



Board of Appeals

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Final Minutes

Monday, March 23, 2020

4:45 PM

Call to Order

The meeting was called to order at 4:45 PM by Chairman Bob De Groot

Attendee Name	Title	Status	Arrived
Scott Bonfigt	Board Member	Present	
Bob De Groot	Chairman	Present	
Paul De Leeuw	Board Member	Excused	
Michelle Manke	Board Member	Present	
James Stadler	Board Member	Present	
William Vande Hei	Board Member	Present	
Andy Van Remortel	Board Member	Present	

Also present: Development Services Director Daniel Lindstrom, Zoning Administrator Peter Schleinz, and members of the public.

- Approval of the minutes of the January 27, 2020 Board of Appeals meeting.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Andy Van Remortel, Board Member
SECONDER:	Michelle Manke, Board Member
AYES:	Bonfigt, De Groot, Manke, Stadler, Vande Hei, Van Remortel
EXCUSED:	Paul De Leeuw

- Consideration and possible action regarding a requested 9 foot variance to encroach the 30 foot minimum rear yard setback for proposed R-2 (Single and Two-Family Residence District) zoning for a new sunroom located at 901-903 S Superior ST (Parcel ED-371-G-13).

Bob De Groot read the notice of public hearing and Zoning Administrator Peter Schleinz reviewed the variance request for a 9 foot rear yard setback variance to rebuild an existing 12x12 sunroom at 901-903 S Superior Street, which requires a 30 foot rear yard setback. Peter explained that there is an existing sunroom on the property that the homeowner wishes to rebuild. However, due to current setback requirements, a building permit was denied because it would encroach 9 feet into the rear yard setback. Jim Stadler moved, seconded by Andy Van Remortel, to approve the variance request. Upon vote, motion carried unanimously.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	William Vande Hei, Board Member
SECONDER:	Andy Van Remortel, Board Member
AYES:	Bonfigt, De Groot, Manke, Stadler, Vande Hei, Van Remortel
EXCUSED:	Paul De Leeuw

- Consideration and possible action regarding a requested 17.1 foot variance to encroach the 30 foot minimum front yard setback, and a 25 foot variance to encroach the 30 foot minimum rear yard setback for proposed R-3 (Multiple Family Residence District) zoning for a new building located at 261 N Lawrence DR (Parcel WD-VA450-1).

Bob De Groot read the notice of public hearing and Zoning Administrator Peter Schlein reviewed the variance request. The petitioner is requesting a 17.1 foot front yard setback variance and a 12.1 foot rear yard setback variance to build a 10 unit multi-family building. Garritt Bader addressed the board. He provided an overview of the apartment development and invited questions from the board. Jim Stadler asked what comments were received from the Wisconsin DOT. Garritt stated that he had already provided staff with a letter from the DOT stating that they do not have any issues with the development. Bill Vande Hei asked if there is going to be a circle turnaround in front of the building. Peter stated that it is a proposed cul-de-sac at this time, but the final continuation or end of the street has not been established. Michelle Manke asked if there has been any feedback from the area residents. Peter noted that all property owners within 300 feet were notified and staff received no comments by email, telephone, or in person. Bill Vande Hei moved, seconded by Michelle Manke, to approve the rear yard setback variance. Upon vote, motion carried unanimously. Michelle Manke moved, seconded by Scott Bonfigt, to approve the front yard setback variance. Upon vote, motion carried unanimously. Bob De Groot reminded the applicant to apply for a building permit within the next six months.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	William Vande Hei, Board Member
SECONDER:	Michelle Manke, Board Member
AYES:	Bonfigt, De Groot, Manke, Stadler, Vande Hei, Van Remortel
EXCUSED:	Paul De Leeuw

Adjournment

Andy Van Remortel motioned, seconded Scott Bonfigt, by to adjourn the meeting at 5:15 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Kelly Barker