

Village of Birchwood  
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## *"The Bluegill Capitol of Wisconsin"*

The Village of Birchwood  
Plan Commission Meeting was held on  
September 7, 2023, at 5:30 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, B. Hayes, and M. Manning, Absent: S. Milligan and 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 again voiced concern that the current plan is not on the website, and she doesn't feel the Village is informing the public of what action is being taken on the Comprehensive Plan update. LZ stated that the residents on Elm Street, near Birch Haven would like to have it rezoned to residential. Zillmer said there was talk of getting a petition in favor of this. She asked what the process is for updating the land use map.

#### **Discussion/Action Items**

1. Current agenda
  - a. Motion by Boatman 2<sup>nd</sup> by Manning to approve current Planning Commission Committee agenda.  
Carried 4-0
2. Future Land Use Review
  - a. Review categories/definitions for 2004 future land use map, revise if/as needed. Discussion on single, multi-family units, and mobile homes. VanGilder suggested removing the mobile homes category from future land use. Manning agreed. Current mobile homes will be grandfathered in but will not be allowed to be replaced due to the ordinance. Discussion on Rural Development-Beffa reminded the Committee that the map has not been changed yet to reflect the lots that were combined in 2023. Beffa stated that there are a few properties that aren't zoned. Airtec's lot will be changed to CBD zoning and Commercial for land use. Timber Bay lot should be changed to Commercial land use and C-1 zoning. This would make the entire area along Hwy 48 red on the map. Hayes asked about the area by the north side of the creek. Our map says it isn't zoned. Beffa stated we would need to do a title search to find out who owns it. VanGilder gave the ok to order a title search. Discussion on properties in the Village and what they are being used for vs. how they are zoned. The 3 lots on Little Birch will remain CBD for zoning because if they were

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.*

changed, they would be unbuildable due to set backs. These will be changed to Commercial for land use. Change fishing pier to Governmental. Hayes asked about the areas on Elm that would like to become residential. The flower business would be grandfathered in but if she sold- no business would be allowed if changed to residential. Beffa reminded everyone that any and all changes will be discussed at a Public Hearing. Discussion on changing zoning to match the land use for properties to avoid spot zoning. Beffa will send all the changes to Emily. Ordinances will be amended to reflect changes as well.

3. Next Steps and Adoption Process Timeline

- a. Plan Commission to send NWRPC Future Land Use changes. NWRPC will compile a full draft plan (narrative and maps) and send it to Birchwood for review prior to the October Plan Commission meeting. Beffa will send changes to NWRPC.
- b. Identify target date for adoption process. January 1<sup>st</sup>, 2024 is the projected target date.

4. Economic Development Projects

- a. Discuss and make recommendations to the Board of Trustees of potential 2023-2025 committed projects. and include the proposed year of implementation, estimated cost, estimated jobs retained/created (if any), and key implementers(s) involved in the projects. Beffa said that we have funding available for the tennis court/ pickleball court- between grants and donations it would be no cost to the Village. Discussion on the best process and material to use to keep the court in optimum operating conditions. Discussion on sand volleyball court at Doolittle Park, approximately \$5500. There are no grants available to help with this. Discussion on possible road project from the Village Limit north to Cedar Ave. The total cost is around \$338,000. Beffa would like to reapply for the STP Local 80/20 grant to help with these expenses. We have \$5000 in LRIP money plus money available in TID 1. Projects within ½ mile of the TID could use these funds. Suggestion to repair the road from Village limits. We would pay for our own engineering costs and apply for the STP Rural grant to help fund the actual work. Water project- The Corrosion Control and lift station have been partially completed. We are using our Covid money to replace the computer system/gadgets at the sewer plant. Manning asked when the projects need to be completed when applying for the grants. Beffa stated it would be 2026. He also voiced concern over anything that might potentially increase taxes. VanGilder believes Cedar Ave is the higher priority. He is in favor of the tennis court because it's not going to cost the Village anything. Road project #1, Tennis court # 2, STP Rural #3, Volleyball court denied #4, partially completed items #5.

5. Motion by Manning 2<sup>nd</sup> by Hayes to adjourn. Carried 4-0.

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