

City of Bayfield

Architectural Review Board Meeting Agenda

Minutes of February 8, 2024

Call to Order

Chairperson Carrier called the special meeting to order at 5:00 p.m.

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

Others: Daniel Wolfgram, Joanne Cirillo, and Clerk/ZA Hoopman and Office Admin. Weeks

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

Review Previous Meeting Minutes of January 22, 2024: Phillips/Shrider made a motion to approve the minutes of January 22, 2024, as presented. Carried.

Public Input on Agenda Items: None

Agenda:

- 1. 02-2024: Danial Wolfgram, 17 South Broad Street:** Seeking permission to complete north and south dormer additions to non-original structure

The Board was provided with the application, a Zoning Administrator Report, and a Historic Preservation Review Checklist.

The owner explained why work began before obtaining a permit and was necessary for structural integrity purposes.

Spence/Shrider made a motion to approve the application as presented. Discussion. Questions were asked and answered regarding the location of the dormers, the gap between roof lines, and whether the roof features would be carried throughout. Motion carried: Bogaard, Carrier Hedman, Phillips, Shrider, and Spence – yes; Reimer – no.

Bogaard left the meeting.

- 2. Survey / Site Plans Information** – No action; postponed until the next meeting.

- 3. Historic District Ordinance:**

- A.** Receive and Review: 1/30/2024 Draft Revisions to Ch 21 & 423

- B.** Review/discuss the Secretary of the Interior's Standards for Rehabilitation and Illustrated Guidelines for Rehabilitating Historic Buildings

Considerable discussion ensued on the documents listed above and concerns were raised about implementing and enforcing such a policy. The Board referenced the 1/30/2024 draft as the Gold Star version. In this version, the Historic Preservation Commission reviews alteration, reconstruction, demolition, and maintenance of all structures in Bayfield constructed 1856-1925 AND reviews new construction in Bayfield's existing Historic District

Hedman offered to draft two alternatives:

Option B - Historic Preservation Commission reviews alteration, reconstruction, demolition, and maintenance of historic structures and sites designated pursuant to the new ordinance AND reviews new construction in Bayfield's existing Historic District.

Option C - Historic Preservation Commission reviews alteration, reconstruction, demolition, and maintenance of historic structures and sites designated pursuant to the new ordinance AND reviews new construction on historic sites and in historic districts designated pursuant to the new ordinance.

C. Historic District Ordinance: Next Steps

1. Maintenance
2. Economic Hardship
3. Fees/Enforcement
4. Forms
5. Guidelines
6. Standard Operating Procedures Manual for Board Members and Staff
7. Public Education
8. New Construction in the Historic District

No specific action was taken on these items.

4. Next Meeting Date and Time: February 19, 2024, 5:00 p.m. and March 25, 2024, 5 p.m.

Adjournment: Shrider/Spence moved to adjourn. Carried. (6:59 p.m.)

Minutes by Billie L. Hoopman, Clerk/Zoning Administrator