

Village of Birchwood
101 N. Main Street
PO Box 6
Birchwood, WI 54817



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**The Village of Birchwood
Plan Commission Meeting was held on
Wednesday, March 30th, 2022, at 5:30 pm
at the Village Hall
101 N Main Street, Birchwood, WI 54817**

AGENDA Join Zoom Meeting

<https://us06web.zoom.us/j/87814002437?pwd=bUxoUXV6WGUvZ3B6ZEhhQUZzdDc1UT09>

Meeting ID: 878 1400 2437

Passcode: 289617

Chairperson call meeting to order - Meeting will be recorded

Pledge of Allegiance

Roll call: Present: R. VanGilder, M. Manning, C. Barkley, S. Milligan, C. Gargulak

Also present: T. Fee, A. Beffa, David Wierzba (WEDC Regional Director), Jenn Linville (Lily Beez) V. Hurckman, Andrew Aseleser, (WI Rural Water), L. Zillmer, B. Hayes, Deanna/Mark Davis (Realtor), Will Wallus, Kim Gifford - Zoom: D. Rasmussen, Craig Sher

Public Notice: Posted at the Birchwood Post Office, Village Hall, Gary's Grocery and Village Website.

Correspondence:

Discussion/Action Items

1. Current agenda:
 - a. Motion by Manning 2nd by Gargulak to approve current agenda. Carried 5-0
2. Discussion and possible recommendation to sell or development Village Industrial Park
 - a. Tax ID # 29505 - Property ID# 65-106-2-37-10-25-5-05-002-001010 - 9.76 acres- Zoned: Industrial- Discussion on easement obstacle and lack of water and sewer to property. Tucker stated that the approximate cost to run water/sewer to the property was previously stated to be around \$500,000 to \$600,000. Rasmussen said it would probably be hard to get a 60 ft easement coming off of Highway 48 from the DOT due to possible traffic issues. He also discussed options for possible grants through the Safe-Clean Drinking Water Fund. This property is in TIF #2. TIF #2 is projected to have a better cash flow, due to the recent sale of East Hills duplexes and the Dollar General property. No more expenditures can be made from TIF 2. TIF 1 is doing pretty well. Due to the distress status of TIF #2, it is possible to donate from TIF 1 to TIF 2 to fund the water/sewer extension to loop off Orchard and North to the industrial park. VanGilder went over different options such a possible zoning change to R-1 and extending the water/sewer to the property or selling it as is. Manning voiced concern about spending money on extending the water/sewer and rezoning to residential when the other properties are taking so long to sell. VanGilder stated that we have only been getting approximately \$350 a year for rent on the property and in his opinion, it would be better to sell and have a clean- quick deal. It would also be on the tax base if we sold it. The idea of splitting it into lots was also discussed. VanGilder feels selling it would help Village funds and tax base. Beffa discussed the WEDC website that can be used to advertise industrial properties.

The meeting is open to the public and is handicapped accessible.

Agendas are posted in three public places which are the Village Hall, Gary's Grocery and Birchwood United States Postal Service Office notice boards, and on the village website www.birchwoodvillagewi.com to comply with Resolution 175-15.



She felt there may be a lot more options out there. VanGilder stated he felt that a realtor should be contacted to see what offers may come in. Dave Wierzba from WEDC discussed the website and how it works. He offered his services if needed. Andrew Aseleser gave a report on the 2nd well. He said the process can be started by identifying a potential well site (Industrial area) to make sure it meets the DNR requirements. It would be a good idea to put a test well in to make sure it's a viable site. Due to the location, Tucker asked about the danger of contamination if the 1st well became contaminated. Aseleser also discussed what would happen if the well became contaminated and a mobile well had to be brought in. Beffa is working on the search grant information. Motion by Manning 2nd by VanGilder to contact the DOT to see about obtaining access off of Hwy 48 to the Industrial Park- Tax ID 29505. Carried 5-0

3. Discussion and possible recommendation on short-term rental.

- a. Village to make changes to if less than 7 days or less. VanGilder discussed that from 7-29 consecutive days the Village has no jurisdiction over. This is a popular trend right now. Manning stated that the current ordinance needs to be updated. Beffa informed the Commission of what nearby counties are doing. She also voiced concern about the additional work it may cause the office, fire department, and police department. Manning added that the ordinance should, at the bare minimum, state they have to follow the rules of the state. The extra work it would cause the Village was also discussed. The Village would not gain anything from this. Motion by Manning 2nd by VanGilder to contact the attorney to assist in updating the ordinance to include that Wisconsin Short-term rental laws need to be followed. Carried 5-0
- b. Short-term rental permit and fees-Motion by Manning 2nd by Barkley to charge an administration/short term rental permit fee of \$25.00 per year. Carried 5-0

4. Room tax

- a. Possible implementation of a room tax-VanGilder explained that the business would collect the tax, usually around 4%, quarterly-they keep a portion, and the Village and Chamber get the balance. Wallus gave the board an overview of the information he received when Edgewater Township was looking into it. He stated he feels that this is more for larger areas such as Wisconsin Dells. The room tax will add more cost to people coming into the area which may deter them from coming here. Most of the money would go to the Chamber for advertising. Motion by VanGilder, 2nd by Manning to not implement a room tax at this time. Carried 5-0.

5. Community rehabilitation and new home buyer program

- a. Kim Gifford to discuss how to promote Block Grant program- These are monies available for home repairs, new home buyers, etc. There are loans for low-moderate income people to do repairs to their home, they don't have to make payments on this, it is due when they sell. Rental properties also qualify for low-income properties-the landlord would have 0% interest with monthly payments payable over 10 years. All necessary home repairs would be covered under this. Handicap accessibility modifications are qualifying expenses. Low income-1st time homebuyers down payment assistance. Many people are now refinancing their loans due to lower interest rates. She discussed ways to promote this: Putting up posters and pamphlets at local businesses. The Birchwood News would be an option. Landlords can be notified of the program through our utility program. A press release is a good idea. She stated there is a lot of money out there. Beffa asked her to give information to our realtor as well. No action required.

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6. Founders Park (PID 65-106-2-37-10-25-5 15-526-554500, 65-106-2-37-10-25-5 15-526-555000, 65-106-2-37-10-25-5 15-526-555500, and/or 65-106-2-37-10-25-5 15-526-556000)
 - a. Lisa Damon's proposal for landscape architect and possible government funding to help develop the park and support the historical society. Hayes gave the history of Lisa's grandfather, who was the 1st Mayor of Birchwood in 1921 and served 27 years. He built the 1st -2 schools in Birchwood. The family is having a reunion in August and would like to do something in his honor. Manning stated that there was a previous discussion about using this area for ATV parking. Damon is willing to do the research to see what grants are available. Motion made by VanGilder, 2nd by Manning to have Damon research this and get back to the Board with the information for the landscape architect to develop the land on Main/ Park into a park. Carried 5-0
7. Change of Street Name
 - a. Lisa Damon requesting to change Orchard Ave to Damon Street. Hayes asked about the change to honor the 1st Mayor. Orchard Ave doesn't have many residents that would be affected. There is a process to go through to make sure it's updated in 911, etc. The family is willing to pay for all expenses to make the street name change. There would be no cost to the Village. VanGilder stated that a previous request from the family -for a different street- had been denied because it would have affected too many people. Beffa stated that Damon would need to have the property owners on Orchard sign something stating they were fine with the change. The Plan Commission would also need to sign off on this. Beffa wondered how this would affect the Village property that is for sale. VanGilder would like Ashley to give the information to Damon, so she knows the process. Motion by VanGilder, 2nd by Barkley to give Damon the correct procedure to follow for changing a street name. She can then bring the completed paperwork to the Plan Commission for their recommendation to send to the Board of Trustees for approval. Carried 5-0
8. Adjournment: Motion by VanGilder, 2nd by Barkley to adjourn. Carried 5-0

It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may attend the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Village request persons requiring assistance to enable attendance and participation to provide at least 24-hour notice.

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