

Meeting Notes
Plan Commission Work Session
March 19, 2018

Maps

City Staff currently has electronic files for the following maps:

- Zoning Districts
- Assessed Property Value
- Property Tax Classification
- Fragile Soils – will be renamed “Fragile Soils & Topography”

Strand Associates is producing the Sewer map.

Bayfield County is working on the “City-Owned and Controlled Property” map.

UW-Madison (through the Legacy Communities Grant) is determining whether it can produce the following maps by mid-April; if not, NWRPC will be hired to do so.

- Housing
- Land Use – Existing/Current
- Parks & Recreation Areas
- Transportation

Goal is to have electronic files of all maps by April 15th so enlargements (e.g. 20”x30”) can be ready for the Public Meeting; if not, printed 11”x17” maps will be used.

Survey

Mary Dougherty contacted Northland College about the “Chequamegon Bay Area Community Survey” that a number of Bayfield residents have recently been asked to complete. Its data is being gathered by zip code, which means it will reach non-city residents, but Bayfield serves as the municipal center of its area so its results should still be helpful; it was decided not to pursue a separate survey for the Comp Plan Update. Dougherty will ask whether the Northland survey can be made available in printed form at the April 21st Public Meeting with the understanding that any results received will be analyzed separately for their value to the City of Bayfield but not added into the overall results which should be available in mid-May.

Informal Feedback

It was decided to reach out to these groups in May. Decisions about what topics to focus on, and what materials should be available will be based on input received during the Public Meeting. Commissioners volunteered to “staff” the following groups:

- CORE Friday Friends – Dougherty
- Civic League – Dougherty
- Tuesday Brunch Bunch – Burkel
- Chamber of Commerce – Ringberg

Public Meeting April 21st

Outreach/Advertising:

- In February/March, brief “Save the Date” messages were included on the City’s March meeting calendar, posted on the City’s website and published in the Chamber Blast for three weeks. Text was also sent to four churches with a request to consider including announcements in their newsletters.
- Fey will draft another brief description that can be included in the Chamber Blast and shared with churches for future (Easter?) newsletter/bulletins
- Dougherty volunteered to add some graphics to the basic information
 - Poster – Library, Rec Center, City Hall, Pavilion, others?
 - Flyer – half-sheet that can be handed out, slipped into brochures, programs, worship services etc.
 - Meme – for sharing on Facebook
- Outdoor signage opportunities will be explored for the week of April 15th, e.g. Chamber’s tripods

Pavilion Set-Up *Meet there at 10am on April 20th*

- Food/Kitchen Area
 - Coffee – Sharon
 - Scones and cookies – Sharon
 - Paper products – Dottie
- Tables & Chairs
 - Welcome Table (long) – nametags, copy of 2001 Comp Plan (and poster)
 - Work Tables (round) – sticky notes, writing implements at each (tents?)
 - Maps
 - Survey
 - Goals
- Maps
 - Enlarged maps on easels
 - Smaller maps at tables
- Background documents – on blue panels, tabletop 3-panels
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