

**TOWN OF GIBRALTAR  
PLAN COMMISSION  
TUESDAY, APRIL 26, 2016  
IMMEDIATELY FOLLOWING JOINT MEETING W/ FCCA  
GIBRALTAR TOWN CENTER**

**Call to order:** The regular meeting of the Gibraltar Plan Commission was called to order at 7:05P.M. by Linda Merline, chairman.

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

**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: (DeGroot/Minten) to approve the minutes of the February 23, 2016 meeting, as written. Carried.*  
*Motion: (Minten/DeGroot) to approve the minutes of the March 29, 2016 meeting, as amended. Carried.*

**Public Comment:** None

**Amend 2016 Plan Commission Goals:** *Motion: (Minten/Merline) to table until next month. Carried*

**2016 Goal: Gather Information on Town vs. County Zoning and make Recommendation to Town Board:** Merline presented an email from Mariah Goode, Door County Planning Department. Mariah attached a document from the Center for Land Use Education (UW Stevens Point) that states that a Town currently under county comprehensive zoning cannot withdraw except as part of a comprehensive revision of the county zoning ordinance. She gave the statutory references. She also said that the last comprehensive revision of Door County's comprehensive zoning ordinance was in 1995, no comprehensive revision is planned and splitting Shoreland Zoning out of the Zoning Ordinance is not considered a comprehensive revision. Commission members asked Merline to clarify whether this is true for a town with village powers like Gibraltar. Merline stated that the original question to Mariah stated that but she would clarify it.

**2016 Goal: County Zoning: Review Definition of MODs & Zoning Overlay Concerning Multiple Occupancy Developments (MODs) in the Village Commercial Zoning District:** In Gibraltar's overlay, MODs are allowed in Neighborhood Residential, Village Commercial and General Commercial via a conditional use permit. MODs are restricted to 50% impervious surface and 16 bedrooms per acre. For comparison, Neighborhood Residential density is 9 bedrooms per acre. Village Commercial's height restriction of 28 ft applies to all buildings, not just MODs. Minimum side and rear yard setbacks for MODs in Village Commercial are 20ft. The Door County Zoning Ordinance also allows MODs via Conditional Use Permit in High Density Residential, Commercial Center, Mixed Use Commercial and Recreational Commercial with side and rear yard setbacks of 20 ft (as much as 40ft, if next to a residence). It was asked if it would be better to change the setback so a variance wouldn't be needed. Merline reported that in the last 9 years, since 2007, the Commission has only reviewed three petitions for side yard setbacks for MODs and that each case had unique circumstances. She stated that the Plan Commission has considered the question before and concluded that it was better to leave the setbacks as they are and review each petition case by case. She also stated that other MOD developments in village commercial have easily met the setbacks with no need for a variance. DeGroot will create a summary of his findings for the next meeting.

**2016 Goal: Pursue/Plan for Improvement/Protection of Fish Creek/Watershed Coastal Management Grant Award, River Planning Grant Award and UWSP Center for Watershed Studies Contract:**

Merline reported that she had hoped to have the Coastal Management Grant contract for review but it has still not been received. The contract for UW Stevens Point arrived yesterday but Merline prefers to wait and review both contracts together. Merline will bring the contracts before the Plan Commission for review as soon as they are received. The Town Board did agree to accept the River Planning Grant at their last meeting.

**2016 Goal: Plan/Conduct a Spring & Fall Invasive Species Challenge:** The final draft of the flyer was presented to the Commission. The massage gift certificate needs to be awarded from Judith. It cannot be accepted by the Town and given away.

Merline also presented public announcements for radio and newspapers. Minten will contact the newspaper and radio stations to distribute. Dates are all set for Kari May 12<sup>th</sup> or 13<sup>th</sup>, May 7<sup>th</sup> at Sunset Beach Park for a demonstrations.

DCIST is funding the printing of the flyers. The Commission is funding the mailing. DCIST would not be able to fund the printing of the fall challenge.

**2016 Goal: Review/Plan for Implementation of Educational Recommended Policies:** Last month the Commission discussed the educational policies within the Plan. Some of the goals specifically name the audience. Looking for ideas on how to reach a particular audience.

**2016 Goal: Review/Plan for Updating of Community Center Brochure Rack:** The Commission inspected the brochure rack and brainstormed ideas for improvement. Due to the door remaining open, the Plan Commission brochures were hidden behind the open door. Now they are placed below the Building Inspector's files. It was suggested to move the Building Inspector files to the other side with a plaque that says "building inspector documents" and move the Plan Commission brochures up. Kelly will follow up with Safe Built.

**Committee Reports:**

**Chair-** Merline attended the County meeting that discussed Shoreland zoning. It will become a separately administered code. Merline also attended the annual meeting and presented the Plan Commission's annual report and the annual report for the Fish Creek Watershed Study along with the watershed data report compiled by Tony Fiorato.

**Town Board Update** – No report

**Surface and Groundwater** – No report

**Update on Parks and Lands/ Bike Pedestrian Plan** – No report

**Attainable Housing** – No report

**Maps** – No report

**Set the Next Meeting Date:** Tuesday, May 24, 2016 at 7:00 PM.

**Adjourn:** *Motion: (Merline/DeGroot) to adjourn at 8:32 P.M. Carried*

Respectfully Submitted,

Kelly Murre,  
Deputy Clerk