



MINUTES OF THE ZONING & PLANNING BOARD OF APPEALS

MONDAY, AUGUST 18, 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: Noel Halvorsen, Steven Schuchart, Joshua Koch, Brian Ritter

Excused: None

Absent: None

C. APPROVAL OF THE AGENDA.

- I. Approval of the agenda for the Monday, August 18, 2025, meeting of the Zoning & Planning

Board of Appeals.

Moved by Joshua Koch, seconded by Steven Schuchart to approve the agenda.

Motion Passed.

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

D. APPROVAL OF MINUTES.

- I. Approval of the minutes from the July 21, 2025 meeting.

Moved by Brian Ritter, seconded by Steven Schuchart to approve the minutes.

Motion Passed.

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

E. INFORMATIONAL

- I. Information regarding phishing schemes.

Speakers:

Jon LeRoy

F. REGULAR BUSINESS.

- I. (Appeal 25-20) Consideration, with possible action, on a request from Trista Hobbs of the City of Green Bay—applicant, and Valerie Joosten of the City of Green Bay—property owner; requesting to exceed impervious surface standards in a (PI) Public Institutional District at 511 S. Oneida Street. (Ald. J. Ridderbush, District 8)

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 Trista Hobbs

Speakers:

Jon Leroy

Trista Hobbs – DPW, City of Green Bay – 100 N Jefferson

Moved by Joshua Koch, seconded by Steven Schuchart to approve to exceed impervious surface standards in a (PI) Public Institutional District at 511 S. Oneida Street, allowing a 100 percent impervious surface on the parcel.

Motion Passed.

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

2. (Appeal 25-15) Consideration, with possible action, on a variance request from Brian Johnson—applicant and property owner; requesting to exceed standards for the placement of a hot tub near a side yard line at 516 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 Brian Johnson

Speakers:

Jon Leroy

Brian Johnson – 516 Hubbard St.

Moved by Steven Schuchart, seconded by Joshua Koch to approve the placement of a hot tub 4.25 feet from the west side yard property line at 516 Hubbard St. Approval is granted with the following condition: A 6-foot-tall fence is currently maintained by the neighboring property owner. If said fence is removed, the owner of 516 must install a privacy fence along the west property line for as long as the hot tub is present.

Motion Passed.

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

3. (Appeal 25-14) Consideration, with possible action, on a request by Attorney Michael Vanden Berg—applicant, on behalf of Francis Woyak—property owner; requesting to exceed side yard standards for a driveway leading to a garage stall 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 Guy Zima

Chair Noel Halvorsen affirmed Francis Woyak

Speakers:

Jon Leroy

Guy Zima – 1121 12th Ave

Francis Woyak – 931 Coppens Ave

Moved by Joshua Koch, seconded by Brian Ritter, to deny the request for a 0.5-foot side yard setback for a driveway leading to a garage stall at 931 Coppens Road, which exceeds the established side yard standards.

Motion Passed for Denial.

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

4. (Appeal 25-18) Consideration, with possible action, on a request from Ryan Johnson—applicant and property owner; requesting to exceed front yard setback standards for a one-or-two-family home within a Low-Density Residential (R1) district at 1225 Spence Street. (Ald. J. Ridderbush, District 8)

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 Ryan Johnson

Chair Noel Halvorsen affirmed Kathy Eland

Chair Noel Halvorsen affirmed Lynn Pavlik

Speakers:

Jon Leroy

Ryan Johnson – 1225 Spence St

Kathy Eland – 1226 9th St

Lynn Pavlik – 1229 Spence St

Moved by Joshua Koch, seconded by Steven Schuchart to approve the request to allow a 6.2 x 7.2-foot-wide porch into the front yard setback. Front yard setback exceeded by 6.2 feet for a one-or-two-family home within a Low-Density Residential (R1) district.

Motion Passed.

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

5. (Appeal 25-19) Consideration, with possible action, on a variance request from Sarah Brainard of Creative Sign Company—applicant and Steve Genda of Weekes Forest Products, Inc.—property owner; requesting to exceed signage standards at 2225 Starr Court. (Ald. M. Eck, District 11)

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 Sarah Brainard

Chair Noel Halvorsen affirmed Steve Genda

Speakers:

Jon Leroy

Sarah Brainard – Creative Sign Co – 505 Lawrence Dr, De Pere

Steve Genda – Weekes Forest Products – 2225 Starr Ct

Moved by Joshua Koch, seconded by Brian Ritter, to approve both variance requests for dimensional exceptions for an exempt directional sign at 2225 Starr Court, including a front yard setback of 7.4 feet, a sign size of 32.5 square feet, and a height of 8 feet, which exceed the applicable signage standards.

Motion Passed.

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

G. INFORMATIONAL.

- I. Next Meeting: September 15, 2025

H. ADJOURNMENT.

- I. Adjournment of the Monday, August 18, 2025, meeting of the Zoning & Planning Board of Appeals.

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

Motion Passed.

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