

City of Bayfield Plan Commission

September 16, 2025, Meeting Minutes

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

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

Attendance

Present:

Plan Commission: George Adams, Bill Bland, Lyn Cornelius, Sharon Johnson, Mike Radtke, Barron Whittet
City Staff: Zoning Administrator/Public Works Director Joel Weber, Police Chief Josh Novac, City Clerk Grace Stolen

Public: In Person—Todd Bonney, Bill Bodin, Abe Clark, Billie Hoopman, Craig Hoopman, Tim Johnson, Terese Lynch, Jennifer Meierotto, and Jim Steffenson; Online—Lucille Sells, Josh, Interested Citizen

Excused: Plan Commission Member Michael Spence

Review/Approve Agenda

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

Review/Approve Minutes of August 19, 2025, Plan Commission Meeting

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

Public Input on Agenda Items

None

Agenda

1. Conditional Use Permit Application: Craig Hoopman

Constructing a new floor, roof, and deck at 207 Wilson Avenue

Cornelius recused herself from Craig Hoopman's CUP and building permit applications; Adams chaired.

Motion by Johnson, seconded by Radtke, to approve the application as submitted.

Discussion ensued regarding whether residential is permitted in the waterfront district; the Commission determined that it is consistent with this zoning district.

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

a. Building Permit Application #32-25: Craig Hoopman

Compendium to above CUP application

This item was included for informational purposes, and no action was taken.

Cornelius resumed as chair.

2. Conditional Use Permit Application: Timothy Johnson and Terese Lynch

Garage conversion at 141 North 1st Street

Motion by Radtke, seconded by Adams, to approve the application.

Discussion ensued regarding whether there are special considerations for an accessory dwelling unit and if this would be considered as one. Questions were raised about setbacks and where the sewer connection would come in.

Motion carries with all ayes.

3. Building Permit Application #33-25: Gail Nordstrand Dahlstrom

New construction at unaddressed parcel on Manypenny Avenue and unopened South 13th Street

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

4. Building Permit Application #35-25: Mursel Demirkol

Addition to Manypenny Bistro at 201 Manypenny Avenue

Motion by Radtke, seconded by Bland, to approve the application as submitted.

This second-story addition above the existing kitchen is intended to be a mix of workforce housing and nightly rentals. There was considerable discussion on how the nightly rentals could be handled and what they would be regulated as. There was a mention that tourist rooming houses have been grandfathered into the City's current zoning and that this would need to be a short-term rental as a result. More information is needed from the applicant before this application can proceed.

Motion (and second) rescinded.

5. New City Hall

This is a preliminary discussion due to an emergency regarding the physical state of the current building.

Cornelius informed the Plan Commission of the state of the current City Hall, mentioning that there are regular sewer backups and there is frequently water in the basement. Sometimes the exterior doors need to be open because of the smell. The current facility was meant to be temporary and is still in use forty years later. Discussion ensued. The general consensus was to form a task force to look into options for a new facility. This will also be an agenda item at the Common Council meeting later in the day.

6. Historical Preservation Commission (HPC): Next Steps Moving Forward

The Architectural Review Board will be phased out, and the HPC's role and guidelines need to be fleshed out. It was suggested that a flowchart be created. This item will return to the agenda next month.

7. 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

Police Chief Josh Novac introduced this ordinance, noting that it primarily addresses mooring and is needed to give the City tools to prevent boats from being abandoned and address them when they are.

Motion by Johnson, seconded by Radtke, to recommend that this ordinance be passed.

There was considerable discussion about this ordinance, centering largely on how mooring is defined and how to specify where this ordinance applies (such as within City limits or the City bulkhead line). This proposal will return at a future Plan Commission meeting to flesh out some of those details.

Motion (and second) rescinded.

8. Correspondence: None

Motion to Adjourn

Next Meeting: October 21, 2025, at 9:00 a.m.