

Approved: August 25, 2015

**TOWN OF GIBRALTAR  
PLAN COMMISSION  
TUESDAY, JULY 28, 2015  
7:00 P.M.  
GIBRALTAR TOWN CENTER**

**Call to order:** The regular meeting of the Gibraltar Plan Commission was called to order at 7:03 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, Wendy Minten and James DeGroot.

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

**Approve Minutes of Previous Meetings:** *Motion: (Hackbarth/Blackwood) to approve the minutes of the May 26, 2015 meeting, as amended. Carried.*  
*Motion: (Hackbarth/Minten) to approve the minutes of the June 23, 2015 meeting, as amended. Carried.*

**Public Comment:** None

**Discuss Commission Goal – Invasive Species:** Kari Hagenow, the DCIST Coordinator, Rachel Chomeau and Dave Bultman. A challenge Parks & Lands has is to remove invasives from private properties. Rachel suggested to Merline to focus on one invasive species each year and involve local landscapers. Last month, the Commission chose to focus on Honeysuckle. Hagenow thought this was a great idea and would like to involve DCIST. She created an informational sheet/brochure on Eurasian Bush Honeysuckle. The committee reviewed the sheet and would like to mail to the community/immediate land owners and hang in the Fish Creek Park kiosk.

DCIST offers a tool program, plans workshops and coordinates demonstrations. They have been done in the past with little turnout. It was suggested to include this information and date in the mailing. Rachel offered to mail to her clients. DCIST is in the process of creating a broader mailer to include the invasive species law. Merline suggested creating a promotional piece to encourage community involvement. Ideas included: a designated week, advertisement in the newspaper and Coordination with the school to get the kids involved. Aim for an October mailing, to include in fall prep work, maybe have a bonfire. Honeysuckle will still have leaves later than other plants, which is helpful to identify later in the season. Include in the Town's fall newsletter and post on the website.

Minten suggested bullet pointing the sheet, to make the info easier to understand, at first glance. Suggest to take before and after pictures to encourage and promote.

If no berries, OK to pile and let lie. DNR has allowed disposal in landfills. Smaller plants can be hand pulled, cutting is sufficient, with an herbicide such as Round-Up.

Oct 24- Nov 1 to collect, pick up on the following Monday. A plus would be for the Town to pick up. Have the Town guys pick up and determine who had the most.

Demo workshop on Saturday the 24<sup>th</sup> and Wednesday the 28<sup>th</sup> in Fish Creek Park.

Suggested to do 2 mailings one now and one in the fall.

Kelly will determine printing and mailing cost and landing page for website.

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*Motion: (Hackbarth/Minten) to allow chair to approve and move forward with 2 mailings, not to exceed \$700. Carried*

**Consider Modifying Process for Handling Door County Planning Variance, Conditional Use and Zoning Text/Map Amendment Petitions:** Skare has concerns with how the Town's considerations are processed and asked the Plan Commission to discuss. Currently, our process is more of a hearing, with less discussion and is duplicating the County's process. The structure is technical and the question arose as to whether we would prefer more discussion. A more general concept in comparison to our Smart Growth Plan.

Merline presented a history of the petition process.

It was suggested to eliminate the testimony. It is used primarily to gather information and is a structured format. People can still give opinion in a more casual process.

Sohns stated, the hearing is beneficial for the public to know what to expect at the County level. But the County is not listening to what the Town's people are asking.

Minten also thinks the testimony is beneficial.

The Town's concern should be the need to fit in with the Smart Growth Plan's objectives and goals and the process does not need to be duplicative of the County's procedures.

A variance request is difficult. Is it the Commission's job to determine if someone has a hardship?

Minten: Why does the County handle our zoning? Neighboring communities have their own zoning. The Town has been with the County for 30 plus years.

The problem is not with the Town's procedure. May want to consider what it would take to handle our own zoning. The zoning administrator makes a lot of tough decisions.

There is a source of income in permit fees etc. if the Town were to go on their own.

The County Board also votes on the variance and can reverse the RPC's decision.

The checklist is beneficial to remain discretionary and make a fair decision.

The process should be hybrid of the two. Could also be more relaxed on the Town Board level.

Members of the RPC should represent districts of County Zoning; currently 3 of the 5 members are not included in County Zoning. Skare will contact Mariah regarding representation on the RPC.

**Review Comprehensive Plan Updates – Chapter 4:** The Commission reviewed updates to Chapter 4. The next step will be to update the analytical data and may require budgeting of a 3<sup>rd</sup> party.

**Committee Reports:**

**Chair** – No Report

**Maps** – No Report

**Watershed** – No Report

**Parks and Lands/Bike Plan** – No Report

**Surface & Groundwater** – No Report

**Attainable Housing** – No Report

**Set the Next Meeting Date:** Tuesday, August 25, 2015 at 7:00 PM.

**Adjourn:** *Motion: (Minten/Blackwood) to adjourn at 9:32 P.M. Carried*

Respectfully Submitted,

Kelly Murre

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Deputy Clerk