

Regular Plan Commission Meeting Minutes August 17th, 2026

The meeting was posted on the Bayfield Town Hall Bulletin Board and website on August 13th, 2026. Chairman Chuck Finn and Commissioners Robert Feyen, Nan Swift, Annalisa Bermel, Carol Fahrenkrog, Mick Parent, and Jim Steffenson were present. Clerk Kelly Faye was also in attendance. The meeting was called to order at 4:30 PM.

Approval of Agenda: The agenda was approved.

Public Comment: None.

Communications and Correspondence: Finn reported that the Bayfield County Zoning Department stated that they need to focus on the governance side of the application process for now. Feyen reported that Bill Bailey told him that there is an odd minimum lot size for the property that he is selling in the Town of Bayfield. He believes it is 6.6-acres.

Discussion and possible approval of minutes of Regular Plan Commission Meetings on June 8th, 2026 and July 13th, 2026: A motion was made by Fahrenkrog, seconded by Feyen to approve the June minutes. Motion carried. A motion was made by Parent, seconded by Steffenson, to approve the July minutes. Motion carried.

Old Business

Discussion and possible action related to status of three Class A Special Use Permit Applications from Dwayne Truhlsen and Sarah Gasper for the placement of three RVs for over four months located on 5.55-acres located at 33970 Old Kennedy Road- Tax ID 39672. (Plan Commission and Town Board recommended that Bayfield County Zoning Department deny applications at July Meeting): Discussion took place about the status of the applications. Fahrenkrog stated that she is concerned about whether the recent Bayfield County Zoning Department letter, related to the Bayfield Town Board's decision to recommend denial, suggests they are not taking some of the concerns shared in the July meeting as seriously as hoped. These concerns included the possibility that the area could be classified as wetland, whether the application should be considered after-the-fact, and the question of how many loads of fill were used. Sarah Gasper was in attendance via Zoom and asked to respond to some of these concerns. She stated they had the sanitary permit and driveway permits before the construction began. She stated she has not been specifically asked to provide any information about the amount of fill used. At this time in the discussion she stated that since the meeting in July she had obtained a document from the WI DNR with a wetland assessment of the property. The document was emailed to the Town Clerk and printed for the Commissioners during the meeting. Gasper stated that there is an acre of land that is quite wet, but that no construction occurred at that location. Sarah Gasper's brother Kevin was also in attendance on Zoom and made some comments. He suggested there is no intent to run a campground at the location and that the property is not a wetland. Discussion took place about whether the applicants intend to pursue a Class B application. Gasper stated they do intend to do so and that it will be just for the RV placement. Fahrenkrog asked if short-term rentals would be pursued. Gasper said she could not rule it out but that the current application will be just for the RV placement. No action was taken.

Update on Bayfield County Zoning Code Re-Write Process: Mirka Nelson was in attendance and stated she has concerns with the 10-acre minimum included in the draft. It was decided that this and other concerns would be discussed at the upcoming Plan Commission Work Session on September 14th at 3PM and also at the Regular Plan Commission immediately following at 4:30 PM. Nelson was invited to attend these meetings.

New Business

Discussion and possible recommendation to Town Board on proposal to change the approval process for driveway permits to include Plan Commission and Town Board review: A motion was made by Fahrenkrog, seconded by Parent, to recommend to the Bayfield Town Board that the Plan Commission and the Town Board review all driveway applications before approval. Motion carried.

Discussion and possible input for Town Board on driveway applications received since July Town Board Meeting: It was decided that the Town Board will need to approve the change in procedure before the Plan Commission reviews any pending driveway applications.

Discussion and possible action related to hiring of Plan Commission Secretary: Clerk Faye asked that the hiring of a Plan Commission Secretary once again be considered. It was decided that the position could be posted as requested.

Set date and time for Regular September Plan Commission Meeting: Monday, September 14th, 2026- 4:30 PM.

Adjourn: Meeting adjourned.

Minutes presented by:
Kelly Faye, Clerk