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City of Ashland, Wisconsin
601 Main Street West — Ashland, WI 54806 — www.coawi.org

PLAN COMMISSION MEETING AGENDA

August 19th, 2025 at 6:30PM at the City Hall Council Chambers and via Go To Meetings

The meeting can be joined in person or by using a computer, smartphone or tablet at

<https://meet.goto.com/775025133>

**The meeting can also be joined by phone at
1 866 899 4679 using Access Code: 775-025-133**

AGENDA

1. Call to Order and Roll Call
2. Approval of the Agenda
3. Consent Agenda
 - a. Approval of minutes from the July 15th, 2025 Plan Commission meeting
4. Identify potential conflicts of interest
5. Citizen Participation (non-agenda items)
6. Action Items:
 - a. Public Hearing: Review and approval of Unified Development Ordinance Text Amendments. Applicant: Planning and Development Department
7. Discussion Items:
 - a. Discussion on a Conditional Use Permit to allow a Rooming House land use at 400 3rd Avenue West (Parcel # 201-01665-0000), zoned City Center (CC). Applicant: Aaron Wilson.
 - b. Update on Property Maintenance Enforcement
 - c. Update on Building Permits for July 2025
 - d. Update on Miscellaneous Planning and Development Items
8. Announcement/Reports/Comments/Questions
9. Adjournment

It is possible that a 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. The City of Ashland does not discriminate on the basis of sex, race, creed, color, national origin, sexual orientation, age or disability in employment or provision of services, programs or activities. 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 Dept. at (715) 682-7041.

PLAN COMMISSION MEETING MINUTES

July 15th, 2025 at 6:30PM at the City Hall Council Chambers and via Go To Meetings

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Present: Jeff Beirl, JoAnn Erickson, David Eades, Ana Tochtermann, Shawn Brede, Steven Wiley (Planning and Development Director), Mayor Matt Mackenzie, Terri Erickson (Assistant Planner)

Absent: Laurie Gregor

AGENDA

1. Call to Order and Roll Call
Mayor Mackenzie called the meeting to order at 6:30 pm and a quorum was declared present.
2. Approval of Agenda
Mr. Beirl made a motion to approve the agenda and Ms. Erickson seconded. Motion Carried 6-0.
3. Mackenzie asked for approval of the minutes from the April 22nd, 2025 Plan Commission meeting.
Mr. Eades moved to approve as proposed and Jeff Beirl seconded. The motion carried 6-0.
4. Identify potential conflicts of interest
None
5. Citizen Participation (non-agenda items)
None
6. Action Items:
 - a. Public Hearing: Review and approval of a Specific Implementation Plan to allow a Multi-Family Residential land use on Parcel # 201-00356-0000, zoned Mixed Residential/Commercial (MRC) with Gateway Overlay (GTWY-O) and Planned Unit Development Overlay (PUD). Applicant: Vision Inc.

Mayor Mackenzie asked for a motion to go into public hearing. Motion by Ms. Erickson, second by Mr. Eades. The motion carried 6-0.

Mr. Wiley presented a background on the topic. He reviewed the prior GDP application and approval for development of the currently vacant Beaser site to allow the development of a high density multi-family use complex. He noted the city has been working with the developer for some time on this project. The

development agreement had just been approved at the council meeting during the prior week. If this is approved during plan commission tonight, it will move onto council for their approval. He reviewed the subject site, zoning and surrounding uses as well as the plans developed to date. 151 units are being proposed. He noted the site also runs along the pedestrian corridor trail and there would be an access to the parking lot directly from Beaser Avenue through the existing alleyway. He reviewed the setbacks, parking layout, building height allowance, as well as impervious surface standards. He also reviewed the grading and erosion control plan, landscaping requirements, proposed signage and photometric/lighting plan. The Standards for Review were assessed and presented for a PUD according to Section 781 – 3.8. He confirmed the developer has provided the required submittals for a PUD-GDP approval. He noted that Staff recommends APPROVAL of the PUD-SIP contingent on the following conditions:

- Approval is for the finalized plans submitted. If the applicant decides to make changes from the approved plans the applicant shall follow up with Planning and Development staff, and obtain required approvals through staff, and if necessary Plan Commission and Council.
- The applicant shall obtain all necessary Plan Review approvals and building permits for the proposed project prior to starting construction.
- PUD-SIP to allow a multi-family residential land use under a PUD Overlay on Parcel # 201-00356-0000.
- The City Council waived the 10-acre minimum area requirement for a PUD on 4.5-acre Parcel # 201-00356-0000 in the MRC zoning district with the finding that the proposed PUD encompasses a clearly defined area that will not preclude logical development of adjacent properties in a manner consistent with the intent of the UDO.
- Substantial development progress shall occur on Phase 1 of the development within 12 months of PUD-SIP approval.
- City Council granted relief from UDO Section 4.6(C)(3) Maximum height of principal building. forty-five (45) feet. Height allowance up to fifty-five (55) feet.
- City Council granted relief from UDO Section 4.6(C)(7). Minimum floor area per unit in multi-family uses.
 - a. Efficiency Unit. Five Hundred (500) square feet.
 - b. One-bedroom unit. Six hundred (600) square feet.
 - c. Two-bedroom unit. Seven hundred fifty (750) square feet.
 - d. Three or more bedroom units. Seven hundred fifty (750) plus one hundred fifty (150) square feet for each additional bedroom beyond two (2). Under the PUD unit floor areas may be up to 10% less than the ranges above (a-d) prescribed by code.
- Consistent with the approved PUD-GDP, building setbacks shall meet High Density Residential District (R-4) zoning standards.
- Developer to work with City Planning and Public Works staff on finalizing the access between Beaser Avenue and residential alley on the south side of the site. Developer to construct this access during the course of the project.
- The applicant submitted a finalized stormwater management plan including calculations on the amount of runoff anticipated based on the proposed impervious area (to include buildings and drive areas). Planning and Public Works staff shall review the stormwater management plan and calculations and verify that the stormwater management calculations demonstrate that the proposed stormwater retention ponds and other features are sized appropriately to handle all runoff generated onsite and that no runoff onto surrounding properties will occur as a result of this development. If staff determines any changes to the stormwater management plans or calculations are required, staff and the applicant shall work together to resolve any issues.

- Landscaping shall be installed consistent with the submitted landscaping plan and schedule.
- Any signage shall meet UDO standards and require submission of sign proofs for Planning and Development review and issuance of a sign permit prior to installation.
- Lighting shall be installed consistent with the submitted photometric plan. Lighting shall meet the standard for “Commercial residential open parking facilities” as described in UDO Section 6.7(D)(2).
- Any changes in the proposed land use or additional uses proposed shall require a PUD amendment and Plan Commission/City Council review.

Mayor Mackenzie asked if any commission members wanted to ask any questions during the public hearing for better understanding. Mr. Brede asked about accumulative light trespass. Mr. Wiley explained that the developer has submitted a photometric light plan that needs to demonstrate compliance with the required levels described in the UDO. Mayor Mackenzie asked the developer to confirm the changes in the landscaping plan from one large pond to two smaller ones. Mr. Jason Hale of North Shore Development Co. responded to this question and noted the onsite lot provided should prevent parking from occurring on neighborhood streets as well as some additional room for snow storage during winter seasons with high precipitation.

Mr. Wiley noted the required Class 2 public hearing notice was issued on June 26th & July 3rd and discretionary letters were sent to all surrounding property owners within 200 feet of the proposed development. He noted there has been a neighbor, JD Bass, who’s been in touch regarding concerns related to access to his property. The city has worked with the developer and public works department to assure that his concerns will be addressed and not be an issue.

Mr. Beirl asked for the rationale of the approval of a 10 percent smaller apartment size. Mr. Wiley responded that it is to achieve the desired unit mix for cash flow requirements and to fit the building and parking onto the given site. Mr. Beirl asked if more land was purchased to make this project work. Mr. Wiley responded that the land on the southwest site of the site is privately owned and the city would not pursue acquiring these properties. Ms. Erickson asked if parking would be underneath the apartments or covered. Mr. Wiley responded there would be parking on the main level of the building underneath three levels of apartments. He clarified there will be entrances off of both 11th Avenue and Beaser Avenue with one sign. He noted that the lighting will utilize full cut-off fixtures with a maximum height of 20 foot high poles.

Mayor Mackenzie asked for a motion to go out of public hearing. Motion by Ms. Erickson, second by Mr. Beirl. The motion carried 6-0.

Mayor Mackenzie asked for a motion to discuss and recommend to council to approve the SIP. Motion by Ms. Erickson, second by Mr. Eades.

No further discussion. Mayor Mackenzie called to question a roll call vote. Motion Carried 6-0.

- b. Public Hearing: Review and approval of a Conditional Use Permit to allow a fence exceeding 4 feet in height in the corner side yard at 307 14th Avenue East (Parcel # 201-01797-0000), zoned Single-family Residential (R-1). Applicants: Ceili Shields and Trevor Hansen.

Mayor Mackenzie asked for a motion to go into public hearing. Motion by Mr. Beirl, second by Ms. Erickson. The motion carried 6-0.

Mr. Wiley presented a background on the item. He reviewed the applicant information and property description as well as zoning and surrounding uses. He explained the applicant wants to fence it in for privacy and safety for their dog from other unleashed dogs outside the fence. He showed pictures of the property and a site aerial showing the location of the proposed fence. He explained where the applicant wanted to have a 6-foot high full privacy fence in the corner yard area that would not be allowed by ordinance without a CUP. The wood fence would be painted or stained. He went over the standards for review. He stated that staff recommends approval of this CUP and noted there is no fence being proposed for the front yard. He added the fence type is not picture frame style as shown in the slide but a standard stockade style panel.

Mr. Wiley noted that the required Class 2 public hearing notice was issued on June 26th & July 3rd and discretionary letters were sent to all surrounding property owners within 200 feet of the proposed development. There were no responses.

Ms. Shields, the applicant, thanked the staff and commission for their time and consideration. She noted that there has been up to three dogs in the neighborhood that have chased after her and her dog.

Mr. Brede asked if the purpose of the extra two feet was to protect her? She responded yes, many dogs can jump over a 4-foot fence and that she has witnessed several unleashed dogs in the neighborhood.

Mayor Mackenzie asked for a motion to go out of public hearing. Motion by Ms. Erickson, second by Ms. Tochterman. The motion carried 6-0.

Mayor Mackenzie asked for a motion to approve and recommend to council to approve the CUP for a 6-foot high fence as shown on the presented site plan with the recommended conditions. Motion by Mr. Eades, second by Mr. Beirl.

Discussion: Mr. Eades asked for clarification on where the fence is solid and Mr. Wiley gave an explanation. Mr. Beirl asked if the property owner is responsible for maintenance on both sides of the fence. Mr. Wiley responded yes, this is correct.

No further discussion. Mayor Mackenzie called to question a roll call vote for the Conditional Use for a 6-foot high fence. Motion Carried 6-0.

- c. Public Hearing: Review and approval of a Zone Change for 618 Beaser Avenue (Parcel # 201-00540-0000), from Public Institutional (PI) with Gateway Overlay (GTWY-O) to Mixed Residential/Commercial (MRC) with Gateway Overlay (GTWY-O). Applicant: Beaser Professional Building, LLC.

Mayor Mackenzie asked for a motion to go into public hearing. Motion by Mr. Eades, second by Mr. Bierl. The motion carried 6-0.

Terri Erickson presented a background on the topic. She reviewed the property and explained the proposed new use of the existing building and why it requires a rezone for the transition to a new use. She reviewed the surrounding uses and zoning districts adjacent to the property. The required standards were reviewed including consistency, compatibility and suitability of the rezone with the future land use and comprehensive plans. She noted the staff recommends approval of the zone change request and that the required Class 2 public hearing notice was issued on June 26th & July 3rd and discretionary letters were sent to all surrounding property owners within 200 feet of the proposed development. No feedback or responses were received.

Mayor Mackenzie asked if there were any questions. Ron Brandis asked how many residential units are planned and how many parking spots will be provided? Mayor Mackenzie noted there has been no specific plans developed at this point but that this zone change request is only allowing the use to take place in the future. Mr. Wiley noted the developer is looking at sixteen market rate apartments in the historic Beaser School building. He added the existing parking lot would remain and continue to be used as parking. The developer is not proposing any changes to the exterior of the site at this time. Mr. Wiley added any proposed exterior changes would have to come back to the commission for a site plan review. Ms. Erickson asked if the existing parking could accommodate 16 units. Mr. Wiley responded that he believes it can.

Mayor Mackenzie asked for a motion to go out of public hearing. Motion by Ms. Erickson, second by Mr. Eades. The motion carried 6-0.

Mayor Mackenzie asked for a motion to approve and recommend to council approval of the zone change. Motion by Ms. Tochtermann, second by Mr. Eades. Discussion: Mr. Eades asked if this parcel was included in the TID district recently approved and what affect might this have?

Mr. Wiley responded it doesn't affect anything from a zoning standpoint. He is talking with Mr. Vickroy about entering into a development agreement. Mr. Eades asked if the TID has any requirements for housing as opposed to commercial development with ratios that need to be met. Mr. Wiley responded that under a regular TID there would be a ratio requirement but because this is a blighted area or redevelopment TID there is not that constraint.

No further discussion. Mayor Mackenzie called to question a roll call vote for the rezone request. Motion Carried 6-0.

- d. Public Hearing: Review and approval of a Conditional Use Permit to allow a Multi-Family Residential land use for 618 Beaser Avenue (Parcel # 201-00540-0000), contingent on zone change to Mixed Residential/Commercial (MRC) with Gateway Overlay (GTWY-O). Applicant: Beaser Professional Building, LLC.

Mayor Mackenzie asked for a motion to go into public hearing. Motion by Ms. Erickson, second by Mr. Eades. The motion carried 6-0.

Terri Erickson presented a background on the topic. She noted that this CUP request is now relevant since the rezone request was approved. She reviewed the site and surrounding area including zoning and current uses. Pictures were displayed showing the historic character of the buildings and the surrounding views of the exterior and adjacent park space. She explained the intended future uses of the existing spaces. She noted no significant changes are currently proposed for the site. If site changes were proposed during development, a site plan review by the commission would likely be required. She reviewed the standards for a Zoning Map Amendment as required by ordinance 3.3-C. She stated that staff recommends approval of the request to allow for a multi-unit Mixed Residential Commercial use in the newly re-zoned Mixed Residential/Commercial district with a Gateway Overlay with the following conditions:

1. Conditional Use Permit is contingent on the required zone change for the subject property from Public Institutional (PI) with Gateway Overlay (GTWY-O) to Mixed Residential/Commercial (MRC) with Gateway Overlay (GTWY-O).
2. Applicant shall submit all required plans for required Plan Reviews and Building Permits.

Ms. Erickson confirmed the required Class 2 public hearing notice was issued on June 26th & July 3rd and discretionary letters were sent to all surrounding property owners within 200 feet of the proposed development. No feedback or responses were received.

Mr. Brandis asked what the Gateway Overlay refers to. Mr. Wiley responded this proposed development is along a Gateway Overlay zone which requires specific design standards that tend to be a bit more stringent. Ms. Tochtermann asked staff to explain more about the proposed parking and why we are not concerned about having enough. Mr. Wiley responded that the applicant would be required to meet code standards for minimum parking. He added the developer is proposing to do some parking within the footprint of the building. This would be part of the adaptive reuse and would be based on the number of units provided. He noted the owner is proposing 16 units inside the older 3-story building and the design is still in the preliminary development phase. Other uses would be contained in the one-story CESA-12 section. If the number of spaces proposed did not meet the code requirements then a different unit mix would need to be considered and reviewed by the plan commission.

Mayor Mackenzie asked for a motion to go out of public hearing. Motion by Ms. Erickson, second by Mr. Eades. The motion carried 6-0.

Mayor Mackenzie asked for a motion to approve and recommend to council to approve the CUP Request. Motion by Mr. Beirl, second by Ms. Tochtermann. Discussion:

Ms. Erickson asked what the requirements are for a historic building. Mr. Wiley replied that it varies and went on to explain that since this building is under local designation, exterior changes would require a certificate of appropriateness through the Historic Preservation Commission. The developer plans to pursue historic tax credits, both state and federal, for the interior work. The modifications would then be evaluated by SHPO and the National Park Service. Mr. Beirl asked where the 618 Beaser property starts and ends. Mr. Wiley noted they are working to assign a 612 address to the old Beaser school portion. The CESA-12 portion would be numbered 618. The community garden would remain as part of the city park. There will be no new parking at this location. If parking here was ever proposed it would need to come back through Plan Commission for review and approval. Mr. Eades asked if the zone change passes, and becomes an MRC district, there is still a CUP requirement for an MRC development? Mr. Wiley answered yes, this is the case, since it is multi-family. Mr. Eades asked how it is physically possible to put parking inside the building without altering the exterior? Mr. Wiley said we will have to wait and see what the architect comes up with for this. There may need to be some façade modifications but with tax credit dollars being utilized, the design will need to be approved by the designated authorities. Mr. Eades noted that for state and federal designation, the restrictions only apply if they are giving you money. Mr. Wiley stated this is true for private property. Mr. Eades asked if it was common to grant a CUP without any plans? Mr. Wiley responded he would be more hesitant if exterior site changes were being proposed. Because there is not, he feels comfortable approving the CUP with the plan review and permitting requirements still in place.

No further discussion. Mayor Mackenzie called to question a roll call vote for the rezone request. Motion Carried 6-0.

- e. Public Hearing: Review and approval of Unified Development Ordinance Text Amendment.
Applicant: Planning and Development Department

Mayor Mackenzie asked for a motion to go into public hearing. Motion by Mr. Beirl, second by Ms. Erickson. The motion carried 6-0.

Mr. Wiley gave a background on the text amendment proposed to modify the allowable height of a freestanding light fixture in specified districts. The planning department has been working with an applicant who has done past work with the Ashland Medical Center and Northwood Tech. The ordinance regulates freestanding light fixtures as accessory structures. Recently the ordinance was amended to restrict most accessory structures to a twenty-foot maximum height. There are many properties where existing fixtures are greater than twenty-feet including the medical center. The applicant for the Northwood Tech lot permit has asked for greater pole heights. A variance would not apply because there is no real hardship. The best route would be to pursue an ordinance amendment for two zoning districts – Regional Commercial and Public Institutional. This would be to consider raising the pole height limit to thirty-feet. The lighting would still need to meet all other UDO standards such as light trespass, uniformity ratio and foot-candle requirements. The city staff supports this amendment. The intent in this case is to allow for fewer light fixtures to better accommodate a motorcycle training course in the lot. Mr. Wiley reviewed text amendment standards and noted that staff recommends approval of this amendment. He noted the Class 2 public notice was issued on June 26th and July 3rd. There were no responses from the public.

Mayor Mackenzie asked for a motion to go out of public hearing. Motion by Mr. Eades, second by Ms. Erickson. The motion carried 6-0.

Mayor Mackenzie asked for a motion to approve and recommend to council to approve the ordinance text amendment. Motion by Ms. Erickson, second by Mr. Eades. Discussion:

Ms. Erickson asked for verification that this would not affect properties in residential areas such as the church property next to Mr. Monroe and the Birthing Center. Mr. Wiley responded no and explained this property is not zoned as one of the affected districts. Ms. Erickson expressed concern that residential areas could potentially have more lighting due to this change. Mr. Wiley responded that this would only be applicable to higher intensive-use areas. Ms. Tochtermann asked to see the location of these zones on a map. Mr. Eades expressed his concern that there could be unintended consequences. Maybe it would work to allow these as a conditional use instead? Mr. Wiley showed on the map where the affected zone districts are located. Ms. Tochtermann asked what kind of difference it would make if these higher lights were located around a residential district. Mr. Wiley noted he doesn't think it would make much difference. If the lights are higher they will need to be further back from the property line due to the intensity and spread of light. She asked what the restriction designed to do, then? Mr. Wiley responded we don't want people installing fifty-foot high poles so capping it at thirty-feet seems reasonable. Mayor Mackenzie added that historically there was an effort to reduce pole height due to the light radiating out and also keeping with the dark sky initiatives. With more modern LED lighting and down-casting bulbs, there's not near the light spread that there used to be. Mr. Eades stated that he realized a CUP option would not be a good alternate as they should be allowed for uses only and not design standards. This amendment is primarily to allow larger lots to have less fixtures to light the required area.

No further discussion. Mayor Mackenzie called to question a roll call vote for the rezone request. Motion Carried 6-0.

7. Discussion Items:

a. Update on Property Maintenance Enforcement

- Mr. Wiley noted the draft for the metal siding is still in progress. We are waiting on more input and continue to discuss ways of capturing more public input.

- The city is working on closing and transferring the Beaser property to the developer, Vision Inc. They are hoping to start construction yet this summer starting with the relocation of underground utilities from the site.
 - The department is being more proactive about following up on property maintenance, CUP's and building code compliance. The property at 118 10th Ave E has been razed and there is another raze order in the works for 711 3rd St East, damaged by fire. Two chronic problem properties, one on 2nd Ave E by Burger King and the other at 513 7th St W, have been given court orders, warrants and raze orders to get them cleaned up and billed to property taxes.
 - Mr. Beirl commented that it seems property maintenance staff has been more active in the community and inquired if it has helped with the amount of complaints? Mr. Wiley responded that he hasn't noticed a sharp change in the number of complaints and that we still get a number of them. Although sometimes these have been more about neighbor disputes. Cleaning up these problem properties should reduce the number of complaints. Mayor Mackenzie added that the ordinance modifications have helped allow the city more ability to deal with these properties in a timely manner. This has included being able to give warrants to go onto private property and putting liens on them for the cost of work to clean them up.
- b. Update on Building Permits
No Discussion
- c. Update on Miscellaneous Planning and Development Items

Mr. Eades asked what happened with the parking of vehicles in yards that was previously under discussion for an ordinance modification? Mr. Wiley responded that there had been discussion about whether not gravel could be an option for additional parking areas on properties and it was never finalized. He noted property maintenance staff are trying to work with residents when there is an issue and being reasonable regarding general upkeep of parking areas. Going after these situations have not been a high focus at this time.

Ms. Erickson asked for an update on the Marty Reykdal property. Mayor Mackenzie noted that Mr. Reykdal has removed the metal panels and replaced it with board and batten siding. He was told he needed to address the violations on the site and with the garage before he could proceed with work on a house. Once this gets inspected and approved then he can move onto the house, which he has submitted plans for. He has been trying to sell it but the property is not in compliance which creates challenges. He reiterated this problem is an example of why the ordinance was changed to require a primary residence be in place before an accessory structure is allowed.

Mayor Mackenzie mentioned the city is still trying to figure out how to move forward with changes to the metal siding restrictions currently in the ordinance and noted it is not a simple task. There are many metal sided buildings throughout the city now. They are evaluating how it got to this point and how to best deal with it moving forward. Staff continues to consider if there are areas best designated for not allowing the material such as the Historic District. The Mayor asked the commission to share any more ideas or input they have with him or the staff.

Mayor Mackenzie introduced Shawn Brede, the new plan commission member serving as the council rep, replacing Sarah Jackson for District 2.

8. Next Meeting Date

9. Adjournment

Motion by Ms. Erickson, Second by Mr. Eades. Carried 6-0.

Meeting closed at 8:18 pm

It is possible that a 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. The City of Ashland does not discriminate on the basis of sex, race, creed, color, national origin, sexual orientation, age or disability in employment or provision of services, programs or activities. 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 Dept. at (715) 682-7041.

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**DEPARTMENT OF
PLANNING &
DEVELOPMENT**

601 Main Street West
Ashland, WI 54806

STAFF REPORT

Plan Commission – August 19th, 2025

Agenda Item # 6a: Public Hearing and vote on Unified Development Ordinance Text Amendment

Applicant: Planning and Development Department

Staff Contact: Steven Wiley

Background

Planning staff is proposing text amendments to the UDO City Center (CC) district standards to reduce the number of land uses permitted within the district especially along Main Street between Ellis Avenue and 9th Avenue West. Staff has evaluated the existing downtown zoning standards and has found that the list of permitted and conditional uses as very broad. There is a lack of sit-down restaurants between Ellis Avenue and the Deepwater restaurant in the 800 Block of Main St W. Meanwhile, over time, the land use mix in the downtown core along Main Street has shifted so that there is a large proportion of personal and professional services that are open during business hours but not during the evenings or on weekends. Much of the downtown is dark and the street edge is not activated during the evening hours. After discussing the current permitted and conditional uses internally, Planning staff and the City Administration believe that narrowing the list of permitted and conditional uses for the specific stretch of Main Street West between Ellis Avenue and 9th Avenue West is appropriate.

Analysis

The ordinance updates consist of revisions to the following section of the Unified Development Ordinance:

- Part 4 Zoning Districts: Section 4.17 (City Center District)

Currently the list of permitted and conditional uses along Main Street West in the downtown core is overly broad and lacks the specificity required for consistency with the City's vision for the downtown core. The proposed ordinance amendments would remove some of the permitted and conditional uses from the CC zoning district. The ordinance amendments would restrict some uses to upper floors. Residential and office uses for example would be permitted along Main Street between Ellis Avenue and 9th Avenue West only on upper floors of buildings. The amended ordinance section would require commercial uses on the ground floor of buildings that abut Main Street within the nine-block section mentioned. Existing uses that are not consistent with the proposed ordinance would be grandfathered in as legal nonconforming uses. In the event that a legal nonconforming use is discontinued for 12 consecutive months or for 12 months within any 3-year period, it would cease to exist and no longer be permitted by ordinance.

The proposed ordinance draft includes a revised list of permitted and conditional uses. The ordinance mark-up indicates which uses staff recommends for removal and clear language establishing specific uses as appropriate on upper rather than ground floors of Main Street buildings. For some uses such as

residential, many professional services, and offices staff sees the value in allowing these either above the ground floor of Main Street buildings or even a half-block off of Main Street. Staff understands that if the ordinance draft is approved and takes effect the shift towards increased restaurant and retail on Main Street in the downtown core will happen long-term rather than immediately.

A redline draft of the proposed amendment is included in the packet materials.

Standards for UDO Text Amendment Review

The City of Ashland's Unified Development Ordinance Section 3.4 (C) Unified Development Ordinance Text Amendment – Approval Criteria (and all subsections thereof), create the legal framework for UDO Text Amendments for the City of Ashland. The following decision criteria were used to review the proposed UDO Text Amendments:

Consistency with the Comprehensive Plan

The proposed text amendment is consistent with the Comprehensive Plan. The Comprehensive Plan calls for “rightsizing downtown to better fit current and near-future demand for retail and office space.” (pg. 22) The plan notes that concentrated investment in the blocks between Ellis Avenue and 9th Avenue West is desired. The intent of the proposed text amendment is to open up more storefronts along Main Street to restaurant and retail uses which can remain open during evenings while allowing office and residential spaces above. The Comprehensive Plan states recommends establishing a targeted revitalization zone between Ellis Avenue and 9th Avenue West. The plan states that this area represents what is “functionally serving as present day downtown. This is the area that should be targeted for infill, historic preservation, new business, and mixed-use opportunities” (pg. 28). Mixed-use opportunities often include restaurant and/or retail space on the ground floor with residential or office space above. Additionally, the downtown core is part of the “Downtown Core and Commercial Districts” future land use on the Future Land Use Map of the plan. The “Downtown Core and Commercial Districts” zone includes a recommendation that these zones should be increasingly populated by mixed-use development. Residential development and/or offices on the upper floors of retail establishments are encouraged by the Comprehensive Plan. Staff are of the opinion that the proposed reduction of permitted and conditional uses along with clear language regarding restricting certain land uses to upper floors along the specific portion of Main Street between Ellis Avenue and 9th Avenue West is consistent with the Comprehensive Plan and Future Land Use Map.

Promotion of the public health, safety, morals, and general welfare and efficiency and economy in the process of development

The proposed ordinance amendments promote the public health, safety, morals, and welfare and efficiency and economy in the process of development. The proposed reduction in the types and number of land uses permitted would eventually open up more storefronts within the downtown core along Main Street and encourage the shift towards mixed use (restaurants/retail on the ground floor with residential or office spaces on upper floors) which might not otherwise be the case currently. Staff would argue that if the land use mix shifts towards more retail and restaurant uses on Main Street West the potential for more businesses and storefronts to have operating hours into the evening will encourage more visitors and activity in the downtown core after normal business hours. An activated street edge with more destinations and increased number of visitors present improves the public's perception of safety for the area. Many of the proposed restrictions in land uses are specific to the ground floor of buildings directly abutting Main Street West. Many uses that would be prohibited on the ground floors would be permitted a half-block off of Main Street or on upper floors of Main Street buildings.

Compatibility with present zoning and conforming uses of property and character of neighborhoods

The proposed ordinance change would continue to allow many commercial uses currently permitted within the City Center district. If existing land uses become nonconforming they would be grandfathered in and could continue under the amended zoning. Staff are of the opinion that the proposed ordinance amendments are compatible with the existing conforming uses of property in the City Center District. The intent of the ordinance amendments is to further the Comprehensive Plan's vision of a vibrant downtown. If the City Center zoning standards and list of permitted and conditional uses are too broad as they are now, it creates the potential for new land uses that could detrimentally impact the character of the downtown.

Principles of Sustainability specified in Section 1.4: Integration of Principles of Sustainability

The proposed UDO text amendments are consistent with the principles of sustainability. The ordinance amendments are in line with the understanding that the downtown core should consist of compact, walkable, and mixed use development and uses that fit in with this vision outlined in the City's Comprehensive Plan.

Recommendation

Staff recommends APPROVAL of the proposed UDO text amendment.

Additionally, as a Public Hearing is scheduled for the proposed UDO text amendment review, the Plan Commission should hear all input from the public prior to making a determination. A Class 2 public notice was issued on July 31st and August 7th.

Approvals are based on background information provided by the applicant and known conditions. Deviations from this information may be considered a change in the application and reconsideration and possible revision to the approvals may be made by the Plan Commission and Common Council.

4.17 CC City Center District

1. **Intent.** The intent of the CC City Center District is to encourage and foster the further development and enhancement of the downtown (city center) area. The district requirements recognize the unique characteristics of the city center area as the heart of the city. The city center provides a mix of traditional downtown uses that are consistent with the vision for the area as expressed in the [Comprehensive Plan](#), including retail, entertainment, offices, services, government facilities, and a mixture of residential uses. However, the district also includes a variety of industrial uses, some of which may not be compatible with the City's vision for the district. Should an existing industrial use in this district cease to exist, it is the intent of this district to encourage the parcel to transition to a use consistent with the vision of the area as expressed in the Comprehensive Plan.
2. **Uses.**
 1. **Permitted uses.** The following are permitted uses in the CC City Center District.
 1. Residential uses.
 1. Residential use, provided that the use was in existence prior to the adoption of this ordinance and provided that the use has not lapsed for more than twelve (12) consecutive months since the date of adoption of this ordinance.
 2. Bed and breakfast establishment, pursuant to Section 5.1, B.: Bed and Breakfast Establishment
 3. Dwelling combined with a permitted use (For properties directly abutting Main Street between Ellis Avenue and 9th Avenue W the ground floor must consist of a permitted or conditional commercial use)
 2. Commercial uses.
 1. Animal boarding, animal training, or animal grooming, except that no outdoor kennels nor outdoor runs shall be allowed
 2. Artist studio
 3. Assembly hall
 4. Bank or financial institution
 5. Business service
 6. Conference center
 7. Day care center: commercial, pursuant to Section 5.2, C.: Day Care Center: Commercial
 8. Dry cleaning and laundry, drop off and pick up, but excluding processing
 9. ~~Funeral home~~
 10. Household maintenance and repair establishment
 11. ~~Laundromat~~
 12. Local food store, pursuant to Section 5.2, D.: Local Food Store
 13. Office (shall not be located on the ground floor of any property along Main Street between Ellis Avenue and 9th Avenue W)
 14. Personal service
 15. Recreation facility: commercial indoor
 16. Restaurant: carry-out, fast food, or sit-down
 17. Retail: convenience or general
 18. ~~Tavern~~
 19. Theater

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20. Veterinary clinic: small animal, except that no outdoor kennels nor outdoor runs shall be allowed
3. Public, civic, and institutional uses.
1. Clinic
 2. Club or association
 3. Government or community service use
 4. Museum
 5. Public park
 6. School: primary, secondary, or specialty or personal instruction
 7. Religious institution
4. Utility and communication uses.
1. Communication service
 2. Essential services
5. Open space uses.
1. Open space: public or private
6. Temporary or seasonal use.
1. Land filling and/or excavation (excluding mining) involving fifty (50) cubic yards or less of material and three thousand five hundred (3,500) square feet or less of land disturbance, pursuant to Section 6.1, H.: Grading, land filling, and/or excavation.
 2. Seasonal market pursuant to Section 5.5, D.: Seasonal Market
7. Other uses.
1. Other uses not specifically listed in this Ordinance, but for which the Zoning Administrator or Designated Authorized Agent has determined that the use is consistent with the intent of the permitted uses in this district.
2. **Conditional uses.** The following are conditional uses in the CC City Center District subject to the special requirements of this section and to the issuance of a conditional use permit as specified in Section 3.9: Conditional Use Permit and pursuant to all applicable specific use standards.
1. Residential uses.
1. Adult family home, pursuant to Section 5.1, A.: Adult Family Home
 2. Boarding or rooming home (shall not be located on the ground floor of any property along Main Street between Ellis Avenue and 9th Avenue W)
 3. Community living arrangement, pursuant to Section 5.1, C.: Community Living Arrangement and provided that a maximum of fifteen (15) persons are served
 4. Convent, rectory, or monastery, pursuant to Section 5.1, D.: Convent, Rectory, or Monastery
 5. Dwelling: accessory, pursuant to Section 5.1, E.: Dwelling: Accessory, and provided that it is associated with a detached single-family residence that was in existence prior to the adoption of this ordinance
 6. Dwelling combined with conditional use (No residential shall be located on the ground floor of any property directly abutting Main Street between Ellis Avenue and 9th Avenue W).
 7. Dwelling: multi-family, three (3) or more units per building (Such use shall not be located on any parcel directly abutting Main Street between

Commented [SW1]: Wonder if perhaps we take this out.

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Ellis Avenue and 9th Avenue W unless the ground floor consists of a permitted or conditional commercial use)

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8. Dwelling: single-family attached, no more than six (6) units per building
(Such use shall not be located on any parcel directly abutting Main Street between Ellis Avenue and 9th Avenue W unless the ground floor consists of a permitted or conditional commercial use)

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9. Dwelling: single-family detached (Such use shall not be located on any parcel directly abutting Main Street between Ellis Avenue and 9th Avenue W unless the ground floor consists of a permitted or conditional commercial use)

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~~10. Dwelling: two family or duplex~~

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~~11. Emergency residential facility~~

12. Home occupation, if the use exceeds the pertinent standards specified in Section 5.1, F.: Home Occupation

13. Rehabilitation center/transitional facility, pursuant to Section 5.1, J.: Rehabilitation Center/Transitional Living Facility

14. Tourist home, pursuant to Section 5.1, K.: Tourist Home, and provided that it is associated with a detached single-family residence that was in existence prior to the adoption of this ordinance

2. Commercial uses.

~~1. Adult retail establishment~~

2. Car wash

~~3. Currency exchange, payday loan establishment, or title loan agency, pursuant to Section 5.2, B.: Currency Exchange Establishment, Payday Loan Establishment, Title Loan Agency, Pawn Shop, Rent to Own Establishment, or Similar Use~~

Commented [SW3]: Do we want to allow these? Makes more sense in regional commercial but not sure about downtown.

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4. Filling station

~~5. Freight terminal: local~~

~~6. Garden supply and landscaping center~~

~~7. Home improvement center~~

8. Lodging establishment: short stay or extended stay (Such use shall not be located on any parcel directly abutting Main Street between Ellis Avenue and 9th Avenue W unless the ground floor consists of a permitted or conditional commercial use)

~~9. Pawn shop, pursuant to Section 5.2, B.: Currency Exchange Establishment, Payday Loan Establishment, Title Loan Agency, Pawn Shop, Rent to Own Establishment, or Similar Use~~

~~10. Rent to own establishment, pursuant to Section 5.2, B.: Currency Exchange Establishment, Payday Loan Establishment, Title Loan Agency, Pawn Shop, Rent to Own Establishment, or Similar Use~~

~~11-9.~~ Restaurant: drive-in

~~12-10.~~ Recreation facility: commercial outdoor

~~13-11.~~ Social services, pursuant to Section 5.2, F.: Social Services

~~14-12.~~ Tool and equipment rental facility

~~15-13.~~ Vehicle repair and/or service

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~~16-14.~~ Vehicle sales and/or rental

~~17-15.~~ Warehouse: self-storage, provided the use was a conforming use in existence on the subject parcel prior to the adoption of this

ordinance (and that the use has not lapsed for more than twelve (12) consecutive months).

3. Industrial uses.
 1. Any industrial use (as determined by the Zoning Administrator or Designated Authorized Agent of the City) that was in existence on the subject parcel prior to the adoption of this ordinance (and was a conforming use at that time) shall be a conditional use on the subject parcel provided that the use has not lapsed for more than twelve (12) consecutive months since the date of the adoption of this ordinance.
4. Public, civic, and institutional uses.
 1. Nursing home
5. Utility and communication uses.
 1. Communication equipment: major, provided that it is located on a parcel for which the principal use is a public, civic, institutional, or communication service use, and pursuant to Section 5.4, A.:
Communication Equipment: Major
 2. Utility facilities, pursuant to Section 5.4, C.: Utility Facilities
 3. Wind energy facility, pursuant to Section 5.4. D. Wind Energy Facility
6. Temporary, seasonal, or land filling/excavation uses.
 1. Land filling and/or excavation (excluding mining), involving more than fifty (50) cubic yards of material or more than three thousand five hundred (3,500) square feet of land disturbance, and as a separate activity that is not associated with a development permit, pursuant to Section 6.1, H.: Grading, land filling, and/or excavation.
 2. Temporary real estate sales office, pursuant to Section 5.5, C.:
Temporary Real Estate Office
7. Other uses.
 1. Accessory building, if the accessory building exceeds the pertinent standards specified in Section 5.6, A.: Accessory Building
 2. Drive-through window associated with a permitted or conditional use
 3. Parking lot as a principal use
 4. Other uses not specifically listed in this Ordinance, but for which the Zoning Administrator or Designated Authorized Agent has determined that the use is consistent with the intent of conditional uses in this district.
3. **Accessory uses.** The following are permitted as an accessory use to a permitted or conditional use in the CC City Center District, pursuant to all applicable specific use standards.
 1. Accessory buildings, pursuant to Section 5.6, A.: Accessory Building.
 2. Animals: keeping domestic animals, pursuant to Section 5.6, C.: Animals:
Keeping of
 3. Communication equipment: minor, pursuant to Section 5.4, B.: Communication
Equipment: Minor
 4. Composting, pursuant to City of Ashland [Ordinance 750](#), Section 750.B.7.
 5. Day care: family home, pursuant to Section 5.6, D.: Day Care: Family Home
 6. Fence, pursuant to Section 6.5: Fences
 7. Foster care: family home
 8. Home occupation, pursuant to Section 5.1, F.: Home Occupation

9. Landscaping and/or gardening, pursuant to Section 6.4: Landscaping, Buffers, and Screening
10. Off-street parking, loading, and access drives, pursuant to Section 6.3: Parking and Loading
11. Outdoor mechanical and electrical equipment, pursuant to Section 5.6, E.: Outdoor Mechanical Equipment
12. Patio, deck, terrace, and similar uses, pursuant to Section 5.6, G.: Patio, Deck, Terrace, and Similar Uses
13. Signs, pursuant to Section 6.6: Signs
14. Solar equipment, pursuant to Section 5.6, J.: Solar Equipment and Solar Rights
15. Sport court for private recreation use, pursuant to Section 5.6, K.: Sport Court, Play Equipment, and Similar Uses
16. Swimming pool, pursuant to Section 5.6, L.: Swimming Pool
17. Temporary construction building, pursuant to Section 5.5, B.: Temporary Construction Building
18. Other accessory uses incidental and customary to permitted and conditional uses of this district as determined by the Zoning Administrator.
19. Outdoor merchandise sales, pursuant to Section 5.6 M.: Outdoor Merchandise Sales.

3. Dimensional Requirements.

1. **Parcel requirements.** The minimum parcel requirements in the CC City Center District shall be as follows, except as may be modified pursuant to Section 10.3: Nonconforming Parcels.
 1. Minimum parcel area. Three thousand five hundred (3,500) square feet.
 2. Minimum parcel area for properties located in the GTWY-O Gateway Overlay District. Twenty thousand (20,000) square feet, except that a smaller parcel area may be allowed with the approval of a conditional use permit.
 3. Minimum parcel width. Twenty-five (25) feet.
 4. Minimum parcel width for properties located in the GTWY-O Gateway Overlay District. One-hundred forty (140) feet, except that a smaller parcel width may be allowed with approval of a conditional use permit.
2. **Setback requirements of a principal building from all parcel lines.** None, except that all parcels in the GTWY-O Gateway Overlay District shall meet the requirements specified in Section 4.47: GTWY-O Gateway Overlay District. Setbacks may be reduced with the approval of a conditional use permit.
3. **Maximum parcel coverage.** One hundred (100) percent, except that all parcels in the GTWY-O Gateway Overlay District shall meet the following:
 1. Maximum building coverage of the parcel. Fifty percent (50%).
 2. Maximum impervious coverage. Seventy percent (70%), except as may be modified pursuant to Section 6.1, D.: Impervious Coverage.
4. **Maximum height of principal building.** The maximum height of a principal building as measured pursuant to Section 6.1, C.: Building Height shall be forty-five (45) feet, except that parcels in the GTWY-O Gateway Overlay District shall be thirty-five (35) feet. A principal building may be allowed to exceed the height requirement with the approval of a conditional use permit.
5. **Setback and height requirements for accessory buildings.** The setback and height requirements for accessory buildings in the district shall be as specified in Section 5.6, A.: Accessory Building.

6. **Buffer requirements between different uses.** Wherever a more intense proposed use (or expansion of a more intense existing use) in the CC City Center District abuts a less intense existing use, the more intense use shall provide a landscaped buffer pursuant to Section 6.4: Landscaping, Buffers, and Screening.
4. **Special Requirements.**
 1. **Standards for industrial uses in the district.** The Common Council of the City of Ashland recognizes that a variety of industrial uses exist in the CC District. Standards for continuation and/or expansion of industrial uses in the district are as follows:
 1. Existing industrial uses shall be allowed to continue on the parcels on which they exist. Expansion or improvements to existing industrial uses may be considered pursuant to the conditional use procedures of this Ordinance, with special consideration given to the impact of the uses on the neighborhood and the overarching vision of the City as expressed in the [Comprehensive Plan](#).
 2. New industrial uses in the district are not anticipated. However, in unique situations the Common Council may find that it is in the best interest of the neighborhood and the overall community to allow the replacement of existing, more intense industrial uses, with appropriate light manufacturing, research and development, or similar industrial uses, that have less of an adverse impact on the surrounding area.
 2. **Design standards.** All uses shall meet the design standards specified in Section 6.2: General Building and Site Design Standards and Guidelines.
 3. **Gateway Overlay District requirements.** Parcels within the Gateway Overlay District shall meet the requirements specified in Section 4.47: GTWY-O Gateway Overlay District.

STAFF REPORT - Plan Commission – August 19, 2025

Agenda Item #7a: Discussion: Conditional Use Permit Request to allow a Rooming House land use

Zoning District: City Center (CC) District

Property Address: 400 3rd Avenue West

Parcel #: 201-01665-0000

Applicant: Aaron Wilson

Staff Contact: Steven Wiley

Background and Property Location

The subject parcel is the former Depot property at 400 3rd Avenue West. The parcel is approximately 45,389.82 square feet (1.042 acres) in area. It contains the former Soo Line Depot building which is a brownstone Romanesque Revival historic structure constructed in 1890. The Soo Line Depot was entered on the National Historic Register on 11/03/1988 and the WI State Register of Historic Places on 01/01/1989. Additionally, the Depot was listed on the Local Register of Historic Places on 12/10/2002. In addition to the historic Soo Line Depot the parcel contains access and surface parking. The subject parcel and most adjacent parcels are zoned City Center (CC). The Bay Area Youth Hockey arena property abuts the subject parcel to the west. Depot Drive runs along the north edge of the subject property. A municipal parking lot and Central Railyard park are to the south of the subject parcel. Super One Foods is to the east and various commercial uses are to the north.

The applicant has spoken with Planning staff regarding his plan to convert the upper (third) floor of his building into a residential use. The upper floor includes three rooms he would rent out as bedrooms. He would install a common kitchen and the residents would share bathrooms. By definition in the Unified Development Ordinance (UDO) this is a rooming house land use. A rooming house land use is permitted only by Conditional Use Permit (CUP) in the City Center (CC) zoning district. Therefore, the applicant has applied for and is requesting CUP review and approval for the proposed rooming house use. Staff originally proposed placing this item on the agenda as a Public Hearing and Action item but after discussion with the Mayor have determined that placing the item on as a discussion only item would be more appropriate. The Plan Commission can discuss the proposed project with the applicant and provide input. If the applicant decides to proceed afterwards staff can bring the item back to Plan Commission for a Public Hearing.

<u>Existing Land Use</u>	<u>Zoning</u>
Historic Soo Line Depot – Physical Therapy Offices and Storage	City Center (CC)

Adjacent Land Use and Zoning

<u>Existing Uses</u>		<u>Zoning</u>
North	Mixed Commercial Uses	City Center (CC)
South	Central Railyard Park, Municipal Parking Lot	Public Park (PP), City Center (CC)
East	Super One Foods, Mixed Commercial Uses	City Center (CC)
West	Bay Area Youth Hockey Association Inc., Mixed Commercial Properties	City Center (CC)

<u>Land Use Recommendation</u>	<u>Land Use</u>
Future Land Use Map Recommendation	Downtown Core and Commercial Districts



The subject parcel is outlined in red in the above aerial.

According to the information submitted by the owner the work will involve the third floor of the building. No site modifications are proposed. If the applicant would make significant modifications on site (such as adding building mass, impervious surfaces, etc.) a Site Plan Review through Plan Commission and a Certificate of Appropriateness (COA) through the Historic Preservation Commission may be required. At this time the work proposed is entirely within the building. Planning staff and the Building Inspector have informed the owner that he will need to submit plans demonstrating code compliance with all applicable Building Codes to the Wisconsin Department of Safety and Professional Services (DSPS) or E-Plan Exam and obtain Plan Review approval prior to obtaining building permits for the proposed work.



The subject property is outlined in purple above. The red is the current City Center (CC) zoning of the subject parcel and adjacent and nearby properties. The dark green to the south is Public Park.

The work planned by the applicant includes the reuse of the original Beaser School as a multi-family use. The applicant would provide covered parking within the building and maintain the existing surface parking on-site. No exterior site changes are proposed at this time.

Standards for Review

The City of Ashland's Unified Development Ordinance Section 3.9 (C) Conditional Use Permit – Approval Criteria (and all subsections thereof), create the legal framework to regulate, administer, and enforce the conditional use standards for the City of Ashland. The following decision criteria were used to review the submitted conditional use:

1. Consistency with Comprehensive Plan.

If the applicant agrees to meet the recommended conditions this Conditional Use Permit is consistent with the goals of the Comprehensive Plan. The Comprehensive Plan recommends that properties within Future Land Use areas designated as Downtown Core and Commercial Districts be increasingly populated by mixed-use development. Residential development and/or offices on the upper floors of retail establishments are encouraged within these districts. The proposed conversion would turn the third floor into a residential (rooming house) use. The owner would maintain his physical therapy offices on the first and second floors of the building. The property would function as a mixed-use (commercial and residential) property on an existing site close to downtown.

2. Compatibility

The subject parcel is surrounded mostly by various commercial uses and is urban in nature due to its location within the city core. The Central Railyard Park is adjacent to the property on the southern side. The proposed conversion of the third floor of the Soo Line Depot building into a rooming house use is compatible with the surrounding uses. The property owner would make three rooms available to rent for residents looking to stay for an extended period of time but not necessarily looking to enter into a year-long lease. Enough parking exists on site and nearby to accommodate the needs of the physical therapy and proposed rooming house uses. Additionally, the UDO provides an exemption from the minimum parking requirements for commercial uses

located within City Center zoning that do not abut Highway 2. Staff does not anticipate a significant increase in traffic from the proposed use. If the proposed conversion of the building's third floor is completed to code the project would result in three rentable rooms close to the downtown core and within walking distance of various amenities including a grocery store.

3. Importance of services to the community

Housing is in high demand and often renters lack options that meet their needs given the market. The proposed project would result in three additional rooms available for rent by people not necessarily interested in renting a full house and/or entering into a year-long lease. The housing option is intended for people such as traveling nurses, construction workers, and others who may be in the community for a limited period of time. It would provide a niche housing option of which code-compliant examples are in currently in short supply in the community.

4. Neighborhood protections

This project if done according to the CUP conditions recommended by staff and state required building codes would have no detrimental impacts to the building or surrounding neighborhood. The owner has not proposed any exterior site modifications. If the owner would propose exterior building and/or site modifications additional staff, Historic Preservation Commission, and Plan Commission reviews might be required. The Historic Soo Line Depot is listed on the local, state and national Historic Registers and the Certificate of Appropriateness process exists to mitigate potential negative impacts projects might have on historic properties whenever possible. Additionally, the UDO provisions are in place to mitigate potential negative impacts that development could otherwise have on neighboring properties. State-required Plan Reviews and building codes exist to ensure life-safety for building occupants and users. Staff believes that if the applicant is willing to undertake and finish work consistent with the applicable building codes and Conditional Use Permit conditions the project will not negatively impact the subject property or neighborhood.

5. Conformance with other requirements of this Ordinance

This project would need to meet several criteria that support mixed residential and commercial development. Any project involving a change in use—such as this one—or any exterior modifications to a historic structure requires a Plan Review and potentially Historic Preservation Commission review. This ensures the project meets standards for aesthetics, traffic flow, parking, landscaping, and compatibility with surrounding uses. The development must also meet building code standards that ensure safety, accessibility, and functionality for all occupants. This includes standard requirements for the designated occupancy classification, fire and life safety codes, accessibility codes, MEP systems including energy codes. The applicant will be required to submit drawings completed by a professional engineer or architect that will be reviewed for code compliance before approval is granted and a permit issued.

6. Other factors

This project serves to preserve built heritage, reduce environmental impact with efficient land use and encourage economic revitalization.

Review Recommendation

Staff has discussed this project with the Mayor and recommend that the Plan Commission discuss the proposed project with the applicant and staff and refrain from taking action at the current meeting. If the applicant decides that after considering all of the code requirements the project is feasible, staff would be willing to work with him and the City's Plan Reviewer and Building Inspector to ensure that the project demonstrates code compliance with all applicable ordinances and building codes prior to bringing the Conditional Use request back to Plan Commission and Council for a recommendation and vote. Staff would recommend the following conditions for the Conditional Use Permit:

1. Conditional Use Permit is only to allow the proposed rooming house use on the third floor of the Soo Line Depot building. If the land use and/or scope of work change the applicant shall come back through staff and the Plan Commission if required for additional approvals.
2. If any exterior site work is proposed the applicant shall submit for and obtain any required site plan approvals.
3. Applicant shall designate required parking spaces to be used by tenants of the rooming house use on the subject property and submit a lighting/photometric plan demonstrating code compliance for the spaces to be used as parking by tenants.
4. Applicant shall submit all required plans for required Plan Reviews and Building Permits and obtain Plan Review approval and Building Permits prior to beginning work.

**Suitable as defined by Merriam Webster means "adapted to a use or purpose" or "able, qualified."*

Approvals are based on background information provided by the applicant and known conditions. Deviations from this information may be considered a change in the application and reconsideration and possible revision may be made by the Plan Commission.

PROPOSED CHANGE OF USE

Location: 3rd Floor of the Historic Soo Line Train Depot (400 3rd Avenue W, Ashland)

Current Owners: Aaron and Stephanie Wilson (Wilson Physical Therapy S.C.)

Purchased 4/9/2025

Intention of Project: Change the use of the 3rd floor from commercial to rooming house where it can be occupied by tenants.

Scope of Work to be performed: Minimal alteration is needed as Wilson Physical Therapy had already built out the 3rd floor in 2017 (owner Dave Margetta) into a niche pediatric PT clinic expansion. This was closed December 2020 (in part due to COVID-19 Pandemic). It has remained vacant for a majority of that time. Changes are as follows:

Change #1: Bathroom

- Swing door outward instead of inward
- Move Toilet to accommodate for shower location
- Add a handicap accessible shower

Change #2: Add storage for tenants

- Cabinets/cupboards to a currently bare wall

Change #3: Add Food prep area

- Kitchenette to currently bare wall

How it will Benefit the Community/Neighborhood: It has long been known that excessive vacant and for rent signs bring no confidence to the people in the community. As seen throughout the United States there has been a reorganization of business decisions that has decimated the hearts of city centers in small towns such as Ashland. The 125 year old "Historic Soo Line Train Depot" is one of the oldest standing buildings in Ashland and should not be vacant as it awaits for a possible shift of business owners opinions in the location of their businesses. The Historic Train Depot currently has two strong businesses in the community with Wilson Physical Therapy and Uppercut that

are on the first floor. The majority of the 2nd floor is an Wilson PT expansion process for balance enhancement and fall prevention for individuals with more advanced neurological conditions such as Parkinsons. The Western section of the 2nd floor has been allocated for future professional office space (1500 square feet). The 3rd Floor of the depot has been vacant since 2020.

There is a shortage of "Quality" housing in the area for young professionals as we found out when moving to Ashland in 2003. The rooming house on the 3rd floor would allow individuals who move to the Ashland area (such as young professionals) a space to rent as they await their opportune time to purchase a house.

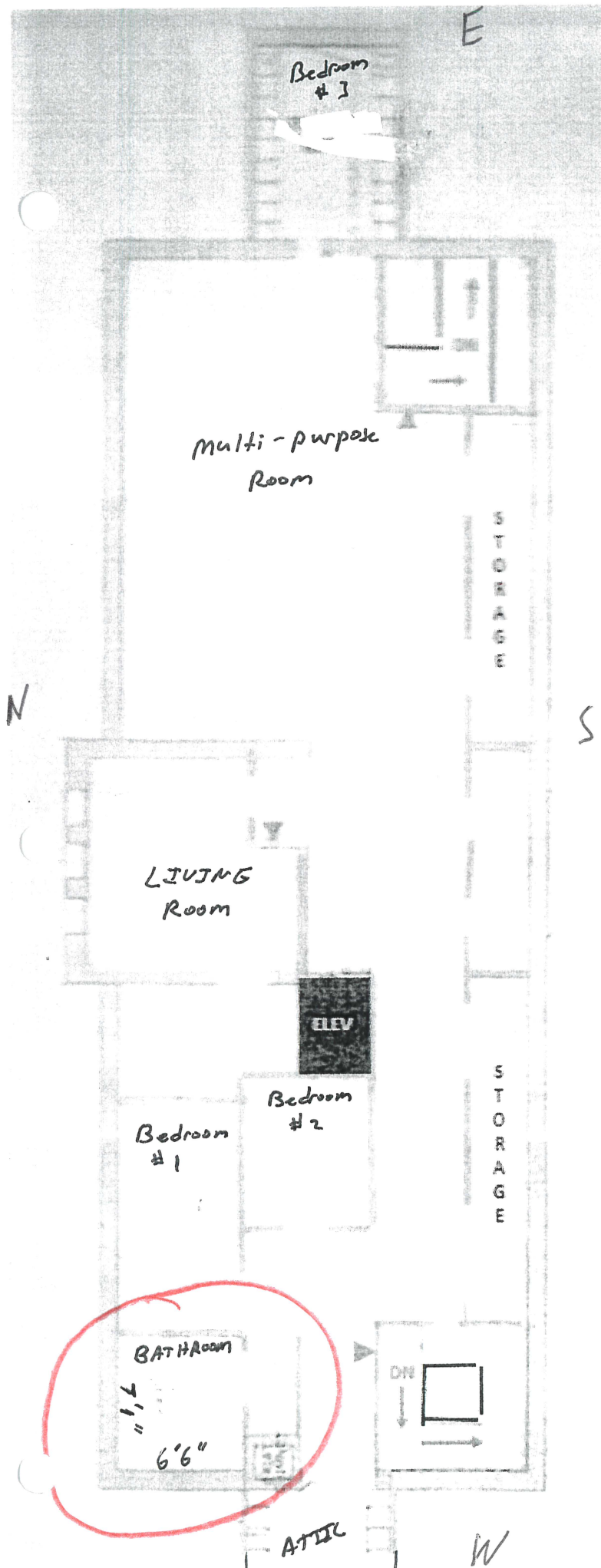
How it will Benefit the Businesses:

1. Bringing tenants to the Soo Line Depot will increase the foot traffic to the City Center.
2. Tenants at the Soo line Train Depot are not at or near the poverty line and will have incomes that allow them to support the local restaurants, theatre, churches, bars.
3. There will be no consumption of parking of local businesses as the tenants will be within walking distances.
4. Allowing the Soo Line Train Depot to change its use will demonstrate to other business owners that the city is not anti-business as thought by a majority of clients that we communicate with.
5. Allowing the Soo Line Train Depot to change its use will also demonstrate to other businesses that assets in the bank can be applied to take calculated risks for the benefit of the businesses as well as the city/community.

How it will Benefit the Owners (Who are business owners):

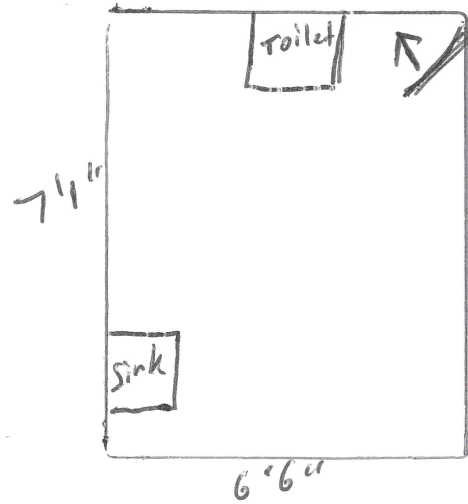
1. In the business of Physical Therapy it is challenging to have skilled providers come to a city like Ashland due to lack of adequate amount of housing (that does not need more than a minor construction upgrade). With the change of use we would have the ability to house the professional until the right house hits the market or they possibly can feel financially stable enough to acquire a "project house".
2. Financial stability of the Owners to continue providing community involvement, beyond just the scope of Physical Therapy. Wilson Physical Therapy has been involved in youth activities (soccer, football, hockey). They have donated their money to a variety of organizations throughout the Ashland, Mellen, Washburn areas. They can only do this if they and their business model remains stable.

Special considerations: We have purchased the Soo Line Train Depot from David Margetta in April of 2025. There are several aspects of the 125 year old Historic building that have needed more advanced upkeep. There has also been assessed areas, such as the roof that will need to be outright replaced in 5-10 years. As the now stewards of the Soo Line Train Depot will attempt to shoulder the responsibility of keeping the building in good repair. This upkeep can't be expected be of higher value than the financial security of the owners.

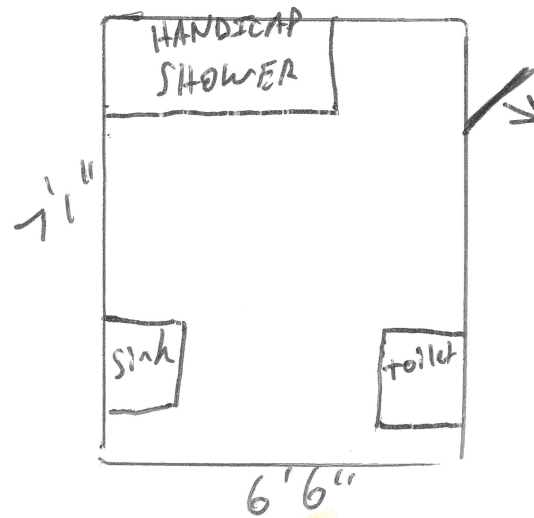


Proposed change
#1 BATHROOM

Current



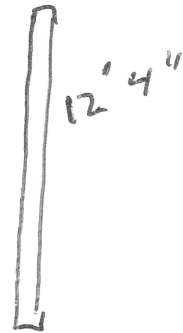
CHANGE



bedrooms -
1 interior
- no egress
windows

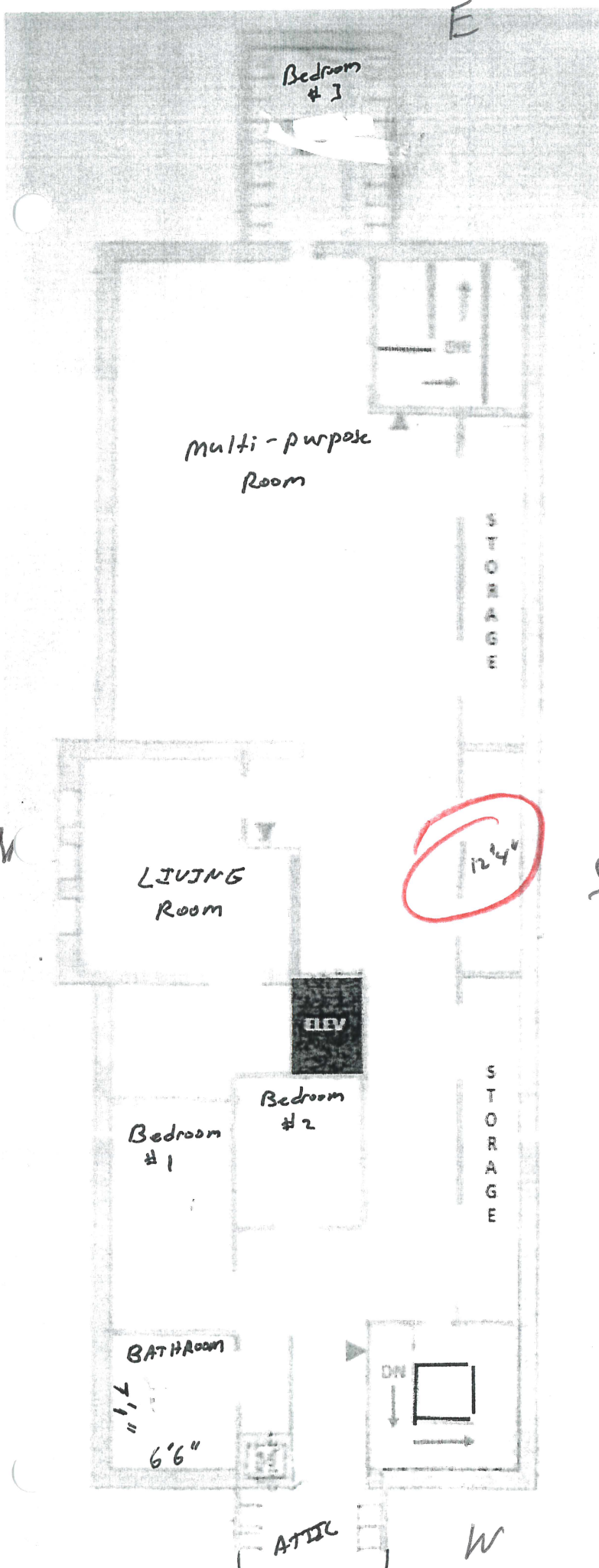
Proposed Change #2

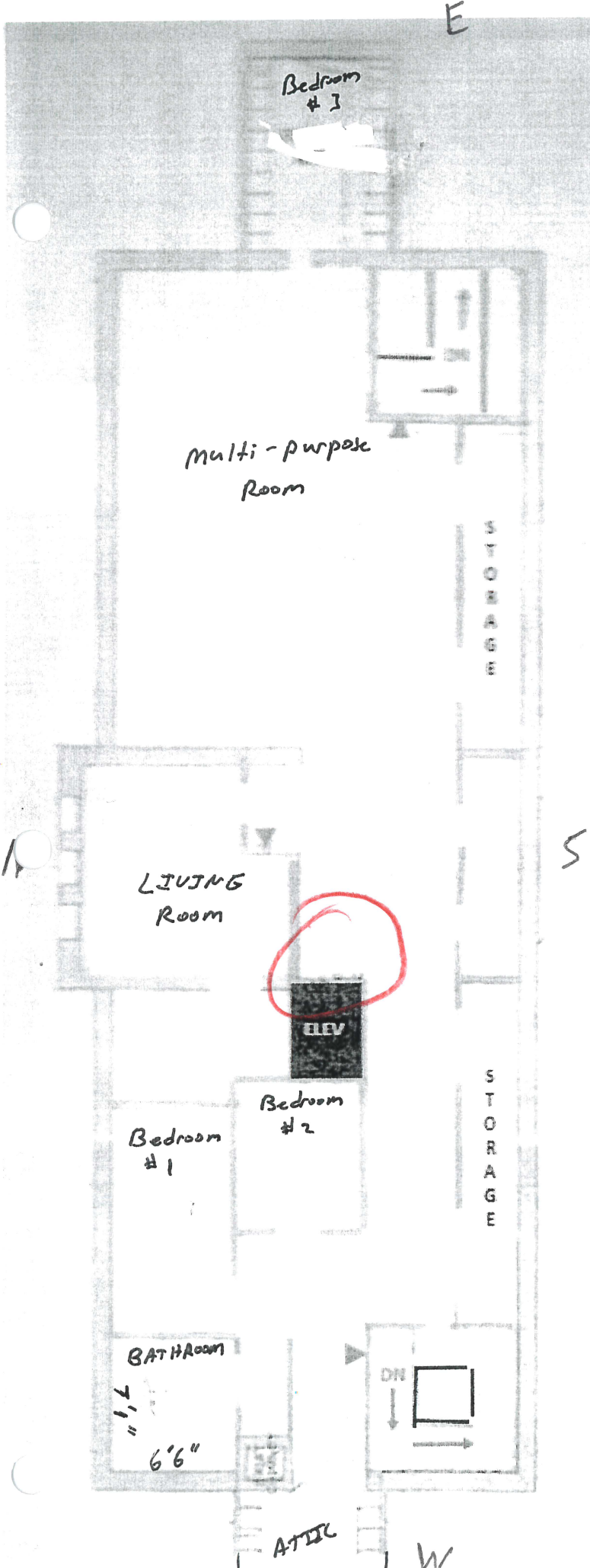
CURRENT



CHANGE

Counter top
+
CABINETS



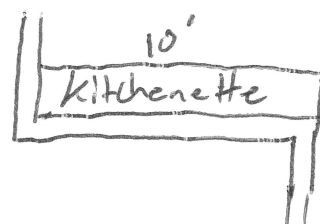


Proposed Change
3

Current



CHANGE



Bedroom #3

Fixtures

AC/Heat Split

Multi-purpose Room

Elevated Heat

Air Recovery unit

Elevated Heat

LIVING Room

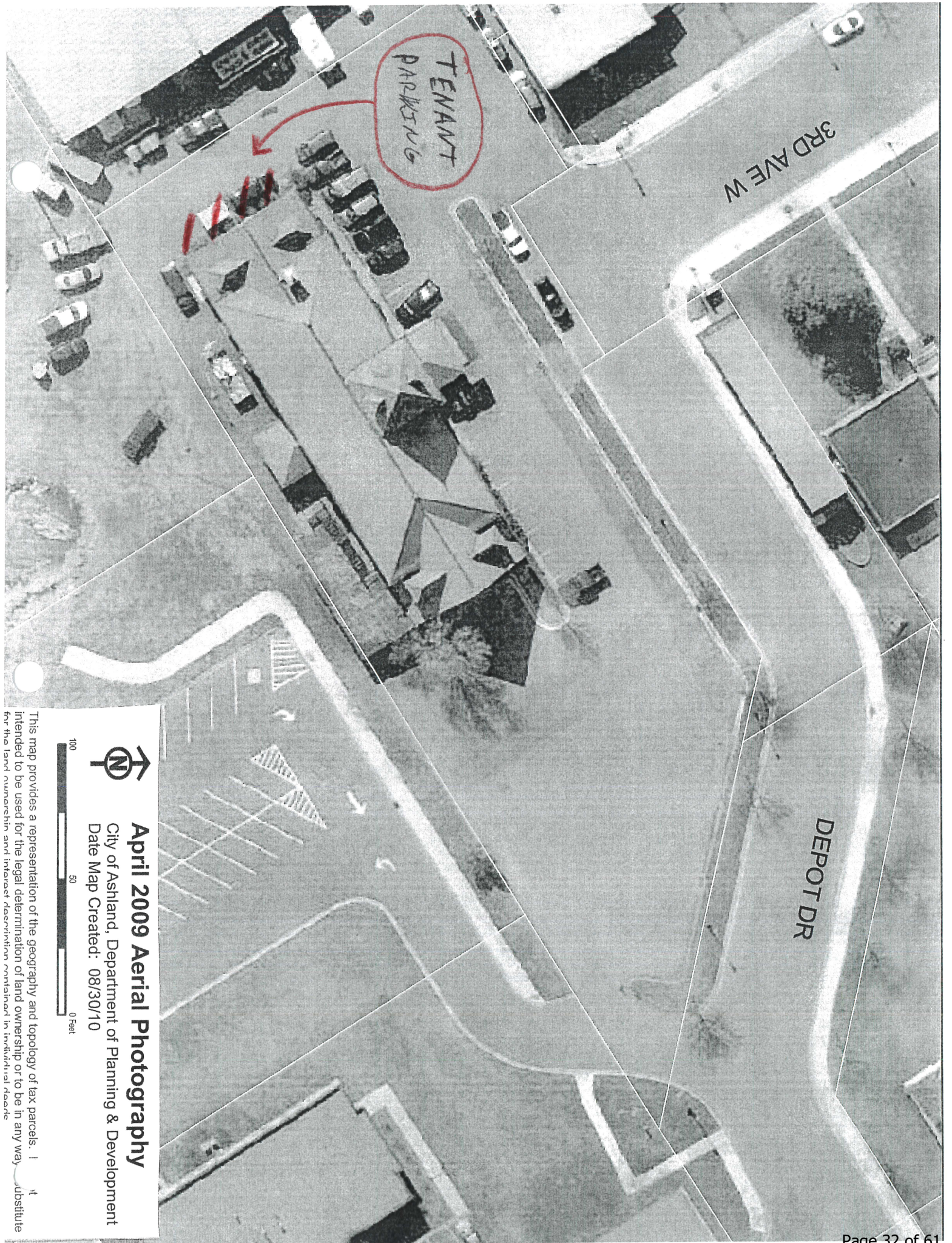
Bedroom #2

Bedroom #1

BATHROOM

6'6"

ATTIC

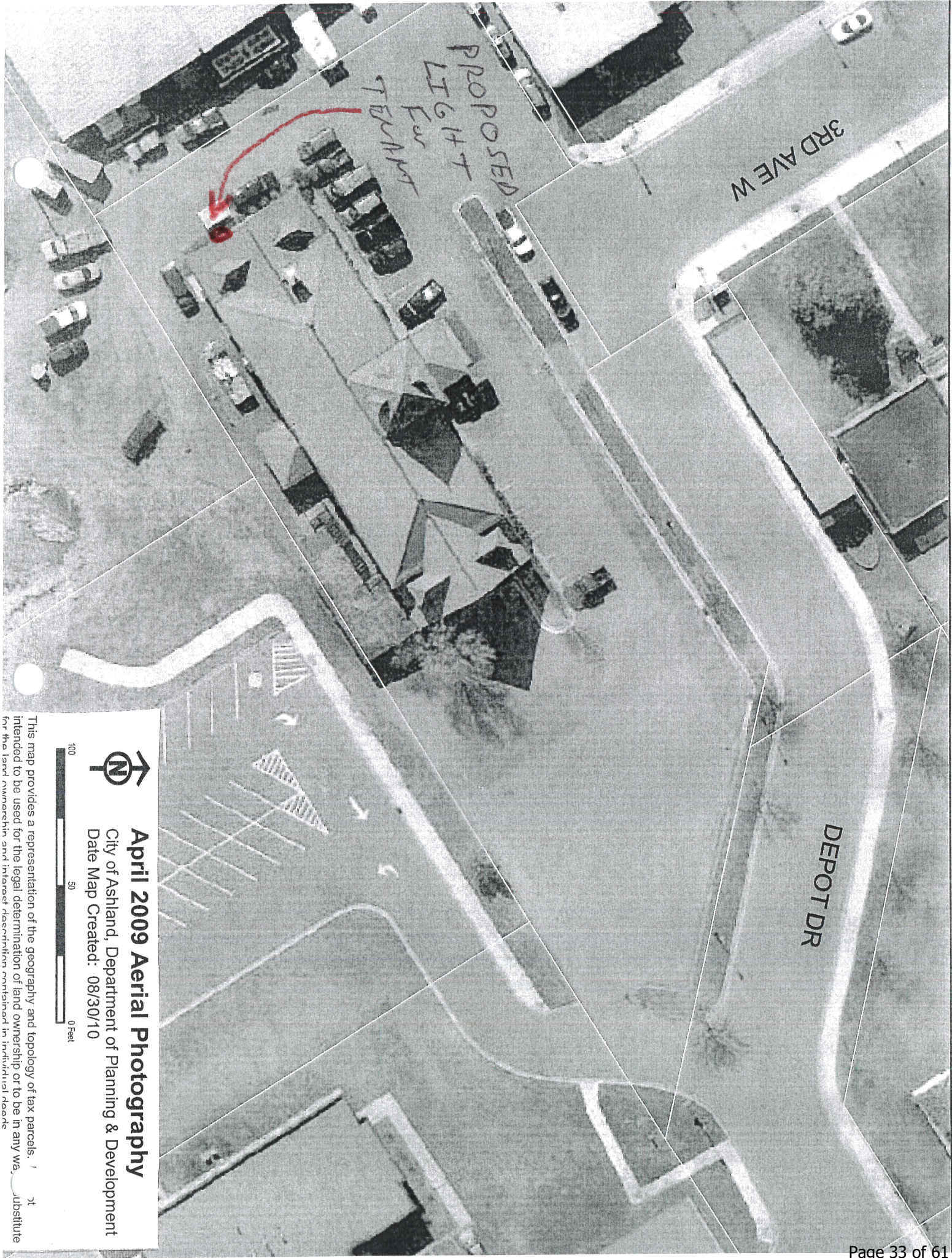


April 2009 Aerial Photography

City of Ashland, Department of Planning & Development
Date Map Created: 08/30/10



This map provides a representation of the geography and topology of tax parcels. It is intended to be used for the legal determination of land ownership or to be in any way substituted for the land ownership and interest description contained in individual deeds.

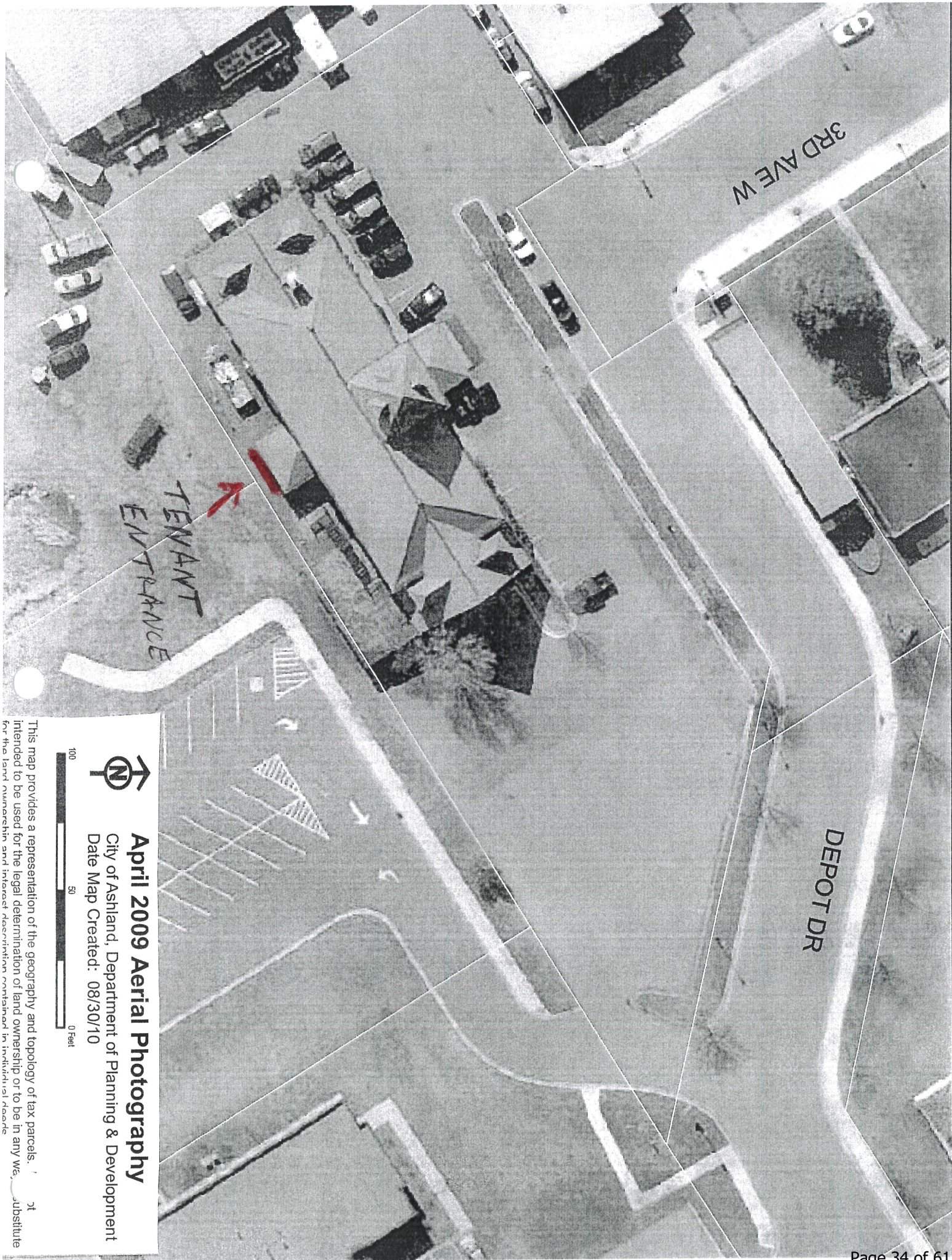


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Case Activity Report

07/01/2025 - 07/31/2025

Case #	Case Date	Assigned To	Main Status	Description	Closed Date	Parcel #	Parcel Address
20240360	8/28/2024	Raymond Kallio	Open	long grass	9/6/2024	201003380000	408 14TH AVE W
20250396	7/31/2025	Raymond Kallio	Open	missing house numbers		201002560000	322 BEASER AVE
20250397	7/31/2025	Raymond Kallio	Open	lawn		201004010000	512 BEASER AVE
20250398	7/31/2025	Raymond Kallio	Closed	long grass and weeds	8/6/2025	201001920000	900 MAIN ST W
20250399	7/31/2025	Raymond Kallio	Open	lawn		201004070000	523 BEASER AVE
20250400	7/31/2025	Raymond Kallio	Open	long grass		201000520000	1101 MAIN ST W
20250401	7/31/2025	Raymond Kallio	Open	lawn		201004720000	1923 6TH ST W
20250402	7/31/2025	Raymond Kallio	Open	long grass		201004930000	605 17TH AVE W
20250403	7/31/2025	Raymond Kallio	Open	inoperable car and misc storage		201004410000	511 16TH AVE W
20250404	7/31/2025	Raymond Kallio	Open	misc storage		201002580000	317 BEASER AVE
20250393	7/29/2025	Raymond Kallio	Closed	lawn	8/6/2025	201015840000	211 7TH AVE E
20250394	7/30/2025	Raymond Kallio	Open	grass		201002770000	316 15TH AVE W
20250395	7/30/2025	Raymond Kallio	Open	misc storage		201027660000	1001 ELLIS AVE
20250365	7/16/2025	Raymond Kallio	Closed	missing house/street numbers	7/30/2025	201025530000	808 VAUGHN AVE

20250373	7/21/2025	Raymond Kallio	Closed	long grass	7/30/2025	201027770000	1016 4TH AVE W
20250375	7/21/2025	Raymond Kallio	Closed	GRASS	7/30/2025	201027780000	1006 4TH AVE W
20250380	7/23/2025	Raymond Kallio	Closed	misc storage	7/30/2025	201002750000	1420 3RD ST W
20250382	7/24/2025	Raymond Kallio	Closed	lawn	7/30/2025	201011250000	222 N 11TH AVE E
20250388	7/25/2025	Raymond Kallio	Closed	long grass and weeds	7/30/2025	201004370000	522 16TH AVE W
20250313	7/1/2025	Raymond Kallio	Open	miscellaneous storage violations, long grass and weeds, failure to comply with raze order		201014160000	118 10TH AVE E
20250345	7/14/2025	Raymond Kallio	Closed	rubbish	7/30/2025	201000690000	1313 MAIN ST W
20250361	7/15/2025	Raymond Kallio	Open	long grass rubbish junk		201011210000	221 N 12TH AVE E
20250364	7/16/2025	Raymond Kallio	Closed	missing house numbers	7/30/2025	201025550000	802 VAUGHN AVE
20250371	7/21/2025	Raymond Kallio	Closed	commode in backyard by alley	7/30/2025	201025750000	808 CHAPPLE AVE
20250390	7/28/2025		Closed	long grass side yard		201006120000	801 BEASER AVE
20250390	7/28/2025		Closed	long grass side yard		201006120000	801 BEASER AVE
20250391	7/28/2025	Raymond Kallio	Open	long grass and weeds		201023020000	308 7TH ST W

20250392	7/28/2025	Raymond Kallio	Open	busted porch steps and missing handrails		201035450200	1521 5TH ST E
20250388	7/25/2025	Raymond Kallio	Closed	long grass and weeds	7/30/2025	201004370000	522 16TH AVE W
20250389	7/25/2025	Raymond Kallio	Open	long grass and missing handrail for front steps		201044660000	913 MACARTHUR AVE
20250385	7/25/2025	Raymond Kallio	Closed	weeds	8/4/2025	201002500000	303 12TH AVE W
20250386	7/25/2025	Raymond Kallio	Closed	long grass and weeds	8/5/2025	201021800000	205 7TH ST E
20250387	7/25/2025	Raymond Kallio	Closed	lawn	8/5/2025	201024660000	800 5TH AVE E
20250347	7/14/2025	Raymond Kallio	Closed	long grass and weeds	7/28/2025	201005930000	703 17TH AVE W
20250325	7/7/2025	Raymond Kallio	Open	lawn and weeds		201022270000	619 3RD AVE W
20250305	6/30/2025	Raymond Kallio	Closed	missing street numbers and long grass Inspection 7/9/2025 grass cut, no street numbers	7/25/2025	201011550000	1407 FRONT ST E
20240203	7/15/2025	Raymond Kallio	Open	messy yard		201002400000	314 12TH AVE W
20250132	4/29/2025	Raymond Kallio	Closed	tires	7/25/2025	201025120000	811 2ND AVE E

20250170	5/20/2025	Raymond Kallio	Closed	messy back porch car parts no house number	7/25/2025	201025770000	821 6TH AVE W
20250188	5/23/2025	Raymond Kallio	Closed	misc storage	7/25/2025	201018570000	414 STUNTZ AVE
20250189	5/27/2025	Raymond Kallio	Open	fire damaged structure		201021550000	608 PRENTICE AVE
20250200	5/28/2025	Raymond Kallio	Open	driveway needs repair		201032020000	1515 BEASER AVE
20250204	6/2/2025	Raymond Kallio	Open	needs siding on garage and house missing house numbers		201050350000	4009 LAKE PARK RD
20250210	6/4/2025	Raymond Kallio	Open	missing siding, long grass		201034460000	2102 MAIN ST E
20250220	6/5/2025	Raymond Kallio	Closed	Tires	7/25/2025	201011310000	1301 LAKE SHORE DR E
20250221	6/5/2025	Raymond Kallio	Closed	tires	7/25/2025	201011310000	1301 LAKE SHORE DR E
20250247	6/9/2025	Steve Schraufnagel	Open	fire/raze permit		201002380000	1104 3RD ST W
20250314	7/1/2025	Raymond Kallio	Closed	misc storage	7/24/2025	201017610100	300 STUNTZ AVE
20250343	7/14/2025	Raymond Kallio	Open	exterior siding missing		201017890000	318 13TH AVE E
20250349	7/14/2025	Raymond Kallio	Closed	long grass back yard	7/24/2025	201015500000	210 STUNTZ AVE
20250367	7/16/2025	Raymond Kallio	Closed	long grass and weeds	7/24/2025	201019970000	414 3RD AVE E

20250357	7/15/2025	Raymond Kallio	Closed	long grass and weeds,	7/24/2025	201024790000	800 PRENTICE AVE
20250382	7/24/2025	Raymond Kallio	Closed	lawn	7/30/2025	201011250000	222 N 11TH AVE E
20250383	7/24/2025	Raymond Kallio	Closed	long grass	8/5/2025	201014840000	222 14TH AVE E
20250384	7/24/2025	Raymond Kallio	Closed	lawn	8/5/2025	201014220000	109 11TH AVE E
20250381	7/24/2025	Raymond Kallio	Closed	missing street numbers	8/5/2025	201024790000	800 PRENTICE AVE
20250377	7/23/2025	Raymond Kallio	Closed	lawn	7/28/2025	201025390000	816 4TH AVE W
20250378	7/23/2025	Raymond Kallio	Closed	lawn	7/28/2025	201025380000	820 4TH AVE W
20250380	7/23/2025	Raymond Kallio	Closed	misc storage	7/30/2025	201002750000	1420 3RD ST W
20250352	7/14/2025	Raymond Kallio	Closed	new fence, no permit	7/23/2025	201020770000	1116 5TH ST E
20250355	7/15/2025	Raymond Kallio	Closed	long grass, weeds and shingles and misc items in the backvard	7/28/2025	201011730000	1314 LAKE SHORE DR E
20250354	7/15/2025	Raymond Kallio	Closed	long grass backyard and misc items	7/22/2025	201018220000	413 14TH AVE E
20250337	7/10/2025	Raymond Kallio	Closed	long grass	7/22/2025	201010300000	411 ST CLAIRE ST
20250339	7/10/2025	Raymond Kallio	Closed	misc storage	7/22/2025	201004370000	522 16TH AVE W
20250326	7/8/2025	Raymond Kallio	Closed	box spring	7/22/2025	201043930000	723 9TH AVE W
20250331	7/9/2025	Raymond Kallio	Closed	vehicle	7/22/2025	201020250000	500 WILLIS AVE

20250321	7/2/2025	Raymond Kallio	Closed	lawn	7/22/2025	201033710000	2718 LAKE SHORE DR E
20250322	7/2/2025	Raymond Kallio	Closed	long grass and weeds	7/22/2025	201001550000	1207 3RD ST W
20250294	6/25/2025	Raymond Kallio	Closed	lawn	7/22/2025	201043340000	805 6TH ST W
20250143	5/6/2025	Raymond Kallio	Closed	garbage and debris	7/22/2025	201024780000	804 PRENTICE AVE
20240102	7/22/2025	Raymond Kallio	Open	grass and exterior walls not weatherproofed		201047650400	315 TURNER RD
20250199	5/28/2025	Raymond Kallio	Open	snowmobile part		201048550000	3400 CITY HEIGHTS RD
20240292	6/23/2025	Raymond Kallio	Open	exterior walls not weatherproofed, missing stairs and front yard grading		201018770000	405 STUNTZ AVE
20240303	8/9/2024	Raymond Kallio	Open	exterior wall not weatherproof		201005810000	1518 7TH ST W
20240349	7/21/2025	Raymond Kallio	Open	exterior wall not weatherproof		201002610000	301 BEASER AVE
20250118	4/22/2025	Raymond Kallio	Closed	couch in yard	7/21/2025	201027210000	1022 7TH AVE E
20250334	7/10/2025	Raymond Kallio	Closed	lawn and weeds	7/21/2025	201019040000	419 WILLIS AVE
20250336	7/10/2025	Raymond Kallio	Closed	carpet	7/21/2025	201024060000	717 7TH AVE E
20250341	7/11/2025	Raymond Kallio	Closed	grass and weeds	7/21/2025	201043690000	812 6TH ST W

20250348	7/14/2025	Raymond Kallio	Closed	long grass	7/21/2025	201044150000	718 9TH AVE W
20250371	7/21/2025	Raymond Kallio	Closed	commode in backyard by alley	7/30/2025	201025750000	808 CHAPPLE AVE
20250372	7/21/2025	Raymond Kallio	Open	long grass		201024600000	608 8TH ST E
20250373	7/21/2025	Raymond Kallio	Closed	long grass	7/30/2025	201027770000	1016 4TH AVE W
20250375	7/21/2025	Raymond Kallio	Closed	GRASS	7/30/2025	201027780000	1006 4TH AVE W
20250370	7/18/2025	Raymond Kallio	Open	Tires		201034240000	KENWOOD TERRACE COMMUNITY 18th Ave E and Main St E
20250351	7/14/2025	Raymond Kallio	Closed	demo house, no permit	7/18/2025	201019190000	409 5TH AVE E
20250340	7/11/2025	Raymond Kallio	Closed	lawn	7/11/2025	201022230000	312 6TH ST W
20250333	7/9/2025	Raymond Kallio	Closed	lawn		201022730000	715 VAUGHN AVE
20250330	7/9/2025	Raymond Kallio	Closed	lawn	7/18/2025	201022790000	714 VAUGHN AVE
20250250	6/10/2025	Raymond Kallio	Closed	long grass and weeds	6/20/2025	201002080000	
20250267	6/12/2025	Raymond Kallio	Closed	lawn	6/25/2025	201021540000	610 PRENTICE AVE
20250275	6/18/2025	Raymond Kallio	Closed	grass	7/18/2025	201028320000	311 12TH ST W
20240475	10/31/2024	Raymond Kallio	Closed	garbage	7/18/2025	201010800000	609 ST CLAIRE ST

20230161	10/6/2023	Raymond Kallio	Closed	debri	7/17/2025	201045190000	513 7TH ST W
20240005	1/3/2024	Raymond Kallio	Closed	debri	7/17/2025	201013300000	114 2ND AVE E
20250338	7/10/2025	Raymond Kallio	Closed	lawn and debris	7/17/2025	201004920000	607 17TH AVE W
20250342	7/14/2025	Raymond Kallio	Closed	long grass	7/17/2025	201004530000	522 18TH AVE W
20250367	7/16/2025	Raymond Kallio	Closed	long grass and weeds	7/24/2025	201019970000	414 3RD AVE E
20250368	7/16/2025	Raymond Kallio	Open	roofing garage no shingle permit		201028120000	1005 6TH AVE W
20250369	7/16/2025	Raymond Kallio	Closed	roofing with no permit	7/21/2025	201045300000	1114 6TH AVE W
20250364	7/16/2025	Raymond Kallio	Closed	missing house numbers	7/30/2025	201025550000	802 VAUGHN AVE
20250361	7/15/2025	Raymond Kallio	Open	long grass rubbish junk		201011210000	221 N 12TH AVE E
20250362	7/16/2025	Raymond Kallio	Closed	junk and rubbish	8/4/2025	201003750000	518 11TH AVE W
20250313	7/1/2025	Raymond Kallio	Open	miscellaneous storage violations, long grass and weeds, failure to comply with raze order		201014160000	118 10TH AVE E
20250365	7/16/2025	Raymond Kallio	Closed	missing house/street numbers	7/30/2025	201025530000	808 VAUGHN AVE

20250366	7/16/2025	Raymond Kallio	Closed	missing street/house numbers and missing siding on front porch	8/4/2025	201025520000	812 VAUGHN AVE
20250357	7/15/2025	Raymond Kallio	Closed	long grass and weeds,	7/24/2025	201024790000	800 PRENTICE AVE
20250358	7/15/2025	Raymond Kallio	Open	missing siding		201026880000	906 5TH AVE E
20250359	7/15/2025	Raymond Kallio	Open	missing siding on garage		201020980000	604 12TH AVE E
20250360	7/15/2025	Raymond Kallio	Open	garage new trusses and roof		201027260000	715 11TH ST E
20250353	7/15/2025	Raymond Kallio	Open	cars parked on sidewalk		201011950000	1100 LAKE SHORE DR E
20250354	7/15/2025	Raymond Kallio	Closed	long grass backyard and misc items	7/22/2025	201018220000	413 14TH AVE E
20250355	7/15/2025	Raymond Kallio	Closed	long grass, weeds and shingles and misc items in the backvard	7/28/2025	201011730000	1314 LAKE SHORE DR E
20250356	7/15/2025	Raymond Kallio	Open	open new driveway, has permit		201023010000	306 7TH ST W
20250352	7/14/2025	Raymond Kallio	Closed	new fence, no permit	7/23/2025	201020770000	1116 5TH ST E
20250348	7/14/2025	Raymond Kallio	Closed	long grass	7/21/2025	201044150000	718 9TH AVE W
20250347	7/14/2025	Raymond Kallio	Closed	long grass and weeds	7/28/2025	201005930000	703 17TH AVE W
20250349	7/14/2025	Raymond Kallio	Closed	long grass back yard	7/24/2025	201015500000	210 STUNTZ AVE

20250350	7/14/2025	Raymond Kallio	Open	missing siding		201044700000	900 MACARTHUR AVE
20250351	7/14/2025	Raymond Kallio	Closed	demo house, no permit	7/18/2025	201019190000	409 5TH AVE E
20250343	7/14/2025	Raymond Kallio	Open	exterior siding missing		201017890000	318 13TH AVE E
20250344	7/14/2025	Raymond Kallio	Open	siding and drainage issues		201023030000	312 7TH ST W
20250345	7/14/2025	Raymond Kallio	Closed	rubbish	7/30/2025	201000690000	1313 MAIN ST W
20250143	5/6/2025	Raymond Kallio	Closed	garbage and debris	7/22/2025	201024780000	804 PRENTICE AVE
20250279	6/18/2025	Raymond Kallio	Closed	couch in yard	7/11/2025	201037950000	210 22ND AVE W
20250341	7/11/2025	Raymond Kallio	Closed	grass and weeds	7/21/2025	201043690000	812 6TH ST W
20250340	7/11/2025	Raymond Kallio	Closed	lawn	7/11/2025	201022230000	312 6TH ST W
20250338	7/10/2025	Raymond Kallio	Closed	lawn and debris	7/17/2025	201004920000	607 17TH AVE W
20250339	7/10/2025	Raymond Kallio	Closed	misc storage	7/22/2025	201004370000	522 16TH AVE W
20250336	7/10/2025	Raymond Kallio	Closed	carpet	7/21/2025	201024060000	717 7TH AVE E
20250337	7/10/2025	Raymond Kallio	Closed	long grass	7/22/2025	201010300000	411 ST CLAIRE ST
20250334	7/10/2025	Raymond Kallio	Closed	lawn and weeds	7/21/2025	201019040000	419 WILLIS AVE
20250335	7/10/2025	Raymond Kallio	Open	weeds and siding		201019050000	417 WILLIS AVE
20250327	7/8/2025	Raymond Kallio	Closed	lawn	7/10/2025	201012580000	502 ST CLAIRE ST
20250285	6/23/2025	Raymond Kallio	Closed	items on proch	7/9/2025	201043790000	610 10TH AVE W

20250307	6/30/2025	Raymond Kallio	Closed	Lawn		201043790000	610 10TH AVE W
20250308	6/30/2025	Raymond Kallio	Closed	lawn	7/2/2025	201015960000	213 WILLIS AVE
20250309	6/30/2025	Raymond Kallio	Closed	long grass and weeds	7/9/2025	201017560000	309 7TH AVE E
20250310	6/30/2025	Raymond Kallio	Closed	weeds	7/9/2025	201020010000	510 PRENTICE AVE
20250312	7/1/2025	Raymond Kallio	Closed	long grass and weeds	7/9/2025	201012130000	811 LAKE SHORE DR E
20250304	6/30/2025	Raymond Kallio	Closed	weeds	7/9/2025	201015990000	Vacant Lot: Main Street E and Willis Avenue
20250306	6/30/2025	Raymond Kallio	Closed	box spring	7/9/2025	201015980000	207 WILLIS AVE
20250315	7/1/2025	Raymond Kallio	Closed	weeds	7/9/2025	201026800000	900 PRENTICE AVE
20250244	6/9/2025	Raymond Kallio	Closed	rubish and back porch. rental registration	6/30/2025	201022040000	620 3RD AVE W
20250324	7/7/2025	Raymond Kallio	Closed	lawn	7/9/2025	201022260000	311 7TH ST W
20250333	7/9/2025	Raymond Kallio	Closed	lawn		201022730000	715 VAUGHN AVE
20250330	7/9/2025	Raymond Kallio	Closed	lawn	7/18/2025	201022790000	714 VAUGHN AVE
20250331	7/9/2025	Raymond Kallio	Closed	vehicle	7/22/2025	201020250000	500 WILLIS AVE
20250328	7/8/2025	Raymond Kallio	Closed	lawn	8/4/2025	201045190000	513 7TH ST W

20250327	7/8/2025	Raymond Kallio	Closed	lawn	7/10/2025	201012580000	502 ST CLAIRE ST
20250326	7/8/2025	Raymond Kallio	Closed	box spring	7/22/2025	201043930000	723 9TH AVE W
20250285	6/23/2025	Raymond Kallio	Closed	items on proch	7/9/2025	201043790000	610 10TH AVE W
20250298	6/27/2025	Raymond Kallio	Closed	Lawn, door, and tire	7/8/2025	201012470000	108 5TH AVE E
20250296	6/26/2025	Raymond Kallio	Closed	Lawn	7/7/2025	201022160000	601 2ND AVE W
20250297	6/26/2025	Raymond Kallio	Closed	lawn	7/7/2025	201023560000	715 3RD AVE E
20250299	6/27/2025	Raymond Kallio	Closed	lawn and debris	7/7/2025	201013450000	315 MAIN ST E
20250300	6/27/2025	Raymond Kallio	Closed	long grass no house numbers	7/7/2025	201023830000	706 PRENTICE AVE
20250301	6/27/2025	Raymond Kallio	Closed	long grass and weeds	7/7/2025	201023820000	710 PRENTICE AVE
20250303	6/27/2025	Raymond Kallio	Closed	lawn	7/14/2025	201038520000	1123 ELLIS AVE
20250283	6/23/2025	Raymond Kallio	Closed	long grass, terrace and along house and garage, north side.r	7/7/2025	201021750000	615 PRENTICE AVE
20240368	9/4/2024	Raymond Kallio	Closed	graveled yard		201025250000	807 ELLIS AVE
20250324	7/7/2025	Raymond Kallio	Closed	lawn	7/9/2025	201022260000	311 7TH ST W
20250325	7/7/2025	Raymond Kallio	Open	lawn and weeds		201022270000	619 3RD AVE W
20250287	6/24/2025	Raymond Kallio	Closed	weeds	7/2/2025	201027540000	1015 PRENTICE AVE

20250289	6/24/2025	Raymond Kallio	Closed	lawn	7/2/2025	201026710000	911 PRENTICE AVE
20250293	6/25/2025	Raymond Kallio	Closed	long grass and weeds	7/2/2025	201028610000	1113 PRENTICE AVE
20250322	7/2/2025	Raymond Kallio	Closed	long grass and weeds	7/22/2025	201001550000	1207 3RD ST W
20250321	7/2/2025	Raymond Kallio	Closed	lawn	7/22/2025	201033710000	2718 LAKE SHORE DR E
20250316	7/2/2025	Raymond Kallio	Closed	long grass and weeds	7/22/2025	201048110000	SANBORN AVE
20250317	7/2/2025	Raymond Kallio	Closed	long grass and weeds		201048060000	
20250318	7/2/2025	Raymond Kallio	Closed	long grass and weeds	7/22/2025	201048040000	
20250320	7/2/2025	Raymond Kallio	Closed	lawn grass	7/22/2025	201048050000	2315 JUNCTION RD
20250315	7/1/2025	Raymond Kallio	Closed	weeds	7/9/2025	201026800000	900 PRENTICE AVE
20250313	7/1/2025	Raymond Kallio	Open	miscellaneous storage violations, long grass and weeds,failure to comply with raze order		201014160000	118 10TH AVE E
20250314	7/1/2025	Raymond Kallio	Closed	misc storage	7/24/2025	201017610100	300 STUNTZ AVE
20250312	7/1/2025	Raymond Kallio	Closed	long grass and weeds	7/9/2025	201012130000	811 LAKE SHORE DR E
20240442	10/11/2024	Raymond Kallio	Open	rubbish and lawn		201036460000	1607 6TH ST E

20250284	6/23/2025	Raymond Kallio	Closed	lawn	7/1/2025	201006650000	700 11TH AVE W
20250282	6/23/2025	Raymond Kallio	Closed	lawn	7/1/2025	201027440000	1000 PRENTICE AVE
20250256	6/10/2025	Raymond Kallio	Closed	debris	7/1/2025	201031270000	1223 10TH AVE W
20250235	6/9/2025	Raymond Kallio	Closed	lawn	7/1/2025	201003380000	408 14TH AVE W

Total Records: 181

8/7/2025

Permit Detail Report

07/01/2025 - 07/31/2025

Permit #	Permit Date	Building Type	Applicant Name	Applicant Address	City, State, Zip	Description	Project Cost	Square Feet	Issued Date	Type of Work	Work Location	Total Fees	Parcel #	Parcel Address
20250204	7/30/2025	Residential - Siding (material cost over 1,000)	Anthony Jennings	513 16th Ave W	Ashland, WI 54806	Install new siding, house wrap, trim, haul away debris.	12,000	2,542	7/31/2025	Primary Structure	513 16th Ave W	\$30.00	201004400000	513 16TH AVE W
20250203	7/29/2025	Residential - Roofing (Material cost over 1,000)	Katherine Bailey	812 6th St W	Ashland	R&R remaining north facing aspects of roof to include re-sheathing and shingles to match prior work on south facing roof.	3,000	700	8/6/2025	Primary Structure	812 6th St W	\$30.00	201043690000	812 6TH ST W
20250202	7/29/2025	Residential - Remodel/Repair/Additions (over 5,000)	Jennifer Beck	4114 Lake Park Rd	ASHLAND, WI 54806	Replacing four (4) windows with new vinyl units - two upstairs bedrooms, one bathroom and one bedroom downstairs. Replace all existing vinyl siding with aluminum siding and trim. Replace front door with new entry and storm door unit.	32,000	0	7/29/2025	Primary Structure	4114 Lake Park Rd	\$90.00	201050120000	4114 LAKE PARK RD
20250201	7/28/2025	Residential - Parking Lot/Driveway	Timothy F Kehoe	5 Victoria Ln	ASHLAND	Remove old concrete driveway and pour a new surface. This is a direct replacement - no additional impervious surface is being added.	32,655	3,109	7/31/2025	Driveway	5 Victoria Lane	\$163.28	201047821000	#5 VICTORIA LN
20250200	7/27/2025	Residential - Roofing	Joe n kris Guski	715 10th ave	Ashland WI 54806	roof replacement	4,300	1,273	7/22/2025	Primary Structure	715 10th Ave E	\$30.00	201043850000	715 10TH AVE W

20250199	7/25/2025	Commercial - Miscellaneous Repair of a Commercial Structure	Richard L Brick	1518 3rd St W	Ashland, WI	Demolition of West and South side additions and rebuild as 3-season porch and south facing deck. Replace shingle roof on gable main structure. Demolition area is 320 sq. ft. Gable roof is 840 Sq. Ft.	31,200	0		Primary Structure	1518 3rd St W	\$156.00	201002820000	1518 3RD ST W
20250198	7/25/2025	Zoning Approval - Signage	Graphic House - Amra Duranceau	8101 International Dr	Wausau WI, 54455	Replacing a 27 SF Electronic Sign Panel on an existing pilon in the front of the building per application and sign proof provided - same location and size. Using existing electrical service. This sign is contingent upon complying with: 1) required dimmable technology, hours of operation, and change of copy per the UDO (Sections	0	27	7/28/2025	Other	2100 Beaser Ave	\$50.00	201049510000	2100 BEASER AVE

20250197	7/24/2025	Residential - Detached Accessory Building	Richard Setzke	3514 Golf Course Road	Ashland, WI 54806	New site-built detached garage, 32 feet x 40 feet. Exterior material is LP Smart Siding. Max height is 15'-6". This permit is contingent upon the owner/contractor providing our office with a construction work schedule.	70,000	1,280		Accessory Structure	3514 Golf Course Rd Ashland WI 54806	\$64.00	201048480200	3514 GOLF COURSE RD
20250196	7/24/2025	Commercial - Miscellaneous Repair of a Commercial Structure	Garrett Kabasa	613 Main St E	ASHLAND, WI 54806	Remove storefront glass on front facade and replace with slider windows. Remove existing inset entry door and wall framing. Rebuild wall and install new door to be flush with existing exterior front wall. Framing and siding repairs as needed. Infill voids as required around new windows. Install new LP siding as discussed with	7,500	0	7/29/2025	Primary Structure	613 Main St E	\$25.00	201013860000	613 MAIN ST E

20250195	7/23/2025	Residential - Remodel/Repair/Additions (over 5,000)	Kathryn Hindi	1018 Stuntz Ave	ASHLAND, WI 54806	Foundation repair on south and east side of house. Tear out foundation block approx. 2-feet high x 14-feet long and reinstalling new block. Installing two (2) new window wells. Backfill, soil and seed. This permit is contingent upon providing our office with a construction work schedule.	12,000	0	7/23/2025	Primary Structure	1018 Stuntz Ave	\$60.00	201027170000	1018 STUNTZ AVE
20250194	7/23/2025	Residential - Fence	Mylan & Lily Bruckelmyer	1415 Front St E	ASHLAND, WI 54806	160 feet of fencing in backyard. 6-foot tall pressure treated wood, dog ear panels. Note: structural posts are to be located toward the inside of the property with the finished edge facing out. This permit is contingent upon 1) A compliant handrail needs to be added to one side of the steps on the new deck.	2,000	0	7/31/2025	Other	1415 Front St E	\$75.00	201011580000	1415 FRONT ST E

20250193	7/22/2025	Commercial - Structural Addition/Alteration	Peter Schumann	613 10th Ave W	ASHLAND, WI 54806	Replacing existing front steps of the home in same material and configuration. Install new handrails. Approx. 6x6 feet. Construction to comply with UDC residential code.	1,000	36	7/22/2025	Primary Structure	613 10th Ave W	\$50.00	201006720000	613 10TH AVE W
20250192	7/21/2025	Residential - Fence	Landmark Real Estate Management-Anita Haukaas	115 8th St E	Ashland, WI 54806	Install new 6-foot high wood fence in side and back yard. Remove & replace existing front concrete steps with new wood steps. Construction shall comply with the UDC Building code.	4,500	170	7/22/2025	Other	115 8th St E	\$75.00	201023400000	115 8TH ST E
20250191	7/21/2025	Residential - Fence	Mihalak	1116 5th St E	Ashland, WI 54806	6-foot high cedar fence. Fence was installed without permit. Upon review it appears to comply with ordinance. Verify structural posts are located on	12,000	360	7/21/2025	Other	1116 5th St E	\$100.00	201020770000	1116 5TH ST E
20250190	7/21/2025	Residential - Siding (material cost over 1,000)	Cherri Stilwell/Brian Wallace (Kay Lutor)	1114 3rd St E	Ashland, WI 54806	Remove existing siding and replace with new vinyl siding. Trim around windows and doors	36,000	0	7/21/2025	Primary Structure	1114 3rd St E	\$30.00	201017830000	1114 3RD ST E

20250189	7/21/2025	Commercial - Miscellaneous Repair of a Commercial Structure	Building Restoration Corp	201 Lakeshore Dr E	Ashland, WI 54806	Tuckpointing, stone replacement, caulking replacement on tower section	69,424	0	7/23/2025	Primary Structure	201 Lakeshore Dr E	\$347.120	201012810000	201 LAKE SHORE DR E
20250188	7/21/2025	Residential - Siding (material cost over 1,000)	Edwin Molberg	2810 Main St E	ASHLAND, WI 54806	24 SF rough sawn plywood siding with cedar corner and band boards. 400 SF vinyl siding.	2,000	0	7/21/2025	Primary Structure	2810 Main St E	\$30.000	201034730000	2810 MAIN ST E
20250187	7/18/2025	Residential - Fence	Rex & Rebecca Umler	509 5th Ave E	ASHLAND, WI 54806	83 feet of 4-foot high picket fence in front yard. 40-feet of 4-foot high solid pine fence in backyard. Structural posts to be located on interior side of fencing facing interior of property. New 8x10 foot accessory storage structure on existing slab. To be placed a minimum 3-feet away from side yard property line. Exterior clad with vinyl or wood. This	0	123	7/18/2025	Other	509 5th Ave E	\$75.000	201020050000	509 5TH AVE E

20250186	7/16/2025	Residential - Raze/Demolition	Ashland County	201 Main St W	Ashland, WI 54806	Razing the fire-damaged residential home. Ritola will raze the structure and will disconnect and cap water and sewer laterals. Water will be used for dust control. Concrete will be removed during demolition.	25,888	0	7/16/2025	Primary Structure	1104 3rd St W	\$129.44	201002380000	1104 3RD ST W
20250185	7/16/2025	Commercial - Accessory Structure	Summit Church (Bob Blaubach)	400 Salem Drive	Ashland, WI 54806	Install used playground. To be constructed in compliance with the state of WI commercial code.	1,000	0	7/16/2025	Accessory Structure	400 Salem Drive	\$50.00	201049410400	400 SALEM DR
20250184	7/16/2025	Residential - Remodel/Repair/Additions (over 5,000)	Katie Saarinen	1013 6th Ave W	Ashland, WI 64806	Foundation repair, addition of egress window, addition of sliding door, addition of insulation to basement. This permit is contingent upon providing our office with a construction work schedule.	20,000	1,800	7/17/2025	Primary Structure	West exterior wall	\$100.00	201028110000	1013 6TH AVE W
20250183	7/15/2025	Residential - Remodel/Repair/Additions (over 5,000)	Kate Bendzick	1626 Elmira Ave	Superior	Remove and replace one (1) existing patio door, insulate around frame and trim interior and exterior	6,000	1,500	7/17/2025	Primary Structure	2509 Lake Shore Dr E	\$50.00	201033130000	2509 LAKE SHORE DR E

20250182	7/15/2025	Residential - Deck	Michelle Kainz	709 2nd Ave E	Ashland, WI 54806	16-ft x 16-ft deck addition on west side of home. This permit is contingent upon: 1. The new patio deck shall be built to comply with the Uniform Dwelling Code (UDC). 2. Please provide our office with a construction work schedule. It has been noted that this project has already been started. In the future we will double charge for this violation per the ordinance.	3,000	256	7/17/2025	Other	709 2nd Ave East	\$50.00	201023430000	709 2ND AVE E
20250181	7/15/2025	Residential - Roofing (Material cost over 1,000)	Alex Strauch	212 7th St E	Ashland, WI 54806	Installing new roof trusses and shingles on the existing detached garage. Contractor: AJS Construction, LLC.	14,000	0	7/15/2025	Accessory Structure	715 11th St E	\$30.00	201027260000	715 11TH ST E

20250180	7/15/2025	Commercial - Accessory Structure	Joseph Gokee	7 Victoria Lane	ASHLAND, WI 54806	20-foot x 13-foot pop-up/tarp structure. This permit is contingent upon: the applicant shall submit the final location for the structure for approval and it must be a minimum of 3-feet away from the property line. The existing structure must be removed before the new one is placed as only one of these structures is allowed per property.	0	0	7/15/2025	Accessory Structure	7 Victoria Lane	\$50.00	201047720200	#7 VICTORIA LN
20250179	7/15/2025	Residential - Remodel/Repair/Additions (over 5,000)	Visoth So	409 5th Ave E	ASHLAND, WI 54806	Renovate entire structure: foundation, walls (interior and exterior - vinyl), roof (asphalt), windows & doors. Will contract with Jolma for electrical work. Still looking for plumbing	40,000	0		Primary Structure	409 5th Ave E	\$200.00	201019190000	409 5TH AVE E
20250178	7/15/2025	Commercial - Accessory Structure	Calvary Tabernacle (Jason Wilke)	301 Binsfield Rd	ASHLAND, WI 54806	20x30 Pavilion	6,000	0		Accessory Structure	301 Binsfield Rd		201049800000	301 BINSFIELD RD
20250177	7/14/2025	Residential - Siding (material cost over 1,000)	Ezra Smith	1214 MacArthur ave	ASHLAND	Replace all siding and trim with new vinyl.	4,500	1,900	7/22/2025	Primary Structure	1214 MacArthur Ave	\$30.00	201038830000	1214 MACARTHUR AVE

20250176	7/11/2025	Residential - Fence	Jenise	Swartley	900 MacArthur Ave	Install a 6' wood privacy fence to enclose the backyard as per the submitted revised site plan with vision triangle clearance. Structural posts are to be located to the interior side of the fence with the finished side facing outward.	5,300	152	7/28/2025	Other	900 MacArthur Ave	\$75.00	20104470000	900 MACARTHUR AVE
20250175	7/10/2025	Commercial - Structural Addition/Alteration	Lumi Norr Properties, LLC	417B Main St W	Ashland, WI 54806	Repair of back wall that is collapsing. Wall is 10'-6" wide and 9' tall. New footing to be installed, wall and window and door to be installed. This will prevent future movement of wall and possible collapse. Overall plan drawings previously submitted. Contractor: KV Build	11,800	0	7/14/2025	Primary Structure	417B Main St W	\$59.00	20104244000	417 MAIN ST W
20250174	7/10/2025	Commercial - Construction of a new	Craig Johnson	5501 Miller Trunk Hwy	Hermantown, MN 55811	Fire Suppression System	115,560	26,830	7/24/2025	Primary Structure	Fire Suppression System		20104300000	502 MAIN ST W

20250173	7/10/2025	Residential - Remodel/Repair/Additions (over 5,000)	Tom Wirth (Dustin Roney)	4303 Lake Park Rd	ASHLAND, WI 54806	Remove and replace roof with asphalt shingles. (18G) Replace rotted joists, subfloor and wall plate. Approx.) Level foundation post legs and replace with anchored, treated 6x6 posts around entire perimeter of structure. (32G)	32,000	2,200	7/11/2025	Primary Structure	4303 Lake Park Rd	\$190.00	201037790000	4303 LAKE PARK RD
20250172	7/10/2025	Residential - Parking Lot/Driveway	Visoth So	306 7th St W	Ashland, WI 54806	20-foot wide parking lot extending from existing curb cut from 3rd Ave W. 4-foot max sidewalk extending from driveway to house - approx 30-feet long. On-site parking provided for 2 vehicles.	8,000	400	7/14/2025	Driveway	306 7th St W	\$75.00	201023010000	306 7TH ST W
20250171	7/9/2025	Zoning Approval - Keeping of Animals	KOEHN, FRANK	619 17th Ave W	ASHLAND, WI 54806	Keeping of Animals: four to six (4-6) chickens (hens only) in homemade 12 SF Coop. Structure to be located a minimum of 10-feet away from property lines.	50	12	7/9/2025	Accessory Structure	619 17th Ave W	\$50.00	201004900000	619 17TH AVE W
20250170	7/8/2025	Residential - Roofing (Material cost over 1,000)	Laura Amundson	11564 S Steinhilpert Dr	Solon Springs, WI 54873	Tear off and re-roof with asphalt shingles.	9,000	2,000	7/9/2025	Primary Structure	500 9TH AVE W	\$30.00	201043400000	500 9TH AVE W

20250169	7/8/2025	Residential - Detached Accessory Building	Lynn Garrington	1216 11th Ave W	Ashland, WI 54806	8 x 12-foot utility shed for storing lawnmower and garden tools. Marengo Valley premanufactured structure, composite lap siding.	3,999	96	7/8/2025	Accessory Structure	Back yard of property	\$50.00	201031330000	1216 11TH AVE W
20250168	7/8/2025	Commercial - Accessory Structure	Tom Nichols	2701 Daniels St	Madison, WI 53718	We will place 3 temporary storage units behind our building to the south. Each unit is 8x16. These must be placed a minimum of 6-feet from the building and 3-feet from the property line. These units will store materials for a complete cable system upgrade in the Ashland area. The project will start 7/18/2025 and be completed 12/31/2025.	10,000,000	128	7/10/2025	Accessory Structure	1808 Lakeshore Dr E	\$50.00	201034224000	1808 LAKE SHORE DR E

20250167	7/7/2025	Residential - Roofing (Material cost over 1,000)	Jeffrey Lee	37875 Bass Lake Road	Ashland, WI	New Asphalt Shingles, Ridge Vent, Drip Edge, Soffit, Fascia. Permit Contingent upon: 1. All failed portions of the existing roofing system must be repaired so that all existing roof sags are removed from the roof. 2. Provide our office with a construction work schedule.	2,000	900	7/16/2025	Primary Structure	1401 9th St W	\$30.00	201006010000	1401 9TH ST W
20250166	7/7/2025	Residential - Fence	Brittany Regsdale	116 Beaser Avenue	Ashland, WI 54806	Installed approximately 48 linear feet of 6-foot tall wooden privacy fence per application and site plan provided.	0	0	7/7/2025	Other	116 Beaser Avenue	\$50.00	201000570000	116 BEASER AVE
20250165	7/7/2025		Frank Stadler	1021 12th Ave W	ASHLAND, WI 54806	Replace existing sidewalk in front yard. Increase width from 2 feet to 4 feet. 4-foot length in city ROW.	2,000	0	7/7/2025	Sidewalk	1021 12th Ave W	\$50.00	201030460000	1021 12TH AVE W
20250164	7/1/2025	Residential - Detached Accessory Building	Linda Mittlestadt (Ryan Swanson)	610 11th St E	ASHLAND, WI 54806	Demolition of existing shed. New stick built Shed in its place, larger in size.	0	0		Accessory Structure	610 11th St E	\$50.00	201028780000	610 11TH ST E
												\$2,928.84		

Total Records: 41

8/7/2025