

**TOWN OF GIBRALTAR  
REGULAR PLAN COMMISSION MEETING  
AUGUST 26, 2024 5:00 P.M.**

**Approved: September 23, 2024**

**Call to Order:** Chair Merline called the meeting to order at 5:05 p.m.

**Roll Call/ Quorum:** Linda Merline, Tom Blackwood, John Selenica and Wayne Kudick. Not present: Sara Lancaster and Paul Pillat.  
Also present: Administrator Thyssen.

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

**Approve Minutes of Previous Meeting(s):** *Motion: (Selenica/Blackwood) to approve the previous meeting minutes. Carried.*

**Public Comment:** None.

**Reports:**

**Chair Report:** Nothing to report under Chair Report.

**Administrator report:** Thyssen reported on the all-day Green Tier Conference which he attended. Thyssen also reported on Islandview project, 2025 plans for Cedar Court/Main Street project in the fall and status of Bertram sign-ups. Thyssen updated Commissioners on the sale/removal of the Holiday cottages which will be on the September 4, 2024 Town Board agenda. Thyssen is working with the County on the separation of the lot. Commissioner discussions regarding Bertram sign-ups and notice to property owners. Thyssen also reported the Outdoor Display of Sample Merchandise Ordinance was reviewed by the Town Attorney and the Ordinance will be on the September, 4 2024 Town Board agenda. Commissioner discussions regarding exemption clause of proposed ordinance.

**Green Tier:** Thyssen reported Town received a letter from DNR recognizing Gibraltar as a 5<sup>th</sup> year Green Tier Legacy Community. Question/comments from Kudick regarding Town composting site, community shuttle transportation, and non-toxic treatment of lawns.

**Commissioner goals update:** Kudick reported on Goal/Action Item 4.1, diversifying and sustaining businesses. He is working with Door County Economic Development Corporation and Destination Door County. He also had discussions with coordinator at Innovation Center at NWTC. Requested Merline provide Board a summary of his goal work at the next Board meeting.

**Goal 5.1, Action 5.1 Make Pedestrian Cross Walks More Visible to Drivers:** Selenica provided a handout for Commissioner review addressing topics such as safety statistics, speed visibility, sample crosswalk markings, warning signage options, including solar flashing beacons and pedestrian crossing signs (Thyssen reported State has modified its position on quick-blink lights) and ground lighted crosswalks. Photos of downtown Fish Creek intersections were reviewed, showing lack of crosswalk signage. Selenica also provided information on the cost of purchasing a radar speed sign and provided a summary of crosswalk and signage options. Finally, Selenica presented his recommendations to the Commission, which could be completed in stages with recommended first stage being crosswalk marking (painted lines on roadway) and installation of crosswalk signage. Commissioner discussions regarding high-profile pedestrian crossing warning signate at Not Licked Yet and implementation of plan to update crosswalks. Phyllis Schott addressed the Commissioners. Commissioner discussions regarding Plan Commission recommendation to Town. Thyssen will check with State to see what is allowed as to signage and then the Commission can make recommendation to Board to improve signage. *Motion (Selenica/Blackwood) to recommend Town to standardize crosswalks with ladder design and improve pedestrian crossing signage at both Cedar Court and Hill Street. Carried.*

**Architectural Design Standards:** Merline provided a recap of discussions to date. Thyssen advised there are seven commercial areas, namely Maple Grove & F intersection, A & F intersection, A & 42 intersection, BP Gas Station area on 42, Village commercial, Juddville & 42 and Settlement Shops area on 42. Per advice of Town counsel, standards should be *recommended* in all commercial districts and *enforced* in specific areas named by streets. Input from Thomas Birmingham regarding work from previous Plan Commission and Ephraim design standards in core district. Town focus will be downtown area. Geographical boundaries were discussed, specifically, from Highway F intersection at 42 to the water (termini), both sides of Hill Street and Bluff Lane, Spruce Street, Maple Street and Cedar Court, from Cottage Row Court to termini. The geographical location discussions were tabled until all Commissioners are present. Roof lines were also discussed. Merline provided photos of downtown buildings both commercial and residential. Roofs should be predominately gabled or multi gabled, hipped or show false fronts along the roof edge. Commissioners will take a look at the language in Ephraim's design standards. At next meeting Commissioners will review exterior wall, masonry and paint color design standards.

**Set next meeting date:** Monday, September 23, 2024 at 6:00 p.m.

**Adjourn:** *Motion: (Blackwood/Kudick) to adjourn the meeting at 7:03 p.m. Carried*

Respectfully submitted,

Laura Reetz, Clerk