

TOWN OF LIBERTY GROVE PUBLIC MEETING

Plan Commission Meeting

Date: October 22, 2025

Time: 7:00pm

Place: Town Hall, 11161 Old Stage Road

Agenda:

1. Call to order
2. Declaration of Quorum
3. Approve Agenda
4. Approve minutes from 7/9/25
5. Public input
6. Discussion on text changes proposed by County Land Use Services
7. Discussion of a potential Site Plan Ordinance
8. Correspondence
9. Future meeting date(s)
10. Adjourn

All agenda items will include discussion and possible action.

**Report items will not be discussed or voted on.*

Deviation from listed order may occur.

Audience members must ask for permission, during "Public input," to speak on agenda items.

Pamela Donart-Welcome, Clerk/Treasurer

Members of the Town Board or any other Town Committee, who are not members of the body whose meeting agenda is published in this notice, are entitled, as any other citizen of the Town of Liberty Grove, to attend this meeting in an unofficial capacity. It is possible the attendance of one or more non-members may create a quorum of the membership of another body. Such a quorum is unintended, and the non-members are not meeting for the purpose of exercising the powers or duties attendant upon their membership on any Town Committee or Board.

DRAFT
(subject to change until final approval by the Commission)
Town of Liberty Grove
Minutes of the Plan Commission meeting on July 9, 2025

Agenda:

1. Call to order
2. Declaration of Quorum
3. Approve Agenda
4. Approve minutes from 6/11/25
5. Public input
6. DC Comprehensive Zoning Ord proposed amendment for Public Purpose Minimum Lot Size Exemption
7. Consider deleting Sec.4.04(8)(e) of County Zoning Ordinance regarding road setbacks for storage buildings
8. Creation of a Land Management Plan for the Town
9. Correspondence
10. Future meeting date(s)
11. Adjourn

Chairman Ward called the meeting to order at 7:00pm. Commissioners Cheryl Culver, Nancy Goss, Paul Bokelmann, Bill Surbaugh, and Ann Miller were present with Dan Watts joining virtually. Administrators Kalms & Buckingham and Clerk/Treasurer Pamela Donart-Welcome were also in attendance along with two members of the public.

Goss moved, Surbaugh seconded to approve the agenda as amended to remove item #8.
Carried 7 - 0

Ward moved, Culver seconded to approve the 6/11/25 minutes as amended to correct typos including correcting the 6.06 to 3.06 in the text quoted in the Public Input section: "...and s. 6.06, additional setback from roads for large buildings,..." **Carried 7 - 0**

Public Input: MaryKay Shumway of Highland Rd in Sister Bay expressed support for the removal of Chapter 4 section 4.04(8)(e) from the Door County Comprehensive Zoning Ordinance to eliminate confusion regarding road setbacks for storage buildings on private roads specifically in Liberty Grove.

Regarding the Resource Planning Committee's proposed amendment to the Door County Comprehensive Zoning Ordinance to allow for a minimum lot size exemption for a public purpose, the commissioners discussed the need for clarification on the proposed text.

Goss moved, Ward seconded to recommend that the Liberty Grove Town Board request more information regarding the Ordinance terminology, specifically "parent parcel," "public purpose," and Ordinance intent, and also to address concerns about non-conformities in regard to the changes that the County is proposing to section 3.04(1)(a)(1-7). **Carried 7 - 0**

Ward moved, Goss seconded that the Plan Commission recommend to the Town Board to follow the ask of County Land Use Services, and strike from the County Zoning Code 4.04(8)(e).
Motion carried 7 – 0

Correspondence: none

Future Meeting: The next meeting was scheduled for July 23, 2025 at 7:00pm.

Miller moved, Bokelmann seconded to adjourn at 7:49pm. **Carried 7 - 0**

Respectfully submitted,
Pamela Donart-Welcome, Clerk/Treasurer

Pending approval at next meeting.

DRAFT