

June 19, 2014
5:30PM Washburn City Hall

CITY OF WASHBURN PLAN COMMISSION MEETING

COMMISSION MEMBERS: John Baregi, John Gray, Jim Nowakowski, Jeremy Oswald, Adeline Swiston

ABSENT: Karen Bennett, Scott Griffiths

MUNICIPAL PERSONNEL: Scott Kluver-City Administrator, Kay Bratley – Deputy Clerk/Treasurer

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

Approval of Minutes – May 8th & May 15, 2014 – Baregi moves to approve minutes as presented, second by Swiston. Motion carries; Oswald abstains on the May 8th minutes as he was not present.

Discussion & Recommendation on Proposed Zoning Ordinance Amendment #14-008 to Change the Membership of the Historic Preservation Commission – Baregi moves to accept the Proposed Zoning Ordinance Amendment #14-008 to change the membership of the Historic Preservation Commission from seven members to five members, second by Swiston. Motion carries.

Notice of 2015 Budget Timeline – Kluver reviewed the timeline for budget submittals and the process for preparing the next budget for 2015.

Continued Review and Discussion of Draft Zoning Code – Discussion occurred on **Division 12 – Specific Standard for Accessory Land Uses 8-530 Commercial truck parking** and it was decided to contact Civi-Tech for a better definition of a commercial vehicle with the suggestion of a weight limit of 10,000 pounds or more and to address parking issues; Commission changed the wording of **8-534 Fence (j)** removing section (3) *is removed by November 1ST annually*; and removing *Temporary fence for plant protection shall require a fence permit that outlines the requirements in this code. Permits for such, beginning a new sentence as follows: Fences shall be in the setback areas of the property; then removing shall not be issued without the written permission of adjoining property owner. Permit fees shall not be charged for temporary fences for plant protection.* Discussion occurred on **8-555 Solar energy system, free-standing**; it was decided to ask Civi-Tech the definition of a solar energy **system**, how the square footage and height per district was applied and discussing safety standards in order to create developmental guidelines. Kluver stated the concern with **Division 13 Specific Standards for Temporary Land Use Section 8-610 Sidewalk Café (e) Plants** is the fact that hanging plants are not allowed in this Draft Zoning Code chapter and has not talked to the city attorney about hanging plants on city property due to the liability if they should fall and hit someone or something. A unanimous decision was to wait until it is discussed with the city attorney and if chosen to allow hanging plants, to then set parameters and a removal date.

Adjourn - Baregi moves to adjourn at 6:25 p.m., seconded by Gray. Motion carried unanimously.

Kay Bratley
Deputy Clerk/Treasurer