

**WASHINGTON ISLAND ZONING AND PLANNING  
COMMITTEE MEETING  
October 23, 2023 – 6:30pm  
Washington Island Community Center Rutledge Room &  
Virtual Option, Call in Instructions Below  
AGENDA**

- 1. CALL TO ORDER**
- 2. APPROVAL OF AGENDA**
- 3. APPROVAL OF MINUTES** of the October 11, 2023 meeting
- 4. CORRESPONDENCE:**
- 5. ACTION ITEMS**

- |           |   |                           |
|-----------|---|---------------------------|
| <b>a.</b> | <b>Town of Washington Comprehensive Plan</b><br>Review of previous meeting.   | <b>Discussion Only</b>    |
| <b>b.</b> | <b>Town of Washington Comprehensive Plan</b><br>Mail In Community Wide Survey discussion. Discuss how to do it, who would do it and when it will happen. Discuss virtual survey option. | <b>Discussion/ Motion</b> |
| <b>c.</b> | <b>Town of Washington Comprehensive Plan</b><br>Revise draft of community survey and introduction letter.   | <b>Discussion/ Motion</b> |
| <b>d.</b> | <b>Opening for WIZAP Committee</b>  | <b>Discussion/Motion</b>  |

- 6. REPORTS/ANNOUNCEMENTS**
- 7. COMMUNITY INPUT**
- 8. BOARD INPUT**
- 9. NEXT MEETING:** Suggestions?
- 10. ADJOURN**

MORE THAN TWO TOWN BOARD MEMBERS MAY BE PRESENT  
*WISCONSIN'S OPEN MEETINGS LAW NOTICE (WIS.STAT. §19.84)*  
Posted October 20, 2023

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**WASHINGTON ISLAND ZONING & PLANNING  
COMMITTEE MEETING - Meeting Minutes  
Wednesday October 11, 2023  
Rutledge Room, Washington Island**

**1. CALL TO ORDER:** The meeting was called to order at 6:30 PM by Chairman Doug Hansen

**MEMBERS PRESENT:** Michael Kickbush, Doug Hansen, Connie Smith, Larry Kahlscheuer, Susan Buchanan

**MEMBERS ABSENT:** Andrew Kehren

**OTHERS PRESENT:** Peter Sownie, Hans Lux, unknown man

**2. APPROVAL of AGENDA:** The agenda was approved as written. Motion by Kickbush, 2<sup>nd</sup> by Smith. **Motion passed** unanimously.

**3. APPROVAL OF MINUTES:** The minutes September 27, 2023 meeting were approved as written. Motion by Smith, 2<sup>nd</sup> by Kickbush. **Motion passed** unanimously.

**4. CORRESPONDENCE:**

**ACTION ITEMS:**

**5. a. TOW Comprehensive Plan** – Review Previous Meeting minutes.

**5. b. TOW Comprehensive Plan** – Mail in survey discussion. Proposed a remaining schedule to get survey mailed by November 1, 2023 with a deadline to finish and return to the town by November 10, 2023. Tabulation to occur by the end of November. Doug has talked to the Women's and Lions Clubs about helping to tabulate. Follow up with school for help tabulating. WIZAP will look at a final draft of the survey on 10/23.

Motion was made by Kickbush, 2<sup>nd</sup> by Smith to recommend to the Town Board that it **use the Washington Island Observer to print, fold and supply paper and mailing envelopes for the TOW Comprehensive Plan Survey**. Motion passed unanimously.

Motion was made by Hanson, 2<sup>nd</sup> by Smith to recommend to the Town Board that it **supply both a stamped mailing envelope and self addressed stamped return envelope for the TOW Comprehensive Plan Survey**. Motion passed unanimously

**5. c. TOW Comprehensive Plan** – Discussion of mailing the survey vs. online survey. Hans suggested that the surveys could be coded so that mail out surveys could be answered on line. Mail out survey is to sample the preferences of property owners and voters. Virtual survey (without code) could be used to sample the preferences of the rest of interested respondents such as students, tourists and/or visitors. Mention was also made of a drop box in the town office to help expedite the process.

Discussion of the 2007 Comp. Plan survey questions, new questions from the Town's committees and WIZAP members. Suggested questions from Margaret Foss, Steve Reiss, Laura Hale, the school, Emily Small and WIZAP members were considered and added to the draft of survey questions. TOW Comp. Plan website to be updated as tabulation occurs and link for virtual survey is made public.

**5. d. Opening for WIZAP Committee** – No action taken.

**6. REPORTS/ANNOUNCEMENTS:** None.

**7. COMMUNITY INPUT:** None.

**8. BOARD INPUT:** None.

**9. NEXT MEETING:** October 23, 2023 at 6:30pm.

**10. ADJOURNMENT:** Motion by Smith to adjourn, 2<sup>nd</sup> by Kickbush. Motion passed unanimously. Meeting was adjourned at 8:27 pm.

Respectfully submitted,

Michael G. Kickbush AIA

Secretary

Washington Island Zoning & Planning Committee

## RECOMMENDATION

### WASHINGTON ISLAND PLANNING & ZONING COMMITTEE

**October 23, 2023**

At a publically posted meeting of the Washington Island Zoning and Planning meeting held on October 23, 2023 it was the unanimous recommendation of the committee members present that **the Town of Washington put out a press release making the public aware of the pending survey.**

The motion was made to put out a press release by box holder. The motion was made Kickbush, 2<sup>nd</sup> by Buchanan. Motion passed unanimously.

Respectfully submitted,

Michael G. Kickbush AIA  
Secretary  
Washington Island Planning & Zoning Committee

## RECOMMENDATION

### WASHINGTON ISLAND PLANNING & ZONING COMMITTEE

**October 23, 2023**

At a publically posted meeting of the Washington Island Zoning and Planning meeting held on October 23, 2023 it was the unanimous recommendation of the committee members present that **the Town of Washington send out the attached survey draft with the changes listed below.**

The motion was made to approve the TOW Comprehensive Plan Survey draft with revisions (discussed at the 10-23-23 meeting). The motion was made Kickbush, 2<sup>nd</sup> by Smith. Motion passed unanimously.

Respectfully submitted,

Michael G. Kickbush AIA  
Secretary  
Washington Island Planning & Zoning Committee

#### **Changes to Introduction Letter**

Change deadline for return to November 17.

#### **Changes to Questions.**

1. Change question to rank in order of importance rather than agree/disagree.
2. The Town of Washington is developing satisfactorily under existing zoning ordinances.
5. Large minimum sized lots benefit the island.
6. Change question to rank in order of importance rather than agree/disagree.
- 6c. Expanded nature trail systems for birders and hikers.
- 6d. Create trail systems for snowmobiles, cross country skiers and mountain bikers.
8. The most appropriate location for future high density development, including multi-family and affordable housing is the existing main road core development area.

9b. Homes to rent year round.

9d. Duplexes

9e. Multiple Occupancy Developments (condo's & multi-unit rental buildings).

10d. Establish a maximum limit on home size.

11. Deleted

14c. Deleted

15. The results of this survey will affect change.

16. More tourism in the summer would benefit our community.

17. Move question 17 and make it question 10, renumber remainder of questions.

21. It is important that Library Services meets the needs of our community.

22. It is important that the Washington Island School adequately prepares our youth for their futures.

23. It is important that the Town of Washington sponsor a community input driven space and use assessment of the community center building and grounds.

25. Charging day traffic to visit the island would offset our community's expenses.

26. All town buildings should meet minimum fire safety requirements.

### **New Questions**

Adopting Zoning Ordinances to regulate cell towers, wind farms and solar farms would benefit the island.

It is important that the island's infrastructure meets the needs of the community.

## TOWN OF WASHINGTON COMMUNITY PLANNING SURVEY

To all the land owners and voters in the Town of Washington.

The Town of Washington is in the beginning stages of developing a 20- year comprehensive plan. This document will guide our Town's growth over the next 20 years. During the planning process, we will evaluate various areas including land use, housing, transportation, economic development, utilities and facilities parks, natural and cultural resources, etc.

Public participation is essential in developing such a plan and the Town of Washington is requesting your input on how you want your community to look in the next twenty years. Completing this survey provides you the opportunity to express your opinion. At the end of the survey there is an opportunity for open commentary to express your concerns regarding the future of our community. Additional copies of the survey are available at the Town Office for those households with more than 2 people or for voters who do not own property. Please call (920) 847-2522 or email [townoffice@washingtonisland-wi.gov](mailto:townoffice@washingtonisland-wi.gov).

Information gathered from this survey will be used by our Town government to help establish the desired outcomes from this comprehensive planning effort. The community can follow the progress of this planning effort through accessing the following link:  
<https://town-of-washington-comprehensive-plan-baylakerpc.arcgis.com/>.

The survey must be returned in the attached envelop by November 10th. The survey may also be dropped off at the Town office in the return envelop by November 10 th . Please encourage all citizens of our community to complete this important Comprehensive Planning survey.

Doug Hansen  
Chairman-WIZAP

## 2023 Washington Island Comprehensive Planning Survey

For the following statements please indicate: strongly agree (1), agree (2), neutral (3), disagree (4) or strongly disagree (5)

	Resp. 1	Resp. 2
1) A primary goal of the Island's upcoming comprehensive plan should be the preservation of:		
A) Low density dispersed housing, as opposed to apartments or condominiums.....	_____	_____
B) The open spaces (fields, meadows) and forests.....	_____	_____
C) The quiet ambiance (lack of background noises).....	_____	_____
D) The natural features (Little Lake, the Mountain wetlands, beaches, clear lake waters, bird & wildlife habitats).....	_____	_____
E) Dark night skies.....	_____	_____
F) Local family owned and operated businesses as opposed to commercial chain outlets, stores, and restaurants.....	_____	_____
G) The rural/agrarian character of the community.....	_____	_____
2) The Town of Washington is developing satisfactorily under existing ordinances.....	_____	_____
3) Expanding and marketing tourism in spring, fall, and winter would benefit the Island.....	_____	_____
4) It is important to first consider the natural limitations of the island's location, physical features, and natural resources when making land use and development decisions.....	_____	_____
5) It is important that open spaces be preserved by allowing the rezoning of large parcels into smaller lots only if necessary to provide an overriding public benefit.....	_____	_____
6) On the subject of recreation, the upcoming comprehensive plan should encourage:		
A) Improved and expanded bike and pedestrian paths along roadsides.....	_____	_____
B) Improved and expanded public boat launch ramps.....	_____	_____
C) Expanded nature trail systems for birders and hikers and mountain bikers.....	_____	_____
D) Improved and expanded trail systems for snowmobiles and cross-country skiers.....	_____	_____
E) Improved and expanded public docking facilities for sail and motor boaters.....	_____	_____
F) Game hunting.....	_____	_____
G) Sport fishing.....	_____	_____
7) On the subject of commerce, the upcoming comprehensive plan should encourage:		
A) Restaurant facilities.....	_____	_____
B) Storage facilities.....	_____	_____
C) Tourist lodging facilities.....	_____	_____
D) Retail stores and shops.....	_____	_____
E) Retreat and adult learning centers.....	_____	_____
F) Museums.....	_____	_____
G) "On land" transportation facilities for tourists.....	_____	_____
H) "On land" transportation facilities for residents.....	_____	_____
I) Healthcare facilities.....	_____	_____
J) Marine facilities.....	_____	_____
K) Family entertainment facilities.....	_____	_____
8) The most appropriate location for future high density development, including multi-family and affordable housing is near or adjacent to the existing main road "Town Center." .....	_____	_____
9) On the subject of housing, the upcoming comprehensive plan should encourage:		
A) Homes to buy.....	_____	_____
B) Homes to rent.....	_____	_____



C) Senior citizen housing.....	_____	_____
D) Multi-unit housing (condominiums, townhouses, duplexes).....	_____	_____
E) Multi-unit housing (rental apartments).....	_____	_____
F) Summer/vacation houses.....	_____	_____
G) Assisted care housing.....	_____	_____
H) Nursing care housing.....	_____	_____
10) The upcoming comprehensive plan should use regulation to:	_____	_____
A) Discourage outdoor "junk" storage visible from roadsides.....	_____	_____
B) Discourage outdoor residential lighting that contributes to light pollution.....	_____	_____
C) Establish architectural design standards.....	_____	_____
D) Establish a limit on home size.....	_____	_____
11) Additional ferry trips in the winter would encourage travel on and off the island.....	_____	_____
12) Development and expansion of the airport would benefit the Island.....	_____	_____
13) The town-owned easements to the lake should be better marked and maintained.....	_____	_____
14) On the subject of business, the upcoming comprehensive plan should encourage:	_____	_____
A) Home business/cottage industry.....	_____	_____
B) Locally owned and operated business.....	_____	_____
C) High speed internet.....	_____	_____
D) Animal husbandry.....	_____	_____
E) Farming.....	_____	_____
F) Farmers markets.....	_____	_____
G) Managed forestry.....	_____	_____
H) Eco-tourism (birding, hiking, biking, kayaking, astronomy, etc). .....	_____	_____
I) Winter recreation activities.....	_____	_____
J) Hunting and fishing.....	_____	_____
K) Workshops/classes.....	_____	_____
L) Hospitality accommodations (hotel, motel, rentals, B&B's).....	_____	_____
M) Support services for the elderly.....	_____	_____
N) Nursing and hospice care.....	_____	_____
O) Assisted living for the elderly.....	_____	_____
P) In home care for the elderly.....	_____	_____
Q) Amusement parks.....	_____	_____
R) Construction industry.....	_____	_____
S) Small conferences/retreats/forums (hosted on the Island).....	_____	_____
15) The results of this survey will make a difference.....	_____	_____
16) More tourism would benefit our community.....	_____	_____
17) Properties being used for short term rentals (houses being rented for less than 7 days) benefits our community.....	_____	_____
18) What is the best way for government to keep the community informed? (Select all that apply)	_____	_____
A) Town Website      B) Social Media      C) Email Announcement      D) Public Meetings		
E) Newspaper notices      F) Box holder		
19) The Town of Washington should develop a master plan for Mountain Tower Park and the adjacent valley property.....	_____	_____

- 20) It is important that historical records and photographs continue to be preserved by our archives and be made available to the public.....
- 21) The Washington Island Library Services currently meets the needs of our community.....
- 22) The Washington Island School adequately prepares our youth for their futures.....
- 23) The Town of Washington should sponsor a community input driven space and use assessment of the community center building and grounds.....
- 24) Healthcare services in our community are meeting the needs of the community for all ages.....
- 25) Collecting a visitor's use tax would benefit the community.....
- 26) All Town buildings should be code compliant and ADA accessible.....
- 27) What category best describes your residence status? (Select one)  
A) Year round    B) Seasonal    C) Occasional    D) Year round, off island for 60 days or more
- 28) Do you intend to live here year-round in the future? (Select one)  
A) Yes    B) No
- 29) How long have you been coming to the island? (Select one)  
A) 10 years or less    B) 10-20 years    C) 20-30 years    D) 30-40 years    E) 40-50 years    F) 50-60 years    G) 60-70 years  
H) Over 70 years
- 30) How long have you lived year-round on the island? (Select one)  
A) 5 years or less    B) 6-20 years    C) 21 or more years    D) I was raised here    E) I don't live here year-round.
- 31) What is your property ownership status? (Select all that apply)  
A) Home owner    B) Business owner    C) Land owner    D) Rent home    E) Do not own property
- 32) What is your age group? (Select one)  
A) Under 20    B) 21-35    C) 36-50    D) 51-65    E) Over 65
- 33) What is your employment status? (Select one)  
A) Full time    B) Part time    C) Seasonal    D) Retired    E) Self-employed    F) Unemployed  
G) Unemployed (and looking for work)    H) Volunteer
- 34) What is your estimated annual income? (Select one)  
A) Less than \$30,000    B) \$30,000 to \$45,000    C) \$45,000 to \$60,000    D) \$60,000 to \$150,000    E) Above \$150,000

Other thoughts or concerns regarding the future of our community: