

City of Bayfield Plan Commission

Minutes of January 9, 2024

Call to Order: Mayor Ringberg called the meeting to order at 3:35 p.m. followed by roll call.

Roll Call

Present: Bland, Carrier, Hedman, Johnson, Johnston, and Mayor Ringberg

Others: Tim Schwecke-Civitek

Staff: Hoopman and Pearson

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

Review/Approve Minutes of December 12, 2023: Bland/Johnson moved to approve the Plan Commission minutes of December 12, 2023, with corrections. Carried.

Public Input on Agenda Items: None.

Agenda Item(s):

1. Zoning Code Review:

- **Chapter 510- Zoning – Discuss draft provided**

At a previous meeting, Commissioner's were provided a binder with all the new (proposed) codes to date for review. Please continue to review.

- **Other: Fencing and proposed Historic Preservation Ordinance**

Hoopman provided the Commission with the City's Historic Guidelines for all areas on fencing and the policy adopted by the Plan Commission on December 5, 2001, regarding 4'-6' fencing. She predicted fence permits will increase in the future with the allowance of one lot development and to consider how that will impact neighborhoods and how it works for properties adjacent to historic properties.

- The Commission was informed the Architectural Review Board has a special meeting with Jason Tish, Certified Local Government and Preservation Coordinator-Wisconsin Historic Society this Thursday.

- Consultant Schwecke asked how the Commission would like to distribute the revised codes to the public: in sections or in its entirety. All commissioners noted their preference was to distribute the document in a complete form. They also thought it would be good to prepare the code to the best of their ability but acknowledge any/all areas of concern such as sandwich board signs, etc. (list the top 10 issues the Plan Commission had preparing the new code).

- Consultant Schwecke provided the Commission with a map showing the slope percentages in the City. He said he planned to add an overlay district and standards that would address future development in these areas. Discussion ensued on the threshold percentages that would allow development and what percentage would not. Some areas would be suitable for building, and some would not.

- When asked about bringing the Noise Ordinance into the Zoning Code, Schwecke indicated that is not common or appropriate.
- Councilor Carrier commented on his recent volunteer work on STR and noted the time involved. All agreed the code needs to include clear processes for implementation and enforcement, meaningful fines, and incentives for compliance.

2. City of Bayfield Wayfinding Project

- **Updates: WISDOT Approval, Bidding**

Hoopman sent the required request forms to the DOT and received the permit for the vehicular signage. A separate request is required for the entry signage, but we currently do not have enough details to do so.

- **Next Steps:** Councilor Bland suggested we consider getting assistance crafting the bid and contract documents assistance rather than trying to do it ourselves. The Commission endorsed allowing Bland to ask Bob Durfey, former Plan Commission member for help.

3. Confirm/Set Next Meeting(s):

- January 23, 2024, 3:30 p.m.
- February 13, 2024, 3:30 p.m.
- February 27, 2024, 3:30 p.m.

Adjourn: Johnson/Carrier made a motion to adjourn. Carried. (5:13 p.m.)