

March 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.

ABSENT: Adeline Swiston

MUNICIPAL PERSONNEL: Scott Kluver-City Administrator, Tammy DeMars-City Treasurer/Deputy Clerk, Robert Anderson-DPW/Deputy Zoning Administrator

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

**Approval of Minutes – February 21, 2019 – Moved by Gray to approve minutes of February 21, 2019 as presented, second by Baregi.**

**Discussion and Action on Changes to the Façade Loan Policy** – Kluver made the proposed changes that were discussed at the last meeting to allow for two draws on loans \$10,000.00 or less and three draws on loans above \$10,000.00. Motion by Ketchum-Fish to approve the Façade Loan Policy with the changes as drafted and discussed at last month meeting, second by Baregi. Motion carried unanimously.

**Discussion on Potential Change to Allow Greenhouse in the Commercial Districts** - Current zoning code does not allow commercial business to operate greenhouses, yet it does allow residential properties in the commercial district to have them. This may have been an error from the original intent of the code, but it's up to the Plan Commission if they would like to recommend a change in the ordinance to allow business to have greenhouses. Commission agreed this should be discussed further and would like to see some examples in other communities. Until this is done that part of the code will not be enforced.

**Discussion on Staff Involved with Zoning Matters** – Kluver explained Bob Anderson and Tammy DeMars are now Deputy Zoning Administrators. Anderson will be handling more of the details Kluver has been doing such as the Conditional Use Permits, Site Plans, Architectural Review, those things that require more detail. DeMars will continue doing the Zoning Permits as she has been doing since the former Public Works Director left in September.

**Adjourn** - Moved by D. Anderson to adjourn @ 5:54pm, second by Gray. Motion carried unanimously.

Respectfully Submitted,  
Tammy L. DeMars  
Treasurer/Deputy Clerk