

# City of Bayfield Plan Commission

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

## Minutes of Tuesday, April 25, 2017 at 5 p.m.

**Call to Order - Roll Call:** Mayor Ringberg called the meeting to order at 5:00 p.m. at the Bayfield City Hall followed by roll call.

**Present:** Johnson, Burkel, Hackbarth, Dougherty, and Mayor Ringberg

**Absent:** Oeltjenbruns and Durfey

**Others:** David Eades and Matt Carrier

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

**Previous Meeting minutes of March 28, 2017:** Johnson/Hackbarth motioned to approve the agenda as presented. Carried

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

### Agenda Item(s):

#### 1. Temporary Structure Applications:

- Bayfield Ace Hardware, April 4 – July 31, 2017
- Bayfield Maritime Museum, May 15 – October 1, 2017

Johnson/Burkel moved to approve both of the applications listed above as presented.

Hoopman noted these same temporary structures have been approved in previous years. Carried.

#### 2. Non-Profit Event Sign Applications:

- Bayfield Chamber of Commerce – Festival of Arts, July 15-16, 2017
- Bayfield Chamber of Commerce – Concerts by the Lake, June-Sept. 2017

Johnson/Dougherty moved to approve the Non-Profit Event Sign Applications from the Chamber of Commerce as presented. Carried.

#### 3. Zoning Variance Application – 221 South 6th Street (Front Yard Setback):

Since the Plan Commission does not have the authority to grant a variance and it is unclear why the ordinance requires the application be referred to them, Burkel/Hackbarth made a motion to move the application to the Zoning Board of Appeals for formal review and action by them. Hoopman said a meeting has already been scheduled for 5 p.m. Wednesday, May 3, 2016. Carried.

The Commission discussed potential revisions to the Zoning Code: Variances to clear up the need for referrals to other committees and when that would be appropriate.

#### 4. Property Maintenance: Ordinance / Amendments:

First, Burkel asked about the status of the North Second Street Property (Deragon).

Hoopman reported she hasn't heard from them in a while about their plans to tear down the building; it is now vacant. The Commission would like to move forward with whatever action is needed to require them to raze the building.

In addition, the Committee reviewed the “Enforcement, violations and penalties” and the “Update on penalties for property maintenance violation” e-mails received from Attorney Colleen Daly. The Commission liked the ideas presented which included first sending a “Notice” followed by the 3 tiers of citations (\$25, \$50, and \$200). They instructed Hoopman to ask Attorney Daly to get this into Ordinance form as soon as possible for formal action.

5. **Fences: Ordinance / Amendments:** Johnson/Hackbarth moved to send the revisions to 500-73 Fences and hedges as presented and forward to Council for formal action. Carried.
6. **Comprehensive Plan Update:** The Mayor told the Commission we are almost done updating the actions items. Public Works meets May 5, and staff will be meeting on May 1 to tackle the unassigned action items.
7. **Set next meeting(s):**
  - May 18, 2017, 9 a.m. to noon – Work Session
  - May 30, 2017, 5 p.m.
  - June 27, 2017, 5 p.m.

**Adjournment:** Johnson/Burkel moved to adjourn. Carried. (5:23 pm)