

Town of Liberty Grove
Minutes of the Plan Commission meeting on October 27, 2021
(This meeting was correctly posted)

Agenda:

1. Call to order
2. Declaration of quorum
3. Adopt agenda
4. Approve minutes: 10-13-21
5. Public input
6. Conditional Use Permit application: Marc Savard – parcel 018-02-34322812, establish a Home Business (auto repair shop) on the property.
7. Correspondence
8. Future meeting dates
9. Adjourn

Chair Nancy Goss called the meeting to order at 7:03pm. Commissioners Anne Miller, Cathy Ward, Dan Watts, Paul Bokelmann and Bill Surbaugh were present along with Administrator Walter Kalms, Clerk/Treasurer Anastasia Bell and 1 member of the public via teleconference (Zoom). Commissioner Paul Schwengel was excused.

Miller moved, Surbaugh second to approve the agenda as posted. Passed 6-0.

Surbaugh moved, Goss second to approve the 10/13/21 minutes as presented. Passed 6-0.

Public Input – Goss reported that the maps for the Campground overlay may be available by the next Plan Commission meeting.

CUP Application, Parcel 018-02-34322812 – Goss reported that the RPC has confirmed that home businesses are allowed in any zoning area if the goods/services are generated on the property and the business is owned and operated by the property owner. The Commission reviewed the recommended conditions as provided with the application. **Goss moved, Bokelmann second** to send a letter of support to the RPC for the CUP application by Marc Savard for parcel 018-02-34322812 to establish a home business, auto repair shop on the property with the following conditions.

1. A Door County Regular Zoning Permit authorizing construction of the building shall be obtained within 12 months; construction must begin within 12 months of the issuance of regular zoning permit
2. The project(s) shall comply with all applicable local, state, and federal building code and ordinances, including obtaining all required approvals and permits prior to beginning construction. A copy of the stamped, state approved plans shall be submitted to the Town of Liberty Grove Administrative office.
3. Any outdoor lighting erected in conjunction with this use shall utilize fixtures whose lens, hood, or combination thereof allow no direct beams to be seen from off the property or cast skyward, and the light elements of which shall not be visible from adjacent properties.
4. The rebuilding or assembly of automobiles, engines, or transmissions on a factory production basis and/or the disassembly of automobiles on a factory production basis shall not be permitted.

5. All repair, painting, parts storage, and work activities shall take place within the designated building between the hours of 9:00am and 5:00pm and the building doors shall remain closed during pneumatic equipment operations.
6. All new and used parts, fluids, and lubricants shall be stored indoors on a hard surface floor.
7. An affidavit shall be recorded with the CSM (Deed) to provide successors in interest notice of the conditional use permit and conditions and requirements
8. A maximum of 6 customer vehicles shall be visible and parked in an orderly fashion on the property at any time.

Motion passed 6-0.

Correspondence – STR letters have been sent and applications are arriving.

The next meeting will be 11/10/2021 at 7:00pm via Zoom.

Miller moved, Bokelmann second to adjourn at 8:19pm. Passed 6-0.

Respectfully submitted,

Anastasia Bell, Clerk/Treasurer

Approved at the 11/29/2021 Plan Commission meeting.