

**TOWN OF GIBRALTAR  
SPECIAL MEETING  
MONDAY APRIL 2, 2018  
GIBRALTAR TOWN CENTER  
4097 HIGHWAY 42, FISH CREEK WI 54212  
6:00 PM**

**Approved: May 2, 2018**

**Call to order:** Dick Skare called the meeting of the town board to order at 6:00 p.m.

**Roll call/quorum:**

Board members present: Dick Skare, Steve Sohns, Barb McKesson, Brian Hackbarth and Dwayne Daubner

Board members absent: None

**Agenda/proper notice/adopt agenda:** *Motion: (Daubner, McKesson) to adopt the agenda as presented.* Hackbarth questioned if the intention, on this agenda, was to take action on the conditional use permit. Skare responded that it was to approve the plan. Pete Hurth will be talking about it. Hackbarth asked that when there is action to be taken that it be on a future agenda. *Carried Hackbarth opposed.*

**Parking Lot:** Skare stated the purpose of the meeting is to clarify a number of issues involved with the project.

A. **Overview:** Dick Skare

- Affected parcels: boat trailer parking lot and Fish Creek Park
- Purchased in early 1990's
- The park had some grant funding for the purchase (Stewardship grants), the trailer lot was purchased with town funds
- 1998 – the 7-acre parcel was made into the boat trailer parking lot, some DNR funds to clear the area for boat trailer parking
- In 2011 a complex plan was created to turn the boat trailer parking into car parking; it was accepted but never enacted
- Waterfront and beachfront plan – open discussion included parking, accessibility and traffic management/improvement
- Last 2 years conversation has looked at car and boat trailer parking
  - Consultant hired – Kufrin Consulting
  - Plan for the lot was approved 12/5/17
  - Do not need to bid if dealing with another government unit (which includes the Door County Highway Department)
  - A motion was passed to put the project out for competitive bid. At the following meeting the vote rescinded the previous meeting's motion. A majority vote passed to go forward with the county on the project after answering the questions posed at a previous meeting.
  - Permits
    - Tree cutting does not require permits, stump removal is land disturbance
    - Fish Creek Park - 20% of the 27 acres could be cut, approximately 5 acres.
    - Village Commercial property 100% could be cut; under 2 acres cut
    - No infrastructure done to the property
    - Primary design function of the retention pond is to capture the water that comes off the parking lots and the bluff
    - January 2016 a Harbor Construction proposal was adopted for \$14,285 (4-1 vote)

B. **Necessary Plan Changes:** Pete Hurth, Baudhuin

- Town did not care for the first few lot layouts in 2011
- 2011 plan would have been under an acre of disturbance and would not have needed a pond.
- December 2017 a new design was drawn with a stormwater pond included and approved
- The new design includes space for 115 cars, 22 cars for park use only, 48 trailer only, 12 truck & trailer and a future area for 12 additional truck & trailer (trolley and bus parking are also being considered)
- The original pull through parking was changed due to a suggestion by Rick Brauer
- A stormwater detention pond is required whenever there is a land disturbance greater than 1 acre of land

- The DNR application (notice of intent) requires stormwater management - peak flow and existing flow are not to leave the site up to a 2-year event
- The county requires that peak flow goes up to a large storm event (100 year = 6" in 24-hour period)
- Goal #1 Design a pond so that as hard surface is added to the watershed what leaves the site has no greater rate than it is today
- Goal #2 Storm feature to reduce sediment by 82%
- The pond is designed to allow for water levels to fluctuate during storm events
- Field work included shooting grades, county topo mapping, hired Bay Environmental to do wetland line, proposed grades are on a separate map
- Test holes were dug to determine soil depth which allowed for a wet detention pond; it is anticipated that it will hold water most if not all year long
- Baudhuin had given the town a price for permitting and permits were in the works
- Skare stated he assumed that permits had been applied for
- Sohns stated the chairman signed permits in March
- Hackbarth stated the conditional use permit application should be withdrawn until it can be brought before the board
- The plan has been submitted to Rick Brauer at the County Planning Department; impervious percentages were gone through to meet the ordinances on the different zoning categories, requirements are exceeded
- No permit is needed to remove trees until an acre of land disturbance has been exceeded
- Stump removal creating the land disturbance should not have happened; a DNR permit should have been in hand first
- The application has been sent to the DNR but will not be able to review it until the growing season has started to concur that the wetland line is in the right spot
- All activity was above the wetland line and included erosion control of silt fence along the wetland line
- A seeding plan has been sent to the DNR
- Hackbarth asked how the project was to be paid for, Skare responded with surplus funds from 2017

C. **Permit Requirements:** See above.

D. **Preliminary landscape discussion:** There will not be enough time to talk about landscaping this evening.

**Adjourn:** *Motion: (McKesson, Skare) to adjourn at 7:04 p.m. Carried*

Respectfully Submitted,

Beth Hagen, Clerk