

City of Bayfield

Architectural Review Board Meeting

Minutes of November 27, 2023

Call to Order: Chairman Carrier called the meeting to order at 5:00 p.m. at the Bayfield City Hall followed by roll call.

Present: Bogaard, Hedman, Reimer, Shrider, Spence, and Carrier

Absent: Phillips

Others: John and Sue Gerzina, Marilyn VanSant, and Heidi Nelson, Clerk/ZA Hoopman

Approve Agenda: Hedman/Spence moved to approve the agenda as presented. Carried.

Review Previous Meeting Minutes of October 30, 2023: Hedman/Reimer made a motion to approve the minutes as presented. Carried.

Public Input on Agenda Items: None.

Agenda:

1. Building Permit# 29-23: James & Jeanette Maass, 12 N. 5th Street

Seeking permission for an 8'x10' shed to be placed on the north boundary of property in lieu of garage previously approved.

Spence/Shrider made a motion to approve the "after-the-fact" building permit application as presented provided the applicant, paint the accessory structure blue with white trim to match the primary structure by the next warm season (2024). Applicant noted landscaping would be added to soften the view of the shed. Discussion ensued on the process and the building style. Passed by roll call vote as follows: Bogaard, Hedman, Reimer, Shrider, Spence, and Carrier – yes.

2. Building Permit #07-22: Bayfield Civic League

Seeking an amendment to previously approved plans.

Spence/Boogard made a motion to approve the "after-the-fact" revised plan submittal received on November 6, 2023, but dated 4/23/2023 and 4/11/2023 from the Bayfield Civic League for the replacement of the gazebo. Discussion ensued about the process and the lack of the board's ability to review before the historic structure was demolished. Passed by roll call vote as follows: Hedman, Reimer, Shrider, Spence, Carrier and Boogard – yes.

3. Zoning Administrator Report(s) – Review List and Assign Projects to Committee Members

Action was postponed until the next meeting. In the meantime, Committee members were asked to provide updates to Hoopman so the report could be revised. Overall, the goal is to start an annual review process so they would know which projects have not started, are in progress, or completed.

4. Discuss Historic District Ordinance / Guidelines

- Continue reviewing draft ordinance – begin at Section 423-6

- Jason Tish Response – Draft Amended Ordinance
Overall, Tish noted Hedman’s work was good and the changes “would create a distinct H.P. Commission with clear powers and duties, clear standards for alterations to historic properties designated under the ordinance, and clear standards for new construction in historic districts and on designated historic properties. It has a clear appeal provision, and a clear exception for economic hardship. The revised ordinance also meets the qualification for the CLG partnership program.

- Jason Tish Response – Original HPO and adopted District Info.
Tish clarified:
 1. Properties on the National Register that have been termed contributing and pivotal are eligible for tax credits.
 2. Residential properties are eligible for state tax credits, and commercial properties are eligible for both state and federal tax credits.
 3. They are not eager to change the 1980 National Register of Historic Places – Bayfield Historic District unless there is compelling reason to do so. They don’t want a property to lose access to tax credits.
 4. The City of Bayfield’s local ordinance applies to all properties in the City’s Historic District (this is slightly larger than the State’s 1980 version).

A considerable amount of discussion ensued on how to proceed with the amended HPO ordinance and the implications on properties outside the district. It was understood the City's existing district would remain in place until such time a survey was conducted, and the process outlined in the revised ordinance was followed to make any changes to the district:

- 423-3: Nomination and designation of Historic Structures, Sites and Districts, &
- 423-3: Recission of Historic District

Previously the ARB suggested that building permit review be given to the Plan Commission going forward and they revert to the Historic Preservation Committee. Hoopman suggested they consider providing the Plan Commission with some guidance on what/how to review the aesthetics of properties.

The Board would like to continue discussing these topics at their next meeting.

5. Next Meeting Date and Time:

- December 18, 2023, 5 p.m.
- January 22, 2024, 5 p.m.
- February 26, 2024, 5 p.m.

Adjournment: Shrider/Bogaard moved to adjourn. Carried. (7:09 p.m.)

Minutes by Billie L. Hoopman, Clerk/ZA