

City of Bayfield Plan Commission

Minutes of February 22, 2022, 4 p.m.

Call to Order-Roll Call:

Mayor Ringberg called the virtual meeting to order at 4 p.m.

Present: Mayor Ringberg, Beagan, Burkel, Durfey, and Johnson

Absent: Susan Hedman (excused)

Others: Clerk/ZA Hoopman, Kelsey Lundberg, Kathleen Russell, Annalisa Bermel

Review/Approve Agenda: Burkel/Johnston moved to approve the agenda as presented. Carried.

Review/Approve Minutes of January 25, 2022: Beagan/Johnston moved to approve the meeting minutes of January 25, 2022, as presented. Carried.

Public Input on Agenda Items: None.

Agenda Item(s):

1. Letter of Resignation: Burkel/Beagan made a motion to accept with regret the letter of resignation from Emily VanDerPuy. Carried.

2. Show Window Signage, 215 Rittenhouse Avenue: Update

The Commission received copies of:

- An e-mail dated January 31, 2022, from Hoopman to Jenna Galegher and Pete Kulenkamp outlining the Commission's decision to seek a legal opinion.
- An e-mail dated February 7, 2022, from Mayor Ringberg to Jenna Galegher and Pete Kulenkamp which notes Attorney Mohrbacher supports the action and interpretation ZA Hoopman applied and requested them to take corrective action and reduce the number of show window signs. The letter from the Attorney was attached to the e-mail.
- An e-mail dated February 7, 2022, from Jenna Galagher to Mayor Ringberg noting the rule has not been enforced equally and noted 14 other businesses that aren't in compliance. Will not comply if when these others are not.
- A draft letter of response from Attorney Mohrbacher. It was reviewed by the Commission, and all agreed it should be sent. It said we will investigate the other businesses identified, but agreed Windseeker needs to comply by February 28, 2022, or City will begin assessing penalties.

3. Zoning Code Project Update

Hoopman informed the Commission she posted the RFP as requested. It has legally been posted in the Daily Press, and at the Wisconsin Chapter of the American Planning Association's website (thank you Susan for providing the contact information), and on the League of Wisconsin Municipality's website. One vendor called the day it was posted and asked various questions.

It was noted the City has other codes that may need to be revised, eliminated, or amended like historic preservation, lighting, etc. during this process. It is possible some of these codes may be put into the new Zoning Code.

4. Wayfinding Signs – Review Draft RFP

Hoopman provided a draft Wayfinding RFP for review. Johnston/Burkel moved to post the RFP with amended dates. Carried.

5. Consider Cruise Ship Policies – Specifically the limitation on the number allowed.

Commission agreed we need to ask Attorney Lindsay how we could go about this? A Policy? Ordinance? Resolution? What would be enforceable?

6. Comprehensive Project Updates:

a. Housing: Chequamegon Bay Region Housing Initiative

The Commission learned Kellie Pederson, is being asked to give a presentation at a future Council Meeting and Plan Commission would be invited to listen in on the findings.

b. Parking: Issues / Paid Parking Plan

The Parking Committee has a meeting scheduled for this Thursday. It has been agreed by them to get paid parking in place by May 2023.

7. Confirm/Set Next Meeting(s): March 22, 2021, 4 p.m.

Adjourn: Johnston/Burkel made a motion to adjourn. Carried.