

Town of Cable Plan Commission
Work Group Meeting Minutes
“Event Checklist”
April 25, 2022

1. **Call to Order:** The Work Group meeting of the Plan Commission (topic = Event Checklist) was called to Order at 5:05 p.m. by Chairman Erba at the Forest Lodge Library.
 - a. Present: Commissioners Kristine Lendved, Sue Thurn, and Shelley Wilson; Board Supervisors Kyle Weber and Tony Merrill (also a Commission member); and Ron Bergin (CAMBA).
2. **Discussion Event Checklist and Event Permit**
 - a. The group reviewed edited draft versions of the Event Checklist received from Commissioners.
 - b. Discussion revolved around the principles of this checklist as well as wordsmith suggestions.
 - c. Commissioner Wilson collected these edited versions, and notes of the discussion, to create a final draft version in time for the next Plan Commission meeting (Tuesday, May 3).
3. **Discussion of Event Fees**
 - a. The group agreed that the Town Board should decide the fee schedule for Town services and materials so an applicant is aware of the cost of requesting such items.
 - b. The group agreed that the Town Board should decide how much it would cost to have the Great Divide ambulance perform a “stand by” service to support an event.
 - c. The Commission suggests that the Town of Cable could be a sponsor for an event to offset any fees incurred by the event.
 - d. The Commission will continue to contemplate the topic of “fees” and whether a fee should be charged as a “permit fee” for every application submitted.
4. **Adjournment** at 7:18 p.m. by Chairman Erba.