

**TOWN OF GIBRALTAR
PLAN COMMISSION
TUESDAY, JULY 22, 2008
7:00 P.M.
GIBRALTAR TOWN CENTER**

Call to order: The regular meeting of the Gibraltar Plan Commission was called to order at 7:05 p.m. by Tom Birmingham, chairman.

Members present: Tom Birmingham, David Boyd, Linda Merline and Jim Jauquet.
Members absent: Andy Coulson

Approve minutes of last meeting: *It was moved by David Boyd and seconded by Tom Birmingham to approve the minutes of June 24, 2008 as corrected. Motion carried unanimously.*

Open discussion and correspondence: No correspondence

Public Hearing: Application for conditional use permit Peninsula Art School Parcel #014-02-33312721B3 for the purpose of expansion: Tom Birmingham explained hearing procedures.

Cathy Hoke-Gonzales representing the Peninsula Art School stated the parcel had been used as part of the school previously. The intention is to use the buildings for a studio and archives. No physical changes have been made to the building except deck repair. The balance of the work done on the property has been clean up. The rear building is in poor condition and will eventually be taken down.

Ms. Hoke-Gonzales did not have a drainage plan for the property. She stated it would be imperatively important with any future expansion. The property is laid out well there are no problems with emergency vehicle access.

No other testimony in favor.
No correspondence in favor.
No testimony in opposition.
No correspondence in opposition.

The primary concerns voiced by the Commission dealt with down cast lighting and stormwater runoff management. Otherwise the Commission agreed with the schools intent and the improved appearance of the property.

It was moved by Jim Jauquet and seconded by Linda Merline to recommend that the Town Board support the application with the condition that Door County Soil & Water Conservation Department review the site and offer non-binding recommendations to the owners and that down cast lighting guidelines be followed. Motion carried unanimously.

Ms. Hoke-Gonzales will attend the August Town Board meeting. Jim Jauquet will represent the town at the Resource Planning Committee meeting.

Public hearing: Fish Creek Motel LLC Landscaping plan for restoration within town right-of-way: Tom Birmingham stated the landscaping plan is one of the conditions set forth by the Resource Planning Committee (RPC) on May 15, 2008. The discussion was opened to the Commission. Jim Jauquet expressed dissatisfaction with the plan; it lacked information such as dimensions, roadway markings and revised architectural plan.

Bob Martin, representing the Fish Creek Motel LLC arrived at 7:43 p.m. Mr. Martin stated his suggestion to the Mr. Schneider (owner) was to put in the parking spaces, asphalt, striping and then put the balance in garden. The maintenance of the garden will be taken care of by Fish Creek LLC in perpetuity. A drip and spray irrigation system will be put in by the LLC as well.

A copy of the approved stormwater plan was not on hand. Tom Birmingham stated the rain garden on the South side is catching the required minimum off the roof. The revised architectural plan status was questioned by Birmingham. Mr. Martin stated the plans were complete but in Green Bay. Mr. Martin will provide a copy to

the Commission by the end of the week. The Commission in an effort to move the hearing forward to the Town Board will meet next Tuesday at 7:00 p.m. in the meeting room. Tom Birmingham asked that either Mr. Martin or a representative from Baudhuin be versant on the stormwater plan and be in attendance next week. Mr. Martin said he would attend the meeting.

The following items were requested for the next meeting to assist the Commission in making a recommendation to the Town Board:

1. Revised landscaping plan to show:
 - roadway (right-of-way, centerline, traveled surface of the roadway, where parking area begin/ends)
 - dimensions
 - existing trees
 - revised building
2. Architectural plans relevant to meeting the other conditions (omission of doors, kitchen modifications)
3. Confirmation on if there will be an overflow pipe on the west side from the rain garden on the south side to the catch basin on the north.
4. A copy of the approved stormwater plan

Bill Weddig asked if the garden on the north side of the public parking would be brought to the outside edge and around the corner on Maple Street. The status of the existing trees was questioned. Mr. Martin stated there was no mention of removing the existing trees. Jim Jauquet and Linda Merline stated the catch basin is non-functional. Maintenance of the catch basin is a town responsibility. Another item for discussion would be a sidewalk. The existing sign will probably be removed per Mr. Martin.

It was moved by David Boyd and seconded by Tom Birmingham to table. Motion carried unanimously.

Implementation 2008:

A. Future park areas, update: Tom Birmingham has not received an update from the Parks & Lands Committee.

B. Future roadways, update: Both Tom Birmingham and Jim Jauquet have hear comments about the desire for walking and bike paths. Mike Manus has spoken to Tom Birmingham regarding alternative bike paths.

Gibraltar sign ordinance overlay: Sign ordinances for the Village of Sister Bay and Ephraim were reviewed. Tom Birmingham stated that Sister Bay's ordinance is in plain language. Linda Merline stressed doing what is reasonable. David Boyd stated sandwich boards are not allowed in Ephraim; Sister Bay no longer attaches conditions to the use of sandwich boards. Both communities allow multiple types of materials, although Sister Bay encourages natural materials. The layout of the Sister Bay ordinance was user friendly. Jim Jauquet stated that our ordinance being an overlay could be more restrictive than the county ordinance. Tom Birmingham suggested it would be more productive to go through and decide which parts of the Sister Bay and Ephraim ordinance would be improvements to our overlay, easier to understand and more in keeping with our practice or proposed practice. Jim Jauquet felt our ordinance has been working but needed updating yet keep the intended integrity.

The town's ordinance was reviewed with the following notes:

- Findings - ok
- Purpose - ok
- Applicability - ok
- Additional general sign requirements item 4B - study
- 4c - ok
- 4d - ok
- 4e reader boards (sandwich boards) - revisit
- 4f - revisit
- 4g - ok
- 4h - ok

- 5 - ok
- election - ok
- windsocks - ok
- off premise advertising signs - ok
- directional signs - ok
- outdoor displays - Sister Bay language

Sustainability practice within the Town of Gibraltar: Dick Skare will be asked to speak to the Commission on sustainability practices at a later meeting.

Committee reports:

A. Preservation: Nothing to report.

B. Ground and surface water protection: Jim Jauquet reported the apparatus inventory is finished for storm water collection. The pictures and measurement data are complete; it will be located on the map for further reference. Bill Weddig to take it to Foth. Foth will check with the Department of Transportation (DOT) regarding detail of the upcoming plan. The DOT may look at this information on their own but if the town brings it up it will allow for in planning. Foth would charge \$2600 for DOT coordination and \$3700 to address some specific drainage i.e. the clinic and Rileys Lane. There are possible grant applications to fund the changes. Jim Jauquet suggested bringing it up to the town board in September. Bill Weddig added that it is an assumption that the DOT will be coming to the town during the planning process.

C. Official map: Running concurrent with the stormwater mapping.

D. Housing: Nothing to report.

E. Comprehensive plan education: Linda Merline reviewed the education portion of the plan. Some of the education components can be met for approximately \$100 in molded plastic pockets and slat board outside the assessor and building inspectors' office. It was moved by Jim Jauquet and seconded by Tom Birmingham to order the display holders and other equipment that is needed for the education component. Motion carried unanimously. Bulk mailing will be discussed at another meeting. Linda Merline stated there is a Department of Natural Resources brochure that is available about outdoor burning.

F. Transportation: Covered under implementation 2008.

Set next meeting date: The next meeting is scheduled for Tuesday August 26, 2008 at 7:00 p.m.

Adjourn: *It was moved by Linda Merline and seconded by David Boyd to adjourn. Motion carried unanimously.* The meeting adjourned at 9:35 p.m.

Respectfully submitted,

Beth Hagen, CMC
Deputy Clerk-Treasurer