

# City of Bayfield Plan Commission

Minutes of May 10, 2023 – 5:00 p.m.

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**Call to Order:** Mayor Ringberg called the meeting to order at 5:00 p.m. at the Bayfield City Hall followed by roll call.

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

**Others:** Tim Schwecke & Charlie Handy -Civitek, Dave Tweed-Stantec, Rachael Lamkin, Duey Bohnert, Jerry Phillips, Mike Berg, Kerry Ernster, Janine Johnson, and Callers #1 and #2

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

**Review/Approve Minutes of April 25, 2023:** Cragoe/Hedman made a motion to approve the minutes provided the following corrections were made:

- Pg. 3, last paragraph ...but sees no problem with the allowance of off-premise sandwich board signs in front of a business.
- Pg. 4, Fourth paragraph. Change first line to “if Madison has found a way to do them, Carrier commented that we should be able to find a way”.
- Pg. 4, Sixth paragraph. Replace last line with “he said he understands sandwich board signs are not allowed and he has talked with them”.

Carried.

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

Mike Berg was present to ask for an update on paid parking.

Jerry Phillips said this is not the time or place for food trucks nor is it for clothing racks on the sidewalks. Hopes the Commission will do what is good for the community which in turn is good for restaurants. They are hoping to be able to offer lunch again. Smells like there is a hidden agenda and it's inappropriate.

Rachael Lamkin said she is a resident and a business manager. Noted Bayfield was a bit of a dining desert during Covid but has since rebounded. Hopes the Commission will do what is necessary to keep Bayfield beautiful and pristine. Businesses keep people employed as well as the community fed during the off-season, which generally is done at a loss to the business. Who wins while businesses lose? What's the point of changing the code?

Kerry Ernster asked the Commission who recommended the changed from 500ft to 300ft and why? How will food trucks help the City financially? City should encourage and support real investment in the Town. There will be added cost to the City with things like garbage pickup. She also noted the changes in businesses which are bridging the food gap (St. James, Hoop's, Bates). Why do people think it's ok to continually try and change the rules?

Judith Lokken-Strom provided a written letter dated May 1, 2023, regarding her thoughts on food trucks and the impacts on the community.

A letter dated May 2, 2023, was provided from the following businesses opposing food trucks:  
Bayfield Inn – Tyler Stoklasa and Rachel Lamkin  
Copper Trout – Kerry Ernster  
Morty's Pub-Brian Fehr

Pier Plaza – Janine Johnson  
Greunke’s First Street Inn – Pamela Gordon  
Old Rittenhouse Inn – Mark Phillips

**Agenda Item(s):**

**1. Temporary Shelter Application: Bayfield Maritime Museum, 31 So. First Street**

Johnson/Cragoe moved to approve the application as presented to allow a 12’x26’ Temporary Structure from May 15 to October 1, 2023. Carried.

**2. City of Bayfield Zoning Code Rewrite**

- Landscape Requirements: Schwecke provided the Commission with schematic and landscaping requirements. The consensus was to move forward with language for Streetside Landscaping and Parking Lots. Cragoe noted that many businesses do a great job at landscaping. Hoopman agreed and noted this will cause additional review work.
- Memo #9 from Tim Schwecke, Civitek:  
510.12 – Hedman asked if the night sky ordinance will be moved to Zoning? Yes, that is the current plan.  
510.12 (11) Chapter 286 – Deals with Direct Sellers/Peddlers. Should the ordinance be left as is and not be included in Zoning? Carrier requested no action be taken and leave it for further consideration.  
510.57(2) – The Mayor asked about the purpose of mentioning Section Lines? Hoopman noted we don’t use Section numbers but advocated for Blocks and Lots.  
510.102 – Hedman asked about what was meant by the term “appointed officials”.  
510.123 A. Hedman noted the language is confusing. The Commission asked for it to be re-written.

Hoopman asked about the procedural process and noted the draft does not include any review process by the Architectural Review Board for aesthetics outside of the district. She did not believe that was the goal and what is wanted by the people.

- Memo#10 from Tim Schwecke, Civitek: Memo #10 was not discussed due to a lack of time.
- Proposed “Draft” Zoning Map (<https://cityofbayfield.zoninghub.com/home.aspx>)

**3. Sandwich Board Signs:**

ZA Hoopman provided the commission with a written report dated May 5, 2023, which included:

- Plan Commission minutes from September 14, 2022
- E-mail written to the League of WI Municipalities
- E-mail and response from the League of Wisconsin Municipalities Insurance Agent
- Zoning Administrator report dated August 25, 2022
- PW Committee minutes from September 21, 2022
- City of Madison’s Portable Sign Information
- City of Bayfield’s Sign Ordinance Amendments

Discussion ensued.

Johnson/Johnston moved to keep the City's Sign Ordinance as is regarding sandwich board signs. Hedman suggested an amendment to the motion to suspend action on a pilot program. Further discussion ensued on reconsidering sandwich board signs. Johnson withdrew her motion. Johnston did not withdraw her second. Motion dies.

If a change is desired the code needs to be revised. Until then, the code will be enforced as it is currently written.

The Plan Commission by consensus agreed to continue discussing the sign code within the parameters of the Zoning Code rewrite.

#### **4. City of Bayfield Wayfinding Project**

- Receive updates from Stantec
- General discussion regarding types of signs and placement

Overall, the Commission did not feel Tweed has been responsive to their requests; not listening.

Entry Sign: Nobody likes the entry sign as presented. They continually go back to earlier brownstone design concept. Jackson Hole's design was shown again by Hedman. It's been noted the current design feels like a funeral home or cemetery sign.

Hedman said we don't need as many pedestrian signs (maps) in the two-block area (Rittenhouse Avenue between 1<sup>st</sup> and Broad Street). Using icons on side street lampposts needs further consideration.

Commission reiterated they want to limit the use of vehicular signs and noted they are appropriate on:

- 6<sup>th</sup> Street and Manypenny Avenue
- 3<sup>rd</sup> Street and Manypenny Avenue, and
- 1<sup>st</sup> Street and Washington Avenue

#### **5. Confirm/Set Next Meeting(s):**

- May 23, 2023, 5 p.m. – Mayor Ringberg will be absent.
- June 14, 2023, 5 p.m. – Hedman will be absent.
- June 27, 2023, 5 p.m.

**Adjourn:** Johnson/Carrier moved to adjourn. Carried. (7:58 p.m.)

Minutes by Billie L. Hoopman, Clerk/ZA