

City of Bayfield  
Architectural Review Board

May 19, 2025 Meeting Minutes

Call to Order: Chairperson Carrier called the meeting to order at 5:02 p.m.

Roll Call:     **Present:** Cornelius, Carrier, Phillips, Whittett, Spence  
                  **Absent:** Shrider, Bogaard  
                  **Others Present:** Paul Delmain, Cathy Smith, Khou Xiong

Approve Agenda:     Motion to Approve by Phillips/Spence. Approved all ayes.

Approve Minutes:    Motion to Approve by Phillips/Spence. Approved all ayes.

Public Input:        None

- Agenda:
- Item#1            Building Permit #11-25: Paul Delmain, 132 N 6th St.  
                    Construct 6'x8' porch on 2nd floor of garage.  
                    Motion to Approve: Spence/Cornelius. Discussion  
                    Motion Carried all ayes.
  
  - Item#2            Building Permit #13-25: Khou Xiong, 20 N. 1st St.  
                    Enclose side porch. Repairs on exterior of building.  
                    Motion to approve: Spence/Phillips. Discussion  
                    Motion Carried all ayes.
  
  - Item #3           Maintenance Permit: Discussion. Barron & Tom will  
                    Continue to look at changes to Maintenance permits.
  
  - Item #4           Discuss Historic District Ordinances/Guidelines.  
                    Discussion on processes and timelines moving forward.  
                    Carrier brought forth forms that Madison use, and it looks  
                    Like these would be the most appropriate. We were all  
                    Encouraged to look at the 2017 copy of National Park  
                    Service Guideline.s We need to find a balance for our  
                    Guidelines.

Zoning Administrator Report:     List of 2025 permits

Next regular Meeting:            June 23rd, 2025 at 5:00 p.m.

Adjournment:                    Carrier moved to adjourn at 6:25 p.m.

Minutes Submitted by Lyn Cornelius