



MANITOWOC COUNTY
BOARD OF ADJUSTMENT
ADVISORY & ON-SITE MEETING NOTICE

DATE: Monday, February 12, 2018
TIME: 9:00 a.m.
PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be discussed at the meeting:

- I. Call to Order - Roll Call
- II. Approval of Agenda
"Open Meeting Law Compliance"
- III. New Business
 - 1. **Herman Derstine** - Owner of property located at 1207 Cedar Grove Ln., in the NW $\frac{1}{4}$, NE $\frac{1}{4}$, Section 16, T20N-R24E, Town of Mishicot – Conditional Use Request.
 - 2. **KRR Enterprises LLC** - Owner of property located at 12812 CTH R (a.k.a. 141 Speedway), in the NW $\frac{1}{4}$, NW $\frac{1}{4}$, Section 31, T21N-R23E, Town of Gibson – Proposing changes for some of the existing permit conditions.
- IV. Old Business
 - 1. **Riverside Landscaping Inc.** – Owner of property located at 4800 Redwood Dr., in the (NE-NW) SE $\frac{1}{4}$, NW $\frac{1}{4}$, Section 11, T19N-R23E, Town of Manitowoc Rapids – After the Fact Variance Request.
- V. Other Business
 - 1. Correspondence
- VI. Approval of Minutes
- VII. On-sites
- VIII. Adjournment

Date: January 29, 2018

Orville Bonde, Board Chair
By: Reed Gaedtke, Code Administrator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Any person wishing to travel on the on-sites with the Board, should contact the Manitowoc County Planning and Park Commission office at 920-683-4185 at least two business days before the meeting is scheduled so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MANITOWOC COUNTY BOARD OF ADJUSTMENT
ONSITE MEETING MINUTES**

February 12, 2018

A meeting of the Manitowoc County Board of Adjustment was called to order by Chairperson Bonde at 9:00 A.M. on Monday, February 12, 2018 in the Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc, WI 54220.

The roll was called by the secretary. Members present: Orville Bonde, Laurel Vondrachek, Ralph Schuh, Chuck Hoffman and Earl Glaeser.

Staff present for advisory meeting: Reed Gaedtke and Andrea Raymakers

A motion was made by; Mr. Glaeser seconded by Mr. Schuh to approve the agenda for the February 12, 2018 meeting. Upon vote, the motion was unanimously approved.
Aye: Vondrachek, Schuh, Hoffman, Glaeser and Bonde; No: none;

The Board received their folders containing the February 19, 2018 hearing requests.

Mr. Gaedtke gave a quick overview of each request.

The Board proceeded to the on-sites and returned to the Manitowoc County Office Complex when completed. Mr. Bonde did not proceed to on-sites.

ADJOURNMENT

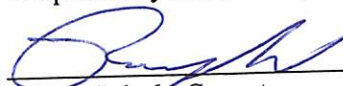
Motion by: Mr. Schuh to adjourn.

Seconded by: Mr. Hoffman.

Upon vote: The motion was unanimously approved.

Aye: Vondrachek, Hoffman, Glaeser and Schuh; No: none.

Respectfully submitted,


Ralph Schuh, Secretary

3/19/18
Date



MANITOWOC COUNTY BOARD OF ADJUSTMENT REGULAR MEETING NOTICE

DATE: Monday, February 19, 2018
TIME: 7:00 P.M.
PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

- I. ROLL CALL AND CALL TO ORDER
- II. OPEN MEETING LAW COMPLIANCE
- III. APPROVAL OF MINUTES
- IV. APPROVAL OF AGENDA
- V. OLD BUSINESS

Discussion and possible action on:

1. **Riverside Landscaping Inc.** — Owner of property located at 4800 Redwood Dr., in the (NE-NW) SE $\frac{1}{4}$, NW $\frac{1}{4}$, Section 11, T19N-R23E, Town of Manitowoc Rapids – After the Fact Variance Request.

VI. NEW BUSINESS

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1. **Herman Derstine** - Owner of property located at 1207 Cedar Grove Ln., in the NW $\frac{1}{4}$, NE $\frac{1}{4}$, Section 16, T20N-R24E, Town of Mishicot – Conditional Use Request.
2. **KRR Enterprises LLC** - Owner of property located at 12812 CTH R (a.k.a. 141 Speedway), in the NW $\frac{1}{4}$, NW $\frac{1}{4}$, Section 31, T21N-R23E, Town of Gibson – Proposing changes for some of the existing permit conditions.

VII. OTHER BUSINESS

1. Correspondence
2. Set March meeting date

VIII. ADJOURNMENT

Date: January 29, 2018

Orville Bonde, Board Chair
By: Reed Gaedtke, Code Administrator

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VII. OTHER BUSINESS

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2. Set March meeting date

VIII. ADJOURNMENT

Date: January 29, 2018

Orville Bonde, Board Chair
By: Reed Gaedtke, Code Administrator

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MANITOWOC COUNTY
BOARD OF ADJUSTMENT
ADVISORY & ON-SITE MEETING NOTICE

DATE: Monday, March 12, 2018
TIME: 9:00 a.m.
PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be discussed at the meeting:

- I. Call to Order - Roll Call
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- III. New Business
 1. **KRR Enterprises LLC** - Owner of property located at 12812 CTH R (a.k.a. 141 Speedway), in the NW $\frac{1}{4}$, NW $\frac{1}{4}$, Section 31, T21N-R23E, Town of Gibson – Proposing changes for some of the existing permit conditions.
 2. **David Ehlenbeck** - Owner of property located at 10516 Karstaedt Rd., in Govt. Lot 4, Section 2, T17N-R21E, Town of Schleswig – Variance Request.
 3. **Nicholas Hall** - Owner of property located at 7902 CTH Q, in the NE $\frac{1}{4}$, NE $\frac{1}{4}$, Section 24, T20N-R23E, Town of Kossuth – Variance Request.
 4. **Herman Derstine** - Owner of property located at 1207 Cedar Grove Ln., in the NW $\frac{1}{4}$, NE $\frac{1}{4}$, Section 16, T20N-R24E, Town of Mishicot – Conditional Use Request.
- IV. Old Business
 1. **Riverside Landscaping Inc.** – Owner of property located at 4800 Redwood Dr., in the (NE-NW) SE $\frac{1}{4}$, NW $\frac{1}{4}$, Section 11, T19N-R23E, Town of Manitowoc Rapids – After the Fact Variance Request.
- V. Other Business
 1. Correspondence
 2. Review new by-laws
- VI. Approval of Minutes
- VII. On-sites
- VIII. Adjournment

Date: February 27, 2018

Orville Bonde, Board Chair
By: Reed Gaedtke, Code Administrator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Any person wishing to travel on the on-sites with the Board, should contact the Manitowoc County Planning and Park Commission office at 920-683-4185 at least two business days before the meeting is scheduled so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MANITOWOC COUNTY BOARD OF ADJUSTMENT
ONSITE MEETING MINUTES**

March 12, 2018

A meeting of the Manitowoc County Board of Adjustment was called to order by Chairperson Bonde at 9:00 A.M. on Monday, March 12, 2018 in the Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc, WI 54220.

Board elected a secretary pro tempore for today's meeting due to the secretary being absent. A motion was made by, Mr. Glaeser nominating Chuck Hoffman as secretary for the meeting and seconded by Ms. Vondrachek. Upon vote, the motion was unanimously approved.

Aye: Bonde, Glaeser, Hoffman and Vondrachek; No: none;

The roll was called by the secretary. Members present: Orville Bonde, Laurel Vondrachek, Chuck Hoffman and Earl Glaeser. Members absent: Ralph Schuh

Staff present for advisory meeting: Reed Gaedtke and Andrea Raymakers

A motion was made by; Mr. Glaeser seconded by Ms. Vondrachek to approve the agenda for the March 12, 2018 meeting. Upon vote, the motion was unanimously approved.

Aye: Vondrachek, Hoffman, Glaeser and Bonde; No: none;

The Board received their folders containing the March 19, 2018 hearing requests.

Mr. Gaedtke gave a quick overview of each request.

The Board proceeded to the on-sites and returned to the Manitowoc County Office Complex when completed. Mr. Bonde did not proceed to on-sites.

ADJOURNMENT

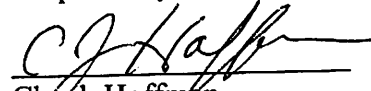
Motion by: Mr. Glaeser to adjourn.

Seconded by: Ms. Vondrachek.

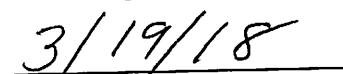
Upon vote: The motion was unanimously approved.

Aye: Vondrachek, Hoffman and Glaeser; *No:* none.

Respectfully submitted,



Chuck Hoffman,
Pro Tempore Secretary


Date



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Discussion and possible action on:

- 1. **Riverside Landscaping Inc.** — Owner of property located at 4800 Redwood Dr., in the (NE-NW) SE $\frac{1}{4}$, NW $\frac{1}{4}$, Section 11, T19N-R23E, Town of Manitowoc Rapids – After the Fact Variance Request.

VI. NEW BUSINESS

Discussion and possible action on:

- 1. **KRR Enterprises LLC** - Owner of property located at 12812 CTH R (a.k.a. 141 Speedway), in the NW $\frac{1}{4}$, NW $\frac{1}{4}$, Section 31, T21N-R23E, Town of Gibson – Proposing changes for some of the existing permit conditions.
- 2. **David Ehlenbeck** - Owner of property located at 10516 Karstaedt Rd., in Govt. Lot 4, Section 2, T17N-R21E, Town of Schleswig – Variance Request.
- 3. **Nicholas Hall** - Owner of property located at 7902 CTH Q, in the NE $\frac{1}{4}$, NE $\frac{1}{4}$, Section 24, T20N-R23E, Town of Kossuth – Variance Request.
- 4. **Herman Derstine** - Owner of property located at 1207 Cedar Grove Ln., in the NW $\frac{1}{4}$, NE $\frac{1}{4}$, Section 16, T20N-R24E, Town of Mishicot – Conditional Use Request.

VII. OTHER BUSINESS

- 1. Correspondence
- 2. Discussion and possible approval of new by-laws
- 3. Set April meeting date

VIII. ADJOURNMENT

Date: February 27, 2018

Orville Bonde, Board Chair
By: Reed Gaedtke, Code Administrator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MANITOWOC COUNTY BOARD OF ADJUSTMENT
REGULAR MEETING MINUTES**

March 19, 2018

A meeting of the Manitowoc County Board of Adjustment was called to order by Chairperson Bonde at 7:00 P.M. on Monday, March 19, 2018 in the Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc, WI 54220.

The roll was called by the secretary. Members present: Ralph Schuh, Chuck Hoffman, Earl Glaeser, Laurel Vondrachek and Orville Bonde. Staff present: Reed Gaedtke.

A motion was made by, Ms. Vondrachek, seconded by Mr. Hoffman to approve the agenda for the March 19, 2018 meeting. Upon vote, the motion was unanimously approved.
Aye: Bonde, Schuh, Glaeser, Hoffman and Vondrachek; No: none.

A motion was made by, Mr. Hoffman, seconded by Mr. Glaeser to approve the December 13, 2017 regular meeting minutes. Upon vote, the motion was unanimously approved.
Aye: Bonde, Schuh, Glaeser, Hoffman and Vondrachek; No: none.

A motion was made by, Mr. Schuh, seconded by Ms. Vondrachek to approve the February 12, 2018 advisory meeting minutes. Upon vote, the motion was unanimously approved.
Aye: Bonde, Schuh, Glaeser, Hoffman and Vondrachek; No: none.

A motion was made by, Ms. Vondrachek, seconded by Mr. Glaeser to approve the March 12, 2018 advisory meeting minutes. Upon vote, the motion was unanimously approved.
Aye: Bonde, Schuh, Glaeser, Hoffman and Vondrachek; No: none.

Mr. Gaedtke explained the procedure for the meeting that would follow. He also stated that within 10 days of the closure of this meeting, copies of the decisions will be delivered to the applicants.

Chairman Bonde informed the audience each person would be limited to three minutes during public input.

Old Business

Riverside Landscaping Inc. – Owner of property located at 4800 Redwood Dr., in the (NE-NW) SE¼, NW¼, Section 11, T19N-R23E, Town of Manitowoc Rapids – After the Fact Variance Request.

A motion was made by Mr. Schuh to remove the request from the table, seconded by Mr. Hoffman. Upon vote, the motion was unanimously approved.
Aye: Bonde, Schuh, Hoffman, Glaeser and Vondrachek; No: none.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Schuh read the application (copy on file).

The Board asked if there was anything to add to the appeal.

Mr. Dale Carbon, owner indicated he wants to withdraw his variance request and requested 60 days to allow him to relocate the containers.

A motion was made by, Mr. Schuh, seconded by Ms. Vondrachek to approve the withdrawal and grant the 60 day request. Upon vote, the motion was unanimously approved. *Aye: Bonde, Hoffman, Vondrachek and Schuh; No: none.*

New Business

KRR Enterprises LLC – Owner of property located at 12812 CTH R (a.k.a. 141 Speedway), in the NW¼, NW¼, Section 31, T21N-R23E, Town of Gibson, Manitowoc County, Wisconsin, tax parcel number (006-031-006-002.00) wherein KRR Enterprises LLC is requesting changes to their existing conditional use permit for operating a race track and tavern in a CB, Commercial Business, zoned district.

Chairperson Bonde opened the public hearing for KRR Enterprises LLC.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Schuh read the application (copy on file).

The Board asked if there was anything to add to the appeal, there was not.

Mr. Steve Frassetto, Attorney and Dan Ratajczak, co-owner answered questions for the Board.

Mr. Jim Theyerl spoke in favor of the request.

Mr. George Bobal, spoke in favor of the request.

Ms. Angie Ratajczak, spoke in favor of the request.

Mr. Britney Parma, spoke in favor of the request.

People in attendance opposed to the request: none.

Chairman Bonde closed public input.

There being no further comments, Chairperson Bonde closed the public hearing for KRR Enterprises LLC.

Deliberation

Motion by: Mr. Schuh to approve the request.

Reasons for Approval:

1. Use of the 141 Speedway track for auto racing events has been occurring for decades under various conditional use permits and owners, along with a tavern and restaurant in the Town of Gibson.
2. The use fits on the parcel size without remote parking.
3. Many local residents have testified that they support the use of the track for the intended purpose, but there are issues and concerns with dust, noise, hours of operation, days of operation, lighting and pedestrian safety.
4. Some noncompliance has occurred with regard to the previous conditions. Specifically the type and frequency of events, their duration, and the required tree plantings.

5. The concerns and issues will be addressed with new or revised conditions of use.
6. The expanded use as requested is more objectionable by reason of noise, lights, dust, traffic, and safety. Therefore, the request was modified and these issues were addressed with the new conditions.
7. Condition number 23 regarding the trees was completed by the May 31, 2017 deadline.
8. The Town of Gibson supports the conditions.

Conditions of Use:

1. The tavern and restaurant operation fall under other State, County and Town regulations and are not subject to additional conditions. The tavern conditions remain the same as the previous permit; no conditions.
2. An event shall be described as any day or portion thereof that the track is in use for any purpose, excluding maintenance activity. This includes but is not limited to: races, practice sessions (regardless of number of vehicles or laps), concerts or other venues.
3. Crowd control and security shall be provided by a minimum of two security officers for events over 500 people and four security officers for events over 1000 people.
4. Litter and trash shall be removed within 24 hours of an event and not allowed to become windblown.
5. Unused tires are not allowed to be stored outdoors on the property.
6. Junk vehicles are not allowed on the property.
7. Three convicted violations of County Ordinances or these conditions within a 12 month period shall be grounds for revocation of this conditional use permit.
8. Days of operation shall be limited to no more than three days in any calendar week, Monday through Saturday. Sunday events shall be limited to no more than three Sundays in a calendar year and no more than one Sunday in a calendar month.

However, if extraordinary circumstances exist, the three (3) day special race events may be extended to a fourth (4th) day. Extraordinary circumstances would include, but are not limited to, medical events requiring medical transportation from the track, weather delays and power outages. The owners (KRR) shall provide a written notice to the Manitowoc County Board of Adjustment and the Town of Gibson, any time race events are extended to a fourth (4th) day because of extraordinary circumstances, which shall identify the specific circumstance.

9. No practice allowed on Sundays.
10. Hours of operation for track events shall be limited to 11:00 a.m. to 10:30 p.m. all year, except for concerts.

However, if extraordinary circumstances exist, the hours of operation maybe extended in order to complete the racing program, provided they do not extend beyond 11:30 p.m. Extraordinary circumstances would include, but are not limited to, medical events requiring medical transportation from the track, weather delays and power outages. The owner (KRR) shall provide a written notice to the Manitowoc County Board of Adjustment and the Town of Gibson any time

the hours are extended because of extraordinary circumstances, which shall identify the specific circumstances and the time that the event concluded.

11. Concert hours shall be from 11:00 a.m. to 12:00 midnight.
12. Concerts are limited to no more than three in a calendar year.
13. Fireworks are not permitted without a Town and Fire Department permit.
14. Dust control measures shall be employed regularly in an effort to minimize fugitive dust during events, practice sessions and dry weather.
15. Use of a public address system (P.A.) is acceptable for announcements, event organization and safety purposes. However, the volume must not be excessive and it shall be used only during the authorized hours of operation. Use of a speaker system to broadcast other events or music is not allowed.
16. Adequate fencing must be maintained to separate spectators from participant activity to maximize safety.
17. Lighting is allowed for night events and parking areas and it is to be directed onto the track and parking areas. Event (track) lighting must be turned off within one half (½) hour after the event ends.
18. Lighting for the pits shall be turned off one hour after the event ends.
19. Lighting for the parking lot can remain on until closing.
20. Overnight camping is allowed per Health Department approval and only on event nights.
21. Noise shall be limited to automobile engines, PA system and music concerts and be prevalent only during authorized hours of operation. The only exception will be for the loading of participant vehicles after an event. This exception will only extend for a maximum of one half (½) hour after the end of an event.
22. The tree lines on both the north and south property lines shall be maintained to improve aesthetics and help reduce noise and dust. These tree lines shall run along the entire length of the property lines beginning outside the right-of-way and terminating at the end of the property. They are to be staggered rows of cedar or spruce trees that are a minimum of five feet in height, closely spaced and have sufficient branches to form an effective screen. A minimum of two rows is required. Trees do not need to be planted on the southwest corner of the property near the pits, where bedrock is located near the surface.
23. There will be no parking on any County or Town roads by employees, participants or attendees.
24. This conditional use permit will be subject to a one year performance review by the Board of Adjustment starting October 2017. Subsequent timing of additional reviews will be at the discretion of the Board and based upon the findings at that time.
25. The owner shall keep records regarding event frequency, hours of use, dust control measures, security provisions and any other pertinent information for review purposes in case of complaints.

Second by: Mr. Hoffman

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek, Glaeser and Schuh; No: none.

David Ehlenbeck – Owner of property located at 10516 Karstaedt Rd., in Govt. Lot 4, Section 2, T17N-R21E, Town of Schleswig, Manitowoc County, Wisconsin, parcel number (016-540-000-028.02); wherein a variance is being requested to construct a 5' x 24' deck at 22 feet from the ordinary high water mark of Wilke Lake in a LR, Lake Residential, S1, Shoreland zoned district.

Chairperson Bonde opened the public hearing for David Ehlenbeck.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Schuh read the application (copy on file).

The Board asked if there was anything to add to the appeal.

Mr. David Ehlenbeck indicated the size of the deck is needed for safety reasons.

Mr. Ehlenbeck answered questions for the Board.

People in attendance in favor of the request: none.

People in attendance opposed to the request: none.

Mr. Gaedtke read a letter from the Town of Schleswig in favor of the request (copy on file).

Chairman Bonde closed public input.

There being no further comments, Chairperson Bonde closed the public hearing for David Ehlenbeck.

Deliberation

Motion by: Ms. Vondrachek to approve the request.

Reasons for approval:

1. The existing deck is unsafe.
2. The new deck will be smaller and have less impervious surface.
3. The existing house is within the road and lake setback already.
4. The deck will be further from the road than the existing house.
5. By reducing impervious surface the owner is creating more green space on the property which benefits the lake.
6. The existing deck and access to the lake is unsafe and they need to have a safe access.
7. The lot is unique because it is very small which prevents the owner from locating the structure according to the ordinance setbacks.
8. The small lot and large setback prevents the owner from reasonably using the property because he would not be able to safely access the house from the lakeside.
9. The use will not negatively affect the public the deck is so low it will be difficult to see from the water and the new deck will provide safer access to the home.

Seconded by: Mr. Glaeser

Upon vote: The motion was unanimously approved.

Aye: Bonde, Schuh, Hoffman, Glaeser and Vondrachek; *No:* none.

Nicholas Hall – Owner of property located at 7902 CTH Q, in the NE¼, NE¼, Section 24, T20N-R23E, Town of Kossuth, Manitowoc County, Wisconsin, parcel number (007-024-001-003.00); wherein variances are being requested to construct a 28' x 60' attached garage at 2 feet from the south property

line and at 84 feet from the centerline of CTH Q; and to construct a 20' x 28' house addition at 90' from the centerline of CTH Q in a RR, Rural Residential zoned district.

Chairperson Bonde opened the public hearing for Nicholas Hall.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Schuh read the application (copy on file).

The Board asked if there was anything to add to the appeal, there was not.

Mr. Hall answered questions for the Board.

People in attendance in favor of the request: none.

People in attendance opposed to the request: none.

Mr. Gaedtke read a letter from the Town of Kossuth in favor of the request (copy on file).

Chairman Bonde closed public input.

There being no further comments, Chairperson Bonde closed the public hearing for Nicholas Hall.

Deliberation

Motion by: Mr. Hoffman to approve the request.

Reasons for approval:

1. The new garage will be further from the property line than the existing garage.
2. The house addition will not be any closer to the road than the existing house.
3. The existing house is located within the road setback and the existing garage is within the property line setback which creates a hardship for the owner preventing them from locating the structure according to the ordinance.
4. The ordinance would not permit the owner to have an attached garage which is needed and the house addition would not line up with the house creating a burden on the owner.
5. The use will not negatively affect the public because the house already exists at this distance, and the addition and garage will be far enough from the road.

Seconded by: Ms. Vondrachek

Upon vote: The motion was unanimously approved.

Aye: Bonde, Schuh, Hoffman, Glaeser and Vondrachek; *No:* none.

Herman Derstine – Owner of property located at 1207 Cedar Grove Ln., in the NW¼, NE¼, Section 16, T20N-R24E, Town of Mishicot, Manitowoc County, Wisconsin, parcel number (013-016-002-019.00) wherein a conditional use permit is being requested to operate a dog kennel in a RR, Rural Residential zoned district.

Mr. Gaedtke informed the Board a letter was received from Mr. Derstine requesting to have his request withdrawn from the agenda.

A motion was made by, Mr. Glaeser, seconded by Mr. Schuh to withdraw the request from the agenda as requested by the owner, Mr. Derstine. Upon vote, the motion was unanimously approved.

Aye: Bonde, Schuh, Glaeser, Hoffman and Vondrachek; *No:* none.

Correspondence not related to a hearing item: None

Review of the new Board By-Laws:

A motion was made by, Mr. Schuh, seconded by Mr. Hoffman to approve the new by-laws. Upon vote, the motion was unanimously approved.

Aye: Bonde, Schuh, Glaeser, Hoffman and Vondrachek; No: none.

Schedule Next Meeting: The Board scheduled their next regular meeting for Monday, April 16, 2018 and the onsite for Monday, April 9, 2018 (Dates and times are subject to change.)

Adjournment

Motion by: Mr. Glaeser to adjourn.

Seconded by: Mr. Schuh

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek, Glaeser and Schuh; No: none.

Respectfully submitted,



Ralph Schuh, Secretary

4/21/18
Date



MANITOWOC COUNTY
BOARD OF ADJUSTMENT
ADVISORY & ON-SITE MEETING NOTICE

DATE: Monday, April 9, 2018
TIME: 9:00 a.m.
PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be discussed at the meeting:

- I. Call to Order - Roll Call
- II. Approval of Agenda
"Open Meeting Law Compliance"
- III. New Business
 1. **Jeremy & Brenda Haese** - Owners of property located in the southwest corner of Hilltop Road and Hillside Road, described as being in the NW $\frac{1}{4}$, NE $\frac{1}{4}$, of Section 14, T19N-R22E, Town of Cato – Conditional Use Request.
 2. **Mark Seehafer** - Owner of property located at 3102 Cottage Ln., in the SE $\frac{1}{4}$, NE $\frac{1}{4}$, of Section 34, T20N-R24E, Town of Two Rivers – Variance Requests.
 3. **William & Mary Schleh** - Owners of property located at 14414 South Shore Drive, in the NE $\frac{1}{4}$, SW $\frac{1}{4}$, of Section 33, T18N-R22E, Town of Liberty – Variance Requests.
 4. **David & Joan Reneau** - Owners of property at 14513 South Shore Drive, in the NE $\frac{1}{4}$, SW $\frac{1}{4}$, Section 33, T18N-R22E, Town of Liberty – Variance Requests.
 5. **Dan & Polly Abts** - Owners of property at 15619 Westwood Ln. in the SE $\frac{1}{4}$, NW $\frac{1}{4}$, Section 20, T17N-R22E, Town of Meeme – Conditional Use Request.
- IV. Old Business
- V. Other Business
 1. Correspondence
- VI. Approval of Minutes
- VII. On-sites
- VIII. Adjournment

Date: March 27, 2018

Orville Bonde, Board Chair
By: Reed Gaedtke, Code Administrator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Any person wishing to travel on the on-sites with the Board, should contact the Manitowoc County Planning and Park Commission office at 920-683-4185 at least two business days before the meeting is scheduled so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MANITOWOC COUNTY BOARD OF ADJUSTMENT
ONSITE MEETING MINUTES**

April 9, 2018

A meeting of the Manitowoc County Board of Adjustment was called to order by Chairperson Bonde at 9:00 A.M. on Monday, April 9, 2018 in the Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc, WI 54220.

The roll was called by the secretary. Members present: Orville Bonde, Laurel Vondrachek, Chuck Hoffman, Ralph Schuh and Earl Glaeser

Staff present for advisory meeting: Reed Gaedtke and Andrea Raymakers

A motion was made by; Mr. Hoffman seconded by Mr. Glaeser to approve the agenda for the April 9, 2018 meeting. Upon vote, the motion was unanimously approved.

Aye: Vondrachek, Hoffman, Glaeser, Schuh and Bonde; No: none;

The Board received their folders containing the April 16, 2018 hearing requests.

Mr. Gaedtke gave a quick overview of each request.

The Board proceeded to the on-sites and returned to the Manitowoc County Office Complex when completed. Mr. Bonde did not proceed to on-sites.

ADJOURNMENT

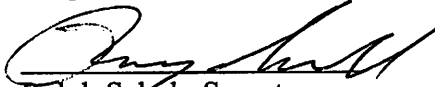
Motion by: Mr. Schuh to adjourn.

Seconded by: Ms. Vondrachek.

Upon vote: The motion was unanimously approved.

Aye: Vondrachek, Hoffman, Schuh and Glaeser; No: none.

Respectfully submitted,


Ralph Schuh, Secretary

4/21/18
Date



MANITOWOC COUNTY BOARD OF ADJUSTMENT REGULAR MEETING NOTICE

DATE: Monday, April 16, 2018
TIME: 7:00 P.M.
PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

- I. ROLL CALL AND CALL TO ORDER
- II. OPEN MEETING LAW COMPLIANCE
- III. APPROVAL OF MINUTES
- IV. APPROVAL OF AGENDA
- V. OLD BUSINESS

Discussion and possible action on:

VI. NEW BUSINESS

Discussion and possible action on:

- 1. **Jeremy & Brenda Haese** - Owners of property located in the southwest corner of Hilltop Road and Hillside Road, described as being in the NW $\frac{1}{4}$, NE $\frac{1}{4}$, of Section 14, T19N-R22E, Town of Cato – Conditional Use Request.
- 2. **Mark Seehafer** - Owner of property located at 3102 Cottage Ln., in the SE $\frac{1}{4}$, NE $\frac{1}{4}$, of Section 34, T20N-R24E, Town of Two Rivers – Variance Requests.
- 3. **William & Mary Schleh** - Owners of property located at 14414 South Shore Drive, in the NE $\frac{1}{4}$, SW $\frac{1}{4}$, of Section 33, T18N-R22E, Town of Liberty – Variance Requests.
- 4. **David & Joan Reneau** - Owners of property at 14513 South Shore Drive, in the NE $\frac{1}{4}$, SW $\frac{1}{4}$, Section 33, T18N-R22E, Town of Liberty – Variance Requests.
- 5. **Dan & Polly Abts** - Owners of property at 15619 Westwood Ln. in the SE $\frac{1}{4}$, NW $\frac{1}{4}$, Section 20, T17N-R22E, Town of Meeme – Conditional Use Request.

VII. OTHER BUSINESS

- 1. Correspondence
- 2. Set May meeting date

VIII. ADJOURNMENT

Date: March 27, 2018

Orville Bonde, Board Chair
By: Reed Gaedtke, Code Administrator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MANITOWOC COUNTY BOARD OF ADJUSTMENT
REGULAR MEETING MINUTES**

April 16, 2018

A meeting of the Manitowoc County Board of Adjustment was called to order by Chairperson Bonde at 7:00 P.M. on Monday, April 16, 2018 in the Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc, WI 54220.

The roll was called by the secretary. Members present: Earl Glaeser, Ralph Schuh, Chuck Hoffman, Laurel Vondrachek and Orville Bonde. Staff present: Reed Gaedtke.

A motion was made by, Mr. Glaeser, seconded by Ms. Vondrachek to approve the agenda for the April 16, 2018 meeting. Upon vote, the motion was unanimously approved.

Aye: Bonde, Schuh, Hoffman, Vondrachek and Glaeser; No: none.

A motion was made by, Mr. Hoffman, seconded by Mr. Schuh to approve the March 19, 2018 meeting minutes. Upon vote, the motion was unanimously approved.

Aye: Bonde, Schuh, Hoffman, Vondrachek and Glaeser; No: none.

A motion was made by, Ms. Vondrachek, seconded by Mr. Glaeser to approve the April 9, 2018 onsite meeting minutes. Upon vote, the motion was unanimously approved.

Aye: Bonde, Schuh, Hoffman, Vondrachek and Glaeser; No: none.

Mr. Gaedtke explained the procedure for the meeting that would follow. He also stated that within 10 days of the closure of this meeting, copies of the decisions will be delivered to the applicants.

Chairman Bonde informed the audience each person would be limited to three minutes during public input.

Old Business - None

New Business

Jeremy & Brenda Haese – Owners of property located in the southwest corner of Hilltop Road and Hillside Road, described as being in the NW¼, NE¼, of Section 14, T19N-R22E, Town of Cato, Manitowoc County, Wisconsin, parcel number (001-014-002-001.00) wherein a conditional use permit is being requested to operate a small winery business in a RR, Rural Residential zoned district.

Chairperson Bonde opened the public hearing for Jeremy & Brenda Haese.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Schuh read the application (copy on file).

The Board asked if there was anything to add to the appeal, there was not.

The Board had questions regarding the request.

Mr. Haese, owner, answered questions for the Board.

People in attendance in favor of the request: none.

People in attendance opposed to the request: none.

Mr. Gaedtke received a letter from the Town of Cato in favor of this request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for Jeremy & Brenda Haese.

Deliberation

Motion by: Mr. Glaeser to approve the conditional use request.

Reasons for approval:

1. The use will not endanger the public's health, safety or welfare.
2. The use does not impede the orderly development of the district because it is in a farm related area with farmland to the north and west and a small business golf course to the south.
3. The use is compatible with the surrounding area because the business includes growing and harvesting grapes which is a farm use and there is farmland near the property and the use is located on an old farm site.
4. The intensity of the operation will not affect the surrounding properties.
5. The use fits on the existing parcel and there is an acceptable entrance and exit.
6. The nature, location and height of the structure associated with the use is acceptable.
7. The proposed use will not discourage appropriate development pattern of adjacent land.
8. The use will not impair the value of surrounding properties.
9. There are no proposed flashing lights, noise, vibrations or other factors or unsafe issues which are more objectionable than any other allowable principal use because the noise will consist of normal tractor and vehicle noises.

Conditions of Approval:

1. Days of operation will be Wednesday through Sunday.
2. Hours of operation will be from 2:00 p.m. to 7:00 p.m. on Wednesdays and Thursdays; from 12:00 noon to 9:00 p.m. on Fridays and Saturdays; and from 11:00 a.m. to 5:00 p.m. on Sundays.
3. Number of employees will be 15.
4. No fencing is required.
5. A light will be located at the building entrance.
6. They are allowed one sign.

Second by: Ms. Vondrachek

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek, Schuh and Glaeser; *No:* none.

Mark Seehafer – Owner of property located at 3102 Cottage Ln., in the SE¼, NE¼, of Section 34, T20N-R24E, Town of Two Rivers, Manitowoc County, Wisconsin, parcel number (018-134-004-004.00) wherein variances are being requested to construct a 34.5' x 68' house with a 10'x12' first floor deck and a 8'x15' second story cantilevered deck at 31.4 feet from the centerline of Cottage Lane; and at 58 feet from the ordinary high water mark of the West Twin River; and at 21.8 feet from the east property line, located in a RR, Rural Residential, S1, Shoreland zoned district.

Chairperson Bonde opened the public hearing for Mark Seehafer.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Schuh read the application (copy on file).

The Board asked if there was anything to add to the appeal.

Mr. Seehafer, owner, spoke indicating the reason for the request.

Mr. Bill Wilfert, Town of Two Rivers Chairperson, spoke in favor of the request.

People in attendance opposed to the request: none.

Mr. Gaedtke received a letter from the Town of Two Rivers in favor of this request (copy on file).

Mr. Gaedtke received a letter from the DNR questioning changes from a variance approved last year for the same property (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for Mark Seehafer.

Deliberation

Motion by: Mr. Hoffman to approve the variance requests.

Reasons for approval:

1. The use of the property is changing to a vacation rental property.
2. The impervious surface will be decreased with the new home.
3. The new house will be located further from the property lines than the existing building and also further than the previously approved plan.
4. The lot is very small with floodway covering most of it which restricts the buildable area and creates a hardship for the owner.
5. The buildable area on the property is located within OHWM and road setbacks. Due to the parcel size the amount of floodplain on the parcel, create an unnecessary burden and only allows the homeowner to use only a small part of the lot.
6. The structure being replaced is dilapidated and needs to be replaced in order to live in.
7. The request will not be contrary to the public because the house will be located outside of floodplain, the impervious surface will be reduced and it will improve the aesthetics of the area which should improve property values.

Conditions of Approval:

1. The house, decks and any fill must be located outside the floodplain.
2. The second story deck must be cantilevered off of the house. It cannot be held up with posts that protrude into the floodplain.

Second by: Mr. Glaeser

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek, Schuh and Glaeser; *No:* none.

William & Mary Schleh – Owners of property located at 14414 South Shore Drive, in the NE¹/₄, SW¹/₄, of Section 33, T18N-R22E, Town of Liberty, Manitowoc County, Wisconsin, parcel number (008-033-009-020.00) wherein variances are being requested to construct a 19' x 23' deck at 61 feet from the ordinary high water mark of Pigeon Lake; and to construct a 12' x 20.5' patio at 29 feet from the ordinary high water mark of Pigeon Lake; and to replace a 6' x 6' safety landing at 41 feet from the ordinary high water mark of Pigeon Lake, in a LR, Lake Residential, S1, Shoreland zoned district.

Chairperson Bonde opened the public hearing for William & Mary Schleh.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Schuh read the application (copy on file).

The Board asked if there was anything to add to the appeal, there was not.

People in attendance in favor of the request: none.

People in attendance opposed to the request: none.

Mr. Gaedtke received a letter from the Town of Liberty in favor of this request (copy on file).

Mr. Gaedtke received a letter from the DNR regarding the request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for William & Mary Schleh.

Deliberation

Motion by: Ms. Vondrachek to approve the variance requests.

Reasons for approval:

1. The lot is unique because it is small and has a very steep slope which creates a hardship for the owners.
2. The owners will be removing old dilapidated wood and concrete along the shoreline and other areas of the property, which will reduce the impervious surface and water runoff to the lake.
3. A landing is needed on the stairs for safety purposes because of the steep slope and number of stairs needed to access the shoreline.
4. The retaining walls are old and are needed to protect the house foundation. The deck and patio design will help anchor the retaining walls in place, which should prevent the foundation from washing out.
5. The use will not negatively affect the public because the impervious surface is being reduced, the lot will be cleaned up, the increase in the proposed structures is minimal and vegetation will be planted to improve aesthetics.

Second by: Mr. Schuh

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek, Schuh and Glaeser; *No:* none.

David & Joan Reneau – Owners of property at 14513 South Shore Drive, in the NE¹/₄, SW¹/₄, Section 33, T18N-R22E, Town of Liberty, Manitowoc County, Wisconsin, parcel number (008-033-009-006.00) wherein variances are being requested to construct a 24'x36' garage with a second story deck at 56 feet from the ordinary high water mark of Little Pigeon Lake, and at 64 feet from the ordinary high water mark of Pigeon Lake; and to construct a 16'x40' first floor deck at 40 feet from the ordinary high water mark of Little Pigeon Lake; and to construct a 4.5' x 16' deck access at 50 feet from the ordinary high water mark of Little Pigeon Lake; and to construct a 12'x12' shed at 44 feet from the ordinary high water mark of Little Pigeon Lake, located in a LR, Lake Residential, S1, Shoreland zoned district.

Chairperson Bonde opened the public hearing for David & Joan Reneau.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Schuh read the application (copy on file).

The Board asked if there was anything to add to the appeal, there was not.

The Board had questions regarding the request.

Mr. and Mrs. Reneau, owners, answered questions for the Board.

People in attendance in favor of the request: none.

People in attendance opposed to the request: none.

Mr. Gaedtke received a letter from the Town of Liberty in favor of this request (copy on file).

Mr. Gaedtke received a letter from the DNR regarding the request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for David & Joan Reneau.

Deliberation

Motion by: Mr. Schuh to approve the variance requests.

Reasons for approval:

1. The lot is very unique because it has a steep slope, is located on an isthmus between two lakes and has a private road running between one of the lakes and the house. This creates a hardship for the owner by reducing their buildable area.
2. The existing house is already located within both lake setbacks
3. There is no garage on the property and the owners need to have a garage for their vehicles and storage in inclement weather.
4. The isthmus of the lot and limited lot size creates a burden for the owners preventing them from having a needed garage and deck.
5. The owners will be reducing impervious surface and water runoff which will be beneficial to both lakes and therefore the proposed use will not have a negative effect on the public.

Conditions of Approval:

1. The owners must complete an approved impervious surface plan.

Second by: Ms. Vondrachek

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek, Schuh and Glaeser; *No:* none.

Dan & Polly Abts – Owners of property at 15619 Westwood Ln. in the SE¹/₄, NW¹/₄, Section 20, T17N-R22E, Town of Meeme, Manitowoc County, Wisconsin, parcel number (012-020-008-001.00) wherein a conditional use permit is being requested to construct a 32' x 50' private garage in a NA, Natural Area, S1, Shoreland Zoned district.

Chairperson Bonde opened the public hearing for Dan & Polly Abts.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Schuh read the application (copy on file).

The Board asked if there was anything to add to the appeal, there was not.

People in attendance in favor of the request: none.

People in attendance opposed to the request: none.

Mr. Gaedtke received a letter from the Town of Meeme in favor of this request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for Dan & Polly Abts.

Deliberation

Motion by: Mr. Hoffman to approve the conditional use request.

Reasons for approval:

1. The use does not impede the orderly development of the district because there is plenty of land to accommodate a garage and there are other detached garages in the area.
2. The use is compatible with the surrounding area because the owner will use materials that will blend in with its surroundings.
3. It will not affect the surrounding properties because it's only private storage; not a business.
4. The use fits on the existing parcel size.
5. There is easy access right next to the private road
6. The nature, location and height of the structure associated with the use is an acceptable height.
7. The proposed use will not discourage appropriate development of adjacent land.
8. The use would not impair the value of surrounding properties. Rather it may help property values because more items can be stored inside the garage instead of being left outside.
9. There are no proposed flashing lights, noise, vibrations or other factors or unsafe issues which are more objectionable than any other allowable principal use because it's a private garage.
10. The use will not endanger the public's health, safety or welfare.

Second by: Mr. Schuh

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek, Schuh and Glaeser; *No:* none.

Other Business

Correspondence: None

Schedule Next Meeting: The Board scheduled their next regular meeting for Monday, May 21, 2018 and the onsite for Monday, May 14, 2018 (Dates and times are subject to change.)

Adjournment

Motion by: Mr. Hoffman to adjourn.

Seconded by: Mr. Schuh

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek, Schuh and Glaeser; *No:* none.

Respectfully submitted,

Ralph Schuh, Secretary

Date



MANITOWOC COUNTY
BOARD OF ADJUSTMENT
ADVISORY & ON-SITE MEETING NOTICE

DATE: Tuesday, May 15, 2018
TIME: 9:00 a.m.
PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be discussed at the meeting:

- I. Call to Order - Roll Call
- II. Approval of Agenda
"Open Meeting Law Compliance"
- III. New Business
 - 1. **Cottage Lane LLC** - Owner of property located at 3068 Cottage Ln., in the SE $\frac{1}{4}$, NE $\frac{1}{4}$, of Section 34, T20N-R24E, Town of Two Rivers – Conditional Use Request.
 - 2. **Dereck Taushek** - Owner of property located at 7505 HWY 147, in the NW $\frac{1}{4}$, SE $\frac{1}{4}$, of Section 22, T20N-R24E, Town of Two Rivers – Variance Requests.
 - 3. **Ryan Ross** - Owner of property located at 7721 STH 147, in the SW $\frac{1}{4}$, NE $\frac{1}{4}$, Section 22, T20N-R24E, Town of Two Rivers – Conditional Use Request.
 - 4. **Thomas Murphy** - Owner of property located at 24302 STH 151, in the NE $\frac{1}{4}$, SW $\frac{1}{4}$, Section 18, T18N-R21E, Town of Eaton – Variance Request.
 - 5. **H&H Dairy LLC** - Owner of property located at 7726 Hillcrest Rd. in the SW $\frac{1}{4}$, SW $\frac{1}{4}$, Section 16, T20N-R23E, Town of Kossuth – Variance Request.
 - 6. **SDA Ahnapee LLC** - Owner of property located off of CTH R in the NW $\frac{1}{4}$, NW $\frac{1}{4}$, Section 31, T21N-R23E, Town of Gibson – Conditional Use Request.
- IV. Old Business
- V. Other Business
 - 1. Correspondence
- VI. Approval of Minutes
- VII. On-sites
- VIII. Adjournment

Date: April 26, 2018

Orville Bonde, Board Chair
By: Reed Gaedtke, Code Administrator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Any person wishing to travel on the on-sites with the Board, should contact the Manitowoc County Planning and Park Commission office at 920-683-4185 at least two business days before the meeting is scheduled so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MANITOWOC COUNTY BOARD OF ADJUSTMENT
ONSITE MEETING MINUTES**

May 15, 2018

A meeting of the Manitowoc County Board of Adjustment was called to order by Chairperson Bonde at 9:00 A.M. on Tuesday, May 15, 2018 in the Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc, WI 54220.

Board elected a secretary pro tempore for today's meeting due to the secretary being absent. A motion was made by, Mr. Bonde nominating Laurel Vondrachek as secretary for the meeting and seconded by Mr. Hoffman. Upon vote, the motion was unanimously approved.

Aye: Bonde, Glaeser, Hoffman and Vondrachek; No: none;

The roll was called by the secretary. Members present: Orville Bonde, Laurel Vondrachek, Chuck Hoffman and Earl Glaeser

Staff present for advisory meeting: Reed Gaedtke and Andrea Raymakers

A motion was made by; Mr. Hoffman seconded by Mr. Glaeser to approve the agenda for the May 15, 2018 meeting. Upon vote, the motion was unanimously approved.

Aye: Vondrachek, Hoffman, Glaeser and Bonde; No: none;

The Board received their folders containing the May 21, 2018 hearing requests.

Mr. Gaedtke gave a quick overview of each request.

The Board proceeded to the on-sites and returned to the Manitowoc County Office Complex when completed.

ADJOURNMENT

Motion by: Ms. Vondrachek to adjourn.

Seconded by: Mr. Glaeser

Upon vote: The motion was unanimously approved.

Aye: Vondrachek, Hoffman, Bonde and Glaeser; No: none.

Respectfully submitted,

Laural Vondrachek,
Secretary Pro Tempore

Date



MANITOWOC COUNTY BOARD OF ADJUSTMENT REGULAR MEETING NOTICE

DATE: Monday, May 21, 2018
TIME: 7:00 P.M.
PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

- I. ROLL CALL AND CALL TO ORDER
- II. OPEN MEETING LAW COMPLIANCE
- III. APPROVAL OF MINUTES
- IV. APPROVAL OF AGENDA
- V. OLD BUSINESS

Discussion and possible action on:

VI. NEW BUSINESS

Discussion and possible action on:

1. **Cottage Lane LLC** - Owner of property located at 3068 Cottage Ln., in the SE $\frac{1}{4}$, NE $\frac{1}{4}$, of Section 34, T20N-R24E, Town of Two Rivers – Conditional Use Request.
2. **Dereck Taushek** - Owner of property located at 7505 HWY 147, in the NW $\frac{1}{4}$, SE $\frac{1}{4}$, of Section 22, T20N-R24E, Town of Two Rivers – Variance Requests.
3. **Ryan Ross** - Owner of property located at 7721 STH 147, in the SW $\frac{1}{4}$, NE $\frac{1}{4}$, Section 22, T20N-R24E, Town of Two Rivers – Conditional Use Request.
4. **Thomas Murphy** - Owner of property located at 24302 STH 151, in the NE $\frac{1}{4}$, SW $\frac{1}{4}$, Section 18, T18N-R21E, Town of Eaton – Variance Request.
5. **H&H Dairy LLC** - Owner of property located at 7726 Hillcrest Rd. in the SW $\frac{1}{4}$, SW $\frac{1}{4}$, Section 16, T20N-R23E, Town of Kossuth – Variance Request.
6. **SDA Ahnapee LLC** - Owner of property located off of CTH R in the NW $\frac{1}{4}$, NW $\frac{1}{4}$, Section 31, T21N-R23E, Town of Gibson – Conditional Use Request.

VII. OTHER BUSINESS

1. Correspondence
2. Set May meeting date

VIII. ADJOURNMENT

Date: April 26, 2018

Orville Bonde, Board Chair
By: Reed Gaedtke, Code Administrator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MANITOWOC COUNTY BOARD OF ADJUSTMENT
REGULAR MEETING MINUTES**

May 21, 2018

A meeting of the Manitowoc County Board of Adjustment was called to order by Chairperson Bonde at 7:00 P.M. on Monday, May 21, 2018 in the Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc, WI 54220.

Board elected a secretary pro tempore for tonight's meeting due to the secretary being absent. A motion was made by, Ms. Vondrachek nominating Chuck Hoffman as secretary for the meeting and seconded by Mr. Bonde. Upon vote, the motion was unanimously approved.

Aye: Bonde, Glaeser, Hoffman and Vondrachek; No: none;

The roll was called by the secretary pro tempore. Members present: Earl Glaeser, Chuck Hoffman, Laurel Vondrachek and Orville Bonde. Members absent: Ralph Schuh. Staff present: Reed Gaedtke.

A motion was made by, Mr. Glaeser, seconded by Ms. Vondrachek to approve the agenda for the May 21, 2018 meeting. Upon vote, the motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek and Glaeser; No: none.

A motion was made by, Mr. Glaeser, seconded by Ms. Vondrachek to approve the April 16, 2018 meeting minutes. Upon vote, the motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek and Glaeser; No: none.

A motion was made by, Mr. Hoffman, seconded by Mr. Glaeser to approve the May 15, 2018 onsite meeting minutes. Upon vote, the motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek and Glaeser; No: none.

Mr. Gaedtke explained the procedure for the meeting that would follow. He also stated that within 10 days of the closure of this meeting, copies of the decisions will be delivered to the applicants.

Chairman Bonde informed the audience each person would be limited to three minutes during public input.

Old Business - None

New Business

Cottage Lane LLC – Owner of property located at 3068 Cottage Ln., in the SE¼, NE¼, of Section 34, T20N-R24E, Town of Two Rivers, Manitowoc County, Wisconsin, parcel number (018-134-004-002.00) wherein a conditional use permit is being requested by Mark Seehafer, the applicant, to operate a vacation home rental in a RR, Rural Residential, S1, Shoreland zoned district.

Chairperson Bonde opened the public hearing for Cottage Lane LLC.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Hoffman read the application (copy on file).

The Board asked if there was anything to add to the appeal, there was not.

The Board had questions regarding the request.

Mr. Seehafer, owner, answered questions for the Board.

People in attendance in favor of the request: none.

People in attendance opposed to the request: none.

Mr. Gaedtke received a letter from the Town of Two Rivers in favor of this request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for Cottage Lane LLC.

Deliberation

Motion by: Ms. Vondrachek to approve the conditional use request.

Reasons for approval:

1. The use is in harmony with the orderly development of the area.
2. A vacation home rental will not discourage appropriate development of adjacent land.
3. The use will not impair property values.
4. It is not more objectionable to nearby properties because they are owned by the same person as this parcel.

Conditions of Approval:

1. Maximum number of guests will be six.
2. No use of fireworks or firearms allowed on the property.
3. A sign is permitted to be located on the house.
4. There shall be off road parking for two vehicles.
5. Lighting can be on the front and back of the house.
6. There shall be at 11:00 p.m. quiet time.

Second by: Mr. Glaeser

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek and Glaeser; *No:* none.

Derek Tauschek – Owner of property located at 7505 HWY 147, in the NW¼, SE¼, of Section 22, T20N-R24E, Town of Two Rivers, Manitowoc County, Wisconsin, parcel number (018-122-014-004.00) wherein variances are being requested to construct a 14' x 26' garage at 51 feet from the center line of Maplewood Rd. and to be within the 200' site triangle of US HWY 147, in a RR, Rural Residential zoned district.

Chairperson Bonde opened the public hearing for Derek Tauschek.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Hoffman read the application (copy on file).

The Board asked if there was anything to add to the appeal, there was not.

The Board had questions regarding the request.

Mr. Tauschek, owner, answered questions for the Board.

People in attendance in favor of the request: none.

People in attendance opposed to the request: none.

Mr. Gaedtke received a letter from the Town of Two Rivers in favor of this request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for Derek Tauschek.

Deliberation

Motion by: Mr. Glaeser to approve the variance requests.

Reasons for approval:

1. The unique lot size creates a hardship and burden on the owner. There is no room to build any further from the road.
2. There will not be a negative effect on the public because the proposed garage addition is still located far enough from the roads that it will not affect the site triangle.

Conditions of Approval:

1. The trees located within the site triangle must be trimmed to a height of 12 feet from the ground.

Second by: Ms. Vondrachek

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek and Glaeser; *No:* none.

Ryan Ross – Owner of property located at 7721 STH 147, in the SW¼, NE¼, Section 22, T20N-R24E, Town of Two Rivers, Manitowoc County, Wisconsin, tax parcel number (018-122-003-002.00); wherein a conditional use permit is being requested to construct two additional ministorage unit's on property located in a RR, Rural Residential zoned district.

Chairperson Bonde opened the public hearing for Ryan Ross.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Hoffman read the application (copy on file).

The Board asked if there was anything to add to the appeal, there was not.

The Board had questions regarding the request.

Mr. Ross, owner, answered questions for the Board.

People in attendance in favor of the request: none.

People in attendance opposed to the request: none.

Mr. Gaedtke received a letter from the Town of Two Rivers in favor of this request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for Ryan Ross.

Deliberation

Motion by: Mr. Hoffman to approve the conditional use request.

Reasons for approval:

1. The use does not impede the orderly development of the district because there's already one on the property and another ministorage unit to the north.
2. The use is compatible with the surrounding area because he is planting and landscaping the property so it looks nice.
3. The intensity of the operation will not affect the surrounding properties because it's already being used as a ministorage property.
4. The use fits on the existing parcel very well and has good driveway access.
5. The nature, location and height of the structure associated with the use are acceptable.
6. The proposed use will not discourage appropriate development pattern of adjacent land because there is a storage business to the north of this property.
7. The use will not impair the value of surrounding properties.
8. There are no proposed flashing lights, noise, vibrations or other factors or unsafe issues which are more objectionable than any other allowable principal use because the noise will consist of normal vehicle noise and yard lights.
9. The use will not endanger the public health, safety or welfare.

Conditions of Approval:

1. Water runoff from the buildings must run to the ditch to reduce runoff down the hill.
2. No employees.
3. Only one 4'x8' sign is allowed on the property according to code.

Second by: Ms. Vondrachek

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek and Glaeser; *No:* none.

Thomas Murphy – Owner of property located at 24302 STH 151, in the NE¼, SW¼, Section 18, T18N-R21E, Town of Eaton, Manitowoc County, Wisconsin, parcel number (004-018-009-003.00) wherein a variance is being requested to construct a 20 foot deep pond at 50 feet from the centerline of Murphy Ln., located in an EA, Exclusive Agricultural zoned district.

Chairperson Bonde opened the public hearing for Thomas Murphy.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Hoffman read the application (copy on file).

The Board asked if there was anything to add to the appeal, there was not.

The Board had questions regarding the request.

Mr. Murphy, owner, answered questions for the Board.

People in attendance in favor of the request: none.

People in attendance opposed to the request: none.

There being no further comments, Chairperson Bonde closed the public hearing for Thomas Murphy.

Deliberation

Motion by: Ms. Vondrachek to approve the variance request.

Reasons for approval:

1. There is floodplain and good ag land located on the property preventing him from moving back further from the road.
2. The pond will not have a negative effect on the floodplain because the spoils must be removed from the floodplain area.
3. There will not be a negative effect on the public because the pond is located at the end of a dead end road which isn't traveled.

Conditions of Approval:

1. All spoils from the pond must be located outside the floodplain.

Second by: Mr. Hoffman

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek and Glaeser; *No:* none.

H&H Dairy LLC – Owner of property located at 7726 Hillcrest Rd. in the SW ¼, SW1/4, Section 16, T20N-R23E, Town of Kossuth, Manitowoc County, Wisconsin, parcel number (007-016-011-000.00) wherein a variance is being requested to construct a 25'x48' lean-to at 78 feet from the centerline of Hillcrest Rd. (a.k.a CTH V), located in an EA, Exclusive Agricultural zoned district.

Chairperson Bonde opened the public hearing for H&H Dairy LLC.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Hoffman read the application (copy on file).

The Board asked if there was anything to add to the appeal, there was not.

People in attendance in favor of the request: none.

People in attendance opposed to the request: none.

Mr. Gaedtke received a letter from the Town of Kossuth in favor of this request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for H&H Dairy LLC.

Deliberation

Motion by: Mr. Glaeser to approve the variance request.

Reasons for approval:

1. The small farm lot and location of the drainage ditch behind the barns limits the buildable area.
2. The location of the existing barns and the need to have hay and straw storage near the barn create a burden for the owner if they have to locate the structure further away from the barns.
3. There will not be a negative effect on the public because the lean-to is still located far enough from the road and there is a ditch between the road and structure that would prevent anyone from hitting the lean-to if they were to drive off the road.

Second by: Ms. Vondrachek

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek and Glaeser; *No:* none.

SDA Ahnapee LLC – Owner of property located off of CTH R in the NW¼, NW¼, Section 31, T21N-R23E, Town of Gibson, Manitowoc County, Wisconsin, tax parcel number (006-031-006-005.00) wherein an amendment to conditions is being requested for an existing conditional use permit to operate a camping area and parking lot in a GA, General Agricultural, zoned district.

Chairperson Bonde opened the public hearing for SDA Ahnapee LLC.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Hoffman read the application (copy on file).

The Board asked if there was anything to add to the appeal.

Mr. Frassetto, attorney for SDA Ahnapee LLC spoke, gave an update and clarified no change is required for condition number 2; it was highlighted only to give an update.

The Board had questions regarding the request.

Mr. Frassetto withdrew the change request to condition number three regarding the insurance policy.

Mr. Frassetto, answered questions for the Board.

People in attendance in favor of the request: none.

People in attendance opposed to the request: none.

Mr. Gaedtke received a letter from the Town of Gibson in favor of this request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for SDA Ahnapee LLC.

Deliberation

Motion by: Mr. Hoffman to approve the variance request.

Reasons for approval:

1. The use does not impede the orderly development of the district based upon the imposed conditions.
2. The use is compatible with the surrounding area provided that the zoning is changed to the GA, General Agricultural district.
3. The intensity of the use will not have a negative effect on surrounding properties.
4. The use does fit on the parcel size.
5. The parcel has proper access for the requested use and the driveways already exist.
6. The nature, location and height of structures do not apply because there are no structures associated with this use.
7. It doesn't discourage the orderly development of adjacent land because the race track already exists and this is supplemental parking for the track.
8. The use will not impair the value of surrounding properties. It is still zoned farmland.
9. There are no proposed flashing lights, fumes, noise, vibrations or other factors such as traffic or unsafe issues that are not being addressed in the conditions.
10. As long as the conditions are adhered to there should be no danger to the public's health, safety or welfare.

Conditions of Approval:

1. The approval of this conditional use permit is subject to the property being rezoned to the GA, General Agricultural district.
2. The safety plan from Ayres Associates must be implemented with the omission of the police officer control requirement and the omission of the last two items of the plan listed in the "Major" section: (Parking Shuttle Service and purchasing additional land on the west side of CTH R.). This plan shall be the minimum safety standards to be followed. All additional conditions of this permit also apply. SDA Ahnappee LLC must work with the Manitowoc County Highway Department and Traffic Safety Commission and assist in the implementation of these and any additional recommendations.
3. They must have an insurance policy approved by the Corporation Counsel that satisfies Manitowoc County's requirements.
4. The use of the camping and parking is only allowed during an event as described in the KRR Enterprise LLC's conditional use permit.
5. An event shall be described as any day or portion thereof that the race track is in use for any purpose, excluding maintenance activity. This includes but is not limited to; races, practice sessions (regardless of number of vehicles or laps), concerts or other venues."
6. Hours of operation for track event parking shall be 11:00 a.m. to 2:30 a.m.
7. Hours of operation for concert event parking shall be 11:00 a.m. to 2:30 a.m.
8. Litter and trash shall be removed within 24 hours of an event and not allowed to become windblown.
9. Three convicted violations of Manitowoc County Ordinances or these conditions within a 12 month period shall be grounds for revocation of this conditional use permit.
10. Lighting is allowed for the parking lot, but must be turned off within one half hour after the events end.
11. There will be no parking on any County or Town roads by employees, participants or attendees.
12. Camping overnight for an event duration is acceptable.
13. Camping on a week to week basis is not allowed.
14. Campers being used on the property must have self-contained water supply and waste discharge.
15. This conditional use permit is subject to an annual review with the next review taking place October 2017 and then yearly reviews after that. However, depending upon conditions found, or noted or complaints reported; additional reviews and permit modifications may occur.
16. If additional findings are made by the Traffic Safety Commission, the Board of Adjustment will reserve the right to have earlier reviews.
17. Ingress and egress for vehicular traffic shall use driveway #4, located on Old Y Road, as shown in the Ayres Associates safety plan.
18. Pedestrian crossing shall occur at driveway #3 only, as shown in the Ayres Associates safety plan.
19. Roadway lighting with designated pedestrian crossing area shall be illuminated a half hour before dusk and remain lit until dawn. Lighting use and placement shall be approved by Highway Department permit.
20. All traffic cones listed in the Ayres Associates safety recommendations must meet MUTCD (Manual on Uniform Traffic Control Devices) requirements.
21. Fencing must be provided according to the submitted safety plan from Ayres Associates.
22. The parking requirements listed in section 8.35 of the Manitowoc County General Zoning and Land Use Regulation Ordinance must be followed. This may include additional fencing regulations.
23. Pit cars and transport haulers for cars are not permitted on this property. They must remain on the west side of the road in the pit area.
24. The parking and camping area allowed shall be restricted to 10 acres. This acreage is subject to future reviews by the Board and the needs of the business.
25. Pedestrian crossing lights shall be turned on one hour before events begin and left on until close or 2:30 a.m.

Second by: Mr. Glaeser

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek and Glaeser; No: none.

Other Business

Discussion of July meeting dates.

Correspondence: None

Schedule Next Meeting: The Board scheduled their next regular meeting for Monday, June 18, 2018 and the onsite for Monday, June 11, 2018 (Dates and times are subject to change.)

Adjournment

Motion by: Mr. Glaeser to adjourn.

Seconded by: Mr. Hoffman

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek and Glaeser; No: none.

Respectfully submitted,



Chuck Hoffman,

Secretary Pro Tempore

6/18/18
Date



MANITOWOC COUNTY
BOARD OF ADJUSTMENT
ADVISORY & ON-SITE MEETING NOTICE

DATE: Monday, June 11, 2018
TIME: 9:00 a.m.
PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be discussed at the meeting:

- I. Call to Order - Roll Call
- II. Approval of Agenda
"Open Meeting Law Compliance"
- III. New Business
 - 1. **Douglas McCord** - Owner of property located at 11273 Lakeshore Rd., in the NE $\frac{1}{4}$, SW $\frac{1}{4}$, of Section 5, T20N-R25E, Town of Two Rivers – Conditional Use and Variance Request.
 - 2. **KLL Properties LLC** - Owner of property located at 7920 CTH O, in the NW $\frac{1}{4}$, NE $\frac{1}{4}$, Section 20, T20N-R25E, Town of Two Rivers – Conditional Use Request.
 - 3. **Randall Steinbruecker** - Owner of property located off of Pigeon Lake Rd., in the NW $\frac{1}{4}$, SE $\frac{1}{4}$, of Section 33, T18N-R22E, Town of Liberty – Variance Requests.
 - 4. **Mike Pekarek** - Owner of property located at 16803 Jambo Creek Rd, in the SE $\frac{1}{4}$, SW $\frac{1}{4}$, Section 11, T21N-R23E, Town of Gibson – Variance Request.
 - 5. **Tom and Aaron Katsma** - Owners of property located at 14005 Rokilio Rd., in G.L. 1 Lots 1 & 2 Block 5 of Section 24, T17N-R21E, Town of Schleswig – Variance Request.
 - 6. **Peter Schad** - Owner of property located at 16108 CTH X, in Tract 6 of CSM V11 P229, Section 8, T17N-R23E, Town of Meeme – Conditional Use Permit Review.
- IV. Old Business
- V. Other Business
 - 1. Correspondence
- VI. Approval of Minutes
- VII. On-sites
- VIII. Adjournment

Date: May 30, 2018

Orville Bonde, Board Chair
By: Reed Gaedtke, Code Administrator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Any person wishing to travel on the on-sites with the Board, should contact the Manitowoc County Planning and Park Commission office at 920-683-4185 at least two business days before the meeting is scheduled so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MANITOWOC COUNTY BOARD OF ADJUSTMENT
ONSITE MEETING MINUTES**

June 11, 2018

A meeting of the Manitowoc County Board of Adjustment was called to order by Chairperson Bonde at 9:00 A.M. on Monday, June 11, 2018 in the Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc, WI 54220.

The roll was called by the secretary. Members present: Orville Bonde, Ralph Schuh, Chuck Hoffman and Earl Glaeser. Members absent: Laurel Vondrachek.

Staff present for advisory meeting: Reed Gaedtke and Andrea Raymakers

A motion was made by; Mr. Hoffman seconded by Mr. Glaeser to approve the agenda for the June 11, 2018 meeting. Upon vote, the motion was unanimously approved.

Aye: Hoffman, Schuh, Glaeser and Bonde; No: none;

The Board received their folders containing the June 18, 2018 hearing requests.

Mr. Gaedtke gave a quick overview of each request.

The Board proceeded to the on-sites and returned to the Manitowoc County Office Complex when completed. Mr. Bonde did not proceed to on-sites.

ADJOURNMENT

Motion by: Mr. Schuh to adjourn.

Seconded by: Mr. Hoffman

Upon vote: The motion was unanimously approved.

Aye: Hoffman, Schuh and Glaeser; No: none.

Respectfully submitted,



Ralph Schuh, Secretary

6/18/18
Date



MANITOWOC COUNTY BOARD OF ADJUSTMENT REGULAR MEETING NOTICE

DATE: Monday, June 18, 2018
TIME: 7:00 P.M.
PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

- I. ROLL CALL AND CALL TO ORDER
- II. OPEN MEETING LAW COMPLIANCE
- III. APPROVAL OF MINUTES
- IV. APPROVAL OF AGENDA
- V. OLD BUSINESS

Discussion and possible action on:

VI. NEW BUSINESS

Discussion and possible action on:

- 1. **Douglas McCord** - Owner of property located at 11273 Lakeshore Rd., in the NE $\frac{1}{4}$, SW $\frac{1}{4}$, of Section 5, T20N-R25E, Town of Two Rivers – Conditional Use and Variance Request.
- 2. **KLL Properties LLC** - Owner of property located at 7920 CTH O, in the NW $\frac{1}{4}$, NE $\frac{1}{4}$, Section 20, T20N-R25E, Town of Two Rivers – Conditional Use Request.
- 3. **Randall Steinbruecker** - Owner of property located off of Pigeon Lake Rd., in the NW $\frac{1}{4}$, SE $\frac{1}{4}$, of Section 33, T18N-R22E, Town of Liberty – Variance Requests.
- 4. **Mike Pekarek** - Owner of property located at 16803 Jambo Creek Rd, in the SE $\frac{1}{4}$, SW $\frac{1}{4}$, Section 11, T21N-R23E, Town of Gibson – Variance Request.
- 5. **Tom and Aaron Katsma** - Owners of property located at 14005 Rokilio Rd., in G.L. 1 Lots 1 & 2 Block 5 of Section 24, T17N-R21E, Town of Schleswig – Variance Request.
- 6. **Peter Schad** - Owner of property located at 16108 CTH X, in Tract 6 of CSM V11 P229, Section 8, T17N-R23E, Town of Meeme – Conditional Use Permit Review.

VII. OTHER BUSINESS

- 1. Correspondence
- 2. Set July meeting date

VIII. ADJOURNMENT

Date: May 30, 2018

Orville Bonde, Board Chair
By: Reed Gaedtke, Code Administrator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MANITOWOC COUNTY BOARD OF ADJUSTMENT
REGULAR MEETING MINUTES**

June 18, 2018

A meeting of the Manitowoc County Board of Adjustment was called to order by Chairperson Bonde at 7:00 P.M. on Monday, June 18, 2018 in the Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc, WI 54220.

The roll was called by the secretary. Members present: Ralph Schuh, Chuck Hoffman, Laurel Vondrachek and Orville Bonde. Members absent: Earl Glaeser. Staff present: Reed Gaedtke.

A motion was made by, Mr. Hoffman, seconded by Ms. Vondrachek to approve the agenda for the June 18, 2018 meeting. Upon vote, the motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek and Schuh; No: none.

A motion was made by, Ms. Vondrachek, seconded by Mr. Hoffman to approve the May 21, 2018 meeting minutes. Upon vote, the motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek and Schuh; No: none.

A motion was made by, Mr. Schuh, seconded by Mr. Hoffman to approve the June 11, 2018 onsite meeting minutes. Upon vote, the motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek and Schuh; No: none.

Mr. Gaedtke explained the procedure for the meeting that would follow. He also stated that within 10 days of the closure of this meeting, copies of the decisions will be delivered to the applicants.

Chairman Bonde informed the audience each person would be limited to three minutes during public input.

Old Business - None

New Business

Douglas McCord – Owner of property located at 11273 Lakeshore Rd., in the NE¼, SW¼, of Section 5, T20N-R25E, Town of Two Rivers, Manitowoc County, Wisconsin, parcel number (018-205-009-003.00) wherein a conditional use permit and variance are being requested by Alex McCord, the applicant, to operate an auto repair business; and to locate an on premise business sign at 0' from the right-of-way line of Lakeshore Rd., in a RR, Rural Residential zoned district.

A motion was made by, Mr. Hoffman, seconded by Ms. Vondrachek to postpone the request to next month. Upon vote, the motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek and Schuh; No: none.

KLL Properties LLC – Owner of property located at 7920 CTH O, in the NW¼, NE¼, Section 20, T20N-R25E, Town of Two Rivers, Manitowoc County, Wisconsin, parcel number (018-220-002-001.00); wherein a conditional use permit is being requested to operate a vacation home rental in a RR, Rural Residential zoned district.

Chairperson Bonde opened the public hearing for KLL Properties LLC.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Schuh read the application (copy on file).

The Board asked if there was anything to add to the appeal, there was not.

The Board had questions regarding the request.

Mr. Chris LeClair, owner, answered questions for the Board.

People in attendance in favor of the request: none.

People in attendance opposed to the request: none.

Mr. Gaedtke received a letter from the Town of Two Rivers indicating they have no objection to this request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for KLL Properties LLC.

Deliberation

Motion by: Mr. Hoffman to approve the variance requests.

Reasons for approval:

1. The use does not impede the orderly development of the district because the owner has shown it is an existing house that has been around for a long time. Also, it is surrounded by other residential properties.
2. The use is compatible with the surrounding area because it is a residential area and there is enough room between neighboring houses for privacy.
3. The intensity of the operation will not affect the surrounding properties because nothing is changing on the property. The house exists and it will remain a house.
4. The use fits on the existing parcel very well and has good driveway access.
5. The nature, location and height of the structure associated with the use are acceptable because it is an existing residence in a residential neighborhood.
6. The proposed use will not discourage appropriate development pattern of adjacent land because it is a residence and people will only be there for a limited time.
7. The use will not impair the value of surrounding properties. There has been no change to property values in the area with the existing house.
8. There are no proposed flashing lights, noise, vibrations or other factors or unsafe issues which are more objectionable than any other allowable principal use.
9. The use will not endanger the public health, safety or welfare.

Conditions of Approval:

1. Maximum number of guests will be six. However, this number can be increased if the septic system is enlarged according to code and is approved by the Planning and Zoning Dept.
2. A sign is permitted to be located on the house.

Second by: Mr. Schuh

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek and Schuh; *No:* none.

Randall Steinbruecker – Owner of property located off of Pigeon Lake Rd., in the NW¼, SE¼, of Section 33, T18N-R22E, Town of Liberty, Manitowoc County, Wisconsin, parcel number (008-033-014-019.00) wherein variances are being requested to construct a 30' x 40' house/garage at 10 feet from the north and east property lines in an RR, Rural Residential, S1 Shoreland zoned district.

Mr. Gaedtke read a letter from the Town of Liberty requesting postponement of the request to allow the town more time to review the request (copy on file).

A motion was made by, Ms. Vondrachek, seconded by Mr. Hoffman to postpone the request until the next meeting to allow the Town of Liberty more time to review the request. Upon vote, the motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek and Schuh; No: none.

Mike Pekarek – Owner of property located at 16803 Jambo Creek Rd, in the SE¼, SW¼, Section 11, T21N-R23E, Town of Gibson, Manitowoc County, Wisconsin, tax parcel number (006-011-012-001.00); wherein a variance is being requested to construct a house addition and attached garage at 41 feet from the centerline of Jambo Creek Rd. located in a RR, Rural Residential zoned district.

Mr. Gaedtke informed the Board of Adjustment Mr. Pekarek was called away because of work and asked if they wanted to postpone the request until July.

The Board discussed the matter and indicated they would proceed in his absence because the request was pretty straight forward and they didn't have any questions.

Chairperson Bonde opened the public hearing for Mike Pekarek.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Schuh read the application (copy on file).

People in attendance in favor of the request: none.

People in attendance opposed to the request: none.

Mr. Gaedtke received a letter from the Town of Gibson in favor of this request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for Mike Pekarek.

Deliberation

Motion by: Ms. Vondrachek to approve the variance request as shown in the site diagram.

Reasons for approval:

1. The new addition will not be any closer to the road than the existing house.
2. There is a unique lot shape where the road runs on an angle in front of the property and the location of the existing house to the road create hardships and a burden on the owner to try and meet the required setback.
3. The request will not be contrary to the public because there are trees along the south end of the house protecting it from anyone leaving the road and the road is very straight in front of the residence, so there won't be any affect to site distances or concerns about the road being unsafe.

Second by: Mr. Schuh

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek and Schuh; No: none.

Tom and Aaron Katsma – Owners of property located at 14005 Rokilio Rd., in G.L. 1 Lots 1 & 2 Block 5 of Section 24, T17N-R21E, Town of Schleswig, Manitowoc, County, Wisconsin, parcel number (016-510-005-001.00) wherein a variance is being requested to construct a 12' x 20' garage at 6.5 feet from the right-of-way line of Rokilio Rd. in a LR, Lake Residential, zoned district.

Chairperson Bonde opened the public hearing for Tom and Aaron Katsma.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Schuh read the application (copy on file).

The Board asked if there was anything to add to the appeal, there was not.

The Board asked questions regarding the request.

Tom and Aaron Katsma answered questions for the Board.

People in attendance in favor of the request: none.

People in attendance opposed to the request: none.

Mr. Gaedtke read a letter from the Town of Schleswig in favor of this request (copy on file).

Mr. Gaedtke read a letter from the Sanitary District not opposed to the request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for Tom and Aaron Katsma.

Deliberation

Motion by: Mr. Schuh to approve the variance request.

Reasons for approval:

1. The small lot, steep slope to the north and the holding tank and house to the east create a hardship for the owners and prohibits them from building anywhere else on the property.
2. The small lot, steep slope also create an unnecessary burden on the owners preventing them from reasonably using the property. A garage is needed because they currently have no place for storage.
3. There is a unique lot shape where the road runs on an angle in front of the property and the location of the existing house to the road create hardships and a burden on the owner to try and meet the required setback.
4. The request will not be contrary to the public because the garage will be located out of the public right-of-way, and line of site, and the owners will be installing a rain garden to accept drainage water at the site to prevent it from running into the lake.
5. The owners have limited the size of the structure to fit on the property.

Conditions of Approval:

1. The owner must control erosion and debris while excavating and constructing the garage.
2. The proposed rain garden must be installed according to the approved plan.
3. Vegetation must be reestablished after construction.
4. The downspouts and drainage around the garage must be diverted away from the lake.

Second by: Ms. Vondrachek

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek and Schuh; *No:* none.

Peter Schad – Owner of property located at 16108 CTH X, in Tract 6 of CSM V11 P229, Section 8, T17N-R23E, Town of Meeme, Manitowoc County, Wisconsin, parcel number (012-008-011-001.05) wherein the conditional use permit for Derenz Transport LLC trucking is scheduled for review.

Mr. Gaedtke received a phone call from Mr. Schad, owner of Derenz Transport. He indicated he will be out of town and may be moving locations and requested his review be postponed until the next meeting.

The Board decided to continue with the review. The on-site looked good and there was no objection.

Deliberation

Motion by: Mr. Hoffman to approve the review.

The Board approved the review and stated the property was well kept and it appeared the applicant has complied with the existing permit conditions. If the applicant wishes expand or change the business; a new conditional use permit application would be required.

The Board also stated no more reviews were required unless a complaint was received concerning the property.

Second by: Ms. Vondrachek

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek and Schuh; *No:* none.

Other Business

Correspondence: None

Schedule Next Meeting: The Board scheduled their next regular meeting for Monday, July 30, 2018 and the onsite for Monday, July 23, 2018 (Dates and times are subject to change.)

Adjournment

Motion by: Ms. Vondrachek to adjourn.

Seconded by: Mr. Schuh

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek and Schuh; *No:* none.

Respectfully submitted,


Ralph Schuh, Secretary

7/30/18
Date



MANITOWOC COUNTY
BOARD OF ADJUSTMENT
ADVISORY & ON-SITE MEETING NOTICE

DATE: Monday, July 23, 2018
TIME: 9:00 a.m.
PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be discussed at the meeting:

- I. Call to Order - Roll Call
- II. Approval of Agenda
"Open Meeting Law Compliance"
- III. New Business
 1. **James Braun** - Owner of property located at 17109 Christel Rd., in the NW $\frac{1}{4}$, SW $\frac{1}{4}$, of Section 30, T18N-R22E, Town of Liberty – Variance Requests.
 2. **Dean Koenig** - Owner of property located at 12215 Marken Rd., in Section 8, T17N-R22E, Town of Meeme – Variance Request.
 3. **Paul & Tammie Scheffel** - Owners of property located at 6511 County Road O, in the SW $\frac{1}{4}$, NW $\frac{1}{4}$, of Section 29, T20N-R25E, Town of Two Rivers – Conditional Use Request.
 4. **Mike Burkhardt** - Owner of property located off of Little Elkhart Lake Rd., in the NW $\frac{1}{4}$, SW $\frac{1}{4}$, and the SW $\frac{1}{4}$, SW $\frac{1}{4}$, of Section 34, T17N-R21E, Town of Schleswig – Conditional Use and Variance Requests.
 5. **Elite Ag LLC (Triple F Dairy LLC)** - Owner of property located at 5012 Grove Rd., in the NE $\frac{1}{4}$, SW $\frac{1}{4}$, of Section 36, T20N-R21E, Town of Maple Grove – Conditional Use Request.
 6. **Stecker Machine LLC** - Owner of property located at 5107 CTH C, in the SE $\frac{1}{4}$, SW $\frac{1}{4}$, of Section 23, T18N-R23E, Town of Newton – Conditional Use Request.
- IV. Old Business
 1. **Douglas McCord** - Owner of property located at 11273 Lakeshore Rd., in the NE $\frac{1}{4}$, SW $\frac{1}{4}$, of Section 5, T20N-R25E, Town of Two Rivers – Conditional Use and Variance Request.
 2. **Randall Steinbruecker** - Owner of property located off of Pigeon Lake Rd., in the NW $\frac{1}{4}$, SE $\frac{1}{4}$, of Section 33, T18N-R22E, Town of Liberty – Variance Requests.
- V. Other Business
 1. Correspondence
- VI. Approval of Minutes
- VII. On-sites
- VIII. Adjournment

Date: July 10, 2018

Orville Bonde, Board Chair
By: Reed Gaedtke, Code Administrator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Any person wishing to travel on the on-sites with the Board, should contact the Manitowoc County Planning and Park Commission office at 920-683-4185 at least two business days before the meeting is scheduled so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MANITOWOC COUNTY BOARD OF ADJUSTMENT
ONSITE MEETING MINUTES**

July 23, 2018

A meeting of the Manitowoc County Board of Adjustment was called to order by Chairperson Bonde at 9:00 A.M. on Monday, July 23, 2018 in the Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc, WI 54220.

The roll was called by the secretary. Members present: Orville Bonde, Ralph Schuh, Chuck Hoffman, Earl Glaeser and Laurel Vondrachek.

Staff present for advisory meeting: Reed Gaedtke and Andrea Raymakers

A motion was made by; Mr. Hoffman seconded by Ms. Vondrachek to approve the agenda for the July 23, 2018 meeting. Upon vote, the motion was unanimously approved. *Aye: Hoffman, Schuh, Glaeser, Vondrachek and Bonde; No: none;*

The Board received their folders containing the July 30, 2018 hearing requests.

Mr. Gaedtke gave a quick overview of each request.

Two gentlemen attended on-sites regarding concerns associated with Aggrecon LTD.

The Board proceeded to the on-sites and returned to the Manitowoc County Office Complex when completed. Mr. Bonde did not proceed to on-sites.

ADJOURNMENT

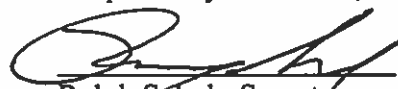
Motion by: Mr. Schuh to adjourn.

Seconded by: Mr. Hoffman

Upon vote: The motion was unanimously approved.

Aye: Hoffman, Schuh, Vondrachek and Glaeser; No: none.

Respectfully submitted,


Ralph Schuh, Secretary

7/30/18
Date



MANITOWOC COUNTY BOARD OF ADJUSTMENT REGULAR MEETING NOTICE

DATE: Monday, July 30, 2018
TIME: 7:00 P.M.
PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

- I. ROLL CALL AND CALL TO ORDER
- II. OPEN MEETING LAW COMPLIANCE
- III. APPROVAL OF MINUTES
- IV. APPROVAL OF AGENDA
- V. OLD BUSINESS

Discussion and possible action on:

1. **Douglas McCord** - Owner of property located at 11273 Lakeshore Rd., in the NE $\frac{1}{4}$, SW $\frac{1}{4}$, of Section 5, T20N-R25E, Town of Two Rivers – Conditional Use and Variance Request.
2. **Randall Steinbruecker** - Owner of property located off of Pigeon Lake Rd., in the NW $\frac{1}{4}$, SE $\frac{1}{4}$, of Section 33, T18N-R22E, Town of Liberty – Variance Requests.

VI. NEW BUSINESS

Discussion and possible action on:

1. **James Braun** - Owner of property located at 17109 Christel Rd., in the NW $\frac{1}{4}$, SW $\frac{1}{4}$, of Section 30, T18N-R22E, Town of Liberty – Variance Requests.
2. **Dean Koenig** - Owner of property located at 12215 Marken Rd., in Section 8, T17N-R22E, Town of Meeme – Variance Request.
3. **Paul & Tammie Scheffel** - Owners of property located at 6511 County Road O, in the SW $\frac{1}{4}$, NW $\frac{1}{4}$, of Section 29, T20N-R25E, Town of Two Rivers – Conditional Use Request.
4. **Mike Burkhardt** - Owner of property located off of Little Elkhart Lake Rd., in the NW $\frac{1}{4}$, SW $\frac{1}{4}$, and the SW $\frac{1}{4}$, SW $\frac{1}{4}$, of Section 34, T17N-R21E, Town of Schleswig – Conditional Use and Variance Requests.
5. **Elite Ag LLC (Triple F Dairy LLC)** - Owner of property located at 5012 Grove Rd., in the NE $\frac{1}{4}$, SW $\frac{1}{4}$, of Section 36, T20N-R21E, Town of Maple Grove – Conditional Use Request.
6. **Stecker Machine LLC** - Owner of property located at 5107 CTH C, in the SE $\frac{1}{4}$, SW $\frac{1}{4}$, of Section 23, T18N-R23E, Town of Newton – Conditional Use Request.

VII. OTHER BUSINESS

1. Correspondence
2. Set August meeting date
3. Election of Officers

VIII. ADJOURNMENT

Date: July 10, 2018

Orville Bonde, Board Chair

By: Reed Gaedtke, Code Administrator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MANITOWOC COUNTY BOARD OF ADJUSTMENT
REGULAR MEETING MINUTES**

July 30, 2018

A meeting of the Manitowoc County Board of Adjustment was called to order by Chairperson Bonde at 7:00 P.M. on Monday, July 30, 2018 in the Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc, WI 54220.

The roll was called by the secretary. Members present: Ralph Schuh, Chuck Hoffman, Laurel Vondrachek, Earl Glaeser and Orville Bonde. Staff present: Reed Gaedtke.

A motion was made by, Mr. Schuh , seconded by Ms. Vondrachek to approve the agenda for the July 30, 2018 meeting with a change to place Mike Burkhardt & Aggrogon LTD to being first on agenda under new business. Upon vote, the motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek, Glaeser and Schuh; No: none.

A motion was made by, Mr. Hoffman, seconded by Mr. Schuh to approve the June 18, 2018 meeting minutes. Upon vote, the motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek, Glaeser and Schuh; No: none.

A motion was made by, Ms. Vondrachek , seconded by Mr. Glaeser to approve the July 23, 2018 onsite meeting minutes. Upon vote, the motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek, Glaeser and Schuh; No: none.

Mr. Gaedtke explained the procedure for the meeting that would follow. He also stated that within 10 days of the closure of this meeting, copies of the decisions will be delivered to the applicants.

Chairman Bonde informed the audience each person would be limited to five minutes during public input.

Old Business -

Douglas McCord – Owner of property located at 11273 Lakeshore Rd., in the NE¼, SW¼, of Section 5, T20N-R25E, Town of Two Rivers, Manitowoc County, Wisconsin, parcel number (018-205-009-003.00) wherein a conditional use permit and variance are being requested by Alex McCord, the applicant, to operate an auto repair business; and to locate an on premise business sign at 0' from the right-of-way line of Lakeshore Rd., in a RR, Rural Residential zoned district.

A motion was made by, Mr. Hoffman, seconded by Mr. Schuh to remove from postponement. Upon vote, the motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek, Glaeser and Schuh; No: none.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Schuh read the application (copy on file).

The Board asked if there was anything to add to the appeal, there was not.

The Board had questions for Mr. Alex McCord.

Mr. McCord answered those questions for the Board.

Mr. Manuel Ornelas spoke in favor of the request.

Ms. Elizabeth Ornelas spoke in favor of the request.

People in attendance opposed to the request: none.

Mr. Gaedtke received a letter from the Town of Two Rivers indicating they are opposed to this request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for Douglas McCord.

Deliberation

Motion by: Mr. Hoffmann to deny the requests.

Reasons for denial:

1. The Town of Two Rivers opposed the requests.
2. The use does impede the orderly development of the district in that area because the garage is so close to the road there isn't enough room between the road and proposed use.
3. The use is only somewhat compatible with the surrounding area just because there is an existing gun club next door that would also create some noise.
4. The intensity of the operation will affect the surrounding properties. The testimony showed that solvents and liquids being stored on the property without a proper safety collection area capable of holding everything that may leak out of the storage containers creates a very big environmental concern.
5. The use does not fit in the proposed location where the garage is located. In order for vehicles to get out of the garage they have to be backed directly onto the road from the garage.
6. The nature, location and height of the structure associated with the use is unacceptable. It is located too close to the road.
7. The proposed use may not discourage appropriate development pattern of adjacent land. However the garage is too close to the road.
8. The proposed use taking place in the existing garage would probably impair the value of surrounding properties. There wasn't enough evidence submitted to show the use wouldn't affect values.
9. The use does endanger the public's health, safety or welfare because of the proximity of the garage to the road. Backing out of the garage creates a safety hazard, part of the proposed operation would have to occur in the right-of-way, and there are environmental safety concerns.
10. The sign would not be located far enough from the road.
11. There is no burden to the owner because the garage can be used as an existing storage garage. There is no burden for the sign because the business cannot operate at this location.
12. There is a negative effect on the public because the existing garage is already too close to the road and the sign would be located in an unsafe area.

Second by: Mr. Schuh

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek, Glaeser and Schuh; *No:* none.

Randall Steinbruecker – Owner of property located off of Pigeon Lake Rd., in the NW¼, SE¼, of Section 33, T18N-R22E, Town of Liberty, Manitowoc County, Wisconsin, parcel number (008-033-014-019.00) wherein variances are being requested to construct a 30' x 40' house/garage at 10 feet from the north and east property lines in an RR, Rural Residential, S1 Shoreland zoned district.

A motion was made by, Mr. Glaeser, seconded by Mr. Hoffman to keep the request postponed until next month as requested by the Town of Liberty. Upon vote, the motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek, Glaeser and Schuh; *No:* none.

New Business

Mike Burkhardt – Owner of property located off of Little Elkhart Lake Rd., in the NW¼, SW¼, and the SW¼, SW¼, of Section 34, T17N-R21E, Town of Schleswig, Manitowoc County, Wisconsin, parcel numbers (016-034-010-001.00 and 016-034-011-000.00) wherein a conditional use permit and variances are being requested by Aggrecon LTD, the applicant, to operate a sand and gravel operation and to excavate within 1000 feet of fourteen homes, in a GA, General Agricultural zoned district.

Mr. Gaedtke indicated he received a letter from the Town of Schleswig requesting the request be postponed until after their Town meeting.

A motion was made by, Ms. Vondrachek, seconded by Mr. Schuh to postpone the request to next month. Upon vote, the motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek, Glaeser and Schuh; No: none.

James Braun – Owner of property located at 17109 Christel Rd., in the NW¼, SW¼, of Section 30, T18N-R22E, Town of Liberty, Manitowoc County, Wisconsin, parcel number (008-030-010-002.00) wherein a variance is being requested to construct an attached garage at 20 feet from the neighboring property line, in a RR, Rural Residential zoned district.

Mr. Gaedtke indicated he received a letter from the Town of Liberty requesting postponement until after the Town meeting.

A motion was made by, Mr. Schuh, seconded by Mr. Hoffman to postpone the request to next month. Upon vote, the motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek, Glaeser and Schuh; No: none.

Dean Koenig – Owner of property located at 12215 Marken Rd., in Section 8, T17N-R22E, Town of Meeme, Manitowoc County, Wisconsin, parcel number (012-500-002-002.00) wherein a variance is being requested to construct a stairs and fire escape entrance at 0 feet from the right-of-way line of Marken Rd. in a RR, Rural Residential zoned district.

Chairperson Bonde opened the public hearing for Dean Koenig.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Schuh read the application (copy on file).

The Board asked if there was anything to add to the appeal, there was not.

The Board had questions for Mr. Dean Koenig

Mr. Koenig answered those questions for the Board.

Mr. Jamie Henschel spoke in favor of the request.

Ms. Darlene Horneck spoke in favor of the request.

People in attendance opposed to the request: none.

Mr. Gaedtke received a letter from the Town of Meeme in favor of this request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for Dean Koenig.

Deliberation

Motion by: Ms. Vondrachek to approve the variance request.

Reasons for approval:

1. That portion of the structure that will be located within the Towns road right-of-way must be approved by the Town of Meeme. This approval is only for the portions of the structure located outside right-of-way.
2. The unique lot shape and location of the existing building at only 25 feet from the road creates a hardship for the owner.
3. There is only one entrance to the upstairs building through the bar which creates an unnecessary burden on the owner by limiting access to the structure in case of emergencies which prevents them from reasonably using the property. The owner needs to have an egress from the second story living area.
4. The stairs and the porch are located over the second story roof and out of the way.
5. The request will not be contrary to the public because the proposed structure is located on the second story of the bar and won't have an effect on the road.
6. The Town of Meeme is in favor of the request.

Seconded by: Mr. Glaeser

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek, Glaeser and Schuh; *No:* none.

Paul and Tammie Scheffel – Owners of property located at 6511 County Road O, in the SW¼, NW¼, of Section 29, T20N-R25E, Town of Two Rivers, Manitowoc County, Wisconsin, parcel number (018-229-007-005.00); wherein a conditional use permit is being requested to expand the existing campground located in a NA, Natural Area zoned district.

Chairperson Bonde opened the public hearing for Paul and Tammie Scheffel.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Schuh read the application (copy on file).

The Board asked if there was anything to add to the appeal, there was not.

The Board had questions regarding the request.

Mr. Scheffel answered questions for the Board.

Mr. Bill Wilfert, Town of Two Rivers Chairperson, spoke in favor of the request: none.

People in attendance opposed to the request: none.

Mr. Gaedtke received a letter from the Town of Two Rivers in favor of this request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for Paul and Tammie Scheffel.

Deliberation

Motion by: Mr. Glaeser to approve the request.

Reasons for approval:

1. The use does not impede the orderly development of the district.
2. The use is compatible with the surrounding area because the campground already exists, there is a restaurant adjacent to the land and the campground is well maintained.
3. The intensity of the use will not have a negative effect on the surrounding properties because it has been a campground for many years and there haven't been any problems.
4. The proposed use fits on the parcel size.
5. The nature, location and height of structures associated with the use are acceptable to the area because it is a campground.
6. It does not discourage the appropriate development or use of adjacent land or buildings.
7. The use will not impair property values because it's been there for years without a negative effect.
8. There are no proposed flashing lights, fumes or noise that would be more objectionable than any other permitted use of the property.
9. The use will not endanger the public health, safety, or welfare.
10. There was enough evidence to support these findings.
11. It's a perfect place for a campsite and it's well maintained.

Conditions of Approval:

1. Days of operation will be 365 days a year.
2. Hours of operation will be 24 hours a day.
3. There shall be dusk to dawn low lighting.

Second by: Mr. Hoffman

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek, Glaeser and Schuh; No: none.

Elite Ag LLC (Triple F Dairy LLC) – Owner of property located at 5012 Grove Rd., in the NE¼, SW¼, of Section 36, T20N-R21E, Town of Maple Grove, Manitowoc County, Wisconsin, parcel number (011-036-009-001.00); wherein a conditional use permit is being requested to fill and grade more than 2000 square feet of land within 300' of a navigable body of water located in an EA, Exclusive Agricultural, S1, Shoreland zoned district.

Chairperson Bonde opened the public hearing for Elite Ag LLC (Triple F Dairy LLC).

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Schuh read the application (copy on file).

The Board asked if there was anything to add to the appeal, there was not.

Mr. Gaedtke asked Andy Dexheimer, Engineer, questions about the structures.

Mr. Dexheimer answered questions for Mr. Gaedtke.

Mr. Dexheimer, Engineer, spoke in favor of the request.

People in attendance opposed to the request: none.

Mr. Gaedtke received a letter from the Town of Maple Grove in favor of this request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for Elite Ag LLC (Triple F Dairy LLC).

Deliberation

Motion by: Mr. Hoffman to approve the request.

Reasons for approval:

1. The use does not impede the orderly development of the district because it is an existing dairy farm and need a transfer station.
2. The use is compatible with the surrounding area because it is an existing farm and is surrounded by farm land so the use fits the area very well.
3. The intensity of the use will not have a negative effect on the surrounding properties because it is located in the middle of a field and is surrounded by the existing farm.
4. The proposed use fits on the parcel size. There is plenty of room for the excavating to occur.
5. The location of the use has proper access.
6. The nature, location and height of structures associated with the use are acceptable to the area.
7. It does not discourage appropriate development or use of adjacent land or buildings. The area is zoned for farm use and this project is needed for the farm.
8. The use will not impair property values because it's an existing farm and located in the middle of a field.
9. There are no proposed flashing lights, fumes or noise that would be more objectionable other than normal farming noise while the area is being excavated.
10. The use will not endanger the public health, safety, or welfare because it will help ensure the waste and runoff to towards the transfer station and retention pond.

Conditions of Approval:

1. An erosion control plan must be followed.

Second by: Mr. Schuh

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek, Glaeser and Schuh; *No:* none.

Stecker Machine LLC – Owner of property located at 5107 CTH C, in the SE¼, SW¼, of Section 23, T18N-R23E, Town of Newton, Manitowoc County, Wisconsin, parcel number (014-023-012-002.00); wherein a conditional use permit is being requested to fill and grade more than 2000 square feet of land within 300' of a navigable body of water located in a S1, Shoreland zoned district.

Chairperson Bonde opened the public hearing for Stecker Machine LLC.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Schuh read the application (copy on file).

The Board asked if there was anything to add to the appeal, there was not.

Mr. Gaetke asked questions regarding the request.

Mr. Stuart Johnson spoke on behalf of Stecker Machine LLC and answered questions.

People in attendance in favor of the request: none.

People in attendance opposed to the request: none.

There being no further comments, Chairperson Bonde closed the public hearing for Stecker Machine LLC.

Deliberation

Motion by: Mr. Schuh to approve the request.

Reasons for approval:

1. The use does not impede the orderly development of the district and it is compatible with the surrounding area because there is manufacturing and storage space present on the land now.
2. The intensity of the use will not have a negative effect on the surrounding properties.
3. The proposed use fits on the parcel size.
4. The location of the use has proper access.
5. The area for grading is vacant now and providing pitch to a retention pond is acceptable.
6. The nature, location and height of structures associated with the use are acceptable to the area.
7. It does not discourage the appropriate development or use of adjacent land or buildings.
8. The use will not impair property values.
9. There are no proposed flashing lights, fumes or noise that would be more objectionable other than normal excavating equipment while the pond is being created.
10. The use will not endanger the public health, safety, or welfare; in fact it will be safer because the run off will be contained in the retention pond.

Conditions of Approval:

1. The submitted erosion control plan shall be followed.
2. The impervious surfaces must drain to the storm water pond.

Second by: Ms. Vondrachek

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek, Glaeser and Schuh; *No:* none.

Other Business

Correspondence:

Mr. Gaedtke read an email received from 141 Speedway (copy on file).

Schedule Next Meeting: The Board scheduled their next regular meeting for Monday, August 20, 2018 and the onsite for Monday, August 13, 2018 (Dates and times are subject to change.)

Election of Officers:

Motion made by Mr. Glaeser to elect Mr. Bonde for Chairperson, Mr. Schuh for Vice Chairperson and Mr. Hoffman for Secretary; seconded by Ms. Vondrachek.

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek, Schuh and Glaeser; *No:* none.

Adjournment

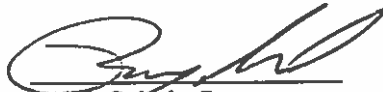
Motion by: Mr. Hoffman to adjourn.

Seconded by: Mr. Schuh

Upon vote: The motion was unanimously approved.

Aye: Bonde, Hoffman, Vondrachek, Glaeser and Schuh; *No:* none.

Respectfully submitted,



Ralph Schuh, Secretary

8/20/18
Date



MANITOWOC COUNTY
BOARD OF ADJUSTMENT
ADVISORY & ON-SITE MEETING NOTICE

DATE: Monday, August 13, 2018
TIME: 9:00 a.m.
PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be discussed at the meeting:

- I. Call to Order - Roll Call
- II. Approval of Agenda
"Open Meeting Law Compliance"
- III. New Business
 1. **Nancy Petermann** - Owner of property located at 2875 Long Lake Rd., in Govt. Lot 2 of Section 7, T19N-R21E, Town of Rockland – Conditional Use Request.
- IV. Old Business
 1. **Randall Steinbruecker** - Owner of property located off of Pigeon Lake Rd., in the NW $\frac{1}{4}$, SE $\frac{1}{4}$, of Section 33, T18N-R22E, Town of Liberty – Variance Requests.
 2. **James Braun** - Owner of property located at 17109 Christel Rd., in the NW $\frac{1}{4}$, SW $\frac{1}{4}$, of Section 30, T18N-R22E, Town of Liberty – Variance Requests.
 3. **Mike Burkhardt** - Owner of property located off of Little Elkhart Lake Rd., in the NW $\frac{1}{4}$, SW $\frac{1}{4}$, and the SW $\frac{1}{4}$, SW $\frac{1}{4}$, of Section 34, T17N-R21E, Town of Schleswig – Conditional Use and Variance Requests.
- V. Other Business
 1. **Jeff Maretti** – Conditional Use Permit Review - NW $\frac{1}{4}$, NW $\frac{1}{4}$, Section 12, T19N-R23E Town of Manitowoc Rapids.
 2. Correspondence
- VI. Approval of Minutes
- VII. On-sites
- VIII. Adjournment

Date: August 3, 2018

Orville Bonde, Board Chair
By: Reed Gaedtke, Code Administrator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Any person wishing to travel on the on-sites with the Board, should contact the Manitowoc County Planning and Park Commission office at 920-683-4185 at least two business days before the meeting is scheduled so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MANITOWOC COUNTY BOARD OF ADJUSTMENT
ONSITE MEETING MINUTES**

August 13, 2018

A meeting of the Manitowoc County Board of Adjustment was called to order by Chairperson Bonde at 9:00 A.M. on Monday, August 13, 2018 in the Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc, WI 54220.

Board elected a secretary pro tempore for today's meeting due to the secretary being absent. A motion was made by, Mr. Glaeser nominating Laurel Vondrachek as secretary for the meeting and seconded by Ms. Vondrachek. Upon vote, the motion was unanimously approved.

Aye: Glaeser, Bonde and Vondrachek; No: none;

The roll was called by the secretary. Members present: Orville Bonde, Earl Glaeser and Laurel Vondrachek. Members absent: Mr. Hoffman and Mr. Schuh

Staff present for advisory meeting: Reed Gaedtke and Andrea Raymakers

A motion was made by Ms. Vondrachek; seconded by Mr. Glaeser to approve the agenda for the July 23, 2018 meeting. Upon vote, the motion was unanimously approved.

Aye: Glaeser, Vondrachek and Bonde; No: none;

The Board received their folders containing the August 20, 2018 hearing requests.

Mr. Gaedtke gave a quick overview of each request.

The Board proceeded to the on-sites and returned to the Manitowoc County Office Complex when completed. Mr. Bonde did not proceed to on-sites.

ADJOURNMENT

Motion by: Mr. Glaeser to adjourn.

Seconded by: Ms. Vondrachek

Upon vote: The motion was unanimously approved.

Aye: Vondrachek and Glaeser; No: none.

Respectfully submitted,



Laurel Vondrachek,
Secretary Pro Tempore

8-20-2018
Date



MANITOWOC COUNTY BOARD OF ADJUSTMENT REGULAR MEETING NOTICE

DATE: Monday, August 20, 2018
TIME: 7:00 P.M.
PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

- I. ROLL CALL AND CALL TO ORDER
- II. OPEN MEETING LAW COMPLIANCE
- III. APPROVAL OF MINUTES
- IV. APPROVAL OF AGENDA
- V. NEW BUSINESS

Discussion and possible action on:

- 1. **Nancy Petermann** - Owner of property located at 2875 Long Lake Rd., in Govt. Lot 2 of Section 7, T19N-R21E, Town of Rockland – Conditional Use Request.

VI. OLD BUSINESS

Discussion and possible action on:

- 1. **Randall Steinbruecker** - Owner of property located off of Pigeon Lake Rd., in the NW $\frac{1}{4}$, SE $\frac{1}{4}$, of Section 33, T18N-R22E, Town of Liberty – Variance Requests.
- 2. **James Braun** - Owner of property located at 17109 Christel Rd., in the NW $\frac{1}{4}$, SW $\frac{1}{4}$, of Section 30, T18N-R22E, Town of Liberty – Variance Requests.
- 3. **Mike Burkhardt** - Owner of property located off of Little Elkhart Lake Rd., in the NW $\frac{1}{4}$, SW $\frac{1}{4}$, and the SW $\frac{1}{4}$, SW $\frac{1}{4}$, of Section 34, T17N-R21E, Town of Schleswig – Conditional Use and Variance Requests.

VII. OTHER BUSINESS

- 1. **Jeff Marette** - Conditional Use Permit Review - NW $\frac{1}{4}$, NW $\frac{1}{4}$, Section 12, T19N-R23E Town of Manitowoc Rapids.
- 2. Correspondence
- 3. Set September meeting date

VIII. ADJOURNMENT

Date: August 3, 2018

Orville Bonde, Board Chair
By: Reed Gaedtke, Code Administrator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MANITOWOC COUNTY BOARD OF ADJUSTMENT
REGULAR MEETING MINUTES**

August 20, 2018

A meeting of the Manitowoc County Board of Adjustment was called to order by Chairperson Bonde at 7:00 P.M. on Monday, August 20, 2018 in the Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc, WI 54220.

The roll was called by the secretary. Members present: Ralph Schuh, Laurel Vondrachek, Earl Glaeser and Orville Bonde. Members absent: Chuck Hoffman. Staff present: Reed Gaedtke.

A motion was made by, Ms. Vondrachek, seconded by Mr. Glaeser to approve the July 30, 2018 meeting minutes. Upon vote, the motion was unanimously approved.

Aye: Bonde, Vondrachek, Glaeser and Schuh; No: none.

A motion was made by, Mr. Glaeser, seconded by Ms. Vondrachek to approve the August 13, 2018 onsite meeting minutes. Upon vote, the motion was unanimously approved.

Aye: Bonde, Vondrachek, Glaeser and Schuh; No: none.

A motion was made by, Mr. Schuh, seconded by Mr. Glaeser to approve the agenda for the August 20, 2018 meeting. Upon vote, the motion was unanimously approved.

Aye: Bonde, Vondrachek, Glaeser and Schuh; No: none.

Mr. Gaedtke explained the procedure for the meeting that would follow. He also stated that within 10 days of the closure of this meeting, copies of the decisions will be delivered to the applicants.

Chairman Bonde informed the audience each person would be limited to five minutes during public input.

New Business

Nancy Petermann – Owner of property located at 2875 Long Lake Rd., in Govt. Lot 2 of Section 7, T19N-R21E, Town of Rockland, Manitowoc County, Wisconsin, parcel number (015-007-006-003.00); wherein a conditional use permit is being requested by Ryan Brandes, the applicant, to operate a sand blasting and painting business in a RR, Rural Residential, S1, Shoreland zoned district.

Chairperson Bonde opened the public hearing for Nancy Petermann.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Schuh read the application (copy on file).

The Board asked if there was anything to add to the appeal, there was not.

The Board had questions for Mr. Ryan Brandes.

Mr. Brandes answered those questions for the Board.

People in attendance in favor of the request: none.

People in attendance opposed to the request: none.

Mr. Gaedtke received a letter from the Town of Rockland in favor of this request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for Nancy Petermann.

Deliberation

Motion by: Ms. Vondrachek to approve the request.

Reasons for approval:

1. The use is compatible with the surrounding area because there is a lot of open space between this use and the neighboring homes.
2. The intensity of the use will not have a negative effect on the surrounding properties.
3. The neighbors signed a paper in favor of the request.
4. Work will be done inside the building.
5. There will be some trees along the front to help buffer noise.
6. The proposed use fits on the large parcel.
7. The nature, location and height of structures associated with the use are acceptable to the area.
8. The town informed the board that the use will not impair property values.
9. The use will not endanger the public health, safety, or welfare.
10. There was enough evidence to support these findings.

Conditions of Approval:

1. Days of operation will be Monday thru Sunday.
2. Hours of operation will be from 7:00 a.m. to 9:00 p.m.
3. Number of employees will be eight.
4. One on premise sign is allowed.
5. Customer and employee parking shall be according to the site plan.

Second by: Mr. Schuh

Upon vote: The motion was unanimously approved.

Aye: Bonde, Vondrachek, Glaeser and Schuh; *No:* none.

Old Business

Randall Steinbruecker – Owner of property located off of Pigeon Lake Rd., in the NW¼, SE¼, of Section 33, T18N-R22E, Town of Liberty, Manitowoc County, Wisconsin, parcel number (008-033-014-019.00) wherein variances are being requested to construct a 30' x 40' house/garage at 10 feet from the north and east property lines in an RR, Rural Residential, S1 Shoreland zoned district.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Schuh read the application (copy on file).

The Board asked if there was anything to add to the appeal.

Mr. Randall Steinbruecker indicated to the Board the Town of Liberty at the Town meeting, had revised the setbacks of the building.

People in attendance in favor of the request: none.

People in attendance opposed to the request: none.

Mr. Gaedtke read a letter from the Town of Liberty with special considerations of this request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for Randall Steinbuecker.

Deliberation

Motion by: Mr. Schuh to deny the original request and approve the amended request by the property owner and Town of Liberty for 25 foot setbacks.

Reasons for approval:

1. A hardship is present because the property is an old existing lot with limited open space for building.
2. The limited open space for building and the road and property line setbacks also create an unnecessary burden on the owner preventing him from using the property.
3. The structure shall be 15' from the east property line.
4. The variance request from the north property line is denied because there is enough room on the lot to meet the 25 foot setbacks from the north and south property lines.
5. The building will not have a negative effect on the public.
6. The owner and town agreed that the north and south setbacks can be met and that there would be enough room to move the structure 15 feet from the east property line and still meet the road setback.

Second by: Ms. Vondrachek

Upon vote: The motion was unanimously approved.

Aye: Bonde, Vondrachek, Glaeser and Schuh; *No:* none.

James Braun – Owner of property located at 17109 Christel Rd., in the NW¼, SW¼, of Section 30, T18N-R22E, Town of Liberty, Manitowoc County, Wisconsin, parcel number (008-030-010-002.00) wherein a variance is being requested to construct an attached garage at 20 feet from the neighboring property line, in a RR, Rural Residential zoned district.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Schuh read the application (copy on file).

The Board asked if there was anything to add to the appeal, there was not.

People in attendance in favor of the request: none.

People in attendance opposed to the request: none.

Mr. Gaedtke received a letter from the Town of Liberty in favor of this request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for Randall Steinbuecker.

Deliberation

Motion by: Mr. Galeser to approve the request.

Reasons for approval:

1. The small lot and location of the house to the property line create a hardship for the owners and prohibits them from having a normal sized garage.
2. The lot is unique because of location the house to the property line which unreasonably prevents the owners from having a standard sized garage which is needed.
3. The town of Liberty approves of the request.

4. The request will not be contrary to the public because the neighbor's house is far enough from the property line.

Second by: Ms. Vondrachek

Upon vote: The motion was unanimously approved.

Aye: Bonde, Vondrachek, Glaeser and Schuh; *No:* none.

Mike Burkhardt – Owner of property located off of Little Elkhart Lake Rd., in the NW¼, SW¼, and the SW¼, SW¼, of Section 34, T17N-R21E, Town of Schleswig, Manitowoc County, Wisconsin, parcel numbers (016-034-010-001.00 and 016-034-011-000.00) wherein a conditional use permit and variances are being requested by Aggrecon LTD, the applicant, to operate a sand and gravel operation and to excavate within 1000 feet of fourteen homes, in a GA, General Agricultural zoned district.

Mr. Gaedtke indicated the request will remain postponed until notification is received from the Town of Schleswig.

Other Business

Jeff Maretti - Conditional Use Permit Review - NW¼, NW¼, Section 12, T19N-R23E Town of Manitowoc Rapids.

Mr. Gaedtke gave an overview of the review.

The Board had questions for the new owner, Mr. Rob Wolter.

Mr. Wolter answered questions for the Board.

Deliberation

Motion by: Mr. Schuh to approve the review based on conditions of the request are being met.

The Board determined the property is in compliance with the conditions of the permit. They were pleased with the way the property looked and glad to hear the smell issue has been addressed. The Board did not notice any foul smell during their onsite visit. No more reviews will be scheduled unless the Board would start receiving complaints from the town or citizens.

Second by: Mr. Glaeser

Upon vote: The motion was unanimously approved.

Aye: Bonde, Vondrachek, Glaeser and Schuh; *No:* none.

Correspondence not related to a hearing item:

Miscellaneous Information – SportComp question; will the review be an open or regular review?

Mr. Gaedtke gave an overview stating the reason for the review.

The Board deliberated and indicated the review will be a regular review and not published.

Schedule Next Meeting: The Board scheduled their next regular meeting for Monday, September 17, 2018 and the onsite for Monday, September 10, 2018 (Dates and times are subject to change.)

Adjournment

Motion by: Mr. Glaeser to adjourn.

Seconded by: Mr. Schuh

Upon vote: The motion was unanimously approved.

Aye: Bonde, Vondracheck, Glaeser and Schuh; No: none.

Respectfully submitted,



Ralph Schuh, Secretary

9/17/18
Date



MANITOWOC COUNTY
BOARD OF ADJUSTMENT
ADVISORY & ON-SITE MEETING NOTICE

DATE: Monday, September 10, 2018
TIME: 9:00 a.m.
PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be discussed at the meeting:

- I. Call to Order - Roll Call
- II. Approval of Agenda
"Open Meeting Law Compliance"
- III. New Business
 1. **William & Suzanne Gierke** – Owners of property located at 16903 Gierke Rd., in the SE¼, SE¼, of Section 34, T17N-R21E, Town of Schleswig – Variance Requests.
- IV. Old Business
 1. **Mike Burkhardt** - Owner of property located off of Little Elkhart Lake Rd., in the NW¼, SW¼, and the SW¼, SW¼, of Section 34, T17N-R21E, Town of Schleswig – Conditional Use and Variance Requests.
- V. Other Business
 1. **Sportcomp Inc.** – Review of the current conditional use permit - SE¼, SW¼, Section 3, T21N-R22E, Town of Cooperstown.
 2. Correspondence
- VI. Approval of Minutes
- VII. On-sites
- VIII. Adjournment

Date: August 24, 2018

Orville Bonde, Board Chair
By: Reed Gaedtke, Code Administrator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Any person wishing to travel on the on-sites with the Board, should contact the Manitowoc County Planning and Park Commission office at 920-683-4185 at least two business days before the meeting is scheduled so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MANITOWOC COUNTY BOARD OF ADJUSTMENT
ONSITE MEETING MINUTES**

September 10, 2018

A meeting of the Manitowoc County Board of Adjustment was called to order by Chairperson Bonde at 9:00 A.M. on Monday, September 10, 2018 in the Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc, WI 54220.

The roll was called by the secretary. Members present: Orville Bonde, Chuck Hoffman and Laurel Vondrachek. Members absent: Earl Glaeser, Ralph Schuh

Staff present for advisory meeting: Reed Gaedtke and Kaila Boeckman

A motion was made by Ms. Vondrachek; seconded by Mr. Hoffman to approve the agenda for the September 10, 2018 meeting. Upon vote, the motion was unanimously approved. *Aye: Hoffman, Vondrachek and Bonde; No: none;*

The Board received their folders containing the September 17, 2018 hearing requests.

Mr. Gaedtke gave a quick overview of each request.

The Board proceeded to the on-sites and returned to the Manitowoc County Office Complex when completed. Mr. Bonde did not proceed to on-sites.

ADJOURNMENT

Motion by: Ms. Vondrachek to adjourn.

Seconded by: Mr. Hoffman

Upon vote: The motion was unanimously approved.

Aye: Hoffman and Vondrachek; No: none.

Respectfully submitted,



Chuck Hoffman, Secretary



Date



MANITOWOC COUNTY BOARD OF ADJUSTMENT REGULAR MEETING NOTICE

DATE: Monday, September 17, 2018
TIME: 7:00 P.M.
PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

- I. ROLL CALL AND CALL TO ORDER
- II. OPEN MEETING LAW COMPLIANCE
- III. APPROVAL OF MINUTES
- IV. APPROVAL OF AGENDA
- V. NEW BUSINESS

Discussion and possible action on:

- 1. **William & Suzanne Gierke** – Owners of property located at 16903 Gierke Rd., in the SE $\frac{1}{4}$, SE $\frac{1}{4}$, of Section 34, T17N-R21E, Town of Schleswig – Variance Requests.
- 2. **Sportcomp Inc.** - Review of the current conditional use permit - SE $\frac{1}{4}$, SW $\frac{1}{4}$, Section 3, T21N-R22E, Town of Cooperstown.

VI. OLD BUSINESS

Discussion and possible action on:

- 1. **Mike Burkhardt** - Owner of property located off of Little Elkhart Lake Rd., in the NW $\frac{1}{4}$, SW $\frac{1}{4}$, and the SW $\frac{1}{4}$, SW $\frac{1}{4}$, of Section 34, T17N-R21E, Town of Schleswig – Conditional Use and Variance Requests.

VII. OTHER BUSINESS

- 1. Correspondence
- 2. Set October meeting date

VIII. ADJOURNMENT

Date: August 24, 2018

Orville Bonde, Board Chair
By: Reed Gaedtke, Code Administrator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MANITOWOC COUNTY BOARD OF ADJUSTMENT
REGULAR MEETING MINUTES**

September 17, 2018

A meeting of the Manitowoc County Board of Adjustment was called to order by Chairperson Bonde at 7:00 P.M. on Monday, September 17, 2018 in the Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc, WI 54220.

The roll was called by the secretary. Members present: Ralph Schuh, Laurel Vondrachek, Chuck Hoffman and Orville Bonde. Members absent: Earl Glaeser. Staff present: Reed Gaedtke.

A motion was made by, Ms. Vondrachek, seconded by Mr. Schuh to approve the agenda for the September 17, 2018 meeting. Upon vote, the motion was unanimously approved.
Aye: Bonde, Vondrachek, Hoffman and Schuh; No: none.

A motion was made by, Mr. Schuh, seconded by Ms. Vondrachek to approve the August 20, 2018 meeting minutes. Upon vote, the motion was unanimously approved.
Aye: Bonde, Vondrachek, Hoffman and Schuh; No: none.

A motion was made by, Mr. Hoffman, seconded by Ms. Vondrachek to approve the September 10, 2018 onsite meeting minutes. Upon vote, the motion was unanimously approved.
Aye: Bonde, Vondrachek, Hoffman and Schuh; No: none.

Mr. Gaedtke explained the procedure for the meeting that would follow. He also stated that within 10 days of the closure of this meeting, copies of the decisions will be delivered to the applicants.

Chairman Bonde informed the audience each person would be limited to five minutes during public input.

New Business

William & Suzanne Gierke – Owners of property located at 16903 Gierke Rd., in the SE¼, SE¼, of Section 34, T17N-R21E, Town of Schleswig, Manitowoc County, Wisconsin, parcel number (016-515-000-006.00); wherein variances are being requested to construct a house addition and attached garage at 68 feet from the ordinary high water mark of the Sheboygan River and at 3.41 feet from the neighboring property line and at 55.65 feet from the centerline of the road in a RR, Rural Residential, S1, Shoreland zoned district.

Chairperson Bonde opened the public hearing for William and Suzanne Gierke.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Hoffman read the application (copy on file).

The Board asked if there was anything to add to the appeal, there was not.

The Board had questions for Mr. Gierke.

Mr. Gierke answered those questions for the Board, stating the trailer will be removed and the new house will be moved further from the road and a new septic system put in.

People in attendance in favor of the request: none.

People in attendance opposed to the request: none.

Mr. Gaedtke received an e-mail from the Town of Schleswig in favor of this request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for William & Suzanne Gierke.

Deliberation

Motion by: Mr. Hoffman to approve the request.

Reasons for approval:

1. A hardship is present because there is floodplain on the property and the lot has an odd shape which narrows from the road restricting buildable area between the river and property line.
2. Part of the existing house will remain and this is the only location to fit the new addition.
3. The existing house is already located within the road setback and since the front portion of the house will remain a hardship is created for the owner to attach the addition further from the centerline.
4. The owner is moving the addition as far to the current property line as he can.
5. There will be no public interest problems; in fact this project will make the area look nicer.

Conditions of Approval:

1. The old mobile home/trailer must be removed from the property.
2. If the property is combined into two parcels then the side property line variance would be nullified.

Second by: Ms. Vondrachek

Upon vote: The motion was unanimously approved.

Aye: Bonde, Vondrachek, Hoffman and Schuh; *No:* none.

Other Business

Sportcomp Inc. - Review of the current conditional use permit - SE¼, SW¼, Section 3, T21N-R22E, Town of Cooperstown.

Mr. Gaedtke indicated a letter was received from a neighbor with concerns and a letter received from the Town of Cooperstown stating there were no complaints.

The Board discussed unless there are complaints there will not be any more yearly reviews.

Old Business

Mike Burkhardt – Owner of property located off of Little Elkhart Lake Rd., in the NW¼, SW¼, and the SW¼, SW¼, of Section 34, T17N-R21E, Town of Schleswig, Manitowoc County, Wisconsin, parcel numbers (016-034-010-001.00 and 016-034-011-000.00) wherein a conditional use permit and variances are being requested by Aggrecon LTD, the applicant, to operate a sand and gravel operation and to excavate within 1000 feet of fourteen homes, in a GA, General Agricultural zoned district.

Mr. Gaedtke stated Aggrogon and the Town of Schleswig requested the item remain postponed until the October meeting.

Schedule Next Meeting: The Board scheduled their next regular meeting for Tuesday, October 30, 2018 and the onsite for Tuesday, October 23, 2018 (Dates and times are subject to change.)

Adjournment

Motion by: Ms. Vondrachek to adjourn.

Seconded by: Mr. Schuh

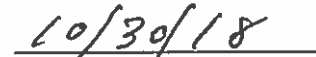
Upon vote: The motion was unanimously approved.

Aye: Bonde, Vondrachek, Hoffman and Schuh; *No:* none.

Respectfully submitted,



Chuck Hoffman, Secretary



Date



MANITOWOC COUNTY
BOARD OF ADJUSTMENT
ADVISORY & ON-SITE MEETING NOTICE

DATE: Tuesday, October 23, 2018
TIME: 9:00 a.m.
PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be discussed at the meeting:

- I. Call to Order - Roll Call
- II. Approval of Agenda
"Open Meeting Law Compliance"
- III. New Business
 1. **Heritage Holdings LLC** – Owners of property located at 2115 Range Line Rd., in the SW $\frac{1}{4}$, NW $\frac{1}{4}$, of Section 31, T19N-R23E, Town of Manitowoc Rapids – Conditional Use Request.
 2. **Robert and Colleen Ansbaugh** – Owners of property located at 3709 South 15th Street, in the E $\frac{1}{2}$, of Section 6, S 55' of lot 24, Section 6, T18N-R24E, Town of Manitowoc – Variance Requests.
 3. **Johnathan Curry** - Owner of property located off of County Line Rd., in the SW $\frac{1}{4}$, SE $\frac{1}{4}$, of Section 31, T17N-R21E, Town of Schleswig – Conditional Use Request.
 4. **David and Tina Last** - Owners of property located at 12111 Lakeshore RD., in GL3 of Section 11, T17N-R23E, Town of Centerville – Variance Request.
 5. **David Buck** - Owner of property located at 5409 Irish Rd., in the NW $\frac{1}{4}$, NW $\frac{1}{4}$, of Section 35, T21N-R24E, Town of Two Creeks – Variance Request.
- IV. Old Business
 1. **Mike Burkhardt** - Owner of property located off of Little Elkhart Lake Rd., in the NW $\frac{1}{4}$, SW $\frac{1}{4}$, and the SW $\frac{1}{4}$, SW $\frac{1}{4}$, of Section 34, T17N-R21E, Town of Schleswig – Conditional Use and Variance Requests.
- V. Other Business
 1. **KRR Enterprises LLC** – Review of the current conditional use permit to operate a race track and tavern at 141 Speedway - NW $\frac{1}{4}$, NW $\frac{1}{4}$, Section 31, T21N-R23E, Town of Gibson.
 2. Correspondence
- VI. Approval of Minutes
- VII. On-sites
- VIII. Adjournment

Date: October 10, 2018

Orville Bonde, Board Chair

By: Reed Gaedtke, Code Administrator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Any person wishing to travel on the on-sites with the Board, should contact the Manitowoc County Planning and Park Commission office at 920-683-4185 at least two business days before the meeting is scheduled so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MANITOWOC COUNTY BOARD OF ADJUSTMENT
ONSITE MEETING MINUTES**

October 23, 2018

A meeting of the Manitowoc County Board of Adjustment was called to order by Chairperson Bonde at 9:00 A.M. on Tuesday, October 23, 2018 in the Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc, WI 54220.

The roll was called by the secretary. Members present: Orville Bonde, Chuck Hoffman, Ralph Schuh and Laurel Vondrachek. Members absent: Earl Glaeser.

Staff present for advisory meeting: Reed Gaedtke and Andrea Raymakers

A motion was made by Mr. Schuh; seconded by Mr. Hoffman to approve the agenda for the October 23, 2018 meeting. Upon vote, the motion was unanimously approved. *Aye: Hoffman, Schuh, Vondrachek and Bonde; No: none;*

The Board received their folders containing the October 30, 2018 hearing requests.

Mr. Gaedtke gave a quick overview of each request.

The Board proceeded to the on-sites and returned to the Manitowoc County Office Complex when completed.

ADJOURNMENT

Motion by: Mr. Schuh to adjourn.

Seconded by: Mr. Hoffman

Upon vote: The motion was unanimously approved.

Aye: Hoffman, Schuh, Bonde and Vondrachek; *No:* none.

Respectfully submitted,


Chuck Hoffman, Secretary

10/30/18
Date



MANITOWOC COUNTY BOARD OF ADJUSTMENT REGULAR MEETING NOTICE

DATE: Tuesday, October 30, 2018
TIME: 7:00 P.M.
PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

- I. ROLL CALL AND CALL TO ORDER
- II. OPEN MEETING LAW COMPLIANCE
- III. APPROVAL OF MINUTES
- IV. APPROVAL OF AGENDA
- V. NEW BUSINESS

Discussion and possible action on:

1. **Heritage Holdings LLC** – Owners of property located at 2115 Range Line Rd., in the SW¼, NW¼, of Section 31, T19N-R23E, Town of Manitowoc Rapids – Conditional Use Request.
2. **Robert and Colleen Ansbaugh** – Owners of property located at 3709 South 15th Street, in the E ½, of Section 6, S 55' of lot 24, Section 6, T18N-R24E, Town of Manitowoc – Variance Requests.
3. **Johnathan Curry** - Owner of property located off of County Line Rd., in the SW¼, SE¼, of Section 31, T17N-R21E, Town of Schleswig – Conditional Use Request.
4. **David and Tina Last** - Owners of property located at 12111 Lakeshore RD., in GL3 of Section 11, T17N-R23E, Town of Centerville – Variance Request.
5. **David Buck** - Owner of property located at 5409 Irish Rd., in the NW¼, NW¼, of Section 35, T21N-R24E, Town of Two Creeks – Variance Request.

VI. OLD BUSINESS

Discussion and possible action on:

1. **Mike Burkhardt** - Owner of property located off of Little Elkhart Lake Rd., in the NW¼, SW¼, and the SW¼, SW¼, of Section 34, T17N-R21E, Town of Schleswig – Conditional Use and Variance Requests.

VII. OTHER BUSINESS

1. **KRR Enterprises LLC** – Review of the current conditional use permit to operate a race track and tavern at 141 Speedway - NW¼, NW¼, Section 31, T21N-R23E, Town of Gibson.
2. Correspondence
3. Set November meeting date

VIII. ADJOURNMENT

Date: October 10, 2018

Orville Bonde, Board Chair
By: Reed Gaedtke, Code Administrator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MANITOWOC COUNTY BOARD OF ADJUSTMENT
REGULAR MEETING MINUTES**

October 30, 2018

A meeting of the Manitowoc County Board of Adjustment was called to order by Chairperson Bonde at 7:00 P.M. on Tuesday, October 30, 2018 in the Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc, WI 54220.

The roll was called by the secretary. Members present: Ralph Schuh, Laurel Vondrachek, Chuck Hoffman and Orville Bonde. Staff present: Reed Gaedtke.

A motion was made by, Ms. Vondrachek, seconded by Mr. Schuh to approve the agenda for the October 30, 2018 meeting. Upon vote, the motion was unanimously approved.
Aye: Bonde, Vondrachek, Hoffman and Schuh; No: none.

A motion was made by, Mr. Schuh, seconded by Mr. Hoffman to approve the September 17, 2018 meeting minutes. Upon vote, the motion was unanimously approved.
Aye: Bonde, Vondrachek, Hoffman and Schuh; No: none.

A motion was made by, Mr. Hoffman, seconded by Ms. Vondrachek to approve the October 23, 2018 onsite meeting minutes. Upon vote, the motion was unanimously approved.
Aye: Bonde, Vondrachek, Hoffman and Schuh; No: none.

Mr. Gaedtke asked for a moment of silence for a Board member who had passed away.

Mr. Gaedtke explained the procedure for the meeting that would follow. He also stated that within 10 days of the closure of this meeting, copies of the decisions will be delivered to the applicants.

Chairman Bonde informed the audience each person would be limited to five minutes during public input.

New Business

Heritage Holdings LLC – Owners of property located at 2115 Range Line Rd., in the SW¼, NW¼, of Section 31, T19N-R23E, Town of Manitowoc Rapids, Manitowoc County, Wisconsin, parcel number (010-031-007-003.00); wherein a conditional use permit is being requested by the applicant, Robert Busse, to operate a waste hauling business and truck terminal for their business vehicles in a CB, Commercial Business zoned district.

Chairperson Bonde opened the public hearing for Heritage Holdings LLC.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Hoffman read the application (copy on file).

The Board asked if there was anything to add to the appeal, there was not.

The Board had questions for Mr. Robert Busse, applicant.

Mr. Busse answered those questions for the Board.

People in attendance in favor of the request: none.

People in attendance opposed to the request: none.

Mr. Gaedtke received a letter from the Town of Manitowoc Rapids in favor of this request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for Heritage Holdings LLC.

Deliberation

Motion by: Mr. Schuh to approve the request.

Reasons for approval:

1. Sufficient evidence has been provided to warrant an approval.
2. This use does not impede the orderly development of the district and it is also compatible with the surrounding area.
3. The intensity of the operation will not have negative effect on the area or surrounding properties.
4. The proposed use fits on the parcel.
5. The property location has proper access for truck routes.
6. The nature, location and height of existing structures fit the proposed use.
7. The use will not discourage appropriate development or use of adjacent land or buildings.
8. The use will not impair property values because the property is already zoned commercial business.
9. There are no unsafe issues, fumes, flashing lights or other issues that are more objectionable than the properties current allowable use and therefore no danger to the public's health, safety or welfare.

Second by: Mr. Hoffman

Upon vote: The motion was unanimously approved.

Aye: Bonde, Vondrachek, Hoffman and Schuh; *No:* none.

Robert and Colleen Ansbaugh – Owners of property located at 3709 South 15th Street, in the E½, of Section 6, S 55' of lot 24, Section 6, T18N-R24E, Town of Manitowoc, Manitowoc County, Wisconsin, parcel number (009-510-006-024.03); wherein variances are being requested to house a pony on a lot less than 2 acres in size; and to keep a pony, manure, or other dust producing substances within 25 feet of a property line located in a RR, Rural Residential, zoned district.

Chairperson Bonde opened the public hearing for Robert and Colleen Ansbaugh.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Hoffman read the application (copy on file).

The Board asked if there was anything to add to the appeal.

Ms. Susan Hein, applicant added reasoning for the request.

The Board had questions for Ms. Hein.

Ms. Hein answered those questions for the Board.

Ms. Shannon Noskowiak spoke in favor of the request.

Ms. Patricia Nicols, sister of applicant, spoke in favor of the request.

Mr. James Noskowiak, spoke in favor of the request and indicated the smell will not be any different than other smells.

Mr. Mark Miller, neighbor to the north, spoke opposed to the request indicating regulations were not looked into before Ms. Hein purchased the property.

Mr. Robert Grall, neighbor to the south, spoke concerned about the environmental impact of waste running down the hill into the creek and concerned about home values declining.

Mr. Gaedtke received a letter from the Town of Manitowoc opposed to this request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for Robert and Colleen Ansbaugh.

Deliberation

Motion by: Ms. Vondrachek to deny the request.

Reasons for denial:

1. The lot is too small for a pony.
2. There is no hardship. The hardship is self-created. The property was bought after knowing it was too small to allow for a pony.
3. The request is contrary to the public interest. The manure will draw flies and create an unpleasant odor.
4. The Town is opposed to having a pony in a residential area.
5. It will have a negative effect on the public interest.
6. There is no burden because the owner still has reasonable use of the property without the pony or variances.

Second by: Mr. Hoffman

Upon vote: The motion was unanimously approved.

Aye: Bonde, Vondrachek, Hoffman and Schuh; *No:* none.

Johnathan Curry - Owner of property located off of County Line Rd., in the SW¼, SE¼, of Section 31, T17N-R21E, Town of Schleswig, Manitowoc County, Wisconsin, parcel number (016-031-015-002.00); wherein a conditional use permit is being requested to construct a residence in a NA, Natural Area zoned district.

Chairperson Bonde opened the public hearing for Johnathan Curry.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Hoffman read the application (copy on file).

The Board asked if there was anything to add to the appeal, there was not.

The Board asked Mr. Curry if the driveway is a driveway or easement and if the emergency responders will be satisfied with the width and turnout areas.

Mr. Curry indicated there is one turnout area.

People in attendance in favor of the request: none.

People in attendance opposed to the request: none.

Mr. Gaedtke received a letter from the Town of Schleswig in favor of this request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for Johnathan Curry.

Deliberation

Motion by: Mr. Hoffman to approve the request.

Reasons for approval:

1. The use does not impede the orderly development of the district. It will actually improve the area by having a nicer cabin on the property.
2. The use is compatible with the surrounding area because there is a lot of space and it will be on a higher piece of ground.
3. The intensity of the use will not have a negative effect on the surrounding properties. It should improve the property values by having a better residence on the parcel.
4. The proposed use fits on the parcel. There is plenty of room to allow for the structure and a septic system.
5. A driveway exists and with some alterations, it will be sufficient for the use and be acceptable to the fire department and rescue squads.
6. The nature, location and height of structures associated with the use are acceptable to the area.
7. It will not discourage the development of adjacent land or buildings.
8. The use will not impair the value of surrounding properties, in fact, it will increase property values because a nicer building will be constructed.
9. There are no fumes, noise, lights or other factors that would be objectionable because it is going to be a residential cabin.
10. The use will not endanger the public health, safety, or welfare.
11. There was enough evidence to support these findings.

Second by: Mr. Schuh

Upon vote: The motion was unanimously approved.

Aye: Bonde, Vondrachek, Hoffman and Schuh; *No:* none.

David and Tina Last – Owners of property located at 12111 Lakeshore RD., in GL3 of Section 11, T17N-R23E, Town of Centerville, Manitowoc County, Wisconsin, parcel number (002-011-014-007.00); wherein a variance is being requested to construct a residence at 164 feet from the toe of the Lake Michigan Bluff located in a S1, Shoreland zoned district.

Chairperson Bonde opened the public hearing for David and Tina Last.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Hoffman read the application (copy on file).

The Board asked if there was anything to add to the appeal, there was not.

The Board asked Mr. Last if the old house was coming down and being removed.

Mr. Last indicated the house is coming down and the new one built.

Mr. Russ Tooley, Zoning Administrator for the Town of Centerville, spoke in favor of the request.

People in attendance opposed to the request: none.

There being no further comments, Chairperson Bonde closed the public hearing for David and Tina Last.

Deliberation

Motion by: Ms. Vondrachek to approve the request.

Reasons for approval:

1. A hardship is present because the land has a natural drainage area that won't be disturbed, the slope of the land and because of the bluff location in relation to the unique lot size.
2. The additional setback from the west creates a hardship for the owner preventing them from moving the house further away from the bluff and therefore burdens the owner from meeting the bluff setback.
3. The existing house is already located within the bluff setback and the new home will be setback further from the toe of the bluff than the existing home.
4. The use will not be contrary to the public interest because the house is located on a dead end road and is set up on a higher piece of land.

Second by: Mr. Schuh

Upon vote: The motion was unanimously approved.

Aye: Bonde, Vondrachek, Hoffman and Schuh; *No:* none.

David Buck – Owner of property located at 5409 Irish Rd., in the NW¼, NW¼, of Section 35, T21N-R24E, Town of Two Creeks, Manitowoc County, Wisconsin, parcel number (017-035-006-003.00); wherein a variance is being requested to construct a garage at 59 feet from the ordinary high water mark of a creek, located in an LE, Large Estate, S1, Shoreland zoned district.

Chairperson Bonde opened the public hearing for David Buck.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Hoffman read the application (copy on file).

The Board asked if there was anything to add to the appeal.

Mr. Buck received a letter from the WDNR indicating he could move the garage closer to Irish Rd., but the septic system is already installed and will not allow him to move the garage up and utilize all doors.

The Board asked Mr. Buck questions.

Mr. Buck answered those questions for the Board.

Mr. Lee Engelbrecht, Town of Two Rivers Chair, spoke in favor of the request as long as there are no animals and he has never saw the creek flood.

People in attendance opposed to the request: none.

Mr. Gaedtke received a letter from the WDNR in favor of this request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for David Buck.

Deliberation

Motion by: Mr. Schuh to approve the request.

Reasons for approval:

1. The unique shape of the lot along with the amount of other setbacks from the road right-of-ways, sight triangle, property lines, and septic system, create a hardship and burden for the owner by limiting the buildable area needed to replace the dilapidated garage.
2. The location of the required septic system restricts the buildable area and creates a burden for the owner.
3. The request will not harm or negatively affect the public interest because it is still far enough from the stream and there was adequate testimony that flooding and other water way issues are not a concern.

Second by: Ms. Vondrachek

Upon vote: The motion was unanimously approved.

Aye: Bonde, Vondrachek, Hoffman and Schuh; *No:* none.

Old Business

Mike Burkhardt – Owner of property located off of Little Elkhart Lake Rd., in the NW¼, SW¼, and the SW¼, SW¼, of Section 34, T17N-R21E, Town of Schleswig, Manitowoc County, Wisconsin, parcel numbers (016-034-010-001.00 and 016-034-011-000.00) wherein a conditional use permit and variances are being requested by Aggrecon LTD, the applicant, to operate a sand and gravel operation and to excavate within 1000 feet of fourteen homes, in a GA, General Agricultural zoned district.

Mr. Gaedtke stated Aggrogon and the Town of Schleswig requested the item remain postponed until the December meeting.

Other Business

KRR Enterprises LLC – Review of the current conditional use permit to operate a race track and tavern at 141 Speedway - NW¼, NW¼, Section 31, T21N-R23E, Town of Gibson.

Mr. Gaedtke informed the Board he received an email from Scott, the owner regarding an event that went later than 10:30 p.m. due to inclement weather and reminded the Board this is allowed according to the new conditions.

Mr. Gaedtke also informed the Board Planning and Zoning received a phone call from a concerned citizen stating the racing went past 10:30 p.m., but was done by 11:30 p.m. Another call was received from the Police Department requesting a copy of the conditions as they were contacted by a citizen stating racing was occurring past 10:30 p.m.

The Board determined the property is in compliance with the conditions of the permit.

Deliberation

Motion by: Mr. Schuh to approve the review.

Seconded by: Mr. Hoffman

Upon vote: The motion was unanimously approved.

Aye: Bonde, Vondrachek, Hoffman and Schuh; *No:* none.

Schedule Next Meeting: The Board scheduled their next regular meeting for Monday, December 10, 2018 and the onsite for Monday, December 3, 2018 (Dates and times are subject to change.)

Adjournment

Motion by: Mr. Schuh to adjourn.

Seconded by: Mr. Hoffman

Upon vote: The motion was unanimously approved.

Aye: Bonde, Vondrachek, Hoffman and Schuh; *No:* none.

Respectfully submitted,



Chuck Hoffman, Secretary

12/10/18
Date



MANITOWOC COUNTY
BOARD OF ADJUSTMENT
ADVISORY & ON-SITE MEETING NOTICE

DATE: Monday, December 3, 2018
TIME: 9:00 a.m.
PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be discussed at the meeting:

- I. Call to Order - Roll Call
- II. Approval of Agenda
"Open Meeting Law Compliance"
- III. New Business
 - 1. **Daniel Hershberger** - Owners of property located at 3106 E County Rd. V, in the SW $\frac{1}{4}$, SW $\frac{1}{4}$, of Section 33, T21N-R24E, Town of Mishicot – Conditional Use Request.
 - 2. **Dan and Tracy Kaderabek** - Owners of property located at 2817 Basswood Rd, in the SE $\frac{1}{4}$, NW $\frac{1}{4}$, Section 11, T19N-R23E, Town of Manitowoc Rapids – Conditional Use Request.
 - 3. **Thomas Belot** - Owner of property located at 14413 N Shore Dr., in the E $\frac{1}{2}$, NW $\frac{1}{4}$, of Section 33, T18N-R22E, Town of Liberty – Conditional Use and Variance Request.
- IV. Old Business
 - 1. **Mike Burkhardt** - Owner of property located off of Little Elkhart Lake Rd., in the NW $\frac{1}{4}$, SW $\frac{1}{4}$, and the SW $\frac{1}{4}$, SW $\frac{1}{4}$, of Section 34, T17N-R21E, Town of Schleswig – Conditional Use and Variance Requests.
- V. Other Business
 - 1. Correspondence
- VI. Approval of Minutes
- VII. On-sites
- VIII. Adjournment

Date: November 16, 2018

Orville Bonde, Board Chair
By: Reed Gaedtke, Code Administrator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Any person wishing to travel on the on-sites with the Board, should contact the Manitowoc County Planning and Park Commission office at 920-683-4185 at least two business days before the meeting is scheduled so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MANITOWOC COUNTY BOARD OF ADJUSTMENT
ONSITE MEETING MINUTES**

December 3, 2018

A meeting of the Manitowoc County Board of Adjustment was called to order by Chairperson Bonde at 9:00 A.M. on Monday, December 3, 2018 in the Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc, WI 54220.

Board elected a secretary pro tempore for today's meeting due to the secretary being absent. A motion was made by, Mr. Schuh nominating Laurel Vondrachek as secretary for the meeting and seconded by Mr. Christel. Upon vote, the motion was unanimously approved.

Aye: Schuh, Bonde, Christel and Vondrachek; No: none;

The roll was called by the secretary. Members present: Orville Bonde, Dave Christel, Mr. Schuh and Laurel Vondrachek. Members absent: Mr. Hoffman

Staff present for advisory meeting: Reed Gaedtke and Kaila Boeckman

A motion was made by Mr. Schuh; seconded by Mr. Christel to approve the agenda for the December 3, 2018 meeting. Upon vote, the motion was unanimously approved.

Aye: Schuh, Christel, Vondrachek and Bonde; No: none;

The Board received their folders containing the December 10, 2018 hearing requests.

Mr. Gaedtke gave a quick overview of each request.

The Board proceeded to the on-sites and returned to the Manitowoc County Office Complex when completed. Mr. Bonde did not proceed to on-sites.

ADJOURNMENT

Motion by: Ms. Vondrachek to adjourn.

Seconded by: Mr. Christel

Upon vote: The motion was unanimously approved.

Aye: Schuh, Vondrachek and Christel; No: none.

Respectfully submitted,



Laurel Vondrachek,
Secretary Pro Tempore

12-10-18
Date



MANITOWOC COUNTY BOARD OF ADJUSTMENT REGULAR MEETING NOTICE

DATE: Monday, December 10, 2018
TIME: 7:00 P.M.
PLACE: Manitowoc County Office Complex
4319 Expo Drive, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the board may convene in closed session. The following matters may be considered at the meeting:

- I. ROLL CALL AND CALL TO ORDER
- II. OPEN MEETING LAW COMPLIANCE
- III. APPROVAL OF MINUTES
- IV. APPROVAL OF AGENDA
- V. NEW BUSINESS

Discussion and possible action on:

- 1. **Daniel Hershberger** – Owners of property located at 3106 E County Rd. V, in the SW $\frac{1}{4}$, SW $\frac{1}{4}$, of Section 33, T21N-R24E, Town of Mishicot – Conditional Use Request.
- 2. **Dan and Tracy Kaderabek** – Owners of property located at 2817 Basswood Rd, in the SE $\frac{1}{4}$, NW $\frac{1}{4}$, Section 11, T19N-R23E, Town of Manitowoc Rapids – Conditional Use Request.
- 3. **Thomas Belot** - Owner of property located at 14413 N Shore Dr., in the E $\frac{1}{2}$, NW $\frac{1}{4}$, of Section 33, T18N-R22E, Town of Liberty – Conditional Use and Variance Request.

VI. OLD BUSINESS

Discussion and possible action on:

- 1. **Mike Burkhardt** - Owner of property located off of Little Elkhart Lake Rd., in the NW $\frac{1}{4}$, SW $\frac{1}{4}$, and the SW $\frac{1}{4}$, SW $\frac{1}{4}$, of Section 34, T17N-R21E, Town of Schleswig – Conditional Use and Variance Requests.

VII. OTHER BUSINESS

- 1. Correspondence
- 2. Set January meeting date

VIII. ADJOURNMENT

Date: November 16, 2018

Orville Bonde, Board Chair
By: Reed Gaedtke, Code Administrator

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made. Persons who are members of another governmental body, but who are not members of this board, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

**MANITOWOC COUNTY BOARD OF ADJUSTMENT
REGULAR MEETING MINUTES**

December 10, 2018

A meeting of the Manitowoc County Board of Adjustment was called to order by Chairperson Bonde at 7:00 P.M. on Monday, December 10, 2018 in the Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc, WI 54220.

The roll was called by the secretary. Members present: Ralph Schuh, Laurel Vondrachek, Dave Christel, Chuck Hoffman and Orville Bonde. Staff present: Reed Gaedtke.

A motion was made by, Mr. Schuh, seconded by Ms. Vondrachek to approve the agenda for the December 10, 2018 meeting. Upon vote, the motion was unanimously approved.
Aye: Bonde, Vondrachek, Christel, Hoffman and Schuh; No: none.

A motion was made by, Ms. Vondrachek, seconded by Mr. Schuh to approve the October 30, 2018 meeting minutes. Upon vote, the motion was unanimously approved.
Aye: Bonde, Vondrachek, Christel, Hoffman and Schuh; No: none.

A motion was made by, Mr. Hoffman, seconded by Ms. Vondrachek to approve the December 3, 2018 onsite meeting minutes. Upon vote, the motion was unanimously approved.
Aye: Bonde, Vondrachek, Christel, Hoffman and Schuh; No: none.

Mr. Gaedtke explained the procedure for the meeting that would follow. He also stated that within 10 days of the closure of this meeting, copies of the decisions will be delivered to the applicants.

Chairman Bonde informed the audience each person would be limited to five minutes during public input.

New Business

Daniel Hershberger – Owner of property located at 3106 E County Rd. V, in the SW¼, SW¼, of Section 33, T21N-R24E, Town of Mishicot, Manitowoc County, Wisconsin, parcel number (013-133-011-002.00); wherein a conditional use permit is being requested to operate a business for constructing and selling portable storage buildings in a GA, General Agricultural zoned district.

Chairperson Bonde opened the public hearing for Daniel Hershberger.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Hoffman read the application (copy on file).

The Board asked if there was anything to add to the appeal, there was not.

The Board had questions for Mr. Daniel Hershberger, owner.

Mr. Hershberger answered those questions for the Board.

People in attendance in favor of the request: none.

People in attendance opposed to the request: none.

Mr. Gaedtke received a letter from the Town of Mishicot in favor of this request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for Daniel Hershberger.

Deliberation

Motion by: Ms. Vondrachek to approve the request.

Reasons for approval:

1. Sufficient evidence has been provided from the applicant, onsite and testimony to warrant an approval.
2. This use does not impede the orderly development of the district and it is also compatible with the surrounding area which is farmland.
3. The intensity of the operation will not have negative effect on the area or surrounding properties.
4. The proposed use fits on the parcel.
5. A larger driveway will be installed to allow for easier access to the property.
6. The nature, location and height of existing structures fits the proposed use.
7. The use will not discourage appropriate development or use of adjacent land or buildings because it is mainly farmland surrounding the property.
8. The use will not impair property values because the property already has a house and outbuildings.
9. There are no unsafe issues, fumes, flashing lights or other issues that are more objectionable than the properties current allowable use and therefore no danger to the public's health, safety or welfare.
10. There is enough parking for customers and employees.
11. Town of Mishicot is in favor of the request.

Second by: Mr. Hoffman

Upon vote: The motion was unanimously approved.

Aye: Bonde, Vondrachek, Christel, Hoffman and Schuh; *No:* none.

Dan and Tracy Kaderabek – Owners of property located at 2817 Basswood Rd, in the SE¼, NW¼, Section 11, T19N-R23E, Town of Manitowoc Rapids, Manitowoc County, Wisconsin, parcel number (010-011-008-005.00); wherein a conditional use permit is being requested by the applicant, Thompson Machinery Moving LLC, to operate a machinery moving, storage and trucking company in a ID, Industrial, zoned district.

Chairperson Bonde opened the public hearing for Dan and Tracy Kaderabek.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Hoffman read the application (copy on file).

The Board asked if there was anything to add to the appeal.

The Board had questions for Mr and Mrs. Kaderabek, owners.

Mr. and Mrs. Kaderabek answered those questions for the Board.

People in attendance in favor of the request: none.

People in attendance opposed to the request: none

Mr. Gaedtke received a letter from the Town of Manitowoc Rapids in favor of this request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for Dan and Tracy Kaderabek.

Deliberation

Motion by: Mr. Schuh to approve the request.

Reasons for approval:

1. Sufficient evidence has been provided by the application, the onsite visit and from testimony to warrant an approval.
2. This use does not impede the orderly development of the district and it is also compatible with the surrounding area because it is zoned industrial.
3. The intensity of the operation will not have a negative effect on the area or surrounding properties.
4. The proposed use fits on the parcel.
5. The property location has proper access for truck routes.
6. The nature, location and height of existing structures already exist.
The use will not discourage appropriate development or use of adjacent land or buildings.
7. The use will not impair surrounding property values it is in an industrial area.
8. There are no unsafe issues, fumes, flashing lights or other issues that are more objectionable than the properties current allowable use and therefore no danger to the public's health, safety or welfare.

Conditions of approval:

1. Days of operation will be seven days per week.
2. Outside storage of scrap metal and debris shall be limited to a single luger box style container and a trash dumpster, which shall both be screened from public view.

Second by: Ms. Vondrachek

Upon vote: The motion was unanimously approved.

Aye: Bonde, Vondrachek, Christel, Hoffman and Schuh; *No:* none.

Thomas Belot - Owner of property located at 14413 N Shore Dr., in the E½, NW¼, of Section 33, T18N-R22E, Town of Liberty, Manitowoc County, Wisconsin, parcel number (008-600-000-004.00); wherein a conditional use permit is being requested to fill and grade more than 2000 square feet of land on an 8% slope hill within 300 feet of Pigeon Lake; and to construct four, retaining walls ranging in size from 13 feet to 36 feet long, at distances ranging from 65 feet to 74 feet from the ordinary high water mark of Pigeon Lake in a LR, Lake Residential, S1, Shoreland zoned district.

Chairperson Bonde opened the public hearing for Thomas Belot.

Mr. Gaedtke read the reason for the appeal (copy on file).

Mr. Hoffman read the application (copy on file).

The Board asked if there was anything to add to the appeal.

Mr. Belot, owner, indicated the family has grown and they would like to continue to enjoy the lake.

There were no questions from the Board.

People in attendance in favor of the request: none.

People in attendance opposed to the request: none.

Mr. Gaedtke received a letter from the Town of Liberty in favor of this request (copy on file).

There being no further comments, Chairperson Bonde closed the public hearing for Thomas Belot.

Deliberation

Motion by: Mr. Hoffman to approve the variance and Conditional Use requests.

Reasons for approval:

1. Sufficient evidence has been provided to warrant approval.
2. The small narrow lot drops off quickly towards the lake creating a hardship for the property owner. The retaining walls are needed to help stabilize the excavated area that drops off quickly towards the lake. The excavation is being done to reduce the slope towards the lake while maintaining the same grade with neighboring properties.
3. The narrow lot prevents the owner from reducing the slope behind the house without the need for retaining walls to hold back erosion and slow runoff. This allows the homeowner to build according to the shaped lot that he has.
4. The retaining walls will not have a negative effect because they will help stabilize the hill, and therefore slow runoff and erosion that would otherwise run towards the lake and the house is being replaced with another house.
5. The house will meet all required setbacks.
6. A rain garden will be constructed to reduce the amount of runoff going to the lake.

Reasons for filling and grading conditional use approval:

1. This use does not impede the orderly development of the district and it is also compatible with the surrounding area because a house is being replaced with another house.
2. The intensity of the operation will not have negative effect on the area or surrounding properties. It will improve the area by slowing runoff and erosion to the lake.
3. The proposed use fits on the parcel.
4. The property location has proper access.
5. The nature, location and height of structure fits with other homes in the area.
6. The use will not discourage appropriate development or use of adjacent land or buildings. There are other homes present and the retaining walls will allow grade to remain at neighboring properties.
7. The use will not impair property values because the property is already residential.
8. There are no unsafe issues, fumes, flashing lights or other issues that are more objectionable than the properties current allowable use and therefore no danger to the public's health, safety or welfare.
9. All standards of section 9.40 of the shoreland ordinance must be met.
10. The applicant has shown that the amount of bare ground will be exposed for as short of time as possible (30 days).
11. The erosion control plan shall be followed and include any of the items listed in the ordinance to reduce erosion to the lake.
12. The filling and grading and the use of the retaining walls will slow the runoff and prevent erosion to the lake.

Second by: Mr. Schuh to approve the variance request and Ms. Vondrachek to approve the conditional use request.

Upon vote: The motion was unanimously approved.

Aye: Bonde, Vondrachek, Christel, Hoffman and Schuh; *No:* none.

Old Business

Mike Burkhardt – Owner of property located off of Little Elkhart Lake Rd., in the NW¼, SW¼, and the SW¼, SW¼, of Section 34, T17N-R21E, Town of Schleswig, Manitowoc County, Wisconsin, parcel

numbers (016-034-010-001.00 and 016-034-011-000.00) wherein a conditional use permit and variances are being requested by Aggrecon LTD, the applicant, to operate a sand and gravel operation and to excavate within 1000 feet of fourteen homes, in a GA, General Agricultural zoned district.

Mr. Gaedtke stated Aggrogon requested the item remain postponed until the February meeting.

Other Business

Correspondence not related to a hearing item: Sonnenberg / Sunny Acres structure concern.

Mr. Gaedtke gave an overview and explanation to the Board.

Schedule Next Meeting: The Board scheduled their next regular meeting for Monday, January 21, 2019 and the onsite for Monday, January 14, 2019 (Dates and times are subject to change.)

Adjournment

Motion by: Mr. Schuh to adjourn.

Seconded by: Ms. Vondrachek

Upon vote: The motion was unanimously approved.

Aye: Bonde, Vondrachek, Christel, Hoffman and Schuh; *No:* none.

Respectfully submitted,



Chuck Hoffman, Secretary



Date