



# **MINUTES OF THE ZONING & PLANNING BOARD OF APPEALS**

**TUESDAY, JUNE 17, 2025, 4:30 PM**  
**City Hall, Room 604 - The Harry Maier Room.**  
**Virtual attendance is also available via Zoom.**

## **A. ZOOM MEETING INFORMATION.**

- I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/85419145658?pwd=VWxYYlFIRXBMcXU3dzU0VU0xQlNKdz09>

Or call in by phone: +1 312 626 6799

Meeting ID: 854 1914 5658

Passcode: 735080

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

## **B. ROLL CALL.**

- I. Members: Chair Noel Halvorsen, Vice-Chair Joshua Koch, Steven Schuchart and Brian Ritter.

Present: Steven Schuchart, Joshua Koch, Brian Ritter

Excused: Noel Halvorsen, arrives at 4:32pm

Absent: None

## **C. APPROVAL OF THE AGENDA.**

- I. Approval of the agenda for the Tuesday, June 17, 2025, meeting of the Zoning & Planning Board of Appeals.

Moved by Steven Schuchart, seconded by Brian Ritter to approve the agenda.  
Motion Passed.  
Yes-Steven Schuchart, Joshua Koch, Brian Ritter, No-None, Abstain-None.

#### **D. APPROVAL OF MINUTES.**

1. Approval of the minutes from the May 19, 2025 meeting.

Moved by Brian Ritter, seconded by Steven Schuchart to approve the minutes.  
Motion Passed.  
Yes-Steven Schuchart, Joshua Koch, Brian Ritter, No-None, Abstain-None.  
Noel arrives @ 4:32pm

#### **E. REGULAR BUSINESS.**

1. **(Appeal 25-12)** Consideration, with possible action on a request from Ben and Sydney Molter, applicants and property owners; requesting exceed front yard setback standards for an infill building for the purpose of adding a porch within an RI Low-Density Residential district at 521 Roy Avenue. (Ald. B. Delie, District 10) **(WITHDRAWN BY APPLICANT)**

Appeal 25-12 is withdrawn by the applicant.

2. **(Appeal 25-13)** Consideration, with possible action, on a variance request from Nathan Wallenfang of 814 Hubbard LLC, applicant and property owner; requesting exceed driveway standards for width of a driveway opening along an alley for a one or two-family residential use and impervious surface standards for a parcel in an RI Low-Density Residential Zoning District at 812-814 Hubbard Street. (Ald. B. Johnson, District 9)

Chair Noel Halvorsen asked the Board of Appeals members to confirm whether they had any conflicts of interest. All members affirmed they did not.

Chair Noel Halvorsen asked the Board of Appeals members to confirm whether they had received any communication about this matter. All Board members affirmed they did not.

Chair Noel Halvorsen affirmed Jon Leroy

Chair Noel Halvorsen affirmed Darrel Freeman

Chair Noel Halvorsen affirmed Nathan Wallenfang

Speaker:

Darrel Freeman - 1376 Harvest Moon Drive, Neenah

Nathan Wallenfang - 810 Marvin Ln

Moved by Steven Schuchart, seconded by Brian Ritter to approve four variance requests from Nathan Wallenfang of 814 Hubbard LLC, applicant and property owner; requesting to exceed driveway standards for width of a driveway opening along an alley for a one or two-

family residential use and impervious surface standards for a parcel in an R1 Low-Density Residential Zoning District at 812-814 Hubbard Street.

Section 44-1746 (g): Alley Drives. The driveway may extend to the garage opening or may extend into the lot for 30 feet in width and 40 feet in depth, but shall not extend into the side yard setback.

Section 44-1746 (h): Alley Drives. In no case shall the maximum driveway width be cumulatively greater than 50 percent of the lot frontage.

Section 44-559.: Maximum Impervious Surface Coverage. Impervious surface, including all buildings, drives, and other paved areas, shall not cover more than 50 percent of any zoning lot located in the R1.

Section 44-1746 d.: Driveways leading to uncovered parking areas shall meet the applicable side or rear setback established.

Motion Passed.

Yes-Noel Halvorsen, Steven Schuchart, Joshua Koch, Brian Ritter, No-None, Abstain-None.

3. **(Appeal 25-14)** Consideration, with possible action, on a variance request from Michael Vanden Berg, applicant; on behalf of Francis Woyak, property owner, requesting to exceed side yard standards for a driveway leading to a detached garage stall for a one or two-family residential home at 931 Coppens Road. (Ald. A. Proffitt, District 7)

Chair Noel Halvorsen asked the Board of Appeals members to confirm whether they had any conflicts of interest. All members affirmed they did not.

Chair Noel Halvorsen asked the Board of Appeals members to confirm whether they had received any communication about this matter. All Board members affirmed they did not.

Chair Noel Halvorsen affirmed Jon Leroy

Chair Noel Halvorsen affirmed Francis Woyak

Chair Noel Halvorsen affirmed Michael Vanden Berg (Attorney)

Speaker:

Michael Vanden Berg (Attorney) - N3989 Washington Ave, Freedom

Francis Woyak - 931 Coppens Rd

Moved by Joshua Koch, seconded by Steven Schuchart to deny.

Motion withdrawn.

Yes-None, No-None, Abstain-None.

Moved by Joshua Koch, seconded by Steven Schuchart to approve to move to table the item for 60 days to allow the applicant to obtain a survey record created by a licensed surveyor or similar instrument to demonstrate the relationship of the location of the chimney located along the north side of the residences adjacent to the driveway with the north property (side yard) line.

Motion Passed.

Yes-Noel Halvorsen, Steven Schuchart, Joshua Koch, Brian Ritter, No-None, Abstain-None.

## F. INFORMATIONAL.

- I. Next Meeting: July 21, 2025

### **G. ADJOURNMENT.**

- I. Adjournment for the Tuesday, June 17, 2025, meeting of the Zoning & Planning Board of Appeals.

Moved by Brian Ritter, seconded by Steven Schuchart to adjourn.

Motion Passed.

Yes-Noel Halvorsen, Steven Schuchart, Joshua Koch, Brian Ritter, No-None, Abstain-None.