

# City of Bayfield Plan Commission

---

---

## Minutes of Tuesday, February 25, 2020, 4 p.m.

### **Call to Order - Roll Call:**

Mayor Ringberg called the meeting to order at 4 p.m. at the Bayfield City Hall.

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

**Absent:** Sharon Johnson and Mary O'Brien

**Other:** Cass Joy and Alan Waite

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

**Review/Approve Minutes of November 19, 2019:** Dougherty/Burkel made a motion to approve the previous meeting minutes as presented. Carried.

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

**Public Hearing:** Burkel/Durfey made a motion to open the public hearing.

The purpose of the hearing is to receive input on and an application from Catherine Joy, owner of 17 South 6th Street who is seeking a Conditional Use Permit for an Accessory Dwelling Unit: 500-75 (above her garage).

Cass Joy and Alan Waite were present to answer questions.

Waite clarified the size of the unit being requested is 600 sq. ft.

Hoopman indicated the City received an e-mail from Larry and Julie MacDonald who were in favor of the accessory dwelling unit request.

There was no other input received.

Burkel/Dougherty moved to close the public hearing. Carried.

### **Agenda Item(s):**

- 1. Conditional Use Permit:** Catherine Joy, owner of 17 South 6th Street is seeking a Conditional Use Permit for an Accessory Dwelling Unit: 500-75 (above her garage).

Durfey/Burkel made a motion to approve the application contingent upon all of the requirements in Section 500-75 B 1-17 are met and maintained throughout, and they obtain Architectural Review Board approval for the exterior work needed. Discussion ensued. Burkel asked the applicant if she clearly understood the requirements for separate water and sewer connections, off-street parking and the deed restriction requirement; the accessory structure shall not be sold separately. Joy indicated she did and Hoopman noted she has shared the rules with Joy and believed she understood them as well. Carried, all ayes.

## 2. **Comprehensive Plan Implementation: Action Planning**

- **Launching the Green Infrastructure & Climate Resiliency Program** –The Plan Commission learned the GI Task Force had their first meeting on February 13, 2020 and their next was scheduled for March 10, 2020. It's a great group who will certainly get the job done.
- **Health In all Policies** – Dougherty indicated she is working on a policy for the City and hoped to have a draft by our April Meeting.
- **Housing Study** – The Mayor noted we are close to finalizing the grant documents and hope to get moving on the survey work in the near future.
- **Sign-Subcommittee** – Dougherty said she is working on setting up a meeting date to discuss. She didn't feel they would be able to tackle the painted windows issues. Mostly working on wayfinding signage, definitions and ordinance structure.

## 3. **Other:**

- Mary Dougherty mentioned some of the work they are doing at CORE and volunteered to be a BART Member. David Eades has been our representative for many years.
- The Mayor asked if Commissioners had any ideas of person who could fill the current vacancy on the Commission. Isaac Carrier, Matt Ziawlek and Mark Ludeking's names were mentioned.

## 4. **Confirm/Set Next Meeting(s)**

- March 24, 2020, 4 p.m. – No Meeting.
- April 28, 2020, 4 p.m.

**Adjournment:** Burkel/Dougherty made a motion to adjourn. Carried.

Minutes by: Billie L. Hoopman