



MINUTES OF THE ZONING & PLANNING BOARD OF APPEALS

MONDAY, SEPTEMBER 15, 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

Others present: Logan Wood, Assistant City Attorney

C. APPROVAL OF THE AGENDA.

- I. Approval of the agenda for the Monday, September 15, 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 Monday, August 18, 2025, meeting.

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

Motion Passed.

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

E. REGULAR BUSINESS.

- I. **(Appeal 25-23)** Consideration, with possible action, on a variance request from Matt Buchanan of the City of Green Bay Community and Economic Development Department (applicant), and Redevelopment Authority of Green Bay (property owner), requesting to exceed building frontage setbacks within a D1 Downtown Zoned district, driveway width standards, and placement of driveway improvements adjacent to a residential zoned property at 402 and 420 S. Broadway, 419 S. Maple Avenue. (Ald. B. Johnson, District 9)

Sec. 44-620 Table 44-6 (f).

At least 60 percent of the front facade must fall between the minimum (0 feet) and maximum (20 feet).

Applicant seeks a setback of 25–66 feet off the right of way for approximately 70 percent of the building in parcel 3-569.

Sec. 44-1773 (d) 3.

Opening of a driveway shall not exceed 30 feet at the right of way and 40 feet at the curb.

Applicant seeks an opening of 160 feet at ROW and 170 at the curb.

Applicant has removed the third variance request:

Sec. 44-1964.

Buffer at a residential zoned property for non-residential uses shall be 25 feet wide.

Applicant seeks a 6.8 feet wide driveway off Maple.

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 Matthew Buchannan
Chair Noel Halvorsen affirmed Matthew Knott
Chair Noel Halvorsen affirmed Sig Strautmanis

Speakers:

Jon Leroy

Matthew Buchannan – 100 N Jefferson St.

Matthew Knott – 100 N Jefferson St.

Sig Strautmanis – 6938 N Santa Monica Blvd., Fox Point, WI

Moved by Joshua Koch, seconded by Steven Schuchart to approve both variance requests to exceed building frontage setbacks within a DI Downtown Zoned district, driveway width standards, and placement of driveway improvements adjacent to a residential zoned property.

Motion Passed.

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

2. **(Appeal 25-21)** Consideration, with possible action, on a variance request from Dana Dallman Zajackowski (applicant), and Aurora BayCare Medical Center (property owner), requesting to exceed signage standards at 2253 W. Mason Street. (Ald. M. Eck, District 11)

Sec. 30-6. (4) Directional signs.

Directional signs not exceeding six square feet in a commercial, mixed-use, or industrial district or three-square feet in a residential district displayed strictly for the direction, safety, or convenience of the public, including signs which identify restrooms, parking area entrances or exits, loading areas, addresses, or similar noncommercial information. Sign height shall not exceed six feet.

Applicant seeks to place a directional sign which is 84.5 square feet in size, and 10 feet in overall height.

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 Dana Dallman Zajackowski

Speakers:

Jon Leroy

Dana Dallman Zajackowski – 5111 Sherman St., Wausau, WI

Moved by Noel Halvorsen, seconded by Brian Ritter to approve the request to exceed signage standards.

Motion Failed, Variance Denied

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

3. **(Appeal 25-22)** Consideration, with possible action, on a variance request from Jerry Marsland of Reinhold Sign (applicant), and Sky Green Bay LLC (property owner), requesting to exceed signage standards at 2430 E. Mason Street. (Ald. W. Morgan, District 3)

WITHDRAWN BY APPLICANT

F. INFORMATIONAL.

- I. Next Meeting: Monday, October 20, 2025

G. ADJOURNMENT.

- I. Adjournment of the Monday, September 15, 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.