

October 20, 2014  
5:30PM Washburn City Hall

CITY OF WASHBURN PLAN COMMISSION MEETING

COMMISSION MEMBERS: John Baregi, Karen Bennett, John Gray, Scott Griffiths, Jim Nowakowski, Jeremy Oswald, Adeline Swiston

ABSENT:

MUNICIPAL PERSONNEL: Scott Kluver-City Administrator, Tammy DeMars-Treasurer, City Attorney Siegler

Meeting called to order at 5:30PM by Mayor Griffiths, attendance as recorded above. Also attending were Assistant Administrator Cammilleri, City Councilor Mary Nowakowski, Attorney Mike Fauerbach, Melanie Dvorak, and Larry Nelson-surveyor

**Approval of Minutes – September 18<sup>th</sup> and September 30<sup>th</sup>, 2014 – Baregi moves to approve minutes of September 18<sup>th</sup> & September 30<sup>th</sup>, 2014, second by Swiston. Motion carried unanimously.**

**Discussion and Recommendation on Draft Certified Survey Map/Easement Allowing for the Extension of Jones Road, Nancy Rigelhof, Petitioner –** Kluver reports this map of easement would allow the parcel of the petitioner to become buildable. This basically is a public easement that will extend Jones Road. The neighboring property owner has already agreed and signed off on the easement. The petitioner will be responsible for the cost to extend the road and create the turn around. Griffiths moves to recommend to the City Council approval of easement to extend Jones Road, contingent on the road being constructed to the standards required by the City and approved by Administrator Kluver, second by Oswald. Motion carried unanimously.

**Discussion & Recommendation on Request for Vacation of Certain Alley and/or Thoroughfares in DuPont Park Addition, Melanie & Stephen Dvorak, Petitioners; Terrace Drive b/w Castle Drive and Sunset Avenue, abutting Lots 12-23, Block 25 and Lots 1-13, Block 32, Alley in Block 32 b/w 4<sup>th</sup> Avenue and Sunset Avenue, abutting Lots 1-10 and 14-21, Grove Blvd between 4<sup>th</sup> Avenue and Sunset Avenue, abutting Lots 15-21, Block 32 and 1-5, Block 33, Alley in Block 33 b/w 4<sup>th</sup> Avenue and Sunset Avenue, abutting Lots 1-4 and Lot 6, 4<sup>th</sup> Avenue East b/w 10<sup>th</sup> St., and just northwest of Sunset Ave., so that the actual location of Gravel Pit Road at the south end of Block 33 is unaffected, abutting Lots 8, 9, 14, and 15 in Block 23 – Baregi moves to open floor, second by Bennett. Motion carried unanimously.** Commission member Baregi asking Ms. Dvorak what her plans are for the property. She stated she has no plans to do anything with the property at this point; all she is trying to do is clean up and join various parcels. Attorney for the Dvoraks, Mike Fauerbach, addressed the Commission, he reports in 2011 the same Vacation request was approved by Plan Commission, but when it went to Council questions were raised regarding the existence or non-existence or extent of Gravel Pit Road. In 1987 a vacating resolution was passed that vacated a portion of 4<sup>th</sup> Avenue East excluding the portion of the Gravel Pit Roadway as merged with 4<sup>th</sup> Ave. East. Dvoraks maintain that the circle portion of Gravel Pit Road that overlays on 4<sup>th</sup> Avenue East is not a platted City Street. In 2011 the Council told Melanie & Steve Dvoraks that they should straighten this out. The Dvoraks obtained the services of Attorney Fauerbach and Nelson Surveying to figure out where Gravel Pit Road was actually located and did two open records request to the City to find any evidence that Gravel Pit Road ever existed in a circular fashion. Larry Nelson has signed an affidavit that he has found no evidence that Gravel Pit Road ever existed in the circle fashion, but was just a relatively short road extending north parallel to and immediately west on Sunset Avenue. City Attorney Siegler reports there are three options on the 4<sup>th</sup> Avenue vacating 1) Grant the Petition without the abutting land owner (Jim Bodin) signing on. 2) Let the 1987 vacation speak for itself. 3) City could initiate a vacation of the street; everyone would be noticed but would not have to sign on. Mr. Bodin could object but vacation could still pass if 5 of the 7 councilors approve. Swiston moves to recommend to City Council to let the 1987 Vacation of 4<sup>th</sup> Avenue East speak for its self, second by Gray. Motion carried unanimously. Vacation of Terrace Drive discussed and was decided that they should leave this as platted but un-open Street as it could be used in the future as part of the trail system as mapped in the Comprehensive Plan. Motion by Oswald to recommend vacation of Alley in Block 32 between 4<sup>th</sup> Avenue and Sunset Avenue, Grove Blvd between 4<sup>th</sup> Ave. and Sunset Avenue and Alley in Block 33 between 4<sup>th</sup> Avenue and Sunset Avenue, second by Nowakowski. Motion carried unanimously.

Baregi moves to close floor, second by Bennett. Motion carried unanimously.

**Discussion and recommendation of Proposed Ordinance #14-012 for the Purpose of Regulating the Location of Mobile Service Support Structures and Facilities – Moved by Baregi to recommend approval of Ordinance #14-012 Regulating the Location of Mobile Service Support Structures and Facilities, second by Nowakowski. Motion carried unanimously.** City Attorney Siegler was also asked to draft some language to setback requirements related to height of structures.

**Discussion and Action on Resolution 14-001 Making Multiple Amendments to the Comprehensive Plan – Moved by Baregi to table until next meeting, second by Bennett. Motion carried unanimously.**

Moved by Nowakowski to open floor, Griffiths seconds motion. Motion carried unanimously.

**Continued Review and Discussion of Draft Zoning Code –** Discussion continued on outstanding issues as outlined in memo from Civi-Tek dated September 10, 2014 Article 8 – Land Use; 3) the location of the PUD on the zoning map for the gulf course should be included.

Bennett departs at 7:20p.m.

4) Section 8-29(e) what section of the code should be referenced – staff should answer. 5) Section 8-529(g) plumbing fixtures should not be allowed in a boat house. 6) 8-529(h) should be left in. 7) Section 8-534 regulation of parking commercial Trucks in R-1 & R-2 as a conditional use Class 6 for trucks and Class 4 for buses. (Further discussion on buses is needed). 9) Section 8-554(d) leave out, but refer to Wisconsin UDC Codes.

**Adjourn – Baregi moves to adjourn at 8:10 p.m., seconded by Gray. Motion carried unanimously.**

Tammy DeMars  
Treasurer