

**City of Portage
Board of Zoning Appeals
Monday, August 4, 2014, 5:30 p.m.
Municipal Building, Conference Room One
Minutes**

Members Present: Dave Carlson; Adam Field; Traci Bartels; Michael Paul; Jeff Wetzel

Members Excused: Fred Reckling; Members Absent: Ryan Jahn, alternate

Also Present: Steve Sobiek, City of Portage Director of Business Development & Planning

1. **Call to Order** – the public hearing was called to order at 5:40 p.m. by Chairman Carlson.
2. **Roll Call** – was taken with above members present.
3. **Approval of minutes from previous meeting** – motion by Field to approve, 2nd by Wetzel, motion carried 5-0.
4. **Public hearing and determination**

The application by Marlene Drake , 402 Winnebago Ave., City of Portage, Columbia County, Wisconsin is for a variance to Chapter 90, Article II, Section 90-27 (5) for exceeding the minimum side yard setback of 10 feet. The property is zoned R-1 Single Family Residential.

Said variance will allow the construction of an attached garage to within 6 feet of the side lot line, a variance of 4 feet.

No one was present to speak on the variance request at the public hearing. After waiting an additional 10 minutes to give any interested party time to make an appearance, the public hearing was closed.

Upon completion of the public hearing, the committee entered deliberation on the variance request. The committee determined that without the applicant or representative available to answer questions on the request it did not have sufficient information to move forward on it.

Motion made by Field to deny the variance, 2nd by Wetzel. Motion carried 5-0.

5. **Adjournment** – meeting adjourned at 5:52pm.

Respectfully submitted,

Adam R. Field
Secretary