

City of Bayfield Plan Commission

Minutes of February 8, 2023 – 5:00 p.m.

Call to Order-Roll Call: Acting Chair Carrier called the meeting to order at 5:01 p.m.

Present: Carrier, Cragoe, Hedman, Johnston, Johnson, and Mayor Ringberg (arrived 5:04 p.m.)

Absent: Beagan

Others: Tim Schwecke and Charlie Handy – Civitek, Dave Tweed and Jamie Wirkler-Stantec

Approve Agenda: Johnson/Hedman moved to approve the agenda. Carried.

Review/Approve Minutes of January 24, 2023: Hedman/Johnson moved to approve the minutes of January 24, 2023, as presented. Carried.

Public Input on Agenda Items: None.

Agenda Item(s):

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

- **Review sign types and locations**

Dave Tweed provided an update on potential sign and sandstone contractors. Besides roughcut sandstone, one specializes in reclaimed brownstone which is finished and may have detail. A video was shown to illustrate the type of brownstone he has and the type of work he has done in the past. Stantec will send the video link to Hoopman to distribute.

The signs utilizing brownstone include the entry, parking, and butcher block signs.

Commissioner learned all brownstone requires a concrete base underneath to protect the stone from moisture.

The Commission's next step is to determine the type of signs and their locations. The consensus of the commission is to not utilize vehicular signs in the downtown area unless necessary. It seems they are necessary on the north and south entries of the City.

To expedite the process, Hoopman volunteered to develop some mock up signs and try and determine sign content and locations for further review by the Commission. Dave Tweed offered to send some graphics/signs for this purpose.

Hoopman asked if the Commission will be provided new graphics showing the design of the brownstone signs if the finished brownstone is utilized. Assuming this might be a lower cost option and one they might need to consider. Hedman said, "at least for the entry signs". Tweed indicated he could provide sketches.

The Commission asked if we install vehicular signs would the existing signs come down? Would the Commission have to work with the current entity advertised? Or WISDOT? Jamie Wirkler offered to contact WIDOT.

Hoopman informed the Commission the Tourism Committee voted to provide the necessary funding for the Wayfinding signs. Thank you!!!!!!!!!!!!!!

2. City of Bayfield Zoning Code Rewrite: Memo #5 from Tim Schwecke, Civitek and Memo #6 from Tim Schwecke, Civitek – Sidewalk Cafes

Because the concept was generally liked considerable discussion ensued on sidewalk cafes. Many questions and comments were made regarding parking requirements, sidewalk spacing, alcohol, overall enforcement, and ADA. Hoopman referred to a letter sent by the DOT that noted their right-of-way areas and current signs that encroach into this space. A sidewalk café is likely to be in their right-of-way, do we need to be concerned? Handy made mention the Commission was spending too much time debating this issue and the content.

Hoopman responded the Commission should take as long as it takes to review the details so we get it right. She noted there is no place in the downtown area that would meet the requirements as drafted. Also, historically speaking the Council has never voted for alcohol to be on a public sidewalk or served in an undefined space. A voice vote was taken to remove it from the list of uses. Hedman and Carrier were in favor of leaving it in, Johnston, Johnson, Cragoe and the Mayor agreed it should be taken out.

The Commission then moved to Appendix B Land Use Summary.

1.01 Mixed-use housing (New) – B1, B2

- Short-Term Rentals will be replaced with Tourist Rooms.
- Dwelling units will be allowed on the first floor, provided the first 16' of the building from the street is designated for commercial uses. Hoopman cautioned the Commission and noted this is a big decision as the demand for nightly rentals is a real threat to maintaining commercial space that is not lodging related.
- Stairs will be modified to allow exterior covered stairs in the rear yards.

1.02 Multi-Family, 2 units

- It was questioned on how a duplex with required garages for both units would fit on one lot. This was a sticking point that caused some contention. This led to additional discussion about the City's Block and Lot system. It's impossible to review housing without understanding the dimensional size of the property.
- Some standards would keep out some types of manufactured housing.
- Garages should be eliminated. They cause an undue cost burden.
- Exterior materials are not in-line with our City (Stucco? Slate, clay, or ceramic tile?)
- Consider making a reference to the HPO on all housing uses.

1.03 Multi-family, 3-4 units: Garages will be eliminated, due to time considerations discussion concluded. This will be where the Commission begins at their next meeting.

The Mayor noted he will send a memo to Civitek explaining the need to keep language in our code consistent with the City's existing block and lot system.

3. City of Bayfield: Proposed Outdoor Recreational Areas Commercial Tobacco-Free Ordinance:

The Commission was informed a final proposed ordinance would be given to them for their consideration at the next meeting. There was no more discussion on this item.

4. Confirm/Set Next Meeting(s): February 28, 5 p.m. – Working Session on Zoning Code March 8, 2023, 5 p.m. , March 28, 2023, 5 p.m.

Adjourn: Johnson/Cragoe moved to adjourn. Carried. (7:14 p.m.)

Minutes by Billie L. Hoopman, Clerk