

# PLANNING & ZONING COMMITTEE

## TOWN OF ST. GERMAIN

P.O. BOX 7

OFFICE OF THE CLERK

ST. GERMAIN, WISCONSIN 54558

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### MINUTES ST. GERMAIN PLANNING AND ZONING COMMITTEE MEETING: MAY 16, 2005

**Meeting Type:** Regular Meeting of the P & Z Committee. The chairman noted that this was a duly called meeting in accordance with the Wisconsin Open Meeting Law.

1. **Call to Order:** The meeting was called to order at 5:10 P.M. by Todd Wiese, Chairman
2. **Roll Call -Members Present:** Ted Ritter, Mary Platner, Todd Wiese, Tim Ebert-Zoning Administrator, Tom Martens, town clerk
3. **Approve Agenda:** Motion Ritter seconded Platner that the agenda be approved as posted. Approved.
4. **Approval of Minutes:** Motion Ritter seconded Platner that the minutes of the April 25, 2005, meeting be approved as written. Approved.
5. **Public Comments:** There were no public comments.
6. **Zoning Administrator Report – Discussion/Action:**
  - 6A. **Garage Second Story:** Mr. Ebert noted that he had received a request to put a second story over a garage. The owner claimed that it would merely be a recreation room. Mr. Ebert asked the owner if it was going to be inhabited and if there was going to be plumbing. If there were to be plumbing, permits would have to gotten from the county first. Mr.. Ebert also told the owner that if the room were going to be inhabited, it would have to meet the 720 square foot requirement. Ms. Platner asked if it would be considered a guesthouse.
7. **Ordinance Amendments:**
  - 7A. **Accessory Building Ordinance Workshop Session Scheduled for 05-23-05:** Mr. Wiese asked just what needed to be changed in the ordinance. Ms. Platner stated that guesthouses needed to be accounted for and the ordinance needed to specify what percentage of a lot accessory buildings could occupy. Ms. Platner will make suggestions to the committee. Mr. Ritter stated that the county had records of parcel shapes and dimensions. They may also have the square footage. Ms. Platner asked if the present zoning ordinance mentioned anything about how an accessory building had to be built. Larger ones would come under State Codes, but smaller ones have no restrictions.
8. **Rezoning – Discussion/Action:**
  - 8A. **Application to Change District Boundary for TREK, LLP., Tim & Rochelle Kruse, agents:** Mr. Wiese informed the committee that he had received a request from Tim & Rochelle Kruse to rezone a portion of their property in Gov't Lot 6, Sec. 34, T40N R8E, Computer #024-03464. Motion Ritter seconded Platner the rezone application from TREK, LLP., Tim & Rochelle Kruse, agents, be sent to the town board with recommendation that the request be

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approved by the town board and that a Public Hearing date be set. Approved. Mr. Wiese will notify Mr. Kruse.

**9. Subdivision Approval – Discussion/Action:** No discussion.

**10. Conditional Use Request – Discussion/Action:** No Discussion.

**11. Plat and Survey – Discussion/Action:**

**11A. Consoer Preliminary Plat for Winkle Road:** Mr. Wiese noted that he had received a preliminary plat for a subdivision by Ruth Consoer, David Consoer, agent, on the Winkle Road. The committee had two questions. In view of the proposed ordinance amendments, the committee would need to know if the lots were to be used for residential or commercial purposes. Secondly, the preliminary plat had no registered surveyor's seal. Mr. Wiese also noted that the committee under section 5.09(4) could conditionally approve the plat as commercial use or deny it altogether. Motion Ritter seconded Platner that the Consoer plat be tabled until such time as the Consoers produce binding documentation that the lots will not be used for residential purposes, or until such time as the ordinance amendments become effective. Approved. Mr. Wiese will notify Ruth and David Consoer of the committee's decision.

**12. Miscellaneous Agenda Items – Discussion/Action:**

**12A. Zoning Map Printing Options:** Mr. Wiese presented the committee with printing proposals from Hahn Printing and from Graphic Impressions. The prices were very comparable. Motion Platner seconded Ritter that the committee have 500 small zoning maps and two large zoning maps printed at a cost not to exceed \$500. Approved.

**12B. Uniform Numbering System Information:** The committee discussed a numbering system ordinance. It was felt that it could be something fairly simple as the main concern is the naming of future town roads as well as private roads that have several driveways branching off of them. Mr. Wiese will check with some of the other towns to see what they have done. Mr. Ritter volunteered to write an ordinance if it was decided that it needed to be done.

**12C. Development of Zoning Map Amendment Form:** Mr. Wiese presented A Board of Appeals Variance Application Petition, a P & Z Committee Decision of Conditional Use Permit form, an application for a Conditional Use Permit, and an application for a Zoning District Map Amendment. The committee is to review the forms for the next meeting.

**13. Letters and Communications:**

**13A. Response from WTA Attorney on zoning Amendments:** Mr. Wiese read a letter from the WTA attorney in response to a letter that Mr. Wiese had written concerning what the town may have to do if Vilas County did a rezone. In her response, Carol Nawrocki, stated that it was very unusual for both the town and county to have zoning. She suggested talking with the county or town's attorney also. Ms. Nawrocki stated, however, that in any case, the most restrictive ordinance would apply. We are not doing anything illegal, and do not have to change our ordinance.

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**13B. Vilas County Response to Replacement of Waterfront Structures:** Dawn Schmidt, Vilas County Zoning Administrator, stated that the county would not allow the replacement of a structure that was completely razed and within 75 feet of a shoreline. If there were such a case, a permit would have to be applied for in order to rebuild. There was also concern about having both a public hearing for Vilas County and for the town. The committee thought that maybe the two hearings could be held at the same time. Ms. Platner is to add the possibility of waiving the town public hearing on shoreland zoning concerns to the “to do” list of ordinance amendments for discussion at the May 23<sup>rd</sup> workshop.

**13C. Eliason Financial Group Sign and Trailer Response:** Mr. Wiese noted that he had talked to Don Eliason. Mr. Eliason stated that they would apply for the sign permit, and that the trailer behind their former office would be moved at the end of the lease.

### 14. Committee Concerns:

**14A. Vogel Property Public Hearing:** Mr. Wiese noted that Vilas County had rescheduled the Public Hearing for the Charles Vogel property for June 2, 2005. Mr. Wiese will send the committee’s response to Dawn Schmidt. Mr. Wiese will also be attending the hearing.

**14B. Zoning Consultant:** Mr. Ritter reported that Steve Favorite had offered his services as a zoning consultant for a fee of \$95.00 per hour. The committee will consider Mr. Favorite if his services are needed.

**15. Time and Date of Next Meeting:** The next Planning & Zoning Committee meeting will be on Monday, June 20, 2005 at 5:00 P.M. in the boardroom of the Old Red Brick Schoolhouse. There will be a special workshop session on Monday, May 23, 2005 at 4:00 P.M. in the boardroom of the Red Brick Schoolhouse.

**16. Adjournment:** Motion Ritter seconded Platner that the meeting be adjourned. Approved. Meeting adjourned 7:00 P.M..

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Town Clerk

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Chairman

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Vice Chairman

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Member

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Member

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Member

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