

# City of Bayfield Plan Commission

Minutes of December 13, 2022

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**Call to Order-Roll Call:** Mayor Ringberg called the meeting to order at 5:30 p.m. at the Bayfield City Hall followed by roll call.

**Present:** Colleen Beagan, Matt Carrier, James Cragoe, Susan Hedmen, Dionne Johnston Sharon Johnson, and Mayor Ringberg

**Others:** ZA/Clerk Hoopman, Charlie Handy- Civitek; Jamie Wirkler and Dave Tweed – Stantec, Liam DelMain, Peter Skoro, and Dede Eckels

**Approve Agenda:** Cragoe/Beagan moved to approve the agenda as presented. Carried.

**Review/Approve Minutes of November 29, 2022:** Johnston/Cragoe made a motion to approve the minutes of November 29, 2022, with the correction noted to Agenda Item #1, Carrier did not vote. Carried.

## **Public Input on Agenda Items:**

Liam DelMain said he is pleased the City is working on zoning as this was noted as a first good step during the Bayfield County Housing Initiative update given earlier this week.

Peter Skoro and Dede Eckels requested the plan commission consider wayfinding signage for the south side Bayfield properties including Eckels Pottery, Hoop's Fish, Seagull Bay Motel, Gourmet Garage, Big Top Chautauqua, Howl and the Adventure Club, Apostle Island Campground, Wild Rice Retreat, and wood carver.

## **Agenda Item(s):**

### **1. Review revised Wayfinding Signage - 30% Design Development Package– Stantec**

Dave Tweed and Jamie Wirkler reviewed their 30% design package with the Commission. Mostly it was an active listening session. The next action item is to review and approve the location map / plan.

### **2. City of Bayfield Zoning Code Rewrite – Memo #4 from Civitek**

**Commissioners to review and consider Appendix A – Land Use Matrix and Appendix B – Land Use Summaries (working session).** Charlie Handy led the Commission through the review of the Land Use Summaries beginning on page B-49.

13.11 Boathouse. District Allowed – only B-2 and I-1, eliminate the others. 200 sq. ft. and 12' high may not be large enough. Eliminate (H) access door requirement.

13-12 Drive-up Service. Remove menu board and note signage should be in accordance with sign section.

13.14, 13.15, 13.16, 13.17 Fencing. Fencing should be in accordance with HPO and guidelines. Need Standards to better define type, style and height allowed. Green space/material preferred. Privacy fences by CUP.

13.18 Firewood Storage. Should wood be stacked on porch? Front porch? Need to consider side-yard lots and not allowing on Avenue side.

13.21 Home Occupation. Remove F and K. Add reference to sign ordinance. Keep considering Multiple Home Occupations – do we need?

13.23 Little Free Library. Are basic standards needed?

13.25 Parking Lot (on-site). Remove C-1 from CUP. Other standards to consider: Screening, impervious surface, and controlling water/water run-off.

13.28 Rain Garden. Should reference Chapter 146, Green Infrastructure code.

13.29 Retaining Wall. 3' seems too close. Survey required.

13.31, 13.32 Solar Energy. – Can reflection issues be a reason to deny or required modifications to design?

13.33 Sport Court. Consider adding I-1 to allowed by right district.

13.34 Swimming Pool. Doesn't state code require pool fencing to be 6' high?

14.01 Farmer's Market. Need to distinguish between public/private land. Special permit required for public street.

14.02 Food Truck. Needs further review.

14.03 Garage Sales. Reconsider during sign code review. Maybe limit the number of signs allowed.

14.04 Party Tent. Needs to refer to City's Temporary Shelter Ordinance.

14.06 Roadside Stand. Not needed. See Peddlers 200-3 B & C.

14.07 Sale of Vehicles... Add B-2 to districts allowed by right. No more than 3 boats, not more than 4 times per year.

14.08 Seasonal Product Sales. Not allowed in public right-of-way or note limitations.

14.09 Sidewalk Café. Plan Commission would like to see standards. Hoopman continued to questions, where this would be appropriate, and potential issues with alcohol, space, and accessibility sections of our code/comp. plan.

14.10 Sidewalk Sales. Move B-1 and B-2 to districts allowed by right.

15.01 Common Area – remove Equestrian.

Do we need a use description for utility boxes, or outdoor refrigeration units?  
Charlie noted it's likely the City will need to add a building inspector to monitor new code.

- **Confirm/Set Next Meeting(s):** January 11, 5 p.m. and January 24, 5 p.m.

**Adjourn:** Beagan/Cragoe moved to adjourn. Carried. (8:18 p.m.)

Minutes by Billie L. Hoopman, Clerk/Zoning Admin.