

**TOWN OF GIBRALTAR
PLAN COMMISSION
TUESDAY, SEPTEMBER 25, 2012
7:00 P.M.
GIBRALTAR TOWN CENTER**

Call to order: The regular meeting of the Gibraltar Plan Commission was called to order at 7:00 p.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 and Britt Unkefer.

Proper Notice/Adopt Agenda: Merline confirmed the agenda had been properly noticed.
Motion: (Hackbarth/Blackwood) to adopt the agenda as posted. Carried.

Approve minutes of last meeting: *Motion: (Hackbarth/Unkefer) approve minutes of September 11, 2012 as written. Carried.*

Committee Reports:

Chair: Merline stated how nice it is to see that some of the storm water drains are being repaired. County is having a meeting on October 30th, it was very beneficial to attend this meeting last year and recommends attendance this year.

Maps: No report

Updates on Parks & Lands and Bike Path: Hackbarth reported that Marston Anderson has been hired to begin work on the wall at Sunset Beach. This winter, they intend to create a plan to better manage the storm water runoff from the road down to the beach.

Surface & Groundwater Protection: No report

Public Parking: See agenda item

Attainable Housing: Hackbarth stated the Door County Attainable Housing group met this month and are off to a good start. They worked on creating the by-laws and appointed 12 people to the board of directors. The plan is that a housing trust will buy and own the land; while individual owners will buy, build and own the houses.

Public Parking Plan: Merline met with Coulson regarding the public parking plan. It appears that the new design has narrower islands (from 15 feet to 10); allowing for more of a setback but doesn't move the plan into the back of the property. Except that the narrative states it does. Merline went through additional specifications of the plan. The grade will be leveled and vegetation would be removed and replanted on the islands, allowing for minimal vegetation loss towards the back of the lot. The plan includes the same amount of boat trailer parking as the current boat trailer lot. Storm water runoff was not included in the plan. Merline and Coulson called Baudhin and they said the plan should include a drainage flow pattern and that they would get that for us, but the actual storm water plan would be included in the next phase of planning. The islands can be gathering places for water to run and need to consider future paving. Hackbarth concerned with the turning radius into the trailer lot; not sure if 25 feet is sufficient, but assume it is OK with current regulations. The Commission would like to include this

with the hwy construction in 2014. The estimate doesn't seem accurate. It does not include storm water runoff and drainage, expense needs to be noted for the Town Board. Traffic flow is also not included in the proposed plan. Lighting would also have to be addressed. Merline would like the plan to go to the Town Board for conceptual purposes, not the final design. Town Board can see the estimated cost of about \$90,000. Hackbarth thinks this is a low estimate without consideration of storm water and lighting and cost of tree clearing.

Motion: (Blackwood /Unkefer) to forward the conceptual plan as written to the Town Board. Carried.

Consideration for updating the Comprehensive Plan: Commission has an estimate from Baylake Regional Planning. Would like to obtain estimates from other sources, Baileys Harbor has contracted with Community Planning & Consulting. In 2009, we updated the goals and recommendations without outside help. The narrative and the maps are original from 2004. We should focus on updating these over the next 2 years, pending budget approval. It is not necessary to change our goals and objectives; but the information in the narratives and maps from the 2010 census, need to be updated. An addendum with current information would be the most cost effective approach. The Plan Commission Handbook states this only needs to be updated every 10 years, not 5 like previously understood. Question is whether to tackle the plan ourselves or hire someone outside to make it accurate based on current data. The possibility of getting started on the mapping this year; with this year's budget was discussed. Merline will obtain more estimates and the possibility of doing some mapping this year.

Public Comment: None

Set the Next Meeting Date: The next regular meeting is scheduled for Tuesday, October 23, 2012 at 7:00 pm.

Adjourn: *Motion: (Hackbarth/Unkefer) to adjourn at 8:48pm. Carried.*

Respectfully Submitted,

Kelly Murre
Administrative Assistant

Approved: 10/23/12