

# Meeting Notes

## Plan Commission Work Session

### January 23, 2018

#### City Committee Feedback

- David Eades reported the Core Values exercise with Chamber of Commerce board was problematic; members didn't understand the context and were reluctant to provide feedback without studying the 2001 plan. PC confirmed decision not to ask all city committees to complete this worksheet, but the format prepared for the Chamber could be used to invite feedback from particular members of city committees who might be good representatives of community values like the "key persons" interviews done in 2001 and posted on the City's website.
- Clarify cover memo regarding the number of elements required in the Comp Plan; the Issues & Opportunities element will be a focus of the community conversation meeting in April; the Implementation element will be developed later in the process, along with the draft document for adoption.
- To involve members of all city committees without having to convene groups that don't meet regularly, it was suggested that everyone who serves on a city committee be invited to attend any committee meeting being held in February to provide feedback on the Comp Plan Draft Goals.
- Clarify this will be on the agendas of ALL meetings during the month of February, with feedback due by March 1<sup>st</sup>. Minutes of meetings should be detailed enough to record suggestions. Staff will keep track of participants in each committee meeting.
- City committees with expertise on a particular element of the Comp Plan, e.g. the Parks & Rec Committee, Zoning, Housing, should be asked to convene in February.

#### Public Participation Plan

- Reserve the Pavilion for all-day Saturday, April 21<sup>st</sup> (details TBD)
- Draft Maps, Goals and Core Values will be displayed
- Survey will be available online and in printed copies

#### Website

- Past planning documents will be available for posting by mid-February
  - A "clean copy" of the 2001 Comp Plan will be provided (Fey)
- Draft documents (goals, vision, maps) can be posted
- Schedule of meetings at which Comp Plan will be discussed will be posted
- April 21<sup>st</sup> meeting will be posted (once details confirmed)
- Informal gatherings for discussion can be posted as needed
- Survey will be available, probably through Google Forum tool
- Can get everything ready to go before announcing website to the public

## Maps

- Clerk will provide scans and copies of all 2001 maps to PC members
- “Ground-truthing” will be needed to update several maps to 12-31-17
  - housing occupancy
  - existing land uses
  - parking spaces
  - sidewalks
  - bus stops
- Assessed Property Value map for 2017 should
  - Not be paired with tax classification (which is essentially zoning)
  - Note whether a parcel is “improved/unimproved”
  - Use the color scheme on the “alternate” version and the legend that appears on the other APV map (without the \$0.00-0.01 category)
- Undeveloped/Unimproved Parcels should include
  - Topographic lines
  - City-owned parcels and rights-of-way
  - Parcels and rights-of-way owned by “other public entities” (county, state and federal)
- Housing
  - start with “lottery credit” map (without the 120-acre parcel)
  - Council and Plan Commission members fill in details
  - David Eades will obtain “second home owner” info from Bayfield County Economic Development Corporation to add
- Existing Land Use map could also show Zoning Districts
- Zoning District should stand alone
  - Can be conformed with the other basemaps in the Comp Plan
- Transportation – agreed aggregating information was a good idea
  - Public Works Committee should include its February agenda
  - May need to ask Strand Engineering for some information
  - Sidewalks and parking spaces may require ground-truthing
- Parks & Recreation Areas
  - Bayfield Regional Conservancy provide a draft map for review
- Topography & Fragile Soils – agreed could be on one map
- February goals
  - Ground-truth housing, existing land use and transportation maps
  - Ask BRC for draft parks and trails map
  - Ask County/NWRPC to produce draft maps of
    - Assessed Property Values with Zoning Districts (or Tax Classification if that data is more current in their files), use color scheme of the alternate map and legend on the basic one
    - Unimproved Parcel map with topo lines and public ownership
  - February 1<sup>st</sup> – provide any additional tax information and request the “Permanent Resident/Lottery Credit Parcels” map in a different scale (without the 120-Acre parcel) and maybe a background color (other than white) to enhance readability to Common Council can edit – utilize the map of tourist housing in residential areas, consider ways to discover non-commercial occupancies in commercial buildings.