



AGENDA OF THE ZONING & PLANNING BOARD OF APPEALS

MONDAY, JANUARY 26, 2026, 4:00 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/85259382056?pwd=z6OdaYq0gNap7CSvkqgg0Ofv7lQ77t.l>

Or call in by phone: +1 312 626 6799

Meeting ID: 852 5938 2056

Passcode: 915604

If you wish to leave a comment for this public meeting, 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.

C. Approval of the Agenda.

- I. Approval of the agenda for the Monday, January 26, 2026, meeting of the Zoning & Planning Board of Appeals.

D. Approval of Minutes.

- I. Approval of the minutes from the December 15, 2025 meeting of the Zoning and Planning Board of Appeals.

E. Regular Business.

- I. **(Appeal 26-02)** Consideration with possible action on a request from Colin Terlip of Milbrew Holdings (applicant) and Garritt Bader of GB Real Estate Investments (property owner), requesting to exceed accessory building front yard setback standards in a

commercial zoning district at 2435 W Mason Street. (Ald. M. Eck, District 11)

2. **(Appeal 26-03)** Consideration with possible action on a variance request from Brianna Hammersley (applicant and property owner), requesting to exceed driveway standards for a one- or two-family residence at 1035-1039 Bellevue Street.

F. Informational.

1. Next Meeting: Monday, February 16, 2026.

G. Adjournment.

1. Adjournment of the Monday, January 26, 2026, meeting of the Zoning & Planning Board of Appeals.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Zoning & Planning Board of Appeals meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.



Report to the
Zoning & Planning Board of Appeals
of the City of Green Bay

MEETING DATE

January 26, 2026

PREPARED BY

AGENDA ITEM # D.I

Approval of the minutes from the December 15, 2025 meeting of the Zoning and Planning Board of Appeals.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. BOA Minutes 12.15.2025



MINUTES OF THE ZONING & PLANNING BOARD OF APPEALS

MONDAY, DECEMBER 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

C. APPROVAL OF THE AGENDA.

- I. Approval of the agenda for the Monday, December 15, 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.

- I. Approval of the minutes from the November 18, 2025 meeting.

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

E. REGULAR BUSINESS.

- I. **(Appeal 25-29)** Consideration with possible action on a variance request Brad Rymer of Vierbicher (applicant) and KTS West Investments LLC (property owner), requesting to exceed minimum Floor Area Ratio standard in an OR Office Residential District at 1087/1101 W Mason 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 Brad Rymer.

Speaker:

Jon LeRoy

Brad Rymer - Vierbicher, 400 Security Blvd

Moved by Joshua Koch, seconded by Steven Schuchart to approve the variance request to exceed the minimum Floor Area Ratio standard in an OR Office Residential District at 1087/1101 W Mason Street with the condition that parcels (1087 W Mason and 1101 W Mason) must be combined. Motion Passed.

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

F. INFORMATIONAL.

- I. Next Meeting: Tuesday, January 20, 2026.

G. ADJOURNMENT.

- I. Adjournment of the Monday, December 15, 2025, meeting of the Zoning & Planning Board of Appeals.

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

Motion Passed.

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



Report to the
Zoning & Planning Board of Appeals
of the City of Green Bay

MEETING DATE

January 26, 2026

PREPARED BY

Jon LeRoy, Zoning Administrator

AGENDA ITEM # E.1

(Appeal 26-02) Consideration with possible action on a request from Colin Terlip of Milbrew Holdings (applicant) and Garritt Bader of GB Real Estate Investments (property owner), requesting to exceed accessory building front yard setback standards in a commercial zoning district at 2435 W Mason Street. (Ald. M. Eck, District 11)

BACKGROUND

The applicant seeks variance relief from one section of the Green Bay Municipal Code, Chapter 44: Zoning

Sec.44-741 (b.) 1.

1) Detached accessory structures shall be located to the side or rear of the principal building and are not permitted within the required front yard or within a side yard abutting a street, except that a surface parking lot or structure may be located within a side yard.

Applicant seeks to place an accessory structure within the front yard of the parcel between the primary building and right of way.

Applicant brought forth a site plan over the course of 2025 which went through multiple revisions to arrive at a site plan approved in August 2025. The site is used as a drive-through restaurant for coffee/drinks purveyor Seven Brew. The original design includes a main restaurant building with a cooler building built as an accessory to the principal building located to the side and rear of the principal coffee shop building. Seven Brew opened operations at the site in December.

The applicant is seeking to add an accessory building between the coffee shop and the right of way to act as a warming facility for outdoor workers. The building is smaller in nature to the primary building and is not a building used for principal operations.

Alternatives to the proposed warming hut are to place an accessory building to the side or rear of the primary building or create a larger shop primary building to serve the purpose of warming workers.

The approved site plan from August 2025 is included with this report, as well as applicant plan set and accessory building elevations.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. 26-02 Application Redacted
2. 26-02 Applicant Variance Narrative
3. 26-02 Plan Set Vertical Format
4. 26-02 Accessory Building Elevations
5. 26-02 Approved Site Plan August 2025



ZONING BOARD OF APPEALS VARIANCE APPLICATION

Application Deadline: First Tuesday of the Month at 12:00 Noon.

DATE: 12/29/2025	PROJECT #: 120221	APPEAL #:
APPLICANT INFORMATION:		
Name: Corbin Terlip		
Business Name: Milbrew Holdings		
Address: 27 Central Avenue		
City, State, Zip: Cortland, NY 13045		
Phone: [REDACTED]		
Email: [REDACTED]		
PROPERTY OWNER INFORMATION (if different from above):		
Name: Garritt Bader		
Business Name: GB Real Estate Investments, LLC		
Address: 300 N Vanburen Street		
City, State, Zip: Green Bay WI 54301		
Phone: [REDACTED]		
Email: [REDACTED]		
HAS A SITE PLAN BEEN REVIEWED BY PLANNING STAFF? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
If you checked "NO", do not proceed. You must contact a member of the Planning staff to review your site, identify issues with the Zoning Code, and seek potential alternatives. Upon denial of a site plan, a formal variance submission may proceed.		
PLEASE FILL OUT INFORMATION BELOW REGARDING THE PROPOSED DIMENSIONAL VARIANCE:		
Location/Address: 2425 W Mason Street, Green Bay WI		
Tax Parcel Number(s): 6H-1110-8; Lot 1 CSM 9835		
Describe the Variance Request:		
Seeking approval for construction of a six-foot by eleven-foot (6'x11') warming hut (accessory structure) to be used by drive-thru attendants during inclement weather. Due to the nature of the business and the purpose of the warming hut, the hut is proposed in front of the principal building. Chapter 44, Article VIII, Division 3, Section 44-741(b)(1) of the City of Green Bay Code of Ordinances prohibits detached accessory structures in front of the principal building. The applicant respectfully requests a variance to the aforementioned code section, thereby allowing the proposed warming hut in front of the principal building as shown on the attached site plan. See attached narrative for additional information concerning this variance request.		

List ordinance(s) (number and description) the variance will be impacting (staff will assist with this).

Chapter 44, Article VIII, Division 3, Section 44-741(b)(1) of the City of Green Bay Code of Ordinances

THREE STEP TEST - To qualify for a variance, the applicant must demonstrate that their property meets the following three (3) requirements:

Does unique physical characteristics of your property prevent the compliance with the ordinance? Explain

See attached.

Would granting the variance be contrary to the public interest? Explain.

See attached.

Why would not getting the variance unreasonably prevent you from using the property for a permitted purpose (leaving the property owner without any use that is permitted for the property) or would render conformity with such restrictions unnecessarily burdensome?

See attached.

I HEREBY CERTIFY THAT I HAVE READ AND FULLY UNDERSTAND THE VARIANCE PROCEDURE AND FAILURE TO COMPLY WITH CITY REQUIREMENTS WILL RESULT IN THIS APPLICATION BEING WITHHELD FROM CONSIDERATION BY THE ZONING BOARD OF APPEALS.

Garritt R. Bader

Digitally signed by Garritt R. Bader
Date: 2025.12.29 16:47:01 -0800

Signature of the Property Owner

Garritt R. Bader

Print Name

December 29, 2025

Date

Signed by:

Corbin Terlip

0B004049E80340B...

Signature of Applicant (working as "Agent" for owner)

Corbin Terlip

Print Name

12/30/2025

Date

OFFICE USE ONLY:

District: 11	Zoning: Comm	Parcel #: 2925 W. 1st St	Residential \$225 <input type="checkbox"/>	Commercial \$350 <input checked="" type="checkbox"/>
Submittal Date: 12/29/25	Meeting Date: 1/20/26	Work started or completed:		
Staff Signature: <i>[Signature]</i>		Residential \$450 <input type="checkbox"/>	Commercial \$700 <input type="checkbox"/>	Receipt #: _____



January 5, 2026

Milbrew Holdings, 7 Brew Drive-Thru Coffee, 2435 W. Mason Street, Green Bay, WI

PROJECT DESCRIPTION AND VARIANCE REQUEST

Milbrew Holdings is redeveloping the property located at 2435 W. Mason Street as a 7 Brew drive-thru coffee establishment. The base project received SPR and ECSW approval on 2-18-25. Ownership would like to add warming huts along the drive thru to provide shelter for order takers from the elements. Plans were resubmitted on 10-22-25 and staff indicated a variance would be required for warming hut approval.

The proposed project includes removal of the existing development and construction of a new 530 square foot 7 Brew Drive-Thru Coffee Shop, a 250 square foot detached cooler, a 66 square foot drive-thru attendant warming hut, 476 square feet of outdoor patio dining area, double drive-through order lanes, surface parking to be shared with the future use proposed on the lot to the east, a dumpster enclosure, installation of new/increased landscaping, and installation of new utilities.

The subject property is Lot 1 of CSM 9835 which totals 0.29 acres (12,445 square feet); the site is zoned C-2 Highway Commercial, and the proposed drive-thru use is a permitted use in the C-2 District. The site fronts on W. Mason Street Frontage Road and access is provided by a shared driveway on the property to the east (Lot 2, CSM 9835 addressed as 2425 W. Mason Street).

The proposed development asks for relief from Chapter 44, Article VIII, Division 3, Section 44-741(b)(1) of the City of Green Bay Code of Ordinances which explains that detached accessory structures shall be located to the side or rear of the principal building and are not permitted within the required front yard. The proposed drive-thru attendant warming hut (accessory structure) is proposed at the entrance/beginning of the drive-thru lanes, in front of the principal building.

UNIQUE PHYSICAL PROPERTY CHARACTERISTICS/EXCEPTIONAL CIRCUMSTANCES APPLICABLE TO THE SITE OR USE

7 Brew is a unique drive-thru process as they do not utilize stationary order stations; rather, drive-thru attendants approach the driver of each automobile and take orders utilizing a computer tablet to record the order and wirelessly transmit the order to team members inside the coffee shop. Once the order is filled, it is delivered to the waiting vehicles at the front of each drive-thru lane queue. This allows traffic to efficiently and quickly circulate through the site from order to pick-up as attendants can quickly place and send an order and move on to the next customer in line. Customers patronizing the 7 Brew will enter the site from the shared access in the northeast corner of the property and proceed into one of the two drive-thru service lanes. Automobiles will proceed west and then south through the drive-thru lanes to pick up their order. The location of the warming at the beginning of the drive-thru lanes is

necessary to provide efficient service and prevent back-ups/delays in the drive-thru queue. Placement of the proposed warming hut elsewhere on the site in compliance with the code (behind the principal building) would impede efficiency of business operations and result in queuing backups due to poor visibility and increased travel time of attendants. Not constructing the warming hut would require attendants to remain outside exposed to the weather.

NO HARM TO PUBLIC INTEREST

With respect to the Commercial Districts, the Ordinance strives to provide efficient use of land, ensure compatibility with adjacent districts and uses, control traffic and improve the pedestrian environment. In general terms, the intent and purpose of the Ordinances are to provide safe and healthy living conditions in every aspect throughout the community. The requested variance will not harm the public interest, nor will it undermine the purposes of the Ordinance.

- Rather than use stationary order stations with two-way speakers to take customer orders, 7 Brew utilizes multiple drive-thru attendants with computer tablets to take customer orders; the attendants visit queued vehicles and record the patrons' orders which are then wirelessly transmitted to the 7 Brew team members working in the coffee shop building. This method efficiently moves customers through the drive-thru in a timely fashion and does not require each automobile to stop at a stationary order station and hold up traffic behind them. This allows for safe, quick, and efficient traffic circulation through the site. The warming hut is essential to employee protection and comfort during inclement weather and the location at the beginning of the drive-thru is the most logical location for efficient service.
- The warming hut is tastefully designed using the same materials and colors as the principal building; it is scaled appropriately in comparison to the principal building and does not detract from the overall site design and existing commercial neighborhood. The size of the proposed hut is what is minimally required to provide protection from the elements; it will not appear obtrusive or obnoxious as viewed from the public way.
- The project results in a decrease of impervious surface area on the property in comparison to the current developed condition thereby reducing stormwater runoff from the site.
- The proposed use will complement the existing development in the area.

UNNECESSARY HARDSHIP

As noted previously, the proposed drive-thru coffee shop is a permitted use in the C-2 Highway Commercial District. Granting the variance to allow the proposed warming hut (accessory structure) in front of the principal building will provide the minimal relief necessary to provide a shelter for drive-thru attendants to stay dry and get warm during inclement weather while waiting for customers. The proposed location of the hut on the site allows the attendants to safely and quickly service the customers as they arrive, thereby maintaining efficient site circulation of traffic and avoiding long drive-thru queues. There is no other logical location on the site for the proposed hut and denial of the variance would be unnecessarily burdensome to drive-thru attendants during inclement weather.

NOTE: PROPERTY LINES AND EASEMENTS SHOWN ON THIS SURVEY WERE OBTAINED FROM INFORMATION CONTAINED IN TITLE COMMITMENT NO. 103084 OF FIRST AMERICAN TITLE INSURANCE COMPANY DATED NOVEMBER 15, 2022. THIS SURVEY WAS PREPARED FOR THE PURPOSE OF A PRELIMINARY CONCEPT SURVEY MAP FOR PROJECT C-11. A COMPLETE, UNLAPSED PLAN OF SURVEY, BOUNDARY SURVEY MAP OR ALTA SURVEY HAS NOT BEEN AUTHORIZED.

NOTE: GRADE INDICATORS OF UTILITIES ALONG WITH PROPERTY BOUNDARIES FOR POWER AND COMMUNICATIONS HAVE BEEN SHOWN. GRADE AND ELEVATION OF UNDERGROUND UTILITIES SHOWN WITHIN THE PROJECT AREA HAVE NOT BEEN DETERMINED BY FIELD SURVEY. THE APPROXIMATE DEPTH OF UTILITIES IS INDICATED BY THE APPROXIMATE DEPTH TO UTILITIES PROVIDED. EXISTING EASEMENTS AND DIMENSIONS, WHAT ARE THE EXISTING UTILITIES IN THE SHOWN AREA HAVE BEEN SHOWN. THE LOCATION OF ALL UTILITIES PRIOR TO CONSTRUCTION, THIS PLAN IS TO BE A SUBSTITUTE FOR THE UTILITY LOCATIONS AT THE TIME OF CONSTRUCTION.

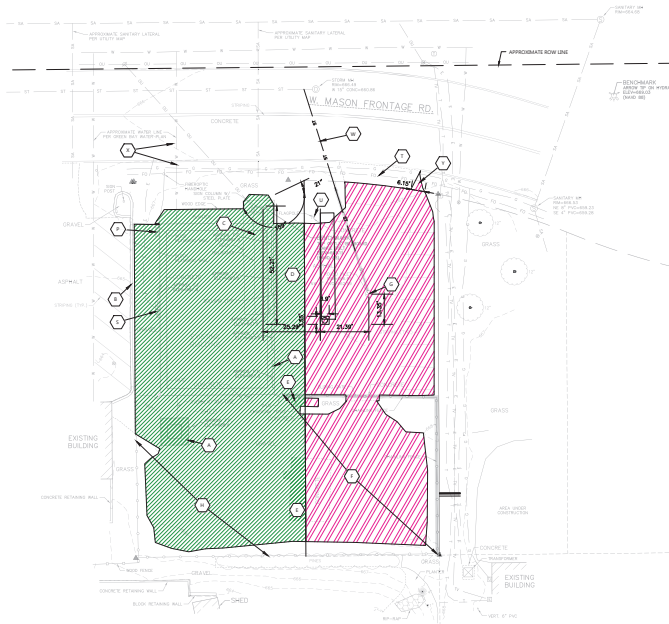
LEGEND:

- REMOVE FEATURES
- DEMOLITION BY LANDLORD

EXCEL
 Always a Better Plan
 100 Camelot Drive
 Fond du Lac, WI 54935
 920-928-9900
 excelengineer.com

KEYNOTES

A	REMOVE BUILDING AND DISCONNECT ASSOCIATED SERVICES
B	PROTECT EXISTING STAINING WALL, VERIFY STRUCTURE WAS NOT DAMAGED PRIOR TO CONSTRUCTION
C	BELLOCH & ASSOCIATED ITEM TO BE REMOVED AND RELOCATED BY LANDLORD
D	REMOVE (AS NECESSARY) AND REMOVE ASPHALT AND PROTECT BASE
E	REMOVE (AS NECESSARY) AND REMOVE CONCRETE AND PROTECT BASE
F	REMOVAL OF SINKS AND ASSOCIATED ITEMS BY LANDLORD
G	REMOVE #4 OF STORM DRAIN AND STRUCTURE
H	VERIFY HOW DEEP IF NEED TO RELOCATE FENCE ON SOUTH AND WEST SIDE OF PROPERTY
I	REMOVE & RELOCATE GAS METER
J	REMOVE & RELOCATE ELECTRIC METER
K	EXISTING DRIVEWAY TO REMAIN
L	REMOVE FLAG POLE
M	REMOVE REUSE GRAVEL IF IT MEETS ASPHALT AGGREGATE BASE STANDARDS
N	CONTRACTOR TO FIELD VERIFY IF EXISTING LINE LOCATION AND USE PRIOR TO CONSTRUCTION. PROVIDE A SIGNATURE TO SIGNATURE LINE FROM OWNER @ MASON FRONTAGE BOARD
O	CONSTRUCTION SHALL BE LIMITED TO 18" DEPTH AND LOCATION PRIOR TO CONSTRUCTION. SHALL BE LIMITED AS BUILT PROVIDED BY THE CITY
P	REMOVE PORTION OF DRIVEWAY TO CONFORM TO CITY STANDARDS



PROJECT INFORMATION

PROPOSED COFFEE SHOP FOR:
7-BREW GREEN BAY
 2425 WEST MASON STREET • GREEN BAY, WI 54304

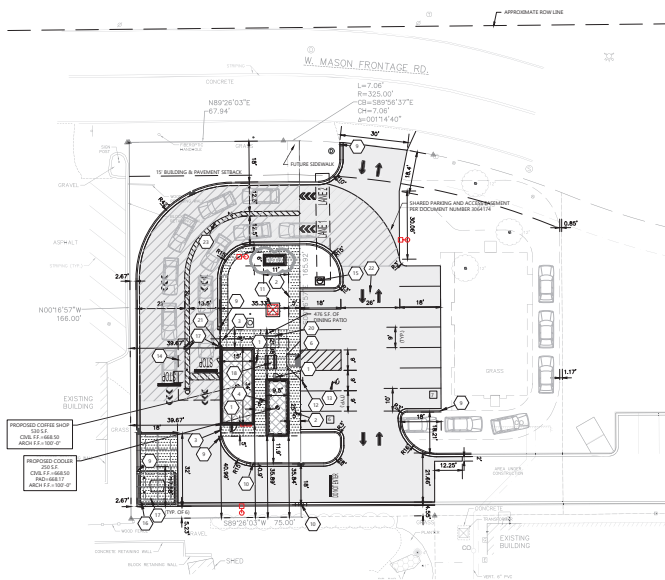
SHEET DATES

NOV 27, 2024
AD2 FEB 11, 2025
AD3 APR 25, 2025
AD5 AUG 7, 2025

JOB NUMBER
240270800

SHEET NUMBER
C1.0

SCALE: 1" = 20'
 CIVIL EXISTING SITE AND DEMOLITION PLAN



GENERAL NOTES:
 - SEE SCHEDULE FOR SIGN SPECIFICATIONS AND REQUIREMENTS.

LEGEND:

HATCH	PAVEMENT SECTION
[Hatch Pattern]	STANDARD ASPHALT
[Hatch Pattern]	HEAVY DUTY ASPHALT
[Hatch Pattern]	SEWERAL CONCRETE
[Hatch Pattern]	SLURRYFILL AND CONCRETE
[Hatch Pattern]	18" CURB & GUTTER (SEE DETAIL)

KEYNOTES

1	CONCRETE STOP (SEE STRUCTURAL PLANS FOR DETAILS)
2	RAISED WALK (SEE DETAIL)
3	FLASH WALK (SEE DETAIL)
4	1" CURB HEAD (SEE DETAIL)
5	ADA CURB RAMP (SEE DETAIL)
6	CURB TAPER (SEE DETAIL)
7	CURB CUT (SEE DETAIL)
8	CONCRETE TO UNDERDRIVE AND BY UTILITY SUPPLIER CONTRACTOR TO KEEP FINAL LOCATION & WIDTH PRIOR TO CONSTRUCTION
9	HANDICAP SIGN PER STATE CODE (SEE DETAIL)
10	HANDICAP STALL & STRIPING PER STATE CODE
11	BUILDING CANOPY (SEE ARCH PLANS FOR DETAILS)
12	RECYCLED RUBBERWOOD (FINAL LOCATION BY UNDEVELOPER)
13	SLURRYFILL ENCLOSURE (SEE ARCH PLANS FOR DETAILS)
14	1" CONCRETE BOLLARDS (P/P) (SEE DETAIL)
15	PLANT TABLE (DETAILS BY SUPPLIER)
16	BEE SACK (P/P) (TYPE & COLOR BY OWNER)
17	TRUCK BOX (SEE GENERAL NOTES, COORDINATE WITH LOCAL FIRE DEPARTMENT AS NECESSARY)
18	TRAFFIC FLAG ARROWS (P/P) (SEE STRIPING PLAN)
19	PAINT STRIPING (P/P) (SEE STRIPING PLAN)
20	HANDICAP SIGN (SEE ARCH PLANS)
21	
22	
23	
24	

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 100 Camelot Drive
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PROJECT INFORMATION
 PROPOSED COFFEE SHOP FOR:
7-BREW GREEN BAY
 2425 WEST MASON STREET • GREEN BAY, WI 54304

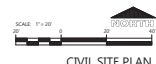
PROFESSIONAL SEAL

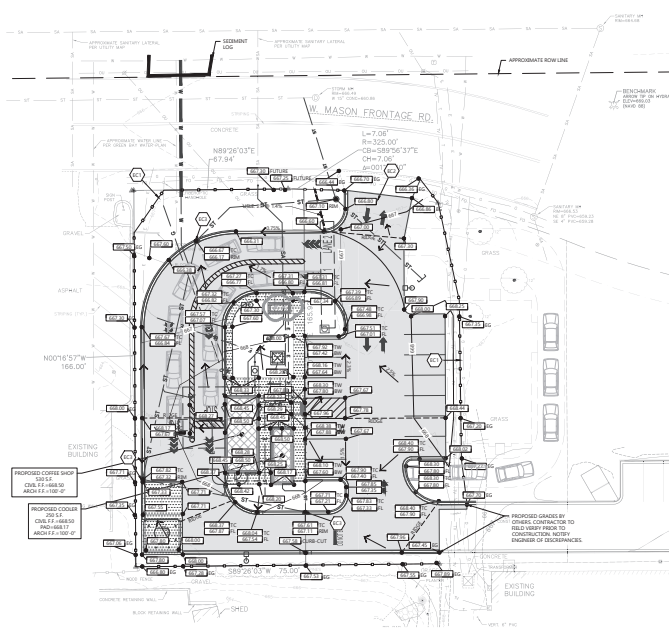
SHEET DATES

NO.	DATE
NOV 27, 2024	
AD1	DEC 20, 2024
AD3	APRIL 25, 2025
AD4	JUNE 2, 2025
AD5	AUG. 7, 2025
AD7	SEPT. 18, 2025
CB1	OCT. 22, 2025

JOB NUMBER
 240270800

SHEET NUMBER
C1.1A





- GENERAL NOTES:**
- HANDICAP STALL AND ACCESS AISLES SHALL NOT EXCEED A SLOPE OF 1:20 IN ANY DIRECTION. HANDICAP STALL & ACCESS AISLES SHALL CONFORM TO ADA REQUIREMENTS CURRENT EDITION.
 - ALL TERRAIN SHALL NOT EXCEED A MAXIMUM CROSS SLOPE OF 3.0% AND FINISHING SLOPE OF 4.0% UNLESS OTHERWISE SPECIFIED.
 - CONTRACTOR SHALL PROVIDE STABILIZED CONSTRUCTION ENTRANCES AS CONSTRUCTION ENTRANCES FOR PROPOSED IMPROVEMENTS AS REQUIRED PER CODE.
 - CONTRACTOR SHALL PROVIDE CONCRETE WALKOUTS AS REQUIRED PER CODE FINAL LOCATION TBD BY CONTRACTOR.
 - CONTRACTOR SHALL PROVIDE TEMPORARY SLEET PROTECTION FOR ALL CURB RAILS & CURB SIDEWALKS & PROTECT IMMEDIATELY ADJACENT TO THE PROJECT PER LOCAL CODE.

KEYNOTES

(C)	BILT SENCE
(E)	ESTABLISHED CONSTRUCTION ENTRANCES
(P)	SLEET PROTECTION



PROJECT INFORMATION

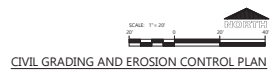
PROPOSED COFFEE SHOP FOR:
7-BREW GREEN BAY
 2425 WEST MASON STREET • GREEN BAY, WI 54304

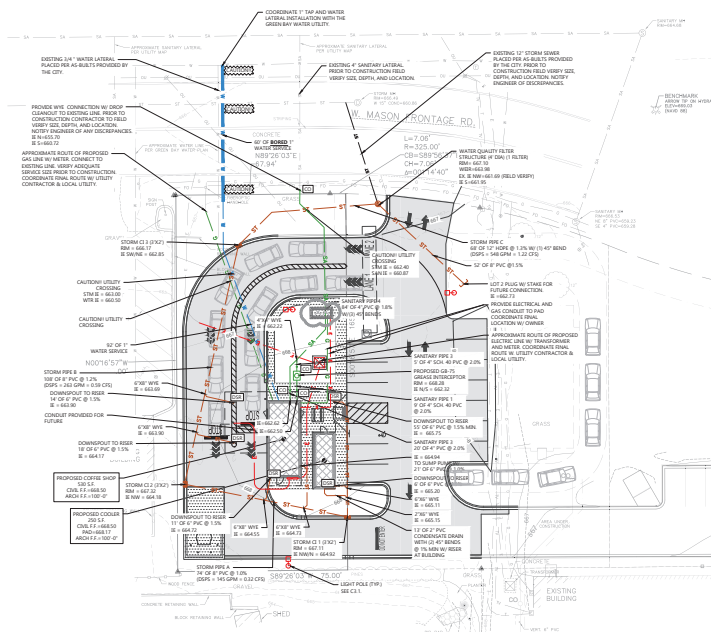
SHEET DATES

NOV 27, 2024
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AD4 JUNE 2, 2025
AD5 AUG 7, 2025
AD7 SEPT 18, 2025
CB1 OCT 22, 2025

JOB NUMBER
240270800

SHEET NUMBER
C1.2





GENERAL NOTES:

- SEE SPECIFICATIONS FOR FULL PREPARATIONS AND REQUIREMENTS.
- CURB STOPS FOR 1-INCH SERVICES SHALL HAVE INVERTED PLUG STYLE CURBS AND THE COMPRESSION BUSHES AND Gaskets. CURB STOPS FOR 1.5-INCH SERVICES SHALL BE FORD 244-448-16. AT MEDICALS 1479-32. OR EQUAL.
- CURB BONES SHALL HAVE AN ARCH PATTERN BASE. 11/2-INCH UPPER SECTION AND SHALL BE SET WITH 1-INCH THICKNESS PLUG. CURB BONES SHALL HAVE AN EXTENDED LENGTH OF 7'-0" AND SHALL HAVE 12" HOURS OF EXPOSURE. CURB BONES SHALL BE 18" HIGHER.
- CONSTRUCTION STOPS FOR 1-INCH SERVICES SHALL HAVE INVERTED PLUG STYLE UNITS AND ANNA STANDARD THREADED UNITS AND THESE COMPRESSION UNITS. CONSTRUCTION STOP FOR 1.5-INCH SERVICES SHALL BE FORD 244-448-16. AT MEDICALS 1479-32. OR EQUAL.

WATER & SEWER NOTES:

- WATER DRAWING - 10/24/24
- SEWER DRAWING - 11/22/24 (REV. 23-1824)



PROJECT INFORMATION

PROPOSED COFFEE SHOP FOR:
7-BREW GREEN BAY
2425 WEST MASON STREET • GREEN BAY, WI 54304

PROPOSED DATE:

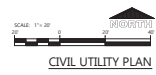
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SHEET DATES

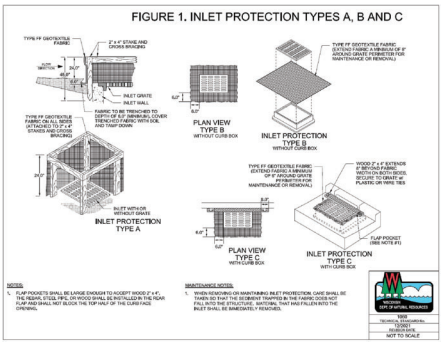
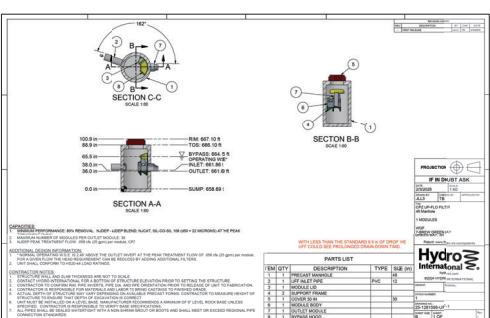
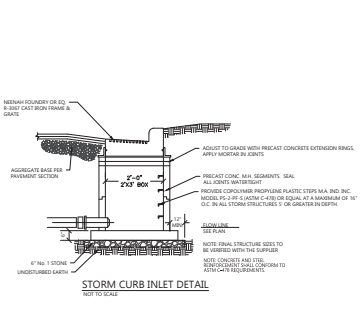
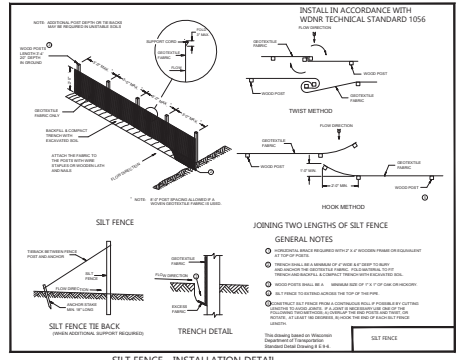
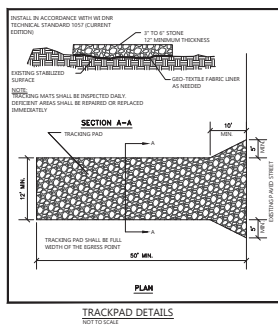
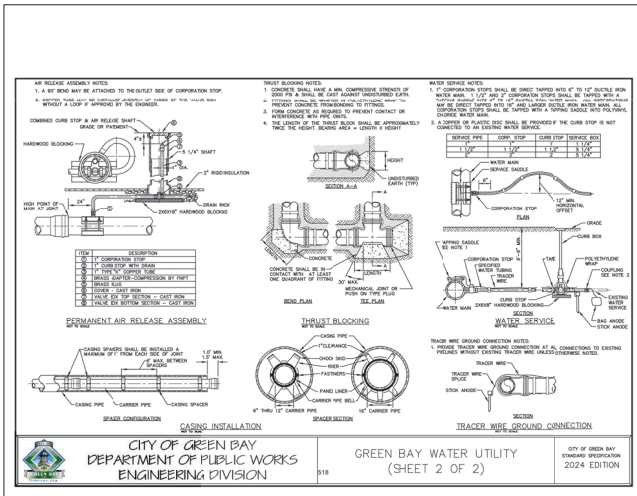
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AD1 DEC 20, 2024
AD2 FEB 11, 2025
AD3 APR 25, 2025
AD4 JUNE 2, 2025
AD5 AUG 7, 2025
AD6 AUG 28, 2025
AD7 SEPT 18, 2025
CB1 OCT 22, 2025

JOB NUMBER
240270800

SHEET NUMBER
C1.3



CIVIL UTILITY PLAN



EXCEL

Always a Better Plan

100 Camelot Drive
Fond du Lac, WI 54935
920.926.9600
excel@engineer.com

PROJECT INFORMATION

PROPOSED COFFEE SHOP FOR:
7-BREW GREEN BAY
2425 WEST MASON STREET • GREEN BAY, WI 54304

PROFESSIONAL SEAL

SHEET DATES

NO.	DATE	DESCRIPTION
NOV 27, 2024		
AD2	FEB 11, 2025	
AD3	APR 25, 2025	
AD5	AUG 7, 2025	

JOB NUMBER
240270800

SHEET NUMBER
C2.1

CIVIL DETAILS

PROJECT INFORMATION

PROPOSED COFFEE SHOP FOR:
7-BREW GREEN BAY
2425 WEST MASON STREET • GREEN BAY, WI 54304

PROFESSIONAL SEAL

SHEET DATES

ISSUED FOR CONSTRUCTION

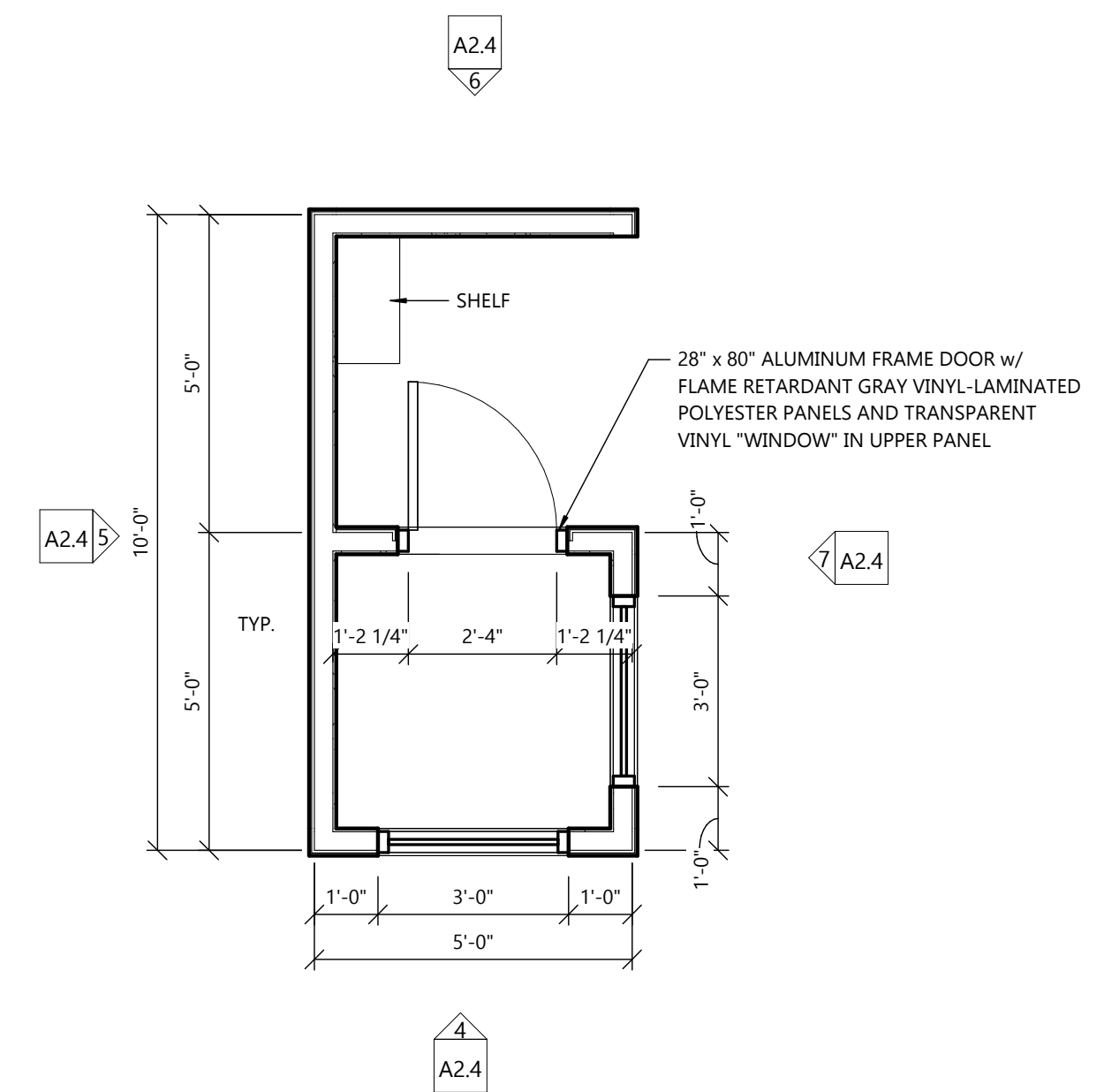
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CB1	OCT. 22, 2025

JOB NUMBER

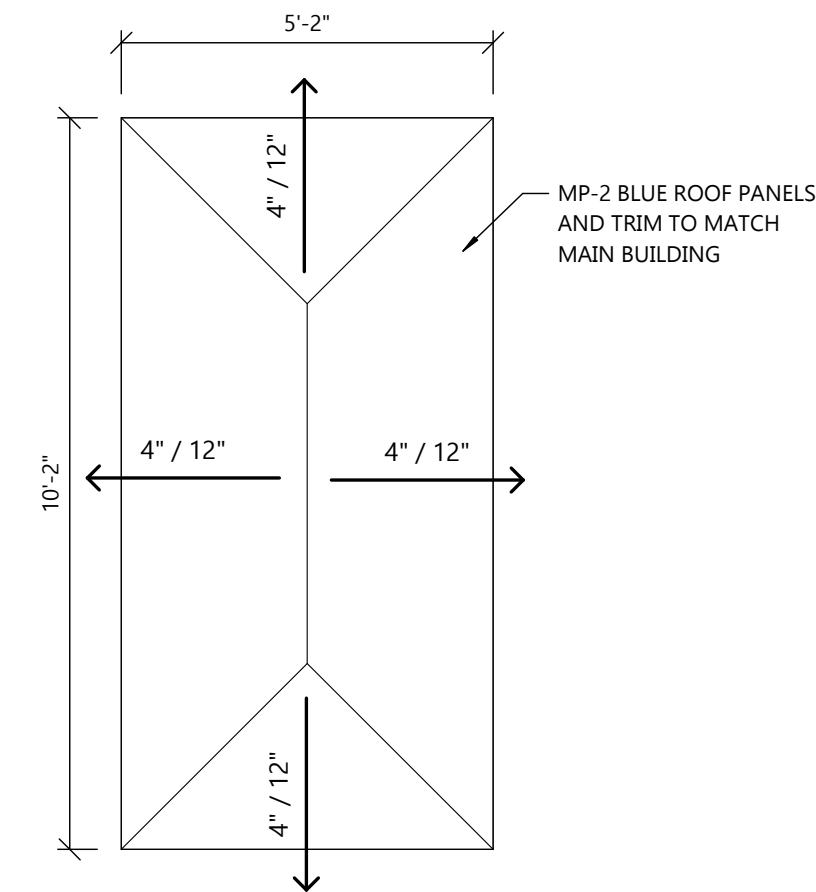
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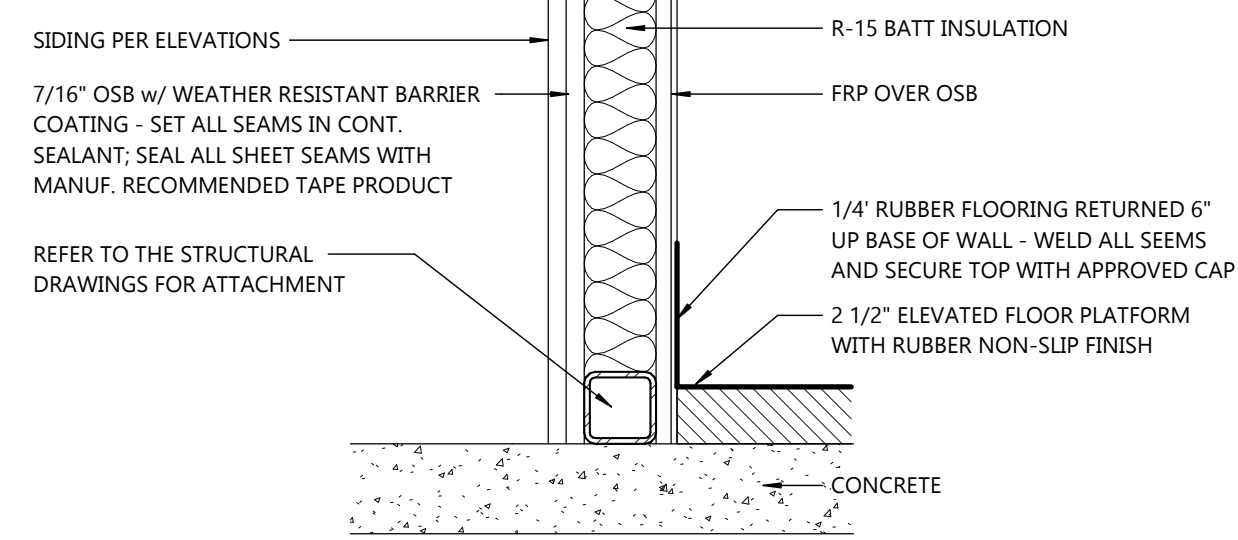
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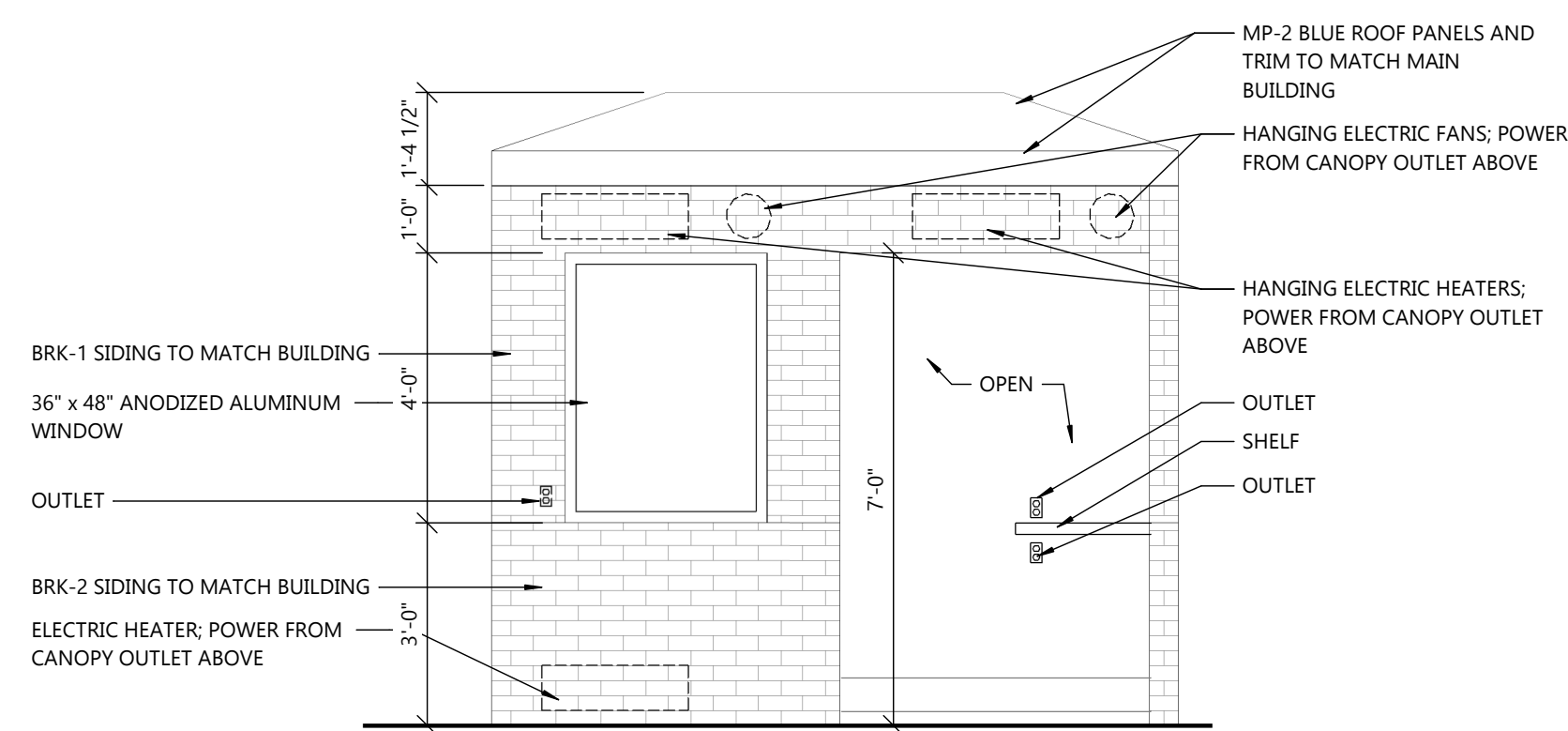
1 WARMING HUT FLOOR PLAN
SCALE: 3/8" = 1'-0"



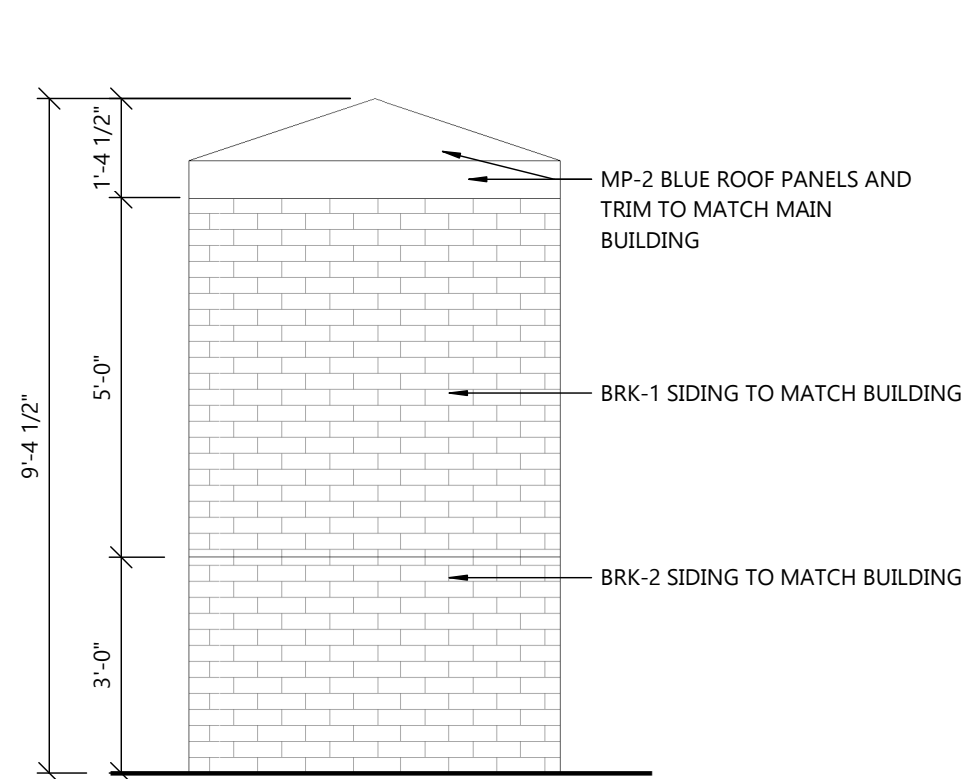
2 WARMING HUT ROOF PLAN
SCALE: 3/8" = 1'-0"



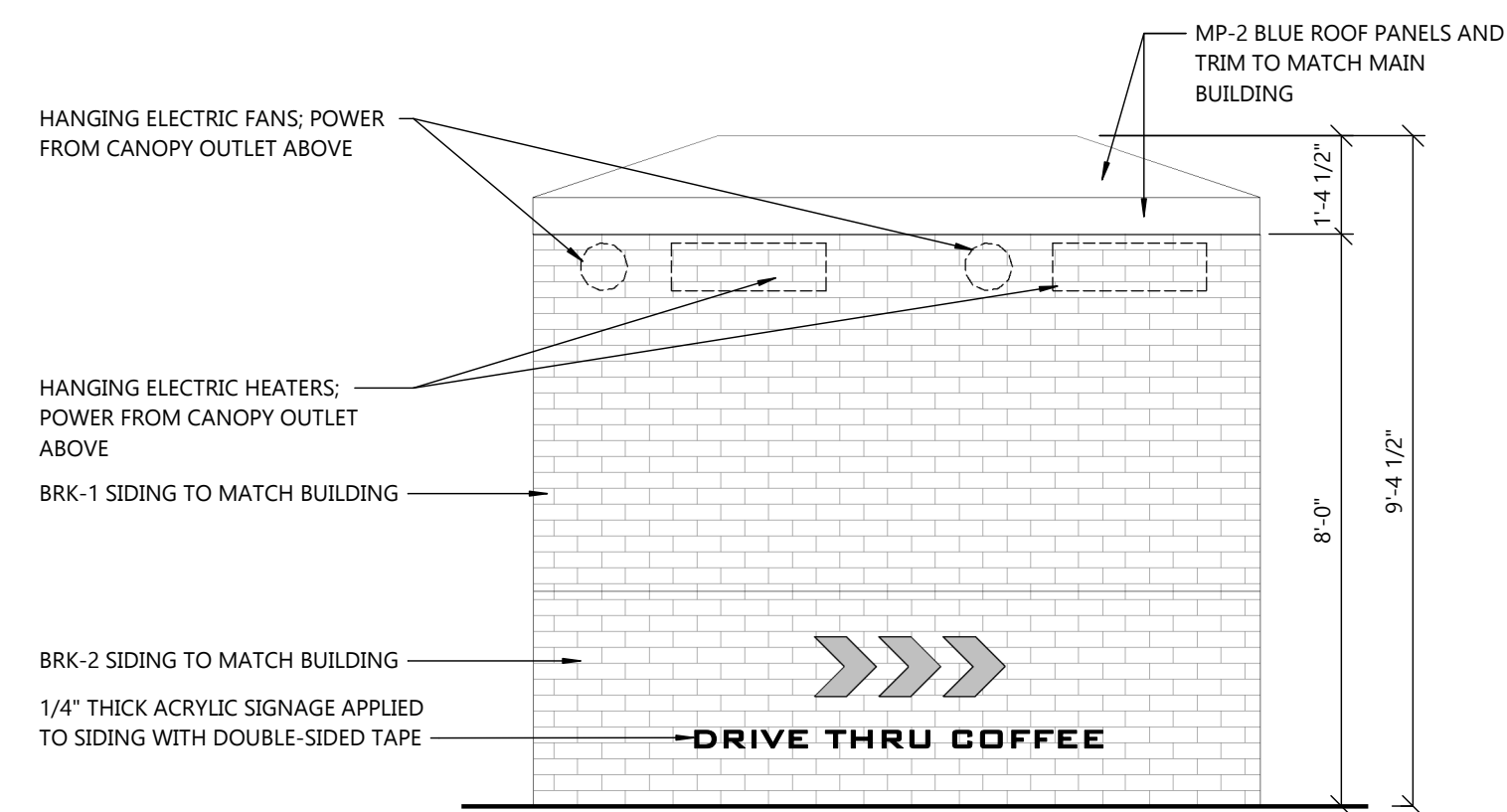
3 WARMING HUT WALL DETAIL
SCALE: 1 1/2" = 1'-0"
TYP. OF (6) ATTACHMENTS



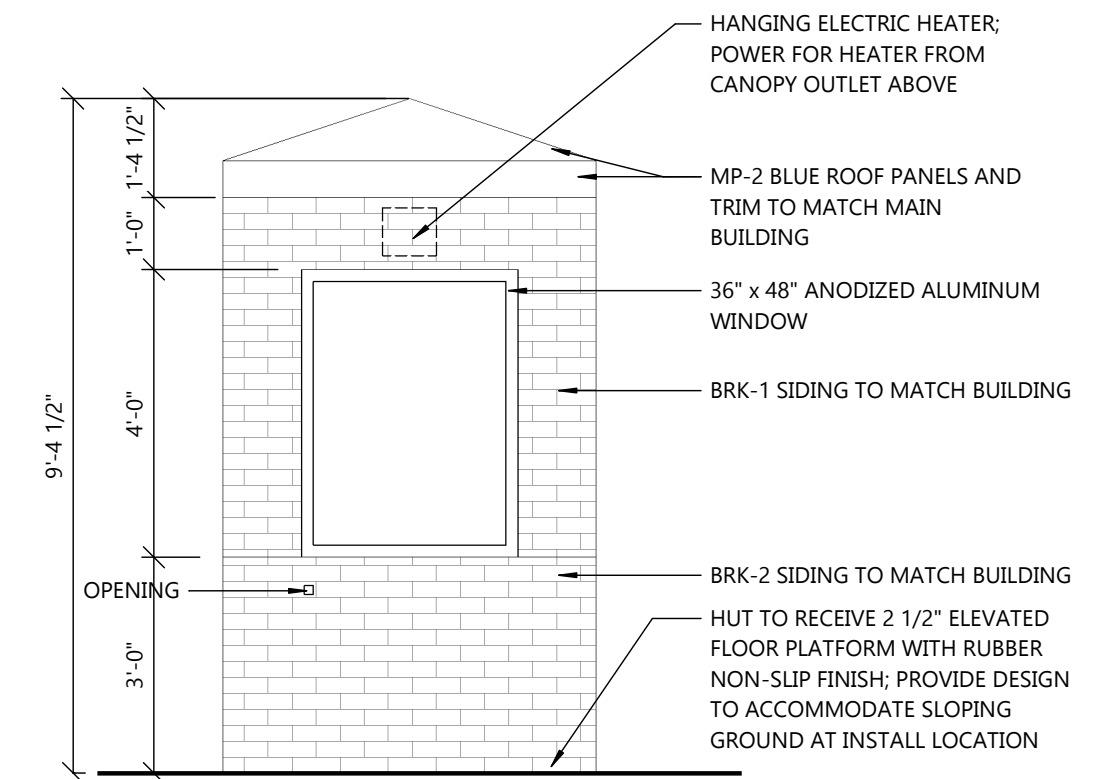
7 WARMING HUT - ELEVATION
SCALE: 3/8" = 1'-0"



6 WARMING HUT - ELEVATION
SCALE: 3/8" = 1'-0"

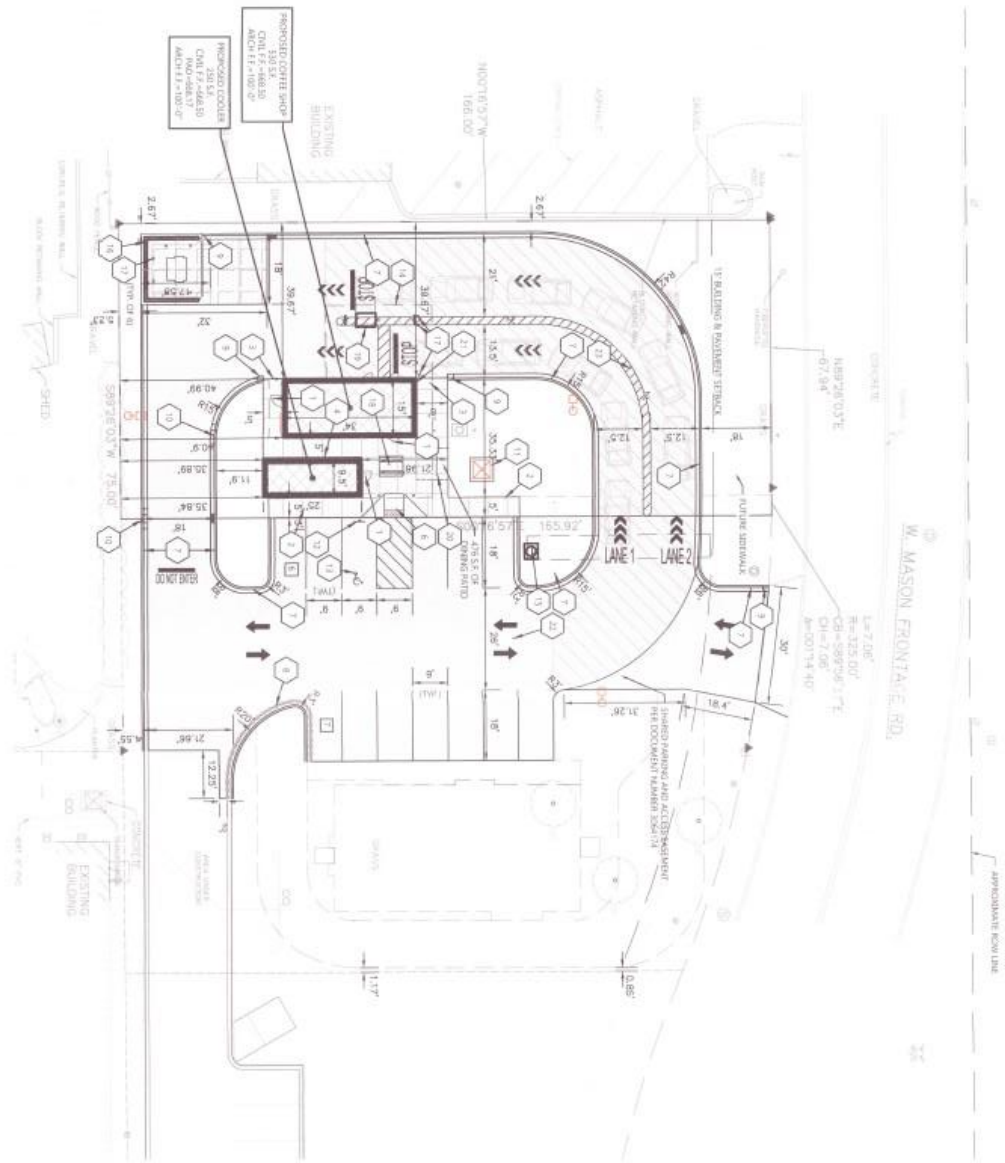


5 WARMING HUT - ELEVATION
SCALE: 3/8" = 1'-0"



4 WARMING HUT - ELEVATION
SCALE: 3/8" = 1'-0"

Approved Site Plan August 2025





Report to the
Zoning & Planning Board of Appeals
of the City of Green Bay

MEETING DATE

January 26, 2026

PREPARED BY

Jon LeRoy, Zoning Administrator

AGENDA ITEM # E.2

(Appeal 26-03) Consideration with possible action on a variance request from Brianna Hammersley (applicant and property owner), requesting to exceed driveway standards for a one- or two-family residence at 1035-1039 Bellevue Street.

BACKGROUND

The applicant seeks variance relief from one section of the Green Bay Municipal Code, Chapter 44: Zoning

Sec.44-1746 (3) Driveway Width (e.)

Front yard space is limited to no greater than eight feet in width beyond the garage door opening but shall not be located in front of the primary entrance to the residence.

The applicant is seeking to create a front yard space beyond the garage door opening located in front of the primary entrance to the residence.

The applicant applied for a building permit in September 2025 to create a front porch reconstruction and patio expansion for a two-family residence at 1035-1039 Bellevue Street. Said attached application with site plan was approved and had no mention of driveway expansion. Inspection staff went to the residence post construction and discovered the addition of an additional driveway stall in front of a primary residence added to both sides of the driveway to serve both duplex units.

The code allows for an additional driveway stall adjacent to a driveway if a one or two-family residence has a single stall attached garage leading to the unit.

(44-1746 (3.) d.)

However, the code does not allow for the expansion to occur if the additional space is located in front of the primary entrance to the residence. The unpermitted driveway expansion is located in front of the primary entrance to the residence(s).

To give background on this, it appears this part of the code was more clearly defined in 2009, which noted that the parking space exception could not permit a driveway space in front of the door. Reasoning behind this includes:

- Clear access needed for emergency services
- Clear access to pedestrians (delivery drivers, guests, neighbors) to access the front door of a home
- Reduction of emphasis of accessory use (driveway parking) at the front of a home

Staff has been in contact with the Fire Department on this matter. Given the nature of the home with bay windows near the front entry, FD would not be opposed, in this case, to direct, unblocked access because the bay window opening is prevalent to achieve ingress/egress in this instance.

The applicant has also added a document of street view photos of similar situations in the neighborhood.

Three examples are shown, and all three received a variance during the 2000s and early 2010s.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. 26-03 Variance Application Redacted
2. 26-03 Site Photos
3. 26-03 Approved Site Plan
4. 26-03 Building Permit Application 09102025
5. 26-03 Applicant Provided Neighborhood Examples

List ordinance(s) (number and description) the variance will be impacting (staff will assist with this).

Driveway in front of patio

THREE STEP TEST - To qualify for a variance, the applicant must demonstrate that their property meets the following three (3) requirements:

Does unique physical characteristics of your property prevent the compliance with the ordinance? Explain

The property at 1035-1039 Bellevue has the patio/entryway right next to the driveway. It is impossible to expand the driveway without going in front of the patio. The property had a very small driveway for a duplex. It was difficult for tenants to park due to Bellevue Street being a busy street. This

Would granting the variance be contrary to the public interest? Explain.

Granting the variance would not be contrary to public interest. This is common in this neighborhood and many other homes and duplexes have the same setup. It is better for the public as it gives the tenants at 1035-1039 Bellevue additional parking instead of using the busy street as parking.

Why would not getting the variance unreasonably prevent you from using the property for a permitted purpose (leaving the property owner without any use that is permitted for the property) or would render conformity with such restrictions unnecessarily burdensome?

I hired a contractor to complete the driveway expansion. I was told by the contractor that everything was up to code. The contractor pulled the permit and I thought everything was good to go. I did not realize this was against code as many other properties in the neighborhood have the same setup. The driveway has been poured, so if the variance is not approved, I would have to take out the driveway. Additionally, the tenants would go back to having unsafe parking. I have already had issues with two crashes to my tenants vehicles due to on street parking and Bellevue being a busy street.





Sec. 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.



Add on to Existing P97's & Replace Front Patch

P#121895
Conditionally
APPROVED
BUILDING INSPECTION DIVISION
GREEN BAY, WISCONSIN
[Signature]
SEE CORRESPONDENCE
09/11/2025

Conditional approval does not guarantee compliance. Omitted violations can be ordered for correction at any time.
(SPS 320.07 (5), 320.09 (8), 320.10)





BUILDING PERMIT APPLICATION SHORT FORM

Department of Community and Economic Development
100 N. Jefferson Street, Rm 608
Green Bay, WI 54301-5026
(920) 448-3300 - phone
(920) 448-3426 - fax
bvspmail@greenbaywi.gov

All highlighted fields must be completed before permit will be processed.

Project Address: 1039 Bellvue St Green Bay WI 54302

PROPERTY OWNER	CONTRACTOR INFORMATION (if applicable)
Name: <u>Blianna Hammerstein</u>	Name: <u>American Custom Concrete</u>
Address: <u>1039 Bellvue St</u>	Address: <u>601 Abrams St</u>
City, State, Zip: <u>Green Bay WI</u>	City, State, Zip: <u>Green Bay WI 54302</u>
Telephone #: <u>[REDACTED]</u>	Telephone #: <u>[REDACTED]</u>
Email: <u>[REDACTED]</u>	Email: <u>[REDACTED]</u>

Property Owner – Do you own and occupy the above listed property? Yes No (check one)

Current Land Use: 1-Family 2-Family Multi-Family Commercial (check one)

Project Scope: Fence Driveway Expansion or Lot Resurfacing Patio Yard Shed (<150 sq ft) (check all that apply)

Description of Project: (for fences include fence height, material (i.e. wood, vinyl, chain link), and total length of fence materials)

Addition to patio & Iron porch

Estimated Cost of Construction: 5,000

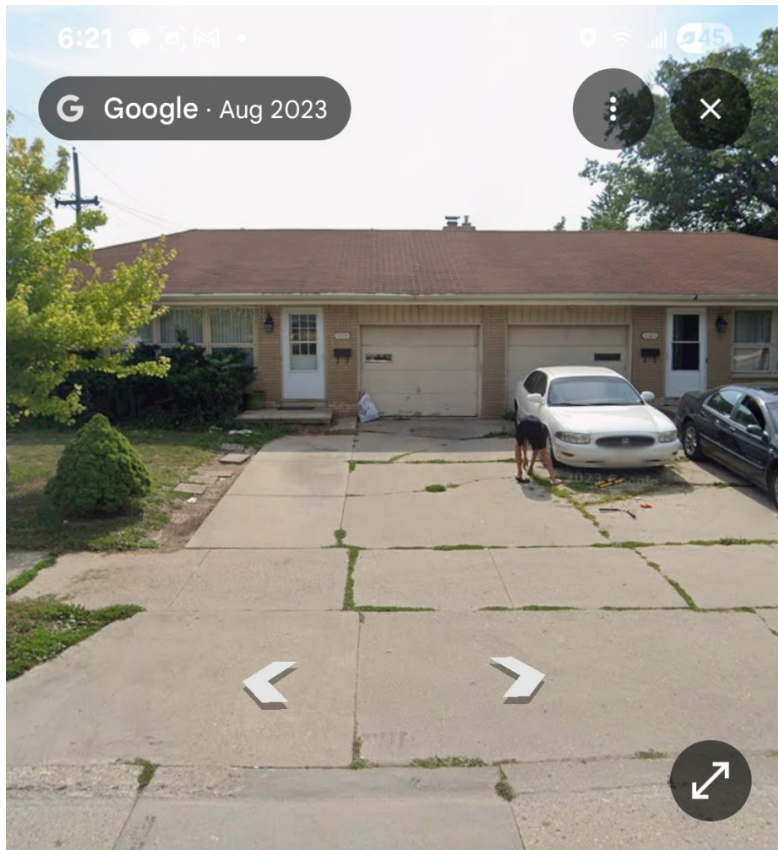
The applicant certifies that the information submitted herein is accurate, agrees to comply with the WI Admin. Code, Municipal Ordinance, and with the conditions of this permit, and understands that permit issuance creates no legal liability, expressed or implied, on the Department or Municipality.

[Signature]
Signature of Applicant

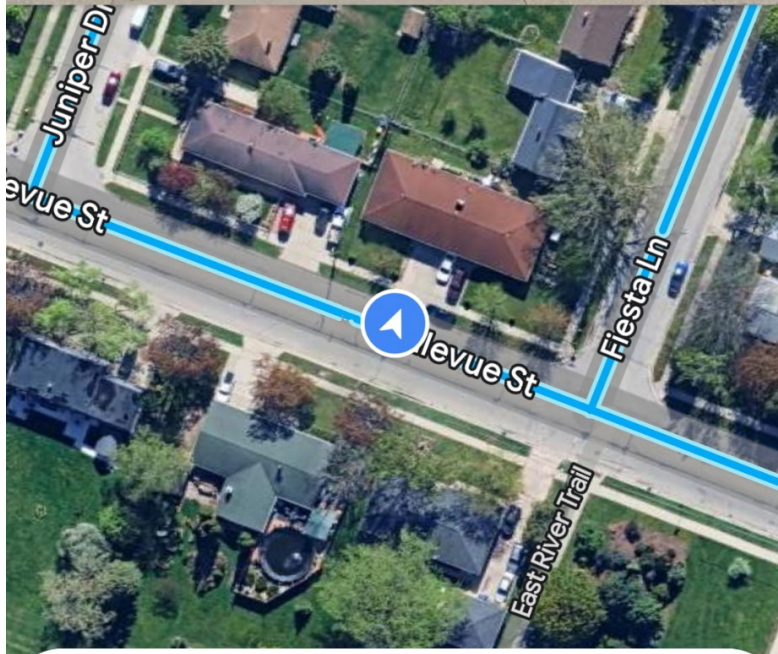
9-10-25
Date

To schedule an inspection, submit an online Inspection Request at <https://greenbaywi.gov/ScheduleInspection> or call (920) 448-3300 at least one business day in advance. Final inspections are required for all projects.

For Office Use Only	
Project # <u>121895</u>	Receipt # _____
Parcel # _____	Permit Fee _____
Reviewed By: _____	Credential # _____



Applicant provided examples of expanded driveways in neighborhood.



1119 Bellevue St

2 years ago · [See more dates](#) >



927 Bellevu...
zillow.com

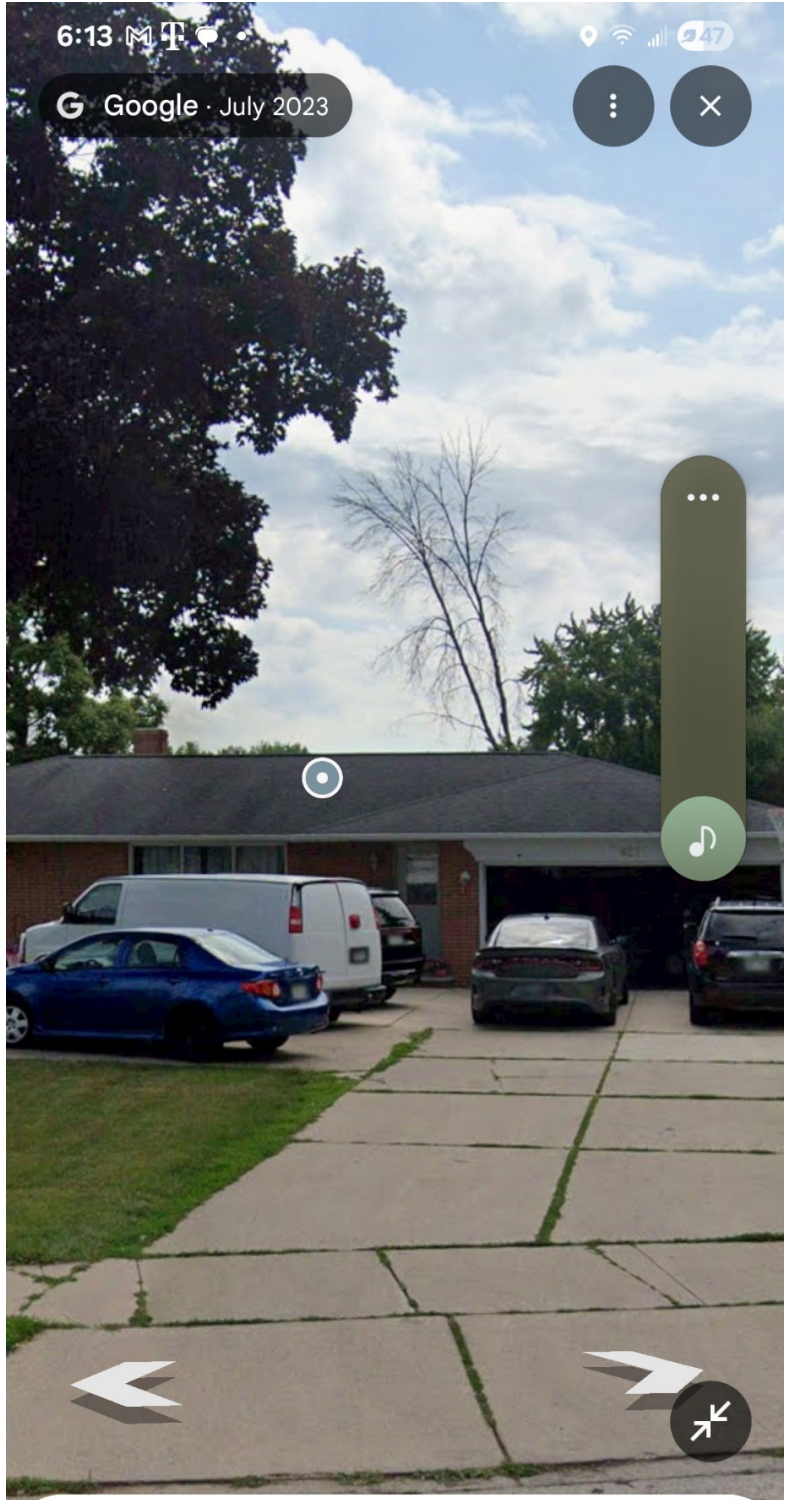


Photos



1 of 31

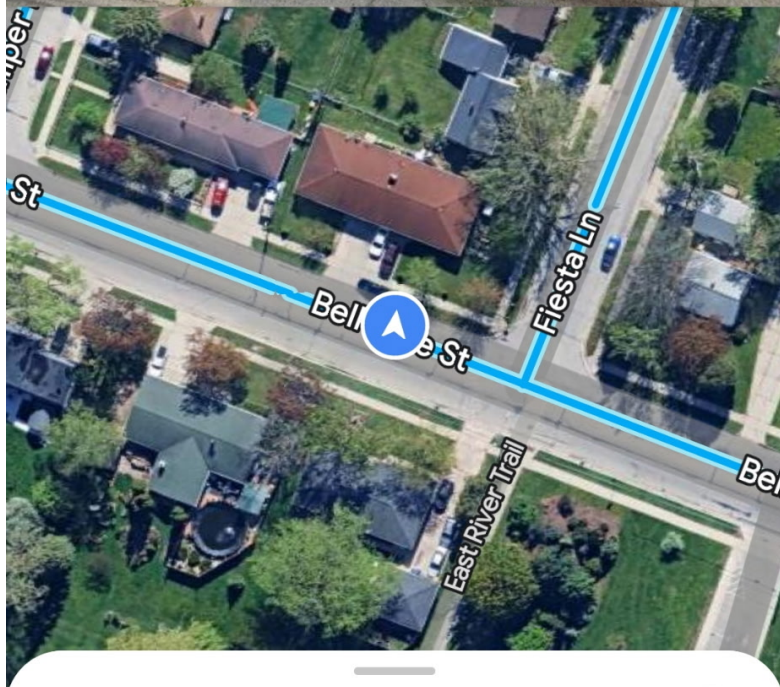
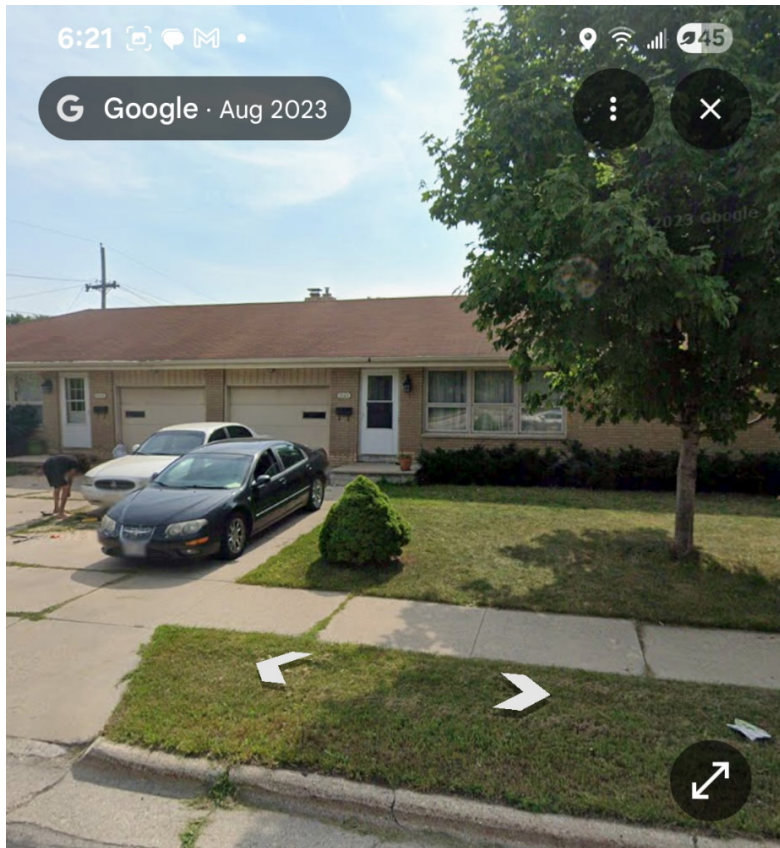




927 Bellevue St



2 years ago · [See more dates](#) >



1121 Bellevue St



2 years ago · [See more dates](#) >

6:15 21°

59

Google · July 2023



845 Heyrman St



2 years ago · [See more dates](#) >

Be the first to add a

