

MEMORANDUM

Business Item A

From: Administrator/Staff

To: Town Board

Re: Town Board review & recommendation to the Winnebago County Board of Adjustment on Application #2023-VA-6440 (2689 County Rd II), requesting a variance for a sub-standard shore yard setback requirement per Section 6.1, Winnebago County Shoreland Zoning Code.

Please find in your packet copies of the materials from Winnebago County regarding this application. The County is looking for a recommendation from the Board on whether they would recommend approval, denial, approval with conditions, or approval not as requested.

Staff have reviewed these materials and would recommend approval as the Board has already approved the plat.

Suggested Motion:

Motion to recommend approval of the variance to the Winnebago County Board of Adjustment on Application #2023-VA-6440 and direct Staff to submit the Town Action for Variance form to the County.

Should you have any questions relative to this information, please feel free to call or e-mail me.

Respectfully Submitted
Kelsey