

1. Agenda

Documents:

[FEBRUARY 20TH, 2018 AGENDA.PDF](#)

2. Supporting Meeting Documents

Documents:

[FEBRUARY 20, 2018 PC FULL PACKET.PDF](#)

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City of Ashland, Wisconsin

601 Main Street West — Ashland, WI 54806 — www.coawi.org

PLAN COMMISSION

February 20, 2018

City Hall Council Chambers

6:30 pm

AGENDA

1. Call to Order and Roll Call
2. Approval of Agenda
3. Consent Agenda
 - a. Approval of minutes from the February 6th, 2018 Plan Commission meeting
4. Public Comment (non-agenda items)
5. Action Items:
 - a. Public Art Permit request for the installation of a mural on the west side of Star Liquor, 823 Main St W (Applicant: Sue Martinsen, Ashland Mural Walk).
 - b. Public Art Permit request for the installation of a “De Padua” mural on the west side of Super H Foods, 511 Main St E (Applicant: Sue Martinsen, Ashland Mural Walk).
6. Discussion Items
 - a. Discussion related to the role of the Plan Commission and potential ways to streamline approval processes
 - b. Process to market the Beaser Avenue Redevelopment site
 - c. Process to sell the Chequamegon Bay Engineering property
7. Announcements/Reports/Comments/Questions
 - a. State statute updates
8. Adjournment

It is possible that a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information or speak about a subject, over which they have decision-making **responsibility**. Any governmental body at the above stated meeting will take no action other than the governmental body specifically referred to above in this notice. The City of Ashland does not discriminate on the basis of sex, race, creed, color, national origin, sexual orientation, age or disability in employment or provision of services, programs or activities. NOTE: Upon reasonable notice, the City of Ashland will

accommodate the needs of disabled individuals through auxiliary aids or services. For additional information or to request this service, contact Janice Anderson at (715) 682-7075 (not a TDD telephone number) or FAX: (715) 682-7048.

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Minutes of the City of Ashland Plan Commission

A meeting of the Plan Commission was called to order on **Tuesday, February 6th, 2018**
at 6:30 p.m. in the City Hall Council Chambers.

PRESENT: Mayor Lewis, David Mettille, Ernie Bliss, Mike Amman, Katie Gellatly, Charmaine Swan
EXCUSED: John Beirl
STAFF: April Kroner, Megan McBride
OTHERS:

MEETING AGENDA ORDER

1) **Call to Order and Roll Call**

Mayor Lewis called the meeting to order at 6:30pm.

2) **Approval of Agenda**

Motion to approve the Agenda by David Mettille. Seconded by Ernie Bliss. Passed unanimously.

3) **Consent Agenda**

Motion to approve minutes from January 16th by Mike Amman. Seconded by Katie Gellatly. Passed unanimously.

4) **Public Comment**

Norm Engstrom, who worked on developing the bike plan, spoke in favor of the overall plan. He emphasized that there is currently no safe way to get to the hospital along Beaser Avenue as the road narrows considerably near the high school.

Dave Ullman, who also helped to develop the bike plan, voiced his support for the overall plan. He recognized that prioritization will need to occur as the entire plan cannot be implemented all at once. He recommended that 11th Street be prioritized as it is a primary corridor to the schools and is also quite wide so traffic tends to drive quite quickly on this road. Therefore, the addition of bike lanes here would be relatively easy and would also help to slow traffic.

Pete Olson, who also assisted with development of the bike plan, voiced his support for the plan and commended the Northland student Aidan Johan who created it.

5) **Action Items**

- a) Public Hearing and Consideration to Amend the Conditional Use Permit to allow an emergency residential facility at 301 Ellis Avenue, zoned City Center (CC). Applicant: New Day Shelter (Northwoods Women Inc.)

Motion to go into Public Hearing by David Mettille. Seconded by Charmaine Swan. Passed unanimously.

Megan McBride went through the criteria of approval from the staff report and explained the recommended amended conditions of approval.

Mike Amman asked what type of fencing would be used for the play area.

Megan McBride explained that it would be a board-on-board fence with a natural wood finish.

Motion to go out of Public Hearing by David Mettille. Seconded by Katie Gellatly. Passed unanimously.

Motion to approve amendment to the Conditional Use Permit by David Mettille. Seconded by Ernie Bliss. Passed unanimously.

6) Discussion Items

a. Update and discussion on implementation of the city's bike plan

Megan McBride provided the update that grant funding has been applied for to include bike lanes as part of the Sanborn Avenue reconstruction project.

Charmaine Swan asked what costs are involved in adding bike lanes.

Megan McBride explained that in some cases it would just require paint for striping or signage, but the grant funding for the Sanborn Ave project would be to assist with costs of widening the shoulder of the road to better accommodate the addition of bike lanes. She explained that there are other grant opportunities available that she and the sustainability intern will be pursuing.

Mike Amman suggested that people who helped create the bike plan be consulted to identify the "low-hanging fruit" items that would be relatively inexpensive and easy to implement.

Katie Gellatly recommended that 11th Street be evaluated to determine if it is currently wide enough to stripe bike lanes.

Charmaine Swan said that she supports getting bike lanes on 11th Street as this is a primary route for many children to get to school. She also emphasized how unsafe it can be to bike on Main Street currently and suggested that addressing this also be prioritized.

David Mettille agreed that making biking safe on Main Street is important, but will not be a low-hanging fruit item to implement as it will take additional planning and likely need to be part of a larger coordinated effort to make our Main Street more pedestrian-friendly. He expressed support for prioritizing 11th Street as it is a main corridor in the city, particularly for children to get to school.

Charmaine Swan pointed out that the only existing bike lane in Ashland is along Binsfield Road, but since there are no lanes on Ellis or Beaser there is no connection.

Mayor Lewis suggested that Ellis Avenue could be good to focus on as it is wide, a major corridor, and would provide this connection to Binsfield.

Katie Gellatly suggested that Ellis, Maple, and 11th Street be evaluated to determine the feasibility of prioritizing them.

Norm Engstrom explained that Maple Lane was evaluated as part of the bike plan, but is quite narrow and was recently resurfaced so additional consideration will be needed to determine how to provide safe biking opportunities.

Mayor Lewis asked for clarification regarding the difference between a bike boulevard and a bike lane.

Dave Ullman explained that bike lanes are designated using a solid stripe, whereas bike boulevards are typically a shared road between cars and bikes marked using signage or sharrows.

Pete Olson explained that bike boulevards are relatively easy to implement. He highlighted that a place where this could have a significant impact would be along Junction Road to create a full loop including the corridor and waterfront trail. He did point out that there were discussions of providing a paved connector where the 5th Street

corridor meets Junction Road as there is not currently a connection that does not require bicyclists to ride on gravel.

Mayor Lewis suggested that grant funding could be sought for a paved connector.

Charmaine Swan said she would especially like to see safe routes to school prioritized in implementation.

Mike Amman brought up the "pinch point" along Beaser Avenue where it narrows as another location that will require additional planning and possibly grant funding to address.

Mayor Lewis suggested that bike traffic could be diverted onto the sidewalk in the location where the road narrows on Beaser.

Dave Ullman explained that it is often dangerous to have bicyclists merge in and out of traffic in this way as cars tend to be less aware of bicyclists as they re-enter the road. He suggested that removing the boulevard and installing a bike lane would be the easiest solution.

Katie Gellatly suggested that Megan work with Aidan to develop a prioritized list with action steps of implementation opportunities that takes into account the Plan Commission's discussion as well as cost and difficulty of each item.

Charmaine Swan asked if work is being done to provide more bike racks in town.

Megan McBride explained that the high school's welding program is currently developing designs and will be partnering with the city to create bike racks that will be placed in the downtown in spring of 2018.

Charmaine Swan suggested that having some covered bike rack options would also be helpful.

Katie Gellatly said that there may be cost sharing opportunities with downtown business owners who would like bike racks near their store.

7) Announcements / reports / comments / questions

Ernie Bliss requested that a discussion take place at the next Plan Commission meeting regarding the role of the Plan Commission in city decision-making and how current approval processes could be streamlined in the future.

8) Adjournment

Motion to adjourn made by Ernie Bliss. Seconded by David Mettille. Passed unanimously.

The meeting was adjourned at 7:15p.m. Minutes by Megan McBride.

STAFF REPORT

Plan Commission – February 20th, 2018

Agenda Item 5b:	Public Art Permit Request for the Installation of a mural
Parcel #:	#201-00020-0000
Property Address:	823 Main St W (City Center)
Applicant:	Ashland Mural Walk Project
Property Owner:	Patrick Hunt

Background

As part of the Ashland Mural Walk Project (AMWP), Sue Martinsen has requested a public art permit to relocate a mural to the west side of the Star Liquor building. The mural currently is located on the front of the former co-op building (215 Chapple Ave), and due to an upcoming business expansion project will be relocated to the new site. The mural depicts people shopping at a local grocery store (image attached). It is approximately 9 feet in height, 13 feet in width and ½ inch in depth. The mural is already affixed to several panels, which will be relocated and screwed into the west side of the new building.

Ownership rights of the mural will be retained by the AMWP, and they will also be responsible for all upkeep and maintenance costs. The property owner has granted access to the building for future maintenance or upkeep in the Building Owner Agreement (attached).

Standards for Review

The City of Ashland's UDO Section 3.25 C: Public Art Permit—Approval Criteria and Section 5.6 I.: Public Art (and all subsections thereof), create the legal framework to regulate, administer, and enforce the permitting standards for the City of Ashland. They shall also comply with all other standards set for in the UDO, including:

- **Applicant shall obtain approval and/or permits from the Planning and Development Department for any future proposed signage or lighting.**
- **A temporary right-of-way permit must be obtained for work which may pose a hazard to the public right-of-way to ensure adequate measures are taken to protect pedestrians, the public infrastructure, and to address parking impacts.**

Review Recommendation

Staff recommends APPROVAL



STAR LIQUOR PLEASE ENTER ON PARKING LOT SIDE



ASHLAND MURAL WALK PROJECT, INC.

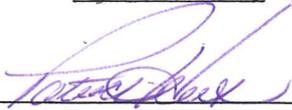
BUILDING OWNER AGREEMENT

This mural is 100% funded through donations.
 This mural is partially funded through donations and partially funded by government grants.

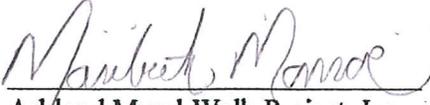
Building owner agree(s) to allow the Ashland Mural Walk Project, Inc. (AMWP) to place a historical mural on the exterior of his/her building located at STAR LIQUOR, 823 MAIN ST, WEST, Ashland, Wisconsin and agrees to the following:

1. Building owner agrees to allow AMWP to prepare the surface of the building for the installation of the mural installation of the panels which will include drilling or otherwise attaching the panels to the wall. AMWP will purchase the panels and retain ownership of same.
2. Building owner agrees to allow AMWP access to the building for maintenance and upkeep of the mural.
3. AMWP retains all ownership rights to mural including marketing, copyright and rights to exhibit building in print, photo, or electronic form, and the mural itself if on panels.
4. Building owner agrees that no modifications of mural will be done by him/her without prior written authorization of AMWP.
5. AMWP agrees to use good faith efforts to raise the funds for the cost of the mural including maintenance and upkeep funds.
6. Building owner agrees that this contract shall exist for twenty years and said mural shall not be moved, altered, or in any way changed by building owner without the expressed written permission of AMWP. This agreement shall run with the building and building owner agrees to advise any purchaser and real estate agent of this agreement.
7. AMWP is not liable or responsible for any loss or damage to any of the building owner's property at the building. Building owner agrees to defend and hold harmless AMWP to any third party for claims of loss or damage as a result of the mural. It is the building owner's responsibility to obtain and maintain insurance coverage on the mural.

Dated this 2-6 day of _____, 20 18



Building Owner

 - Board Member
Ashland Mural Walk Project, Inc.

Find yourself next to the water.



City of Ashland, Wisconsin

601 Main Street West — Ashland, WI 54806 — www.ccawi.org

STAFF REPORT

Plan Commission – February 20th, 2018

Agenda Item 5a: **Public Art Permit Request for the Installation of a mural**

Parcel #: **#201-01360-0000**

Property Address: **511 Main St E (City Center)**

Applicant: **Ashland Mural Walk Project**

Property Owner: **Patrick Hunt**

Background

As part of the Ashland Mural Walk Project (AMWP), Sue Martinsen has requested a public art permit to construct a mural on the west side of the Super H Foods building. The mural will depict the De Padua school and gymnasium, St. Agnes School, and Holy Family school (design plans will be provided at the meeting). It will be 9 feet in height, 60 feet in width and ½ inch in depth. It will be created on several panels which would be screwed into the side of the building.

Ownership rights of the mural will be retained by the AMWP, and they will also be responsible for all upkeep and maintenance costs. The property owner has granted access to the building for future maintenance or upkeep in the Building Owner Agreement (attached).

Standards for Review

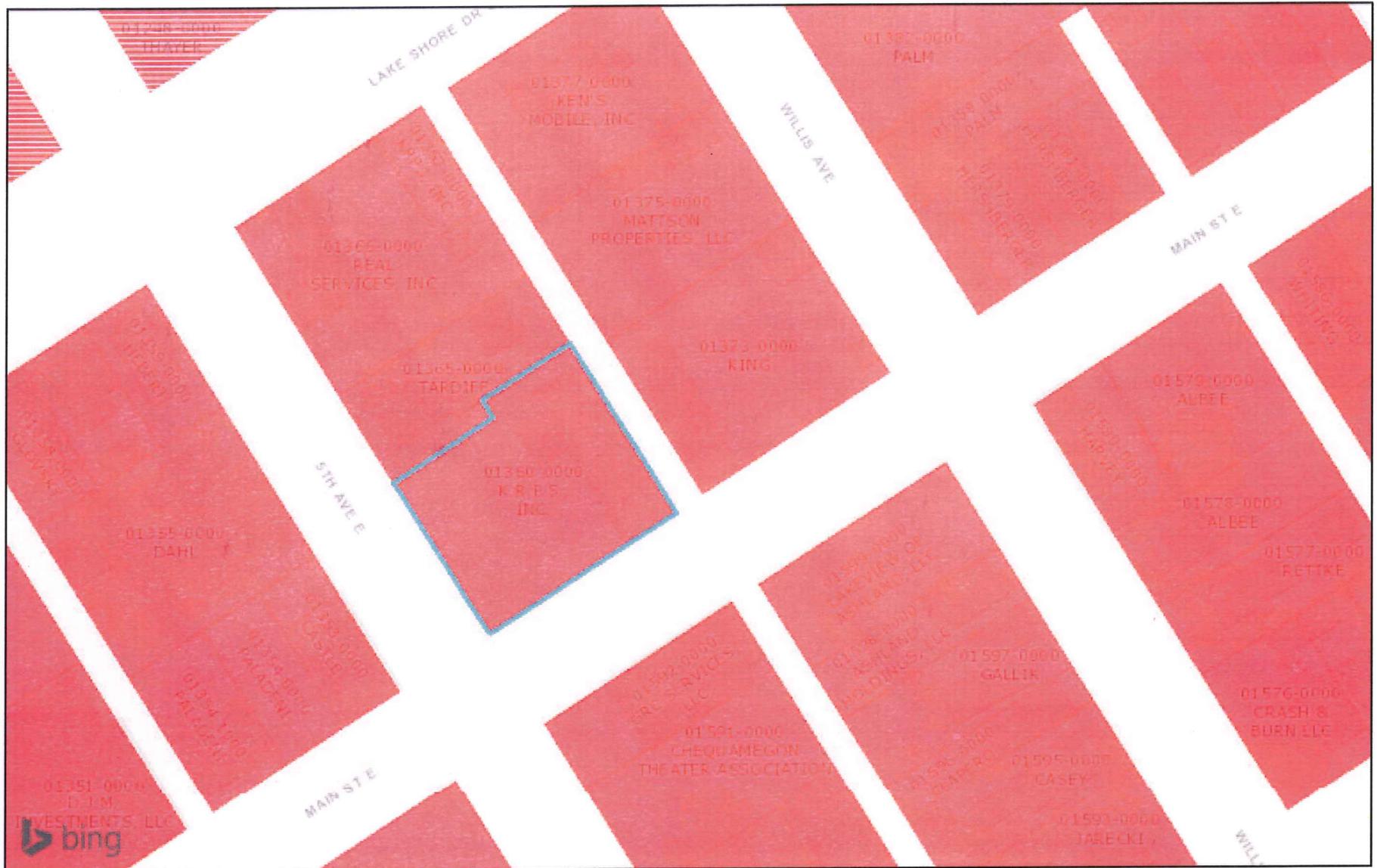
The City of Ashland's UDO Section 3.25 C: Public Art Permit—Approval Criteria and Section 5.6 I.: Public Art (and all subsections thereof), create the legal framework to regulate, administer, and enforce the permitting standards for the City of Ashland. They shall also comply with all other standards set for in the UDO, including:

- **Applicant shall obtain approval and/or permits from the Planning and Development Department for any future proposed signage or lighting.**
- **A temporary right-of-way permit must be obtained for work which may pose a hazard to the public right-of-way to ensure adequate measures are taken to protect pedestrians, the public infrastructure, and to address parking impacts.**

Review Recommendation

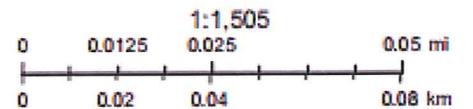
Staff recommends APPROVAL

511 Main St E



February 16, 2018

 City Center (CC) Zoning District



Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAD, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey,

DE P&DUR MURAL
60' ~~60'~~ → x 9' ↑

At the Price of the Market
ALL NATURAL BEEP



ASHLAND MURAL WALK PROJECT, INC.

BUILDING OWNER AGREEMENT

X This mural is 100% funded through donations.
_____ This mural is partially funded through donations and partially funded by government grants.

Building owner agree(s) to allow the Ashland Mural Walk Project, Inc. (AMWP) to place a historical mural on the exterior of his/her building located at SUPER H FOODS, 511 MAIN ST E, Ashland, Wisconsin and agrees to the following:

1. Building owner agrees to allow AMWP to prepare the surface of the building for the installation of the mural installation of the panels which will include drilling or otherwise attaching the panels to the wall. AMWP will purchase the panels and retain ownership of same. .
2. Building owner agrees to allow AMWP access to the building for maintenance and upkeep of the mural.
3. AMWP retains all ownership rights to mural including marketing, copyright and rights to exhibit building in print, photo, or electronic form, and the mural itself if on panels.
4. Building owner agrees that no modifications of mural will be done by him/her without prior written authorization of AMWP.
5. AMWP agrees to use good faith efforts to raise the funds for the cost of the mural including maintenance and upkeep funds. .
6. Building owner agrees that this contract shall exist for twenty years and said mural shall not be moved, altered, or in any way changed by building owner without the expressed written permission of AMWP. This agreement shall run with the building and building owner agrees to advise any purchaser and real estate agent of this agreement.
7. AMWP is not liable or responsible for any loss or damage to any of the building owner's property at the building. Building owner agrees to defend and hold harmless AMWP to any third party for claims of loss or damage as a result of the mural. It is the building owner's responsibility to obtain and maintain insurance coverage on the mural.

Dated this _____ day of _____, 20__.

Building Owner

Ashland Mural Walk Project, Inc.

SEE NEXT PAGE

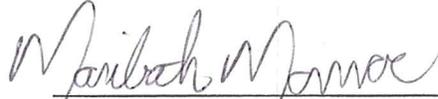
any third party for claims of loss or damage as a result of the mural. It is the building owner's responsibility to obtain and maintain insurance coverage on the mural.

Dated this 1-28-18 day of _____, 2018.



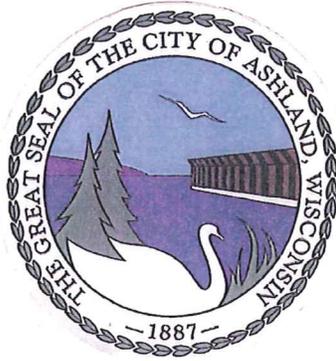
Building Owner

Patrick Hunt
Print Name



Ashland Mural Walk Project, Inc.

Maribeth Monroe - Board member
Print Name and title



City of Ashland
REQUEST FOR PROPOSALS

RFP #17-01

Beaser Avenue
Redevelopment

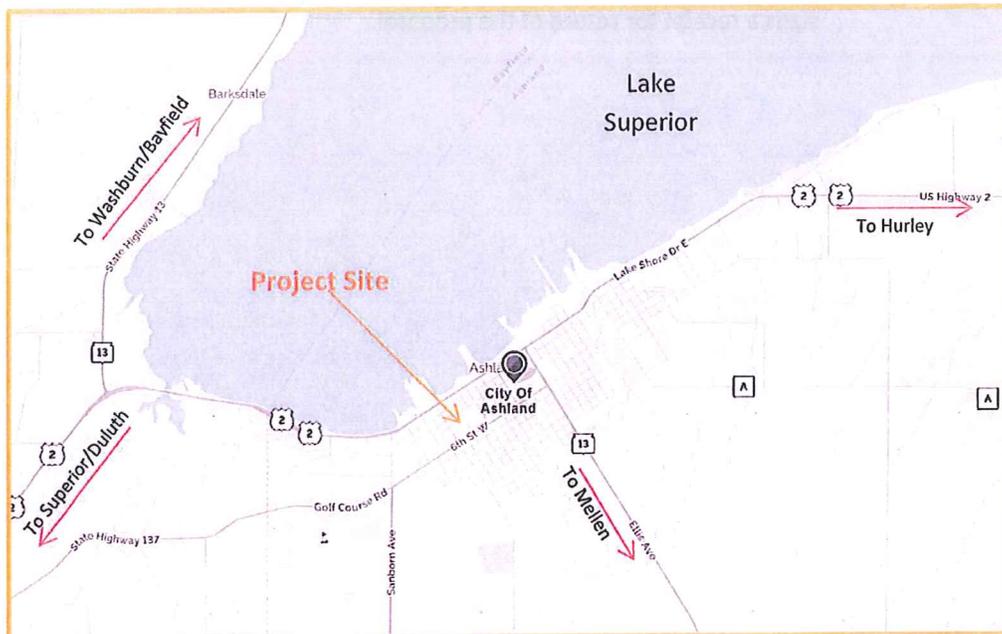
February 21, 2017

The City of Ashland, Wisconsin will be receiving proposals for the above noted project until 4 PM, Friday, March 31, 2017. Proposals must be submitted in electronic format (email or flash drive preferred) with ten (10) printed hard copies mailed or delivered to:

City of Ashland
Attn: April Kroner, Planning & Dev Director
601 Main Street West
Ashland, Wisconsin 54806
Email: akroner@coawi.org

The City of Ashland reserves the right to reject any and all proposals not judged to be in the best interest of the City.

Mary Garness
City Administrator



INTRODUCTION

PROJECT SUMMARY

The City of Ashland, Wisconsin, seeks competitive development proposals from qualified developers to help the City attain the sustainable vision set forth in its Comprehensive Plan for the Beaser Avenue Redevelopment Site. The Beaser Avenue Redevelopment area is comprised of approximately 6.7 acres of publicly-owned property located on the west-central side of Ashland, in close proximity to the downtown district. The site is located along a primary corridor (Beaser Avenue), which provides direct access to Memorial Medical Center and associated medical clinics, Wisconsin Indianhead Technical College (WITC), Ashland High School, and Ashland Elementary School, is immediately adjacent to trail amenities, and is in close proximity to Lake Superior. The City is seeking a developer to deliver a project that complements the surrounding neighborhood and is successful in the marketplace.

REDEVELOPMENT PROJECT GOALS

The City of Ashland's goals for this urban infill development site include the following:

1. Facilitate an appropriate density of urban infill development;
2. To provide housing that meets the diverse needs of the City, offering options for a mix of ages and incomes;
3. To provide a development that is sustainable, including environmentally sensitive, energy efficient, and considers existing infrastructure;
4. Design approach that integrates the development with the surrounding neighborhood area, enhances community character, and provides connectivity; and
5. That considers mixed uses by establishing/allowing for neighborhood commercial or other complimentary uses.

TENTATIVE PROJECT SCHEDULE

RFP Release Date	February 21, 2017
Proposals Due	March 31, 2017
Evaluation Period by Housing Committee	April 3-7, 2017
Interviews	April 17-21, 2017
Selection by Housing Committee	On or before April 28, 2017
City of Ashland Plan Commission Meeting	May 2, 2017
City of Ashland Common Council Meeting	May 9, 2017
City staff & Developer Negotiate Sales Contract and Development Agreement	May/June, 2017

**Beaser Avenue Redevelopment Site
Ashland, Wisconsin**



Existing Utility Locations



- Water
- Storm
- Sanitary

- Estimated level of investment and financial capability of developer
- Anticipated project timeframe for completion/phasing

The City's Housing Committee will evaluate the proposals received and conduct any desired interviews. The Housing Committee will then recommend one proposal to the Plan Commission, which will then make a final recommendation to the Common Council. If interviews are desired by the Housing Committee, firms will be given ample time to prepare.

RIGHTS RESERVED by the CITY OF ASHLAND

This Request for Proposals does not commit the City to enter into a contract, nor does it obligate the City to pay for any costs incurred in preparation and submission of proposals in anticipation of a contract.

The City of Ashland reserves the right to:

- Make the selection based on its sole discretion
- Reject any and all proposals without prejudice
- Issue subsequent Requests for Proposal
- Postpone opening for its own convenience
- Remedy technical errors in the Request of Proposal process
- Approve or disapprove the use of particular sub-consultants
- Negotiate with any, all, or none of the Proposers
- Solicit best and final offers from all or some of the Proposers
- Accept other than the lowest offer
- Waive informalities and irregularities in the proposal
- Request clarification of the information submitted
- Request additional information

INQUIRIES

Questions regarding this RFP must be in writing and sent via the U.S. Mail or e-mail to April Kroner (akroner@coawi.org) up to ten (10) days before the proposal is due. After this date questions involving the content or intent of the proposal will not be answered. All questions will be responded to in writing, provided to all parties requesting an RFP for which the City has contact information, and treated as an addendum to the proposal packet.

PROPOSER RESPONSIBILITY

Interested proposers have the responsibility of understanding what is required by this solicitation. The City shall not be held responsible for any firm's lack of understanding. This solicitation contains a brief description of the project site. The City makes no representations as to the conditions of the project site and no employee or any other representative of the City of Ashland has authority to make any oral or written representations as to the conditions of the project site. Proposers are responsible to assure delivery prior to the deadline. Do not assume that a guarantee by a mailing service will ensure that the proposal is received by the deadline.

CONTRACT

No contract shall be in effect until the City executes a signed contract agreement.

Find yourself next to the water.

A S H L A N D

W I S C O N S I N

City of Ashland, Wisconsin ~ City Administrator
601 Main Street West Ashland ~ WI 54806 ~ www.coawi.org

Date: February 14, 2018

To: City Council
Mayor
Dept. Heads

From: Mary Garness, City Administrator

Re: Sale of City Property Located at 211 6th Street West

With Council approval of a location for new police facilities (former Chicago Iron site on 11th Ave. W.) the City Administrator is recommending sale of the City's property located at 211 6th Street West (former Chequamegon Bay Engineering building).

The land acquisition and sales ordinance Section 478, City-Initiated Land Sales, applies to the offering of parcels for sale initiated by the City. The City may use one of the three procedures described in Sections (a), (b), and (c), below, for the sale of parcels owned by the City. Unless otherwise directed by the Common Council, the Department of Planning & Development, under the general supervision of the City Administrator, shall determine the appropriate procedure for the sale of any specific parcel, provided that all sales must receive review by the Plan Commission and final approval by the Common Council.

The following procedures are allowed:

- Request for Proposals Procedure (will generally be used when the City has a special interest in the particular use to which a property will be put).
- Listing with a Real Estate Broker Procedure (will generally be used when the City does not have a special interest in the particular use to which a property will be put) and when a parcel is deemed to be generally marketable).
- Informal Sales Procedure (will generally be used when a parcel, for reasons of size, shape, location, value or otherwise, is not deemed to be generally marketable).

Both the City Administrator and Planning and Development director will be proceeding with the request for proposals process and recommend this approach given the location of the project along a major corridor with high visibility. The Planning and Development Director will prepare an RFP and get the process moving forward. After proposals are received, the Plan Commission will be asked to review proposals and make a recommendation to Council for final action.

If you have any specific questions related to this process please contact myself or Planning and Development Director April Kroner.