

City of Bayfield

Architectural Review Board Meeting

Minutes of October 30, 2023

Call to Order: Chairman Carrier called the meeting to order at 5:04 p.m.

Present: Carrier, Bogaard, Hedman (5:05 p.m.), Reimer, Shrider, and Spence

Absent: Phillips

Other: Clerk/ZA Hoopman

Approve Agenda: Bogaard/Reimer moved to approve the agenda as presented. Carried.

Review Previous Meeting Minutes of September 25, 2023: Reimer/Shrider moved to approve the previous meeting minutes as presented. Carried.

Public Input on Agenda Items: None.

Agenda:

1. **Zoning Administrator Report:** Not provided. Clerk/ZA Hoopman will send out a copy of the report to all members. Members need to be assigned to projects. If there are any findings/concerns they should be reported to City Staff for follow-up.

2. **Discuss Historic District Guidelines / Updates:**
 - a. **Jason Tish Email and Follow-Up**
 - b. **Ordinance Draft Review:** Hedman provided an amended Historic Preservation Ordinance for review. She noted the method she used to provide the updates which included using our existing code, and making the recommended changes provided by Jason Tish and to supplement using the other community codes as needed. Thank you for your efforts, Susan!
 - c. The amended code was sent to Jason Tish for review. The Committee is waiting for his response/input. The Committee reviewed sections 423-1 to 423-5. Discussion ensued and some word-smithing suggestions were made. The Committee intends to continue discussions at their next meeting.

The Committee also asked Hoopman to seek clarification from Jason Tish on the validity of the City's current historic district, and what properties are eligible for State and Federal Funding.

The Committee acknowledged there may be times the process forward could be a little messy based on the timing of the ordinance change, the ability to conduct a survey, consider changes to the district, and to develop new guidelines.

3. **Next Meeting Date and Time:** November 27, 2023, 5 p.m.

Adjournment: Shrider/Bogaard moved to adjourn. Carried. 7:00 p.m.

Minutes by Clerk/ZA Hoopman