

April 20, 2023

CITY OF WASHBURN PLAN COMMISSION MEETING

5:30PM Washburn City Hall

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

ABSENT:

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

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

Approval of Minutes – March 16, 2023 Minutes – Motion by Suminski to approve the minutes of March 16, 2023, second by Anderson. Motion carried 6-0.

Discussion & Action on Application for Sign Permit, Sweet Fern Apothecary/Seeds of Well Being, 229 W. Bayfield Street, C-3 District – Erica Macrum, Petitioner – Petitioner is requesting a hanging sign and wall sign, both made of wood. Application and drawings reviewed. Moved by Ketchum-Fish, second by Anderson to approve the wall sign and hanging sign. Motion carried 6 to 0.

Discussion and Action on Application for Sign Permit and Plan of Operation, The Wood Bin, 324 w. Bayfield Street, C-3 District – Adam Monat, Petitioner- Petitioner present. Mr. Monat is opening The Wood Bin, this is a retail store that will sell locally made hand crafted wood items, made by local woodworkers. A letter addressing his plan of operation was received along with a drawing and application for a 5' x 2' wood wall sign. Ketchum-Fish moves to approve the Plan of Operation and Sign Permit for The Wood Bin, 324 W. Bayfield St., second by Anderson. 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 no known issues. There are no known hazardous substances of other uncommon operational characteristics.* 2) The nature and extent of anticipated positive and negative effects on properties in the area; *None know.* 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, *No other factors.* Original motion carried 6 to 0.

Felix Kalinowski arrives at 5:37pm.

Anderson moves to place the discussion and action on scoreboards to the end of the meeting, 2nd by Ketchum-Fish. Motion carries 7 to 0.

Discussion & Action on Request for Special Exception to Enlarge a Non-Conforming Structure, 321 Williamson Rd., R-1 District – Donna Browning, Petitioner – Petitioner present. Ms. Browning would like to add a 16' x 20' addition on the rear corner of her existing home. The house is approximately 30' from the lot line, and currently the setback is 50', making her a non-conforming structure. All other setback requirements have been met. Per Article 21-4 Nonconforming structures (b) Enlargement. "A non-conforming structure that is used by a conforming use may be enlarged provided the Plan Commission authorizes such enlargement pursuant to the requirements in Article 7". Ketchum-Fish moves to approve the special exception for a 16' x 20' addition on the residence at 321 Williamson Road, seconded by Malcheski. Review of Article 7 The Plan Commission considers the following factors: 1) The size of the property in comparison to other properties in the area. **The Commission finds that the property is residential property and is of comparable size to other residential properties in the area.** 2) The extent to which the issuance of the special exception permit would be in keeping with the overall intent of this chapter. **The Commission finds that this exception has been approved in the past, and it will not make the setback violation any worse.** 3) Whether there are any unique circumstances and the nature of those circumstances that warrant the issuance of the special exception. **The Commission finds that house is already existing, and the addition is going to be added to the rear west side so it will not make the setback violation any greater.** 4) The nature and extent of anticipated impacts to the natural environment that could potentially occur if a special exception was granted. **The Commission finds that there would be no known negative impacts to the natural environment.** 5) The nature and extent of anticipated positive and negative effects on properties in the area. **The Commission finds that there are no known negative effects. Once the project is completed it should be an improvement.** 6) Actions the applicant will undertake to mitigate the negative effects, if any, of the proposed special exception. **None, as there are no know negative effects.** 7) A factor specifically listed under a section of this chapter authorizing the issuance of a special exception. **No factors other than listed.** 8) Any other factor that relates to the purposes of this chapter set forth in s. 1-5 or as allowed by state law. *N/A.* Original motion carried 7 to 0.

Discussion & Action on Placement of Scoreboards at City Ballfield Complex-, L-1 District - Jamie Cook, Petitioner – Petitioner present. The petitioner is requesting to place two new scoreboards at city ballfield complex, and replacement of the existing scoreboard, funding for the scoreboard will be coming from various sources. All three may not be placed at the same time, but over time. Moved by Suminski to approve the placement of all three scoreboards as shown in the drawing, seconded by Kalinowski. Motion carried 7-0.

Motiff adjourns the meeting at 5:50pm.

Respectfully Submitted,
Tammy DeMars
City Treasurer/Deputy Clerk