

Regular October Plan Commission Meeting October 13th, 2025 4:30 PM

The meeting was posted at the Bayfield Town Hall and Town website on October 8th, 2025. Plan Commission members Chuck Finn, Carol Fahrenkrog, Robert Meierotto, Robert Feyen, Annalisa Bermel, and Jim Steffenson (online) were in attendance. Nan Swift was excused. Chairman Finn called the meeting to order at 4:30 PM.

Public Comment: None.

Communications and Correspondence: None.

Discussion and possible approval of minutes of Plan Commission Meeting of August 11th, 2025: A motion was made by Meierotto, seconded by Bermel, to approve the minutes. Motion carried.

Update from Bayfield Area Trails Committee- Pikes Creek Trail Land/Bridge Disputes and Salmo Lakewalk Trail Accessibility Project: Kitchell reported that they are looking at making improvements to the Salmo Trail including the existing bridge, installing new boardwalk, as well as refurbishing gravel. She added that they are considering transporting materials over the lake, whether open water or frozen, to the beach. They have secured the majority of funding for the project but may need to hold a fundraising effort. The boardwalk installation may require contracting with a professional trail building business. The improvements would begin as soon as the funding is secure and may start when the ground is frozen. Kitchell also reported that the Wisconsin Department of Natural Resources (DNR) researched the Pike's Creek Trail area and found that the Old St. Paul Right-of-Way was never abandoned. This would mean that the town still owns the area in question for the trail. She wants the area opened up for foot traffic (with the exception of emergency-related vehicles). She would like the public informed that the trail is open. She also noted that the trail has been maintained and is passable. She would like to proceed with installing signs. There is the possibility of ownership of the land being handed over to the DNR. There are some repairs yet to be made to the bridge (length and strength of concrete footings). She recommended that the bridge be left where it is. Bermel and Fahrenkrog thanked Kitchell for her work.

Old Business

Update on Bayfield County Zoning Code Re-Write Process including discussion and possible action on Town Survey Request: It was noted that Carol Fahrenkrog and Annalisa Bermel requested a meeting with Kelly Westlund-Assistant Bayfield County Administrator to discuss their concerns about the process. Westlund recently did meet with them, and Chairman Finn was able to sit in on the meeting as well. It was reported that Westlund genuinely listened to their concerns. There will be open houses held in the winter before the ordinance changes are passed.

New Business

Presentation by Kate Kitchell on trail proposals associated with the Bayfield Area Trail Long-Term Plan that would potentially occur on lands under the jurisdiction of the Town of Bayfield: Kitchell reviewed the long-term trail plan which includes proposals for several new trails some of which would be located in the Town of Bayfield. She noted that the Town Board

was presented with this document at a previous meeting. At this time, Kitchell suggested that this item be placed on a future Plan Commission agenda so the issue could be discussed in depth.

Discussion and possible recommendation to the Bayfield Town Board and Bayfield County Zoning Department on request from Roger Branham, Jr. to rezone a parcel (Tax ID #5484) adjacent to the Branham Farm property (Tax #5488) near Happy Hollow Road from F-1 to Ag-1 to allow for agricultural use (grazing): Chairman Finn explained that in the past there was a structured application process for rezone requests. He noted that the Zoning Office has not yet received a formal application. Zoning suggested that town input is optional but advised. Discussion took place about confusion related to the process and whether there has been a recent change in the requirements for a rezone. Kelly Westlund-Assistant Bayfield County Administrator was contacted and shared support for Finn's belief that formal town approval should still be required (if in fact it is not currently) as part of the rezone process. The Plan Commission members reviewed the document provided by Roger Branham, Jr. explaining the request. It was decided that Finn would contact Branham to request more information before any opinion is provided.

Set date and time for next Plan Commission Meeting : Tuesday, November 4th, 5:30 PM.

Note: The November 4th, 2025 Meeting was later cancelled. A meeting was scheduled for November 17th, 2025 in it's place.

Adjourn: A motion was made by Meierotto, seconded by Feyen, to adjourn. Meeting adjourned at 5 :55 PM.

Minutes respectfully presented by: Kelly Faye, Clerk