

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: APRIL 17, 2006

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 4:04 P.M. by Todd Wiese, Chairman
2. **Roll Call -Members Present:** Ted Ritter, Todd Wiese, Marion Janssen, Tom Martens, town clerk, Tim Ebert Zoning Administrator. Lee Holthaus and Mary Platner were absent.
3. **Approve Agenda:** Motion Ritter seconded Janssen that the agenda be approved in any order at the discretion of the chairman. Approved.
4. **Approval of Minutes:** Motion Ritter seconded Janssen that the minutes of the February 20, 2006 regular meeting be approved as written. Approved.
5. **Public Comments:** There were no public comments.
6. **Zoning Administrator Report – Discussion/Action:**
 - 6A. Mr. & Mrs. Soderbloom would like to add a deck and stairs that will be within 75 feet of the high water mark. Statute 59.69(2)(1v) says the addition is all right as long as it is not enclosed. About 57 square feet will be within the 75 feet. Vilas County Shoreland Zoning covers the stairway. A town and county permit will be required.
 - 6B. Mr. Wejecman had gotten a permit for a shed in Wilderness Estates. He has been periodically been using the structure as a dwelling. Mr. Wejecman is willing to get all required permits to make the structure into a dwelling.
 - 6C. The model home on Hwy. 155 is located almost on the lot line. He will have to move the building to meet the setbacks.
 - 6D. Mr. Ebert was not able to meet with William Jones concerning the fire ordinances.
 - 6E. Mr. Ebert handed out his 1st quarter report. The permits are down slightly from last year.
 - 6F. Mr. Ebert reported that there is a person in Timbergate Subdivision that wants to build a garage on a corner lot. A neighbor will sell enough land for the person to build the garage. However, the lot from which the land is being taken will no longer be buildable. The committee did not see any problems as long as it is not creating a new lot. Both owners should have their property descriptions combined for taxing purposes.
 - 6F. Martin Kutzner has a manufactured home and a letter from Darren Pagel, building inspector indicating that the manufactured home is in average to above average condition for the year built.

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It is a similar situation as to when Charles Vogel moved an older manufactured home into town. Mr. Ritter feels that we should make the ordinance more specific as to what we are asking for. He also thought that the property owner should be given a letter indicating what is required. Mr. Pagel's letter, however, does not indicate that the manufactured home meets all current standards of State and Federal Law as required in the town's zoning ordinance. Mr. Wiese thought that the committee should also let Mr. Pagel know what is required and ask him for his thoughts as to what should be required. Mr. Ebert can issue the permit for Mr. Kutzner. Motion Ritter seconded Janssen that Martin Kutzner be allowed to move the manufactured home into Leisure Estates. Approved.

6G. Gary Pagel would like to bring a 1990 single-wide manufactured home into town. Mr. Ebert presented an inspection report for the home from Mr. Vande Hei in Green Bay. It would go on lot 59 or 60 in Holiday Estates on East Rainbow Drive. Mr. Ebert can issue the permit for Mr. Pagel. The committee would like to use Mr. Vande Hei's report as a template for future reports. Motion Ritter seconded Janssen that Mr. Pagel be allowed to move the manufactured home into Holiday Estates. Approved.

6H. A piece of property next to the boat landing on Found Lake has a home with the septic lying across the road and up on a hill. The owner would like a variance to build a garage on the hill. The hill would have to be dug out. Neighbors have easements for their septic on part of his land. Unless he digs out a lot of the hill, he will need the variance. The variance would have to be for 25 to 30 feet.

6I. Mark Mersberger at Dorway Condominiums would like to add on to his condo unit #3. He would almost double the size of the unit but would still be within the required expansion area. He would also be adding an extra bedroom. The unit is more than 75 feet from the high water mark. The committee would like Mr. Mersberger to supply the zoning administrator with a drawing showing that his addition will be within the expansion area. The committee stated that Mr. Ebert could issue the permit after he receives the required drawing. The permit needs to be based on the existing plat. It appears that there will also be an addendum to the original condominium plat.

7. Ordinance Amendments – Discussion/Action:

7A. Presentation and review of format of Approved Draft Amendments to Section 1.12, 1.16, 1.17, 1.18, 1.29, 1.30, 1.31, 1.32, 1.33, 1.34, 1.35, 1.36, and 5.11(7). (Platner) Postponed until the next meeting when Ms. Platner returns.

8. Re-zonings – Discussion/Action: There was no discussion.

9. Conditional Use Request - Discussion/Action: There was no discussion.

10. Plat and Survey - Discussion/Action:

10A. Condominium Final Plat Review – Heart of The Woods, SE ¼ of the NE ¼, Section 21, T40N, R8E, (Foltz & Assoc.) West Side of Hwy. 155: Stu Foltz presented the final plat. The road has been named Heart of the Woods Lane. The storage buildings will be 15 feet from

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the lot lines. Mr. Foltz also presented a check for \$1,000 for the park fees. The declarations for Heart of the Woods Condominiums are on file. Mr. Wiese signed the final plat. The fire numbers will probably change with the new numbering system. Motion Ritter seconded Janssen that the final plat of Heart of the Woods Condominiums be approved as presented. Approved.

10B. Minor Subdivision Preliminary Plat Review – Bob and Lynn Frey, NW ¼ of the SW ¼, Section 36, T40N, R8E, (Favorite Surveying). Old Hwy. 70 S.E. of Intersection with Shields Road: The committee still does not have the final plat. The matter will be postponed until the next meeting.

11. Miscellaneous Agenda Items – Discussion/Action:

11A. Reformat and Numbering of St. Germain Ordinance Book: The attorney's opinion indicates that the town can renumber the ordinances without publishing them or having a public hearing. The new ordinance will be kept in the clerk's office. Mr. Wiese will draft a resolution to present to the town board. He will bring it to the committee first.

11B. Park Ordinance Chapter 15 Approval: The clerk will post and publish the ordinance. The ordinance will be effective with posting and publishing.

12. Letters and Communications:

12A. Discussion and Response on List of Demands, from Ronald Loos ref. Property Owner, (Jack & Michelle Klotz), Movement of Driveway Easement Without His Consent: There is a dispute between the landowners on Halberstadt Road. One of Mr. Loos' demands is did Jack Klotz receive the permit by material misrepresentation? Does the easement protect Mr. Loos and the easement? Mr. Ebert has already given Mr. Loos copies of the permits. Mr. Wiese does not feel comfortable responding to Mr. Loos' demands. Mr. Ritter feels that the matter is between the two property owners and is not up to the committee to resolve. Mr. Loos should contact the town clerk for the names and addresses of the town board members since 2002. Mr. Wiese will write to Mr. Loos.

13. Committee Concerns:

13A. Review of Ordinance List: The committee felt that the manufactured inspection format should be added to the top of the list since it is part of a zoning ordinance.

13B. Assignment of Ordinance Numbers: Covered under section 11A.

13C. Review New Contact List: The committee reviewed the new list.

14. Set Time and Date of Next Meeting: The next regular committee meeting will be held on May 15, 2006 at 4:00 P.M. in the boardroom of the Red Brick Schoolhouse.

12. Adjournment: Motion Ritter seconded Janssen that the meeting be adjourned. Approved. Meeting adjourned 5:34 P.M.

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Chairman

Vice Chairman

Member

Member

Member