

January 16, 2014  
5:30PM Washburn City Hall

CITY OF WASHBURN PLAN COMMISSION MEETING

COMMISSION MEMBERS: John Gray, Karen Bennett, Scott Griffiths, Jim Nowakowski, Jeremy Oswald  
ABSENT: John Baregi, Adeline Swiston  
MUNICIPAL PERSONNEL: Scott Kluver-City Administrator, Tammy DeMars - Administrative Assistant

Meeting called to order at 5:30PM by Griffiths, attendance as recorded above.

Approval of Meeting December 19, 2013 – Gray moves and Nowakowski seconded to approve the Minutes of December 19, 2013 as presented. Bennett and Griffiths abstains as they were not in attendance of said meetings. Motion carries.

**Continued Review and Discussion on Article 7 – Specific Review Requirements (Draft 0.1) –Division 2 - Planned Development Overlay District;** section 7-23; Kluver explains this provides us with some flexibility to ease requirements if needed to accomplish a goal. 7-25 & 7-27 leave as written; but see if legally we can put regulations in that would require a super majority for approval in both City Council and Plan Commission. We also need to review the fees and see when a development agreement comes into play. **Division 3 – Conditional Use** 7-54(7) it was decided that Plan Commission should hold the public hearing and invite the Council to listen in. 7-54(19) we will start recording conditional uses. **Division 4 – Site Plan;** Plan Commission will decide in all districts except Waterfront. **Division 7 – Architectural Review;** Plan Commission will make the decision in all districts except Waterfront. **Division 12 – Change in Topography;** leave as written. **Divisions 16, 17, & 18** will be reviewed at next meeting.

**Summary of Proposed Review Authority – No changes made.**

**Adjourn -** Gray moves to adjourn at 7:20 p.m., seconded by Bennett. Motion carried unanimously.

Tammy DeMars  
Administrative Assistant