

**CITY OF BAYFIELD**  
**ARCHITECTURAL REVIEW BOARD MEETING**  
**Minutes of February 20, 2012**

Chairman McMullin called the meeting to order at 4:00 p.m. at the Bayfield City Hall.

**Present:** Corey Bakken, Stephanie Bresette, Dan Curran, Bill Heytens, Sharon Johnson, and Dionne Johnston – Deputy Zoning Admin.

**Absent:** Tom Torke and Bruce Moore (alt.)

**Others:** Virginia Holcomb, Douglas Holcomb, Michael Berg, Jeff Bodin, Gerald Haskins, Mike Spence and Kathy Spence

Bakken/Curran made a motion to approve the agenda with the following change: move Virginia Holcomb to item #5 and Penny Kalmon to item #6. Motion carried.

Johnson/Bresette moved to approve the minutes of December 19, 2011. Motion carried.

**Public Input:** None.

**Building permits:**

1. **Bodin's Inc. – 208 Wilson Avenue, Permit Application #03-12.** Jeff Bodin was present with a request to replace and enlarge the mechanical room at the southwest corner of the fish plant. Heytens/Johnson made a motion to approve the application to replace and enlarge the mechanical room and remove the chimney. The motion also includes if the Plan Commission denies the CUP to enlarge the mechanical room, it can be replaced on the same footprint without having to come back to the ARB. Motion carried.
2. **Bayfield Inn – 20 Rittenhouse Avenue, Permit Application #04-12.** Corey Bakken was present representing the Bayfield Inn with a request to replace windows. Heytens/Johnson made a motion to approve the application as presented with Bakken abstaining. Motion carried.
3. **Mike & Kathy Spence – 404 North Second Street, Permit Application #05-12.** Mike & Kathy Spence were present with a request to renovate the house by adding a second story and upper loft, a new entrance and an attached garage. Lengthy discussion ensued. Heytens/Curran made a motion to approve the application. Discussion. Heytens withdrew motion. Johnson/Heytens made a motion to approve the application as presented with the exception of the East trapezoid windows. The applicant must revise the window style with rounded style similar to window feature on the south elevation and submit revision to Board for approval; the applicant will also consider decreasing the mass of the chimney on the south elevation. Motion carried with Bakken abstaining.
4. **Michael Berg – 23 North Front Street, Permit Application #06-12.** Michael Berg was present with a request to remove the existing structure and debris/brush, level soil and plant grass. Heytens/Johnson made a motion to approve the application as presented with the exception of the parking stalls and pavers which will require a CUP by the Plan Commission. Roll Call: Heytens – yes, Johnson – yes, Bresette – yes, Bakken – no, Curran – no, McMullin – yes. Motion carried.
5. **Virginia Holcomb – 313 North Second Street, Permit Application #08-12.** Virginia Holcomb was present with a request to replace the asphalt roof with emerald green metal. Curran/Johnson made a motion to approve the application as presented. Motion carried.
6. **Penny Kalmon – 333 North Second Street, Permit Application #07-12.** Johnston informed the Board that John Kalmon would not be able to make the meeting and would be available by phone. Johnson didn't feel the phone call was necessary since it was the recommendation of the Plan Commission to have the structure removed. Johnson/Heytens made a motion to approve the demolition as presented. Roll call: Johnson – yes, Heytens – yes, Bresette – yes, Curran – no, Bakken – no, McMullin – yes. Motion carried.

**Zoning Administrator Report:** Placed on file.

**Other discussion:** Curran informed the Board he purchased the property at 707 Old Military and that he would be preparing a plan for the property which needs a lot of work. He stated he would be starting on the electrical first.

Next meeting is scheduled for Monday, March 19, 2012 at 5:00 p.m.

Heytens/Johnson made a motion to adjourn at 5:55 p.m. Motion carried.