



AGENDA OF THE ZONING & PLANNING BOARD OF APPEALS

MONDAY, APRIL 20, 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=z6OdaYq0gNap7CSvkqqg0Ofv7lQ77t.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.

C. Approval of the Agenda.

- I. Approval of the agenda for the Monday, April 20, 2026, meeting of the Zoning & Planning Board of Appeals.

D. Approval of Minutes.

- I. Approval of the minutes from the March 25, 2026 meeting.

E. Regular Business.

- I. **(Appeal 26-11)** Consideration with possible action on an appeal filed by Moonlight Spa, by its owner, Qing Liu (Moonlight), following a nonrenewal decision by the Common Council for massage purposes.
2. **(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)

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)
4. **(Appeal 26-10)** Consideration with possible action on a variance request from Jim Wolfe of Vierbicher, applicant and Dan Peters of Robert Peters Construction Inc. — property owner, requesting approval to deviate from corner front yard setback standards for a one-family residence within an R1 Low Density Residential district at 1437 Baumgart Rd. (Ald. K. Hinkfuss, District 12)
5. **(Appeal 26-09)** Consideration with possible action on a variance request from Seth Kollmer applicant and property owner, requesting approval to deviate from front yard setback standards for a one-family residence within an R1 Low Density Residential district at 1737 East Shore Circle. (Ald. J. Prestley, District 6)

F. Informational.

- I. Next Meeting: Monday May 18, 2026

G. Adjournment.

- I. Adjournment of the Monday, April 20, 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

April 20, 2026

PREPARED BY

AGENDA ITEM # D.I

Approval of the minutes from the March 25, 2026 meeting.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. BOA Minutes 03.25.2026



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

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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.



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

MEETING DATE

April 20, 2026

PREPARED BY

AGENDA ITEM # E.1

(Appeal 26-11) Consideration with possible action on an appeal filed by Moonlight Spa, by its owner, Qing Liu (Moonlight), following a nonrenewal decision by the Common Council for massage purposes.

BACKGROUND

The Board of Appeals is tasked with hearing reviews of the Common Council's decision of non-renewal of massage license after Qing Liu of Moonlight Spa filed a Writ of Certiorari in the Brown County Circuit Court (Case No. 25CV1212. The Board of Appeals is to hold an action item at the April 20, 2026 to hear testimony from City of Green Bay staff and the applicant, Qing Liu.

City staff has attached documentation and exhibits relating to the case at hand.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Moonlight Spa Memo
2. Screenshot 2026-04-16 162025
3. Screenshot 2026-04-16 162009
4. Screenshot 2026-04-16 161952
5. Screenshot 2026-04-16 161925
6. Stipulation - signed filed
7. Exhibits Compiled Redacted

CITY OF GREEN BAY
Law Department

TO: Board of Appeals
FROM: Lacey Cochart, City Attorney
DATE: April 20, 2026
RE: Moonlight Spa Massage Nonrenewal

This memorandum is prepared for the Board of Appeals regarding the appeal filed by Moonlight Spa, by its owner, Qing Liu (Moonlight), following a nonrenewal decision by the Common Council. Moonlight filed a Writ of Certiorari in the Brown County Circuit Court as Case Number **25CV1212**, requesting the Court review Council's decision. Pursuant to the stipulated agreement between the City and Moonlight, the Parties agreed to hold a new hearing before the City of Green Bay Board of Appeals.

The Clerk and Police Department recommended a nonrenewal for Moonlight due to citations issued for noncompliance with City Ordinances on massage establishments. The citations were adjudicated by Green Bay Municipal Court. Moonlight requested the reopening of the identified citations, but that request was denied by the Green Bay Municipal Court.

Specifically, the Green Bay Municipal Court record for the owner/agent, Qing Liu, confirms the following convictions:

1. **Operate Massage/Bodywork without a Licensed Massage Therapist Present (Sec 10-95(f)(1)c):** The Respondent was found in violation of allowing or engaging in massage services either personally or by their employee/s, without the requisite city-level licensing required. This violation was affirmed on May 19, 2025, in the Green Bay Municipal Court as Citation No. 2521758846401.
2. **Violation of Massage Regulations (Sec 10-95(f)):** The establishment failed to adhere to the operational regulations that govern licensed massage facilities within city limits on two separate occasions. The violations were affirmed on March 15, 2021, and May 19, 2025, in the Green Bay Municipal Court as Citation No.'s 2121082738402 and 2521758846402, respectively, pursuant to the following Sections of the Green Bay Municipal Code (see "Exhibit A"):
 - **Sec 10-95(f)(1)a:** The licensee shall comply with all City Codes.
 - **Sec 10-95(f)(1)c:** All massage therapists or bodywork therapists employed by the establishment shall possess valid licenses pursuant to Wis. Stats. Ch. 460.
 - **Sec 10-95(f)(1)g:** The licensee shall keep records of the name, address, proof of state licensure, and at least one copy of a form of government-issued ID of each of the massage therapists and bodywork therapists, and the start and end dates of employment or other contracts for performing massage therapy at the establishment. Such records shall be open to inspection by any of the personnel listed in this section. These records shall be retained by the licensee for a period of 90 days.
 - **Sec 10-95(f)(1)k:** Massage establishments shall prominently display their City-issued establishment license on the premises during all hours of operation.

Under Sec. 10-95 of the Green Bay City Ordinances, the City of Green Bay regulates massage establishments to ensure public safety and professional standards. Specifically, pursuant to Sec. 10-95(e)(4), the Clerk may deny applications based on municipal offenses where the applicant was found guilty.

Citation ID:	2521758846402	Violation Date:	4/16/2025
Name:	Qing Liu	D.O.B.:	6-1972
Status:	PAID	Type:	MUNI
Charge:	10-95(f)	Description:	Violation of Massage Regulations
Disposition:	Guilty	Dispostion Date:	5/19/2025
Cost:	\$1056.0000	Due Date:	06/18/2025
Paid:	\$1056.0000	Court Date:	(INIT) 6/18/2025 8:30 AM
Balance:	\$0.0000		

Citation ID:	2521758846401	Violation Date:	4/16/2025
Name:	Qing Liu	D.O.B.:	6-1972
Status:	PAID	Type:	MUNI
Charge:	460.02	Description:	Operate Massage/BodyWork without License
Disposition:	Guilty	Dispostion Date:	5/19/2025
Cost:	\$741.0000	Due Date:	06/18/2025
Paid:	\$741.0000	Court Date:	(INIT) 6/18/2025 8:30 AM
Balance:	\$0.0000		

Citation ID:	2424353850301	Violation Date:	8/21/2024
Name:	Qing Liu	D.O.B.:	6-1972
Status:	PAID	Type:	MUNI
Charge:	460.02	Description:	Operate Massage/BodyWork without License
Disposition:	Guilty	Dispostion Date:	10/4/2024
Cost:	\$741.0000	Due Date:	10/22/2024
Paid:	\$741.0000	Court Date:	(INIT) 10/22/2024 8:30 AM
Balance:	\$0.0000		

Citation ID:	2121082737402	Violation Date:	3/5/2021
Name:	Qing Liu	D.O.B.:	6-1972
Status:	PAID	Type:	MUNI
Charge:	460.02	Description:	Operate Massage/BodyWork Therapy w/out License
Disposition:	Guilty	Dispostion Date:	3/15/2021
Cost:	\$691.0000	Due Date:	04/26/2021
Paid:	\$691.0000	Court Date:	(INIT) 4/26/2021 9:00 AM
Balance:	\$0.0000		

STATE OF WISCONSIN

CIRCUIT COURT
BRANCH III

BROWN COUNTY

QING LIU d/b/a MOONLIGHT SPA,

Petitioner,

vs.

CASE NO. 25-CV-1212

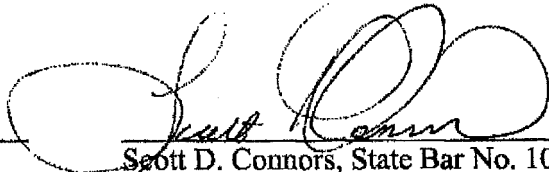
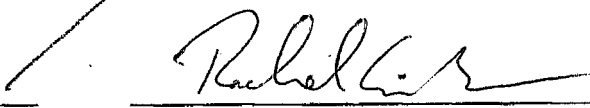
CITY OF GREEN BAY,

Respondent.

STIPULATION FOR DISMISSAL

The Petitioner, Qing Liu d/b/a Moonlight Spa, by and through their counsel, Attorney Scott Connors, and Respondent, City of Green Bay, by and through its counsel, Attorney Rachel E. Maes, stipulate and agree to the following:

1. Respondent City of Green Bay agrees to schedule and hold a hearing on April 20, 2026, at 4:30 p.m. before the Board of Appeals regarding Petitioner's appeal of the denial of a massage establishment license.
2. That all claims and causes of action by, between and among the parties will be dismissed on the merits, with prejudice and without costs.

Date	<u>3/15/24</u>		Scott D. Connors, State Bar No. 1004028 Attorney for Petitioner
Date	<u>3/25/26</u>		Rachel E. Maes, State Bar No. 1097875 Attorney for Respondent



GREEN BAY POLICE DEPARTMENT

Case Number

21-210827

Incident Number

21-210827

Incident Type

ORDINANCE VIOLATION

Narrative of Events (CARLSON, C. D.) Submitted by CARLSON, C. D.(3/5/2021 3:19:08 PM)

On 03-05-21, several Officers of the Green Bay Police Department conducted numerous spa checks in the city. At approximately 1435, Officer Merrill and I went into Moonlight Spa, located at 1740 E Mason St Suite 3, to check on proper licensing.

Upon entry, I made contact with a female inside. She was identified as QING (NMI) LIU, [REDACTED] Qing stated she was the owner of Moonlight Spa. I asked Qing if there were any other employees on scene, and she said she had one employee in a room with a customer. Qing yelled for the female to come out and she complied. She was identified as ERMEI (NMI) LIU, [REDACTED]

With the help of Ghee Ong, from International Translators, we learned that Ermei did not have a license. Qing also admitted that Ermei did not have a license to practice massage or body work therapy. Qing did show us her license, #13529-146, and she stated she was the owner of Moonlight Spa.

Based on the information that Ermei was giving a massage at the time of our entry, she was cited for Violation of Massage Therapy/Bodywork Therapy Licensing. Qing was also cited for the same thing, as she was allowing an unlicensed person to perform a massage in her business. Both citations were explained to the females with the help of Ghee. Ermei was told that she could not work at the Spa until she received her license.

End of details.

Green Bay Municipal Court Citation

Citation #: 21 210827 374 02

THE DEFENDANT IS NOTIFIED TO APPEAR AS FOLLOWS (FOR FURTHER INFORMATION SEE BELOW)

Court Information		Court Address: 330 S. Jefferson St., Green Bay, WI 54301	
Appearance Date: 4/26/2021 9:00:00 AM	Mandatory Appearance: NO	Case Type: ADULT	

Defendant Information							
Defendant Name: LIU , QING (NMI)	DOB: [REDACTED]	Sex: F	Race: A	Height: 503	Weight: 140	Hair: BRO	Eyes: BRO
Defendant Address: [REDACTED]	DL #: [REDACTED]	State: WI		Expires: [REDACTED]			
Parent Name: [REDACTED]	Home Phone: [REDACTED]	Cell Phone: [REDACTED]					

Vehicle Information				
Vehicle Plate / VIN	Type:	State:	Expires:	Vehicle Description:

Incident Information				
Case #: 21-210827	Incident #: 21-210827	Weekday: FRI	Date: 3/5/2021 3:06:00 PM	Location: 1740 E MASON ST 3 , GREEN BAY , WI 54302

Charge Information			
Ordinance: 8.16	Statute: 460.02	Description: VIOLATION OF MASSAGE THERAPY/BODYWORK THERAPY LICENSING	Bond: \$691.00

Issuance Information			
Issuing Officer: CARLSON , C.D.	Date Issued: 03/05/2021	Served: IN PERSON	Department: GREEN BAY POLICE DEPARTMENT

DEFENDANT COPY

DISPUTING THE CITATION: You must either appear in court on your appearance date and time or enter a "NOT GUILTY" plea prior to your court date. You may do so even if you were required to post a bond. To enter a "NOT GUILTY" plea by mail, send a written statement with your plea, your citation number, and correct mailing address, and your court appearance date. To enter a "NOT GUILTY" plea by e-mail, go to <https://greenbaywi.gov/948/Understanding-Your-Plea> and click on the plea request form link. All "NOT GUILTY" pleas must be received by the court prior to the appearance date noted on your citation.

IF YOU DO NOT WISH TO DISPUTE THE CITATION: Pay the total "Bond Amount" noted on the citation. A plea of "No Contest" will be entered by the court and you will be found guilty of the violation listed. If you do not pay the citation by your court date, and you do not appear in court, you will be found guilty as charged, a fine will be imposed and you will be sent a Notice of Judgment to the address the court has on file for you. You will be given a due date as to when the fine has to be paid.

CONTACT INFORMATION: Municipal Court is located at 330 S. Jefferson St., Green Bay, WI 54301. The telephone number is (920)448-3131. Office hours are Monday - Thursday: 8:00am - 4:00pm, Friday: 8am - Noon (closed on holidays).

PAYMENT INFORMATION: In person: You may pay with cash, check, money order, or credit/debit card during regular business hours. By mail: Send your check or money order payable to "Green Bay Municipal Court". Enclose a copy of the citation or note the citation number on your payment. By credit/debit card: **You can make a payment online at <https://greenbaywi.gov/944/Payments>.** You will need your citation number. There is a small, non-refundable convenience charge for this service.

FAILURE TO PAY: The Court will actively pursue collection of this fine. If your fine is not paid on time, the Court may issue a warrant for your arrest, suspend your driver's license, enter a civil judgment against you, refer your unpaid fine to a collection agency and intercept your tax refund. If you cannot pay the fine by the date, it is your responsibility to contact the court. Extension requests will require minimum payment.

RESTITUTION NOTICE: Pursuant to Section 80.093, Wisconsin Statutes, the Court may, under certain circumstances, order restitution be paid to any damage to the property of or physical injury to a person other than yourself stemming from this incident.

NOTICE OF ADDRESS CHANGE: Pursuant to Wisconsin Statute 800.035(2)(a)5 and Wisconsin Act 70 section 14, you are required by law to notify the court in writing within 5 days of any change to your address during the pendency of your case (s).



GREEN BAY POLICE DEPARTMENT

Case Number

24-243538

Incident Number

24-243538

Incident Type

ORDINANCE VIOLATION

Narrative of Events (AYRES, S. D.) Submitted by AYRES, S. D.(8/21/2024 2:32:15 PM)

On Wednesday 08-21-2024 at approximately 1:31PM, I (C5D2) was performing massage spa checks at the address of 1740 E Mason St Green Bay, WI in the county of Brown.

Upon approach of this address I observed that their store hours went to 10:00PM which is contrary to the ordinance which states that this type of business cannot operate between the hours of 9:00PM and 7:00AM. When I entered the store, I observed that there were 2 female asian employees (later ID'd as Li Yan, F/A [REDACTED], and Zhaohui Cai, F/A [REDACTED]) both of whom appeared very nervous to see us. One of the ladies walked to a curtained room in the main hallway of the building and spoke to someone inside, shortly after which I observed an older white male exit the room and slowly make his way to the back of the store where I observed him exit out of a back door which leads to an alley. Officer C Carlson caught up to the man and spoke with him. Officer Carlson stated that the man would state that nothing illegal happened in the room, however he did find it odd that the lady advised he leave out the back door. I then observe that the male had walked around to the parking lot which was at the front of the building to get in his vehicle and leave.

While in the shop, we also noticed:

- There was not a Green Bay Massage License prominently displayed.
- There appeared to be living quarters in the back.
- There was an area with kids toys.
- Neither Yan nor Cai had massage licenses.

I spoke to the owner of the establishment (Qing NMI Liu, F/A [REDACTED]) over the phone, and she informed me that she was on her way. Liu informed me that she was licensed. Liu was later informed that all masseuses on premises need to be licensed in order for them to do work. Liu was informed of all of her violations and advised to shut down until she was properly licensed and all of the violations were corrected. I also cited Liu for Violation of Massage Therapy/Bodywork Therapy Licensing due to the totality of what was observed and the fact that I have spoken to this business in the past. I have no further information at this time. End of details.

Green Bay Municipal Court Citation

Citation #: 24 243538 503 01

THE DEFENDANT IS NOTIFIED TO APPEAR AS FOLLOWS (FOR FURTHER INFORMATION SEE BELOW)

Court Information		Court Address: 330 S. Jefferson St., Green Bay, WI 54301	
Appearance Date: 10/22/2024 8:30:00 AM	Mandatory Appearance: NO	Case Type: ADULT	

Defendant Information							
Defendant Name: LIU , QING (NMI)	DOB: [REDACTED]	Sex: F	Race: A	Height: 503	Weight: 140	Hair: BRO	Eyes: BRO
Defendant Address: [REDACTED]	DL #: [REDACTED]	State: WI		Expires: [REDACTED]			
Parent Name: [REDACTED]	Home Phone: [REDACTED]	Cell Phone: [REDACTED]					

Vehicle Information				
Vehicle Plate / VIN: AEW4813	Type: AUT	State: WI	Expires: 2025	Vehicle Description: [REDACTED]

Incident Information				
Case #: 24-243538	Incident #: 24-243538	Weekday: WED	Date: 8/21/2024 2:06:00 PM	Location: 1740 E MASON ST 3 , GREEN BAY , WI 54302

Charge Information			
Ordinance: 10-94	Statute: 460.02	Description: VIOLATION OF MASSAGE THERAPY/BODYWORK THERAPY LICENSING	Bond: \$691.00

Issuance Information			
Issuing Officer: AYRES , S.D.	Date Issued: 08/21/2024	Served: IN PERSON	Department: GREEN BAY POLICE DEPARTMENT

DEFENDANT COPY

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RESTITUTION NOTICE: Pursuant to Section 80.093, Wisconsin Statutes, the Court may, under certain circumstances, order restitution be paid to any damage to the property of or physical injury to a person other than yourself stemming from this incident.

NOTICE OF ADDRESS CHANGE: Pursuant to Wisconsin Statute 800.035(2)(a)5 and Wisconsin Act 70 section 14, you are required by law to notify the court in writing within 5 days of any change to your address during the pendency of your case (s).



GREEN BAY POLICE DEPARTMENT

Case Number

25-217588

Incident Number

25-217588

Incident Type

ORDINANCE VIOLATION

Narrative of Events (LENTZ, A. L.) Submitted by LENTZ, A. L.(4/17/2025 11:20:54 AM)

On Wednesday, April 16th, 2025, I was on full uniform patrol in the City of Green Bay (Brown County) working a special task force assignment that was performing spa checks in an effort to address some human trafficking issues that were alleged to be occurring in and around spa's in our jurisdiction.

At approximately 1735 hours we made contact at 1740 E. Mason St. (#3), the Moonlight Spa. The City of Green Bay had issued a massage parlor license to Qing (NMI) Liu, [REDACTED] for this address. She had completed the application and was granted the license after the new ordinance had been adopted.

We walked in the spa and made contact with the staff, who consisted of two females on the premises. The first female was identified as Shuhua (NMI) Li, [REDACTED], and the second female was identified as Yan (NMI) Li, [REDACTED]. There was a patron who had paid for a massage, but it had not yet begun when we entered the spa. He waited around for a few minutes and then was given his \$100 cash back and he left.

There was a second patron on scene who was identified as Norbert M. Milquet, [REDACTED]. Norbert was in a room, laying naked on the table and identified that Yan had been performing his massage. Norbert got dressed and left the spa as well.

A short time later, the spa owner (Qing Liu) arrived on scene and entered through the back door. We had used the video chat translator to obtain information from the two employees prior to Qing's arrival. Qing claimed she was at home and returned once she was called. Qing was issued and explained a citation for Violation of Massage Therapy/ Bodywork Licensing (GB ordinance 10-94) as there was no employee on scene that had a valid Massage Therapy License out of the State of Wisconsin. She was also cited for Violation of Massage Regulations (GB 10-95(F)) as she was not following the regulations outlined in the City Ordinance requiring license being displayed, only employing licensed massage therapists, keeping records of all employees, having proof of insurance and displaying only one sign on the business.

Qing claimed the two employees she had on scene were in school for massage therapy and that she school lied to her when they stated they could work for her. I explained to Qing that she was provided all the requirements when she was licensed through the City of Green Bay.

Qing shut off her lights and closed up when we left the spa. There were some inspection concerns with bedding and items being present in the waiting area that will be forwarded for them to address.

No further details.

Green Bay Municipal Court Citation

Citation #: 25 217588 464 01

THE DEFENDANT IS NOTIFIED TO APPEAR AS FOLLOWS (FOR FURTHER INFORMATION SEE BELOW)

Court Information		Court Address: 330 S. Jefferson St., Green Bay, WI 54301	
Appearance Date: 6/18/2025 8:30:00 AM	Mandatory Appearance: NO	Case Type: ADULT	

Defendant Information							
Defendant Name: LIU , QING (NMI)	DOB: [REDACTED]	Sex: F	Race: A	Height: 503	Weight: 140	Hair: BRO	Eyes: BRO
Defendant Address: [REDACTED]	DL #: [REDACTED]	State: WI		Expires: [REDACTED]			
Parent Name: [REDACTED]	Home Phone: [REDACTED]	Cell Phone: [REDACTED]					

Vehicle Information				
Vehicle Plate / VIN	Type:	State:	Expires:	Vehicle Description:

Incident Information				
Case #: 25-217588	Incident #: 25-217588	Weekday: WED	Date: 4/16/2025 6:25:00 PM	Location: 1740 E MASON ST , GREEN BAY , WI 54302

Charge Information			
Ordinance: 10-94	Statute: 460.02	Description: VIOLATION OF MASSAGE THERAPY/BODYWORK THERAPY LICENSING	Bond: \$691.00

Issuance Information			
Issuing Officer: LENTZ , A.L.	Date Issued: 04/16/2025	Served: IN PERSON	Department: GREEN BAY POLICE DEPARTMENT

DEFENDANT COPY

DISPUTING THE CITATION: You must either appear in court on your appearance date and time or enter a "NOT GUILTY" plea prior to your court date. You may do so even if you were required to post a bond. To enter a "NOT GUILTY" plea by mail, send a written statement with your plea, your citation number, and correct mailing address, and your court appearance date. To enter a "NOT GUILTY" plea by e-mail, go to <https://greenbaywi.gov/948/Understanding-Your-Plea> and click on the plea request form link. All "NOT GUILTY" pleas must be received by the court prior to the appearance date noted on your citation.

IF YOU DO NOT WISH TO DISPUTE THE CITATION: Pay the total "Bond Amount" noted on the citation. A plea of "No Contest" will be entered by the court and you will be found guilty of the violation listed. If you do not pay the citation by your court date, and you do not appear in court, you will be found guilty as charged, a fine will be imposed and you will be sent a Notice of Judgment to the address the court has on file for you. You will be given a due date as to when the fine has to be paid.

CONTACT INFORMATION: Municipal Court is located at 330 S. Jefferson St., Green Bay, WI 54301. The telephone number is (920)448-3131. Office hours are Monday - Thursday: 8:00am - 4:00pm, Friday: 8am - Noon (closed on holidays).

PAYMENT INFORMATION: In person: You may pay with cash, check, money order, or credit/debit card during regular business hours. By mail: Send your check or money order payable to "Green Bay Municipal Court". Enclose a copy of the citation or note the citation number on your payment. By credit/debit card: **You can make a payment online at <https://greenbaywi.gov/944/Payments>.** You will need your citation number. There is a small, non-refundable convenience charge for this service.

FAILURE TO PAY: The Court will actively pursue collection of this fine. If your fine is not paid on time, the Court may issue a warrant for your arrest, suspend your driver's license, enter a civil judgment against you, refer your unpaid fine to a collection agency and intercept your tax refund. If you cannot pay the fine by the date, it is your responsibility to contact the court. Extension requests will require minimum payment.

RESTITUTION NOTICE: Pursuant to Section 80.093, Wisconsin Statutes, the Court may, under certain circumstances, order restitution be paid to any damage to the property of or physical injury to a person other than yourself stemming from this incident.

NOTICE OF ADDRESS CHANGE: Pursuant to Wisconsin Statute 800.035(2)(a)5 and Wisconsin Act 70 section 14, you are required by law to notify the court in writing within 5 days of any change to your address during the pendency of your case (s).

Green Bay Municipal Court Citation

Citation #: 25 217588 464 02

THE DEFENDANT IS NOTIFIED TO APPEAR AS FOLLOWS (FOR FURTHER INFORMATION SEE BELOW)

Court Information		Court Address: 330 S. Jefferson St., Green Bay, WI 54301	
Appearance Date: 6/18/2025 8:30:00 AM	Mandatory Appearance: NO	Case Type: ADULT	

Defendant Information							
Defendant Name: LIU , QING (NMI)	DOB: [REDACTED]	Sex: F	Race: A	Height: 503	Weight: 140	Hair: BRO	Eyes: BRO
Defendant Address: [REDACTED]	DL #: [REDACTED]	State: WI		Expires: [REDACTED]			
Parent Name: [REDACTED]	Home Phone: [REDACTED]	Cell Phone: [REDACTED]					

Vehicle Information				
Vehicle Plate / VIN	Type:	State:	Expires:	Vehicle Description:

Incident Information				
Case #: 25-217588	Incident #: 25-217588	Weekday: WED	Date: 4/16/2025 6:25:00 PM	Location: 1740 E MASON ST , GREEN BAY , WI 54302

Charge Information			
Ordinance: 10-95(F)	Statute:	Description: VIOLATION OF MASSAGE REGULATIONS	Bond: \$1,006.00

Issuance Information			
Issuing Officer: LENTZ , A.L.	Date Issued: 04/16/2025	Served: IN PERSON	Department: GREEN BAY POLICE DEPARTMENT

DEFENDANT COPY

DISPUTING THE CITATION: You must either appear in court on your appearance date and time or enter a "NOT GUILTY" plea prior to your court date. You may do so even if you were required to post a bond. To enter a "NOT GUILTY" plea by mail, send a written statement with your plea, your citation number, and correct mailing address, and your court appearance date. To enter a "NOT GUILTY" plea by e-mail, go to <https://greenbaywi.gov/948/Understanding-Your-Plea> and click on the plea request form link. All "NOT GUILTY" pleas must be received by the court prior to the appearance date noted on your citation.

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CONTACT INFORMATION: Municipal Court is located at 330 S. Jefferson St., Green Bay, WI 54301. The telephone number is (920)448-3131. Office hours are Monday - Thursday: 8:00am - 4:00pm, Friday: 8am - Noon (closed on holidays).

PAYMENT INFORMATION: In person: You may pay with cash, check, money order, or credit/debit card during regular business hours. By mail: Send your check or money order payable to "Green Bay Municipal Court". Enclose a copy of the citation or note the citation number on your payment. By credit/debit card: **You can make a payment online at <https://greenbaywi.gov/944/Payments>.** You will need your citation number. There is a small, non-refundable convenience charge for this service.

FAILURE TO PAY: The Court will actively pursue collection of this fine. If your fine is not paid on time, the Court may issue a warrant for your arrest, suspend your driver's license, enter a civil judgment against you, refer your unpaid fine to a collection agency and intercept your tax refund. If you cannot pay the fine by the date, it is your responsibility to contact the court. Extension requests will require minimum payment.

RESTITUTION NOTICE: Pursuant to Section 80.093, Wisconsin Statutes, the Court may, under certain circumstances, order restitution be paid to any damage to the property of or physical injury to a person other than yourself stemming from this incident.

NOTICE OF ADDRESS CHANGE: Pursuant to Wisconsin Statute 800.035(2)(a)5 and Wisconsin Act 70 section 14, you are required by law to notify the court in writing within 5 days of any change to your address during the pendency of your case (s).



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

MEETING DATE

April 20, 2026

PREPARED BY

Jon LeRoy, Zoning Administrator

AGENDA ITEM # E.2

(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 front yard setback of the existing 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 service 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 interpretation to be a part of the overall building. The addition of the front porch means the front yard setback 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 porch. 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 porch 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		Parcel #	Project # (assigned by City)
1317 Spence St Green Bay W.			
Property Owner		Contractor Enter "HOMEOWNER" in Name field if not using a contractor	
Name	Carol + Bill Fleming	Name	Jovanni Carlos Acellano
Company (if applies)		Company	
Address	street	Address	1118
		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: (check all that apply) New Addition Alteration Repair Move Raze (demolish) Change-of-use
 Height _____ Area: Finished Unfinished Total Bldg: _____

Description of Project ↓:	Estimated Cost of Construction \$
Front porch / Back porch	9,500

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 # _____ <input type="checkbox"/> SBD \$ _____

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 + Bill Fleming
 Signature of Applicant 06/11/25
Date

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

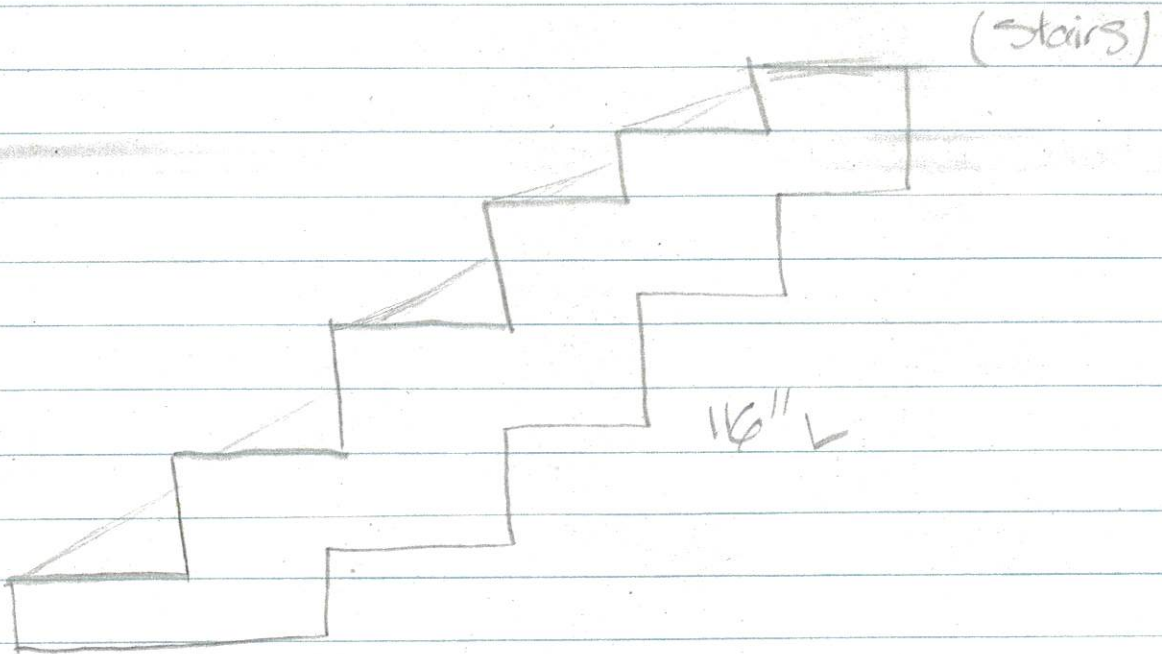
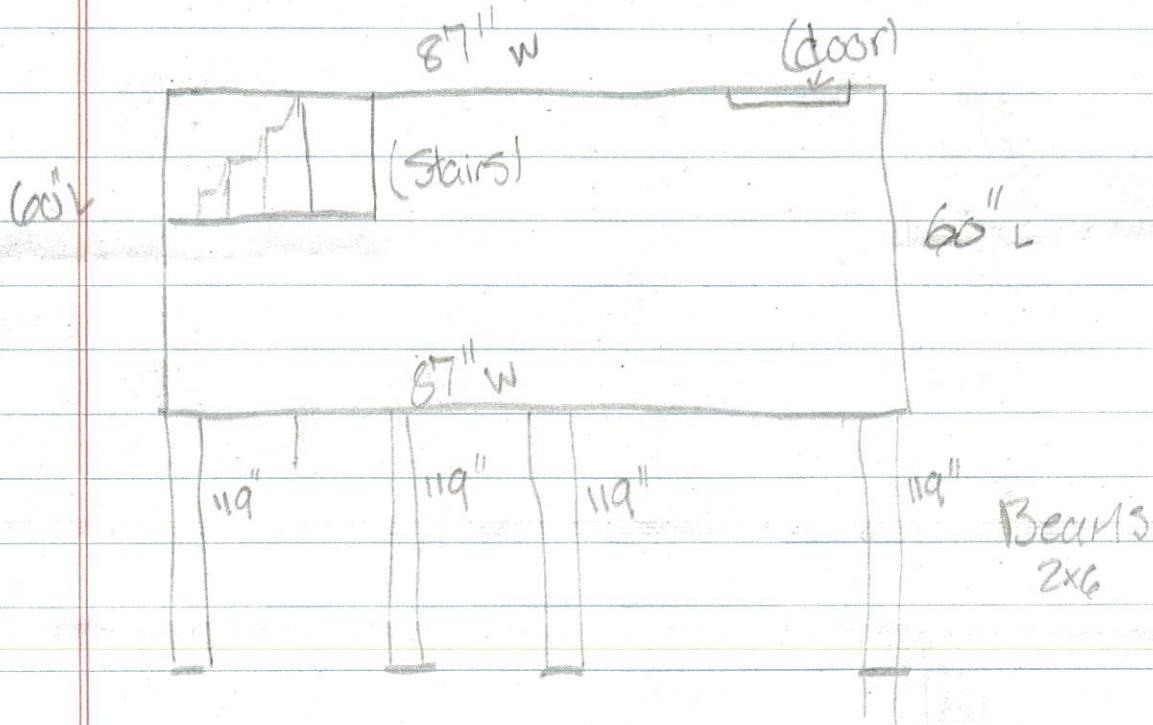
To schedule an inspection, submit an online Inspection Request or call (920) 448-3300 at least one business day in advance. Final inspections are required for all projects.

White - Office Yellow - Applicant

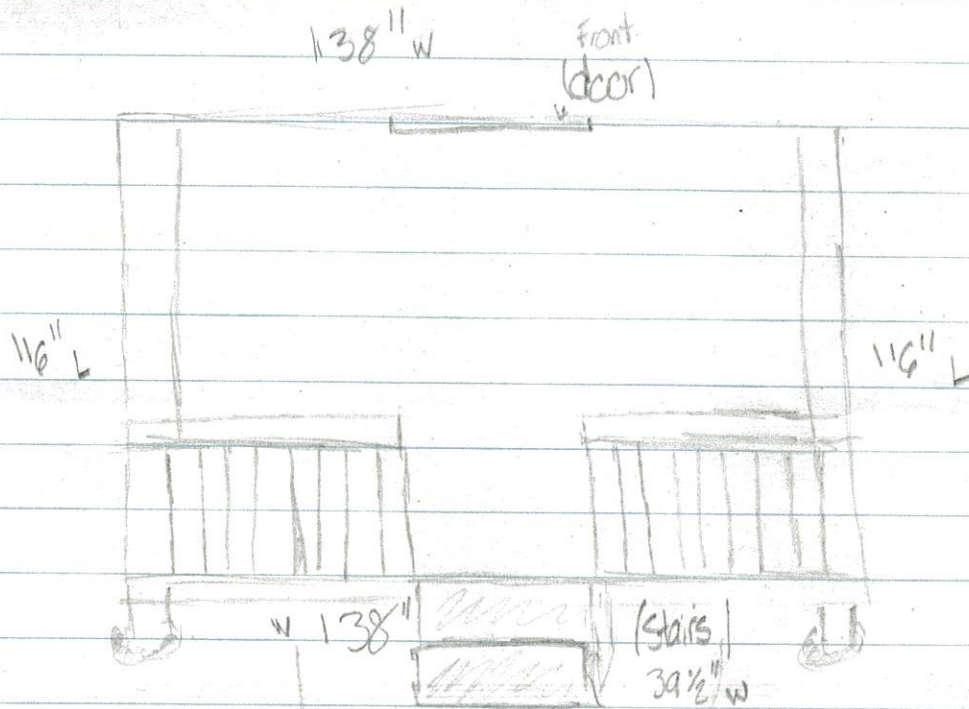
Applied for after construct

(Rev 6/20)

Back Stairs



Front Porch









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

MEETING DATE

April 20, 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 seeks to not have an enclosed garage on site.

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 facility with 5 or more units. Facilities with 5 or more units 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.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

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



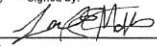
ZONING BOARD OF APPEALS VARIANCE APPLICATION

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:		
Email:		
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:		
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: 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.

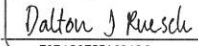
Signed by: 
4D9798E4334C4AA
Signature of the Property Owner

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)

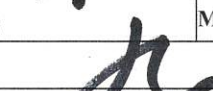
Dalton J Ruesch

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 608
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		Contractor (If Applicable)	
Name: <u>Jem Properties</u>		Name:	
Company (if applies):		Company: <u>Ruesch Management</u>	
Address: <u>4527 SCOTT TR</u>		Address: <u>1241 Bellevue St</u>	
City, State, Zip: <u>EAGEN MN 55122</u>		City, State, Zip: <u>Green Bay WI 54302</u>	
Phone #:		Phone #:	
Email: -			
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 Base Flood Elevation (BFE) _____ <input type="checkbox"/> No			
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: <input type="checkbox"/> Finished <input type="checkbox"/> 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 - Int. # _____	<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"/> Plumbing Plan - Ext. # _____	<input type="checkbox"/> City <input type="checkbox"/> SBD \$ _____	<input type="checkbox"/> Building Plan # _____	<input type="checkbox"/> City <input type="checkbox"/> SBD \$ _____
<input type="checkbox"/> SWR Plan # _____	<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 # _____	<input type="checkbox"/> City <input type="checkbox"/> SBD \$ _____
Contractors (UDC Numbers Required for Dwellings): DCC # <u>061700063</u> DCQ # <u>061700016</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: \$ _____
<input type="checkbox"/> CERTIFICATE OF OCCUPANCY			C.O. \$
<input type="checkbox"/> STORMWATER MANAGEMENT PLAN APPLICATION/PERMIT FEE			Stormwater Fee \$
<input type="checkbox"/> EROSION CONTROL APPLICATION/PERMIT FEE			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:			
Signature of Applicant: <u>[Signature]</u>		Date: <u>12-17-25</u>	
For Office Use Only			
Reviewed By: _____	Credential # _____	Class Code _____	Census _____
		Receipt No. _____	Total Fee _____

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)



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

MEETING DATE

April 20, 2026

PREPARED BY

Jon LeRoy, Zoning Administrator

AGENDA ITEM # E.4

(Appeal 26-10) Consideration with possible action on a variance request from Jim Wolfe of Vierbicher, applicant and Dan Peters of Robert Peters Construction Inc. — property owner, requesting approval to deviate from corner front yard setback standards for a one-family residence within an R1 Low Density Residential district at 1437 Baumgart Rd. (Ald. K. Hinkfuss, District 12)

BACKGROUND

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

Section 44-554, Table 44-2 Note e

Corner properties: The side facade of a corner building adjoining a public street shall maintain the front setback of the adjacent property fronting upon the same public street. If no structure exists on the adjacent property, the setback shall be a minimum of one-half the required front yard setback of the subject property's zoning district.

The applicant seeks to create a corner front setback at 39.5 feet from the property line. The adjacent property has a front setback of approximately 86 feet from the right of way. The applicant seeks relief to allow for a difference of 46.5 feet

The applicant is seeking to create a residence at the corner of Baumgart Rd and West Point Rd. The lot is currently vacant, and the applicant seeks to create a single family home on the site. Single-family homes are the most typical permitted use feature within this R1 neighborhood. Because the site is a corner lot, a front yard and a corner front yard must be established. The applicant has chosen to create a home facing Baumgart with the northern portion of the home placed at the minimum required side yard setback of 5 feet from the northern property line. Additionally, the proposed site layout calls for a drive entrance off Baumgart, located near the northern edge of the parcel.

The applicant seeks to create a 35.5 foot wide home, leaving 39.5 feet to the West Point corner front setback. The neighboring property has an existing house built at approximately 86 feet from the right of way. New homes located on corner lots are required to have corner front setbacks in alignment with existing homes. The overall size of the parcel is 80 feet in depth, thus any proposed development cannot meet the existing corner front threshold.

The applicant has provided a compilation of other front yard setbacks on the block face along West Point both on the block to the east and the neighboring block to the west. Home front setback averages range from approximately 47–55 feet to the east and 33 to 37 feet with two outliers extending to 86 feet (to the east) and 54 feet (to the west).

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. 26-10 Redacted Application
2. 26-10 View From Street
3. 26-10 Site Plan
4. Averaging setback for West Point Rd




ZONING BOARD OF APPEALS VARIANCE APPLICATION

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

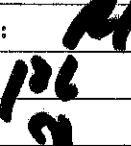
DATE:	04/06/2026	PROJECT #:	APPEAL #: 26-16
APPLICANT INFORMATION:			
Name: Jim Wolfe			
Business Name: Vierbicher			
Address: 400 Security Blvd			
City, State, Zip: Green Bay WI 54313			
Phone:			
Email:			
PROPERTY OWNER INFORMATION (if different from above):			
Name: Dan Peters			
Business Name: ROBERT PETERS CONSTRUCTION INC			
Address: 1141 W MAIN AVE UNIT 102			
City, State, Zip: DE PERE WI 54115			
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: 1437 BAUMGART RD BLK			
Tax Parcel Number(s): 6H-1122-17			
Describe the Variance Request:			
The applicant is requesting a variance from Section 44-554, Table 44-2, Note (f) , which requires the street-side yard of this corner lot to match the front yard of the adjacent lot to the east. The adjacent property at 2698 West Point Road is an extreme outlier with a setback of 86.3 feet. Adhering to this would push the buildable footprint significantly north, reducing the buildable area to a point where it fails to meet minimum residential building size standards or renders the buildable area virtually non-existent. We are requesting a corner side yard setback of 39.5 feet to allow for a functional, standard-sized home .			

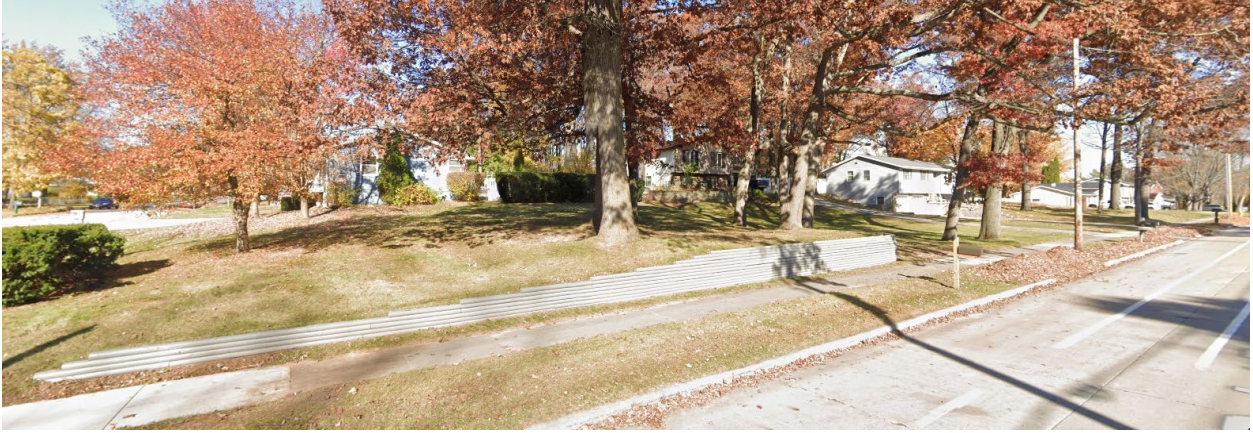
List ordinance(s) (number and description) the variance will be impacting (staff will assist with this).
Section 44-554, Table 44-2, Note (f) "(f)
The side yard on the street side of a corner lot shall be no less than the front yard required on the adjacent lot which fronts on the same street."
THREE 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's status as a corner lot, combined with the 86.3-foot setback of the adjacent eastern neighbor, creates a unique physical constraint. This outlier setback is nearly double the neighborhood average of 43.2 feet. Because the lot depth along the eastern property line is only 86.41 feet, requiring an 86.3-foot setback leaves a buildable depth of less than one foot. This creates a 'pinched' building envelope unique to this parcel that does not apply to other properties in the district.
Would granting the variance be contrary to the public interest? Explain.
No. Granting the variance preserves the public interest by maintaining a consistent residential streetscape. A review of 12 nearby properties on West Point Road shows an average setback of 43.2 feet. Our proposed 39.5-foot setback is consistent with the established neighborhood pattern and is actually deeper than five other homes on the block. Aligning with the neighborhood average—rather than a single extreme outlier—ensures the home is not a visual detriment to the community.
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?
Strict conformity with Note (f) would result in an unbuildable lot, leaving the owner with no feasible use of the property. Requiring an 86.3-foot setback on a lot with an 86.41-foot eastern boundary eliminates the buildable area entirely. This is an unnecessary hardship that is not self-imposed. Without this variance, the property cannot support a residential structure—the primary permitted use—rendering the zoning restrictions unnecessarily burdensome and effectively stripping the owner of their substantial property rights.

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)
Dan Peters	James R Wolfe Jr. (Jim)
Print Name	Print Name
Date	04/06/2026

OFFICE USE ONLY:

District: 12	Zoning: M1	Parcel #:	Residential \$225 <input type="checkbox"/>	Commercial \$350 <input type="checkbox"/>
Submittal Date: 4/6/26	Meeting Date: 4/20		Work started or completed: Residential \$450 <input type="checkbox"/>	Commercial \$700 <input type="checkbox"/>
Staff Signature: 			Receipt #:	



View from street of West Point and Baumgart

G:\RPC, Robert Peters Construction\260208_1437_Baumgart_Rd_Green_Box\CADD\260208_Variance.dwg by: jwolfe



BAUMGART ROAD

S00°03'43"W 71.92'

L=22.16'

26'

S89°44'43"W 109.00'

5'

proposed new structure

27.7'

N00°03'43"E 86.41'

LOT 3
0.22 Acres
9,375 Sq. Ft.

39.5'

N89°42'09"E 94.92'

WEST POINT ROAD

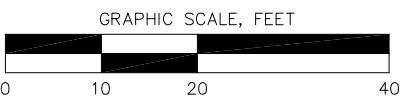


Exhibit
1437 BAUMGART RD
Parcel #6H-1122-17



Adress	Distance	Outlier	20% Average low	Averge High	Proposed
2754 WEST POINT	36.8				
2746 WEST POINT	53.8				
2738 WEST POINT	33.3				
2734 WEST POINT	33.7				
2726 WEST POINT RD	32.8				
1438 BAUMGART	33.6				
2698 WEST POINT		86.3			
2690 WEST POINT	54.9				
2680 WEST POINT	49.4				
2674 WEST POINT	47.5				
2664 WEST POINT	50.4				
2660 WEST POINT	49				
total Average	43.2		8.64	34.56	51.84
1437 BAUMGART					39.5



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

MEETING DATE

April 20, 2026

PREPARED BY

Jon LeRoy, Zoning Administrator

AGENDA ITEM # E.5

(Appeal 26-09) Consideration with possible action on a variance request from Seth Kollmer applicant and property owner, requesting approval to deviate from front yard setback standards for a one-family residence within an R1 Low Density Residential district at 1737 East Shore Circle. (Ald. J. Prestley, District 6)

BACKGROUND

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

Section 44-554, Table 44-2 Note b

Where at least 50 percent of the front footage of any block is built up with principal structures, the front yard setback for new structures shall be equal to the average of the existing structures, except that any structure which is set back 20 percent more or less than the average may be discounted from the formula.

The average of front yard primary structure setbacks along East Shore Circle and within 500 feet of this parcel on this block is approximately 181 feet. The existing structure is approximately 171 feet from the front right of way and seeks to add an addition which would place the front of the principal house at 121 feet from the front right of way.

1737 East Shore Circle is a 50-foot wide lot located on a cul-de-sac located off East Shore Drive, near Bay Beach. The applicant is seeking to add on to their existing residence by adding on to the front of the residence. The applicant is not seeking to add on to the rear of the property. The rear of the property has setback requirements relating to new construction off the ordinary high watermark and bulkhead line of the Bay of Green Bay and limits space for building expansion to the rear.

Nearby properties at 1731 and 1761 East Shore Circle and 1767 and 1803 East Shore Drive have accessory buildings set in front of the principal structure. These structures range from approximately a 54-foot setback to a 126-foot setback in front of the structures to the East Shore right of way.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. 26-09 Redacted Variance Application
2. 26-09 Site Plan Concept
3. 26-09 Rendering Addition
4. 26-09 View from Street



ZONING BOARD OF APPEALS VARIANCE APPLICATION

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

DATE:	4/2/2026	PROJECT #: 1737 East Shore Circle Variance Request	APPEAL #:
APPLICANT INFORMATION:			
Name: Seth Kollmer			
Business Name:			
Address: 1737 East Shore Cir			
City, State, Zip: Green Bay, WI 54302			
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: 1737 East Shore Cir			
Tax Parcel Number(s): 21-436-1			
Describe the Variance Request:			
As homeowners of the property, we would like to place an addition onto the front of our current small home.			
We would like to request a variance to extend over neighborhood 50% average front setback to preserve the water views of our neighbors and into a more central part of our lot.			

List ordinance(s) (number and description) the variance will be impacting (staff will assist with this).
Sec 44-554: (Lot dimension and building bulk requirements) Table 44-2, note b
Where at least 50 percent of the front footage of any block is built up with principal structures, the front yard setback for new structures shall be equal to the average of the existing structures, except that any structure which is set back 20 percent more or less than the average may be discounted from the formula.
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
Our current lot along the bay shore are particularly narrow (50') and deep (333'), with the majority of homes placed further off the front of the parcels to be closer to the bay shore. Due to that, the majority of the homes are set further back and the homes that have been built over time have been placed closer to the water than the road for views, bring the average distance from the road more toward the bay than the road. Our current structure is at the front of that average meaning we cannot build any further toward the road.
Our current structure is 200' off the roadway, meaning nearly two thirds of the build-able space on the lot would require a variance per municipal zoning code. If an addition to the current structure were to be built off the back of the home, the water views of our neighbors would be obscured, causing those property values to potential be reduced and potential animosity with our neighbors. The result of those conditions essentially land locks the potential for our home to be added on to.
Would granting the variance be contrary to the public interest? Explain.
By granting this variance, the value of our property would be increase, providing a higher tax base for the community.
The ability to expand to the front of the property instead of the rear, preserves the water views of our neighbors. The new structure would also remain within the same width of the current home, maintaining the publics current ability to see the water between the homes on our street.
The new building would also be more aesthetically pleasing to the eye, bringing its size and finishes up to par of the new homes that have been built on either side of us. Part of this addition includes a new garage to allow us to park our vehicles inside along with our garbage cans which currently must remain outside decreasing the aesthetic of the property. Additionally the driveway would be paved instead of the current gravel again improving the neighborhood.
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?
With the current structure being essentially land locked due to the reasons described above, our ability to place an addition onto our current home would be substantially reduced. We do not feel we could add additional floors onto our current home due to its age and uncertainty of its current block foundation to handle the additional load. This addition sets up our ability to further renovate our home in the future as we know there will be needs to have ADA accessibility. Without this we will be forced to leave our home.

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)

Seth Kollmer

Print Name

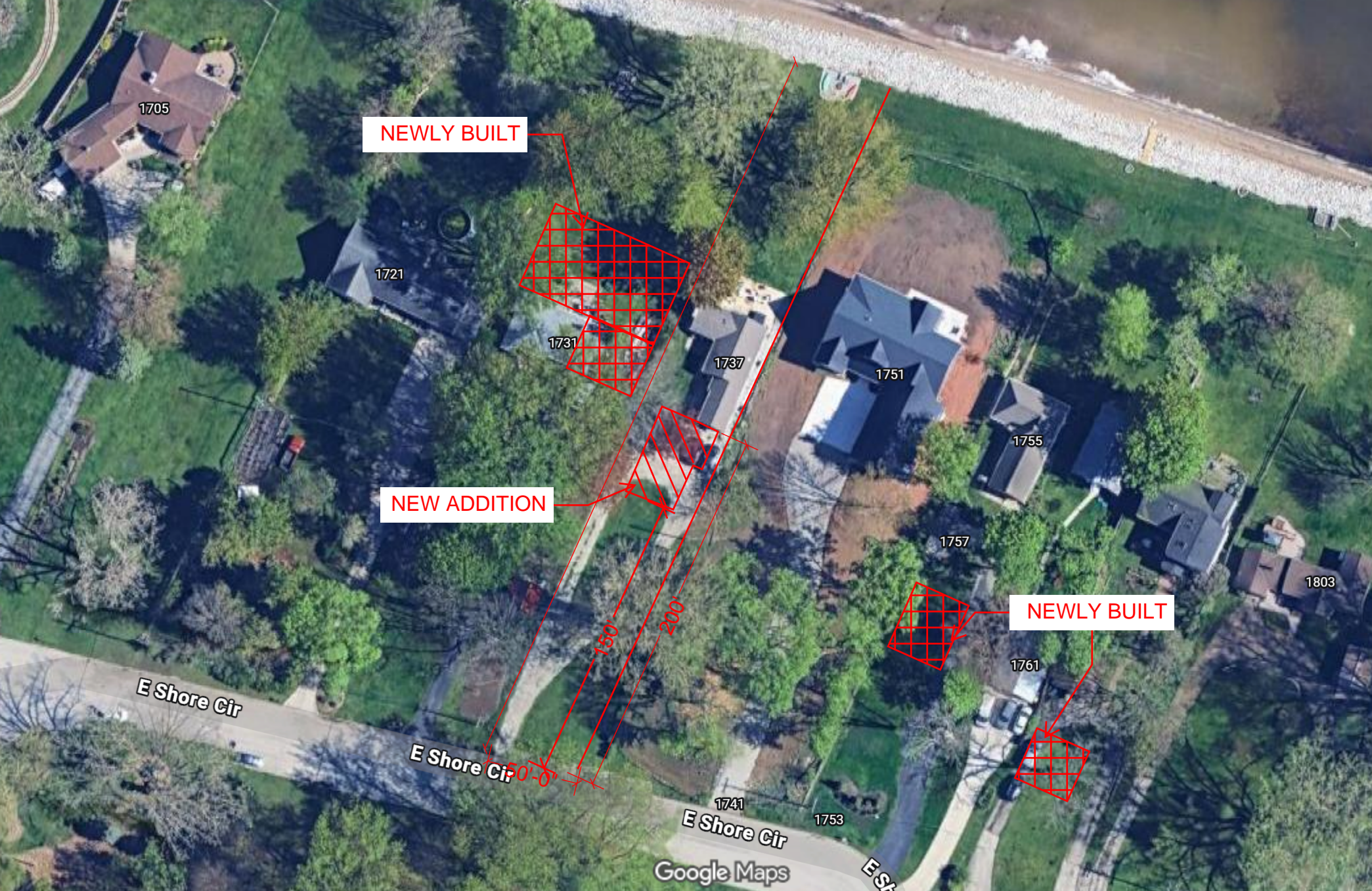
Print Name

4/2/2026

Date

Date

OFFICE USE ONLY:	Parcel #:	Residential \$125 <input type="checkbox"/>	Commercial \$250 <input type="checkbox"/>
District:	Zoning:	Meeting Date:	Receipt #:
Submittal Date:	Staff Signature:		



NEWLY BUILT

NEW ADDITION

NEWLY BUILT

1705

1721

1731

1737

1751

1755

1757

1803

1761

E Shore Cir

E Shore Cir

E Shore Cir

Google Maps

1741

1753

E Shore Cir

150

200

50'-0"



View from street.

