



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Final

Board of Zoning Appeals

Monday, August 3, 2020

4:00 PM

Virtual Meeting

Direct link to the meeting for live stream: <https://waukesha.legistar.com/Calendar.aspx>

Listen to the meeting live by calling 888 788 0099 (Toll Free) or 877 853 5247 (Toll Free) and using Webinar ID: 973 2444 4886 Passcode: 763180

If you would like to participate in public comment for this meeting, you need to register by 2:00 pm on the day of the meeting by following this link:
<https://waukesha-wi.gov/1907/Public-Comment>

Directions for registration at the end of agenda.

1. Call to Order

2. Roll Call

Present 3 - Erickson, Martin, and Raether

Absent 2 - Montiho, and Glumm

3. Public Comment

4. Approval of Minutes

[ID#20-0814](#) Minutes for the Meeting of July 6, 2020.

A motion was made by Raether, seconded by Erickson, that the Minutes be approved. The motion carried by the following vote:

Aye: 3 - Erickson, Martin and Raether

Absent: 2 - Montiho and Glumm

5. New Business

[ID#20-0815](#) The APPEAL of Thomas and Lynn Olson for a dimensional variance from section 22.24(7)(a) of the zoning code. If granted, the variance would allow a new house to be built at 3005 Chancery Lane with a street yard setback of twenty feet, when a minimum street yard setback of thirty-five feet is required.

A motion was made by Erickson, seconded by Raether, that this Business item be approved with the condition that they meet Engineering Department approval for the grading plan. The motion carried by the following vote:

Aye: 3 - Erickson, Martin and Raether

Absent: 2 - Montiho and Glumm

[ID#20-0942](#)

The APPEAL of David Herring for a dimensional variance from section 22.53(3)(e)(1) of the zoning code. If granted, the variance would allow a driveway at 333 Oxford Road, which was built up to the property line to remain in place, when parking areas must be set back a minimum of five feet from all lot lines.

A motion was made by Erickson, seconded by Raether, that this Appeal be denied. The motion carried by the following vote:

Aye: 3 - Erickson, Martin and Raether

Absent: 2 - Montiho and Glumm

6. Adjournment

PUBLIC COMMENT

Waukesha is currently conducting its meetings virtually due to the COVID-19 pandemic and City Hall is closed. There have been numerous security problems in opening up meeting for anyone to “enter” a virtual meeting, so the city has developed a specific process in order to allow the public to provide comments while also ensuring that the meeting is conducted appropriately.

Steps to Register for Public Comment:

- You will need to register for public comment on the following link if you wish to participate. <https://waukesha-wi.gov/1907/Public-Comment>
- Provide the required information (First and Last name, E-mail address, address, phone number)
- City staff will review your registration. You will then be contacted by a City staff member by phone to verify your information.
- Once verified, you will receive an e-mail link for the meeting. When it is time for the meeting, you click on the provided link to join the meeting.
- The link you receive is unique to you. It cannot be forwarded or shared with others. Each person that would like to comment needs to complete their own registration.
- Registration must be submitted by 4PM on the day of the meeting start time to allow time for verification.

If you would prefer to not participate live in the meeting, you can submit comment at least one hour prior to the meeting by e-mailing CommDev@waukesha-wi.gov. You will need to include the specific meeting and item (from the list above) that your comment is for as well as your name and address. Your comment will be read live at the meeting during public comment. If you have any questions regarding this process, please contact 262-524-3671 during business hours.