



CITY OF MANITOWOC

WISCONSIN, USA

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Meeting Minutes Building Board of Appeals

September 25, 2024 – 4:00 PM

I. Call to Order

The Meeting was called to order by Chairman D. Koski at 4:00 PM

II. Roll Call

Present: Dan Koski, Todd Blaser, Curt Kerscher, John Koss, Paul Braun

Excused:

Others Present: Melissa Haines, Kevin Haines

Staff Present: Bill Nichols, Lisa Mueller

III. Approval of Minutes of the June 18, 2024 Meeting

Motion by T. Blaser, seconded by J. Koss to approve the Minutes. No discussion. Motion carried (5-0).

IV. Discussion and Action Items

- A. The appeal of Kevin and Melissa Haines, 1117 N 9th Street, (820.202.060), Manitowoc, Wisconsin, whereby requesting an exception to municipal ordinance 16.350 (2)(a) to allow construction of a fence exceeding six-feet in height in the required side and rear yards.

Chairman D. Koski asked if there were any comments from those in attendance. Kevin and Melissa Haines provided background information regarding the request. They acknowledged that the fence is already installed without a permit and that they now understand that the municipal ordinance section they referenced for “grade” only pertains to the “vision triangle” height requirement measured from the sidewalk grade. They continued that the elevation of the adjacent properties is higher so they constructed a retaining wall and then constructed a fence on top of the retaining wall. The property is now for sale. A discussion ensued regarding the importance of contacting city staff regarding municipal ordinance requirements, obtaining a permit prior to commencing work, and fence height requirements. D. Koski referenced staff pictures of the existing fence that indicate the height at its highest point is 7-feet and 9-inches. Board members agreed that the fence installation should have followed the property grade. An additional

discussion ensued regarding the importance of contacting city staff members regarding municipal ordinance requirements prior to commencing project work. Chairman D. Koski explained that the board is obligated to follow the municipal ordinance.

- B. Chairman D. Koski asked if there were any additional questions or comments. There being no further discussion by the members, a motion was made by D. Koski, seconded by P. Braun to deny the request as submitted to allow construction of a fence exceeding six-feet in height in the required side and rear yards. Motion carried (5-0).

V. Other Business

- A. Staff update and discussion regarding municipal ordinance sections.
- B. Nichols provided staff members with a draft of a proposed ordinance revisions.

VI. Adjournment

There being no further business a motion was made by J. Koss and seconded by P. Braun to adjourn at 4:22 pm. Motion carried (5-0).