

# 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: NOVEMBER 19, 2012

**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, Marv Anderson, called the meeting to order at 6:00 p.m.
- 2. Roll Call -Members Present:** Marv Anderson, Mary Platner, Fred Radtke, David Mollen, Gerald Hensen, Tim Ebert Zoning Administrator, Tom Martens Town Clerk. Marion Janssen and Wally Geist were also in attendance.
- 3. Approve Agenda:** Motion Platner seconded Hensen that the agenda be approved in any order at the discretion of the chairman. Approved.
- 4. Approval of the Minutes:** Hearing no objections, Mr. Anderson declared that the minutes of the October 15, 2012 planning and zoning committee meeting are approved as presented.

**5. Zoning Administrator's Report:** Mr. Ebert noted that he has issued 60 permits for far this year. Mr. Ebert explained that he had received a complaint about a driveway adjacent to the Verizon building at the entrance to the Juve Road. Mr. Ebert stated that he had looked through his travelway permit applications back to 2003 and could not find a permit. The penalty for constructing the travelway without a permit is to either remove it or to pay triple the \$75 fee. Mr. Ebert didn't mention the property owner's name, but the committee members knew that the property is owned by Elmer Koegler. Mr. Koegler is a member of the public works committee. Mr. Martens asked if Mr. Koegler had a receipt or canceled check for the travelway permit. Mr. Ebert said that if there was a permit, it would have been issued to the previous owner. Mr. Koegler did not have canceled check or a receipt. The committee members agreed that a permit, whether a travelway permit or a building permit, could not be transferred to a new owner. It was the consensus of the committee that Mr. Koegler be charged the \$225 penalty or that he should have the travelway removed.

Mr. Anderson asked about the stump and brush pile across from Half Mile Road. Mr. Ebert had been told by the owner that he would be burning the pile. The committee agreed that the pile needed to be removed sooner than later. Mr. Anderson suggested that the property owner contact a commercial hauler to have it all removed.

- 6. Building Setback Ordinance Issues:** Mr. Ebert noted that he had issued a permit for a garage on a lot in Holiday Estates that did not have a dwelling. The town board had approved ordinance amendments in 2010 changing the setbacks for lots 1.5 acres or less, if there was an existing dwelling. However, the ordinance amendments apparently did not get approved by the county. Mr. Ebert doesn't have them in his ordinance book. He went by the original ordinance that has been in effect since 2001. Mr. Ebert also noted that the lot was in the downtown business zoning district where the side yard setback was zero feet. Marion Janssen questioned that the lot was in the downtown business district. Mr. Hensen stated that there were restrictions in the covenants for Holiday Estates subdivision. Mr. Ebert stated that the town doesn't enforce deed restrictions. Property owners have to seek their own legal counsel to enforce them.
- 7. Quit Claim Deed for Star Lane:** Mr. Anderson noted that the property owners along Star Lane had appeared at an earlier committee meeting and asked that Star Lane become a town road. Currently the roadway is owned by Jim Wendt. Mr. Wendt is willing to sign a Quit Claim Deed to turn the road over to the town. The road had been constructed by Pitlik & Wick, apparently, to town specifications. Mr. Ebert stated that he had checked the road and it did appear that it had been done to town specifications. It would need a new road sign. There are also cracks that need to be filled. The cul de sac is big enough for the town plow. It was also suggested that Mr. Wendt provide a title policy for the property. Motion Mollen seconded Platner that the Town of St. Germain accept the

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Quit Claim Deed for Star Lane from Jim Wendt as long as Mr. Wendt replaces the road sign, has the cracks filled, and provides a title policy all at Mr. Wendt's expense, prior to submitting the deed to the town board for final approval. Approved.

**9. Set Time and Date for Next Meeting:** The next planning & zoning committee meeting will be held on Tuesday, December 4, 2012 at 6:00 P.M. in meeting room #4 of the Community Center.

**10. Adjournment:** The meeting was adjourned at 7:00 P.M.

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Town Clerk

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Chairman

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Vice Chairman

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Member

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Member

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Member