

**TOWN OF GIBRALTAR
PLAN COMMISSION
TUESDAY, MARCH 29, 2016
7:00 P.M.
GIBRALTAR TOWN CENTER**

Approved: April 26, 2016

Call to order: The regular meeting of the Gibraltar Plan Commission was called to order at 7:00 P.M. by Linda Merline, chairman.

Roll Call/Quorum: Merline stated that a quorum of the Commission was present.
Members present: Linda Merline, Brian Hackbarth, Wendy Minten and James DeGroot.
Absent: Tom Blackwood

Proper Notice/Adopt Agenda: Merline confirmed the agenda had been properly noticed.
Motion: (Minten/DeGroot) to adopt the agenda as posted. Carried

Approve Minutes of Previous Meetings: *Motion: (Hackbarth/Minten) to revise the minutes of the February 23, 2016 meeting and bring back next month, as suggested. Carried.*
Motion: (Minten/Hackbarth) to approve the minutes of the Joint February 23, 2016 Plan Commission and Parks and Lands meeting, as written. Carried.

Public Comment: None

Action Plan for Updating 2016 Goals Progress: Merline suggested posting the goals to the website. Goals will appear on the agenda and minutes with the same titles as the posting for easy cross reference in tracking progress.

Action Plan for 2016 Invasive Species Challenge: The spring 2016 challenge is garlic mustard. DC-IST Coordinator, Kari Hagenow, has started working on the flyer. For her records, she would like residents to record the time it takes to remove the plants.
Merline pointed out the time constraint to get the newsletter approved and out by May, with the next meeting being April 26th.

The Commission would like to improve on getting the message out by:

- PC members could post the flyer at the YMCA, churches, and other locations both in and outside the Town
- Send information to neighboring communities to make them aware of the Challenge and encourage their participation and/or partnership
- Extend our boxholder mailing to include condo associations
- Include the Master Gardener's Association
- Put information in the newspapers and on the radio and TV public announcements
- We could offer rewards such as t-shirts or gift certificates for native plants.
- It's too late to solicit gift certificates for the May challenge, but Judith Kalb has already offered one for a massage. The massage will be given away to the person with the best before and after pictures of their removal project.

A T-shirt has been suggested for the fall challenge, "I participated in the Invasive Species Challenge". Minten will work on the T-Shirt.

Participants will need to bag the garlic mustard for disposal. Kits will be available at the Town Office, provided by DC-IST Kelly will post an Invasive Species Flyer by the end of the week.

Will continue to plan for the fall challenge: T-Shirts, County/neighborhood community's involvement, other prizes, dates/longer time frame, DCIST participation and budget.

Motion: (Hackbarth/Minten) to allow Minten and Merline to collaborate with DCIST to finalize the brochure to be printed and posted by May, without having to bring back to the Plan Commission. Carried.

Action Plan for Comprehensive Plan: Educational Recommended Policies: Merline presented a list of places in the Plan that call for the Plan Commission to provide education to specific groups of citizens on specific topics. In the past, as one way to fulfill these goals, the Commission set up a brochure rack beside the doors of the small meeting room in the Community Center and Merline keeps the rack stocked by seeking out brochures that are available for no cost. Now that the small meeting room doors stay open, the brochure rack is not easily seen or accessed and even though the brochures are being taken, it is difficult to gauge if they are going to the audience specified in the Plan. It was suggested to add a rack in the Town office and/or move the current rack. It was also suggested to budget a dollar amount for brochures next year. It was suggested that additional ways to meet these goals would be through the Town newsletter and/or to invite speakers. Merline replied that the Town newsletter has been used in the past and some links have been placed on the Town Website. She asked Kelly to update the links on the website and asked the members to consider additional ways that we could meet these goals.

Action Plan for Gathering Information on Town vs County Zoning: Blackwood has obtained some information from BLRPC, the question is where to go next. Merline would like to split the work to research and interview. Would like to research costs and information from the Village of Ephraim, Sister Bay and Egg Harbor. Gibraltar is a Town with village powers. We do have ability to have our own zoning, without having to incorporate. The Town Board is seeking the plan commission to look into creating our own zoning, pros and cons, ramifications and costs. Need to determine when the Town would be able to request separation from County Zoning

Review Definition and County Zoning Overlay for Town Concerning Multiple Occupancy Developments (MODs): DeGroot reviewed the classifications of MODs. The considered use would have a greater impact than most other uses therefore requiring a greater setback. The setback also determines firewall requirements. MODs require a conditional use permit within Village Commercial. Every building is different and should be looked at on a case-by-case basis. Setbacks for MODs in other zoning districts are the same as in Village Commercial. Hackbarth doesn't think a 20 ft setback is realistic in Village Commercial. Zoning laws should match what is desired, instead of always having to approve a variance. Businesses in Fish Creek other than MODs require a 10 ft setback. Digger was asked to compare Village Commercial to other commercial areas in regards to setbacks and clarify if both condominiums and hotel/motels are considered MODs. Brian feels there should be a clear definition of MOD, with a setback recommendation. Linda said that the three latest condominium developments at the east end of our Village Commercial district all met the 20 ft side and rear setbacks.

Committee Reports:

Chair- Merline reported that the Town was notified that it was awarded a coastal management grant for \$57,000. This language in the application for this grant included creating a plan for the non-point pollution at the beach. This grant is in addition to the river planning grant the Town has already been awarded.

A meeting with FCCA will be set up in April.

There is a County meeting tomorrow evening from 5:30 – 7:30 for Town Board and Plan Commission members. The discussion will be regarding implications of splitting Door County zoning regulations into two ordinances, shoreland and comprehensive/general.

Annual meeting is Tuesday, April 19th.

Have not heard from DC Asst. Sanitarian regarding POWTS.

Town Board Update - None

Surface and Groundwater – The FC Watershed study group collected the first sampling of 2016 last Tuesday.

Update on Parks and Lands/ Bike Pedestrian Plan – Town Board is actively working with the hwy project and waterfront planning.

Attainable Housing – watching the Egg Harbor project

Maps – None

Set the Next Meeting Date: Tuesday, April 26, 2016 at 6:00 PM. Hackbarth will be absent.

Adjourn: *Motion: (Hackbarth/Minten) to adjourn at 9:10 P.M. Carried*

Respectfully Submitted,

Kelly Murre,
Deputy Clerk