

February 21, 2019
5:30pm Washburn City Hall

CITY OF WASHBURN PLAN COMMISSION MEETING

COMMISSION MEMBERS: Dave Anderson, Richard Avol, John Baregi, John Gray, Leo Ketchum-Fish, Jeremy Oswald (5:31), Adeline Swiston.

ABSENT:

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

Meeting called to order at 5:30PM by Avol attendance as recorded above.

Approval of Minutes – December 20, 2018 – Moved by Swiston to approve minutes of December 20, 2018 as presented, second by Gray. Motion carried with Ketchum-Fish abstaining as he was not at the last meeting.

Public Hearing – Moved by Swiston to open the floor for the Public Hearing, second by Gray. Motion carried unanimously. There was no public comment. Moved by Swiston to close the floor, 2nd by Oswald. Motion carried unanimously.

Discussion and Recommendation on Conditional Use Amendment Request for Contractor Yard and Personal Storage Facility for Alltemp Heating and Cooling. Amendment Will Address Exterior Façade and Architectural Changes from the Previously Approved Plan. – Property Located at 330 S. 1st Ave. East – Jeff Pipgras, Petitioner – Mr. Pipgras was present. Leo Ketchum-Fish recuses himself from this discussion do to conflict and moves to the audience. Mr. Pipgras is requesting to change the materials to be used on the exterior of the proposed structure. The ordinance was recently passed which changed the architectural and design standards that apply in the I-1 District. Pipgras requesting to change the siding to ABS Steel buckskin in color on the upper half and mocha brown on the lower half and a short panel steel overhead door in mocha brown with no window. Moved by Avol to approve the amend application for a Conditional Use Permit for Contractor Yard and Personal Storage Facility for Alltemp Heating and Cooling with the Façade changes as addressed above, second by Gray. Motion Carried unanimously.

Leo Ketchum-Fish re-joins the Commission as an active voting member.

Discussion & Recommendation on Conditional Use Request for a Home Occupation – To Operate a Private Practice Counseling/Mediation Service in Accordance with Regulations of 8-536 out of the Property Located at 877 Jackson Road – Carol Kouba, Petitioner – Ms. Kouba was present. She would like to start an at home business called Heavenly Healing Hands, to support individuals on their path to understanding their body, mind, and soul connection., her business plan was included in the packet. Ms. Kouba will be the sole employee and she will only have one client at a time. The Commission confirmed the size of the parcel was not an issue, the use is compatible, the location of the use on the property is not a concern, traffic safety should not be a problem, it is a suitable additional use, there are no negative impacts on the environment known of, concerns with impacts on the neighbors were discussed and hours of operations were agreed on, and it would not impede the normal development. Motion by Baregi to recommend approval of Carol Kouba Conditional Use Permit to operate an at Home Business out of 877 Jackson Road, with the Conditions as drafted by Zoning Administrator Kluver, second by Gray. Motion Carried Unanimously

Discussion & Action on Façade Loan Disbursement for Brownstone Pharmacy Project at 114 W. Bayfield St. – Nate Swiston, Petitioner - Swiston recuses herself from this item and leaves the table. The majority of the work has been completed, with expenses totaling \$3,800 of the \$5,151.00 allowed. There is still some trim and detail work that is unfinished and will be completed in the spring, but he is requesting reimbursement for the expenses for the part of the project completed, and he will come back for a final draw once the project is completed. Our current loan procedures do not address multiple draws, but whatever decision is made tonight we need to be consistent with all borrowers. Further discussion held to allow two draws on loans \$10,000.00 or less and up to three draws on loans over \$10,000.00, this will be discussed further at the next meeting. Moved by Anderson to approve the draw of \$3,800.00, second by Baregi. Motion carried unanimously.

Swiston returns to the table as an active voting member.

Discussion & Action on Façade Loan Disbursement for ABC Thrift Store Project at 118 W. Bayfield St. – Carol Lindsey, Petitioner – Ms. Lindsey is requesting reimbursement for \$9,455.08, of the \$10,000 that was approved. Other than the lighting all the work appears to be complete, she would like to submit for the balance once the lighting is completed. Motion by Swiston to approve payment of \$9,455.08 to Carol Lindsey, second by Anderson. Motion carried unanimously.

Adjourn - Moved by Swiston to adjourn @ 5:48pm, second by Avol. Motion carried unanimously.

Respectfully Submitted,
Tammy L. DeMars
Treasurer/Deputy Clerk