

PLANNING & ZONING COMMITTEE

TOWN OF ST. GERMAIN

P.O. BOX 7

OFFICE OF THE CLERK

ST. GERMAIN, WISCONSIN 54558

townofstgermain.org

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MINUTES ST. GERMAIN PLANNING AND ZONING COMMITTEE MEETING: MAY 19, 2008

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:** Chairman, Todd Wiese, called the meeting to order at 4:06 P.M.
2. **Roll Call -Members Present:** Todd Wiese, Mary Platner, John Vojta, Marion Janssen, Tom Martens, Town Clerk. Lee Holthaus and Tim Ebert, Zoning Administrator, were absent.
3. **Approve Agenda:** Motion Vojta seconded Janssen that the agenda be approved as posted. Approved.
4. **Approval of Minutes:** Motion Vojta seconded Platner that the minutes of the April 21, and May 5, 2008 committee meetings be approved as written. Approved.
5. **Public Comments:** There were no public comments.
6. **Zoning Administrator Report – Discussion/Action:** Mr. Ebert was absent. There was no report.
7. **Ordinance Amendments – Discussion/Action:**
 - 7A. **Ordinance Book Update:** Ms. Platner noted that Chapter 1, the zoning ordinance has been retyped. The other ordinances are ready to go. The clerk is to send a copy of the Little Bass Lake ordinance to Ms. Platner.
8. **Re-zonings – Discussion/Action:** There were none.
9. **Conditional Use Request - Discussion/Action:** There were none.
10. **Plat and Survey - Discussion/Action:**
 - 10A. **Ruth Consoer 11 lot Preliminary Plat, (David Consoer, Agent). Winkle Road, Section 34, T40N, R8E, Zoned Downtown Business:** Neither Ruth nor Dave Consoer were present. They had not provided any information to the committee. There was no discussion or action.
 - 10B. **Addendum to Bradford Point Condominiums. (Add Storage Units to Current Plat). Section 30, T40N, R8E, Zoned Lakeshore Resort Residential:** Sandy Eldredge, executive administrator, for Cornerstone Builders and Robert Burress, president of the Bradford Point association, were present. The association had constructed additional garage units 116 thru 132 as allowed by the original plat of Bradford Point. Ms. Eldredge and Mr. Burress were now asking the P & Z Committee to approve the addendum to the Bradford Point plat showing the new garage units.

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Tim Ebert, Zoning Administrator, drove into Bradford Point to view the new garage units. He discovered that there was a grounds office with a toilet and shower adjacent to unit #132. The grounds office was not on the zoning permit that had been issued by the town, and the toilet and shower had no sanitary permit at all from Vilas County. The P & Z Committee and Ms. Eldredge and Mr. Burress all assumed that it had been an oversight. The grounds office had been had been added to the plan after the zoning permit had been issued.

The committee decided and Ms. Eldredge and Mr. Burress agreed that there should be no action taken on the addendum until question concerning the grounds office with the toilet and shower had been cleared up.

Motion Platner seconded Vojta that the approval of the Bradford Point addendum be tabled until the June meeting. Approved. Ms. Eldredge and Mr. Burress agreed to waive the 10-day requirement that is in the St. Germain Zoning Ordinance.

11. Miscellaneous Agenda Items – Discussion/Action:

11A. Review Home Occupation Request for Leisure Estates: Gayle Carlson was present to ask permission to operate a beauty salon from her home in Leisure Estates. The home is in the Residential – Low Density District. Mr. Wiese handed out copies of section 1.29 of the ordinance that states that home occupations are allowed in the Residential – Low Density District with a Conditional Use Permit(CUP). Mr. Wiese also handed out copies of section 1.12 of the ordinance that states the criteria for a home occupation. Mr. Wiese stated that Ms. Carlson’s property met sub-sections (a) through (e) of section 1.12, but that he had a question on sub-section (f).

Sub-section (f) states that “a home occupation does not include an occupation which is engaged in solely by an occupant of a dwelling, without employees, and which does not invite customers, clients or other regular traffic to the dwelling”. The question became whether or not Ms. Carlson’s beauty salon was a home occupation at all since she would be working by herself with no other employees. Mr. Vojta at first thought that it was not a home occupation and that the CUP would not be required. But, then after a lengthy discussion and after reading sub-section (f) over again several times, Mr. Vojta and the rest of the committee decided that since Ms. Carlson would be inviting customers to her salon that it would be a home occupation and would require the CUP.

The committee explained that Ms. Carlson would have to obtain a CUP application, complete it, and return it to Tim Ebert. She would then have to provide a list of all property owners within a 300-foot radius of her property. The P & Z Committee would then have to schedule a public hearing and publish a notice for two weeks.

12. Letters and Communication:

12A. Report Status of Town Board Decision on UDC Complaint: Mr. Wiese noted that at the May 12, 2008 regular town board meeting, it had been decided that a letter should be sent to Darrin Pagel, town UDC inspector, with copies to Dan Schuler and Cornerstone Builders, stating that the town board was of the opinion that Mr. Pagel had not done anything wrong and that he

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had met his contractual obligation to the town. Mr. Wiese read a copy of the letter that he had sent to Mr. Schuler. Mr. Vojta asked that Darrin Pagel come to one of the meetings so that the new committee members could meet him.

12B. Chapter 6 of the Ordinance Book: Mr. Wiese noted that on May 12, 2008 there had been a motion at the regular town board meeting to abolish sec 6.01 thru sec. 6.11 relating to piers. The motion was conditional upon an opinion from the town's attorney, Steve Lucareli. Mr. Lucareli stated that if an ordinance had been approved at a public hearing, then it would have to be abolished at a public hearing. The town clerk looked back into the minutes from 1999. The ordinance was approved at a town board meeting, not by a public hearing. Therefore, the motion at the May 12, 2008 town board meeting had abolished sec. 6.01 thru 6.11. The sections will be removed from the new ordinance book.

13. Committee Concerns:

13A. Off Premise Sign Moratorium Schedule: Mr. Wiese noted that the town board had scheduled a public hearing on the off premise sign moratorium for June 2, 2008 at 7:00 P.M. in meeting room #4 of the Community Center.

14. Set Time and Date of Next Meeting: The next regular monthly Planning & Zoning Committee meeting will be held on Monday, June 16, 2008 at 4:00 P.M. in meeting room #4 of the Community Center.

15. Adjournment: Motion Vojta seconded Janssen that the meeting be adjourned. Approved. Meeting adjourned 5:28 P.M.

Town Clerk

_____ Chairman	_____ Vice Chairman	_____ Member
_____ Member	_____ Member	