

City of Bayfield Plan Commission

Minutes of Meeting November 29, 2022

Call to Order-Roll Call: Mayor Ringberg called the meeting to order at 5:30 p.m. at the Bayfield City Hall followed by roll call.

Present: Beagan, Carrier, Cragoe (5:35 p.m.), Hedman, Johnston, Johnson, and Mayor Ringberg

Others: Annalisa Bremel, Cody , Kathryn Jensen, Robert Blocher, Joanne Cirillo, Jenna Gallagher, Cathy Smith, Bill Bland, Mike Cariveau, Diane and Robert Zawislak, Tim Schwecke-Civitek, and Billie Hoopman, Clerk/ZA

Approve Agenda: Johnson/Johnston moved to approve the agenda as presented. Carried.

Review/Approve Minutes of November 9, 2022: Hedman/Johnston made a motion to approve the minutes of November 9, 2022, as presented. Carried.

Public Input on Agenda Items: None.

Public Hearing: The City of Bayfield Plan Commission will hold a public hearing on November 29, 2022, at 5:30 pm at the Bayfield City Hall, located at 125 South First Street in accordance with Section 500-33 through 500-35 followed by a regular meeting. 200 Rittenhouse Avenue, LLC is seeking a Conditional Use Permit under 500-19 C. (8) to install a 3-phase transformer on the NW corner of property owned at 200 Rittenhouse Avenue, Bayfield, WI,

- Robert Blocher and Kathryn Jensen – asked questions about the proposal.
- Annalisa Bremer, the applicant gave a brief review of the proposal and noted she wishes to formally change her request to move the transformer 15' to the south.
- William Bland spoke in favor of the request and noted how this improvement helps with climate crisis issues.
- Mike Cariveau spoke in favor of the request and noted the unit will be able to serve others in the immediate area.

Hedman/Johnson made a motion to close the public hearing. Carried.

Hoopman mentioned the written letter of support received from Cara Overland. A motion was made by Johnson/Johnston to accept the letter and add it to public input. Carried.

Agenda Item(s):

- 1. Consider Conditional Use Permit Application: 200 Rittenhouse Avenue, LLC – 3-phase transformer with screening, 200 Rittenhouse Avenue, Bayfield, WI (E. 90' of Lots 9-10, Block 90)**

The Commission received copies of the application and a written report from Clerk/ZA Hoopman. The Commission was informed they can approve the application, deny, or approve with conditions. Discussion ensued. Johnston noted the Commission should postpone action until a new plan is provided that shows details: the exact location of the unit, the size and color of the unit, and the proposed screening planned. After considerable discussion, Beagan/Cragoe moved to approve the Conditional Use Permit application to install a 3-phase transformer with the following understanding:

- A. The center of the transformer will be moved at least 15' to the south.
Reference: Architectural Site Plan dated 11-3-2022.
- B. The transformer and pad cannot exceed the total area of what is currently depicted on the Architectural Site Plan dated 11-3-2022, which is 12 2 ½" x 11'4 ½".
- C. Fencing or screening shall adhere to the City Ordinance. Applicant shall seek additional approval if required by current zoning codes.
- D. The Applicant understands that any damage to City property by them or their agents will be repaired by them at their expense.
- E. The applicant will provide a screening plan and details to the Zoning Administrator for review/approval.
- F. The applicant shall provide updated drawings to the City.

Passed by roll call vote as follows: Beagan, Cragoe (5:35 p.m.), Hedman, Johnston, Johnson, and Mayor Ringberg – yes. Carrier abstained.

1. **City of Bayfield Zoning Code Rewrite – Memo #4:** Commissioners continued reviewing Appendix B – Land Use Summaries (working session).
Review began on page B-27 and ended on B-48.

7.01 Indoor Entertainment. Weights and measure standards will be removed from this section and all others.

Commissioners wished to consider vehicle and bicycle standards at a later time.

7.01 Indoor Entertainment/ 8.02 Community Center, others – where does the Pavilion fall; crosses between these two categories.

8.04 Remove B-1/B-2/B-3 from ABR (allowed by right) district. Hoopman mentioned allowing a shed prior to primary structure and making sure standards are in place like size, etc. This currently is not allowed. Commissioners like the idea of providing a space for garden tools, etc.

8.07 – Municipal Garages. Add B-1, B-2 to ABR District. Remove the supplemental standard (A).

8.09 Public Safety Facility. Add B-1, B-2 to ABR District.

8.10 Recreation Trail. Remove “and horse trails”.

8.11 and 8.12 Schools – Combine.

9.01 Solar Garden. Hoopman requested 2 acres “(approximately 1 City Block)” be added for convenience. Questioned how we determine “minimum necessary for site security”? Also, how would we know if a solar garden is in use and electricity is being generated?

Hoopman noted the City operates on a standard block and lot grid system. All areas of code should reflect these standards. The term parcel is not meaningful unless in reference to a block/lot.

9.02 Stormwater Management. Request PWD to develop/consider a stormwater management ordinance for the City.

9.03 & 9.05 Telecommunications – Add all Districts to ABR (State required). We’d like the highest financial guarantee allowed.

9.06 Utility Installation – Add B-2 to ABR District.

9.07 Utility Installation. This does not include utility cabinets. Where do these fall? Also need to consider refrigeration units. Preference is to make refrigeration as part of building.

10.03 Passenger Terminal. Consider adding “does not include bus shelters” and add bus shelters elsewhere.

11.03 Dry Boat Storage. Add B-2 and I-1 to ABR Districts. With limitations.

11.04 Makers Space. Add B-1 and B-2 to ABR Districts. Remove Merchandise Loading requirements. Add space limitation, not to exceed 5000 sq. ft.

12.01 Forestry and 12.02 Open Land. Remove.

13.02 Exterior Communication. Seem outdated please review. Not favorable to allowing 25’ towers.

13.03 Accessory Building-nonresidential. Sections B&D need further review. Do they meet ARB and the HPO? Review sizes noted.

13.04 Accessory Building-residential. Review needed. Do they meet ARB and the HPO? .

13.05 ADU – Needs further review. May want to consider increasing size from 600 sq. ft. to _____.

13.07 Chickens. Remove R-3 from ABR District.

13.08 B&B’s. Remove “Occupied as Resident” clause. Update registry to one year. Consider why the allowance is for up to 20 overnight guests. Seems high.

13.09 Bee Keeping. Remove I-1 and R-3 from ABR District. Hoopman mentioned a recent bear/bee incident and noted wildlife like bears, coyotes, fox, etc. must be considered in this equation and with chickens. Waiting for further standards to be provided.

13.10 Boat Docks. Need to review ABR districts. Docks may not be appropriate placed on adjacent Conservancy Property. Not sure of our legal standing since docks are approved by the WIDNR.

2. Confirm/Set Next Meeting(s):

- December 13 (Wayfinding & Zoning Rewrite)
- January 11
- January 24

Adjourn: Johnston/Johnson moved to adjourn. Carried. 8:11 p.m.

Minutes by Billie L. Hoopman, Clerk/ZA