

TOWN OF LIBERTY GROVE PUBLIC MEETING

May Board Meeting

Date: Wednesday, May 18, 2022

Time: 7:00 PM, or immediately following conclusion of the Sanitary District #1 meeting

Place: Town Hall, 11161 Old Stage Road

Agenda:

1. Call to order
2. Declaration of a quorum followed by pledge of allegiance
3. Approve Agenda
4. Approve Minutes: 5/4/2022
5. Payment of bills
6. Treasurer's report
7. Public input
8. Citation at 2199 Hill Road
9. Parks and Property Recommendation: Sunflowers at North Fire Station
10. Parks and Property Recommendation: Sign at Mariner Park in Gills Rock
11. Highway Recommendation: 2022 Chip Sealing
12. Resolution 1-22, Recognizing John Dwonch
13. Resolution 2-22, Approving eCMAR for LGUD#1
14. Resolution 3-22, Participation in the Green Tier Legacy Community Program
15. Ordinance 7-22, Regulating Certain Activities in Town Parks and on Town Property
16. Ordinance 8-22, Regulating Short-Term Rentals
17. Remove Town Facilities Assessment from the Table
18. Town Facilities Assessment
19. Bipartisan Infrastructure Law—Application Consultant
20. Short-Term Rental License(s)
21. Commercial Launch Pass(es)
22. Correspondence
23. Future meetings
24. Adjourn

All agenda items will include discussion and possible action. Deviation from listed order may occur

***Audience members must ask for permission, during public input, to speak on agenda items ***

Anastasia Bell, 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

Town of Liberty Grove
Minutes of the Town Board meeting on May 4, 2022
(this meeting was correctly posted)

Agenda:

1. Call to order
2. Declaration of a quorum followed by pledge of allegiance
3. Approve Agenda
4. Approve Minutes: 4/20/2022
5. Payment of bills
6. Administrator's report
7. Public Input
8. Presentation from Harmari STR (Zoom)
9. Request for Picnic Staging Business Operations in Town Parks
10. Liquor License for Dovetail Grill LLC
11. Liquor License for Door County Bakery LLC
12. Committee Appointments
13. Nsight RFP for Broadband Engineering Design
14. Town Facilities Assessment
 - a. Use of Encumbered funds
15. Ordinance 5-22, Mailbox Policy
16. Ordinance 6-22, Establishment of Speed Zone on Town Roads
17. Short-Term Rental License(s)
18. Operator License(s)
19. Adjourn to Closed Session per Wi. Stat. § 19.85 (1) (g): conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved – citation at 2199 Hill Road
20. Reconvene into Open Session
21. Action from Closed Session
22. Correspondence
23. Future meetings
24. Adjourn

Chairman John Lowry called the meeting to order at 7:00pm. Supervisors Janet Johnson, Cathy Ward, Nancy Goss and Dan Watts were present along with Administrator Walter Kalms, Clerk/Treasurer Anastasia Bell and 5 members of the public.

Ward moved, Lowry second to approve the agenda as posted. Carried 5-0.

Ward moved, Lowry second to approve the minutes from 4/20/22 as presented. Carried 5-0.

Goss moved, Ward second to approve the payment of bills as presented with a total of \$17,328.93. Carried 5-0.

Administrator – Kalms reported pulverizing and paving process will start soon, STR applications continue to arrive, Town facility rentals are occurring, the BIL application for future paving is in progress, and he is working on a nuisance issue which may come before the Board.

Public Input – None.

Picnic Staging Business in Town Parks – Bree Kotwitz, Owner of Wicker Basket, stated the model of the business is to host luxury picnics for a maximum of 10 people. Customers would schedule to have a picnic set up, they would come to picnic, and then she would return to clean up the picnic. They may also choose to pick up and return picnic materials at a predetermined location. Goss noted this is respectable, but it could open the door for others which may negatively impact public access to the parks. Dale Stewart, Sawmill Lane, noted there are already business activities occurring in Town parks and asked why an exception was previously made for aquatic businesses. **Lowry moved, Watts second** to approve the request for luxury picnics in Town Parks. Ward stated having the customer pick up and go to the park

on their own would not be in violation of the ordinance. Johnson noted that operations may need to be evaluated or changed if the Town Office receives complaints, or if the Town Park is rented by a private party. Roll call with Johnson, Lowry, and Watts voting aye, and Goss and Ward voting nay. Carried 3-2.

Harmari STR – Thesh Kalaransithan, Harmari STR sales representative, presented compliance offerings of Harmari STR. He indicated they monitor 80 rental platforms four times every week but they do not monitor social media at this time. The monitoring service is offered alone, and they would use a shape file of the municipal boundaries for identification purposes. Information can be uploaded via spreadsheet to their database and violations may be tracked. He will provide a quote with and without the address identification services.

Dovetail Grill LLC Liquor License – Terry Wurster, applicant, stated this would be a seasonal restaurant with 84 seats. **Ward moved, Goss second** to approve the Class B combination license for Dovetail grill LLC. Carried 5-0.

Door County Bakery LLC Liquor License – Bell reported that Door County Bakery LLC has applied for a Class A liquor license to sell wine from their cellar for consumption of premise. **Goss moved, Johnson second** to approve the Class A liquor license for Door County Bakery LLC. Carried 5-0.

Committee Appointments – **Lowry moved, Ward second** to appoint Mike Repp to the Parks and Property Committee. Carried 5-0. **Lowry moved, Goss second** to appoint Joel Asher to the Technology Committee. Carried 5-0.

Broadband Engineering Study – Lowry stated that Nsight is looking for confirmation from the Town Board due to the new estimate of at least \$300,000. **Lowry moved, Goss second** to request Nsight to do an RFP for a broadband engineering design. Carried 5-0.

Town Facilities Assessment – Kalms reported on the information previously received from two companies. Both companies would evaluate 27 of the 44 Town properties which have structures to create a report and plan. **Lowry moved, Johnson second** to table this until the next meeting. Roll call with Watts, Lowry, Johnson, Goss, and Ward voting aye, no nays. Carried 5-0.

Ordinance 5-22, Mailbox Policy – Kalms reported the changes made to simplify the ordinance due to mailboxes being damaged by snow. **Johnson moved, Ward second** to approved Ordinance 5-22 as presented. Roll call with Lowry, Johnson, Ward, Watts, and Goss voting aye, no nays. Carried 5-0.

Ordinance 6-22, Establishment of Speed Zone on Town Roads – Dale Stewart, Highway Chair, reported there are no signs on Settlement Road, it is not as rural as it once was, and this reduction is allowed by Statute. **Johnson moved, Goss second** to approved ordinance 6-22, as presented. Roll call with Ward, Johnson, Goss, Watts, and Lowry voting aye, no nays. Carried 5-0.

Short-Term Rental License(s) – **Goss moved, Johnson second** to approve STR licenses for 2260 Seaquist Road, 11238 Beach Road, and 1938 Hillside Drive. Carried 5-0.

Operator License(s) – **Goss moved, Johnson second** to approve operator licenses for Blaze Wilde, Karen Nystrom, and Lu Ann Borsse as presented. Carried 5-0.

Lowry moved, Goss second to adjourn to Closed Session per Wi. Stat. § 19.85 (1) (g): conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved – citation at 2199 Hill Road. Roll call with Johnson, Lowry, Goss, Watts, and Ward voting aye, no nays. Carried. 5-0.

Lowry moved, Goss second to reconvene into open session. Carried 5-0.

Announcements – **Ward moved, Goss second** to reconsider citation in question. Carried 5-0.

Correspondence – Kalms reported that WTA unit meeting will be 5/19/22 at 6:00pm in Baileys Harbor, DECDC sent a letter in appreciation for our membership dues, and dredging has been approved by DNR by Hillside Drive.

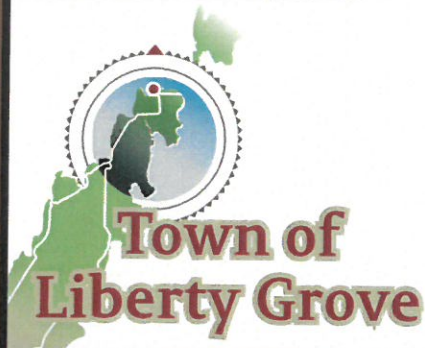
The next Board meeting will be Wednesday, May 18, 2022, immediately following the Sanitary District Committee meeting which will follow the initial Board of Review Meeting scheduled to start at 6:30pm.

Lowry moved, Johnson second to adjourn at 9:11pm. Carried 5-0.

Respectfully submitted,
Anastasia Bell, Clerk/Treasurer

DRAFT

Town of Liberty Grove balance as of May 31,	2022	2021
1 Municipal Checking account	1,664,789.44	1,298,767.41
Transfer from Checking		-
Transportation Aid		4,473.41
Interest (0.05%)		49.98
Balance as of May 31,	1,664,789.44	1,303,290.80
2 Money Market Acct.	1,354,762.74	648,930.83
Interest (0.05%)		24.89
Balance as of May 31,	1,354,762.74	648,955.72
3 Checking Acct.	211,507.83	216,442.41
Plus deposits and transfers	156,913.31	12,056.36
Less FICA	9,690.05	9,382.15
Less State withholding	1,477.19	1,677.27
Less payroll	28,752.58	28,752.06
Less disbursements	156,698.92	79,249.93
Balance as of May 31,	171,802.40	109,437.36
4 Utility District Checking	83,240.30	77,411.79
Utility District Savings	290,943.01	290,809.14
Utility District Restricted Savings	80,965.76	60,583.89
North Shore Bank CD (23 months ending 07/31/2022)	149,963.56	149,248.04
Balance as of May 31,	605,112.63	578,052.86
 Municipal Checking	 1,664,789.44	 1,303,290.80
Money Market Acct.	1,354,762.74	648,955.72
Checking	171,802.40	109,437.36
Utility Dist.	605,112.63	578,052.86
 As of May 31, 2022, the total in all Town accounts is:	 3,796,467.21	 2,639,736.74



MARINER PARK



MARINER PARK AT GILLS ROCK



MARINER PARK GILLS ROCK



Town of Liberty Grove MARINER PARK AT GILLS ROCK

	A	B	C	D	E	F	G	H	I	J	K	L
1	Chip Seal:	Miles	Scott Const. single	Scott Const. double	modifications	Budget				Scott Const. single	Scott Const. double	
2	Wisconsin Bay	1.50	40,832.00	40,832.00	40,832.00	32,250.00		Bid/quote		108,816.00	119,798.00	
3										81,055.00	81,055.00	
4	Top O Thumb	0.33	9,951.00	16,920.00	16,920.00	7,095.00		Budget (ded)		27,761.00	38,743.00	
5								Over (under)		27,761.00	38,743.00	
6	Humbug	1.32	35,932.00	35,932.00	9,399.00	28,380.00		Balance		27,761.00	38,743.00	
7												
8	Mossy Cliff	0.65	14,700.00	14,700.00		13,975.00						
9												
10	Muffin Lane	0.19	7,401.00	11,414.00	11,414.00	4,085.00						
11												
12	Total miles	3.99	108,816.00	119,798.00	78,565.00	85,785.00						
13												
14	**TOT CHIP SEAL**											
15												
16												
17												
18												
19												

**Town of Liberty Grove
Resolution # 1-22
Recognizing John Dwonch**

WHEREAS, the Town of Liberty Grove is the largest municipality in Door County; and

WHEREAS, service on Town Committees is an important function for the Town to operate; and

WHEREAS, John Dwonch has served since 2011 as a member of the Technology Committee;
and

WHEREAS, John Dwonch is retiring after many years of valuable service to the Community;

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Town Board of the Town of Liberty Grove gives recognition to John for his valuable service and insight.

BE IT FURTHER RESOLVED that the Town Board wishes John the best in his future years.

Town Chairman

Town Supervisor

Town Supervisor

Town Supervisor

Town Supervisor

Town Supervisor

I, Anastasia P. Bell, Clerk/Treasurer of the Town of Liberty Grove, hereby certify that the above resolution was passed at a properly noticed meeting of the Liberty Grove Town Board on May 18, 2022.

*Anastasia P. Bell, Clerk/Treasurer
Town of Liberty Grove*

**TOWN OF LIBERTY GROVE
RESOLUTION 2-22
APPROVING ELECTRONIC COMPLIANCE MAINTENANCE ANNUAL REPORT
(eCMAR) FOR LIBERTY GROVE UTILITY DISTRICT #1**

The Liberty Grove Town Board, the governing body of the Liberty Grove Sanitary District and Liberty Grove Utility District, hereby approves the eCMAR as formulated for the Liberty Grove Utility District.

Motion to adopt: _____ Second: _____
Vote: Aye: _____ Nay: _____

I, Anastasia Bell, Clerk/Treasurer of the Town of Liberty Grove, hereby certify that the above resolution was passed at a properly noticed meeting of the Liberty Grove Town Board on May 18, 2022.

*Anastasia Bell, Clerk/Treasurer
Town of Liberty Grove*

**Town of Liberty Grove
Resolution 3-22**

Participation in the Green Tier Legacy Community Program

WHEREAS, the Wisconsin Department of Natural Resources in partnership with the League of Wisconsin Municipalities, Wisconsin Counties Association, 1,000 Friends of Wisconsin, Slipstream, Center on Wisconsin Strategy and numerous cities, towns, villages and counties have created a Green Tier Charter called Legacy Communities with goals of:

1. To assist and recognize the Town of Liberty Grove in achieving superior environmental performance in their sustainability effort and goals relating to environmental practices, economic development and social commitments;
2. To improve the quality of life and economic vitality of communities;
3. To help the Town of Liberty Grove and the Wisconsin Department of Natural Resources address wastewater, stormwater, drinking water, wetlands and other water issues in a holistic, watershed-based manner;
4. To assist the Town of Liberty Grove in preparing, implementing, and improving an overall watershed plan(s) that integrates the full range of water resources issues;
5. To assist the Town of Liberty Grove in preparing, implementing and improving over time a sustainability plan that reduces the impact on the environment;
6. To facilitate access to State and Federal funding for projects and activities related to achieving the purposes of this charter, such as energy efficiency, renewable energy, greenhouse gas reductions, comprehensive planning, transportation policies, and integrated planning for wastewater treatment, storm water treatment and management; and drinking water;
7. To realize Town taxpayer savings through reduced municipal expenditures on motor vehicles fuels and energy resulting from efficient development patterns;
8. To help the Town of Liberty Grove comply with various water regulations in a more efficient, cost effective and flexible manner;
9. To achieve other demonstrable and measurable environmental improvements beyond what is required by local, State, or Federal law; and

WHEREAS, the Town of Liberty Grove chooses to join in this voluntary program and believes participation will further enhance our Town's current commitments to sustainability; and

WHEREAS, the Town of Liberty Grove will benefit from such a partnership with the Green Tier Legacy Communities by receiving positive recognition, gaining access to a DNR staff liaison and their resource team, receiving preference on certain grants and streamlining in certain DNR transactions; and

WHEREAS, by adopting this resolution the Town of Liberty Grove agrees to sign and hold to the Green Tier Charter for Legacy Communities. We will participate in the quarterly meetings, network and share information with our public and the communities in the program, develop a baseline assessment of practices and provide an annual report noting the progress on our goals, and sustainability plans.

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the of Liberty Grove declares itself a signatory to the Green Tier Charter for Legacy Communities and authorizes the

Town Chairman, Town Administrator and Town Clerk to execute the necessary documents on behalf of the Town Board; and

BE IT FURTHER RESOLVED, that the Town of Liberty Grove staff are directed to assist with meeting the Charter goals and to submit an annual report to the Organizational Signatories; and

BE IT FURTHER RESOLVED, that upon adoption, the Town Clerk is hereby directed to send a copy of this resolution to the Wisconsin DNR Green Tier Program.

This resolution was adopted at a properly noticed regular meeting of the Town Board of the Town of Liberty Grove on the 18th day of May, 2022.

John Lowry, Chairman

I, Anastasia P. Bell, Clerk/Treasurer of the Town of Liberty Grove, hereby certify that this is a true and correct copy of a resolution which was passed at a properly noticed meeting of the Liberty Grove Town Board on May 18, 2022.

Anastasia P. Bell, Clerk/Treasurer

Max. Score



Sustainability Strategies Scoresheet

This Sustainability Strategies Scoresheet is provided for members to track sustainability management strategies in transportation, energy, land use, water, waste, and health. This scoresheet is intended to be dynamic and flexible and will provide structure for annual reporting. In the spirit of continuous improvement toward superior environmental performance, suggested revisions to this scoresheet are always encouraged.

May 2018)

(Approved

(Insert Community Name) Scores

	2019	2020	2021	2022	2023
TRANSPORTATION DEMAND MANAGEMENT:					
Transportation demand management strategies aim to reduce GHG emissions and VMT by influencing change in individual behavior. These strategies encourage walking, bicycling, and transit as modes of transportation within a community and seek to curb the number and length of trips by vehicle.					
Bicycle and Pedestrian Programs/Projects					
2	0	0	0	0	0
1	0	0	0	0	0
3	0	0	0	0	0
10	0	0	0	0	0
3	0	0	0	0	0
1	0	0	0	0	0
Employer-Based Programs					
5	0	0	0	0	0
5	0	0	0	0	0
5	0	0	0	0	0
Traffic Volume					
3	0	0	0	0	0
3	0	0	0	0	0
5	0	0	0	0	0
5	0	0	0	0	0
10	0	0	0	0	0
TRANSPORTATION SYSTEM MANAGEMENT					



Max. Score

Sustainability Strategies Scoresheet

GREEN TIER



Transportation system management strategies aim to reduce GHG emissions and VMT by improving the overall performance of a transportation system. These strategies improve existing infrastructure, introduce new technology, and plan for the future of the system.

Preservation and Improvement									
3	Develop and fully fund comprehensive maintenance program for existing roads.	0	0	0	0	0	0	0	0
5	Charge impact fees for new roads.	0	0	0	0	0	0	0	0
5	Calculate lane-miles per capita for arterials and collectors, and show reductions	0	0	0	0	0	0	0	0
5	Prepare a plan identifying disconnections in bike and pedestrian networks, prioritizing fixes and identifying potential funding sources for the most important projects.	0	0	0	0	0	0	0	0
5	Any proposal to add lanes to a two-lane roadway shall be evaluated for a center turn lane, the preferred option over an expansion to four lanes.	0	0	0	0	0	0	0	0
3	Identify four-lane roadways with fewer than 20,000 vehicles per day (AADT) and evaluate them for "road diets" with bike lanes or on-street parking	0	0	0	0	0	0	0	0
Electric Vehicles									
10	Electric vehicles in gov't fleets - 2% of fleet=5 points, 5% of fleet=10 points.	0	0	0	0	0	0	0	0
2	Allow NEVs on appropriate roadways.	0	0	0	0	0	0	0	0
2	Provide public charging stations	0	0	0	0	0	0	0	0
Vehicle Idling									
5	Ban idling (more than 5 minutes) with local government vehicles.	0	0	0	0	0	0	0	0
5	Ban idling (more than 5 minutes) community-wide.	0	0	0	0	0	0	0	0
ZONING AND DEVELOPMENT									
Zoning and development strategies work toward improving the overall environmental, economic, and social health of a community by promoting mixed-use and infill development, walkable neighborhoods, and an overall sustainable lifestyle.									
Infill Development									
5	Identify priority areas for infill development, including those eligible for brownfields funding.	0	0	0	0	0	0	0	0
10	Create land bank to acquire and assemble priority infill sites	0	0	0	0	0	0	0	0
10	Develop an inventory of known contaminated properties for reuse planning, with possible GIS application	0	0	0	0	0	0	0	0
Walkscore									

 Sustainability Strategies Scoresheet									
GREEN TIER									
Max. Score									
5	Measure Walkscore at 10 random residential addresses per Census tract, compute average, and improve upon overall score	0	0	0	0	0	0	0	0
Zoning									
5	Adopt traditional neighborhood design ordinance (if population is less than 12,500)	0	0	0	0	0	0	0	0
5	Zoning for office and retail districts permits floor-area ratio > 1, on average.	0	0	0	0	0	0	0	0
5	Zoning for office and retail districts requires floor-area ratio > 1, on average.	0	0	0	0	0	0	0	0
5	Zoning code includes mixed use districts	0	0	0	0	0	0	0	0
5	Mixed-use language from Smart Code TBA.	0	0	0	0	0	0	0	0
NATURAL RESOURCE MANAGEMENT									
Natural resource management strategies seek to conserve, preserve, protect and promote a community's greenspace, wildlife, wetlands and waterways for this and future generations by promoting pervious surfaces and adequate setbacks.									
Canopy									
3	Adopt tree preservation ordinance per GLC standards	0	0	0	0	0	0	0	0
3	Set a tree canopy goal and develop a management plan to achieve it	0	0	0	0	0	0	0	0
4	Have a Master Naturalist, ISA Certified Arborist or WDNR Community Tree Management Institute (CTMI) graduate on staff	0	0	0	0	0	0	0	0
2	Have community tree canopy mapped - https://pg-cloud.com/Wisconsin/	0	0	0	0	0	0	0	0
2	Require trees to be planted in all new developments	0	0	0	0	0	0	0	0
2	Certification as Tree City USA	0	0	0	0	0	0	0	0
2	Certification as Bird City Wisconsin Community	0	0	0	0	0	0	0	0
Vegetation Management									
10	Public properties and rights of way mown or cleared only for safe sightlines and/or to remove invasive species.	0	0	0	0	0	0	0	0
10	Create community policy and BMP guidelines on minimizing chemical use during vegetation management of public and private properties	0	0	0	0	0	0	0	0
Water Protection									
6	Establish 75-foot natural vegetation zone by surface water.	0	0	0	0	0	0	0	0
6	Inventory wetlands and ensure no net annual loss.	0	0	0	0	0	0	0	0
Community Energy Use									
Community energy use strategies encourage energy efficiency and the use of renewable fuels to reduce total energy consumption throughout the community									



Max. Score

Sustainability Strategies Scoresheet

GREEN TIER



Community Energy Use Policies									
10	Adopt PACE ordinance/jpa	0	0	0	0	0	0	0	0
10	Use PACE financing	0	0	0	0	0	0	0	0
5	Wait meters available to the public	0	0	0	0	0	0	0	0
5	Offer residents and businesses a mechanism to purchase shares of the electricity generated through a local renewable energy project. (Ex. a community solar program)	0	0	0	0	0	0	0	0
5	Facilitate a group-buy program through which residents receive discounted, volume-based pricing on energy efficiency or renewable energy projects based on aggregated demand.	0	0	0	0	0	0	0	0
3	Commit to achieving a science-based, community-wide GHG reduction goal.	0	0	0	0	0	0	0	0
3	Adopt Residential Energy Conservation Ordinance (time-of-scale certification and upgrades).	0	0	0	0	0	0	0	0
Measuring Community Energy Use									
6	Work with local utilities to calculate total electricity and natural gas consumption annually, beginning with the fifth year before entering the program.	0	0	0	0	0	0	0	0
5	Achieve milestone reductions in GHG emissions, as specified in the community's science-based GHG reduction goals.	0	0	0	0	0	0	0	0
5	State of Wisconsin Energy Independent (EI) Community designation.	0	0	0	0	0	0	0	0
MUNICIPAL ENERGY USE									
Municipal energy use strategies encourage municipal employees to conserve energy, preserve the environment, and decrease greenhouse gas emissions from municipal facilities, services, and vehicle fleets.									
Government Energy Use Policies									
5	Include transportation energy/emissions as criterion in RFPs for purchases of goods over \$10,000.	0	0	0	0	0	0	0	0
2	Develop list of lighting, HVAC and shell improvements to raise Energy Star Portfolio Manager or LEED EBO&M score	0	0	0	0	0	0	0	0
10	Reduce motor fuels use for non-transit activities –	0	0	0	0	0	0	0	0
6	Provide transit passes at 50 percent or more off the regular price and/or provide parking cash-out options for local government employees.	0	0	0	0	0	0	0	0
6	Streetslights operate at 75 lumens/Watt or higher	0	0	0	0	0	0	0	0
4	Stoplights are LED or functional equivalent	0	0	0	0	0	0	0	0
2	Establish a policy requiring that all major remodeling projects on municipal buildings result in the building receiving an ENERGY STAR score that is five points higher than the building's pre-remodel score.	0	0	0	0	0	0	0	0

Max. Score



Sustainability Strategies Scoresheet



6	Commit to achieving a science-based GHG reduction goal for emissions resulting from all municipal operations.	0	0	0	0	0	0	0	0
3	Incorporate energy use intensity (EUI) targets into the contracting process for all significant municipal construction projects	0	0	0	0	0	0	0	0
5	Establish policies requiring that all new municipal buildings achieve an ENERGY STAR score of 75 or higher.	0	0	0	0	0	0	0	0
2	Municipal electricity purchases are at least 5 percentage points higher in renewable content than the statewide renewable portfolio standard requires. Calculation may include self-generated power and purchased offsets.	0	0	0	0	0	0	0	0
Measuring Government Energy Use									
2	Work with Energy Task Force I OBI to track municipal facilities - Complete EPA Energy Star Portfolio Manager spreadsheet for government energy use. Or score existing buildings with LEED EBO&M.	0	0	0	0	0	0	0	0
3	Achieve milestone reductions in GHG emissions, as specified in the municipality's science-based GHG reduction goal.	0	0	0	0	0	0	0	0
4	Calculate annual government fleet use of motor fuels, in gallons of petroleum and biofuels, beginning with the fifth year before entering the program.	0	0	0	0	0	0	0	0
10	All new and renovated municipal buildings must meet LEED Silver or greater.	0	0	0	0	0	0	0	0
WATER USE CONSERVATION									
Water Conservation strategy options set baselines and goals for water and energy performance in municipalities. They measure progress and promote water conservation by the government, business, and the community at-large.									
Water Conservation									
5	Track water and sewer use annually, beginning with fifth year before entering program, and develop plan for reductions.	0	0	0	0	0	0	0	0
1	Develop a water loss control plan with targets below the 15% required by the state and include a system-wide water audit implementation and time table	0	0	0	0	0	0	0	0
2	Join EPA's WaterSense Program for water utilities or the Groundwater Guardian Green Sites program and promote them to local business.	0	0	0	0	0	0	0	0
6	Use block rates and flat rates to encourage water conservation among residential, commercial, and industrial users.	0	0	0	0	0	0	0	0
3	Infiltration and inflow reduction by 10%	0	0	0	0	0	0	0	0
3	Plan for replacing all toilets using > 1.6 gpi and annual progress sufficient to reach 90 percent replacement in 10 years.	0	0	0	0	0	0	0	0
Local Government Use									
2	Install waterless urinals in men's restrooms at municipal facilities (city hall, parks, etc.)	0	0	0	0	0	0	0	0
2	All outdoor watering by local government, excluding parks and golf courses, from rain collection.	0	0	0	0	0	0	0	0
2	Develop a water efficiency and conservation plan for municipal buildings	0	0	0	0	0	0	0	0

Max. Score

Sustainability Strategies Scoresheet

GREEN TIER



WATER AND WASTEWATER INFRASTRUCTURE MANAGEMENT

Setting goals for the sustainable management of water and wastewater infrastructure reduces costs, saves energy, and ensures the protection of public health and the environment.

5	Develop and implement asset management plans that set targets for the sustainable maintenance, operation and renewal of water and wastewater infrastructure.	0	0	0	0	0	0	0	0
5	Wastewater biogas captured and used in operations.	0	0	0	0	0	0	0	0
6	Conduct an energy assessment for municipal water and wastewater facilities and develop a plan to increase energy	0	0	0	0	0	0	0	0
3	Financial assistance for sewer lateral replacements.	0	0	0	0	0	0	0	0
4	Set goals for increasing the recovery of resources from wastewater for energy generation (heat or electricity) and fertilizer.	0	0	0	0	0	0	0	0
4	Explore partnership options with high-strength waste.	0	0	0	0	0	0	0	0
4	Upgrade water and wastewater utility equipment (e.g., variable frequency drive motors) to achieve energy efficiency based on total life cycle, triple bottom line costs (e.g. maintenance and replacement strategies in asset management plans)	0	0	0	0	0	0	0	0

STORMWATER MANAGEMENT

Stormwater Management strategy options encourage the use of best management practices to achieve a reduction in the amount of harmful pollutants introduced to our streams, rivers, and lakes.

3	Develop a regular street sweeping program to reduce total suspended solids	0	0	0	0	0	0	0	0
4	Stormwater utility fees offer credits for best management practices such as rain barrels, rain gardens, and pervious paving	0	0	0	0	0	0	0	0
3	Inventory all paved surfaces (e.g., by GIS mapping), and develop a plan for reduction	0	0	0	0	0	0	0	0
5	Work with commercial or light industrial businesses to develop stormwater pollution plans	0	0	0	0	0	0	0	0

WATER AND DEVELOPMENT

Water and Development strategy options link water conservation and the preservation of land, wetlands, and wildlife habitat while promoting compact development, restoration and rehabilitation efforts, and long-term planning.

Land Development

3	Identify key green infrastructure areas during plan development and/or implement a plan to acquire and protect key green infrastructure areas	0	0	0	0	0	0	0	0
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Waters, Wetlands, and Wildlife

3	Replace concrete channels with re-meandered and naturalized creeks, wetlands, or swales	0	0	0	0	0	0	0	0
4	Develop a system for identifying culverts that obstruct fish migration and install fish friendly culverts where needed	0	0	0	0	0	0	0	0

Max. Score

Sustainability Strategies Scoresheet



4	Provide incentives for protection of green infrastructure, sensitive areas, important wildlife habitat, or for the restoration or rehabilitation of wetlands or other degraded habitats such as credit towards open space or set-aside requirements	0	0	0	0	0	0
WASTE MANAGEMENT AND REDUCTION							
Waste Management and Reduction strategy options encourage municipalities and their citizens to divert organics and recyclables from landfills and properly dispose of hazardous materials in an effort to reduce waste in a community.							
8	Community waste stream monitored at least annually . Waste reduction plan prepared and updated annually	0	0	0	0	0	0
8	Waste and materials management plan based on "zero-waste" principles, with specific goals, prepared and updated	0	0	0	0	0	0
3	Construction/deconstruction waste recycling ordinance	0	0	0	0	0	0
5	Mandatory residential curbside recycling pickup that covers paper, metal cans, glass and plastic bottles	0	0	0	0	0	0
5	Develop a municipal collection program that encourages the diversion of food discards, yard materials, and other organics from landfills to composting or anaerobic digestion with energy recovery	0	0	0	0	0	0
6	Develop and promote programs that dispose of household hazardous, medical, and electronic waste	0	0	0	0	0	0
7	Use anaerobic digesters to process organic waste and produce energy	0	0	0	0	0	0
5	Implement municipal ordinances requiring manufacturer takeback for fluorescent bulbs, thermostats and other mercury-containing devices	0	0	0	0	0	0
4	Ordinances in place to reduce the usage of phone books as well as single-use shopping bags, styrofoam food containers	0	0	0	0	0	0
4	Pay-as-you-throw system implemented by municipality or required of private waste haulers	0	0	0	0	0	0
3	Use public education and outreach to promote recycling, backyard composting, product re-use and waste reduction	0	0	0	0	0	0
HEALTHY COMMUNITY PLANNING							
Policies and projects related to incorporating health living into community design- whether by built form, programs, education, etc. in an effort to reduce trends in poor nutrition, inactive lifestyles, chronic diseases, such as obesity and heart disease, and other negative health risk factors.							
Policies Affecting Multiple Program Areas							
7	Adopt a resolution that promotes Health in All Policies at the community level (e.g., HEAL Resolution). Include that educational campaigns supporting a program covered by the resolution are appropriately targeted to all of the populations addressed by the program	0	0	0	0	0	0
8	Establish a Health Impact Assessment's policy, including when an assessment is required and its scope	0	0	0	0	0	0
Planning							

Max. Score		Sustainability Strategies Scoresheet GREEN TIER												
7	Add health policies in 1 or more of the community's plans, including the comprehensive plan, long-range transportation plan, bicycle/pedestrian plan and open spaces recreation plan (embedded or stand-alone chapter) or develop a comprehensive, community wide wellness plan.	0	0	0	0	0	0	0	0	0	0	0	0	0
6	Site schools in the Comprehensive Plan for accessibility with existing or new bicycle and pedestrian infrastructure	0	0	0	0	0	0	0	0	0	0	0	0	0
8	Encourage the formation and/or support of Neighborhood Improvement Districts (NIDs), Neighborhood Development Corporations, or other similar types of neighborhood reinvestment and enhancement strategies in plans or policies.	0	0	0	0	0	0	0	0	0	0	0	0	0
Healthy Food Access														
7	Implement strategies (urban agriculture, community gardens on public land, diversified farmer's markets, expanded traditional retail food options, ordinances to allow urban chickens and beekeeping and vegetable gardening in rights of way) that help increase fresh food access in the community, in particular in areas with food insecurity (e.g., "food deserts" and "food swamps"), including access by EBT and WIC participants.	0	0	0	0	0	0	0	0	0	0	0	0	0
6	Create a Food Systems Plan that addresses the production, distribution, value-added, marketing, end-market, and disposal of food, and change a new or existing governmental body to oversee the plan's implementation.	0	0	0	0	0	0	0	0	0	0	0	0	0
Physical Activity and Access														
5	Provide an on-street and/or off-street trail network connecting recreational areas in the community (e.g. safe routes to parks) and other trip generators, such as shopping malls, ensuring all neighborhoods are included in planning and implementation.	0	0	0	0	0	0	0	0	0	0	0	0	0
4	Encourage pedestrian and bicycle site connections from front door of businesses or apartments to a public sidewalk and/or bike lane ensuring connections to all neighborhoods.	0	0	0	0	0	0	0	0	0	0	0	0	0
4	Provide education and establish programming to encourage physical activity, especially by youth.	0	0	0	0	0	0	0	0	0	0	0	0	0
7	Establish an expanded public transit that serves commuters from all neighborhoods and major parks and recreation facilities, and has racks on vehicles for carrying bicycles.	0	0	0	0	0	0	0	0	0	0	0	0	0
5	Require sidewalks in new residential areas and establish a policy for adding sidewalks, as appropriate, in areas built out without sidewalks.	0	0	0	0	0	0	0	0	0	0	0	0	0
2	Implement a Complete Streets policy.	0	0	0	0	0	0	0	0	0	0	0	0	0
5	Provide recreation programs for youth, adults, senior citizens and disabled persons.	0	0	0	0	0	0	0	0	0	0	0	0	0
5	Establish a pedestrian safety task force.	0	0	0	0	0	0	0	0	0	0	0	0	0
Housing														
6	Adopt ordinances and programs to maintain a healthy housing stock (code enforcement, landlord licenses, volunteer program, truth-in-housing disclosure before sale, etc.).	0	0	0	0	0	0	0	0	0	0	0	0	0



Max. Score		Sustainability Strategies Scoresheet GREEN TIER									
5	Allow life cycle or adaptable housing options, such as "aging in place", accessory dwelling units, Universal or Inclusive Design, Dementia Friendly Communities, Age-Friendly Communities, etc.	0	0	0	0	0	0	0	0	0	
8	Establish a program to make housing more affordable.	0	0	0	0	0	0	0	0	0	
5	Establish a program to address chronic homelessness, such as "permanent housing".	0	0	0	0	0	0	0	0	0	
Crime Prevention and Other Harm Reduction											
4	Use by policy, ordinance or practice, Crime Prevention Through Environmental Design and active threat planning to make public spaces, such as recreational space, crime free.	0	0	0	0	0	0	0	0	0	
5	Establish and implement Harm Reduction strategies for alcohol outlet density and sexual oriented establishments (e.g. zoning limitations)	0	0	0	0	0	0	0	0	0	
5	Adopt an ordinance or policy that requires tobacco-free and e-cigarette free apartments or places limitations on such structures	0	0	0	0	0	0	0	0	0	
6	Adopt an ordinance or policy that promotes tobacco-free and e-cigarette free parks and/or public events on local government-owned property.	0	0	0	0	0	0	0	0	0	
Climate Change											
5	Create and implement a climate change action plan that includes a carbon footprint study, and health related components on reducing air pollution from combustion of fossil fuels and responding to heat episodes and flooding, focusing in particular on most vulnerable populations.	0	0	0	0	0	0	0	0	0	
Noise											
5	Adopt an ordinance, including conditional use permits, on noise abatement for various zoning districts.	0	0	0	0	0	0	0	0	0	
Employee Health											
5	Implement a wellness program for employees of the local jurisdiction.	0	0	0	0	0	0	0	0	0	
5	Encourage or partner with others, such as the Chamber of Commerce, etc., to advance workplace wellness programs within the community.	0	0	0	0	0	0	0	0	0	
Placemaking											
5	Support placemaking at varying scale (neighborhood to major city facility) and permanence (temporary to permanent) through programming, financial support and removal of regulatory barriers to promote healthy living and social capital in the community.	0	0	0	0	0	0	0	0	0	
5	Adopt form-based codes or similar type design guidelines for healthy active living environments.	0	0	0	0	0	0	0	0	0	
Waste Pharmaceuticals											

**LEAGUE OF WISCONSIN MUNICIPALITIES**

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COMMUNITY ORIENTED MUNICIPAL SERVICES

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2020 OPEN HOUSE

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**WISCONSIN COUNTIES ASSOCIATION**



ORDINANCE NO. 7-22
AN ORDINANCE REGULATING CERTAIN ACTIVITIES IN TOWN PARKS AND ON TOWN PROPERTY

The Town Board of the Town of Liberty Grove, Door County, Wisconsin, pursuant to Section 60.22(1), Wisconsin Statutes, does hereby ordain as follows:

All previous ordinances regulating activities in Town parks and on Town property, including but not limited to 1-85, 3-86, 6-05, 1-16, 1-17, 3-19, 1-21 and 3-22 are hereby repealed.

Sec. 1. Purpose.

To enact an ordinance regulating certain activities in Town parks and on Town property of the Town of Liberty Grove, Door County, Wisconsin, in order to enhance and promote to the fullest the public's use, enjoyment, safety of such designated areas.

Sec. 2. Definitions.

- (a) "Dog" means any canine regardless of age or sex.
- (b) "Cat" means any feline regardless of age or sex.
- (c) "Town Park" means any Town Park, property or launch ramp, including, but not limited to the parks known as: Mariner Park at Gills Rock, Ellison Bay Community Center; Fitzgerald, Sand Bay, Porte Des Morts, Will's Park, Hotz Memorial, Grand View, Wisconsin Bay Town Park; and the Ellison Bay, North Bay, Garrett Bay and Europe Lake launch ramps.
- (d) "Town Property" means any property, land or building, owned by or under the jurisdiction of the Town in addition to "Town Parks" as defined in subsection (c) above.
- (e) "Alcohol Beverages" means fermented malt beverages and intoxicating liquor as defined in Chapter 125, Wis. Stats., which definitions are adopted herein by reference.
- (f) "Personal effects" includes but is not limited to watercraft, trailers, vehicles, recreational equipment, and other items that are not the property of Liberty Grove.
- (g) "Private Enterprise" means any entity either individually owned and operated or owned and operated by a corporation for profit or not-for-profit.

Sec. 3. Curfew.

No person may enter, use, leave personal effects at, or remain in any Town Park in the Town of Liberty Grove between the hours of 10:00pm and 6:00am., ~~for any purpose, without the written permission of the Town Board of Supervisors of the Town of Liberty Grove or their designee.~~ This section does not apply to seasonal/transient dockage.

Sec. 4 Dogs/Cats.

No cats shall be allowed in any Town Park at any time. Dogs are allowed in Town parks and launch areas on leash only and are not allowed on the beach areas.

Sec. 5. Alcohol Beverages.

No alcohol beverages shall be consumed by any person in any Town Park between the hours of 10:00 pm and 6:00 am without the written permission of the Liberty Grove Town Board.

Sec. 6. Launching and Storing of Boats.

- (a) No agent or employee of the Town shall participate in the launching, retrieving, loading, or mooring of any watercraft.

- (b) No motorboat, sailboat, canoe, kayak, launch or any other boat or watercraft or equipment of any kind shall be parked, left unattended, stored or kept upon property of the Town, including any Town Park as specified above, other than in designated parking areas, such areas and times to be specified by written permission of the Town Board or its designee. Any watercraft or equipment left on Town property unattended or after the hours specified in Section 3 of this ordinance shall be subject to removal, towing charges, and fines to be paid by the owner as written in Section 9 of this ordinance.

Sec. 7. Rental of Town Parks other than Ellison Bay Community Center.

Rental of the following parks is permitted by written permission of the Town Board of Supervisors of the Town of Liberty Grove or their designee: Gills Rock Park, Wills Park, Mariner Park at Gills Rock, and Fitzgerald Park. These parks will remain open to the public for general use. Fees to rent these parks applies and are listed in the Town's current fees schedule.

Sec. 8. Operation and Launching of Boats in Ellison Bay Community Center.

No person shall operate or launch any motorboat, sailboat, canoe, launch or any other boat or watercraft of any kind within the swimming area of the Ellison Bay community Center. The swimming area is defined as the area bounded by the Community Center dock, a line from the northern tip of said dock in an easterly direction for a distance of 100 feet, thence southeast to the eastern edge of the Town of Liberty Grove property line, then west along the beach to the aforementioned Community Center dock.

Sec. 9. Private Enterprise Operations

- (a) Private enterprises as defined in Section 2(g) above shall not conduct any business in Town parks or in or on Town property except as specifically authorized by the Town board and provided in subsection (b) of this Section below.
- (b) Private enterprises as defined in Section 2(g) above may operate aquatic enterprises as outlined in Ordinance ~~9-215-05~~ in Town parks or in or on Town property provided all the necessary permits and proof of insurance are demonstrated and provided further that such private enterprise obtains the express written permission of the Town Board.

Sec. 10. Enforcement.

- (a) This ordinance may be enforced by the issuance of a citation to any violator of this ordinance by any Sheriff or Deputy Sheriff of the County of Door, State of Wisconsin, by any State of Wisconsin officer with police powers.
- (b) In the alternative, any forfeitures imposed by this ordinance may be sued for and recovered pursuant to Chapter 778, Wis. Stats., in the name of the Town of Liberty Grove.

Sec. 11. Penalties.

Penalties for violations of provisions of this ordinance shall be not less than \$50 nor more than \$300 plus the costs and disbursements of prosecution, for any violation which occurs under the terms of this ordinance. Each violation of any section constitutes a separate offense.

Sec. 12. Conflicting Ordinances.

All ordinances in whole or in part of the Town of Liberty Grove which conflict with provisions of this ordinance are hereby repealed.

Sec. 13. Severance Clause.

If provisions of this ordinance are declared to be severable, and if any section, sentence, clause or phrase of this ordinance shall for any reason be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses or phrases of the ordinance.

Adopted at a regular meeting of the Liberty Grove Town Board on May 18, 2022

Motion to adopt: _____ Second: _____. Vote: ____ aye ____ nay.

I, Anastasia Bell, Clerk/Treasurer of the Town of Liberty Grove, Door County Wisconsin hereby certify that the above is a true and correct copy of an ordinance which was adopted at a properly noticed meeting of the Liberty Grove Town Board on the 18th day of May 2022

Dated this 18th day of May 2022

Anastasia Bell, Clerk/Treasurer

**TOWN OF LIBERTY GROVE
ORDINANCE 8 – 22
REGULATING SHORT-TERM RENTALS**

The Town Board of the Town of Liberty Grove (hereinafter referred to as “the Town”), in the County of Door, State of Wisconsin, does hereby ordain as follows:

All previous ordinances regulating short-term rentals [**“STR” or “STRs”**] are hereby rescinded, to be replaced by this ordinance.

Purpose

The Town of Liberty Grove recognizes the State-imposed limitations on local regulation of STRs (see 2017 Wisconsin Act 59). The following Town Ordinance complies with the STR portion of Act 59.

The purpose of this Ordinance is to balance the interests of property owners to use their property as **short-term rental** [**“STR” or “STRs”**] STRs, on the one hand, with the interests of residents who seek to protect the quality of life and the character and stability of neighborhoods, on the other hand.

Due to the fractured bedrock and karst topography of most of Door County, STRs that are rented “over capacity” for their private onsite wastewater treatment system (“POWTS”) risk contamination of and, thereby, the health and quality of the potable water supply.

State Statutes Adopted – Authority

The Board of Supervisors of the Town is granted authority for adopting this Ordinance under § 60.10(2)(c) and § 60.22(3), Wisconsin Statutes. The Town Board adopts this Ordinance under its general village powers authority and § 66.1014 of the Wisconsin Statutes, 2017 Act 59.

Definitions

- A. “DATCP” means the Wisconsin Department of Agriculture Trade and Consumer Protection.
- B. “DCTZC” means the Door County Tourism Zone Commission.
- C. “Office of Short-Term Rentals,” [**“OSTR”**] means the Agent or agency employed by the Town to administer the regulation of STRs, including but not limited to permitting, collection of fees, and the reporting of instances of non-compliance for enforcement purposes.
- D. “POWTS” means Private Onsite Wastewater Treatment System.
- E. “Property Owner (“Owner”)” means the person or entity who owns the Residential Dwelling that is being rented.
- F. “Property Owner’s Agent (“Agent”)” means a person or an entity who is not the property Owner of record and who is authorized to act as the Agent of the Property Owner for the receipt of service of notice and remedy of municipal Ordinance violations and for service of process pursuant to this Ordinance.
- G. “Resident Agent” see “Property Owner’s Agent.”
- H. “Residential Dwelling” means any building, structure or part of the building or structure, that is used or intended to be used as a home, residence, or sleeping place by one or more persons maintaining a common household, to the exclusion of all others.

- I. “STR (“Short-Term Rental”)” means a Residential Dwelling that is offered for rent for a fee and for fewer than 29 consecutive days.

Enforcement

The Town may contract with an outside provider to assist with establishing an enforcement structure, one that incentivizes compliance with appropriate fees and fines, but should not be so overburdensome that it prevents users from participating in the enforcement and regulatory process.

The enforcement structure includes but is not limited to the posting of and adhering to the DCTZC “Good Neighbor” policy. Also, the enforcement structure includes but is not limited to the “three-strikes” policy which prohibits an Owner from using the property as an STR if the Owner is out of compliance three times in an annual permitting cycle.

Short-Term Rental License

- A. NO person may maintain, manage, or operate a STR more than ten (10) nights each year without a Town STR license issued pursuant to this Ordinance.
- B. License shall be issued using the following procedures:
1. All applications for a STR license shall be filed with the Town Clerk, or the designee of the Town Clerk, on forms provided. Applications shall be filed by the Property Owner or authorized Agent. No license shall be issued unless the completed application form is accompanied by the payment of the required application fee. The number of Town licenses required for any one Property Owner will be equal to the number of DCTZC licenses issued to that Property Owner in Liberty Grove.
 - ~~2. All applications for a STR license shall include a copy of the most current inspection report as provided by Wisconsin Department of Agriculture Trade and Consumer Protection “DATCP”.~~
 3. The Town Clerk shall issue a STR license to all applicants following payment of the required fee, receipt of all fully completed documentation and information requested by the application, and application approval by the Town Board, or its designee.
 4. A STR license shall be effective for one year. The annual licensing terms begins January 1st and ends December 31st the same year.
 5. A fully completed renewal application and renewal fee shall be filed with the Town Clerk at least forty-five (45) days prior to license expiration so that the Town Board or its designee, if required, has adequate time to consider the application. The renewal application shall include all information requested and identify changes since the previous application.
 6. Any changes in ownership of the property require a new license per Wisconsin Administrative Code §72.04(b) prior to obtaining a permit from the Town.
- C. An Owner may apply for a new license no less than 12 months after being revoked (see “Revocation” and “Revocation Process” sections below.)

Application and Permit Process

The Town, in collaboration with its Agent OSTR shall provide an easy, online way of getting and renewing a permit.

- A. The application shall include the following:
1. Address and tax key of the residential dwelling.
 2. Property Identification number(s) for all utilized marketplace platforms.
 - ~~3. Names and addresses of the applicant, Owner of the dwelling, and promoter or sponsor.~~
 4. Name, address, ~~and~~ phone number and email address of the Owner and Agent a ~~designated operator~~ for the property where such a distinction might occur.
 5. Copy of current DATCP rooming house license. ~~or confirmation of DATCP application.~~
 6. Copy of DCTZC license.
 7. Proposed MAXIMUM occupancy for the dwelling.
 8. Proof of design capacity of POWTS to accommodate subsection D under definitions.
 9. Proof of casualty and liability insurance issued by an insurance company authorized to do business in the state of Wisconsin, identifying the property as used for rental, short-term or otherwise.

Operation of a Short-Term Rental

Each Short-term Rental shall comply with all of the following requirements:

- A. The Property Owner or his/her Resident Agent shall be accessible either directly or through the OSTR.
- B. No recreational vehicle, camper, tent, or other temporary lodging arrangement shall be permitted on site as a means of providing additional accommodations for paying guests or other invitees.
- C. If the property is not served by a public sanitary sewer or holding tank a private onsite wastewater treatment system (POWTS) in full compliance with this Ordinance and in accordance with Chapter 21 of the Door County Code shall serve the property.
- D. If the property is served by a POWTS, occupancy shall be limited to the number of occupants for which the POWTS was designed.
- E. Sufficient off-street parking shall be available to accommodate all vehicles on the Short-term Rental premises. Off-street parking shall be in compliance with Door County Comprehensive Zoning Ordinance, Chapter 7.
- F. Signage shall conform to applicable Town and Door County Ordinances.
- G. Rental dwellings shall be able to reasonably accommodate reliable telephone communications in case of emergency.
- H. Outdoor events including but not limited to, weddings, graduations, reunions and the like are limited to six (6) in a calendar year as per Door County Zoning §2.07(1)(a).

Property Rules

A copy of the State of Wisconsin tourist rooming house license and the Town STR license shall be posted on the property. Property rules shall be made available to the renters and shall include at a minimum the following information:

- A. Maximum occupancy of the property.

- B. Contact information for the designated operator.
- C. Where to park.
- D. Quiet hours of 10:00 p.m. to 7:00 a.m.
- E. Property Owner's policy regarding pets, if applicable.
- F. Outdoor burning regulations.
- G. Non-emergency contact information for law enforcement and fire.
- H. How to deal with existing POWTS or holding tank if applicable (location of high-water alarms, etc.).
- I. How to deal with waste and recyclables.

Revocation

A license, as issued, is subject to revocation if the Owner of the property fails to comply with the requirements of this Ordinance under the "three-strikes" policy as set forth in the Enforcement Section above.

Over and above the "three-strikes" policy, the Town Board has the authority to suspend, revoke, reject or non-renew a STR license or license application if the Board determines that the licensee:

- A. Has been convicted or whose Agent or renters have been convicted of engaging in illegal activity while on the STR premises; or
- B. Has outstanding fees, taxes, or forfeitures owed to the Town; or
- C. Has failed to adhere to Town and/or County Ordinances.

Revocation Process

The Town, at its discretion, shall:

- A. Notify the Owner of the property of any noncompliance.
- B. Determine whether the Owner has remedied the violation and shall schedule a license revocation hearing, before the Town Board, if the violation is not remedied immediately.
- C. Notify the Owner and attempt to notify all property owners located within 150-feet of the property of the hearing date at least two weeks prior to the hearing before the Town Board.
- D. Hear written or verbal testimony from other affected parties at the time of the hearing before the Town Board.
- E. Provide its decision in writing to the Owner.

Fees

Permit fee schedule. The license application fees established by the Town of Liberty Grove Board of Supervisors shall correlate with the administrative and related costs involved with compliance monitoring. A schedule of the fees shall be made available for review.

Initial STR application fee.....	\$250
Renewal STR application fee.....	\$150
Late fee.....	\$100
Inspections (as necessary).....	\$100

Severability

If any portion of this Ordinance be declared invalid or unconstitutional by a court of competent jurisdiction, such a decision shall not affect the validity of any other provisions of this Ordinance.

Effective Date and Publication

This Ordinance shall become effective upon adoption and publication as required under § 60.80 Wisconsin Stats.

Adopted at a regular meeting of the Town Board of the Town of Liberty Grove, Door County, Wisconsin, on this 18th day of May, 2022.

Motion to adopt: _____ Second: _____ Vote: Aye: _____ Nay: _____

I, Anastasia Bell, Clerk/Treasurer of the Town of Liberty Grove, Door County, Wisconsin do hereby certify that the above is a true and correct copy of an Ordinance that was adopted on the 18th day of May, 2022 by the Liberty Grove Town Board.

Dated this 18th day of May, 2022.

Anastasia Bell, Clerk/Treasurer

Approved	Property Address	Owner Name	Max Occupancy	POWTS Design Capacity	DATCP	DCTZ	Insured	Payment	Notes
	271 Hwy 42	Kevin/Anna Geurts	6	3 BDRM	YES	YES	YES	YES	All application requirements met
	12004 Grasse Ln Unit 4C	Andrew Schley	6	48 BDRM- condo	YES	YES	YES	YES	All application requirements met
	2182 Seaquist Rd	Michael/Judith Brodd	4	2 BDRM	APPLIED	YES	YES	YES	Missing application items