



MINUTES 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.

Present: Noel Halvorsen, Steven Schuchart, Joshua Koch, and Brian Ritter.

Others Present: Logan Wood, Assistant City Attorney

C. APPROVAL OF THE AGENDA.

- I. Approval of the agenda for the Monday, August 17, 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 July 20, 2026 meeting.

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.

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).

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 David Prochaska.

Speakers:

Jon LeRoy—Staff

David Prochaska—1122 Wilson Ave.

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 another 4 feet 2 inches to the front of the house, creating a front setback of approximately 20 feet from the front right of way.

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

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).

Chair Noel Halvorsen asked the Board of Appeals members to confirm whether they had any conflicts of interest. All members affirmed they did not, except for Joshua Koch, stating a conflict of interest and recused himself from participation.

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 Scott Heintz.

Speakers:

Jon LeRoy—Staff

Scott Heintz—3377 Scottwood Dr.

Elizabeth Johansson—3385 Scottwood Dr.

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.

Moved by Brian Ritter, seconded by Noel Halvorsen to approve. Motion Passed.

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

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).

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 Craig Cornell.

Chair Noel Halvorsen affirmed Mario Valentine.

Speakers:

Jon LeRoy—Staff

Craig Cornell—901 Vanderbraak St.

Mario Valentine—PO Box 120, Wisconsin Dells, WI

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 II-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.

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.

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.

Moved by Brian Ritter, seconded by Steven Schuchart to adjourn. Motion Passed.

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