

# City of Bayfield Plan Commission

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**Tuesday, November 19, 2019, 4 p.m.**

**Bayfield City Hall, 125 South First Street, Bayfield, WI 54814**

**Call to Order - Roll Call:** Mayor Ringberg called the meeting to order at 4:00 p.m. at the Bayfield City Hall followed by roll call.

**Present:** Mary Dougherty, Bob Durfey, Sheryl Burkel, Mary O'Brien and Mayor Ringberg

**Absent:** Sharon Johnson and Dottie Hackbarth

**Others:** Paul Swansen, Kate Kitchell, and Billie Hoopman, Clerk

**Approve Agenda:** Burkel/Dougherty moved to approve the agenda as presented. Carried.

**Review/Approve Minutes of September 24, 2019:** Burkel/Durfey made a motion to approve the minutes of September 24, 2019 as presented. Carried.

**Public Input on Agenda Items:** None.

## Agenda Item(s):

### 1. Temporary Shelter Requests

- a. Gary Couch - 140 So. 2<sup>nd</sup> Street
- b. Presbyterian Church – 306 Washington Avenue

Durfey/Dougherty moved to approve both temporary shelter requests as presented. Carried.

Dougherty/Durfey made a motion to give the Mayor the authority to review and approve a future request from the new owners of 21 South Broad Street who made an initial inquiry about putting up a temporary shelter and bringing in a camper so they can work on the building this winter provided it met the terms of the ordinance and there were no oddities. Carried.

### 2. Confirm/Set Next Meeting(s):

December 24, 2019 – Cancelled

January 28, 2020, 4 p.m. at City Hall

### 3. Comprehensive Plan Implementation: Action Planning

- **Health In all Policies** –Mary Dougherty will prepare a draft for the Commission to review at a future meeting. She's currently engaged in the HiAAP meaning in her day-to-day work and believes in its foundation. It's a way to allow government to do the right thing; formalizes our broad umbrella or way of thinking. Burkel mentioned she may want to investigate to see if ABC Health is still active; might be a good resource.
- **Housing Study** – The Housing discussion notes from October 21, 2019 were given to the Commission. Enough communities have agreed to participate to move forward with the grant application. The group continues to receive invaluable assistance from Kellie Pederson, UW Extension and Sheldon Johnson, NWRPC.

- **Sign-Subcommittee** – Mary Dougherty provided a brief update. The Sub-Committee has been meeting and they continue to work on revisions to the City’s Sign Ordinance. They have discussed wayfinding signs and have agreed to tackle painted windows too. The group has divided sections out to various members. Their next meeting has been proposed for December 2, 2019.
- **Launching the Green Infrastructure & Climate Resiliency Program** - The Commission received a three-page written report from Kate Kitchell, outlining the background, grant funding, project concept, outcomes and proposed timeline. Kitchell informed the group we have received notification we will be receiving a WCMG in the amount of \$11,500. The City’s 50% share will be from in-kind work (committee involvement, volunteer facilitation, etc. The first step is to designate a Green Infrastructure Task Force.

Hoopman asked a variety of questions about the process. What are the roles of the Task Force vs. the Consultant, or other noted key persons (Adam Bleche, Kathy Knapp, Julie Beth Hinds, Bill Bland, etc.)? Are the steps clarified on how we will get from A to Z? Discussion ensued.

In the report and grant application, Halvor Reiten Park has been identified as a location for developing a specific coastal resilience plan. Hoopman noted the Harbor Commission has also identified many areas of concern that might be of greater importance due to their advanced issues and these assets provide a revenue stream to the City we desperately need.

Kitchell acknowledged this was a work in progress. In the end, Commissioner’s felt the newly created Green Infrastructure Task Force could figure out the best process to take.

**4. 2019-2029 Comprehensive Plan Revisions: Plan Implementation, Actions, etc.**

Kate Kitchell was thanked for her continuous work on the City of Bayfield Comprehensive Plan. Durfey asked if we could add additional information to the ARB Action item pertaining to the Night Sky, by adding something about securing grant funding to assist with light replacements that meet the current night sky code requirements.

Kitchell informed the Commission on what was added to the Comprehensive Plan:

- a. Actions are listed after each chapter.
- b. The Action Table has been added to the Appendix.
- c. The Crosswalk Table has been added to the Appendix.
- d. A Monitoring Form has been added to the Appendix.

Discussion ensued about the actions that were listed after each chapter, but most felt they were needed.

Durfey/Burkel made a motion to take the draft watermark off the document, add the night sky language Durfey requested, update the page numbers, change Library from Harbor on page 24 and then present to the Council with the recommendation they adopt this revised plan. Carried.

**Adjournment:** Dougherty/Durfey moved to adjourn. Carried. (5:08 p.m.)