

Approved: 7/27/2021

**TOWN OF GIBRALTAR  
PLAN COMMISSION  
TUESDAY, JUNE 22, 2021  
GIBRALTAR TOWN CENTER  
7:00 P.M.**

**Call to order:** The regular meeting of the Gibraltar Plan Commission was called to order at 7:01 p.m. by Linda Merline, chairperson.

**Roll Call/quorum:** Merline stated that a quorum of the Commission was present.  
Members present: Linda Merline, Tom Blackwood, Don Freix, and Paul Pillat  
Absent: Brian Hackbarth

**Proper notice:** *Motion: (Blackwood, Pillat) to adopt the agenda as posted. Carried*

**Approve minutes of previous meetings:**

*Motion: (Freix, Pillat) to approve the minutes of the March 30, 2021 meeting, as written. Carried*

**Public comment:** Michael Servais, 4019 Evergreen Rd. spoke in regards Short Term Rentals. In his years of managing STRs, has only received one complaint in regarding parking. The issue was easily resolved with a simple phone call. The DC Vacation Rental Assoc. has developed good neighbor practices. They want to be good neighbors and request to work together. Suggests using tourism tax dollars to fund affordable housing.

**Conditional Use Permit Application, Parcel #014-02-33312721D1, to establish a private school (cultural/arts instruction) and an assembly hall in the existing building formerly known as the Fish Creek Grill.:**

Merline opened the hearing and explained the procedures.

Testimony in Support: Carrie Lewis, Executive Director, representing the Door Community Auditorium stated this project solves a lot of challenges and problems. It will provide additional office space and parking. Excited to partner with existing non-profits and will offer cultural experiences. The space will also be used to provide meals to the artists and will hold small events/receptions. It preserves that corner for educational, cultural and health activities.

The plan is to do extensive renovations in the interior and to replace mechanical and electric.

Lewis provided some drawings and renderings of the property that include: a snack bar, beverage center, reduced kitchen, open reception space, and office space in the bar area. The biggest change would connect the front patio to the back patio.

Fire Chief Bertges has signed off on the plans.

Pillat stated the improved crosswalk has really improved the safety of crossing the Hwy.

During performances attendants are present to aid in pedestrian traffic.

Freix stated it creates a “campus-like” atmosphere of the space.

Funding is in place for the purchase, with on-going fundraising.

Merline suggested that storm water management be controlled.

A lot in the Comprehensive Plan to supports the arts community and will retain the rural nature.

*Motion: (Pillat, Blackwood) to recommend to the Town Board to support the application for Conditional Use. Carried*

**Short Term Rentals-Review/Discuss Information Gathered:** Merline introduced the agenda item. It has been on the agenda several times. They have heard many comments from the public. The goal for tonight is to give our recommendation and make a list of items that would be beneficial to include in an ordinance.

Pillat – need to define a STR. Need to know when a call comes in, if it is a STR and who the contact person is.

A responsible point of contact that is locally available would be beneficial.

Servais, inquired whether other business in Town have the same requirement of having a contact person.

The Town Board is considering a business permit that would include this information.

Destination Door County has created best practices for neighbors.

Wayne Kudick, the Tourism Zone Commission tracks the STRs. A public database would be beneficial.

Some concerns have come about septic systems and whether the occupancy of the units stay within its capacity.

Education piece to make owners aware of Town ordinances.

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Temporary Use/outdoor events should depend on the property and the septic.

Freix would like to encourage the Town Board to pursue a permit.

Servais also suggests providing proof of the State license.

*Motion: (Freix, Blackwood) to recommend to the Town Board that we have a permit which includes a responsible point of contact for STRs, with proof of State license. Carried.*

**Goal 6: 2024 Comprehensive Plan: Continue Review of 2024 Plan Goals & Objectives – Transportation & Utilities:** Would like to encourage the Town to budget for the revision of the Comprehensive Plan.

The Town Board has approved staff to obtain a master plan of the downtown area, to address storm water, sidewalk and traffic issues.

Sister Bay is working on a transportation pilot program with the ADRC.

Try to alleviate downtown traffic.

**Reports:**

**Chair-** Merline reported the Outdoor Display Ordinance has been sent to the Town Attorney with the addition of ingress and egress concerns.

Working with Miller Engineers to move the culvert/fish ladder project forward.

**Ground and Surface Water-** No Report

**Town Board/Parks and Lands-** No Report

**Set the next meeting date:** July 27, 2021 at 7:00 PM.

**Adjourn:** *Motion: (Freix, Pillat) to adjourn at 8:31 p.m. Carried*

Respectfully Submitted,

Kelly Murre

Clerk