

Town of Liberty Grove
Minutes of the Plan Commission meeting on February 24, 2021

(This meeting was correctly posted)

Agenda:

1. Call to order
2. Declaration of quorum
3. Adopt agenda
4. Approve minutes: 2-10-21
5. Public input
6. Discussion and possible action: review of Plan Commission mission statement
7. Discussion and possible action: Short-Term Rental (STRs) Ordinance
8. Consider defining buffer zones for Campground Ordinance
9. Correspondence
10. Future meeting dates
11. Adjourn

Chair Nancy Goss called the meeting to order at 7:01pm. Commissioners Lou Covotsos, Paul Schwengel, Paul Bokelmann, Anne Miller, Dan Watts and Bill Surbaugh were present along with Administrator Walter Kalms, Clerk/Treasurer Anastasia Bell and 7 members of the public via teleconference (Zoom).

Miller moved, Schwengel second to approve the agenda with adjustment to discuss #8 after #5. Passed 7-0.

Schwengel moved, Bokelmann second to approve the 2/10/2021 minutes as presented. Passed 7-0.

Public Input – None

Campground Ordinance – Goss reported that the County has indicated buffer zones will need to be clearly defined in order for the overlay to be considered. This should be on the next agenda.

Mission Statement – The following mission statement was created.

The mission of the Plan Commission, as an advisory body to the Liberty Grove Town Board and to the Door County Resource Planning Committee, and as a deliberative body, is to adhere to and promote the goals and objectives of the Town's Comprehensive Plan, by balancing land use, maintaining rural atmosphere, protecting environmental quality, and fostering employment opportunity while preserving the Town's scenic beauty and abundant natural resources.

Short-Term Rentals (STRs) – Miller inquired if the County Sanitarian has presented information since the water usage information is 50 years old and other regulations have required more water-efficient appliances be installed. Also, commercial loans may be required if a home is being used for business activities. Goss noted Wallworth County requires property owners to document the maximum sanitary capacity for the property as well the maximum for what is being advertised for rent. The following items should be addressed by the ordinance

1. Potential for well water contamination due to risk from karst topography

2. How to minimize commercial impact in residential zoned areas.
3. KNOX boxes for Fire Department emergency access

A uniform standard “Good Neighbor Policy” should be the focus of the next meeting which can then be available on the Town website. Surbaugh indicated the regulation will need to be very precise in order to hold STRs and non-STR neighbors to the same standards. Arica Hirsch, Ellison Bay, asked if there has been a significant increase in STRs? Is there data to support this information? Do we have documented complaints? And, indicated the 6-night requirement may change people’s business plans. Goss replied that there has been an increase and a monitoring service could assist in permit compliance, the complaints have been due to activity at current locations.

Correspondence – None.

The next meeting will be Wednesday, March 10, 2021 at 7:00pm.

Bokelmann moved, Goss second to adjourn at 8:55pm. Passed 7-0.

Respectfully submitted,
Anastasia Bell, Clerk/Treasurer
Approved at the 3/24/2021 Plan Commission meeting