

NOTICE

A meeting of the City of Evansville Board of Zoning Appeals will be held on the date and at the time stated below in City Hall, 31 South Madison Street, Evansville, Wisconsin 53536. Notice is further given that enough members of the City Council and Plan Commission may be present to constitute a “meeting” under Wisconsin statutes and this constitutes notice of any such meeting. Requests for persons with disabilities who need assistance to participate in this meeting should be made by calling City Hall: (608)-882-2266 with as much advance notice as possible. Please silence cell phones and electronic devices during the meeting.

City of Evansville Board of Zoning Appeals
Regular Meeting
Monday, February 2, 2026 6:00 pm
3rd Floor, 31 South Madison Street, Evansville, WI 53536

AGENDA

1. Call to Order
2. Roll Call.
3. Motion to approve the agenda.
4. Motion to waive the reading of the February 24, 2025 minutes and approve them as printed.
5. Civility Reminder
6. Citizen Appearances
7. Action Items.
 - A. Public Hearing and review of variance application VAR-2026-01 for parcel number 6-20-125 (50 Union Street) to allow side/rear yard setbacks for paved areas less than allowed by Section 130-827(3)(f) and to allow a drive-through stacking length less than allowed by Section 130-407(3) of the Evansville Municipal Code.
 - i. Initial Staff and Applicant Comments
 - ii. Public Hearing
 - iii. Board of Zoning Appeals Questions and Comments
 - iv. Motion
8. Motion to Adjourn

-Janice Turner, Chair

City of Evansville **Board of Zoning Appeals**
Monday, February 28, 2023, 6:00 p.m.
3rd Floor City Hall, 31 S Madison St, Evansville, WI 53536

MINUTES

1. **Call to Order** at 6:02 pm.

2. **Roll Call:**

Members	Present/Absent	Others Present
Janice Turner	P	Colette Spranger, Community Development Director
Ken Updike	P	Theresa Wetherwax
Sarah Krause	P	Cherry Northcutt
VACANT	A	Mark Heissner
Ry Thompson	P	Troy Mleziva, Kwik Trip
Dennis Hughes	P	Jeffrey Meyers
Gene Miller	P	Candice Kasprzak

3. **Motion to approve the agenda by Updike, seconded by Hughes. Approved unanimously.**

4. **Motion to waive the reading of the minutes from the September 28, 2023 regular meeting and approve them as printed by Krause, seconded by Miller. Approved unanimously.**

5. **Civility Reminder.** Spranger noted the City's commitment to civil discourse.

6. **Citizen appearances other than agenda items listed.** None.

7. **Action Items.**

A. Public Hearing and review of variance application VAR-2025-01 for parcel number 6-20-228.1 at 680 E Main St (13828 W US HWY 14)* to allow a driveway width in excess of that allowed by Section 130-827(5) of the Evansville Municipal Code.

- i. **Initial Staff and Applicant Comments.** Spranger shared her staff report. Mleziva discussed the need for the wider driveway and gave examples of other Kwik Trip locations where they have had issues due to narrower driveways.
- ii. **Public Hearing.** The public hearing opened at 6:37pm. Turner asked about traffic concerns regarding another station, Spranger discussed that that road is still under DOT jurisdiction and there will be a dedicated turn lane at Kwik Trip. Public hearing was closed at 6:40pm.
- iii. **Board of Zoning Appeals Questions and Comments.** Commissioners discussed the fact that all gas stations get deliveries via semi-truck and asked why 25 feet is the limit. There were questions regarding the location of the sidewalk.
- iv. **Motion.** **The Board of Appeals approves issuance of the variance to allow driveways in excess of what is allowed by the Evansville Municipal Code. This variance allows 35-foot-wide driveways when measured at the property line on annexed parcel 6-20-228.1, addressed at 680 E Main St (formerly 13828 W US Highway 14). The variance is approved noting the following findings of fact and conditions:**

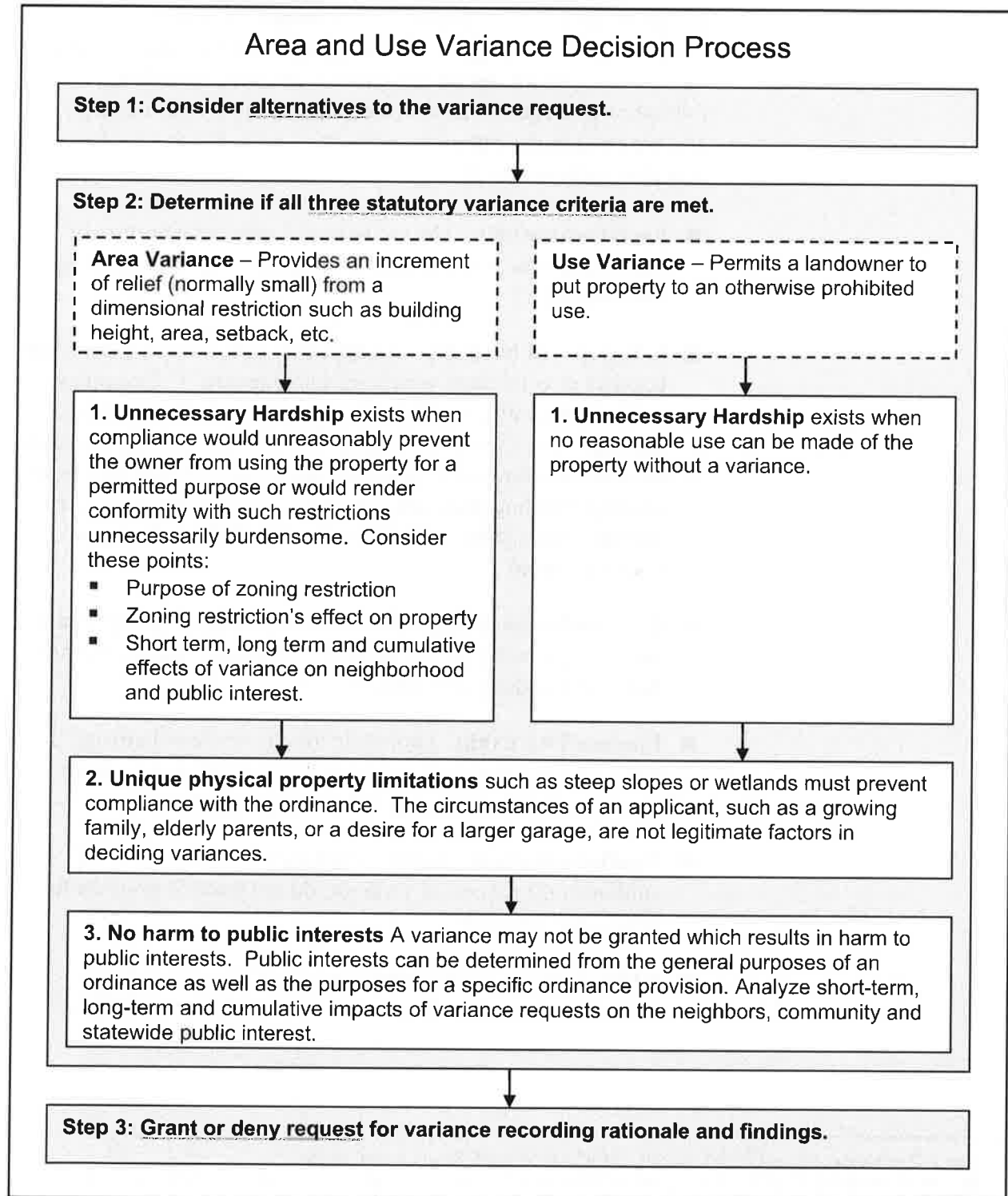
- 35 feet is wide enough to allow semi-trucks to make safe and efficient turns while staying on pavement. This site will experience more semi-truck traffic compared to the average business in the B-3 Community Business District.
 - Applicant to work with City (and County if necessary) on completing offsite sidewalk connections.
 - Sidewalk connections to be completed prior to site receiving its occupancy permit.
 - The variance will not cause a detriment to neighboring properties and is necessary due to a hardship of semi-trucks having large turning radii, and the site receiving larger than normal amounts of semi traffic.
 - The granting of the variance does not suggest that driveway standards should be changed throughout the entire zoning district.
 - The granting of the variance is not contrary to the purposes set forth in the zoning code.
 - The granting of the variance is not contrary to the public interest.
- Motion by Hughes, seconded by Updike. Approved Unanimously.*

B. Public Hearing and review of variance application VAR-2025-02 for parcel number 6-20-228.1 at 680 E Main St (13828 W US HWY 14)* to allow a building to be located other than what is directed Section 130-419(2)(b) of the Evansville Municipal Code.

- v. **Initial Staff and Applicant Comments.** Spranger shared her staff report. Mleziva pointed out the unique geometry of the lot which led to the hardship for this variance application.
 - vi. **Public Hearing.** The public hearing opened at 7:32pm. Public hearing was closed at 7:33pm.
 - vii. **Board of Zoning Appeals Questions and Comments.**
Some discussion was held regarding the plants, landscaping, and ponds on site.
 - viii. **Motion.** The Board of Appeals approves issuance of the variance to allow for placing a gas station/convenience store other than what is directed by Section 130-419(2)(b) of the City of Evansville Municipal Code. This variance applies to annexed parcel 6-20-228.1, addressed at 680 E Main St (formerly 13828 W US Highway 14). The variance is approved noting the following findings of fact and conditions:
 - The variance will not cause a detriment to neighboring properties and is necessary due to a hardship of irregular site dimensions.
 - The granting of the variance does not suggest that siting standards should be changed for gas stations/convenience stores.
 - The granting of the variance is not contrary to the purposes set forth in the zoning code.
 - The granting of the variance is not contrary to the public interest.
- Motion by Krause, seconded by Hughes. Approved Unanimously.*

8. Motion to Adjourn by Krause, seconded by Thompson, passed unanimously.

Figure 25: Area and Use Variance Decision Process





EVANSVILLE BOARD OF ZONING APPEALS

STAFF REPORT – February 2, 2026

APPLICATION NUMBER: VAR-2026-01

Applicant: Bank of New Glarus

Parcel: 6-27-125

Prepared by: Colette Spranger, Community Development Director
Prepared for: City of Evansville Board of Zoning Appeals

Description of request: The applicant is requesting a variance from the City of Evansville Zoning Code for exemptions from rear/side yard pavement setback standards in the B-3 Community Business District and from the stacking distance required for a drive-through per Section 130-407(3) of the Zoning Ordinance.

Background of Request

The Bank of New Glarus aims to build a new bank building with a drive-through at 50 Union Street. This site was most recently Trapper's Bar and Grill, but has also served as Romano's and Bub's Drive-In. The existing building will be demolished and the new building will be on a completely new foundation. Drive-throughs are an accessory conditional use for the B-3 zoning district.

Plan Commission is scheduled to review the Site Plan and Conditional Use Permit applications at its February 2, 2026 meeting. A public hearing will be held that evening.

For this application, the Board of Zoning Appeals need only determine whether the side/rear yard pavement setbacks and drive-through stacking length, rather than the size, appearance, and use of the entire site, is worthy of a variance.

Zoning Code Background

For rear and side yards in the B-3 district, 5 feet of separation is required between the edge of a driveway or parking lot and the property line. The applicant is requesting no separation for the rear and side yards, which is the current condition of the site. This is a non-conforming feature of the site, and the zoning code is clear that such a condition is allowed to remain as-is until the site is redeveloped. Subsequent improvements to the site require the site to be brought to compliance.

Developments in the City benefit from a small amount of buffer between properties to provide for better traffic direction and differentiation between sites. This is typically achieved through setbacks from the property line. This exists for both buildings and pavement, which includes parking lots, driveways, and other areas where vehicles dominate.

The proposed site would feature no side or rear yard pavement setbacks. That is similar to the current configuration of the site, which has long been grandfathered into the City's zoning standards. The site is

also subject to two access agreements with the properties to its north and south, which provide for shared usage of parking/drive areas.

Drive-throughs in the City require 100 feet of dedicated stacking length for cars to queue behind the pick up/service window. The proposed site plan shows a deficit of ~30 feet for stacking lengths.

The proposed site features two drive-through bays. Approaching the drive-through, cars are funneled through a curbed entrance that then allows a user to choose a bay. Assuming that one vehicle would occupy 15-20 feet within a drive-through, a 100 foot area behind the bays would provide an area for 5-6 cars to wait while other vehicles receive services. The two drive-throughs as depicted have a combined stacking area of ~85 feet. The proposed curbing spills onto the adjacent site but is angled in a way that provides a buffer to the transformer that provides electric power to both sites. This area is within one of the access easements that apply to the site. However, no marking beyond the curb for the drive-through would be painted on to the neighboring site. Staff is in support of the curbing with the understanding that it is allowed per the easement agreement between the two property owners.

The subject lot, 6-27-125, otherwise conforms to bulk requirements in the B-3 zoning district.

Required Findings: The Board of Zoning Appeals must consider the standards in Section 130-131 prior to making its findings. The six standards are as follows:

1. Site design and physical characteristics	
Consideration	Staff Comments
a. Existing topography, drainage patterns and vegetative cover and the suitability of the proposed use in this regard.	While side and rear yard setbacks provide areas greenspace and vegetative cover for the site, the remainder of the proposed site plan meets the zoning district landscape surface requirements. 19% of the proposed site would be landscaped or otherwise seeded for grass. A shortened drive-through would only help the site achieve its needs for vegetative cover. Drainage here is provided through the City's stormwater system.
b. Availability of water, sewer, rail and other services and the utility requirements of the proposed site.	Site is adjacent to and will connect to public utilities. The proposed lack of pavement setbacks and shortened drive-through will not affect these services.
c. Where public sewers are not available, the percolation characteristics of the soil.	Not applicable.
d. Adequacy of the proposed internal circulation system, including safety considerations.	The drive-through provides a narrow opening of 14.3 feet that allows traffic to flow one-way from south to north. The vehicles exiting the drive-through will exit to Union Street using the south driveway on the Culver's site. This area is under the other access and parking easement, which is a perpetual agreement between this site and the one Culver's sits on. The drive-through has physical separations from the Casey's parking lot and the Culver's parking lot. The narrowed entrance, physical barriers including curbing, canopy posts, and ATM equipment, slow traffic coming through the drive through. While not impossible, staff anticipate vehicles using this area as a "cut-through" would be unlikely.

1. Site design and physical characteristics

	A striped crosswalk from the shared parking in the easement area will provide a visual cue for cars to be aware of pedestrians crossing to access the site from the parking that lies within the shared easement area with Culver's.
e. Access to sites from the internal circulation system.	Currently on site there are striped parking spaces adjacent the former Trapper's building that are in use in times of high traffic at Culver's. With the new site plan, there will be no parking in this location, so there will be no vehicles backing up into site traffic. Arguably, the configuration of the drive-through will benefit site circulation by limiting traffic coming from the southern site to just one direction.
f. The costs of providing various public services	No impacts anticipated.
g. Appearance (how the area will look).	The drive-through area is properly screened in the rear of the building. Redevelopment will result in improved landscaping around the building, particularly along the north property line.

2. Site location relative to public road network

Consideration	Staff Comments
a. Convenient access to a public road network (safety of access points).	The proposed site features no driveway onto Union Street. Site access is provided via an easement between the neighboring properties to the north and south. No additional access points are anticipated.
b. Visibility from the proposed road and the need for visibility.	One the proposed parking stalls in the south parking area will need to be vacated in order to provide a clearer line of sight from Union Street for southbound vehicles.
c. Access; the location is to provide access primarily by right-hand turning movements.	This would be difficult to achieve unless both site to the north and south of this property were to redevelop at the same time. Access to the site is not made worse by the addition of the drive-through or the proposed new building.

3. Land Use	
Consideration	Staff Comments
a. Compatibility with existing or proposed uses in the area.	The City's Future Land Use category for this property is Central Mixed Use. All surrounding properties are in commercial use.
b. Relation to any existing land use plan.	This area falls within the Allen Creek and North Union Street Corridor Plan, which emphasizes buildings built close the street and parking lots as a screened feature of the site. Any drive-throughs are to be in the rear of the site and screened appropriately. This is a very fitting addition to the Union Street corridor and a wonderful example of what the City wished to achieve when it adopted the Corridor Plan.
c. Relation to existing or proposed development at nearby interchanges.	The Union and Main Street intersection is one of the busier ones in the City, but a variance to the pavement setbacks and drive-through stacking length would not have a direct impact to the traffic, and any indirect impacts are likely to be minor.
d. In reviewing an application for a zoning district change to a business district, the plan commission and city council shall consider whether the proposed zoning district change likely will result in increased vehicular traffic on nearby local streets in areas of existing residential development and whether such increased traffic will have an adverse impact on the existing residential development.	No rezoning is needed for this site.

4. Traffic	
Consideration	Staff Comments
a. Amount of daily and peak hour traffic to be generated, related to site size. Traffic shall be sub-classified as to arterial, collector and local streets.	Operating hours will be 8:00am to 6:00pm Monday through Friday, Saturday 8:00am-12:00pm (noon), and closed on Sundays. Peak hours are anticipated to be 4:00 to 6:00pm. Applicant estimates there will be 25 customers visiting the bank on site on any given day.
b. Amount of traffic generated relative to existing and anticipated ultimate generated traffic in the area.	Traffic generated at this site will be modest compared to existing traffic at Casey's and Culver's, and will be considerably less than the site experienced when it served as a restaurant.
c. Expected composition of site-generated traffic by vehicle types.	Vehicle types will be dominated by personal vehicles used by customers.
d. Effect of site-generated traffic on the operation of the area.	Site-generated traffic will be minimal. Drive-through users will have one point of egress. One bank of parking will be removed from the current configuration, which will lessen the amount and direction of traffic on the north half of the property.
e. Safety and convenience of future users.	The drive-through itself is well-positioned on the site to separate those walking up to the building and those using the drive-through.

5. Community Effects	
Consideration	Staff Comments
a. Immediate and long-range tax base.	The site would redevelop a commercial property, thus providing additional non-residential tax base, which is a benefit to the City's residents.
b. Access to market or service area.	This site was chosen for its location along the City's main north-south corridor. The use also provides another choice for residential and commercial banking needs.
c. Relation to scenic or recreation values.	Not applicable.
d. Relation to the public interest, the purpose and intent of this chapter and substantial justice to all parties concerned.	To be decided at the Board of Zoning Appeal's discretion.
e. Compliance with the master plan's goals and objectives.	The Comprehensive Plan promotes infill development and redevelopment, particularly along the City's main corridors. Variances granted for this site would be applied in perpetuity and be applied <u>only</u> for this site. The variances would allow for easier redevelopment in the future, should that be the preference of the property owner.

6. Other Relevant Factors	
Consideration	Staff Comments

6. Other Relevant Factors	
a. Compliance with the Performance Standards in Article III of the zoning code.	No impacts anticipated.
b. Additional impacts.	None of note.

Board Consideration: The Board must determine whether exceptional circumstances are present and that there is an absence of detriment, as specified above, in order to grant the variance. Specific conclusions must be noted by the Board in the motion. Per Section 130-153:

“No variance to the provisions of this chapter shall be granted by the board of appeals unless it has considered the standards in section 130-131 and it finds that all the following facts and conditions exist and so indicates in the minutes of its proceedings:

- (1) *Exceptional circumstances.* There must be exceptional, extraordinary or unusual circumstances or conditions applying to the lot or parcel, structure, use or intended use that do not apply generally to other properties or uses in the same district, and the granting of the variance would not be of such a general or recurrent nature as to suggest that this chapter should be changed.
- (2) *Absence of detriment.* The variance shall not create substantial detriment to adjacent property and shall not materially impair or be contrary to the purpose and spirit of this chapter or the public interest.
- (3) *Conclusions of law.* The findings of the board shall be accompanied by findings of fact and conclusions of law.”

Staff conclusion: When considering the request against other properties and uses on other properties in the B-3 zoning district, staff is of the opinion that a variance is the appropriate tool to address this issue. It should be considered the variance runs with the land in perpetuity, which would allow the site to redevelop with the same exceptions granted regardless of use.

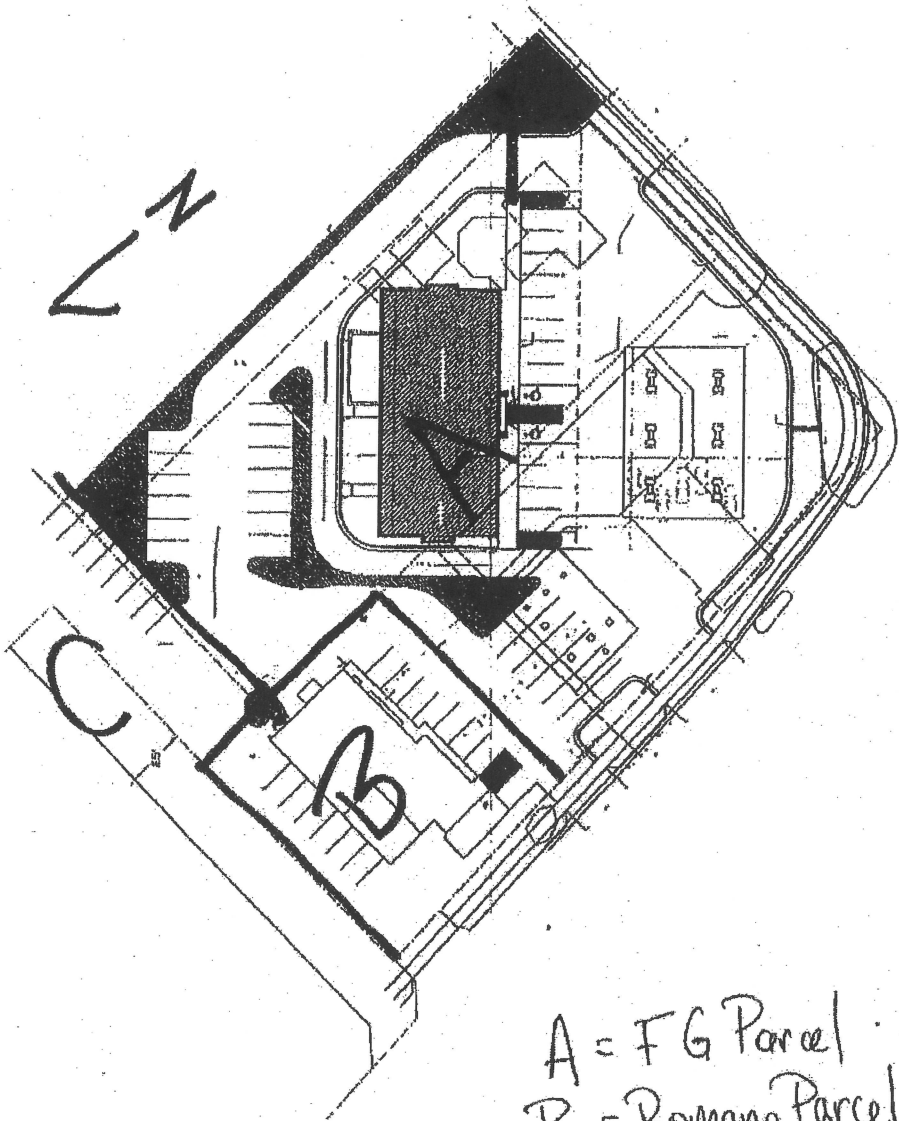
Staff recommended motion: The board can choose to approve, deny, or approve with conditions the variance request(s). If the board chooses to approve, the following motion can be used or modified:

The Board of Appeals approves issuance of a variance to allow side/rear yard setbacks for paved areas less than allowed by Section 130-827(3)(f) and to allow a drive-through stacking length less than allowed by Section 130-407(3) of the Evansville Municipal Code for parcel 6-27-125, addressed at 50 Union Street. The variance is approved noting the following findings of fact and conditions:

- 1. The granting of the variance does not suggest that setback standards should be changed throughout the entire zoning district.***
- 2. The granting of the variance does not suggest drive-through stacking lengths should be changed in the zoning code.***
- 3. The granting of the variance is not contrary to the purposes set forth in the zoning code.***
- 4. The granting of the variance is not contrary to the public interest.***

EXHIBIT

D



A = FG Parcel
B = Romano Parcel
C = Fol Parcel

EXHIBIT E

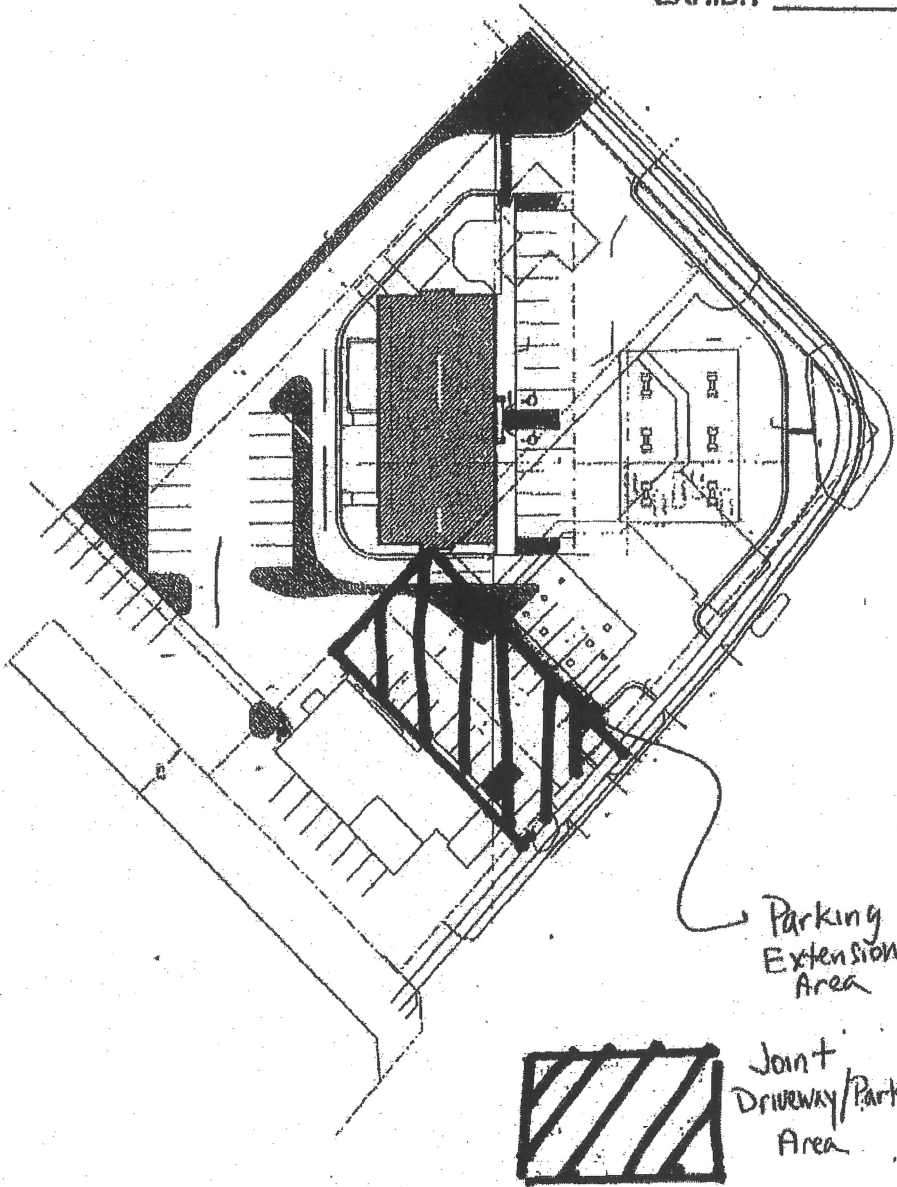
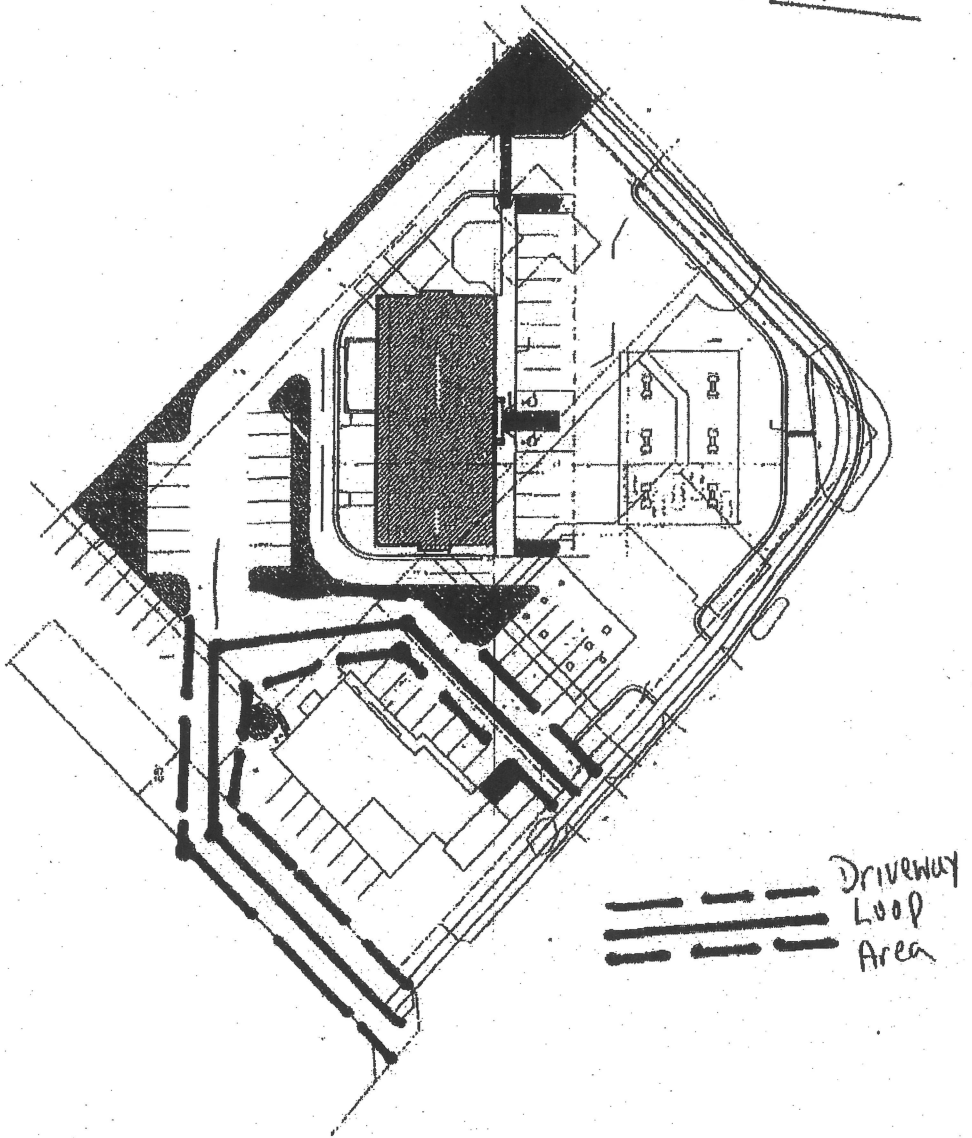
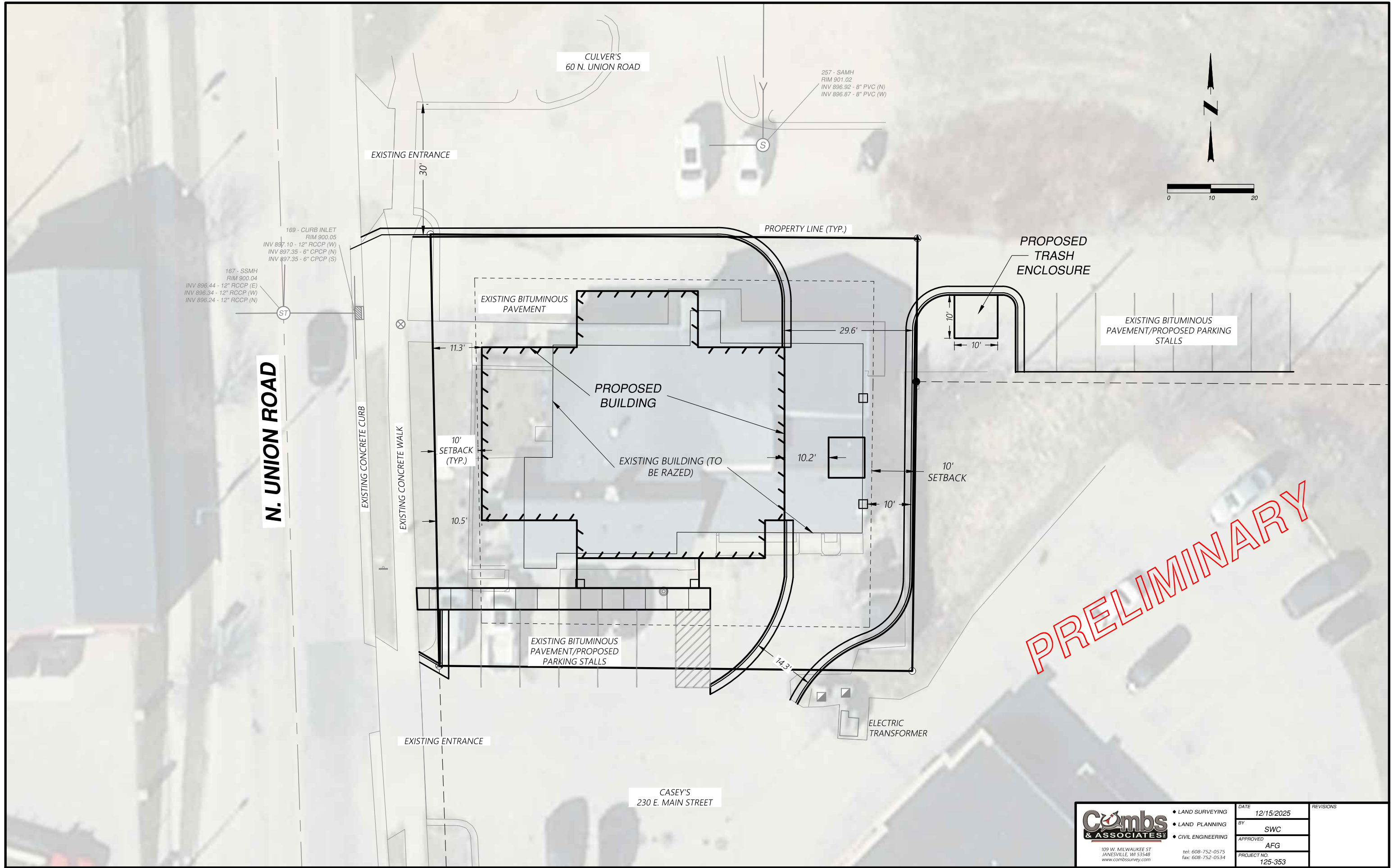


EXHIBIT F

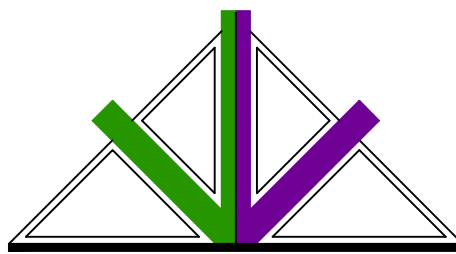




PRELIMINARY

Combs & Associates 109 W. MILWAUKEE ST JANESVILLE, WI 53548 www.combsurvey.com	• LAND SURVEYING	DATE	12/15/2025	REVISIONS
	• LAND PLANNING	BY	SWC	
	• CIVIL ENGINEERING	APPROVED	AFG	
		PROJECT NO.	125-353	

SITE LAYOUT PLAN



JEFFREY J LAHEY ARCHITECT
9110 COUNTY ROAD G
MOUNT HOREB, WI 53572
608.445.1056 608.832.1547
jlahey@jtds.net

NO.	ISSUANCE	DATE
1	LANDSCAPE PRELIM	12-30-25
2		
3		
4		
5		
6		

CERTIFICATION AND SEAL

NEW PROJECT FOR:
THE BANK OF NEW GLARUS
50 N UNION RD
EVANSVILLE, WI 53536

DRAWING TITLE:
SITE PLAN

PROJECT NUMBER: 25030

DRAWN BY: JJL

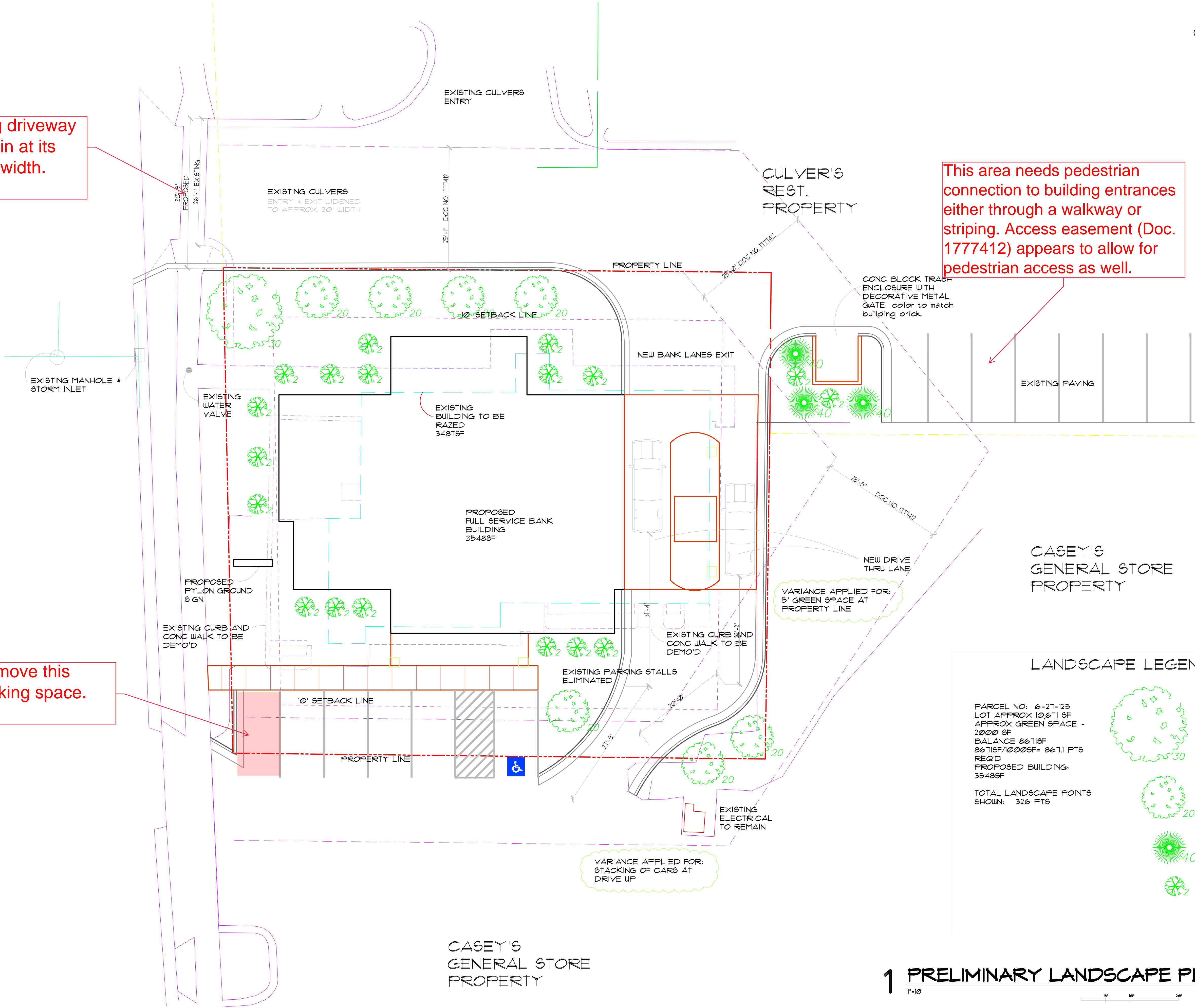
CHECKED BY: JJL

SHEET NUMBER:
L100

Existing driveway
to remain at its
current width.

This area needs pedestrian
connection to building entrances
either through a walkway or
striping. Access easement (Doc.
1777412) appears to allow for
pedestrian access as well.

Remove this
parking space.



1 PRELIMINARY LANDSCAPE PLAN

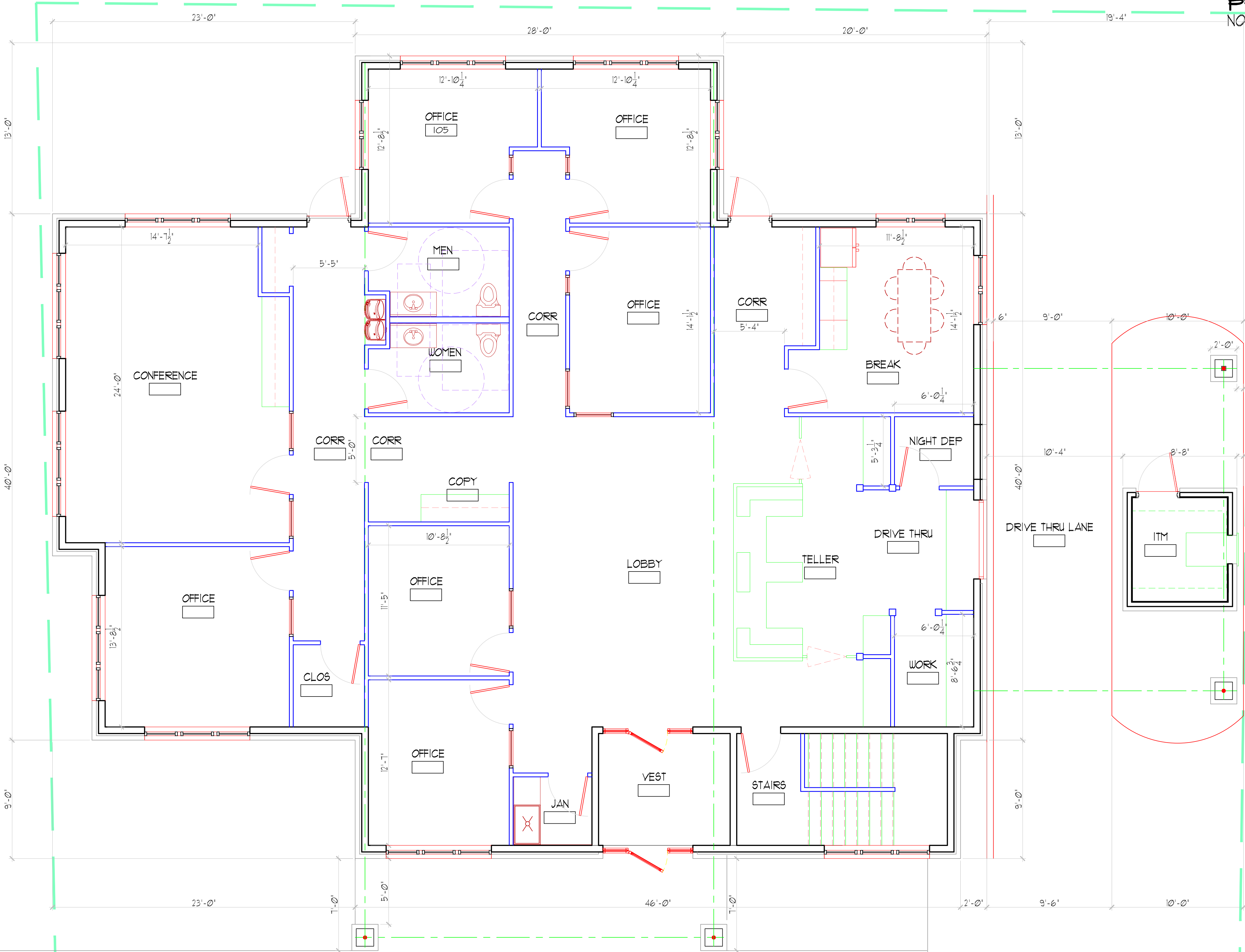
PRELIMINARY
NOT FOR CONSTRUCTION



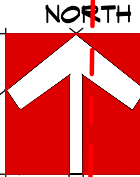
JEFFREY J LAHEY ARCHITECT
9110 COUNTY ROAD G
MOUNT HOREB, WI 53572
608.445.1056 608.832.1547
jlahey@jtds.net

NO.	ISSUANCE	DATE
1	INITIAL LAYOUT	11-18-25
2	REVISED LAYOUT	12-02-25
3	REVISED LAYOUT	12-03-25
4	REVISED LAYOUT	12-05-25
5		
6		

CERTIFICATION AND SEAL

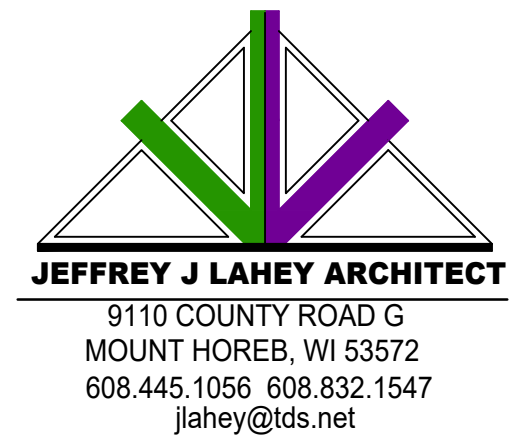


1 FLOOR PLAN
1/4"=1'-0"
35489F



NEW PROJECT FOR:
THE BANK OF NEW GLARUS
50 N UNION ROAD
EVANSVILLE, WI

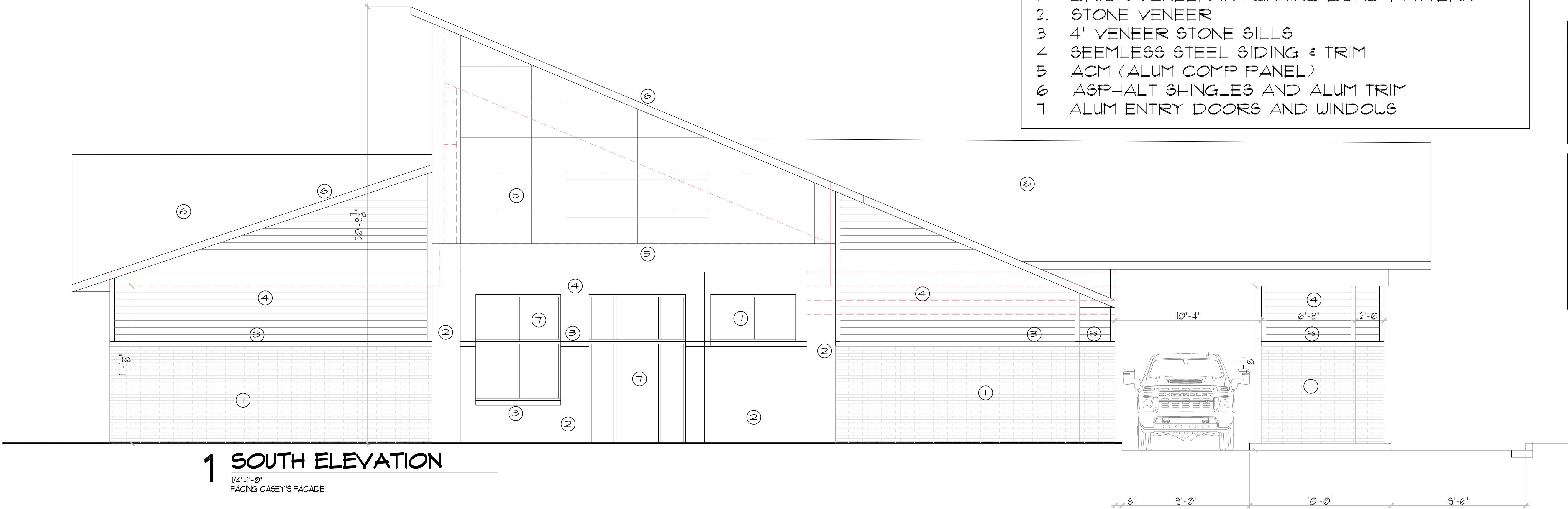
DRAWING TITLE:	FLOOR PLAN
PROJECT NUMBER:	25030
DRAWN BY:	JJL
CHECKED BY:	JJL
SHEET NUMBER:	A201



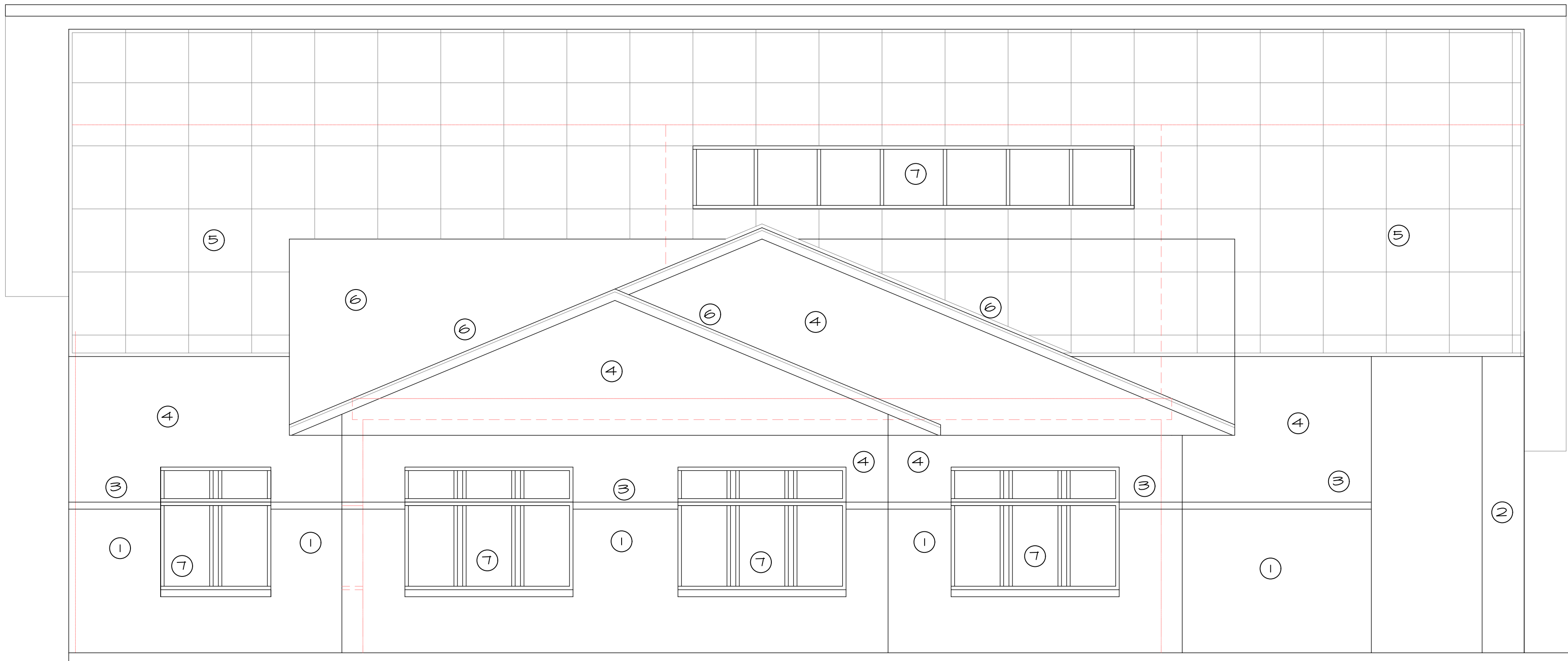
NO.	ISSUANCE	DATE
1	INITIAL LAYOUT	11-18-25
2	REVISED LAYOUT	12-02-25
3	REVISED LAYOUT	12-03-25
4	REVISED LAYOUT	12-31-25
5		
6		

CERTIFICATION AND SEAL

- MATERIAL LEGEND
- 1 BRICK VENEER IN RUNNING BOND PATTERN
 - 2 STONE VENEER
 - 3 4" VENEER STONE SILLS
 - 4 SEAMLESS STEEL SIDING & TRIM
 - 5 ACM (ALUM COMP PANEL)
 - 6 ASPHALT SHINGLES AND ALUM TRIM
 - 7 ALUM ENTRY DOORS AND WINDOWS



1 SOUTH ELEVATION
1/4"=1'-0"
FACING CASEY'S FACADE



2 WEST ELEVATION
1/4"=1'-0"
UNION ROAD FACADE

NEW PROJECT FOR:
THE BANK OF NEW GLARUS
50 N UNION ROAD
EVANSVILLE, WI

DRAWING TITLE:	ELEVATIONS
PROJECT NUMBER:	25030
DRAWN BY:	JJL
CHECKED BY:	JJL
SHEET NUMBER:	A301