

# City of Bayfield Plan Commission

Minutes of Tuesday, May 25, 2021, 4 p.m.

## **Call to Order-Roll Call - Approve Agenda:**

Mayor Ringberg called the meeting at 4 p.m. at the Bayfield City Hall followed by roll call.

**Present:** Cirillo, Burkel, Johnston, VanDerPuy, Durfey, and Mayor Ringberg

**Absent:** Dougherty

**Others:** David Eades, Craig Skaaden

**Review/Approve Minutes of April 27, 2021:** Burkel/Durfey moved to approve the minutes as presented. Carried.

**Public Input on Agenda Items:** None.

## **Agenda Item(s):**

### **1. Non-Profit Event Signage Requests**

- a. Bayfield Chamber and Visitor Bureau – Concerts in the Park, Festival of Arts, Blessing of the Fleet and Apple Pie Contest
- b. Farmer’s Markets

Burkel/Cirillo made a motion to approve both Non-Profit Signage Requests as presented.

Discussion on changes to the requests from previous years. Passed by roll call vote as follows: Cirillo, Burkel, Johnston, VanDerPuy, Durfey and Mayor Ringberg – yes.

### **2. Bayfield School – Request to acquire adjacent City Property**

Joel Shilman from the Bayfield School has let the City know they are interested in acquiring City owned property that is adjacent to the School namely:

- Block 28, Lots 4-10 (current location of the School’s greenhouse)
- Block 29, Lot 20 (part of the outfield)

Discussion ensued.

Burkel/Cirillo made a motion:

- to support the consideration of swapping Land (parcels 31668-School for 31665-City with the understanding the School would first fix the existing infrastructure (bleachers, dugouts – if needed).
- any City Land included in this exchange would automatically revert to City Ownership should the School dissolve
- The School would continue with the Ballfield Maintenance Agreement indefinitely
- The request be sent to the Public Works Committee for review and consideration
- Understanding this is a recommendation and all formal action would need to be taken by the Council

Passed by roll call vote as follows: Burkel, Johnston, VanDerPuy, Durfey, Cirillo, and Mayor Ringberg – yes.

### **3. Comprehensive Plan Implementation: Plan Commission Action Planning**

- Launching the Green Infrastructure & Climate Resiliency Program Natural – What’s next?  
The Green Infrastructure team is now working on the evaluation of three sites
  - Courthouse Rain Gardens and grounds & ditches along the Courthouse’s south side
  - NW Corner of Rittenhouse and N. 6th St.
  - Boulley property on SE corner of Wilson & 11th (3:30)

Metrobloom has been asked to provide an initial verbal report to the Task Force after he’s conducted these field assessments in order to share his observations, receive input, and answer questions that we may have. Additionally, Hoopman is working with Peggy Knapp on the creation of a new City web page with information about Green Infrastructure.

- Housing Study Updates (*Mayor Ringberg*): Work continues on the final report.
- Health In all Policies – Hoopman reported the use of the policy in a recent Harbor project; equity and equality were considerations.

### **4. Chickens - Draft Ordinance/Permit (Review revisions)**

Cirillo/Johnston made a motion to postpone action on this ordinance siting timing, cost of materials vs. outcome, the need, and the financial and timing issues on administrative staff. Discussion. Carried by voice vote.

### **5. City Hall – Consider Building Needs, possible and best uses of property**

The Commission was provided with:

- a summary of the requested action items by Council
- Draft Reports City Hall Space Needs/Requirements, Proposed Locations, City Assets needing storage, New Uses for the current City Hall property
- History regarding City Hall
- A copy of the City of Bayfield Land Ownership Map

Systematically this process is difficult without a budget and without a clear understanding on if we would be looking to purchase a property with a structure, or a vacant site and the timing this could occur.

Hoopman asked Commissioner’s to review the reports provided and see what’s included, what’s missing, and note any questions they might have about the item.

*Cirillo left the meeting at 5:01 p.m.*

Staff was asked to continue working on the space/needs requirement piece with the understanding there are standards we can apply, like size of restrooms, office space sizes, etc. Craig Skaaden, a licensed Architect, offered to provide assistance, and the Commission gladly accepted.

### **6. Viking Cruises – Updates**

The Harbor Commission learned they will have to prepare a Coast Guard Safety Plan and they may need to provide for some additional Homeland Security practices.

The Commission discussed what else is needed for their arrival. Wayfinding signage was mentioned: restrooms, where is the downtown and marina areas, how to find the trails, where do they go for offshore excursions? Finding funding for signage is a must.

**7. Confirm/Set Next Meeting(s):** June 22 and July 27, 2021, 4 p.m.

**Adjourn:** Burke/Durfey made a motion to adjourn. Carried (5:15 p.m. )