

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891



715-373-6160
715-373-6161
FAX 715-373-6148

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/81491084426?pwd=akdkcFNlbnkZYWE0vWmpuVGU2Yko3UT09> or by calling 1 (877) 853-5247 (Toll Free) and entering Webinar ID: 814 9108 4426 and entering passcode 063793 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: Wednesday, October 27, 2021
TIME: 5:30 PM
PLACE: Washburn City Hall

AGENDA:

- Call to Order/Roll Call
- Approval of Minutes of August 23, 2021, and September 23, 2021
- Public Hearing
 - Zoning Code Amendment - For the purpose of amending the City's Zoning Code to provide consistency between the zoning code and Title 7, Chapter 11 of the City's Ordinances regarding the regulation of short-term rentals
 - Conditional Use Permit Application - Request for Manufacturing Use in a Commercial Area – Operate a coffee roasting business in accordance with the regulations of 8 - 476 out of the property located at 101 West Bayfield Street. Jared Trimbo, Petitioner, property is zoned C-3, Downtown Commercial.
- Discussion and Recommendation on Zoning Code Amendment - Amending the City's Zoning Code to provide consistency between the zoning code and Title 7, Chapter 11 of the City's Ordinances regarding the regulation of short-term rentals
- Discussion and Recommendation on Conditional Use Permit Application - Request for Manufacturing Use in a Commercial Area – Operate a coffee roasting business in accordance with the regulations of 8 - 476 out of the property located at 101 West Bayfield Street. Jared Trimbo, Petitioner, property is zoned C-3, Downtown Commercial
- Continued Discussion and Action on Comprehensive Plan Re-Write Project –Review of Land Use Maps
- Adjourn

August 23, 2021

CITY OF WASHBURN PLAN COMMISSION MEETING

5:30PM Washburn City Hall & Remote Video Conferencing

COMMISSION MEMBERS: Dave Anderson, Mary Motiff, Matt Simoneau, Britt Sirrine, Adeline Swiston

ABSENT: Leo Ketchum-Fish, Vacancy

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

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

Approval of Minutes – July 19, 2021, Minutes – Moved by Swiston, to approve the July 19, 2021, minutes, second by Anderson. Motion carries 5-0.

Discussion & Recommendation to Vacate the South Half of S. 10th Avenue West, Adjacent to Lot 12, Block 1 in Wing's 1st Addition to the Townsite of Washburn and Lot 30, Block 7 of Neill, and Wings Addition to the Townsite of Washburn – Mark and Lisa McGinley, Petitioners – McGinley present by zoom. Moved by Anderson to recommend approval to Vacate the South Half of S. 10th Ave West, Adjacent to Lot 12, Block 1 in Wings 1st Addition to the Townsite of Washburn and lot 30, block seven of Neil, and wings addition to townsite of Washburn, second by Swiston. Discussion held. Anderson moves to amend his original motion to include the city of Washburn retains all utility rights Swiston accepts amendment. Motion carried 5 to 0

Continued Discussion and Action on Comprehensive Plan Re-Write Project – Land Use Evaluation and Mapping Review of the Visioning Elements – Jason Laumann of NWRPC – At the June 9, 2021, Meeting the Commission completed the land use objectives 3.1 through 4.3. Jason started tonight with an update on the overall project. The Commission then started to review the objectives where we left off with Transportation. The following changes were made to goals and objectives; Utilities and Community Facilities: Objective 6.1 remove the word “renovations” and replace with “Maintenance of existing infrastructure”. Goal 2 remove “by meeting the needs of residents in a fair and efficient manner”. Objective 6.5 after opportunities add “and facilities”. Objective 6.6 Remove “educational”. Natural, cultural, and agricultural resources: Goal 1 and objective 7.1 will need to be reviewed later. Objective 7.2 change to “Support agricultural opportunities in the city”. Objective 7.3 change “natural value” to “cultural value” and remove the remainder of the sentence. Housing: objective 8.1 replace “preservation and enhancement” with “rehabilitation and maintenance”. Economic Development: replace “to provide adequate jobs, meet the retail and service needs of residents and visitors, provide a strong municipal tax base, and enhance the quality of life in Washburn” with “provides adequate jobs, meets the retail service needs of residence and visitors”. Objective 9.1 change to “Retain encourage and support the expansion of local business and industry”. Objective 9.2 replace “Recruit” with “Welcome”. Objective 9.3 change to “Support and encourage entrepreneurship”. No other changes were noted, and we did not review the individual policy. Jason will make the updates and send updated copy.

Next meeting for work session was scheduled for Thursday, September 23, 2021, at 5:30pm

Meeting adjourned at 7:16pm.

Respectfully Submitted,
Tammy L. DeMars
Treasurer/Deputy Clerk

September 23, 2021

CITY OF WASHBURN PLAN COMMISSION MEETING

5:30PM Washburn City Hall & Remote Video Conferencing

COMMISSION MEMBERS: Dave Anderson, Felix Kalinowski (late), Leo Ketchum-Fish, Mary Motiff,
Britt Sirrine, Adeline Swiston

ABSENT: Matt Simoneau

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

Meeting called to order at 5:30pm by Motiff attendance as recorded. Jason Laumann with Northwest Regional Planning attending via zoom.

Approval of Minutes – September 16, 2021 Minutes – Motion by Anderson to approve the minutes of September 16, 2021, second by Swiston. Motion carried 6-0.

Continued Discussion and Action on Comprehensive Plan Re-Write Project – Review of the Visioning Elements and Review of Land Use Maps – Jason Laumann of NWRPC - Jason gave brief update of where we are at in the process. Next, he asked the Commission to independently review the various land use maps, to see if any changes need to be made. He also reviewed some of the statistical information regarding the declining of population and average age our population. 6:45pm Kalinowski arrives. Jason reviewed the four maps he would like the Commission to review and then we can meet with him again to go over any changes.

Next Plan Commission date set for October 27, 2021 at 5:30pm, any regular business along with the maps Jason spoke of will be on the agenda.

Meeting adjourned at 7:02pm by Motiff.

Respectfully Submitted,
Tammy L. DeMars
Treasurer/Deputy Clerk

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To: Plan Commission Members

From: Scott J. Kluver, ^{SK}Administrator

Re: Ordinance to Address Tourist Rooming Houses in the Zoning Code

Date: October 18, 2021

As the Council has now adopted an ordinance outside of the zoning code to regulate tourist rooming houses within the City, the attached ordinance is submitted for your recommendation. The ordinance would bring the zoning code into conformance with state law in relation to tourist rooming houses, and eliminate the duplicate application process that currently exists. I strongly recommend the Plan Commission give a favorable recommendation to this draft ordinance to eliminate this now redundant regulation.

**CITY OF WASHBURN
NOTICE OF PUBLIC HEARING
ZONING ORDINANCE AMENDMENT**

Public Hearing will be held at the special Plan Commission Meeting, Wednesday, October 27, 2021, at 5:30 P.M., at City Hall, 119 Washington Avenue, for public comment on the following issue:

Zoning Code Amendment:

For the purpose of amending the City's Zoning Code to provide consistency between the zoning code and Title 7, Chapter 11 of the City's Ordinances regarding the regulation of short-term rentals

Further details on the proposed amendment may be obtained by visiting City Hall during open office hours, by calling 715-373-6160 ext. 4, or e-mailing washburnadmin@cityofwashburn.org .

Scott J. Kluver
Zoning Administrator

Block Ad October 8 and 15, 2021 – Daily Press

CITY OF WASHBURN Ordinance No. 21-006

An ordinance adopted by the Common Council for the City of Washburn at its regular meeting of November 8, 2021, for the purpose of amending the City's Zoning Code to provide consistency between the zoning code and Title 7, Chapter 11 of the City's Ordinances regarding the regulation of short-term rentals. Additions are in *red italics*, deletions are in ~~strikeout~~.

1. Amend Chapter 13, Articles 3, 8 and Appendix B as follows:

Article 3, Section 5.04

Tourist rooming house/*short-term rental*. ~~A place where a single family dwelling, individual rooms in a single family dwelling, and/or one or more cabins and cottages are offered to transient guests for rent, provided the total number of guest rooms does not exceed 8. The term does not include other forms of transient lodging including bed and breakfasts and overnight lodging.~~ *The definitions of Title 7, Chapter 11 of the City's Code of Ordinances are adopted and incorporated herein, and that section shall regulate and govern the operation, use, construction, and licensing of tourist rooming houses/short term rentals.*

* * *

Article 8, Exhibit 8-1 Land Use Matrix:

		Special Standards	Secondary Review	R-1	R-2	R-6	R-7	C-1	C-2	C-3	I-1	L-1	M	MUW
5.04	Tourist rooming house/ <i>short term rental</i>	8-294	AR, SP, ZP	C <i>P</i>	C <i>P</i>	C <i>P</i>	C <i>P</i>	P	P	P	- <i>P</i>	- <i>P</i>	- <i>P</i>	C <i>P</i>

* * *

Article 17, Exhibit 17-3

5.04 Tourist rooming house/*short term rental*

~~1 space for each guest room~~ *Refer to Title 7, Chapter 11 of the City's Code of Ordinances*

* * *

2. Replace Article 8, Section 8-294 with the following:

Article 8, Section 8-294

8-294 Tourist rooming house/short term rental

All tourist rooming houses/short term rentals are governed by Title 7, Chapter 11 of the City's Code of Ordinances.

3. Effective Date of Ordinance. This ordinance shall take effect upon passage and publication.

Attest:

Mary Motiff
Mayor

Scott J. Kluver
City Clerk

Adopted: _____

Published: _____

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To: Plan Commission Members
From: Scott J. Kluver, Administrator *SK*
Re: Full Keel Coffee LLC CUP - Manufacturing in Commercial District
Date: October 7, 2021

Enclosed you will find the application materials from Full Keel Coffee LLC for a Manufacturing Conditional Use Permit (CUP), and Plan of Operation, for the property located at 101 West Bayfield St. The property is in the C-3, Downtown Commercial District.

Although there is no anticipated noise issue, I have left in the conditions that the use shall comply with the noise ordinance. I removed any condition on parking as the property is located within the Downtown Parking District and off-street parking requirements do not apply. I have enclosed the limited special conditions that would apply to manufacturing uses.

No architectural changes or site modifications are planned for this property at this time. Note the criteria in the ordinance by which the Commission should either approve or deny the permit in 7-55 of the enclosed ordinance.

Please let me know if you have any questions on this application. I have no objections to this request.

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CITY OF WASHBURN
NOTICE OF PUBLIC HEARING

A Public Hearing will be held by the Plan Commission on, Wednesday, October 27, 2021, at 5:30 P.M. at City Hall, 119 Washington Avenue, for public comment on the following issue:

Conditional Use Permit Application:

Request for Manufacturing Use in a Commercial Area – Operate a coffee roasting business in accordance with the regulations of 8 - 476 out of the property located at 101 West Bayfield Street. Jared Trimbo, Petitioner

The property is zoned C-3, Downtown Commercial. Residents unable to attend the public hearing may provide written comment to the Zoning Administrator prior to the hearing.

Scott J. Kluver
Zoning Administrator

publ.: Class 2 – October 1 and 8, 2021
Daily Press Box Ad

CITY OF WASHBURN **CONDITIONAL USE PERMIT**

A Conditional Use Permit is hereby granted, pursuant to Title 13, Chapter 1, Article 7, Division 3 of the City of Washburn Zoning Ordinance to Full Keel Coffee LLC (hereinafter User), in respect to property currently zoned C-3 Downtown Commercial, herein referred to as Subject Property, described as:

Street Address: 101 W. Bayfield Street

Legal Description: ORIG TOWNSITE OF WASHBURN LOT 19 BLOCK 48 563; ORIG TOWNSITE OF WASHBURN LOTS 17-18 BLOCK 48 562

Tax ID: 32239 and 33240

PIN: 04-291-2-48-04-05-1 00-312-32300;
04-291-2-48-04-05-1 00-312-32200

This Conditional Use Permit is granted for the purpose of permitting the User, and only the User, to engage in the permitted use set forth immediately below:

1. To operate a coffee roasting business (manufacturing use) at the property located at 101 W. Bayfield Street, in the C-3 Downtown Commercial District in accordance with Section 13-1-8-476 of the City of Washburn Zoning Code.

This Conditional Use Permit is subject to the following special conditions:

1. This Conditional Use Permit is issued exclusively to the User, does not run with the land for which it is issued, and may not be sold, conveyed, assigned or otherwise transferred to any other person or entity. This permit will be effective once all conditions are complied with as specified in ordinance.
2. Issuance of a Conditional Use Permit does not indicate that the City of Washburn has certified the above referenced dwelling nor has it inspected the building, nor does it ensure that it meets local, state, federal, or professional requirements or standards related to the subject use.
3. The User must comply with Title 8, Chapter 3 of the City of Washburn ordinances regarding the placement and use of waste and recycling facilities.
4. All conditional uses referred to above may be carried out upon the Subject Property during times that are allowable by the City's noise ordinance (11-2-6).
5. This permit shall remain in effect so long as the permit holder complies with all conditions of this permit and applicable City of Washburn ordinances.

Statement on the nature of the approval:

CUP Full Keel Coffee LLC Draft 100621 - Page 1

In approving this Conditional Use Permit, the Plan Commission confirmed the size of the parcel was not an issue, the use is compatible, the location of the use on the property is not a concern, traffic safety should not be a problem, it is a suitable additional use, there are no negative impacts on the environment known of, concerns with impacts on the neighbors were discussed and it would not impede the normal development. The Common Council adopts these findings.

Appeal rights for applicant and other aggrieved persons:

Within 30 days of the decision date, a written appeal, including the reasons for the appeal, must be received by the City Clerk. The appeal process will follow the procedure outlined in 13-1-7-23 of the zoning ordinance.

Jared Trimbo, Full Keel Coffee LLC

Date

Personally came before me this ____ day of _____, 2021, the above-named Jared Trimbo, to me known to be the person who executed for the foregoing instrument and acknowledge the same.

Notary Public, Bayfield County, Wisconsin

My commission expires: _____

Mary D. Motiff, Mayor
City of Washburn

Date

Personally came before me this ____ day of _____, 2021, the above-named Mary D. Motiff, known to be the person who executed for the foregoing instrument and acknowledge the same.

Notary Public, Bayfield County, Wisconsin

My commission expires: _____

Scott J. Kluver, Zoning Administrator
City of Washburn

Date

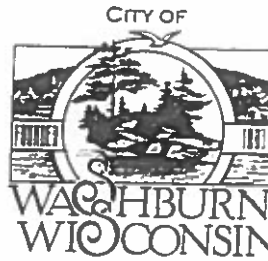
Personally came before me this _____ day of _____, 2021, the above-named Scott J. Kluver, known to be the person who executed for the foregoing instrument and acknowledge the same.

Notary Public, Bayfield County, Wisconsin

My commission expires: _____



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APPLICATION FOR CONDITIONAL USE PERMIT

(Zoning Code 13-7-51 through 62)

Name: Jared Trimbo Initial Application X Amendment/Renewal

Physical and Mailing Address of Applicant: 24 E 3rd St P.O. Box 64 Washburn WI

Telephone Number: 612 669 2560 E-mail: jaredtrimbo@gmail.com

Address/Description of Permit Property: 101 W Bayfield St Washburn WI

Requested Conditional Use: Manufacturing - Coffee Roasting Zoning District: C3

Applicant shall submit a letter detailing the desired use, along with a scaled site plan of the property if new construction is involved.

It is the responsibility of the applicant to provide the name and address (both physical and mailing) of property owners within a 150 foot radius the permit property. Please use attachments for longer lists.

1. Lorraine Nylklemoe
221 N 1st Ave Washburn WI
2. Gary & Kristin Foss 106 W 3rd St Washburn
PO Box 722 Washburn
3. John Sopiwnik 100 W Bayfield St Washburn
77835 Kombusk Rd
4. Bremer Bank 31 W Bayfield St Washburn
5. Jon Wheeler 109 W Bayfield St Washburn
122 E 4th St Washburn WI

APPLICATION FOR CONDITIONAL USE PERMIT --- Page 2

I have read municipal code 13-7-52 through 62 as presented to me upon application and understand the process related to the issuance of a Conditional Use Permit. I also understand that I may be required to submit supplemental information as may be required elsewhere in the zoning code for my particular request.

Application Signature: _____

Date: _____

092121

SSK

Filing Fee: A \$150 filing fee is due at the time of submitting the application. A receipt of the fee payment shall be attached to this application form and shall serve as the application submission date.

OFFICE USE ONLY

Date of Review Completed by Zoning Administrator: _____

Date of Public Hearing: _____

Dates of Publication/Mailing: _____

Recommendation of Plan Commission: _____

Approval by Council: _____

Plan of Operations for Full Keel Coffee LLC

Thank you for taking the time to read my application for a conditional use permit. The plan for Full Keel Coffee LLC is to roast coffee for the local wholesale and online retail market, with a proposed location of 101 W Bayfield St. Washburn WI (currently Big Top Ticket Office).

Hours of Operation

Full Keel Coffee plans to operate during normal business hours 8am - 5pm, though not open to the public for the first year or so. Within one to two years it would be hoped that an onsite retail front could be opened, offering coffee, beans and small retail for sale, with a place to sit and enjoy.

The roasting itself will take place on a gas-fired 20kg roaster. The roasting would most likely be Monday morning with the coffee packaged and sent out for delivery on Tuesday mornings. Though roasting would take place every week of the year, the day may change on a holiday week. After significant growth is achieved (1-3 years), roasting may take place two days a week, the second most likely being a Thursday.

At this time the only staff will be myself, with occasional help from my business partners Darrin and Amanda Mann.

Noise

The roaster will not create a noise nuisance, as it makes no more noise than a vacuum cleaner and will not be able to be heard outside the building. It will also be behind a wall inside the roastery, so should there be a time we open to the public, the noise inside will be minimal.

Pollution

The roastery will produce some exhaust and steam in small amounts during roasting. The exhaust poses no health risks, especially with the small frequency and amount Full Keel will be operating at.

The exhaust itself will smell like well-done toast and will certainly be more appetizing than the smell of Washburn Iron Works smoke and exhaust.

There are no special chemicals involved in the roasting or cleaning processes.

Vehicle and Parking Concerns

There are four to five parking spots behind the building sufficient for proposed and future employees of Full Keel Coffee.

For future onsite customers, there are 3 parking spots out front on Bayfield St, with at least four additional parking spots available on the side of the building on 1st Ave W. Should there be a need for more parking, diagonal parking along 1st Ave W could be introduced, as there is plenty

of space and lawn for expansion without being a detriment to the green space on the street front.

Facade and Surroundings

I intend to keep the property neat and tidy, with minor landscaping and regular maintenance. It would be the intention to eventually apply for the facade grant to continue forward improvements to increase curb appeal and drive traffic. I currently have lawn mowing and snow removal equipment to service other properties, so am well positioned to take care of those necessities.

Safety

The roaster will be maintained according to manufacturer's specs, and the chimney will be cleaned monthly to prevent build-up. The roaster is built to strict safety standards, and there are built-in safeguards and shut-offs to prevent accidents. There will also be independent gas and electrical shut-offs outside the roaster itself.

There are two main exits for the building- the front entrance and a rear entrance, with a third entrance leading out from the back of the basement. It will be serviced by Northland Fire and Safety, as well as be regularly inspected for hazards. Fire detectors and extinguishers will be installed and maintained to meet safety standards.

The building and business will both also be fully insured with Holden Insurance Agency.

As a retail space becomes a more near reality, wheelchair accessibility will be assessed and addressed.

Feel free to contact me with any questions

Sincerely,

Jared Trimbo

CITY OF WASHBURN

PO BOX 638

WASHBURN, WI 54891

Receipt Nbr: 31783

Date: 9/21/2021

Check

RECEIVED
FROM

JARED TRIMBO

\$150.00

Type of Payment

Accounting

Description

ZONING PERMITS

C.U.P JARED TRIMBO

Amount

150.00

TOTAL RECEIVED150.00

shall only become effective when all required signatures have been obtained and the original signature copy is returned to the zoning administrator.

(18) **Public record copy.** A duplicate copy of the decision document shall be retained as a public record.

(19) **Recording of decision document.** If the property owner returns the decision document within the required time period with the required signatures, the zoning administrator shall record the decision document against the subject property in the office of the Bayfield County register of deeds.

(20) **Administrative steps.** If the conditional use is approved and the zoning administrator has created a map showing conditional uses, the zoning administrator shall add the conditional use to that map.

Amendment(s):

1. Ordinance 18-001, adopted April 9, 2018

7-55 Basis of decision

(a) **Generally.** When reviewing conditional uses other than nonconforming conditional uses, the Plan Commission in making its recommendation and the Common Council in making its decision shall consider the following factors:

- (1) the size of the parcel on which the proposed use will occur;
- (2) the presence of and compatibility with other uses on the subject property, if any;
- (3) the location of the proposed use on the subject property (e.g., proximity of the proposed use to other existing or potential land uses);
- (4) effects of the proposed use on traffic safety and efficiency and pedestrian circulation, both on-site and off-site;
- (5) the suitability of the subject property for the proposed use;
- (6) effects of the proposed use on the natural environment;
- (7) effects of the proposed use on surrounding properties, including operational considerations relating to hours of operation and creation of potential nuisances;
- (8) effects of the proposed use on the normal and orderly development and improvement of the surrounding property for uses permitted in the zoning district and adjoining districts; and
- (9) any other factor that relates to the purposes of this chapter set forth in s. 1-5 or as allowed by state law.

(b) **Nonconforming conditional uses.** When reviewing nonconforming conditional uses, the Plan Commission in making its recommendation and the Common Council in making its decision shall make the following determinations:

- (1) The nonconforming use will not be adverse to the public health, safety, or welfare.
- (2) The nonconforming use is in keeping with the spirit and intent of this chapter.
- (3) The nonconforming use would not be otherwise detrimental to the area and in particular the surrounding properties.

The Common Council shall grant approval for a nonconforming conditional use only if the council can make an affirmative finding for all of the criteria listed in this subsection.

(c) "Substantial evidence" as used in this Article means facts and information, other than mere personal preferences or speculation, directly pertaining to the requirements and conditions an applicant must meet to obtain a conditional use permit and that reasonable persons would accept in support of a conclusion.

Amendment(s):

1. Ordinance 18-001, adopted April 9, 2018

7-56 Imposition of conditions

(a) **Generally.** The Plan Commission may recommend and the Common Council may impose one or more conditions of approval as may be necessary to grant approval. Such conditions and restrictions may relate to the establishment, location, construction, maintenance, operation of the use, off-site impacts, and any other aspect of the use that impacts the public health, safety, or general welfare. Conditions as to the permit's duration, transfer, or renewal may also be included. All conditions must be reasonable and, to the extent practicable, measurable. Any condition imposed must be related to the purpose of the evidence and be based on substantial evidence.

(b) **Condition may not lessen any requirement.** A condition of approval shall not lessen a development standard or other requirement contained in this chapter.

(c) **Special consideration for solar panels.** In those instances where a solar panel is classified as a conditional use, the reviewing authority may impose one or more conditions of approval, provided the condition satisfies one of the following:

- (1) The condition serves to preserve or protect the public health or safety.
- (2) The condition does not significantly increase the cost of the system or significantly decrease its efficiency.
- (3) The condition allows for an alternative system of comparable cost and efficiency.⁶

(d) **Effect on contracts with another party.** The Common Council shall not condition or withhold approval based upon the property owner entering into a contract or discontinuing, modifying, extending, or renewing any contract, with a third party under which the third party is engaging in a lawful use of the property.⁷

(e) **Special condition for business as property owner.** As a condition of approval of a conditional use, the property owner if it is a business entity, such as a limited liability company or a corporation, shall for the life of the conditional use continuously maintain a registered office and registered agent in the state of Wisconsin as evidenced by registration with the Wisconsin Department of Financial Institutions.

Amendment(s):

1. Ordinance 18-001, adopted April 9, 2018

7-57 Application form and content

The application submittal shall include an application form as may be used by the City and a project map prepared at an appropriate scale depicting the information listed in Appendix A.

7-58 Staff report content

The staff report shall contain preliminary findings for the decision criteria listed in this division and other information deemed appropriate.

7-59 Content of decision document

(a) **Approval.** If the application for a conditional use is approved, the decision document shall include the following:

- (1) a statement that the application is approved,
- (2) a description of the conditional use,
- (3) a description of where the conditional use will occur on the property,
- (4) reasons for the decision based on the criteria listed in this division,
- (5) a list of conditions of approval that must be satisfied prior to the establishment of the conditional use or complied with during the life of the conditional use, or both,

⁶ Commentary: See s. 66.0401(1m), Wis. Stats.

⁷ Commentary: See s. 62.23(7)(gm), Wis. Stats. The City, for example, could not require an applicant to terminate an existing contract with another party that is engaged in a lawful use of the property.

Exercise: Future Land Use Evaluation

Purpose: Update/Revise the Future Land Use Map from the previous Comprehensive Plan (2007, map amended 2016) Establish a Future Land Use framework for the next 20 years.

Method:

Step1: Review the Future Land Use Categories from the previous plan and determine if revisions to the definitions are needed or new categories need to be created. Identify desired changes, if necessary. Once changes are documented (if Plan Commission determines these are needed), or the Plan Commission determines no changes are needed, proceed to Step 2.

Step 2: Review the Future Land Use Map and determine where changes are desired. Revisions could include recoding parcels from one category to another and/or applying new Future Land Use definitions (if created in Step 1). Please record changes on either the color-coded Future Land Use Map OR the parcel outline map. The parcel outline map is provided because it is sometimes difficult to notate changes on a color-coded map.

FUTURE LAND USE CATEGORIES

RURAL RESIDENTIAL/AGRICULTURE

The rural residential/agriculture land use designation guides land for single-family residential use and limited agricultural use in the rural areas of the city not served by public sanitary sewer. To help preserve natural resources, rural character, and agricultural production (including grazing and forestry), rural residential/agriculture parcels will have an area of at least four acres. However, most existing parcels in this area are at least ten acres, which is more consistent with rural residential, and agriculture uses. This land use designation provides an area for residents that wish to live in a rural, natural setting within the city limits of Washburn. It also provides an area for future growth that the City may not reasonably be able to accommodate within the existing urban areas of the community.

LOW-DENSITY RESIDENTIAL

The low-density residential land use category includes those areas of the City where single-family residences are the predominate land use, along with compatible uses including parks, worship facilities, schools, nursing homes, and other similar public or semi-public uses that can be sensitively integrated into residential neighborhoods. Most new development in this area will be served by public sanitary sewer. Those uses not on public sanitary sewer will be at least 1.5 acres.

MODERATE-DENSITY RESIDENTIAL

The moderate density residential land use category includes a variety of housing types including single-family residences, duplexes and twin homes, and multi-family housing. Other compatible land uses include parks, worship facilities, schools, nursing homes, and other similar public or semi-public uses that can be sensitively integrated into residential neighborhoods.

WATERFRONT RESIDENTIAL

The waterfront residential land use designation is found exclusively along Lake Superior. Given the proximity of the district to the lake. It is especially important that the City protect shoreline vegetation within 35 feet of the lakefront. Land uses in this area will consist of resorts, single-family homes, duplexes and twin homes, and multi-family projects. Because public sanitary sewer is not currently available throughout the entire area, extensions will be needed to accommodate higher density projects. As a general rule, new multi-family projects will not exceed 5 dwelling units per acre. The City may on a case-by-case basis consider higher densities when the developer presents an exceptional project that exceeds minimum requirements for protecting natural resources. New lots that are not served by public sanitary sewer will have a minimum lot size of 1.5 acres.

RESIDENTIAL/COTTAGE COMMERCIAL MIX

The residential/cottage commercial mix land use designation includes the area along Bayfield Street. Single-family residences are the predominant existing use in this area, but there are several existing commercial uses interspersed among the single-family residences. The Land Use Plan envisions that this area will continue to provide predominantly single-family residential uses, but it also envisions limited commercial uses that are visually and functionally compatible with the surrounding single-family residences. Cottage commercial uses could include businesses such as a hair salon, coffee house, artist studio, or a real estate office that would not require significant parking and that could be integrated into the first floor with a residence on the second floor.

HIGHWAY COMMERCIAL/RESIDENTIAL MIX

The highway commercial/residential mix land use designation includes the area along Bayfield Street from 4th Avenue to 8th . This designation is intended to accommodate primarily highway commercial uses including auto repair shops, car washes, gas stations, grocery stores, building materials stores, and other commercial uses that in increased numbers, are inconsistent with the intent of the downtown core. Although this land use designation can also accommodate uses like offices, restaurants, and galleries, where feasible, those uses will ideally be located in the downtown core. Existing single-family residences are acceptable uses in this area. However, care will be taken to ensure the compatibility of highway commercial uses with existing single-family residential uses.

DOWNTOWN CORE

The Land Use Plan promotes the “downtown core” area as the heart (or core) of Washburn. It includes shopping, restaurants, entertainment, offices, museums, services, and government facilities. The upper levels of commercial uses may include residential uses. It is intended to be an attractive, compact, pedestrian-oriented area. This area will have pedestrian and visual connections to the waterfront where feasible. Infill development and the building and streetscape enhancements are encouraged in this area. Existing uses including filling station, auto repair shops, funeral homes, lumber yards, grocery stores, and industrial uses which in larger numbers would be contrary to the intent of the downtown core, in their current numbers contribute to the economic vitality of the area and should be retained.

PLANNED WATERFRONT SPECIAL DEVELOPMENT

Land in this district is intended to provide a mixture of commercial and high density residential development. The Planned Waterfront Special Development District is intended to provide appropriate, high-quality development that recognizes the close proximity to the downtown core and Lake Superior. The objective of the District is to attract development that increases Washburn's tax base as part of a master plan setting. Uses would include hotels, restaurants, high density residential, office buildings, and retail establishments. This District will encourage coordinated site planning and architectural design. Environmentally friendly economic development in this area includes on-site stormwater management that protects Lake Superior. The Planned Waterfront Special Development District recognizes the rarity of an area with such close proximity to Lake Superior that offers city utilities.

INDUSTRIAL

The industrial land use designation identifies those areas where manufacturing and similar uses are acceptable. Industries that exhibit a high degree of environmental responsibility are preferred. All new industrial uses must be served by sanitary sewer.

WATERFRONT OPEN SPACE

The waterfront open space land use designation exclusively includes lands in public ownership along Lake Superior. These lands are reserved for open space purposes and may include public facilities for recreation and utilities.

MARINA

The Land Use Plan guides the existing marina for continued marina use with expansion. Refer to Chapter 4: Waterfront and Coastal Resources and Chapter 6: Utilities and Community Facilities for additional information.

tdemars@cityofwashburn.org

From: Jason Laumann <jlaumann@nwrpc.com>
Sent: Monday, September 27, 2021 2:57 PM
To: washburnadmin@cityofwashburn.org
Cc: Tammy Demars
Subject: Future Land Use Mapping
Attachments: Future Land Use Update Process.docx; COW_CMPLN_Vision_Implementation_2021.xlsx

Scott,

As we discussed at last Thursday's Plan Commission meeting, I am providing documents for distribution to the PC members as they begin to consider options in updating/amending the future land use map. The process model provides stepwise instructions for the Commission to begin working through the exercise, presumably at the 10/27 meeting. As I mentioned last week, this is an internal exercise for the Commission. I will plan to engage with the group once they've completed the tasks or if they have questions. I am also sending hard copies of the future land use map out to you today. The excel spreadsheet contains the entire vision framework for the plan update. The goals and objectives have been validated (except the Natural Resources Goal) and we'll begin with strategy following the completion of the future land use mapping exercise.

If you have any questions, please let me know.

Regards,
Jason

Jason K. Laumann
Deputy Director
Northwest Regional Planning Commission
(715) 635-2197

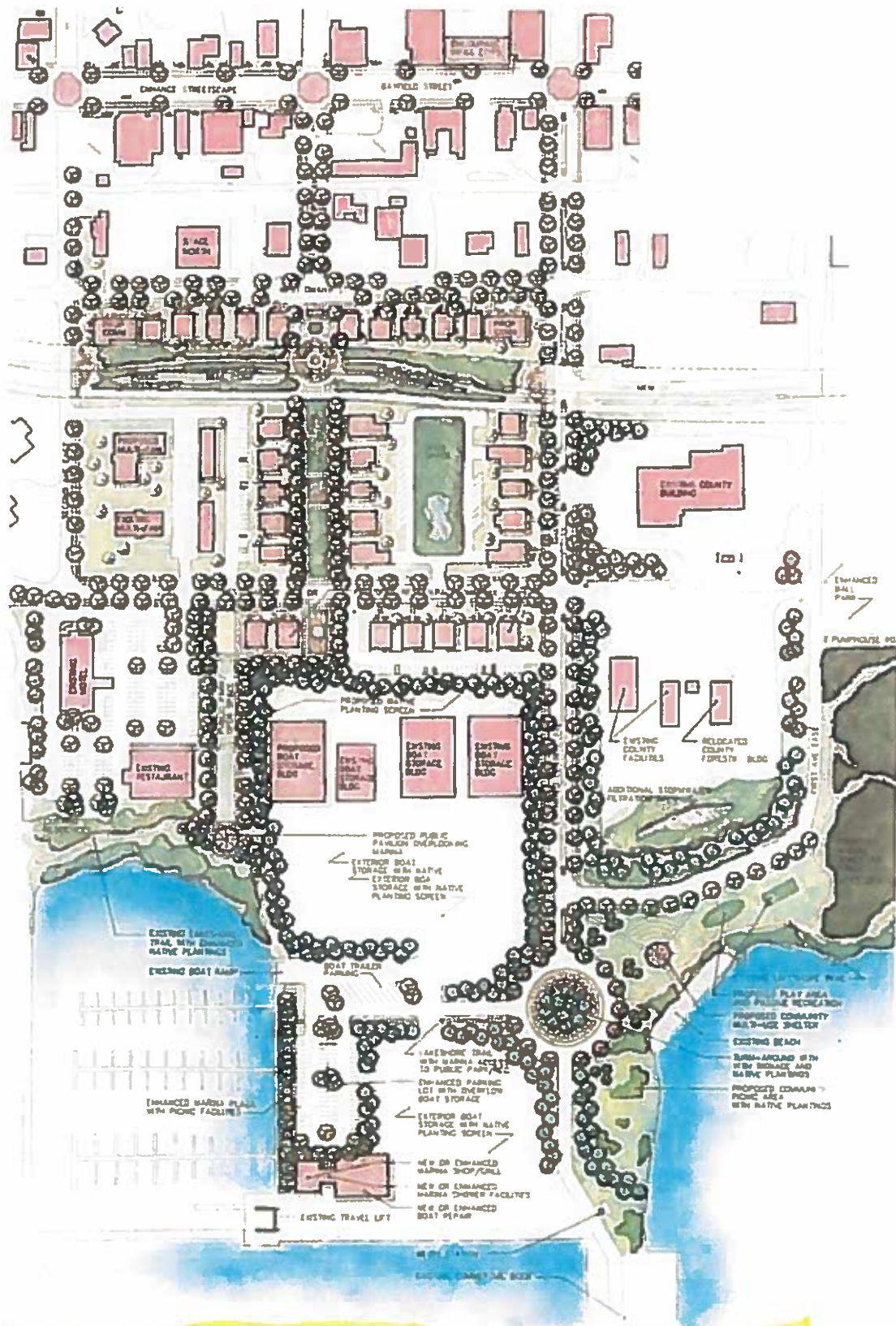


Figure 4-2: Conceptual Sketch Showing Preliminary Ideas for Redevelopment of the Central Avenue/Omaha Street Area

- Provide attractive and functional pedestrian walks that lead south from Bayfield Street to the waterfront. In addition, provide connections to an enhanced multi-modal trail and parkway that runs along the former railroad right-of-way.
- Strive to bury the existing three-phase power line in the former railroad right-of-way. However, the Plan can be implemented without burying the power line.
- Work with Bayfield County to relocate the existing Forestry Department facilities.
- Promote commercial development at the intersection of West Omaha Street and Central Avenue and the intersection of West Omaha Street and Second Avenue West.

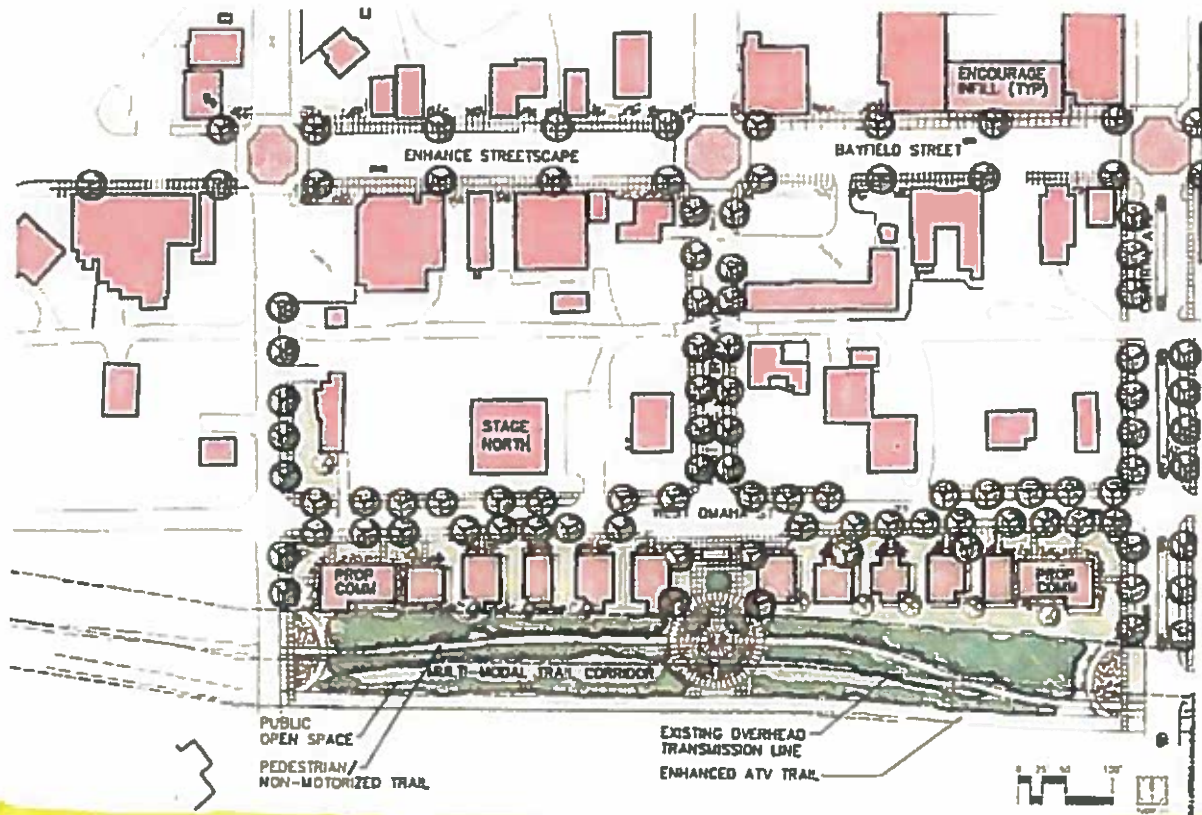


Figure 4-3 Conceptual Sketch Showing Preliminary Ideas for Redevelopment of Central Avenue from Bayfield Street to Omaha Street

Central Avenue from West Omaha Street to West Harbor View Drive

The Plan envisions mixed-use development south of West Omaha Street and north of West Harbor View Drive (see Figure 4-4). This would give people an opportunity to live, work, and shop in an area that has convenient access to the amenities of the waterfront. Key elements of the Plan include the following:

- Promote mixed-use development that provides commercial uses at the street level with residential uses above. Typical commercial uses could include artist studios, graphic designers, architects, attorneys, dentists, gift shops, and coffee shops.

- Promote design guidelines or standards to guide development in a manner consistent with the vernacular architecture of Washburn. Promote sustainable building designs. Figure 4-5 shows an illustrative concept of how the buildings may appear.
- Promote sustainable site design that incorporates native plantings and low impact storm water design techniques.
- Promote pedestrian oriented development. Provide parking behind buildings, rather than in front of buildings.
- Explore the possibility of developing a public pedestrian mall that would help connect Bayfield Street to the waterfront. The pedestrian mall could be used for art shows, displays, and community events (see Figure 4-5).
- Work with Bayfield County to provide an attractive and effective landscaped screen between the Highway Department facilities and Central Avenue.
- Encourage development of this area as a master planned neighborhood, rather than allowing the area to develop piecemeal without a coordinated master plan.

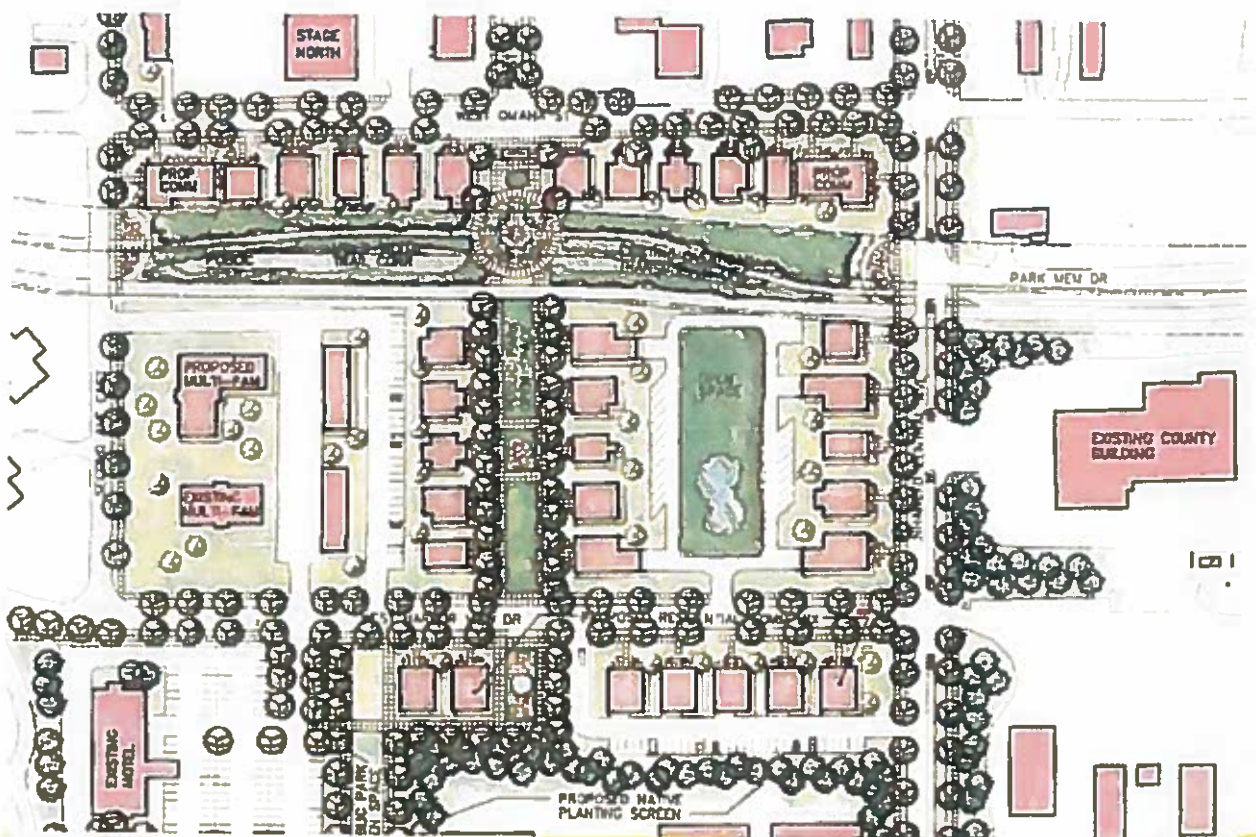


Figure 4-4: Conceptual Sketch Showing Preliminary Ideas for Redevelopment of Central Avenue from West Omaha Street to West Harbor Drive

South of West Harbor Drive and North of the Marina

The Plan envisions mixed-use development south of West Harbor View Drive (see Figure 4-8). It also envisions the expansion and enhancement of the commercial boat storage facilities associated with the marina. Key elements of the Plan include the following:

- Promote mixed-use development on the south side of West Harbor View Drive, similar to the proposed mixed-use on the north side.
- Continue the public pedestrian mall from the north side of West Harbor View Drive to the Lakefront Parkway and Walking Trail. Provide a public pavilion at the intersection of the pedestrian mall and the walking trail. Enhance the native plantings along the trail and lakeshore.
- Construct a municipal boat storage building, possibly west of the existing privately owned boat storage buildings. Develop and implement design guidelines and standards for the storage building and surrounding site.
- Work with Bayfield County to provide an attractive and effective landscaped screen between the Highway Department facilities and Central Avenue.
- Work with Bayfield County and the VFW to relocate the existing VFW facilities to another area. Shift First Avenue East to the north to allow development of a public park on the waterfront. Develop a pavilion and passive recreation facilities that will serve the residents of Washburn and those who use the marina. Link the new park to the existing Athletic Field Complex.
- Provide an attractive, landscaped center island at the base of Central Avenue. This island will be designed to provide an attractive terminus to Central Avenue and entrance to the marina. It will also help screen the commercial dock.

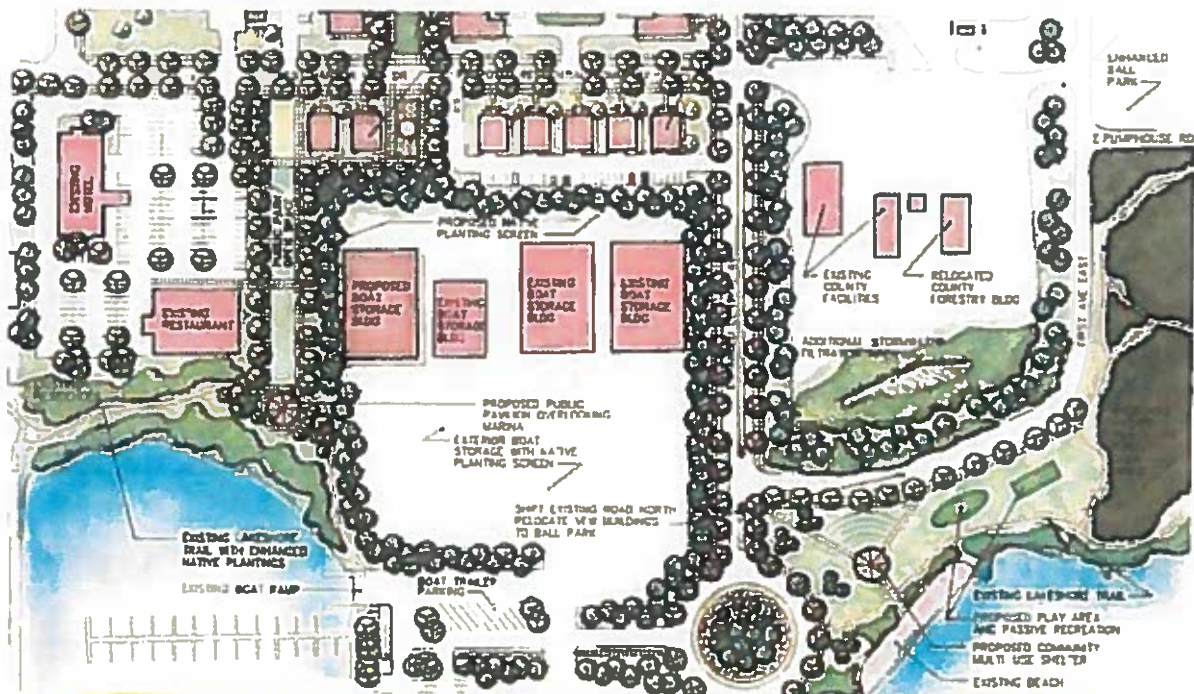


Figure 4-8: Conceptual Sketch Showing Preliminary Ideas for Area South of West Harbor View Drive

Marina and Commercial Dock Area

The Plan supports the efforts of the Harbor Commission to enhance the Washburn Marina and provide appropriate use of the commercial dock (see Figure 4-9). Key elements of the Plan include the following:

- Provide a new or enhanced marina building. Develop and implement sustainable design guidelines or standards for the building.
- Enhance site organization to provide better definition and separation of the various uses and to improve the functionality of the site.
- Provide an attractive and safe route for the Lakefront Walking Trail.
- Provide landscaped screening of the outdoor storage areas and implement sustainable site design measures including low impact storm water design techniques.
- Maintain commercial use of the commercial dock, but shift the dock's access drive to the west to provide additional parkland and additional landscaped screening of the dock.

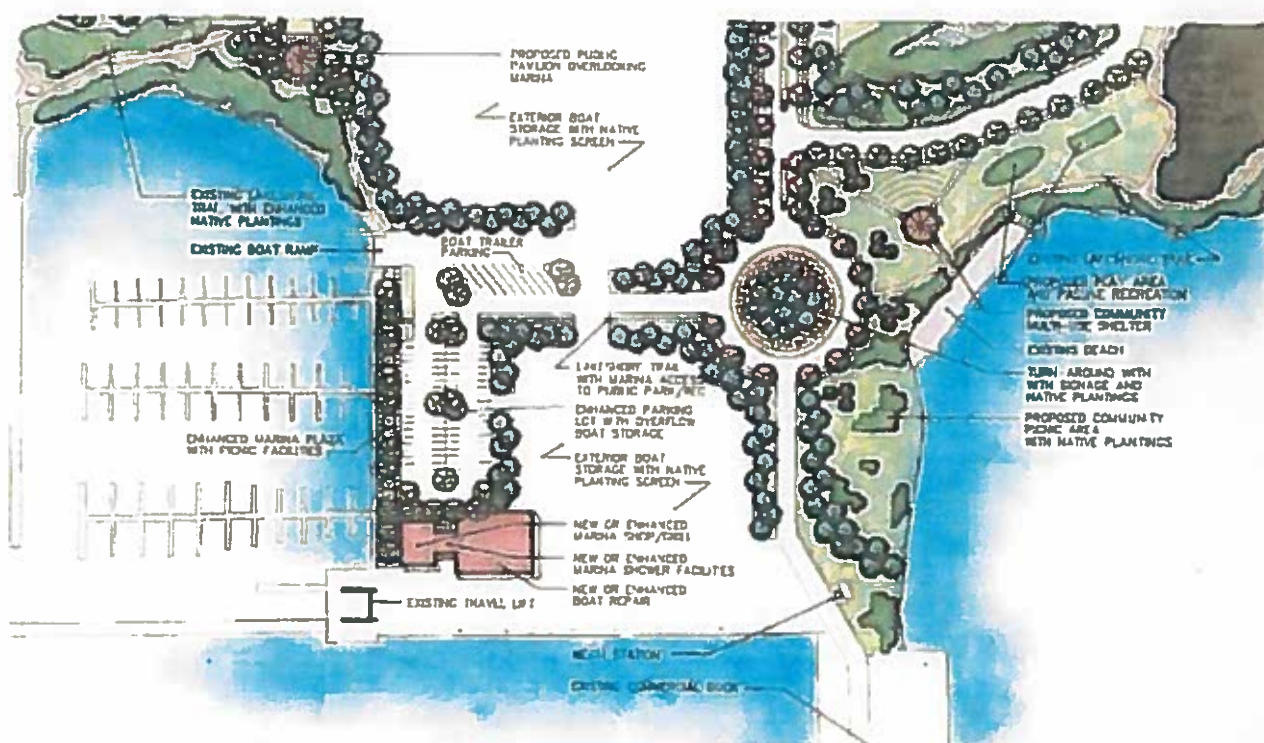
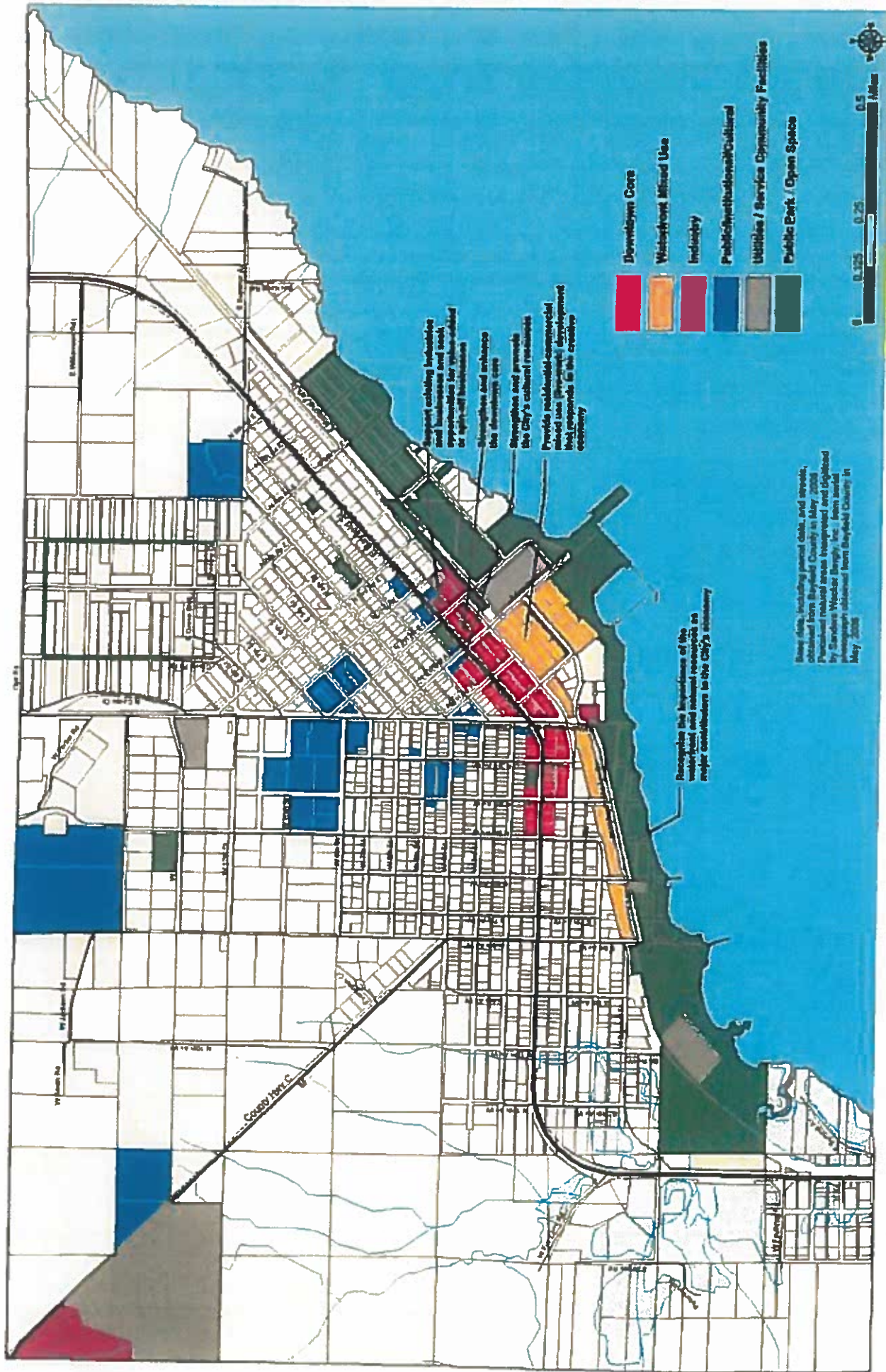
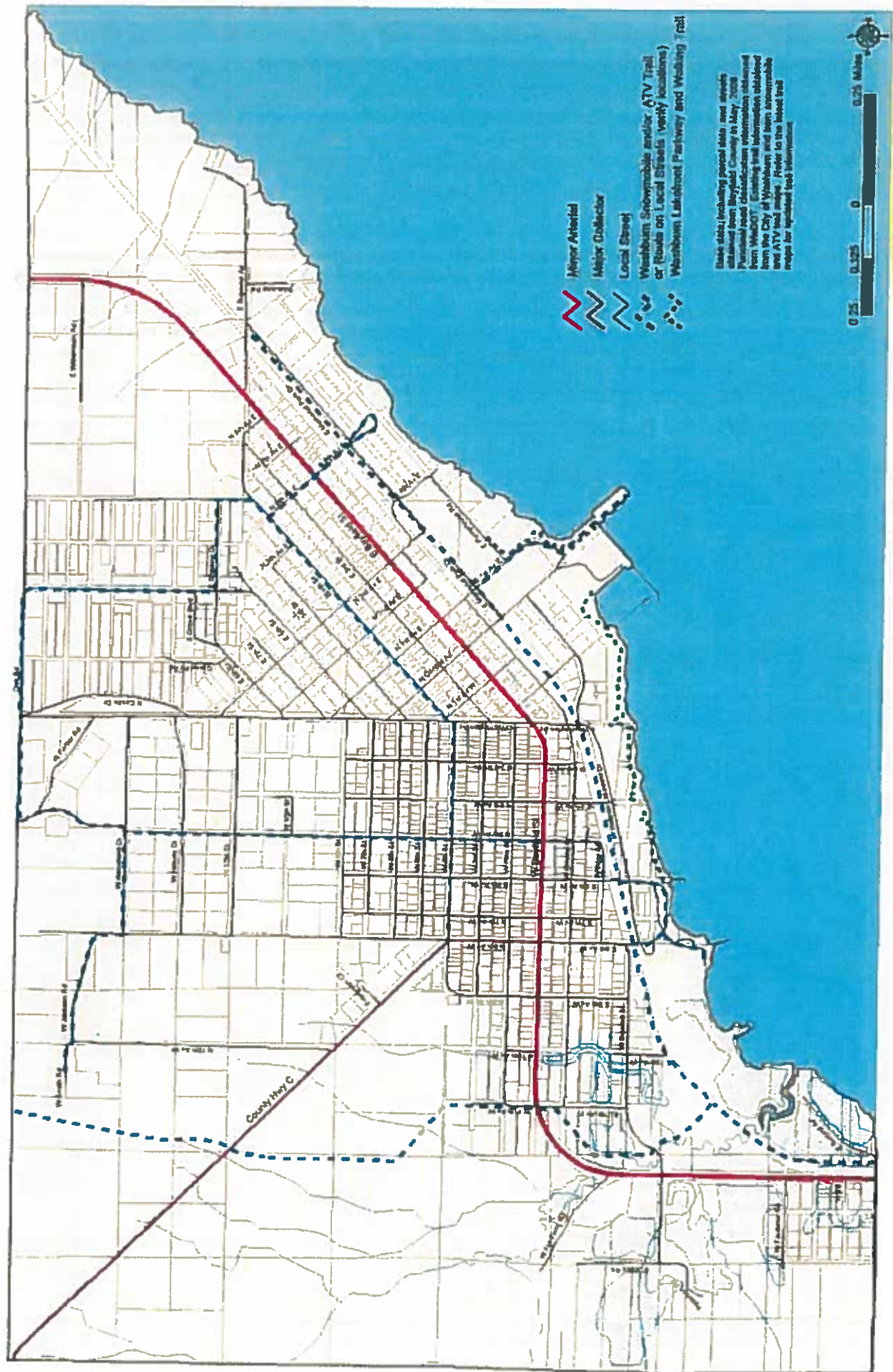


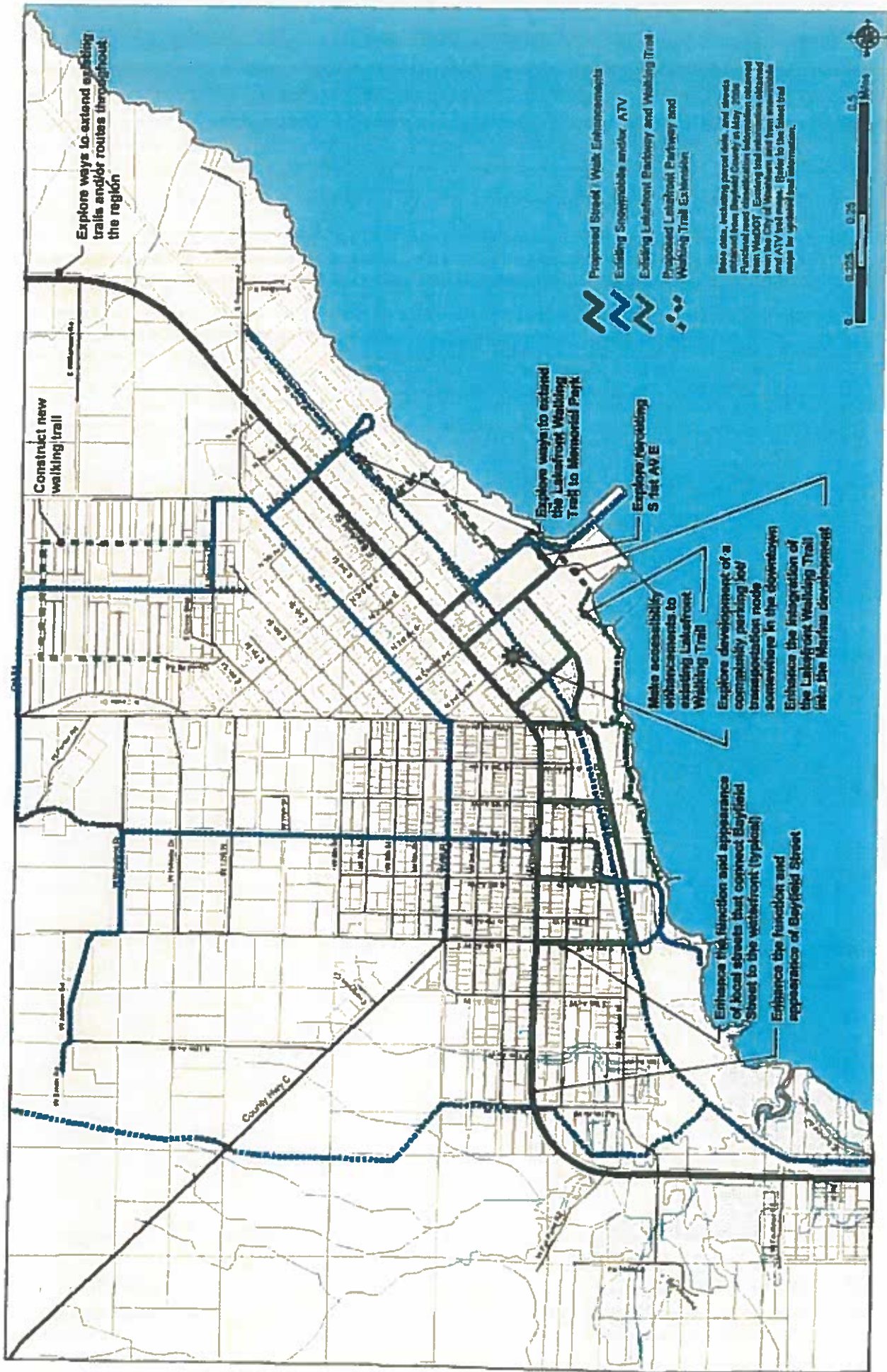
Figure 4-9 Conceptual Sketch Showing Preliminary Ideas for Enhancement of the Marina and Commercial Dock Area



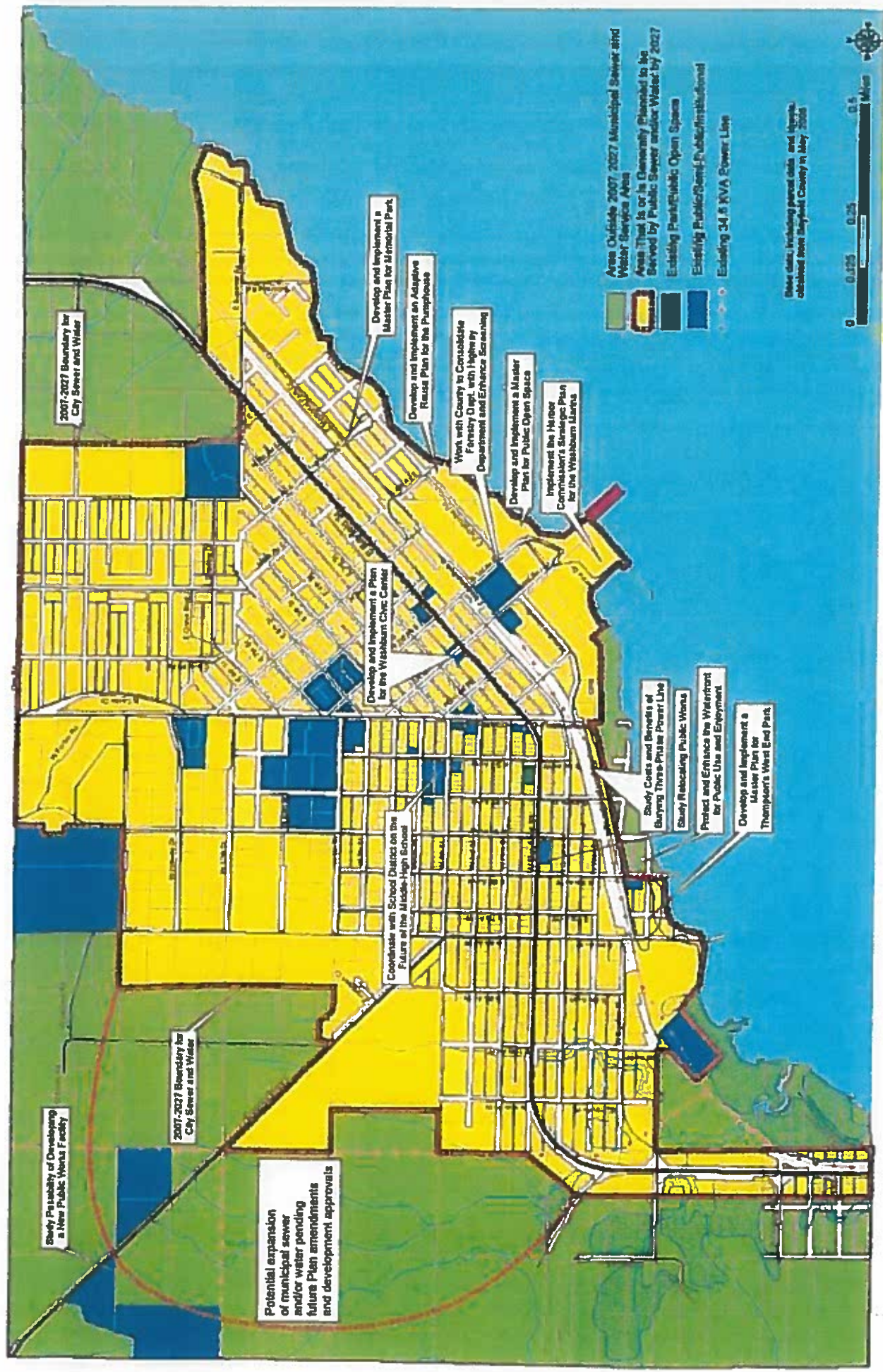
Base file, including parcel data, and streets, obtained from Bayfield County in May, 2008. Parcel-level related areas highlighted and displayed by Sandrine Winkler Brugh, Inc. from aerial photographs obtained from Bayfield County in May, 2008.

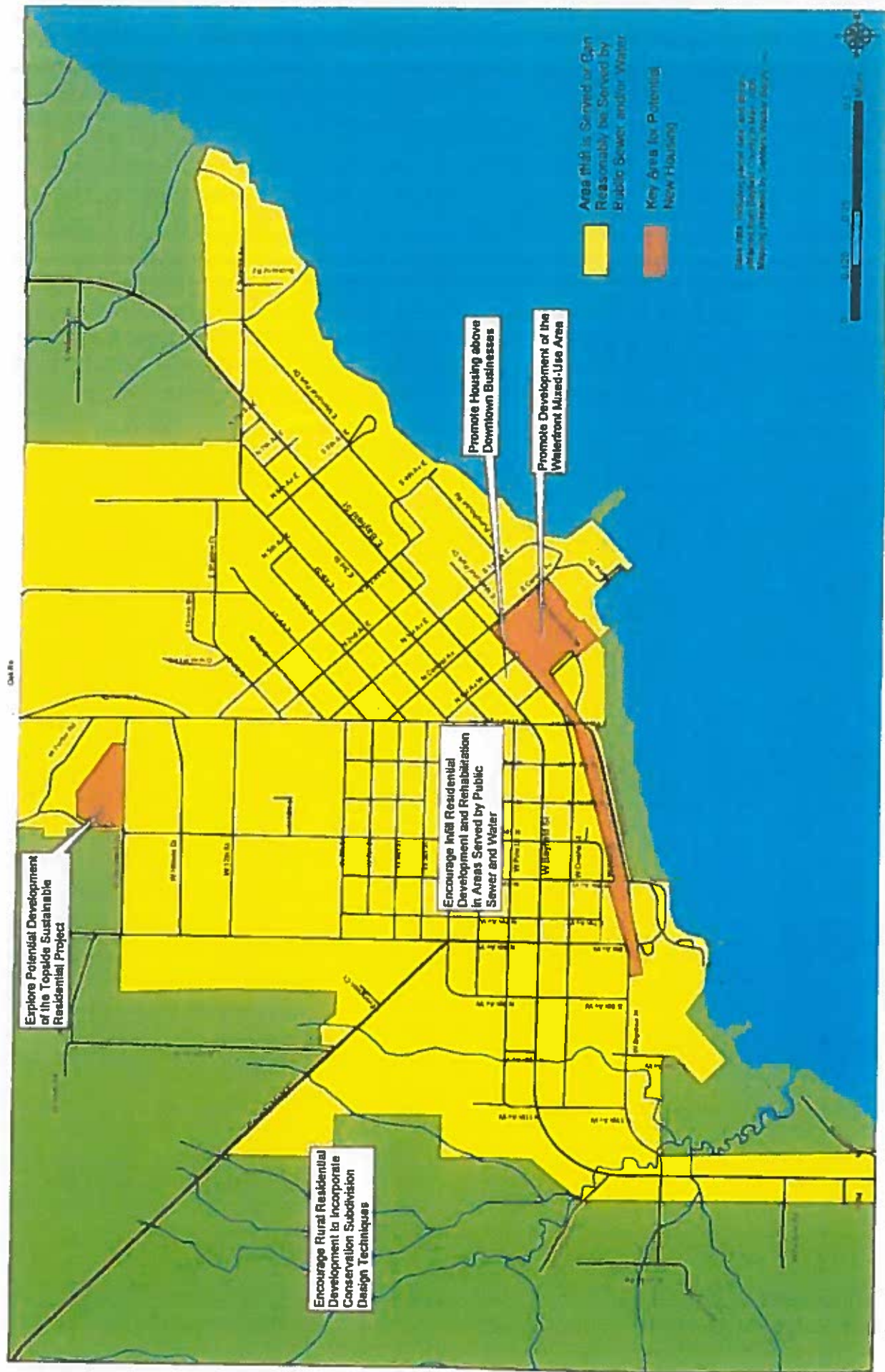


City of Washburn, WI Comprehensive Plan 2007-2027
 Figure 5-1 Existing Transportation - 2007 Page 5-3



City of Washburn, WI Comprehensive Plan 2007-2027
Figure 5-2: General Transportation Plan Page 5-11





City of Washburn, WI Comprehensive Plan 2007-2027
Figure 8-1 Generalized Housing Plan Page 8-13