

PLANNING & ZONING COMMITTEE

1

TOWN OF ST. GERMAIN

P.O. BOX 7

OFFICE OF THE CLERK

ST. GERMAIN, WISCONSIN 54558

townofstgermain.org

MINUTES ST. GERMAIN PLANNING AND ZONING COMMITTEE SPECIAL WORKSHOP MEETING: AUGUST 29, 2005

Meeting Type: Special Workshop 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 4:00 P.M. by Todd Wiese, Chairman
2. **Roll Call -Members Present:** Ted Ritter, Mary Platner, Todd Wiese, Marion Janssen, Tim Ebert, Zoning Administrator, Tom Martens, town clerk came in late. Lee Holthaus was absent.
3. **Approve Agenda:** Motion Ritter seconded Platner that the agenda be approved in any order at the discretion of the chairman. Approved.
4. **Approval of Minutes:** Motion Platner seconded Ritter that the minutes of the August 17, 2005, regular meeting be approved as written. Approved.
5. **Public Comments:** There were no public comments.
6. **Zoning Administrator Report – Discussion/Action:**
 - 6A. **Travelway Permits:** Motion Wiese seconded Platner to approve travelway permits for Thomas White on Cedar Avenue and Charley Clary on Birch Tree Lane. Approved.
7. **Ordinance Amendments Discussion/Action:**
 - 7A. **Final Draft of Accessory Structure Ordinance:** Moved to follow Committee Concerns.
 - 7B. **Amendments to Ordinance 8.03, Discharge A Firearm Or Bow and Arrow:** After much discussion and debate that was taking too much time from the other items on the agenda, motion Ritter seconded Platner to table discussion of the proposed ordinance revision until another meeting. Approved.
8. **Rezoning – Discussion/Action:** There was no discussion
9. **Subdivision Approval – Discussion/Action:**
 - 9A. **Spirit Pines Subdivision Status:** Mr. Wiese reported that the verbiage regarding filling of low land or wet land previously requested by the committee had been added to the Spirit Pines subdivision plat and that he had placed his signature of approval on the plat as previously authorized by the committee.
10. **Conditional Use Request – Discussion/Action:** There was no discussion.
11. **Plat and Survey – Discussion/Action:**

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2

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11A. Birch Lane Village Condominium Addendum: Mr. Wiese reported that his review of the statutes confirmed that a certified engineer is qualified to revise a condominium plat. Mr. & Mrs. Kelnhofer presented a copy of the condominium declaration, which verified that Birch Lane Village consists of eight condo units and that only 75% approval of those eight condo owners is required to review the plat. Furthermore, evidence was submitted to the committee confirming that the proposed plat revisions had been approved by all eight (100%) of the condo owners. Mr. Wiese advised Mr. & Mrs. Kelnhofer that it would be necessary to have statements of approval with signature areas for both the town and county added to the plat addendum. A copy of a plat for another subdivision was given to Mr. & Mrs. Kelnhofer as a guide for what needed to be added. Mr. Ritter questioned whether or not the zoning administrator should make sure that a condominium plat has been updated before any permits are issued. Mr. Ebert stated that he now requires a letter of approval from the condominium association prior to issuing permits. Motion Ritter seconded Platner to approve the Addendum to the Birch Lane Village Condominium provided that the Kelnhofers supply Mr. Wiese with certification as part of the Addendum. Approved.

12. Miscellaneous Agenda Items – Discussion/Action: There was no discussion.

13. Letters and Communications: There were no communications.

14. Committee Concerns:

14A. Zoning Map Error: Mr. Wiese noted that Mr. Ebert had corrected his copy and the copy in the town boardroom. Mr. Ebert has also been instructed to correct any copies that he hands out with permits.

14B. Zoning Amendments: Mr. Wiese stated that he had still not received a response from the Vilas County Corporation Counsel. Ms. Platner provided a revision to the Travelway Ordinance that stated that for purposes of regulating motor vehicle travelways, snowmobiles are exempt. Mr. Wiese will find out whether or not a public hearing is necessary to make that correction. Motion Platner seconded Janssen to amend Chapter 4 Travelway, Section 4.01 Definitions, by adding the sentence “For the purpose of regulating motor vehicle travelways, snowmobiles are exempt. Approved.

14C. Permit Requirements: Ms. Janssen showed the committee a flyer from Northern Environmental with suggestions for guides for land development. For instance, should the town require an applicant to provide evidence of a road maintenance program, wetland permits, forest crop withdrawal, etc. The committee would like copies of the flyer.

7A. Final Draft of Accessory Structure Ordinance Moved from above: The following changes were suggested to Sec. 1.16. Every structure used as a dwelling, with the exception of mobile homes, shall have a minimum width of 24 feet, and no dwelling shall have a footprint of less than 720 sq. ft. of habitable living area. Sec. 1.17 is to be eliminated in its entirety. Sec. 1.36(4)(C) should be added stating that any structure used for a residential dwelling shall have the same setbacks as set forth in sec. 1.31. Sec. 1.35(4)(C) should be added stating that any structure used for a residential dwelling shall have the same setbacks as set forth in sec. 1.31.

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15. Date and Time of Next Meeting: There will be a special workshop session held on Thursday, September 8, 2005 at 4:00 P.M. in the boardroom of the Red Brick Schoolhouse. The next regular Planning & Zoning Committee meeting will be held on Monday, September 19, 2005 at 5:00 P.M. in the boardroom of the Red Brick Schoolhouse.

16. Adjournment: Motion Platner seconded Janssen that the meeting be adjourned. Approved. Meeting adjourned 6:28 P.M.

Town Clerk

Chairman

Vice Chairman

Member

Member

Member