

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: FEBRUARY 15, 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 4:11 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 was absent. There were two other people in attendance.
3. **Approve Agenda:** Motion Janssen seconded Platner that the agenda be approved in any order at the discretion of the chairman. Approved.
4. **Approval of Minutes:** Motion Wiese seconded Platner that the minutes of the January 4, 2010 committee meeting be approved as written. Approved.
5. **Public Comments:** There were none.
6. **Zoning Administrator Report – Discussion/Action:** Mr. Ebert handed out his 2009 zoning permit report.
7. **Miscellaneous Agenda Items – Discussion/Action:**
 - 7A. **Setback Requirements (Ebert):** Mr. Ebert handed out his suggested requirements to changes in the 5-foot side yard setback. There were six requirements: (1) Lot must be smaller than 1.5 acres; (2) Must have a dwelling on it at the time that a garage permit is applied for; (3) Garage cannot exceed 720 square feet; (4) Must be a detached structure; (5) Cannot have a garage/accessory building on property that is vacant if under 1.5 acres; (6) If property is 1.5 acres or larger and vacant, the setbacks would be 15' side yard and the rear yard would be 40' so that if the garage is turned into a dwelling it would not become non-conforming. The committee will review the suggestions for the March meeting.
 - 7B. **Tolley Property (Ebert):** Mr. Vojta stated that he and Mr. Ebert had not yet drafted the letter.
 - 7C. **P & Z Grandfathering (Ebert):** The letter to the attorney has not been completed.
 - 7D. **202 Lullaby Lane East Property (Wally G):** Wally Geist stated that in November of 2008, a temporary carport had been constructed at 202 Lullaby Lane E. without a permit. It is 35' from the center of the town road and very close to the side lot line. Mr. Geist stated that he felt that it was an eyesore to the neighborhood. Mr. Ebert stated that the carports had been discussed at an earlier committee meeting. At that time, it was decided that unless it had enclosed sides, it would be considered temporary and would not require a permit. Vilas County might require a permit for a temporary structure. It was felt that if the carport were enclosed, it would have to meet all town ordinance and setback requirements. Mr. Geist will see if he can find an example of an ordinance governing the temporary carports.
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 Condo:** Mr. Vojta stated that there were still questions concerning the naming of the roads in Leisure Lodge Condominiums. The matter will be discussed again at the March meeting. Mr. Vojta will have Tom Boettcher call Mr. Ebert.
11. **Ordinance Amendments – Discussion Only:**
 - 11A. **Sign Ordinance Update/Presentation (Tom C.):** Mr. Christensen noted that sign committee decisions had been made on a consensus basis rather than by voting. With the approval of the minutes, the decisions were agreed upon. The committee wanted to make the ordinance easy to understand.

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Space between signs would be measured in 1/10's of a mile rather than feet. Ms. Platner had supplied copies of ordinances from the surrounding towns. The committee looked at them, but decided that the ordinance had to be tailored to St. Germain's needs. The committee also did not use the zoning districts to make their decisions. The committee decided that there should be a St. Germain Community Area that would be handled differently than the other areas in town. Mr. Christesen stated that the town would put up posts on both Hwy. 70 & Hwy. 155 to allow banners for special events.

Mr. Christensen also noted that there would be four billboard signs allowed along both the East and West sides of Hwy. 155. The density requirements would also apply. Other than along Hwy. 155, density requirements would apply. If after a certain time, there was no message on a billboard, it would have to be removed. There would be a yearly inventory of off-premise signs. There would be a permit fee of \$10. The fee would go towards enforcing the ordinance. Signs put up without permits would also be found in this way. Sections H, I and J were boilerplate sections containing legal issues. Mr. Christensen suggested that the committee have an attorney check over the ordinance.

Ms. Platner thought that the proposed ordinance contained some on-premise sign concerns. Mr. Wiese wanted to give the sign committee a lot of credit for the work that they have done. Mr. Vojta asked about a timeline. The committee decided to have a special meeting on Thursday, February 18, 2010 at 5:00 P.M. to consider the proposed ordinance.

11B. Ordinance Book Re-Write (Platner): Ms. Platner stated that there were still a few items that had to be clarified. She also stated that Janet Christensen from Vilas County has agreed to reformat the town ordinances so that they can be continually updated. This should also greatly reduce the number of pages in the ordinance booklet. Lois Reudiger from Business Connections has agreed to have copies available for sale for anyone who would like a copy. Ms. Platner thought that the booklet could be completed by May 1st. Ms. Platner will have copies of what is done so far made. The committee members should look the ordinances over to see if any changes need to be made. Copies will be available at the town shop.

11C. Sexually Orientated Business (Wiese): Mr. Wiese stated that he has looked into a few examples of an ordinance. He also stated that it might be too detailed for him or the committee to draft since it will involve 1st Amendment rights. Mr. Wiese thought that an attorney might have to draft the ordinance.

11D. Blight Ordinance (Marion J.): Ms. Janssen stated that she had not had time to do anything with the ordinance.

12. Letters and Communication:

Town Board Appointment to P & Z Committee and Board of Appeals (Vojta). Mr. Vojta noted that the town board had appointed Tim Gebhardt to the Planning & Zoning Committee. The town board had also appointed Phil Monday to the Board of Appeals as an alternate to replace Mr. Gebhardt.

13. Committee Concerns:

A. Mary Platner: Ms. Platner noted that she had given her notes and minutes for the Planning & Zoning Committee from 2001 to the present to Mr. Vojta. She also noted it was to be used for reference only.

14. Set Time and Date of Next Meeting: The next regular monthly Planning & Zoning Committee meeting will be held on Monday, March 15, 2010 at 4:05 P.M. in meeting room #4 of the Community Center, if necessary. There will be a special Planning & Zoning Committee meeting held on Thursday, February 18, 2010 at 5:00 P.M. in meeting room #4 of the Community Center.

15. Adjournment: Motion Wiese seconded Platner that the meeting be adjourned. Approved. Meeting adjourned 5:23 P.M.

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