

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

**Minutes, Zoning Committee CUP Hearings
May 03, 2023**

1. **Call to order:** Meeting called to order at 5:30pm
2. **Roll call, establish a quorum:** Ted Ritter conducted the meeting from Room 4 of the Community Center with a virtual attendance option. Committee members physically present in Room 4: Jimmy Vogel, Ted Ritter, Brian Cooper, Bob Schell and non-voting member – Zoning Administrator June Vogel (hereinafter referred to as ZA Vogel). Beverly Przybylski attended virtually. Also in Room 4 was Terry Duke. Also attending virtually was Nathan Stanke of Whitetail Estates.
3. **Zoning Administrator updates:** ZA Vogel reported that a shipping container violation letter has been sent. There are no other known ordinance non-compliance issues.
4. **Discussion/action topics:**
 - a. **Approve minutes of 04/05/2023 and 04/25/2023 meetings:** Motion Schell, second Cooper to approve both meeting minutes with corrections to the building sizes noted throughout the 04/25 CUP minutes. Motion passed by unanimous voice vote.
 - b. **Consider amendments to 1.304 - 1.315 Lot Area Requirements:** Motion Vogel, second Cooper to approve inclusion of *"for the first dwelling unit and an additional 12,000 square feet for each additional dwelling unit"* in districts 1.304, 1.305, 1.307, 1.308, 1.309, 1.313 and 1.315. Motion passed by unanimous voice vote.
 - c. **Consider how zoning ordinance applies to parcel 24-73-02 (Whitetail Estates):** ZA Vogel explained the following regarding Whitetail Estates:
 1. The creation of Whitetail Estates pre-dates St. Germain's Zoning Ordinance and the development is therefore exempt from the Town ordinance.
 2. Whitetail Estates was created as a "Mobile Home Park", although the dwellings placed in the development meet the definition of manufactured housing with full basements rather than the definition of mobile homes.
 3. The Whitetail Estates plat map was approved by Vilas County Zoning in 1995. The plat includes a setback of 75 feet around the entire parcel, thereby more than satisfying St. Germain's current setback requirements.
 4. A St. Germain Zoning Permit is required prior to construction of each new dwelling. Setbacks need not be specified in the permit applications. However, each application is to be accompanied by a copy of the Whitetail Estates Mobile Home Park plat map.Mr. Stanke was informed that while no action was found by the Committee to be necessary, these meeting minutes will memorialize the above understanding of how the Town Zoning Ordinance applies to Whitetail Estates.
 - d. **Assist Zoning Administrator with Zoning Permit Application decisions:** None

e. Approve March monthly Zoning Administrator compensation: Motion Cooper, second Vogel to approve the ZA compensation for the month of April in the amount of \$567.99. Motion passed by unanimous voice vote.

f. Committee concerns for future agendas:

1. ZA Vogel is considering modifying the zoning administrator work location and hours, duties and compensation document for Committee review.
2. Ritter will discuss with County Zoning and report back to the Committee on the possible role of Town Zoning in helping permit applicants proceed with their projects in a manner that does not cause potential future problems for either the Town or the project owner (i.e. building at too low an elevation resulting in water runoff problems from Town roads).

5. Adjourn: Meeting adjourned by Ritter at 6:15PM.

Minutes prepared by Chairman Ritter