

TOWN OF ST. GERMAIN  
P.O. BOX 7  
ST. GERMAIN, WISCONSIN 54558

[www.townofstgermain.org](http://www.townofstgermain.org)

Minutes, Zoning Committee  
July 06, 2016

1. **Call to Order:** Meeting was called to order by Chairman Ritter at 5:30pm.
2. **Roll Call:** Ted Ritter, Marion Janssen, Doug Olson, Gerry Hensen present. Timm Faesi absent
3. **Open meeting verification:** Meeting was properly posted on July 01, 2016
4. **Citizen Concerns:** There were none
5. **Approval of minutes:** Motion by Janssen, seconded by Olson, to approve the minutes of the June 01, 2016 minutes as presented. Motion carried by unanimous vote.
6. **Discussion/Action:**
  - A. A brief discussion of the upcoming zoning related law changes was held with no action taken. Summary of changes enacted in 2015 Act 391 and 2015 Act 211 as presented in 2016, June Report of the WI Towns Association:
    - i. Towns must maintain a list of people submit a written request to receive notice of any proposed zoning ordinance or amendment that affects the allowable use of property, and property size or density requirements. Towns must provide annual notice to town residents that they can add their name to the list.
    - ii. A CUP does not have to be consistent with the town's comprehensive land use plan, but the town must still make certain that the remainder of the zoning ordinance, subdivision ordinance, and any official mapping ordinances are consistent with the comprehensive plan.
    - iii. "Down Zoning" ordinance or amendment requires a 2/3 vote of the electorate unless the ordinance is requested or agreed to by the affected landowners in which case a simple majority is sufficient to pass the ordinance. Down Zoning is defined two ways:
      1. Decrease in development density of the land to be less dense than was allowed under previous usage.

2. Reduce permitted uses of the land to a lesser amount than allowed under previous usage.
    - iv. If the county has given a town authority to issue building permits for shoreland structures in a setback area, a copy of the permit must now be submitted to the county clerk.
    - v. A town cannot create any ordinances that would unreasonably restrict the sale or transfer of any interest in real property. In addition, a municipality is prohibited from imposing requirements by ordinance, resolution or other means that would be tied to the sale, purchase, or taking occupancy of a property.
    - vi. Under 895.463 WI Stats, courts now must interpret unclear or confusing zoning ordinances in a manner that favors property owners.
    - vii. The Department of Safety and Professional Services is required to provide a standard electronic building permit application for municipalities by January 02, 2017. DSPS must also develop an electronic processing system for new one and two family dwelling building permits enabling towns to issue electronic permits by January 02, 2018. Municipalities must also file the permits electronically with DSPS within a specified time frame. Failure to meet the time requirement will result in forfeiture of the town's portion of the permit fee to DSPS.
  - B. Chapter 1 of the Saint Germain Zoning Ordinance recently revised, reformatted and retyped was compared line by line to the ordinance version provided by Attorney O'Connor in 2002. Discrepancies between the two versions were discussed and resolved through consensus of opinion. A draft of the new combined ordinance will undergo one more review at an upcoming Zoning Committee meeting before being forwarded to the Town Board for review and consideration for adoption.
7. **Next meeting:** The Zoning Committee will conduct a special meeting at 5:30pm, July 27, 2016 in the Community Center, Room 5. Action items will include the following:
- A. Final review of Chapter 1 revisions
  - B. First review of Chapters 3 – 5:
    - i. Chapter 3: Mobile Homes and Manufactured Housing
    - ii. Chapter 4: Travelway
    - iii. Chapter 5: Land Division
8. **Adjournment:** Meeting adjourned at 7:25pm