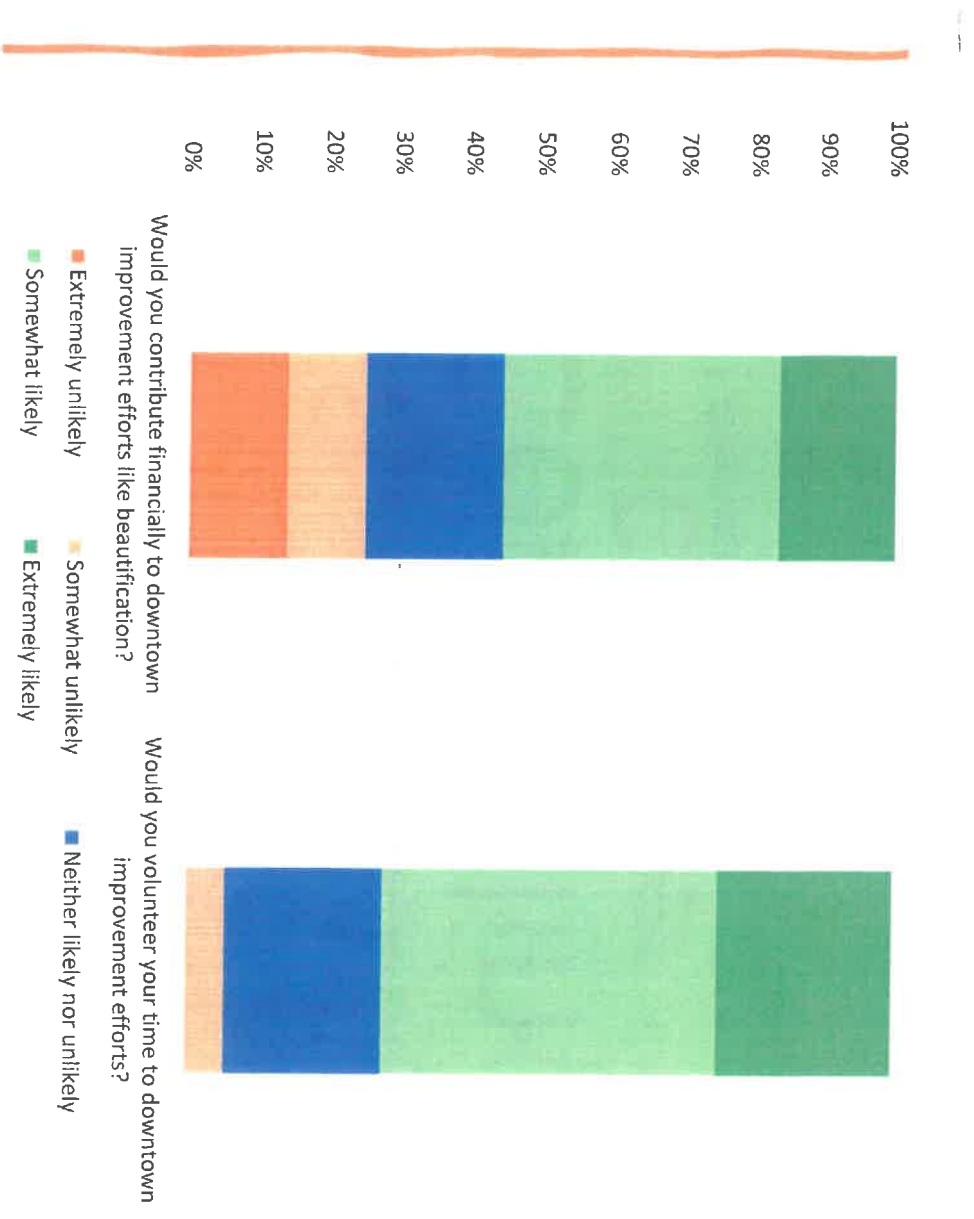
- Younger businesses more favorable

Strengths: Variety, Location, Friendliness

Challenges: Upkeep, Drive-through, Gaps, Safety

Vision: Maintained, Vibrant, Walkable, Welcoming, Artistic Destination

Participation Preferences



Signage /
Design
Comments

Maintained
Standards
SandwichBoards
Support
Character
Resourceful

Flags
Diversity

Banners

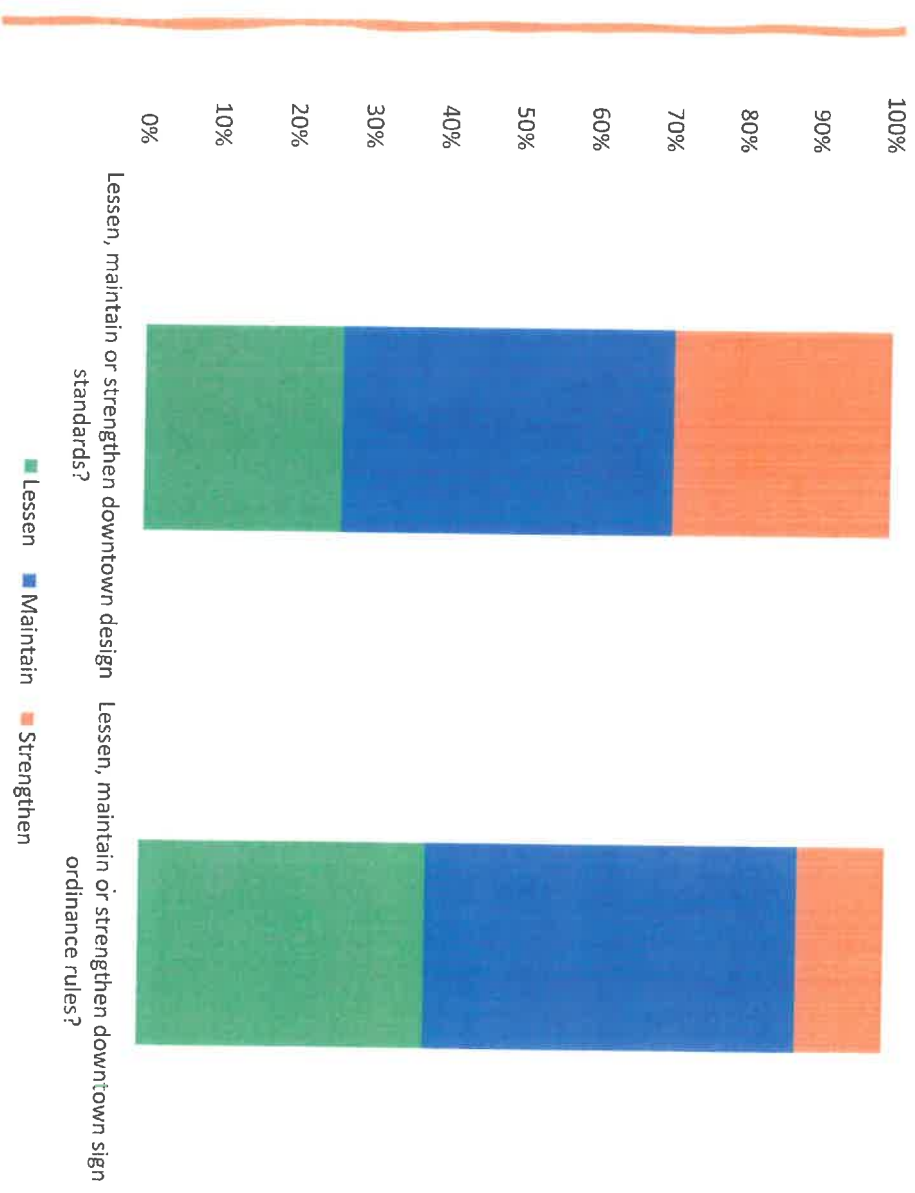
Identity

Controlling

Sidewalks

Colorful

Design and Sign Ordinance Preferences



Vision for Downtown



Downtown's Challenges



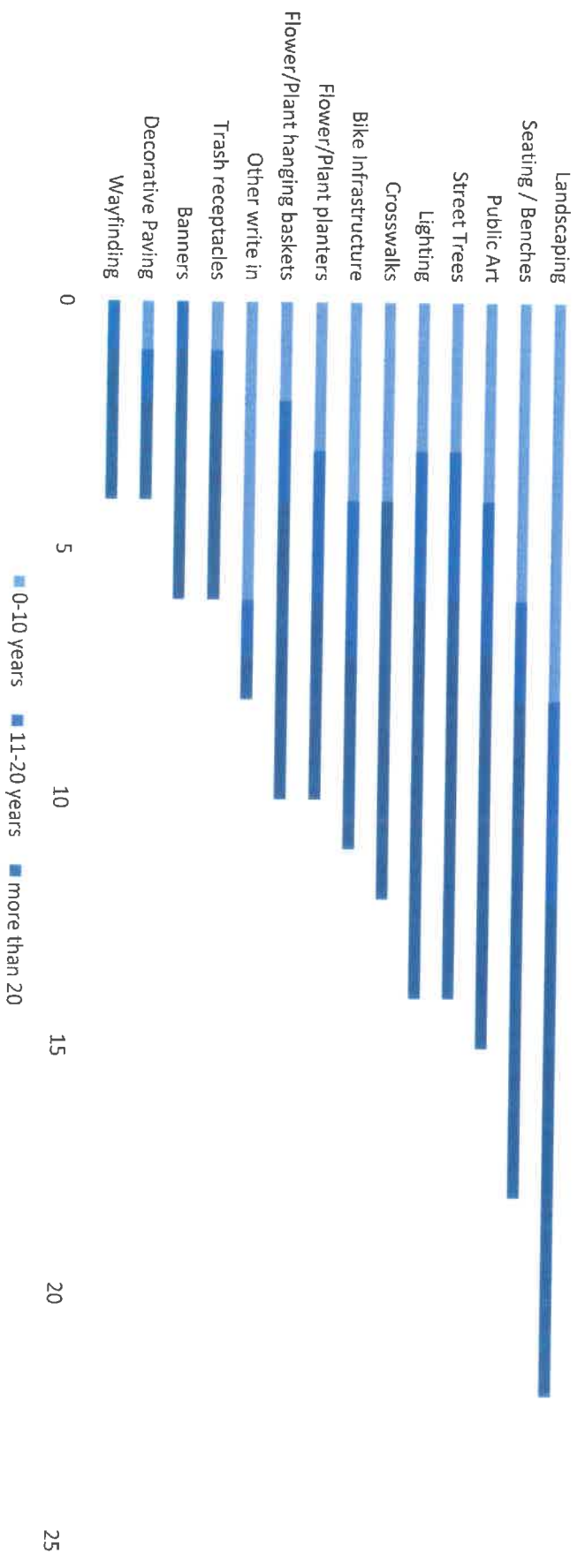
Downtown's Strengths



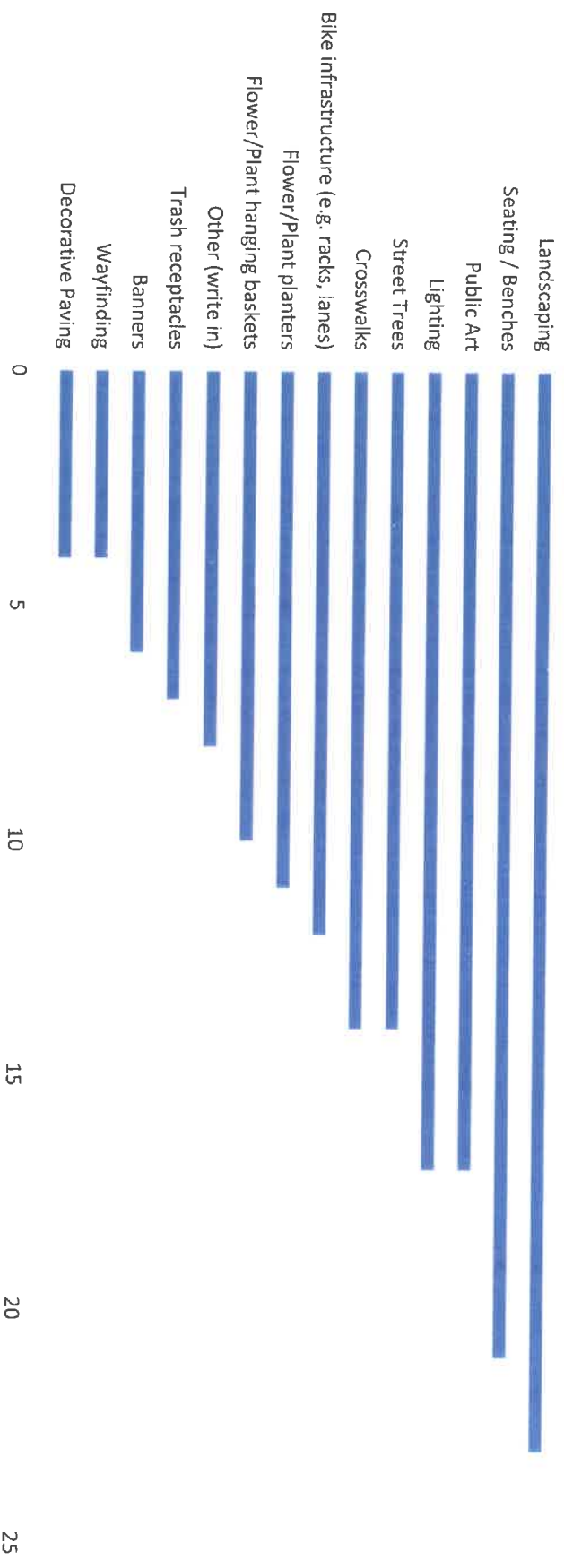
A word cloud of downtown strengths. The words are arranged in a roughly rectangular shape, with 'Businesses' being the largest and most central word. Other prominent words include 'Variety', 'Location', 'Lake', and 'Unique'. Smaller words like 'Walkable', 'Community', 'Historic', 'Friendly', 'Growth', 'Parks', 'Nature', 'SmallTown', 'Buildings', 'Upkeep', 'Restaurants', 'Market', 'Forest', 'Accessibility', and 'Security' are scattered around the main words.

Walkable
Community
Lake
Historic
Variety
Friendly
Growth
Parks
Nature
SmallTown
Buildings
Upkeep
Restaurants
Market
Forest
Accessibility
Security
Businesses
Unique
Location

Downtown Preferences by Business Age



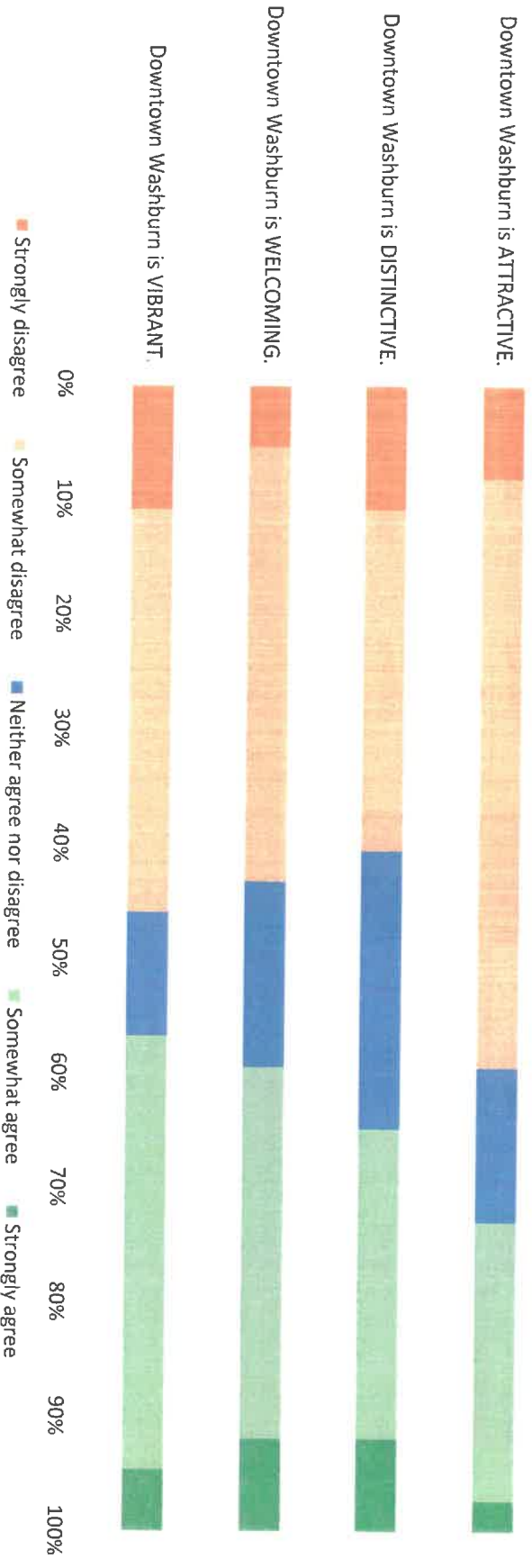
Downtown Preferences



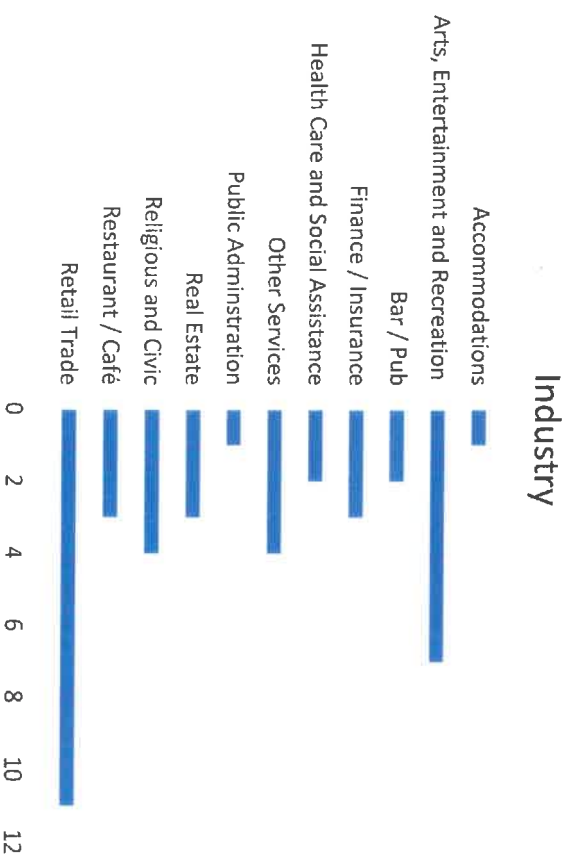
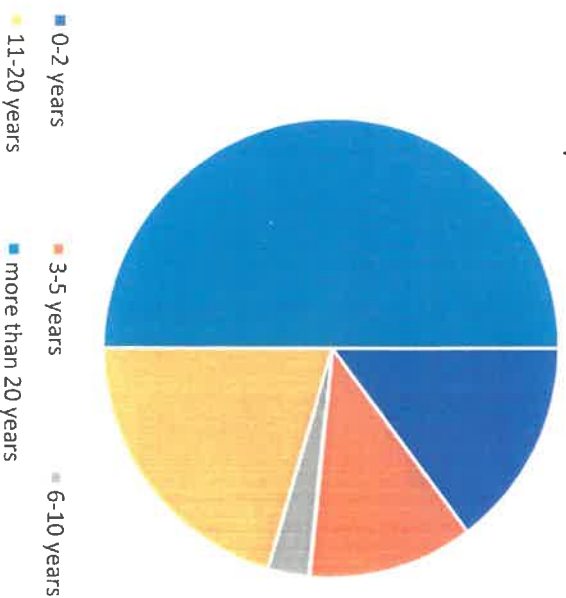
Downtown Perceptions by Business Age

	Total	0-10 years	11-20 years	7.0	> 20 years
Total Count (Answering)	34.0	10.0	11-20 years	7.0	17.0
Downtown Washburn is ATTRACTIVE.	Disagree	61.8%	60.0%	57.1%	64.7%
	Neutral	8.8%	10.0%	0.0%	11.8%
	Agree	29.4%	30.0%	42.9%	23.5%
Downtown Washburn is VIBRANT.	Disagree	44.1%	30.0%	28.6%	58.8%
	Neutral	8.8%	10.0%	14.3%	5.9%
	Agree	47.1%	60.0%	57.1%	35.3%
Downtown Washburn is WELCOMING.	Disagree	44.1%	30.0%	57.1%	47.1%
	Neutral	14.7%	20.0%	0.0%	17.6%
	Agree	41.2%	50.0%	42.9%	35.3%
Downtown Washburn is DISTINCTIVE.	Disagree	35.3%	30.0%	28.6%	41.2%
	Neutral	26.5%	10.0%	28.6%	35.3%
	Agree	38.2%	60.0%	42.9%	23.5%

Downtown Perceptions



37 survey + 8 in-person responses



Survey Responses

Our Approach



Collaborative Effort

Washburn's Chamber of
Commerce & Northland's
Culture and Revitalization
Class



Email invitation to online survey



Site visits, phone and email follow-up



Data analysis

Descriptive Statistics
Coded open-ended comments
Identified major themes

Presentation Overview

- Our Approach
- Survey Response Rate
- Survey Findings
 - Downtown Perceptions
 - Downtown Preferences
 - Perceived Strengths, Challenges, Vision
 - Sign & Ordinance Preferences & Comments
- Key Takeaways
- Next Steps

Washburn Business Downtown Design Survey

Nicole Foster, PhD

Assistant Professor, Sustainable Community Development

Interim Director, Center for Rural Communities

Northland College

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

From: Tammy DeMars, Deputy Zoning Administrator

Re: Sign Permit 123 W. Bayfield Street

Date: May 10, 2023

Kelly Hendzel & Melis Arik are applying for a permit to place 26" x 48" aluminum wall sign and a sidewalk sign for their massage business located at 123 W. Bayfield Street. These signs meet all the sign requirements outlined in Article 18.

Since this is a new sign, and in the C3 District, it is considered major work and requires Plan Commission approval. We have no specific architectural standards for signs.

They have also submitted a Plan of Operation for their Massage Therapy business, this will be in the same building as Thrivent Financial, Superior Wellness and Scarlet Fire Glassworks. It is my understanding this is the last available office space in this building.

I have no concerns with this application.

SIGN PERMIT APPLICATION

Date Received 5/8/23



No sign shall be erected, relocated, remodeled, enlarged or repaired until this Permit Application has been approved by the Zoning Administrator.

The erection, relocation, remodeling, enlargement, and repair of signs must conform to the provisions of the City of Washburn Zoning Code. Certain signs are exempt from the provisions of the Sign Ordinance. See Article 18-15, Signs Not Requiring a Permit, if you think a sign might be exempt.

PROJECT INFORMATION

kelly.hendzel@gmail.com

Applicant's Name and Mailing Address Kelly Hendzel + Melis Arik

69200 N. Torkko Rd, Ashland, WI, 54806 Phone # 612-978-0601

Site Address 123 W. Bayfield St, ste 3, Washburn, 54891 Parcel # Tax ID 33243

Subdivision _____ Block No. _____ Lot(s) _____

Property Owner Name, Address & Phone # (if different from applicant) _____

Kyle Anderson 77600 Big Rock Rd. Washburn, WI 54891
715-815-0803

Written Permission: Yes No _____ (Please attach to application.)

Description of Project Kelly and Melis would like to order a 26" x 48" aluminum wall sign to place on exterior of bldg. It will match existing signs w/material + placement. and Estimated Cost approx: \$100+
We are considering a sidewalk sign which we will move out on occasion.

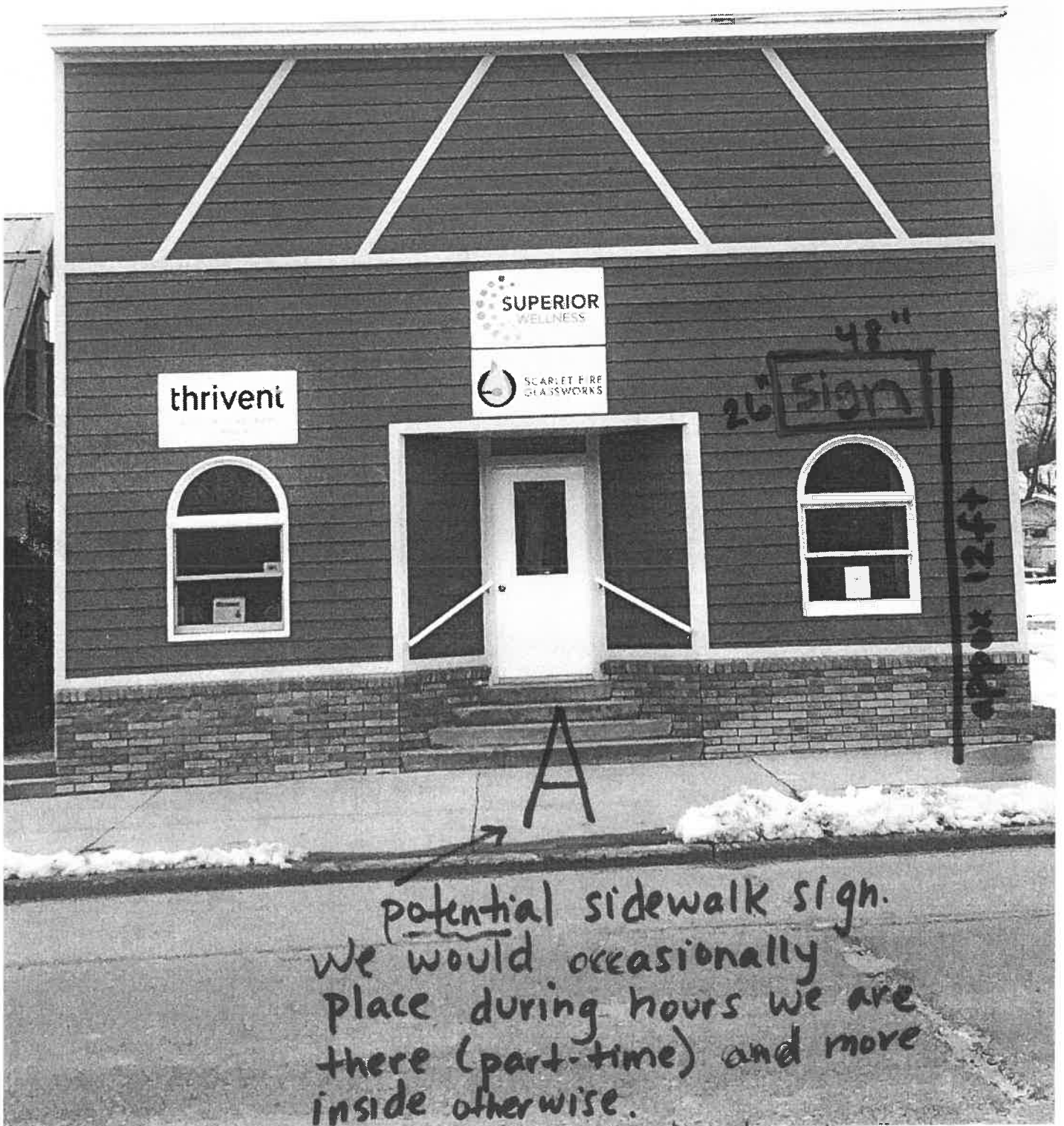
In the space provided on the back, please describe the overall dimensions of the sign and indicate unique characteristics of the sign. A photo, drawing, or sketch may be provided here. Be sure to include dimensions in the drawing as well as the location of the sign on, or in relation to the building. If more space is needed, please attach another sheet.

I am familiar with the Washburn Sign Ordinance and the regulations contained therein. I understand that if this permit request is granted, I am responsible to see that the sign is in conformance with the requirements of the Sign Ordinance and that such sign conforms to the standards set in this application.

I agree to comply with all applicable codes, statues and ordinances and with the conditions of this permit; understand that the issuance of the permit creates no legal liability, express or implied, on the State of Wisconsin or the City of Washburn; and certify that all of the above information is accurate. If I am an owner applying for an erosion control or construction permit; I have read the cautionary statement regarding contractor financial responsibility on the reverse side of this application form.

Applicant Signature Kelly Hendzel Date 5-8-23

aluminum sign will match others and be placed so symmetrical. Will say massage therapy with either logo or biz name.



potential sidewalk sign. We would occasionally place during hours we are there (part-time) and move inside otherwise.

white plastic w/ standard 24x36" sign area on both sides. Approx total 12 sq. ft (for both sides)

Sign Type wall sign # Signs 1 # Faces 1
 Lighting Type N/A Sign Dimensions approx: 26" x 48" Total Sq Ft approx: 8 sq. feet
 Location of Sign bldg. exterior over window Height to Top of Sign from Ground approx: 12 ft.

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

1. _____
2. _____
3. _____

Fees: Section 13-1-106 The minimum fee for a sign permit shall not be less than \$15.00 for any sign or for an amount based on the sign area as follows: On-premise signs visible from a public right-of-way shall be calculated on the basis of \$2.00 per square foot in addition to the base fee of \$15.00. The calculation of the area of a ground sign or projection sign shall be the gross area of one face of the sign. The area of the sign shall be the gross area as calculated in this article.

PERMIT DENIAL:

PERMIT APPROVAL:

Your request for a sign permit is denied. The reasons for the denial are specified Below. If you wish to appeal this finding, please contact the Zoning Administrator at City Hall.

The sign(s) described in this application meet the provisions of the Sign Ordinance as described in this application.

PERMIT DENIED BY _____

PERMIT ISSUED BY _____

DATE DENIED _____

DATE ISSUED _____

REASONS FOR DENIAL _____

PERMIT # _____

May 7, 2023

To Whom it May Concern,

Kelly Hendzel and Melis Arik have rented Suite 3 at 123 W. Bayfield Street, Washburn, WI 54891.

As the building owner and manager they have my permission to submit their sign permit application to the City of Washburn.

Thank you,

A handwritten signature in black ink that reads "Kyle Anderson". The signature is written in a cursive, flowing style.

Kyle Anderson
Morning Dew Properties LLC

City of Washburn Plan Commission

PLAN OF OPERATION REVIEW DECISION

Massage Therapy

Filing Date: May 8, 2023

Proper notice of hearing provided: Yes

Hearing Date: May 18, 2023

Applicant Name and Address: Kelly Hendzel & Melis Arik
69200 N. Torkko Rd
Ashland, WI 54806
Tax ID 33243

1. **Decision:** The application for Plan of Operation review is **??????**

2. **Description of the Proposed Project:** To operate a massage therapy business at 123 W. Bayfield Street, Suite 3

3. **Reasons for the Decision:** The Plan Commission must determine whether the project complies with all applicable standards:

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. There are no known hazardous substances or other uncommon operational characteristics.**
- 2) The nature and extent of anticipated positive and negative effects on properties in the area – **None known.**
- 3) Actions the applicant will undertake to mitigate the negative effects, if any, of the proposed land use – **None.**
- 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.**

4. List of Conditions Imposed: **None**

5. If one or more conditions of approval are imposed, the property owner must sign this decision document and return it to the Zoning Administrator for his signature and as acceptance of the conditions of this decision.

6. This decision may be appealed to the Common Council.

7. Any person aggrieved by this decision may also appeal this decision and any work done by the Applicant as authorized by this approval is done at the applicant's own risk.

Dated: April 20, 2023

By: _____
Scott J. Kluver, Zoning Administrator
On behalf of the City of Washburn Plan
Commission

If Conditions Are Imposed:

Dated: _____

By: _____
Property Owner

Plan of Operation

May 8, 2023

Kelly Hendzel and Melis Arik are licensed massage therapists who have rented : 123 W. Bayfield Street, Suite 3, Washburn, WI 54891.

Kelly and Melis will see clients in the suite and provide massage therapy. No deliveries are expected.

Both Kelly and Melis will work part-time in the suite.

Kelly plans to offer massage therapy availability: Monday - Wednesday from 9 am - 5 pm and Saturdays from 9 am - 5 pm.

Melis plans to offer massage therapy availability: Tuesday - Thursday from 6 pm - 9 pm and Sundays from 10 am - 4 pm.

Thank you,

Kelly Hendzel, LMT, CPMT
612-978-0601

Melis Arik, LMT
715-209-4670

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



715-373-6160
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FAX 715-373-6148

To: Honorable Mayor and Plan Commission Members

From: Tammy DeMars, Deputy Zoning Administrator

Re: Sign Permit - 137 W. Bayfield Street

Date: May 10, 2023

Midland Services, Inc has applied for a permit for a 24" x 36" sidewalk sign. The sign does comply with Article 18-14.

Since they are in the Downtown Design District Article 14, Section 14-5(b)(3) considers it major work and requires Plan Commission approval.

I have no concerns with this application.

City of



SIGN PERMIT APPLICATION

Date Received 5/10/23

No sign shall be erected, relocated, remodeled, enlarged or repaired until this Permit Application has been approved by the Zoning Administrator.

The erection, relocation, remodeling, enlargement, and repair of signs must conform to the provisions of the City of Washburn Zoning Code. Certain signs are exempt from the provisions of the Sign Ordinance. See Article 18-15, Signs Not Requiring a Permit, if you think a sign might be exempt.

PROJECT INFORMATION

Applicant's Name and Mailing Address Midland Services 137 West

Bayfield St. Washburn, WI 54891

Phone # 715-373-5722

Tax ID 10-33229

Site Address 137 West Bayfield St.

Parcel # 04 291 248 04 05 1 00 3 12 3 1200

Subdivision Original Townsite of Washburn Block No. 46 Lot(s) _____

Property Owner Name, Address & Phone # (if different from applicant) _____

Written Permission: Yes _____ No _____ (Please attach to application.)

Description of Project 24" x 36" A-Frame Sidewalk Sign, will have

some type of weight to be sure it doesn't blow/move around

Estimated Cost \$200.00?

In the space provided on the back, please describe the overall dimensions of the sign and indicate unique characteristics of the sign. A photo, drawing, or sketch may be provided here. Be sure to include dimensions in the drawing as well as the location of the sign on, or in relation to the building. If more space is needed, please attach another sheet.

I am familiar with the Washburn Sign Ordinance and the regulations contained therein. I understand that if this permit request is granted, I am responsible to see that the sign is in conformance with the requirements of the Sign Ordinance and that such sign conforms to the standards set in this application.

I agree to comply with all applicable codes, statues and ordinances and with the conditions of this permit; understand that the issuance of the permit creates no legal liability, express or implied, on the State of Wisconsin or the City of Washburn; and certify that all of the above information is accurate. If I am an owner applying for an erosion control or construction permit; I have read the cautionary statement regarding contractor financial responsibility on the reverse side of this application form.

Applicant Signature Aip Jensen

Date 5-6-2023

Sign Type A-Frame # Signs 1 # Faces 2
 Lighting Type - Sign Dimensions 24x36 Total Sq Ft 6 sq ft 1 side
 Location of Sign Store front near road Height to Top of Sign from Ground 42 inches

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

1. _____
2. _____
3. _____

Fees: Section 13-1-106 The minimum fee for a sign permit shall not be less than \$15.00 for any sign or for an amount based on the sign area as follows: On-premise signs visible from a public right-of-way shall be calculated on the basis of \$2.00 per square foot in addition to the base fee of \$15.00. The calculation of the area of a ground sign or projection sign shall be the gross area of one face of the sign. The area of the sign shall be the gross area as calculated in this article.

PERMIT DENIAL:

Your request for a sign permit is denied. The reasons for the denial are specified below. If you wish to appeal this finding, please contact the Zoning Administrator at City Hall.

PERMIT DENIED BY _____
 DATE DENIED _____
 REASONS FOR DENIAL _____

PERMIT APPROVAL:

The sign(s) described in this application meet the provisions of the Sign Ordinance as described in this application.

PERMIT ISSUED BY _____
 DATE ISSUED _____
 PERMIT # _____

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

To: Honorable Mayor and Plan Commission Members

From: Tammy DeMars, Deputy Zoning Administrator

Re: Sign Permit – 10 W. Bayfield Street

Date: May 11, 2023

Kelsey Lindsey has applied for a permit for a 2' x 3' sidewalk sign. The sign does comply with Article 18-14.

Since they are in the Downtown Design District Article 14, Section 14-5(b)(3) considers it major work and requires Plan Commission approval.

I have no concerns with this application.

City of

SIGN PERMIT APPLICATION

Date Received _____



No sign shall be erected, relocated, remodeled, enlarged or repaired until this Permit Application has been approved by the Zoning Administrator.

The erection, relocation, remodeling, enlargement, and repair of signs must conform to the provisions of the City of Washburn Zoning Code. Certain signs are exempt from the provisions of the Sign Ordinance. See Article 18-15, Signs Not Requiring a Permit, if you think a sign might be exempt.

PROJECT INFORMATION

Applicant's Name and Mailing Address Kelsy Lindsay

436 Buckland Rd. Washburn WI 54891 Phone # 970 250 4319

Site Address 10 W. Bayfield St. Parcel # 33258 & 33257
Tax ± 10

Subdivision _____ Block No. _____ Lot(s) _____

Property Owner Name, Address & Phone # (if different from applicant) Kelsy Lindsay

Written Permission: Yes No (Please attach to application.)

Description of Project Sandwich board sign placed on sidewalk in front of building

Estimated Cost \$ 70

In the space provided on the back, please describe the overall dimensions of the sign and indicate unique characteristics of the sign. A photo, drawing, or sketch may be provided here. Be sure to include dimensions in the drawing as well as the location of the sign on, or in relation to the building. If more space is needed, please attach another sheet.

I am familiar with the Washburn Sign Ordinance and the regulations contained therein. I understand that if this permit request is granted, I am responsible to see that the sign is in conformance with the requirements of the Sign Ordinance and that such sign conforms to the standards set in this application.

I agree to comply with all applicable codes, statues and ordinances and with the conditions of this permit; understand that the issuance of the permit creates no legal liability, express or implied, on the State of Wisconsin or the City of Washburn; and certify that all of the above information is accurate. If I am an owner applying for an erosion control or construction permit; I have read the cautionary statement regarding contractor financial responsibility on the reverse side of this application form.

Applicant Signature Kelsy Lindsay Date 5/11/23

Owner is ultimately responsible for all code compliance related to the work for which this permit is issued.

Sign Type Sandwich board / A frame # Signs 1 # Faces 2
 Lighting Type NA Sign Dimensions 2' x 3' Total Sq Ft 6 sqft
 Location of Sign front of building Height to Top of Sign from Ground 3'6"

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

1. _____
2. _____
3. _____

Fees: Section 13-1-106 The minimum fee for a sign permit shall not be less than \$15.00 for any sign or for an amount based on the sign area as follows: On-premise signs visible from a public right-of-way shall be calculated on the basis of \$2.00 per square foot in addition to the base fee of \$15.00. The calculation of the area of a ground sign or projection sign shall be the gross area of one face of the sign. The area of the sign shall be the gross area as calculated in this article.

PERMIT DENIAL:

Your request for a sign permit is denied. The reasons for the denial are specified Below. If you wish to appeal this finding, please contact the Zoning Administrator at City Hall.

PERMIT DENIED BY _____
 DATE DENIED _____
 REASONS FOR DENIAL _____

PERMIT APPROVAL:

The sign(s) described in this application meet the provisions of the Sign Ordinance as described in this application.

PERMIT ISSUED BY _____
 DATE ISSUED _____
 PERMIT # _____

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FAX 715-373-6148

To: Honorable Mayor and Plan Commission Members

From: Scott J. Kluver, ^{SK}Administrator

Re: Architectural/Downtown Review for Chequamegon Bait at 10 W. Bayfield St.

Date: May 11, 2023

Exterior/façade improvements are being proposed for the existing structure at 10 W. Bayfield Street known as the Firehouse Bar. Enclosed you will find a draft decision document that reviews the provisions. Please note the first architectural review standard. I have counted the existing brick, as well as the windows and proposed glass door to meet the 50 percent brick/glass requirement. If the Plan Commission feels differently, changes would need to be made to the plans. Note that the fencing will be replaced. The permanent dumpster will also need to be screened in the back of the building.

Aside from this, the exterior lighting is proposed to be modified in the front of the building. The existing floodlights which are not compliant would be replaced with cut-off style lighting shining down on the sidewalk. The lights are at or below the 1000 lumens per fixture, and the total lumens of 4,850 proposed will be less than the 16,000 lumens allowed on the property.

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

City of Washburn Plan Commission

ARCHITECTURAL REVIEW & DOWNTOWN DESIGN DECISION

Chequamegon Bait LLC dba Firehouse Bar

Filing Date: April 20, 2023

Proper notice of hearing provided: Yes

Hearing Date: May 18, 2023

Applicant Name and Address: Kelsey Lindsey
10 W. Bayfield Street
Washburn, WI 54891
Tax ID 33258

1. **Decision:** The application for architectural review is **???**.
2. **Description of the Proposed Project:** The proposed project is to reside the front façade, repair bring on the north/east side of building, replace the front door, and replace existing fencing.
3. **Reasons for the Decision:** The Plan Commission must determine whether the project complies with all applicable design principles and standards:

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. **Commission finds that brick covers 37.2 percent of the front, glass windows and doorways will cover 14 percent, and that LP Smart siding will cover 48.8 percent. The plan submitted did not calculate the glass door area. The Commission finds this to be ???**
- (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. **Not applicable as the front elevation is less than 750 square feet.**
- (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-

City of Washburn Plan Commission

family residential buildings, when a building rake elevation faces Bayfield Street the roof line must be hidden behind the façade facing Bayfield Street. **The Commission finds that this provision does not apply as no change to the location of the entrances is proposed.**

- (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. **N/A**
- (5) Building entrances must be clearly recognizable from parking lots and pedestrian circulation routes. **Commission find that is provision is in compliance.**
- (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. **N/A as no rooftop equipment changes are planned.**
- (7) Fencing shall complement the appearance of buildings onsite. **Fencing will be an aluminum see-through fence – bronze/dark brown in color. The Commission find that the fence compliments the appearance of the building.**
- (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. **N/A.**
- (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. **N/A**
- (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. **Commission finds that the dumpster will be placed in the rear of the building and screened from view.**

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. **Not applicable – no change to building height.**
- (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. **Not applicable as the frontage is 26 feet.**

City of Washburn Plan Commission

- (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. **For an existing structure, the Commission finds that this conforms.**
- (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. **For an existing structure, the Commission finds that this conforms.**
- (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. **No change to the roof is proposed.**
- (6) **Awnings.** The size, color, placement, and design of an awning should be 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 Commission finds that the plan conforms to this provision as the structure will repair the existing brick and utilize LP smart siding.**

4. List of Conditions Imposed: No other conditions are imposed.

5. If one or more conditions of approval are imposed, the property owner must sign this decision document and return it to the Zoning Administrator for his signature and as acceptance of the conditions of this decision.

6. This decision may be appealed to the Common Council of the City of Washburn within 30 days of receipt of this decision by filing a written statement of appeal stating the grounds for such appeal.

7. Any person aggrieved by this decision may also appeal this decision and any work done by the Applicant as authorized by this approval is done at the applicant's own risk.

Dated: May 19, 2023

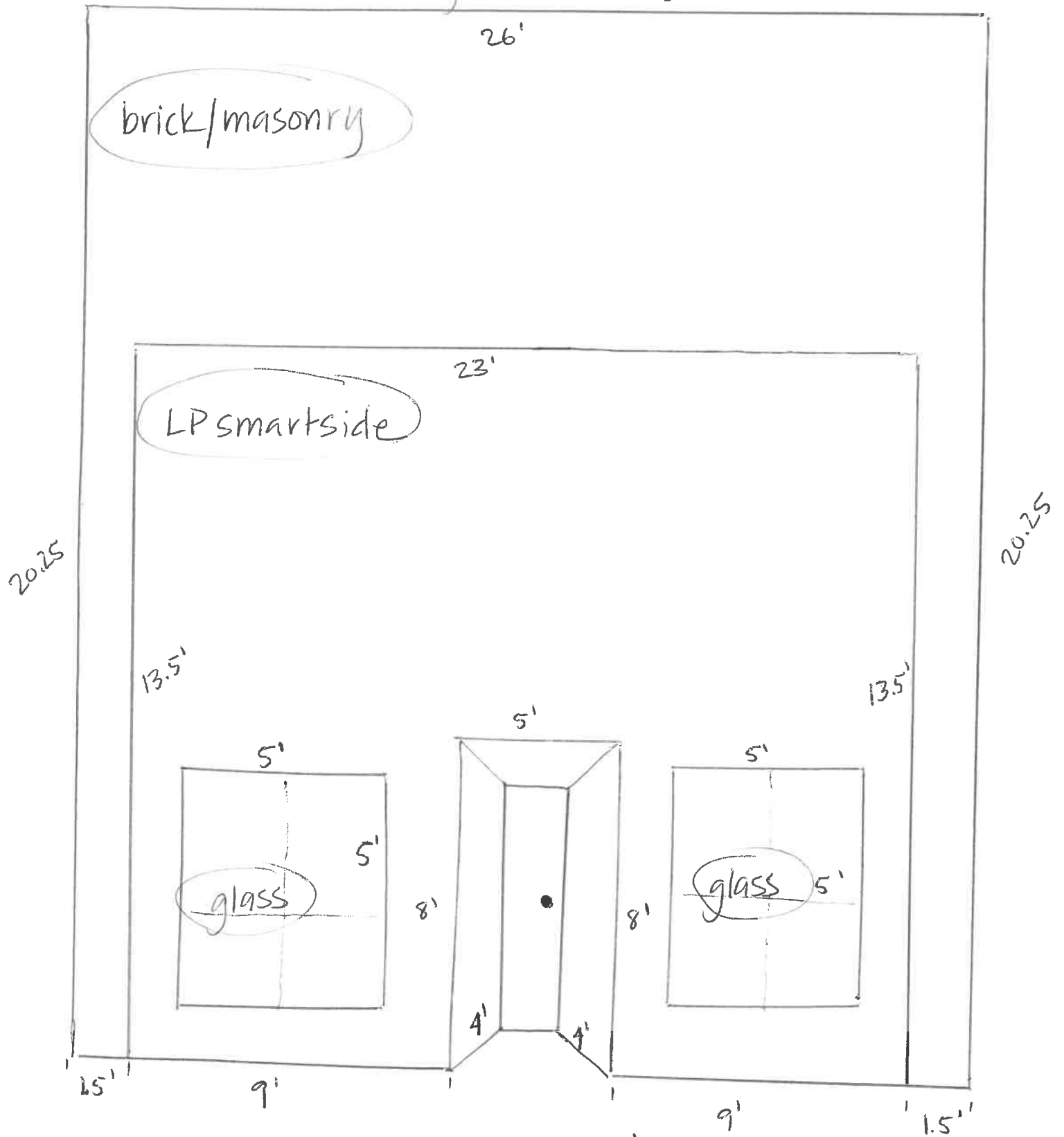
By: _____
Scott J. Kluver, Zoning Administrator
On behalf of the City of Washburn Plan
Commission

If Conditions Are Imposed:

Dated: _____

By: _____
Property Owner

Frontage Materials



- Brick/masonry: 37.2% (195.75 sqft)
- LP smartside 42% (220.5 sqft)
- Glass: 9% (50 sqft)

Firehouse Bar Lighting Plan

I. Current Exterior Lighting

Bayfield Street Façade: Two floodlights with approximately 650 lumen bulbs pointing directly at the Firehouse Sign. Exact details of existing lighting are unknown due to the fact that they were existing prior to our purchase of the building.

Parking Lot: One floodlight mounted on the building with approximately 800 lumen bulb pointing across the parking lot toward Bayfield Street.

Beer Garden/Outdoor Seating Area: One light mounted on the fence facing inwards towards the building to illuminate the outdoor seating area. This is approximately a 600 lumen light but exact specifics are unknown as it pre-existed our ownership of the property.

II. Proposed Exterior Lighting Changes

On the Bayfield Street Façade: Three black Venice style gooseneck outdoor lights (spec sheet attached). Each of these will have 1000 lumen bulbs in each (spec sheet for Euri LED bulbs attached). These new lights will point straight down so there will be essentially no light trespass away from the premises, and any amount of lighting off of the premises will only be on Bayfield Street and the sidewalk. These lights will be mounted directly on the building at the intersection of the LP Smartside and Brick façade areas at a height of 13'. The lights will be spaced evenly across the 26' façade.

Entry Way Door: We plan to install a recessed can light in the entry-way area to the front door. This light will be a 3" recessed LED light with an output of 450 lumens (spec sheet for 3" baffled recessed light fixture attached).

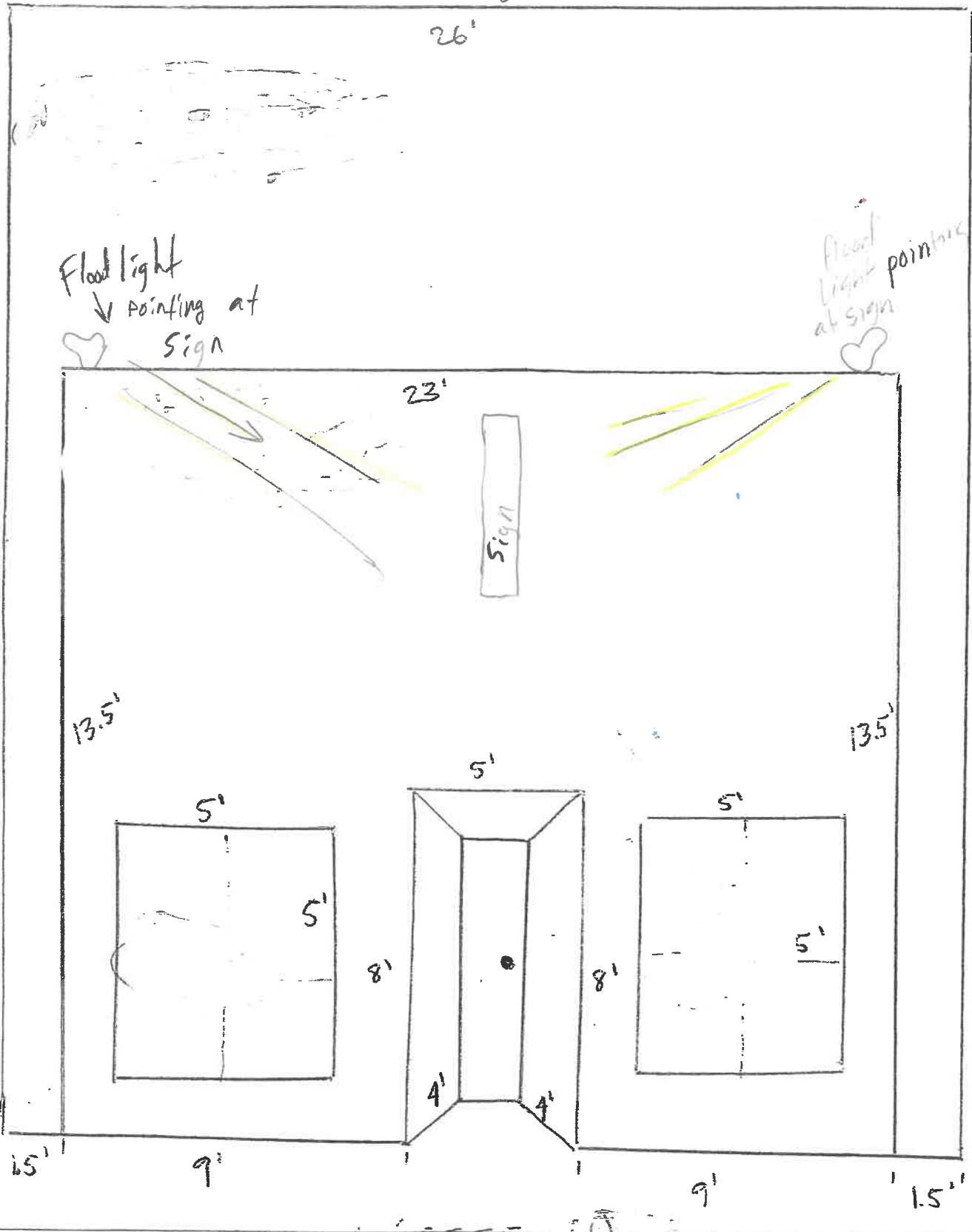
Parking Lot: We do not plan to alter the existing parking lot light.

Beer Garden/Outdoor Seating Area: We do not plan to alter the existing lighting in the beer garden/outdoor seating area.

All exterior lights are controlled by switches inside the building and they will be illuminated only during business hours.

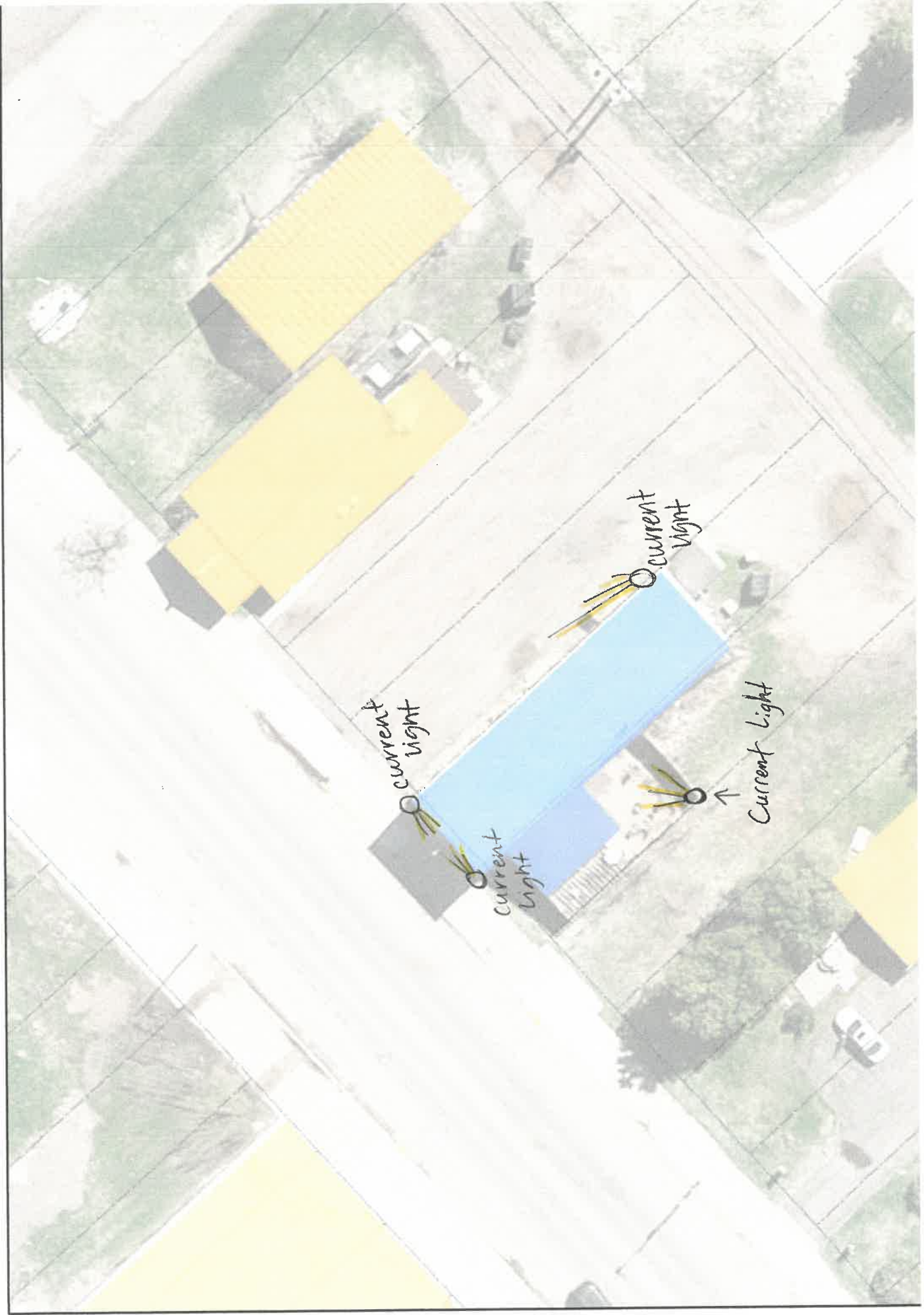
Total Number of Exterior Lights:	6
Total Exterior Lumens:	4,850

Existing Lighting

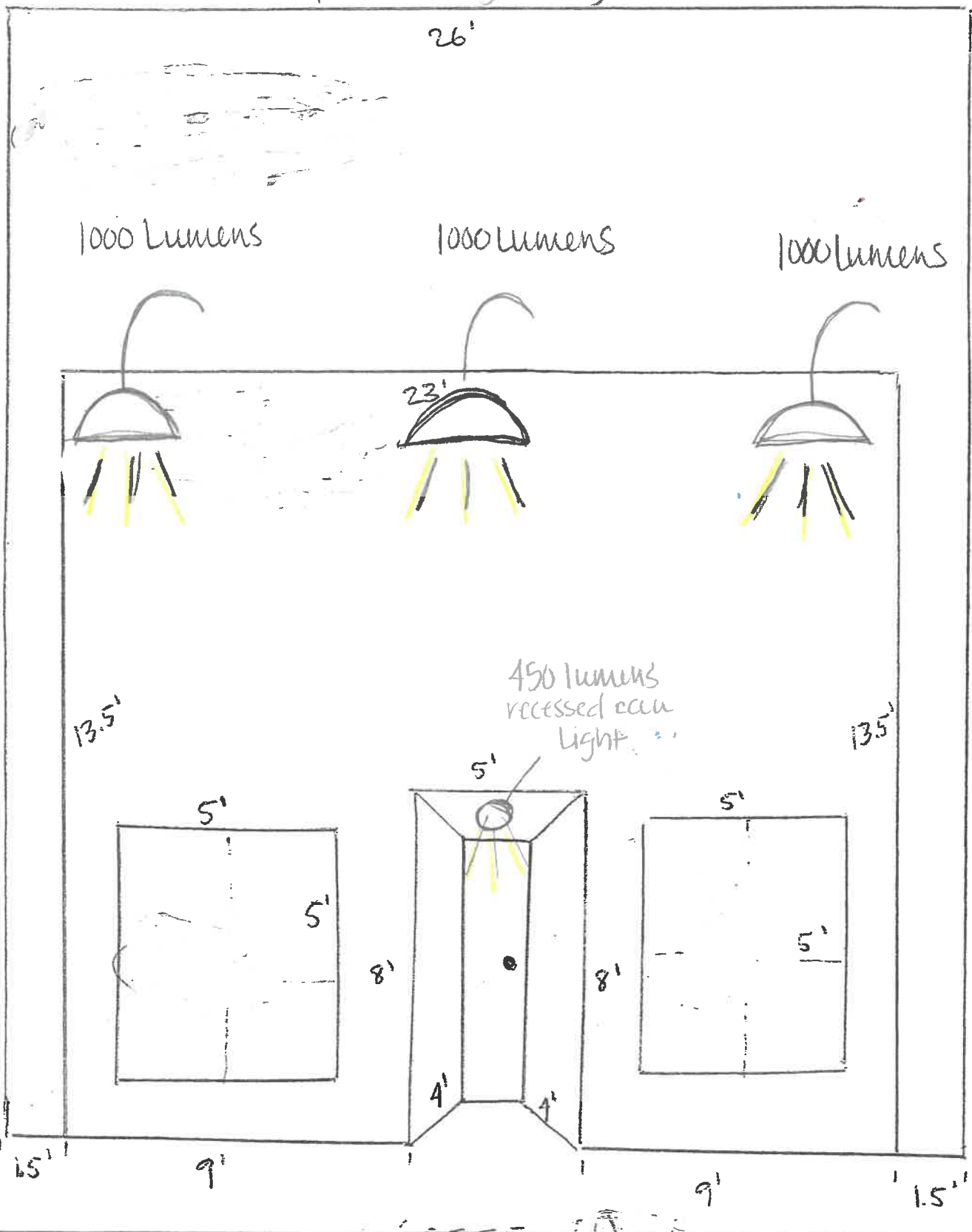


Bayfield (

Existing Lighting

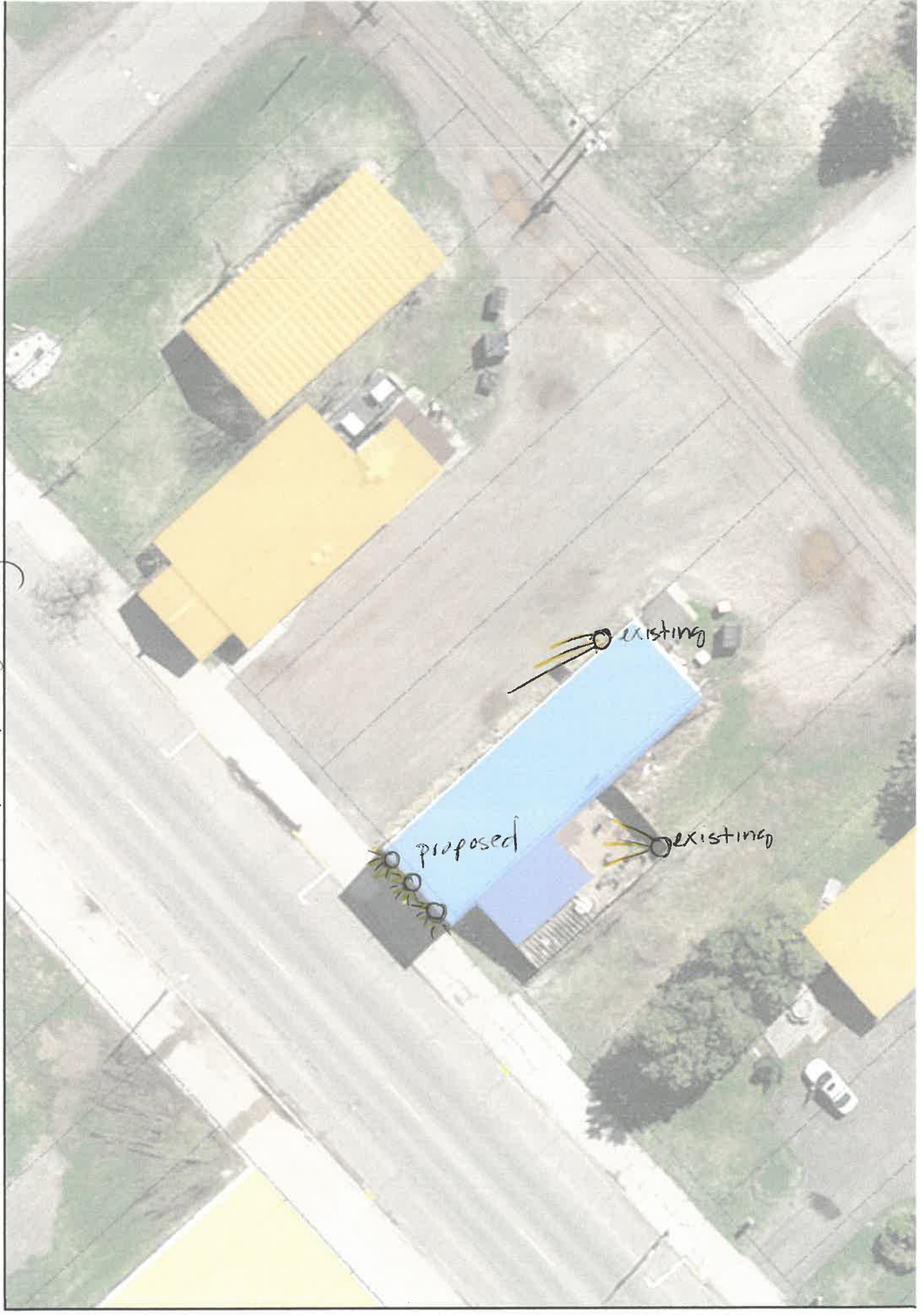


Proposed Lighting Plan



Bayfield

Proposed Lighting



The Venice

Wall Mount



The go-to for American-made, handcrafted lights. A family-owned business, comfortable making things the old-fashioned way.

DOME: (A9) Angled Reflector 9" Dome

MOUNT: Choose between 6" straight arm, 11" straight arm, 11" gooseneck, 16" gooseneck, or 23" gooseneck, or upward sloping gooseneck

SOCKET: 120V Medium Base Porcelain Socket and 6ft of Wiring. Comes with a threaded Covernut and Gasket for a secure and water proof seal

MOUNTING HARDWARE: (BP12) Heavy Duty 4" Die Cast Base Plate with Gasket and Screws (fits with a 4" Round Electrical Box)

CUSTOMIZABLE: From the shape and the size to the interior color, you can decide what fits best into your vision and we can make it happen.

ALL-WEATHER: Built to last and withstand any storm the outside - or inside - world throws its way.

STEEL CONSTRUCTION: Expertly spun using 18 gauge steel and strong enough to make a lasting statement.

FAST & FREE SHIPPING: We move quickly so your timelines can too - free shipping within 24 hours in the continental US!

APPLICATION: Illuminate artwork and signage, use in grocery stores, breweries or exterior lights on houses.



Features

18.50
15.50

Dome



Colors

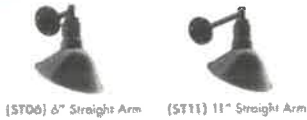


Galvanized option not available on straight arm mounts

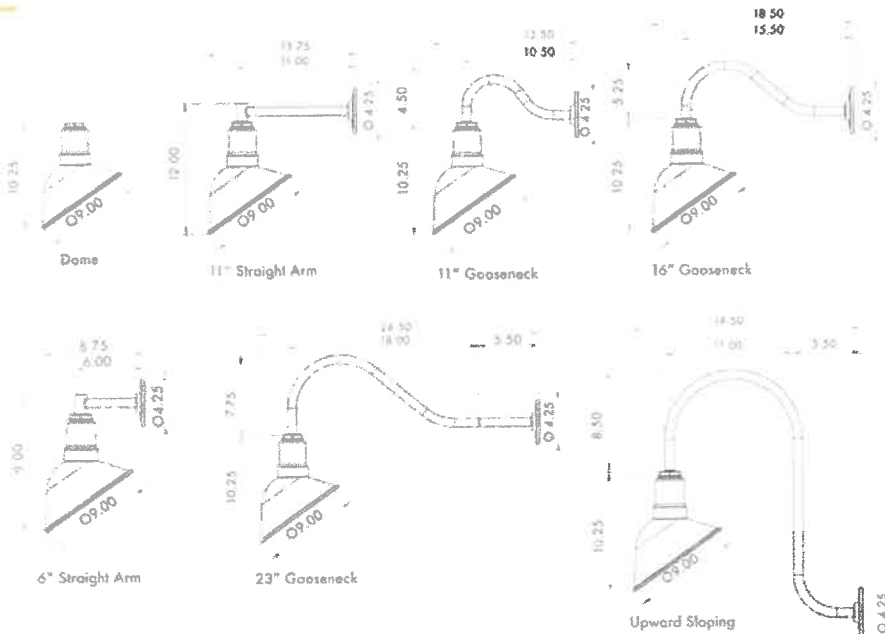
Custom colors are available for an additional fee. Please provide a RAL number

Parts Included

Mounts



Dimensional Data



Optional Accessories

Electrical Box (RB05): 4" round die cast electrical box which is powder coated to match your fixture.

LED Bulb (LFLA): 800 Lumen Filament LED Medium base screw-in bulb

6" Mounting Plate (LP12): A larger mounting plate if the standard 4" mounting plate is too small

Choose each item specification to breakdown the SKU numbers for your order below

Ordering Information

A09	Color	Mount	Color	Mounting Hardware	Color	Electrical Box (optional)	Color	LED Bulb (optional)
	00 04	GB01	00 04	BP12 - Standard 4" Mounting Plate	00 04	RB05 4" round die cast electrical box	00 04	LFLA - LED Bulb
	01 06	GB04	01 06	LP12 - Larger 6" Mounting Plate	01 06		01 06	
	1M 08	GB05	1M 08		1M 08		1M 08	
	03	GB06	03		03		03	
		ST06						
		ST11						



LED EB40-11W5040cec

4000K
CCT

Bulb Class: BR40

Product Description

LED EB40-11W5040cec delivers superior brightness, valuable energy savings, long lasting performance and true color perception. This BR40 LED flood bulb is ideal for ambient lighting due to its uniform *Bright white light (4000K) and replaces conventional 80 Watt incandescent light bulbs. Enjoy features such as: Instant on, dimming options, energy efficient, 90+CRI, and damp rated.



Estimated Energy Cost: \$1.32 per year



*Note: Design, features and specifications subject to change without notice. Some features may not be available on all models. For more information regarding dimmer compatibility please visit: www.eurilighting.com or call 1-888-743-5766

Specifications

Input Power	Input Voltage	Lumen Output	Beam Angle	Center Beam	CCT
11 W	120V/60Hz	1000 lm	110°	N/A	4000 K
CRI	Luminous Efficacy	Power Factor	Input Current	Base/Cap	Lamp Lifespan
90	91 lm/W	0.9	0.1 A	E26	25,000 Hrs.

Product Features



Dimmable

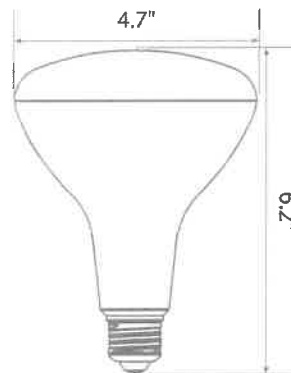


Energy Efficient



Damp Rated

Product Dimensions



Product Photometric Data

Euri Lighting | A Division of IRTRONIX Inc.

20900 Normandie Avenue Bldg. B, Torrance, CA 90502 | Tel: 310.787.1100 | Fax: 310.787.1166 | www.eurilighting.com

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Catalog Number
Notes
Type

FEATURES & SPECIFICATIONS

INTENDED USE — Recessed LED kits include housing, trim, and wire connectors in one package. The LED kit is the most economical means to create a well lit environment with exceptional energy efficiency and near zero maintenance. The LED kit maintains at least 70% light output for 28,000 hours.

CONSTRUCTION — Steel housing with 3 remodel clips and 3 wire nuts for installation in existing plaster, sheet rock or mechanical ceiling. Heavy-gauge galvanized steel raceway arm. Durable, powder coat paint prevents rust. Easily converts to new construction application using accessories (sold separately).

Galvanized steel junction box with three 7/8" knockouts with slots for pryout. Not suitable for pulling wires. Hook & hang snap-on J-box doors for easy access.

Rated for 90°C. Ground wire provided.

Available in 3000 K or 5000 K color temperature LEDs.

OPTICS — White baffle recesses optical system into the ceiling to prevent glare and provide a traditional look. Diffused lens provides even illumination throughout the space.

ELECTRICAL — High-efficiency driver mounted on the module. Primary power disconnect provided for simple connection to a dedicated LED connector in the housing.

Dimming down to 15%. See page 2 for recommended triac dimmers.

Standard input wattage is 7.4 W, 60 lumens per watt (3000 K) and 7.04W, 74 lumens per watt (5000 K); equivalent to 45 watt PAR20.

LISTINGS — CSA certified for use in the US and Canadian safety standards. California T24 compliant. ENERGY STAR® qualified. WSEC ASTM E283 for Air-Tight. Wet location listed.

WARRANTY — 5-year limited warranty. Complete warranty terms located at www.acuitybrands.com/CustomerResources/Terms_and_conditions.aspx

Note: Actual performance may differ as a result of end-user environment and application. All values are design or typical values, measured under laboratory conditions at 25 °C. Specifications subject to change without notice.

LED Recessed Downlighting

LK3B

3" Baffle LED Recessed Kit

IC/Non-IC
New & Remodel Construction



Specifications

Aperture: 3 (7.6)

Ceiling opening: 3-1/8 (7.9)

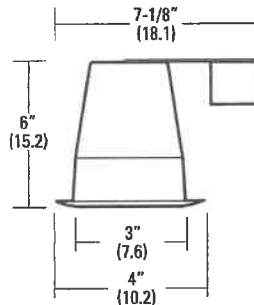
Overlap trim: 4 (10.2)

Height: 6 (15.2)

Length: 7-1/8 (18.1)

Max. ceiling thickness: 5/8" gypsum; 3/4" drop ceiling

All dimensions are inches (centimeters) unless otherwise indicated.



ORDERING INFORMATION

For shortest lead times, configure products using **bolded options**.

Example: LK3BMW LED

LK3BMW				LED		
Series	Reflector		Finish	Lamps	Color temp/CRI/Watts/Lumens	Voltage
LK3 3" LED recessed kit	B	Baffle	MW Matte white	LED	(blank) 3000 K/93CRI/7.4W/450L 50K 5000 K/94CRI/7.04W/524L	(blank) 120V

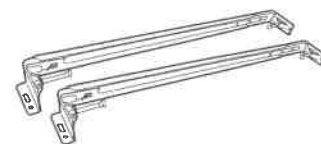
Accessories: Order as separate catalog number.

LKA3P 3" new construction pan

LKABH Hanger bars for conversion to new construction



LKA3P
New construction pan

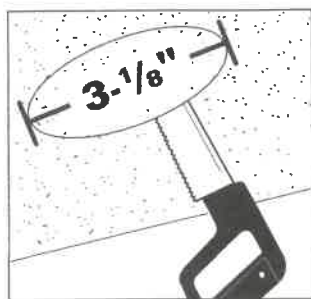


LKABH
Hanger bars

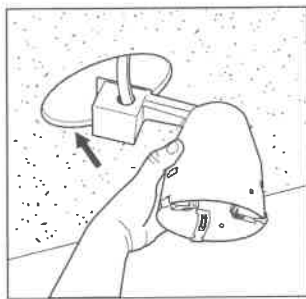
3" Baffle LED Recessed Downlighting Kit

INSTALLATION

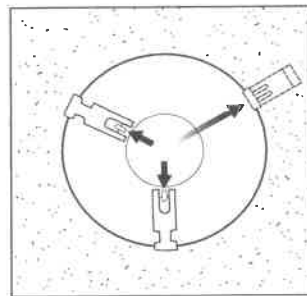
The following instructions are for remodel applications. New construction applications require new construction pan and hanger bars (see accessories).



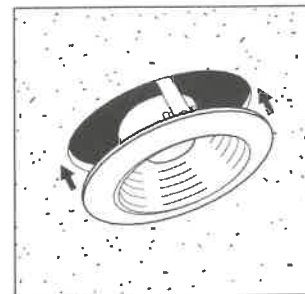
Step 1:
Using provided stencil, trace cutout lines for housing hole on ceiling. Use saw to make appropriate 3-1/8" cutout.



Step 2:
Using provided wire connectors, connect wires (black to black; white to white; ground to ground) and insert housing into ceiling.



Step 3:
Snap (3) springs to secure housing to ceiling.



Step 4:
Insert trim into housing.

DIMMING & ENERGY DATA

COMPATIBLE DIMMERS*	
Lutron Model No.	
•	S-600H-WH
•	S2-LH-WH
•	DV-600PR-WH
•	TGLV-600PR-WH
•	CTCL-153PD
•	LGCL-153PLH-WH
•	TGCL-153PH-LA
•	TG-603PR-WH
•	S-600PR-WH
Leviton Model No.	
•	6683-1W
•	6631-1LT
•	IPI06-1LT
•	RPI06
•	R22-VPI06-1LW
•	VPI06-1LT
Cooper Model No.	
•	9530WS-K-L
•	9530DS-K-L
•	9534WS-K-L

ENERGY DATA*		
	3000 K	5000 K
Lumens	450	524
CRI	93	94
Min. starting temp	-18°C (0°F)	-18°C (0°F)
EMV/RFI	FCC Title 47 CFR, Part 15, Class B	FCC Title 47 CFR, Part 15, Class B
Sound rating	Class A standards	Class A standards
Input voltage	120V	120V
Min. power factor	0.80	0.80
Input frequency	50/60 Hz	50/60 Hz
Rated wattage	7.4W	7W
Input power	7.4W	7W
Input current	0.072A	0.06A

*Values at non-dimming line voltage.

*Unlisted dimmers do not imply non-compatibility.

3" Baffle LED Recessed Downlighting Kit

LIGHTING FACTS

LITHONIA LIGHTING

LED lighting facts
A Program of the U.S. DOE

Light Output (Lumens) **450**
Watts **7.4**
Lumens per Watt (Efficacy) **60**

Color Accuracy **93**
 Color Rendering Index (CRI)

Light Color **3000 (Bright White)**
 Correlated Color Temperature (CCT)

2700K 3000K 4500K 6500K

All results are according to IESNA LM-79-2008: Approved Method for the Electrical and Photometric Testing of Solid-State Lighting. The U.S. Department of Energy (DOE) verifies product test data and results.

Visit www.lightingfacts.com for the Label Reference Guide.

Registration Number: JB22-YO3P2L (8/14/2014)
 Model Number: LK3BMW LED (Upgrade : 7/21/2014)
 Type: Luminaire - Downlight

LITHONIA LIGHTING

LED lighting facts
A Program of the U.S. DOE

Light Output (Lumens) **524**
Watts **7.04**
Lumens per Watt (Efficacy) **74.43**

Color Accuracy **94**
 Color Rendering Index (CRI)

Light Color **5000 (Daylight)**
 Correlated Color Temperature (CCT)

2700K 3000K 4500K 6500K

All results are according to IESNA LM-79-2008: Approved Method for the Electrical and Photometric Testing of Solid-State Lighting. The U.S. Department of Energy (DOE) verifies product test data and results.

Visit www.lightingfacts.com for the Label Reference Guide.

Registration Number: JB22-XB61PP (5/12/2015)
 Model Number: LK3BMW LED 50K
 Type: Luminaire - Downlight

PHOTOMETRICS

Distribution Curve

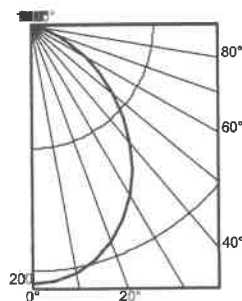
Distribution Data

Output Data

Coefficient of Utilization

Illuminance Data at 30" Above Floor for a Single Luminaire

LK3BMW LED, 30K, input watts: 7.4, delivered lumens: 443, LM/W = 60, tested in accordance with IESNA LM 63-1995



Ave Lumens	Zone	Lumens	% Lamp	pf	pc	80%			70%			50%		
						50%	30%	10%	50%	30%	10%	50%	30%	10%
0	0° - 30°	210	35.1	0	0	119	119	119	116	116	116	110	110	110
5	0° - 40°	209	55.3	1	1	106	103	99	104	101	98	100	97	95
15	0° - 60°	197	87.4	2	2	94	89	84	93	87	83	89	84	81
25	0° - 90°	175	99.1	3	3	84	77	71	83	76	71	80	74	69
35	90° - 120°	144	0.9	4	4	76	68	62	74	67	61	72	65	60
45	90° - 130°	106	1.4	5	5	68	60	54	67	59	54	65	58	53
55	90° - 150°	68	2.4	6	6	62	54	48	61	53	48	59	52	47
65	90° - 180°	36	3.2	7	7	57	48	43	56	48	43	54	47	42
75	0° - 180°	12	13	8	8	52	44	38	51	44	38	50	43	38
85		1	2	9	9	48	40	35	47	40	35	46	39	35
90		0		10	10	44	37	32	44	37	32	43	36	32

Mounting Height	Initial FC Center Beam	50% beam - 59.6°		10% beam - 101.5°	
		Diameter	FC	Diameter	FC
8.0	7.0	6.3	3.5	13.5	0.7
10.0	3.7	8.6	1.9	18.4	0.4
12.0	2.3	10.9	1.2	23.3	0.2
14.0	1.6	13.2	0.8	28.2	0.2
16.0	1.2	15.4	0.6	33.1	0.1

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



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

To: Honorable Mayor and Plan Commission Members
From: Scott J. Kluver, Administrator ^{sjk}
Re: Façade Loan for Chequamegon Bait at 10 W. Bayfield St.
Date: May 11, 2023

Please find the enclosed application from Chequamegon Bait LLC (Kelsey Lindsey) for improvements to the property at 10 W. Bayfield Street doing business as the Firehouse Bar. The project would include tuckpointing the brick on the east side of the building facing public parking, replacing the front façade with LP spart siding, installing a black ornamental fence around the beer garden (the privacy fence would be removed) installing front entry lighting, painting, and replacement of the front door. The amount of the loan request is \$32,500 which is slightly less than the cost just for the brick work. This request does exceed the standard \$10,000 limit; however, the Plan Commission can approve amounts that are higher when “the size of the building coupled with the proposed project would result in a significant impact on the downtown that would exceed the typical project under the program, and the project proposed goes beyond maintenance to improving the architectural value of the building to the downtown as determined by the Plan Commission.”

As of April 30, 2023, the fund had \$29,707.32 available for loans. That amount could increase to \$32,747.32 if another previously approved applicant does not utilize their remaining \$3,040. Utility payments are up to date on the property, as are property taxes.

Architectural Review and Downtown Design approvals are needed for this project. A Plan of Operation is not needed until the use at the location changes (i.e. no longer operates as just a bar). Site Plan review would not be required as outdoor consumption was previously approved and the only change to the outdoor area is a change to the fencing. Fencing is not a requirement. If the Plan Commission approves the project, a motion can be made to authorize the Administrator and the Attorney to prepare and execute the necessary loan documents for the approved amount for this project. The only condition on the façade loan approval that I recommend is that a certificate of insurance be provided.

Please let me know if you have any questions on the façade loan program or this request.

**CITY OF WASHBURN
 FAÇADE RENOVATION PROGRAM
 LOAN APPLICATION (\$30 FEE FOR RECORDING IF APPROVED)**

Applicant Information	
Contact Name: Kelsey Lindsay	Contact Address: 936 Buckland Rd. Washburn
Business Name: Chequamegon Bait	Project Address: 10 W Bayfield St.
Day Phone: 970 250 4319	Alt. Phone: 715.209.2554
FAX:	E-Mail: cheqbait@gmail.com
Type of Organization: <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietorship <input checked="" type="checkbox"/> LLC <input type="checkbox"/> Other:	Federal ID #:

Building Owner Information (if different than applicant)	
Owner Name: Kelsey Lindsay	Owner Address: 936 Buckland Rd. Washburn
Day Phone: 970 250 4319	Alt. Phone: 715 2092554
FAX:	E-Mail: cheqbait@gmail.com

NOTE: If loan applicant is not the owner of the building, please attach a letter, signed and dated, from the property owner expressing approval of the project application.

General Project Information	
Proposed Start Date: June 1, 2023	Proposed Completion Date: Dec 31, 2023
Contractor Name, Address & Contact Info: Sharptail Construction 715 292 4554 Metselwerk Brick & Stone 218 348 4527	Budget Estimates: Total Project Estimate: \$51,635.96 Façade Loan Request: \$32,500 Private Funds: \$ remainder Private Loans: \$ Other Funding: \$

Project Description

Describe the overall project and scope of work (attach additional pages if necessary):

Repair and tuckpoint brick facing public parking;
Replace front facade with LP SmartSide;
Install black ornamental fence around beer garden (remove privacy fence); install/improve front/entry lighting; paint the addition that is currently raw T-1-11 siding; upgrade front door to glass.

How does this project meet the goals and objectives as detailed in the Façade Renovation Program Guidelines (attach additional pages if necessary):

This project in its entirety will both improve the integrity of the historical building and enhance the visual appeal and appearance of the property and downtown community as a whole. Please see attached proposal.

Property Tax ID:

Property Legal Description: One story brick building with smoking room addition, and beer garden.

Please provide the required attachments listed below:

- Eight (8) copies of drawings / design plans (per Sec. IV.A.1.).
- Contractor proposal (s) (per Sec. IV.A.2.).
- Certificate of Insurance (per Sec. IV.A.9.). *will be provided upon closing*
- Photos of property

Certification: The information provided above is true and accurate to the best of my knowledge and I have read and understand the guidelines of the City of Washburn Development Authority Façade Renovation Loan Program and agree to abide by its conditions. I understand that I must, or the building owner must if I do not own the building, sign a mortgage to secure repayment of the loan, and that the mortgage will be recorded as a lien against the property. I acknowledge that the WDA has the right to terminate this agreement under the Façade Renovation Loan Program if I as the applicant am found to be in violation of any conditions set forth in the guidelines of the program.

Applicant Signature: _____

Kelsey Andrey

Date: _____

4/20/2023

Project Close-Out (REQUIRED SIGNATURES)	
By signing below, you verify that all work on this project had been completed to the best of your knowledge and, in your opinion, is acceptable to you and completed in accordance with the requirements of the Façade Improvement Program guidelines and consistent with the nature of this application.	
Contractor:	Date:
Applicant:	Date:
Building Owner (if applicable):	Date:
Building Inspector:	Date:
CDA Chairperson:	Date:

Office Use Only	
Date Application Received: <i>04/20/23</i>	Does applicant have outstanding delinquent taxes or municipal code violations? <i>no</i>
Washburn Plan Commission Review Date:	<input type="checkbox"/> Approved w/o conditions <input type="checkbox"/> Approved w/conditions (see attached) <input type="checkbox"/> Denied (reasons below)
Authorized Grant Amount:	Reason for Denial if Applicable:
Plan Commission Reimbursement Claim Approval Date:	Date Check Issued:

Estimates for Facade Loan

Expense	Contractor/Bidder	Cost
Tuckpoint and Brick Repair	Metselwerk Brick and Stone, LLC	\$32,838.00
Contractor for Facade	Blaise Sopiwinik	\$5,800.00
Exterior Light Fixtures	1 Can light and 3 gooseneck lights	\$636.63
Exterior Entry Door	Glass Storefront Doors	\$2,292.00
Front Siding/Materials	Olson's	\$2,458.15
Construction Dumpster for Demolition	Republic Services	\$934.22
Aluminum Fencing Around Beer Garden	North Shore Fence Company	\$6,018.44
Paint for Beer Garden Room Siding	Washburn Hardware and Sport	\$458.52
Misc Supplies (painting/demo to be completed by owner labor)	caulk, brushes, rollers, drop cloths, etc.	\$200.00
Total		\$51,635.96

Metselwerk Brick and Stone, LLC

101 Thompson Rd
Washburn, WI 54891 US
+1 2183484527
zach@metselwerkbrickstone.com
http://www.metselwerkbrickandstone.com



Estimate

ADDRESS
Kelsey Lindsey
chequamegon bait LLC

ESTIMATE 1043
DATE 04/10/2023

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
labor and material	grind and tuck new mortar into visible exposed brickwork only on north, south, and east exterior walls. no work inside building and no work to the front of building facing main street. also filling in missing brickwork on north side of building facing parking lot. totaling approx. 2,415 sqft of tuckpointing and approx. 75 sqft of new brick.	1	32,838.00	32,838.00

total does not include any removal of any hardware mounted to building. can either work around all, or consider cost as Time and Material for any extra time allotted to removal and disposal of these items.
payments are as follows,
50% down payment to schedule work
25% due on the start date of work
25% due on satisfactory completion of project
all extra work (work not listed above will be billed at an hourly rate of \$85 USD per man hour)

SUBTOTAL	32,838.00
TAX	0.00
TOTAL	\$32,838.00

Accepted By

Accepted Date

7f66b627-5d65-4730-9e05-734e2468db23

1 / 1

100%

X

ESTIMATE

Sharptail Construction LLC
74705 Streckor Rd
Washburn, WI 54891

Sharptailconstruction@gmail.com
+1 7152924654



Kelsey Lindsey

Bill to
Kelsey Lindsey
936 Buckland Rd
Washburn, WI 54891

Estimate details
Estimate no.: 1008
Estimate date: 04/20/2023

Product or service

Amount

1. **Hours**

Service date: 04/20/2023

1 unit x \$5,800.00

\$5,800.00

Work will include tearing off old siding, and replace with new siding (provided from owner). We will band flashing where needed (color to be determined). Sharptail will install front door (provided from owner). Any work asked to perform outside of scope will be done on a time and materials basis at a rate of \$80/hr given that this is an older building there might be some surprises with framing or sheathing or house wrap. This is an estimate, if accepted sharptail will provide a contract for work to be signed.

Total

\$5,800.00

CHECKOUT

1. Contact information

Already have an account? **Login.**

We'll use this email to send you details and updates about your order.

Create an account?

2. Shipping address

Enter the address where you want your order delivered.

Order summary



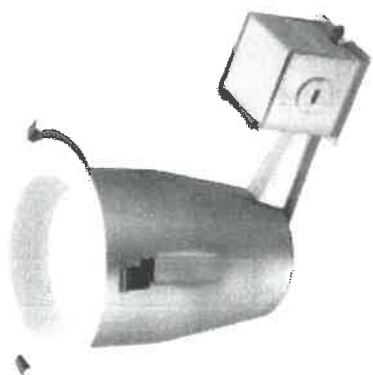
Dusk to Dawn Sensor: **Include**
Color: **Matte Black**
Interior Color: **White**
Mounting Style: **23" Gooseneck**

Subtotal **\$597.00**

Add a coupon

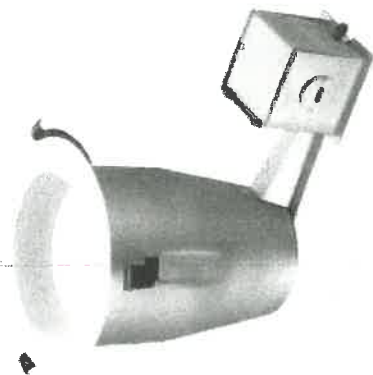
Shipping *Calculated during checkout*

Total \$597.00



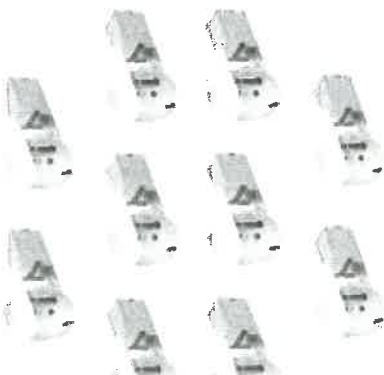
Lithonia Lighting LK4BMW LED M4

\$24.85



Lithonia Lighting LK3BMW LED M4

\$25.79



Waiting to Chat

\$159.98

Ship to: Ashland, WI (54806)

Shipping policy

\$9.99

Standard Delivery
(2 - 5 Business Days)

\$32.52

Two Day Delivery
(2 Business Days)

\$69.76

Change

Subtotal:
Shipping:
Estimated Tax:
Grand Total:

\$27.57
\$9.99
\$2.07
\$39.63

Do you have a Coupon Code?

EXAMPLECODES

Apply

Welcome !



Cancel Chat Request



<https://glassstorefrontdoors.com/product/3070-bronze-anodized-single-door/>

[attribute pa bottom-rail=4-bottom-rail&attribute pa closure=standard-](#)

[attribute pa bottom-rail=4-bottom-](#)

[attribute pa closure=standard-](#)

[closure&attribute pa lock-option=standard-](#)

[deadbolt&attribute pa panic-exit=no-panic-](#)

[exit&attribute pa thickness=1-insulated-](#)

[tempered-glass&attribute pa tint=none\]](#)

PRODUCT
3070 BRONZE ANODIZED SINGLE DOOR

PRICE

QUANTITY

SUB

<https://glassstorefrontdoors.com/product/3070-bronze-anodized-single-door/>

[attribute pa bottom-rail=4-bottom-](#)

[attribute pa closure=standard-](#)

[closure&attribute pa lock-option=standard-](#)

[deadbolt&attribute pa panic-exit=no-panic-](#)

[exit&attribute pa thickness=1-insulated-](#)

[tempered-glass&attribute pa tint=none\]](#)

\$2,292.00

- 1 +

\$2.2

Bottom Rail: 4" Bottom Rail

Closer: Standard

Lock: Standard Deadbolt

Panic Exit: None

Thickness: 1" Insulated Tempered Glass

Tint: None

3-6-2023

Firehouse Bar

Attn: Perry Kove
970-250-4417
or 4319

C/O Wynn & Son
O'Brien Bldg Mats
Washburn WI
715-373-2686 (P)

Re: LP siding between back

NET

2 ea 8" L - fiberglass starter 16' PVC 340.00

32 ea 8" x 16" L bevel siding ugd 1100.00

10 pc 5/4 x 4 - 16" L smart trim 340.00

12/24/12

5/5/5/5 5/5 8/8 8/8 5/5/5/5

25 ea 7" divider moulds 80.00

4 ea 1" x 10" alum drip cap @ 27.50 110.00

6 tubes siding match caulK 60.00

1 allowance for misc fasteners,
adwe, foam spig, window tape

300.00
2330.00
128.15

NET \$ 2,458.15

Compose

Inbox

Starred

Snoozed

Sent

Drafts

More

Labels

Quote Request Inbox x



North Shore Fence Company <northshorefenceco@gmail.com>

to me

Hi Kelsey,

I attached a pdf, would this be the style you are looking for? If so, you requested 84ft of fence. A Rough Estimate would be \$6018.44. If t

--

Thank you,

Dillon Hoff

North Shore Fence Company



North Shore Fence Company
Duluth, MN

One attachment • Scanned by Gmail



Kelsey Lindsey <cheqbait@gmail.com>

to North

Hi Dillon,

That is the fence I want! The estimate sounds fine as well. I'd love an exact quote when you get the time to get up here. Do you know wh

Thanks,

Kelsey



WASHBURN HARDWARE & Sport
110 W. Bayfield St. - P.O. Box 368
Washburn, WI 54891
715-373-5401 washburnhardware.com

Transaction#: A507493
Date: 04/20/2023 Time: 02:12:27 PM

*** QUOTE ***

Bill To:

Customer # 209-2554
Max & Kelsey Lindsey
Lindsey Leases, LLC
936 Buckland Road
Washburn, WI 54891
715-209-2554 (Max)

Best Rewards # LC0031851558

EXT SATIN CLEAR BS PAINT-783233

5.00 GAL @ \$60.99 T \$304.95

KILZ 2 INT/EX LTX PRIMER-780731

5.00 GAL @ \$25.99 T \$129.95

Subtotal: \$434.90
5.5% - Wisconsin: \$23.92
TOTAL: \$458.82

(X)







Repair
damaged brick
on
North/parking
side of the
building



Demolish and
remove rear
entry addition
as well as
broken
signage

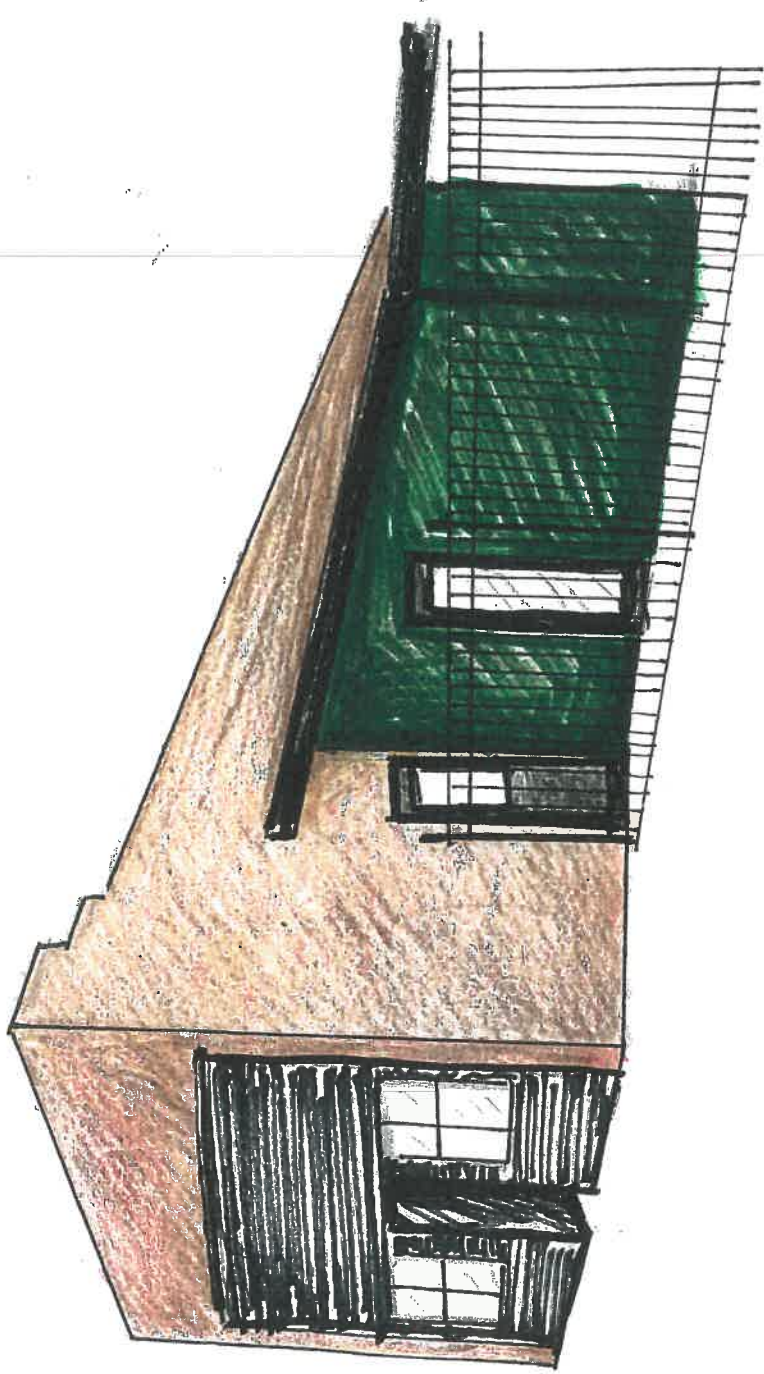




CHEQUAMEGON

BAIT, BEER & GEAR







30-YEAR NO FADE FINISH WARRANTY

Proposed front facade siding color



ONYX

Lap Siding with RigidStack™
SELECT YOUR COLOR



30-Year No Fade Warranty

REQUEST A SAMPLE

* Proposed Color for Smoking room addition

rden

The image shows a digital interface for selecting a paint color. At the top, there are four tabs labeled SW 6176, SW 6177, SW 6178, and SW 9128. The main content area features a dark background with the text 'Expert Pick' and 'SW 6181' above the large title 'Secret Garden'. Below the title is a 'FULL DETAILS' link with a downward arrow. A section titled 'Get this color in a:' contains three buttons: 'Color Sample' (with a color swatch icon), 'Paint Sample' (with a paint can icon), and 'Interior' (with a house icon). On the left side of the interface, there is a photograph of a brown leather armchair with a yellow cushion. A white label at the bottom left of the photo reads 'DAD A PHOTO'.

DAD A PHOTO

City of Washburn

Downtown Building Facade Renovation Loan Program Policy Guidelines

- I. **PURPOSE:** The City's intent in establishing this loan fund is to encourage downtown business owners to undertake business facade improvements. Physical improvements to structures downtown will assist in spurring economic vitality downtown. By improving the exteriors of commercial buildings downtown, the City will enhance the appearance of the downtown and the community as a whole overall. The resulting effect will be the attraction of new businesses to downtown and to the community as well as the retention and expansion of existing businesses.

- II. **OBJECTIVES:** The Building Facade Renovation Loan Program has the following objectives.
 - A. To renovate or rehabilitate commercial properties so as to prevent or eliminate deteriorating conditions.
 - B. To attract and retain businesses downtown.
 - C. To retain jobs and bring additional employment opportunities to the City.
 - D. To make use of funds the City has set aside for the enhancement of the City's downtown, which is deemed an asset of the City.
 - E. To spur activity which will provide return to the City by way of physical improvements accomplished which may not otherwise have occurred.

- III. **PROJECT & APPLICANT ELIGIBILITY:**
 - A. General and Designated Area:
The Façade Renovation Loan Program only applies to the exterior facades, signs and architectural features for properties on Bayfield Street between Fur Farm Road and 1st Avenue East that are 50 percent or more commercial and only to those exterior facades, signs and architectural features of such buildings that are visible from Bayfield Street.

 - B. Minimum Requirements:
 1. Projects shall occur within the established designated area.
 2. Projects must commence within six (6) months of approval and shall be completed within one (1) year of the grant approval date. In rare cases, likely due to extenuating circumstances, the Plan Commission may allow completion extensions upon request of the applicant. The Plan Commission/City of Washburn reserves the right to eliminate project funding if not completed within the specified time period and is not obligated to granting time extensions.
 3. Projects shall comply with all applicable City building and zoning standards and requirements.
 4. Concurrent applications from the same applicant, unless for separate properties, shall not be allowed. An applicant may apply for another

project after any existing project by the same applicant is completed to the satisfaction of the Plan Commission.

C. Eligible Activities Included but not limited to:

1. Repair/replacement of the original building's materials and decorative details.
2. Cleaning of exterior building surfaces.
3. Tuck pointing and masonry repair.
4. Painting of exterior building surfaces.
5. Repair/replacement or addition of entrances, doors, display windows, transoms, or windows.
6. Removal, repair/replacement of existing signs and awnings.
7. New signage and awnings.
8. Landscaping improvements.
9. Permanent exterior lighting.
10. Qualified professional design services.
11. Other activities as designated by the Plan Commission/City of Washburn.

D. Non-Eligible Activities Included but not limited to:

1. Interior improvements.
2. Purchase of property.
3. Construction of a new building.
4. Fixtures and equipment.
5. Removal without replacement of architecturally significant features and design elements.
6. Sidewalk repairs.
7. Correction of code violations.
8. Any roof repair or replacements, except in cases where a new roof "style" is a critical component of the façade restoration or replacement project.
9. Compensation for time and labor spent by applicant or members of applicant's immediate family. *(Note that one needn't be the building owner to apply.)*
10. Other activities as designated by the Plan Commission/City of Washburn.

IV. PROGRAM TERMS & CONDITIONS:

A. General Requirements

1. Applicants must include detailed drawings and specifications with application. Eight (8) copies of drawings/design plans must be submitted. The Plan Commission may require drawings to be submitted by an architect. The plans must include:
 - a. Detailed site plan using adequate scale to be easily and clearly understood. Ideally, said plan shall be drawn to a minimum scale of 1"= 100'.

- b. Elevations of any façade proposed to be altered, ideally drawn to scale at least 1/8"=1'; each elevation drawing should include notations of proposed materials, color, finishes and details. The drawing should clearly show proposed signage (if any). Perspective renderings of the proposed project and / or photos of similar structures may be submitted, but not in lieu of adequate drawings showing the actual intended appearance of the buildings.
 - c. Current condition photos to provide adequate "before and after" shots.
 - d. Construction / reconstruction time schedule, noting start and completion date.
2. Applicants must submit at least one contractor proposal or estimate from supplier; however, it is suggested that the applicant pursue multiple proposals for their own protection and peace of mind. The Plan Commission retains the right to request additional proposals. The property owner is not required to utilize a contractor to have the work completed. The Plan Commission/City of Washburn does not assume any liability to the work of any contractor that is chosen by the property owner.
 3. Applicants, if tenants, must have the written permission and approval from the respective property owner.
 4. Applicants must take out the appropriate building or sign permits. Fee waivers shall not be allowed, unless approved by the Common Council. Loan funds cannot be used to pay for permit fees.
 5. Applicants who are delinquent with their property or personal tax, utility payments, or have outstanding municipal code violations are not eligible until said issues are resolved.
 6. Payment shall be made on a reimbursement basis upon completion of construction/installation.
 7. Minor changes to the project will require submittal and approval by the City Administrator. Significant project changes, as determined by City Administrator, will require approval of the Plan Commission.
 8. The Plan Commission/City of Washburn reserves the right to cancel any loan agreement if any of the conditions of the program guidelines and agreement are not met.
 9. Applicants shall provide a Certificate of Insurance with their application showing proof of property insurance for fire and all hazards. The City shall be designated a loss payee up to the amount of the loan.

B. Approval Authority

1. The Plan Commission will have the ultimate authority to approve or deny applications on a case-by-case basis and may impose certain design conditions on approved projects.

C. Expiration

The façade loan improvement program will expire if one of the following occurs:

1. When the funds have been spent, unless additional funding has been authorized by the City Council.
2. When the Plan Commission and/or City Council chooses to eliminate or amend the program.

V. **LOAN TERMS:** All loans granted under this program shall be subject to the following terms and conditions:

- A. The minimum loan granted under this program shall be \$2,000 and the maximum loan shall be \$10,000 per building.
 1. The Plan Commission reserves the right under this program to exceed the maximum loan amount of \$10,000 per building on a case by case basis when: the size of the building coupled with the proposed project would result in a significant impact on the downtown that would exceed the typical project under the program, and the project proposed goes beyond maintenance to improving the architectural value of the building to the downtown as determined by the Plan Commission.
- C. The loan shall be at 0% interest.
- D. The full balance of the loan shall be due immediately upon sale of the property or within seven (7) years of the approval date, whichever event happens first. The loan may not be assigned without the express written consent of both parties. The loan may be prepaid in whole or in part at any time.
- E. Loan approval shall expire six months following the date the Plan Commission approves the loan unless the project has commenced.
- F. Projects must be completed within one year of Plan Commission approval.
- G. Project participation may be limited based on the availability of program funds.
- H. Applicants will be required to sign a note and a mortgage as a condition for receiving loan funds. The mortgage will be recorded against the property at the Office of the Register of Deeds.

VI. **FAÇADE RENOVATION LOAN PROGRAM PROCEDURES:**

- A. Applicant meets with City staff for initial project discussion.
- B. Applicant submits grant application to Plan Commission, and required contractor proposal/quote to staff (according to Sec. IV.A.2. in these guidelines), containing all of the requirements specified in these guidelines. Applications must include detailed drawings and specifications. Eight (8) copies of drawings and specifications must be submitted. The Plan Commission may require drawings to be prepared by an architect.

- C. Plan Commission reviews plans and approves or denies loan request. If approved, the Plan Commission may place conditions on the proposed project.
- D. If denied, applicant may submit a revised application and repeat process.
- E. Applicant submits building and/or sign permit with final design plans as required by City code.
- F. Building Inspector reviews and approves any required permits.
- G. A "loan document" is drafted by City staff that identifies the terms of the agreement. All parties execute said letter. A note and mortgage are drafted which the applicant signs.
- H. Construction/Installation begins. Applicant has six (6) months from the execution date of the loan to begin implementation of approved improvements. Any plan changes would require approval according to Sec. IV.A.8 in these guidelines.
- I. Construction/Installation is completed within one (1) year of loan agreement signed.
- J. Applicant contacts Building Inspector to request project review to see if all code requirements have been met.
- K. Applicant provides itemized paid invoices for the project, and any outstanding bills which are also eligible for payment under the loan agreement, to City staff, along with the completed "Project Close-Out" section on the application form. While a construction lien waiver is not required, it is recommended that the applicant consider obtaining appropriate construction lien waiver(s) from the contractor(s) for the project.
- L. Applicants are allowed one partial payment for loans \$10,000 or less, and up to two partial payments for any loan above \$10,000. Plan Commission shall review the first partial payment and decide if subsequent payments shall also be reviewed by the Plan Commission or by staff.
- M. After Plan Commission approves reimbursement claim, the City Clerk forwards payment directly to the applicant.

Approved 102109

Revised 03/12/2014 (Extended western eligibility boundary).

Revised 08/17/2016 (Change Terms of Loan)

Revised 09/13/2017 (Delete WDA and Change to Plan Commission)

Revised 03/21/2019 (Allow for partial payments)