



Village of Shorewood  
Board of Appeals Meeting Minutes  
August 8, 2023

**1. Call to Order**

The meeting was called to order at 5:30pm.

**2. Roll Call**

Members of the Board: Michael Paulson, John Toutenhoofd, Kara Espera, Cole Heinrich (appeared at 6:31pm), Chair Wendy Smith, Allison Carver (alternate, appeared at 6:32, was then excused).

Others present: Clerk Toya Harrell, Inspector Justin Burris Dan Exner (applicant).

**3. Statement of Public Notice**

Clerk Harrell stated the meeting was properly noted and posted according to law.

**4. Consideration of meeting minutes—April 11, 2023 and June 13, 2023**

Chair Wendy Smith noted that for the June 13, 2023 minutes, under item 4, “consideration of meeting minutes” the date should be listed as being for April 11, 2023 and not March 14, 2023. Members of the board approved the minutes for both April 11, 2023 and June 13, 2023 with necessary correction made to the June 13, 2023 minutes.

**5. Attorney to review standards by which the Board of Appeals must abide**

Chair Wendy Smith reviewed the standards.

- 6. Request for a variance of [Village Code 225-7\(f\)](#) to maintain an A/C unit at residential property 3521 N Maryland Ave, Legal description: MINERAL SPRING HTS NW 1/4 10-7-22 E., S 10FT OF LOT 13 & N 20FT OF 14 BLK 1, in the Village of Shorewood, Milwaukee County, Wisconsin. Tax ID: 276-0452-000.** Inspector Burris gave sworn testimony of the applicant’s appeal request, reviewed the application packet and answered questions by members of the board. Dan Exner, applicant, provided sworn testimony and explained the circumstances to support his variance request, and answered questions by members of the board. Chair Smith closed testimony and open the matter for deliberation from members of the board. After discussion was closed, Michael Paulson moved that the variance of [Village Code 225-7\(f\)](#) to maintain an A/C unit at residential property 3521 N Maryland Ave be granted based on the unusual circumstances and conditions related to the size and width of the lot, causing no detriment to that property or its adjacent property. Seconded by John Toutenhoofd. Motion carried by a roll call vote of 5-0.

**7. Adjournment**

The meeting was adjourned at 5:58pm by a unanimous vote of 5-0.

Respectfully submitted,

Toya Harrell  
Village Clerk