

# PLANNING & ZONING COMMITTEE

## TOWN OF ST. GERMAIN

P.O. BOX 7

OFFICE OF THE CLERK

ST. GERMAIN, WISCONSIN 54558

www.townofstgermain.org.

### MINUTES ST. GERMAIN PLANNING AND ZONING COMMITTEE MEETING: JANUARY 4, 2010

**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, John Vojta, called the meeting to order at 4:05 P.M.
2. **Roll Call -Members Present:** John Vojta, Todd Wiese, Mary Platner, Marion Janssen, Tim Ebert, Zoning Administrator, Tom Martens, Town Clerk. Tim Gebhardt and three other people were present.
3. **Approve Agenda:** Motion Wiese seconded Janssen that the agenda be approved in any order at the discretion of the chairman. Approved.
  - a. **Lee Holthaus Resignation:** Mr. Vojta stated that he had received a notice from Lee Holthaus stating that he was resigning from the Planning & Zoning Committee effectively immediately. Mr. Vojta accepted the resignation with regret.
  - b. **New Appointment List:** Mr. Vojta noted that he had contacted Tim Gebhardt and that Mr. Gebhardt had agreed to serve on the committee. Mr. Gebhardt's name will be submitted to the town board for approval.
4. **Approval of Minutes:** Motion Janssen seconded Wiese that the minutes of the September 22, 2009 & October 26, 2009 committee meetings be approved as written. Approved.
5. **Public Comments:** There were none.
6. **Zoning Administrator Report – Discussion/Action:** There was none.
7. **Miscellaneous Agenda Items – Discussion/Action:**
  - 7A. **Setback Requirements (Ebert):** Mr. Ebert noted that the lots in some of the subdivisions were so small that anyone who wanted to build could not meet the setback requirements. Mr. Ebert suggested that in those areas that the setbacks for a lot with an existing home return to 5 feet from the side lot lines. The setbacks for a vacant lot would remain at 15 feet. Mr. Wiese felt that the setbacks should remain as they are since most variance requests would meet the criteria for approval of a variance by the Board of Appeals. Ms. Platner thought that perhaps the setbacks could be changed for a whole subdivision, but also thought that there would be people who would want to keep the 15-foot setbacks. Mr. Vojta wanted to know how the town could charge for a variance application when the committee was saying that probably all variance requests would be approved anyway. Ms. Janssen thought that most people were not aware of the requirements and that the setbacks should be changed. Ms. Janssen will bring maps of the subdivisions with the smaller lots to the next meeting for review.
  - 7B. **Tolley Property (Ebert):** Mr. Ebert stated that Darrin Pagel, the town's UDC inspector, had not received any paperwork from Mr. Tolley. Mr. Pagel did state, however, that if Mr. Tolley is going to use the building as a dwelling, it would require a UDC inspection. Mr. Ebert and Mr. Vojta will draft a letter to Mr. Tolley spelling out what is wrong and what needs to be done.
  - 7C. **Vilas Zoning Changes (Platner):** Ms. Platner handed out copies of an article from the Vilas County News Review summarizing the changes to the Vilas County Zoning Ordinance. Ms. Platner will get copies for all of the committee members.
  - 7D. **To Do List (Platner):** It was decided that the sign ordinance would remain as the number one priority. The second in priority is a blight ordinance. Ms. Janssen will gather information concerning a blight ordinance. Third in priority is a sexually oriented business ordinance. Mr. Wiese will gather information concerning the ordinance.
  - 7E. **P & Z Grandfathering (Ebert):** Mr. Ebert stated that he was told by an attorney that a property not only loses its grandfathering when the use changes, but also when ownership changes. The committee thought that Mr. Ebert should get a second opinion. Mr. Vojta and Mr. Ebert will contact the WTA attorney.

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**8. Re-zonings – Discussion/Action:** There were none.

**9. Conditional Use Request - Discussion/Action:** There were none.

**10. Plat and Survey - Discussion/Action:**

**A. Leisure Lodge Condominium-First Addendum:** Mr. Vojta presented a check for \$200 from Eagle Landmark Surveying to Ms. Janssen. Mr. Vojta noted that the plat should indicate a private road and also have road names. Motion Wiese seconded Janssen Tom Boettcher from Eagle Landmark Surveying make the necessary changes and also provide a copy of the original plat of Leisure Lodge Condominiums so that the committee can compare them. Approved.

**11. Ordinance Amendments – Discussion Only:**

**11A. Sign Ordinance Update:** Mr. Vojta noted that Tom Christensen had been appointed chairman of the sign committee and that Wally Geist had been appointed recording secretary. The committee hopes to conclude the off-premise sign ordinance by the end of January. They will also probably be asking for an extension of the off-premise sign moratorium so that they can continue to work on an on-premise sign ordinance.

**12. Letters and Communication:** There were none.

**13. Committee Concerns:**

- A. Todd Wiese:** Mr. Wiese noted that he thought that section 1.58 of the zoning ordinance would have to be changed if the setbacks were changed.
- B. John Vojta:** Mr. Vojta asked that anyone with items for the agenda get them to him in a timely manner rather than waiting to see if there were enough items to hold a meeting.
- C. Marion Janssen:** Ms. Janssen asked if this was the January meeting or if there would be another one.
- D. Tim Ebert:** Mr. Ebert asked once again that the committee work on the setback requirements.

**14. Set Time and Date of Next Meeting:** The next regular monthly Planning & Zoning Committee meeting will be held on Monday, January 18, 2010 at 4:05 P.M. in meeting room #4 of the Community Center, if necessary.

**15. Adjournment:** Motion Janssen seconded Platner that the meeting be adjourned. Approved. Meeting adjourned 5:15 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