

**CITY OF BAYFIELD
ARCHITECTURAL REVIEW BOARD MEETING
Minutes of February 26, 2018**

Chairwoman Johnson called the meeting to order at 5:00 p.m. at the Bayfield City Hall.

Present: Sharon Johnson, Bill Cornelius, Bob Durfey, Tina Nelson, Rob Riemer, Sheryl Burkel, Sandy Paavola (Alt.), and Dionne Johnston – Deputy Zoning Admin.

Absent:

Others: Steve Birenberg, Jill Lorenz, Heather Atherton, David Eades, Mayor Ringberg

Durfey/Burkel made a motion to approve the agenda. Motion carried.

Burkel/Cornelius made a motion to approve the minutes of January 22, 2018. Motion carried.

Public Input: None.

Building permits:

1. **Steve Birenberg – 11 North Broad Street, Permit Application #02-18.** Steve Birenberg was present with request to remove existing porch at front entry door, extend across the front of the house with a dormer to mark entry; restore existing porch on south side and repair or replace windows; rebuild existing mudroom addition at west end of house, extending it to the north with a 10'x16' addition and extend hip roof over all. Replace windows in kitchen and front bedroom (northeast corner); and replace siding and soffit and fascia repair. Jill Lorenz – Architect gave a brief overview of the project. Johnston informed the Board that they could not take action of the front entry expansion because it currently did not meet the setback requirements and cautioned the application about removal of the existing entry, because once it's gone any new construction would need to meet the current setback. ***Durfey/Riemer made a motion to approve the application as presented with the exception of the front entry removal and expansion. Motion carried.***
2. **Heather Atherton – 21 Lynde Avenue, Permit Application #03-18.** Heather Atherton was present with a request to demolish an accessory building. ***Burkel/Durfey made a motion to approve the application as presented. Motion carried.***

Zoning Administrator Report: None.

Other Discussion:

1. Comprehensive Plan Update – Mayor Ringberg briefly explained the Plan Commission is working on the update and encouraged the Board to review the draft goals and provide any feedback to staff within a week or so.
2. Old Bayfield City Jail Project – Cornelius had concerns with possible exposure to mold and lead paint with this project and recommended the contractor be lead certified and do some air quality test prior to opening it up to the public. Riemer stated the state has a list of lead certified contractors and mold remediation contractors and will forward the link to everyone.
3. Historic District Guidelines – Johnston will work on getting the changes made to the document from the previous Guidelines meetings for the ARB to review at the next meeting.
4. Unfinished projects. The Board has concerns with the following properties and would like staff to check on them and follow-up at the next meeting:
 - 117 Rittenhouse Ave – covered windows
 - 124 Rittenhouse Ave – covered windows
 - 100 Rittenhouse Ave – roof repairs
 - 320 N 2nd St – demolition status
 - 21 S Broad Street – fire damage
 - 239 Manypenny Ave – scaffolding, trash

Discuss Next Meeting Date and Time: The next regular meeting will be March 26, 2018, 4:30 pm at City Hall.

Durfey/Cornelius made a motion to adjourn at 5:30 p.m. Motion carried.