

# City of Bayfield Plan Commission

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Bayfield City Hall, 125 South First Street, Bayfield, WI 54814, 715-779-5712

## Minutes from Tuesday, November 29, 2016 at 5 p.m.

### Call to Order - Roll Call

Mayor Ringberg called the meeting to order at 5 p.m. at the Bayfield City Hall followed by roll call.

**Present:** Oeltjenbruns, Hackbarth, Burkel, Durfey, Johnson and Mayor Ringberg

**Absent:** Dougherty

**Others:** Cheryl Fosdick, Rich Ryan, and Billie Hoopman

**Approve Agenda:** Burkel/Johnson made a motion to approve. Carried.

**Previous Meeting minutes of October 25, 2016:** Hackbarth/Johnson moved to approve the minutes as presented. Carried.

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

### Agenda Item(s):

#### 1. **Site Plan Review: 34 South Broad Street, Bayfield, WI 54814**

The Mayor began by saying the ARB took a look at the project last night and asked ARB member Sharon Johnson to summarize their discussion. She said they thought it look great, the colors are nice, and Fosdick answered some questions on some issues; namely the deck which some members thought it may not have fit into the era of the building. Ultimately they approved the request as presented.

Burkel asked if a contract had been awarded? Ryan said he is the Project Manager and plans to hire local contractors. Fosdick is the Architect and Jacob Keeper is the signing Architect.

Fosdick said as the project moves along they plan to keep as up-to-date as possible and said they are happy to keep the lines of communication open; both ways. She said:

- Units will have their own mechanical units for each.
  - Won't know signage needs until there are occupants
  - Lighting - proposed locations on drawings provided
  - Soil remediation and soil prep is needed first.
  - Parking provided - they are 10'x20' spaces which are large and useful.
  - No known stress factors to City Water & Sewer Utility; no unusual loads.
  - They need to excavate the City's new sidewalk and lamp post during construction.
  - Plan to have area attractively landscaped with appropriate plant materials.
- Commissioners expressed a preference to the landscape plan on the display drafts rather than the one in their packet. They also noted a drip system is preferred vs. sprinkler system.

Burkel/Oeltjenbruns moved to approve the site plan presented for 34 South Broad Street as presented and specifically noted the 0' front yard setback shown on the plan is appropriate for this location and is in keeping with the purposes of chapter 500-19 D. Carried.

## 2. Comprehensive Plan and Land Use Regulations Project

The Plan Commission was briefed about our Comprehensive Plan in terms of needing an update. They were all given copies of the Comp. Plan and asked to go through it and be prepared to report back at the January 31, 2017 meeting on what they thought.'

- Were some elements still O.k.?
- Do others need moderate to complete re-writes?
- Were there other areas/issues not addressed at all?
- Where are we at with our goals & objective?
- What are your priorities for moving forward?

Prior to doing this homework, most thought we likely didn't need a completely new document rather an update; more of a Comprehensive Plan Supplement.

Once this information is known the Commission will have a better understanding of where to go, and outline a plan and budget for moving forward.

## 3. Property Maintenance

- a. **Ordinance / Amendments:** Nothing to review at this time.
- b. **Property Maintenance Issues/Updates:** Hoopman reported that one shed had been torn down and the City received a request to shut down the utilities at another property. A step in the right direction.

Members then briefly discussed snow removal and whether or not the City could provide additional snow removal services.

- Cost issues
- Aging community
- Business maybe could be assessed? Talk to Chamber on thoughts/ideas.
- What would it cost to provide service? Could we rent out City equipment?
- Members thought Washburn/Ashland provided this service. What is cost to do so? How many blocks? What triggers snow plows to go out?

The Mayor said this topic would be addressed at the Public Works Meeting on Friday and members could try and attend.

## 4. Drone Article

Plan Commissioners were provided with a copy of the article titled "Municipal Authority to Regulate Drones", by Claire Silverman, Legal Counsel for the League of WI Municipalities dated November 2016. Hoopman gave them this because the information in the article differs from information they previously received. Commissioner's asked Hoopman to continue providing information on this subject as they agreed they would prefer to be proactive with regards to governing of drones in the community.

5. **Set next meeting(s):** January 31, 2016 @ 5 p.m. Burkel informed the Commission she would be gone in February 2017.

**Adjournment:** Johnson/Oeltjenbruns moved to adjourn. Carried. 5:45 p.m.

Minutes by: Billie L. Hoopman, Clerk