

# PLANNING & ZONING COMMITTEE

## TOWN OF ST. GERMAIN

P.O. BOX 7

OFFICE OF THE CLERK

ST. GERMAIN, WISCONSIN 54558

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### MINUTES ST. GERMAIN PLANNING AND ZONING COMMITTEE MEETING: JUNE 20, 2005

**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 4:37 P.M. by Todd Wiese, Chairman
2. **Roll Call -Members Present:** Ted Ritter, Mary Platner, Todd Wiese, Marion Janssen, Tom Martens, town clerk, Tim Ebert, zoning administrator and Lee Holthaus were absent.
3. **Approve Agenda:** Motion Ritter seconded Platner that the agenda be approved as posted with item #11 being moved up after citizens concerns. Approved.
4. **Approval of Minutes:** Motion Ritter seconded Platner that the minutes of the June 6, 2005, workshop be approved as written. Approved.
5. **Public Comments:** There were no public comments.
6. **Zoning Administrator Report – Discussion/Action:**
  - 6A. **Scott Storage Building:** Mr. Ebert left notes that Roger Scott had called concerning acquiring a permit for a storage building sometime in March. Mr. Scott proceeded to erect the storage building without a permit. Mr. Scott has since completed the permit application and paid the \$10 fee. The town ordinance, however, provides for a fine of ten times the permit fee. Mr. Scott claims that he was confused about whether or not a permit was needed. He claims that he tried to contact Mr. Ebert again, but could not reach him. Ms. Platner suggested that written requirements be given out with each permit application. Motion Ritter seconded Platner that Mr. Scott's permit be approved, and that a letter be sent informing him that all structures require permits, with the exception of something like a dog house, and that something like this would be dealt with more harshly in the future. Approved.
  - 6B. **Travelway Permit:** Motion Ritter seconded Platner that a travelway permit be issued to Robert Ohde on Apache Trail. Approved.
7. **Ordinance Amendments:**
  - 7A. **Review Order of Importance for New Ordinance Work:** Mr. Wiese noted that he had received several blight complaints within the last few weeks. He asked if perhaps a blight ordinance should be looked at before the sign ordinance. The rest of the committee felt that since the sign ordinance already had several drafts, it would be foolish to start in on an entirely new ordinance before finishing the sign ordinance.
  - 7B. **Formatting of Ordinance Amendments for Vilas County Approval:** Mr. Wiese suggested that the committee contact Dawn Schmidt, Vilas County Zoning Administrator, to see what format should be used for our ordinance amendments. Also, to whom should the

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amendments be sent? Ms. Platner suggested that we send the amendments as they are. Ms. Platner will contact Vilas County Zoning Administrator, Dawn Schmidt, to determine what format is required for Vilas County to review and who the amendments are to be forward to for County Board approval.

### **7C. Review and Work on Accessory Building/Guest House Ordinance Draft at the Conclusion of item #14.**

#### **8. Rezoning – Discussion/Action:**

**8A. Report on Zoning District Determinations:** There was a discussion concerning the rezone request by Charles Vogel. Mr. Vogel's request is to have Vilas County change their zoning of his property to more match the town's zoning. The question is that only the western most 300 ft. of Mr. Vogel's property is now zoned Downtown Business. The remainder is zoned Medium Density Residential. An Eagle Landmark Surveying plat map from 2003, which was approved by the St. Germain Planning & Zoning Committee, indicates that all nine lots of the property are zoned downtown business. The eastern most lots, however, are 1.5 acres in size, which would seem to indicate that they were intended to be residential. The consensus of the committee is that the committee must follow the St. Germain Zoning Ordinance and Map. The Map shows that the property is zoned Downtown Business only for the western most 300 feet. The committee determined that the current zoning map reflects the correct zoning district. This position does not change the previous decision by the Committee or Town Board to oppose the re-zone request per the Town Board letter submitted 06-13-05 to the Vilas County Planning & Zoning Committee.

#### **9. Subdivision Approval – Discussion/Action:** No discussion.

#### **10. Conditional Use Request – Discussion/Action:**

**10A. Camp's Supervalu Foods – Retail Business:** Since the proposed new grocery store will be more than 10,000 square feet in area, a Conditional Use Permit will be required. A public hearing will be held on Thursday, July 14, 2005, at 7:00 P.M. in the Community Center.

#### **11. Plat and Survey – Discussion/Action:**

**11A. Report on Consoer Plat Request:** David and Ruth Consoer were present to discuss their plat request. Mr. Wiese had sent a letter to Mr. Consoer stating that the committee needed to know whether the property would be subdivided for commercial or residential use. If it were to be used for commercial purposes, the committee could consider the request at this time. If it were to be used for residential purposes, due to the moratorium and approved amendments, the plat would be denied. Mr. Consoer stated that neither he nor his mother had any definite plans for the property at this time. David and Ruth Consoer agreed that the plat request should be tabled at this time. Motion Ritter seconded Platner that the committee abides by its previous decision to table the request until either the Consoer's request to have it removed, or until the county makes a decision on the proposed ordinance amendments. Approved.

#### **12. Miscellaneous Agenda Items – Discussion/Action:**

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**12A. Building Permits for Additions and alterations, Opt Out Options:** Mr. Ritter read a section from the June WTA report stating that all towns must require building permits for additions and alterations. Our ordinance does require the permits. The State also allows towns to place a dollar amount on the additions or alterations. The State does not say what amount. It would be possible to set such a high amount that no additions or alterations would require a permit. It was the opinion of the committee to leave the ordinance as it is.

### 13. Letters and Communications:

**13A. Letter from Ronald Loos:** Mr. Wiese read a certified letter from Ronald Loos concerning a dispute that he is having with his neighbor, Jack Klotz, on the Halberstadt Road. It seems as though Mr. Klotz built a garage on an easement road to Mr. Loos' property. The town does not get involved with private disputes. Mr. Loos has requested all copies of permit, applications, approvals, and denials for Mr. Klotz's property beginning in 1987. Mr. Ebert only has records beginning in 1996. Motion Ritter seconded Platner that Mr. Ebert send whatever copies he can find to Mr. Loos at a cost of \$1 per page. Approved.

**Item #7C moved from above:** Ms. Platner handed out her considerations for an Accessory Buildings and Structures Ordinance. It consisted mainly of definitions some of which are the same as in the Vilas County Ordinance. The main change would be that all garages, accessory buildings and structures, would have a 15 foot setback from each side lot line as well as the back lot line. There would also be a 15-foot requirement between the principle structure and an accessory building or structure. There was a lengthy discussion concerning the setbacks. It seems as though there may be a problem in some of the older subdivisions with smaller lot sizes. There was also a discussion concerning a fee schedule. A charge per square foot was discussed. Ms. Platner is going to see how the Accessory Building and Structure Ordinance could be worked into the present zoning ordinance. It seems as though it should into the ordinance under definitions and setbacks.

**14. Committee Concerns:** There were no committee concerns.

**15. Time and Date of Next Meeting:** There will be a special workshop session on Monday, June 27, 2005 at 4:00 P.M. in the boardroom of the Red Brick Schoolhouse. The Public Hearing for the Camp's Supervalu C.U.P. will be held on Thursday, July 14, 2005 at 7:00 P.M. in the community center. The next regular committee meeting will be held on Monday, July 18, 2005 at 5:00 P.M. in the boardroom of the Red Brick Schoolhouse.

**16. Adjournment:** Motion Ritter seconded Janssen that the meeting be adjourned. Approved. Meeting adjourned 7:08 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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