

Town of Liberty Grove
Minutes of the Plan Commission meeting on February 10, 2021

(This meeting was correctly posted)

Agenda:

1. Call to order
2. Declaration of quorum
3. Adopt agenda
4. Approve minutes: 1-27-21
5. Public input
6. Report and possible recommendation: parcel 018-40-0001
7. Discussion and possible action: ice cream truck operation at Town Park(s)
8. Discussion and possible action: Short-Term Rental (STRs) Ordinance
9. Correspondence
10. Future meeting dates
11. Adjourn

Chair Nancy Goss called the meeting to order at 7:03pm. Commissioners Paul Schwengel, Bill Surbaugh, Paul Bokelmann, and Dan Watts were present along with Administrator Walter Kalms, Clerk/Treasurer Anastasia Bell and 5 members of the public via teleconference (Zoom). Commissioner Annie Miller was absent, and Commissioner Lou Covotsos was excused.

Surbaugh moved, Goss second to approve the agenda as posted. Passed 5-0.

Schwengel moved, Goss second to approve the 1/27/21 minutes as presented. Passed 5-0.

Public Input – None

Parcel 018-40-0001 – Goss noted this property has potential environmental education opportunities due to the escarpment and proximity to the current park. Schwengel stated he is not in favor due to the cost and the size. **Goss moved, Surbaugh second** for the Plan Commission not to offer a recommendation to the Town Board regarding parcel 018-40-0001. Passed 5-0.

Ice cream truck on Town property – Schwengel noted this could be beneficial due to the traffic at the parks. Goss noted that mobile businesses can currently operate on private property if they hold the proper business license(s). It would also be difficult if only some types. Watts suggested creating a schedule for these operations to avoid market saturation.

Short-Term Rentals (STRs) – Eric and Michaela Bublitz, Arbor Drive, noted that requiring one rental within 6 consecutive days versus requiring the rental to be 6 days would allow rentals to occur more realistically, especially for weekend stays in the spring and fall. Goss indicated that the ordinance may need to specify areas based on if there is a POWTS or municipal wastewater. She noted that the Commission is using Sevastopol's ordinance as a guide and the minimum stay section has not been addressed yet. The intent is to create an ordinance to focus on the health, safety, and wellness of Liberty Grove residents and guests to touch on the items not already regulated. Watts asked if there was a practical way to determine the number of nights based on the wastewater system. He is aware of well monitoring systems and noted that DATCP compliance might solve a lot of the issues without an ordinance. Kimberly Hazen, Madison, stated that a blanket ordinance would apply to all rentals, not only the ones causing issues. The

ordinance will need to identify and correct the issues at hand. She encouraged self-monitoring and felt the minimum night stay would decrease the volume. She offered to share the Good Neighbor Policy that has been successful for her Liberty Grove rentals. Goss noted the Fire Chief has requested KNOX boxes and other safety features be considered for STRs. Self-monitoring may be beneficial, and having a company monitor for DATCP compliance would allow the Town to focus on what can be regulated by an ordinance. It was noted that permit fees collected by the Town could be used to offset the monitoring costs. **Schwengel moved, Goss second** to recommend that the Town Board investigate Granicus as a compliance monitoring company for STRs. Passed 5-0.

Correspondence – None.

The next meeting will be Wednesday, February 24, 2021 at 7:00pm.

Schwengel moved, Surbaugh second to adjourn at 8:31pm. Passed 5-0.

Respectfully submitted,
Anastasia Bell, Clerk/Treasurer
Approved at the 2/24/2021 Plan Commission meeting