

City of Bayfield Plan Commission
Meeting Minutes
May 20, 2025 - City Hall

Call to Order: Mayor Cornelius called the meeting to order at 9 am

Present: Whittet, Adams, Radtke, Spence, Bland, Weber, Cornelius

Absent: Johnson

Also present: Josh Clark, Abe Clark, City Attorney Max Lindsey (online), Harbormaster Hays, Utility Operator Dickey, Clerk Dickey, Diane Fizzell, Cass Joy, Travis Barningham

Approve Agenda: MSC (Radtke, Bland)

Review/Approve Minutes: Motion to accept minutes from April 22, 2025, MSC (Bland, Adams)

Public Input on Agenda Items: Josh Clark and Abe Clark spoke on concerns regarding access to their family's property.

Agenda Items:

1. Stop Work Order Issued- May 7, 2025- Josh & Abe Clark: Motion to go into discussion on the stop work order. (MSC Radtke, Bland). Multiple emails between the Clark family, the city, and the state show the approval of a four-foot walking path on the Clark's landlocked, conservancy property. A driveway was formally rejected at the city and state levels due to erosion, traffic, and bank stability concerns. The walking path was not constructed, but an approximately 10-foot-wide driveway was, without notifying the city of changes to plans.

Discussion ensued, including input from Utility Operator Dickey on concerns for city utilities/water valves and concerns that no locate was called for prior to construction. Cornelius stated that the city agreed to a 4-foot walking path for access to the property. If problems arose with the approved plan, the state, city, and PWD should have been contacted, which was not done. City Attorney Lindsey stated that the driveway/parking pad must be removed and put back in a manner similar to what it was. Motion by Radtke to approve the stop work order and for the driveway to be removed within 10 days according to the City Attorney's recommendation. All ayes. Carried.

Another concern is the stairs that were constructed down to the lake, presumably without a permit from the city or the DNR. Motion was made by Bland, seconded by Spence that no public or commercial use be allowed on the stairway until proper permitting is granted. Applicants have 30 days to apply for a conditional use permit. All ayes. Carried.

2. Adoption of Proposed Historic Preservation Ordinance & Proposed List of Contributing

Discussion by Mike Spence outlining the steps involved in the proposed Historic Preservation Ordinance. The Architectural Review Board is asking for the green light from the Plan Commission to approve the HPC adoption in concept. Motion by Radtke to recommend ordinance change to the common council to adopt the HPC. All ayes. Carried.

3. Discussion: Agenda Items for the 25-26 calendar year: Considerations to keep in mind for the 25-26 calendar year include the zoning code rewrite. Mike Radtke spoke regarding the possible benefits of using AI in the process of the zoning code rewrite. Mike has researched utilizing AI, including discussions with former City of Washburn Mayor Scott Griffiths. Discussion ensued. No action taken, informational only.

Set Next Meeting: June 17, 2025, 9:00 am, City Hall

Motion to adjourn: MSC Bland/Spence

Meeting ended: 10:54 a.m.

Minutes by Shaleen O'Krueg, Office Admin.