

**WASHINGTON ISLAND ZONING & PLANNING
COMMITTEE MEETING - Meeting Minutes
Wednesday August 23, 2023
Rutledge Room, Washington Island**

1. CALL TO ORDER: The meeting was called to order at 7:00 PM by Chairman Doug Hansen

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

MEMBERS ABSENT: None

OTHERS PRESENT: Andy Kehren, Will Criag, Brandon Robinson, Izzy Fuller, Peter Sownie, Ardis Hansen, John L.

2. APPROVAL of AGENDA: The agenda was approved as written. Motion by Buchanan, 2nd by Smith. **Motion passed** unanimously.

3. APPROVAL OF MINUTES: The minutes May 23, 2023 meeting were approved as written. Motion by Smith, 2nd by Kickbush. **Motion passed** unanimously.

4. CORRESPONDENCE: Letter of Interest/Resume from Andrew Kehren to join WIZAP

ACTION ITEMS:

5. a. Baylake Regional Planning Commission

Discussion/Motion

Presentation by Bay-Lake Regional Planning Commission on the process associated with adopting a Comprehensive Plan for The Town of Washington and the Public Participation Procedure associated with it. The motion to recommend to The Town Board of Washington Island that they adopt the Public Participation Procedure (drafted by Bay Lake Regional Planning Commission) was made by Doug Hanson, 2nd by Mike Kickbush. Motion passed unanimously.

- 12 Month Time line starting 8/21/23, can be extended if needed. \$12,000 Coastal Management Grant.
- Smart Growth adopted by the State of Wisconsin in 1999, contains 9 Comprehensive Plan Elements – Issues and Opportunities, Housing, Transportation, Utilities and Communities Facilities, Agricultural, Natural and Cultural Resources, Economic Development, Intergovernmental Cooperation, Land Use, Implementation
- Bay Lake RPC to review previous island planning efforts found on the WIZAP page on the town website. Plans need to be updated every 10 years.
- Bay Lake to generate a community wide survey, WIZAP generates the final questions. Concern was raised about virtual surveys not reaching enough people. Suggestion to consider reusing 2007 Comprehensive Plan survey questions was made. Survey questions should be determined by early October, progress report to be done by Bay Lake RPC to Coastal Management Program by December 1, 2023.

5. b. Opening for WIZAP Committee – The motion to recommend Andrew Kehren as a member of WIZAP was made by Mike Kickbush, 2nd by Susan Buchanan. Motion passed unanimously.

6. REPORTS/ANNOUNCEMENTS: None.

7. COMMUNITY INPUT: None.

8. BOARD INPUT: None.

9. NEXT MEETING: September 12 at 6:30pm.

10. ADJOURNMENT: Motion by Buchanan to adjourn, 2nd by Smith. Motion passed unanimously. Meeting was adjourned at 8:55 pm.

Respectfully submitted,

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

Economic Development Committee Housing Questions

The following paragraph is part of the Wisconsin State Statute pertaining to the responsibilities of local governing units who have written comprehensive plans. 66.1001(2)(b)

b) Housing element. A compilation of objectives, policies, goals, maps and programs of the local governmental unit to provide an adequate housing supply that meets existing and forecasted housing demand in the local governmental unit. The element shall assess the age, structural, value and occupancy characteristics of the local governmental unit's housing stock. The element shall also identify specific policies and programs that promote the development of housing for residents of the local governmental unit and provide a range of housing choices that meet the needs of persons of all income levels and of all age groups and persons with special needs, policies and programs that promote the availability of land for the development or redevelopment of low-income and moderate-income housing, and policies and programs to maintain or rehabilitate the local governmental unit's existing housing stock.

The purpose of this exercise is to ensure that the upcoming Comprehensive Plan Survey asks the questions that the Economic Development Committee deems important. The specific questions address the numbered areas of interest. The specific questions below the areas of interest are numbered to show what area of interest is being addressed by the question. Hopefully we will produce a definitive, concise list of both areas of interest and specific questions that are consistent with the WIZAP committee thoughts and are presentable to the Town Board in a recommendation.

Do not consider this list as exhaustive.

Areas of Interest

1. Quantify awareness, perceptions and desire of the community regarding housing
2. Quantify need/create renter/landlord clearinghouse
3. Identify/create new rental properties (house sharing, 750 square foot accessory residences)
4. Identify/create developers
5. Identify potential land parcels suitable for housing/compatible zoning/remove obstacles
6. Identify housing types (multiunit, apartment, single family, tiny) that are palatable
7. Identify architectural styles that are palatable
8. Ascertain most efficient method for dispensing information regarding available resources/programs
9. Test knowledge of the issue/ do we have a substance issue or a communication problem
10. Gauge commitment/money where mouth is

Specific Questions

1. Do you think the Island has a housing problem?
1. Are you personally affected by housing on the Island?

Economic Development Committee Housing Questions

1. Are you aware of programs that might be helpful to solve a housing problem?
1. Are you in favor of authorizing the Town Board to utilize Town Resources including borrowing to alleviate any Island housing issues?
1. The greatest obstacle to create affordable housing is?
2. Are you searching for different housing? Type? Timeframe?
2. What are your demographics?
3. Should the Town of Washington purchase neglected properties, rehab the property and make available for affordable housing?
3. Should the Town of Washington donate Town land for the purpose of building affordable housing units?
3. Should the Town of Washington develop tools/incentives for older adults to share their homes with younger generations for the benefit of all?
6. Would you be willing to be part of a new corporation for the purpose of building affordable (available to those households with incomes less than \$65K) apartments similar to Welkommen?
6. Could this concept be viable on the Island?
6. Where should such a unit be built? A) Main Rd B) Welkommen area C) Reclaimed Town gravel pit D) Somewhere else
6. Are multiunit buildings for housing acceptable on the Island?
6. If yes where?
7. What style of building?

WASHINGTON ISLAND ZONING & PLANNING COMMITTEE
COMMUNITY SURVEY QUESTIONNAIRE RESULTS

The purpose of the survey was to:

- To provide all island taxpayers and non-taxpayer registered voters with an opportunity to provide the Town of Washington with guidance for future land use, growth and development decisions. Simply put, the survey is a guide for planning.
- To provide guidance in developing a new COMPREHENSIVE PLAN. . [As stated in *AN INTRODUCTION TO THE PLAN COMMISSION HANDBOOK* by Lynn Markham – “Public input should be emphasized before, during and after comprehensive plan development....through participation in public meetings....and...by responding to household surveys...that provide a non-technical focus for key issues addressed in the planning process. A range of opinions makes your plan stronger... Opinion surveys have the advantage of systematically describing the views of many people.”
- To help provide a vision of what we want the community to look like in 20 years.

We began in October, 2006. We solicited and received public input, wrote many drafts, finalized the questions in March of 2007 and mailed out the questionnaire (which included a stamped, addressed envelope) on April 12, 2007.

1170 questionnaires were mailed to all taxpayers. We also made them available at the Town Office to non-taxpaying, but registered voters. Total cost was \$1706 for printing, supplies, and mailing.

531 survey forms were received from a total of 797 respondents. The 531 forms returned gave us a response rate of just over 45 which is considered an extremely good rate of return.

Many thanks go to the WIZAP (Washington Island Planning & Zoning Committee) for their dedication to this project—

Mary Lee Benson, chair	Mike Kickbush
Chari Rutledge, secretary	Bill Norris
Joel Gunnlaugsson	Ron Overdahl
Dewey Jacobsen	Jim VanRamshorst
Amy Jorgenson	

And special thanks to Wayne Boyer for formatting and Ham Rutledge for tabulating the results, and to Rob Burke of the UW Extension for giving guidance throughout the project, and to the public for its participation and for the exceptional 45% response.

KEY FINDINGS of the
WASHINGTON ISLAND ZONING & PLANNING
SURVEY QUESTIONNAIRE

The purpose of the survey was to:

- To provide all island taxpayers and non-taxpayer registered voters with an opportunity to provide the Town of Washington with guidance for future land use, growth and development decisions; and to help provide a vision of what we want the community to look like in 20 years.
- To provide guidance in developing a new COMPREHENSIVE PLAN. Opinion surveys have the advantage of systematically describing the views of many people.

We began in October, 2006. We solicited and received public input, wrote many drafts, and mailed out the questionnaire on April 12, 2007.

1170 questionnaires were mailed to all taxpayers. We also made them available at the Town Office to non-taxpaying, but registered voters. Year-round respondents returned 211 survey forms with 315 respondents. Non year-round residents returned 320 survey forms with 482 respondents. The total of all survey forms was 531 with 797 respondents giving us a response rate of just over 45% which far exceeds the minimum validity of 10% for a community-wide survey.

These results can be considered to reliably reflect the opinions of both year-round and part time residents.

There was a high degree of agreement between year-round and part-time residents:

- That one of the primary goals of the Comprehensive Plan should be to preserve:
*the natural features like Little Lake, the Mountain & wetlands, etc.; *open spaces, fields, meadows, forests; *dark night skies; *quiet ambiance; *low density dispersed housing; *local family owned businesses; *the rural/agricultural character of the community
- That it is important to first consider the natural limitations of the island's location, its physical features, and its natural resources when making land use and development decisions.
- That any changes to the town marina, town dock, parking and adjoining public areas should be consistent with the historic appearance of Jackson Harbor.

Other areas that received high agreement:

- The town-owned easements to the lake should be better marked & maintained
- It is important that open spaces be preserved by allowing the rezoning of larger parcels into smaller lots only if necessary to provide an overriding public benefit.
- Expanding & marketing tourism into the shoulder seasons (spring, fall & winter) would benefit the island.
- During the summer season the addition of a Friday midnight ferry would be of benefit to the island.

- The most appropriate location for future high density development, including multi-family & affordable housing, is near or adjacent to the existing Main Road "Town Center".
- The Town is developing satisfactorily under existing Ordinances.
- If additional ferry trips were scheduled during the winter, I would probably make more trips on/off the island.

Respondents from both groups most strongly disagreed with the following statements:

- More development and/or expansion of the airport (beyond the planned runway realignment as it was designated in the 2005 referendum) would be of benefit to the island.
- The Comprehensive Plan should encourage land uses that would attract: hunters; storage facilities; multi-unit housing (rental apartments); multi-unit housing (ie. condos, townhouses, duplexes)

Asked whether the Comprehensive Plan should encourage RECREATIONAL land uses, respondents in both groups showed a preference for:

*improved and expanded bike and pedestrian paths along roadsides; *expanded nature trail systems for birders & hikers; *uses that would attract sport fishing

Neither group wanted uses that would attract hunters.

Asked whether the Comprehensive Plan should encourage COMMERCIAL USES, both groups showed a preference for:

*health care facilities; *restaurant facilities; *retreat and adult learning centers; *museums; *tourist lodging facilities; *marine facilities

HOUSING TYPES that All Respondents agreed should be encouraged in the Comprehensive Plan:

*senior citizen housing; *assisted care housing; *homes to buy; *nursing care housing; *summer/vacation housing; *homes to rent

Neither group wanted to encourage multi-unit housing (condos, townhouses, duplexes) or multi-unit housing (rental apartments).

There was a high degree of agreement in both groups that the Comprehensive Plan should encourage the implementation of more restrictive land use regulations on outdoor "junk" storage visible from roadsides and on outdoor residential lighting.

Neither group had high preference for architecture/design standards.

When asked which businesses or services should be encouraged by the Comprehensive Plan, those chosen most frequently were:

*locally owned & operated business; *eco-tourism eg. birding, hiking, biking, kayaking, astronomy, etc.; *home business/cottage industry; *support services for the elderly; *high speed internet access; *workshops/classes, etc.(like Sievers); *farmers markets; *in home care for the elderly; *small conferences/retreats; *assisted living for the elderly; *farming; *managed forestry.

WASHINGTON ISLAND COMPREHENSIVE PLANNING SURVEY ALL RESPONSES

531 Forms, 797 Responses

Print Date: 8/23/07

Numbers are the actual count of responses to this question.

	Strongly Agree 1	Agree 2	No Opinion 3	Disagree 4	Strongly Disagree 5
1. One of the primary goals of the Comprehensive Plan should be to preserve the following attributes which contribute to the quality of life in the Island:					
A. the low density dispersed housing	496	193	19	43	16
B. the open spaces (fields, meadows) and forests	607	148	9	16	6
C. the quiet ambiance (lack of background noises)	604	136	22	15	6
D. the natural features (Little Lake, the Mountain, wetlands, beaches, clear lake waters, bird & wildlife habitat)	652	116	8	6	3
E. dark night skies due to the lack of light pollution	622	114	27	14	8
F. local/family owned and operated businesses	501	205	47	25	6
G. rural/agricultural character of the community	485	210	70	12	3
2. The Town of Washington is developing satisfactorily under existing ordinances	106	311	220	98	19
3. Expanding & marketing tourism into the shoulder seasons (spring, fall & winter) would benefit the Island	226	359	92	70	30
4. It is important to first consider the natural limitations of the Island's location, its physical features, and its natural resources when making land use and development decisions	536	188	33	18	11
5. It is important that open spaces be preserved by allowing the rezoning of larger parcels into smaller lots only if necessary to provide an overriding public benefit	351	214	61	81	48
6. The Comprehensive Plan should encourage the following land uses on the Island:					
A. RECREATIONAL USES, including:					
a. improved and expanded bike and pedestrian paths along roadsides	364	292	53	56	21
b. more and improved public boat launch ramps	206	244	187	110	30
c. expanded nature trail systems for birders & hikers	301	306	117	45	14
d. developed and marked trail systems for snow mobiles and cross-country skiers	177	270	159	98	70
e. more and improved public docking facilities for sail and motor boaters	190	245	200	105	36
f. uses that would attract hunters	39	155	176	242	168
g. uses that would attract sport fishing	128	398	154	73	24
B. COMMERCIAL USES, including					
a. restaurant facilities	174	386	115	68	26
b. storage facilities	40	157	274	200	97
c. tourist lodging facilities	106	372	162	91	33
d. retail stores and shops	109	366	148	108	39

WASHINGTON ISLAND COMPREHENSIVE PLANNING SURVEY ALL RESPONSES

531 Forms, 797 Responses

Print Date: 8/23/07

Numbers are the actual count of responses to this question.

	Strongly Agree 1	Agree 2	No Opinion 3	Disagree 4	Strongly Disagree 5
e. retreat and adult learning centers	191	331	170	54	24
f. museums	145	307	207	93	21
g. "on land" transportation facilities for tourists	113	298	180	122	56
h. "on land" transportation facilities for residents	119	280	219	107	42
i. health care facilities	372	294	73	28	12
j. marine facilities	131	305	218	80	33
k. family entertainment facilities	122	302	198	111	36
7. 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"	187	285	89	104	85
8. The Comprehensive Plan should encourage development of the following types of housing on the Island:					
A. homes to buy	141	335	123	121	54
B. homes to rent	83	270	179	156	86
C. senior citizen housing	160	365	150	71	33
D. multi-unit housing (for example: condos, townhouses, duplexes)	27	104	96	218	336
E. multi-unit housing (rental apartments)	35	120	103	219	302
F. summer/vacation housing	68	323	190	118	81
G. assisted care housing	144	387	143	61	37
H. nursing care housing	117	319	184	99	49
9. The Comprehensive Plan should encourage the implementation of more restrictive land use regulation, including:					
A. restrictions on outdoor "junk" storage visible from roadsides	473	190	44	54	26
B. restrictions on outdoor residential lighting	274	227	124	106	44
C. architecture/design standards	134	203	134	189	112
D. maximum limit on home size	209	162	118	171	113
10. during the summer season the addition of a weekly midnight ferry would be of benefit to the Island	250	234	174	52	46
which evening preferred?	Mon 21	Tue 6	Wed 33	Thu 61	Fri 348
11. If additional ferry trips were scheduled during the winter, I would probably make more trips on/off the Island	166	222	200	124	68
12. More development and/or expansion of the Washington Island airport (beyond the planned runway realignment as it was designated in the 2005 referendum) would be of benefit to the Island	108	123	154	151	248

WASHINGTON ISLAND COMPREHENSIVE PLANNING SURVEY ALL RESPONSES

531 Forms, 797 Responses

Print Date: 8/23/07

Numbers are the actual count of responses to this question.

	Strongly Agree 1	Agree 2	No Opinion 3	Disagree 4	Strongly Disagree 5
13. Any changes to the town marina, town dock, parking and adjoining public areas should be consistant with the historic appearance of Jackson Harbor	453	246	37	26	20
14. The town-owned easements to the lake should be better marked and maintained	305	292	115	41	28
15. Please check only those businesses or services which should be encouraged by the Comprehensive Plan:					
563 a. home business/cottage industry					
640 b. locally owned & operated business					
559 c. high speed internet access					
404 d. animal husbandry (beef cattle, sheep, alpacas, etc.)					
498 e. farming					
532 f. farmers markets					
469 g. managed forestry					
589 h. eco-tourism (birding, hiking, biking, kayaking, astronomy, etc.)					
436 i. winter recreational activities					
353 j. hunting & fishing					
549 k. workshops/classes, etc. (i.e., Sievers model)					
398 l. hospitality accomodations (hotel, motel, rentals, B&B's)					
560 m. support services for the elderly					
455 n. nursing & hospice care					
500 o. assisted living for the elderly					
506 p. in home care for the elderly					
26 q. "amusement type" parks					
211 r. construction industry					
501 s. Small conferences/retreats/forums (that bring people to the Island)					

WASHINGTON ISLAND COMPREHENSIVE PLANNING SURVEY ALL RESPONSES

531 Forms, 797 Responses

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DEMOGRAPHICS

A. What category best describes your residence status?

230 1. year-round	115 3. occasional	
323 2. seasonal	90 4. year-round, but off Island 60 days or more	

B. Do you intend to live here year-round in the future?

419 1. yes	284 2. no
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C. How long have you been coming to the Island?

72 10 years or less	150 20 to 30 years	71 40 to 50 years	32 60 to 70 years
130 10 to 20 years	127 30 to 40 years	44 50 to 60 years	18 70 years or more

D. How long have you lived year-round on the Island?

75 1. 5 years or less	49 3. 21 years or more	426 5. I don't live here year-round
117 2. 6-20 years	70 4. raised here	

E. What is your property ownership status? (mark all that apply)

623 1. home owner	334 3. land owner	17 5. do not own property
55 2. business owner	24 4. rent home	

F. Your age group:

3 1. under 20	120 3. 36-50	262 5. over 65
24 2. 21-35	362 4. 51-65	

G. Your employment (check all that apply):

261 1. full time	324 4. retired	7 7. unemployed (& looking for work)
74 2. part time	149 5. self-employed	
30 3. seasonal	21 6. unemployed	70 8. volunteer

H. What is your estimated annual household income?

39 1. up to \$20,000	97 3. \$36,000 to \$50,000	213 5. above \$100,000
57 2. \$21,000 to \$35,000	208 4. \$51,000 to \$100,000	