

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

Minutes, Zoning Committee – December 01, 2021

1. **Call to order:** Ritter called meeting to order at 5:33pm.
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, Strom, Cooper, Ritter and ZA Vogel. Schell was absent. There were no virtual attendees.
3. **Public comments:** None
4. **Discussion/action topics:**
 - a. **Approve minutes of November 03, 2021 meeting:** Motion Cooper, second Vogel to approve as submitter. Motion passed by unanimous voice vote.
 - b. **Review status of Old Highway 70 RV Park development:** ZA sent a registered letter on 11/15/2021 to property owner explaining what can and cannot be done on this property and the expired status of a zoning permit. No response was received to the letter. The Committee agreed the property should be watched for future development and if non-permitted activity is observed, appropriate action will be considered at that time.
 - c. **Consider 11/18/2021 action of town board regarding assessment of Zoning Permit fees for permitted projects on Town property:** No action taken as this topic has not yet been discussed by the town board.
 - d. **Consider 11/18/2021 action of town board regarding not amending section 1.409 of the Zoning Ordinance but allowing a 60 day timeframe for permits to be requested for shipping containers already in place without a zoning permit as of 07/22/2021:** No action taken as this topic has not yet been discussed by the town board.
 - e. **Develop criteria for approving/denying town road motor vehicle access permits:** Existing criteria in section 2.05 of Chapter 2 of the Code of Ordinances was reviewed and found to be in need of updating. Ritter will prepare a draft update for consideration at a future meeting.
 - f. **Review draft revisions, Chapter 2 - Motor Vehicle Public Road Access:** One minor typo was noted in Ritter's draft revision of sections 2.01, 2.02 and 2.04. With that correction, motion Cooper, second Strom to approve amendments as presented for advancement to the town board for consideration. Motion passed by unanimous voice vote.
 - g. **Consider eliminating the existing disparity in the Zoning Ordinance between garages and accessory buildings:** It was agreed that section 1.203(B) of Ritter's draft revision should be amended to include the same conditional use provision as 1.203(A). With that amendment, motion Cooper, second Vogel to approve amendments as presented for advancement to the town board for consideration. Motion passed by unanimous voice vote.
 - h. **Assist Zoning Administrator with Zoning Permit Application decisions:** There were no issues to discuss.

- i. **Approve monthly Zoning Administrator compensation:** Motion Cooper, second Strom to approve the November ZA compensation request in the amount of \$1,214.96. Motion passed by unanimous voice vote.
 - j. **Discuss need to record Zoning Committee meetings:** No discussion, no action taken.
 - k. **Committee concerns for future agendas:**
 - 1. Consider changing regular monthly meeting times.
 - 2. Discuss needed updates to the CUP application form.
 - l. **Consider CUP application: Parcel 24-365-026, Accessory building:** Committee consensus was that this application is in order. A public hearing and committee deliberation was scheduled for 7:00pm, January 6, 2022. Ritter will prepare the public notifications accordingly.
 - m. **Consider Zoning District Map Amendment: Parcel 24-1763-01, Residential Low Density to Community & Highway Business:** Motion Ritter, second Cooper to recommend to the town board this re-zone be approved with consideration for also re-zoning parcels 24-1761 and 24-1763 to eliminate spot zoning and to expand the Community & Highway Business district along Highway 70. Motion passed by unanimous voice vote.
 - n. **Consider Zoning District Map Amendment: Parcels 24-2020, 24-2021, 24-2022, 24-2023, 24-2024, 24-2025, 24-2026, 24-2027, 24-21-84-05, Multi-family Residential to Community & Highway Business:** Motion Vogel, second Cooper to recommend to the town board this re-zone be denied for the following reasons:
 - 1. These parcels are within a residential district.
 - 2. The updated Town Comprehensive Plan adopted 03/25/2021 specifies commercial development to be concentrated along Highways 70 and 155. Residential districts should remain residential in nature.Motion passed by unanimous voice vote.
5. **Adjourn:** Ritter declared the meeting adjourned at 7:00pm.

Minutes prepared by Ritter