

TOWN OF LIBERTY GROVE PUBLIC MEETING

Plan Commission Meeting

Date: August 26, 2026

Time: 7:00pm

Place: Town Hall, 11161 Old Stage Road

Agenda:

1. Call to order
2. Declaration of Quorum
3. Approve Agenda
4. Approve minutes from 8/12/26
5. Public input
6. Review Preliminary Plat for The Residence at Rowley's Bay
7. Continue work on Design & Aesthetics Review Ordinance
8. Correspondence
9. Future meeting date(s)
10. Adjourn

All agenda items will include discussion and possible action.

**Report items will not be discussed or voted on.*

Deviation from listed order may occur.

Audience members must ask for permission, during "Public input," to speak on agenda items.

Pamela Donart-Welcome, Clerk/Treasurer

Members of the Town Board or any other Town Committee, who are not members of the body whose meeting agenda is published in this notice, are entitled, as any other citizen of the Town of Liberty Grove, to attend this meeting in an unofficial capacity. It is possible the attendance of one or more non-members may create a quorum of the membership of another body. Such a quorum is unintended, and the non-members are not meeting for the purpose of exercising the powers or duties attendant upon their membership on any Town Committee or Board.

DRAFT
(subject to change until final approval by the Commission)

Town of Liberty Grove
Minutes of the Plan Commission meeting on August 12, 2026

Agenda:

1. Call to order
2. Declaration of Quorum
3. Approve Agenda
4. Approve minutes from 7/22/26
5. Public input
6. Review Preliminary Plat Review for Six Birches
7. Continue work on Site Plan Review Ordinance
8. Correspondence
9. Future meeting date(s)
10. Adjourn

Chairman Ward called the meeting to order at 7:01pm. Commissioners Nancy Goss, Billy Appel, Paul Bokelmann, and Dan Watts were present. Clerk/Treasurer Pamela Donart-Welcome and Administrator Lee Buckingham were also in attendance along with one member of the public. Commissioner Anne Miller arrived at 7:26pm, and Commissioner Bill Surbaugh was excused.

Goss moved, Appel seconded to approve the agenda as presented. **Carried 6 - 0**

Goss moved, Ward seconded to approve the 7/22/26 minutes as presented. **Carried 6 – 0**

Public Input: none

Regarding the **Preliminary Plat Review for Six Birches**, Collin Mirkes, representative of Stantec was present for questions, and clarifications on the application materials. The Commissioners determined the plans submitted seemed to meet the Town's requirements and were pleased with intention of the conservation subdivision to have minimal effect on the environment. Ward asked that the new property owners respect the International Dark Sky designation of the area when installing lighting. Appel and Miller suggested that the road connecting the subdivision to the highway would be able to handle safe passage of EMS and Fire Department equipment in the event of an emergency, and noted it would have to meet Town specifications if ever that road would need to become a Town road.

Ward moved, Goss seconded that the Liberty Grove Plan Commission recommend to the Liberty Grove Town Board approval of preliminary plat review, major land division, and creation of a conservation subdivision on parcel number 0180532332911A1 owned by Six Birches LLC.

Carried 5 – 1.

The Commissioners continued work on the creation of a Town **Site Plan Review Ordinance** beginning with suggested **change of the title to "Design & Aesthetic Review Ordinance."** The Authority section was clarified to reference the ordinance was enacted on general police powers

of Wisconsin Stats §61.34(1) and 61.34(5), by adoption of town powers pursuant to Wis. Stats. §61.22(3). They then worked on the text in the “Definitions” section and added additional text to the “Lighting / Dark Sky Provisions” and “Application and Review Process” sections.

Correspondence: none

Future Meeting: The next meeting was scheduled for August 26, 2026 at 7:00pm.

Miller moved, Appel seconded to adjourn at 8:52pm. **Carried 6 - 0**

Respectfully submitted,
Pamela Donart-Welcome, Clerk/Treasurer

Pending approval at next meeting.