

Winnebago County Planning and Zoning  
Board of Adjustment  
112 Otter Ave, Oshkosh, WI 54901, 3<sup>rd</sup> Floor  
DELIBERATIVE  
September 4, 2025, 7:30AM  
**Meeting also available via Microsoft Teams**

**Present**

Board Members Greg Kargus, Chairperson, Tom Tuschl, Vice Chairperson; Jim Hanneman, Tom Verstegen; Daniel Lefebvre, Assistant Zoning Administrator; Caleb Edwards, Code Enforcement Officer

Excused: Sue Drexler

The Meeting was called to order at 7:32AM by Chairperson G. Kargus.

**Approval of Minutes**

Board reviewed December 18, 2024, Public Hearing meeting minutes as presented.

**MOTION made by make by T. Tuschl to approve minutes as presented, seconded by T. Verstegen. Motion carried 4-0-1.**

Board reviewed January 9, 2025 Deliberative meeting minutes as presented.

**MOTION made by make by T. Tuschl to approve minutes as presented, seconded by T. Verstegen. Motion carried 4-0-1.**

**Business Items: - (Action may be taken on any business items)**

- 1. Hantzsch, Gilbert & Hilda – Parcel ID #032-0546-21 – 7754 Cut Off Ln, Larsen – Town of Wolf River – Variance**

Applicant is requesting variances for a reduced floodplain fill requirement, a reduced shore yard setback for a house, retaining wall, deck and driveway, and a reduced street yard setback for a house and deck.

The Board reviewed town and staff conditions and findings to act on the proposed variance.

**MOTION made by T. Tuschl to approve a variance, not as requested, with conditions to approve a 66.5' shore yard setback for the house and deck; approve a 46' shore yard setback for the retaining wall; approve a 35' shore yard setback for the driveway; approve a 5' floodplain fill setback for northwest lot line but deny road right of way setback request. Seconded by J. Hanneman. T. Tuschl read the findings in for the approvals and denial of the variance. Roll call motion carried 4-0-1.**

**2. Discussion regarding adjusting Board of Adjustment members' appointment terms to comply with Winnebago County General Code Chapter 23 County/Town Zoning and WI State Statute 59.69**

Board was given a term schedule of the board members appointment dates and ending term dates. To comply with County ordinance and WI State Statutes, staff will be requesting the County Executive to re-appoint Jim Hanneman in 2025 to stagger the ending terms of the board members.

**Adjournment**

MOTION by J. Hannemann to adjourn the meeting at 8:12AM. Seconded by T. Verstegen.  
Motion carried 4-0-1.

Respectfully submitted,  
Winnebago County Planning & Zoning