

Minutes of St. Germain Planning and Zoning Committee
June 7, 2004 at 5 p.m. at the Red Brick Schoolhouse

Meeting Type: Regular Meeting of the P& Z Committee

Members Present: Ed Odette, Mary Platner, and Ted Ritter. Tim Ebert, Zoning Administrator, was also present.

Others Present: Bill Joost, Troy Adams, Ted Wiese, Leon Anderson, Linda McConnell, Deanna Buckholz, Don Buchholtz, Ray Weber, Jim Wendt, and David Consoer.

1. Call to Order: Meeting was called to order by Ed Odette, Chairman, at 5 p.m.
2. Approve Agenda: Motion by Ritter and second by Platner to approve agenda. Motion carried.
3. Approve Minutes: Motion by Ritter and second by Platner to approve minutes of May 17, 2004 minutes as printed. Motion carried.
4. Discussion/Business
 - 4.1 **Jim Ulett Pier Complaint:** Ed Odette reported that he sent a copy of a May 15, 2004 letter to the St. Germain Zoning Board from Jim Ulett, 8208A Lost Lake Drive letter to Jane Wade at the DNR Woodruff office for review. The complaint concerns a pier at 8208 Lost Lake Drive South owned by Jim Wendt. No action will be taken until further information can be reviewed.

4.2 **Review/Action of Permit & Plan Submittals:**

Tim Ebert reviewed applications for travel way permits by Jim Nellessen on Birch Tree Lane and Jack Peil on Lost Lake Drive North. Both permits were approved by the committee.

Mr. Ebert also reviewed an expired building permit on the far end of Bradford Point for which the land was cleared but no building has been started. He referred St. Germain Ordinance 1.69 (2)(c). The permit had been renewed but the renewal had also expired. Therefore, a completely new permit will have to be applied for.

Dave Consoer, owner of Advanced Signs, asked the committee if the moratorium on off-premise signs was still in effect. He would like to move a sign on property he sold to property he owns along Hwy 155. Mr. Odette said he would review committee minutes for the date of the moratorium and provide an answer at the next meeting.

Mr. Ebert also provided copies of two building permits for which the owners have not completed work. Permit 186-01 was issued to James Miller on Lingo Lane to restore a burned out double-wide trailer. Permit 47-98 was issued to Tom Klosinski on 2723 Cedar Ave to construct a 24x48 residence. The building is only 1/3rd sided and is not occupied. Both buildings are considered to be a hazard to the public safety. Ritter moved that a letter be written by Ed Odette with accompanying photos of both properties and sent to Vilas County for enforcement under the Vilas County Public Health Ordinance. Platner seconded the motion. Motion carried.

Mr. Odette provided an update on Leon Anderson's request to transfer 0.82 acres of his property to the Town of St. Germain in order to create a shortcut across the top of the loop on Deadmans Gulch Road and also to discontinue the 945 foot portion of the road presently located on Leon Anderson's Property. Mr. Anderson submitted a survey by Wilderness Surveying, Inc. containing the above information. Mr. Ebert submitted bids from three contractors for finish grading of approximately 4,100 feet of Deadmans Gulch road from Hwy C to Mr. Anderson's lot line. Wudi Excavating bid was \$9250; Vogel bid was \$6,500 and Waldman bid was \$5000. However, the Waldman bid did not include finish grading. Platner moved and Ritter seconded motion to accept the Charles Vogel Enterprises bid of \$6500 to construct to final grade approximately 4,200 feet of town road from Hwy C to the proposed new lot line of John Anderson's property. The Vogel proposal is to pull all stumps and bury all stumps and brush along the way, cut hills, bends and widen and shape the road to town specifications. Also to use a road grader to finalize the grade before the town gravels the road. The motion carried with all voting aye. Mr. Anderson agreed to pay all expenses for rerouting the road across the top of the loop. Mr. Ritter presented a chart showing the road tax revenue for all portions of Deadmans Gulch Road. The loss of the approximately 600 feet of the loop to be discontinued will amount to approximately \$272. The tax revenue from the entire road is currently \$4,746. The committee recommends that the Town Board concur with the plans to transfer the property, create the shortcut and accept the Vogel bid to bring the portion of Deadmans Gulch Road leading to Mr. Anderson's new property line up to town specifications. Mr. Odette will see that the issue is placed on the next town board meeting's agenda for action.

4.3 Discussion/Implications of Long Range Planning & Zoning Considerations: Mr. Odette reported that no additional applications for appointment to the Planning and Zoning committee had been received as a result of the advertisement in the Vilas County News Review. Previous applications had been received by Donald Buckholz and William Joost. Mr. Odette conducted an informal interview with the two candidates. Mr. Buckholz indicated that he had been coming to the zoning meetings for over a year and stated that his objective as a committee member would be to decrease delays in getting the ordinances up-to-date. Mr. Joost felt that the present ordinances were not being uniformly enforced and that too much money had been spent on outside attorneys. He believes the proposed sign ordinance could be simplified and that a blight ordinance needs to be adopted. Mr. Joost thought his experience as an attorney would be helpful to the committee and that his practice would not provide a conflict of interest.

4.4 Policy Development Issues: none

4.5 Committee Concerns: Ms Platner moved and Ritter seconded motion to recommend the appointment of Donald Buchholz, William Joost, and Mary Platner to two-year terms as citizen members of the St. Germain Planning & Zoning Committee, such terms to be effective June 14, 2004 to June 13, 2006. Motion carried, all voting aye.

Mr. Odette presented copies of a job description for a proposed Zoning Committee Recording Secretary. The job description was created by the Personnel Committee in response to the committees desire to have a permanent recording secretary. Discussion centered on a proposed rate of pay of \$50 per meeting. Ms. Platner reported she spent approximately 4 hours in writing the minutes, which was comparable with Ms. Nimz's estimate. Ritter moved and Platner seconded a recommendation to the Town Board that an advertisement for a

planning and zoning committee recording secretary be placed in the next two issues of the Vilas County News Review. The advertisement is to cover the job description but not the rate of pay and letters of application are to be forwarded to Mr. Odette by July 5. Motion carried with all voting aye. This will be included in the action items for the next town board meeting.

Mrs. Platner reported that she had spoken to former chairman Lee Holthaus about committee records. Mr. Holthaus reported that he had collected over the past eight years enough documents to “fill at least three file drawers”. Mr. Ebert also is experiencing an overflow of zoning documents. Mrs. Platner suggested that the Planning and Zoning Committee recommend the purchase of a filing cabinet(s) at a price not to exceed \$800. The cabinet(s), which would be locked, would be kept in the red brick schoolhouse. Duplicate information already filed by the Town Clerk would be eliminated. Mr. Ritter moved and Platner seconded a motion to recommend that the town board approve the purchase of a filing cabinet(s) not to exceed \$800 for use by the P&Z Committee. Motion carried with all voting aye. This motion will be added as an action item for the next town board meeting.

Mr. Ritter reported that he had received a complaint from a contractor who was not able to obtain a copy of the St. Germain Zoning Ordinance from PSS Services. Ms. Nimz reported that she was advised to make copies as needed and that she had no more zoning maps. She also advised that the ordinances were available on the town web site. The committee suggested charging a \$10 fee per set of zoning ordinances to offset costs for those patrons who wish to have an immediate printed copy. Mr. Ritter suggested that two copies be available at all times. Mr. Odette volunteered to find out if Foth and Van Dyke could forward a computer copy of the zoning map to the Vilas County mapping department. Mr. Ritter also suggested that the minutes for all past meetings where PSS served as the recording secretary be made available to the town on a single CD prior to the June 28th meeting. The committee concurred on all of the suggestions. Mr. Odette will send a letter to Ms. Nimz with the above requests. Ms. Platner will draft a list of action items from the P&Z committee for the 6-14-04 St. Germain Town Board meeting and deliver to Chairman Wendt.

4.6 Adjournment: Meeting was adjourned at 8:34.

Minutes written by Mary Platner, committee member.