

CITY OF WASHBURN
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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/86308100210?pwd=WmlXYlM2bnVFK0tUZDYvRGRnMzQ4dz09> passcode 426344 or by calling 1 (877) 853-5247 (Toll Free) and entering Webinar ID: 863 0810 0210 and entering passcode 426344 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 PLAN COMMISSION MEETING

DATE: Thursday, February 11, 2021
TIME: 5:30P.M
PLACE: Washburn City Hall

AGENDA:

- Call to Order/Roll Call
- Approval of Minutes of January 21, 2021 Meeting
- Comprehensive Plan Interactive Community Issues Exercise and Discussion with Jason Laumann of NWRPC
- Adjourn

January 21, 2021

CITY OF WASHBURN PLAN COMMISSION MEETING

5:30PM Washburn City Hall & Remote Video Conferencing

COMMISSION MEMBERS: Dave Anderson, Leo Ketchum-Fish, Mary Motiff, Adeline Swiston, Matt Simoneau, Britt Serrine

ABSENT: John Baregi

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

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

Approval of Minutes – December 17, 2020 – Moved by Swiston to approve the minutes of December 17, 2020 second by Anderson. Motion carried with Ketchum-Fish abstaining as he did not attend the last meeting.

Discussion & Action on Architectural and Downtown Design Review for Covered Deck at Karlyn Yellowbird Gallery, 318 W. Bayfield Street – Ron Piercy, Petitioner – Mr. Piercy is proposing to place a 12' x 16' ground level, covered deck on the east side of the building made pressure treated wood. Review of the General Architectural standards; 1) Not applicable as this is a deck not the main structure 2) thru 7) Not applicable, 8) the material is Pressure Treated Wood, 9) thru 11) Not applicable. Review of the Downtown Standards; 1) No change in the main structure is occurring. 2) & 3) N/A, 4) No change to vertical rhythms, 5) This structure will have a pointed roof and will require a façade to create the boomtown look (Discussion on roof rakes on accessory structures will be held at a future meeting), 6) N/A, 7) Materials will be pressure treated wood. Conditions to be listed is the deck must be ADA compliant and the rake of the roof needs a façade. Moved by Anderson to approve the architectural design with the conditions a façade is required on the roof rake and it must be ADA compliant, second by Ketchum-Fish. Motion carried unanimously.

Discussion & Action on Site Plan, Architectural, and Downtown Design Review for 211 W. Bayfield Street – David Sneed, Petitioner – Proposed project is to make exterior modifications and improvements to the existing structure including removal of Mansard roof/awning, replacement of siding and windows, reconfigure restroom access. Review of the General Architectural Standards 1) The front exterior will have glass panel windows; however, it will not cover 50% of the street face. The remaining portion of the street face will be wood, and the Plan Commission finds this to be acceptable materials, 2) N/A, 3) This is a existing structure that has a side entrance; however the design of the side of the building which is largely visible from Bayfield Street and adjacent to the existing parking will be of similar design and materials as the front of the building, 4) The Plan Commission finds that the design complies with this requirement, 5) The design complies with this requirement 6) thru 11) N/A. Downtown Standards reviewed; 1) Height is not an issue, 2) N/A, 3) Horizontal rhythms have been met, 4) Vertical Rhythms have been meet 5) Roof forms have been met with the removal of the existing Mansard, 6) N/A, 7) Building materials are met with the use of wood siding. The proposed use of the property at this time is office space, Mr. Sneed made note that the interior plumbing and design will be done so that in the future is someone would like to turn it back into a retail type business it can easily be done. The parking and light plan was reviewed.

Moved by Anderson to approve the architectural review and site plan of David Sneed, with light trespass to be in compliant with the code, second by Swiston. Motion carried unanimously.

Discussion with Jason Laumann of NWRPC on Comprehensive Plan Re-Write Process and Action Interactive Issues Exercise – Mr. Laumann gave a kick off update on the re-write process with the proposed timeline. Next meeting with Mr. Laumann will be held on February 11th at 5:30pm.

Conceptual Discussion & Action on Architectural Standard for Overhead Doors – Discussion held; no action taken at this time.

Adjourn – Moved by Swiston to adjourn, 2nd by Anderson. Motion carried unanimously. Motiff adjourns the meeting at 7:40pm

Respectfully Submitted,
Tammy L. DeMars
Treasurer/Deputy Clerk

PRE PLANNING

Grant
Scope of Work
Public Participation Plan

CITY OF WASHBURN COMPREHENSIVE PLAN UPDATE

1. RESEARCH

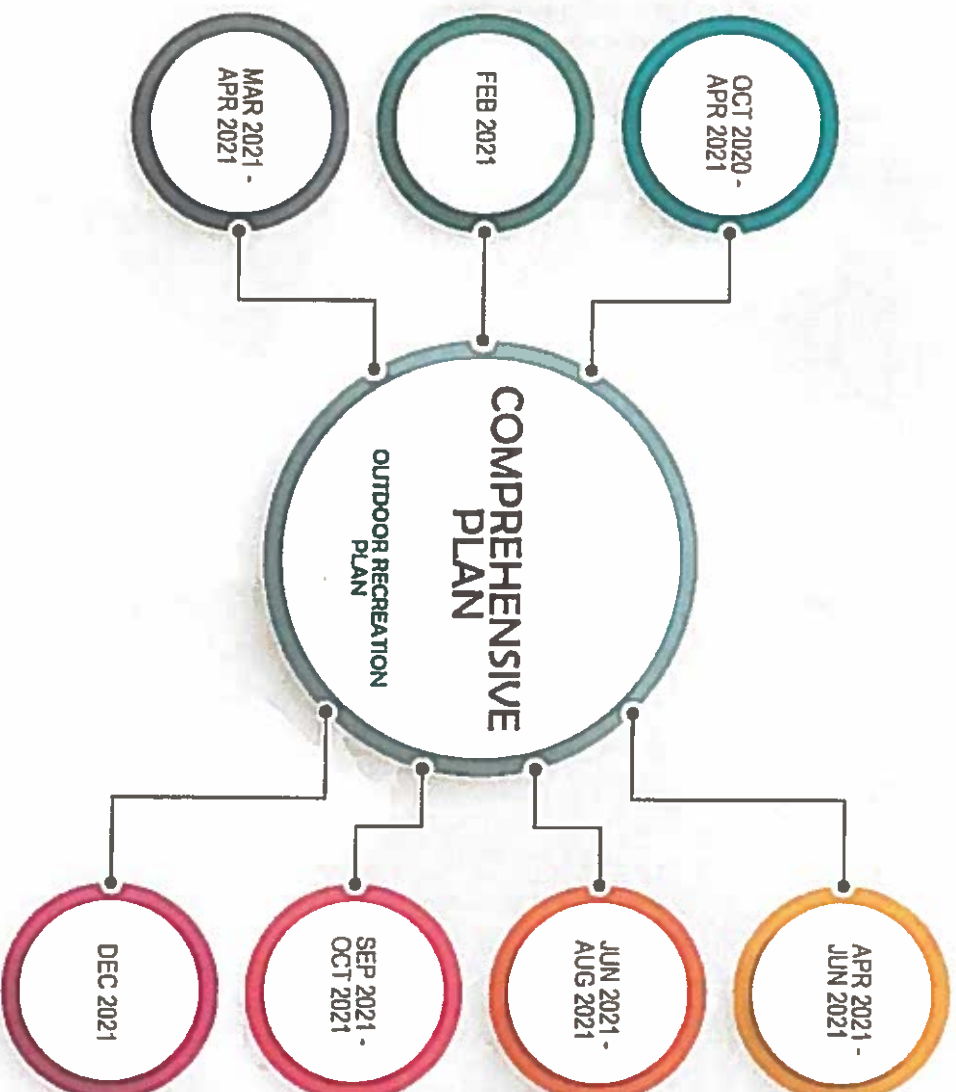
Assess the community. Collect updated statistical and resource data. Reviews plan statistics, tables, charts and graphs.

2. ISSUES

Gather input on fundamental issues facing the City of Washburn. These statements serve as a guide in refining or developing goals and strategies.

3. VISIONING

The process of developing consensus about what future the community wants, and then deciding what is necessary to achieve it. Framed by a compilation of goals and objectives.



4. STRATEGIES

Review & identify potential projects & strategies to maximize or create opportunities, or minimize threats to achieve goals. Prioritize projects based on the best approach and return on the project. These projects should be in line with visioning.

5. ACTION PLANS

Review existing sequence of events and resources necessary to achieve the goals, including overhead, staff, information, and financial capital. Revise as needed. This includes defining the physical steps to take to accomplish goals and objectives.

6. IMPLEMENTATION

Revise, modify or develop structure to carry out the plan. Establish or modify monitoring and evaluation criteria

7. ADOPTION

Revise, modify or develop structure to carry out the plan. Establish or modify monitoring and evaluation criteria



COMMUNITY ISSUES EXERCISE

The issues identification exercise is conducted to gather input on fundamental issues facing the City of Washburn. Issues can be both positive and negative in nature and are factors to be explored, maximized or mitigated in the updated comprehensive plan.

What is GREAT about Washburn?

What are Washburn's general ISSUES and CHALLENGES?

What is Washburn MISSING?