

Approved: April 25, 2017

**TOWN OF GIBRALTAR  
PLAN COMMISSION  
TUESDAY, MARCH 28, 2017  
GIBRALTAR TOWN CENTER  
7:00 P.M.**

**Call to order:** The regular meeting of the Gibraltar Plan Commission was called to order at 7:03 p.m. by Linda Merline, chairman.

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

**Proper notice:** *Motion: (DeGroot, MacDonald) to adopt the agenda as posted. Carried*

**Approve minutes of previous meetings:**

*Motion: (MacDonald, DeGroot) to approve the minutes of the February 28, 2017 meeting as presented. Carried*

**Public comment:** None

**Text Amendment to the Door County Comprehensive Zoning Ordinance, Chapter 14, Broadband, sponsored by the Resource Planning Committee:** Merline gave a recap of the text amendment. The amendment would allow the county to be state certified before the next grant cycle of “Broadband Forward.” The commission did not find a downside to the text amendment. *Motion: (DeGroot, MacDonald) to recommend the town board support the Text Amendment to the Door County Comprehensive Zoning Ordinance, Chapter 14, Broadband, sponsored by the Resource Planning Committee. Carried*

**Remove from the table: Discuss current zoning regulations regarding home offices, home occupations, and home businesses:** *Motion: (MacDonald, DeGroot) to remove from the table: discuss current zoning regulations regarding home offices, home occupations, and home businesses. Carried*

**Discuss current zoning regulations regarding home offices, home occupations, and home businesses:**

This agenda item is to begin the conversation not to come away with any action. This conversation had been set aside in April 2014. Merline stated that back in 2014 the feeling among plan commission members was that home offices and home occupations were the least disruptive to residential neighborhoods but the conversation got stuck on home businesses because they can be disruptive to residential neighborhoods. Discussion points:

- Home offices need no permit. Home occupations require an over the counter permit. Home businesses are permitted in our general commercial zoning and allowed as a conditional use in our CS5 and HL districts. A maximum of 2 home offices, occupations and or businesses are allowed to each home.
- Business should be concentrated in commercial vs. residential districts
- The County planning department does not track home occupations or home businesses electronically
- Follow up is complaint driven
- The town office could track home businesses through a business license
- Requiring a Town home business license would have multiple benefits – planning, emergency services etc.
- The comprehensive plan recommends support for home businesses (the term is used generically to cover all 3)
- Home businesses have caveats for dust, odor, traffic etc.
- The definition for home occupation could be made clearer.
- Home businesses may have a greater visual impact on a neighborhood
- What are the current home businesses and where are they located

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- There is a need to balance the rights of the home owner to use his/her property with that of the neighbors who expect their neighborhood to match the zoning category its in
- What locations are preferred for the different categories
- Merline was not in favor of adopting a single definition to cover the three categories like Sister Bay
- Zoning could be a means of controlling home business sprawl
- By controlling the sprawl of home businesses you keep your business district strong
- Care needs to be taken that home business is being discussed vs. a regular commercial business
- This has not been discussed with the County since 2014 so some of this information may have changed

**Goal 8: Rewrite/make recommendation for adjusting county zoning to match the comprehensive plan's vision**

- A. Begin discussion of home businesses:** No rewrite or recommendation was made. Talking points were combined with Agenda item #8.
- B. Begin discussion of temporary uses:** Merline stated that County zoning allows a temporary use to occur no more than 10 days per year and no longer than 7 consecutive days. Temporary use does not discriminate on the type of use. Could zoning be tweaked to allow temporary uses to align with what is fair and makes sense for the zoning category?

**Goal 9: Discuss & make a recommendation on attainable/employee housing – begin discussion:**

This type of housing discussion starts with the zoning map. Multiple occupancy developments are allowed by conditional use in HD, CC, MC and RC and in our NR, VC, and GC. What areas are available for housing to be built in these zoning districts and is there a need for additional areas? Is it fair to neighbors if a property is rezoned to allow MODs? Merline gave background information. Currently where allowed by conditional use it looks like spot zoning. Ideally, MODs should be located within the sanitary district and walking distance to the commercial center. Housing could be encouraged above businesses. An option of working with colleges/universities cooperatively could be looked into that would not only assist with employee shortages but possibly with housing as well.

**Reports**

- A. Chair report:** DC Planning Dept has just begun to rewrite the County sign ordinance. Linda will contact Mariah on splitting outdoor display from the sign ordinance. The Annual meeting is at 7:00 p.m. on April 18<sup>th</sup> at the old town hall. Next month is our joint meeting with Park & Lands before our regular meeting
- B. Ground and surface water:** The first creek planning meeting is set for 1:00 p.m. on Monday, **April 10<sup>th</sup>** at the old town hall and the second set for Thursday, May 11, at 1:00 p.m. at the old town hall. Press releases have been emailed to both newspapers and two radio stations. A poster hung in post office entranceway.
- C. Town Board/parks & lands:** No report
- D. Bike/pedestrian plan:** No report

**Set the next meeting date:** *Motion: (DeGroot, MacDonald) to set the next meeting for April 25, 2017 at 7:00 p.m. with a joint meeting with Parks & Lands at 6:00 p.m. Carried*

**Adjourn:** *Motion: (Merline, DeGroot) to adjourn at 8:59 p.m. Carried*

Respectfully Submitted,

Beth Hagen, Clerk