

City of Bayfield Plan Commission

Thursday, May 18, 2017 - 9am to noon

Call to Order - Roll Call:

Mayor Ringberg called the meeting to order at 9:02 am at the Bayfield Fire Hall.

Present: Mayor Ringberg, Durfey, Hackbarth, and Burkel

Absent: Johnson, Oeltjenbruns, and Dougherty

Others: Billie Hoopman, Clerk; and Nan Fey, Comp. Plan Facilitator

Approve Agenda:

Burkel/Durfey moved to approve the agenda as presented. Carried.

Review/Approve Minutes of April 25, 2017:

Hackbarth/Durfey made a motion to approve the minutes as presented. Carried.

Public Input on Agenda Items: None.

Agenda Item(s):

1. 2001-2021 Comprehensive Plan Review / Work Session

See the attached Comprehensive Plan Review Process 5-18-17 Work Session Notes.

2. Review Amendments dealing with Property Nuisance/Maintenance Issues

The Committee reviewed:

- Proposed Chapter 380: Enforcement, Violations and Penalties
- Amended Chapter 146: Brush, Grass and Weeds
- Amended Chapter 289: Nuisances
- Amended Chapter 314: Property Maintenance
- Amended Chapter 360: Trees and Shrubs

Committee members expressed their desire to move forward with these Code Amendments and to schedule a public hearing for June 5, 2017. As a result, their May 30th regular meeting will be postponed until June 5, 2017.

3. 320 North Second Street, Bayfield

- Raze/Repair Notice and Bayfield County Health Department Order

The above items were not received. No action taken.

4. Next Meeting Date(s):

- June 5, 2017, 5pm (Public Hearing and Meeting)
- June 27, 2017, 5pm

Adjournment: Burkel/Hackbarth moved to adjourn. Carried. (11:53 am)

COMPREHENSIVE PLAN REVIEW PROCESS 5-18-17 WORK SESSION NOTES

Mayor's Update:

Since March, all city boards and committees have reviewed the Action Items assigned to them in the 2001 Comprehensive Plan and provided information on their status – completed (yes/no), additional information needed (yes/no) and clarifying comments where necessary. Many previously unassigned or pending Action Items have been assigned to an appropriate decision-making body. Guiding Principles have also been identified during this process that will provide support for their committee missions and work plans going forward.

Spreadsheet Review:

The Mayor provided a 12-page document that gathered the current Comp Plan's Action Items, grouped them by CP Element – ACN, ED, H, LU, T & UCF -- and, within each element, highlighted:

1. General Principles
2. Completed Actions that need some Additional Action
3. Completed Actions that need no Additional Action
4. Incomplete Actions that need some Additional Action

Participants reviewed this document, adding information where possible, identifying additional Guiding Principles and noting high priority items.

Next Steps:

Maps: City boards and committees will review maps from the current Comp Plan relevant to their work during regularly scheduled meetings in May/June.

- Current Housing Conditions information (between pages 34-35)
- Roadway Classification information (between pages 48-49)
- Parking information (between pages 48-49)
- Sewers and Sidewalks (between pages 66-67)
- Parks and Recreation Areas (between pages 66-67)
- Assessed Property Value & Tax Classifications (between pages 117-118)
- Existing and Proposed Land Use (between pages 143-144)
- Zoning Districts (between pages 143-144)

Committees will also be provided the Topographic Contours and Fragile Soils maps (between pages 93-94) to view alongside these specific content maps.

Staff will ask the County GIS office to collaborate on map(s) of city-owned parcels and rights-of-way for a complete inventory of lands under City control.

Health in All Policies: Fey provided background information on the 5-year grant and potential projects the City of Bayfield might leverage through its participation. Mayor Ringberg, Sarah Mather, Hilary Jewell, Hannah Stonehouse Hudson and Fey, along with representatives of Ashland and Bayfield County, participated in full day training on the project on May 15th. Handouts from a slide presentation indicate that potential projects could be “existing initiatives....e.g. Comprehensive Plans” and/or “particular health issues of concern to the community”. The four areas of special concern for Green Tier Communities are Water, Food, Housing and Transportation; of these, Housing seems to be the most significant for Bayfield, and the Mayor will be discussing how to proceed on this topic in the coming months. Fey will explore support for incorporating health into the ongoing Comp Plan process, either by including health policies in the statutorily required elements or as an additional chapter, the approach taken by the City of Eau Claire: <http://www.ci.eau-claire.wi.us/departments/community-development/planning/comprehensive-plan/health-chapter-eau-claire-comprehensive-plan>)

Future Meetings:

The Plan Commission will review several of the current Comp Plan maps relevant to its land use mission on **June 5th**. Input on maps from all other boards and committees will be reviewed by the Plan Commission at its meeting on **June 27th**. This will complete the review of the 2001 Comprehensive Plan, its Action Items and Maps. A draft Progress Report on the Comp Plan Update process (drafted by Fey) will be reviewed on **July 25th** with a goal of sharing it with the community by the end of the summer.

Other City committees will review current Comp Plan maps during their meetings in **May & June**. They will each review lists of “incomplete action items” assigned to them in the Plan, discuss their current priorities and develop a work plan for gathering additional information needed to move forward with their ongoing work, during **July**, separate from the City’s larger ongoing project of updating the Comprehensive Plan. The short-term goal will be to identify budget items in **August**.