

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/82640907225?pwd=WE5WSHZ6ZHg2YzJJEK1RoSTdqekVhQT09> or by calling 1 (877) 853-5247 (Toll Free) and entering Webinar ID: **826 4090 7225** and entering passcode: **666180** as opposed to being present for the meeting.

NOTICE OF PLAN COMMISSION MEETING

DATE: Thursday, June 15, 2023

TIME: 5:30 PM

PLACE: Washburn City Hall – 119 Washington Ave

AGENDA:

- Call to Order/Roll Call
- Approval of Minutes of May 18, 2023
- Discussion & Action on Request for Special Exception to Enlarge a Non-Conforming Structure, 900 E. Bayfield Street, R-2 District – Michael Wren, Petitioner.
- Discussion & Action on Application for a Sidewalk Sign, 126 W. Bayfield Street, C-3 District – Repurposed Glassware & Gifts, Kay Cederberg, Petitioner
- Discussion & Action on Application for a Wall Sign, 100 W. Bayfield Street, C-3 District – Washburn Chamber of Commerce, Melissa Martinez Petitioner
- Adjourn

May 18, 2023

CITY OF WASHBURN PLAN COMMISSION MEETING

5:30PM Washburn City Hall

COMMISSION MEMBERS: Dave Anderson (zoom), Felix Kalinowski, Michael Malcheski, Mary Motiff, Nicolas Suminski

ABSENT: Matt Simoneau, Leo Ketchum- Fish

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

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

Approval of Minutes – April 20, 2023 Minutes – Motion by Suminski to approve the minutes of April 20, 2023, second by Kalinowski. Motion carried 5-0.

Election of Vice Chair – Suminski moves to nominate Malcheski 2nd by Kalinowski. No further nominations made. Suminski moves to close nominations, second by Malcheski. Motion carried 5-0. Vote on Malcheski as Vice Chair carries 5 to 0.

Presentation on the Survey Results for the Bayfield Street Beautification Project, Washburn Chamber of Commerce and Northland College – Nicole Foster did a power point presentation of the survey results, discussing the key takeaways and potential next steps. Melissa Martinez suggests doing the survey of the residents on Bayfield Street this fall. She has applied for some grants to cover the expenses and feels having some downtown design envisioning sessions would also be beneficial. Suminski, would like to see a city-wide survey. Motiff, pointing out that with the highway project starting next year, the design features are already set. Any further survey results would have to be brought forward soon. Foster thinks her class would be able to get the results of the residents on Bayfield Street survey by October, 2023.

Discussion and Action on Application for Sign Permit and Plan of Operation, 123 W Bayfield Street, C-3 District – Kelly Hendzel and Melis Arik, Petitioner- Ms. Henzel and Ms. Arik are Message Therapist each would be working part time out of the same office. A letter addressing the plan of operation was received along with an application for a 26” x 48” metal wall sign and a sandwich board sidewalk sign. **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.* **Suminski moves to approve the Plan of Operation, 26” x 48” wall sign and 24” x 36” sidewalk sign permit for Message Therapy 123 W. Bayfield St., second by Kalinowski. Original motion carried 4 to 0 with Anderson abstaining.**

Discussion & Action on Sign Permit Application, 137 W. Bayfield Street, C-3 District - Midland Services, Petitioner – Motion by Kalinowski to approve 24” x 36” sidewalk sign permit for Midland Services at 137 W. Bayfield St. second by Malcheski. Motion carried 5 to 0.

Discussion & Action on Sign Permit Application, 10 W. Bayfield Street, C-3 District, Chequamegon Bait LLC dba Firehouse Bar- Kelsey Lindsey, Petitioner – Motion by Kalinowski to approve the 2’ x 3’ sidewalk sign permit for Firehouse Bar, 10 W. Bayfield St. second by Suminski. Motion carried 5 to 0.

Discussion & Action on Architectural/Downtown Design Reviews, 10 W. Bayfield Street, Chequamegon Bait LLC dba Firehouse Bar – Kelsey Lindsey, Petitioner - Commission reviewed the application. 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 acceptable.** 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

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 finds 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 found that the fence complements 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, 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. **The 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 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.** 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 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.** Motion to approve by Malcheski, second by Suminski. Motion carried 5 to 0.

Discussion & Action on Façade Loan Application, 10 W. Bayfield Street, Chequamegon Bait LLC dba Firehouse Bar – Kelsey Lindsey, Petitioner – Petitioner is requesting \$32,500.00, we currently have \$29,707.32 available to loan. This amount could increase to \$32,747.32 if another previously approved applicant does not utilize their remaining \$3,040.00. Moved by Kalinowski to approve the façade loan for Kelsey Lindsey in the amount of \$29,707.32 or the full \$32,500.00 if the previous applicant no longer needs the funds, and have Kluver and City Attorney draft necessary documents, second by Suminski. Motion carried 5 to 0.

Motiff adjourns the meeting at 6:36pm.

Respectfully Submitted,
Tammy DeMars
City Treasurer/Deputy Clerk

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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: Special Exception/Enlargement of a Non-Conforming Structure

Date: June 1, 2023

Michael Wren has applied for a permit to add a 8' x 20' three sided addition to the east side of his existing garage. This property, in R-2 Zoning District located at 900 E. Bayfield St. This is a corner lot, so he has two front yards the garage is approximately 20' from the lot line, the current code has a front yard setback of 30', making the garage a non-conforming structure. All other setback requirements are met.

Per Article 21-4 Nonconforming structures (b) Enlargement. "A nonconforming structure that is used for a conforming use may be enlarged provided the Plan Commission authorizes such enlargement pursuant to the requirements in Article 7."

I have attached a draft special exception decision document that outlines the factors to base your decision.

City of Washburn Plan Commission

SPECIAL EXCEPTION DECISION

Enlargement of Non-Conforming Structure

Filing Date: May 18, 2023

Proper notice of hearing provided: Yes

Hearing Date: June 15, 2023

Applicant Name and Address: Michael Wren
900 E. Bayfield St
Washburn, WI 54891
Tax ID 32584

1. **Decision:** The application for Special Exception is **????**.

2. **Description of the Proposed Project:** The proposed project is to enlarge a non-conforming garage. The property is zoned R-2, and in accordance with Article 21-4(b) special exception is needed to enlarge a non-conforming structure.

3. **Reasons for the Decision:** The Plan Commission must consider 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 garage is already existing, and the addition is going to be added to the East 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 the 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.**
 - (6) Actions the applicant will undertake to mitigate the negative effects, if any, of the proposed special exception. **The Commission finds 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**

City of Washburn Plan Commission

- 4. List of Conditions Imposed: No conditions were 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.

Dated: June 15, 2023

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

If Conditions Are Imposed:

Dated: _____

By: _____
Property Owner

I Michael Wren of 900 E. Bayfield St. Washburn, WI. 54891, do request a special exception to extend the size of my existing garage on the East side.

Thank you for your consideration.

Michael Wren

5/18/2023

CONSTRUCTION PERMIT APPLICATION

Permit Request: Remodeling _____ Windows _____ Doors _____ Roofing _____ Siding _____ Plumbing/HVAC

New Construction _____ Deck _____ Flat Work _____ Other

Complete the following with name, address, (house # and mailing address) & telephone

Owner MICHAEL WOREN E-Mail MICHAEL.WOREN@AOL.COM
 Construction Contractor _____ Phone 201 406 0629
 Address N/A License # _____
 Excavation Contractor _____ Phone: _____
 Address _____ License # _____

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

PROJECT INFORMATION

Site Address 900 E BAYFIELD ST Pin # _____
 RE Tax ID # 32584 Zoning District R2 Lot Area _____

Description of work EXTEND GARAGE WITH 3 SIDED LEAN-TO STYLE EXTENSION

Estimated Project Cost _____

NEW CONSTRUCTION	Area Involved	Water & Sewer:
Building Height _____	Basement _____ sq ft	Water Municipal or Private Well
1-story Other _____	Living Area _____ sq ft	Sewer Municipal or Septic
2-story Basement _____	Garage _____ sq ft	Permit Numbers _____
	Total _____ sq ft	

Additional permits that may not be covered by this application: Driveways; Sewer; Water, Demolition, Sidewalks

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

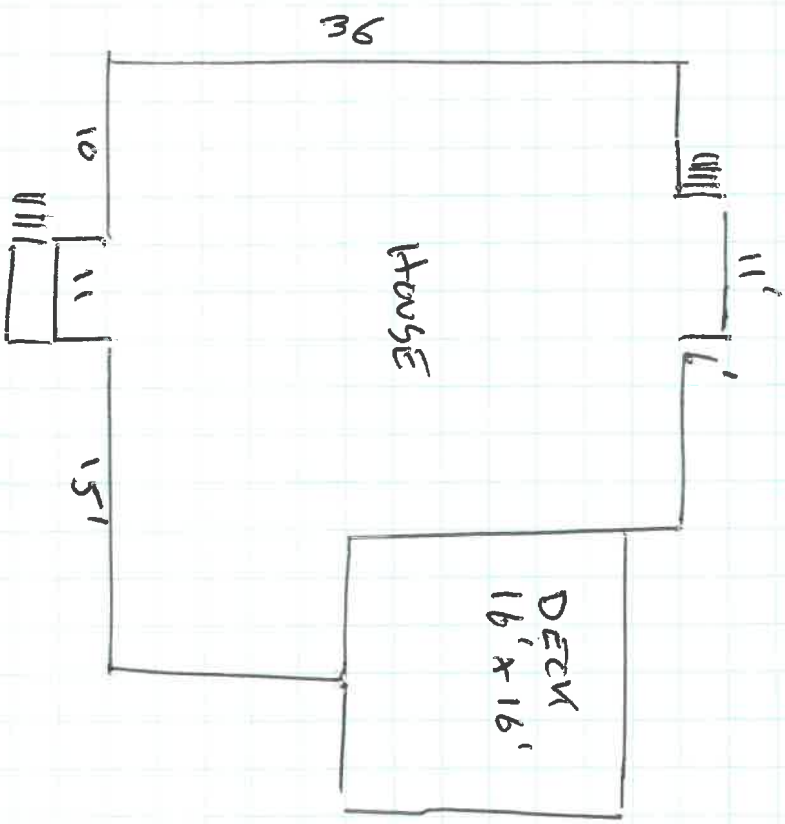
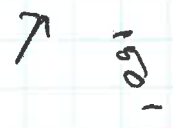
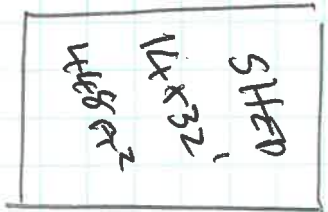
Applicant Signature Michael Woren Date 5/12/2023

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.

See Attached Condition Letter

<p>NOTES</p> <p><u>60 sq ft Accessory</u></p> <p><u>\$50.00</u></p>	<p style="text-align: center;"><u>FEES (per Title 15 Municipal Code)</u></p> <table style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Remodeling <input type="checkbox"/> New Construction <input type="checkbox"/> Fence <input type="checkbox"/> Flat Work <input type="checkbox"/> Siding <input type="checkbox"/> Roofing <input type="checkbox"/> Driveway </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Demolition <input type="checkbox"/> Deck <input type="checkbox"/> Shelter <input checked="" type="checkbox"/> <u>Accessory Addition</u> <input type="checkbox"/> Early Start TOTAL _____ </td> </tr> </table>	<input type="checkbox"/> Remodeling <input type="checkbox"/> New Construction <input type="checkbox"/> Fence <input type="checkbox"/> Flat Work <input type="checkbox"/> Siding <input type="checkbox"/> Roofing <input type="checkbox"/> Driveway	<input type="checkbox"/> Demolition <input type="checkbox"/> Deck <input type="checkbox"/> Shelter <input checked="" type="checkbox"/> <u>Accessory Addition</u> <input type="checkbox"/> Early Start TOTAL _____	<p>PERMIT ISSUED BY:</p> <p>_____</p> <p>DATE ISSUED _____</p> <p>PERMIT NO.</p> <p>_____</p>
<input type="checkbox"/> Remodeling <input type="checkbox"/> New Construction <input type="checkbox"/> Fence <input type="checkbox"/> Flat Work <input type="checkbox"/> Siding <input type="checkbox"/> Roofing <input type="checkbox"/> Driveway	<input type="checkbox"/> Demolition <input type="checkbox"/> Deck <input type="checkbox"/> Shelter <input checked="" type="checkbox"/> <u>Accessory Addition</u> <input type="checkbox"/> Early Start TOTAL _____			

900 EAST BAYFIELD ST

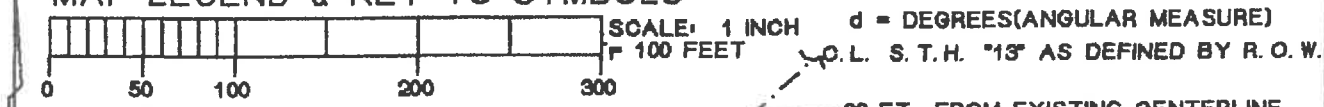


REGISTER'S OFFICE
 Bayfield County, WIS.
 RECORDED AT 1 P M.
 ON APR 16 1998 IN *Otto Korpela*
 Vol. 6 of CSM Pages 261-262 REGISTER OF DEEDS

S.S. Doc. No. 440558

BAYFIELD COUNTY CERTIFIED SURVEY MAP NO. 000989
 SURVEY MAP FOR A PORTION OF THE SE 1/4, NW 1/4, SECTION 33,
 TOWNSHIP 49 NORTH, RANGE 4 WEST OF THE FOURTH PRINCIPLE
 MERIDIAN, CITY OF WASHBURN, BAYFIELD COUNTY, WI FOR
 WANDA AND DAVID HYDE, OWNERS

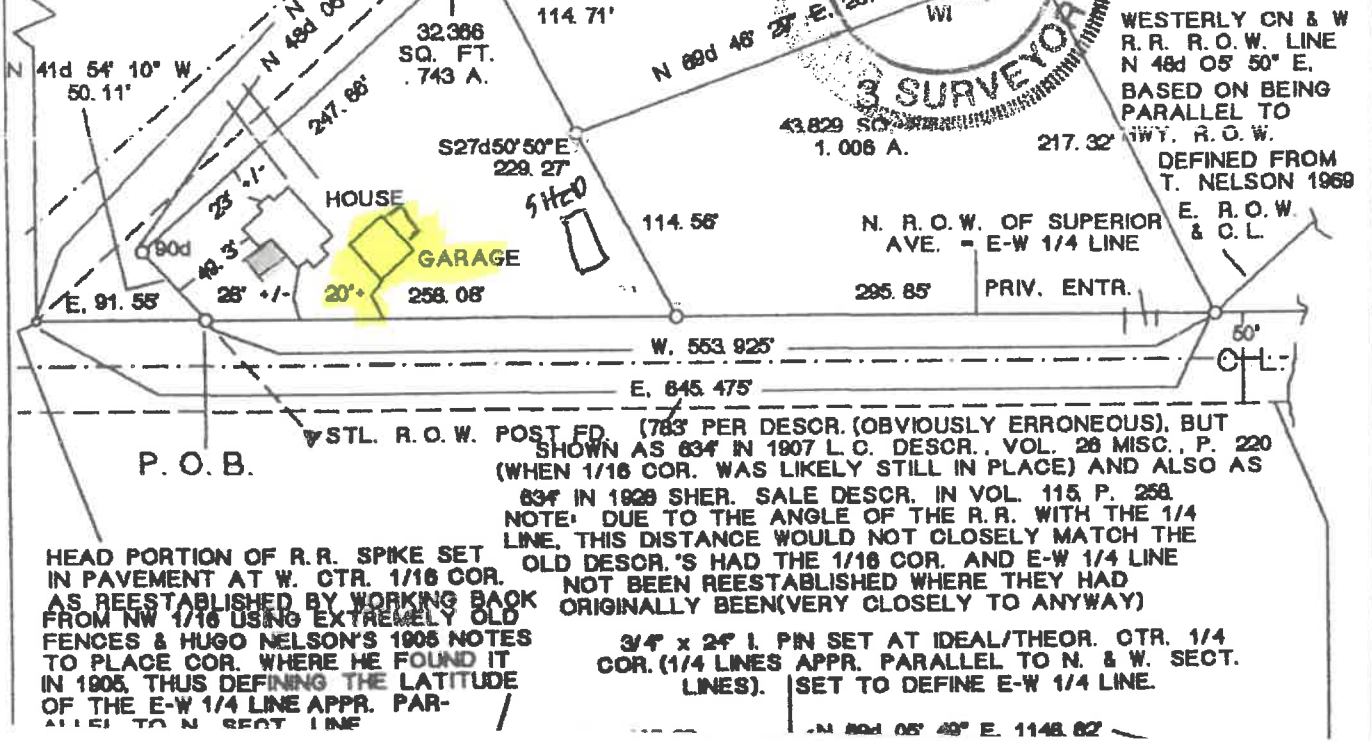
MAP LEGEND & KEY TO SYMBOLS



3/4" I.D. X 24" Lg. IRON PIPE SET, U.N.O. (1.17")
 NORTH
 BASED ON E-W 1/4 LINE BEING E-W
 SINCE THERE WAS NO REASONABLE AGREEMENT
 BETWEEN LINE BEARINGS FOUND ON &
 EVEN WITHIN RECORDED SURVEYS

WD. FENCE COR. POST FD. AT
 NW 1/16 COR. WHERE STAKE FD.
 BY HUGO NELSON IN 1905

N 08° 23' E. 1324.00' FROM
 W. CTR. 1/16 COR. TO
 NW 1/16 COR. NOTE:
 OLD FENCE LINE HAS
 A 85' KINK TO W. AT
 1/64 COR. SET BY
 HUGO NELSON, 1905



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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 100 W. Bayfield Street

Date: June 2, 2023

Washburn Chamber is applying for a permit to place 32" round steel wall sign, the sign will be back lighted with LED strip lighting. This sign meets all the sign requirements outlined in Article 18.

Since this is a new sign, and in the C3 District, Plan Commissions approval is required. We have no specific architectural standards for signs.

I have no concerns with this application.

SIGN PERMIT APPLICATION

Date Received 6/1/23



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 Washburn Area Chamber
of Commerce Phone # 715-373-5017

Site Address 100 W Bayfield St Parcel # _____

Subdivision _____ Block No. _____ Lot(s) _____

Property Owner Name, Address & Phone # (if different from applicant) John Sopiwnik
715-441-3176

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

Description of Project Metal Sign w/Stained Glass features
that lights from behind
See attached Estimated Cost \$1500
Sign & Electrical Work

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 Melissa Hartz Date 5/25/23



Sign Type Metal - Round wall mounted # Signs 1 # Faces 1
 Lighting Type Back light Sign Dimensions 32" Round Total Sq Ft about 9
 Location of Sign Front left-hand side of Entrance Height to Top of Sign from Ground about 6 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:

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 # _____

Washburn Chamber Sign

- Sign to be cut from 3/16" steel
- Will have a 'shadow box' effect with a ring on the back that will also serve as a mounting plate
- Sign will sit approximately 2" out from wall
- Stained glass mimicking the colors of the Washburn Chamber logo will be set behind the natural steel
- Sign will be back lit with exterior LED strip lighting
- The words will be as is in picture on the left



Melissa Martinez

From: John Sopiwnik <jsopiwnik@gmail.com>
Sent: Friday, May 26, 2023 3:01 PM
To: Melissa
Subject: Permission

To Whom Is Concerned

I hereby declare permission for the Washburn Chamber to put up a sign on my property at 100 W Bayfield St
Thank you
John Sopiwnik

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To: Honorable Mayor and Plan Commission Members

From: Tammy DeMars, Deputy Zoning Administrator

Re: Sign Permit - 126 W. Bayfield Street

Date: June 2, 2023

Kay Cederberg has applied for a permit for a 24" x 40" sidewalk sign for he Repurposed Glassware & Gifts shop. 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.

SIGN PERMIT APPLICATION



Date Received 5/30/23

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 Repurposed Glassware & Gifts;
(Kay Cederberg) 815 W. Bigelow St, Washburn Phone # 715-292-8243
54891

Site Address 126 W. Bayfield St, Washburn Parcel # 35792
54891

Subdivision _____ Block No. _____ Lot(s) _____

Property Owner Name, Address & Phone # (if different from applicant) Amy Hunt;
79340 Hollow Rd, Washburn, WI 54891; 715-292-0698

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

Description of Project Sandwich sign board w/ text
"Hand Crafted Gifts"; double sided
sign Estimated Cost \$125.00

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 Kay L. Cederberg Date 5-30-2023

Sign Type Sandwich Board # Signs 1 # Faces 2
 Lighting Type none Sign Dimensions 24" x 40" Total Sq Ft 7
 Location of Sign Sidewalk in front of 126 W. Bayfield St. Height to Top of Sign from Ground 40"

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.

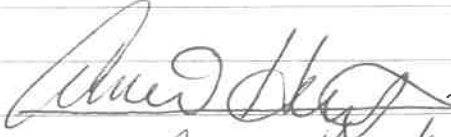
PERMIT ISSUED BY _____

DATE ISSUED _____

PERMIT # _____

May 20, 202

I, Amy Hunt, owner of building at
126 West Bayfield St, Washburn, WI,
give permission for Repurposed Glassware
and Gifts to have a sandwich board
type sign in front of my building.


Amy Hunt