

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

June 15, 2026

A meeting of the Manitowoc County Board of Adjustment was called to order by Chairperson Schuh at 5:00 P.M. on Monday, June 15, 2026 in the Manitowoc County Office Complex, 4319 Expo Drive, Manitowoc, WI 54220.

The roll was called by the secretary.

Members present: Ralph Schuh, Dave Christel, Bob Salm, Brian Kraemer and Duane Argall.

Members absent: none.

Staff present: Reed Gaedtke.

A motion was made by Mr. Kraemer, seconded by Mr. Argall to approve the June 15, 2026 meeting agenda. Upon vote, the motion was unanimously approved.

Aye: Schuh, Christel, Salm, Kraemer and Argall.

No: none.

A motion was made by Mr. Salm, seconded by Mr. Christel to approve the May 18, 2026 meeting minutes. Upon vote, the motion was unanimously approved.

Aye: Schuh, Christel, Salm, Kraemer and Argall.

No: none.

A motion was made by Mr. Kraemer, seconded by Mr. Salm to approve the minutes for the June 9, 2026 onsite meeting. Upon vote, the motion was unanimously approved.

Aye: Schuh, Christel, Salm, Kraemer and Argall.

No: none.

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

Old Business:

Laura and David Besley – Owners of property located at 17707 Lakeshore Rd., in the NW¼, NE¼, and the NE¼, NE¼, Section 11, T21N–R24E, Town of Two Creeks, Manitowoc County, Wisconsin, parcel number (017-011-001-004.00) wherein a conditional use permit is being requested to operate a vacation home rental business in a LE, Large Estate Residential, S1, Shoreland zoned district.

Motion by: Mr. Christel to remove the postponed item from the table.

Second by: Mr. Salm.

Upon vote: The motion was unanimously approved.

Aye: Schuh, Christel, Salm, Kraemer and Argall.

No: none.

Chairperson Schuh reopened the public hearing for Laura and David Besley.

Laura Besley and her attorney, Brendan Dailey, answered questions from the board.

Mr. Gaedtke read emails and information submitted by the applicant. Two emails were read from the Town of Two Creeks. The first email was sent for the April meeting in favor of the request then the town sent another email in May rescinding the town's original approval and stating they were now opposed to the request (*copies on file*).

Two emails were read from assessors regarding neighboring property values. A letter was submitted by Besley's attorney, and an email was read from the Manitowoc County Sheriff's department (*copies on file*).

Chairperson Schuh reopened public input and placed a 3-minute time limit on public comment because the April hearing had already allowed for unlimited public comment.

People present in favor of the request: None.

People present opposed to the request: Roothie Woodbeck, Mike Johnson, Mr. Shoppe (inaudible), Sarah Shoppe (inaudible), Lori Conrad, Peter Conrad who submitted a map and document for the record. (*Mr. Conrad ran past his time and requested to use someone else's 3-minute time limit if they would be willing to defer their time. Peter O Conrad deferred his time to the other Peter Conrad*), and Riley Woodbeck.

(*Some names may not have the correct spelling because they did not sign the attendance sheet.*)

Attorney Brendan Dailey and Laura Besley rebutted statements made during public input and answered additional questions from the board.

There being no further comments, Chairperson Schuh closed the public hearing for Laura and David Besley.

Deliberation

Motion by: Mr. Christel to approve the conditional use permit request to operate a vacation home rental at 17707 Lakeshore Rd.

Reasons for approval:

1. Substantial evidence has been submitted by the applicant and obtained from the onsite inspection and public testimony to warrant approval.
2. The use does not impede the orderly development of the district based on substantial evidence provided by the applicant. Development of lots alongside the lake has already occurred and the adjacent farmland area would not be impacted by the use.
3. The use is compatible with the surrounding area. In the Manitowoc County Code, a property zoned LE (Large Estate Residential) allows for vacation rentals as a compatible conditional use.
4. Based upon substantial evidence provided at the meeting and based upon the applicant's renter's agreement and the required permit conditions; the use will not have a negative impact on surrounding properties.
5. The proposed use fits on the parcel. The house is of substantial size and fits on the parcel.

6. The proposed driveway provides proper access to the town road. If there is an issue with the driveway location according to a neighboring property owner, the two property owners would need to resolve any disputes between them and is not an issue of this conditional use. That issue would have to be resolved regardless of this conditional use application.
7. The structures associated with this use are acceptable. The house is existing and is established and comparable with other adjacent structures.
8. The use will not discourage appropriate development or use of adjacent land or buildings because the development already has occurred and there is no evidence to support that it would discourage development.
9. Substantial evidence based on written correspondence from two Wisconsin assessors stated, in their professional opinion, that this use would not impair the value of surrounding properties.
10. There are no proposed unsafe issues, fumes, flashing lights or objectionable factors that would be more objectionable than any allowable principal uses.
11. There was no evidence provided at this meeting, or in the application, or at prior meetings to show how this type of use would endanger the public's health, safety or welfare. While recognizing concerns of neighbors, there has been no substantial evidence supporting endangerment of health, safety or welfare.

Conditions of approval:

1. Days of operation will be seven days per week.
2. Hours of operation will be 24 hours per day.
3. Number of employees shall be two.
4. Outdoor lighting shall be directed down onto the property and not onto neighboring properties.
5. Quiet hours shall be from 10:00 p.m. to 7:00 a.m.
6. Owners shall have a code compliant sign located on the exterior of the residence indicating owner or manager contact information and the information kept current.
7. The owner must provide off-street parking for all renters and employees. Parking on roads is prohibited.
8. Deliveries for short-term renters are prohibited.
9. Maximum number of pets allowed shall be two. Any pets outside shall either be on a leash or in a caged area. This condition does not pertain to licensed service animals.
10. Campfires shall only be allowed in designated areas.
11. All State and Health Department licensing and codes must be followed.
12. There shall be working smoke alarms and operating fire extinguishers in the home.
13. The discharge of fireworks or firearms is prohibited.
14. The use of drones by renters is prohibited.
15. The use of any type of UTV, ATV, or any other type of recreational vehicle is prohibited.
16. Property lines shall be clearly identified and information provided to the renters as well as physically posted on the property, so it is very clear where the renters have access and where they don't.
17. Owners shall install one warning sign at or near the water explaining the risks when embarking on a public water system.
18. Occupancy for renters shall be based on septic system size with the maximum number being 10 regardless of septic compatibility.
19. No additional campers, tents, RV's or other temporary lodging is permitted.

Second by: Mr. Schuh.

Upon vote: The motion was unanimously approved.

Aye: Schuh, Christel, Salm, Kraemer and Argall.

No: none.

John and Valerie Taulien – Owner of property located at 15602 Lakeshore Dr., in the SW¼, SE¼, Section 27, T17N-R23E, Town of Centerville, Manitowoc County, Wisconsin, parcel number (002-500-004-001.01), wherein variances are being requested to construct an attached house addition at 4 feet 4 inches from the north property line that will also be greater than 50% of the original nonconforming structures square footage; and to construct the addition within the Lake Michigan bluff recession rate and stable slope angle setbacks located in a SE, Small Estate Residential, S1, Shoreland zoned district.

Motion by: Mr. Kraemer to remove the postponed item from the table.

Second by: Mr. Argall.

Upon vote: The motion was unanimously approved.

Aye: Schuh, Christel, Salm, Kraemer and Argall.

No: none.

Chairperson Schuh reopened the public hearing for John and Valerie Taulien.

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

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

John and Valerie Taulien answered questions from the board.

People present in favor of the request: None.

People present opposed to the request: None.

Mr. Gaedtke read an email from the Town of Centerville stating the town had no comment on the request and stated they would support the board of adjustments decision (*copy on file*).

Chairperson Schuh closed the public hearing for John and Valerie Taulien.

Deliberation

Motion by: Mr. Schuh to modify the original request by denying the request to build a house addition within the Lake Michigan bluff setback; and to approve the variance requests to construct a mudroom addition at 4 feet 4 inches from the north property line and to approve constructing a larger house addition, that is greater than 50% of the original nonconforming structures size, on the south side of the existing residence, provided it meets the bluff setback.

Reasons for Denial:

1. A variance requires the minimum amount of relief needed by the applicant. There are other reasonable areas to the west that allow the proposed large addition to be moved. This can be accomplished without needing a variance from the Lake Michigan bluff setback.
2. Placing the addition within the bluff setback would have a negative effect on the public and create an unnecessary risk.

Reasons for Approval:

1. The current nonconforming structure and small size of the existing home, as well as drainage, creates a physical limitation of the property.
2. The small size of the existing nonconforming home places a burden on the owner to reasonably use the property or house by way of bedrooms.
3. The request does not harm or negatively affect public interest because the new addition will be moved to the east in order to meet the bluff setback requirement.

Second by: Mr. Salm.

Upon vote: The motion was unanimously approved.

Aye: Schuh, Christel, Salm, Kraemer and Argall.

No: none.

New Business

Jeremy and Kari Stryhn – Owners of property located at 5409 Irish Rd., in the NW¼, NW¼, Section 35, T21N-R24E, Town of Two Creeks, Manitowoc County, Wisconsin, parcel number (017-035-006-003.00), wherein after the fact variances are being requested by the new property owner a shed at either 20 feet from the ordinary high water mark of a stream or at 0 feet from the east property line, located in a LE, Large Estate Residential, S1, Shoreland zoned district.

Chairperson Schuh opened the review hearing for Jeremy and Kari Stryhn.

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

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

Mr. Stryhn answered questions from 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 Schuh closed the public hearing for Jeremy and Kari Stryhn review.

Deliberation

Motion by: Mr. Christel to approve the after the fact variance request to construct a shed at 20 feet from the ordinary high-water mark of a stream.

Reasons for Approval:

1. The problem was not self-created and the limited area due to road and other setbacks creates a hardship for the owner.

2. The owner is burdened because relocating the shed would still require a variance and if it was placed on the east side of the garage, it would limit access to the east side of the property. Moving it closer to the road impedes public interest and is limited by road setbacks and site triangle.
3. The request doesn't harm or negatively affect public interest.

Second by: Mr. Kraemer.

Upon vote: The motion was unanimously approved.

Aye: Schuh, Christel, Salm, Kraemer and Argall.

No: none.

Matt and Nikki Kapellen – Owner of property located at 11319 CTH O, in the SE¼, NW¼, Section 4, T20N-R25E, Town of Two Rivers, Manitowoc, County, Wisconsin, parcel number (018-204-008-019.00) wherein an existing conditional use permit is being requested to update the permit for the purpose of increasing the occupancy of an existing vacation home rental business located in a HD, High Density Residential, zoned district.

Chairperson Schuh opened the public hearing for Matt and Nikki Kapellan.

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

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

Matt and Nikki Kapellan answered questions from the board.

People in attendance in favor of the request: None.

People in attendance opposed to the request: None.

Mr. Gaedtke stated the Town of Two Rivers sent a letter in favor of the request (*copy on file*).

There being no further comments, Chairperson Schuh closed the public hearing for Matt and Nikki Kapellan.

Deliberation

Motion by: Mr. Christel to approve the conditional use permit request to operate a vacation home rental at 11319 CTH O.

Reasons for approval:

1. Substantial evidence has been obtained from the applicant, the onsite inspection and public testimony to warrant approval.
2. There was no testimony or indication that this use would impede the orderly development of the district
3. The use is compatible with the surrounding area. The use is currently an existing vacation rental with an active conditional use permit. The new owners want to increase the number of occupants.
4. There was no evidence to indicate a negative effect would occur due to this use. And the existence of the previous permit shows there will not be a negative effect.
5. The use fits on the property.

6. There is sufficient access for this use.
7. The structure(s) associated with this use is acceptable.
8. There was no evidence provided to show this use would discourage development in the area.
9. The use will not impair surrounding property values. The applicant provided information from the Wisconsin Realtors Association stating there would be no impairment to property values.
10. There are no proposed unsafe issues, fumes, flashing lights or other issues that are more objectionable than the properties allowable principal uses.
11. There was no evidence to show this use would endanger the public's health, safety or welfare.

Conditions of approval:

1. Days of operation shall be 7 days per week.
2. Hours of operation will be 24 hours per day.
3. Number of employees would be two.
4. Fencing already exists and shall be maintained.
5. Outdoor lighting shall be directed down onto the property and not onto neighboring properties or the road.
6. A decibel reader can be installed at owners' discretion.
7. The owner is allowed an advertising sign. It must meet county code requirements.
8. There shall be an emergency contact sign placed in a conspicuous place in front of the residence indicating owner or emergency contact information. This sign must meet code requirements.
9. Parking on the road is prohibited. The owner must provide identifiable off-street parking on the property for guests and workers.
10. Delivery trucks for renters is prohibited.
11. No pets allowed; other than licensed service animals.
12. Campfires are allowed in a designated area.
13. The discharge of firearms, fireworks or other artificial noises are prohibited.
14. The use of drones, by renters, is prohibited.
15. No other means of lodging, such as campers, tents or RV's, is allowed.
16. No use of any ATV's, UTV's or other recreational vehicles.
17. All State and Health Department licensing and codes must be obtained and followed.
18. Owner must have working smoke alarms and operating fire extinguishers in the home.
19. Maximum number occupancy allowed is 10 people per night.

Second by: Mr. Argall.

Upon vote: The motion was unanimously approved.

Aye: Schuh, Christel, Salm, Kraemer and Argall.

No: none.

Derek Meunier – Owner of property at 4225 N Rapids Rd., in NW¼, NE¼, Section 2, T19N-R23E, Town of Manitowoc Rapids, Manitowoc County, Wisconsin, parcel numbers (010-002-003-003.00), wherein a conditional use permit is being requested to operate a gun smith repair and sales business in a GA, General Agricultural zoned district.

Chairperson Schuh opened the public hearing for Derek Meunier.

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

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

Derek Meunier answered questions from the board.

People in attendance in favor of the request: None.

People in attendance opposed to the request: None.

Mr. Gaedtke stated the Town of Manitowoc Rapids sent letter in favor of the request (*copy on file*).

There being no further comments, Chairperson Schuh closed the public hearing for Derek Meunier.

Deliberation

Motion by: Mr. Salm to approve the conditional use permit request to operate a gun smith repair and sales shop business at 4225 N. Rapids Rd.

Reasons for Approval:

1. Sufficient evidence was provided from the applicant, on-site visit and testimony to warrant an approval.
2. The use does not impede the orderly development of the district. There are no proposed additions to the building.
3. The use is compatible with the surrounding area and has a minimal effect.
4. The intensity of the operation will not have a negative effect on the area or surrounding properties because there would be a small amount of vehicle traffic.
5. The proposed use fits on the parcel.
6. There is an existing driveway which has sufficient access for this type of use.
7. The nature, location and height of the proposed and existing structures are acceptable for this use.
8. The use will not discourage appropriate development or use of adjacent land or buildings.
9. The use will not impair property values.
10. There are no unsafe issues, fumes, flashing lights or other issues that are more objectionable than the properties current allowable use. The owner will not have a shooting range.
11. The use will not endanger the public's health, safety or welfare.

Conditions of Approval:

1. Days of operation will be Wednesday through Friday.
2. Hours of operation will be 11:00 a.m. to 6:00 p.m.
3. Number of employees shall be zero; except for the owner.
4. All outdoor lighting shall shine down onto the property.
5. An on-premise sign is allowed provided a permit is issued and it meets code requirements including setbacks from property lines.
6. Delivery trucks are allowed.
7. Customer and employee parking shall be on site. Parking on the road is prohibited.
8. Discharge of firearms for the business is prohibited. However, the owner is allowed to use his property for his own personal use.
9. This conditional use permit sunsets (expires) when the property or business is sold.

Second by: Mr. Kraemer.

Upon vote: The motion was unanimously approved.

Aye: Schuh, Christel, Salm, Kraemer and Argall.

No: none.

Other Business

Schedule for the Next Monthly Meeting: Some members may be gone for the July meeting and so far there are not enough applicants to hold a meeting in July. Therefore, a July meeting might not be held. If the board does hold a meeting in July it was tentatively scheduled for Wednesday July 15, 2026 and the advisory meeting was tentatively scheduled for Tuesday, July 7, 2026. If a meeting is not held in July, it will occur in August.

Adjournment

Motion by: Mr. Argall to adjourn.

Second by: Mr. Salm.

Upon vote, the motion was unanimously approved.

Aye: Schuh, Christel, Salm, Kraemer and Argall.

No: None.

Respectfully submitted,



Signature



Date

