

**P. O. BOX 7
ST. GERMAIN, WI 54558**

Minutes, Zoning Committee – September 01, 2021

1. **Call to order:** Meeting called to order by Ritter at 5:34pm
2. **Roll call, establish a quorum:** Ritter conducted the meeting from Room 4 of the Community Center with a virtual attendance option. Committee members physically present in Room 4: Vogel (ZA), Cooper, Schell and Vogel. Strom was not in attendance either physically or virtually. Also present in Room 4 was Diana Nasca.
3. **Public comments:** None
4. **Discussion/action topics:**
 - a. **Approve minutes of August 4, 2021 meetings:** Motion Cooper, second Vogel to approve as presented. Motion passed by unanimous voice vote.
 - b. **Review status of Eaglewatch rezone:** Ritter explained that a letter outlining the proposed rezone had been sent to all Eaglewatch property owners. Notice of the public hearing has also been submitted to the Vilas County News Review for two times publishing, posted in the Town's three posting boxes and placed on the home page of the town website. The Clerk has begun receiving written comments from Eaglewatch property owners. It is anticipated the 09/16/21 public hearing will be well attended.
 - c. **Review status of non-permitted shipping containers:** Ritter confirmed the Town Chairman had signed a letter dated 08/26/21 which has been sent to Ahlborn Land Holdings and Lumber Jack Tree Service requesting that shipping containers be removed from their properties within 60 days of the letter date. Failure to comply could result in citations. Mr. Ahlborn has responded explaining that the shipping containers on his property are used for their intended purpose in his import/export wholesale business. Motion Cooper, second Vogel to recommend to the town board that the ordinance be revised to except shipping containers legitimately used by businesses as international shipping containers provided the containers be stored in a manner that minimizes public visibility of them. Motion passed by unanimous voice vote. Ritter will prepare the committee recommendation for consideration by the town board. No response has been received from Mr. Klotz of Lumberjack Tree Service.
 - d. **Committee financial review:** Ritter shared the new monthly Zoning financial report now being provided by the Town Treasurer. Review of it will become a routine agenda item so that the Committee has an opportunity to evaluate the impact of the zoning function on the town annual budget and be in a position to recommend adjustments in zoning fees if necessary.
 - e. **Consider action on expired Zoning Permit Z1858 issued 08/20/2018. Work not completed. Extension of permit not requested:** The owner of this project is constructing his home on his own as time and cost of materials permit. Unlike contractors, this zoning permit holder is unlikely to be aware of the time restriction in the ordinance for completion of the project,

nor is there any record of his having been informed by the Town of the time restriction. Following committee discussion of whether to be lenient in enforcement of this ordinance provision, questions were raised regarding compliance with possible similar time restrictions associated with county and state permits. Motion Ritter, second Cooper to table this agenda item while Ritter researches the status of county and state permit time restrictions. Motion passed by unanimous voice vote. Ritter will place this topic on the next meeting agenda for further consideration.

- f. **Consider possible zoning district map color designation error (Res Med den vs Low den) in SE corner of Town:** While processing zoning permit applications, the Zoning Administrator had questioned why in several zoning districts there are parcels smaller than the minimum size specified for those districts, such as 1.5 acres parcels in Residential – Low Density districts where the minimum parcel size is 2.5 acres. Committee discussion led to the conclusion that this is not the result of color errors on the zoning district map. In most cases those smaller parcels existed at the time the zoning districts were created, thus resulting in non-conforming vacant lots as addressed in section 1.504 of the zoning ordinance. The Zoning Administrator must keep that in mind as use appropriate case-by-case discretion when considering how to respond to permit applications.
 - g. **Assist Zoning Administrator with Zoning Permit Application decisions:** The Zoning Administrator requested committee assistance with various setback questions related to specific pending permit applications. Upon conclusion of those discussions, both the Zoning Administrator and committee members present agreed the conversations had been mutually beneficial. Ritter will include the opportunity for the Zoning Administrator and committee members to discuss the disposition of pending permit applications as an agenda item for future committee meetings.
 - h. **Zoning Administrator updates on past reports:** None
 - i. **Zoning Administrator report:**
 1. **Review monthly update of Zoning Administrator Permit Activity Log:** Permit activity was reviewed with no action taken.
 2. **Approve monthly Zoning Administrator compensation:** Motion Schell, second Cooper to approve the Zoning administrator compensation in the amount of \$815.47 for the month of August, 2021. Motion passed by unanimous voice vote.
 3. **Zoning Administrator new concerns to be discussed at a future meeting:** None
 - j. **Committee concerns for future agendas:**
 1. Review the Zoning Permit and Motor Vehicle Public Road Access/Fire Numer application forms for needed revisions.
 2. Consider the need for Zoning Administrator site visits to assure compliance with permit provisions.
 3. Consider a plan to reformat section 3 of the zoning ordinance to make interpretation of land use rules for zoning districts more efficient and user friendly.
 4. Consider eliminating the existing disparity in the zoning ordinance between garages and accessory buildings.
5. **Adjourn:** Prior to adjournment, it was noted that our scheduled October meeting conflicts with the annual town Board of Review meeting. It was agreed by consensus the October Zoning Committee

meeting be rescheduled for Wednesday, September 29. There being no other business on the agenda, the meeting was adjourned by Ritter at 7:30pm.

Minutes prepared by chairman Ritter