

**CITY OF BAYFIELD**  
**ARCHITECTURAL REVIEW BOARD MEETING**  
**Minutes of May 24, 2021**

- Call to order: Chairman Carrier called the meeting to order at 5:01 pm via GoToMeeting
- Attendance: Matt Carrier, Mike Eldred, Deb Riese, Tom Bogaard
- Absent: Rob Riemer
- Others: Gordon Ringberg, Sarah Mather, Dionne Johnston, Applicants
- Approve Agenda: Eldred/ Bogaard. Carried.
- Approve Previous Minutes of April 26, 2021: Eldred/ Bogaard. Carried.
- Public input on agenda items: None

**Old Items:**

**1). Heidi Nelson—136 N. 3<sup>rd</sup> St**

Permit Application #17-21: Front window replacement alteration: Moving from slider to two double hung to mimic the current window there. **Eldred motioned to approve the design as presented. Seconded by Bogaard. Carried.**

**2). Mark Johnson – 28 S. 5<sup>th</sup> St.**

Permit Application #18-21: Returning with Option 1 – Garage Apartment; Option 2 – Garage: Mark Johnson was present and discussed two options for a garage—option 1, a revised version of his initial application and option 2, a garage without an apartment. Revised option 1 will be set back 19’ feet, and with sloping of the property, should make the 23’ 6” garage with apartment subordinate to the home. **Eldred motioned to approve option 1 as presented. Seconded by Bogaard. Roll call: Bogaard, Eldred, Riese, Carrier—all ayes.**

**Agenda Items:**

**1). John & Shelia Oien—12 S. 4<sup>th</sup> Street**

Permit Application #27-21: 24’X28’ West facing garage: John Oien was present to discuss his application. This application was originally approved in 2008. Discussion ensued on the height of the garage and the setback. Significant sloping where the garage will be to help with **Bogaard motioned to approve the application as presented with the stipulation that the set back be a minimum of 13’.** **Seconded by Eldred. Roll Call: Bogaard, Eldred, Riese, Carrier—all ayes.**

**2). William Marzolf—3 S. 3<sup>rd</sup> Street**

Permit Application #29-21: Window replacement. Bill Marzolf was present to discuss his application. Discussion ensued about 3/1 vs 6/1 paned windows. The home has 3/1 windows currently; the homeowner would like to replace same on same. **Riese motioned to approve the application as presented, 3/1 windows to match the existing windows.** **Seconded by Eldred. Roll call: Bogaard, Riese, Eldred, Carrier—all ayes.**

**3). William Marzolf—3 S. 3<sup>rd</sup> Street**

Permit Application #30-21: Deck repair and expansion. Bill Marzolf was present to discuss his application. He would like to 1). replace the current deck due to degradation; all materials and colors would be matching to the existing deck and would utilize existing boards if applicable 2).extend the deck to make a full square and have larger, better access the “second half” of the deck. Discussion ensued about the deck expansion; potential to have it at a 45 degree angle? **Eldred motioned to approve the deck replacement as presented, but not the deck expansion at this time. Seconded by Riese. Roll call: Bogaard, Eldred, Riese, Carrier—all ayes.**

**4). Bayfield School District—Recreation & Fitness Resource—140 S. Broad**

Permit Application #31-21: 8’X12’ shed. Joel Shillman was present to discuss the application. The shed will match the existing building and sit next to the building the north side. Discussion ensued on skirting and position of the roof. **Eldred made a motion to accept the application as presented with the addition of lattice or clock skirting at the base and have the roof shed water away from the existing structure. Seconded by Bogaard. Roll call: Bogaard, Carrier, Riese, Eldred—all ayes.**

**Other Discussion:**

**1). Green Infrastructure Update:** MetroBloom has used Halvor Riten Beach as a demonstration site and has looked at other sites around town. Final report by June 30<sup>th</sup>. Code revisions have been approved and a page will be made on the City website.

**2). Historic District Guidelines:** Discussion about workshops to update guidelines to have more details. How to deal with houses in the Historic District that do not look historic? Boundary of Historic District, buffer zone?

**3). ARB Application determination:** Keep “A-M checklist” out at meetings—if applicants meet the criteria it’s grounds for approval. Work on application to have more details.

**4). Building permit application and filing procedures:** Discussion on how applications are handled currently. Carrier will work with Mather before the meeting to review applications.

**Adjourn:** 6:49 pm Eldred/ Bogaard. Carried.

**Next Regular Meeting:** June 28, 2021, 5pm—virtually.