

CITY OF WASHBURN
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NOTICE OF PLAN COMMISSION MEETING

DATE: Wednesday, July 7, 2021
TIME: 5:30 PM
PLACE: Washburn City Hall

AGENDA:

- Call to Order/Roll Call
- Approval of Minutes of June 9 and 17, 2021 Meetings
- Action on Comprehensive Plan Re-Write Project – Continuation of Review of the Visioning and Implementation Elements from Previous Plan- Jason Laumann of NWRPC
- Adjourn

June 17, 2021

CITY OF WASHBURN PLAN COMMISSION MEETING

3:30PM Washburn City Hall & Remote Video Conferencing

COMMISSION MEMBERS: Dave Anderson, John Baregi, Leo Ketchum-Fish, Mary Motiff, Matt Simoneau-arrived via zoom at 5:37pm

ABSENT: Britt Serrine, Adeline Swiston

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

Meeting called to order at 5:30pm by Motiff attendance as recorded. Motiff recognized we do not have a quorum, therefore no action can be taken, but public hearing could be held.

Approval of Minutes – June 9, 2021 – No action

Public Hearing – John Peterson, 213 S. 2nd Ave W., has no objection to the tourist rooming units but would like to see the City do better signage on the trail behind their building to keep the snowmobiles and 4 wheelers off his property. Motiff notes we also have one letter of support on file.

Simoneau joined meeting at 5:37pm, so we now have a quorum.

Discussion & Action on Conditional Use Permit Application to Have Tourist Rooming Units Located at 215 W. Harbor View Drive (Units 4, 5, 7, & 8), MUW District-Jeff Moberg, Petitioner- Motion by Ketchum-Fish to recommend approval of the Conditional Use application to operate Tourist Rooming Units at 215 W. Harbor View Drive, with the standard conditions outlined in the draft permit, second by Anderson. Kluver, reports that he received an e-mail from John Carlson asking that some of the conditions be removed as follows; completely strike condition #3, completely strike condition #4, condition number five strike the following, "for employees and all other visitors to the subject property concrete, bituminous concrete pavement, or gravel shall be required for all driveways in parking areas", #7 strike completely. Applicant or representative were not present. Discussion held. Ketchum-Fish, feels the conditions of the permit are reasonable and will stand with his original motion, Anderson agrees. Vote on original motion to recommend approval with the standard conditions. Motion carries 5-0.

Discussion & Action on Partial Draw of Façade Loan for John Hopkins and Susan Lince at 406 W. Bayfield Street – John Hopkins and Susan Lentz have requested a draw of \$905.30 on their facade loan. Motion by Anderson to approve the partial draw request in the amount of \$905.30, second by Baregi. Motion carried 5-0

Discussion & Recommendation on Acceptance of Donation of Real Property and Intended Uses – In accordance with the City of Washburn Gifts & Donation Policy, all gifts or donations of real property shall be reviewed by the Plan Commission for recommendation prior to Council action. Roger Aiken of North Coast cycling association, presented to the Commission the potential donation of the railroad grade trail in front of the Memorial Park, which is privately owned by Don Ekstrom. NCCA has been discussing with Mr. Ekstrom, and he has agreed to transferring the ownership of the property to the City of Washburn to be used for non-motorized recreation only. The purpose of this donation would be to extend the recreation trail as public property within the City. NCCA is also willing to pay for the survey that would be required to separate that section from other property owned by Mr. Ekstrom, they would also consider helping with the cost to install some type of gate that would keep motorized vehicles off that section of trail. The city would have no up-front cost but would be required to maintain the trail. Anderson, questions if there would be any tax burden to the city by taken this section off the tax roll? Kluver, has no definite figures but does not believe the tax would be significant. Ketchum-Fish motions to recommend excepting the donation of property from Don Ekstrom to be used for non-motorized recreation trail, second by Baregi. Motion carried 5-0.

Review and Discussion on Potential Changes to Zoning Code -Land Matrix Exhibit 8-1 – The Commission continued their review of the Land Use Matrix. Consensus was given to the following changes. 6.01 Brewpub; C-1 P, I-1 P, MUW P. 6.02 Restaurant C-1 P. 6.03 Tavern; C-1 P. 7.01 Heavy vehicle sales and service; 7.01 C1 & C2 not allowed, I-1 P. 7.02 Vehicle fuel station; I-1 not allowed. 7.03 Vehicle repair shop; C-1 not allowed, I-1 P. 7.05 Vehicle service shop; C-1 not allowed. 7.0 Vehicle storage yard I-1 not permitted. 8.01 Convenience retail sales C-1, I-1 and MUW P. 8.02 General retail sales; I-1 not allowed. 8.03 Outdoor sales; no changes.

Discussion will continue at the next meeting.

Moved by Anderson to adjourn, second by Ketchum-fish. Motion carried 5-0. Meeting adjourned at 7:11pm.

Respectfully Submitted,
Tammy L. DeMars
Treasurer/Deputy Clerk

June 9, 2021

CITY OF WASHBURN PLAN COMMISSION MEETING

6:30PM Washburn City Hall & Remote Video Conferencing

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

ABSENT: John Baregi, Britt Serrine

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

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

Approval of Minutes – May 20, 2021 – Moved by Anderson to approve the minutes of May 20, 2021 second by Ketchum-Fish. Motion carried 5-0 with Baregi abstaining as he was not at the last meeting.

Action on Comprehensive Plan Re-Write Project – Land Use Evaluation and Mapping Review of the Visioning Elements – Jason Laumann of NWRPC – Jason, began walking the Commission through the land use evaluations reviewing the policy under each objective. The following is an overview of the discussion held; Jason Laumann will update the document based on tonight's discussion. Policy No 3.1.d, 3.1.e, 3.2.a will need to be reviewed again as we go through the rest of the document. 4.1.e, 4.2.d, 4.3.b and 4.3.e were struck entirely. 3.1a, 3.1.c, 3.2.c, 3.3.c, 3.3.d 4.1. d, 4.3.c were left as is. 3.1.b the area considered as downtown core was defined as the C3 an MUW Zoning Districts. 3.2.b change to; Promoting infill development and redevelopment on suitable land within the defined service area of City Water and Sewer. 3.3.a change to; Provide the opportunity for public to be involved in land use discussions. 3.3.b remove from this section but be sure there is something similar in the housing section. 4.1.a remove "Support the efforts of the Harbor Commission". 4.2.b strike "by providing land". 4.1.c strike "Acknowledge that" and add "Enhance and promote". 4.1.1 remove "relocate the existing Forestry Department facilities and". 4.2.b remove "with government agencies". 4.2.c change to; Manage the natural landscape on public lands in the waterfront and protect and enhance view shed. 4.3.a have parks commission review. 4.3.d change to; "Explore opportunities to provide additional community meeting and facilities along the waterfront". This completed the Land Use and Waterfront and Coastal Resources sections. Jason would like to continue with the remaining sections at the next meeting.

Next meeting scheduled for July 7, 2021 at 5:30pm

Motiff adjourned at 7:46pm

Respectfully Submitted,
Tammy L. DeMars
Treasurer/Deputy Clerk