

**TOWN OF ST. GERMAIN
P. O. BOX 7
ST. GERMAIN, WI 54558**

Minutes, Zoning Committee – July 06, 2022

1. **Call to order:** Meeting called to order at 5:32pm
2. **Roll call, establish a quorum:** Ritter conducted the meeting from Room 4 of the Community Center with a virtual attendance option. Committee members physically present in Room 4: Vogel, Ritter, Schell, Cooper, Strom and ZA Vogel. Surveyor Greg Maines was also present in Room 4. Terry Duke attended virtually.
3. **Public comments:** None, Terry Duke requested to speak to agenda item 9j at that point in the meeting.
4. **Review and approve Bibs Resort/Shields Road Condominium plat amendment:** Ritter announced he would not participate in this discussion and would abstain from voting as he has a personal interest in this property, but he would continue to conduct the meeting including taking minutes. Following discussion between Committee members and Maines, motion Schell, second Vogel to approve the Shields Road Condominium preliminary plat amendment as presented. Motion passed 4:0 with Ritter abstaining.
5. **Update report regarding alleged zoning violation at 8175 Northwood Drive:** Update provided by ZA Vogel with no action taken.
6. **Update report re possible mis-use of permitted garage at 1381 Eaglewatch Court:** Update provided by Ritter with no action taken.
7. **Review status of Old Highway 70 property:** Update provided by ZA Vogel with no action taken.
8. **Preliminary review of Martin CUP, 1089 Gessert Rd and confirm day of month for CUP public hearings:** By consensus of Committee discussion, regularly scheduled CUP public hearings changed from 4th Wednesday to 4th Tuesday of each month at 5:30pm. Martin hearing to be July 26.
9. **Discussion/action topics:**
 - a. **Approve minutes of June 01 and June 21, 2022 meetings:** Motion Schell, second Cooper to approve as presented. Motion passed by unanimous voice vote.
 - b. **Consider amendment to Chapter 1 (sections 1.111 and 1.310(D)(7)) regarding self storage rental units:** Ritter explained these changes had been adopted 09/16/2019 but then had disappeared from the ordinance during a subsequent update. This action is to restore the changes in the next ordinance update. Motion Schell, second Cooper to approve as presented. Motion passed by unanimous voice vote.
 - c. **Consider amendment to Chapter 1 (section 1.402(B)) regarding temporary siting of mobile homes:** Motion Schell, second Vogel to approve with a revision clarifying that the temporary mobile home may not be used as a dwelling for more than 30 days following issuance of an occupancy permit for the newly constructed dwelling. Motion passed by unanimous voice vote.

- d. **Consider amendment to Chapter 1 section 1.404(C)(2) regarding RV camping:** Motion Schell, second Cooper to approve with a revision that the language be made consistent with 1.402(B). Motion passed by unanimous voice vote.
 - e. **Consider amendment to Chapter 1(section 1.608(A)) regarding mobile home & manufactured housing permits:** Motion Cooper, second Vogel to approve as presented. Motion passed by unanimous voice vote.
 - f. **Consider amendment to Chapter 1 (sections 1.402(A)) and Chapter 3 (section 3.01) regarding permitted locations for mobile homes and single wide manufactured housing:** Motion Vogel, second Strom to approve as presented. Motion passed by unanimous voice vote.
 - g. **Consider amendment to Chapter 3 (section 302(B)) regarding mobile home & manufactured housing permits:** Motion Schell, second Cooper to approve as presented. Motion passed by unanimous voice vote.
 - h. **Consider when, if, how signs should be considered structures requiring a zoning permit:** Motion Ritter, second Vogel to table until Cooper brings forth draft language for determining the footprint of a sign. Motion passed by unanimous voice vote.
 - i. **Consider whether fabric over steel frame storage structures require a zoning permit or are they exempt from the definition of a structure because they are not “permanent”. Does “permanent” within the definition of a structure need to be defined?** Motion Ritter, second Vogel to allow ZA to use discretion when deciding if a storage facility qualifies as a structure subject to needing a zoning permit. Motion passed 4:1 with Cooper opposed.
 - j. **Consider how to handle zoning permit applications for an accessory building when another accessory building already exists on the property. Chapter 1 appears to be silent to this situation:** Motion Schell, second Vogel to table until further research with Vilas County Zoning. Motion passed by unanimous voice vote.
 - k. **Consider procedure for responding to unpermitted shipping containers appearing in the Town:** Consensus of the Committee was for ZA to prepare a letter of alleged noncompliance for the town board to consider signing and enforcing. While the ZA is expected to keep the Committee informed of such instances on a case by case basis, the Committee need not approve bringing such matters before the town board.
 - l. **Assist Zoning Administrator with Zoning Permit Application decisions:** Questions regarding ordinance interpretation were answered with no actions taken.
 - m. **Approve monthly Zoning Administrator compensation:** Strom suggested that Ritter resume the past practice of emailing the monthly Zoning Permit Activity Log to the Committee along with the monthly ZA compensation request so that members can be aware of permit activity without going to the website to access the permit activity log. Ritter agreed to do as suggested. Motion Vogel, second Strom to approve the June 2022 ZA compensation request of \$3,453.09. Motion passed by unanimous voice vote.
 - n. **Committee concerns for future agendas:** “Produce stands” and “Chapter 5, section 5.16”
10. **Next regular meeting date:** August 3, 2022
11. **Adjourn:** Ritter adjourned meeting at 7:46pm