

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

**Minutes, Zoning Committee – March 01, 2023**

1. **Call to order and confirm presence of quorum:** Meeting called to order at 5:30pm. Committee Chairman Ted Ritter conducted the meeting from Room 4 of the Community Center with a virtual attendance option. Committee members physically present in Room 4: Ted Ritter, Jimmy Vogel, Bob Schell, Bev Przybylski, Brian Cooper, and non-voting committee member June Vogel/ Zoning Administrator (hereinafter referred to as ZA Vogel). Also present in Room 4 was Tom Christensen and Terry Duke.
2. **Public comments:** Tom Christensen explained that shipping containers are sometimes used for purposes other than storage and questioned if the Chapter 1 definition of storage containers is adequate to prohibit shipping containers when not used for storage. No committee action taken.
3. **Zoning Administrator updates:**
  - a. There will be two CUP public hearings on March 28<sup>th</sup> and at least two more on April 25<sup>th</sup>.
  - b. The alleged Chapter 1 violation at parcel 24-1508-17 has been explained as a seasonal shelter not meeting the definition of a structure and is therefore not a violation.
4. **Discussion/action topics:**
  - a. **Approve minutes of 02/01/2023 Zoning Committee meeting:** Motion Schell, second Przybylski to approve with spelling corrections in sections 2 and 5a. Motion passed by unanimous voice vote.
  - b. **Consider Town Board guidance of 02/23/2023 regarding campgrounds restrictions disparity between Town and County Zoning ordinances:** Ritter reported the Town Board had approved a motion to proceed with deleting section 1.403 – Campgrounds from the Zoning Ordinance to allow campgrounds to be regulated by the County and that the public hearing for the proposed ordinance amendment is scheduled for March 23<sup>rd</sup>. Schell discussed potential impacts to the smaller lakes if 1.403 were to be eliminated as County restrictions do not adequately protect lakes from excess use. Motion Cooper, second Schell that the Zoning Committee recommend to the Town Board that 1.403 not be removed from the ordinance. Motion passed by unanimous voice vote. Ritter explained that he will present this Committee action at the public hearing. He also expressed concern for how failing to remove 1.403 would affect the pending plans for expansion of an existing campground on Big St. Germain Lake.
  - c. **Consider making "Community Living Facility" either a permitted or conditional use in Community & Highway Business District:** Motion Schell, second Ritter to add Community Living Facility as a conditional use in section 1.310 – Community & Highway Business zoning district and also change Community Living Facility from permitted to conditional use in sections 1.304 – Residential Low Density district and 1.306 – Multi-family Residential zoning districts. Motion passed by unanimous voice vote.
  - d. **Continue discussion of draft definition of "Corner Lot" to be included in Section 1.111 of Chapter 1 and corresponding amendments to language in residential zoning districts:** Motion Ritter, second Vogel to table until such time that a committee member brings forth a specific proposal regarding a definition for "corner lot" and/or amendments to how corner lots are regulated. Motion passed by unanimous voice vote.

- e. **Review draft amendments to Motor Vehicle Town Road Access permit application and corresponding sections of Chapter 2:** Following review of numerous minor revisions to Chapter 2 – Motor Vehicle Town Road Access and to the corresponding application form, during which several modifications were made to the proposed revisions, motion Vogel, second Przybylski to approve the amendments as further amended. Motion passed by unanimous voice vote.
- f. **Consider draft amendment to section 1.111 to include Non-dwelling Unit definition as it appears on the Zoning Permit Application form:** Motion Cooper, second Przybylski to add "**Non-dwelling Unit: Not to be used as a dwelling**" to Chapter 1, section 1.111. Motion passed by unanimous voice vote.
- g. **Continue discussion of "habitable living area" definition in Chapter 1:** Motion Vogel, second Ritter to revise Chapter 1, section 1.111 definition to: "**Habitable Living Area: The enclosed floor area arranged and maintained for sustaining living purposes, exclusions including but not limited to exterior porches, decks, carports, and attached garages.**" Motion passed by unanimous voice vote.
- h. **Review draft request form for purchasing and installing new road names signs and STOP signs when appropriate:** Motion Schell, second Cooper to approve "Request for Road Name Sign" form as modified during discussion. Motion passed by unanimous voice vote. Motion Ritter, second Schell to table finalization of form until after costs for installed road name signs are determined and included on the form. Motion passed by unanimous voice vote.
- i. **Review draft Board of Appeals application form definitions and terminology update to be consistent with Chapter 1:** Ritter presented draft amendments to sections 1.607(D) and 1.608(A)&(E) and to the "Petition to Zoning Board of Appeals" form. Ritter also suggested the content of the instructions for completing the form, currently accessible only as a document linked from the Zoning page of the website, be eliminated and the instructions be summarized on page 2 of the form. Following discussion and minor revisions to the for amendments, motion Ritter, second Cooper to approve all amendments as further amended, including adding the instructions on page 2 of the form, and also to keep the current instructions page accessible as a link from the website. Motion passed by unanimous voice vote.
- j. **Review draft amendments to pages 2 and 5 of Chapter 1 Accessory Buildings and Garages definitions:** Motion Przybylski, second Vogel to amend section 1.111 definitions of "Accessory Building or Garage Not Attached to a Dwelling" and "Garage or Accessory Building Not Attached to a Dwelling" by changing "having walls or a roof" to "having walls and/or a roof". Motion passed by unanimous voice vote.
- k. **Assist Zoning Administrator with Zoning Permit Application decisions:** None
- l. **Approve February monthly Zoning Administrator compensation:** Motion Schell, second Vogel to approve ZA February 2023 compensation request of \$542.05. Motion passed by unanimous voice vote.
- m. **Committee concerns for future agendas:**
  - i. Review results of public hearing and Town Board decision regarding proposal to eliminate 1.403 – Campgrounds from Chapter 1.
  - ii. Consider whether Chapter 1 definition of storage containers is adequate to prohibit shipping containers when not used for storage.
  - iii. Finalize costs for "Request for Road Name Sign".

5. **Adjourn:** Upon completion of agenda, meeting was adjourned by Ritter at 7:55 PM