

# City of Bayfield

## Architectural Review Board

### Minutes of August 28, 2023

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**Call to Order:** Chairman Carrier called the meeting to order at 5:00 p.m. followed by roll call.

**Present:** Bogaard, Carrier, Hedman, Phillips, Riemer, and Shrider

**Absent:** Spence

**Others:** Treasurer/Deputy-ZA Johnston, Utility Clerk Weeks, Mayor Ringberg, Isac Dymesich, Craig Skaaden, and Roth Edwards

**Approve Agenda:** Bogaard/Phillips moved to approve the agenda. Carried

**Review Minutes of July 24, 2023:** Phillips/Riemer moved to approve the minutes as presented. Carried with Hedman abstaining due to being absent.

**Review Minutes of August 14, 2023:** Shrider/Bogaard moved to approve the minutes as corrected. Carried.

**Public Input on Agenda Items:** Roth Edwards had an application he wanted to present to the board. Johnston informed Edwards that applications need to be received 7 days prior to the meeting to be added to the agenda. She will review the application and let Edwards know if it's complete and/or if it needs review.

#### Agenda:

- 1. Building Permit #20-23: Dave Ujke – 217 S 7<sup>th</sup> St.**  
5'x8' west elevation kitchen addition. *Bogaard/Shrider made a motion to approve the application as presented. Roll call: Bogaard-yes, Carrier-yes, Hedman-yes, Phillips-yes, Riemer-yes, and Shrider-yes. Passed by majority vote.*

#### Zoning Administrator Report:

1. List of permits: Placed on file. Hedman noticed a wall on the shelter at 207 Wilson Ave owned by Craig Hoopman and would like to know if it's going to be permanent. Johnston stated when he applied, he stated there may be times when the sides will be covered to get his crew and equipment out of the elements and will investigate it. Carrier received an inquiry on the status of Linda Schneiders new home at Rice & Tenth. Bogaard stated there was a health issue with her contractor and she is looking for another to finish her project. Johnston will follow up with Schneider to get a status update.

#### Other Discussion:

1. Historic District Ordinance and Guidelines Review: Discussion ensued.
  - a. Reviewed Jason Tish's suggested ordinance changes required to become a Certified Local Government (CLG). The Board will make changes to the ordinance with language suggested by Tish and ask Tish to provide standard language in areas that need to be changed but no language provided. Carrier asked Johnston to email Tish and cc him.
  - b. Keep moving forward with pivotal structure survey.
  - c. Remove Historic Preservation Ordinance from Zoning Code rewrite.

**Next Meeting Date and Time:** Historic District Ordinance and Guidelines review September 12, 2023, 5:30 pm at City Hall. Regular meeting September 25, 2023, 5 pm at City Hall.

**Adjournment:** *Shrider/Bogaard moved to adjourn at 6:30 pm. Carried.*

Minutes provided by Dionne K Johnston, Treasurer/Deputy Zoning Administrator