

**CITY OF BAYFIELD
ARCHITECTURAL REVIEW BOARD MEETING
Minutes of April 27, 2020**

Introduction and welcome of new Alderperson Matt Carrier.

Eldred/Durfey made a motion to nominate Burkel as the new chairperson. Motion carried.

Chairwoman Burkel called the virtual meeting to order at 5:02 p.m.

Present: Sheryl Burkel, Matt Carrier, Mike Eldred, Bob Durfey, Tina Nelson, Rob Riemer and Dionne Johnston – Co-zoning Admin.

Absent: Bill Cornelius, and Sandy Paavola (Alt.)

Others: Catherine Joy, Alan Waite, Jim Steffenson, John Ipsen & Kris Wegerson, and Jeff Boutin

Carrier/Riemer made a motion to approve the agenda. Motion carried.

Eldred/Durfey made a motion to approve the minutes of October 28, 2019. Motion carried.

Public Input: None.

Building permits:

1. **Catherine Joy – 17 South Sixth Street, Permit Application #03-20.** Catherine Joy along with contractor Alan Waite were in attendance with a request to install an upper level deck on the accessory structure and replace an upper wood door with French doors with grill. Waite stated 3 windows will also be replaced which were not listed as part of the agenda but were listed on the application. ***Eldred/Riemer made a motion to approve the application as presented with the condition the balcony have supports installed at the bottom to give it a more historic look. Motion carried.***
2. **Michael Ernster – 256 Rittenhouse Avenue, Permit Application #07-20.** A representative was not in attendance. The request is to install an upper level balcony for second egress per state code for a commercial business. ***Durfey/Eldred made a motion to approve the application as presented. Motion carried.***
3. **Mike Johnson – 133 North Second Street, Permit Application #08-20.** Jeff Boutin was in attendance representing Mike Johnson with a request to replace wood siding with L.P. Smart Siding and install shakes in gables along with material color changes. Carrier is concerned with how the new materials will look since there are currently no elevation drawings showing the changes. Boutin stated all the material will look like what is currently there except for the color and the shakes in the gable will be no more than an inch different than what is currently there. ***Riemer/Eldred made a motion to approve the application as presented. Motion carried.***
4. **John Ipsen & Kris Wegerson – Block 63, Lots 1-2, Permit Application #09-20.** John Ipsen and Kris Wegerson were in attendance along with contractor Jim Steffenson with a request to build a new one family residential dwelling. Carrier has concerns with the shed type roof and feels it does not fit the area in which it is proposed. Eldred stated there is a residence located on Lynde Avenue between First and Front Street that has something similar. Johnston stated the proposed building site is just outside the historic district on Washington Avenue a main entrance into the city and has adjacent historic homes and is not in proximity of the house on Lynde Avenue. Ipsen stated they tried a few styles prior to submitting their application and the shed roof made the most sense. The building site is in a wet lot so in order to keep the lot dry on the northside they're proposing a shed roof, this roof structure will also have solar panels mounted at the top. ***Eldred/Riemer made a motion to approve the application as presented. Roll call: Carrier-No, Durfey-No, Eldred-Yes, Nelson-Yes, Riemer-Yes, Burkel-Yes. Motion carried by majority vote.***

Zoning Administrator Report: The report was reviewed by the ARB. They determined the project located at 721 Old Military had more changes than just the addition of the second story deck and door. ***Carrier/Eldred made a motion to have Johnston issue a stop work order for the property located at 721 Old Military Road and have the owners come to the next scheduled meeting to discuss further & provide new elevation drawings. Motion carried.***

Johnston would like ARB members to each pick a project to oversee and follow it through to completion and report back at the monthly meetings. If there are any noncompliant issues the members will report them to

Johnston who will then issue a stop work order. The ARB is in favor of this and are assigned the following projects.

Carrier is assigned the 17 S 6th Street, and Block 63, Lots 1-2 new construction project.

Eldred is assigned the 256 Rittenhouse Ave project.

Burkel is assigned the 133 N Second Street project and the 229 N Second Street project that was approved in 2019 that hasn't started yet.

Other Discussion: Eldred gave a brief update on the Green Infrastructure task force. Informational only; no action taken.

Discuss Next Meeting Date and Time: The next meeting will be Tuesday, May 26, 2020, 5:00 pm at City Hall or remotely depending on governor's orders for social distancing.

Adjourned at 5:50 p.m.