

**TOWN OF GIBRALTAR  
PLAN COMMISSION  
December 4, 2023, at 6:00 PM**

**Call to Order:** Linda Merline called the meeting to order at 6:01 PM

**Roll Call/ Quorum:** Linda Merline, Sara Lancaster, Paul Pillat, Tom Blackwood  
Absent: John Selenica and Wayne Kudick

**Proper Notice of the Agenda:** *Motion: (Pillat, Blackwood) to approve the agenda as presented.  
Carried*

**Approve Minutes of Previous Meeting(s):** *Motion: (Blackwood, Pillat) to approve the  
amended minutes of the October 23, 2023 minutes. Carried.*

**Public Comment:** None

**Reports:**

**Chair Report.** Nothing new.

**Green Tier Ad-Hoc committee;** Chair Merline stated no new report. She will contact the committee to see when their next meeting is.

**Town Administrator Report:** Thyssen reported that the board will be talking about establishing a green corridor and allowing the Parks Commission oversight of the green space at the Kinsey property. This committee will also need to look at the planning of the Kinsey property. Hill St. and Bluff Ln. projects are under way with fixing the storm water drains. Redmann project is underway, 2 units have started.

**Outdoor display:** Draft 5 of the Ordinance for Outdoor Display of Merchandise was shared with the committee. Discussion occurred. "Village Commercial" will be added to the ordinance language. A bullet point will be added to address large statues and fountains regarding that there is a difference when it is an outside statue that cannot be easily moved. Change 30 inches to 3 feet. Chair Merline stated that the 3<sup>rd</sup> bullet point needs to be eliminated. The committee will continue to work on this ordinance and revisit at the next meeting.

**Goals relating to the comprehensive plan for 2024:**

- Chair Merline asked the committee to take a look at draft 7 of the Plan Commissions 2024 Goals. Discussion occurred.
- Chair Merline has contributed to the town newsletter and will continue to contribute.
- Chair Merline stated that there has been a quick link added to the town website to access the comprehensive plan easier.
- Commissioner Lancaster would like to address 2.1b of the comprehensive plan, which is to work with the historical society and the owners of buildings in our town to preserve the historical look of the town. Commissioner Pillat would like to add workforce housing to

the goals. The commission will add a bullet point under Implement the 2043 Comprehensive Plan to pursue affordable housing.

- Chair Merline would like to work on educating our citizens on Dark Sky and what that means, 1.5b from the 2043 Comprehensive.
- Chair Merline would like to make our pedestrian crosswalks more visible.
- Chair Merline thinks we should try to pursue getting people to use our parking lot. Commissioner Lancaster shared that the visit fish creek map has the parking lot on it, but it does not stand out. VFC could redesign the map to make the parking lot stand out.
- Goal to work with students for job shadowing.
- Dark Sky 1.5b in the comprehensive plan is to provide information to the residents of the town, the plan commission will add this goal and provide information to our citizens regarding our night sky.
- These goals will be taken to the Town Board in January 2024.

**Village commercial and residential area design standards.** Chair Merline stated that we have many old businesses that have been bought and sold recently, Chair Merline would like to look into writing an ordinance for design standards of the town. Chair Merline shared photos of the town showing our town design of homes and businesses. You can see from the slide show that our town has craftsmen's homes, single- and two-story homes with clapboard siding that are narrow, and some are wide. There are homes and buildings with side gables, our buildings are rectangle or square and two stories or less in height. Out of place aesthetics would be contemporary designs, metal siding, out of scale and floor to ceiling windows. Chair Merline said that some towns go with standards that say this is what you cannot do, or this is what you can do. Commissioner Lancaster added that she agrees with the photos and the simple design of our town. Chair Merline stated that in the past the County has encouraged towns to develop design standards and it is in the comprehensive plan. Adding pictures to the design standards ordinance is something she would like to have included.

Chair Merline would like to add the Fish Creek Historic Sites picture that Laurie Buske shared, added to the town website.

Joint meetings with the town board January 2024

Joint meeting with Park and Land in February 2024

**Set Next Meeting date:** January 22, at 6:00 PM

**Adjourn:** *Motion: (Pillat, Lancaster) to adjourn the meeting at 7:54 p.m. Carried*

Respectfully submitted,

Cyndi Gutschow, Clerk