

TOWN OF CABLE
Plan Commission Meeting Minutes
Wednesday, May 3, 2017
Cable Community Centre
Unapproved

1. Call Meeting to order @ 5:30 p.m.
Meeting was called to order at 5:35. Present were Plan Commission Chair Karl Kastrovsky, Plan Commissioners Suzanne Rooney, Shelly Wilson and Art Hancock and Plan Commission Secretary Kristine Lendved. Also present were Sue Thurn, David Popelka, Mike Furtak, Bob Lang and Jack Radecki. Absent were James Bolen, Bob Lang and Tom Frels.
2. Approval of meeting minutes from April 5, 2017 meeting.
Commissioner Wilson motioned that the minutes of the April 5th meeting be accepted. Motion seconded by Rooney. Motion carried.
3. Discussion and possible action on development of a responsibility flow chart between Town Board, Plan Commission and functioning committees.
Art Hancock, newly elected Town Chairman and current Plan Commission member presented a draft "Leadership Structure" graphic, identifying the flow of responsibility from Town Board to and through the Plan Commission, various committees and the action teams that serve them. Identified committees (some already functioning) include: EVENTS COMMITTEE, to function as contact representatives for events such as the American Birkebeiner Ski Race. This Committee would report to Tammy Rasmussen, Town of Cable Administrative Assistant, and she will advise the Town Board regarding necessary action relating to events, INFRASTRUCTURE COMMITTEE, a group with interest and expertise in road and building projects to advise on issues such as The Depot, WELCOME TO CABLE, an already established committee devoted to Town maintenance and beautification, CABLE TOMORROW, an already established Committee devoted to conducting visioning sessions, ECONOMIC DEVELOPMENT, assembling a group to discuss this, NEW TOWN DEVELOPMENT, a Committee that would address and advise regarding Town-run development of campgrounds, dog park and other municipal efforts, and CABLE COMMUNITY ACTION TEAMS which are project oriented and attached to specific Committees. The Plan commission should function as liaison to various Committees.

Rooney inquired how these groups will communicate to reduce possibility of duplicate action, or actions at cross-purposes. Hancock stated that this is as yet to be determined but that most will report and be reported on at Town and Plan Commission meetings. Thurn inquired how budgetary decision would be made/advised with this structure. Would each Committee have a budget? Rooney added that it is useful to have answers to budget questions when advising or anticipating action.

Kastrovsky requested a motion to suspend the existing agenda to move to item 7 to accommodate meeting visitors.

Kastrovsky made the motion. Hancock seconded. Motion carried.

7. Zoning:

a) Discussion and possible action of Town Board recommendation for Bayfield County Planning and Zoning for a Class A Special Use Request for Solo Properties LLC for permission to use the existing residence as a short term vacation rental located at 45580 Metros Landing in Section 5, Township 43N, Range 7W, Town of Cable.

Mike Furtak was present to represent the Special Use request for Solo Properties, LLC who wishes to offer the property in question as a short-term rental through Mike Best. Furtak stated that he has visited the property and that it is neat and clean and he feels that all is in order. He noted that occupancy for the rental would be set by the Bayfield County Health Dept. Solo Properties will have the County Health Dept inspect and approve the property and they will register with the Town and expect to pay room tax on rentals.

Bob Lang stated that the proposed rental is at the bottom of a long, gentle hill and wonders if the driveway complies with Cable's Driveway Ordinance. He added that a 24 hour contact person is a requirement.

Kastrovsky added that, although it is not required for a Class A Special Use Permit, it is never a bad idea to contact adjacent neighbors and advise them regarding pending plans, as a courtesy and to avoid the spread of rumors which may or may not correctly define planned action. It was stated that the property on one side of proposed rental is held by the same owner. It is unknown who owns the other side.

Thurn pointed out that an addition to the approval of the (prior month's) Perry Lake Short-Term Rental request was that there would be no RVs or tents allowed on the site.

Popelka added that if there is more than one vehicle parked in front of the property it could be difficult for a firetruck or ambulance to turn around. He, himself, has had to back out. Lang stated that there was sufficient room to remedy the problem if required.

Hancock motioned to recommend approval of the Class A Special Use Permit for this location because it complies with tourism, recreation and economic development goals identified in the Town of Cable Comprehensive Land Use Plan, providing proposed rental complies with Bayfield County Health Dept regulations, the Town of Cable Driveway Ordinance and that a number for 24 hour contact person is supplied.

Motion seconded by Wilson.

Motion carried.

b) Discussion and possible action on recommendation to Town of Cable Board of Supervisors on Town of Cable Class B Special Use Permit request to allow for construction of Municipal Restrooms in Section 18, Lot Tax i.d, #37417.

Kastrosky motioned to recommend approval of this Special Use Permit application based on compliance Town of Cable Comprehensive Land Use Plan goals for tourism, recreation and economic development.

Rooney seconded the motion.

Motion carried.

Kastrosky motioned to return to agenda as posted.

Hancock seconded. Motion carried.

4. Review and possible recommendation to Town of Cable Board regarding filling Plan Commission vacancy.

Hancock stated that he had reviewed the Plan Commission Ordinance and discovered that the Town of Cable was out of compliance in several particulars. For example, an individual Town Plan Commission should be composed of six Commissioners and a Town Board member for a maximum of seven members. While our Plan Commission has seven people, one of them has not been a Town Board member.

Hancock went on to explain that three terms are up/for review. Bolen will remain a Commissioner. Hancock will appoint Wilson to a full three-year term. (she was completing a partial, replacement term.) He will further appoint Thurn to the Plan Commission for a two-year term. (length of Town Board term). Hancock stated his intention to have people cycle out after one or two three year terms.

5. Town of Cable Board of Supervisors meeting report. (Thurn; April)

Thurn reported that the Town has approved the Perry Lake short-term rental request discussed in April and passed it on to the County.

More community email addresses have been collected.

The Town discussed plans for improving recreational opportunities at Perry Lake.

Kastrosky inquired about the Annual Meeting which, he understood, was poorly attended. Rooney noted that there was no specific format for reports offered at the

Annual meeting and that reports issued were all over the place in length and content. She stated that she understands that this is sometimes the only opportunity to explain to the community what's happening in their organization.

6. Committee Reports:

a. Public Restroom committee progress report (Thurn)

b. Public Restroom committee fund-raising report (Thurn)

Wilson reported that she had collected approximately \$70 from the donation jars placed around town. It was further reported that Chequamegon Fat Tire Director Gary Crandall had connected with other area events and had received commitments of \$2500 from the American Birkebeiner Foundation and the Mt. Borah Bike Race which is expected to make a contribution. There will be no ground-breaking event on the project this weekend as sufficient funds have not been collected. Thurn reported that donations are currently at \$23-25K.

c. Dog Park committee report (Byrd)

Thurn reported that Amy and her husband had measured the area currently under consideration as a dog park and requested a quote for fencing the area which came in at around \$10K. This amount includes the fencing and labor to dig in and install the fence. Byrd will contact Menard's for a quote on fencing only, anticipating putting together a volunteer team for the installation. Thurn stated that she's hoping to ask the Plan Commission to recommend to the Town of Cable Board to request that the Plan Commission continue with the project, although she is currently alarmed by the cost of fencing. Kastrosky added that it had been stated from the start that this project would not be a direct cost to the taxpayers. Thurn replied that other alternatives are being considered. There is occasionally, for example, fencing available for sale on Craig's list.

d. Cable Tomorrow sub-committee report (Thurn, Rooney, Wilson, Kastrosky) (4/3)

Two survey models were presented and discussed. One was a print survey, based on one conducted in Washburn. The other was a Google Docs survey developed by Thurn which can provide internal analytics.

Kastrosky suggested that early survey questions regarding ATVs and bikes stuck out as divisive. Rooney stated that she thinks it's important to elevate difficult issues, but, understands that we wish to stay positive. Lang added that roads in Cable are built with 22' lanes vs. the required 18' lanes specifically to accommodate bikers and walkers and that actually designating bike lanes opens up a category of legal issues we may not wish to deal with. Thurn added that this survey also represents an opportunity to educate citizens as well as solicit information from them.

Rooney inquired if there should be another workshop meeting on survey development. Kastrosky answered in the affirmative. Rooney suggested that Housing and Cultural Resources were important categories to include. Popelka made reference to an email exchange that took place during the development of a fund-raising letter and suggested that the process had gone well and happened quickly with good input from all involved, while acknowledging that there would

never be complete consensus. Wilson suggested that a small group would still be needed to finalize the survey. Rooney stated she would schedule a work meeting to discuss.

Wilson presented a draft of the plan for the public meeting to be held on Wednesday, June 21. The plan is to keep people on their feet and to ask “nice” or “positive” questions such as “What do you value most about Cable.” Popelka suggested it would be important to offer some background information on the topics under discussion. He offered, as example for background on economic development something like, “Cable traditionally has been supported by a few large and a few small proprietorships. What is your idea for the future?” He thought it would be useful to provide some background and a sample format. Wilson acknowledged Popelka’s recommendation of giving folks a “little meat to chew.” Popelka stated he felt it would reduce the number of non-topical answers provided. Rooney stated that the tables set up will align with Survey questions. Local restaurants will be requested to provide food and said a budget for same was identified. At about half an hour in Bolen and/or Hancock would provide opening remarks and comments on what it was hoped could be achieved. Wilson added that it was important that these remarks be short, as most people would be standing. Post remarks, people should go to the table of the topic they’re most interested in. Each table will have a resident facilitator.

Rooney stated her intention to contact Tim Kane regarding presenting facilitator training and that all Plan Commission members should participate. Popelka stated it was important that each facilitator employ the same language and methods. Thurn thought that Town of Cable Board members should also participate. Finally, each attendee will get 2-3 stickers to attach to prioritize the ideas they feel most strongly about. Thurn suggested that there should be a take-home, a card containing links to the survey and dates to next events. Rooney suggested that this also represents an opportunity to solicit participation in the process and potential future Action Team members. This is, further, an opportunity to introduce Hancock as Town Chair to the community at large. Hancock stated his interest in talking about how decisions are made in town.

Thurn said that future meetings will be theme/topic specific, such as a proposed Economic Development session to be held at The Rivers Eatery.

e. Re-zoning of Town owned lands to Municipal.

Kastrofsky stated the necessity to get tax statements on each parcel, to determine if they are contiguous and to secure a copy of the deed as recorded. He has been working on it and hopes to have it done by the next Plan Commission meeting. After that it will go to the County, then back to the Town of Cable Board, then to County Zoning and finally to the full County Board for approval.

Popelka requested that a representative attend a Sanitary District meeting to explain this effort and/or to provide a letter explaining this proposal.

f. Welcome to Cable Committee

Bolen is facilitating this group which presently includes Tammy Rasmussen, Heather Ludzack and Stacey McKinney. This group developed a one-year plan for flowers. They've agreed to work without formal meetings. Bolen will send out formal minutes to whoever wishes to know about the actions of this committee.

Lang expressed concern about the planning of the flower placement for the Town. Flowers were purchased before it was determined where/how they might be placed. Wilson suggested that a more formal process might be needed; gather ideas and run them through a decision making process before moving to action. Lang feels that the assumption was made that there was money for flowers. He is concerned about the current plan to mount flower baskets on 4 x 4 posts that may tip over. In addition, permission will be needed from property owners to install these in non-Town locations. Hancock suggested that the Town of Cable Board should review these decisions.

8. Discussion and possible action on a liquor licenses ordinance for the Town of Cable.

Kastrosky recused himself from this discussion as he has a significant personal interest in the outcome.

Thurn explained that there are two potentially available liquor licenses in town and no ordinance governing how they shall be distributed. These licenses are currently held by Metro Maznio and John Higgins (Corner Bar property.) Neither of these licenses is currently being utilized, although they have been annually renewed. Thurn suggested it would be important to conduct research on the issue. She offered examples of existing ordinances from elsewhere which identify how licenses are awarded and how they can be rescinded.

The Legion received a "new" license because they demonstrated a seating capacity of 300. This threshold must be met to allow for the creation of any additional licenses. Number of licenses in a community otherwise based on community population.

Thurn suggested that the Plan Commission should review sample liquor ordinances and make a recommendation to the Town Board. Hancock stated he would like to see the Town have an enforceable ordinance.

Lang acknowledged that nobody wants to take Metro's license away, despite the fact that the premises has not operated for quite some time. Hancock pointed out the negative economic impact of having unused licenses. Higgins wishes to retain the license as they do have plans to build on their site although they understand there is a problem with having a license without a premises.

Popelka suggested that the Town of Namakagon had an ordinance which required that any license holder be open a minimum of days/hours per year to retain the license. Hancock suggest that we could either do nothing...or work on an ordinance.

Radecki inquired how many liquor licenses the Town could have. Lang explained that it was based on population.

Rooney suggested that this could be used to leverage a property plan from Higgins. Lang stated that he hopes we can determine a way to allow Higgins the license for another year, allowing them the opportunity to progress with their plans. At the same time he hopes to see an ordinance pursued. Popelka thought the license(s) could be renewed in the absence of an existing ordinance and by their next renewal the ordinance would be in effect. Any ordinance should include guidance on how to determine which business should be awarded the license when there is more than one applicant.

Hancock stated he sees no action that can be taken at present. He feels the Town of Cable Board should draft the ordinance and return it to the Plan Commission for review. In the interim, he thinks it would be important for someone to communicate with Higgins and Maznio to make them aware that this is under discussion.

9. Old Business: Theme and/or signage for Town of Cable

Commissioner Frels had identified a couple of parcels of land on which signs would be placed and had engaged in preliminary discussions with landowners regarding easements for same. It was his intention to secure the easements before taking the proposal to the Dept. of Transportation. Thurn stated it was her understanding that verbal permission had been received from property owners. It would be good to have that in writing. The Welcome to Cable should be involved in this project. It was suggested that Bolen could approach Frels about progress he'd made with easements, etc.

10. New Business:

11. Public Comment Period: (To avoid open meeting law violations, the Plan Commission may limit itself to answering basic questions from the public and place matters brought forth by the public on future meeting agendas for additional discussion and/or deliberation)

Rooney wished to know if the Plan Commission was to have any input regarding appointment to the Commission, as this has worked out to be a great team and she feels it's important to maintain this level of function.

Hancock stated that vacancies would be advertised and, possibly, potential Commissioners would be requested to make application. He feels it would be important to maintain a pool of possible Commissioners and that the initial screening of applicants should be at the Plan Commission level. At present, Hancock has asked Kastrosky as Plan Commission Chairperson to review candidates and to narrow the list to a few candidates. The final decision on appointment belongs to the Town Chairman.

Kastrosky stated he'd like to see the standards for applicants raised so that it's not just based on interest, but also on the skills the individual might bring to the position. He acknowledged that it is, ultimately, Hancock's call as Town Chair.

Rooney suggested that the Plan Commission could set up an interview with standards and make a recommendation to the Town Chair. Wilson added that it is possible to overthink such a thing. Hancock suggested that this process would commence with future applicants: the Plan Commission would review names and conduct interviews if necessary. At present, as Hancock feels it's important that the Plan Commission function at full strength, he will make an appointment based on existing applicant pool. Rooney added that it's important that anyone appointed understand the amount of work they will be expected to do, and be willing to do it.

12. Next meeting date (June 7) and future agenda items

To accommodate various Commissioner schedules the June 7 meeting will be scheduled for 2:15 p.m. (although this was determined at the meeting, Lendved has since discovered that she is unavailable.)

13. Summary of goals and tasks for June 7 Plan Commission meeting

14. Adjournment

Hancock motioned to adjourn. Meeting adjourned at 8:30.