

TOWN OF CABLE
Plan Commission Meeting Minutes
Wednesday, June 7, 2017
Cable Community Centre
UNAPPROVED

1. Call Meeting to order @ 2:15 p.m.

Meeting called to order at 2:17. Present were Chairperson Karl Kastrosky, Plan Commissioners Suzanne Rooney, Paul Gilbert, David Popelka, Susan Thurn, Shelly Wilson and James Bolen and Plan Commission secretary Kristine Lendved. Also present was Jack Radecki.

2. Approval of meeting minutes from May 3, 2017 meeting.

Paul Gilbert pointed out that he was not at the meeting, although minutes state he was in attendance.

Wilson motioned to accept minutes with correction.

Rooney seconded the motion.

Motion carried.

3. Town of Cable Board of Supervisors meeting report. (Thurn; May)

Thurn offered this report regarding last Town of Cable Board of Supervisors meeting:

- Road repairs resulting from last July's major storm/flood, and other needed repairs funded by FEMA should be completed this week.
- The leadership structure presented by Town Chair Art Hancock to the Plan Commission at the last meeting was approved by the Board.
- The zoning issue regarding the Public Restroom was approved and forwarded to Bayfield County.
- The Cable Lions will pay for a portion of an electrical upgrade at the Cable Rec Park Pavilion.
- The Town of Cable purchased a "cleary" building to hold salt and sand and the Town is now in compliance with D.O.T. regulations.
- The Lutheran church parking lot will be re-graveled as accommodation for public use during events.
- The Town of Cable agreed to update Plan Commission ordinance language to; a) restore language so Commissioners are paid for each month of service, whether or not they have been in attendance at the meeting, and, b) of 7 members of the Plan commission, 1 can be a Town of Cable Board member (not one must be a TOC Board member) or a Town citizen.
- Future planning will be done for the Fagg forest, including development of an action team.

Kastrosky asked about road repairs and wondered if the River Road issue had been addressed. Thurn responded that no decision has been made. If the culvert is to be repaired and the road fully opened, the cost would be in the neighborhood of a quarter million dollars. Kastrosky inquired if the Plan Commission should agenda this item and Thurn replied that the Town Board would advise.

4. Committee Reports:

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

Items a and b discussed concurrently. It was reported that a donor had stepped up to complete this campaign, inquiring only how much more was required. Thurn reported that she had asked them for an additional \$2K. At the present time, \$22,831.53 has been raised for this project, not including in kind donations.

Kastrosky suggested that we should not, yet, “up” the thermometer as we don’t actually have the funds yet. He further suggested that the Town of Cable website should be updated to advise that this campaign is completed and to offer THANKS to all those donating.

Kastrosky inquired about the additional \$2K requested. Thurn explained that she’d asked for that amount to cover solar power for the unit. There was an inquiry about the planned path from the parking lot to the downtown area.

Popelka stated that when the donation is actually received, on or about July 4th, that would be the time to announce the completion of the campaign. Gilbert inquired if \$30K would cover the Public Restroom project and Popelka replied in the affirmative.

Thurn shared the finalized plan for the public restroom facility. John Varko has agreed to function as general contractor/construction manager on the project. Plans are for the facility to be completed by Fall Fest. Bolen stated his hope that it be completed by Fat Tire Festival. On Monday, 6/19 there will be a ground breaking staged and photographed. Kastrosky stated that any funds left-over from that raised for the project vs. actual cost could be directed toward development of the walking path.

Thurn reported that she had advised the donor that the project funds might be used for building, landscaping, plumbing, etc.

- c. Dog Park committee report (Byrd)
Kastrosky reported that Byrd had advised she was still waiting for a bid on fencing materials from Menards.
- d. Cable Tomorrow sub-committee report (Thurn, Rooney, Wilson, Kastrosky) : thoughts, concerns, process, scheduling for 6/21 meeting.
Rooney reported that there’d be a run through of the 6/21 event in conjunction with facilitator practice, scheduled for 6/8. On 6/21, Kastrosky and Gilbert will be responsible for 5 p.m. set-up. Rooney invited feedback on how we want this process to go, regarding communication style, etc.

Kastrosky inquired what we would do if turn-out was poor. Rooney responded that then we’ll do something else, re-schedule the meeting or hold a Community Conversation at the library. Radecki inserted his concern that a meeting scheduled on a weeknight might not include area visitor input. Rooney responded that those folks will all have an opportunity to take the survey and/or

to participate in smaller group sessions as they are scheduled. Survey will remain open until the end of August.

Bolen stated that he hoped to have posters for the event by the end of the week. The Chamber will put out a sign for the event. There are a few youth lined up to be ambassadors.

Rooney discussed the flow structure. Some communications go directly to the Town, some to the Plan Commission. She wants to be sure we're communicating and working together, not duplicating efforts. (when groups are working on the same project.)

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

Kastrosky reported that he had spent a day at the County offices and has copies of every deed for every parcel the Town hopes to convert to municipal zoning. It came to his attention that Municipal might not be zoning designation for those parcels in the Future Land Use Map, so the Future map may need to be changed, in some instances. He has requested that a current and a proposed Future Land Use Map be prepared for use at Public Hearing. He stated his willingness to represent this topic at the 6/21 event if desired. It was determined that the 6/21 was more about learning about likes/dislikes.

Bolen inquired about costs for this project. Kastrosky replied that his reimbursable map costs will run around \$150-\$200. The fee costs to convert all applicable parcels to Municipal Zoning should run the Town around \$1050. Popelka inquired if the Airport and Sanitary District, for example, would be asked to cover these fees. Thurn responded in the negative. Kastrosky had some questions regarding parcel ownership. He said the Aldrich property, purchased by the library, was deeded to the Town of Namakagon. It should be both the Town of Cable and the Town of Namakagon. Perry Lake landing is currently appearing as deeded to Cleary's.

f. Welcome to Cable Committee

Bolen reported that the initial plan to mount flower pots on posts pounded into the ground was tabled because of concerns about post stability. Scott Walk advised that the planters aren't deer favorites, so, now we're looking at a different idea. Area businesses will be approached about purchasing a planter that would hold the plant, which would be purchased by the Town of Cable. Rooney reported that Scott Wald had given them leave to use his wholesale license if suitable planters could be found.

5. Zoning: None for June, 2017 meeting.

6. Discussion and possible action regarding recruiting, interviewing and recommending future Plan Commissioners to the Town of Cable Board of Supervisors. (when vacancies occur.)

Kastrosky stated that, while this issue arose at the last Plan Commission meeting there was not opportunity to review before the most recent appointment to the Plan Commission Board. For the future, he thinks that we should always be looking for

potential Commissioners. While the appointment is up to the Town Chairman, he thinks that a committee composed of both Town and Plan Commission personnel should be involved in review, interview and decision making processes. Thurn added that Chairman Hancock has specific ideas about how to appoint and it is his defined responsibility.

Bolen stated his belief that the Plan Commission should offer a recommendation with the understanding that the decision is the Town Chairman's to make. Kastrosky agreed that the Plan Commission should weigh in because we are a team and a specific skill set might be required. Thurn agreed that someone representing the Plan Commission should be part of any interview process. Rooney added that interviewing should be based on what we value. It would be useful to assemble a list of questions that are asked of each candidate. Kastrosky stated we should come up with criteria for recommending a candidate to the Town Board. There should be suggested questions supporting the interview process and the recommendation should be based on the individual's abilities and the skills the Plan Commission needs.

Kastrosky motioned to establish a criteria, including standardized interview questions, for making recommendation to the Town of Cable Chairperson regarding Plan Commission vacancies based on abilities and needs of the Plan Commission.

Bolen seconded the motion.

Motion carried.

Thurn motioned to suspend agenda to move to item 8. Kastrosky seconded. Motion carried.

7. Review of standardized criteria when considering recommendations for short term rentals.

Kastrosky reported that Popelka had provided copies of the Town of Namakagon ordinance governing short-term rentals. He further reported that he had unearthed copies of the recommended checklist developed when he was still with County Zoning. He will supply copies to all Commissioners for review and discussion/action at the July meeting.

Popelka said that the Town of Namakagon has the fire inspector visit each proposed short-term rental and it is the fire inspector who sets the occupancy rate for the property. Bolen added that it is costly to acquire a short-term rental permit in Namakagon. He also pointed out that there were a number of properties in Cable operating without complying with regulations and that, once a standard checklist has been created, some work should be done following up on those not in compliance. The Town should be encouraged to enforce the ordinance.

At a prior meeting there had been some discussion of prohibition of use of tents on short-term rental property grounds. Popelka stated his preference that tents not be prohibited, so long as the number of people staying on the property fell within occupancy limits.

Kastrosky stated his intention to continue to work on the existing short-term rental requirement list with today's input. At the next meeting it can be determined if the Plan Commission recommends adding to the Town of Cable Comprehensive Land Use Plan. After that the Town will need to take action.

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

At the Town of Cable Board meeting it was reported that Town Clerk Laura Bjork has been working with an individual from the ATF in consideration and development of an ordinance. In this instance, the document may be generated by the Town and then turned over to the Plan Commission for review.

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

Bolen stated that he has tried to follow up with former Plan Commissioner Tom Frels regarding advance work he'd done on Town signage, but, he says, Mr. Frels is "done." Bolen reported that he'd sent a link to Rooney regarding possible grant funds available. Kastrosky thinks this issue should get kicked to the Welcome to Cable Committee.

10. New Business:

Gilbert reported that while money has been set aside for Depot upgrades, they probably won't be completed before 7/4.

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)

12. Next meeting date (July 5) and future agenda items

6/8 – Facilitator Session and Cable Tomorrow walk-through

6/21- Cable Tomorrow

7/5 – Next monthly meeting. 5:30. Cable Community Centre.

13. Summary of goals and tasks for July 5 Plan Commission meeting

14. Adjournment

Bolen motioned to adjourn. Motion seconded by Wilson. Meeting adjourned at 3:48.

