

City of Bayfield Plan Commission

Bayfield City Hall, 125 South First Street, Bayfield, WI 54814 * 715-779-5712

Minutes of March 23, 2021

Call to Order-Roll Call

Acting Chair Burkel called the meeting to order at 4 p.m. followed by roll call.

Present: Burkel, Cirillo, Durfey, Dougherty and Ludeking

Absent: Mayor Ringberg

Others: Craig Skaaden, Kate Kitchell, Doreen Johnson, and Clerk Hoopman

Approve Agenda: Cirillo/Dougherty made a motion to approve the agenda as presented. Carried.

Review/Approve Minutes of February 23, 2021: Ludeking/Cirillo motioned to approve the February 23, 2021 minutes as presented.

The **public hearing** was called to order. The purpose is to receive input on a one-unit Bed and Breakfast Conditional Use Permit application from Karla Vinci, owner of 137 No. 10th Street. There was no public input received. The hearing was closed.

Public Input on Agenda Items:

- Bill Bland noted some proposed edits to the Natural Lawns Ordinance and asked some questions about the noxious weeds section.
- Grace Heitch provided an e-mail supporting the approval of chickens in Bayfield and asked we consider lowering the proposed permit fee.
- Kate Kitchell told the Commission she would follow up with Bland on his input and noted a Green Infrastructure meeting would soon be held to get final feedback before it is posted for a public hearing.

Presentation/Discussions with Heidi Zimmerman regarding Downtown Revitalization Efforts – Dougherty met with Zimmerman and she is hopeful to learn more about her ideas.

Agenda Item(s):

1. **Bed & Breakfast Conditional Use Permit Application – Karla Vinci, 137 No. 10th Street (one unit).** Cirillo/Dougherty moved to approve the one-unit bed & breakfast Conditional Unit Permit as requested. Passed by voice vote, all ayes.
2. **Comprehensive Plan Implementation: Plan Commission Action Planning**
 - **Launching the Green Infrastructure & Climate Resiliency Program Natural**
 - See Revised Natural Lawns Ordinance. Discussed above in public input.
 - Schedule Public Hearing on Ordinance Revisions for April 27, 2021- Informational.
 - **Health In all Policies –Guidance Document (Mary Dougherty)** No new information was presented. Hoopman suggested we consider taking one Comp. Plan Action item and adding notations about possible HIAP ideas that could be considered. This would serve as an example of the intent of the Resolution passed last year.
 - **Housing Study Updates (Mayor Ringberg)** – Nothing new to report at this time.
 - **Zoning Code Review – Draft RFP, other community codes (Mark Ludeking)** – Nothing new to report at this time.

3. 2019-2029 Comprehensive Monitoring – 2020 Report (Review Cost Updates)

The Commission received an updated monitoring from. No action required, just shows that some actions now have estimated values. It was suggested we ask Committees/Boards to provide comment on why an action might have been completed early or delayed. Would provide an opportunity to update timeline if needed. Ludeking suggested we look into some better management software. Could make tracking this project and others easier – fillable forms, using interchangeable/interactive spreadsheets, etc.

4. Items identified for future actions – February 23, 2021

a. **Chickens - Draft Ordinance/Permit** Hoopman provided the Commission with the proposed Ordinance drafted by the Commission a couple of years ago and the associated minutes where it was discussed. The last time it was review it was not passed. Hoopman asked for clarification on a few items to help make the permitting process clearer. Hoopman noted she was not comfortable being the review officer or enforcer of chickens should this go forward. Please employ someone who knows something about chickens and who has some skill sets to remove them if necessary. She also noted concerns about other animals that could be troublesome, fox, coyotes, bear, etc. Dougherty and Cirillo agreed to work on the document and provide some feedback at the next meeting.

b. **Viking Cruises – Cruise Information and proposed policies**

The Commission received some information from Hoopman about Viking Cruises plans to stop in Bayfield various times throughout the summer of 2022. Some draft policies/ideas were presented for consideration on docking, port fees, port limitations, wayfinding, busing, etc. Concerns were expressed about impacts to community, their lack of discussions with the City, and the hope to be more proactive in our approach. We need more information on what we can control.

c. **Hyper-Localized Zoning** - Nothing new to report at this time.

d. **Downtown Revitalization** - Nothing new to report at this time.

e. **Wayfinding Signage – AARP Grant.** All agreed that moving on wayfinding in a comprehensive way was important. The grant presented would require the work to be done by year end, so it is not a good fit, but we will keep looking. Kate Kitchell offered to assist with this project. Thanks Kate!

f. **City Hall – Consider Building Needs, possible and best uses of property** Some discussion ensued. The Commission mentioned that a building requirement worksheet would be helpful. What is needed in a new City Hall? Can we start a list of potential land options? What assets do we have that need storage?

g. **Climate Refuge Location** - Nothing new to report at this time.

5. Confirm/Set Next Meeting(s): April 27 and May 25, 2021, 4 p.m.

Adjournment: Ludeking/Durfey moved to adjourn. Carried.