

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/89664218068> or by calling 1 (877) 788-0099 (Toll Free) and entering Webinar ID: 896 6421 8068 as opposed to being present for the meeting. Limited seating will be available at the meeting and guests are asked to keep a six-foot distance from one another.

NOTICE OF SPECIAL PLAN COMMISSION MEETING

DATE: Tuesday June 23, 2020

TIME: 3:30 P.M

PLACE: Washburn City Hall

AGENDA:

- Call to Order
- Roll Call
- Approval of Minutes – May 21 and June 18, 2020
- Discussion & Action on Site Plan Review for Installation of Additional Solar Panels, 504 w. 3rd Street, Joseph LeBouton & Ariadna Chediak-Petitioners
- Adjourn

May 21, 2020

CITY OF WASHBURN PLAN COMMISSION MEETING

5:30pm Washburn City Hall & Remote Video Conferencing

COMMISSION MEMBERS: Mary Motiff, Dave Anderson, John Gray, Leo Ketchum-Fish, John Baregi, Adeline Swiston

ABSENT: Vacancy

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

Meeting called to order at 5:30PM by Motiff attendance as recorded. Motiff and Baregi attending VIA Zoom.

Approval of Minutes – February 20, 2020 - Moved by Gray to approve the minutes of February 20, 2020 as presented, second by Ketchum-Fish. Motion carried with Swiston abstaining.

Election of Vice Chairperson – Baregi nominates Ketchum-Fish, second by Swiston. With no further nominations, Gray moves to close nominations, second by Anderson. Motion carried unanimously. Ketchum-Fish accepts nomination.

Discussion & Action on Site Plan Review for Installation of Solar Panels, Gail Bodin 431 W. Bayfield Street - Next Energy Solution, Inc, Petitioner – DeMars reports site plan has been reviewed and meets all the requirements outlined in section 7-75 and Section 8-549. Motion by Gray to approve the site plan for installation of solar panels at 431 W. Bayfield Street, second by Swiston. Motion carried unanimously

Discussion & Action on Downtown Design Review for Hawkes Building at 100 W. Bayfield Street-John Sopiwnik, Petitioner – Sopiwnik in attendance. Moved by Swiston to open floor, second by Baregi. Motion carried unanimously. Sopiwnik, address the Commission, thanks Kløver for expediting this to the Plan Commission. This roof change he is requesting is for aesthetics and function, the roof rake in the front is to help keep the water off the building and protection coming in and out of the building. The roof pitch would be 4/12, section 14-7 (5) of the Zoning Code only states Flat or gently sloping roofs which are not visible from the street grade shall generally be used, so it's not specific to what may be considered "gently sloping". General consensus was the 4/12 pitch wouldn't be an issue. Moved by Ketchum-Fish to approve the roof design, second by Gray. Discussion held on if architectural review was or was not needed, since this is the Downtown Design District. Kløver doesn't believe it does because it's not new construction and the use is not being changed, after further debate it was decided to do the architectural review. Section 8-182(3) of the zoning code requires a building rake elevation that faces Bayfield Street the roof line must be hidden behind the façade facing Bayfield Street. Ketchum-Fish motions to approve the roof structure with the rake hidden behind the façade, second by Swiston. Motion carried unanimously.

Discussion & Action on Façade Loan Application-John Sopiwnik, 100 W. Bayfield Street, Petitioner – Mr. Sopiwnik is requesting \$15,754.95 for exterior windows, front door, and refresh the sills, trim and Hawkes sign. This request if more than the standard threshold of \$10,000.00, but the Plan Commission can approve loans higher than that if they believe the project would improve the project would improve the architectural value of the building. Kløver has reviewed the documents and it meets the technical requirements of the program and the utility payments are up to date as is the required payment on taxes. Moved by Baregi to approve the loan in the amount requested of \$15,754.95 and authorize the Administrator and City Attorney to prepare and execute the loan documents, second by Gray. Motion carried unanimously.

Moved by Baregi to close floor, second by Ketchum-Fish. Motion carried unanimously.

Annual Review and Recommendation on Municipal Land Sale List – The Plan Commission reviewed the list of current properties for sale. Moved by Anderson to recommend adding property number 19 to the land sale list, 2nd by Swiston. Discussion on development for the property. Anderson amends previous motion to recommend adding property number 19 with the recommendation it be sold for new development, amendment accepted by Swiston. Motion carried unanimously.

Adjourn – Motiff adjourns the meeting at 6:58pm

Respectfully Submitted,
Tammy L. DeMars
Treasurer/Deputy Clerk

June 18, 2020

CITY OF WASHBURN PLAN COMMISSION MEETING

5:38pm Washburn City Hall & Remote Video Conferencing

COMMISSION MEMBERS: Mary Motiff, Dave Anderson, Leo Ketchum-Fish

ABSENT: John Baregi, John Gray, Adeline Swiston, Vacancy

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

Meeting called to order at 5:30PM by Motiff attendance as recorded, Motiff recognized we do not have a quorum. Public Hearing be held but no action can be taken on any item.

Approval of Minutes – May 21, 2020 – No action taken

Public Hearing - Motion by Anderson to open the floor to the public hearing, second by Ketchum-Fish. Motion carried uniamoulsy.

No public comment.

Moved by Anderson, second by Ketchum-Fish to close floor. Motion carried unanimously.

Discussion and recommendation on Ordinance No. 20-006 to Amend the City's Zoning Code to Update the City's Regulation of Yard Sheds Chapter 13, Article 8, Section 554 and appendix B – Short discussion held in regards to possibly allowing more buildings in the R-1 and I-1 Districts. No action taken

Discussion & Action on Site Plan Review for Installation of Additional Solar Panels, 504 W. 3rd St., Joseph LeBouton & Ariadna Chediak- Petitioner – LeBouton present via video conference. LeBouton, has already put money down on the project and asked if there was any way to act on this before the July meeting. No action taken, but a special meeting will be scheduled prior to the July meeting.

Final Review and Recommendation on Municipal Land Sale List – No action taken.

Adjourn – Motiff adjourns the meeting at 6:02pm

Respectfully Submitted,
Tammy L. DeMars
Treasurer/Deputy Clerk

CONSTRUCTION PERMIT APPLICATION

Permit Request: Remodeling Windows Doors Roofing Siding Plumbing/HVAC
 New Construction Deck Fence Flat Work Electrical Solar Panels Other

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

Owner Joseph LeBoutan & Ariadna Chediack E-Mail _____
 Construction Contractor Next Energy Solutions Inc. Phone 262-298-6991
 Address 461 Hwy 63, Shell Lake, WI 54871 License # _____
 Excavation Contractor SAME 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 504 W 3rd St. Pin # 04-291-2-48-04-05-2 00-312-12806
 RE Tax ID # 33045 Zoning District R6 Lot Area Lots 6-7-8, ~150x150'

Description of work Add 10 panels to existing 20-panel solar array.
Add one post, and beams to support new panels

Estimated Project Cost \$7000

<p>NEW CONSTRUCTION</p> <p>Building Height <u>~14 ft.</u> Accessory <input type="checkbox"/> 1-story <input type="checkbox"/> Other _____ <input type="checkbox"/> 2-story <input type="checkbox"/> Basement</p>	<p>Area Involved <u>SOLAR PANELS</u></p> <p>Basement _____ sq ft Living Area _____ sq ft Garage _____ sq ft Total <u>480</u> sq ft</p>	<p>Water & Sewer:</p> <p>Water <input type="checkbox"/> Municipal or <input type="checkbox"/> Private Well Sewer <input type="checkbox"/> Municipal or <input type="checkbox"/> Septic Permit Numbers <u>NA</u></p>
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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 _____

5/13/2020
Date

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

NOTES	FEES (per Title 15 Municipal Code)		PERMIT ISSUED BY: DATE ISSUED _____ PERMIT NO. _____
	<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 type="checkbox"/> _____ <input type="checkbox"/> Early Start TOTAL _____	



Not To Scale.

Place Additional SOLAR PANELS

~~ON~~ EXISTING ARRAY

Construction Permit Application

SD4 W. 3rd St.

Joseph Robertson & Ariadna Chedra

5/13/2020

2020/05/13

Particulars of additional solar panel permit application for 504 W 3rd St Joseph LeBouton and Ariadna Chediack, owners/residents.

8-549 Solar energy system, free-standing

(a) Surface area. The surface area of a free-standing solar energy system shall not exceed 5 percent of the lot area.

Lots 6, 7, and 8 total 22500 sq.ft. (150ft x150 ft). The additional ten solar panels will total 30 solar panels, a total of 48ft x 10ft = 480 sq.ft., or 2.1% of the lot area.

(b) Number. There is no limit on the number of free-standing solar energy systems on a parcel of land.

The additional panels will be added to the current structure, resulting in a single system.

(c) Maximum height. A free-standing solar energy system in any position shall not exceed 15 feet in height as measured from the surrounding grade.

The free-standing system is approximately 10 to 13 feet in height, depending on the seasonally adjusted angle. (13 feet tall in the winter when adjusted to a greater angle; 10 feet tall in the summer, when adjusted to a more horizontal angle.)

(d) Setback. A free-standing solar energy system in any position shall not extend into the setback of a front yard, side yard, shore yard, or rear yard as established for the zoning district in which the parcel is located. Pursuant to the procedures and requirements in Article 7, the Plan Commission may approve a special exception to allow a free-standing solar energy system to extend into a setback when no other location on the parcel is acceptable and the encroachment is the least necessary to allow the system to operate.

The additional panels will add 16 feet in length to the current structure in the direction of the west lot line. The new structure will end six feet from the west lot line.

(e) Placement in yards. A free-standing solar energy system located in a residential or commercial zoning district shall only be located in the rear or side yard. Pursuant to the procedures and requirements in Article 7, the Plan Commission may approve a special exception to allow a free-standing solar energy system in the front yard when no other location on the parcel is acceptable and the encroachment is the least necessary to allow the system to operate. A solar panel in a manufacturing zoning district may be located in any yard area.

The solar panel structure is in the side yard as seen from W. 3rd Street.

(f) Certification. A free-standing solar energy system shall be certified by one of the following: Underwriters Laboratories, Inc.; National Renewable Energy Laboratory; Solar Rating and Certification Corporation; or other recognized body as approved by the zoning administrator. The building inspector may approve the use of a homemade panel.

The make and model of this solar panel system is Patriot Mount (www.patriotsolargroup.com), installed by Next Energy Solution of Clam Lake. Next Energy Solution was the bid winner for the Chequamegon Bay Group Solar Buy installation contract in 2018, and installed the original system in November of that year.

(g) Glare. A free-standing solar energy system shall be positioned so as to minimize glare towards vehicular traffic and adjacent properties.

The panels face the alley between W. Pine Street and W 3rd St. A tree line blocks glare to the south and west. The house on the property blocks glare to the east.

(h) Approval by electric utility company. If the solar energy system is designed to produce electricity, the property owner shall submit documentation acceptable to the building inspector indicating that the system meets all applicable regulations and requirements of the affected electric utility company.

Xcel Energy has approved our grid tie system, which has been in production since November of 2018.

(i) Termination of use. If the zoning administrator determines that a free-standing solar energy system has not been operational for a continuous period of 12 months, the administrator shall follow the procedure outlined in Article 7 relating to the termination of an approval.

Not applicable. This is a grid tie system currently producing electricity.

7-75 Basis of decision The Plan Commission in making its recommendation/decision and the Common Council in making its decision shall consider the following factors:

(1) effects of the project on traffic safety and efficiency and pedestrian circulation, both on-site and offsite;

The addition of ten solar panels to the current free-standing solar panel system is located in the side yard. While visible from W. 3rd Street, it is not in pedestrian or traffic area.

(2) effects of the project on the natural environment;

We'd like to think photovoltaics are easier on the atmosphere and water than fossil fuel-based electricity production. We are turning the shaded area under the panels into a flower garden bed.

(3) effects of the project on surrounding properties;

The solar panels are visible from surrounding properties. We've had numerous compliments on the panels, and no bad reviews. The height and location are such that the panels do not cast shade on neighboring parcels.

(4) compliance with the general site design principles enumerated in s. 8-163;

The solar panel design is neat and professional. While attractiveness is subjective, as stated above we have had numerous appreciative comments on the existing structure. The addition will be of the same design.

(5) compliance with the design principles for parking lots enumerated in s. 17-3;

Not applicable.

(6) compliance with other applicable requirements contained in this chapter; and

(7) any other factor that relates to the purposes of this chapter set forth in s. 1-5 or as allowed by state law.

Please let us know if you need further information. We're happy to invest in helping make Washburn an energy independent community.

Atlas 2 High 10 Panel Ground Mount

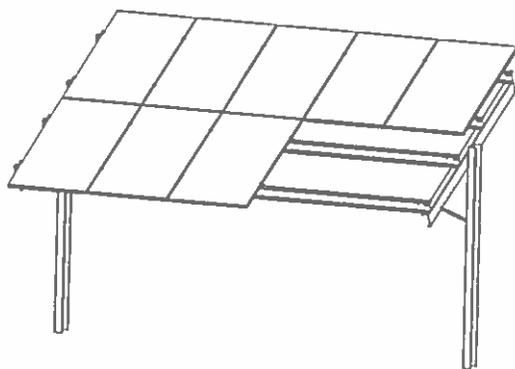


Atlas - 2 Portrait 2 - High Post Driven Ground Mount

Superior Cost Savings

The Atlas is a fixed tilt ground mount solution designed for commercial and utility scale installations, with slide-in panel rails, pre-punched hole locations, UL 467 grounding mid clamps and only three major components. Atlas dramatically lowers overall project installation and racking costs by up to 30%.

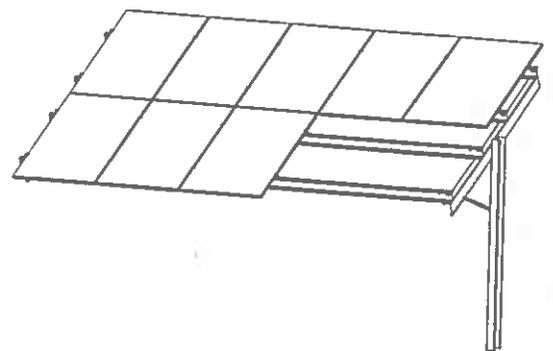
Start Section



Rail Attachment



Add-on Section



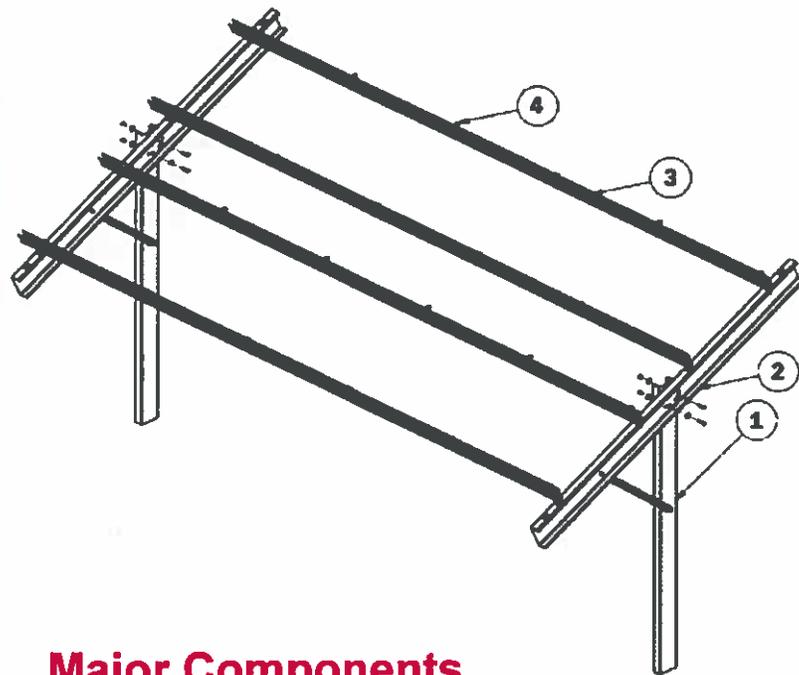
Key Features

- Simple convenient panel installation
- UL 467 grounding mid clamps
- Only 3 main components. No on-site Welding
- Universal hardware for all assembly
- 5° - 40° angles available
- All components are galvanized roll-formed steel
- C-Channel posts are pile driven into ground
- Accommodates terrain up to 5° EW

"Your Single Solar Source"

Atlas - 2

2-High Post Driven Ground Mount



Technical Specifications

Application	Open Field Layout
Foundation	Pile Driven
Module Orientation	Portrait
Module Compatibility	All Major Brands - 60 & 72 Cell Modules
Tilt Angle Available	5° - 40°
Ground Clearance	Standard - 24"
Grade of Terrain	EW = 5°
Wind Load	Up to 100 MPH *
Snow Load	Up to 60 PSF *
Purlin Length	207"
Material Composition	Galvanized Steel G-90 - Post, Truss & Rails
Warranty	20 Years
Manufacturing	Made in USA

Major Components

1 C-Channel Post

Available in multiple lengths for various soils and height clearances. Other Post Options include Helical, I-Beam, and Ground Screw.

2 Stamped Truss

Pre-punched truss design allows for faster connection to post and varying truss angles.

3 Stamped Z-Purlin

Quick assembly with easy adjustment. Swedge add-on rail into preceding rail section without the need for additional assembly hardware or splice bar.

4 Panel Clamps and Grounding

Mid clamps come complete with UL 467 Grounding solution. Clamp design allows for quick and easy assembly.



		START	ADD
1.	C-Channel Post	2 pcs	1 pc
2.	Stamped Truss	2 pcs	1 pc
3.	Stamped Z-Purlin 207", 11 Ga.	4 pcs	4 pcs
4.	Clamps with Grounding	24 pcs	24 pcs
All assembly hardware included.			

*Snow loads are ground snow loads estimated at 40 deg.
 *wind loads are estimated at 10 deg.
 *Loading is single factor snow only or wind only.
 *All specifications subject to change without notice.