

# City of Bayfield Architectural Review Board

## November 4, 2025, Work Session Minutes

4:00 p.m. • Bayfield City Hall, 125 South First Street, Bayfield, WI 54814

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**Call to Order:** Chair Carrier called meeting to order at 4:02 p.m.

**Roll Call:** Bogaard, Carrier, Cornelius, Shrider, Spence and Whittet

**Approve Agenda:** Motion to approve by Cornelius/Bogaard. Approved all ayes.

**Public Input** on Agenda Items: none

### Agenda

#### 1. **Historic Preservation Commission and Historic Preservation Ordinance:**

Discussion ensued regarding dates for roll out for Historic Preservation Commission as follows:

**November 17, 2025**-Formal Invitation to local concerned Professionals.

**December 1, 2025**- Public Notice

**December 9, 2025**- Public Open House at City Hall from 12:00 p.m. to 4:00 p.m.

followed by a public meeting at 6:00 p.m.

**December 16, 2025**- Item on City Council Agenda

**January 1, 2026**- Begin Historic Preservation Commission

Further discussion ensued regarding necessary materials for HPC roll out, including:

**FAQs**

**Summary**

**Flow Charts**

**Nomination form and Certificate of Appropriateness**

**Federal Guidelines**

**Bullet Points for FAQs**

**Public Meeting** format: 10 to 15 minute presentation with questions and answers to follow.

Set up email account for public questions or comment previous to public meeting.

#### 2. **Correspondence: None**

**Next Meeting:** November 17, 2025 at 4:00 p.m. Work Session and possible monthly ARB meeting.

**Adjournment:** Chair Carrier adjourned meeting at 5:39 p.m.

tsarb