



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Final

### Board of Zoning Appeals

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Monday, March 15, 2021

4:00 PM

Virtual Meeting

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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: 958 6846 8125 Passcode: 159359

If you would like to participate in public comment for this meeting, you need to register by 2:00 PM 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** 4 - Montiho, Erickson, Martin, and Raether

3. Public Comment
4. Approval of Minutes

[ID#21-1745](#) Minutes for the Meeting of February 1, 2021.

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

**Aye:** 4 - Montiho, Erickson, Martin and Raether

5. New Business

[ID#21-1746](#) The appeal of Gregory and Kayla Clark for a dimensional variance from section 22.58(2)(J)(3) of the zoning code. If granted the variance would allow a solid fence which was built in the street yard at 1980 Jan Ave to remain when solid fences are not permitted in street yards.

**A motion was made by Raether, seconded by Erickson, that this Business item be approved. The motion carried by the following vote:**

**Aye:** 4 - Montiho, Erickson, Martin and Raether

[ID#21-1821](#) The appeal of Carol Fager for a dimensional variance from section

22.26(7)(c) of the zoning code. If granted the variance would allow construction of a new sunroom at 2612 Wyngate Way, set back 30 feet from the rear property boundary, when there shall be a rear yard setback of not less than 40 feet.

**A motion was made by Erickson, seconded by Raether, that this Business item be approved. The motion carried by the following vote:**

**Aye:** 4 - Montiho, Erickson, Martin and Raether

[ID#21-1836](#)

The appeal of Molly and Mark Wissler from section 22.32(5)(b) and section 22.58(1)(b) of the zoning code. If granted the variance would allow for creation of a new lot at 709 N. Hartwell with a width of 60 feet, when a minimum lot width of 70 feet is required in the RM-3 zoning district, and would allow a new swimming pool to be located in the side yard at 713 N. Hartwell when accessory uses and detached accessory structures are permitted in the rear yard only.

*First motion regarding variance request for lot width.*

**A motion was made by Montiho, seconded by Erickson, that the width of the lot be approved. The motion carried by the following vote:**

**Aye:** 4 - Montiho, Erickson, Martin and Raether

*Second motion regarding variance request for a pool in the side yard.*

**An additional motion was made by Raether, seconded by Erickson, that this Business item be approved. The motion carried by the following vote:**

**Aye:** 3 - Erickson, Martin and Raether

**Nay:** 1 - Montiho

## 6. Adjournment

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**Aye:** 4 - Montiho, Erickson, Martin and Raether

## 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](mailto: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.