

September 20, 2018  
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, 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 – August 16, 2018** – Moved by Swiston to approve minutes of August 16, 2018 as presented, second by Gray. Motion carried with Baregi abstaining as he was not at the last meeting.

Moved by Baregi to open floor to public hearing, second by Ketchum-Fish. Motion carried unanimously.

**Public Hearing - Discussion and Recommendation on Zoning Code Amendment for the Purpose of Amending the City's Zoning Code to Provide a More Definite Standard to Several Zoning Provisions.** Sharon Stewart, 810 Washington Ave, resident and member of the Washburn Heritage Committee spoke in favor of the changes. Moved by Baregi to close floor, second by Swiston. Motion carried unanimously.

**Discussion and Recommendation on Ordinance 18-006 for the Purpose of Amending the City's Zoning Code to Provide a More Definite Standard to Several Zoning Provisions.** Ketchum-Fish would like to see section 8-183(4) changed in a way that would encourage the building to face Bayfield Street and have the requirement to have doors and windows on the façade facing Bayfield Street. Ketchum-Fish moves to open floor, second by Swiston. Motion carried unanimously. Carla Bremner, 204 Pump House Rd, one thing you may want to keep in mind is that depending on the business they may need more privacy than others, so requiring the number or size is going to be difficult. She also thanked the Commission for their work on this. Kluver suggest adding to section 8-183 (4) "The front entrance of buildings shall be encouraged to face Bayfield Street. When that does not occur, the Bayfield Street Elevation should have the same, or similar materials and designs as the front entrance of the building". Anderson, would like to see a requirement that the roof line/top elevation should be level and if the store front doesn't face Bayfield Street it should be required to use the same, materials used on the front of the building on the elevation that faces Bayfield Street. Ketchum-Fish suggest adding "When a building rake elevation faces Bayfield Street the roof line must be hidden behind the façade, excluding one or two family residential". Oswald moves to close floor, second by Anderson. Motion carried unanimously.

Anderson moves to recommend adoption of Ordinance #18-006 with the follow amendments: section 8-183 (4) "The front entrance of buildings shall be encouraged to face Bayfield Street. When that does not occur, the Bayfield Street Elevation should have the same, or similar, materials and designs as the front entrance of the building", and add a another section "when a building rake elevation faces Bayfield Street the roof line must be hidden behind the façade, accept in the case of one or two family residential" for the purpose of amending the City's Zoning Code to provide a more definite standard to several zoning provisions, second by Gray. Motion carried unanimously.

**Adjourn** - Moved by Swiston to adjourn @ 6:25pm, second by Ketchum-Fish. Motion carried unanimously.

Respectfully Submitted,  
Tammy L. DeMars  
Treasurer/Deputy Clerk