

# 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 25, 2011

**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, Tim Gebhardt, Tim Nampel, Marion Janssen, Tim Ebert, zoning administrator, Tom Martens, town clerk. Walt Camp was absent. Wally Geist was also present. Peggy Nimz came in late.
- 3. Approve Agenda:** Motion Janssen seconded Nampel that the agenda be approved in any order at the discretion of the chairman. Approved
- 4. Approval of Minutes:** Motion Nampel seconded Gebhardt that the minutes of the August 16, 2010 and the December 6, 2010 committee meetings are approved as written. Approved.
- 5. Public Comments:** Ms. Nimz, who had come into the meeting late, stated that she needed to know if it would be a problem with the committee if the constable duties and the fire department savings account were spelled out with resolutions rather than ordinances. Mr. Vojta thought that resolutions would work since both matters would be town board policy rather than laws for the entire town. Ms. Janssen will check with the WTA attorney to see if the fire department savings account can be covered by a resolution. Mr. Martens suggested that Ms. Nimz check with the town's attorney concerning the constable duties.
- 6. Zoning Administrator Report:** Mr. Ebert handed out his fourth quarter report for 2010. There had been 71 permits issued in 2010 compared to 93 in 2009. Mr. Vojta stated that he had contacted Vilas County Zoning concerning the number of permits they show as being issued for St. Germain in 2010. They also include sanitary, fence, demolition, etc. permits, but they will get a list to Mr. Vojta.

Mr. Ebert also noted that someone had asked about adding a bunkhouse onto his garage on Riverview Drive. The garage is a conforming structure 12 feet from the back lot line. Mr. Ebert also stated that the addition would be at least 720 sq. ft. and would have water. Mr. Ebert couldn't find anything in the ordinance to prohibit the addition. Mr. Ebert felt that it would become a dwelling with a garage. Mr. Martens asked if that was a way to get around the 40 ft. rear setback requirement for a dwelling. He also asked if a second dwelling would be allowed on the lot. Mr. Ebert added that the owner would have to check with the county concerning water and septic. It was the consensus of the committee to have Mr. Ebert notify the owner that he could build the addition.

**7. Miscellaneous Agenda Items – Discussion/Action:**

**7A. Establish Recommendation for Sign Inventory Position:** Mr. Vojta started the discussion by asking if the position should be put out for bids. Mr. Gebhardt thought that the pay should be by the sign rather than an hourly rate. Mr. Vojta suggested that the town crew could do the inventory while the road limits were on. It was suggested that whoever does the work be hired as a subcontractor. Ms. Janssen noted that the person would have to have liability insurance. It was also felt that it would take a lot of time to do this first inventory. Mr. Martens suggested that the applications be sent to each business owner that had an off-premise sign so that they can fill out the application. He added that the application should be completed and returned by a certain date or that a fine could be imposed. Mr. Vojta was concerned about how the fine would be collected. Mr. Martens thought that it could be a special assessment on the businesses property tax bill. Mr. Vojta asked about the businesses that were not located in St. Germain. Ms. Janssen said that she would get the pictures of the signs from Mary Platner and try to complete a few applications. She would also consider sending the applications out to the business owners after she was finished collecting the property taxes next month.

**7B. Set Recommended Fee for Sign Inventory:** Mr. Vojta stated that a fee of \$10 per sign had been discussed at the public hearing for the sign ordinance. Ms. Nimz thought that the fee could be \$20 if the applications were returned on time and \$30 if they were returned late. The committee

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decided to table the fee schedule until the next meeting.

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

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

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

**10A. Barrington Pines – Charles Vogel:** Mr. Vojta noted that he had checked with Vilas County Zoning and found out that the plat for Barrington Pines is recorded as it was originally recorded. Mr. Vogel had not recorded the changes. Mr. Vojta stated that if Mr. Vogel applies for a building permit, he would have to deal with the lot size issue depending on what type of structure he intends on building.

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

**11A. Ordinance Book Re-Write (Martens):** Mr. Martens stated that he and Mary Platner had met to go over the ordinance book. They had found Ordinance L-1, Town Ordinance for Logging; Ordinance MH-1 an ordinance regulating trailers, mobile homes, trailer parks and mobile home parks; Ordinance H-1 and ordinance regulating the discharging and carrying of firearms; and ordinance R-1 and ordinance to regulate vehicular traffic on town roads. Mr. Martens asked if the committee thought that the ordinances should be in the ordinance book. It was the consensus of the committee that the ordinances are sent to the town's attorney to get his opinion.

**12. Letters and Communication:**

**12A. Sign Ordinance Update:** Mr. Vojta stated the Vilas County Board at their January 18, 2011 meeting had approved by both the Vilas County Zoning Committee and that sign ordinance. Once the fees are set, the ordinance will have to be published and posted to become effective.

**13. Committee Concerns:** Ms. Janssen stated that she still had not worked on the dog ordinance. She thought that the license fees should be increased by \$2 each. Mr. Ebert stated that the town would probably be receiving a letter from a man interested in applying for the UDC inspector position.

**14. Set Time and Date of Next Meeting:** The next regular monthly Planning & Zoning Committee meeting will be held on Monday, February 21, 2011 at 4:05 P.M. in meeting room #4 of the Community Center.

**15. Adjournment:** Motion Janssen 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