

PLANNING & ZONING COMMITTEE

TOWN OF ST. GERMAIN

P.O. BOX 7

OFFICE OF THE CLERK

ST. GERMAIN, WISCONSIN 54558

www.townofstgermain.org.

MINUTES ST. GERMAIN PLANNING AND ZONING COMMITTEE MEETING: JANUARY 19, 2009

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:** Chairman, Todd Wiese, called the meeting to order at 5:00 P.M.
2. **Roll Call -Members Present:** Todd Wiese, John Vojta, Lee Holthaus, Mary Platner, Tim Ebert, Zoning Administrator, Tom Martens, Town Clerk. Greg Maines and Rick Lovdal were also present.
3. **Approve Agenda:** Motion Holthaus seconded Vojta that the agenda be approved in any order at the discretion of the chairman. Approved.
4. **Approval of Minutes:** Motion Platner seconded Vojta that the minutes of the December 15, 2008 regular committee meeting be approved as written. Approved.
5. **Public Comments:** There were no public comments.
6. **Zoning Administrator Report – Discussion/Action:**
 - 6A. **Vilas County Procedures of Setback Requirements form Roadway:** Mr. Ebert reported that Vilas County did not have any setback requirements from roadways. They leave it up to the towns.

Mr. Ebert also handed out his year-end report for 2008. There were a total of 105 permits. He also handed out copies of the Above Ground Gas System permit applications.

7. **Ordinance Amendments – Discussion/Action:**
 - 7A. **Update of Sign Ordinance Progress (Platner):** Ms. Platner noted that there had been 68 off premise sign permits issued since 1995. She would like to take pictures of all of the signs that had been put up prior to 1995 so that they could be taken in to account when the sign ordinance was finally drafted. Mr. Ebert will drive Ms. Platner around to take the pictures. Ms. Platner also thought that there should be a new off-premise sign application.
 - 7B. **Update Ordinance Book Re-write (Platner):** Ms. Platner stated that she and Mr. Wiese had spent some time going over the re-write and had found some mistakes. Ms. Platner will make the necessary corrections. She will also need the original ordinance numbers and dates.
8. **Re-zonings – Discussion/Action:** There were none.
9. **Conditional Use Request - Discussion/Action:** There were none.
10. **Plat and Survey - Discussion/Action:**
 - 10A. **Third Addendum to Serenity Bay Condominium. (Favorite, Anderson and Maines Surveying):** Mr. Wiese noted that he had received the \$200 check for the plat review. He also noted that the \$100 for each unit had been waived. There was no objection from the town board. Greg Maines noted that the a storage unit had been changed to a garage and was now numbered unit #16. The plat still shows the original position of Halberstadt Road. However, there are no setbacks indicated on the plat. Each unit at Serenity Bay has its own individual fire number on Halberstadt Road. The driveway into Serenity Bay does not need to be named. There was a lengthy discussion concerning whether or not the committee could approve the plat prior to the roadwork being done. Mr. Holthaus suggested that Cornerstone be required to submit a performance bond to guarantee the work. Motion Holthaus seconded Platner that the 3rd addendum to Serenity Bay Condominiums be approved subject to the issuance of a performance bond in the amount of \$25,000 with the work to be completed no later than July 1, 2009. Motion carried by a voice vote. Mr. Lovdal will send a letter to Cornerstone Builders concerning the performance bond.
 - 10B. **Second Addendum to Sunrise Shores Condominium. (Favorite, Anderson & Maines Surveying):** Motion Holthaus seconded Platner that the second addendum to Sunrise Shores Condominium be approved with the following changes: (1) Units #2 & #3 have decks; (2) Unit #1 has a deck; (3) The private road name will be Sunrise Shores Circle; (4) The septic vent pipe for

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unit #9 needs to be moved on the plat. Motion carried by a voice vote. Mr. Ebert is to check to see if unit #1 had paid for a permit for the deck. If unit #2 & unit #3 had applied and paid for a permit, the committee thought that unit #1 should also.

11. Miscellaneous Agenda Items – Discussion/Action:

11A. Status Report on Halberstadt Road Setback Issues (Serenity Bay Condominiums): Mr. Wiese had sent a letter to Mr. Lovdal dated December 23, 2008. Mr. Ebert then received a new quote from Pitlik & Wick stating that the road base would have a minimum of six inches of material to meet the town's specifications. The revised cost of the project would be approximately \$14,000. Mr. Lovdal stated that the proposed location of the road had not changed since last fall. Mr. Maines stated that he had marked the road right of way. The blacktop just happens to be in the center of the right of way. There should be plenty of room to move the roadway so that the new condominiums at Serenity Bay meet the town's setback requirements.

12. Letters and Communication: There were none.

13. Committee Concerns:

John Vojta: Mr. Vojta asked that the meeting be changed back to 4:00 P.M.

Todd Weise: Mr. Wiese asked that the clerk send a copy of the county's approval of the new zoning amendment as soon as he gets it.

Tim Ebert: Mr. Ebert asked what, if anything, was going to be done about the town's setback requirements from the town roads. Mr. Weise will place the matter on the agenda for the next meeting.

14. Set Time and Date of Next Meeting: The next regular monthly Planning & Zoning Committee meeting will be held on Monday, February 16, 2009 at 4:00 P.M. in meeting room #4 of the Community Center.

15. Adjournment: Motion Platner seconded Holthaus that the meeting be adjourned. Approved. Meeting adjourned 6:10 P.M.

Town Clerk

Chairman

Vice Chairman

Member

Member

Member