

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

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

1. **Call to order:** Meeting called to order at 5:31pm
2. **Roll call, establish a quorum:** 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, and non-voting committee member June Vogel/ Zoning Administrator (hereinafter referred to as ZA Vogel). Brian Cooper was absent. Also present in Room 4 was one member of the public.
3. **Zoning Administrator updates including 2022 Zoning Department expenses / income review:**
  - The ZA is aware of only one violation of Chapter 1 which is also a violation of County Zoning, therefore the County is pursuing correction action.
  - Ritter summerized the 2022 Zoning Department expenses / income. No action taken.
4. **Consider action to restore County Shoreland Zoning Authority:** Ritter reviewed Vilas County Resolution 2023—01 adopted 01/24/2023. Motion Schell, second Vogel that the Zoning Committee request the Town Board adopt a similar resolution in support of the County's. Motion passed by unanimous voice vote. Ritter will pursue with Town Board.
5. **Discussion/action topics:**
  - a. **Approve minutes of 01/04/2023 Zoning Committee meeting:** Motion Vogel, second Schell to approve with the correction that the minutes state there were three members of the public in attendance. Motion passed by 3:0 with Schell abstaining due to not having been in attendance of the meeting.
  - b. **Consider draft definion of "Corner Lot" to be included in Section 1.111 of Chapter 1:** Motion Vogel, second Schell to table indefinitely while being further researched to address properties such as 24-2177, 24-2147, and 24-2148. Motion passed by unanimous voice vote.
  - c. **Consider draft amendment to Chapter 1 to resolve the discrepancy of specifying corner lot setback requirements in only some residential zoning districts rather than all:** Motion Vogel, second Schell to table and resolve in conjunction with agenda item 5b. Motion passed by unanimous voice vote.
  - d. **Consider draft amendment to section 1.111 to include Non-dwelling Unit definition as it appears on the Zoning Permit Application form:** Motion Vogel, second Schell to approve as presented. Motion passed by unanimous voice vote.
  - e. **Consider draft amendment to the Motor Vehicle Town Road Access permit application to remove reference to the first 33 feet of access and achieve consistendy with language in Chapter 2:** Motion Schell, second Vogel to approve amendments with further modifications as needed to achieve full consistency between the application form and Chapter 2. Motion passed by unanimous voice vote. Ritter will bring this back to the Committee next month to confirm all changes have been made.

- f. Consider draft amendment of Chapter 5 to make variance provision the same as in Chapter 1:** Motion Schell, second Vogel to approve amendments as presented. Motion passed by unanimous voice vote.
  - g. Consider removing "habitable living area" from Definitions section of zoning ordinance:** Motion Ritter, second Vogel to table. Ritter to consider discussion comments and bring back revised proposed amendments next month. Motion passed by unanimous voice vote.
  - h. Consider criteria for determining if a culvert is needed & what size when processing a Motor Vehicle Town Road Access application:** Motion Schell, second Ritter to table for further investigation by Vogel. Motion passed by unanimous voice vote.
  - i. Consider resolving campgrounds restrictions disparity between Town and County zoning ordinances:** Motion Ritter, second Schell to refer this to the Town Board for guidance at the 02/23/2023 board meeting. Motion passed by unanimous voice vote.
  - j. Review procedures and fees for naming/renaming private roads:** Ritter to draft a new application form for Town to purchase and install a new road name sign and STOP sign where appropriate. Action postposed until draft is presented.
  - k. Assist Zoning Administrator with Zoning Permit Application decisions:** Committee discussed ordinance interpretation enable ZA to proceed with permit application decisions. No Committee actions taken.
  - l. Approve January monthly Zoning Administrator compensation:** Motion Schell, second Vogel to approve January 2023 compensation in the amount of \$504.46. Motion passed by unanimous voice vote.
  - m. Committee concerns for future agendas:**
    - Update Zoning Permit Application form with current "Structure" definition
    - Update Town Road Motor Vehicle Access application for with definitions consistent with Chapter 1
    - Update Board of Appeals form with definitions and terminology consistent with Chapter 1
    - Update pages 2 and 5 of Chapter 1 Accessory Buildings and Garages definitions to "walls and/or roof"
    - Update Chapter 1 definitions to include "Private Road"
6. **Adjourn:** Upon completion of agenda, meeting was adjourned by Ritter at 7:26 PM

Minutes prepared by Chairman Ritter