

DODGE COUNTY BOARD OF ADJUSTMENT MINUTES
January 15, 2025

The Dodge County Board of Adjustment met on this 15th day of January at 7:00 p.m., in Rooms 1H and 1I on the 1st Floor of the Administration Building, located at 127 East Oak Street, Juneau, Wisconsin.

Chairman William Nass called the meeting of the Dodge County Board of Adjustment to order.

Roll Call was taken.

Members present were as follows: William Nass, Russell Kottke, Rodney Justman, Mark Othmer & Jon Schoenike

Members excused were Brad Kufalk (1st Alt), Larry Bischoff (2nd Alt)

Member absent:

Andy O’Brion of the Land Resources and Parks Department was in attendance at the request of the chairman;

Non-Committee Member County Board Attendance: None

Chairman Nass noted that a quorum is present.

The Chairman asked the staff to confirm compliance with the open meeting laws and the public hearing notice requirements. Mr. O’Brion noted that the meeting was properly noticed in accord with the open meeting law and noted that the required notices for the public hearings listed on the agenda were posted, mailed and published in accord with the statute and code requirements.

The agenda was reviewed by the Board.

The minutes from the January 8, 2025, meeting were reviewed by the Board.

Motion by Russell Kottke to approve the minutes as written.

Second by Jon Schoenike

Vote: 5-0 Motion carried.

The staff explained the hearing procedures to those in attendance;

We are meeting today to hear requests for modifications to the Dodge County Land Use Code. We have a series of 3 public hearings tonight and the procedure for these hearings will be as follows:

The Chairman of the Board of Adjustment will read the public hearing notice, after which a staff member from the Dodge County Land Resources and Parks Department will read a report that has been prepared by the County staff regarding the request before the Board. Following the staff report, the appellant and/or their agent will be asked to come before the Board. The appellant will be asked to state their name for the record and they may present their case to the Board or to add any additional information to the record. Those in attendance wishing to speak in favor or opposition can come before the Board and speak. If you wish to speak, you will be asked to step up to the microphone which is located in the center of the room and state your name and address for the record and to state your position regarding the request before the Board. Please address your comments and questions to the Board and not to the appellant. You will only be allowed to speak once so please be prepared to present all of your concerns and questions to the Board when you speak. After those in attendance have spoken, written correspondence that has been received by the Board or which has been collected by the Board during the onsite visits will then be read into the record. The Board will have an opportunity to ask the appellant any questions. Following the Boards questions, the appellant will be allowed to give a final statement for the record.

After receiving all of the testimony, the Board will then deliberate and will make a decision to grant, grant in part or deny the variance request and if approved, they may place conditions on the approval if they feel it is necessary to address or mitigate any potential adverse impacts the proposal may have on the adjacent properties or the community.

If the variance is approved, the staff will be directed to issue a land use permit incorporating those conditions approved by the Board. Any person or persons aggrieved by any decision of the Board of Adjustment may present to a court of record a petition duly verified setting forth that such decision is illegal and specifying the grounds of the illegality. Such petition shall be presented to the Circuit Court in this County within thirty (30) days after the filing of the decision in the office of the Board of Adjustment. The County assumes no liability for and makes no warranty as to reliance on any decision if construction is commenced prior to the expiration date of this 30 day period.

If during this meeting procedural questions or other points of order arise, the final decision of this board may be postponed until more information is gathered, considered, and properly acted upon.

PUBLIC HEARING

JAROD & CORA R PEIRICK for a variance to the terms of the highway setback provisions of the Dodge County Land Use Code to allow the construction of a home addition that does not meet the minimum Right-of-Way and centerline setbacks. Structures are required to be 42' from the Right-of-Way and 75' from the centerline of Town roads and structures are required to be 67' from the Right-of-Way and 100' from the centerline of County Highways. As proposed, the project will be 11.8' from the Right-of-Way of Hill Road or 30.2' within the required setback and 45' from the centerline of Hill Road or 30' within the required setback thus prohibited by the Code. In addition, as proposed, the project will be 21' from the Right-of-Way of County Highway M or 46' within the required setback and 79' from the centerline of County Highway M or 21' within the required setback thus prohibited by the Code. These requests are variances to Subsection 5.1.1 and Table 5.1-1 of the Dodge County Land Use Code.

Jarod & Cora Peirick spoke in favor of the petition.

- Motion by Jon Schoenike to approve the variance request to the road setback requirements of the Dodge County Land Use Code with the following conditions:

1. Variance agreement to be recorded with the Register of Deeds Office in the amount of the value of the home addition, prior to the issuance of the variance.
2. A post construction Plat of Survey shall be submitted confirming compliance with the granted variance.

- Second by Russell Kottke
- Vote: 5-0 Motion carried.

PUBLIC HEARING

Cole Fenner for a variance application was submitted by the appellant with a request to the terms of the accessory structure provisions of the Dodge County Land Use Code to allow for an accessory structure to exist on a newly created lot that does not have a principal structure that has been established or permitted. This request is a variance to Subsection 5.2.2 Time of Establishment for Accessory Structures and 6.3.2 Time of Establishment of the Dodge County Land Use Code.

Cole Fenner spoke in favor of the petition.

Jesse Fenner spoke in favor of the petition.

Richard Bartelt spoke in favor of the petition.

- Motion by Jon Schoenike to approve the variance request to the road setback requirements of the Dodge County Land Use Code with the following conditions:

1. No human habitation is allowed in the accessory structure (shed) unless the proper permits are obtained to allow a single-family residence.
2. A land use permit application is to be submitted within one year of approval for the single-family residence noted by the applicant.

- Second by Mark Othmer
- Vote: 5-0 Motion carried.

Grande Cheese Company for a variance request was submitted by the applicant on October 10, 2025, to the terms of the highway setback provisions for signs of the Dodge County Land Use Code to allow placement of a sign that does not meet the minimum required right-of-way setback. Freestanding signs greater than 12 square feet in area shall be placed a minimum of 35 feet behind a public road right-of-way, per the Dodge County Land Use Code. As proposed, the project will be located approximately 13 feet from the right-of-way or 22' within the required setback, thus prohibited by the Code. This is a request for a variance from Subsection 8.9.4.1(1).

Charlie McCall spoke in favor of the petition.

- Motion by Jon Schoenike to approve the variance request to the road setback requirements of the Dodge County Land Use Code with the following condition:

1. A variance agreement shall be recorded with the Register of Deeds Office in the amount of the value of the sign stating that the State is not responsible for the cost of replacement or relocation of this sign and the agreement shall be recorded prior to the issuance of the variance.

- Second by Rodney Justman
- Vote: 5-0 Motion carried.

OTHER BUSINESS

1. Petitions for February – None
2. Petitions for March -Hees-Trenton
3. Kettle Forge CUP Appeal upcoming
4. BOA Workshop, March 3, 2026, in Watertown

Motion by Russell Kottke to adjourn the meeting.

Second by Mark Othmer

Motion carried

Respectfully submitted,

Mark Othmer, Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.