

PLANNING & DEVELOPMENT COMMISSION MEETING – **NO QUORUM**

WEDNESDAY, APRIL 4, 2018

TIME: 6:30 P.M.

PLACE: PHELPS TOWN HALL

1. CALL MEETING TO ORDER – the meeting was called to order by Chairperson Quita Sheehan at 6:30 p.m.
2. QUORUM OF MEMBERS PRESENT – Members present were: Jack Carlson, Eugene McCaslin, and Quita Sheehan. **Due to lack of a quorum no action was taken.** Mary Ann Holcomb, Ann and Jeff Currie and Rollie Alger were also present.
3. VERIFICATION OF PUBLIC NOTICE – the meeting notice was posted on April 2, 2018 at the Phelps Post Office, Phelps Convenience Center, Phelps Community Center/Town Hall, Town Website and emailed to the Vilas County News Review.
4. APPROVAL OF MINUTES – no action.
5. COMMUNICATIONS AND CORRESPONDENCE
 - GHT needs letter of support from the Commission for DNR Grant. This will be put on the May agenda.
 - Discussion on authorized letter from Town’s Attorney to the DNR to get clarification liability exemption letter from the DNR for obtaining the Brownfield property through foreclosure.
 - Jon Racine – Invitation to next Planning meeting
 - Due to conflicts, changing next meeting to Tuesday May 1.
 - McCaslin brought up about discussions with property owner by Fire Tower of possible donation of land.

DISCUSSION/ACTION ITEMS ARE AS FOLLOWS

6. ARCHITECTURAL/COMMERCIAL DESIGN ORDINANCE - no action
7. SUGGESTIONS FOR DEVELOPMENT FROM THE SURVEY AND HOW WE ENVISION PULLING THEM TOGETHER – Mary Ann Holcomb brought up to use the downtown property across from the museum/post office for the trailhead for parking with public bathroom facilities for all the different trails instead of the brownfield property. Written suggestions from citizens were also read. Sheehan will make up a list of the all the suggestions for the next meeting.
8. FIRE TOWER – MILITARY HILL FOREST FIRE LOOKOUT RESTORATION PROJECT/PROPOSAL/LETTERS/HOLD HARMLESS STATEMENTS -
9. OTHER SUBCOMMITTEE UPDATES:
 - A. TRAILS
 - B. LAND USE-(2010 Comprehensive Plan must be updated by June 1, 2020) Timeline - PROPOSAL
 - C. BROADBAND
10. SET DATE FOR NEXT MEETING – Next meeting date Tuesday, May 1, 2018.
11. ADJOURNMENT – meeting adjourned at 7:32 p.m.

/S/Marjorie Hiller, Secretary

Minutes are subject to approval by the Planning and Development Commission at their next meeting.