

PLANNING & DEVELOPMENT COMMISSION MINUTES

TUESDAY, MAY 1, 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, Dick Ryan, Eugene McCaslin, Debbie Vold, Rollie Alger, Bob Egan, and Quita Sheehan.
3. VERIFICATION OF PUBLIC NOTICE – the meeting was posted on April 26, 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 – McCaslin made a motion to approve the March 7 and April 4, 2018 minutes. Ryan seconded the motion. All voting aye, carried.
5. COMMUNICATIONS AND CORRESPONDENCE – Discussion on electing a new vice-chair at the June meeting and possible presentation on steps for updating the comprehensive land use plan.

DISCUSSION/ACTION ITEMS ARE AS FOLLOWS

6. LETTER OF SUPPORT FROM THE COMMISSION FOR GHT3 DNR GRANT - Alger made a motion, seconded by McCaslin, to write a letter of support from the planning commission in regard to support of the DNR grant outlining the potential economic benefits of the bike trail. All voting aye, carried.
7. VILAS COUNTY 2019-2023 OUTDOOR RECREATION PLAN – There is a survey that people can fill out for the County Outdoor Recreation Plan. The secretary will put that on the town website for people to do that online. Also, there is a questionnaire that needs to be completed by the Town Board by July. The secretary mentioned that the Park Commission and Planning & Development Commission is to address this questionnaire and then submit to the Town board for their approval before it is sent to the County. The following additions should be added to the Phelps section of the 2019-2023 Vilas County Outdoor Recreation Plan: Fire Tower Project, Spectacle Lake Federal Campground and Boat Landing with ADA Accessible Fishing Pier, Spectacle and Kentuck Lakes Hiking Trail, Black Jack Wilderness Trail, Deerskin Snowshoe Trails, Vista Lake Trails, Beaver Creek Country Walk-In Trail, Conover-Phelps Bike Trail, ATV Routes, Snowmobile Trail System, and potential of Brownfield Trailhead/Downtown Park Area with Restrooms amenities
8. ARCHITECTURAL/COMMERCIAL DESIGN ORDINANCE – Ryan suggested that there should be two separate ordinances – one for architectural/commercial design and the other for lighting. The members should go over these sample ordinances and get their thoughts back to Sheehan to make up draft ordinances for further discussion.
9. SUGGESTIONS FOR DEVELOPMENT FROM THE SURVEY AND HOW WE ENVISION PULLING THEM TOGETHER – A recommendation needs to be decided on from the suggestions to submit to the Town Board. Sheehan will add the new ideas just received to the list of suggestions, condense it down and discuss it further at the next meeting.
10. FIRE TOWER – MILITARY HILL FOREST FIRE LOOKOUT RESTORATION PROJECT
 - A. LETTER OF INTENT TO DONATE LAND/B. PROPOSAL/LETTERS – The Letter of Intent from Robert and Betty Weidman to donate an approximate 10-acre parcel of land was read by McCaslin. McCaslin also brought up about getting an easement from the Phelps Sanitary District to enter this parcel off of Fire Tower Road. This parcel of land could be used in conjunction with the Military Hill Fire Tower project for parking as well as an educational and nature parking walk named after the Robert and Sophia Lindholm Family. A motion was made by Ryan, seconded by Vold, to approve the proposal for this land's donation and submit this proposal to the town board for consideration in accepting this donated property. All voting aye, carried. The Fire Tower Project folders should be turned back to McCaslin due to changes and updating.

B. HOLD HARMLESS STATEMENTS/ATTORNEY RESPONSE – The Town Attorney’s response was that the Hold Harmless Statement document is not valid and would not hold up in court should something happen. The town clerk checked with the town’s insurance agent in regard to something that the insurance companies use for this, and the agent mentioned that if the town would not charge a fee we possibly could use recreational immunity. This suggestion was emailed to the Town’s Attorney as well as asking if the no charge also includes no donations.

11. OTHER SUBCOMMITTEE UPDATES:

A. TRAILS – Alger reported that all trails are closed but some will open soon; the information sign for Vista Lake Trails just has to be painted and then will be put up. They are working on the conceptual design of the GHT3 bike trail starting at Song Hill Lane; the clerk mentioned that she just received the survey and was given to the Town Board Chairman for the County Forestry meeting. As far as the funding, if the town receives a \$150,000 grant, they would have the match amount already met.

B. LAND USE-(2010 Comprehensive Plan must be updated by June 1, 2020) Timeline – PROPOSAL – Quita Sheehan is to check with UW Extension for the June meeting, about doing a presentation for the commission on how to update our plan. Bob Egan will check with North Central Wisconsin Regional Planning Commission on costs for updating a land use plan.

C. BROADBAND – Broadband grants were received by Choicetel and SonicNet for other parts of the county. The call center in Land O’Lakes has 10 employees with good wages and benefits. In May she will be going live with Intel and there is talk about having another call center around the county.

12. SET DATE FOR NEXT MEETING – TUESDAY, JUNE 5, 2018 was set for the next Commission meeting.

13. ADJOURNMENT – the meeting adjourned at 8 p.m.

/S/Marjorie Hiller, Secretary

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