

# City of Bayfield Plan Commission

## November 18, 2025, Meeting Minutes

9:00 a.m. • Bayfield City Hall, 125 South First Street, Bayfield, WI 54814

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**Meeting called to order** at 9:00 a.m.

### **Attendance**

#### **Present:**

Plan Commission Members: Bill Bland, Lyn Cornelius, Sharon Johnson, Mike Radtke, Mike Spence, Zoning Administrator/Public Works Director Joel Weber, and Barron Whittet

City Staff: City Clerk Grace Stolen

Public: In Person—None; Online—Caller 01

**Excused:** Plan Commission Member George Adams IV

### **Review/Approve Agenda**

**Motion** by Radtke, seconded by Bland, to approve the agenda as drafted. All ayes.

### **Review/Approve Minutes** of October 21, 2025, Plan Commission Meeting

**Motion** by Bland, seconded by Johnson, to approve the minutes as drafted. All ayes.

### **Public Input** on Agenda Items

## Agenda

### **1. Non-Profit Event Sign Permit Application #04-2025: Bayfield Rec Center**

**Motion** by Bland, seconded by Johnson, to approve the application as submitted. All ayes.

### **2. New City Hall**

Tina Nelson and Sharon Johnson have agreed to serve on the City Hall Task Force; Cornelius will, as well. A temporary location for administration was identified, and a request was made to draw up a lease for Common Council's review. The goal is to sell the current building and move public works elsewhere.

### **3. Historic Preservation Ordinance/Historic Preservation Commission**

#### **a. Discuss and Consider Input from the Architectural Review Board (ARB)**

ARB made some revisions at its November 17 work session. Cornelius passed the language along to City Attorney Max Lindsey, who will review it and combine it with other changes that were in the works pertaining to building into one ordinance that addresses both. The scenario of how property owners can contest nominations of their property was also discussed at ARB.

#### **b. Next Steps Moving Forward**

Spence discussed potential funding opportunities available to the City under its new HPO/HPC model. Radtke requested that the City's zoning map be recreated for better usability; it will already need to be updated to remove the historic district after the HPO passage. It was suggested that the City approach Bayfield County to inquire about whether they could assist in this. The entire burden of research and preparation for a nomination would be the responsibility of the person making the nomination.

The Plan Commission's job now is to work through what the new process for approvals should look like on its end.

**i. Historic Preservation Ordinance Public Involvement**

*The City of Bayfield is planning to revise its Historic Preservation Ordinance and will hold an open house (12-4 p.m.) and an informational meeting and Q&A (6 p.m.) for the public on December 9, 2025.*

**4. Ordinance no. 406: An Ordinance to Amend Chapter 298: Parks and Recreation; Chapter 366: Vehicles, Abandoned; and Chapter 370: Vehicles and Traffic of the Code of the City of Bayfield by Adding Parking- and Mooring-Related Language as Attached Hereto**

The Parks and Recreation Committee reviewed the proposal and provided feedback. Considerable discussion ensued regarding the definitions included within the proposed ordinance and the provisions of the proposed ordinance and sections of the City Code to which they apply. The topic of outdoor storage of boats and watercraft on private property over the winter season was also raised, with a desire to allow for the practice and avoid provisions typically prohibiting storage of motor vehicles conflicting with the ability to do so. Focusing in on the language "and is enclosed within a building" and "as designated by the police chief" for revisions along these lines could be a good way to accommodate that.

**Motion** by Radtke, seconded by Johnson, to accept the changes to § 298-1 as presented.

**Roll call vote**—Bland: Yes; Cornelius: Yes; Johnson: Yes; Radtke: Yes; Spence: Yes; Weber: Yes; Whittet: Yes. **Motion carries.**

**Motion** by Spence, seconded by Johnson, to § 370-27.2 as presented.

A suggestion was made to change the title of this section, as it now encapsulates all of the City's zoning districts. This change will be made prior to the next review of the full ordinance.

**Motion carries with all ayes.**

**5. Correspondence: None**

**Adjournment**

**Motion** by Johnson, seconded by Radtke, to adjourn. All ayes. **Meeting adjourned** at 10:32 a.m.

**Next Meeting:** December 16, 2025, at 9:00 a.m.