

Village of Birchwood  
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**The Planning Commission**  
of the Village of Birchwood was held on  
**Thursday, June 6<sup>th</sup>, 2024, at 5:30 pm.**  
at the **Birchwood Village Hall, 101 N Main St, Birchwood, WI 54817.**

### MINUTES

Call meeting to order (Meeting is recorded)

Pledge of Allegiance-Recited

Roll call by Clerk: Present: R. VanGilder, B. Boatman, S. Milligan, M. Manning, P. Parkos. Bob Hayes stepped down.

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

#### **AGENDA ITEMS:**

1. Motion by VanGilder 2<sup>nd</sup> by Boatman to approve current agenda. Carried 5-0
2. Conditional Use
  - a. Gayle Luebke gave an overview of the reasoning behind the request for a conditional use of 300 S Wilson St, PID 65-106-2-37-10-25-5 15-526-637000, for the purpose of FEMA project. The property is zoned residential, so a conditional use is needed in order to start construction of the building. The FEMA project is a storm shelter that can hold over 700 people in case of a disaster such as a tornado, etc. It will be a combination weight room (which will be open to the public) and storage for the school. Gayle stated that because the building is more for use during tornado season, they don't need to put HVAC or heat in it. Manning recommended installing heat due to the possibility of extended power outages due to winter weather. VanGilder added that the Village has been working with the school on this project. Manning asked if the zoning needed to be changed, VanGilder said no. Motion by Manning, 2<sup>nd</sup> by Parkos to send the conditional use request to build the FEMA building to the Board of Trustees for approval. Carried 5-0
3. Comprehensive Plan
  - a. Discuss and make changes to draft Village of Birchwood Comprehensive Plan 2024-2044. Beffa discussed the results of the Public Works meeting that was held regarding the ball field. The baseball leagues, Lions Club, and School met to discuss concerns regarding the use of the field. A Ball Diamond Facility Use Plan was drafted, so everyone knows who is responsible for ballfield maintenance, scheduling, etc. An application will need to be submitted to the Village in the spring- to help prioritize scheduling for the field. The Facility Use Plan will be implemented into the Comprehensive Plan. VanGilder commented that the school and coaches need to take care of the scheduling. Discussion on existing land use changes. Zoning map updated. Discussion regarding Timber Bay zoning change- per their request. Zillmer stated that in previous meeting discussions, there were going to be no zoning changes. Beffa added that Zillmer could request a re-zone of her property too. Zillmer asked if Beffa could contact other residents near Zillmer's property to see if they want to be rezoned as well. Beffa suggested adding/changing verbiage to state that during a full re-eval, property owners could request the

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assessor combine their lots. VanGilder added that Emily suggested removing the section that required the Village to contact other municipalities to compare Comprehensive Plans. Beffa found that some of the other municipalities don't have a Comprehensive Plan. The plan will only apply to primary uses and not conditional uses.

- b. Motion by Parkos 2<sup>nd</sup> by Boatman to approve Resolution 252-24 Recommending Adoption of the Village of Birchwood Comprehensive Plan 2024-2044 with the discussed changes. Carried 5-0.

#### 4. Industrial Park

- a. Discuss and review Feather Realty Valuation of the Village's Industrial Park. VanGilder explained that at the last Plan Commission meeting, Chris Drost's request to re-zone the Trinity Church parcel was denied. Drost voiced interest in purchasing a lot in the Industrial Park. VanGilder met with Charles Feather to discuss the value of the 9.76 acres known as the Industrial Park. Feather stated that because there is no water or sewer available at this time, he feels the Park is worth \$170,000 for the entire parcel or \$25,000/acre if lotted off. VanGilder asked Drost how many lots he is interested in. Drost gave his background as an appraiser. VanGilder commented that Feather's evaluation is public information. He added that this discussion is to decide what route to go. VanGilder stated that there is also a company interested in a lot for a warehouse/storage to keep their equipment in along with a workshop. VanGilder stated that the Comprehensive Plan states the goal is to develop a sub-division on the property. Milligan suggested splitting the property for Drost and the other company and then developing the remaining acres -with water and sewer. VanGilder stated that the Village received a quote to put in the water/sewer for \$210,000. He added that the quote doesn't include engineering or state plans, etc., so he doesn't feel it's accurate. VanGilder also stated that Teresa (MSA) said it would probably be around 2 million to put the water/sewer in and complete the loop the DNR has suggested. VanGilder voiced concern over how long it would take to recoup this amount of money. Manning stated that \$25,000/acre wouldn't cover very much of it, even with the added tax revenue. Drost suggested installing individual wells and septic. Beffa stated that she didn't feel it would cost that much to just get the water to the curb stop. She added that the property would be worth more with water/sewer installed. The Industrial Park's purpose was to create jobs and housing. She also mentioned Well-head Protection. VanGilder commented that even if a few of the lots were sold individually, there would still be acreage left for development. Milligan reiterated that by putting in water, it would complete the loop that the DNR wants done. Zillmer commented that this TID district was supposed to be used for housing and jobs. She added that there were restrictions on how the TID could be used. She also stated that she felt a proper road for access should be constructed. Beffa commented that the TID is distressed and that the goal is to close it out in 2025 or 2026. With that being said, no more projects can be done through the TID. VanGilder stated that the Village would put in an easement for access. Beffa added that the properties along Hwy 48 are currently zoned Commercial. VanGilder asked Drost to submit a proposal indicating how many acres he is interested in along with a monetary offer.
- b. Motion by Manning, 2<sup>nd</sup> by Parkos to recommend the Village Board of Trustees sell off lots in the Industrial Park to potential buyer(s). Carried 5-0.

5. Adjourn-Motion by Parkos 2<sup>nd</sup> by Boatman to adjourn. Carried 5-0.

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