

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: JANUARY 30, 2006

Meeting Type: Workshop session 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 4:10 P.M. by Todd Wiese, Chairman
2. **Roll Call -Members Present:** Mary Platner, Ted Ritter, Lee Holthaus, Todd Wiese, Marion Janssen, Tom Martens, town clerk, Tim Ebert Zoning Administrator. Mark Hiller, Diane Newby and Wayne Newby were also present.
3. **Approve Agenda:** Mr. Wiese asked that items 7A, 7B, and 7C be removed from the agenda. Mr. Wiese also asked that item 11A be moved to follow the zoning administrator's report. Motion Ritter seconded Platner that the agenda be approved as amended. Approved.
4. **Approval of Minutes:** Motion Ritter seconded Holthaus that the minutes of the January 16, 2006 regular meeting be approved as written. Approved.
5. **Public Comments:** There were no public comments.
6. **Zoning Administrator Report – Discussion/Action:** There was no report.
7. **Ordinance Amendments – Discussion/Action:**
7D. Fire Ordinance Discussion: Mr. Wiese stated that he had looked over the ordinances from Eagle River that Bill Jones had given to him. They didn't seem to apply very well to St. Germain. Mr. Wiese asked that Bill Jones and Tim Ebert work on revising the ordinances so that they are more applicable to St. Germain. The committee will review the draft once the changes are made.
8. **Re-zonings – Discussion/Action:** There was no discussion.
9. **Conditional Use Request - Discussion/Action:** There was no discussion.
10. **Plat and Survey - Discussion/Action:** There was no discussion.
10A. Condominium Preliminary Plat – Heart of The Woods, SE1/4 of the NE1/4, Section 21, T40N, R8E, (Foltz & Associates). Mr. Wiese gave each committee member a copy of the preliminary condominium plat. With the mutual consent of both parties, the 10-day requirement for approval was waived. The preliminary plat will be on the agenda for the February 20, 2006 meeting. Mr. Wiese gave a check from Foltz & Associates for \$35.00 for the review fee to the clerk.
10B. Minor Subdivision Preliminary Plat – Bob and Lynn Frey, NW1/4 of the SW1.4, Section 36, T40N R8E, (Favorite Surveying). Mr. Wiese gave each committee member a

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copy of the proposed subdivision preliminary plat. The preliminary plat will be on the agenda for the February 20, 2006 meeting. Mr. Wiese gave a check from Favorite Surveying for \$29.00 for the preliminary plat review fee to the clerk. Mr. Wiese will hold the park fund check until such time as the subdivision plat is approved.

11. Miscellaneous Agenda Items – Discussion/Action:

11A. Burgess Zoning Permit Suspensions, Appearance by Diane Newby: Diane Newby and her son, Wayne, were present to discuss the certified letter she had received from the zoning administrator concerning the suspension of her zoning permit. Mr. Newby stated that the survey from Foltz & Associates was wrong. Ms. Newby's deed stated that she had 139 feet of highway frontage on the southern side of Hwy. 70. The new survey only shows 120 feet. Mr. Newby stated that if that error were projected out along the entire lot line, the lot size would be 3.89 acres and not 3.6 acres as shown. It would also move the lot line so that the home would not be entirely on the wrong lot, but so that the line would run through the home. Ms. Newby asked for an extension of the 30-day mandatory period to correct the problem, as prescribed in the St. Germain Zoning Ordinance. Ms. Newby also stated that she had hired an attorney and that there was legal action pending. The Newby's are claiming adverse possession. Ms. Newby also stated that she had asked the property owner, Mary Jackson to move the lot line, but the Ms. Jackson refused. Motion Ritter seconded Platner to extend the 30-day mandatory response time as set at the January 16, 2006 meeting to the regular Planning and Zoning Committee meeting which will be held on May 15, 2006. Ms. Newby is to be present at the May 15, 2006 meeting to give a status report on the issue. At that time the committee will either reinstate the order or further extend it. Motion Carried.

12. Letters and Communications:

12A. Kutzner Inspection: Mr. Wiese noted that he had talked to Martin Kutzner. Mr. Kutzner stated that he had gotten the required inspection of the singlewide mobile home. Mr. Kutzner will give the report to the zoning administrator. If the report is favorable, he will be issued a permit.

12B. Burgess/Newby Letter: Mr. Wiese asked that the zoning administrator send a certified letter to Mr. Burgess informing him of the committee's decision to extend the 30-day mandatory period as prescribed in the St. Germain Zoning Ordinance with a copy to Ms. Newby.

13. Committee Concerns:

13A. Approval of Application for Road Naming: Mr. Wiese stated that this item was also on the agenda by mistake. The committee had approved the application at the last meeting. It was being forwarded to the town board for approval.

13B. Review of Ordinance List: Mr. Ritter asked that all of the ordinance amendments that would have to be approved by the county be grouped together.

There was a discussion concerning setbacks from the end of a dead end road or cul-de-sac. Mr. Wiese suggested that a distance of one-half of the roadway width should be measured back from

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the end of the road. The 75-foot setback would begin from that point. It was decided to remove the setback question from the list of suggestions. Each case would be reviewed individually.

There was a discussion concerning lots that are bisected by two zoning districts. It was decided that each one should be discussed on its own merits. The bisected lots were removed from the list of amendment suggestions.

Mr. Wiese stated that he had reviewed the work that had been done on a proposed sign ordinance. It appeared to be very complicated. Ms. Platner noted that Minocqua is working a sign ordinance that would be just for the business district. Perhaps we could do something like that to simplify the ordinance.

13C. Assignment of Ordinance Numbers: There was a lengthy discussion concerning the numbering of the town's ordinances. Currently when an ordinance is passed, it is named as SG(year)-(month)-(first, second, third, etc. ordinance for the month). i.e. SG06-01-01. Then when the ordinance is entered into the ordinance book, it is numbered numerically. Mr. Wiese suggested that the town adopt an ordinance that would number all of the town ordinances, past and future, numerically.

13D. Law for Individual Voice Votes: Mr. Wiese noted that the Wisconsin Statutes require that all material actions such as making changes or amendments to ordinances must be recorded by a voice vote. Each board or committee member must vote. Their votes must be recorded individually. The committee agreed that this would be done.

14. Set Time and Date of Next Meeting: The next regular committee meeting will be held on Monday, February 20, 2006 at 4:00 P.M. in the boardroom of the Red Brick Schoolhouse.

12. Adjournment: Motion Holthaus seconded Platner that the meeting be adjourned. Approved. Meeting adjourned 6:00 P.M.

Town Clerk

Chairman

Vice Chairman

Member

Member

Member

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