

**CITY OF BAYFIELD  
ARCHITECTURAL REVIEW BOARD MEETING  
Minutes of March 26, 2018**

Chairwoman Johnson called the meeting to order at 4:30 p.m. at the Bayfield City Hall.

**Present:** Sharon Johnson, Bob Durfey, Tina Nelson, Rob Riemer, Sheryl Burkel, Sandy Paavola (Alt.), and Dionne Johnston – Deputy Zoning Admin. Bill Cornelius (5:00 pm)

**Absent:**

**Others:** Jake Kieper, Cheryl Fosdick, David Eades, Lin & Pat Moe, Alan Waite, Teri Gage, Amber Vadnais, Steve Lewis & Elisa Voss, Seth Vasser, Nancy Trapp, Kathy Presnell and Mayor Ringberg

***Burkel/Nelson made a motion to approve the agenda. Motion carried.***

***Durfey/Riemer made a motion to approve the minutes of February 26, 2018. Motion carried.***

**Public Input:** None.

**Building permits:**

1. **Lin & Pat Moe – 104 North Second Street, Permit Application #04-18.** Lin & Pat Moe were present with a request to build a garage. ***Burkel/Paavola made a motion to approve the application as presented. Motion carried.***
2. **Mursel Demirkol – 201 Manypenny Avenue, Permit Application #05-18.** Alan Waite - Contractor representing Mursel Demirkol was present with a request to convert an existing window into an employee only service door and service window. Durfey recalls approving this request at a previous meeting. Johnston explained the previous approval was for a service door only, it did not include a service window. ***Burkel/Riemer made a motion to approve the application as presented. Motion carried.***
3. **Mursel Demirkol – 21 South Broad Street, Permit Application #06-18.** Nancy Trapp & Kathy Presnell were present as lessees of the current property with a request to remove a window and replace it with a sliding patio door and to remove two single hung windows with double hung. Durfey asked what was happening with the upper windows currently boarded up. Presnell stated the windows boarded up due to fire damage will be replaced with like windows. Durfey/Nelson made a motion to approve the application as presented. Motion carried.
4. **Christ Episcopal Church – 118 North Fourth Street, Permit Application #07-18.** Teri Gage was present representing Christ Episcopal Church with a request to remove a window and replace it with a door, platform and ramp for ADA compliance. Paavola stated there were 3 other entrances into the current structure and would like to know why none of the existing entrances were not considered as possible ADA compliant entrances. Gage explained the current entrances wouldn't work for a variety of reasons. The south and east entrance hallways is not wide enough to fit a wheelchair through to get to the meeting place. The north entrance would be extremely costly to widen the door opening because it enters the kitchen area and the driveway would have to be enlarged to accommodate vehicle and wheelchair. ***Burkel/Durfey made a motion to approve the application as presented. Motion carried.***
5. **Luis Zanger – Block 67, Lots 3-4, Permit Application #08-18.** Seth Vasser representing Luis Zanger was present with a request to build a new sing family dwelling. Durfey has concerns regarding the application not fitting in with the surrounding homes. The black roof and natural cedar siding is not in harmony with the neighboring properties. Vasser stated the property owner will consider changes to the plans. ***Durfey/Nelson made a motion to deny the application as presented giving the applicant the option to come back with revised plans more fitting within the neighborhood. Motion carried.***
6. **Bayfield Chamber of Commerce & Visitor Bureau – 42 South Broad Street, Permit Application #09-18.** David Eades – Chamber Director, Cheryl Fosdick and Jake Kieper – CF Designs were present representing the Bayfield Chamber of Commerce & Visitor Bureau with a request to demolish the existing structure to the foundation and rebuild a larger structure by expanding the footprint. ***Durfey/Riemer made a motion to approve the application as presented. Motion carried.***
7. **Steve Lewis & Elisa Voss – 802 Washington Avenue, Permit Application #10-18.** Steve Lewis & Elisa Voss were present with a request to install ground mounted solar panels. ***Burkel/Paavola made a motion to approve the application as presented. Motion carried.***

**Zoning Administrator Report:**

1. Property maintenance update – Johnston explained that she and Hoopman had make contact with each of the properties listed from the previous meeting and will continue to update the Board as needed.

**Other Discussion:**

1. Historic District Guidelines – Johnston made the changes discussed at previous meetings and is still working with Hoopman on creating guidelines for solar installation.

**Discuss Next Meeting Date and Time:** The next regular meeting will be April 23, 2018, 5:00 pm at City Hall.

***Durfey/Cornelius made a motion to adjourn at 5:15 p.m. Motion carried.***