

**Town of Liberty Grove**  
**Minutes of the Plan Commission meeting on August 23, 2023**

**Agenda:**

1. Call to order
2. Declaration of quorum
3. Adopt agenda
4. Approve Minutes: 8-9-23
5. Short-Term Rental Ordinance
6. Public Input
7. Correspondence
8. Future Meeting Dates
9. Adjourn

Chairman Nancy Goss called the meeting to order at 6:00pm. Commissioners Anne Miller, Paul Bokelmann, Cathy Ward, Cheryl Culver, Bill Surbaugh, and Dan Watts were present with Administrator Walter Kalms, Clerk/Treasurer Anastasia Bell, and approximately 3 members of the public.

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

**Surbaugh moved, Miller second** to approve the 8/9/23 minutes as presented. Carried 7-0.

**Short-Term Rental Ordinance** – the ordinance was reviewed, and the following items were noted:

- County Zoning 4.08(9)(i) prohibits rental of secondary dwelling units less than 750 sq. ft.
- DCTZC should be added to sections requiring compliance and payment of all fees.
- Limit occupancy to legal bedrooms, POWTS design, or 12.
- Children under the age of 3 do not count towards occupancy limits.
- Change defined words to be capitalized throughout ordinance.

**Public Input** – Valerie Austgen requested language regarding illegal activity be removed because the renter actions cannot be corrected if they're not known. and asked if there would be a hearing for each 'strike'.

**Correspondence** – None.

The next meeting will be Wednesday, September 13, 2023 (focus on HL-10) at 6:00pm.

**Miller moved, Culver second** to adjourn at 9:17pm. Carried 7-0.

Anastasia Bell, Clerk/Treasurer

Approved at the 9-13-2023 Plan Commission meeting