

City of Bayfield Plan Commission

Minutes of January 23, 2024

Call to Order: Acting Chair Carrier called the meeting to order at 3:30 p.m. at the Bayfield City Hall.

Roll Call

Present: Bland, Carrier, Hedman, Johnson, and Johnston

Absent: Mayor Ringberg

Others: Tim Schwecke and Charlie Handy - Civitek

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

Review/Approve Minutes of January 9, 2024: Hedman/Bland moved to approve the minutes as presented. Carried.

Public Input on Agenda Items: None.

Agenda Item(s):

1. City of Bayfield Wayfinding Project

- **Design Intent – January 17, 2024**

Plan Commissioners reviewed the Design Intent drawings and requested a few additional map changes. Hoopman will send these to Stantec.

- **Next Steps** – Councilor Bland reached out to Bob Durfey about helping us draft the RFP, bid notice, and other related contract documents. Durfey initially indicated his willingness to help.

2. Zoning Code Review:

- **The Customer Journey:** Schwecke and Handy reviewed the methodology of the “Customer Journey” and discussed how the system works and the level of effort needed by the applicant and staff. They discussed the possibility of the City hiring a Building Inspector. Schwecke noted many communities operate only on complaint basis. After considerable discussion, the Commission acknowledge they have much to discuss on policy and expectations.
- **Review Revised Slopes Maps and related Development Standards**
The Commission was provided with a 12%, 15% and 18% Slope maps for consideration and draft development standards. Commissioners wanted more time to consider as they do not want to unduly burden potential development. They also understand some areas need further protection.

Acting Chair Carrier left the meeting.

3. Confirm/Set Next Meeting(s):

- February 19 and 27, 2024, 3:30 p.m.
- March 12 and 26, 2024, 3:30 p.m.

Adjourn: Johnston/Johnson made a motion to adjourn. Carried. (5:02 p.m.)

Minutes by Billie L. Hoopman, Clerk/ZA