

City of Bayfield Plan Commission

Minutes of Wednesday, May 30, 2018, 9 a.m.

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

Call to Order - Roll Call:

Mayor Ringberg called the meeting to order at 9 a.m. at the Bayfield Fire Hall, 813 Washington Avenue, Bayfield, WI.

Present: Mayor Ringberg, Sharon Johnson, Sheryl Burkel, Mary Dougherty, Mary O'Brien, and Dottie Hackbarth

Absent: Bob Durfey

Others: 2018 Comp. Plan Facilitator Nan Fey, David Eades, and Billie Hoopman

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

Review/Approve Minutes of April 23, 2018: Burkel/Dougherty motioned to approve the previous meeting minutes as presented. Carried.

Public Input on Agenda Items: Nan Fey, previous Chair of the ad hoc 120 Acre Committee, noted she was in favor of moving forward with a Conservation Easement with Bayfield Regional Conservancy. She said it was in-line with the plan they developed.

Agenda Item(s):

1. Comprehensive Plan Update:

a. Community Input Review: Updates on meetings with community groups

Mary Dougherty informed the Committee she met with the Friday Friends Group. They were interested but didn't have any questions. Dougherty indicated that many of the people at the Friday Friends participated at the Public Input Session held in April and that might be the case for many of the other sessions. She will be meeting with the Civic League in mid-June and Burkel will be meeting with the Brunch Bunch next week; June 5th, 2018. The Chamber's next meeting is June 21, 2018 and they should be updated at that time.

b. Survey: Survey results from Northland CRC Survey

Dougherty let the Committee know the results are not yet available.

c. Next Steps

Fey report:

- the maps have been updated/corrected; paid for by the COWS program.
- She will begin working on the 2018 Comp. Plan Update Sections.
- Fey showed the Committee a copy of Madison's Plan and noted Merrill and Ashland's as other sample models.
- She indicated the goal would be to work on these plan sections in the next few months. We're still on track to complete this project by year end.

2. Temporary Shelter Application/Permit: Bayfield Maritime Museum, 131 S. 1st St.
Burkel/Johnson moved to approve the Bayfield Maritime Museum's request for a 10'x20' Canopy from May 1 to October 1, 2018. Carried.

3. Non-Profit Event Signage: Bayfield Summer Concerns
Johnson/Dougherty made a motion to approve the Non-Profit Event Signage as requested for their 13 concerts (see application for specific dates). Carried.

4. Short Term Rental Proposed Ordinance / Application
Hoopman reviewed the updated proposed ordinance with the Committee. She noted it was reviewed and amended again by Attorney Daly, David Eades and Sheryl Burkel. Hoopman reminded the Commission they asked for a version that was similarly formatted like the Town of Bayfield's draft. Hopefully that was accomplished as well as clarifying various sections. Burkel/Johnson made a motion to approve the proposed draft and to move it forward with the required public hearing at their next regular meeting; June 26, 2018. Carried.

5. Conditional Use Proposed Ordinance
Hoopman provided the Committee with a final draft of the Conditional Use proposed ordinance amendment. Johnson/Dougherty moved to approve the proposed draft and to move it forward with the required public hearing at their next regular meeting; June 26, 2018. Carried.

6. Solar – Old Bayfield County Courthouse
The Commission was informed the City is entertaining the idea of adding solar panels to offset the energy needs at the Courthouse. The conceptual idea is there would be two rows of panels along the north side of the property, adjacent to Rice Avenue. The Commission was very supportive of the concept but would like further details as they become available.

7. Conservation Easement – 120 Acre Plan
The Commission received information from the Parks and Recreation Committee regarding the idea of putting the 120 Acres into a Conservation Easement with the Bayfield Regional Conservancy. They discussed the benefits and also the possibility of moving forward in two phases; one that would be more immediate for the actual ravine area, the second would be to encompass the other areas to the north and south. Erica Lang BRC was present as well as Mary O'Brien who recused herself from the Commission to answer questions and discuss next steps. The Commission wanted to let the Parks and Recreation Committee and the Council know they were in favor of moving forward especially with the big ravine area, and more carefully with the outlying areas. Should take our time and make sure all future needs would be covered/addressed.

8. Conditional Use Permit – Accessory Dwelling Unit, 10 S. 5th Street Letter
The Commission was provided a copy of a letter written to the owner of 10 S. 5th Street. He was asked to provide information regarding his ADU CUP; specifically, if the property has been hooked to separate water and sewer lines, and if it conformed to the 600 sq. foot limit. Photos from a recent real estate listing show the space includes two stories, with two bedrooms and two bathrooms; appearing to be well over the area limit and there is no record at the City indicating separate utilities are present.

9. Property Maintenance Report

The Commission was informed the house of North Second Street has been removed. Additionally, Hoopman reported she expects to have issues with the same property owners on length of grass and property maintenance items. As frustrating as this is for all, Burkel reminded us that groups like CORE and their church group might be able to provide assistance if needed.

10. Confirm/Set Next Meetings/Work Session Dates:

- June 12, 2018, 8 a.m. – Comp. Plan Work Session
- June 26, 2018, 8 a.m.- Comp. Plan Work Session
- June 26, 2018, 4 p.m. – Public Hearing and Reg. Meeting.
- July 24, 2018, 8 a.m. - Comp. Plan Work Session
- August 28, 2018, 8 a.m. - Comp. Plan Work Session

Adjournment: Johnson/Hackbarth moved to adjourn. Carried. (10:58 am)