



*"The Bluegill Capitol of Wisconsin"*

The Village of Birchwood  
Plan Commission Meeting was held on  
Thursday, Nov 16th, 2023, at 5:00 pm at the Village Hall  
101 N Main Street, Birchwood, WI 54817

**MINUTES**

Chairperson call meeting to order - Meeting will be recorded.

Pledge of Allegiance: Recited

Roll call: Present: R. VanGilder, B. Boatman, S. Milligan, B. Hayes, M. Manning Absent: C. Gargulak

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

Correspondence – Public Comments (limit 3 minutes)-Linda Zillmer voiced concern over public participation and would like to see the current and future plan available in PDF form on the website. She also voiced concern over #4 and feels there should be a public hearing before sending to the BOT. Emily (Northwest Regional Planning) stated that the required process for finalizing the Comprehensive Plan is being followed. VanGilder agreed.

**Discussion/Action Items**

1. Current agenda
  - a. Motion by VanGilder, 2<sup>nd</sup> by Boatman to approve current Planning Commission Committee agenda. Carried 5-0.
2. Comprehensive Outdoor Recreation Plan
  - a. Update on future planning of Tennis/Pickle Ball Court and how that affects the Comprehensive Outdoor Recreation Plans. VanGilder suggested adding pickleball construction to the tennis court in the 20-year plan. Discussion on requirements for future grants including updating the Outdoor Recreational Plan. School contract ends in 2025. The Board agreed this is something that will be in future discussions.
3. Final Draft Comprehensive Plan Review
  - a. Review and approve the Final draft of the Comprehensive Plan (with or without changes). Manning suggested adding a disaster recovery plan into the Comprehensive Plan. Emily (NWRPC) agreed and will add that the Village will participate in the Washburn County All Hazard Mitigation Response and Recovery and Emergency Operations Plan. Motion by Manning, 2<sup>nd</sup> by Boatman to add to the Comprehensive Plan- Section #4 Emergency Management (Plan & Action). Carried 5-0. Motion by VanGilder, 2<sup>nd</sup> by Manning to approve the final draft of the Comprehensive Plan with the addition of the Emergency Management and the pickleball court into the outdoor recreation to be sent to the Board. Carried 5-0.

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](http://www.birchwoodvillagewi.com) to comply with Resolution 175-15.

*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.*

4. Resolution 240-23-Recommend Adoption of the Village of Birchwood Comprehensive Plan 2023-2043
  - a. Discussion and possible recommendation to Board of Trustees to adopt Comprehensive Plan. Manning asked for clarification if this is being sent to the Board for approval or a public hearing. Beffa stated that it goes to the Board to hear public comment first before it can be adopted by the BOT. Motion by VanGilder, 2<sup>nd</sup> by Boatman to adopt Resolution 240-23 of the Comprehensive Plan. Carried 5-0.
5. Motion by Boatman 2<sup>nd</sup> by Milligan to adjourn. Carried 5-0

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