

City of Bayfield Plan Commission

Minutes of Tuesday, February 27, 2018, 9 am

Call to Order - Roll Call: Mayor Ringberg called the meeting to order at 9 am at the Bayfield Fire Hall followed by roll call.

Present: Mayor Ringberg, Sharon Johnson, Sheryl Burkel, Mary Dougherty, Dottie Hackbarth and Bob Durfey

Absent: Trish Oeltjenbruns

Others: Facilitator Nan Fey

Approve Agenda: Johnson/Hackbarth moved to approve the agenda as presented. Carried.

Review/Approve Minutes of January 23, 2018: Burkel/Hackbarth motioned to approve the previous meeting minutes as presented. Carried.

Public Input on Agenda Items: None.

Agenda Item(s):

1. **Comprehensive Plan Update:**

- a. Review Maps for accuracy
- b. Updates on Website resources, Committee Feedback and Survey
- c. Discuss Informal Feedback opportunities
- d. Discuss details and plan for April 21 Public Meeting

Discussion ensued on all of the above. Facilitator Nan Fey provided a summary of the conversation. See attached (2 pages – Meeting Notes, Plan Commission Work Session, February 23, 2018).

2. **Consider new legislation:**

- a. Short Term Rentals
- b. Conditional Use Permitting

The Commission received copies of:

- A written memo from Attorney Colleen Daly on the Changes to Sort Term Rental Law and the Changes to Conditional Use Permit Law dated February 26, 2018
- Wisconsin Real Estate Magazine: Right to Rent: Five things REALATORS Need to Know About Wisconsin's New Short-Term Rental Law
- Chapter 500 Zoning, 500-17. R-1 Residential District, 500-41. Bed and Breakfast Establishments, and 500-108 Definitions and word usage
- wxpr, Minocqua Board Crafts Ordinance on Short-Term Rentals
- Bayfield County Health Department Letter dated November 8, 2017
- WI Towns Association – Feb 2018, Regulating Short Term Rentals
- The Municipality – Legislature Curtails Municipal Conditional Use Permit Authority

The Commission was made aware that changes to our existing ordinances need to be updated in accordance with these new laws as quickly as possible. Hoopman will ask Attorney Daly for continued assistance in crafting revised ordinance language. Commission members indicated they wanted to make sure we require:

- a resident agent, to meet guest, and or at least be able to respond within 15 minutes to property
- High Permit Fees (to cover permit process, inspections, compliance, etc.)
- Allow no grandfathering of other rental permits
- Have Ordinance apply to boats

3. Confirm/Set Next Meeting/Work Session Date:

- March 19, 2018, 9 am
- March 27, 2018, 9 am (if needed)
- April 21, 2018, 9am-3pm, Public Participation Event at Pavilion
- April 23, 2018, 9 - noon

Adjournment: Meeting adjourned at 11:54 am.

Minutes by: Billie L. Hoopman, Clerk