

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

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

Minutes, Zoning Committee  
November 01, 2017

1. **Call to Order:** Meeting was called to order by Chairman Ritter at 5:30pm.
2. **Roll Call:** Present: Ted Ritter, Gerry Hensen, Jim Swenson, Brian Cooper, Marion Janssen
3. **Approval of Agenda:** Motion Swenson, second Janssen to approve agenda; motion passed by unanimous voice vote
4. **Approval of Minutes of October 04, 2017 Meeting:** Motion Swenson, second Janssen to approve minutes as presented; motion passed by unanimous voice vote
5. **Consider possible correction of line item 3, quarter 1, 2017 Zoning Administrator Activity Log:** According to Administrator Ebert, there is a line missing for a fire number. It was originally included on the old version of the Administrator's report but was inadvertently deleted by the Committee Chairman when the new activity log was created. Therefore it is not the Administrator's responsibility to correct the log. It will be corrected by the Chairman at the conclusion of 2017 when the Administrator submits the end-of-year log update.
6. **Zoning Administrator report:** The Committee was informed that a potential transfer of ownership is pending for parcel #24-1626 on White Horse Lane and that the new owner may wish to add a garage in a manner that will prompt denial of a Zoning Permit application. The potential buyer has been informed by the Administrator that denial of the permit would enable the applicant to apply for a variance, but there is no assurance the Board of Appeals would approve the variance. No action was taken by the committee at this time.
7. **Consider draft "Travelway Permit Application/Fire Number Request" form:** Motion Janssen, second Cooper to approve and upload to town website the new form which will replace the existing Travelway Permit Application; motion passed by unanimous voice vote.
8. **Committee concerns:** Administrator Ebert requested his cell phone number be removed from the town website and all

zoning related forms as he is receiving too many zoning calls while performing his Public Works duties. Committee members agree with this request, but also instructed Ebert to revise his land line answering service greeting whenever he knows he will be unreachable for more than one working day. The greeting must provide instructions for contacting the Deputy Zoning Administrator.

9. **Adjourn:** Meeting adjourned at 6:20

Minutes prepared by Ted Ritter, Chairman