



**Planning & Zoning Committee
Meeting Minutes**

32288 Bushnell Road / Burlington WI 53105

August 14, 2025 / 6:30PM

1. Call to order, pledge to the flag and roll call

At 6:31PM Chairman Czaplewski called to order the regular meeting of the Town of Burlington Planning & Zoning committee.

Chairman Neal Czaplewski and Committee members Joe Greeter, Bill Korducki, Jim Luedeke, Larry Lettow and Phil Peterson were present. Keith Nielsen was absent.

2. Verify posting of meeting

Czaplewski confirmed that the meeting was properly posted.

3. Approval of minutes for the Planning & Zoning committee meeting held on May 8, 2025

Ludeke motioned to approve the minutes as presented. Greeter seconded the motion. Peterson abstained since he was absent from the last meeting. Motion carried.

4. Variance – Oversized Garage and Pole Barn

a. Petitioner/Owner: Royce Fortier

Parcel: 002-03-14-22-023-160/1513 Mila Way

Royce Fortier, the homeowner, spoke about his application.

Bryce Hembrook, SEH, the planner – submitted a report, but was not in attendance.

Robert Wielgos, raSmith – reviewed the report he submitted. He spoke about the area of the proposed structure and drainage and stormwater management. If the request is approved he recommended town engineering approval of a grading and drainage plan for the proposed structure and certification from the developer that the proposed construction will not adversely impact the storm water management performance of the subdivision.

The following citizens expressed their opinions: Emily Scott, 3020 Plank Road – stated her opposition to the variance to allow an oversized garage; and Vicky View, 1322 S Teut Road – commented that the Town has approved the same size structure in the past.

The committee discussed the request by asking questions of the town's engineer and the homeowner. The discussion included drainage concerns; neighbor's opinions; and design of the structure. Fortier had a letter from a neighbor that had no concerns.

Korducki motioned to decline the proposal due to non-compliance of Ordinance 15.10.010 and grade and erosion concerns; Peterson seconded. Motion carried 6 – 0.

5. Adjournment

Peterson motioned to adjourn at 6:56 PM; Greeter seconded. Motion carried unanimously.

Respectfully submitted,
Jeanne Rennie, Clerk / Approved 2025 Nov 13