



AGENDA OF THE ZONING & PLANNING BOARD OF APPEALS

MONDAY, MARCH 16, 2026, 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/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, March 16, 2026, meeting of the Zoning & Planning Board of Appeals.

D. Approval of Minutes.

- I. Approval of the minutes from the February 16, 2026 meeting.

E. Regular Business.

- I. **(Appeal 26-05)** Consideration with possible action on a variance request from Carol Fleming, applicant and property owner, requesting approval to exceed front yard setback standards in an R1 Low-Density Residential District at 1317 Spence Street. (Ald. J. Ridderbush, District 9)

2. **(Appeal 26-07)** Consideration with possible action on a variance request from John Jeanquart of Brander Engineering, applicant on behalf of Georgia Pacific Corporation, property owner, requesting approval to exceed commercial/industrial parking lot standards at 1919 South Broadway. (Ald. B. Johnson, District 9)
3. **(Appeal 26-08)** Consideration with possible action on a variance request from Dalton Ruesch of Ruesch Management, applicant on behalf of JEM Properties and Investments LLC Etal, property owner, requesting approval to deviate from minimum standards for an enclosed garage for a 3-4 family residence at 1330 Crooks Street. (Ald. B. Galvin, District 4)

F. Informational.

1. Next Meeting: April 20, 2026

G. Adjournment.

1. Adjournment of the Monday, March 16, 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

March 16, 2026

PREPARED BY

AGENDA ITEM # D.1

Approval of the minutes from the February 16, 2026, meeting of the Zoning and Planning Board of Appeals.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. BOA Minutes 02.16.2026



MINUTES OF THE ZONING & PLANNING BOARD OF APPEALS

MONDAY, FEBRUARY 16, 2026, 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/85259382056?pwd=z6OdaYq0gNap7CSvkqgg0Ofv7lQ77t.1>

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.

Present: Noel Halvorsen, Joshua Koch, Brian Ritter

Absent: Steven Schuchart

Excused: None

C. APPROVAL OF THE AGENDA.

- I. Approval of the agenda for the Monday, February 16, 2026, meeting of the Zoning & Planning

Board of Appeals.

Moved by Brian Ritter, seconded by Joshua Koch to approve the agenda. Motion passed.
Yes - Noel Halvorsen, Joshua Koch, Brian Ritter. No-None. Abstain-None.

D. APPROVAL OF MINUTES.

- I. Approval of the minutes from the January 26, 2026 meeting.

Moved by Joshua Koch, seconded by Brian Ritter to approve minutes. Motion passed.
Yes - Noel Halvorsen, Joshua Koch, Brian Ritter. No-None. Abstain-None.

E. REGULAR BUSINESS.

- I. **(Appeal 26-04)** Consideration with possible action on a variance request from Julie Christensen (applicant) and Mike Wasilkoff of CMW, LLC (property owner) to allow two driveway entrances for a single parcel in a one or two-family residence at 804 Ninth 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 Julie Christensen

Speakers:

Jon LeRoy

Julie Christensen – 3615 Packerland Dr.

Moved by Joshua Koch, seconded by Brian Ritter to approve the two driveway entrances for a single parcel in a one or two-family residence with the condition that a shared driveway easement must be approved and recorded between 804 and 802 Ninth Street.

Motion Passed.

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

F. INFORMATIONAL.

- I. Next Meeting: Monday March 16, 2026

G. ADJOURNMENT.

- I. Adjournment of the Monday, February 16, 2026, meeting of the Zoning & Planning Board of Appeals.

Moved by Brian Ritter, seconded by Joshua Koch to adjourn the meeting. Motion passed.
Yes - Noel Halvorsen, Joshua Koch, Brian Ritter. No-None. Abstain-None.



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

MEETING DATE

March 16, 2026

PREPARED BY

Jon LeRoy, Zoning Administrator

AGENDA ITEM # E.1

(Appeal 26-05) Consideration with possible action on a variance request from Carol Fleming, applicant and property owner, requesting approval to exceed front yard setback standards in an RI Low-Density Residential District at 1317 Spence Street. (Ald. J. Ridderbush, District 9)

BACKGROUND

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

Sec. 44-554 Table 44-2 Note C
Lot Dimension and Setback Requirements.

Front yard setback is established by the average of front yards on a block face. This block is bounded by Roscoe and Ninth. The average of the homes is 33 feet.

The applicant seeks to add an approximate 112 square foot attached front porch which extends approximately 9.7 feet past the established front yard setback.

During the course of routine inspections along Spence Street for other constructed uncovered front porches in early summer 2025, Inspection Staff discovered a newly constructed uncovered front porch at 1317 Spence, which clearly exceeded maximum requirements for a threshold for a raised landing entry into the front door of a residence, and sought a building permit. Staff notified the applicant and contractor that the size of the constructed front porch exceeded setback standards. Additionally, as the structure was fully built without a permit and did not have any specifications for footings, framing, fasteners, flashing, etc., the deck/porch must be rebuilt as incomplete plans could not be inspected to ensure specifications for safety and professional services standards. A building permit was subsequently applied for but denied because it exceeded zoning standards and did not meet building standards.

Patios/landings which exceed 25 square feet in area and are located in the front yard setback are considered by code to be a part of the overall building. The addition of the front porch means the front yard setback is being encroached by 9.7 feet past the established front plane. The established block has two homes. This residence setback is approximately 24 feet from the property line and a neighboring house to the north has a setback approximately 44 feet from the right of way along Spence. The average of the block is 33 feet for front yards. Any subsequent additions to the property at 1317 Spence could be made to be within 24 feet of the right of way since the building already exists, but cannot exceed forward from the established front setback.

Alternatives:

The applicant must remove the existing deck. The outcome of this case will not affect the need to disassemble and rebuild a deck/landing which will meet building code requirements as noted above. The deck

was not inspected and in cases like these where a property owner constructs a deck without a permit, it must be reconstructed.

The applicant can build a front landing up to 25 square feet, which encroaches into the front yard setback. The applicant could also seek to cover a porch which exceeds 25 square feet and request a conditional use permit for a covered front porch extending into the front yard setback, as that specific use is regulated by conditional uses approved by the Plan Commission and Common Council.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. 26-05 Redacted Application
2. 25-06 Building Permit Application Contact Info Redaction
3. 26-05 Photo 1
4. 26-05 Photo 2



ZONING BOARD OF APPEALS VARIANCE APPLICATION

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

DATE:	2/9/2026	PROJECT #:		APPEAL #:	26-05
APPLICANT INFORMATION:					
Name: Carol Fleming					
Business Name:					
Address: 1317 Spence St					
City, State, Zip: Green Bay, WI 54304					
Phone: ----					
Email:					
PROPERTY OWNER INFORMATION (if different from above):					
Name:					
Business Name:					
Address:					
City, State, Zip:					
Phone:					
Email:					
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: 1317 Spence St, Green Bay, WI 54304					
Tax Parcel Number(s): 1-423-A-2					
Describe the Variance Request:					
I was informed that, per Code Section 44-554, Table 44-2, Note C. front porches within the front setback are limited to 25 square feet. The prior porch was structurally unsafe and constituted a safety hazard. I hired a contractor to construct a new porch to replace the unsafe structure. At the time, I was unaware that a permit was required and relied on the contractors understanding of applicable ordinance and zoning regulations.					
Several other porches within the neighborhood exceed 25 square feet. The newly constructed porch is structurally sound and significantly safer than the prior structure. I am respectfully requesting a variance to allow the current porch, which is fully constructed and complete, to remain.					
Requiring removal would result in unnecessary hardship, including additional cost and potential structural instability. The porch posts would need to be removed and reinstalled, possibly twice within a short time period, which could compromise the integrity of the structure. Granting this variance would allow a safe, stable improvement remain in place and avoid unnecessary burden, while maintaining the character and consistency of the surrounding neighborhood.					

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

Informed it is ordinance 44-554 Table 44-2 Note C allows up to 25 square feet in front of a house for a landing to enter a front door

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

Potentially. The existing site conditions and completed installation limit feasible options for compliance without affecting the stability and safety of the structure.

The contractor halted work when I was informed that a permit was required. The contractor then submitted drawings and to my understanding, a site plan.

I was never informed or made aware that the site plan had been denied prior to construction resuming. The contractor subsequently completed the work and

I believed in good faith that all necessary approvals had been obtained and that the project was compliant. I was only informed of the applicable municipal policy

after the project had been completed. As a result, strict conformity at this stage would be unnecessarily burdensome. It would require significant

additional expense and the removal of the existing structure, leaving no stable structure or safe means of entry to the front of the home

for my caregiver or for mail delivery access to the mailbox. Under these circumstances, requiring full reconstruction would create

a hardship without corresponding public benefit.

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

No, several porches in the surrounding area are of similar size. The existing structure was removed because it was a safety hazard. The

structure was rotting and falling apart. The new structure is solid, beautiful and relative to other homes in the neighborhood. The variance from

the setback is not contrary to the public interest and the porch is actually safer. Setbacks ensure sufficient space between buildings and property

lines, which is the case here as there is adequate space. The porch does not obstruct sidewalks or encroach right of way and does not pose a risk to

pedestrians or traffic, it actually rectifies the previous safety risk.

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?

Denying the variance would leave the property without a practical and safe means of accessing the front entrance, which is a normal and permitted use of the property. Requiring removal or relocation of the landing after completion would be unnecessarily burdensome, as it

would involve significant cost, compromise structural stability and disrupt the safe use of the property by residents, caregivers or mail delivery.

I feel this constitutes a practical hardship that was not caused intentionally by the property owner's actions.

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.

Carol Fleming
 Signature of the Property Owner

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

Carol Fleming
 Print Name

Print Name

2/9/26
 Date

Date

OFFICE USE ONLY:

District: <i>8</i>	Zoning: <i>R1</i>	Parcel #: <i>1-423-A-2</i>	Residential \$225 <input checked="" type="checkbox"/>	Commercial \$350 <input type="checkbox"/>
Submittal Date: <i>Feb 19 26</i>	Meeting Date: <i>Mar 16 26</i>	Work started or completed:	Residential \$450 <input checked="" type="checkbox"/>	Commercial \$700 <input type="checkbox"/>
Staff Signature: <i>[Signature]</i>	Receipt #:			



PROJECT PERMITS APPLICATION

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
inspmail@greenbaywi.gov

www.greenbaywi.gov

All fields must be completed before permit will be processed.

Project Address 1317 Spence St Green Bay Wj		Parcel #	Project # (assigned by City)
Property Owner		Contractor Enter "HOMEOWNER" in Name field if not using a contractor	
Name <i>Carol + Bill Fleming</i>		Name <i>Jovanni Carlos Acellano</i>	
Company (if applies)		Company	
Address <i>street</i>		Address <i>1118</i>	
		City, State, Zip	

Land Use: Vacant Lot 1-Family 2-Family Multi-Family # of units _____ Commercial (describe) _____
 Zoning: R-1 R-2 R-3 RR OR NC D C-1 C-2 C-3 LI GI BP PI CON TND
 Flood Plain: Yes Base Flood Elevation (BFE) _____ No

Project Scope: New Addition Alteration Repair Move Raze (demolish) Change-of-use
 (check all that apply) Height _____ Area: Finished _____ Unfinished _____ Total Bldg: _____

Description of Project ↓: **Estimated Cost of Construction** \$ *7,500*
Front porch / Back porch

Plan Approvals

<input type="checkbox"/> PLBG Plan # _____ <input type="checkbox"/> City <input type="checkbox"/> SBD \$ _____	<input type="checkbox"/> Erosion Control # _____ <input type="checkbox"/> City <input type="checkbox"/> SBD \$ _____
<input type="checkbox"/> SWR Plan # _____ <input type="checkbox"/> City <input type="checkbox"/> SBD \$ _____	<input type="checkbox"/> Building Plan # _____ <input type="checkbox"/> City <input type="checkbox"/> SBD \$ _____
<input type="checkbox"/> Foot & Found Only # _____ <input type="checkbox"/> City <input type="checkbox"/> SBD \$ _____	<input type="checkbox"/> HVAC Plan # _____ <input type="checkbox"/> City <input type="checkbox"/> SBD \$ _____
	<input type="checkbox"/> Site Plan # _____ \$ _____

Contractors (UDC Numbers Required): DCC #	DCQ #
<input type="checkbox"/> BLDG -	Bldg Fee \$
<input type="checkbox"/> ELEC -	Elec Fee \$
<input type="checkbox"/> HVAC -	Hvac Fee \$
<input type="checkbox"/> PLBG - _____ # of Fixtures	Plbg Fee \$
<input type="checkbox"/> SWRS - <input type="checkbox"/> Water Fee \$ _____ <input type="checkbox"/> Storm Fee \$ _____ <input type="checkbox"/> Sanitary Fee \$ _____ Assessment \$ _____ Assessment \$ _____	Swrs Fee \$
<input type="checkbox"/> CERTIFICATE OF OCCUPANCY	C.O. \$
<input type="checkbox"/> EROSION CONTROL	Erosion Ctrl \$
<input type="checkbox"/> ADDITIONAL PERMITS (Sprinklers # _____, Curb Cut, Flood Plain, Temp. Occupancy, Etc.) (Please List)	Addl. Fee \$
<input type="checkbox"/> DOUBLE FEE PERMIT [s.8-47(g)(2)] If application for a building permit has not been obtained prior to commencement of the job, applicable permit fee shall be doubled.	Double Fee \$

Application Signature The applicant certifies that information submitted herein is accurate; agrees to comply with the Wisconsin Administrative 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.

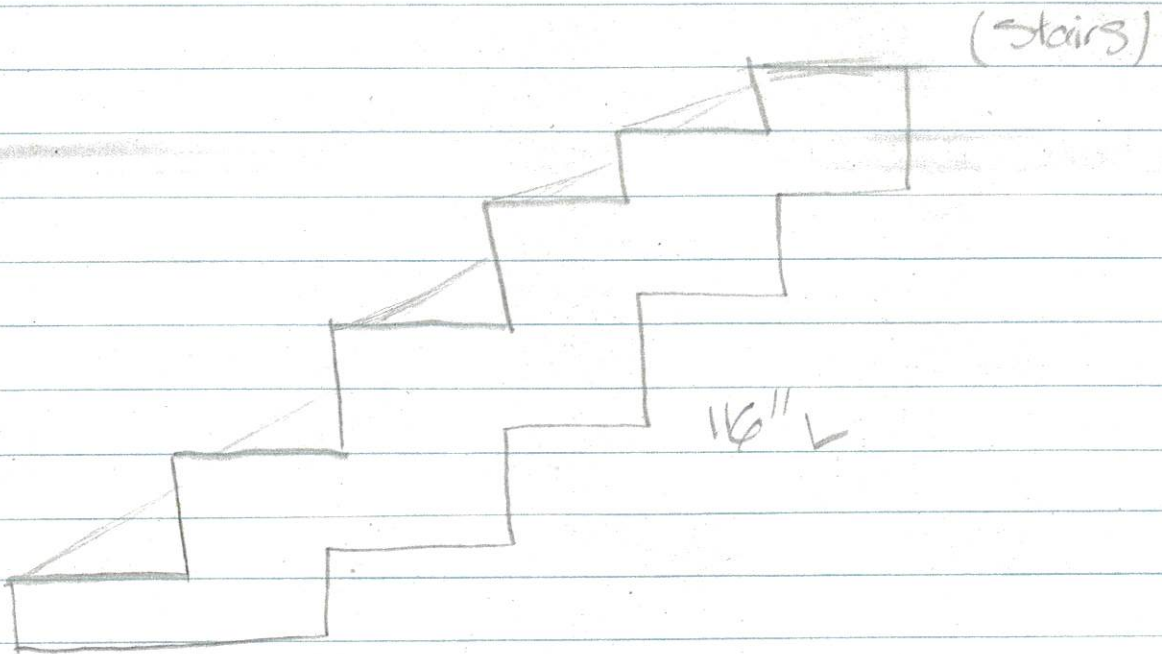
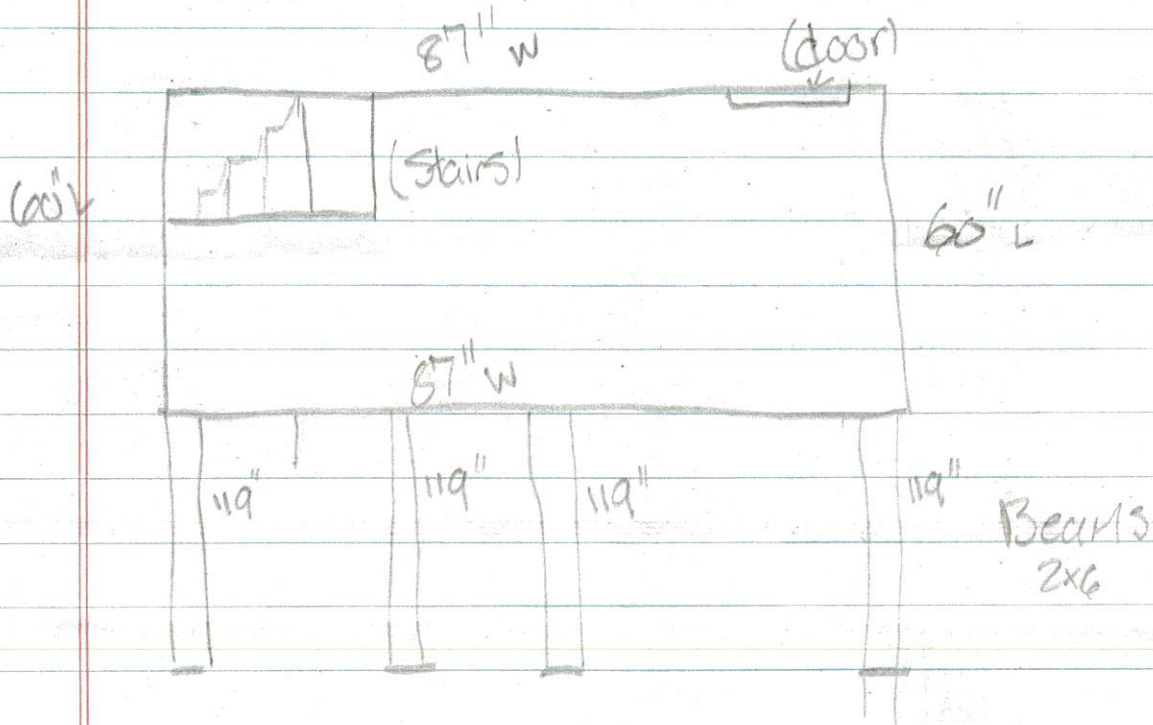
Carol Fleming
Signature of Applicant _____ **Date** *06/11/25* _____

For Office Use Only	Class Code	Census	Receipt No.	Total Fee
Reviewed By _____ Credential # _____				

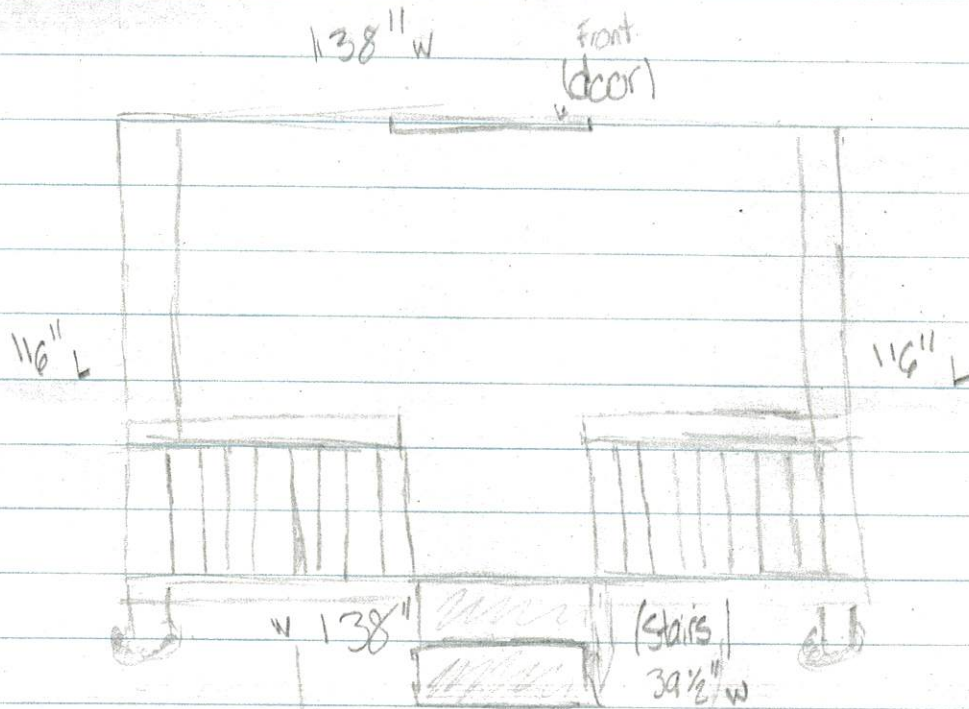
To schedule an inspection, submit an online Inspection Request or call (920) 448-3300 at least one business day in advance. Final inspections are required for all projects.

White - Office Yellow - Applicant *Applied for after construct* (Rev 6/20)

Back Stairs



Front Porch









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

MEETING DATE

March 16, 2026

PREPARED BY

Jon LeRoy, Zoning Administrator

AGENDA ITEM # E.2

(Appeal 26-07) Consideration with possible action on a variance request from John Jeanquart of Brander Engineering, applicant on behalf of Georgia Pacific Corporation, property owner, requesting approval to exceed commercial/industrial parking lot standards at 1919 South Broadway. (Ald. B. Johnson, District 9)

BACKGROUND

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

44-1774 (g)

Driveway Throat Length. The minimum permitted throat length of access for a driveway is 18 feet.

The plans call for no throat.

44-1774 (i)

Landscaping and screening. Parking lots shall be landscaped and shall meet landscaping requirements of sections 44-1964 through 44-1969.

Landscaping plans were not provided.

44-1965 (1)

Planting area. At least ten percent of the interior area of parking lots with 25 or more spaces shall be devoted to landscape planting areas. Canopy trees shall be provided within the interior of parking lots of 25 or more parking stalls at the minimum rate of one per 15 spaces. Trees are required to be planted in landscape islands and landscape medians and perimeter areas shall count towards this requirement. Parking lot landscape areas shall be protected with concrete curbing, wheel stops, or other suitable barriers to protect plant function and ensure survivability.

The parking lot has 13 rows of parking which exceed 15 spaces.

44-1965 (2) a.

Landscape islands shall be provided at the end of each parking row and within the row of parking spaces so that there are no more than 15 consecutive spaces.

The parking lot shows 21 different rows of parking without landscaping islands at the end of each row of parking.

44-1774 (e)

A minimum six-inch high curb shall be installed within parking areas where it is adjacent to pedestrian ways or internal landscaping islands. Internal landscape islands are required for areas adjacent to islands and the proposed site plan is adjacent to sidewalks, which 44-1966 (1) (a) requires a landscaped area.

Curbing is not indicated.

44-1966

Provide perimeter parking lot landscaping. A landscaping area must meet the following standards: The area shall be at least 20 feet wide along each frontage of a public street or sidewalk. Screening required consists of either a masonry wall, fence, berm, plantings or a combination thereof which forms a screen of three feet in height, not less than 90 percent on a year-round basis. Tree planting is required at one canopy tree per 40 linear feet within the perimeter landscape area.

A 20-foot wide setback is not provided. Landscaping is not provided.

The applicant seeks to reconstruct an existing parking lot to essentially existing design conditions of a parking lot located along Broadway, located on the west side of the property, south of Liberty Street and north of Lombardi Avenue. Aerial records indicate the parking lot was paved in a manner essentially consistent with existing conditions between 1978 and 1990. Code updates require older, existing, non-conforming parking lots to come to the existing code when a parking lot reconstruction occurs.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. 26-03 Redacted Application
2. 26-03 Site Plan
3. 26-07 View From Street
4. 26-07 Aerial



ZONING BOARD OF APPEALS VARIANCE APPLICATION

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

DATE: 03/03/2026	PROJECT #: 123257	APPEAL #: 20-07
APPLICANT INFORMATION:		
Name: John Jeanquart, P.E.		
Business Name: Brander Engineering, Inc.		
Address: 975 Hansen Rd.		
City, State, Zip: Green Bay, WI 54304		
Phone: 920-		
Email:		
PROPERTY OWNER INFORMATION (if different from above):		
Name: John Nundahl		
Business Name: Georgia-Pacific Corporation		
Address: 1919 S. Broadway		
City, State, Zip: Green Bay, WI 54307-9131		
Phone: 920-		
Email:		
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: 1919 S. Broadway		
Tax Parcel Number(s): I-1407		
Describe the Variance Request:		
The project involves replacing the existing pavement in General Industrial (GI) District south of Liberty Street and west of Broadway Street at the Georgia-Pacific Broadway Street Facility. The parking lot is used by not only automobiles but also trucks accessing the salt shed that is located in the southwest corner of the lot. The project includes replacement of the existing deteriorated parking lot pavement. As part of the project, the existing		
galvanized barb wire fence will be replaced with a new black vinyl fence to match the existing fence on the east side of Broadway Street. In addition, the existing wood light poles will be replaced with new steel light poles to match the existing		
light poles on the east side of Broadway Street. Variance from landscaping and driveway throat length is		
being requested. Reference attached drawing for more information.		

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

Section 44-1744(g) - Driveway throat length, Section 44-1774(i), Section 44-1774(e), Section 44-1965(1),

Section 44-1965(2), Section 44-1966 - Landscaping

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.

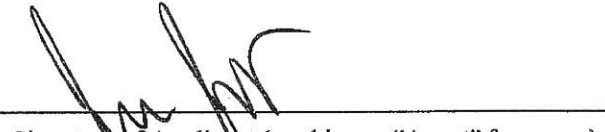
Why would not getting the variance unreasonably prevent you from using the property for a permitted purpose (leaving the property owner without any use that is permitted for the property) or would render conformity with such restrictions unnecessarily burdensome?

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.



 Signature of the Property Owner



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

John Nundahl

 Print Name

John Jeanquart

 Print Name

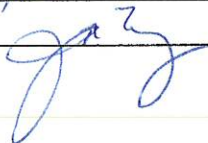
03/03/2026

 Date

03/03/2026

 Date

OFFICE USE ONLY:

District: <u>9</u>	Zoning: <u>OT</u>	Parcel #: <u>1-1407</u>	Residential \$225 <input type="checkbox"/>	Commercial \$350 <input checked="" type="checkbox"/>
Submittal Date: <u>3/3/26</u>	Meeting Date: <u>3/16/26</u>	Work started or completed:	Residential \$450 <input type="checkbox"/>	Commercial \$700 <input type="checkbox"/>
Staff Signature: 	Receipt #: <u>2769137-7</u>			

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

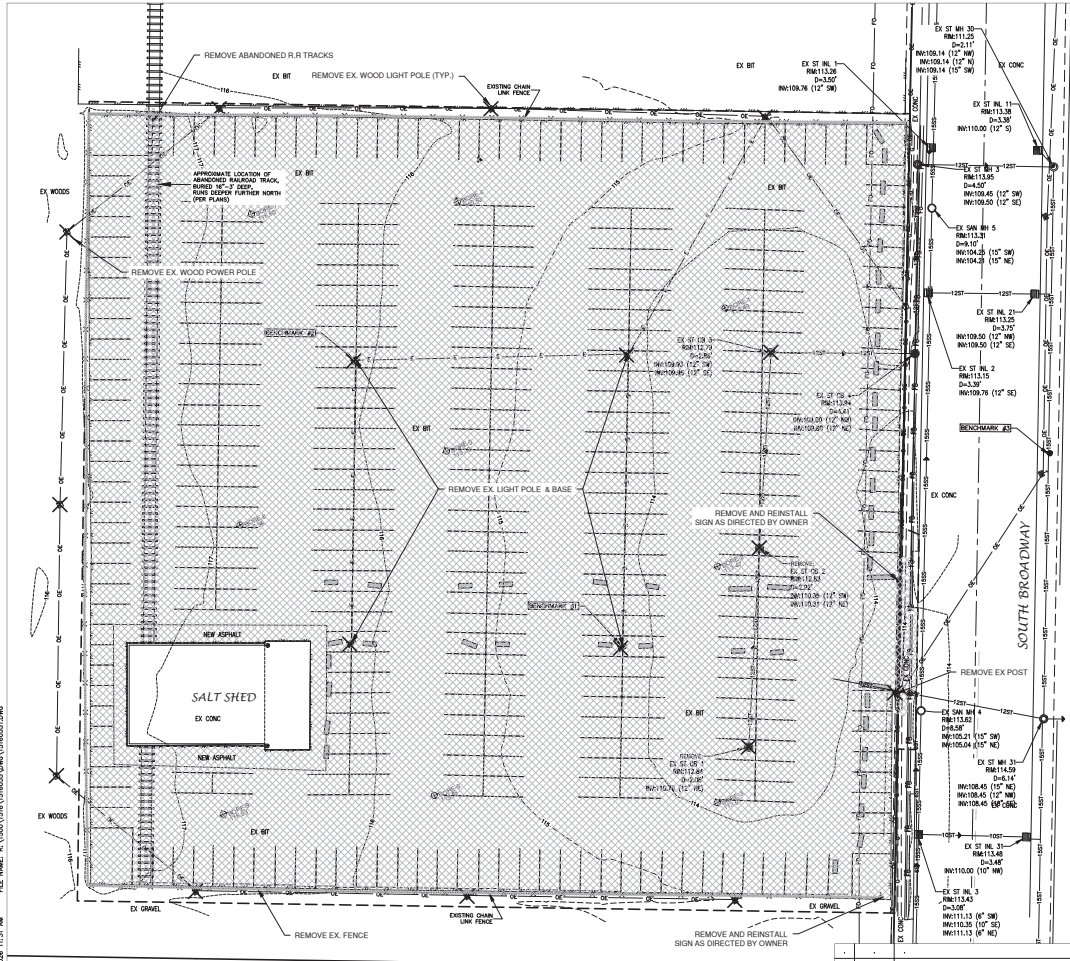
Georgia-Pacific is a large industrial plant. Georgia-Pacific property runs approximately one mile north-south along the Fox River and at its widest point is approximately three quarters of a mile east-west. Operations for Georgia-Pacific occur on both sides of Broadway Street. The property is located in the City of Green Bay and the Village of Ashwaubenon. Georgia-Pacific operates 24 hours a day, seven days a week and has a large number of employees, contractors, and visitors that access the site around the clock. The absence of landscaping and driveway throat in the parking lot maximizes the number of parking spaces, allowing more Georgia-Pacific employees close use of the designated signalized crosswalk for Broadway Street. In addition, the absence of landscape islands allows for better access for large trucks that frequently load and unload at the salt shed and allows for efficient snow removal for a parking lot that is utilized 24 hours a day.

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

The variance will not harm the public interest as it is designed with safety of the public in mind. Maximizing the number of employees, contractors, and visitors that have close access to the signalized crosswalk is in the best interest of public safety by reducing the potential for car/pedestrian accidents on Broadway Street. In addition, upgrading the existing lighting by removing the old wood poles and installing new LED lighting and a new fence without barb wire that will match the existing fence on the east side of Broadway Street will help with the visual continuity of the Georgia-Pacific property. The plan will not undermine the zoning code or design standards, as most parking lots are not continuously filled, do not have the large volume of parking and traffic, and do not have trucks entering the lot.

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?

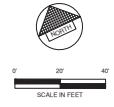
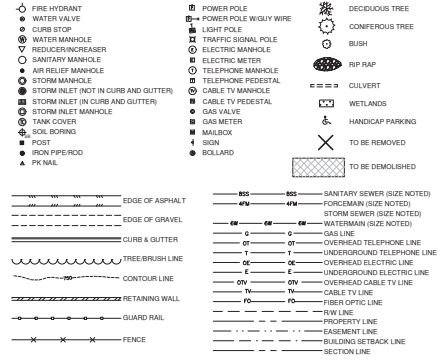
Not obtaining the variance will result in not enough parking for Georgia-Pacific employees, contractors, and visitors. Georgia-Pacific is one of the largest manufacturing facilities in Green Bay; consequently, they need as many automobile parking spaces as possible, especially since parking areas were lost when the mill was expanded a few years ago. Without the variance, additional parking spaces will need to be made farther away from the mill resulting in more interaction between pedestrians and traffic, or the deteriorated pavement will be patched. Not only will landscaped islands result in fewer parking spaces, but they will also result in interference when trucks with large turning radius use the parking lot to access the existing salt shed.



DEMOLITION NOTES

1. ALL MISCELLANEOUS STRUCTURES SHALL BE REMOVED.
2. (3) EXISTING WOOD LIGHT AND POWER POLES TO BE REMOVED AND DISPOSED OF BY CONTRACTOR. THE OWNERS ELECTRICIAN SHALL DE-ENERGIZE AND REMOVE ALL FIXTURES AND ELECTRICAL COMPONENTS.
3. (4) EXISTING STEEL LIGHT POLES AND LIGHT POLE BASES TO BE REMOVED AND DISPOSED OF BY CONTRACTOR. THE OWNERS ELECTRICIAN SHALL DE-ENERGIZE AND REMOVE ALL FIXTURES AND ELECTRICAL COMPONENTS.
4. THE CONTRACTOR SHALL PROVIDE NEW LIGHT POLES BASES FOR (12) NEW LIGHT POLES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING THE REQUIRED BOLT PATTERN FOR THE NEW LIGHT POLES.
5. EXISTING WHEEL STOPS SHALL BE REMOVED AND DISPOSED OF BY CONTRACTOR.
6. ALL EXCESS EXCAVATED MATERIAL (INCLUDING SOIL & BOILER ASH) SHALL BE DISPOSED OF BY THE CONTRACTOR AT BROWN COUNTY LANDFILL LOCATED AT 1256 MILL ROAD, GREENLEAF, WI 54216.
7. EXISTING PAVEMENT MAY BE RECYCLED AT CONTRACTORS FACILITY.
8. ANY EXISTING CONCRETE JERSEY BARRIERS THAT ARE LOCATED IN PROJECT AREA TO BE RELOCATED AS DIRECTED BY OWNER.

LEGEND



REL Robert E. Lee
 325 Commercial Center Blvd | Hudson, WI 53040-9404 | robert@rel.com

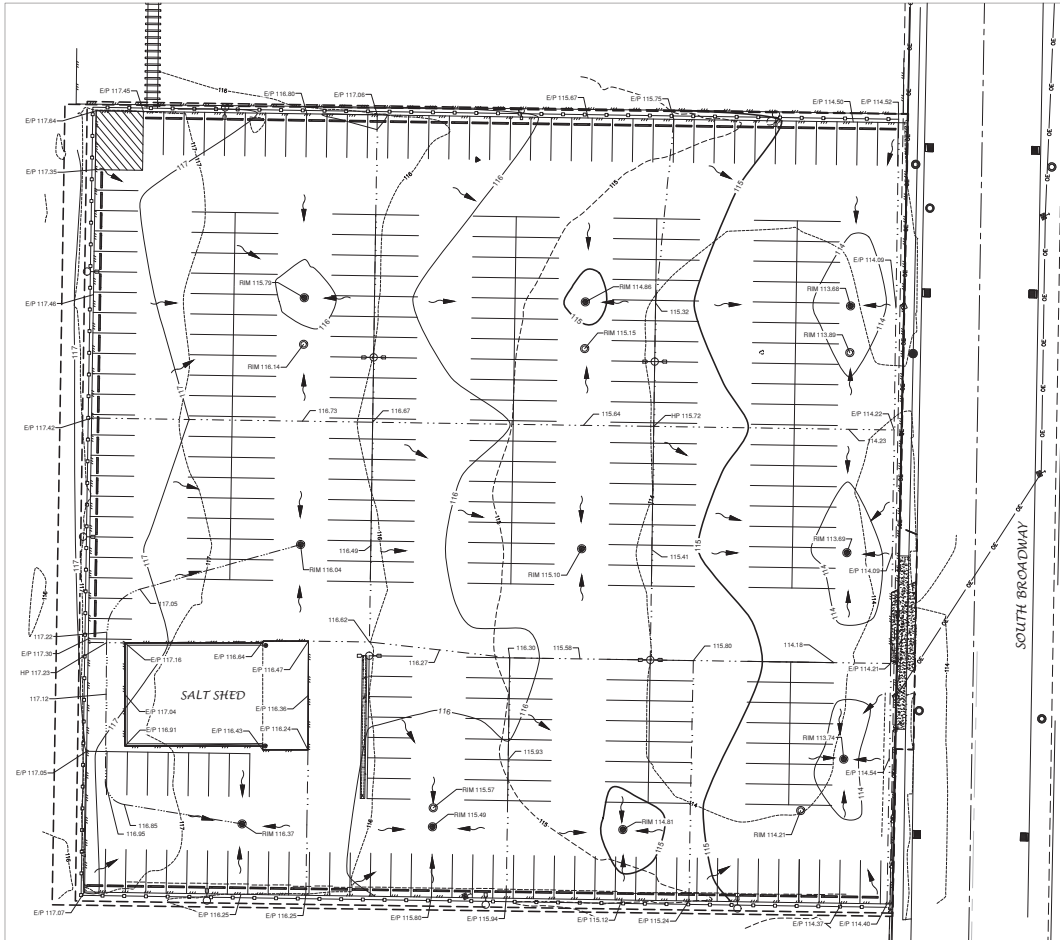
PROJECT:	GEORGIA-PACIFIC - BROADWAY FACILITY, GREEN BAY, WI
TITLE:	PARKING LOT & PAVEMENT REPLACEMENT
DRAWN BY:	PHK
CHECKED BY:	AIR
DATE:	02-13-2024
SCALE:	1"=20'
PROJECT NO.:	918-120225
DRAWING NO.:	C-3
REV. NO.:	

BRANDER Engineering, Inc.
 975 HANSEN ROAD GREEN BAY, WISCONSIN
 (920) 469-0285

REV. NO.	DATE	DESCRIPTION	BY

FILE NAME: R:\13000\13000\13000\13000\13000.DWG
 PLOTTED: 2/16/2024 11:31 AM

LOST
 C. AIR PLOTTED
 2/16/24 11:31 AM
 13000-13000.DWG



- LEGEND**
- T/C 999.99 TOP OF CURB ELEVATION
 - F/L 988.88 FLOW LINE ELEVATION
 - S/W 666.66 TOP OF SIDEWALK ELEVATION
 - E/P 555.55 EDGE OF PAVEMENT ELEVATION
 - R/W 444.44 TOP OF RETAINING WALL ELEVATION
 - 333.33 GROUND ELEVATION
 - DRAINAGE SWALE
 - DRAINAGE DIVIDE
 - FLOW ARROW



SCALE IN FEET
0 20 40

REL Robert E. Lee
& ASSOCIATES, INC.
3250 Centennial Centre Blvd | Hobart, WI | 920-662-9441 | robert.com

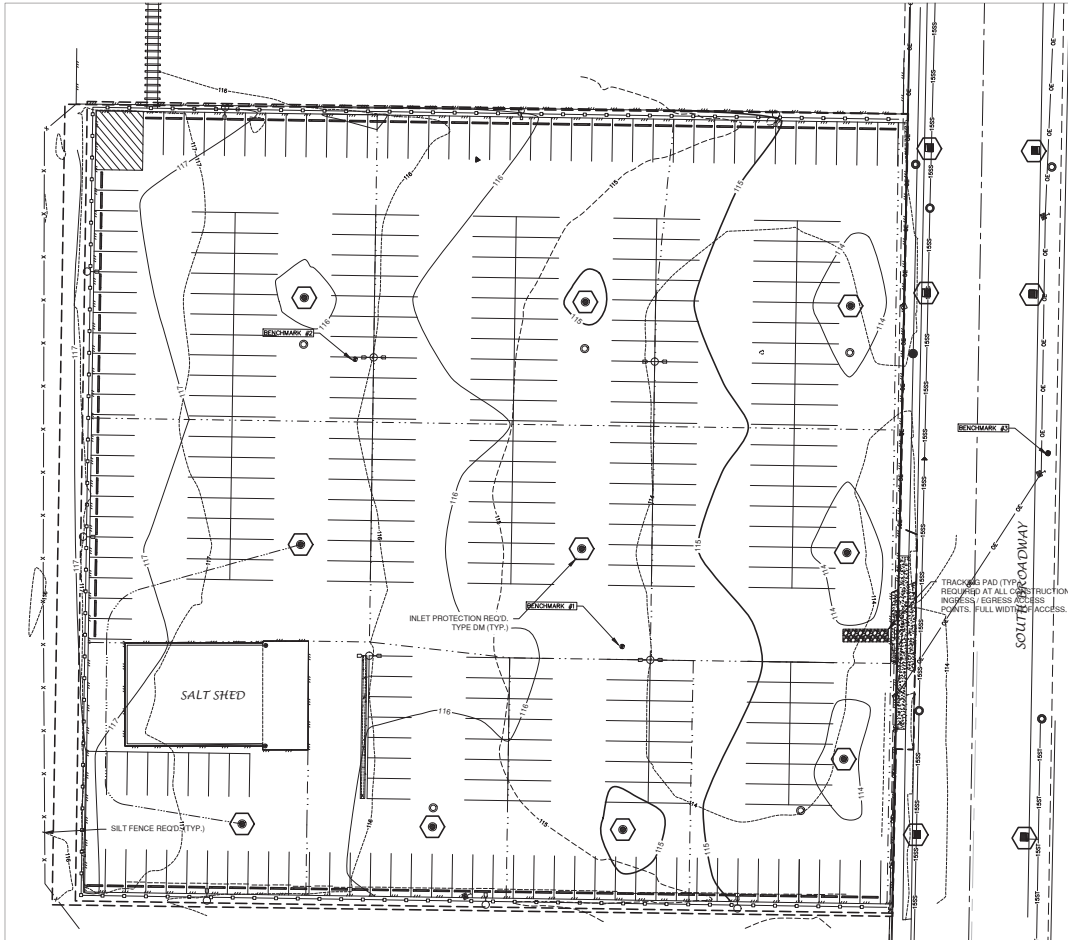
DATE: 02-13-2024
DRAWN BY: PHK
CHECKED BY: AIB
PROJECT NO: 918-120225

REV. NO.	DATE	DESCRIPTION	BY

BRANDER Engineering, Inc.
975 HANSEN ROAD GREEN BAY, WISCONSIN
(920) 499-0292

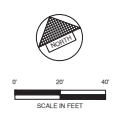
PROJECT: GEORGIA-PACIFIC - BROADWAY FACILITY, GREEN BAY, WI	
PARKING LOT #4 PAVEMENT REPLACEMENT	
TITLE: GRADING PLAN	
DRAWN BY: PHK	DATE: 02-13-2024
CHECKED BY: AIB	SCALE: 1"=20'
APPROVED BY: PHK	DRAWING NO.:
PROJECT NO: 918-120225	REV. NO.:

C-6



- LEGEND**
- DRAINAGE SWALE
 - - - DRAINAGE DIVIDE
 - FLOW ARROW
 - ⊗ SILT FENCE (PER WDR TECHNICAL STANDARD 1055)
 - ⊕ DITCH CHECK (PER WDR TECHNICAL STANDARD 1052)
 - ▨ TRACKING PAD (PER WDR TECHNICAL STANDARD 1057)
 - ▩ EROSION MAT (PER WDR TECHNICAL STANDARD 1053)
 - ⊖ INLET PROTECTION (PER WDR TECHNICAL STANDARD 1050)

- EROSION CONTROL**
 ALL EROSION CONTROL PRACTICES INDICATED ON THIS PLAN ARE APPROXIMATE LOCATIONS ONLY. THE ACTUAL SITE MAY REQUIRE MORE OR LESS EROSION CONTROL DEPENDING ON THE CURRENT CONDITION OF THE SITE.
1. SILT FENCE IS REQUIRED DOWNSLOPE OF ANY DISTURBED LAND THAT MAY CARRY SEDIMENTS OFF SITE.
 2. A TRACKING PAD IS REQUIRED AT ANY INGRESS/EGRESS LOCATION WHERE SEDIMENT MAY BE TRACKED OFF-SITE.
 3. PROPER INLET PROTECTION SHALL BE USED DEPENDING ON THE INLET TYPE.
 4. ALL NECESSARY SITE DEWATERING SHALL BE PERFORMED IN ACCORDANCE WITH WDR TECHNICAL STANDARD 1061.



REL Robert E. Lee & ASSOCIATES, INC.
 3250 Commercial Centre Blvd | Hobart, WI | 920-662-9441 | robert.com

DATE: 02-13-2026
 DRAWN BY: PHK
 CHECKED BY: AIB
 APP'D BY: PHK
 PROJECT NO.: 918-120225

REV. NO.	DATE	DESCRIPTION	BY
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-

BRANDER Engineering, Inc.
 975 HANSEN ROAD GREEN BAY, WISCONSIN
 (920) 469-0292

PROJECT: GEORGIA-PACIFIC - BROADWAY FACILITY, GREEN BAY, WI		SCALE: 1"=20'	
TITLE: PARKING LOT A PAVEMENT REPLACEMENT		REV. NO.	
DRAWN BY: PHK	DATE: 02-13-2026	C-7	
CHECKED BY: AIB	DRAWING NO.:	REV. NO.	
APP'D BY: PHK	PROJECT NO.: 918-120225		



CROSS
MECHANICAL INDUSTRIAL, INC.



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

MEETING DATE

March 16, 2026

PREPARED BY

Jon LeRoy, Zoning Administrator

AGENDA ITEM # E.3

(Appeal 26-08) Consideration with possible action on a variance request from Dalton Ruesch of Ruesch Management, applicant on behalf of JEM Properties and Investments LLC Etal, property owner, requesting approval to deviate from minimum standards for an enclosed garage for a 3-4 family residence at 1330 Crooks Street. (Ald. B. Galvin, District 4)

BACKGROUND

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

44-1580 (e) (4)

Residential uses, Multiple-Family Dwellings (Three or Four Units) Enclosed Parking Requirement within an R1 or R2 District.

Each dwelling must include enclosed (garage) space for each individual unit. Multiple-family dwellings (three or four units) shall provide a minimum of 2 enclosed parking spaces. If a parcel cannot provide an individual enclosed space for each individual unit beyond 2 enclosed parking spaces, a dedicated storage area exception may be considered by the Community and Economic Development Director or their designee. For each unit which does not have an enclosed (garage) space, it must be included with a site plan. Said storage area must be a minimum of 120 square feet for each unit. Said storage area shall be tabulated as an accessory use. Said storage area can be located within the primary building or accessory building.

The applicant owns a three-unit residential building in an R1 Low Density Residential district. The building was built in 1898 and is a legal, non-conforming, three-unit residence.

The property had inspections for raze orders in October and November. On November 4, 2025, a raze/repair process for the existing garage was put in process due to conditions of the garage. The property owner needed to make improvements or tear the garage down.

On December 2, 2025, new zoning code changes were made to the zoning code in the effort to increase affordable housing. One of the changes included permitting (by conditional use approval) 3-4 family residential uses within R1 and R2 districts. Before these changes, 3-4 family residences were considered to be apartments like a 5 or more unit facility. 5 or more unit facilities are permitted to have less required parking and do not require enclosed garage spaces.

1-2 family homes require a minimum of enclosed garage space for each unit. The changes approved as of 12/02/25 require 3-4 family residences that require an enclosed garage space for each unit.

Before December 2, 2025, an existing, established legal, non-conforming 3 or 4-unit residence within an R1 or R2 zoned district did not require a garage to be present on the parcel. After the code changes, a garage is required. The applicant applied for a raze of the existing garage on December 29, 2025. The application was

signed on December 17, 2025. Inspection staff reached out to property representatives in November informing the stakeholders that an application to raze and remove a garage needed to be received by December 12, 2025, to qualify for the pre-existing code, which did not require a garage to be present, thus allowing a garage to be removed and parking to exist on the former foundation.

The applicant seeks to have no garage present on site.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. 26-08 Redacted Variance Application
2. 26-08 Garage Image
3. 26-08 Raze Application Redacted



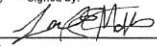
ZONING BOARD OF APPEALS VARIANCE APPLICATION

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

DATE: 02/10/2026	PROJECT #: 122807	APPEAL #: 26-08
APPLICANT INFORMATION:		
Name: Dalton Ruesch		
Business Name: Ruesch Management		
Address: 1241 Bellevue St		
City, State, Zip: Green Bay, WI 54302		
Phone: [REDACTED]		
Email: [REDACTED]		
PROPERTY OWNER INFORMATION (if different from above):		
Name:		
Business Name: JEM Properties and Investments LLC		
Address: 4527 Scott Trail		
City, State, Zip: Eagan, MN 55122		
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: 1330 Crooks St, Green Bay, WI 54301		
Tax Parcel Number(s): 17-381		
Describe the Variance Request:		
we are requesting a variance from the City of Green Bay requirement that a three-unit multifamily property provide enclosed (garage) parking spaces or dedicated 120-square-foot storage areas for each unit. Specifically, we are requesting approval to remove the existing detached garage without being required to construct a new garage or enclosed storage structure. The City required the garage to be removed, and while we were preparing to comply with that directive, the code was changed to require enclosed parking.		

List ordinance(s) (number and description) the variance will be impacting (staff will assist with this).
Section 44-1580(e)(4) - Residential Uses, Multiple-Family Dwellings (Three or Four Units), Enclosed Parking Requirement
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
Yes. The property is an older, small-lot multifamily parcel that was developed long before the current enclosed parking requirement existed. The existing garage is being removed only because the City required it to be razed due to structural safety concerns.
The City contacted us and required that the existing garage be removed. While we were in the process of obtaining quotes and preparing to apply for the raze permit in response to the City's directive, the ordinance was amended to require enclosed parking for multifamilies. The raze permit was issued after this code change took effect, resulting in a new requirement to construct a garage that did not exist when the city originally required the removal.
Would granting the variance be contrary to the public interest? Explain.
No. Granting the variance would not be contrary to the public interest. The property will continue to provide adequate off-street parking for all three units, and removal of the deteriorated garage will improve safety and appearance.
The tenants have historically not used the garages and will continue to park in the existing driveway spaces. Granting the variance would not change the use of the property, create parking issues, or negatively affect the neighborhood in any way.
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?
Denying the variance would effectively require construction of a new garage solely because an existing structure must be removed. The raze process was initiated before the enclosed parking requirement was adopted, and the property was previously compliant under the code in place at that time. The property has functioned for many years as a permitted three-unit multifamily dwelling with adequate off-street parking. Requiring a newly constructed garage would impose a new obligation created after the removal process had already begun, despite no change in use, occupancy, or parking demand.

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.

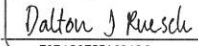
Signed by: 
4D9798E4334C4AA
Signature of the Property Owner

Jerrel Enerson-Matthews, Managing Member
JEM Properties and Investments LLC

Print Name

2/20/2026

Date

Signed by: 
F8B1C0F55A204CC
Signature of Applicant (working as "Agent" for owner)

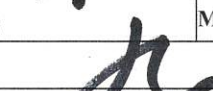
Dalton J Ruesch

Print Name

2/12/2026

Date

OFFICE USE ONLY:

District: 4	Zoning: M	Parcel #: 17-331	Residential \$225 <input checked="" type="checkbox"/> Commercial \$350 <input type="checkbox"/>
Submittal Date: 2/20	Meeting Date: MAR 2026	Work started or completed:	Residential \$450 <input type="checkbox"/> Commercial \$700 <input type="checkbox"/>
Staff Signature: 	Receipt #:		





PROJECT PERMITS APPLICATION

Department of Community and Economic Development
100 N. Jefferson Street, Rm 600
Green Bay, WI 54301-5026
(920) 448-3300 - phone
(920) 448-3426 - fax
inspmail@greenbaywi.gov

www.greenbaywi.gov

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

Project Address 1330 Crooks St		Parcel # 17-381	Project # (assigned by City) 139446		
Property Owner Name: <u>Jim Properties</u>		Contractor (If Applicable) Name:			
Company (if applies): Address: <u>4527 Scott Tr</u>		Company: <u>Roesch Management</u>			
City, State, Zip: <u>EAGEN MN 55122</u>		Address: <u>1241 Bellevue St</u>			
Phone #:		City, State, Zip: <u>Green Bay WI 54302</u>			
Email:		Phone #:			
Current Land Use, Flood Plain & Zoning (check which applies)					
Land Use: <input type="checkbox"/> Vacant Lot <input type="checkbox"/> 1-Family <input type="checkbox"/> 2-Family <input checked="" type="checkbox"/> Multi-Family # of units <u>3</u> <input type="checkbox"/> Commercial (describe) _____					
Zoning: <input type="checkbox"/> R-1 <input type="checkbox"/> R-2 <input type="checkbox"/> R-3 <input type="checkbox"/> RR <input type="checkbox"/> OR <input type="checkbox"/> NC <input type="checkbox"/> D <input type="checkbox"/> C-1 <input type="checkbox"/> C-2 <input type="checkbox"/> C-3 <input type="checkbox"/> LI <input type="checkbox"/> GI <input type="checkbox"/> BP <input type="checkbox"/> PI <input type="checkbox"/> CON <input type="checkbox"/> TND					
Flood Plain: <input type="checkbox"/> Yes <input type="checkbox"/> No Base Flood Elevation (BFE) _____					
Project Scope: <input type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Alteration <input type="checkbox"/> Repair <input type="checkbox"/> Move <input checked="" type="checkbox"/> Raze (demolish) <input type="checkbox"/> Change-of-use					
(check all that apply) Height: _____ Area: Finished _____ Unfinished _____ Total Bldg: _____					
Description of Project: <u>Raze Garage</u>			Estimated Cost of Construction \$ <u>6500</u>		
<u>Raze existing garage at property, remove debris, return to green space</u>					
Plan Approvals					
<input type="checkbox"/> Plumbing Plan - Inc. # _____		<input type="checkbox"/> City <input type="checkbox"/> SBD \$ _____		<input type="checkbox"/> Foot & Found Only # _____	
<input type="checkbox"/> Plumbing Plan - Ext. # _____		<input type="checkbox"/> City <input type="checkbox"/> SBD \$ _____		<input type="checkbox"/> Building Plan # _____	
<input type="checkbox"/> SWR Plan # _____		<input type="checkbox"/> City <input type="checkbox"/> SBD \$ _____		<input type="checkbox"/> HVAC Plan # _____	
				<input type="checkbox"/> Site Plan # _____	
Contractors (UDC Numbers Required for Dwellings): <u>DCC # 06780063</u> <u>DCO # 06170016</u>					
<input type="checkbox"/> BLDG -			Bldg Fee \$		
<input type="checkbox"/> ELEC -			Elec Fee \$		
<input type="checkbox"/> HVAC -			Hvac Fee \$		
<input type="checkbox"/> PLBG - # of Fixtures _____			Plbg Fee \$		
<input type="checkbox"/> SWRS - CONNECTIONS Permit: <input type="checkbox"/> Water Fee \$ _____ <input type="checkbox"/> Storm Fee \$ _____ <input type="checkbox"/> Sanitary Fee \$ _____			Swrs Fee \$		
Connection: \$ _____ Connection: \$ _____			C.O. \$		
<input type="checkbox"/> CERTIFICATE OF OCCUPANCY			Stormwater Fee \$		
<input type="checkbox"/> STORMWATER MANAGEMENT PLAN APPLICATION/PERMIT FEE			Erosion Ctrl \$		
<input type="checkbox"/> EROSION CONTROL APPLICATION/PERMIT FEE			Addl. Fee \$		
<input type="checkbox"/> ADDITIONAL PERMITS (Sprinklers # _____, Curb Cut, Flood Plain, Temp. Occupancy, Etc.) (Please List)			Double Fee \$		
<input type="checkbox"/> DOUBLE FEE PERMIT [s.8-47(g)(2)] If application for a building permit has not been obtained prior to commencement of the job, applicable permit fee shall be doubled.					
Application Signature The applicant certifies that information submitted herein is accurate; agrees to comply with the Wisconsin Administrative 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 of Applicant: _____				Date: <u>12-17-25</u>	
For Office Use Only		Class Code	Census	Receipt No.	Total Fee
Reviewed By: _____		Credential #			

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. (Rev 01/24)