

Town of Liberty Grove
Minutes of the Plan Commission meeting on May 11, 2022

Agenda:

1. Call to order
2. Declaration of quorum
3. Adopt agenda
4. Approve minutes: 4-27-22
5. Public input
6. Review of Current and Future Town Zoning Maps
7. Ordinance 11-21, Regulating Short-Term Rentals
8. Public Statement regarding Short-Term Rentals
9. Correspondence
10. Future meeting dates
11. Adjourn

Chair Nancy Goss called the meeting to order at 7:02pm. Commissioners Anne Miller, Dan Watts, Cheryl Culver, Cathy Ward, Bill Surbaugh, and Paul Bokelmann were present along with Clerk/Treasurer Anastasia Bell.

Miller moved, Surbaugh second to approve the agenda as posted. Carried 7-0.

Surbaugh moved, Goss second to approve the 4/27/22 minutes as presented. Carried 7-0.

Public Input – None.

Town Zoning Maps – The consensus was that the entire future map fits the current future goals of the Town Comprehensive Plan.

Ordinance Regulating STRs – The current ordinance was reviewed, and the following changes were made:

- Purpose section – first paragraph created to read: “The Town of Liberty Grove recognizes the State-imposed limitations on local regulations of STRs (see 2017 Wisconsin Act 59). The following Town Ordinance complies with the STR portion of Act 59.”
- Short-Term Rental License section – removal of (B)(2) which required applications to include the DATCP inspection report.
- Application and Permit Process section – (A)(2) rewritten to read “Property Identification number(s) for all utilized marketplace platforms.”
- Application and Permit Process section – (A)(4) rewritten to read “Name, address, phone number, and email address of the Owner and Agent for the property where such a distinction might occur.”
- Application and Permit Process section – (A)(5) removal of “or confirmation of DATCP application.”
- Attach the “Good Neighbor policy” to the ordinance.

Surbaugh moved, Goss second to recommend the Town Board adopt the STR regulating ordinance as revised. Passed 7-0. The consensus was to create a FAQ for the Town website in the future.

Correspondence – None.

The next meeting will be Wednesday, June 8, 2022 and/or June 22, 2022 at 7:00 pm if a need arises.

Ward moved, Surbaugh second to adjourn at 8:44pm. Carried 6-0.

Respectfully submitted, Anastasia Bell, Clerk/Treasurer
Approved at the 6/8/2022 Plan Commission meeting.