

City of Bayfield Plan Commission

Minutes of Monday, March 19, 2018, 9a.m.

Bayfield Fire Hall, 813 Washington Avenue, Bayfield, WI 54814

Call to Order - Roll Call

Acting Chair Sharon Johnson called the meeting to order at 9 a.m. at the Bayfield Fire Hall and thanked those present for coming.

Present: Sharon Johnson, Sheryl Burkel, Dottie Hackbarth, Mary Dougherty and Bob Durfey. Mayor Ringberg arrived at 9:38 a.m.

Others: Nan Fay, Consultant; and Billie Hoopman, Clerk

Approve Agenda: Durfey/Dougherty moved to approve the agenda. Carried.

Review/Approve Minutes of February 27, 2018: Burkel/Hackbarth made a motion to approve the previous meeting minutes as present. Fey reported a couple of corrections to the attached Meeting Notes. The date should read February 27, 2018, not February 23 2018. Carried.

Public Input on Agenda Items: None.

Agenda Item(s):

1. Comprehensive Plan Update:

a. Maps

The Committee received a one page 2018 Comp. Plan Update – Maps dated March 19 Report along with the draft Transportation, Housing, Existing Land Use and Parks & Recreation Maps for review. NWRPC, Bayfield County, Northland College and COWS have been contacted about helping to create these maps. COWS is the best option at this point provided they can get the maps made by April 21. Their Health in all Policies grant may be able to cover the cost. By consensus, it was decided:

1. If we are able to confirm with COWS they can get them done and the cost is covered by the grant to gladly move forward with them.
2. To check with NWRPC to see when their drop date would be to know and still be able to complete the map work by April 21.
3. To make a final decision by the end of the week.

b. Survey

Mary Dougherty provided the Commission with a copy of the Chequamegon Bay Community Survey which was done by Northland College. They are willing to share their results with us once fully compiled; approximately mid-May. It was agreed the Commission did not need to pursue an additional survey at this time. It would likely be more beneficial for the City to consider a future survey on Housing and other Zoning Related Questions. Dougherty was going to contact Northland College and ask them if we could print copies of this survey to gather additional input at our Community Input Session. Hoping to do so and to make changes to the cover page.

Mayor Ringberg arrived and took over chairing the meeting. (9:38 a.m.)

c. Public Meeting April 21st

The details of the meeting were discussed:

1. Office supplies, name badges, panels, sign in sheet, etc. – Billie Hoopman
2. Cookies and Scones, Coffee, Water – Sharon Johnson
3. Cups and Napkins – Dottie Hackbarth
4. Set Up – All, 10 a.m. Friday, April 20th
5. Posters, Info. – Mary Dougherty and Nan Fey
6. Temporary Signage – Mayor and Nan Fey

Other Sessions (approximately 15 minutes):

- Friday Friends – April-May, Mary Dougherty
- Civic League – June, Mary Dougherty
- Thursday Morning Brunch – Sheryl Burkel
- Chamber – David Eades, Mayor Ringberg

Materials Needed- will work on final information for these sessions after the April 21, Public Participation Event

2. Short Term Rentals

Attorney Colleen Daly provided the Commission with a draft Short-Term Rental Ordinance to review and comment on. The Commission went through the draft page by page and made comment. Hoopman will summarize these and share with Attorney Daly. At this time, the Commission would like to retain their ability to issue B&B Permits for those wishing to rent nightly in R-1 districts, but to continue working on this STR Ordinance for those looking to rent 7 days or more but less than 29 days.

3. Conditional Use Permitting

Hoopman provided the Commission with proposed revisions to the Conditional Uses listed in each zoning district. The Commission also reviewed these page by page and made comment. Hoopman will work with Attorney Daly to craft the proper Zoning Ordinance Amendment for their consideration.

4. Confirm/Set Next Meeting/Work Session Date:

- Tuesday, March 27, 2018, 9am – Cancelled.
- Saturday, April 21, 2018, 9am-3pm Public Participation Event at Pavilion
- Monday, April 23, 2018, 3pm at City Hall

Adjournment: Johnson/Hackbarth moved to adjourn. Carried. (12:03 p.m.)