



# MINUTES OF THE ZONING & PLANNING BOARD OF APPEALS

**WEDNESDAY, MARCH 25, 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=z6OdaYq0gNap7CSvkqg0Ofv7lQ77t.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.

Present: Noel Halvorsen, Joshua Koch, Brian Ritter

Excused: Steven Schuchart

Absent: None

## C. APPROVAL OF THE AGENDA.

- I. Approval of the agenda for the Wednesday, March 25, 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 February 16, 2026, Zoning and Planning Board of Appeals meeting.

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

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

- I. (Appeal 26-07) Consideration with possible action on a variance request from John Jeanquart/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).

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 John Jeanquart.

Speakers:

Jon LeRoy—Staff

John Jeanquart—975 Hansen Rd.

#### **44-1774 (g)**

Driveway Throat Length. The minimum permitted throat length of access for a driveway is 18 feet. *Applicant seeks no minimum throat length.*

#### **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 (l)**

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. Curb stops are indicated along the northern, western, and southern edges of the parking lot.*

**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 along Broadway is not provided. Landscaping is not provided.*

Moved by Joshua Koch, seconded by Brian Ritter to approve six variances to exceed commercial/industrial parking lot standards. Motion Passed.

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

**F. INFORMATIONAL.**

- I. Next Meeting: April 20, 2026

**G. ADJOURNMENT.**

- I. Adjournment of the Wednesday, March 25, 2026, meeting of the Zoning & Planning Board of Appeals.

Moved by Joshua Koch, seconded by Board Member Brian Ritter to adjourn. Motion Passed. Yes—Noel Halvorsen, Joshua Koch, Brian Ritter. No—None. Abstain—None.