

**CITY OF BAYFIELD**  
**ARCHITECTURAL REVIEW BOARD MEETING**  
**Minutes of July 27, 2020**

Chairwoman Burkel called the meeting to order at 5:00 pm at the Bayfield Lakeside Pavilion

**Present:** Sheryl Burkel, Matt Carrier (5:15), Tina Nelson, Rob Reimer, Mike Eldred (virtually), Bob Durfey (virtually), Sandy Paavola (alt.)

**Absent:** Bill Cornelius

**Others:** Billie Hoopman—City Clerk, Jeff Boutin, Nathan Meyer (Virtually), James and Melissa Cragoe, Mike Pederson

**Reimer/ Nelson made a motion to approve the agenda. Motion Carried. Move item 1 to be the last item. Carried.**

**Eldred/ Durfey made a motion to approve the minutes of June 22, 2020. Motion Carried.**

**Public Input:** None.

**Building Permits:**

2. **James and Melissa Cragoe—133 S. 6<sup>th</sup> Street, Permit Application # 24-20:** James and Melissa were both present to discuss the addition a dormer on both the north and south side of their home. Clarification that the dormer overhang on both the north and south will be in line with the current roofline. **Motion to approve the application as presented. Eldred/ Nelson. Carried.**
3. **Linda Schnider—134 S. 10<sup>th</sup> Street, Permit Application #25-20:** Mike Pedersen was present representing the request to put up a new 24' X24' garage. Clarification that ramada will not be on the garage. **Motion to approve the application as presented. Paavola/Nelson. Carried.**
4. **Michael and Michele Johnson—133 N. 2<sup>nd</sup> Street, Permit Application #26-20:** Jeff Boutin was present representing the request to build a new 26' X 28' garage with a home office on the second story. Discussion ensued. Without having the height of the home, Carrier believes that the accessory structure at 28' 10" would not be subordinate to the main house in terms of mass, scale and height. **Carrier motioned to have new drawings made of the accessory structure to fit better with the historic guidelines in terms of mass, scale and height compared to the primary structure. Passed by roll call Carrier- yes, Reimer-no, Burkel-no, Nelson-yes, Paavola-yes, Eldred-yes, Durfey-no.**
5. **Nathan Meyer—320 N. 1<sup>st</sup> Street, Permit Application #27-20:** Nathan Meyer was present virtually to request a 10' X 12' shed in his front yard. No action taken because application fails to meet City Ordinance codes § 500-71B(3)(a) and § 500-71B(3)(c).
1. **Grace Heitsch—17 N. 7<sup>th</sup> Street, Permit Application # 19-20:** Owner nor a representative were present to discuss the application to add a 3 season and covered porch addition the west entry and covered north entry. ARB needs a more complete set of drawings with detailed measurements before application can be approved. Would like to see the overhangs on the eaves and rakes to match the house, for the pitch to be no less than 4/12 and no more than 6/12, to decrease the size of the rafters, and have the materials of the fascia, soffits, and rakes match the house . Tabled.

**Zoning Administrator Report:** No comments or concerns. Placed on file.

**Other Discussion:**

1. **Green Infrastructure Task Force Update:** Ordinance review has been completed. Waiting to schedule another meeting
2. **Assignment of new projects:** No assignments were made. Left to staff to assign projects
3. **Project updates:** No updates given, request for a GoogleDocs page to keep more up to date with project updates.

**Other:** Billie Hoopman, City of Bayfield Clerk, was present to discuss the history of zoning and answer questions the board may have. Historically, zoning encompassed the entire City and had several guidelines that all homes must follow; example, 8/12 pitch roof on all homes and 4" lap siding. Outliers of the historic district do not necessarily need to follow these guidelines now, but should they? Historic buffer zone? Historic guidelines to encompass the entire City? Potential for work session in the winter to detail the guidelines more and clarify if the guidelines should encompass the rest of the community or come up with a smaller set of standards.

**Next Meeting:** August 24, 2020 5pm at the Bayfield Lakeside Pavilion.

**Adjourned at 6:30 pm Reimer/ Carrier**