

CITY OF BAYFIELD
ARCHITECTURAL REVIEW BOARD MEETING
MINUTES OF MARCH 28, 2022

AGENDA:

- Call to order: 5:00 pm via GoToMeeting
- Roll Call: Matt Carrier, Tom Bogaard, Rob Riemer, Tom Shrider, Mike Spence
- Absent: Mike Eldred, Deb Riese
- Approve agenda: Bogaard/ Riemer. Carried.
- Review previous minutes of February 28, 2022: Shrider/ Bogaard. Carried.
- Public input on agenda items: Jenna Gallagher was present and encouraged any development on North 9th Street and was in favor of Dustin and Juile Winter's project.

Agenda Items:

Building Permits

1) Dee Lameka-Reed & Doug Reed—17 N. 4th Street

Permit #09-22: Doug and Dee reed were present to discuss a 16' X 32' car port, window replacement, roof replacement, railing, paint color Discussion ensued from the committee that the application was lacking sufficient detail to move forward. **Spence moved to reject the application as presented and to come back with more detail. Seconded by Bogaard. Passed by roll call—all ayes.**

2) Dustin & Julie Winter—25 S. 5th Street

Permit #11-22: Dustin and Julie Winter were present to siding, removal of old windows—addition of new windows, and roof replacement. Discussion ensued from the committee about lack of detail in the application. The property owners were encouraged to come back with more detailed plans on the windows and siding. A roof permit application can be approved by the Zoning Admin. **Spence moved to reject the application as presented and to come back with more graphically architectural plans. Seconded by Riemer. Passed by roll call—all ayes.**

3) Four Sisters Properties, LLC—204 Rittenhouse Ave.

Permit #12-22: Khou Xiong was present to discuss French door & window installation, roofing, fascia, and soffit. Discussion ensued on lack of sufficient detail on the application. The owner was encouraged to come back to the committee with more detailed plans on the installation of the doors and windows on the building. Owners encouraged to get roofing permit from City Hall in the meantime. **Motion by Bogaard to reject the application as presented and refer to the zoning department for roofing, fascia, and soffit permit. Seconded by Shrider. Passed by roll call—all ayes.**

4) Terry Daulton & Jeff Wilson—Block 82 Lots 7-10

Permit #13-22: Terry Daulton and Jeff Wilson were present along with contractor, Jason Guiderian to discuss a new craftsman style home. Committee appreciated the completeness of the application and design of the home. **Spence moved to accept the application as presented. Seconded by Shrider. Passed by roll call—all ayes.**

5) Narrative Properties, LLC —40 S. 2nd Street

Permit#03-22: Matt Carrier was present to discuss changes to his application. The design will be the same, but the entry ways will now be recessed in by 3' with an 11" step that will go out to the property line. **Spence motioned to approve the application as presented. Seconded by Riemer. Voted by roll call—all ayes. Carried recused himself.**

Zoning Administrator Report: Other application approved in house were discussed. Placed on file.

Other Discussion:

- 1) Assignment of New Projects: New projects were assigned.
- 2) Project Updates: None given

The committee would like to move back to in-person meetings and had issues with incomplete applications coming in. What is the best way to handle this?

Adjournment: 6:28 pm Bogaard/ Spence. Carried.

Next Meeting: April 25, 2020 5:00 pm