



PORTAGE COUNTY

MEETING MINUTES

BOARD OF ADJUSTMENT

PORTAGE COUNTY ANNEX
CONFERENCE ROOM 5
1462 STRONGS AVENUE
STEVENS POINT, WI 54481

Monday, May 18, 2026

4:00 PM

REMOTE ATTENDANCE & COMMENT

To attend this meeting by telephone : dial 1-872-242-7813, after dialing the number you will then be asked to enter in a meeting number. Use the following meeting number: 920 677 397, then press #

To attend this meeting by video: [Join the meeting now](#)

CALL TO ORDER

1. Committee Members enter Per Diem and Mileage

The Board of Adjustment meeting was called to order at 4:01PM

ROLL CALL

Members Present: James Garbe, Jason Pingel, Brandon Taylor, Barbara Brilowski, Todd Knepfel, Dennis Meis

Staff Attending: Jenna Hake, Dan Bowers, Nicki Winkelman

Others Attending: John Jazzewski, Tammy Meyers, Jeff Meyers, Sarah Meyers, Augustus Zukrzewski, Rita Zabzki, Ryan Smith, Pete McPartland, Laura McPartland, Brad Anderson, Tom Altmann

PLEDGE TO THE FLAG

CORRESPONDENCE

REPORTS

2. Special Meeting Attendance Reports (Portage County Ordinance 3.1.47 & 3.1.48)

None

PUBLIC HEARING, DELIBERATION AND DECISIONS ON SPECIAL EXCEPTIONS AND VARIANCES. THE HEARING IS TO DISCUSS AND TAKE ACTION ON THE FOLLOWING APPLICATION(S):

3. Petition No. PET-2026-006, Special Exception Request by Jeff & Tammy Meyers, located at 4784 Pierce Ave, Parcel 030230726:03.12, being part of the Government Lot 3 of Section 26, T23 North of R7 East in the Town of Plover to build an accessory building exceeding the height of 20 feet in the R1- Rural and Urban Fringe Residential District per ordinance 7.1.2.(3)1.

Jenna Hake, Portage County Zoning Coordinator, provided an explanation of the proposed garage, noting that it will exceed the height restriction in the R1 and Urban Fringe Residential Zoning District but would comply with all required setback regulations.

Jeff Meyers, owner, was sworn in and testified. He noted an adjoining vacant lot increases the total property size to four acres.

Tom Altmann, Altmann Construction, was sworn in and provided testimony.

No additional testimony was offered in favor, opposed, or of interest, either in person or virtually.

Chairperson Jim Garbe closed testimony and opened deliberation.

A motion was made by Brandon Taylor, seconded by Barbara Brilowski, to approve Petition No. PET-2026-006, including Conditions 1-5 as presented in the packet material.

The motion to approve passed by the following vote:

5 Yes: James Garbe, Jason Pingel, Brandon Taylor, Barbara Brilowski, Todd Knepfel

0 No: None

0 Abstain: None

4. Petition No. PET-2026-007, Augustus Zakrzewski owner, of 2996 Cty Hwy HH, being part of the SW $\frac{1}{4}$, of the NW $\frac{1}{4}$, Section 05, T24N, R7E, Parcel #012240705-07.03, located in the Town of Carson. Wherein the petitioner is requesting a variance under Portage County Zoning Ordinance Sec. 7.1.6(6)(a)2.b; to build within the setback for Class 2 highway shall be 75 feet from the centerline of such existing or proposed highway or 42 feet from the right-of-way line of such existing highway, whichever is greater.

Jenna Hake, Portage County Zoning Coordinator, provided the history and background of the variance request, explaining that the homeowner cannot build in any other portion of the lot because the septic system, well, and surrounding wetlands limit alternative locations.

Augustus Zakrzewski, owner, and Peter Zakrzewski, his father, were both sworn in. This addition will consist of 1 bath and 2 bedrooms, totaling 2,000 sq ft. No concerns were noted from the Highway Department in regard to the vision triangle.

John Jazdzewski, Town of Carson Supervisor, stated the Town Board and Plan Commission previously approved the request.

Chairperson Garbe closed the public hearing and opened deliberation.

A motion was made by Barbara Brilowski, seconded by Jason Pingel, to approve Petition No. PET-2026-007, including Conditions 1–3 as presented in the packet material.

The motion to approve passed by the following vote:

5 Yes: James Garbe, Jason Pingel, Brandon Taylor, Barbara Brilowski, Todd Knepfel

0 No: None

0 Abstain: None

5. Petition No. PET-2026-008, McPartland Family Trust owner, Derek Czaplinski, agent of the property located at 3753 Oak Moraine Ct, Stevens Point, WI 54482, being part of Government Lot 28, Section 07, T23N, R9E, Parcel #034230907:28.06, located in the Town of Stockton. Wherein a Special Exception from the provisions of the Portage County Private Sewage System Ordinance is requested to install holding tank(s) for a building per 7.9.9(5)(b), for a bathroom in a private storage/shop.

Jenna Hake, Portage County Zoning Coordinator, gave an explanation for the request of a holding tank. Due to soil conditions, a mound or conventional septic system is not practical, and connecting to the existing system on the subject property would be challenging. A holding tank was determined to be the best available option for the property.

Peter McPartland, owner, and Ryan Smith, contractor, were sworn in. They explained the bathroom will use the holding tank and that a temporary second driveway will be restored after construction.

Seeing no one else wishing to speak, Chairperson Jim Garbe closed the public hearing and the Board proceeded into deliberation.

A motion was made by Jason Pingel, seconded by Brandon Taylor, to approve Petition No. PET-2026-008, including Condition 1 as presented in the packet material.

The motion to approve passed by the following vote:

5 Yes: James Garbe, Jason Pingel, Brandon Taylor, Barbara Brilowski, Todd Knepfel

0 No: None

0 Abstain: None

PUBLIC NOTICE

Members of the public who wish to address the Committee on specific agenda items must register their request at this time, with such comments subject to the public comment ordinance and the reasonable control of the Committee Chair as set forth in Robert's Rules of Order.

None

APPROVAL OF MINUTES

6. On-site Minutes from April 20, 2026

A motion was made by Barbara Brilowski, seconded by Brandon Taylor, to approve the on-site minutes of April 20, 2026.

The motion to approve passed by the following vote:

5 Yes: James Garbe, Jason Pingel, Brandon Taylor, Barbara Brilowski, Todd Knepfel

0 No: None

0 Abstain: None

7. Meeting Minutes from April 20, 2026

A motion was made by Todd Knepfel, seconded by Brandon Taylor, to postpone approval of the April 20, 2026 meeting minutes.

The motion to postpone passed by the following vote:

5 Yes: James Garbe, Jason Pingel, Brandon Taylor, Barbara Brilowski, Todd Knepfel

0 No: None

0 Abstain: None

NEXT MEETING DATE

Tentativly June 15, 2026

ADJOURNMENT

Meeting adjourned at 5:13PM