

Winnebago County Planning and Zoning
Board of Adjustment
112 Otter Ave, Oshkosh, WI 54901, Room 120
PUBLIC HEARING MEETING
November 19, 2025, 5:30PM
Meeting also available via Microsoft Teams

Present

Board Members: Greg Kargus, Chairman; Tom Tuschl, Vice Chairperson; Sue Drexler, Tom Versteegen; Jim Hanneman

Staff: Caleb Edwards, Code Enforcement Officer

The Meeting was called to order at 5:30PM by Chairperson Greg Kargus. The Board introduced themselves and Caleb Edwards, Code Enforcement Officer, explained the appeals process.

Public comments on Agenda items

No public comments on agenda items.

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

1. **Clayton Development Group - Parcel ID #006-1844 – South of 8341 St. Norbert Dr., Neenah – Town of Clayton – Variance**

Applicant is requesting a variance for a reduced shore yard setback on Lot 49.

Zachery Laabs – agent on behalf of Clayton Development Group - was sworn in and explained the variance is being requested due to the setback requirements from the shoreland. The builder would be unable to put a driveway on this lot from the town road and is requesting an allowance to install the driveway within the shoreland setback to access the property. They are also requesting for 5' of a sidewalk be allowed to be put in within the shoreland setback.

G. Kargus asked if all the other setbacks of the lot have been met. Z. Laabs indicated that they have.

Z. Laabs indicated that the owner was also told that the Town of Clayton would have to apply for a variance with Winnebago County for the portion of the lot that is located inside the Town right of way.

G. Kargus asked if the Town would need to apply for a variance also. C. Edwards indicated this variance would only apply to Lot 49 since they do not own the right of way, and the Town would have to apply for a variance.

T. Tuschl asked what the distance was between the north property line and the 75' setback along the east property line. Z. Laabs indicated it was roughly 12'. T. Tuschl then asked if pavement could be moved there. Z. Laabs didn't believe that was an option because it would not meet town requirements.

T. Tuschl asked if the builder is the future resident of the property or is this a spec home. Z. Laabs indicated it would be a spec home.

T. Verstegen discussed the ditch line of the property and wondered if the town would maintain the high point of the ditch to keep the defined high point of the ditch. Z. Laabs wasn't sure if they would or not.

S. Drexler asked if there was correspondence from the Town of Clayton. C. Edwards indicated that there was no response from the town.

T. Tuschl asked if the design of the home could be altered. Z. Laabs indicated this was the proposed layout at this time. T. Tuschl then asked if the sidewalk wouldn't need the variance of the southern portion of the house were moved north a little. Z. Laabs indicated they wouldn't be able to move the house, they would have to narrow the size of the garage they are proposing or eliminate the walkway all together, but the builder would rather not have to eliminate it.

G. Kargus asked about the DNR determination of navigability of the parcel. Z. Laabs indicated that the determination was it was not navigable from County Rd II to the applicant's property lines.

T. Tuschl noted there was offer to purchase information in the packet and asked if there was anything in those documents that pertained to the variance request. C. Edwards indicated there was not.

G. Kargus asked if there was any other correspondence. C. Edwards indicated that there was a letter from the DNR and summarized its contents and the letter will be made part of the deliberation meeting packet.

No further testimony was given, and the item was closed.

Adjournment

A motion was made by T. Verstegen to adjourn the meeting at 5:57PM. Seconded by T. Tuschl Hanneman. Motion carried 5-0.

Respectfully submitted,
Winnebago County Planning & Zoning