



AGENDA OF THE ZONING & PLANNING BOARD OF APPEALS

MONDAY, AUGUST 17, 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.

C. Approval of the Agenda.

- I. Approval of the agenda for the Monday, August 17, 2026, meeting of the Zoning & Planning Board of Appeals.

D. Approval of Minutes.

- I. Approval of the minutes from the July 20, 2026 meeting.

E. Regular Business.

- I. (Appeal 26-17) Consideration with possible action on a variance request from David Prochaska, applicant and property owner, requesting approval to deviate from front yard setback standards for a porch attached to the principal structure of a one-or-two-family residence within an R1 Low Density Residential District at 1122 Wilson Avenue (Ald. B.

Delie).

2. (Appeal 26-18) Consideration with possible action on a variance request from Scott and Carla Heintz, applicants and property owners, requesting approval to deviate from front yard driveway standards for a one or two-family residence within an R1 Low Density Residential district at 3377 Scottwood Drive (Ald. J. Grant, District 1).
3. (Appeal 26-19) Consideration with possible action on a variance request from Mario Valentine, applicant, and Emily Kettinger of Dairyland Operations LLC, property owner, requesting approval to deviate from landscape buffer standards for an expanded commercial use adjacent to a residential used parcel at 1538 W Mason Street (Ald. J. Ridderbush, District 8).

F. Informational.

1. Review of mapped items 2025-2026.
2. Next Meeting: September 21, 2026.

G. Adjournment.

1. Adjournment of the Monday, August 17, 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

August 17, 2026

PREPARED BY

AGENDA ITEM # D.I

Approval of the minutes from the July 20, 2026 meeting.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. BOA Minutes 07.20.2026



MINUTES OF THE ZONING & PLANNING BOARD OF APPEALS

MONDAY, JULY 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=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, Steven Schuchart, Joshua Koch, and Brian Ritter.

C. APPROVAL OF THE AGENDA.

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

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

D. APPROVAL OF MINUTES.

- I. Approval of the minutes from the June 15, 2026, meeting.

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

E. REGULAR BUSINESS.

- I. (Appeal 26-14) Consideration with possible action on a variance request from Steve Coel of Coel Construction Company, applicant, and Jerome Murray, property owner, requesting approval to deviate from front yard setback standards for a principal structure of one or two-family residence within an R1 Low Density Residential district at 1189 Langlade Avenue (Ald. J. Ridderbush, District 10).

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 Steve Coel.

Speakers:

Jon LeRoy—Staff

Steve Coel—734 Riverview Dr. Howard, WI

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.

Applicant seeks to setback a one-or-two family residence 18 feet from the front right of way of Pilgrim Street.

Moved by Steven Schuchart, seconded by Joshua Koch to approve to deviate from front yard setback standards for a principal structure of one or two-family residence within an R1 Low Density Residential district at 1189 Langlade Avenue. Motion Passed.

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

2. (Appeal 26-16) Consideration with possible action on a variance request from Trista Hobbs of the City of Green Bay Public Works Department, applicant, and City of Green Bay, property owner, requesting approval to deviate from impervious surface standards within a Public Institutional District and side yard setback for a non-residential accessory building adjacent to one or two family residences, for the purpose of building a new accessory building at 1820 Mills Street (Ald. D. Orlowski, District 5).

Request withdrawn by applicant.

F. INFORMATIONAL.

1. Next Meeting: August 17, 2026

G. ADJOURNMENT.

1. Adjournment of the Monday, July 20, 2026, meeting of the Zoning & Planning Board of Appeals.

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



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

MEETING DATE

August 17, 2026

PREPARED BY

Jon LeRoy, Zoning Administrator

AGENDA ITEM # E.I

(Appeal 26-17) Consideration with possible action on a variance request from David Prochaska, applicant and property owner, requesting approval to deviate from front yard setback standards for a porch attached to the principal structure of a one-or-two-family residence within an R1 Low Density Residential District at 1122 Wilson Avenue (Ald. B. Delie).

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 applicant seeks to add an uncovered front porch which exceeds more than 25 square feet in size, seeking to add an additional 4 feet 2 inches to the front of the house. The current principal structure setback is approximately 24.2 feet from the front setback of Wilson Avenue, seeking to create a new front yard setback of 20 feet from the front right of way when the established average of the block is approximately 24 feet.

The applicant is seeking to replace the uncovered front deck/porch at 1122 Wilson. The updated plans reduce the overall size of the uncovered front deck/porch to 4 feet 2 inches by 7 feet 4 inches, which totals 30.6 square feet. Zoning interpretation limits the size of a landing leading to a front door to 25 square feet. The request for 30.6 square feet means this improvement is classified as an uncovered porch and is an extension of the front of the house.

The existing block average is approximately 24 feet. This number was derived from taking the average homes from 1102 to 1136 Wilson Avenue via the Brown County GIS parcel graphics layer, which indicates the approximate location of homes and using the measurement feature. The front setbacks range from approximately 22 feet to 28 feet, with the overall average of the block at 24 feet. The property at 1122 Wilson has a setback of approximately 24.2 feet using this tool. The request for a 4 feet 2 inches by 7 feet 4 inches uncovered porch would reduce the setback to 20 feet and the applicant seeks relief.

The applicant is replacing a larger uncovered porch/deck at the front of the house. The recent existing uncovered porch/deck extended out into the front yard setback in a similar dimension but extended wider to the southern side plane of the house. The proposed remodel reduces the amount of space for the uncovered patio and ties the construction back into the existing frost walls.

To meet the code, presuming a width of the patio of 7 feet 4 inches to match existing conditions of the

principal structure, the uncovered patio would need to be a depth of approximately 3.4 feet to equate to 25 square feet.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. 26-17 Redacted Application
2. 1122 Wilson Ave Dimensions
3. 1122 Wilson Ave Frost Wall
4. 1122 Wilson Ave Past, Present, Future



ZONING BOARD OF APPEALS VARIANCE APPLICATION

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

DATE:	8/4/2026	PROJECT #:	1122 WILSON AVE VARIANCE REQ	APPEAL #:	
APPLICANT INFORMATION:					
Name: DAVID MICHAEL PROCHASKA					
Business Name:					
Address: 1122 WILSON AVE					
City, State, Zip: GREEN BAY, WI, 54303					
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? ☒ YES ☐ 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: 1122 WILSON AVE, GREEN BAY, WI, 54303					
Tax Parcel Number(s):					
Describe the Variance Request:					
I am requesting a variance request for front porch construction exceeding 25 sq ft. The new front porch would not exceed 32 sq ft. This request is to utilize the original frost wall that is in good working order as the footing for the new front porch to avoid new footings and damage to water line that runs near/under corner of the existing frost wall.					

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

Sec. 44-554. Table 44-2, note b.

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

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

The original front porch was built on a block frost wall foundation. This foundation remains in good working order, but is greater than the 25 sq ft permitted by code. In order to build a new front porch I would have to remove the existing frost wall to install new footers and possibly re route the water main line that currently is routed next to the project site.
--

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

No. The proposed variance would not impact the public interest.

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

I would not be able to install a safe and structurally sound front porch for entry into my house.

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

David M. Prochaska
Print Name

8/4/26
Date

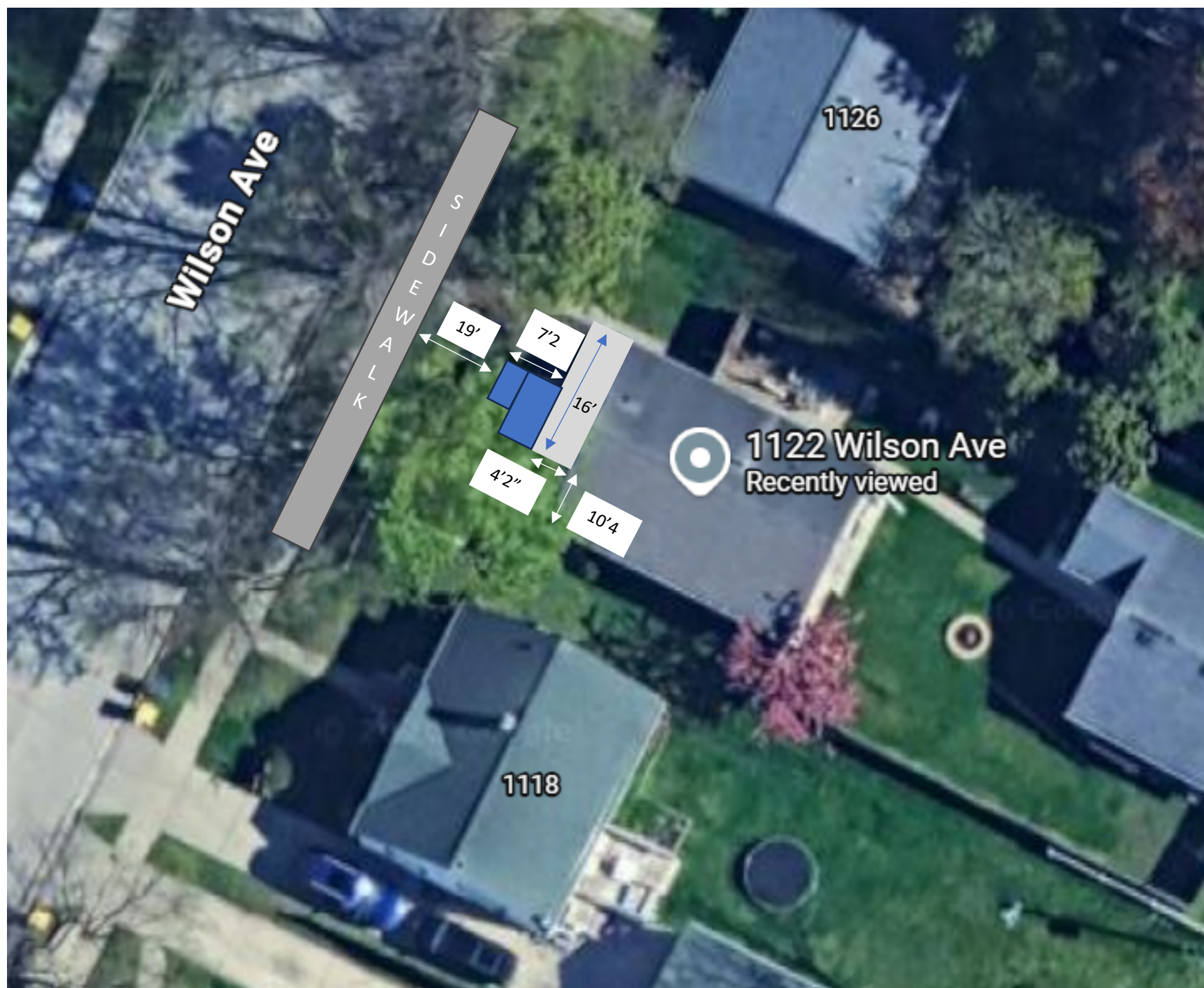
Signature of Applicant (working as “Agent” for owner)

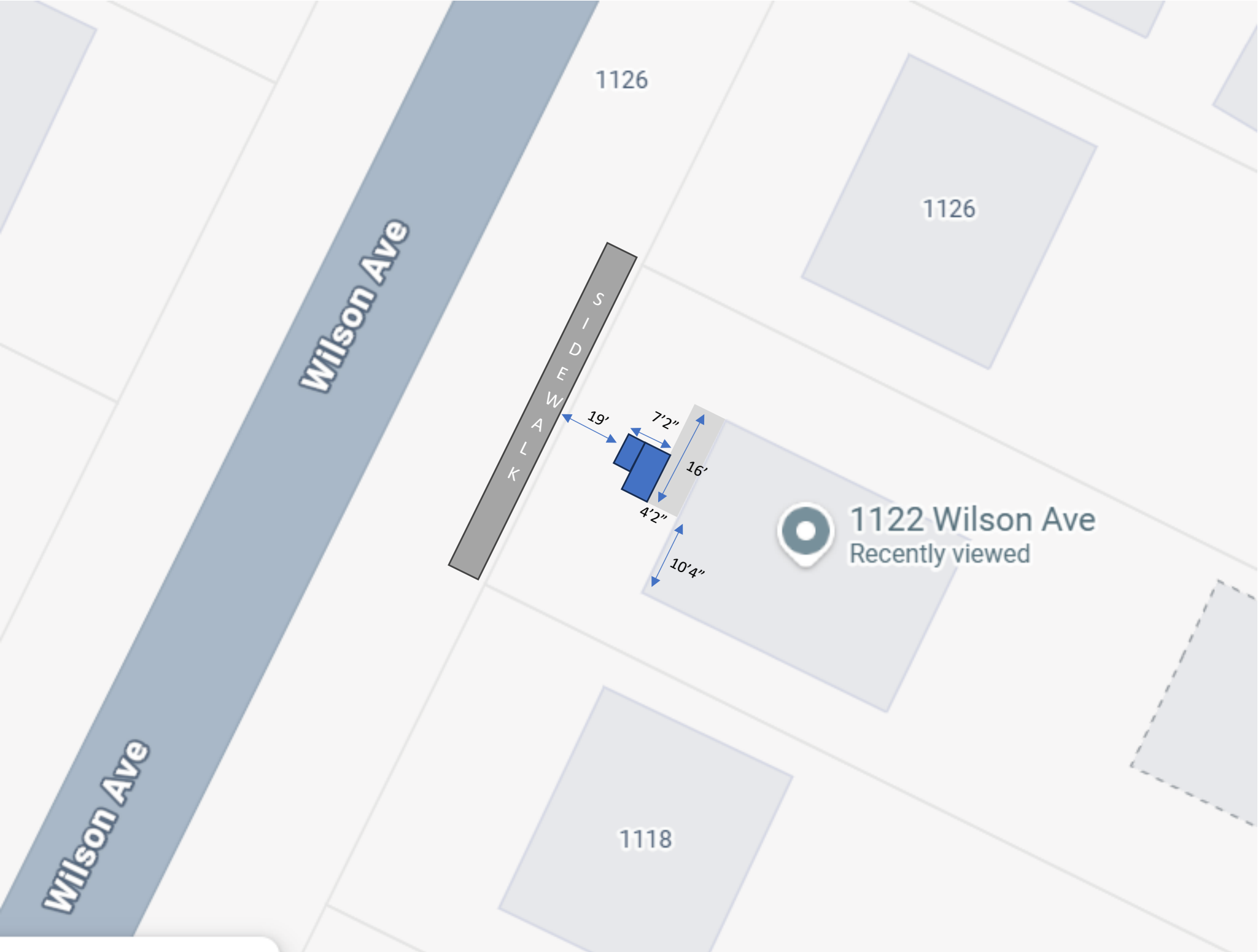
Print Name

Date

OFFICE USE ONLY:

District:	Zoning:	Parcel #:	Residential \$225 ☐	Commercial \$350 ☐
Submittal Date:	Meeting Date:	Work started or completed: Residential \$450 ☐ Commercial \$700 ☐		
Staff Signature:			Receipt #:	





1126

1126

Wilson Ave

K L A W S I D E

19'

7'2"

16'

4'2"

10'4"



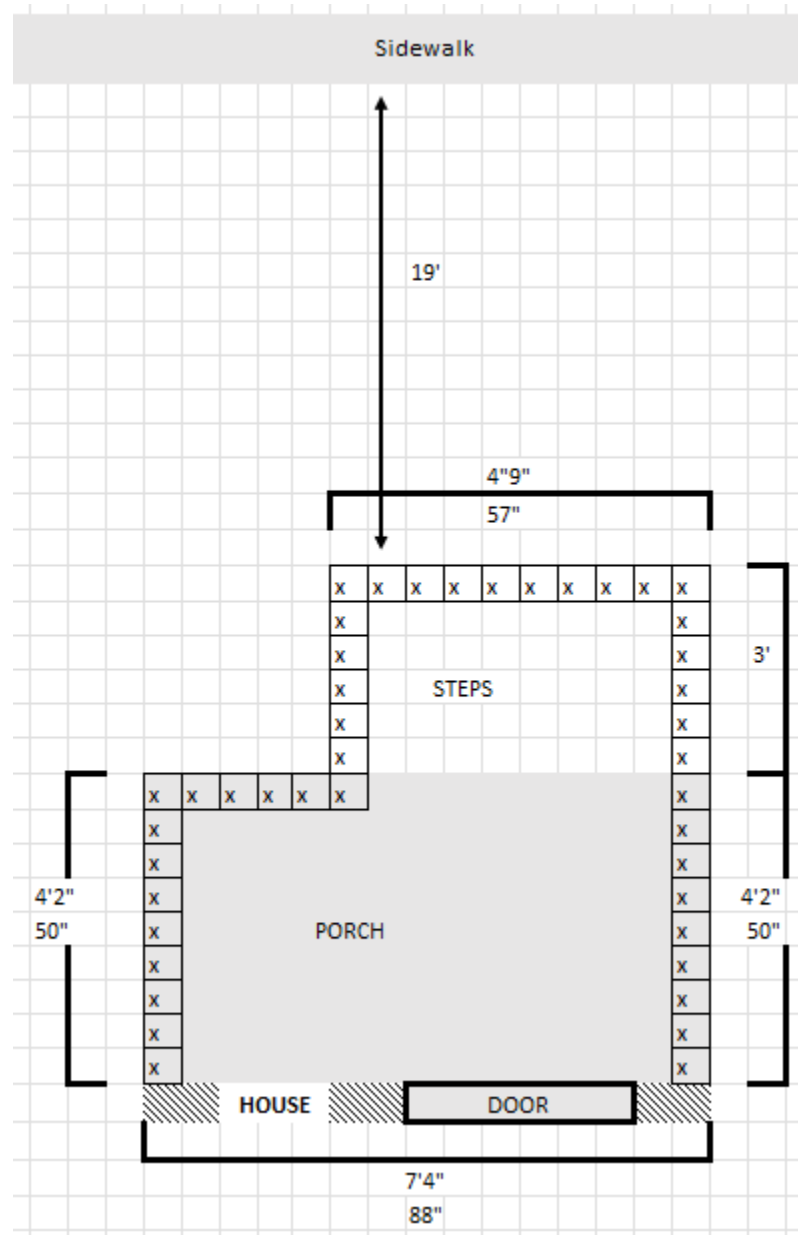
1122 Wilson Ave
Recently viewed

1118

Wilson Ave

50"x88"=4400 sq inches

4400"/144" = 30.5 sq ft











PAST STATE: Removed old unpermitted porch from previous owner



CURRENT STATE



PROPOSED FUTURE STATE: Siding Contract signed with Nevilles Construction





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

MEETING DATE

August 17, 2026

PREPARED BY

Jon LeRoy, Zoning Administrator

AGENDA ITEM # E.2

(Appeal 26-18) Consideration with possible action on a variance request from Scott and Carla Heintz, applicants and property owners, requesting approval to deviate from front yard driveway standards for a one or two-family residence within an R1 Low Density Residential district at 3377 Scottwood Drive (Ald. J. Grant, District 1).

BACKGROUND

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

Section 44-1746

Driveways shall lead from the public right of way directly to a garage door opening plus 24 inches on either side of said door or to a legal surface parking space.

The applicant seeks to create a 15-foot by 11-foot wide parking stall located approximately 10 feet off of the front right of way, not leading directly to a garage.

The applicant seeks to create a single stall parking spot (15 feet by 11 feet with a radius leading off a shared driveway) located south of the existing two-stall garage. The residence is located in the Woodland Heights Condominium, which has 7 existing single-family homes. All 6 other homes within the condo have a turnaround. 3377 does not have a turnaround/parking stall.

The driveway is shared with the neighboring residence to the east. Both residences have a side-loaded garage in the front yard.

Scottwood Drive is a county trunk highway. The road is a two-lane rural road.

If the applicant is seeking an extra parking stall or turnaround lane, planning staff does not offer up an alternative which meets bulk requirements.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. 26-18 Application Redacted
2. 26-18 Applicant Narrative
3. 26-18 2005 Aerial

4. 26-18 2023 Street View

DATE: August 5, 2026	PROJECT #: 124/20	APPEAL #: 26-18
APPLICANT INFORMATION:		
Name: Scott & Carla Heintz		
Business Name:		
Address: 3377 Scottwood Dr		
City, State, Zip: Green Bay, WI 54311		
Email: redacted Phone: redacted		
PROPERTY OWNER INFORMATION (if different from above): (Same as above)		
Name:		
Business Name:		
Address:		
City, State, Zip:		
Phone:		
Email:		
HAS A SITE PLAN BEEN REVIEWED BY PLANNING STAFF? ☒ YES ☐ 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: 3377 Scottwood Dr., Green Bay, WI 54311		
Tax Parcel Number(s):		
Describe the Variance Request: To add a concret pad/turn around to existing drive way.		

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

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 Supplement)

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

(See Attached Supplement)

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 Supplement)

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.

<u>Scott M. Heintz</u> Signature of the Property Owner	<u>N/A</u> Signature of Applicant (working as "Agent" for owner)
<u>Scott M. Heintz</u> Print Name	<u>N/A</u> Print Name
<u>August 5, 2026</u> Date	<u>N/A</u> Date

OFFICE USE ONLY:	Parcel #: <u>22-1735</u>	Residential \$425 ☐ Commercial \$250 ☐
District: <u>12</u> Zoning: <u>RC1</u>	Meeting Date: <u>Aug. 17</u>	Receipt #:
Submittal Date: <u>8/5/26 ypmv</u>	Staff Signature: <u>[Signature]</u>	

Supplement: Zoning Board of Appeals Variance Application

Scott and Carla Heintz
3377 Scottwood Drive
Green Bay, WI 54311
920-609-4028
smheintz57@gmail.com

Variance Request: To add a concrete pad/turnaround to existing driveway per the attached site plan. *(See Attached)*

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

Our understand is that there is an ordinance prohibiting the addition of paved parking/turnaround space in the front of a residential property. However, provided ample space and setbacks, additional paved parking/turnaround space may be permitted on either side or in the back of a residential property.

Given our unique property limitations, there is not ample space on either side, or in the back, of our home to do so. We are part of the Woodland Heights Condominium Association that currently consists of seven stand-alone residences. Five of the homes were designed with their own private drive and turnarounds whereas our home, 3377 Scottwood Drive, and our neighbors home, 3385 Scottwood Drive, were designed to share a share a common driveway, however, they also have a turnaround on their property.

Our intent of the added turnaround is to:

- 1.) Minimize off-street parking whenever possible
- 2.) Reduce congestion of shared driveway space
- 3.) Better ensure personal and public safety when entering or leaving the driveway.

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

Granting a variance would not be contrary to public interest as we are further governed by the Woodland Heights Condominium Association's Declaration of Covenants, Conditions and Restrictions. *(See Attached)*

Pursuant to Article 1, Section 8:

- d) No abandoned vehicles shall be permitted on the premises.
- e) No storage of any vehicles, including but not limited to visitor vehicles, cars, trucks, motorbikes, ATV's trailers, campers, boats and any other than in attached garages.
- f) No outdoor overnight parking more than 48 hours.
- g) No visitor campers or motor homes.
- h) No parking on grass at any time.

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?

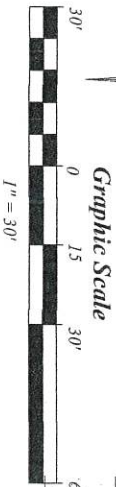
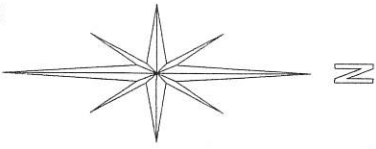
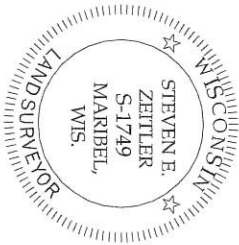
Not getting the requested variance would not unreasonable prevent us from using the property however public safety would be better served due to the following conditions and restrictions:

- 1.) Scottwood Drive lacks ample space to park on the street like most residential streets provide.
- 2.) Unlike standard city streets, Scottwood Drive has deep storm-water ditches on both sides of the street.
- 3.) When street parking occurs, traffic flow is constricted and becomes a potential public safety concern.

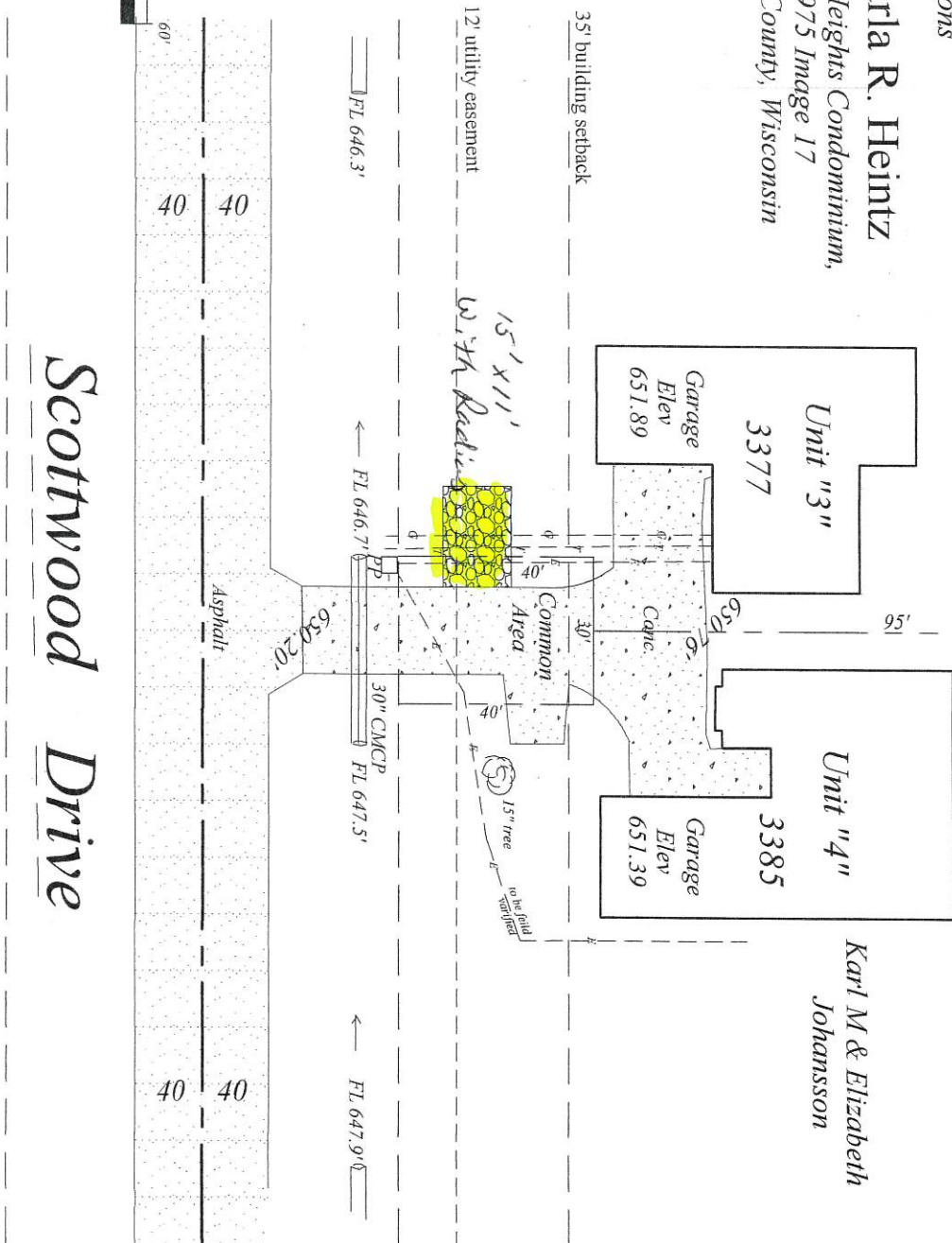
SITE PLAN

Existing Conditions

For: Scott M. and Carla R. Heintz
Unit 3 and Unit 4, Woodland Heights Condominium,
recorded in Jacket 27975 Image 17
City of Green Bay, Brown County, Wisconsin



4/1/2026
Project 26scnh
Sheet 1 of 1
America Savings LLC



WOODLAND HEIGHTS

CONDOMINIUM

SUBDIVISION

Declaration of Covenants, Conditions and Restrictions

TABLE OF CONTENTS

- A. PREAMBLE
- B. AREA OF APPLICATION

ARTICLE 1

- SECTION 1: Land Use
- SECTION 2: Development of Subdivision
- SECTION 3: Type of Buildings, Size and Construction Materials
- SECTION 4: Placement of Dwelling
- SECTION 5: Commencement and Completion of Construction
- SECTION 6: Signs and Fencing
- SECTION 7: Dogs, Cats, Pens, Kennels, Bird Houses and Bird Feeders
- SECTION 8: Satellite Dishes, Solar panels, Wind Generating Devices, Clotheslines, Drying Yards, Abandoned Vehicles, Overnight Parking, Visitor Parking, Grass Parking, Garages
- SECTION 9: Window Treatments, Flag Poles, Garbage Cans, Screen Doors, Awnings, Sensor Lights, Festivities, Decorations, Chimes, Rummage Sales, Balloons, Grills, Lighting, Rummage Sale Parking
- SECTION 10: Occupancy, Watering, Driveways, Exterior Drainage, Hot Tubs, Play Pool, Vegetable/Flower Gardens, Waterfalls, Carpeting, Builder Rubbish
- SECTION 11: Additional Provisions: Reporting Requirements, Access, Construction Access, Uninsured Damage
- SECTION 12: Rules, Regulations and Restrictions Regarding the Use of Woodland Heights Condos: Public Access, Use, Feeding, Pond, Sump Pump, Camping, Children, Risk, Floats, No Swimming, Picnicking/Grilling, Moped, Metal Spikes, Chipping
- SECTION 13: Woodland Heights Home Owners Association ("Association")
- SECTION 14: City Ordinances

ARTICLE II: GENERAL PROVISIONS

- SECTION 1: Duration of Covenants, Conditions and Restrictions
- SECTION 2: Enforcement
- SECTION 3: Non-Liability of Design and Site Committee
- SECTION 4: Severability

A: PREAMBLE

WHEREAS, Duquaine Development, Inc., a Wisconsin Corporation, 1927 Lakeside Place, Green Bay, WI 54302, is the owner of the real estate described in this Declaration and desires to subject the real estate described herein to the following covenants which are intended for the benefit of the property and for each owner thereof and each and every parcel thereof in order to protect and preserve the values, amenities and qualities in the subdivisions. It is of the essence of the covenants dealing with Woodland Heights that it be maintained as practical to preserve the beneficial presence, use and benefits of Woodland Heights for the owner of the subdivisions encompassed hereby and the unit owner of Woodland Heights, a condominium. Pollution and/or other damaging effects are deleterious and detrimental to all owners.

WHEREAS, Duquaine Developments, Inc., a Wisconsin Corporation, intends these covenants to run with the land and apply to bind its successors in interest and all of the owners of the premises lots and their successors in interest.

B. AREA OF APPLICATION

The covenants set forth herein apply to Woodland Heights Condos Subdivision and any such further addition to the plat of Woodland Heights Subdivision.

ARTICLE I

SECTION 1: Land Use

The Subdivision shall be developed in three phases

Phase 1: 8 Condominiums on Scottwood Drive.

Phase 2: 8 Condominiums on Durham Road.

Phase 3: 13 Condominiums on Converse Avenue and any further addition to the Plat of Woodland Heights Subdivision.

Land use shall be subject to conditions of the planned unit residential developments (P.U.R.D.) Granted by the City of Green Bay, Dated _____

SECTION 2: Development of Subdivision

Duquaine Development Inc., a Wisconsin corporation shall direct all building and site improvements.

SECTION 3: Type of Buildings, Size and Construction Materials

- a) The garage shall be an integral part of the residence. The only structure located on the lot shall be the residential dwelling and attached garage. The attached garage must be sufficient to house a minimum of two (2) automobiles.
- b) Residential dwellings shall have the following minimum square footage of enclosed living floor space:
 - 1) A single story dwelling, not less than 1300 square feet.
 - 2) The calculation of living floor space does not include porches, sun decks, basements, attics, attached garages, breezeways, crawl spaces and the like.
- c) Residences will be sided with brick and accented with aluminum, stone, stucco or wood.
- d) No exterior storage, temporary building or outbuilding or accessory buildings other than Woodland Heights Home Owners Association approved units (Club House, Gazebo, Observation Deck) may be placed on any site.

SECTION 4: Placement of Dwelling

To conform to P.U.R.D. granted by the City of Green Bay, Dated _____

SECTION 5: Commencement and Completion of Construction

- a) No exterior storage, temporary building or outbuildings or accessory buildings other than Woodland Heights Home Owners Association approved units (Club House, Gazebo, Observation Deck) may be placed on any site.
- b) All dwelling units shall be single story and have the square footage or enclosed living space:
 - 1) Minimum square feet of 1300.
 - 2) Maximum square feet 2300.
 - 3) Calculation of living floor space does not include garages, or crawl spaces.

ARTICLE I, Cont.,

SECTION 6: Signs and Fencing

- a) No signs of any kind allowed on each condo except builder's sign or builder's own listing agent sign for the duration of Phase 1, 2 and 3, or any further addition to the plat of Woodland Heights in order to promote sale of subdivision.
- b) No personal foreclosure sign can be posted on any premise.
- c) No fence of any kind can be erected on each condo without the prior written approval of the Board or Association or Duquaine Development.
- d) Invisible fencing is limited only to own condo perimeter and with prior written approval of Board or Association or Duquaine Development.

SECTION 7: Dogs, Cats, Pens, Kennels, Bird House and Bird Feeders

- a) Pet excrement shall be removed immediately by owner.
- b) No animals, livestock, cattle, swine, sheep, goats, live poultry, reptiles or pigeons of any kind shall be raised, bred or kept upon any condo with the exception of a cat or dog, which shall be limited in number of a total of two (2) in any one household.
- c) Bird houses and bird feeders are allowed only in your own perimeter.
- d) No guest pets allowed.
- e) Each unit owner who has a pet will keep it at all times on a leash or tied up when outside. Pets will be subject to reasonable restrictions provided by the Rules and Regulations of the Association adopted from time to time.

SECTION 8: Satellite Dishes, Solar Panels, Wind Generating Devices, Clotheslines, Drying Yards, Abandoned Vehicles, Overnight Parking, Visitor Parking, Grass Parking, Garages

- a) No TV cable dishes other than small, inconspicuous units approved by the Duquaine Development, or Woodland Heights Association shall be permitted on any condo lot in the subdivision nor shall any such cable dish be erected or placed on or in a structure that is located on any premises in the subdivision.
- b) No solar panels or wind powered generator devices shall be allowed on the structure nor shall any such device be erected on or in a structure located on any lot in the subdivision.
- c) No clotheslines or drying yards shall be permitted.
- d) No abandoned vehicles shall be permitted on the premises.
- e) No storage of any vehicles, including but not limited to visitor vehicles, cars, trucks, motorbikes, ATV's, trailers, campers, boats and any other than in attached garages.
- f) No outdoor overnight parking more than 48 hours.
- g) No visitor campers or motor homes.
- h) No parking on grass at anytime.
- i) Garage doors to be kept closed.

ARTICLE I Cont.,

SECTION 9: Window Treatments, Flag Poles, Garbage Cans, Screen Doors, Awnings, Sensor Lights, Festivities, Decoration, Chimes, Rummage Sales, Balloons, Grills, Lighting, Rummage Sale Parking

- a) Only window treatments like blinds, curtains or drapes are allowed on windows and doors. They need to be installed no longer than eight (8) weeks after occupancy.
- b) No permanent flag pole, other than Woodland Heights flag and/or prior approval by the Association or Duquaine Development and for only one day.
- c) Garbage cans: all rubbish and trash must be kept in garage at all times and not allowed to accumulate on property, to be put outside on street the date of pickup and to be retrieved same day.
- d) Screen doors and colors to be approved by the Association in writing prior to installation.
- e) Only decorative sensor lights in own perimeter is allowed. Christmas lighting to be removed by the end of the first week of January, other festivity lighting to be kept for only one (1) week past holiday.
- f) Lighting, Duquaine Development or the Association may install and maintain lighting in common grounds.
- g) No wind chimes.
- h) Rummage sales shall be held only in own garage, no more than 3 days total each year, any sign to be approved by Association or Duquaine Development prior to posting. Parking to rummage sale only permitted on streets.
- i) No balloons of any kind allowed facing the street.
- j) Only barbecue gas grills allowed by your own premise.
- k) No awnings allowed.

SECTION 10: Occupancy, Watering, Driveways, Exterior Drainage, Hot Tubs, Play Pool, Vegetable/Flower Gardens, Waterfalls, Carpeting, Builder Rubbish

- a) Each condo to be owner occupied, no leasing.
- b) The Association to use at own discretion unit's water to keep vegetation alive for such unit. Unit owner to be responsible for water expense of own unit.
- c) Driveways are limited common ground for the enjoyment of each condo owner, each condo owner and their guests to park on own side of driveway only.
- d) Exterior: No owner shall paint, decorate or alter the appearance of any portion of the exterior or a condo without the prior written approval of the Board.
- e) Condo owner to be responsible for any damage to lawn, shrubs, and trees caused by reckless use from family, guests, pets or visitors in own perimeter.
- f) Hot tubs and/or decks to be approved in writing by Duquaine Development or Association prior to installation.
- g) Play pool, to be placed on own patio or deck only.
- h) Vegetable garden or flower garden to be only 3 X 10 approved by Duquaine Development or Association and to be installed by Duquaine Development or Association and to be maintained by condo owner and only facing common ground.
- i) Waterfall allowed only in own perimeter and shall be condo owner's responsibility.

ARTICLE I, cont.,

SECTION 10, cont.,

- j) Outside color carpeting by own covered patio facing common ground only, to be approved in writing by Association prior to installation and be kept in good condition.
- k) During building construction, condo owners of subdivision are not allowed to dump their garbage in builder container or along side of container.

SECTION 11: Additional Provision: Reporting Requirements, Access, Construction Access, Uninsured Damage

- a) Reporting requirements: Each condo owner shall promptly report to Duquaine Development any defect or need for repair of the common ground and limited of which is the responsibility of remedying that of the Association.
- b) Access: An authorized representative of Duquaine Development shall be entitled reasonable access, as might be required in connection with maintenance, repairs, watering, landscaping, mowing, snow blowing or replacement of the common ground or limited ground.
- c) Construction Access: Builder might use side yard or adjacent condo for construction access, builder to be responsible to repair damage in a reasonable length of time.
- d) Uninsured Damage: If due to the act of neglect or an owner, member of his family, pets, guests, or visitors of such owner damage shall be caused to the common elements or to a residence owned by others, or maintenance, repair or replacement shall be required which would otherwise be a common expense, then such owner shall, to the extent not covered by the Association's Insurance, by assessment or otherwise for such of the damage and for such of the maintenance, repairs and replacement as may be determined by Duquaine Development and the Board or Association.

SECTION 12: Rules, Regulations and Restrictions Regarding the Use of Woodland Heights Condos: Public Access, Use, Feeding, Pond, Sump Pump, Camping, Children, Risk, Floats, No Swimming, Picnicking/Grilling, Moped, Metal Spikes, Chipping.

The following uses, restriction on usage, rules and regulations govern the the use of Woodland Heights Condo's Owners:

- a) No public access shall be permitted to the common grounds.
- b) The use of the common grounds are restricted to the condo owner's immediate family residing on the premises and such guests as is accompanied by either the owner or a resident member of his family.
- c) The feeding of fish, geese, swans, ducks or other waterfowl is prohibited.
- d) No owner shall plant or attempt to plant fish in the pond.
- e) No property owner shall, with the sole exception of a sump pump systems required by and in conformity with the codes and applicable regulations of the municipality having jurisdiction of the property, pump water into or out of the pond or attempt to control or actually control, modify or operate any overflow valve affecting the pond level.

ARTICLE I, cont.,

SECTION 12, cont.,

- f) No camping shall be permitted in the common area.
- g) Children under the age of twelve (12) shall be supervised and/or attended by an adult or other responsible party at all times when said children are in the access areas of the pond. Use of the pond is at the risk of the individual user.
- h) No picnicking or grilling in common ground unless it is the Association picnic with approval of 90% of all condo owners.
- i) No floats, rafts or other diving devices shall be established on or used in the pond.
- j) Absolutely no swimming.
- k) No mopeds, motorbikes, bicycles, or roller blades on nature trails.
- l) Absolutely no climbing on waterfall.
- m) No climbing on trees is allowed.

SECTION 13: Woodland Heights Home Owner Association (Association")

- a) Every owner of a condo in the subdivision shall be a member and shareholder of Woodland Heights Owners Association ("Association"). The Association shall be organized as an incorporated profit, unincorporated association. Prior to the formation of the Association, its functions and duties shall be assumed and discharged by Duquaine Development, Inc.. The membership of the Association shall consist exclusively of the condo's owners and, until each individual condo is sold, Duquaine Development, Inc., or its successor shall be the member with respect to the unsold condo and/or any condo required by Duquaine Development, Inc., or its successor. Ownership in Woodland Heights shall be represented by the shares of stock, which shares will be issued and/or transferred upon conveyance of condo in this development to the owner thereof. The Association shall adopt By-Laws to govern and administer its affairs. Such By-Laws shall not be inconsistent with the covenants, conditions and restrictions contained in this Declaration.
- b) The Association shall address the issues involving Woodland Heights and its management including, but not limited to, establishment of an annual budget for the expenses associated with Woodland Heights. The Association, or a committee thereof, consistent with these covenants and the written agreement between Duquaine Development, Inc., which binds Association, and Woodland Heights, a condominium, will work toward mutual maintenance and management of the ground and pond for the benefit of all owners and users. Woodland Heights through its Owners Associations, shall each be responsible for the annual charges established in the budget, all as set forth in agreement referenced above. Each entity shall be responsible for the collection of the charges from their members and/or condo owners.
- c) The board of Directors Woodland Heights, a Condominium, shall form a Committee consisting of members of the organization. The Committee shall address water quality, maintenance, enforcement of rules, pond draining and filling. Water level, insect and pest control, application for governmental permits if necessary, restriction of noise and other nuisances resulting from use of the pond and common grounds through the taking or depredation thereof in such manner as may be permitted by law, and the adoption of an annual budget to pay for the

ARTICLE I, cont.,

SECTION 13, cont.,

c) cont.,

expenses incurred in the maintenance of the pond and common areas. In addition, the Committee shall address, and if necessary adopt, such additional rules and regulations as it deems proper for the use and enjoyment of the efficient and orderly conduct of the activities of common grounds/pond. The rules as adopted shall be consistent with and/or may be more restrictive than the rules and regulations of the Condominium. The rules and regulations shall not unreasonably discriminate among owners.

- d) The budget prepared and approved by the Board of Directors or Association, in conjunction with Woodland Heights, a Condominium, and attributable to the lots subject to this Declaration, to meet the common expenses of the management, shall be allocated and assessed on an equal basis among the respective condo owners. The Association (an prior to this formation, Duquaine Development, Inc.) and it's owner members shall be responsible for the charges. Woodland Heights Condominium shall also be responsible for the charges. Individual owners shall be advised in writing (Notice of Assessment) of the amount of the charges payable by the individual owner and, in conjunction with such notice, shall be furnished copies of each year's budget on which such charges are based. Each owner covenants and agrees, by the acceptance of the conveyance of the property subject to these covenants and restrictions, to be bound by such assessments and to pay such assessments pursuant to the terms and conditions thereof.
- e) The responsibility for payment of the individual condo assessments by the individual condo owner shall commence upon acquisition of title to the subject property. Payments of the individual condo assessment shall be made to Duquaine Development, Inc. until such time as the Owners Association is formed. Until all condos are sold, Duquaine Development, Inc., assessments attributable to all unsold lots.
- f) Due date of payment and default in payment: The due dates for the payment of assessments shall be established by Duquaine Development, Inc., and/or the Association. Such charges shall be payable in full on an annual basis. The date of payment shall be expressed in the Notice of Assessment and may be established on monthly, quarterly or other regular basis.
- g) In the event of default by any owner in paying the charges, Duquaine Development, or it's successor the Association, shall take prompt action to collect any such charges due which remain unpaid by the owner for more than thirty (30) days from the date established for payment. In the event of default beyond the thirty (30) day period, the responsible owner shall be liable for all charges, which shall bear interest at the rate of twelve percent (12%) per annum from the date thereof, and shall also be responsible for and shall pay all expenses incurred in collecting the charges due including, but no limited to, actual attorney fees incurred in any proceedings brought to collect such unpaid charges. Such charges shall, together with interest thereon and the expenses of the proceedings as set forth above be a lien against the premises and enforceable by way of foreclosure consistent with the Wisconsin Statutes.

ARTICLE I, cont.,

SECTION 13, cont.

- h) Waiver of Assessment Not Permitted. Liability for charges and assessment for the expenses of Woodland Heights may not be avoided by the waiver of use or enjoyment of the premises by abandonment of the residence for which the assessment is made.
- i) By-Laws. Every Condo owner shall comply strictly with the By-Laws of the Association and with the rules adopted under the By-Laws and with the covenants, conditions and restrictions set forth in this Declaration. Failure to comply with the Association By-Laws, rules, covenants, conditions or restrictions shall be grounds for action to recover sums due for damages; for injunctive relief; or both, maintained by the Association or in a proper case by an aggrieved condo owner. In the event of a conflict between the covenants and the By-Laws, the covenants shall control.
- j) The By-Laws shall express at least the following particulars:
 - 1) The form of administration, indicating whether the Association shall be incorporated or unincorporated, and to what extent the duties of the Association may be delegated to a Board of Directors, manager or otherwise and specifying the powers, manner of selection and removal of them.
 - 2) The mailing address of the Association.
 - 3) The method of calling the condo owners to assemble, the attendance necessary to constitute a quorum at any meeting of the Association; the manner of notifying condo owners of any proposed meeting; who presides at the meetings of the Association; who keeps the minute book for recording to resolutions of the Association; and the number or percentage of votes required to carry a resolution of the Association.
 - 4) The election by the Condo owners of a Board of Directors, the number of persons constituting the same and that the terms of at least one third (1/3) of the directors shall expire annually, the powers and duties of the Board, and the method of removal from office of the Directors.
 - 5) The manner of assessing against and collecting from lot owners their respective shares of the common expenses.

SECTION 14: City Ordinances

- a) City Ordinances will apply to all the property; all covenants and restrictions shall be applied and enforced for the protection and benefit of all property owners. The Association shall have final authority to settle any disputes regarding restrictions or covenants and its decisions shall be binding on all property owners.
- b) Whenever the City of Green Bay, Wisconsin's Zoning or Use Ordinances are more restrictive than these covenants, such ordinance provisions shall control.

ARTICLE II: GENERAL PROVISIONS

SECTION 1: Duration of Covenants, Conditions, and Restrictions

Covenants and restrictions of the declaration shall permanently run with and bind the land and shall insure to the benefit of and be enforceable by Duquaine Development, Inc., a Wisconsin Corporation, the Association, any owner, and their respective heirs, successors and assigns.

The covenants set forth in this Declaration, with the exception of those provisions related to the use, integrity, or maintenance of Woodland Heights itself, may be amended by the written consent, recorded in the Office of the Brown County Register of Deeds, of seventy-five percent (75%) of the owners of all condos in this development.

SECTION 2: Enforcement

Enforcement of the covenants and restrictions of this Declaration shall be by any proceeding of law or in equity against any person violating or attempting to violate any such covenant or restriction to restrain the violation by injunctive relief or to recover damages and against the real property owners to enforce any liens created by this Declaration.

SECTION 3: Non-Liability of Design and Site Committee

- a) The Woodland Heights Association "The Association" is formed for the purpose of protecting and preserving the quality, value and amenities in the subdivisions encompassed by these covenants and restrictions for the benefit of all of the condo owners and homeowners.

SECTION 4: Severability

Invalidation of any of these covenants or restrictions by final Order or Final Judgment of a Court of competent shall not affect the enforceability of the remaining restrictions and covenants, all of which shall remain in full force and effect.

WOODLAND HEIGHTS CONDOMINIUM

22-1735-1 THRU 22-1735-8

CONDOMINIUM
CLUSTER
PROJECT

230.00'

3375

3377

3385

UNITS 1 - 83391

3399

3403

3405

1529284

543.03'

3375-3405



SCOTTWOOD DR

80





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

MEETING DATE

August 17, 2026

PREPARED BY

Jon LeRoy, Zoning Administrator

AGENDA ITEM # E.3

(Appeal 26-19) Consideration with possible action on a variance request from Mario Valentine, applicant, and Emily Kettinger of Dairyland Operations LLC, property owner, requesting approval to deviate from landscape buffer standards for an expanded commercial use adjacent to a residential used parcel at 1538 W Mason Street (Ald. J. Ridderbush, District 8).

BACKGROUND

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

Section 44-1964 (1)

For non-residential or multifamily (five or more units) uses when adjacent to residentially zoned property or property used for residential purposes, buffers shall be at least 20 feet wide. If the non-residential or multifamily use (five or more units) is located adjacent to residentially zoned property or property used for residential purposes and is both an in-fill property (as defined in Article III-Definitions) and the parcel is located in a mixed-use zoned district, thence buffers shall be 8 feet wide. In the following situations, the buffer yard shall be at least 25 feet wide.

The applicant seeks to reconstruct a drive-through lane which has improvements within the 20-foot setback between a commercial use and a property used for residential purposes. The applicant seeks to construct a drive-through which has improved elements which are as close as approximately 12 feet to the property line with existing physical conditions within 20 feet of the northern property line shared with a residential property.

Dunkin is proposing a reconstruction of the drive-through property at 1538 W Mason. This site has seen many different users over the years. The site has changed from a Hot and Now Drive-Through Restaurant which utilized a singular drive-through driveway access point coming off West Mason and using a drive lane along the eastern portion of the property, leading to a food pickup window on the western wall of the principal structure. Later, the property became a non-drive-through lending institution. Recently, the property was converted back to a drive-through restaurant for Bhava Coffee, but the drive-through utilized movement through the neighboring parcel to the west for ingress and then had order pickups on the western portion of the building with egress going through the driveway located at the front of the parcel. The applicant is seeking to make improvements to the drive through to send auto traffic directly through the parcel in a similar fashion as the 1990s Hot and Now setup.

Because the applicant is improving the drive-through, it is subject to the existing code. The northern portion of the drive-through has a dumpster location and an ingress/egress exit on to the neighboring western property. This paved area was created years ago before implementation of the existing Section 44-1964 (1) code and is not being reconstructed. Portions of this area extend to within 12 feet of the neighboring property line. This area is subject to the 20-foot buffer of Section 44-1964 (1). Since much of the adjacent drive-through is being reconstructed, this existing area is subject to the existing code and the applicant is

seeking relief to allow for the existing conditions within the 20-foot buffer area to remain.

The parcel to the north is a multifamily residential use. Thus, any parcel which is adjacent is subject to Section 44-1964 buffer requirement for new improvements. The adjacent parcel to the north is split zoned C1 General Commercial and R3 Varied Density Commercial. The C1 General Commercial area is directly adjacent to the north property line and extends 50 feet into the neighboring property. The neighboring property has surface parking adjacent to the northern boundary of 1538 W Mason. This parking lot is approximately 165 feet in depth. The nearest residence is approximately 175 feet from the shared property line. The property line has a row of mature growth trees and mixed vegetation.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. 26-19 Redacted Application
2. 26-19 Zoning
3. 26-19 Aerial
4. 26-19 Expanded Aerial
5. 26-19 Applicant Photo 1
6. 26-19 Applicant Photo 2
7. 26-19 Site Plan Documents



ZONING BOARD OF APPEALS VARIANCE APPLICATION

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

DATE:	07-29-26	PROJECT #: 124784	APPEAL #: 26-19
APPLICANT INFORMATION:			
Name:	Dairyland Operations, LLC		
Business Name:	Dairyland Operations, LLC dba Dunkin		
Address:	PO Box ,		
City, State, Zip:	Wisconsin Dells, WI 53965		
Phone:	608- . .		
Email:	r .. i (r 'l..		
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? ☒ YES ☐ 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: 1538 W. Mason Street			
Tax Parcel Number(s): 6-147-C			
Describe the Variance Request:			
The current owner is planning to modify the existing drive-thru lane configuration. The current trash enclosure and concrete pad are not proposed to be modified as a part of the reconfiguration. Therefore, the current owner is seeking relief from the 20'-0" landscape buffer requirement from the property to the North. Although the adjacent propoert is zoned C1 the parking lot is used for residential purposes. The current owner is not expanding North, but requesting to used the existing non-conforming condition.			

List ordinance(s) (number and description) the variance will be impacting (staff will assist with this).
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, to reconfigure the drive-thru lane to be in compliance, would modify ideal turning radii for the use.
Would granting the variance be contrary to the public interest? Explain.
No, the condition is existing. The previous use, which is identical to the proposed, never created a contradiction to the public interests. The existing condition is over 160'-0" away from the residential multi-family building.
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?
To reconfigure the drive-thru lane to accommodate the trash enclosure further south from the current location, would change the radii and shorten the optimal stacking requirements. Since the business relies solely on the drive-thru lane, the business would fall under a drastic burden.

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

Emily Kettinger, RE Development Manager

Print Name

7-30-2026

Date



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

Mario Valentini

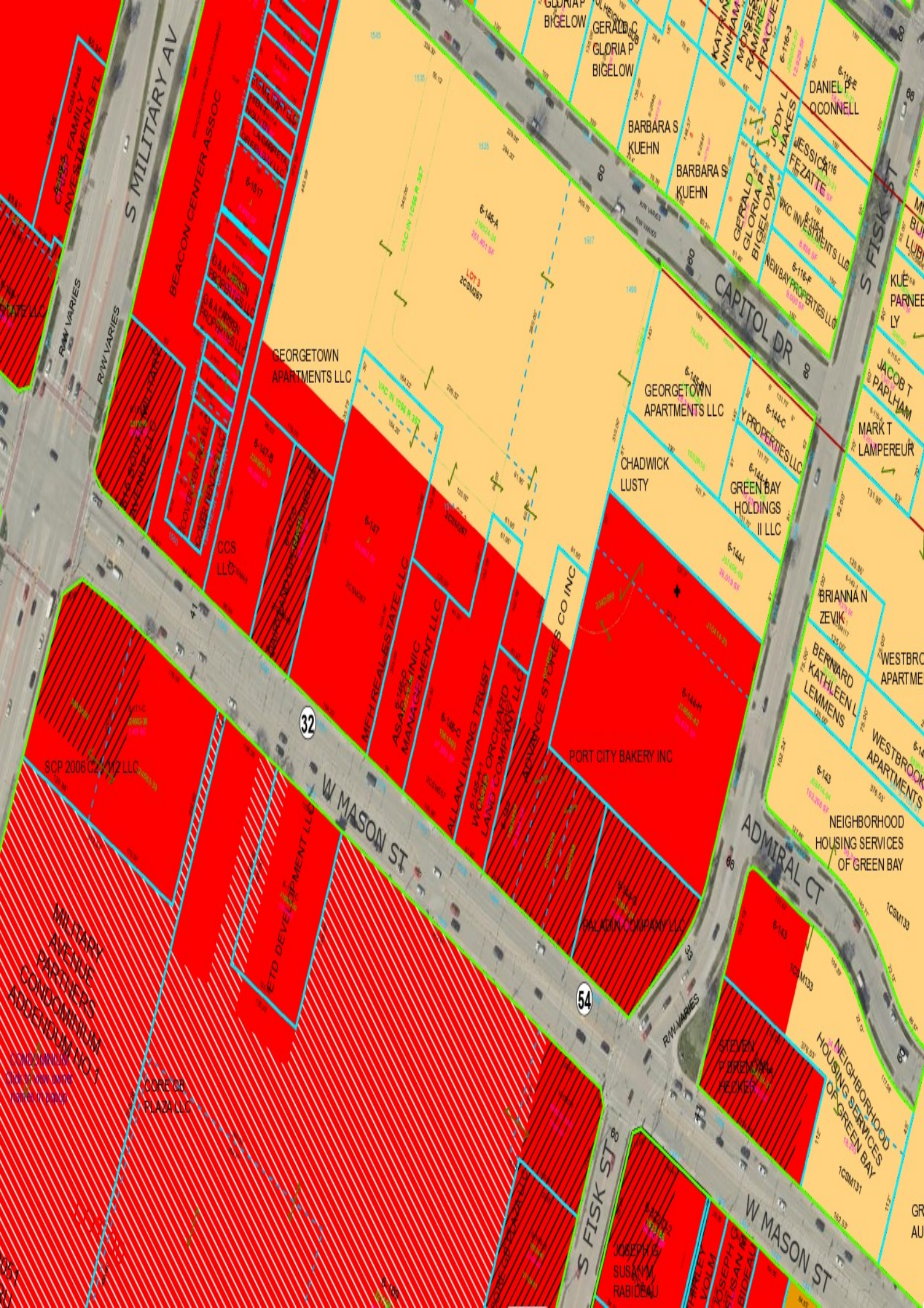
Print Name

07-29-26

Date

OFFICE USE ONLY:

District: 8	Zoning: C	Parcel #: 6-147-c	Residential \$225 ☐	Commercial \$350 ☒
Submittal Date: 7.29	Meeting Date: 8.17	Work started or completed: Residential \$450 ☐ Commercial \$700 ☐		
Staff Signature: jl		Receipt #:		



S MILITARY AV

S FISK ST

CAPITOL DR

W MASON ST

ADMIRAL CT

S FISK ST

W MASON ST

GEORGETOWN APARTMENTS LLC

GEORGETOWN APARTMENTS LLC

CHADWICK LUSTY

PORT CITY BAKERY INC

NEIGHBORHOOD HOUSING SERVICES OF GREEN BAY

NEIGHBORHOOD HOUSING SERVICES OF GREEN BAY

MILITARY AVENUE PARTNERS CONDOMINIUM ADDENDUM NO 3

CORE CB PLAZA LLC

JOSEPH & SUSAN RABIDEAU

DANIEL P O'CONNELL

BARBARA S KUEHN

BARBARA S KUEHN

JESSICA FEZATTE

NEWBAY PROPERTIES LLC

JACOB T PAPLHAM

MARK T LAMPEUR

BRIANNA ZEVIN

BERNARD KATHLEEN L LEMMENS

WESTBROOK APARTMENTS

WESTBROOK APARTMENTS

MEMPHIS REAL ESTATE LLC

ASA & SON CLINIC MANAGEMENT LLC

ALLAN LIVING TRUST

WOOD ORCHARD LAND COMPANY LLC

ADVANCE STORES CO INC

BALMAIN COMPANY LLC

STEVEN P BRENNAN REEDER

R/W VARIES

R/W VARIES

R/W VARIES

R/W VARIES

32

54

An aerial photograph of an industrial or commercial district. The image shows several large, rectangular buildings with flat roofs, some of which are dark grey or black, while others are light-colored. A prominent parking lot is visible in the center, filled with numerous cars. To the right, there's a larger, more complex building with a blue roof. The foreground shows a wide, paved road with some greenery and a few trees. A red location pin is placed on the road, and the text "1538 W Mason St" is overlaid on the image.

1538 W Mason St



CRIS FAMILIA INVESTMENTS FL
RW VARIES
STATE LLC
S MILITARY AV
BEACON CENTER ASSOC
6-1517
GAALSEN PROPERTIES LLC
GAALSEN PROPERTIES LLC
DOVER INVESTMENTS LLC
CCS LLC
SCP 2006 C24 112 LLC
MILITARY AVENUE PARTNERS CONDOMINIUM ADDENDUM NO.1
CONDOMINIUM
Click to view owner names in popup
LOT 30
CORE CB PLAZA LLC

GEORGETOWN APARTMENTS LLC
DAIRYLAND OPERATIONS LLC
MEL REAL ESTATE LLC
ASAP SHEPHERD MANAGEMENT LLC
ALL AN LIVING TRUST
WOOD ORCHARD LAND COMPANY LLC
ADVANCE STORES CO INC
PORT CITY BAKERY INC
PALADIN COMPANY LLC
STEVEN P BRENDAL HECKER
JOSEPH G SUSAN M RABIDEAU
SHIRLEY VOLM
JOSEPH G SUSAN M RABIDEAU

CLONAR BIGELOW
GERALD C GLORIA P BIGELOW
BARBARA S KUEHN
BARBARA S KUEHN
GERALD C GLORIA P BIGELOW
JODY L HAKES
DANIEL P O'CONNELL
JESSICA FEZATTE
NEWBAY PROPERTIES LLC
Y PROPERTIES LLC
GREEN BAY HOLDINGS II LLC
BRIANNA ZEVIK
BERNARD KATHLEEN L LEMMENS
WESTBROOK APARTMENTS LLC
NEIGHBORHOOD HOUSING SERVICES OF GREEN BAY
HOUSING SERVICES OF GREEN BAY
W MASON ST
S FISK ST
LOT 30
CORE CB PLAZA LLC

ADAM BIGELOW
GERALD C GLORIA P BIGELOW
BARBARA S KUEHN
BARBARA S KUEHN
GERALD C GLORIA P BIGELOW
JODY L HAKES
DANIEL P O'CONNELL
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HOUSING SERVICES OF GREEN BAY
W MASON ST
S FISK ST
LOT 30
CORE CB PLAZA LLC

MILITARY AVENUE PARTNERS CONDOMINIUM ADDENDUM NO.1
CONDOMINIUM
Click to view owner names in popup

CORE CB PLAZA LLC

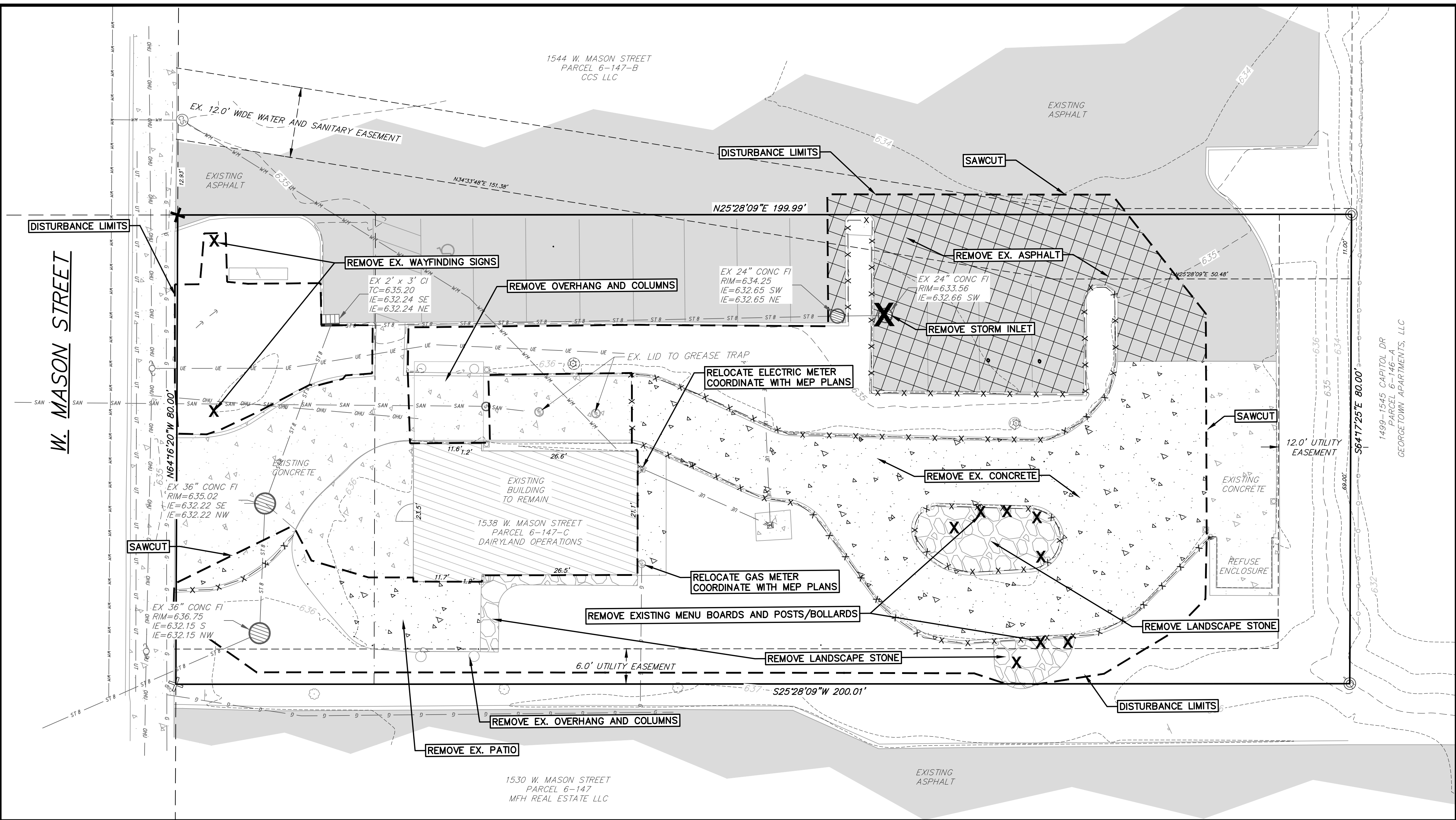
LOT 30

54

32







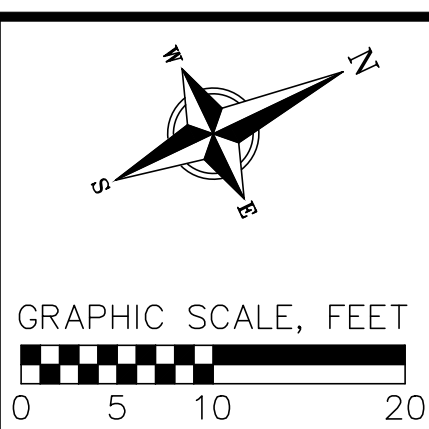
EXISTING CONDITIONS NOTES:

- THE PROPERTY LINES SHOWN ON THIS MAP ARE BASED ON FOUND PROPERTY CORNERS AND SURVEYS OF RECORD.
- THIS MAP IS REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM - BROWN COUNTY. ELEVATIONS ARE BASED UPON THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88).
- ALL DRY UNDERGROUND UTILITIES HAVE BEEN LOCATED PER MARKINGS PLACED ON THE GROUND. MARKINGS ARE PER DIGGER'S HOTLINE TICKET 20262228109 AND 20262228160. VIERBICHER DOES NOT WARRANT THE LOCATIONS MARKED OR MAPPED BY OTHERS.
- SANITARY SEWER UTILITY LOCATIONS ARE BASED ON SURVEYED STRUCTURES.
- STORM SEWER UTILITY LOCATIONS ARE BASED ON SURVEYED STRUCTURES.
- WATER MAIN LOCATIONS ARE BASED ON SURVEYED STRUCTURES AND GIS MAPS FROM GREEN BAY WATER UTILITY.
- THIS MAP IS BASED ON FIELD SURVEY WORK PERFORMED ON 05/29/2026. ANY CHANGES IN SITE CONDITIONS OR UTILITIES AFTER 05/29/2026 ARE NOT REFLECTED ON THIS SURVEY.
- THIS MAP WAS PREPARED AT THE REQUEST OF MRV ARCHITECTS AND DAIRYLAND OPERATIONS LLC.

DEMOLITION NOTES:

- CONTRACTOR SHALL KEEP ALL CITY STREETS FREE AND CLEAR OF CONSTRUCTION RELATED DIRT/DUST/DEBRIS.
- COORDINATE EXISTING UTILITY REMOVAL/ABANDONMENT WITH LOCAL AUTHORITIES AND UTILITY COMPANIES HAVING JURISDICTION.
- ALL SAWCUTTING SHALL BE FULL DEPTH TO PROVIDE A CLEAN EDGE TO MATCH NEW CONSTRUCTION. MATCH EXISTING ELEVATIONS AT POINTS OF CONNECTION FOR NEW AND EXISTING PAVEMENT, CURB, SIDEWALKS, ETC. ALL SAWCUT LOCATIONS SHOWN ARE APPROXIMATE AND MAY BE FIELD ADJUSTED TO ACCOMMODATE CONDITIONS, JOINTS, MATERIAL TYPE, ETC. REMOVE MINIMUM AMOUNT NECESSARY FOR INSTALLATION OF PROPOSED IMPROVEMENTS.
- CONTRACTOR SHALL PROVIDE AND SHALL BE RESPONSIBLE FOR ANY NECESSARY TRAFFIC CONTROL SIGNAGE AND SAFETY MEASURES DURING DEMOLITION AND CONSTRUCTION OPERATIONS WITHIN OR NEAR THE PUBLIC ROADWAY.
- COORDINATE TREE REMOVAL WITH LANDSCAPE ARCHITECT. ALL TREES TO BE REMOVED SHALL BE REMOVED IN THEIR ENTIRETY AND STUMPS SHALL BE GROUND TO 12" BELOW PROPOSED SUBGRADE.
- IF APPLICABLE, PROVIDE TREE PROTECTION FENCING PRIOR TO CONSTRUCTION OPERATIONS. MAINTAIN THROUGHOUT CONSTRUCTION.
- ANY DAMAGE TO THE CITY PAVEMENT, INCLUDING DAMAGE RESULTING FROM CURB REPLACEMENT, WILL REQUIRE RESTORATION IN ACCORDANCE WITH THE CITY ENGINEERING PATCHING CRITERIA.

Existing Site Areas	
Land Use	Area (SF)
Parking & Driveway	7,450
Sidewalk	1,000
Building	850
Landscape	6,700
Parcel Area	16,000
% Impervious	58%



RECORD LEGAL DESCRIPTION:
LOT ONE (1), VOL. 27 CERTIFIED SURVEY MAPS, PAGE 48, MAP NO. 4287, AS DOC. NO. 1293064; BEING PART OF LOT TWELVE (12), ACCORDING TO THE RECORDED PLAT OF C.L.A. TANK'S SUBDIVISION OF PRIVATE CLAIMS 2-9, WEST SIDE OF FOX RIVER, IN THE CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN.

TOPOGRAPHIC SYMBOL LEGEND

- EXISTING POST
- EXISTING SIGN (TYPE NOTED)
- EXISTING CURB INLET
- EXISTING FIELD INLET
- EXISTING CURB STOP
- EXISTING SANITARY MANHOLE
- EXISTING GREASE INTERCEPTOR LID
- EXISTING GAS METER
- EXISTING TRANSFORMER
- EXISTING ELECTRIC METER
- EXISTING LIGHT POLE
- EXISTING UTILITY POLE
- EXISTING DOWN GUY
- EXISTING DECIDUOUS TREE
- EXISTING HANDICAP PARKING

TOPOGRAPHIC LINEWORK LEGEND

- UT - EXISTING UNDERGROUND TELEPHONE
- G - EXISTING GAS LINE
- UE - EXISTING UNDERGROUND ELECTRIC LINE
- OHU - EXISTING OVERHEAD UTILITY LINE
- SAN - EXISTING SANITARY SEWER LINE
- ST - EXISTING STORM SEWER LINE
- WM - EXISTING WATER MAIN
- 820 - EXISTING MAJOR CONTOUR
- 818 - EXISTING MINOR CONTOUR

- EXISTING CONCRETE SURFACE
- EXISTING ASPHALT SURFACE
- EXISTING LANDSCAPE STONE

DEMOLITION PLAN LEGEND

- CURB AND GUTTER REMOVAL
- ASPHALT REMOVAL
- CONCRETE REMOVAL
- BUILDING REMOVAL
- TREE REMOVAL
- SAWCUT
- UTILITY LINE REMOVAL

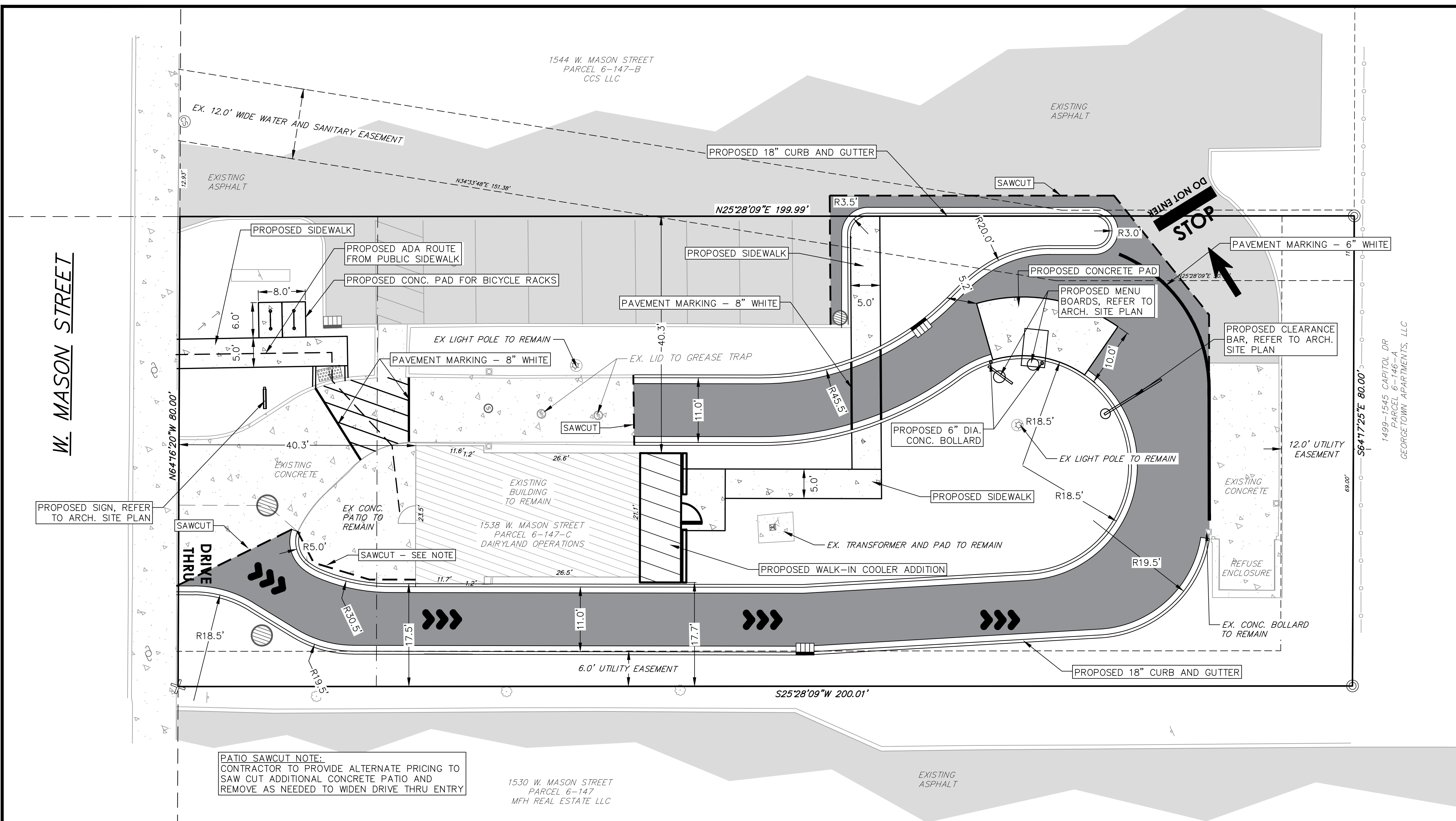
EXISTING CONDITIONS AND DEMOLITION PLAN

DUNKIN' DRIVE THRU ONLY
1538 W. MASON STREET
GREEN BAY, WI

REVISONS	NO.	DATE	REMARKS

DATE	06/19/26
DRAFTER	DPER
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PROJECT NO.	260226

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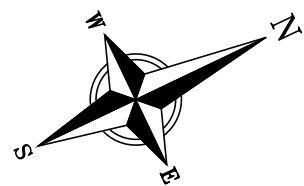
SITE PLAN NOTES:

1. CONCRETE TO BE 5" THICK, CONSTRUCTED ON A BASE OF 4" COMPACTED SAND OR CRUSHED STONE.
2. CONCRETE FOR DRIVEWAYS AND SIDEWALK AT DRIVEWAY ENTRANCES SHALL BE 7" THICK, CONSTRUCTED ON A BASE OF 5" COMPACTED SAND OR CRUSHED STONE.
3. ALL DIMENSIONS WITH CURB & GUTTER ARE REFERENCED TO THE FACE OF CURB.
4. CONTRACTOR SHALL DEEP TILL ANY DISTURBED AREAS AFTER CONSTRUCTION IS COMPLETE AND BEFORE RESTORING.
5. ALL WORK PERFORMED WITHIN THE RIGHT OF WAY, EASEMENTS, OR VACATED RIGHT OF WAY CONFORMS TO CITY OF GREEN BAY SPECIFICATIONS AND REQUIRES A CITY OF GREEN BAY RIGHT OF WAY PERMIT.
6. ALL ABANDONED DRIVEWAYS ADJACENT TO THE SITE SHALL BE REPLACED WITH CURB AND THE TERRACE SHALL BE RESTORED WITH GRASS.
7. ANY SIDEWALK AND CURB & GUTTER ABUTTING THE PROPERTY SHALL BE REPLACED IF IT IS DAMAGED DURING CONSTRUCTION OR IF THE CITY ENGINEERING DEPARTMENT DETERMINES THAT IT IS NOT AT A DESIRABLE GRADE, REGARDLESS OF WHETHER THE CONDITION EXISTED PRIOR TO BEGINNING CONSTRUCTION.

GENERAL NOTES:

1. THE CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGE CAUSED DURING CONSTRUCTION TO PUBLIC PROPERTY, PRIVATE PROPERTY OR UTILITIES.
2. THE CONTRACTOR SHALL SUBMIT SHOP DRAWINGS FOR REVIEW BY THE ENGINEER, PRIOR TO PLACING AN ORDER OF ANY SUCH ITEM.
3. EXISTING TOPOGRAPHIC INFORMATION IS BASED ON FIELD OBSERVATIONS AND/OR PLAN OF RECORD DRAWINGS. CONTRACTOR SHALL VERIFY TOPOGRAPHIC INFORMATION PRIOR TO STARTING CONSTRUCTION.
4. RIGHT OF WAY (ROW) AND PROPERTY LINES ARE APPROXIMATE. CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING EXISTING PROPERTY CORNER MONUMENTATION. ANY MONUMENTS DISTURBED BY CONTRACTOR SHALL BE REPLACED AT THE CONTRACTORS EXPENSE.
5. CONTRACTOR SHALL COORDINATE WITH DRY UTILITY COMPANY'S REGARDING ANY POTENTIAL CONFLICTS AND COORDINATE RELOCATIONS AS MAY BE REQUIRED. CONTRACTOR SHALL ALSO COORDINATE THE PROPOSED INSTALLATION OF NEW FACILITIES AS REQUIRED.

<u>Proposed Site Areas</u>	
<u>Land Use</u>	<u>Area (SF)</u>
Parking & Driveway	7,380
Sidewalk	985
Building	990
Landscape	6,645
Parcel Area	16,000
% Impervious	58%



GRAPHIC SCALE, FEET



A horizontal scale bar with alternating black and white squares. Below the bar are numerical markers at 0, 5, 10, and 20.

RECORD LEGAL DESCRIPTION:

LOT ONE (1), VOL. 27 CERTIFIED
SURVEY MAPS, PAGE 48, MAP NO.
4287, AS DOC. NO. 1293064; BEING
PART OF LOT TWELVE (12), ACCORDING
TO THE RECORDED PLAT OF C.L.A.
TANK'S SUBDIVISION OF PRIVATE CLAIMS
2-9, WEST SIDE OF FOX RIVER, IN THE
CITY OF GREEN BAY, BROWN COUNTY,
WISCONSIN.

SITE PLAN LEGEND

-
- PROPERTY BOUNDARY
- CURB AND GUTTER (REVERSE CURB HATCHED)
- PROPOSED CONCRETE
- PROPOSED ASPHALT
- PROPOSED BUILDING
- PROPOSED BOLLARD
- PROPOSED ADA DETECTABLE WARNING FIELD

TOPOGRAPHIC SYMBOL LEGEND

- | | |
|---|---------------------------------|
|  | EXISTING POST |
|  | EXISTING SIGN (TYPE NOTED) |
|  | EXISTING CURB INLET |
|  | EXISTING FIELD INLET |
|  | EXISTING CURB STOP |
|  | EXISTING SANITARY MANHOLE |
|  | EXISTING GREASE INTERCEPTOR LID |
|  | EXISTING GAS METER |
|  | EXISTING TRANSFORMER |
|  | EXISTING ELECTRIC METER |
|  | EXISTING LIGHT POLE |
|  | EXISTING UTILITY POLE |
|  | EXISTING DOWN GUY |
|  | EXISTING DECIDUOUS TREE |
|  | EXISTING HANDICAP PARKING |

TOPOGRAPHIC LINEWORK LEGEND

- | | |
|---|------------------------------------|
|  | EXISTING UNDERGROUND TELEPHONE |
|  | EXISTING GAS LINE |
|  | EXISTING UNDERGROUND ELECTRIC LINE |
|  | EXISTING OVERHEAD UTILITY LINE |
|  | EXISTING SANITARY SEWER LINE |
|  | EXISTING STORM SEWER LINE |
|  | EXISTING WATER MAIN |
|  | EXISTING MAJOR CONTOUR |
|  | EXISTING MINOR CONTOUR |
|  | EXISTING CONCRETE SURFACE |
|  | EXISTING ASPHALT SURFACE |

SITE PLAN

REVISIONS			REVISIONS		
NO.	DATE	REMARKS	NO.	DATE	REMARKS

DATE
06/19/26

DRAFTER

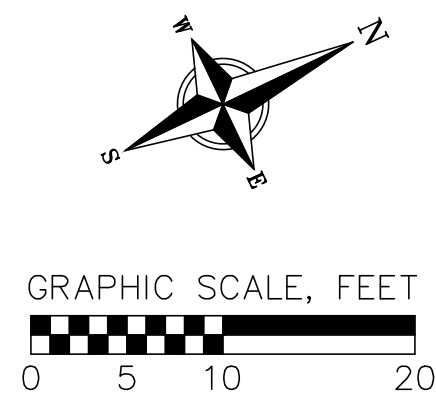
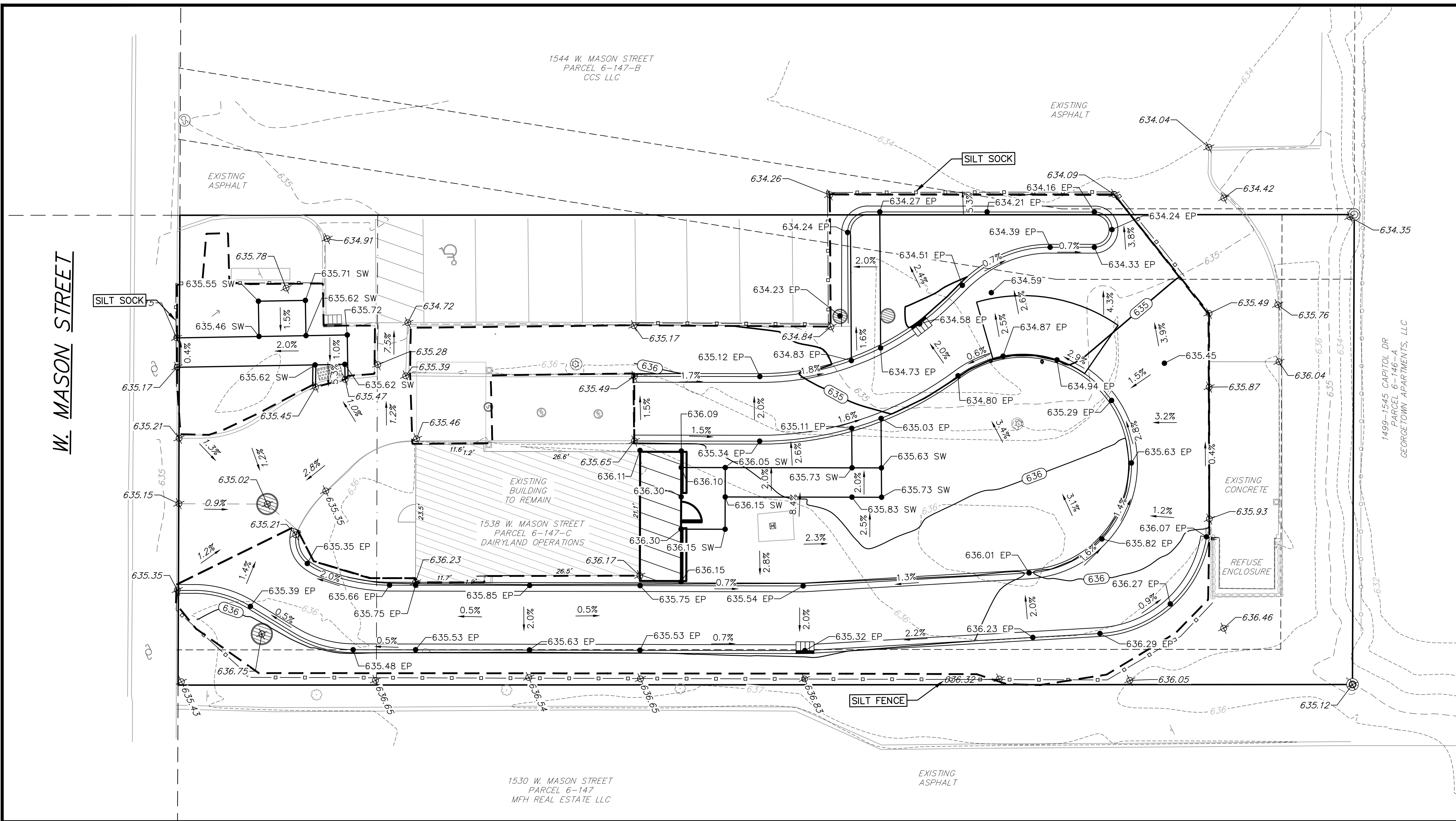
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260226

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GRADING LEGEND

- — 820 — — — EXISTING MAJOR CONTOURS
 — — 818 — — — EXISTING MINOR CONTOURS

 PROPOSED MAJOR CONTOURS
 PROPOSED MINOR CONTOURS

- □ — □ — SILT FENCE
 ■ ■ ■ ■ DISTURBED LIMITS

- | | |
|---|--------------------------|
|  | DRAINAGE DIRECTION |
|  | PROPOSED SLOPE ARROWS |
|  | EXISTING SPOT ELEVATIONS |
|  | PROPOSED SPOT ELEVATIONS |

ABBREVIATIONS

- TC - TOP OF CURB
FF - FINISHED FLOOR
FL - FLOW LINE
SW - TOP OF WALK
EP - EDGE OF PAVEMENT

GRADING NOTES:

1. CONTOURS ARE SHOWN FOR PURPOSES OF INDICATING ROUGH GRADING. FINAL GRADE SHALL BE ESTABLISHED ON PAVED SURFACES BY USING SPOT GRADES ONLY.
2. ALL GRADES SHOWN REFERENCE FINISHED ELEVATIONS.
3. CROSS SLOPE OF SIDEWALKS SHALL BE 2.0% UNLESS OTHERWISE NOTED.
4. LONGITUDINAL GRADE OF SIDEWALK RAMPS SHALL NOT EXCEED 8.33% (1:12) AND SHALL BE IN ACCORDANCE WITH ADA REQUIREMENTS.
5. LONGITUDINAL GRADE OF SIDEWALK SHALL NOT EXCEED 5.0% OR THE ADJACENT STREET GRADE WHICHEVER IS GREATER.
6. ACCESSIBLE ROUTES SHALL BE 5.0% MAX LONGITUDINAL SLOPE AND 1.5% MAX CROSS SLOPE. ACCESSIBLE LOADING AREAS OR LANDINGS SHALL BE 2.0% MAX SLOPE IN ANY DIRECTION. RAMPS SHALL BE 8.33% MAX SLOPE.

GRADING PLAN

DUNKIN' DRIVE THRU ONLY
1538 W. MASON STREET
GREEN BAY, WI

REVIEWS			REVIEWS		
NO.	DATE	REMARKS	NO.	DATE	REMARKS

DATE
06/19/26

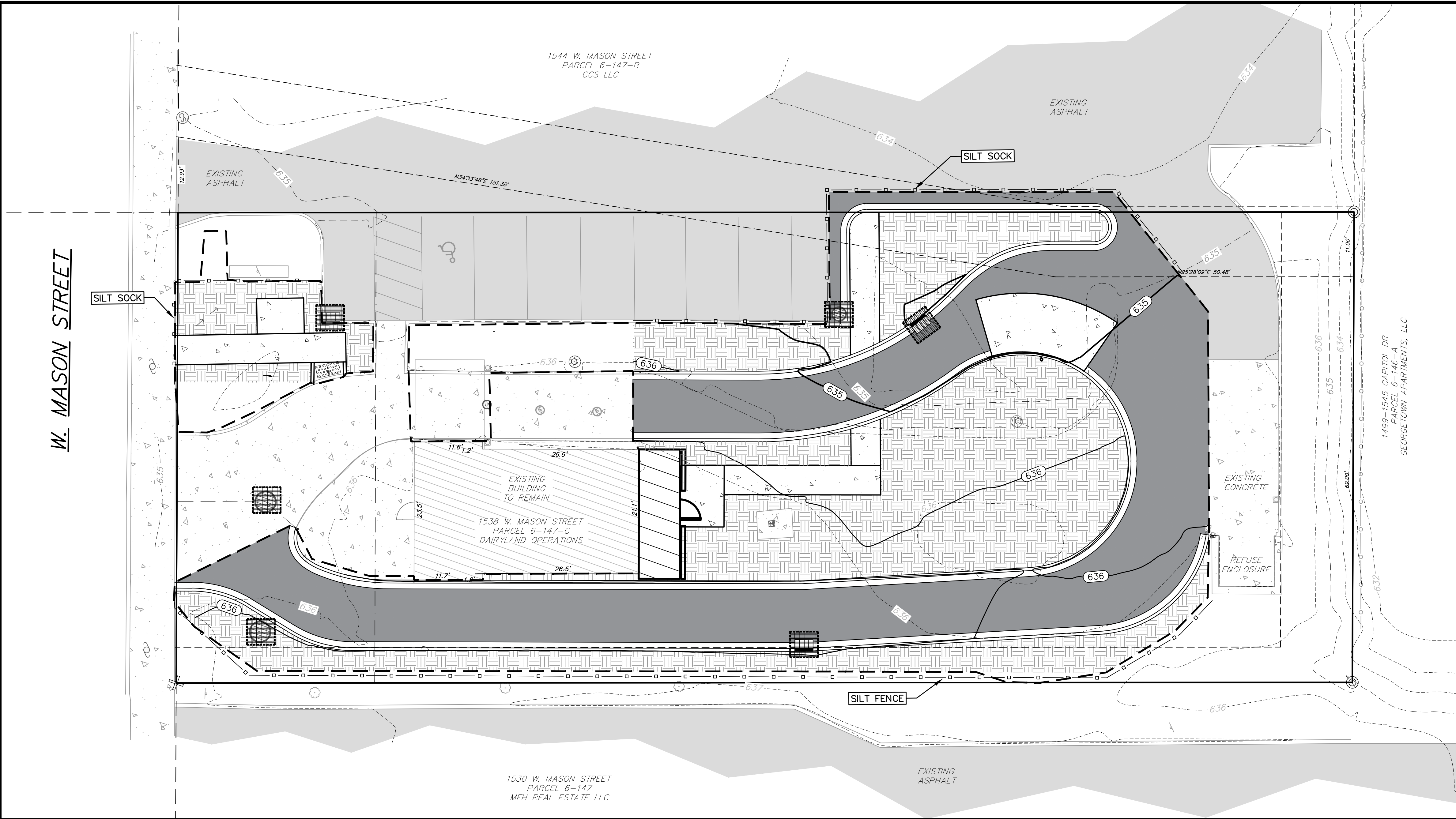
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PROJECT NO
260226

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EROSION CONTROL MEASURES

- EROSION CONTROL SHALL BE IN ACCORDANCE WITH THE CITY OF GREEN BAY EROSION CONTROL ORDINANCE AND CHAPTER NR 216 OF THE WISCONSIN ADMINISTRATIVE CODE.
- CONSTRUCT AND MAINTAIN ALL EROSION AND SEDIMENT CONTROL MEASURES IN ACCORDANCE WITH WISCONSIN DNR TECHNICAL STANDARDS (<http://dnr.wi.gov/runoff/stormwater/techstds.htm>) AND WISCONSIN CONSTRUCTION SITE BEST MANAGEMENT PRACTICE HANDBOOK.
- INSTALL SEDIMENT CONTROL PRACTICES (TRACKING PAD, PERIMETER SILT FENCE, SEDIMENT BASINS, ETC.) PRIOR TO INITIATING OTHER LAND DISTURBING CONSTRUCTION ACTIVITIES.
- THE CONTRACTOR IS REQUIRED TO MAKE EROSION CONTROL INSPECTIONS AT THE END OF EACH WEEK AND WHEN 0.5 INCHES OF RAIN FALLS WITHIN 24 HOURS. INSPECTION REPORTS SHALL BE PREPARED AND FILED AS REQUIRED BY THE DNR AND/OR CITY. ALL MAINTENANCE WILL FOLLOW AN INSPECTION WITHIN 24 HOURS.
- EROSION CONTROL IS THE RESPONSIBILITY OF THE CONTRACTOR UNTIL ACCEPTANCE OF THIS PROJECT. EROSION CONTROL MEASURES AS SHOWN SHALL BE THE MINIMUM PRECAUTIONS THAT WILL BE ALLOWED. ADDITIONAL EROSION CONTROL MEASURES, AS REQUESTED IN WRITING BY THE STATE OR LOCAL INSPECTORS, OR THE DEVELOPER'S ENGINEER, SHALL BE INSTALLED WITHIN 24 HOURS.
- A 3" CLEAR STONE TRACKING PAD SHALL BE INSTALLED AT THE END OF ROAD CONSTRUCTION LIMITS TO PREVENT SEDIMENT FROM BEING TRACKED ONTO THE ADJACENT PAVED PUBLIC ROADWAY. SEDIMENT TRACKING PAD SHALL CONFORM TO WisDNR TECHNICAL STANDARD 1057. SEDIMENT REACHING THE PUBLIC ROAD SHALL BE REMOVED BY STREET CLEANING (NOT HYDRAULIC FLUSHING) BEFORE THE END OF EACH WORK DAY.
- CHANNELIZED RUNOFF: FROM ADJACENT AREAS PASSING THROUGH THE SITE SHALL BE DIVERTED AROUND DISTURBED AREAS.
- STABILIZED DISTURBED GROUND: ANY SOIL OR DIRT PILES WHICH WILL REMAIN IN EXISTENCE FOR MORE THAN 7-CONSECUTIVE DAYS, WHETHER TO BE WORKED DURING THAT PERIOD OR NOT, SHALL NOT BE LOCATED WITHIN 25-FEET OF ANY ROADWAY, PARKING LOT, PAVED AREA, OR DRAINAGE STRUCTURE OR CHANNEL (UNLESS INTENDED TO BE USED AS PART OF

- THE EROSION CONTROL MEASURES). TEMPORARY STABILIZATION AND CONTROL MEASURES (SEEDING, MULCHING, TARPING, EROSION MATTING, BARRIER FENCING, ETC.) ARE REQUIRED FOR THE PROTECTION OF DISTURBED AREAS AND SOIL PILES, WHICH WILL REMAIN UN-WORKED FOR A PERIOD OF MORE THAN 7-CONSECUTIVE CALENDAR DAYS. THESE MEASURES SHALL REMAIN IN PLACE UNTIL SITE HAS STABILIZED.
- INLET FILTERS ARE TO BE PLACED IN STORMWATER INLET STRUCTURES AS SOON AS THEY ARE INSTALLED. ALL PROJECT AREA STORM INLETS NEED WISCONSIN D.O.T. TYPE D INLET PROTECTION. THE FILTERS SHALL BE MAINTAINED UNTIL THE CITY HAS ACCEPTED THE BINDER COURSE OF ASPHALT.
 - RESTORATION (SEED, FERTILIZE AND MULCH) SHALL BE PER SPECIFICATIONS ON THIS SHEET UNLESS SPECIAL RESTORATION IS CALLED FOR ON THE LANDSCAPE PLAN OR THE DETENTION BASIN DETAIL SHEET.
 - TERRACES AND LOT SHALL BE RESTORED WITH 6" TOPSOIL, PERMANENT SEED, FERTILIZER AND MULCH.
 - SEED, FERTILIZER AND MULCH SHALL BE APPLIED WITHIN 7 DAYS AFTER FINAL GRADE HAS BEEN ESTABLISHED. IF DISTURBED AREAS WILL NOT BE RESTORED IMMEDIATELY AFTER ROUGH GRADING, TEMPORARY SEED SHALL BE PLACED.
 - FOR THE FIRST SIX WEEKS AFTER RESTORATION (E.G. SEED & MULCH, EROSION MAT, SOD) OF A DISTURBED AREA, INCLUDE SUMMER WATERING PROVISIONS OF ALL NEWLY SEEDDED AND MULCHED AREAS WHENEVER 7 DAYS ELAPSE WITHOUT A RAIN EVENT.
 - SILT FENCE OR EROSION MAT SHALL BE INSTALLED ALONG THE CONTOURS AT 100 FOOT INTERVALS DOWN THE SLOPE ON THE DISTURBED SLOPES STEEPER THAN 5% AND MORE THAN 100 FEET LONG THAT SHEET FLOW TO THE ROADWAY UNLESS SOIL STABILIZERS ARE USED.
 - SILT FENCE TO BE USED ACROSS AREAS OF THE LOT THAT SLOPE TOWARDS A PUBLIC STREET OR WATERWAY. SEE DETAILS.
 - SEDIMENT SHALL BE CLEANED FROM CURB AND GUTTER AFTER EACH RAINFALL AND PRIOR TO PROJECT ACCEPTANCE.
 - ALL CONSTRUCTION ENTRANCES SHALL HAVE TEMPORARY ROAD CLOSED SIGNS THAT WILL BE

- IN PLACE WHEN THE ENTRANCE IS NOT IN USE AND AT THE END OF EACH DAY.
- ANY PROPOSED CHANGES TO THE EROSION CONTROL PLAN MUST BE SUBMITTED AND APPROVED BY THE CITY OF EAU CLAIRE.
 - THE CITY, OWNER AND/OR ENGINEER MAY REQUIRE ADDITIONAL EROSION CONTROL MEASURES AT ANY TIME DURING CONSTRUCTION.

SEEDING RATES:

- TEMPORARY:**
- USE ANNUAL OATS AT 3.0 LB./1,000 S.F. FOR SPRING AND SUMMER PLANTINGS.
 - USE WINTER WHEAT OR RYE AT 3.0 LB./1,000 SF FOR FALL PLANTINGS STARTED AFTER SEPTEMBER 15.

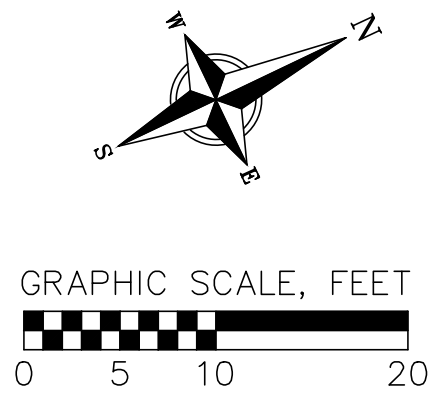
- PERMANENT:**
- USE WISCONSIN D.O.T. SEED MIX #40 AT 2 LB./1,000 S.F.

FERTILIZING RATES:

- TEMPORARY AND PERMANENT:**
- USE WISCONSIN D.O.T. TYPE A OR B AT 7 LB./1,000 S.F.

MULCHING RATES:

- TEMPORARY AND PERMANENT:**
- USE 1/2" TO 1-1/2" STRAW OR HAY MULCH, CRIMPED PER SECTION 607.3.2.3, OR OTHER RATE AND METHOD PER SECTION 627, WISCONSIN D.O.T. STANDARD SPECIFICATIONS FOR HIGHWAY AND STRUCTURE CONSTRUCTION



SITE PLAN LEGEND

- PROPOSED CONCRETE
- PROPOSED LIGHT-DUTY ASPHALT
- PROPOSED BUILDING
- EXISTING CONCRETE SURFACE
- EXISTING ASPHALT SURFACE

GRADING LEGEND

- EXISTING MAJOR CONTOURS
- EXISTING MINOR CONTOURS
- PROPOSED MAJOR CONTOURS
- PROPOSED MINOR CONTOURS
- SILT FENCE
- DISTURBED LIMITS

- DRAINAGE DIRECTION
- PROPOSED SLOPE ARROWS
- EXISTING SPOT ELEVATIONS
- PROPOSED SPOT ELEVATIONS
- INLET PROTECTION
- *EROSION MAT CLASS I, TYPE A
- *CRIMPED IN MULCH OR EROSION MAT
- *LANDSCAPE PLAN SHALL TAKE PRECEDENCE OVER RESTORATION SHOWN ON THIS PLAN
- TRACKING PAD

GRADING NOTES:

- CONTOURS ARE SHOWN FOR PURPOSES OF INDICATING ROUGH GRADING. FINAL GRADE SHALL BE ESTABLISHED ON PAVED SURFACES BY USING SPOT GRADES ONLY.
- ALL GRADES SHOWN REFERENCE FINISHED ELEVATIONS.
- CROSS SLOPE OF SIDEWALKS SHALL BE 2.0% UNLESS OTHERWISE NOTED.
- LONGITUDINAL GRADE OF SIDEWALK RAMPS SHALL NOT EXCEED 8.33% (1:12) AND SHALL BE IN ACCORDANCE WITH ADA REQUIREMENTS.
- LONGITUDINAL GRADE OF SIDEWALK SHALL NOT EXCEED 5.0% OR THE ADJACENT STREET GRADE WHICHEVER IS GREATER.
- ACCESSIBLE ROUTES SHALL BE 5.0% MAX LONGITUDINAL SLOPE AND 1.5% MAX CROSS SLOPE. ACCESSIBLE LOADING AREAS OR LANDINGS SHALL BE 2.0% MAX SLOPE IN ANY DIRECTION. RAMPS SHALL BE 8.33% MAX SLOPE.

CONSTRUCTION SEQUENCE:

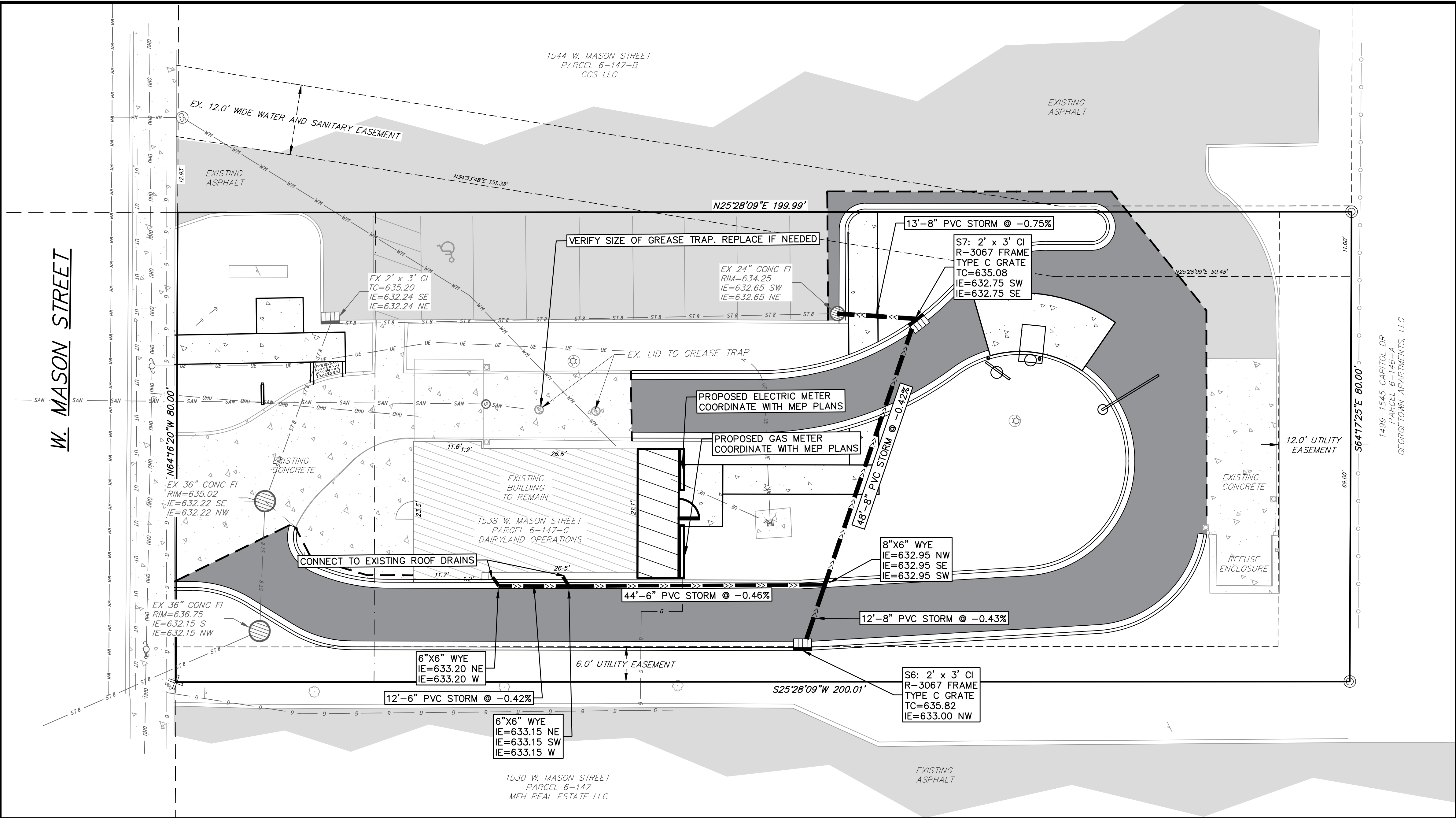
- INSTALL SILT FENCE AND TRACKING PAD
- INSTALL INLET PROTECTION
- STRIP TOPSOIL
- ROUGH GRADE SITE.
- CONSTRUCT UNDERGROUND UTILITIES
- CONSTRUCT FOUNDATION/BUILDING
- CONSTRUCT PARKING LOT (STONE BASE, CURB & GUTTER, AND SIDEWALK).
- RESTORE TERRACES
- REMOVE TRACKING PAD, SILT FENCE AND DIVERSION BERM MEASURES AFTER DISTURBED AREAS ARE RESTORED
- PLACE ASPHALT PAVEMENT AND PAVEMENT MARKING

EROSION CONTROL PLAN

REVISIONS	NO.	DATE	REMARKS

DATE	06/19/26
DRAFTER	DPER
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PROJECT NO.	260226

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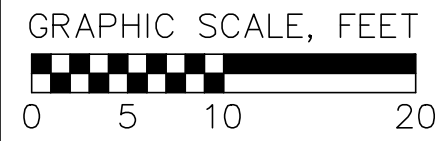
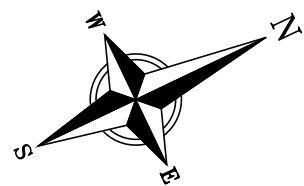


UTILITY NOTES:

- CONTRACTOR SHALL OBTAIN ANY NECESSARY WORK IN RIGHT OF WAY, EXCAVATION, UTILITY CONNECTION, PLUGGING AND ABANDONMENT PERMITS PRIOR TO CONSTRUCTION.
- CONTRACTOR TO VERIFY EXISTING UTILITY LOCATIONS AND ELEVATIONS PRIOR TO STARTING WORK.
- SANITARY & STORM SEWER LENGTHS SHOWN ARE FROM CENTER OF STRUCTURE TO CENTER OF STRUCTURE. STORM SEWER END SECTIONS ARE INCLUDED IN THE LENGTH AND SLOPE OF THE PIPE.
- CONTRACTOR SHALL INVESTIGATE ALL UTILITY CROSSINGS PRIOR TO CONSTRUCTION AND NOTIFY ENGINEER OF ANY CONFLICTS.
- CONTRACTOR SHALL BE RESPONSIBLE FOR ADJUSTING ALL UTILITY STRUCTURES TO FINISHED GRADE (MANHOLE RIMS, WATER VALVES, AND CURB STOPS), IF NECESSARY.
- IF DEWATERING OPERATIONS EXCEED 70 GALLONS PER MINUTE OF PUMPING CAPACITY, A DEWATERING WELL PERMIT SHALL BE OBTAINED PRIOR TO STARTING ANY DEWATERING ACTIVITIES.
- A COPY OF THE APPROVED UTILITY PLANS, SPECIFICATIONS AND PLUMBING PERMIT APPROVAL LETTER SHALL BE ON-SITE DURING CONSTRUCTION AND OPEN TO INSPECTION BY AUTHORIZED REPRESENTATIVES OF THE DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES AND OTHER LOCAL INSPECTORS.
- PROPOSED UTILITY SERVICE LINES SHOWN ARE APPROXIMATE. COORDINATE THE EXACT LOCATIONS WITH THE PLUMBING DRAWINGS. COORDINATE THE LOCATION WITH THE PLUMBING CONTRACTOR AND/OR OWNER'S CONSTRUCTION REPRESENTATIVE PRIOR TO INSTALLATION OF ANY NEW UTILITIES.
- STORM BUILDING SEWER PIPE SHALL CONFORM TO ONE OF THE STANDARDS LISTED IN TABLE 384.30-6 OF SPS 384.30(3)(c).

- UNDERGROUND DRAIN AND VENT PIPE/TUBING SHALL CONFORM TO ONE OF THE STANDARDS LISTED IN TABLE 384.30-2 OF SPS 384.30(2).
- PRIVATE WATER SERVICES AND PRIVATE WATER MAINS SHALL CONFORM TO ONE OF THE STANDARDS LISTED IN TABLE 384.30-7 OF SPS 384.30(4)(d).
- PRIVATE SANITARY SEWER AND LATERALS SHALL BE POLYVINYL CHLORIDE (PVC) ASTM D3034 - SDR 35 OR APPROVED EQUAL MATERIAL THAT CONFORMS TO ONE OF THE STANDARDS LISTED IN TABLE 384.30-3 OF SPS 384.30(2)(c).
- A MEANS TO LOCATE BURIED UNDERGROUND EXTERIOR NON METALLIC SEWERS/MAINS AND WATER SERVICES/MAINS MUST BE PROVIDED WITH TRACER WIRE OR OTHER METHODS IN ORDER TO BE LOCATED PER SPS 382.30(11)(H) AND SPS 382.40(8)(k).
- EXTERIOR WATER SUPPLY PIPING SETBACKS AND CROSSINGS SHALL BE IN ACCORDANCE WITH SPS 382.40(8)(b).
- NO PERSON MAY ENGAGE IN PLUMBING WORK IN THE STATE UNLESS LICENSED TO DO SO BY THE DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES PER S.145.06.
- SITE CONTRACTOR SHALL LEAVE SANITARY AND WATER LATERALS FIVE (5) FEET SHORT (HORIZONTALLY) FROM THE BUILDING. BUILDING PLUMBER SHALL VERIFY SIZE, LOCATION, AND INVERT ELEVATION OF PROPOSED SANITARY AND WATER LATERALS.
- IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THAT THE EXISTING VALVES WILL HOLD THE PRESSURE TEST PRIOR TO CONNECTION. THE CITY IS NOT RESPONSIBLE FOR ANY COSTS INCURRED DUE TO THE CONTRACTOR NOT VERIFYING THAT THE EXISTING VALVE WILL HOLD THE PRESSURE TEST PRIOR TO CONNECTION. IF A NEW VALVE IS REQUIRED, THE APPLICANT WILL BE REQUIRED TO INSTALL ONE AT THEIR EXPENSE, AT THE POINT OF CONNECTION.

- CONTRACTOR TO CHLORINATE AND BACTERIA TEST BEFORE DOMESTIC SUPPLY PURPOSES
- CLEAN OUT ALL EXISTING AND PROPOSED STORM INLETS AND CATCH BASINS AT THE COMPLETION OF CONSTRUCTION.
- SANITARY SEWER MAIN AT BURY DEPTHS GREATER THAN 15' SHALL BE SDR 26. ALL OTHER SANITARY SEWER MAIN SHALL BE SDR 35.
- CONTRACTOR SHALL COORDINATE WITH DRY UTILITY COMPANY'S REGARDING ANY POTENTIAL CONFLICTS AND COORDINATE RELOCATIONS AS MAY BE REQUIRED. CONTRACTOR SHALL ALSO COORDINATE THE PROPOSED INSTALLATION OF NEW FACILITIES AS REQUIRED.
- ALL WATER MAIN AND SERVICES SHALL BE INSTALLED AT A MINIMUM DEPTH OF 6.5' FROM TOP OF FINISHED GRADE ELEVATION TO TOP OF MAIN. PROVIDE 1.5' CLEAR SEPARATION IF WATER CROSSES BELOW SEWER AND MINIMUM 0.5' IF WATER CROSSES ABOVE.
- SANITARY MANHOLES WITH SEWER MAIN CONNECTIONS GREATER THAN 2' ABOVE THE LOWEST INVERT SHALL BE CONSTRUCTED WITH AN EXTERNAL DROP. MANHOLES WITH SEWER LATERAL CONNECTIONS GREATER THAN 2' ABOVE THE LOWEST INVERT SHALL BE CONSTRUCTED WITH AN INTERNAL DROP.
- INSTALL 1 SHEET OF 4'x8'x4" HIGH DENSITY STYROFOAM INSULATION AT ALL LOCATIONS WHERE STORM SEWER CROSSES WATER MAIN OR WATER LATERALS.
- VERIFY EXISTING SIZE AND MATERIAL OF SANITARY LATERAL AND NOTIFY ENGINEER. CONCRETE OR VITRIFIED CLAY PIPE MUST BE REMOVED IN ITS ENTIRETY AND REPLACED WITH 6" PVC SANITARY AND RECONNECTED TO PUBLIC MAIN.



RECORD LEGAL DESCRIPTION:

LOT ONE (1), VOL. 27 CERTIFIED SURVEY MAPS, PAGE 48, MAP NO. 4287, AS DOC. NO. 1293064; BEING PART OF LOT TWELVE (12), ACCORDING TO THE RECORDED PLAT OF C.L.A. TANK'S SUBDIVISION OF PRIVATE CLAIMS 2-9, WEST SIDE OF FOX RIVER, IN THE CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN.

SITE PLAN LEGEND

- PROPERTY BOUNDARY
- CURB AND GUTTER (REVERSE CURB HATCHED)
- PROPOSED CONCRETE
- PROPOSED LIGHT-DUTY ASPHALT
- PROPOSED BUILDING

TOPOGRAPHIC SYMBOL LEGEND

- EXISTING POST
- EXISTING SIGN (TYPE NOTED)
- EXISTING CURB INLET
- EXISTING FIELD INLET
- EXISTING CURB STOP
- EXISTING SANITARY MANHOLE
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- EXISTING DECIDUOUS TREE

TOPOGRAPHIC LINEWORK LEGEND

- EXISTING UNDERGROUND TELEPHONE
- EXISTING GAS LINE
- EXISTING UNDERGROUND ELECTRIC LINE
- EXISTING OVERHEAD UTILITY LINE
- EXISTING SANITARY SEWER LINE
- EXISTING STORM SEWER LINE
- EXISTING WATER MAIN
- EXISTING MAJOR CONTOUR
- EXISTING MINOR CONTOUR

- EXISTING CONCRETE SURFACE
- EXISTING ASPHALT SURFACE

PROPOSED UTILITY LEGEND

- STORM SEWER PIPE
- STORM SEWER CURB INLET

ABBREVIATIONS

- STMH - STORM MANHOLE
- FI - FIELD INLET
- CI - CURB INLET
- CB - CATCH BASIN
- EW - ENDWALL
- SMH - SANITARY MANHOLE

UTILITY PLAN

DUNKIN' DRIVE THRU ONLY
1538 W. MASON STREET
GREEN BAY, WI

REVISONS	NO.	DATE	REMARKS

DATE
06/19/26

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PROJECT NO.
260226

C401

Luminaire Schedule							
Symbol	Qty	Label	Description	LLF	Luminaire Lumens	Luminaire Watts	BUG Rating
	1	P5-C40 (EP)	PRV-C40-D-UNV-T5-BZ	1.000	18264	131	B4-U0-G4
	1	P3 (NP)	PRV-C15-D-UNV-T3-BZ-HSS	1.000	6460	52	B1-U0-G2
	1	P5-C25 (EP)	PRV-C25-D-UNV-T5-BZ	1.000	14045	96	B4-U0-G3

PLAN DESIGNED BY:



Calculation Summary							
Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
Parking Lot	Illuminance	Fc	1.30	2.3	0.0	N.A.	N.A.
Property Line	Illuminance	Fc	0.54	0.9	0.1	5.40	9.00

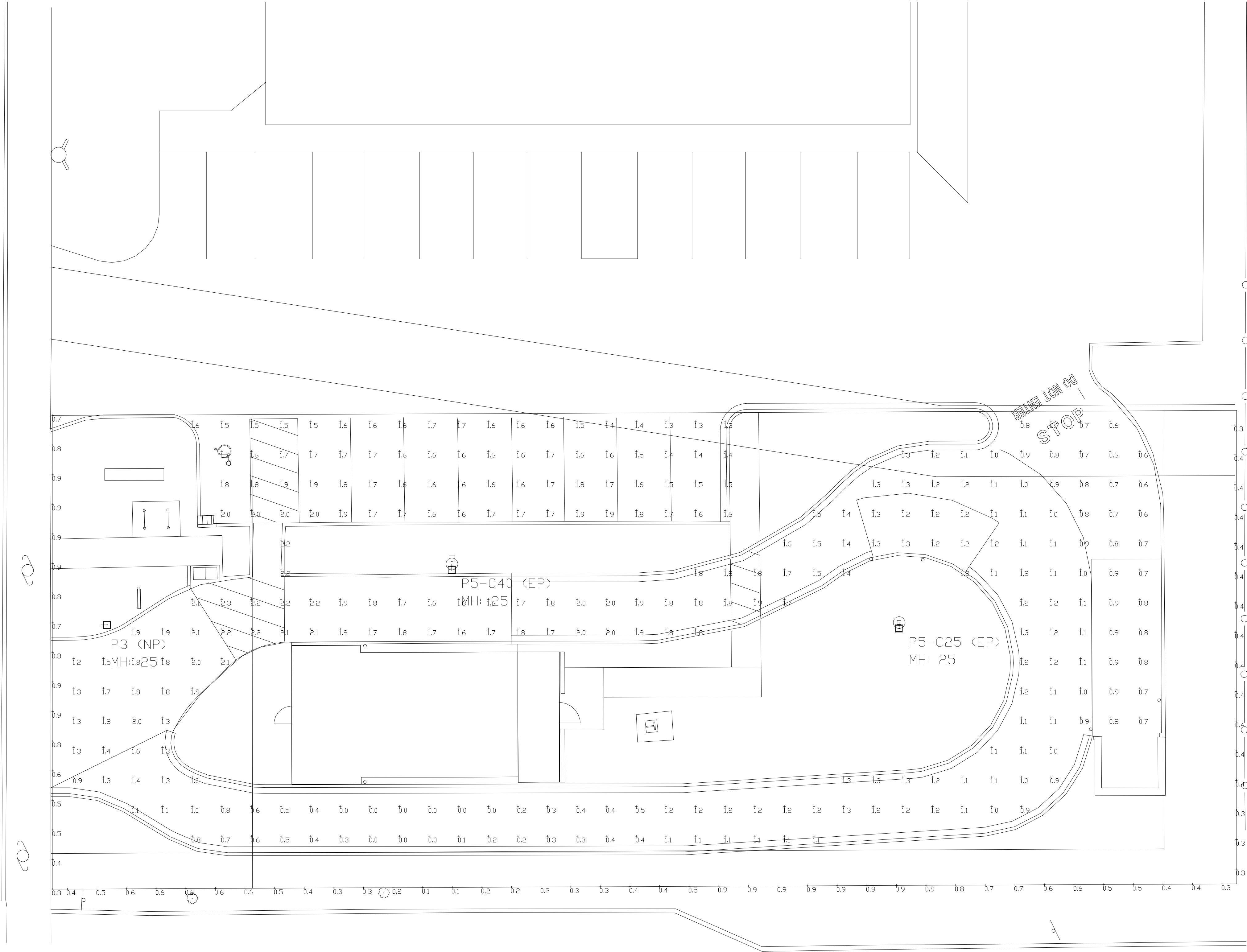
Luminaires & Lamps to be procured exclusively through Villa Lighting Inc. St Louis, MO. 63103 (800)325-0963

The owner, general contractor, and/or electrical contractor shall be responsible for receiving, storage, installation, and wiring light fixtures.

Parties receiving products shall report any damaged light fixtures or missing parts to Villa Lighting Inc. within 48 hours of receipt of light fixture package.

Design is based on current information provided at the time of request. Any changes in mounting height, mounting location, lamp wattage, lamp type, and existing field conditions that effect any of the previously mentioned will void the current layout and require a change request and recalculation. Calculations are based upon a computer simulation and actual field calculations may vary.

Fixtures mounted on 25' pole
Light level calculated on the ground



MRV

ARCHITECTS, INC.

5105 TOLLVIEW DR., SUITE 250
ROLLING MEADOWS, IL 60008

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TS	MV	04/2/26	26003						
DRAWN	CHECKED	DATE	PROJECT No						
ISSUE DATES	07/01/26	.	.	.	.	.	.	.	.
DESCRIPTION	SITE PLAN REVIEW SUBMITAL	.	.	.	.	.	.	.	.
REVISION	.	.	.	.	.	.	.	.	.

PHOTOMETRIC PLAN

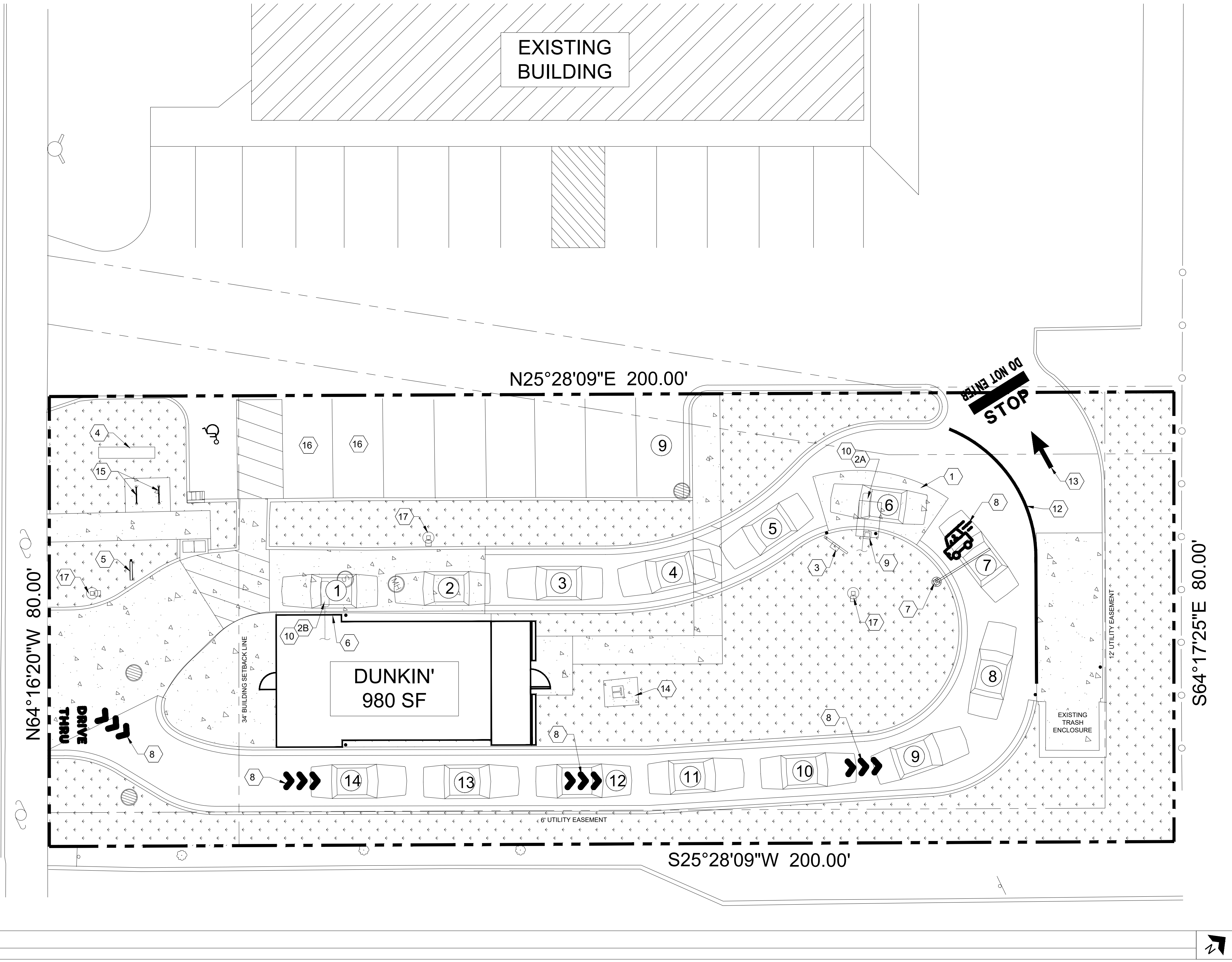
DUNKIN'
1538 W. MASON ST.
GREEN BAY, WI 54303

PC# 367480

SHEET

PH-1.0

W. MASON STREET



- ### SITE NOTES
- 10' X 20' HEAVY DUTY CONCRETE PAD AT ORDER POINT. REFER TO CIVIL DRAWINGS FOR FURTHER INFORMATION.
 - GROUND LOOPS INSTALLED FOR:
2A. ORDER CANOPY LOOP
2B. D/T WINDOW LOOP
 - DIGITAL MENU BOARD. REFER TO DETAIL #3 /SP-1.1. LOCATION OF DIGITAL MENU BOARD TO BE INSTALLED SO THAT MENU BOARD IS AT 30°ANGLE TO ON COMING TRAFFIC.
 - EXISTING PYLON SIGN RE-FACE & REPAIR AS NEEDED. SEE DETAIL #6 /SP-1.1.
 - DIRECTIONAL SIGNAGE. REFER TO DETAIL #5 /SP-1.1.
 - DRIVE THRU WINDOW.
 - HEIGHT LIMITATION BAR. REFER TO DETAIL #4 /SP-1.1
 - DRIVE THRU GRAPHIC (SEE NATL. ACCOUNTS), PAINT TP-01 WHITE
 - ORDER CANOPY/ SPEAKER POST. REFER TO DETAIL #1 & #2/ SP-1.1.
 - HOME RUN CONDUIT TO DRIVE THRU TIMER MONITOR ADJACENT TO DRIVE THRU WINDOW.
 - CONCRETE FILLED BOLLARD; REFER TO DETAIL #7/ SP-1.1
 - 6" LINE STRIPING PAINT TP-01 WHITE
 - "ARROW" PAINTED TP-01 WHITE (TYP.)
 - EXISTING ELECTRICAL TRANSFORMER AND CONCRETE PAD.
 - PROPOSED BICYCLE RACK.
 - RESERVED PULL AHEAD PARKING SPACE.
 - PROPOSED LOT LIGHT POLE. REFER TO PHOTOMETRIC DRAWING.

- ### GENERAL NOTES
- REFER TO ELECTRICAL DRAWINGS FOR FURTHER INFORMATION ON CONDUIT LOCATIONS AND QUANTITY CORRESPONDING TO EACH DRIVE THRU SET UP OPTION. G.C. TO PROVIDE PVC CONDUIT FOR ALL NEW LOCATIONS. REFER TO ELECTRICAL DRAWING FOR ADDITIONAL INFORMATION ON LOOP REQUIREMENTS
 - REFERENCE TO MASTER SCHEDULE FOR TRAFFIC STRIPING PAINT.
 - REFER TO CONSTRUCTION SPECIFICATIONS SHEETS AND DUNKIN' WEBSITE FOR FURTHER INFORMATION; <http://extranet.dunkinbrands.com>

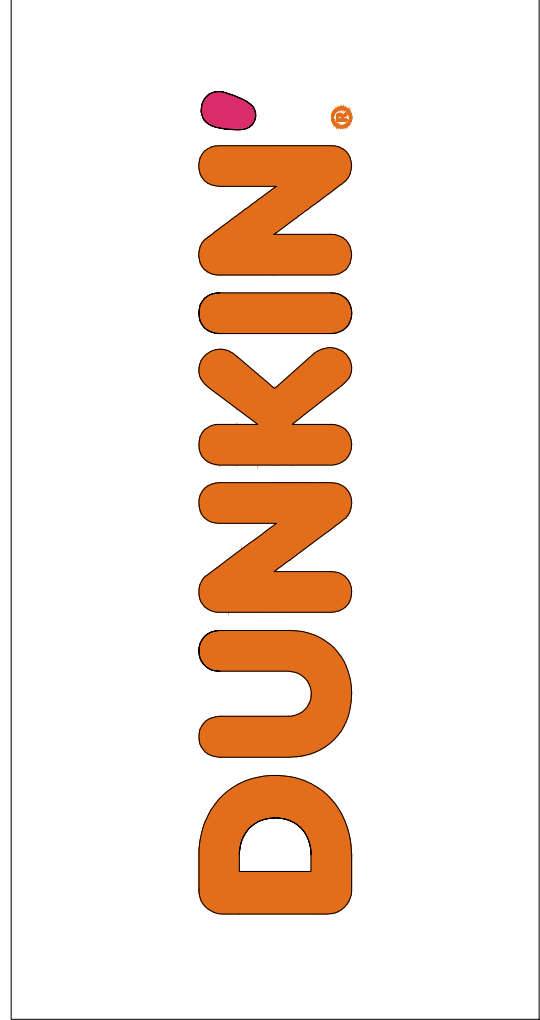
PARKING CALCULATIONS

REQUIRED PARKING FOR RESTAURANT WITH DRIVE-THROUGH:
1 SPACE PER 300 SQ. FT. OF NET FLOOR AREA PLUS 1 SPACE PER 500 SQ. FT. EXTERIOR SEATING AREA.

NET FLOOR AREA: 766 SQ. FT.

CALCULATION: 766 SQ. FT. / 300 SQ. FT. = 2.55 SPACES

PROVIDED SPACES: 8 SPACES PLUS 1 HANDICAP SPACE = 9 TOTAL SPACES



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REVISION	DESCRIPTION	ISSUE DATES	DRAWN	TS	DATE	PROJECT No
1	SITE PLAN REVIEW SUBMITTAL	07/01/26	CHECKED	MV	04/21/26	26003
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						

SITE PLAN

DUNKIN'
1538 W. MASON ST.
GREEN BAY, WI 54303

PC# 367480

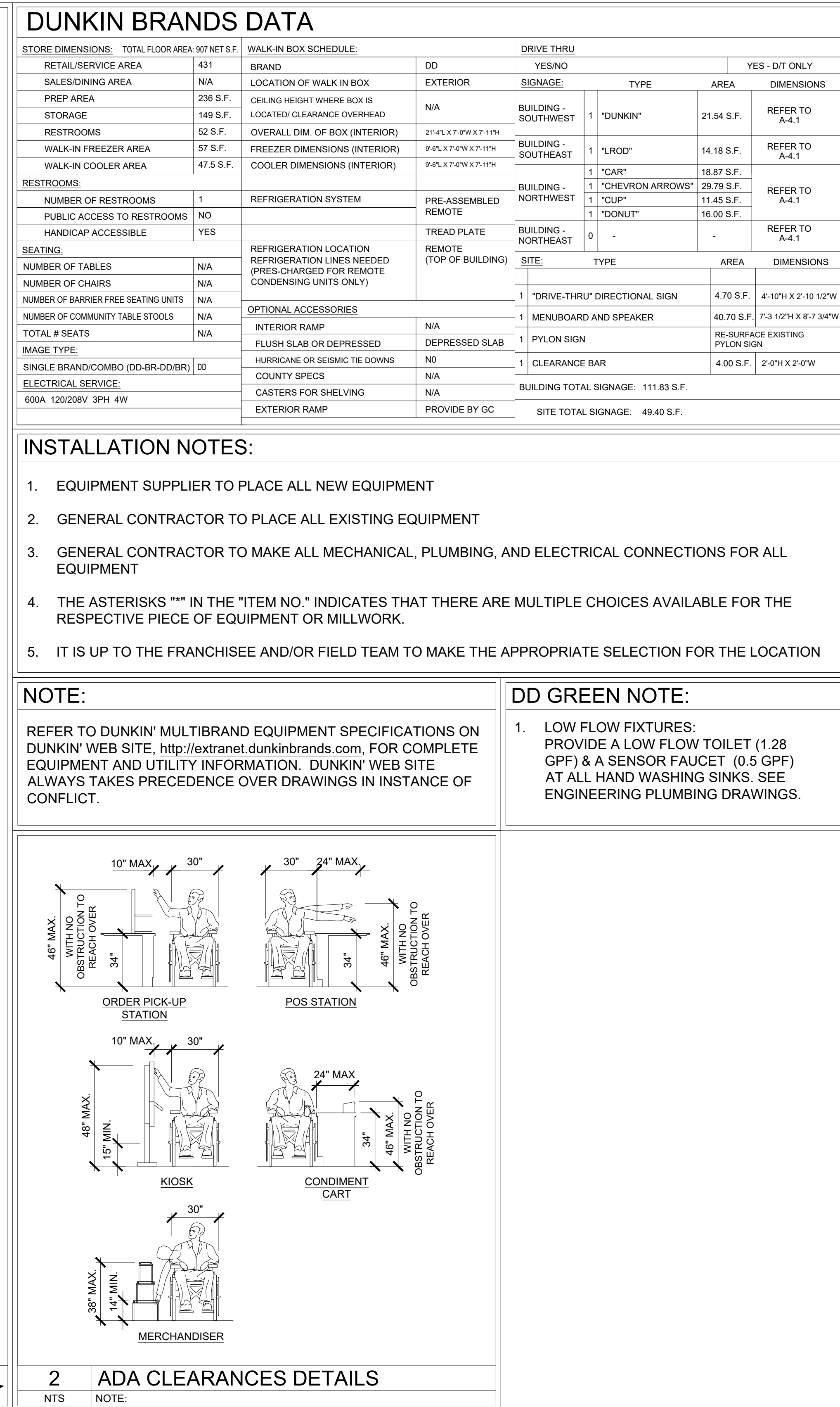
SHEET

SP-1.0

1 SITE PLAN

1" = 10'-0"

NOTE:



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[illegible]

DUNKIN' 1538 W. MASON ST. GREEN BAY, WI 54303 PC# 367480
--

PC# 367480

SHEET

K-1.0



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

MEETING DATE

August 17, 2026

PREPARED BY

AGENDA ITEM # F.I

Review of mapped items 2025-2026.

BACKGROUND

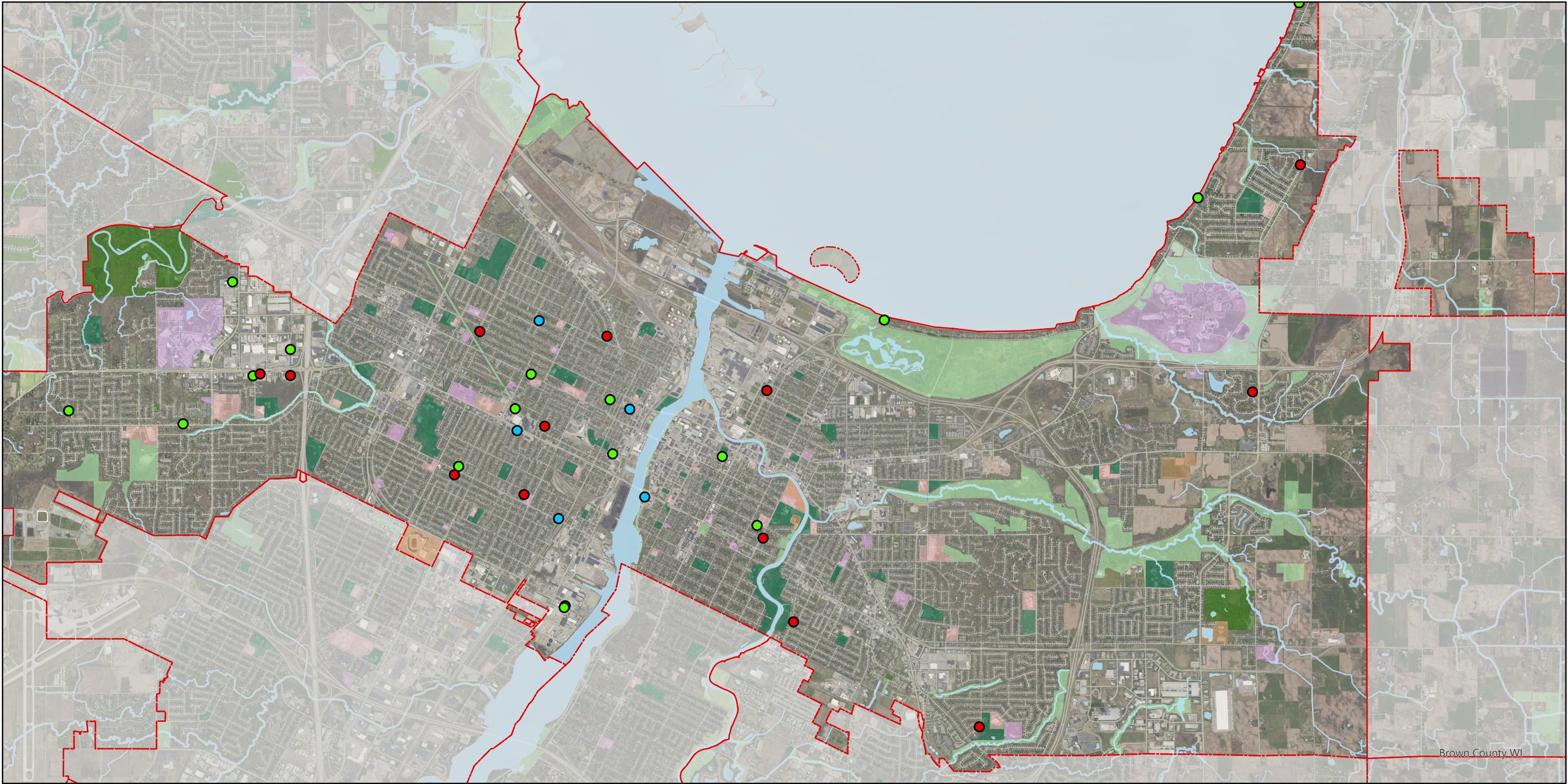
A brief overview of items heard by the ZBOA during calendar year 2025 and through July 2026.

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. BOA25-26Variances



Board of Appeals Variance Requests '25-'26



Legend

- Approved
- Approved w/ Conditions
- Denied



This is a compilation of records and data located in various City of Green Bay offices and is to be used for reference purposes only. The City of Green Bay is not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied. Map prepared by City of Green Bay Department of Community and Economic Development. S.S. 27 Jul 2026 C:\Users\SierraSc\OneDrive - City of Green Bay\Documents\ArcGIS\Projects\BOA '25-'26\BOA '25-'26.aprx