

1. Agenda

Documents:

[MAY 22ND, 2018 AGENDA.PDF](#)

2. Supporting Meeting Documents

Documents:

[MAY 22, 2018 PC FULL PACKET.PDF](#)

Find yourself next to the water.



City of Ashland, Wisconsin

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

PLAN COMMISSION

May 22, 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 April 3rd, 2018 Plan Commission meeting
4. Public Comment (non-agenda items)
5. Action Items:
 - a. Public Hearing and consideration of a Conditional Use Permit request to install an 8 foot tall fence at Beaser Park, zoned Public Park
6. Discussion Items
 - a. Discussion of potential UDO amendments pertaining to Permitted and Conditional Uses and CUP approval criteria
 - b. Discussion of Beaser Avenue Redevelopment strategy
 - c. Review of Timeless Timber Request For Qualifications (RFQ)
7. Announcements/Reports/Comments/Questions
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.

Find yourself next to the water.



City of Ashland, Wisconsin

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

PLAN COMMISSION

May 22, 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 April 3rd, 2018 Plan Commission meeting
4. Public Comment (non-agenda items)
5. Action Items:
 - a. Public Hearing and consideration of a Conditional Use Permit request to install an 8 foot tall fence at Beaser Park, zoned Public Park
6. Discussion Items
 - a. Discussion of potential UDO amendments pertaining to Permitted and Conditional Uses and CUP approval criteria
 - b. Discussion of Beaser Avenue Redevelopment strategy
 - c. Review of Timeless Timber Request For Qualifications (RFQ)
7. Announcements/Reports/Comments/Questions
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.

UNAPPROVED Minutes of the City of Ashland Plan Commission

A meeting of the Plan Commission was called to order on **Tuesday, April 3rd, 2018**
at 6:30 p.m. in the City Hall Council Chambers.

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

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 Katie Gellatly. Passed unanimously.

3) Consent Agenda

Motion to approve minutes from March 20th by John Beirl. Seconded by Charmaine Swan. Passed unanimously.

4) Public Comment

Pete Olson spoke in support of the prioritized action plan to direct future implementation of the City's Bike Plan.

5) Action Items

- a) Public Hearing and consideration on an offer to purchase a portion of city-owned land adjacent to 701 Lake Shore Dr E

Motion to go into Public Hearing by Charmaine Swan. Seconded by Katie Gellatly. Passed unanimously.

Megan McBride detailed the Class 1 Public Hearing notice that was given, and went through the criteria of review used to inform staff's recommendation of approval of the proposed sale.

Donna Pearson Maday, the applicant, spoke in favor of the proposed sale.

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

Motion to approve with recommended conditions by John Beirl. Seconded by David Mettille. Passed unanimously.

6) Discussion Items

- a) Discussion of potential UDO amendments pertaining to Permitted and Conditional Uses and CUP approval criteria

April Kroner provided a written overview of the purpose of CUP's, her recommendations for the process of reviewing Ashland's current conditional uses, and how new state legislation will impact our future decision criteria.

Plan Commissioners asked that additional information be provided about the zoning districts, how to access the UDO, and what other communities are doing in response to the legislative changes regulating the Conditional Use Permitting process. Discussion of potential changes to conditional uses and the CUP

review process will be a recurring agenda item until complete, at which time public informational sessions will be held to gain input and guide final ordinance amendments.

b) Update and recommendations on Bike Plan implementation

Aidan Johan went through the prioritized Action Plan he developed to guide implementation of the City's Bike Plan. He has begun looking into cost estimates and funding options for the striping of bike lanes along 11th Street.

Mayor Lewis said she would like to see bike lanes on 11th Street this year if possible, and suggested that some fundraising could be done to pay for the necessary paint and signage. She said it would be helpful to get an estimated cost for this.

Charmaine Swan said that she would like to see something done to promote bikeability on Main Street, even if it is just signage to make drivers more conscious of bikers and increase safety. She acknowledged that Main Street and also Ellis Avenue have obstacles to bikeability since there is on-street parking, but suggested that signage or education/outreach can be done to make biking safer in the meantime.

Katie Gellatly pointed out that Main Street is not very pedestrian-friendly either, which will likely require a more comprehensive review of how people move around in the Downtown to determine how to make it more walkable and bikeable.

Megan McBride suggested that Aidan's recommendation of having more visible, creative crosswalks on Main Street could help raise awareness for pedestrian traffic.

Aidan Johan said that even painting crosswalks on Main Street to match the ones on Ellis that have the large white blocks would make them more visible.

Megan McBride provided the update that bike racks created by Ashland High School students will be installed on Main Street in May.

7) Announcements / reports / comments / questions

Mayor Lewis announced that the next Council meeting on April 17th will include the newly elected Councilors and recently appointed City Attorney Tyler Wickman. She also announced that the City will be starting the hiring process for a new City Administrator as Mary Garness's last day as administrator was April 3rd.

8) Adjournment

Motion to adjourn by Katie Gellatly. Seconded by Mike Amman. Passed unanimously.

The meeting was adjourned at 7:30p.m. Minutes by Megan McBride.



STAFF REPORT – Plan Commission – May 22nd, 2018

Agenda Item # 5a: Conditional Use Permit Request to construct an 8 foot tall fence at Beaser Park

Zoning District: Public Park (PP)
Property Address: 700 Beaser Avenue (Beaser Park)
Parcel #: 201-00565-0000
Parcel Owner/Applicant: City of Ashland Parks & Recreation Department
Staff Contact: Megan McBride

Background

The City of Ashland Parks and Recreation Department is requesting a Conditional Use Permit to construct a fence in Beaser Park that will be eight (8) feet in height. The maximum allowable height for a fence is six (6) feet without a CUP. It will be a three-sided wooden fence used to screen the ADA compliant porta potty in the northwest corner of the park, which is placed there May through August (see attached map for location). The old bathroom building had not been utilized for several years prior to its demolition in April 2018 due to structural issues, but did effectively screen the porta potty placed on the south side of the building for the last three years. With the building's demolition, the Parks & Rec Department and Facilities Foreman would like to install the proposed fence in order to continue to screen the porta potty from view.

Standards for Review

The City of Ashland's Unified Development Ordinance Section 3.9 C.: Conditional Use Permit – Approval Criteria (and all subsections thereof), create the legal framework to regulate, administer, and enforce the conditional use standards for the City of Ashland.

Conditional Use Review

The following decision criteria were used to review the submitted conditional use:

1. **Consistency with Comprehensive Plan.** The proposed development conforms to the goals and community values identified in the City of Ashland's Comprehensive Plan. The Comprehensive Plan encourages that the City make policies and take actions to "enhance opportunities to play and recreate within the City" and also to "improve accessibility to public spaces and recreational amenities for residents and visitors." Access to an ADA complaint restroom in the park helps promote the comfort and usability for all visitors, and the addition of the fence to screen will enhance views of the park for nearby residents, park visitors, and people driving on adjacent roads.
2. **Compatibility.** Neighboring uses within 200 feet and along the same street are primarily single- and two-family residential. We see the addition of the fence for the purpose of screening in this location to be compatible and complimentary to these surrounding residential uses.
3. **Importance of Services to the Community.** With the recent demolition of the old inoperable bathroom facility which previously blocked views of the porta potty from surrounding homes and roads, the addition of this fence for screening will serve to preserve views of the park.

4. **Neighborhood Protections.** The fence will serve as a neighborhood protection by screening views of the porta potty on three sides. The height increase from 6 feet (allowed without a Conditional Use Permit) to 8 feet will have no negative impacts on neighboring property owners.
5. **Conformance with Other Requirements:**
 - a. Applicant shall obtain a fence permit prior to installation.

Review Recommendation

Staff recommends APPROVAL of the Conditional Use Permit.

Additionally, as a Public Hearing is scheduled for the proposed Conditional Use Permit, the Plan Commission should hear all input from the public prior to making a decision. The proper Class 2 Public Hearing notice was issued and discretionary letters were sent to surrounding households.

Approvals are based on background information provided by the applicant and known conditions. Deviations from this information may be considered a change in the application and reconsideration and possible revision to the approvals may be made by the Plan Commission and Common Council.

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 ~ Parks and Recreation Department
400 4th Ave West Ashland ~ WI 54806 ~ www.ashlandparks.org

April 9, 2018

Dear City of Ashland Planning Commission;

The City of Ashland Parks and Recreation Department along with the Facilities Foreman would like to place a wooden three (3) sided, 8ft high screen fence in the Northwest corner of the Beaser Ballfields to screen an ADA porta potty placed there May - August.

In April of 2018, the current bathroom building at the Beaser Ballfields will be demolished. This building has not been used for several years due to a large and costly crack in the sanitary system and cracks in the walls and foundation of the building. The City has been renting a port a potty at this location for three years and has received no complaints from program participants. The porta potty has been placed on the south side of the building. Without the building there is no place to "hide" the porta potty.

The screen fence will be constructed near/on the foundation of the old bathhouse and the porta potty will be secured to the fence to discourage vandalism.

IF you have any questions, please feel free to contact myself or Dan Homola, Facilities Foreman at dhomola@coawi.org

Thank you



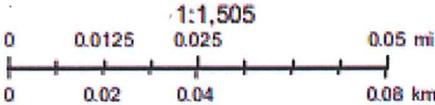
Sara Hudson, Director
City of Ashland Parks and Recreation Department
715.685.1644
shudson@coawi.org

Zoning Map



May 8, 2018

- Public Park- PP
- Single-Family Residential (R-1)
- Single and Two-Family Residential (R-2)

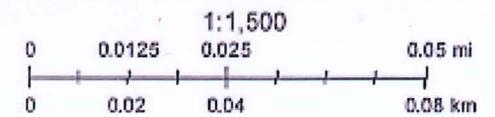


City of Ashland Public Works Department, GIS Division
 City of Ashland Public Works and Planning Department



April 9, 2018

- Parcel Labels
- Parcel Mapping



City of Ashland Public Works Department, GIS Division
 Copyright City of Ashland Public Works Department, GIS Division