

City of Ashland – Sustainability Committee Meeting

Thursday, February 23, 2023

6:00 pm – 7:00 pm HYBRID MEETING:

**Meeting Link: <https://meet.goto.com/756968365> Access Code:
756-968-365 - CITY COUNCIL CHAMBERS (601 Main Street W)**

Energy Action Plan, 25x25 Plan, Sourcewater Protection Plan linked here:
<https://sites.google.com/view/ashland-sustainability/themes>

Present:

Absent:

Agenda

- 1) Approval of Agenda
- 2) Election of Chairperson
- 3) Approval of minutes from the January 26, 2023 meeting
- 4) Citizen Comments
- 5) Projects/Discussions
 - a) Waste and Recycling
 - i. Recycling guidelines flyer – Update
 - ii. Draft Demolition Recycling Ordinance - Discussion
 - b) Climate Change
 - i. 25x25 Plan further discussion
 - ii. Police Department Solar - Update
 - c) Water
 - i. Develop Sourcewater Protection Plan initial Recommendations
 - d) Annual Report for City Council
 - e) Solar Incentives Proposal
- 6) Future agenda items
- 7) Adjournment

The City of Ashland does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or provision of services, programs or activities.

It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information or speak about a subject, over which they have decision-making responsibility. Any governmental body at the above stated meeting will take no action other than the governmental body specifically referred to above in this notice.

NOTE: Upon reasonable notice, the City of Ashland will accommodate the needs of disabled individuals through auxiliary aids or services. For additional information or to request this service, contact the Planning & Zoning Department at (715) 682-7041.

City of Ashland – Sustainability Committee Meeting

Thursday, January 26, 2023

6:00 pm – 7:00 pm HYBRID MEETING: GOTO and

CITY COUNCIL CHAMBERS (601 Main Street W)

Energy Action Plan, 25x25 Plan, Sourcewater Protection Plan linked here:

<https://sites.google.com/view/ashland-sustainability/themes>

Present: Dale Kupczyk, Lissa Radke, Laura Graf, Amy Amman, Kate Ullman, Axel Peterman

Others Present: Steven Wiley, Matt Mac Kenzie

Absent: Adam Zais (Excused)

Agenda

1) Approval of Agenda

The Committee approved the agenda at 6:06 pm.

2) Approval of minutes from the December 15, 2022 meeting

Graf motioned and Kupczyk seconded to approve the minutes from the December 15th, 2022 meeting. No one had any revisions so the motion carried.

3) Citizen Comments

Mayor Mac Kenzie thanked the committee for the work they do. He provided a few examples of initiatives that started with the committee and are now in progress. He asked the committee to continue looking at things and if they made sense the City could implement them. Committee members thanked the Mayor for attending.

4) Projects/Discussions

a) Waste and Recycling

i. Recycling guidelines flyer – Update

Wiley provided an update on the flyer. Committee members asked for additional clarity on where to take non-recyclable items. Ullman asked Radke if there was a way to include the Clean Sweep flyer back to back with the recycling flyer. Radke answered that she could put a Clean Sweep flyer together. Wiley explained that he needed to finalize the flyer by February 6th. Graf asked if the information could also be posted online. Wiley answered that this was possible. Committee members discussed specific items such as paper cartons, plastic bags, medications, and Christmas lights and stated that it was important to provide information on where to take these. Radke asked if there was anything in the City's contract with Republic that stipulated whether Republic needed to provide reports on what they recycled annually. Ullman suggested looking at this with Republic the next time the contract came up. Kupczyk was interested in data on how much was recycled versus landfilled annually.

b) Climate Change

i. 25x25 Plan further discussion

Ullman explained that two years ago the committee made a recommendation to Council for Public Works to update City lighting to LED over the next few

years. She would like a report on how much lighting was converted. Lighting was the easiest starting point for the 25 x 25 Plan. Kupczyk stated that it should be on the City's budget to replace some windows each year in City Hall. Mayor Mac Kenzie mentioned the engineering report (study) done recently and that windows were included in it.

ii. Police Department Solar – Update

Wiley provided an update. Kupczyk explained that there is a house on Chapple where the roof is at a steep angle and the panels there have been covered since the first snow. He suggested looking into whether or not it matters to change the angle prior to the City spending money to do so. During winter months there is little generation. Amman stated that there are ways to clean off the panels. Radke suggested that the City contact Bill Bailey who is the founder of Cheq Bay Renewables as he is very knowledgeable and can give good input. The committee suggested that staff with Bill Bailey and wait until snow melts off the panels in order to troubleshoot the problem.

iii. City Energy

Ullman explained that she started working with Sara Hudson and Xcel Energy on getting some data on City energy usage. The goal is to understand our energy usage over time. The plan involved efficiency upgrades and conservation but without data we do not know whether or not these have an impact. She wanted to look at the data and see if energy usage in buildings went down and by how much. Graf mentioned that the computer changes in the past few years will help us become more efficient also. Ullman suggested the City could develop a purchasing policy for electronics. The Inflation Reduction Act also could have good incentives for municipalities. She suggested checking with Bill Bailey on this. Mayor Mac Kenzie explained that some of the departments have implemented some changes such as the police looking at hybrid vehicles. Radke mentioned a webinar from earlier in the day that teaches local governments how to access grants for energy.

c) Water

i. Develop Sourcewater Protection Plan initial Recommendations

Ullman asked the Mayor if anyone has had conversations. Mayor Mac Kenzie knew the City had a source water committee. Kupczyk suggested looking at it again at a future meeting and keeping it on the agenda.

d) Annual Report for City Council

Ullman stated that she and Peterman have not touched base but we can keep it on the agenda.

e) Solar Incentives Proposal

Mayor Mac Kenzie suggested looking at things and making recommendations that would help the Planning Department. This would be particularly true for historic districts. An example included decals that look like roofing.

5) Future agenda items

Ullman has the Complete Streets framework and she explained that she spoke with people on this. She would like to look at how the City can implement it. Mayor Mac Kenzie mentioned that the state is also pushing on this with the redo of Ellis Avenue for

example. Kupczyk mentioned the recycling guide and clarifying for example whether certain items such as hard cover books can be recycled. Radke asked if perhaps Republic would Zoom in or come to a Council meeting and explain what can be recycled. Staff could record this and put it on the website. Mayor Mac Kenzie asked that the committee get him examples of things that they think should be included in the recycling flyer and he would loop back with the manager at Republic. Ullman asked Wiley to clarify with Republic on which flyer is correct and send out in the mailing the side with the list of items.

- 6) Adjournment Kupczyk made a motion and Graf seconded. The committee voted to adjourn at 7:11 pm.

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DRAFT ORDINANCE FOR RECYCLING AND REUSE OF DEMOLITION MATERIALS

Intent: The provisions of this Ordinance are intended to establish proper procedures for 1) evaluating demolition projects, 2) documenting Ashland's building stock and historic resources, and 3) promoting reuse and recycling of materials to further community historic preservation and environmental sustainability goals. This ordinance is intended to provide an additional level of review and documentation of all structures over twenty-five (25) years in age prior to demolition, and pertains to interior and exterior, complete and partial demolition activities.

Applicability: This section applies to buildings where any part of the structure is twenty-five (25) years old or greater as of the date of Demolition Permit submission. These Ordinance standards apply regardless of historic designation on a local, state, or national level.

Definitions.

Blighted property: Any property within a city, whether residential or nonresidential, which by reason of dilapidation, deterioration, age or obsolescence, inadequate provisions for ventilation, light, air or sanitation, high density of population and overcrowding, or the existence of conditions which endanger life or property by fire and other causes, or any combination of such factors, is conducive to ill health, transmission of disease, infant mortality, juvenile delinquency or crime, and is detrimental to the public health, safety, morals or welfare, or any property which by reason of faulty lot layout in relation to size, adequacy, accessibility or usefulness, insanitary or unsafe conditions, deterioration of site or other improvements, diversity of ownership, tax or special assessment delinquency exceeding the fair market value of the land, defective or unusual conditions of title, or the existence of conditions which endanger life or property by fire and other causes, or any combination of such factors, substantially impairs or arrests the sound growth of a city, retards the provisions of housing accommodations or constitutes an economic or social liability and is a menace to the public health, safety, morals or welfare in its present condition and use, or any property which is predominantly open and which because of obsolete platting, diversity of ownership, deterioration of structures or of site improvements, or otherwise, substantially impairs or arrests the sound growth of the community (WI Stat. 66.1333).

Diversion of waste: Repurpose of construction and demolition materials in place of disposal in a landfill, including recycling and reuse activities.

Exemptions: Buildings and structures which ~~are deemed as blighted~~ were damaged by fire or flood or are subject to a raze order by the City Building Inspector or Designated Authorized Agent shall be exempt from the requirements of this ordinance. No photos or Recycling/Reuse Plan will be required for demolition of ~~blighted such~~ buildings or structures.

Review Process:

1. **Application submission.** Demolition Permit applications for complete or partial demolition of any building or structure shall be reviewed by the Planning and Development Director and Building Inspector to determine applicability of these ordinance standards.

2. **Initial Application Review.** The Planning and Development Director and Building Inspector will have thirty (30) days to establish if the building is of sufficient age to be subject to the standards outlined in this ordinance, and does not qualify for exemptions.

3. **Staff Review.** If the building is determined to be greater than twenty-five (25) years old, the Planning Director reserves the right to delay demolition for up to sixty (60) days. If a demolition delay is ordered, the following steps will be taken:

a. **Documentation of Property.** The property owner or contractor shall be responsible for submitting interior and exterior photos of buildings or structures requested for demolition, which are subject to the standards of this ordinance (see above for *Applicability and Exemptions*).

b. **Evaluation and Review of Alternatives.** Alternatives to demolition will be considered, if it is economically feasible and will not create an undue burden to the property owner. This may include the possibility of selling the property to a developer who is interested in rehabilitating or restoring the property, or donating the property to the City.

c. **Recycling and Reuse of Materials.** Unless otherwise approved by the City Building Inspector or other Authorized Designated Agent, all demolition activities in buildings or structures greater than twenty-five (25) years in age shall be required to achieve a minimum 10% diversion rate for demolition materials. This diversion rate can be accomplished through recycling and/or reuse of construction demolition materials.

d. **Recycling/Reuse Plan.** A plan for how the property owner/contractor will achieve the minimum diversion rate shall be submitted for approval by the City Building Inspector prior to issuance of a Demolition Permit.

e. **Demolition Reuse/Recycling Report.** Permit applicants must submit a final Demolition Reuse/Recycling Report within 60 days of completion of the demolition project. The report shall include documentation showing that the applicant has met the minimum 10% diversion rate for demolition materials. Examples of documentation include weight tickets that show the amount of debris from the project taken to an approved recycling facility and weight tickets that show the amount of debris from the project taken to a landfill.

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Approval Criteria: No Demolition Permit shall be issued for a building or structure constructed 25 years or greater shall be issued unless the standards described above are met, in addition to applicable standards as detailed in other City ordinances.

Penalties

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In addition to other action or relief to which the City may be entitled to prevent a violation, penalties assessed for convictions of violating this ordinance shall be as follows:

(a) Any person who violates any provisions of this section shall be subject to the following forfeitures for the indicated number of violations within a calendar year:

<u>NUMBER OF VIOLATIONS</u>	<u>FORFEITURE</u>
<u>1</u>	<u>\$250.00 plus costs of prosecution, including reasonable attorney's fees</u>
<u>2</u>	<u>\$500.00 plus costs of prosecution, including reasonable attorney's fees</u>
<u>3 or more</u>	<u>\$1,000.00 plus costs of prosecution, including reasonable attorney's fees and prohibition on doing work or obtaining demolition or raze permits within the City of Ashland for the rest of the calendar year.</u>

Definitions:

Blighted property: Any property within a city, whether residential or nonresidential, which by reason of dilapidation, deterioration, age or obsolescence, inadequate provisions for ventilation, light, air or sanitation, high density of population and overcrowding, or the existence of conditions which endanger life or property by fire and other causes, or any combination of such factors, is conducive to ill health, transmission of disease, infant mortality, juvenile delinquency or crime, and is detrimental to the public health, safety, morals or welfare, or any property which by reason of faulty lot layout in relation to size, adequacy, accessibility or usefulness, insanitary or unsafe conditions, deterioration of site or other improvements, diversity of ownership, tax or special assessment delinquency exceeding the fair market value of the land, defective or unusual conditions of title, or the existence of conditions which endanger life or property by fire and other causes, or any combination of such factors, substantially impairs or arrests the sound growth of a city, retards the provisions of housing accommodations or constitutes an economic or social liability and is a menace to the public health, safety, morals or welfare in its present condition and use, or any property which is predominantly open and which because of obsolete platting, diversity of ownership, deterioration of structures or of site improvements, or otherwise, substantially impairs or arrests the sound growth of the community (WI Stat. 66.1333).

Diversion of waste: Repurpose of construction and demolition materials in place of disposal in a landfill, including recycling and reuse activities.

CITY OF ASHLAND

Demolition Recycling/Reuse Plan

A Recycling/Reuse Plan shall be submitted for all demolition projects involving a building or structure over 25 years in age at the time of application. The Recycling/Reuse Plan must be approved by the City Building Inspector prior to issuance of a Demolition Permit. This plan is *not* required for any properties which meet the definition of a “blighted property.” Fill out Exemption Request section below if the structure meets any of the conditions below, and provide supporting documentation to the Planning and Development Department.

Demolition Recycling and Reuse Plan Reduction or Exemption Request

- ☐ **Property is exempt from demolition recycling and reuse planning requirements because it meets the following definition of blight:**
- “Any property within a city, whether residential or nonresidential, which by reason of dilapidation, deterioration, age or obsolescence, inadequate provisions for ventilation, light, air or sanitation, high density of population and overcrowding, or the existence of conditions which endanger life or property by fire and other causes, or any combination of such factors, is conducive to ill health, transmission of disease, infant mortality, juvenile delinquency or crime, and is detrimental to the public health, safety, morals or welfare, or any property which by reason of faulty lot layout in relation to size, adequacy, accessibility or usefulness, insanitary or unsafe conditions, deterioration of site or other improvements, diversity of ownership, tax or special assessment delinquency exceeding the fair market value of the land, defective or unusual conditions of title, or the existence of conditions which endanger life or property by fire and other causes, or any combination of such factors, substantially impairs or arrests the sound growth of a city, retards the provisions of housing accommodations or constitutes an economic or social liability and is a menace to the public health, safety, morals or welfare in its present condition and use, or any property which is predominantly open and which because of obsolete platting, diversity of ownership, deterioration of structures or of site improvements, or otherwise, substantially impairs or arrests the sound growth of the community” (WI Stat. 66.1333).
- ☐ **Applicant is requesting reduction in 10% recycling and reuse requirement for one or more of the following reasons (check all that apply):**
- ☐ Underlying conditions or contamination such as lead, asbestos, or mold which limit the ability to safely recycle or reuse materials
 - ☐ Age, style, or other unique conditions of the home significantly limit or preclude reuse of fixtures or materials

Demolition Recycling/Reuse Plan

☐ Provide photos of interior and exterior of structures

☐ Recycling activities and amounts:

Clean Wood _____ (tons) and/or (cy)

Drywall _____ (tons) and/or (cy)

Metals _____ (tons) and/or (cy)

Concrete _____ (tons) and/or (cy)

Cardboard _____ (tons) and/or (cy)

Shingles _____ (tons) and/or (cy)

Other** _____ (tons) and/or (cy)

Total _____ (tons) and/or (cy)

☐ Reuse activities and descriptions

List all fixtures and construction materials which will be reused:

Material/fixture: _____ Amount: _____

Material/fixture: _____ Amount: _____

Material/fixture: _____ Amount: _____

Total materials landfilled: _____ tons and/or cy

Total recycling/reuse rate*: _____ %

All information listed above is attached to this application unless otherwise marked "Does Not Apply." I understand that incomplete submittals may delay the processing of the application. I will apply separately for all proposed new signage, if applicable.

Applicant Signature

Printed Name

Date

_____ Property Address	_____ Year of Construction
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The completed documents have been received by:

_____ City of Ashland Authorized Staff Member	_____ Date
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**For assistance in calculating recycling/reuse rate, contact Ashland City Building Inspector, Stephen Schraufnagel, at 715-209-6372.*