

**City of Bayfield Plan Commission  
Meeting Minutes  
March 25, 2025 - City Hall**

**Call to Order:** Mayor Dougherty called the meeting to order at 9:06

**Roll Call**

Present: Dougherty, Fizell, Radtke, Bland, Johnson

Absent: Johnston, Whittet

Also present: Samaya Ray, Christopher Curruthers, Anthony Jennings, Neal Schroeter, Lars Leadblad

**Approve Agenda:** MSC (Johnson/Radtke)

**Review/Approve Minutes:**

**Motion** to accept minutes as corrected from February 25, 2025

MSC (Radtke/Johnson)

**Public Input on Agenda Items:** none

**Agenda Items:**

**1. Sign Permit Application**

Neal Schroeter and Lars Leadblad presented renderings of a proposed replacement sign for the Baptist Church, corner of 6th St and Rittenhouse. ZA Curruthers asked for an opportunity to visit the site before issuing a permit.

**Motion** to table the matter pending further review by ZA MSC(Johnson/Fizell)

**2. Plat change discussion**

Anthony Jennings (realtor representing potential purchaser of parcel in question) explained that in order for the purchase to proceed an existing tax parcel had to be divided into two, but the title insurance company had asked the city if it required a certified survey map (CSM) for this to proceed. ZA Curruthers asked for more time to research this question. The consensus of the Commission was to have the ZA research this, with possible reconsideration at a future meeting.

**3. ZA Update**

The Mayor introduced Christopher Curruthers, the new Zoning Administrator. Mr. Curruthers will be working as a contractor to the city, and started about one week ago. Curruthers will initially focus on how to carefully follow the City's ordinances related to zoning and building permits, as well as sign ordinances. He recommended a 30-day moratorium on accepting new permit applications, to afford him time to develop the necessary procedures. No action was taken on this matter by the Commission.

**Set Next Meeting:** April 22, 2025, 9:00 am, City Hall

**Motion** to adjourn — MSC(Johnson/Fizzel)

Meeting ended 11:20.

Bill Bland

Secretary