

March 16, 2023

CITY OF WASHBURN PLAN COMMISSION MEETING

5:30PM Washburn City Hall

COMMISSION MEMBERS: Dave Anderson, Felix Kalinowski, Michael Malcheski-(Zoom 5:36pm), Mary Motiff, Leo Ketchum-Fish(5:35pm), Matt Simoneau(Zoom), Nicolas Suminski

ABSENT:

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

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

Approval of Minutes – February 16, 2023 Minutes – Motion by Suminski to approve the minutes of February 16, 2023, second by Anderson. Motion carried 5-0.

Discussion & Action on Development Application From DGI-Washburn, LLC for Dollar General Retail Store At 1047 W. Bayfield Street, Tax ID 36169 – Geno Carlson, Petitioner/Agent – Jim Lundberg representative for petitioner in attendance, along with Todd Platt, and Ed Fisher Via Zoom . Kluver gave a brief outline of his review process and what the Commission should be basing their decision on. It was decided to do the review and discuss before making a motion. **Site Plan Review** 1) Effects of the project on traffic safety and efficiency and pedestrian circulation, both on-site and off-site; *Entrance area is off 11th Ave. West, this will allow parking on two sides of the structure, along with the space necessary for stormwater detention and landscaping. The entrance on Bayfield Street will be eliminated.* 2) Effects of the project on the natural environment; *No known detrimental effects.* 3) Effects of the project on surrounding properties; *Anticipated increase in parking/traffic but nothing beyond reason for a commercial district.* 4) Compliance with the site design principles enumerated in s. 8-163; *Project does not appear to be in conflict. The loading area is at the rear of the paved area near the enclosed dumpster and has a hashed area in between the parking area, but it is not otherwise separated.* 5) Compliance with the design principles for parking lots enumerated in s. 17-3; *One 1 space for each 300 square feet of gross floor is required. Based on the submitted drawing of 10,640 square feet, 36 parking spaces are required and 36 spaces are provided including the required handicap spaces (2).* 6) Compliance with other applicable requirements contained in this chapter; *All setback and general provisions are complied with. Impervious surface is at 47.2% slightly below the maximum allowed of 50%. The revised outdoor lighting plan submitted, along with the specification of the fixtures used shows that there will be six of the QubePak Regal 3 lights at 37 Watts. In addition, there will be a parking lot light with two of the Dorado XLR fixtures at 148 watts, minimum light for the parking lot will be achieved. This is in the Zone 2 lighting district and maximum allowed lumen for the property is 69,000 total, total lumens to be 48,486. The landscaping plan as depicted on sheet L1.0 meets the requirements for street frontage, building foundation, parking lot and lot interior landscaping requirements.* 7) Any other factor that relates to the purposes of this chapter set forth in s. 1-5 or as allowed by state law; *No other known factors.* **Plan of Operation Review;** 1) The nature of the land use with regard to the number of employees, nature and extent of truck shipments to and from the site, hours of operation, use of hazardous substances, and other operational characteristics; *There are none know.* 2) The nature and extent of anticipated positive and negative effects on properties in the area; *Unknow.* 3) Actions the applicant will undertake to mitigate the negative effects, if any, of the proposed land use; *There are no known negative effects.* 4) Any other factor that relates to the purposes of this chapter set forth in s. 1-5 or as allowed by state law; *Ketchum-Fish questions the size of the bldg., as it's over 10,000 sq feet and the intent of the cottage commercial is for small scale business of 5,000sq fee or less. Kluver and Lindsey, explains this is not a hard and fast rule and since the overall size of the bldg. does not go over the allowable size on a lot it should not be used as a deciding factor. No other factors were discussed.* **Architectural Review;** 1) Excluding residential buildings and Industrial Zoning Districts, all building exteriors facing a street, not including an alleyway, shall have at least 50 percent of the street face constructed with brick, decorative masonry, glass panel, or other appropriate similar finished façade as may be approved by the Plan Commission. Such brick, masonry, glass, or other decorative facing shall extend for a distance of at least 25 feet along the sides of the structure that do not face a street or at least 25 percent of the that side wall distance, whichever is greater. *The south and west elevations, street facing, are at least 50 percent decorative masonry, the north and east elevations are at least 25 percent decorative masonry.* 2) Outside of Industrial Zoning Districts, the appearance of any buildings with a front elevation or any building elevation facing Bayfield Street of more than 750 square feet in area shall be divided into distinct planes of 500 square feet or less. The following design features can be used to meet this provision (1) canopies or awnings; (2) arcades; (3) porches; (4) vertical wall offsets having a minimum depth of 8 inches and a minimum width of 10 feet; (5) horizontal offsets having a minimum depth of 2 feet; (6) pilasters having a minimum depth of 8 inches, a minimum width of 12 inches, and a minimum height of 80 percent of the wall height; (7) recessed areas for entryways and the like having a minimum depth of 8 inches; and (8) other suitable multidimensional design features. *The front façade exceeds 750 square feet, but the front entrance area is recessed at least 8 inches for over 10 feet. This will create three distinct planes under 500 square feet, except the sign will have to be downsized to fit within the center plane.* 3) On any building on Bayfield Street, the front entrance of a building shall be encouraged to face Bayfield Street. When that does not occur, the Bayfield Street Elevation shall have the same, or similar, materials and designs as the front entrance of the building. Except for one or two-family residential buildings, when a building rake elevation faces Bayfield Street the roof line must be hidden behind the façade facing Bayfield Street. *The main entrance does face Bayfield Street.* 4) Oversized fenestration elements which tend to create a monumental scale shall not be used unless specifically required by the type of building or relationship to its surroundings. *The windows/doors on the front do not appear to be oversized.* 5) Building entrances must be clearly recognizable from parking lots and pedestrian circulation routes. *Entrances are clearly recognizable.* 6) Rooftop mechanical equipment shall be positioned

so it is not readily visible from a public street or an abutting property in a residential zoning district or in a planned development district that allows residential uses. Rooftop mechanical equipment may be placed in an enclosure or screened from view provided such enclosure or screening is used as an element of the building's architecture. *Rooftop HVAC units are present on the structure and are placed on a line near the center of the north/south elevations, and the slope of the roof helps to block the visibility from the west. The trees on the east are not acceptable screen. Plan Commission added condition if visible, they will need to be screened.* 7) Fencing shall complement the appearance of buildings onsite. *Fencing is placed around the dumpster enclosure. It is made of wood slats with gaps as depicted on sheet C6 of the plans.* 8) The exterior building materials of an accessory building shall be the same as or similar to those used on the principal building. *No accessory building is proposed.* 9) Overhead doors shall not face a public street. The Plan Commission may permit overhead doors to face a public street, but only when it has made a finding that there is no feasible alternative location for such doors. Consistent with the requirements in Article 7, the Plan Commission may approve a special exception to allow an overhead door to face a public street when there is no feasible alternative. *No overhead doors involved.* 10) HVAC (heating, ventilating, air conditioning) equipment shall be screened from view. No HVAC shall create a noise level of more than 50 decibels as measured on a dB(A) scale at the nearest existing adjacent residence. *The HVAC equipment is located on the roof and is screened per item six of the architectural standards. The decibel level of the HVAC equipment is projected to be less than 50 decibels on the weighted scale, at the property line.* 11) When trash, garbage and recyclable materials are stored out-of-doors, such materials shall be concealed or suitably screened from public view. A brick or stone wall, wood fence, chain-link fence with slats, and/or landscaping shall be used to totally obstruct vision into the storage areas. Any wall, fence, and gate, and/or vegetative screening shall be installed or erected to a height at least 1'- 6" above the highest point of the dumpster as generally depicted below. *An outdoor garbage enclosure is located at the rear or the parking lot on the west side. The enclosure will be constructed of wood slats with gaps as depicted on sheet C6 of the plans.* Conditions Imposed: *If HVAC is visible from any street, it must be screened from view, sign above entry must be downsized to comply with the second architectural standards keeping at or below the 500 sq ft planes.* **Change of Topography Review;** Evaluation criteria was addressed by the petitioner as follows; 1) *Overall drainage patterns will be maintained (Erosion Control/Storm Water Management Report on file).* 2. *Neighboring properties will not be impacted by constructions efforts.* 3) *Limited wetland fill will occur onsite (<10,000s.f); permit application will be submitted to DNR.* 4) *Treed areas of lot will be maintained & undisturbed as much as possible (Layout Plan was attached).* 5) *Grading design does not promote standing water (Grading Plan was submitted).* 6) *Fill will be placed within the site as required for construction; site boundaries will not be negatively impacted.* 7) *Slopes will be reinforced with erosion control measures (Erosion Control Plan on file).* 8) *Lot is zoned C-1 with General Retail Sales listed as permitted use.* All criteria are addressed satisfactorily. Anderson, moves to approve the four plans as reviewed with the conditions that if the HVAC equipment on the roof is visible from the street they must be screened and the sign on the front of the building will need to be fit within the entrance plane as stated in the architectural review # 2, seconded by Kalinowski. Discussion on asking them if they would consider using different types of material other than metal. The response was it would be a challenge and they could not agree to redesign the building. They have already incorporated more into this store than most because of the zoning standards. They would like open around November 1, 2023. Anderson moves to open floor, second by Ketchum-Fish. Motion carries 7 to 0. Jenifer Maziasz, 26 E. 3rd Street, speaking as a resident and Council member thanks the developers for their excellent job and details on the plan, but ask that they consider the fact that this is the entrance to the city and even some smaller upgrades such as some decorative lights would be beneficial to the community. Suminski moves to close floor second by Anderson. Motion carries 7 to 1. Ketchum-Fish states this plan meets the very minimum, but still feels the intent of the code is to only allow business 5,000 feet or less. Motiff ask if they could consider a different color other than the proposed brown. Todd states they could explore the color combo along with the decorative lighting but could not make any guarantee. Motiff ask for vote on the original motion. Motion carried 6 to 1 with Ketchum-Fish opposed.

Discussion and Recommendation of City Property Inventory and Land "For Sale" List – The property inventory list has been reviewed by the other committees and two comments were received. First, the Parks Committee questioned if there has been any environmental impact study on Lot 2 as that is zoned industrial and has steep ravines. The answer is no environmental study has been done. There was a plan created as to how to make buildable parcels in that are which keep the ravines intact. If the parcel is sold, at that time depending on what was going to be built, the City could require a study if they felt it necessary. Second, the comment Harbor Commission on Lot 48 have no objection to it being on the list, they do object to the current zoning of the property and will be requesting the City Council to take the necessary steps to re-zone the property for indoor boat storage. Ketchum-Fish ask how the zone could be changed since the Plan Commission has already denied the request, it was explained they have the right to ask the Council to do so during their Comprehensive Plan public hearing, prior to the adoption of the Plan. Motion by Ketchum-Fish to recommend approval of the City property inventory and land sale list, seconded by Anderson. Motion carried 7 to 0.

Motiff adjourns the meeting at 7:33PM.

Respectfully Submitted,
Tammy DeMars
City Treasurer/Deputy Clerk