

City of Bayfield Plan Commission

Minutes of Monday, June 5, 2017 – 5pm

Call to Order - Roll Call:

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

Present: Durfey, Johnson, Burkel, and Mayor Ringberg. Dougherty arrived at 5:03 pm

Absent: Oeltjenbruns and Hackbarth

Others: Molly Stoddard, Jack Armstrong, Karen Greiner, and David Eades

Approve Agenda: Burkel/Johnson made a motion to approve the agenda as presented.

Carried.

Review/Approve Minutes of May 18, 2017/Notes: Burkel/Durfey moved to approve the minutes of May 18, 2017 as presented. Carried.

Public Hearing was called to order at 5:02 pm.

Any person may appear at this hearing and testify in person or by an agent on the following:

1. In accordance with Article V: Conditional Uses, Molly and Glenn Stoddard, owners of property at 121 North First Street, are seeking a conditional use permit in accordance with Section 500-41 in order to increase the number of rental units in their home from one to two units. Plans are now on file at City Hall for inspection.

Ms. Stoddard explained she would be expanding from one rental units to two rental units. However, the number of persons will be limited to four people. Her son will be assisting with the marketing of the units of which she didn't think would be up and running for about a month.

Karen Grainer, a neighbor asked a few questions.

- Would the units only be rented seasonally? Yes, for the most part, with weekly rentals being preferred.
 - Do they have the required parking? Yes, there are two spaces in the back and one in the front.
2. Ordinance #387: Amendment to Section 500-73 Fences and Hedges
 - No input received.
 3. Ordinance #388: Creating Chapter 380 – Enforcement, Violations and Penalties, and making amendments to Chapter 146-Brush, Grass and Weeds, Chapter 289 – Nuisances, Chapter 360 -Trees and Shrubs, and Chapter 314- Property Maintenance.
 - No input received.

After asking if there was any other public input on the above and hearing none, the Mayor announced the hearing was closed. (5:08 pm)

Public Input on Agenda Items: None.

Agenda Item(s):

1. **Review and possibly make determination on B&B Conditional Use Permit Application from Glenn and Molly Stoddard, 121 No. First Street, Bayfield**
Burkel/Dougherty moved to approve the application as presented allowing the rental of 2 units; four persons total. Discussion ensued. The Commission made it clear, the B&B is only to be operated when an owner can be present at the time of rentals. Carried.
2. **Ordinance #387: Review and make recommendation regarding adoption to Common Council:** Burkel/Johnson made a motion to recommend adoption of Ordinance #387 as presented to the City of Bayfield Common Council. Carried.
3. **Ordinance #388: Review and make recommendation regarding adoption to Common Council:** Burkel/Johnson moved to recommend adoption of Ordinance #388 to the City of Bayfield Common Council, but to add the following language:
 - Section 146.2 E. Abatement of nuisance. "If the Weed Commissioner, or designee"
 - Section 289-8 Enforcement; violations and penalties. "Enforcement. The Chief of Police, Fire Chief, Public Works Director and ~~Building Inspector~~ Zoning Administrator shall...."
 - Eliminate Tourist Room Language from CUP Application, and
 - Update Noxious Weeds list, if neededCarried.
4. **Temporary Non-Profit Sign Applications:**
 - Bayfield Chamber of Commerce & Visitor Bureau
 - 2017 Garden Tour, June 3 (Approx. 17 Signs)
 - 2017 Blessing of the Fleet, June 11 (26 Signs)
 - 2017 Apple Pie Contest & Tasting, September 29 (26 Signs)
 - 2017 Holiday Spirit Gallery Tour, December 2 (Approx. 7 Signs)
 - Bayfield Farmer's Market – Saturdays, June 17 to October 21, 2017 (7 Signs)
 - Bayfield Summer Concerts – Thursdays, July and August, 2017 (17 Signs)Johnson/Burkel moved to approve all of the Non-Profit Temporary Sign application as requested above. Carried.
5. **Review Raze/Repair Order for 320 North Second Street, Bayfield**
The Commission received a draft copy of an Official Order to Raze or Repair Building. Hoopman expressed that Ms. Deragon has been very cooperative in the past and forthcoming with their goals and objectives. In a recent conversation, she expressed they were seeking prices to have the building torn down and thought that would happen sometime this summer. Price was a factor though. After some additional discussion a motion was made by Johnson/Burkel to delay sending the official notice and to continue working with Ms. Deragon; specifically, Hoopman is to provide them with the information for another contractor to solicit pricing and asking them to provide the Commission with a written update by their July 25, 2017 Meeting. The Commission would like to see this building down by the end of summer.
6. **2001-2021 Comprehensive Plan Review: Work Session / Review Maps**
The Commission received copies of the appropriate Comp. Plan Maps for review along with two draft copies of City owned and all public owned maps.
 - The Parking Map needs updating. Public Works will be looking at that at their next meeting. A newly formed Parking Committee may also want to provide input.
 - Updates to the Housing Conditions Map are needed
 - A map showing Seasonal Housing vs. Year around was requested.
 - The assessed value map could be updated using current values.

7. Zoning Administrator: Letters / Update

- With regard to the letter written to DAL Investments, Burkel/Johnson moved to follow the letter as noted and to begin issuing citations. Carried.
- Lange called Hoopman, and indicated he would soon be moving from his home (June 15) and the renter could move in there at that time. Commissioner's suggested Hoopman follow-up with Lange and get the remedy presented in writing if possible.

8. Next Meeting Date(s): June 27, 2017(if needed) and July 25, 2017 at 5 p.m.

Adjournment: Johnson/Burkel moved to adjourn. Carried

Minutes by: Billie L. Hoopman, Clerk