

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

www.townofstgermain.org

Minutes, Zoning Committee
January 04, 2017

1. **Call to Order:** Meeting was called to order by Chairman Ritter at 5:30pm.
2. **Roll Call:** Present: Ted Ritter, Marion Janssen, Gerry Hensen, Jim Swenson, Tim Ebert.
Absent: Timm Faesi
Also present: Wally Geist
3. **Open meeting verification:** Meeting was properly posted on January 01, 2017
4. **Citizen Concerns:**
 - a. Realtors are nailing signs to trees in residential subdivisions
 - b. A small camping trailer has been placed on a property on Dandelion Drive and is perhaps being occupied
5. **Approval of minutes:** Motion by Swenson, second by Janssen to approve meeting minutes of December 07, 2016. Motion approved unanimously.
6. **Discussion/Action:**
 - a. **Update on check for a zoning permit that was returned for non-payment:** A new check has been received and processed.
 - b. **Update on mobile home on Melody Drive:** Owner has been informed in writing that the Zoning Administrator will not issue a zoning permit for placement of the structure until the owner provides an occupancy permit issued by a Wisconsin Certified Building Inspector.
 - c. **Update on alleged mobile home on Plum Creek Avenue:** Owner informed Ritter that:
 - i. Property MLS sheet provided by Elliason Realty of St. Germain declared property was zoned as "All Purpose" which did not prohibit mobile homes. Ritter

informed owner of more restrictive town zoning which does not allow mobile homes in low density residential districts.

- ii. Mobile home is actually a construction trailer and has no kitchen or bathroom facilities; however it does have a wood burning stove. Owner insists the trailer is not being used as a dwelling, but only for storage and an on-site office facility.

Ritter informed owner that the non-dwelling trailer is permissible without a zoning permit and may remain on-site and that St. Germain zoning rules must be adhered to in addition to county zoning.

- d. **Review draft position statement for town board consideration in response to possibility of St. Germain rescinding its zoning related ordinances:** Motion by Janssen, second by Hensen to approve committee position opposing rescinding zoning ordinances and to send position statement as submitted to the town board for consideration at its January 09, 2017 regular monthly meeting. Motion passed unanimously.

7. **Committee concerns:** Janssen suggested the town should purchase a new computer for the Zoning Administrator/Public Works Foreman as his current computer is very old, has no hard drive backup or anti-virus protection and will not open documents created on newer versions of computers. Further discussion suggested that the list of computer options to be purchased include:

- a. Laptop with Windows 10 operating system
- b. MS Word and MS Excel software
- c. Anti-virus protection
- d. Transfer of HUB software from old computer
- e. Transfer of accumulated 10 years of documents from old computer
- f. CD drive
- g. Automatic hard drive backup
- h. Multifunction printer
- i. Local service contract
- j. Consideration of best Internet provider options

Ritter will place this topic on the agenda consideration by the town board at its January 09, 2017 regular monthly meeting.

8. **Next meeting:** Ritter suggested that in the event the town boards decides not to rescind its zoning ordinances, the committee needs to submit its final draft of its ordinances to the County Zoning office for review as a preliminary step to final town board review and adoption. The committee needs to meet one more time to approve a few final revisions before submitting the

ordinance to the County. That meeting will be Tuesday, January 10, 2017 at 5:30, assuming a decision is made by the town board on the evening prior not to rescind its zoning ordinances.

9. **Adjournment:** Meeting was adjourned at 7:25pm