NOTICE OF PLAN COMMISSION MEETING

DATE: Thursday, September 19, 2019
TIME: 5:30 P.M
PLACE: Washburn City Hall

AGENDA:

- Call to Order
- Roll Call
- Approval of Minutes – August 15, 2019
- Public Hearing(s)
  - Discussion and Recommendation on Conditional Use Amendment Request for Elevated Vision Tattoo. Amendment Will Address Hours of Operation Changes from the Previously Approved Permit. – Property Located at 331 W. Bayfield Street – Keith Peterson, Petitioner.
- Discussion and Action on Site Plan and Architectural Review for Deck Addition and Façade Renovations at 123 S. 2nd Ave. West, C3 Zoning District, Emily & Bruce Sytsma
- Adjourn
August 15, 2019
5:30pm Washburn City Hall

CITY OF WASHBURN PLAN COMMISSION MEETING

COMMISSION MEMBERS: Richard Avol, John Baregi, John Gray, Adeline Swiston, Laura Tulowitzky

ABSENT: Dave Anderson, Leo Ketchum-Fish,

MUNICIPAL PERSONNEL: Robert Anderson-DPW/Deputy Zoning Administrator, Tammy DeMars-City Treasurer/Deputy Clerk,

Meeting called to order at 5:30PM by Avol attendance as recorded.

Approval of Minutes – July 18, 2019 – Moved by Avol to approve minutes of July 18, 2019 as presented, second by Swiston. Motion carried unanimously.

Public Hearing(s) – Moved by Baregi to open the floor for the public hearing, second by Swiston. Motion carried unanimously. There was no public comment.

Discussion and Recommendation to Adopt the Proposed Zoning Amendment Ordinance No. 19-009 Addressing Greenhouses in Commercial Zoning Districts – Baregi moves to recommend approval of the proposed Zoning Amendment Ordinance No. 19-009 Addressing Greenhouses in the Commercial Zoning Districts as written, second by Gray. Motion carried unanimously.

Discussion and Recommendation to Adopt the Proposed Zoning Amendment Ordinance No. 19-010 Addressing Earth Materials Stockpiles in the Marina District – Moved by Baregi to recommend approval of Zoning Amendment Ordinance No. 19-010 Addressing Earth Materials Stockpiles in the Marina District as written, second by Gray. Swiston questioned if this was for whole Marina District or just the coal dock? B. Anderson stated for the whole district. Motion carried unanimously.

Discussion and Recommendation to Adopt the Proposed Zoning Ordinance Amendment No. 19-011 Addressing Land Use Definition of Accessory Dwelling Unit – Moved by Swiston to recommend the proposed Zoning Ordinance Amendment No. 19-011 Addressing Land Use Definition of Accessory Dwelling Unit as written, second by Baregi. Motion carried unanimously.

Avol moves to close floor. 2nd by Baregi. Motion carried unanimously.

Discussion and Action on Architectural Review for New Roof, at 123 S. 2nd Ave. West, C3 Zoning District, Emily & Bruce Sytsma. Emily Sytsma in attendance. In accordance with Article 14-5(b) since the roofing material is not the same or similar to the existing an Architectural Review is required. Ms. Sytsma is wishing to replace her asphalt shingled roof with a metal roof. Moved Baregi to approve replacing the roof at 123 s. 2nd Ave West with a metal roof, second by Gray. Discussion on why this has to go for Architectural Review discussed. Swiston asked about the color, Mrs. Sytsma stated it would be polar white. Motion carried unanimously. Baregi suggest we may want to look at changing the code so every roof change in the C3 district isn’t required to come to Plan Commission. Deputy Zoning Administrator Anderson, felt part of the reason for the code may be to try and regulate wild things from happing, like a hot pink roof.

Adjourn - Moved by Baregi to adjourn @ 5:40pm, second by Swiston. Motion carried unanimously.

Respectfully Submitted,
Tammy L. DeMars
Treasurer/Deputy Clerk
To: Honorable Mayor and Plan Commission Members

From: Bob Anderson, Deputy Zoning Administrator

Re: Elevated Vision Tattoo CUP Amendment

Date: September 11, 2019

Elevated Vision Tattoo located at 331 W Bayfield Street has submitted an application to amend their current Conditional Use Permit that would extend their operating hours. Currently their hours are from 8:00 AM thru 10:00 PM with the proposed hours being 8:00 AM thru 12:00 AM, midnight. No other modifications to the permit are requested.
APPLICATION FOR CONDITIONAL USE PERMIT
(Zoning Code 13-7-51 through 62)

Name: Elevated Vision Tattoo Initial Application Amendment/Renewal X

Physical and Mailing Address of Applicant: 331 W. Bayfield Street

Telephone Number: 715 208 4907 E-mail: ElevatedVisionStudio@gmail.com

Address/Description of Permit Property: 331 W. Bayfield Street

Requested Conditional Use: Amendment of current CUP Extension of Hours Zoning District:

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. See Attachment

2. 

3. 

4. 

5. 

The City of Washburn is an equal opportunity provider, employer, and lender.
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: [Signature] Date: 9/19/19

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: 9/19/19

Dates of Publication/Mailing: 

Recommendation of Plan Commission: 

Approval by Council: 

The City of Washburn is an equal opportunity provider, employer, and lender.
August 1, 2019

To Whom It May Concern:

I would like to amend the current conditional use permit so the hours of operation 8:00AM-10:00PM, would change to 8:00AM-12:00AM.

Sincerely,
Keith AM Peterson
### Parcel Boundary: NEW HORIZONS NORTH INC

**NOVUS - Tax and Property Information**

**Tax ID:** 33,122.00  
**Name:** NEW HORIZONS NORTH INC  
**Site Address (Physical Address):** 324 W BAYFIELD ST, WASHBURN, WI, 54891  
**Mail Address:** 514 W MAIN ST, ASHLAND, WI, 54806  

- **Last Tax Amount:** $1,451.22  
- **Est Fair Mrkt Val Imp:** $46,800.00  
- **Est Fair Mrkt Val Land:** $21,500.00  
- **Total Improvmt Value:** $47,900.00  
- **Total Land Value:** $22,500.00  
- **Sale Amount:** $140,000.00  
- **Sale Date:**  
- **Deed Vol Page:**  
- **Deed Document:**  
- **Section:** 05 Town: 48 Range: 04  
- **Municipality:** CITY OF WASHBURN  
- **School District:** WASHBURN  
- **Short Description:** LOTS 4-6, BLK 35  
- **Gis Acres:** 0.24  
- **Deed Acres:** 0.00  
- **Parcel Problem Area Note:** PARCELS ALIGNED TO AERIAL PHOTO

### Parcel Boundary: GEORGE W & BARBARA H ENGELHARD

**NOVUS - Tax and Property Information**

**Tax ID:** 33,121.00  
**Name:** GEORGE W & BARBARA H, ENGELHARD  
**Site Address (Physical Address):** 326 W BAYFIELD ST, WASHBURN, WI, 54891  
**Mail Address:** 77905 WASHINGTON AVE, WASHBURN, WI, 54891  

- **Last Tax Amount:** $2,699.47  
- **Est Fair Mrkt Val Imp:** $102,700.00  
- **Est Fair Mrkt Val Land:** $21,500.00  
- **Total Improvmt Value:** $107,500.00  
- **Total Land Value:** $25,500.00  
- **Sale Amount:** $115,000.00  
- **Sale Date:**  
- **Deed Vol Page:**  
- **Deed Document:**  
- **Section:** 05 Town: 48 Range: 04  
- **Municipality:** CITY OF WASHBURN  
- **School District:** WASHBURN  
- **Short Description:** LOTS 1-3, BLK 35  
- **Gis Acres:** 0.24  
- **Deed Acres:** 0.00  
- **Parcel Problem Area Note:** PARCELS ALIGNED TO AERIAL PHOTO

### Parcel Boundary: OLD BROKEDOWN PALACE LLC

**NOVUS - Tax and Property Information**

**Tax ID:** 33,135.00  
**Name:** OLD BROKEDOWN PALACE LLC  
**Site Address (Physical Address):** 320 W PINE ST, WASHBURN, WI, 54891  
**Mail Address:** 318 W PINE ST, WASHBURN, WI, 54891  

- **Last Tax Amount:** $1,269.85  
- **Est Fair Mrkt Val Imp:** $50,200.00  
- **Est Fair Mrkt Val Land:** $8,000.00  
- **Total Improvmt Value:** $58,200.00  
- **Total Land Value:** $8,400.00  
- **Sale Amount:** $50.00  
- **Sale Date:**  
- **Deed Vol Page:**  
- **Deed Document:**  
- **Section:** 05 Town: 48 Range: 04  
- **Municipality:** CITY OF WASHBURN  
- **School District:** WASHBURN  
- **Short Description:** LOTS 4-6, BLK 36  
- **Gis Acres:** 0.24  
- **Deed Acres:** 0.00  
- **Parcel Problem Area Note:** PARCELS ALIGNED TO AERIAL PHOTO

### Parcel Boundary: DENNIS A & CHARLENE M DENNIS A & CHARLENE M WILEY

**NOVUS - Tax and Property Information**

**Tax ID:** 33,134.00  
**Name:** DENNIS A & CHARLENE M, WILEY  
**Site Address (Physical Address):** 332 W PINE ST, WASHBURN, WI, 54891  
**Mail Address:** 5868 BRADLEY RD, BYRON, IL, 61007  

- **Last Tax Amount:** $1,025.12  
- **Est Fair Mrkt Val Imp:** $41,700.00  
- **Est Fair Mrkt Val Land:** $5,400.00  
- **Total Improvmt Value:** $43,600.00  
- **Total Land Value:** $5,400.00  
- **Sale Amount:** $53,000.00  
- **Sale Date:**  
- **Deed Vol Page:**  
- **Deed Document:**  
- **Section:** 05 Town: 48 Range: 04  
- **Municipality:** CITY OF WASHBURN  
- **School District:** WASHBURN  
- **Short Description:** LOTS 1-3, BLK 36  
- **Gis Acres:** 0.24  
- **Deed Acres:** 0.00  
- **Parcel Problem Area Note:** PARCELS ALIGNED TO AERIAL PHOTO

### Parcel Boundary: ROGER W SOBERG

**NOVUS - Tax and Property Information**

**Tax ID:** 33,103.00  
**Name:** ROGER W, SOBERG  
**Site Address (Physical Address):** 401 W BAYFIELD ST, WASHBURN, WI, 54891  
**Mail Address:** 401 W BAYFIELD ST, WASHBURN, WI, 54891  

- **Last Tax Amount:** $690.88  
- **Est Fair Mrkt Val Imp:** $34,100.00  
- **Est Fair Mrkt Val Land:** $5,400.00  
- **Total Improvmt Value:** $35,700.00  
- **Total Land Value:** $5,600.00  
- **Sale Amount:** $0.00  
- **Sale Date:**  
- **Deed Vol Page:**  
- **Deed Document:**  
- **Section:** 05 Town: 48 Range: 04  
- **Municipality:** CITY OF WASHBURN  
- **School District:** WASHBURN  
- **Short Description:** LOTS 9-10, BLK 27  
- **Gis Acres:** 0.0  
- **Deed Acres:** 0.00  
- **Parcel Problem Area Note:** PARCELS ALIGNED TO AERIAL PHOTO

### Parcel Boundary: KATHERINE U KATHERINE U MARTIN

**NOVUS - Tax and Property Information**

**Tax ID:** 33,143.00  
**Name:** KATHERINE U, MARTIN  
**Site Address (Physical Address):** 325 W BAYFIELD ST, WASHBURN, WI, 54891  
**Mail Address:** 325 W BAYFIELD ST, WASHBURN, WI, 54891  

- **Last Tax Amount:** $1,024.47  
- **Est Fair Mrkt Val Imp:** $41,200.00  
- **Est Fair Mrkt Val Land:** $8,000.00  
- **Total Improvmt Value:** $43,100.00  
- **Total Land Value:** $8,400.00  
- **Sale Amount:** $0.00  
- **Sale Date:**  
- **Deed Vol Page:**  
- **Deed Document:**  
- **Section:** 05 Town: 48 Range: 04  
- **Municipality:** CITY OF WASHBURN  
- **School District:** WASHBURN  
- **Short Description:** LOTS 28-30, BLK 36  
- **Gis Acres:** 0.24  
- **Deed Acres:** 0.00  
- **Parcel Problem Area Note:** PARCELS ALIGNED TO AERIAL PHOTO
**CITY OF WASHBURN**

**PO BOX 638**

**WASHBURN, WI 54891**

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**Receipt Nbr:** 28462  
**Date:** 8/01/2019  
**Cash**

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**RECEIVED FROM**  
ELEVATED VISION LLC  

$150.00

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<th>Description</th>
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<td>CONDITIONAL PERMIT APP.</td>
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<td>ELEVATED VISION</td>
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**TOTAL RECEIVED**  
150.00
To: Honorable Mayor and Plan Commission Members

From: Bob Anderson, Deputy Zoning Administrator

Re: Emily & Bruce Sytsma Site Plan & Architectural Review

Date: September 11, 2019

Mr. and Mrs. Sytsma are requesting a Construction Permit to install a new deck and renovate the façade on the building located at 123 S 2nd Avenue W, at the corner of Omaha Street. This property is located within the C-3, Downtown Commercial Zoning District and requires a Site Plan and Architectural Review to complete this work.

The submitted application requests a new 10’x10’ deck and sliding glass door entrance on the Omaha Street side of the building, the removal and replacement of a window along the S 2nd Ave W side while adding scalloped shingles on both gabled end sections, and replacing an existing windows on the north side of the building adjacent to the driveway. Additional proposed work will be to repaint the building.

The proposed colors for the building are as seen below.
CITY OF
WASHBURN
WISCONSIN

CONSTRUCTION PERMIT APPLICATION

Remodeling  X  Windows  X  Doors  Roofing  Siding  X  Plumbing/HVAC

Permit Request:

X  New Construction  X  Deck  X  Electrical  X  Flat Work  X  Fence

Complete the following with name, address, (house # and mailing address) & telephone

Owner  Emily  and  Bruce  Sylsma  E-Mail  bruce@sylda.com

Construction Contractor  La Crosse Builders LLC  Phone  715-309-0500

Excavation Contractor  Office  Phone

Address  PO Box 55

License #

Owner is ultimately responsible for all code compliance related to the work for which this permit is issued.

PROJECT INFORMATION

Site Address  123 South 2nd Ave. West  Pin # 043912-1804OS100312 30700

RE Tax ID # 33224  Zoning District  Lot Area

Description of work

Add scallop to NE gable & SW gable - Paint

Replace 3 window units, remove & replace two. Remova unit on SE side & replace in place of door. Paint exterior trim - Fail new drywall. Minor new electric

Replace HVAC system. Add new entry patio, outside new door. 10x10, building 13 currently 15' Back 9'20

Estimated Project Cost

NEW CONSTRUCTION

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<tr>
<td>Living Area</td>
<td>sq ft</td>
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<tr>
<td>Garage</td>
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Water & Sewer:

Water  Municipal or  Private Well

Sewer  Municipal or  Septic

Permit Numbers

Additional permits that may not be covered by this application: Driveways; Sewer; Water, Demolition, Sidewalks

I agree to comply with all applicable codes, statutes and ordinances and with the conditions of this permit; understand that the issuance of the permit creates no legal liability, express or implied, on the State of Wisconsin or the City of Washburn; and certify that all of the above information is accurate. If I am an owner applying for an erosion control or construction permit, I have read the cautionary statement regarding contractor financial responsibility on the reverse side of this application form.

Y. Sylsma

Applicant Signature

Date 8/17/19

CONDITIONS OF APPROVAL This permit is issued pursuant to the following conditions. Failure to comply with these conditions may result in suspension or revocation of this permit or other penalty.

See Attached Condition Letter

NOTES

FEES (per Title 15 Municipal Code)

<table>
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<th>Building Height</th>
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<tr>
<td>2-story  Basement</td>
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</table>

TOTAL

PERMIT NO.

Department of Zoning Administration, City of Washburn, 119 Washington Avenue, PO Box 638, Washburn, WI 54891  # (715) 373-5160 FAX # (715) 373-5148
NE

- Remove & replace
- Add scallop shingles to upper gable