



Village of Elmwood

PUBLIC HEARING **NOTICE**

Please take notice that the Village of Elmwood will hold a Public Hearing.

For: **Variance Request – David & Adrienne Sundquist**
319 S. Main Street - Garage

- **Proposal:** Allow a reduced setback from the alley for a proposed garage addition at 319 S. Main Street due to the location of an underground Xcel Energy power line and existing root structure from a maple tree.

Meeting Location: Village Hall; 323 W. Winter Avenue

Date and Time: June 18, 2026 at 6:00pm

The Zoning Board/Plan Commission Board will hear all persons in support of such matters as well as any opposing views, during the public hearing at 323 W Winter Avenue. Individuals are requested to limit their public input to five (5) minutes per person.

A Zoning Board/Plan Commission Board Meeting will be held immediately following the public hearing.

1. Call to Order

- a) Note compliance with the open meeting law

2. Open Zoning Board Meeting

3. Discussion and Recommendation Regarding the Variance Request

Discussion and recommendation to the Village Board regarding the variance request for the proposed garage addition at 319 S. Main Street, including any recommended conditions if approved.

4. Adjournment

Posted: June 5, 2026

PLEASE NOTE:

The Village of Elmwood does not discriminate on the basis of sex, race, national origin, ancestry, creed, pregnancy, religion, marital or parental status, sexual orientation, or physical, mental, emotional, or learning disability or handicap in its municipal programs or activities. Federal law prohibits discrimination in employment on the basis of age, race, color, national origin, sex, religion, or handicap. The Wisconsin Fair Employment Law also prohibits discrimination in employment on the basis of creed, marital status, ancestry, arrest record or conviction record, or sexual orientation. Individuals requiring the assistance of auxiliary aids or special accommodations because of a disability are asked to contact the Village Office at 715-639-3792 at least 24 hours prior to the event to arrange for appropriate accommodations.



Village of Elmwood Variance Application

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VARIANCE APPLICATION FORM

OWNER INFORMATION:

Name David / Adrienne Sundquist
Address 319 South Main St.
PO Box 171 Elmwood
Phone (715) 505 5926
E-mail dsundquist23@gmail.com

APPLICANT INFORMATION (if different):

Name David Sundquist
Address 319 South Main St.
PO Box 171 Elmwood
Phone (715) 505 5926
E-mail dsundquist23@gmail.com

PROPERTY INFORMATION:

Property Address: 319 South Main St. Elmwood

Legal Description: _____ Lot Size: 50' X 150'

(Attach separate page if necessary)

Has any previous application or appeal been filed in connection with this premise? ☐ Yes ☒ No

If yes, please explain: _____

SUBMITTAL REQUIREMENTS:

Provide the following to ensure a complete application:

- | | |
|---|---|
| ☒ Owner & Property Information (above) | ☒ Site plan (see page 4 for checklist) |
| ☒ Findings of Fact (complete page 3) | ☐ Names and Address of abutting property owners (page 4) |
| ☒ Application fee (\$75) | ☒ Application signature (page 2) |
| ☒ Attach a separate page of the legal description | |

Pictures or graphics relative to the proposed project may be provided with the application or at the public hearing. Materials submitted with the application or presented as evidence during the public hearing must be kept as a part of the public record and will not be returned.

BOARD MEETINGS

Board Meetings are regularly held on the second Monday of each month at 7:00 p.m. in the Village of Elmwood Auditorium. The Board considers the facts provided in the application and testimony given at the public hearing held during the meeting. The Board makes the final decision based on standards established within the Village's Ordinances.

NOTIFICATION

Notice of the public hearing will be provided to the applicant and neighboring property owners by mail or email. In addition, a physical notice will be posted at the Village Auditorium, the Library, and the Bank. Each notice will include the time, date, and location of the meeting at which the public hearing will be held.

ABOUT VARIANCES

Where an extraordinary hardship is demonstrated, the Zoning Board may allow an applicant to "vary" from the applicable regulations. A variance is intended to consider special situations or circumstances that may not be specifically addressed within the Village's Ordinance. The Board's power to grant variances should be exercised sparingly and only under exceptional circumstances where the hardship is so substantial, serious and compelling that relaxation of the Village's restrictions ought to be granted.

The applicant must answer the questions in the "findings of fact" to clearly demonstrate to the Board that the request meets all required criteria in order for the Board to grant a variance. It is not sufficient merely to show that the value of the land has been depreciated by the regulations or that a variance would permit the owner a more profitable use.

The applicant must consider how they meet the Village's variance standards set forth in the Village's Ordinance and may bring to the hearing any witnesses they wish to present evidence about the property in question, any written statements from individuals with personal knowledge of the property, and any documentation of previous requests for variances.

One of the purposes of zoning is to gradually eliminate and prevent new non-conformances. Please understand that the Board does not have to grant the request, as the Board is required to uphold the Village's zoning requirements. A variance to the zoning requirements requires serious consideration since a variance creates a non-conformance.

APPLICANT CONSENT:

The undersigned is/are the owner(s) of the described property on this application, located in the Village of Elmwood, Wisconsin and assure that the information provided herein is true and correct. I/ we hereby give my/our consent for the Village of Elmwood Board and Zoning Board to conduct a site visit and photograph the subject property if needed.

I/we agree not to construct upon or alter the proposed site with respect to the proposed variance request, prior to the Village Board's decision.

Owner David/Adrienne Sundquist Applicant David Sundquist

Date _____

Date _____

David Sundquist

FINDINGS OF FACT

Please address each of the following lettered items as completely as possible on a separate sheet(s) of paper (noting the corresponding letter) and return with your application. If you need assistance, please speak with the Village Clerk. A copy of your responses will be forwarded to Board members prior to the meeting. You may also wish to include supporting documentation for your arguments. *(Recall that materials submitted with the application or presented as evidence during the public hearing must be kept as a part of the public record and will not be returned.)*

Please understand that answering these questions does not bind the Board to granting the variance, rather it assists them as they consider how the situation and evidence presented meet the findings of fact. The Board may deny a request, approve a request, or approve a request with certain conditions.

- a) **Special conditions and circumstances exist which are peculiar to land structure, or building involved and which are not applicable to other lands, structures, or buildings in the same district.** *(Describe any irregularities in your lot or buildings that prevent you from constructing without a variance. In other words, describe what makes your property different from others in the area. Demonstrate that the physical circumstances creating the hardship are not shared by other properties in your neighborhood. Physical circumstances include things such as oddly shaped lots, small lots, and the presence of mature trees, flood plains, steep slopes or other natural features. The board will be looking for proof from you that your property, not your personal circumstances, is somehow different from other property in the neighborhood.)*
 - b) **Literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance.** *(Discuss how the unique conditions or circumstances of the subject property deny privileges enjoyed by other properties in the same district. Discuss how, under these circumstances, the variance, if granted, will not alter the essential character of the neighborhood or locality. Demonstrate that the requested variation is compatible with and similar to other existing features in the area. You must prove to the Board that what you propose to do will not change the neighborhood or pose health or safety problems. This is usually the easiest test to meet.)*
 - c) **That the special conditions and circumstances do not result from the actions of the applicant.** *(Demonstrate that the hardship results from circumstances beyond your control, or beyond the control of previous property owners. For example, if a previous owner built your garage too close to your property line, this is not a hardship. However, if the City changed the zoning requirements for your area and your garage became non-conforming as a result, a hardship may exist. Be sure to address whether you made improvements in the past or altered the shape of the lot or building.)*
 - d) **That granting the variance requested will not confer on the applicant any special privilege that is denied by this ordinance to other lands, structures, or buildings in the same district.** *(Demonstrate that a variance would not simply be allowing you to build or do some other action that is commonly prohibited. For example, if you prefer to build your garage closer to the street but the front yard setback would prevent this, such a preference is not reason for a variance. Actions already taken by the applicant are not reason to more strongly consider a variance, especially if Village requirements can be met with an alteration to said action. Be sure to address how a variance would allow you the same actions others could take, without needing a variance.)*
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FOR OFFICE USE ONLY BELOW THIS LINE

Date of Notice to Applicant for First Meeting (mailed/email): 6/1/26 - Verbal

Date of Zoning Boards First Meeting: 6/4/26

Date of Notice of Public Hearing to the Public (mailed, published): 6/5/26

Date of Public Hearing: 6/18/26

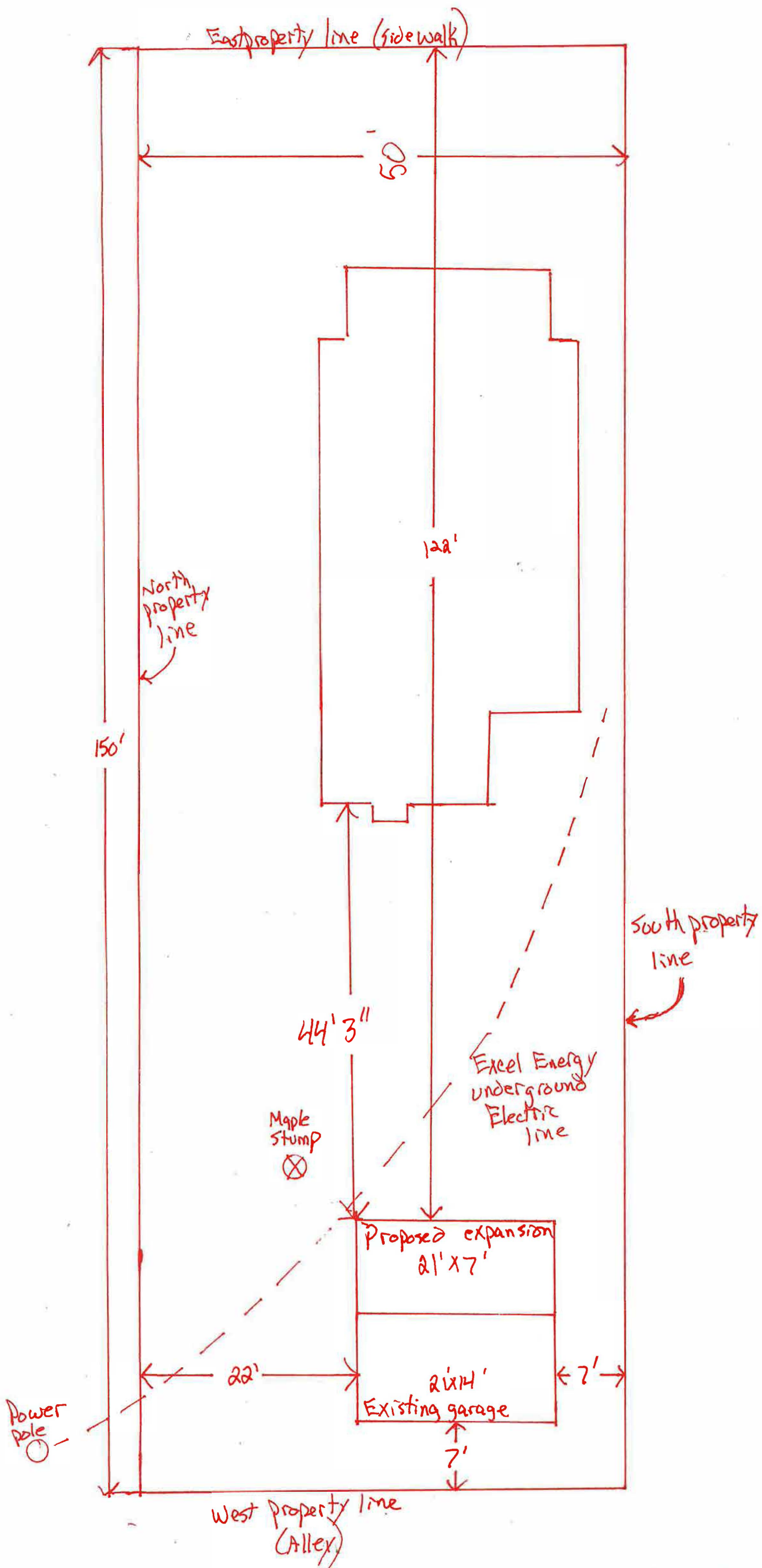
Date of Zoning Board Decision: 6/18/26

Date of Board Member Decision: _____

- A) If the proposed construction/expansion had a 20 foot setback from the alley as required to conform to Village of Elmwood standards, the foundation would be over the top of the XCel Energy underground power line. There are also the remnant/root structure of an approximately 30 inch maple tree that would have to be not just ground down but completely removed, backfilled and compacted to make building in that location possible. An electrician from Hartung Electric and another from Bear Creek Electric could not give an estimate on what XCel would charge to move the underground line but both agreed that the cost would likely be “substantial”. The desired expansion for which we are seeking a variance would maintain a 2.5’-3’ distance from the power line.
- B) The neighbor at 325 S. Main Street was previously granted a variance for the non-conforming 4 car garage on their property that does not have a 20 foot setback from the alley. The UMC to the north has no garage or other outbuildings/non-conforming buildings.
- C) The proposed construction/expansion will not be any closer to the neighbor to the north (UMC), to the south (Tom Weber) or to the alley. The entirety of the expansion will be to the east, towards the owners’ residence at 319 S. Main St.







VILLAGE OF ELMWOOD

Elmwood Village Auditorium

323 West Winter Avenue

Thursday, June 18, 2026 – 6:00 p.m.

Public Hearing

1. Call to Order

The Public Hearing was called to order at 6:00 p.m.

Roll Call: Kevin Kitchner, Paul Unser, Jolee Glampe, Doug Claflin, and Kyle Kosin

Staff Present: Holly Malaszuk

Public Present: Colin Schulte, David Sundquist, and Adrienne Sundquist

It was noted that the meeting complied with the Wisconsin Open Meetings Law.

2. Public Hearing – Variance Request

Kevin Kitchner opened the Public Hearing regarding the variance request submitted by David and Adrienne Sundquist for property located at 319 S. Main Street. The request was to allow a reduced alley setback for the construction of a replacement garage due to the location of an underground Xcel Energy power line and the existing root structure from a maple tree.

David and Adrienne Sundquist explained their proposed project. Colin Schulte, an adjacent property owner, stated that he supported the request and had no objection to the proposed garage remaining in the same location along the alley. No additional comments were received from the public.

3. Close Public Hearing

Kevin Kitchner declared the public hearing closed at 6:00 p.m.

Respectfully Submitted,
Holly R. Malaszuk
Clerk/Treasurer

VILLAGE OF ELMWOOD
- ZONING BOARD MEETING AGENDA –
- Variance Request -

Elmwood Village Auditorium

323 West Winter Avenue

6:00pm

Thursday – June 4, 2026

Agenda: *All items are for discussion, voting, and recommendation to the Village Board unless otherwise stated.*

1. Call to Order

a) Roll Call

b) Note compliance with the open meeting law

2. Open Zoning Board Meeting

3. Variance Request – David & Adrienne Sundquist – 319 S. Main Street

Discussion regarding a variance request submitted by David & Adrienne Sundquist for a proposed garage addition at 319 S. Main Street, Elmwood. The request pertains to setback requirements from the alley due to the location of an underground Xcel Energy power line and existing root structure from a maple tree.

4. Discussion and Possible Action regarding the variance request for the proposed garage addition at 319 S. Main Street, including any conditions if approved.

5. Adjournment

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VILLAGE OF ELMWOOD

Elmwood Village Auditorium

323 West Winter Avenue

Thursday, June 4, 2026 – 6:00 p.m.

Zoning Board Meeting

1. Call to Order

The Zoning Board Meeting was called to order at 6:00 p.m.

Roll Call: Paul Unser, Jolee Glampe, Doug Claflin, and Kyle Kosin

Staff Present: Holly Malaszuk and Miranda Danzeisen

Public Present: David and Adrienne Sundquist

It was noted that the meeting complied with the Wisconsin Open Meetings Law.

2. Open Zoning Board Meeting

Paul Unser opened the Zoning Board Meeting.

3. Variance Request – David & Adrienne Sundquist – 319 S. Main Street

The Zoning Board reviewed a variance request submitted by David and Adrienne Sundquist for a proposed garage project at 319 S. Main Street. The applicants explained that they planned to remove the existing garage and construct a new garage. Due to the location of an underground Xcel Energy power line and the existing root structure from a mature maple tree, they requested a variance from the alley setback requirements. During discussion, it was agreed that the replacement garage would remain in the same location as the existing garage along the alley and would not extend any closer to the alley. Any expansion would be toward the residence. Board members reviewed the site plan and discussed the unique circumstances affecting the property.

4. Discussion and Possible Action Regarding the Variance Request

Following discussion, the Zoning Board agreed that the proposal met the criteria to proceed to a public hearing.

Motion by Jolee Glampe, seconded by Kyle Kosin, to schedule a public hearing for June 18, 2026, at 6:00 p.m. regarding the variance request for the proposed replacement garage at 319 S. Main Street, with the understanding that the alley-facing side of the new garage would remain in the same location as the existing garage and would not extend any closer to the alley.

Voice vote. Motion carried.

5. Adjournment

Motion by Paul Unser, seconded by Doug Claflin, to adjourn the meeting.

Voice vote. Motion carried.

The meeting adjourned at 6:07 p.m.

Respectfully Submitted,
Holly R. Malaszuk
Clerk/Treasurer