

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: APRIL 20, 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, Mary Platner, Tim Ebert, Zoning Administrator. Lee Holthaus was absent.
3. **Approve Agenda:** Motion Vojta seconded Janssen that the agenda be approved in any order at the discretion of the chairman. Approved.
4. **Approval of Minutes:** Motion Vojta seconded Janssen that the minutes of the January 19, 2009 regular committee meeting be approved as written. Approved.
5. **Public Comments:** Ellen Allen was present to ask if the pornography ordinance was being worked on. Mr. Wiese reported that it was being reviewed.
6. **Zoning Administrator Report – Discussion/Action:**
 - 6A. **Permit Violation 1670 Hwy. C:** Mr. Ebert reported that a property at 1670 Hwy. C was issued a permit in 2004 for a new home. Since that time there has been an addition and a deck added. These have been constructed without a permit. Vogel Enterprises was issued the original permit, but Kazda Construction has built the addition and deck. It was discussed whether to contact the owner or the builder informing them that they needed a permit and that they have seven days to contact Tim Ebert to receive the permits. Vilas County is to receive a copy of our correspondence to the owner. Motion Vojta seconded Platner to contact both the builder and the owner informing them that they are not in compliance and that they needed to obtain permits. Approved.

It was also discussed that Mr. Ebert can pursue similar matters without consulting the committee.

There was also a discussion concerning a three-bedroom home that was converted to a seven-bedroom home. No action was taken since it was not an agenda item.
 - 6B. **Permit Violation Birchwood Drive. (minimum dwelling size):** A property on Birchwood Drive owned by Mike Toiley has a 16' x 24' hunting shack. The building does not meet minimum square footage and is sitting on 4 x 4 footings. The owners are using the cabin and have installed a septic system. The property has been used during deer season and a heating system was also installed. It was decided that Tim Ebert is to write a letter to the owner instructing him not to use the building. Mr. Vojta, Mr. Wiese and Mr. Ebert are to watch for an open gate this spring so that they can also discuss the matter with him. Vilas County is to receive a copy of the correspondence.
 - 6C. **Quarterly Report:** Mr. Ebert presented quarterly reports to the committee. First quarter permits totaled \$531.00. Second quarter permits received to date total \$235.00. Both were included in the deposit.
7. **Ordinance Amendments – Discussion/Action:**
 - 7A. **Sign Ordinance Progress, Reader Board Options. (Platner):** Ms. Platner informed the committee that she would add to the sign ordinance a law regulating reader board signs. These signs would be allowed if they were part of a permanent sign, not if they were movable.
 - 7B. **Update Ordinance Book Re-write (Platner):** Ms. Platner informed the committee that they have two ordinances left to complete for the ordinance book re-write.
8. **Re-zonings – Discussion/Action:** There were none.
9. **Conditional Use Request - Discussion/Action:** There were none.
10. **Plat and Survey - Discussion/Action:**

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10A. Status of Second Addendum to Sunrise Shores Condominium. (Favorite, Anderson and Maines Surveying): Mr. Vojta informed the committee that the plat could be approved after corrections were made, but an owner of unit #3 informed Mr. Vojta of an error on the plat. Mr. Vojta did not sign the plat.

11. Miscellaneous Agenda Items – Discussion/Action:

11A. Status Report on Halberstadt Road Setback Issues (Serenity Bay Condominiums): No contract has yet to be received from Glenn Schiffman, Cornerstone Builders and Pitlik & Wick. Mr. Vojta is to follow up with Rick Lovdal as to the status of the contract.

12. Letters and Communication:

12A. Tranetzki Condemnation Order, Hug Road: Vilas County has issued a condemnation order based on violations including asbestos in the building.

13. Committee Concerns:

John Vojta: Mr. Vojta informed the committee of an interest in someone purchasing the Advantage Collision property for a bulk propane storage facility. There was a discussion concerning the closeness to the day care center and subdivisions. The property would require a CUP for this purpose.

Todd Weise: Mr. Wiese informed the committee that he would be Vice-Chair and Mr. Vojta would be the Chairman of the Planning & Zoning Committee after the May town board meeting.

Tim Ebert: Mr. Ebert requested that a petty cash fund of \$50.00 to cover the cost of certified mailings and to have change available for permits. Mr. Ebert is receiving a rubber stamp with the notice that Vilas County should also be contacted for permits. This will be used on permit applications.

There was a discussion to review the fee structure for zoning permits.

14. Set Time and Date of Next Meeting: The next regular monthly Planning & Zoning Committee meeting will be held on Monday, May 18, 2009 at 4:00 P.M. in meeting room #4 of the Community Center.

15. Adjournment: Motion Vojta seconded Janssen that the meeting be adjourned. Approved.

Town Clerk (from notes by Marion Janssen)

Chairman

Vice Chairman

Member

Member

Member