

TOWN OF LIBERTY GROVE PUBLIC MEETING

Plan Commission Meeting

Date: July 22, 2026

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 6/24/26
5. Public input
6. Review Conditional Use Permit – PIN: 018-25-0022, 1110 Wagon Trail Cir
7. Continue work on Site Plan Review 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 June 24, 2026

Agenda:

1. Call to order
2. Declaration of Quorum
3. Swearing in - 3 Plan Commissioners
4. Approve Agenda
5. Approve minutes from 5/13/26
6. Public input
7. Review Variance Application - 1136 Garrett Bay Rd
8. Review RPC proposed text amendment on Shipping Containers
9. Correspondence
10. Future meeting date(s)
11. Adjourn

Chairman Ward called the meeting to order at 7:00pm. Commissioners Billy Appel, Nancy Goss, Paul Bokelmann, Bill Surbaugh, Ann Miller, and Dan Watts were present. Clerk/Treasurer Pamela Donart-Welcome and Administrator Lee Buckingham were also in attendance along with 3 members of the public.

Chairman Ward asked that the agenda be amended to state “4 Plan Commissioners” would be sworn in at tonight’s meeting.

Clerk Donart-Welcome conducted the swearing in / oath of office to Ann Miller, Bill Surbaugh, Paul Bokelmann, and Billy Appel.

Goss moved, Surbaugh seconded to approve the agenda as amended. **Carried 7 - 0**

Miller moved, Surbaugh seconded to approve the 5/13/26 minutes as presented.

Carried 6 – 0. Appel was not present at the 5/13/26 meeting.

Public Input: Steve Eatough of 2305 Orchard Lane commented on the progress being made at Mariner Park and added his hope that refurbishing the pier would be prioritized in next steps.

Regarding the **Variance Application**, Karen Zimmer of 1136 Garrett Bay Rd said her reasoning for wanting a modest garage added to the parcel was to allow her to live there year-round moving forward. After confirming that any installed drain in the garage would go into the holding tank, The Plan Commissioners felt the request met the three criteria for granting a variance,

Ward moved, Goss seconded to recommend to that the Liberty Grove Plan Commission recommend to the Town Board approval of variance Z-26-0373 for Parcel# 0180201322812L.

Carried 7 - 0

Regarding the **request from the Door County RPC** (Resource Planning Committee) for input from the Town on their **proposed text amendment regarding Shipping Container use** in the Zoning Ordinance, the Commissioners clarified their interest in making sure that containers are only allowed in horizontal placement, and that there should be size measurements noted in the language.

Ward moved, Miller seconded the Plan Commission recommend to the Town Board approval of the proposed text amendment, (8), (a) – (h), dealing with shipping containers as accessory structures. **Carried 7 – 0**

Correspondence: Administrator Buckingham shared an email from Andrew Gantman from Going Garage Storage asking for clarification on Section (8)(g) regarding the County Zoning definition of a “commercial storage facility.”

Future Meeting: The next meeting was scheduled for July 22, 2026 at 7:00pm.

Miller moved, Goss seconded to adjourn at 8:11pm. **Carried 7 - 0**

Respectfully submitted,
Pamela Donart-Welcome, Clerk/Treasurer

Pending approval at next meeting.