



## ZONING BOARD OF APPEALS AGENDA

October 30, 2024 at 6:00 PM  
303 Mansion Street Mauston, WI

1. **Call to Order/Roll Call**
2. **Appointment of Chair**
3. **Appointment of Secretary**
4. **Discussion and action relating to Minutes**
  - a. December 12, 2023
5. **Public Hearing:** St. Pauls Lutheran Church, for a variance request for an electronic message center sign located at 517 Grayside Avenue, Mauston
6. **Discussion and action regarding an application submitted by Graphic House, Inc./St. Pauls Lutheran Church, for a variance request for an electronic message center sign located at 517 Grayside Avenue, Mauston**
  - a. Memo and documents
7. **Adjourn**

### NOTICE:

*It is possible that action will be taken on any of the items on the agenda and that the agenda may be discussed in any order. It is also possible that a quorum of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.*

*Also, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact City Deputy Clerk Nicole Lyddy (608) 747-2706.*

*Any member of the public wishing to join the meeting telephonically should call City Hall by 4pm the day of the meeting. Staff will be happy to provide instructions on joining the meeting by phone. City Hall main number: 608-847-6676*



**OFFICIAL MINUTES OF MEETING  
ZONING BOARD OF APPEALS  
ZONING BOARD OF APPEALS  
6:00 PM, DECEMBER 13, 2023**

**Call to Order/Roll Call**

The Zoning Board of Appeals meeting was called to order at 6:08 P.M. by Rennie Gibeaut in the Community Room at Mauston City Hall. Board members present were Paul Schaller, Rennie Gibeaut, Jim Kolba, Dennis Thomas and Bette Smart by phone. Absent was Jim Kolba. Also present was Zoning Administrator Allison Schwark.

**Minutes**

Gibeaut/Thomas to approve the minutes of August 3, 2022. Motion carried.

**Public Hearing regarding the applicatoin from Dennis Olson variance**

Public Hearing regarding the application from Dennis Olson variance- public hearing opened, No visitors present, no public comment, public hearing closed at 6:10 pm.

**Olson's variance**

Gibeaut/Thomas to **approve the Olson's variance** located at N3171 Morrissey Road- Zoning Administrator gave background of case, and let commission know that the applicant had already began the construction of the building in which he was seeking a variance for not meeting side yard setbacks. The building was meant to be an agricultural metal pole barn type building for storage of equipment. The commission discussed that ultimately were not going to deny the variance and have the applicant move the building since construction had already begun, and because the building construction did not negatively impact any neighbors, residents, adjacent property owners etc. The commission determined that the setbacks were far enough away from the side yard that the building project was feasible. However, for the record the ZBA made it very clear that they don't expect this approval to become a president that homeowners can complete to project, and then ask for a variance, and the ZBA did not take this decision lightly to approve the variance. Motion carried.

**Adjourn**

Thomas/Smart to adjourn. Motion carried.

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**CHAIR**

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**DATED**

**MEMORANDUM**

To: City of Mauston Zoning Board of Appeals

From: Allison Schwark, Zoning

Administrator

Date: October 24, 2024

Re: Variance for Signage

<b>Summary of Request</b>	
<b>Requested Approvals:</b>	Sign Variance
<b>Location:</b>	517 Grayside Avenue
<b>Current Land Use:</b>	Church
<b>Proposed Land Use:</b>	Church
<b>Current Zoning:</b>	SR3- Single Family Residential
<b>Proposed Zoning:</b>	N/A
<b>Future Land Use, Comprehensive Plan:</b>	Institutional

**Variance Request Information:**

The applicant, Graphic House, Inc. is representing their client, St. Paul’s Lutheran Church, who is requesting a variance for a sign located at 517 Grayside Avenue.

The sign being requested is an electronic message center sign which would be located on Grayside Avenue, replacing their current sign. The property is zoned SR3- Single Family residential, and all institutional uses are allowed via Conditional Use Permit approval.

However, Section 114-259 of our municipal ordinances both Electronic Message Center (EMU) signs, and illuminated signs are prohibited.

(2) Electronic message unit (EMU) signs. EMU signs are allowed in the CB, PB, GI, and HI districts with the following regulations:

- a. The maximum area dedicated to an electronic message unit shall be 50 percent of the sign area or 35

square feet (whichever is larger) per sign face and shall be inclusive of the maximum area permitted for the sign structure.

(3) Illumination.

- a. All signs in the GB, PB, GI, and HI districts may be illuminated (except movable board signs and temporary signs).
- b. All signs in the CB districts may be illuminated (except movable board signs and temporary signs).
- c. Light box signs are prohibited in the CB district.
- d. Flashing elements (except for electronic message unit signs) are prohibited.
- e. Flashing elements are permitted in the PB district; however, flashing elements that may create a hazard as determined by the zoning administrator are prohibited.

Therefore, the applicant is requesting a variance for an institutional EMU sign to be placed on the property located at 517 Grayside Avenue.

If the variance is approved, applicant will still be required to obtain a Conditional Use Permit for the signage.

**CITY OF MAUSTON  
NOTICE OF PUBLIC HEARING**

**ZONING BOARD OF APPEALS**

Notice is hereby given that a public hearing will be held before the Zoning Board of Appeals of the City of Mauston on October 30, 2024, at 6:00 P.M. or soon thereafter as the matter may be heard in the Council Chambers, City Administration Offices, 303 Mansion Street, Mauston, WI for the purpose of hearing all interested parties, their attorneys or agents with respect to the application submitted by Graphic House, Inc./St. Pauls Lutheran Church, for a variance request for an electronic message center sign located at 517 Grayside Avenue, Mauston, WI 53948. The property is more precisely identified by the following tax parcel ID number:

**292510918.67**

The City of Mauston will attempt to accommodate anyone with special needs if requests are made a sufficient time in advance. The City Clerk can be reached at: 608-847-6676.

Dated this 1st day of October 2024.

Allison Schwark  
Zoning Administrator

Publish 2x: 10/10/24 & 10/17/24  
Juneau County Star-Times



CHAPTER 114 ZONING APPLICATION FORM

I. APPLICANT INFORMATION

Name: Graphic House Inc
Address: 8101 International Dr. Wausau, WI 54401
Telephone: 715-842-0402 Fax:

II. PROPERTY OWNER INFORMATION (if different from Applicant)

Name: St. Paul's Lutheran Church
Address: 517 Grayside Ave. Mauston, WI 53948
Telephone: 608-547-6244 Fax:

III. CONSULTANT(S) INFORMATION (Applicant's Architect, Engineer, Developer, Builder) (Attach additional sheets if necessary)

Name: Graphic House Inc
Address: 8101 International Dr. Wausau, WI 54401
Telephone: 715-842-0402 Fax:
State License/Certification #: WI-7781-WBE Expiration Date: 10-16-25

IV. PROPERTY INFORMATION

Address: 517 Grayside Ave. Mauston, WI 53948
Tax Parcel #: 292510918.67 Attach a copy of the Owner's deed to the property.
Approximate Cost of Project: 47,365.00

V. ZONING APPLICATION (Check the type(s) of application(s) you are submitting) (Refer to Zoning Ordinance Chapter 114, Article. VIII: Procedures and Administration, for details) (Checklist No.)

- Amendment of Zoning Regulations (per Section 114-285) 1
Amendment to the Official Zoning Maps (per Section 114-286) 2
Zoning Permit for (check as appropriate)
Permitted Use (per Section 114-287) (May require site plan) 3
Conditional Use (per Section 114-288) (Requires site plan) 4 and 7
Temporary Use (per Section 114-289) 5
Sign Permit (per Section 114-290) 6
Site Plan Approval (per Section 114-291) 7
Zoning Certificate of Occupancy (per Section 114-292) na
Variance (per Section 114-293) (Requires site plan) 8
Ordinance Interpretation (per Section 114-294) 9
Appeal of Zoning Decision (per Section 114-295) 10
Creation of Planned Development District (per Section 114-296) 11
Other Permits/Licenses (D.P.W./Fire/Clerk) 12

728

Document No. 221456

This Indenture, Made this 30th day of April, A. D., 1969, between St. Paul's Lutheran Christian Day School Corporation of Mauston, Wisconsin a Corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, located at Mauston, Wisconsin, party of the first part, and St. Paul's Evangelical Lutheran Church of Mauston, Wisconsin, party of the second part.

Witnesseth, That the said party of the first part, for and in consideration of the sum of one dollar and other good and valuable consideration

to it paid by the said party of the second part, the receipt whereof is hereby confessed and acknowledged, has given, granted, bargained, sold, remised, released, aliened, conveyed and confirmed, and by these presents does give, grant, bargain, sell, remise, release, alien, convey and confirm unto the said party of the second part, its heirs and assigns forever, the following described real estate, situated in the County of Juneau and State of Wisconsin, to-wit:

A part of the Southeast Quarter of the Southwest Quarter (SE 1/4 SW 1/4) of Section Twelve (12) Township Fifteen (15) North, Range Three (3) East, in the City of Mauston, Juneau County, Wisconsin, more particularly described as follows: Commencing at the Southwest corner of Bohem's Sub-division to the City of Mauston, thence west a distance of 15 feet to the point of beginning, thence North 263.42 feet along a line parallel to the west boundary line of Bohem's Sub-division, thence East 15 feet, thence North 00.42° West 60 feet; thence due East 321.40 feet, thence due north 232.04 feet, thence due West to the west line of said SE 1/4 SW 1/4 of Section 12, T15N, R3E, thence South along the West line of said SE 1/4 SW 1/4 to a point 33 feet North of the Southwest corner of the aforesaid SE 1/4 SW 1/4, thence East 450.80 feet to the point of beginning; less land sold for highway purposes by instrument recorded in Volume 165 of Deeds on page 581, Juneau County Records.

Together with all and singular the hereditaments and appurtenances thereunto belonging or in any wise appertaining; and all the estate, right, title, interest, claim or demand whatsoever, of the said party of the first part, either in law or equity, either in possession or expectancy of, and to the above bargained premises, and their hereditaments and appurtenances.

To Have and to Hold the said premises as above described with the hereditaments and appurtenances, unto the said party of the second part, and to its heirs and assigns FOREVER.

And the said St. Paul's Lutheran Christian Day School Corporation of Mauston, Wisconsin, party of the first part, for itself and its successors, does covenant, grant, bargain and agree to and with the said party of the second part, its heirs and assigns, that at the time of the ensembling and delivery of these presents it is well seized of the premises above described, as of a good, sure, perfect, absolute and indefeasible estate of inheritance in the law, in fee simple, and that the same are free and clear from all incumbrances whatever,

and that the above bargained premises in the quiet and peaceable possession of the said party of the second part, its heirs and assigns, against all and every person or persons lawfully claiming the whole or any part thereof, it will forever WARRANT AND DEFEND.

In Witness Whereof, the said St. Paul's Lutheran Christian Day School Corporation of Mauston party of the first part, has caused these presents to be signed by Louis Brux, its President, and countersigned by Robert L. Schroeder, its Secretary, at Mauston, Wisconsin, and its corporate seal to be hereunto affixed, this 30th day of April, A. D., 1969.

SIGNED AND SEALED IN PRESENCE OF  
*Roland W. Vieth*  
Roland W. Vieth  
*Carole J. Balt*  
Carole J. Balt

ST. PAUL'S LUTHERAN CHRISTIAN DAY SCHOOL CORPORATION OF MAUSTON, Wis.  
Corporate Name  
*Louis Brux* President  
*Robert L. Schroeder* Secretary

STATE OF WISCONSIN, }  
Juneau County. } ss.

Personally came before me, this 30th day of April, A. D., 1969, Louis Brux, President, and Robert L. Schroeder, Secretary of the above named Corporation, to me known to be the persons who executed the foregoing instrument, and to me known to be such President and Secretary of said Corporation, and acknowledged that they executed the foregoing instrument as such officers of the deed of said Corporation, by its authority.

Received for Record this 16 day of June, A. D., 1969, at 3 o'clock P.M.  
*Roland W. Vieth*  
Roland W. Vieth  
Notary Public, Juneau County, Wis.  
My Commission expires permanent

WARRANTY DEED—STATE OF WISCONSIN, FORM NO. 2 This instrument drafted by Roland W. Vieth  
Received for record this 16 day of June A.D., 1969 at 3 o'clock P.M.  
Lawrence Larson, Register of Deeds.

**GRAPHIC HOUSE**  
CUSTOM SIGNS  
NATIONAL SIGN FABRIK  
SINCE 1976

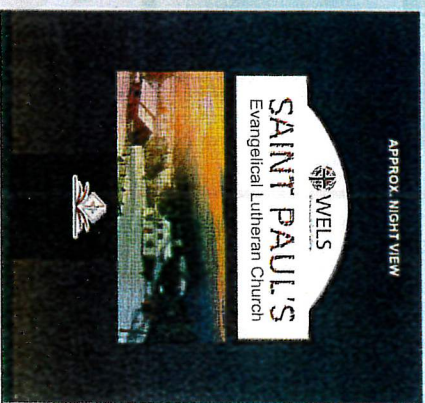
801 International Dr  
Mesa, AZ 85207  
www.graphichouse.com

CLIENT  
**ST PAUL'S EVANGELICAL LUTHERAN CHURCH**  
317 GRAYSIDE AVE  
MAUSTON, WI

DESIGNER	DATE	PROJECT NUMBER	JOB NUMBER
KEVIN S	7-9-2023	ZS091-8	XX
SHEET NUMBER	DATE	REVISION	BY
XX	11/11/23	1-13-2023-8	XX

- LIT MOUNTING SYSTEM**
- A. ALUM. FINISHED CABINET LIT w/ WHITE LED'S
  - B. WHITE POLYCARBONATE FACE
  - C. DOUBLE FINISHED WHITE w/ GLASS LAMINATE
  - D. 1/2" ALUM. RED MESSAGE CENTER, 80 x 75MM ALUMINUM
  - E. VARNISH DEFEAT
  - F. STANDARD STATE CHURCHES SIGNAGE READER w/ STANDARD GREET MESSAGE
  - G. FINISHED ALUM. CAP
  - H. ALUM. SIGNAGE CAP OR CABINET LIT w/ WHITE LED'S, WHITE DEGRANDS
  - I. WHITE TRIM CAP
  - J. LIT WHITE FACE, DOUBLE FINISHED WHITE w/ GLASS LAMINATE
  - K. P1 - PMS 1815c
  - L. White Polycarbonate
  - M. DP1 - PMS 1815c
  - N. DP2 - PMS Cool Grey 10c
  - O. DP3 - PMS 188c
  - P. DP4 - PMS 2767c

Colors shown in this rendering provide conceptual colors & graphics locations only. THE COLORS SHOWN WILL BE COPIED TO THE SIGN'S SHOW. ALL SIZE, SHAPES, COLORS, ETC. ARE CONCEPTUAL & MAY VARY FROM ACTUAL. PRODUCT A NUMBER/CHANGES LABEL WILL BE ADDED TO YOUR SIGN AT THE CONSTRUCTION OF GRAPHIC HOUSE, INC.



CLIENT HAS DESIGNATED THE LOCATION IN WHICH THE SIGNAGE IS TO BE INSTALLED. THE CLIENT HAS THE SOLE RESPONSIBILITY FOR THE STRUCTURAL INTEGRITY OF ALL EXISTING STRUCTURES TO SUPPORT THE SIGNAGE.

PLEASE REVIEW STOPS & PROOF CAREFULLY - CHECK FOR TYPOGRAPHICAL ERRORS & DIMENSIONS. LIGHT ACCURACY, ETC. CUSTOMER HAS SOLE RESPONSIBILITY TO CORRECT ANY ERRORS. DISCLAIMER: THE COLORS SHOWN IN THIS RENDERING PROVIDE CONCEPTUAL COLORS & GRAPHICS LOCATIONS ONLY. THE COLORS SHOWN WILL MATCH THE ACTUAL, PHOTOGRAPHIC PRINTS, PRINTING OR VITAL COLORS THAT WILL BE COPIED TO THE SIGN'S SHOW. ALL SIZE, SHAPES, COLORS, ETC. ARE CONCEPTUAL & MAY VARY FROM ACTUAL. PRODUCT A NUMBER/CHANGES LABEL WILL BE ADDED TO YOUR SIGN AT THE CONSTRUCTION OF GRAPHIC HOUSE, INC.

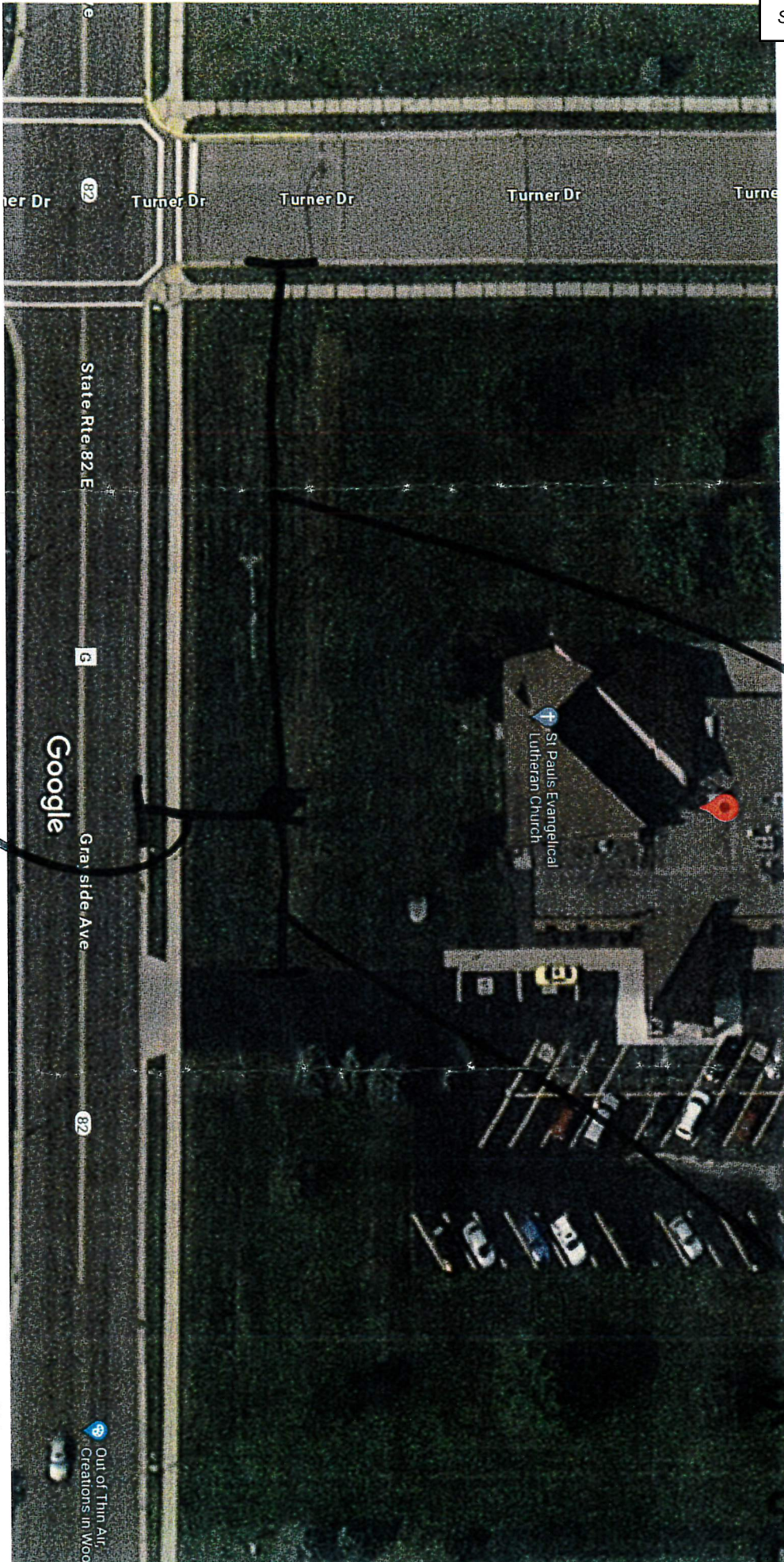
*Use a brick brown  
Back of sign extra of  
that we have for the  
to get as close as we  
can.*

*I talked to Mark  
and we have  
Mark and we have*



Google Maps

517 Grayside Ave



180'-0" from center of  
to center line

58'-0" from  
to center line

48'-0" from  
to center line



MB report under case  
center of attention

**CITY OF MAUSTON**

303 MANSION ST

MAUSTON, WI 53948-1329

Receipt Nbr: 3

Date: 1

Check

Section 6, Item a.

RECEIVED FROM BUILDING & ZONING PERMITS

\$500.00

<u>Type of Payment</u>	<u>Description</u>	<u>Amount</u>
Accounting	Account Nbr: 100-00-44400-000-000 Bldg & Zoning Permit Graphic House ck #7650	500.00

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TOTAL RECEIVED 500.00

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Receipt Memo: Graphic House ck #7650