



BOARD OF ZONING APPEALS MEETING MINUTES

April 6, 2022

1:00 PM

Location: **City Hall, 2110 Washington St, New Holstein WI 53061**
Members Present: Brian Giebel, John Leibham, Jeffrey Webber, Daniel Weber
Others Present: Thomas Steffen

The meeting was called to order by acting Chairperson Giebel. It was noted that the meeting was properly announced. A motion was made by Leibham, seconded by Weber, and carried to approve the agenda as presented. A motion was made by Leibham, seconded by Weber, and carried to approve the minutes from the previous meeting.

Thomas Steffen addressed the board on his variance request for the portion of the side yard for his building addition. Steffen explained that in 2016 they received approval from DHS to occupy the building with two phases. He explained that his current facility is full and that he has 14 people on a waiting list to move in. Next Spring, he would like to begin this project. When he reviewed the plans with this architect to add the two new wings, they discussed the original layout and the exits from the facility. Steffen needed to adjust the original layout to accommodate the facilities needs for waste disposal and laundry services for the residents. With this new layout the need for a variance was needed as the north wing would be 6' 9" over the allowed setback.

The Board reviewed options to change the size of the rooms to reduce the variance. Steffen explained that they did look at these options, however there are restrictions with door widths that they had to comply with and to meet the needs for storage and laundry they need this space. They also wanted to keep an exterior door so that they were not hauling garbage and soiled waste through the kitchen area. Steffen explained that he will be adding 20 more rooms and needs the additional laundry and storage area.

Weber asked what was next to the facility and the board reviewed that it is a city owned vacant field. The Board talked about the option of obtaining additional land from the city. Langenfeld explained that she and Steffen reviewed this and agreed that for the cost associated with having the land surveyed and deeded to Steffen, the lesser cost option would be to apply for a variance. Giebel explained that he wanted to know if there was an alternate option to place the laundry and storage rooms in another location and that he was comfortable that Steffen provided an explanation as to why that wasn't an option. Steffen explained that the door width is the bigger concern.

The Board reviewed that they did not see any harm to the public in what is being requested. The Board reviewed the hardship and that there are rational reasons as to why the request came forward. The Board reviewed that a road setback won't be required for the new south wing. The Board reviewed the properties unique layout limitations.

A motion was made by Leibham, seconded by Weber, and carried to approve and grant the 7 foot variance, during discussion, Weber explained that he thought that the addition met the aesthetics of the rest of the building and that it was included on the initial plan and that it is an asset to the city to have more rooms available.

Being no further business, the meeting adjourned.

Cassandra Langenfeld
City Administrator/Clerk-Treasurer