

November 16, 2023

CITY OF WASHBURN PLAN COMMISSION MEETING

5:30PM Washburn City Hall

COMMISSION MEMBERS: David Anderson, Felix Kalinowski, Mary Motiff, Matt Simoneau (via Zoom), Nicholas Suminski

ABSENT: Leo Ketchum- Fish, Michael Malcheski,

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

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

Approval of Minutes – October 19, 2023 Minutes – Motion by Suminski to approve the minutes of October 19, 2023, second by Kalinowski. Motion carried 5-0.

Public Hearing, Discussion & Recommendation on Zoning Ordinance Amendment to City Zoning Code (Title 13), Chapter 1, Articles 14, 19, and 21 Regarding Signs & Outdoor Lighting Motion by Suminski to open floor for public hearing, second by Anderson. Motion carried 5-0. No public comment. Motion by Suminski to close the public hearing, second by Anderson. Motion carried 5-0. Motiff reports she will be having a phone conversation on Friday with the individual from the D.O.T who deals with signage and should have an answer about the legality of this amendment regarding the Scenic By-Way. Motion by Anderson to recommend approval of Ordinance Amendment 23-007 amending city zoning code, chapter 1, articles 14, 19, and 21 regarding signs and outdoor lighting, contingent on the State DOT approval, seconded Suminski. Motion carried 5-0.

Review Plan Commission Roles and Responsibilities Regarding Development on City Land – Article 4 Division 1 of the Zoning Code was reviewed. Motiff explains the purpose of this item is to go over the procedure the Plan Commission has regarding the sale, development, or change of use of City Property. What should happen first is the Administrator and/or Mayor should be contacted with whatever idea someone has to see if it is even feasible and what the steps would be to accomplish it. Things that would need to be consider is if it's a change of use, it may require a map change on the Comprehensive Plan Zoning Map, example would be if the proposed Bike Park would go on the Omaha Street Property or if you where to take existing park space and turn into commercial or residential it would require a map change, along with that, the properties would have to be added or taken off the property sale list. All these things would take up to six months to even accomplish. After some further discussion it was decided the Plan Commission would like to do the annual review of the property list in May to see if there are properties that could be added or removed from the list and what they could be used for.

Motiff adjourned the meeting at 6:25pm.

Respectfully Submitted,
Tammy L. DeMars
Treasurer