

**MINUTES ST. GERMAIN PLANNING AND ZONING COMMITTEE
MEETING: AUGUST 30, 2004**

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:** The meeting was called to order at 5:00 P.M. by Ed Odette, Chairman
2. **Roll Call -Members Present:** Don Buchholtz, Bill Joost, Ed Odette, Mary Platner, Ted Ritter, Tim Ebert-Zoning Administrator, Tom Martens-town clerk. Five people also signed the register.
3. **Approve Agenda:** Motion Joost seconded Platner that the agenda be approved as posted. Approved.
4. **Approve Minutes:** Motion Ritter seconded Buchholtz that the minutes of the August 16, 2004 meeting be approved as written. Approved. Ms. Platner noted that the ordinance amendments in the minutes were summaries of what was said and not word for word.
5. **Public Comments:** There were no public comments.
6. **Zoning Administrator Report –Discussion/Action**
 - 6A. **Travelway Permits:** Motion Ritter seconded Joost that a travelway permit be issued to Tim & Patricia Kirk, Lot #19, Maplewood Subdivision, NE ¼ NE ¼, Sec. 16, T40N, R8E. Approved.
 - 6B. **Frost Wall Under Garage:** Mr. Ebert reported that a man wanted to put a frost wall under a garage. It would not raise the height of the garage. Vilas County wants the man to get a permit. Since there would be no change in height, the committee told Mr. Ebert to tell the man that he would not need a town permit.
 - 6C. **Birchwood Drive Condo:** Mr. Ebert stated that the owner of a home and cabin, formerly part of an old resort on Birchwood Drive, wanted to condo the property. Since it is less than three units he would need to deal with the county, but have to provide nothing to the town.
 - 6D. **Fire Ordinances:** At the August 2, 2004 meeting Mr. Ebert had given the committee copies of three fire ordinances from Eagle River. He asked if the committee had looked at them. Bill Jones, fire inspector, would like the town to adopt ordinances such as these.
 - 6E. **Eliason & Eliason Temporary Building:** Mr. Ebert noted that the temporary office building behind Eliason & Eliason will be moved within a year. There is no sanitary system to the building.
7. **Ordinance Amendments- Discussion/Action:**
 - 7A. There was a discussion concerning section 1.36(6) of the St. Germain Zoning Ordinance. This section was also discussed at the August 16, 2004 meeting. Mr. Ebert noted that setbacks would also have to be addressed. Residential lots in Downtown Business would also have to adhere to all residential setbacks as set forth in the ordinance. Mr. Buchholtz noted that each

additional unit such as a duplex or other multiple family unit would have to meet the 12,000 square foot requirement.

7B. Zoning Ordinance Changes:

- (1) Sec. 1.51 was discussed. All of the wording would be deleted except that driveways need to be clear of trees and buildings to a width and height of fourteen feet.
- (2) Mr. Joost will continue working on sec. 1.52 & 1.55 (2) & (3)..
- (3) Ms. Platner stated that accessory buildings, garages, and guesthouses need to be addressed somewhere in the ordinance.
- (4) Sec. 4.01 of the Travelway Ordinance was discussed. Ingress and egress onto a road should be changed to onto a public road..
- (5) Sec. 5.10(3) still needs a Wis. Statute reference.
- (6) There was a discussion concerning loggers and travelway permits. It was felt that loggers should get a travelway permit. They should also be putting gravel down on the roads that they make. Mr. Ebert stated that this was next to impossible to enforce.

8. Re-zonings -- Discussion/Action:

8A. There were no map changes

8B. Willy Weber Property: Mr. Weber asked that his eight acres near Lange Lake be rezoned downtown business. Mr. Joost stated that he thought that it would be difficult to justify zoning the property downtown business, but that multiple family residential would be acceptable. Right now the map shows it as Lake Shore Residential. The property is not on the lake. Prior to the new map changes, the property was zoned General Business. Ms. Platner will check with Foth & Van Dyke to see just what it was intended to be. It is possible that there is a mistake in the map.

8C. Snowmobile Hall of Fame: There is a question as to how the rezoning of the property was done. Mr. Ebert will check to see what Loren Anderson remembers. Ms. Platner will check with Foth & Van Dyke to see if the rezoning was done as part of the original map changes. There was also a question as to whether or not a buffer was necessary. At a zoning meeting on September 24, 2001 there was a question as to who actually owned the land.

9. Subdivision Approval -- Discussion/Action:

There were none.

10. Conditional Use Request – Discussion/Action:

There were none

11. Plat and Survey – Discussion/Action

There were none.

12. Miscellaneous Agenda Items – Discussion/Action

12A. Interview with UDC Inspectors: Darin Pagel was present. Mr. Pagel was the only applicant to appear at the meeting. Mr. Pagel had been the zoning administrator in Merrill for eleven years prior to starting his business, Northwinds Inspections. Mr. Pagel has two employees. Each employee must be certified and get 12 CEU's each year. Each inspector has a two-year license. Mr. Pagel suggested that the town use an occupancy bond and that we charge an administration fee. Mr. Pagel passed out several forms that he uses. He supplies a report each month and turns over the permits at the end of the year. Mr. Pagel suggested a one-year contract. He also uses flags to inform property owners that he has been there to inspect. All new dwellings must be inspected. Also habitable additions to homes built post 1980 should be inspected. The town has the option of inspecting other work. The town needs to adopt an ordinance concerning the UDC inspector. Mr. Pagel will fax a copy of an ordinance and a contract to Mr. Odette. Motion Platner seconded Joost the St. Germain Planning & Zoning recommend Darin Pagel as the St. Germain Building Inspector. Mr. Odette will see that Mr. Wendt gets the information so that it can be placed on the agenda for the September 13, 2004 town board meeting..

13. Letters and Communications:

12A. Plat of Drews Property NE ¼ SE ¼ Sec. 28, T40N R8E.: Jerry Inman had sent five copies of the plat. The committee will review the plat and it will be placed on the agenda for the next meeting.

12B. County Preliminary Approval: The clerk had received preliminary approval from the county for the Fifth Final Amendment to the Plat of Ed Gabe's Lost Lake Condominiums and also for Northside for Tom & Dulsie Ryan.

14. Committee Concerns

14A. Cedar Ave: Mr. Joost noted that the property on Cedar Ave had been brought up at a previous meeting and seems to have been forgotten. The permit had been taken out in 1998 and the construction had never been completed. Motion Joost seconded Odette that a letter be sent to the owner stating that failure to complete construction will result in the committee having to take the appropriate action. Approved. Mr. Joost will draft the letter.

14B. Septic and Holding Tanks: Fred Radtke, who arrived late, had a public comment. He noted that the county had just passed an ordinance whereby a new dwelling that did not qualify for a conventional septic system could go right to a holding tank. He thought that the town might want to consider being more restrictive and require that a mound system be used first. Motion Ritter seconded Buchholtz that the town not get involved with septic systems. Approved.

14B. Vogel road, St. Germain Drive: Mr. Buchholtz stated that he had a call about a road that had been put in on Big St. Germain Drive. Mr. Ebert noted that the travelway permit for the road had been granted at the August 2, 2004 meeting to Dominic Camino.

14C. James Miller Property: Mr. Odette will see that Mr. Wendt places the matter on the agenda for the September 13, 2004 town board meeting. If Mr. Miller does not have the HUD inspection within the 30-day time period, the town will have to take action.

15. Time and Date of Next Meeting: The next Planning & Zoning Committee meeting will be on Monday, September 27, 2004 at 5:00 P.M. in the boardroom of the Old Red Brick Schoolhouse.

16. Adjournment: Motion Joost seconded Platner that the meeting be adjourned. Meeting adjourned 8:08 P.M.

Town Clerk