



# **ZONING BOARD OF APPEALS AGENDA**

**March 20, 2024 at 3:00 PM**

**City Hall, 3rd Floor - Council Chambers, 828 Center Avenue,  
Sheboygan, WI**

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Persons with disabilities who need accommodations to attend this meeting should contact the Building Inspection Department, (920) 459-4064. Persons other than commission, committee, and board members who wish to participate remotely shall provide notice to the Building Inspection Department at 920-459-4064 at least 24 hours before the meeting so that the person may be provided a remote link for that purpose.

## **OPENING OF MEETING**

1. Call to Order
2. Pledge of Allegiance
3. Identify potential conflicts of interest

## **MINUTES**

- [4.](#) Approval of the Board of Appeals minutes from January 17, 2024.

## **ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

- [5.](#) Variance application by Norman and Amanda Butler requesting to construct a 6 ft 7 in x 5 ft covered porch in the front of the dwelling that is closer than 25 feet to the front property line located at 1515 Greenfield Avenue.

## **NEXT MEETING**

6. Next scheduled meeting date: April 17, 2024

## **ADJOURN**

7. Motion to Adjourn

***In compliance with Wisconsin's Open Meetings Law, this agenda was posted in the following locations more than 24 hours prior to the time of the meeting:***

*City Hall • Mead Public Library  
Sheboygan County Administration Building • City's website*

**CITY OF SHEBOYGAN**  
**ZONING BOARD OF APPEALS MINUTES**

**Wednesday, January 17, 2024**

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**Members Present:** Kevin Sampson, Keeli Johnson, Tad Tjapkes and Markus Savaglio

**Members Excused:** Sala Sander, Richard Linde and Ed Surek

**Staff/Officials Present:** Building Inspector Jeff Lutzke and Program Assistant Ellise Rose

**OPENING OF MEETING**

1. Call to Order

Kevin Sampson called the meeting to order.

2. Pledge of Allegiance

The Pledge is recited.

3. Identify potential conflicts of interest

No committee member had a conflict of interest.

**MINUTES**

4. Approval of the Board of Appeals minutes from October 18, 2023.

MOTION TO APPROVE THE MINUTES OF THE PREVIOUS MEETING HELD OCTOBER 18, 2023.

Motion made by Keeli Johnson, seconded by Markus Savaglio.

Voting yea: Kevin Sampson, Keeli Johnson, Tad Tjapkes and Markus Savaglio

**ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

5. Variance application by Andrew Rosenthal requesting to construct an attached 10 ft x 26 ft bonus room and a 24 ft x 27 ft garage foundation with floor slab & driveway to the east side of the two-family dwelling. The bonus room addition would be set 2.7 feet back (north) from the south wall of the dwelling. The bonus room will be fully constructed but the garage & 2<sup>nd</sup> floor walls & roof would be completed at some unknown time in the future. An additional variation may be required at that time to construct the garage. The owner would combine the two parcels if variance is approved. Property located at 834 Mayflower Avenue.

MOTION TO APPROVE AS PRESENTED.

Motion made by Keeli Johnson, seconded by Markus Savaglio

Voting yea: Kevin Sampson, Keeli Johnson, Tad Tjapkes and Markus Savaglio

**NEXT MEETING**

6. Next scheduled meeting date: February 21, 2024

**ADJOURN**

7. Motion to Adjourn

MOTION TO ADJOURN AT 3:10 PM.

Motion made by Markus Savaglio, seconded by Keeli Johnson

Voting yea: Kevin Sampson, Keeli Johnson, Tad Tjapkes and Markus Savaglio

REQUEST FOR ZONING BOARD OF APPEALS CONSIDERATION

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**ITEM DESCRIPTION:**

Address: 1515 Greenfield Ave

Parcel #: 421070

Owner's Name: NORMAN & AMANDA BUTLER

Zoning: SR-5

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**REPORT PREPARED BY:** Jeff Lutzke, Building Inspector

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**REPORT DATE:** 03/01/2024

**MEETING DATE:** 03/20/2024

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**BACKGROUND / ANALYSIS**

Property owner constructed a 6 ft 7 in x 5 ft covered porch in the front of the dwelling that is closer than 25 feet to the front property line.

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Ordinance #: Sec 105-203(b)(3)b Minimum setbacks: Front or street side lot line to house: 25 feet


Requesting: 20 ft 10 in to public sidewalk

Allowed: 25 feet to front property line

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**ATTACHMENTS:**

Application, pictures, and drawing

	<b>CITY OF SHEBOYGAN</b>	Fee: _____
	<b>VARIANCE APPLICATION</b>	Review Date: _____

Read all instructions before completing. If additional space is needed, attach additional pages.

<b>SECTION 1: Applicant/ Permittee Information</b>			
Name (Ind., Org. or Entity) <b>Norman + Amanda Butler</b>			
Mailing Address <b>2508 Erie Ave</b>	City <b>Sheboygan</b>	State <b>WI</b>	ZIP Code <b>53081</b>
Email Address <b>AKLindow2222@gmail</b>	Phone Number (incl. area code) <b>920 226 7133, 926 977 099</b>		
Applicants interest in property: <b>Front Porch and roof</b>			
<b>SECTION 2: Property Information</b>			
Property Address <b>1515 greenfield Ave</b>	City <b>Sheboygan</b>	State <b>WI</b>	Zip <b>53081</b>
Type of Building: <input type="checkbox"/> Commercial <input checked="" type="checkbox"/> Residential			
Request for: <input type="checkbox"/> New Construction <input type="checkbox"/> Repairs <input type="checkbox"/> Alterations <input type="checkbox"/> Addition <input checked="" type="checkbox"/> Nonconforming Use <input type="checkbox"/> Other			
<b>SECTION 3: If the Request is for a Nonconforming Use</b>			
Your intended use: <b>The intended use is for a front porch with a roof. The measurement to the sidewalk is 20' 10". The reason we have a roof on the porch is for safety concerns. It is a metal roof and snow slides off of the house roof but porch roof provides safety</b>			
Date last occupied as a nonconforming use: <b>08 / 2023</b>			
By Whom: <b>owner of home</b>		Previous Use: <b>previous owner</b>	
<b>SECTION 4: Requested Variance</b>			
On a separate letter to the Board, describe the requested variance and include what unnecessary hardship or difficulty is caused by following the regulations or requirements of the ordinance. See the attached "The Three Tests for a Variance" and be prepared to argue how you pass the THREE TESTS FOR A VARIANCE.			
<b>SECTION 5: Certification and Permission</b>			
<p><b>Certification:</b> I hereby certify that I am the owner or authorized representative of the owner of the property which is the subject of this Variance Application. I certify that the information contained in this form and attachments are true and accurate. I certify that the project will be in compliance with all conditions. I understand that failure to comply with any or all of the provisions of the permit may result in permit revocation and a fine and/or forfeiture under the provisions of applicable laws.</p> <p><b>Permission:</b> I hereby give the City permission to enter and inspect the property at reasonable times, to evaluate this notice and application, and to determine compliance with any resulting permit coverage.</p>			
Name of Owner/Authorized Representative (please print) <b>Norman Butler</b>	Title <b>owner</b>	Phone Number <b>920 917 7099</b>	
Signature of Applicant <b>Norman Butler</b>		Date Signed <b>2/11/2024</b>	
<p>complete application is to be filed with the Building Inspection Department, 828 Center Avenue, Suite 208. Variances to zoning ordinances are considered by the City of Sheboygan Zoning Board of Appeals monthly on the third Wednesday at 4:30 p.m. at a public hearing. To be placed on the agenda of Zoning Board of Appeals, application must be received no later than 4:30 p.m. on the third Wednesday of the month prior to the scheduled public hearing. Applications will not be processed if all required attachments and filing fee of \$250 (payable to the City of Sheboygan) are not submitted along with a complete and legible application. Application filing fee is non-refundable.</p>			



Address: 1515 Greenfield Ave  
Sheboygan, WI 53081

We bought the home a couple years ago and rebuilt the home from its original state. I am completing a variance for the new front porch including a roof. The original home had a cement slab in the front for a step to front door. We added a porch on top of cement slab. We also put a metal roof on the entire house. Not only to update the home, but for safety, because our home has a metal roof we had to also put a roof on front porch so that snow does not slide off the roof and land on a persons head or body. The measurement of the property line from the porch is 20 ft + 10 inches. The dimensions of the porch is;  
width = 7'9"      Height = 10'2"  
depth = 5'























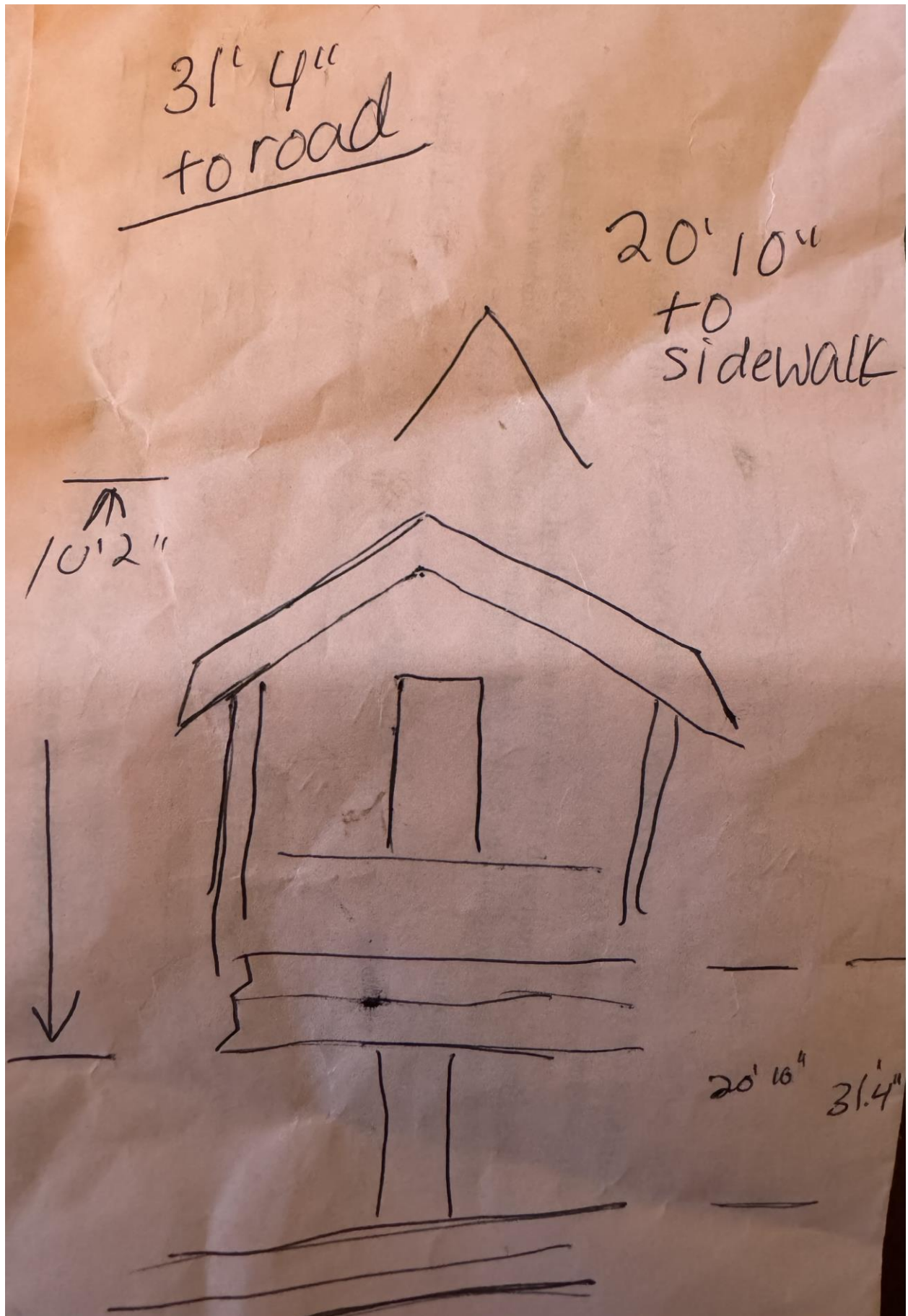














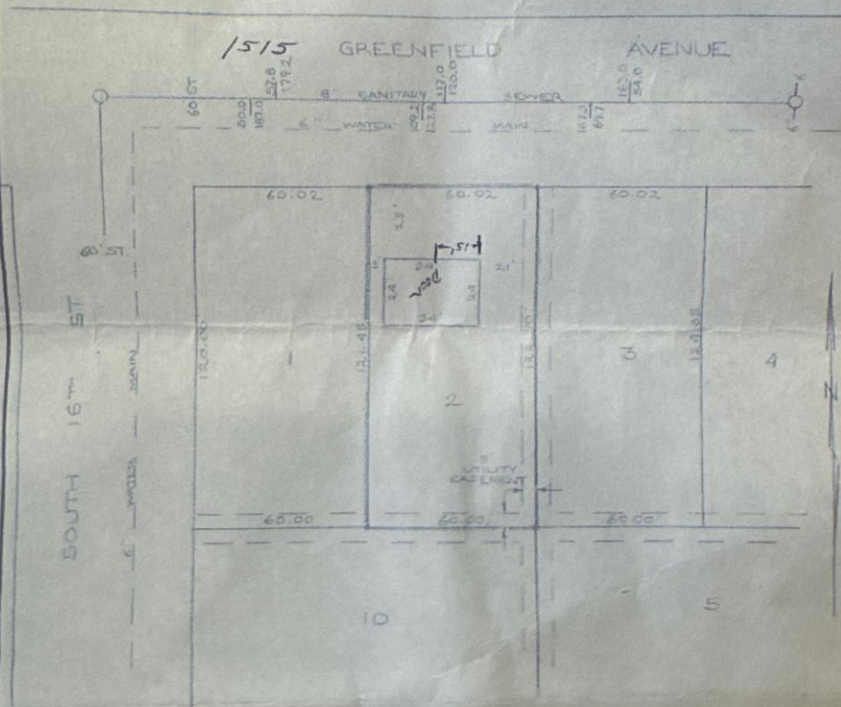
458-5921

**CERTIFIED SURVEY**

DESCRIPTION: Lot 2, Block 3, Parkwood Estates

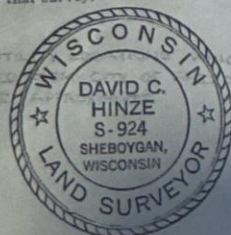
Scale 1"=40' 1515 GREENFIELD AVE

March, 1971



I, David G. Hinz, certify that I am a registered land surveyor and that I have caused the survey to be made of the above described property and that the drawing shown is a true representation of that survey.

NOTE: ALL UTILITY INFORMATION  
WAS OBTAINED FROM THE  
STANDARD AND SPECIFIC  
DAVID C.  
HINZE



Daniel A. King  
Registered Land Surveyor