

Approved: January 24, 2017

**TOWN OF GIBRALTAR  
PLAN COMMISSION  
TUESDAY, OCTOBER 25, 2016  
GIBRALTAR TOWN CENTER  
7:00 P.M.**

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

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

**Proper Notice:** Motion: *(Minten/Blackwood) to adopt the agenda as posted. Carried*

**Approve Minutes of Previous Meetings:**

*Motion: (DeGroot/Minten) to approve the minutes of the September 27, 2016 meeting as amended. Carried.*

**Public Comment:** None

**Goal 10: Gather Information/Make a Recommendation on Town vs. County Zoning:** Merline introduced Bob Kufirin. He has been hired by the Town as a consultant to assist on several town matters, including the Town vs County zoning question. Kufirin presented 3 different memos on County Zoning

Measuring County Planning Department Activity

- Determine actual level of County zoning activity
- Request monthly reports of activity

Roles and Responsibilities

- Promote/facilitate business
- Zoning is regulation, planning is to encourage future economic development: jobs, affordable housing, small business, to grow the tax base
- The Plan Commission guides the growth

Town Zoning Strategies

- Identifies some options to present to the Town Board or take on
- Towns of Liberty Grove and Jacksonport are having the same issues.
- Revise the MOD, sign ordinance, and outdoor display to better serve Gibraltar
- Burden of proof should be on why a variance shouldn't be approved, not on why it should
- Separation from County Zoning
  - o Issue a determination that the recent changes represent a comprehensive revision to the zoning code
  - o Ask the County Board to let the Town withdraw regardless of the zoning code language Section 1.12

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Town board would like to move away from the current status quo. Plan Commission is being charged with making a recommendation to the Town Board. Kuftrin stated, the Town Board needs to empower the plan commission to make decisions.

In Sister Bay, 3 of 7 plan commission members were on the Village Board. Village Chair was also the Plan Commission Chair. Most residential issues never went to the Plan Commission and were handled by the zoning administrator. Conditional uses would go to the board as it is a formal written agreement. Typical commercial/residential zoning permit takes about 2 hours. The development side takes much longer.

The Commission would like to determine what the cost would be to have the zoning in house. Would also like to obtain the measurements of County Zoning with revenues from permits, variance and conditional uses.

**Seasonal Employee Housing Presentation:** Donn Dresselhuys (DRD Developments) wrote a letter to the Plan Commission asking to be placed on an agenda regarding employee housing.

He presented an idea for a cluster housing development with restrictions in place for employee housing only.

DRD developments presented single family housing with 2 residents per home.

Maintenance would be managed by others. The Project is low density and will prevent over-crowding.

Could be used on a limited basis in the off season. Organized as a condominium. Slabs will be sold individually with a modular type structure. Maintenance fees will be paid through a rental agreement.

The location is 3.5 acres near the intersection of Cty A & F. This location was chosen because it is biking distance to both Fish Creek and Ephraim. The project will need to go through Planning and Zoning for rezoning and a Conditional Use. Door County Custom Homes and Bay Property Services will handle administration.

Rick has not made a suggestion as to which zoning category would be recommended for this suggested site, but Neighborhood Residential has been suggested by an architect.

Mr. Dresselhuys has asked the Commission whether the project is something of interest, to take to the next level: rezoning and conditional use.

**Committee Reports:**

**Chair-** No Report

**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, November 29, 2016 at 7:00 PM.

**Adjourn:** *Motion: (Hackbarth/Merline) to adjourn at 9:05 P.M. Carried*

Respectfully Submitted,

Kelly Murre,  
Deputy Clerk