PLANNING COMMISSION MEETING
December 2, 2026 at 6:30pm
N9330 Stewart School Road
East Troy, Wisconsin 53120
Telephone (262) 642-5376

NOTICE OF JOINT MEETINGS OF THE TOWN BOARD OF THE TOWN OF EAST TROY
AND THE TOWN PLANNING COMMISSION
All items listed are up for discussion, consideration, deliberation and possible formal action.

AGENDA

1. **Review & Approval of Planning Commission Minutes –**
   09/02/2026

2. **VARIANCE- Shoreland**
   Rob Miller Homes, are appearing on behalf of Bob and Gretchen Funck, to seek support of a variance request for relief of the setback requirement at the north property line. The intent is to raise the existing home and construct a new single-family residence on the property located at N9238 South Shore Drive in East Troy. The decision by Walworth County to consider the north lot line as a roadside setback rather than a side yard, has caused a hardship for the property owner. This distinction increases the required setback to 25 feet rather than the 15 foot setback required for a side yard, limiting the buildable width of the lot. The unique, triangular shape of the lot does not provide a discernible transition from the roadside to the side yard.
   N9238 South Shore Drive
   East Troy, WI 53120
   Parcel No: P ET 900035
   Potter Lakeside Properties LLC, Bob and Gretchen Funck, Owner/ Kyle Birkholz, Rob Miller Homes, Applicant

3. **Other Business & Public Comments**
   2027 meeting schedule attached

4. **Adjourn**

Persons with Disabilities who need accommodations to attend the meeting should contact the Town Clerk at this address as soon as possible: N9330 Stewart School Rd., East Troy WI 53120 or call 262-642-5376.

Posted November 19, 2026
Jennifer Olson - Planning Commission Secretary

Town of East Troy
N9330 Stewart School Road • P.O. Box 664
East Troy, Wisconsin 53120
Telephone (262) 642-5376
tetcourt@townofeasttroywi.gov

PLANNING COMMISSION PUBLIC HEARING APPLICATION

REZONE: _____ CONDITIONAL USE: _____ OTHER: _____

OWNER: Potter Lakeside Properties LLC (Bob and Gretchen Funck)

APPLICANT: Kyle Birkholz - Rob miller Homes

PROPERTY ADDRESS: N9238 South Shore Drive

OWNER PHONE NUMB: [redacted]

APPLICANT PHONE NUMB: [redacted]

EMAIL: [redacted]

PARCEL NUMB: PET 900035 SECTION: 9

PRESENT ZONING: _____ REQUESTED ZONING: _____

To apply for a Planning Commission Request, you will need to submit the following prior to the first Wednesday of the Month:

- 8 copies of your County Zoning Administration Application
- A check for the $400.00 application fee (payable to The Town of East Troy)
- 8 copies of this Town Application
- 8 copies of the plans/blueprints (one copy scaled to legal size paper or email a PDF please)
- 8 copies of a summary painting the Commissioners a picture of your vision for this land. Please, include points of reference below as applicable.

Commissioners may request more information about your application as needed during the meeting to make an informed decision. We know that this is a lengthy process and do our best to keep things moving for you. Providing the most detail you can when submitting an application will help you have an efficient outcome.

Dear Town of East Troy Planning Commission,

We are coming before you on behalf of our clients, Bob and Gretchen Funck, to seek support of our variance request for relief of the setback requirement at the north property line. We will be razing the existing home and constructing a new single-family residence on the property located at N9238 South Shore Drive in East Troy.

The decision by Walworth County to consider the north lot line as a roadside rather than a side yard, increases the required setback to 25' rather than a 15' setback that would be required at a side yard, limiting the buildable width of the lot.

The unique, triangular shape of the lot does not provide a discernible transition from the roadside to the side yard. There is also no cul de sac at the end of the road, so the boundary line continues straight through the property.

There is no road on the north side of the lot and there never will be, so we feel the side yard setback should apply. The neighbor on the impacted side has been notified of the proposed design and provided their support.

The proposed location of the new home utilizes appropriate balance and alignment on the lot and maintains appropriate setbacks on all other sides of the home. The overall impervious surface of the proposed home and lot improvements results in a reduction from the existing.

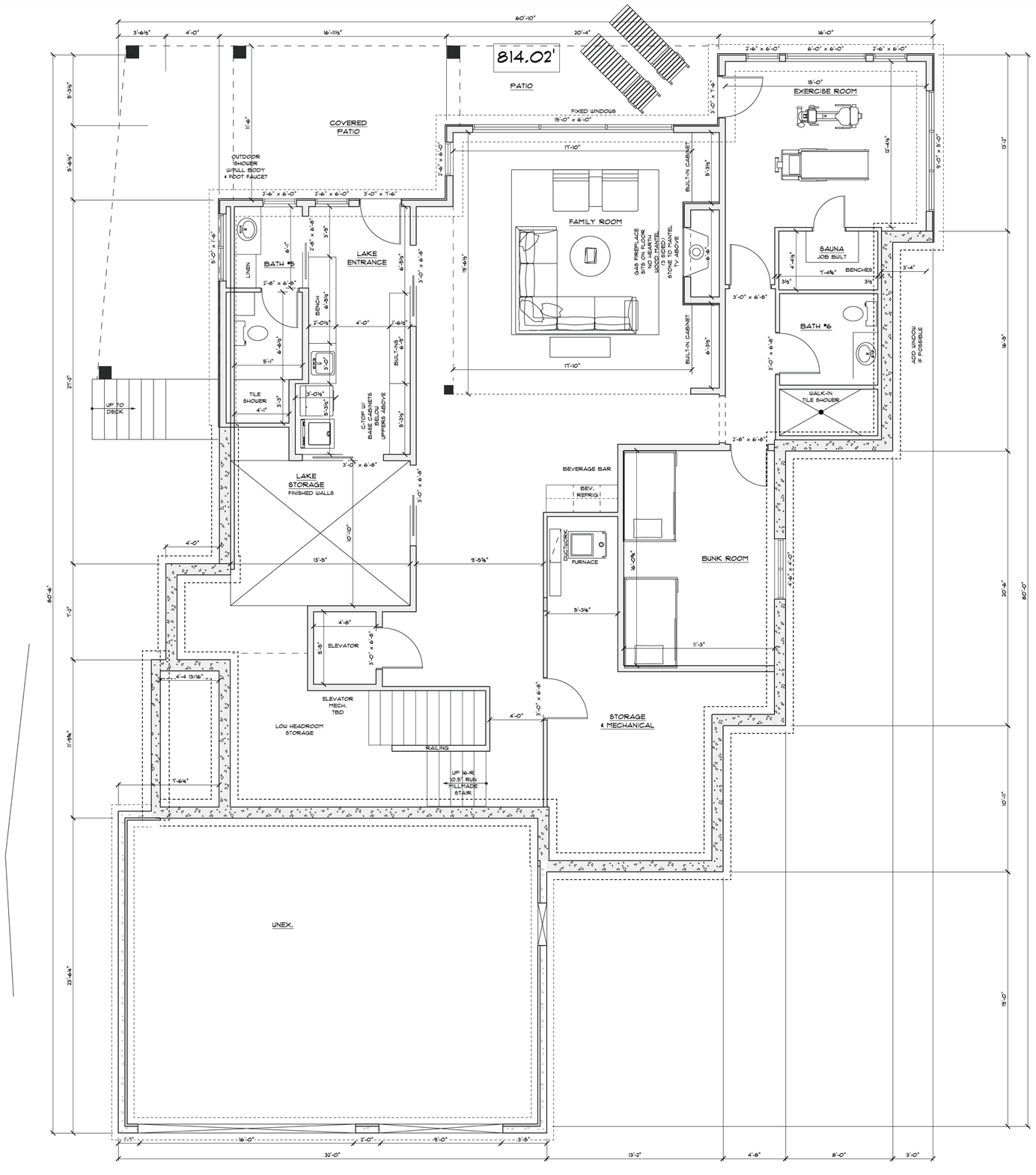
The additional area gained by approval of this request would be utilized to expand the means of egress and add deck stairs. This request does not negatively impact the adjacent properties, the community of East Troy or the public.

Thank you for your time and consideration. If the commission has additional questions or requires additional information, we will provide timely responses.

Respectfully,

Rob Miller Homes

[redacted]



LOWER LEVEL FLOOR PLAN

SCALE: 1/4" = 1'-0"

1ST FLOOR	2232 SQ. FT.
2ND FLOOR	1720 SQ. FT.
LOWER LEVEL	1780 SQ. FT.
BONUS ROOM	+350 SQ. FT.
TOTAL	SQ. FT.
GARAGE	752 SQ. FT.
PORCH	241 SQ. FT.

PRELIMINARY PLANS: DO NOT USE FOR CONSTRUCTION

2026 COPYRIGHT
DESIGN 4 STYLE, LLC

Design 4 Style
ARCHITECTURE
DREAM • DESIGN • DEVELOP
P: 262.483.6845
E: LIS4@DESIGN4STYLE.COM
P: 920.948.5471
E: NATE@DESIGN4STYLE.COM

NOTICE TO CONTRACTORS & SUPPLIERS

ALTHOUGH CARE HAS BEEN TAKEN IN PREPARING THESE PLANS AND SPECIFICATIONS, IT IS THE RESPONSIBILITY OF THE SUBCONTRACTOR OR SUPPLIER TO CONFIRM ALL DIMENSIONS AND CONDITIONS AND TO NOTIFY THE ARCHITECT OR OWNER IF THERE ARE ANY CONCERNS OR DISCREPANCIES PRIOR TO THE CONSTRUCTION OF THESE PLANS.

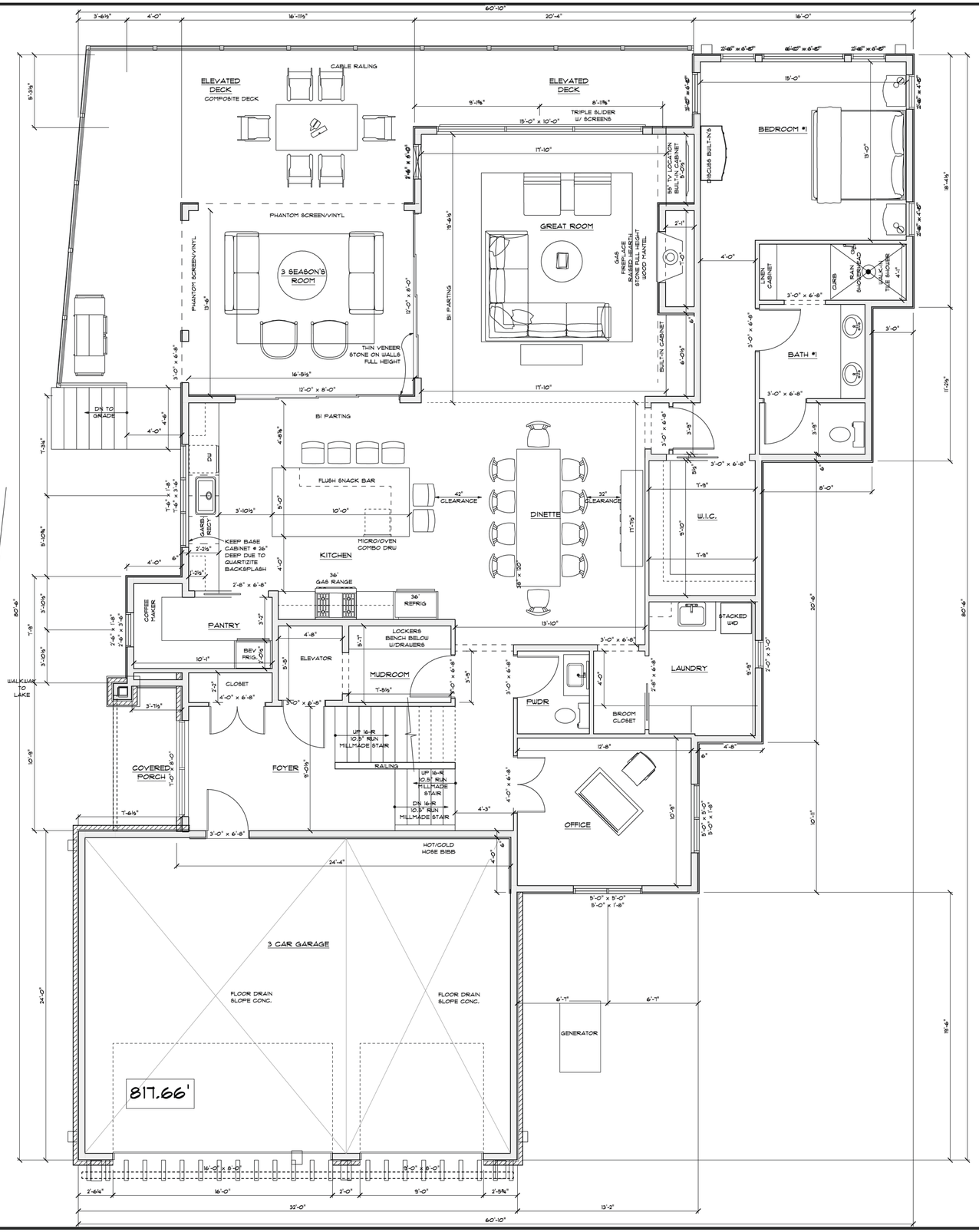
ROB MILLER Homes
P.O. BOX 180559
DELAFIELD, WI 53018
[redacted]

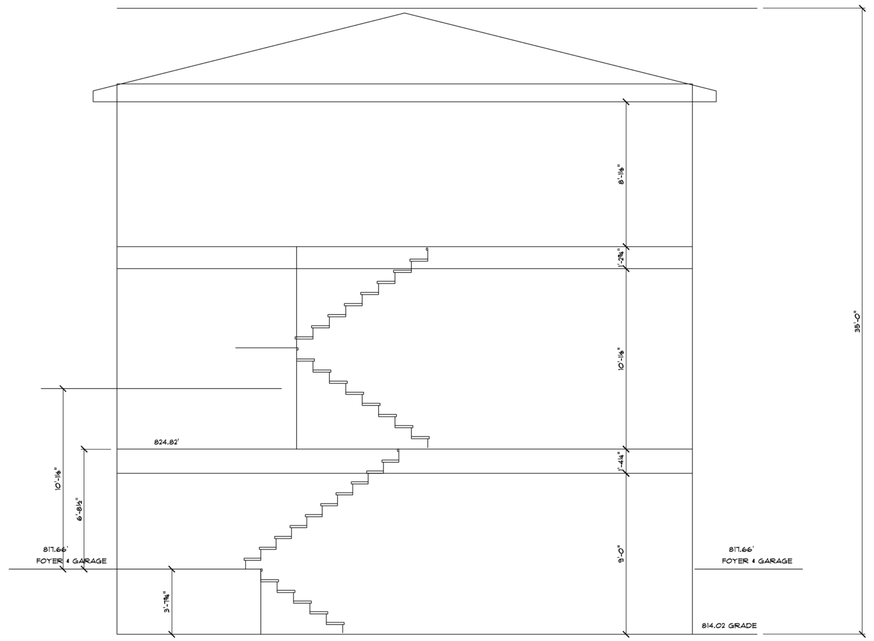
PRELIM PLANS:
7.16.26
7.17.26
7.30.26
8.14.26
8.28.26
10.19.26

FUTURE RESIDENCE OF: (BUYER)
GRETCHEN & BOB FUNCK

ADDRESS:
N9238 SOUTH SHORE DR.
EAST TROY, WI

PAGE
OF





1ST FLOOR PLAN

SCALE: 1/4" = 1'-0"

1ST FLOOR	2232 SQ. FT.
2ND FLOOR	1720 SQ. FT.
LOWER LEVEL	1780 SQ. FT.
BONUS ROOM	+350 SQ. FT.
TOTAL	SQ. FT.
GARAGE	752 SQ. FT.
PORCH	241 SQ. FT.

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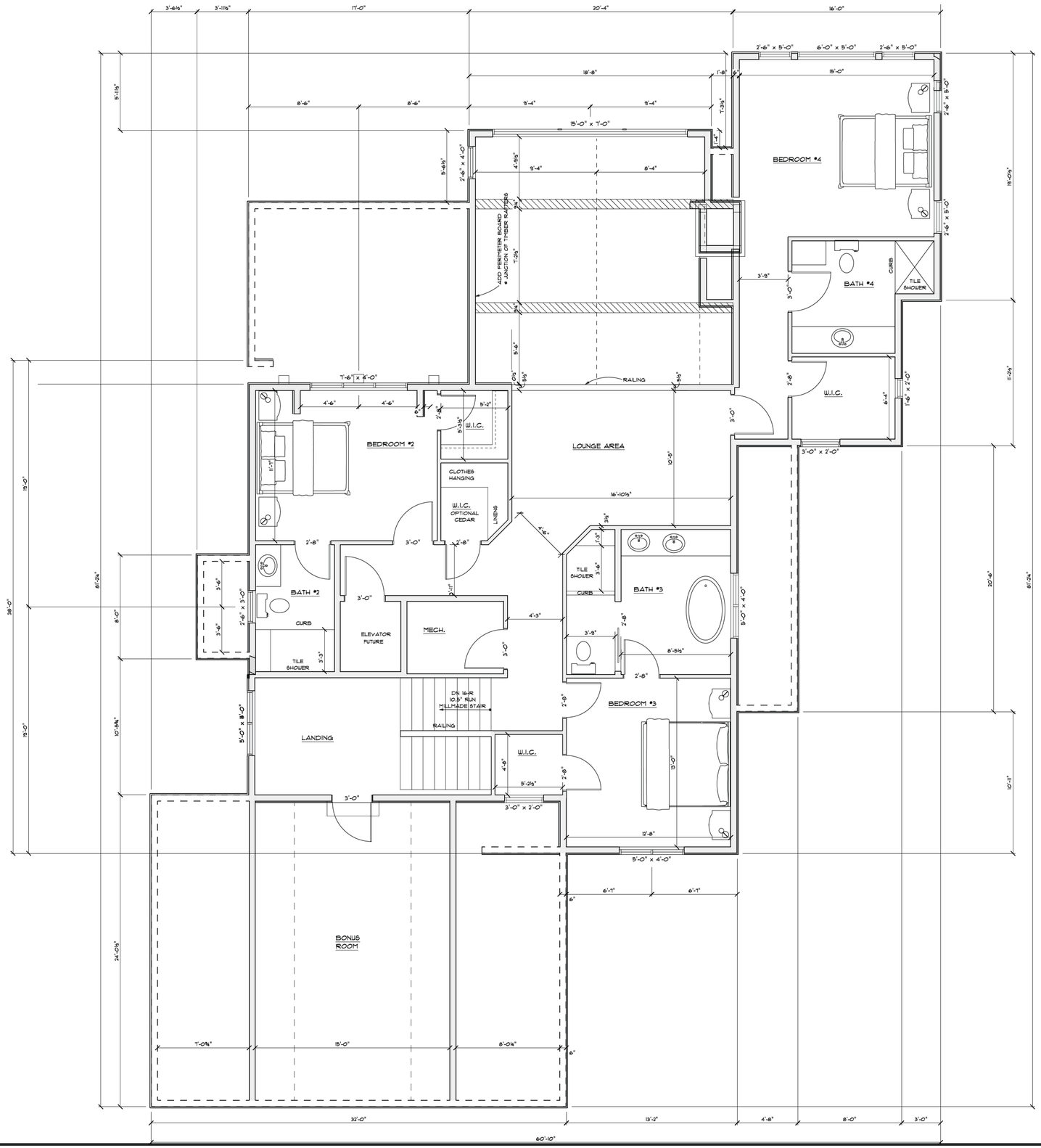
ROB MILLER Homes
P.O. BOX 180559
DELAFIELD, WI 53018

PRELIM PLANS:
7.16.26
7.17.26
7.30.26
8.14.26
8.28.26
10.19.26

FUTURE RESIDENCE OF: (RUSTER)
GRETCHEN & BOB FUNCK

ADDRESS:
N9238 SOUTH SHORE DR.
EAST TROY, WI

PAGE
OF



2ND FLOOR PLAN

SCALE: 1/4" = 1'-0"

1ST FLOOR	2232 SQ. FT.
2ND FLOOR	1720 SQ. FT.
LOWER LEVEL	1780 SQ. FT.
BONUS ROOM	+350 SQ. FT.
TOTAL	SQ. FT.
GARAGE	752 SQ. FT.
PORCH	241 SQ. FT.

PRELIMINARY PLANS: DO NOT USE FOR CONSTRUCTION

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ARCHITECTURE
DREAM • DESIGN • DEVELOP

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E: LISA@DESIGN4STYLE.COM

P: 920.948.5471
E: NATE@DESIGN4STYLE.COM

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P.O. BOX 180559
DELAFIELD, WI 53018

ROB MILLER Homes

PRELIM PLANS:
7.16.26
7.17.26
7.30.26
8.14.26
8.28.26
10.19.26

FUTURE RESIDENCE OF: (BUYER)
GRETCHEN & BOB FUNCK

ADDRESS:
N9238 SOUTH SHORE DR.
EAST TROY, WI

PAGE
OF

PLAT OF SURVEY
PROPOSED SITE MAP

LEGAL DESCRIPTION

(VOLUME 336 PAGE 13 DOCUMENT NO.110227)

COMMENCING AT AN IRON STAKE ON THE 1/8TH SECTION LINE 792.00 FEET NORTH OF THE 1/8 SECTION CORNER ON THE SOUTH SIDE OF THE NW 1/4 OF SECTION 9, TOWN 4 NORTH, RANGE 18 EAST, WALWORTH COUNTY, WISCONSIN, THENCE N 42°15' W, 61.81 FEET TO A POINT ON THE SOUTHEAST LINE OF THE PROPOSED ROAD; THENCE N 45°17' E, ALONG SAID SOUTHEAST LINE OF SAID ROAD 340.39 FEET; THENCE N 55°48' E, ALONG SAID SOUTHEAST LINE OF SAID ROAD 121.81 FEET TO A POINT, SAID POINT BEING THE POINT OF BEGINNING OF THE LANDS TO BE DESCRIBED; THENCE S 79°52' 00" E, 114.53 FEET TO A POINT; THENCE S 87°27'40" E, 123.45 FEET TO A POINT 10 FEET MORE OR LESS FROM THE SHORE OF LAKE BEULAH; THENCE N 26°03' W, ALONG SAID SHORELINE 99.35 FEET TO A POINT; THENCE N 24°37'30" E, ALONG SAID SHORELINE 11.01 FEET TO A POINT; THENCE S 76°54'06" W, 95.05 FEET TO A POINT; THENCE S 67°06'29" W, 79.64 FEET TO A POINT; THENCE S 55°48'00" W, 37.59 FEET TO THE POINT OF BEGINNING. ALSO INCLUDING LANDS LYING BETWEEN THE EAST LINE OF SUBJECT PROPERTY AS DESCRIBED HEREIN AND THE SHORE OF LAKE BEULAH, BOUNDED ON THE NORTH AND SOUTH BY THE EXTENSION EASTERLY OF THE NORTH AND SOUTH LINES AS DESCRIBED HEREIN.

TOGETHER WITH AN EASEMENT TO BE USED, IN COMMON WITH OTHERS, OVER THE FOLLOWING DESCRIBED ROAD WAY: COMMENCING AT AN IRON STAKE ON THE 1/8TH SECTION LINE 792.00 FEET NORTH OF THE 1/8TH SECTION CORNER ON THE SOUTH SIDE OF THE NORTHWEST 1/4 OF SECTION 9, TOWN 4 NORTH, RANGE 18 EAST, WALWORTH COUNTY, WISCONSIN; THENCE N 42°15' W, 61.80 FEET TO THE PLACE OF BEGINNING

0' 20'
SCALE 1" = 20'

LINE TABLE

L1	S24°41'30"W	10.65'

LEGEND:

(100.00')	RECORDED DISTANCE
100.00'	MEASURED DISTANCE
●	1" FOUND IRON PIPE, UNLESS NOTED
⌀	¾" x 18" IRON PIPE SET, 1.13 lbs./L.F.
W	WELL
ST	SEPTIC TANK
S	SEPTIC VENT
	LIGHT POLE
E	ELECTRIC TRANSFORMER
E	ELECTRIC PEDESTAL
T	TELEPHONE PEDESTAL
T	CABLE TV PEDESTAL

EXISTING HOUSE

29.25'

LAKE BEULAH

EXISTING SHORELINE

95.05' S76°54'06"W

L1

15.19'

15.69'

CORNER OF WALK 0.23' N. OF LINE

ASPHALT DRIVEWAY EDGE

PAVER WALK

21.57'

79.38' S67°08'55"W

TOPSOIL

21.25'

PROPOSED DRIVEWAY

63.89'

CONC. PILLAR

FIELD INLET

ASPHALT DRIVEWAY

S56°57'00"W

37.27'

INSTALL TRACKING MAT

CONC. WASH

DUMPSTER

INSTALL SILT FENCE

ASPHALT DRIVEWAY

114.43' S79°30'48"E

13.19'

9.65'

9.53'

10.01'

EXISTING HOUSE TO BE REMOVED

123.33' S87°30'51"E

GARAGE

PROPOSED HOUSE
TAX KEY No.
P ET 900035
15,339.61 S.F.

DECK

DECK

DECK

PROPOSED WALKWAY

46.25'

99.11' N25°51'13"W

PIER

PROPOSED PIER

46.82'

46.25'

EX. DECK

EXISTING HOUSE

63.15'

33.00'

INGRESS/EGRESS EASEMENT IN COMMON WITH OTHERS

IMPERVIOUS SURFACE	PRE-CONSTRUCITON S.F.	POST-CONSTRUCTION S.F.	NOTES
DWELLING 1	2241	3258	
GARAGE 1	0		
GARAGE 2	0		
DWELLING 2	0		
ACCESSORY STRUCTURE 3	0		
ACCESSORY STRUCTURE 4	0		
ACCESSORY STRUCTURE 5	0		
DRIVEWAY (INCLUDING PAVED, GRAVEL, PAVER AREAS)	2078	1917	
SIDEWALK (INCLUDING PAVED, GRAVEL, PAVER AREAS)	1061	238	
STAIRWAYS(S)	0	42	
PATIO(S)	0		
DECK(S)	936	516	
MISCELLANEOUS STRUCTURES	160		
	0		
TOTAL IMPERVIOUS AREA	6476	5971	
TOTAL LOT SIZE	15339.61	15339.61	
IMPERVIOUS PERCENTAGE	42.22%	38.93%	

WISCONSIN
MICHAEL A. GREESON
S-2770
EAST TROY
WIS.
LAND SURVEYOR

THIS SURVEY IS MADE FOR THE USE OF THE PRESENT OWNERS OF THE PROPERTY, AND ALSO THOSE WHO PURCHASE, MORTGAGE OR GUARANTEE TITLE TO WITHIN ONE (1) YEAR FROM DATE HERETO.

I, MICHAEL A. GREESON P.L.S. #2770, HEREBY CERTIFY THAT THIS SURVEY WAS MADE IN ACCORDANCE WITH THE MINIMUM STANDARDS FOR PROPERTY SURVEYS (CHAPTER A-E 7) FOR THE STATE OF WISCONSIN AND HAS BEEN PREPARED UNDER MY DIRECTION AND CONTROL AND IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

SURVEY MADE FOR:
Rob Miller Homes, LLC
706 Main Street
Delafield, WI 53018

DATE	ITEM
06/23/2026	PRELIM SURVEY
10/22/2026	P. HOUSE

V²G SURVEYING, LLC
123 WOLF RUN – SUITE 4
MUKWONAGO, WI 53149
(262) 378-5097

PLOT DATE: 10/22/2026

FILE: 2026-098 R. MILLER HOMES N9238 SOUTH SHORE DR SITE MAP.DGN

WALWORTH COUNTY
WISCONSIN
Land Use & Resource Management

Board of Adjustment Application

Owner and Applicant Contact Information

Property Owner(s): Bob and Gretchen Funck

Phone Number: [redacted]

Email Address: [redacted]

Address: N9238 South Shore Drive, East Troy, WI 53120

Designated Representative or Applicant: Rob Miller Homes

Phone Number: [redacted]

Email Address: [redacted]

Address: 706 Main Street, Delafield, WI 53018

SCAM ALERT

Notice to all Property Owners, Representatives, and Applicants

Walworth County staff will NOT request funds to be paid via wire transfer, to complete the application process. It is extremely important that all involved parties be aware of potential fraudulent emails that may be sent to them, appearing to be from Walworth County employees.

Prior to paying any additional fees for the application process, the property owners, representatives, and applicants are HIGHLY ENCOURAGED to contact the LURM office at 262-741-4972 or LURM@co.walworth.wi.us, to confirm legitimacy. All Walworth County employee email addresses end only in: **@co.walworth.wi.us.**

Walworth County Board of Adjustment

Petition for Variance

Legal Description of Property: ___1/4, NW 1/4, S 9, T 4 N, R 18 E,

Town: East Troy

Physical Address: N9238 South Shore Drive, East Troy, WI 53120

Tax Parcel Number: PET900035

Lot Area and Dimensions: .394 Acres

Zoning District(s):

Project Description: New Home Construction

Please refer to the letter of application denial from the zoning officer to complete the following sections regarding the variance request and required ordinances:

Required by the Ordinance	Variance Requested
street yard setback of 25' for the residence and 19' for the deck.	street yard setback of 21.55' for the residence and 15.19' for the deck.
Shoreyard average setback of 46.2'.	Shoreyard setback of 46.15'

No variance to the provisions of the Walworth County Code of Ordinances shall be granted by the Board of Adjustment unless it finds that all of the following facts and conditions exist. The burden will be on the property owner to provide verifiable facts for which the Board may base its decision. Indicate in detail, the Unique Property Limitations, Unnecessary Hardship, and explain how no harm shall come to Public Interest. Use provided space below (attach additional pages as necessary):

1) **Unique Property Limitations:** The shape of the lot is triangular, providing little differentiation between the street side and side yard property lines. There is no cul de sac at the end of the road, so the boundary line continues straight through the property.

2) Unnecessary Hardship: There is no defined side yard setback, so we are being held to road side setback which constricts our buildable width. There is no road on this side of the house and there never will be, so we feel it should be considered the side yard.

3) No Harm to Public Interests: Approval of this variance will not create detriment to the adjacent properties, community or general public. We would like to utilize the space gained for a means of egress and exterior stairs.

Attach a plat of survey of the site and a copy of detailed construction plans.

If the request qualifies for a Variance:

- The Board may grant only the minimum variance necessary while preserving the purpose and intent of the zoning ordinances.
- The Board may impose conditions on project design, construction activities, or operation of a facility to assure that public interests are protected.
- A variance granted by the Board of Adjustment shall expire within twelve (12) months unless substantial work has commenced pursuant to such grant.
- A variance decision may be appealed to circuit court by an aggrieved party within 30 days of filing of the decision in the office of the board. For this reason, the property owner may choose to delay construction on the project until after the appeal period has expired in order to minimize the risk that the court may overturn the Board of Adjustment's decision and void the variance.
- Because a property, rather than its owner, may qualify for a variance (unique property limitations test), a variance transfers to subsequent property owners.

Signed: Kyle Brickhouse Rob Miller Homes (Applicant/Agent/Owner) Date: 10/28/26

Remit to: Walworth County Land Use and Resource Management - Zoning Division

[redacted]