

**ONEIDA COUNTY BOARD OF ADJUSTMENT  
MEETING MINUTES SUMMARY  
November 6, 2025 AT 8:30 a.m.  
COUNTY BOARD ROOM, 2<sup>ND</sup> FLOOR  
ONEIDA COUNTY COURTHOUSE**

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Members Present: Guy Hansen, Mike Pazdernik, Jeff Viegut, Dan Chronister, Brad Herrold, Jeff Verdoorn

Members Absent: None

Department Staff Present: Karl Jennrich, Director; Todd Troskey, Assistant Director; Monique Taylor, Administrative Support

Other County Staff Present: Attorney Dawn Klockow; Attorney Andrew Jones

Guests Present: See Sign in Sheet.

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Chair Hansen called the meeting to order at 8:30 a.m. in accordance with the Wisconsin Open Meetings Law.

Wisconsin Open Meetings Law statement.

**Roll call of members.**

Mr. Verdoorn, “here;” Mr. Herrold, “here;” Mr. Chronister, “here;” Mr. Pazdernik, “here;” Mr. Viegut, “here;” and Mr. Hansen, “here.”

**Approve the agenda.**

Motion by Mike Pazdernik, second by Jeff Viegut, to approve the agenda. With all members present voting “Aye,” the motion carried.

**Approve meeting minutes summary of July 31 and September 25, 2025.** Motion by Jeff Viegut, second by Jeff Verdoorn, to approve the meeting minutes summary of July 31 and September 25, 2025. With all members present voting “Aye,” the motion carried.

**Public comment.** None.

**Old Business:**

- a. **Consider status of previous cases.** None.
- b. **Update on zoning statutes and ordinance amendments.** Mr. Jennrich stated that the DNR has not responded to Ordinance Amendment #13-2022 and, therefore, there are no updates to provide.

**Current Business:**

- a. **Approve any available bills.** None.
- b. **Consider current and pending appeals to BOA.** None.

- c. **Review/revise meeting/hearing calendar.** None.

**8:34 a.m. Recess for onsite inspection.** The Board will travel together to the inspection site at 329 E Front St, further described as Lots 1 and 2, Block 3, Village of Minocqua Plat, Lot 1, CSM 5589, Section 14, T39N, R6E, PIN MI-3240, Town of Minocqua, to conduct an onsite inspection at approximately 9:30 a.m., followed by lunch together at a place to be determined. No business will be discussed while traveling or at lunch.

**Reconvene meeting at 12:15 p.m.**

**It is anticipated that the committee may meet in closed session pursuant to Wisconsin Statutes, Section 19.85(1)(g), conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. A roll call vote will be taken to go into closed session.**

- a. Appeal #25-005 concerning Conditional Use Permit #2500159.

Motion by Jeff Verdoorn, second by Dan Chronister, to go into closed session. Aye: Unanimous.

**A roll call vote will be taken to return to open session.**

Motion by Jeff Verdoorn, second by Chair Hansen, to return to open session. Aye: Unanimous.

**Roll call of members.** Previously conducted and Chair Hansen did not conduct a roll call of the members again.

**1:00 p.m. – Hold a Public Hearing on the following appeal:**

**Appeal No. 25-005** of Kirk Bangstad appealing the denial of Conditional Use Permit #2500159. The property is located at 329 E Front Street, further described as Lots 1 and 2, Block 3, Village of Minocqua Plat, Lot 1, CSM 5589, Section 14, T39N, R6E, PIN MI-3240, 329 E. Front Street, Town of Minocqua.

Chair Hansen stated that the meeting would be held in accordance with Wisconsin Open Meetings Law and be recorded. The Board of Adjustment consists of five regular members and one alternate. Anyone wishing to testify must identify themselves by name, address, and interest in the appeal and shall be placed under oath.

**Announcement of any action taken in closed session.**

- a. The committee conferred with legal counsel. No action taken.

An onsite inspection was conducted at approximately 9:30 a.m. on November 6, 2025, at property located at 329 E Front Street, further described as Lots 1 and 2, Block 3, Village of Minocqua Plat, Lot 1, CSM 5589, Section 14, T39N, R6E, PIN MI-3240, Town of Minocqua. Board members were present at the onsite inspection along with Karl Jennrich of the Planning and Zoning Department, Attorney Dawn Klockow, Attorney Frederick Melms, Attorney Andrew Jones, and Susan Bassett.

Observations by the Board: The property boundaries were not adequately marked, but it was not relevant. The existing structure was the Minocqua Brewing Company.

Chair Hansen informed the Appellant(s) how the hearing would be handled. Chair Hansen stated that the procedure for the hearing would include testimony from the Appellant, followed by testimony from the County, any public comment, and then back to the Appellant and the County before closing the meeting to further testimony. The Board will then deliberate. If they have any questions, they will ask them, and the parties should address only those questions. The Appellant may stay for the deliberation.

Attorney Melms began his testimony on behalf of Mr. Bangstad, who was not present. Attorney Melms provided the Board with the Conditional Use Permit Report from the June 11, 2025 public hearing. Attorney Melms continued his testimony. Attorney Melms also provided the Board with a letter dated October 11, 2024, from Michelle Burse. Attorney Melms further discussed reasons for the appellant's request for the Board to grant the appeal of his CUP.

Attorney Jones began his testimony. Attorney Jones discussed the reasons for the request for the Board to deny the appeal of the appellant, pursuant to Section 9.92(D)(3).

The Board asked questions of Attorney Jones. Attorney Jones spoke to the questions.

Susan Bassett was sworn in.

Ms. Bassett provided her testimony.

Attorney Melms spoke to Attorney Jones' statements.

Attorney Jones spoke. Attorney Jones referenced Section 9.42(D)(3), stating that it is the applicant's burden to demonstrate by substantial evidence the application, all applicable requirements of the Ordinance, are or would be met and satisfied.

The Board asked questions regarding denial of permits and reapplication and conferred with Attorney Andrew Jones. Mr. Bangstad's permit was denied based on prior and ongoing violations.

The Board conferred with Attorney Dawn Klockow. Attorney Dawn Klockow discussed a previous case that outlined that failure to follow a permit in the past could be a reason for denial for a new permit application.

Mr. Jennrich was sworn in.

The Board asked Mr. Jennrich what the waiting period is concerning reapplication after a denied permit. Mr. Jennrich read and discussed Chapter 9, Article 4, Sections 9.42(F)(1) and (2) of the Ordinance.

The Board further asked questions and conferred with Mr. Jennrich.

Attorney Melms spoke to the substantial evidence and conditions during the public hearing on June 11, 2025.

Chair Hansen closed the public portion of the public hearing.

Recess 1:56

Return from recess at 2:01

The Board began deliberations by going through Sections 9.42(D)(2)(a) through (i) of the Oneida County Zoning and Shoreland Protection Ordinance, which states as follows:

*9.42 CUP APPLICATION REVIEW PROCESS (Amend #2-2008, 9-2009, 5-2019)*

*D. Basis of Approval or Denial*

- 2. To aid in the review of and decision-making regarding the proposed conditional use project, the Planning and Development Committee shall evaluate the following specific criteria as applicable, but shall not be limited thereto:*
  - a. The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.*
  - b. The uses, values and enjoyment of neighboring property shall not be substantially impaired or diminished by the establishment, maintenance or operation of the conditional use.*
  - c. The proposed conditional use is compatible with the use of adjacent land and any adopted local plans for the area.*
  - d. The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.*
  - e. Adequate utilities, access roads, drainage and other necessary site improvements have been or will be provided for the conditional use.*
  - f. Adequate measures have been or will be taken to provide ingress and egress so as to minimize traffic congestion in the public streets.*
  - g. The conditional use shall conform to all applicable regulations of the district in which it is located.*
  - h. The conditional use does not violate shoreland or floodplain regulations governing the site.*
  - i. Adequate measures have been or will be taken to prevent and control water pollution, including sedimentation, erosion and runoff.*

The Board went through the standards and through deliberations, voted individually on each standard.

Attorney Melms requested a meeting with counsel and Chairman Hansen called for a recess.

Recess from 2:20

Return from recess at 2:21

Attorney Dawn Klockow spoke.

Motion by Chair Hansen, second by Mike Pazdernik, to reconsider subsection (b).  
No vote was made on the motion.

Attorney Dawn Klockow spoke.  
The Board reconsidered Section 9.42(D)(2)(b) in their deliberations.  
The Board conferred with Attorney Dawn Klockow.

The Board then conferred with Mr. Jennrich regarding conditions. Attorney Melms provided input as well concerning the curb.

Motion by Chair Hansen, second Jeff Viegut, to reverse the decision of the committee and approve the conditional use permit with conditions 1-9, as recommended by Oneida County Planning and Development in their June 11, 2025 report and to also include an eight (8) foot fence on the south and west sides of the property, but not to include curbs on the driveway.

The Board asked questions of Mr. Jennrich about procedures in the event that the conditions would not be met. Mr. Jennrich responded to the questions.

The members present voted as follows:

Jeff Viegut: “yes”  
Mike Pazdernik: “yes”  
Dan Chronister: “yes”  
Jeff Verdoorn: “yes”  
Chair Hansen: “yes”

Motion carried.

Motion by Jeff Verdoorn, second by Dan Chronister, to adjourn. With all members present voting “Aye,” the motion carried.

2:49 p.m. Chair Hansen adjourned the meeting.

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Guy Hansen, Chair

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Jeff Viegut, Secretary