

Approved: April 24, 2013

**TOWN OF GIBRALTAR
PLAN COMMISSION
TUESDAY, MARCH 26, 2013
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, and Brit Unkefer. Tom Young joined via telephone. Tom Blackwood was absent.

Proper Notice/Adopt Agenda: Merline confirmed the agenda had been properly noticed.

Motion: (Hackbarth/Unkefer) to adopt the agenda as posted. Carried.

Approve minutes of previous meeting: *Motion: (Unkefer/Hackbarth) to approve the minutes of February 26, 2013 as amended. Carried.*

Public Comment: None

Application for Conditional Use Permit – Paul Krause/Unity Holding Parcel #014-39-1304A:

Paul Krause/Unity Holding petitions for a Conditional Use Permit to use his property for the existing jewelry store and a proposed bike shop with bike and moped rentals.

Merline opened the hearing and explained the procedures.

Testimony in Support:

Paul Krause explained his request for Conditional Use Permit for the use of Moped rentals. He stated that the bike shop/rental aspect didn't require a conditional use. He stated he has met the requirements of the County for moped rentals. The gasoline will be held in an outdoor shed, he is not installing a tank.

Hackbarth questioned the parking formula. It was stated that 8 spaces are required. Krause worked with Rick Brauer to determine the requirement. Unkefer asked if signage would be posted to direct mopeds not to use the alley and pull out onto Main Street. Krause stated that the riders would only be allowed to ride if they showed enough competence; a regular driver's license is required to operate. Currently, the intent is to keep the mopeds stored outside. Hours of operation will be 8:30 am to 6 pm. Mopeds are street legal and generally rented by the hour. He will have 30 mopeds, but has enough parking for 35. He owns half the alley, Bayside owns the other half. Delivery trucks will use the alley, but the mopeds will travel along the test area for ingress and egress.

Mark Isaakson – Sturgeon Bay, architect working with Krause and the County was available to answer questions.

Testimony in Opposition:

Barb McKesson – Fish Creek, concerned about safety and congestion in the downtown area. She feels that adding mopeds to the mix is dangerous. Also concerned with noise the rentals may cause. Krause stated that the newer mopeds really are not as noisy as the older ones.

Jennifer Thompson – Baileys Harbor, same concerns as McKesson regarding the congestion at the intersection and the downtown. Also stated concerns about the launch area and traffic confusion in the back.

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Brian Merkel – Fish Creek, asked if Krause has had communications with Eric Lundquist from Scenic Boat Tours about possibly working together to help alleviate congestion. Krause stated he would consider looking into options. Safety is one of his main concerns.

Rebuttal

In Support:

Hackbarth asked if Krause had spoken with Elaine from Bayside. He has not, but stated it is no different than their utilization of the alley for deliveries. Krause addressed safety and stated he would only rent to those that are qualified and wouldn't rent to anyone that didn't seem capable.

Bicycles already utilize the alley. He wouldn't agree to the same restrictions of ingress/egress of bicycles through the alley onto Main Street. It would be difficult to police because so many other bicyclists use that alley.

In Opposition:

Jennifer Thompson asked a question regarding the location of the gas cans and asked to see the site plan.

Melrine closed the public hearing.

The Commission discussed the petition and the use of the alley versus the intersection. They have several concerns about safety and traffic congestion. They do not want to discourage business in the downtown and feel adding transportation options to boaters would be beneficial.

Motion: (Young/Unkefer) to recommend support of the conditional use permit for the bike and moped rental and shop, subject to: appropriate signage in the alley to direct ingress and egress through the back. Carried.

Kelly will get clarifications on parking requirements and whether bike rentals are included in the conditional use.

Committee Reports:

Chair: Merline stated that she spoke with an attorney from the WI Towns Association regarding the legality of using the same decision making worksheet for petitions of variance that the County BOA uses. Her concern was that since we already use the same management procedure for our hearing, following the same decision making worksheet would in essence be exactly duplicating the County level BOA hearing. The attorney stated that the Town is neither directed to nor prohibited from using the BOA's decision making worksheet. In addition, Merline had concerns that this duplication of a County level BOA hearing was confusing citizens about the role of a planning commission under County zoning in regards to a petition for variance. To deter this confusion, the assistant town clerk, Kelly, created an information sheet that outlines the sequence of steps that a petition for variance (and/or a petition for conditional use) must go through for all towns under County zoning. Gibraltar intends to include this information sheet with the letter that goes to the petitioner and the neighbors of the petitioner. The information sheet will also be available to citizens at the planning commission hearing for the petition. Merline also presented a draft copy of the BOA's updated decision making worksheet that was made available for our use, should we choose to use it, by the Door County Planning Department. She further stated that when the planning commission is making decisions whether to support or not support petitions for variances (and/or petitions for conditional use) she would encourage members to be actively cross-checking whether the proposed variance (and/or conditional use) if granted, complies not only with the purpose of the zoning ordinance but also the goals, recommendations and objectives of Gibraltar's 20 Year Comprehensive Plan.

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Unkefer stated that it would also be nice to have a guide as to where people and new business owners need to go, to get information on zoning and building inspections - may want to consider working with the Civic Association to create a guide to help direct people, to the appropriate channels. Skare stated that other towns and villages have created an economic development coordinator position.

Maps: Merline met with Mariah and Audrey regarding our map recommendations. It was suggested that the historical map include those on the registry and have the text describe the other places of interest. The Comprehensive plan is meant as an inventory. When the County is finished with the maps, they will come to a meeting, to discuss them with us.

Updates on Parks & Lands/Bike Path: Nothing to report

Surface & Groundwater Protection: Merline is the coordinator for the watershed and will take part in the DNR's WAVE volunteer program, she explained the program. Funding for the water testing of the beaches is no longer available on the federal level. The DCVB is asking that the Town to contribute \$1000 for the next 2 years. Hackbarth asked if the testing could be done in-house.

It was discussed that it would be beneficial to put together a brochure on the historical background of the Creek and the Watershed Study. Merline would also try to get kids from the school to participate in a macro-invertebrate study of the Creek.

Attainable Housing: Hackbarth stated the Door County Affordable Housing Trust had their second meeting. He has been appointed as Vice-President. They are working on options in the communities and gave an explanation of the intentions of the group.

Public Comment: None

Set the Next Meeting Date: The next regular meeting is scheduled for Wednesday, April 24, 2013 at 7:00 pm.

Adjourn: *Motion: (Unkefer/Hackbarth) to adjourn at 9:11 pm. Carried.*

Respectfully Submitted,

Kelly Murre
Deputy Clerk