

## **Town Plan Commission Meeting - January 11, 2010**

Meeting notice and agenda was posted at The Bayfield Town Garage, The Bayfield Town Hall, Andy's IGA, and the Town of Bayfield website.

The meeting was called to order at 7:00 PM by Town of Bayfield Plan Commission Chairman Richard Carver. Plan Commission members present were Jeff Boutin, Jack Beagan, Bill Ferraro, Richard Carver, Nancy Bussey, and Demaris Brinton, and Plan Commission Secretary Kelly Faye.

**Reading and approval of minutes of previous meeting of November 9 and December 14, 2009 (Joint Meeting Minutes):** Carver explained that the minutes for the November 9, 2009 meeting have not yet been discussed and requested input. No issues were raised. Beagan made motion to approve the minutes, Bussey seconded. The motion carried. Carver stated that there is no need to approve the minutes for the Joint City and Town of Bayfield Plan Commission Meeting held on December 14, 2009, but that the members note their existence.

**Communications and Public Input:** David Galazen was only member of the public in attendance. No communications and/or public input were presented.

**Discussion and Identification of Items for Future Agendas:** Carver stated that housing and the search for a person that is economic development oriented to replace Frank Graves, who recently resigned, should be on the future agendas.

### **OLD BUSINESS**

**Review and Recommendations Re: Request for a Conditional Use Permit by Rich Wszalek, agent Larry Racheli, to convert a building from Plumbing Warehouse to Woodshop, Glass Etching Studio and Gift Shop at 34760 S. County Hwy. J:** Carver requested comments and questions related to this request. Beagan questioned the water/sewer availability at the site due to previous knowledge of the building, and if the glass etching they plan to do would involve acids. He stated that Rich Wszalek will continue to run his plumbing business out of one of the buildings on the lot and that the neighbors have been contacted. Beagan wasn't sure if lack of water/sewer should affect their Conditional Use Permit application. Members brought up that a well would have to be installed. Bussey asked if there would be two uses allowed for one lot, if that is standard in the Town and allowed by zoning. Discussion ensued related to the possibility of two business on one lot, whether Wszalek will be renting to Racheli, and what specifically is being purchased. Carver stated that Wszalek wrote in the application that Racheli is purchasing the area of the building. Bussey suggested that zoning look at the situation to prevent setting an bad precedent related to allowing two business on one property, Brinton agreed. Beagan suggested that if the permit is approved the Plan Commission should specify the size and type of sign that the new business will be allowed to display. Ferraro made a motion that the request be sent back to Rich Wszalek with questions pertaining to the existence of water/sewer, planned signage, further explanation of the two separate business owners, and if acid will be used in glass etching

the planned safe storage/disposal of chemicals. Beagan seconded the motion. The motion carried.

**Report on the status of the Neil Schultz request for an informal position on a Special Use Permit application pending before the Bayfield County Planning and Zoning Committee:** Carver explained Neil Schultz's request starting in approximately 2007 to put a building on his property on Old Sand Road. There was further dialogue and a court case in reference to the building being less than the required distance back from the sanitary plant and which was first. The court ruled against Schultz, and he appealed. Recently, Schultz approached the Town Board and the Plan Commission to ask the status of the application, and he was informed it was pending because the court case was pending. He has now requested an informal position from the Plan Commission in regards to the permit application. Carver stated that the Town Board and the Town Plan Commission as well as the County Board and the County Plan Commission cannot act on the issue in any way until the court case is completed.

**Discuss the Planned Comprehensive Plan Revision:** Carver informed the commission members that Bayfield County is planning a meeting on Thursday, January 14 at 6:00 PM at the Ag Center about the their new Comprehensive Plan and how towns can comply with it. He suggested that any or all members attend. He stated that the statute reads that since the Town of Bayfield has a comprehensive plan and it was adopted, it does not go away because the county has created a plan. He also stated that our revision will be impacted by their plan which uses different "verbage" related to the description of land uses in lieu of zoning descriptions. Bussey asked if the Town of Bayfield can continue using the current plan without any revisions and if the town plan takes precedence over the county plan. Ferraro stated that will be addressed at the meeting. Ferraro then asked for a motion to recommend to the Town Board that a letter be sent to the County requesting financial assistance to support the town's Comprehensive Plan revision. Brinton seconded. The motion carried. Discussion ensued regarding the 2010 Comprehensive Plan revision and the statute requirement of a five-year point review and a reconsideration of the objectives. Ferraro suggested sending a letter/postcard to all property owners in the town stating the comprehensive plan is being revised, what will be discussed and when, and putting the relevant section of the plan in the newspaper and the Town of Bayfield website. He suggested that based on the invited comments in writing or in person, the Plan Commission could start the revision. Bussey advised that before the mailing were to occur, those responsible for the sections of the plan clarify what still needs to be undertaken so that objectives accomplished will not be up for revision. Brinton and Bussey agreed that separating those accomplishments would be a good way to show the public that some things have gotten done. Carver suggested that the chairs of the Comprehensive Plan sections look over their sections for the February meeting. Discussion ensued regarding the manner and timeline of sending out postcards, how many sections of the plan could be revised per meeting, and logistical concerns.

## **NEW BUSINESS**

**Report on the Housing Initiative:** Carver gave an update on the City and Town of Bayfield Plan Commissions Joint meeting on December 14, 2009 at which CORE

representatives were present. He explained Mayor McDonald has since pursued potential sources of funding and some progress is being made. Beagan stated that CORE has made senior housing one of the organization's strategic objectives for the 2010 and they have started the process of meeting with developers. They have met with Janet Bewley of WHEDA several times in hope of completing a funding application this year and beginning construction of a campus-style senior housing project in 2011. CORE is carrying out a needs assessment which will take four to six weeks to complete. Carver clarified that CORE's needs assessment is oriented toward local senior housing, while the Plan Commission will carry out a needs assessment for local housing needs in general.

**Report on Coleman Engineering Company and Impact 7 Meeting of January 5, 2010:** Ferraro gave an update on land owned by Impact 7 near the business park, their desire to sell it, and the evaluation of the land for possible housing. Bussey asked for clarification on the relationship between the Impact 7 and the Town of Bayfield in relation to the business park. Carver stated that on paper, the town owns the business park. A non-recourse loan was written, and thus the town bought the business park with no money. Impact 7 retained payment responsibility, so payments from World Class go to the town and are forwarded to Impact 7. The actual control of the land is up to Impact 7, although the town has always been involved. Brinton asked why the Town of Bayfield is involved. Carver stated that tax-exemption and the fact that having a project with the town allows Impact 7 to get federal and state grant funds are key reasons. Discussion concerning how and why the town got involved in the development of the business park took place.

**Report on Business Park Sign Status and Planned Actions:**

Ferraro updated members on the fact that the sign maker hired to make a business park sign has failed to deliver despite being paid \$2,500 for his services. Discussion ensued related to the payment situation, possible changes to the design and installation plan of the sign, and other sign makers that may be available to complete the project. Carver stated that installation of the sign needs to be started in the next couple months due to the permit timeline.

**Discussion with Tom Galazen regarding photovoltaic panel installation and service to Town Buildings:** Carver explained that Tom Galazen has been advocating for the installation of photovoltaic panels to partially or fully power The Bayfield Town Hall and adjacent building, but funding has not been available to carry out the project so the idea was delayed. Galazen has requested the issue be reconsidered but he was not able to attend tonight's meeting, so the issue will be addressed at a future meeting. Discussion took place in regards to a grant which would potentially fund insulating and installing solar panels at the Town Shop.

**Correspondence:** None

**Report from PBSB Representative:** None

**Update on the Purchase of Property South of Port Superior, Across from Fish**

**Hatchery Road:** Ferraro reported that the State of Wisconsin will be purchasing the property from Bayfield County for \$15,900.

**Set Date and Time for Next Commission Meeting:** The next meeting will take place February 8, 2010 at 7:00 PM.

**Adjournment:** Carver made motion to adjourn. Boutin seconded. The motion carried at 8:20 PM.

Minutes prepared by Kelly Faye, Plan Commission Secretary.