



VILLAGE OF THIENSVILLE
Plan Commission
AGENDA

DATE: Tuesday, February 8, 2022

LOCATION: 250 Elm Street, Thiensville, WI

TIME: 6:00 PM

I. CALL TO ORDER

II. ROLL CALL

CHAIRMAN: VAN MOBLEY
COMMISSIONERS: DOUGLAS CHIMENTI
MICHAEL DYER
RICK GATTONI
CAROL GENGLER
KEN KUCHARSKI
VACANT
VILLAGE PLANNER: JON CENSKY
STAFF: DIRECTOR OF COMMUNITY SERVICES/PUBLIC WORKS ANDY LAFOND

III. CITIZENS TO BE HEARD

A. Open to any resident or taxpayer on items not subject to a public hearing: Please be advised per §19.84(2), information will be received from the public. Village policy limits a three (3) minute time period per person, with time extension by the presiding official's discretion or a vote of 2/3 of the Board or Committee; be further advised that there may be limited discussion on the information received, however, no action will be taken under public comments. Written comments on agenda items are encouraged to be sent and addressed to the intended body by noon on the day of the meeting. Comments received timely will be forwarded to all members of the body. If you wish to speak, you **must** pre-register by emailing the Village Clerk at alanglois@village.thiensville.wi.us by 4:00 PM on the day of the meeting or by signing in immediately prior to the meeting.

IV. BUSINESS (ALL APPLICANTS OR THEIR CONTRACTORS MUST BE PRESENT FOR ANY APPROVALS)

A. Approval of Minutes

1. January 11, 2022 (att)

B. Review and action regarding New Sign, A Floral Affair, 184 North Main Street (att)

C. Review and action regarding New Sign, Fifth-Main Home, 180 South Main Street, E-

Collectique, LLC d.b.a. Fifth-Main Home (att)

V. STAFF REPORT

A. Staff Report (att)

Amy L. Langlois, Village Clerk

February 4, 2022

Please advise the Thiensville Municipal Hall, 250 Elm Street (242-3720) at least 24 hours prior to the start of this meeting if you have disabilities and desire special accommodations.

Notice is hereby given that a quorum of the Village Board and/or Village Committees may be in attendance at this meeting to present, discuss and/or gather information about a subject over which they have decision-making responsibility, although they will not take any formal action thereto at this meeting.



VILLAGE OF THIENSVILLE
Plan Commission
MINUTES

DATE: Tuesday, January 11, 2022

LOCATION: 250 Elm Street, Thiensville, WI

TIME: 6:00 PM

I. CALL TO ORDER

Chair Mobley called the meeting to order at 6:01 PM.

II. ROLL CALL

CHAIRMAN:	VAN MOBLEY
COMMISSIONERS:	DOUGLAS CHIMENTI
	MIKE DYER
	RICK GATTONI (EXCUSED)
	CAROL GENGLER
	KEN KUCHARSKI
	VACANT
PLANNER:	JON CENSKY
DIRECTOR OF	ANDY LAFOND
COMMUNITY	
SERVICES/PUBLIC	
WORKS:	

III. CITIZENS TO BE HEARD

A. Open to any resident or taxpayer on items not subject to a public hearing: Please be advised per §19.84(2), information will be received from the public. Village policy limits a three (3) minute time period per person, with time extension by the presiding official's discretion or a vote of 2/3 of the Board or Committee; be further advised that there may be limited discussion on the information received, however, no action will be taken under public comments. Written comments on agenda items are encouraged to be sent and addressed to the intended body by noon on the day of the meeting. Comments received timely will be forwarded to all members of the body. If you wish to speak, you **must** pre-register by emailing the Village Clerk at alanglois@village.thiensville.wi.us by 4:00 PM on the day of the meeting or by signing in immediately prior to the meeting.

There were no citizens present to be heard or correspondence received.

IV. BUSINESS (ALL APPLICANTS OR THEIR CONTRACTORS MUST BE PRESENT FOR ANY APPROVALS)

A. Approval of Minutes

1. November 9, 2021 (att)

MOTION by Commissioner Dyer, **SECONDED** by Commissioner Chimenti to approve the November 9, 2021, Minutes. **MOTION CARRIED UNANIMOUSLY.**

B. Review and action regarding Pool, Meridith Wagner, 326 Riverview Drive (att)

Meridith Wagner, 326 Riverview Drive, presented plans to install a 41' x 21' Doughboy pool. The yard will be excavated and the pool will be flush with the ground. The pool will be surrounded by concrete; the concrete will be about 10' wide on the north side of the pool and about 3' wide on the other surrounding sides. The pool will be heated and have a filtration system. The heater and recycling system will be about 11' from the property line, and the edge of the pool will be approximately 20' from the property line.

Planner Censky noted the location of the pool complies with zoning requirements. The Building Inspector will be involved in reviewing equipment and the Village will work with the Building Inspector to determine whether the existing fence satisfies the Code requirement.

Commissioner Gengler inquired if the pool equipment would be in some type of housing. Ms. Wagner replied it would be within a sound-containing fence.

MOTION by Commissioner Chimenti, **SECONDED** by Commissioner Kucharski to approve Pool, Meridith Wagner, 326 Riverview Drive. **MOTION CARRIED UNANIMOUSLY.**

V. STAFF REPORT

A. Staff Report - November and December, 2021 (att)

Director LaFond noted that the arrows on the sidewalk near Fifth-Main have been removed.

Commissioner Kucharski inquired about larger construction vans parked in residential driveways; there is one on Riverview Drive. Director LaFond shared that an Ordinance has been approved by the Board, and if the vehicle fits within the weight and length specifications in the Ordinance, it is allowed.

Chair Mobley inquired about the semi parked along Main Street at Suburban Motors Harley-Davidson. Director LaFond noted that there had been several parking lot sales and that it had been decorated for Christmas. Director LaFond added staff will look into this.

Director LaFond would like to address a number of businesses in the Village with signs

that fall under the Sign Code as abandoned business signs. Examples include the building on East Freistadt Road that is being converted to a dental clinic, the former Suburban Rentals property on North Main Street and the former insurance business at Riverview Drive and North Main Street.

Commissioner Gengler inquired if the cheel property is going to remain as it is until spring. Director LaFond noted the footings were scheduled to be poured, but plans changed due to the recent cold weather. The initial plans were to pour the footings and floor and then wait for additional materials in spring.

Commissioner Gengler also inquired about plans for the former Mobil station on North Main Street. Director LaFond noted the gas tanks are scheduled to be removed on February 1, 2022 with demolition occurring sometime soon afterward.

VI. ADJOURNMENT

MOTION by Commissioner Dyer, **SECONDED** by Commissioner Chimenti to adjourn the Meeting at 6:15 PM. **MOTION CARRIED UNANIMOUSLY.**

Prepared by,
Gary Achterberg
Administrative Assistant

Submitted by,
Amy L. Langlois
Village Clerk/Deputy Treasurer

A FLORAL AFFAIR - SIGNAGE

To: Thiensville Plan Commission

Prepared by: Jonathan Censky, Planner

Date: February 8, 2022

General Information

Applicant:	Joe Couto – A Floral Affair
Status of Applicant:	Tenant
Location:	184 South Main street
Requested Action:	Projecting sign approval
Existing Zoning:	B-1 Central Business District
Land Use Plan Designation	Business
Existing Use	Multi-Tenant Commercial

Report:

The applicant is moving their Green Bay Road floral business to 184 South Main Street and is here requesting approval to install a projecting sign to be hung on the west wall of that commercial building. The sign measures 24" by 24" for a total size of 4 square feet and will be made of aluminum with digital print lamination applied to each side. The sign will be hung by black decorative chains on a black bracket fastened to the brick wall. Staff recommends that the bolts are attached to the mortar and not the brick portion of the wall.

According to the Sign Code, projecting signs in the Historic District are subject to the following restrictions:

- The owner of a projecting sign must file with the Village Clerk a current certificate of insurance before he/she shall be permitted to install a projecting sign over a public right-of-way and must maintain said certificate in insurance that complies with the terms of this ordinance at all times while the sign is displayed.
- The certificate of insurance purchased and maintained by the sign owner must have commercial liability aggregate of a minimum of \$1,000,000.00. And must name the Village of Thiensville as an additional insurance party.
- The projecting sign shall be illuminated from exterior only.
- The projecting sign shall in no case be closer than 2 feet from the curb or project more than 4 feet from the façade of the building; and shall have a minimum clearance of 8 feet, measured grade level to the bottom of the sign, and a maximum height of 12 feet, measured grade level to the top of the sign, and shall not exceed 12 square feet in area per surface, and shall have no more than 2 surfaces which are perpendicular to the building faced.

- The projecting sign must be mounted firmly, in a workmanship-like manner.

Staff Comments:

Staff review indicates that the sign is code compliant and, therefore, approval is recommended subject to the bracket bolts are fastened to the mortar and not in the brick.



Village of Thiensville

Small Projects Application



THIS FORM MUST BE COMPLETED FOR ALL PROJECTS THAT CAN BE APPROVED AT THE STAFF LEVEL.
THIS INCLUDES FENCES, DECKS, SWINGSETS, HOT TUBS, EGRESS WINDOWS AND PARKING PADS.

Property Address: 184 S MAIN ST, Thiensville WI 53092

Tax Key # _____

Current Zoning _____

Property Owner

SUSAN HOPKINS-HEATWOLE

Name

P.O. Box 68, Merion

Address

(262) 242-9081

Phone

interiorsaloudby

Email address

design.com

Applicant ☐ Same as owner

JOSE CORTO

Name

184 S MAIN ST

Address

(262) 242-2563

Phone

afterlifeaffairs@gmail.com

Email address

Application checklist

- ☒ Submit drawings, photo example or rendering and/or other descriptions of project
- ☐ Submit Scaled drawing or survey with proposed location and setbacks
- ☐ Complete building permit application

Is property in Thiensville's Historic District?

☒ Yes

☐ No

If yes, you must apply for a Certificate of Appropriateness with the Historic Preservation Commission.
Complete the COA application. Attendance at HPC meeting is required.

Project description

Please describe your project in detail. Include details about height and dimensions, color, materials used and setbacks from the street and property lines. Provide any information that you believe will assist staff in reviewing and approving your request.

New sign for A Floral Affair
location.

See plans submitted for Historic
Preservation Commission.


Applicant's Signature

1/14/2022
Date

The applicant is responsible to pay planner charges after a first half hour that will be paid by the village. Work cannot begin until staff approval and paid building permit approval. Staff reserve the right to forward application to the Plan Commission for approval if deemed necessary

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VILLAGE STAFF REVIEW

- ☒ Application Complete. Items needed: _____
- ☒ Submitted to Village Planner on 1/14/21 ☐ Approved by Planner on _____
- ☒ Historic Preservation Approval (if needed) on 2/1/22

ADDITIONAL REMARKS/CONDITIONS:

Village Staff Review

Date



Village of Thiensville

Historic Preservation

Certificate of Appropriateness

Property Address: 184 N. MAIN ST, Thiensville WI 53092

Tax Key #

Current Zoning

Property Owner

Applicant ☐ Same as owner

SUSAN HOPKINS - HEATWOLF Joe Couto

Name

Name

P. O. Box 68

125 GREEN BAY RD

Address

Address

(262) 242-9081

(262) 242-2563

Phone

Phone

interiors@pawsonbx
design.com

mt/orala@fairse@gmail.com

Email address

Email address

Project description - Please describe your project in detail. Include details about height and dimensions, color, materials used and setbacks from the street and property lines. Describe exterior architectural feature affected, such as windows, roofs, porches, cornices or masonry. Briefly describe the feature or materials and give the approximate date it was constructed, if known. Describe in detail the proposed work and how it will impact the existing feature. If more space is needed, continue on a separate page.

Moving to 184 MAIN ST

J. Couto
Applicant's Signature

11/19/2021
Date

A complete application shall be submitted by the deadline stated on the meeting schedule to the Village Clerk. In order for an application to be considered complete, the application shall include the required number of site plans/maps, and all of the necessary supporting information as indicated on the Project Review Checklist. Owner, architect, builder or owner's representative must attend the Historic Preservation Commission meeting for action to be taken. See staff approval policy for projects that may not require commission approval. Some projects will require Plan Commission approval and paid and approved building permit. Projects not completed within 1 year of approval date must apply for renewal.

Application Checklist: 10 Paper copies and an electronic copy with files in PDF format (plan size 11X17) must be submitted for all applicable items below for review and the Historic Preservation Commission Packet.

Submit Applicable Items Below

- ☐ Submit scaled site plan with proposed location and setbacks with accurate dimensions indicating the property size, its relationship to surrounding properties, existing topography, key natural features and show the location of all existing and proposed:
- ☐ **Exterior Painting** – Color selection with samples of colors. List items to be painted. Provide color samples. See HPC Guidelines for color palate recommendations
- ☐ **Repairs and Maintenance** – Detail of items to be repaired and materials to be used. If possible, include samples of materials to be used.
- ☐ **Replacement of Windows, Doors, Siding, etc.** – Detail of items to be replaced and type of materials to be used.
- ☐ **Roofs** – Type of roofing material and color pattern. Provide roofing sample
- ☐ **Lighting plan;** photometric plan, type of fixtures, wattage and location and height of lighting structures.
- ☒ **Signs** – Type of sign, dimensions, text and color. If sign is to be illuminated, provide lighting details. Completed Village of Thiensville sign review application
- ☐ **Documents** - Plans, drawings, specifications and colored elevations of proposed alterations, new construction, accessory structures, fencing, or alterations to site plan showing finished exterior treatment and a listing of building materials. Completed Plan Commission application if needed.

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VILLAGE STAFF REVIEW

☒ Application Complete. Items needed: _____

Submitted to Village Clerk on 1/12/22 Staff Review Completed on _____

HPC Meeting Date 2/1/22

ADDITIONAL

REMARKS/CONDITIONS: _____

Village Staff

Title

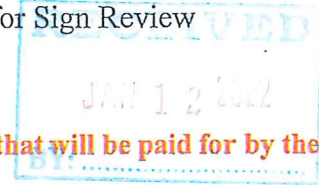
Date



Village of Thiensville

SIGN REVIEW APPLICATION - \$150.00 FEE

Please Allow Two (2) Weeks for Sign Review



The applicant is responsible to pay planner charges after a first half hour that will be paid for by the village.

THIS APPLICATION BEGINS THE REVIEW PROCESS BY OUR PLANNING CONSULTANT JON CENSKY WHO PERFORMS INITIAL REVIEW OF THE SIGN(S). The sign specifications must be submitted at least 2 weeks prior to the Plan Commission and/or the Historic Preservation Commission to Jon Censky via email, 6954jpc@sbcglobal.net or by regular mail.

Mr. Censky will review the sign(s) to see if they meet the Village Sign Code requirements and make a recommendation to the Plan Commission via a written report. **ELEVEN (11) FULL SIZE COPIES OF THE COLORED SIGN GRAPHICS AND ONE SCALE SITE PLAN** are required in addition to submittal of the **SIGN PERMIT APPLICATION** form to the Village Hall, 250 Elm Street, Thiensville, WI one week prior to the meetings. Additional copies may be required upon request from Village staff.

Applicant/Petitioner Name Joe Couto
Premises Address 184 N. Main St
Business Name A Floral Affair Business Phone (262) 242-2563
Property Owner Susan Hopkins Address P.O. Box 68
Property Owner Phone (262) 242-9081 E-mail Hearts & Interiors
Contractor INNOVATIVE AAA SIGNS Address 21700 Doral E-mail interiors@innobydesign.com
Contractor Phone 262-432-1330 Contractor Fax —
Estimated Project Cost: \$ 1650.00

Sign(s) requested: (check all that apply) ☐ Wall ☐ Monument ☒ Projecting
☐ Marquee, Awning or Canopy ☐ Sandwich Board ☐ On-site Directional Signs

Colored plans must include a scaled sketch of the proposed sign labeling dimensions and area, lettering (including height), colors, types of materials, method of illumination, height and dimensions of the pole or mounting bracket, and date of preparation. A summary of all existing signs that will remain on the site (including dimensions) is also required. Color and material samples must be provided for sign review.

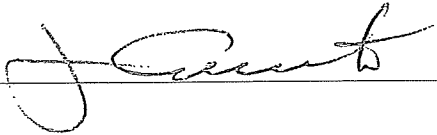
Wall sign, Marquee, Canopy or Awning sign proposals must specify building elevation or a photograph of the façade on which will be located, including a dimensioned shape showing where the sign will be placed and what size it will be.

Ground Mounted Signs and On-site Directional sign proposals require submittal of a scaled, dimensioned site plan, plot plan, or survey showing the proposed sign location in relation to driveways, parking areas, sidewalks, property lines, streets, and other signs on and within 20 feet of the property.

Projecting sign proposals must specify the distance from the street curb, distance sign projects from building, the clearance from the measured grade level to the bottom of the sign, that there are no more than two faces for the projecting sign and must show that the sign, including both faces, is perpendicular to the building.

Sandwich Board Signs require submittal of a scaled, dimensioned colored graphic of the proposed sign and proposed placement of sandwich board sign

If necessary, additional fees will be billed at an hourly rate for consulting, legal and engineering review. After approval from the Village Plan Commission, a sign permit is required from the Village Inspection Department.

Signature of Applicant  Date 1/12/22
Signature of Owner _____ Date _____

VILLAGE OF THIENSVILLE
SIGN REVIEW FEE SCHEDULE - CONSULTANT

Sign Review Includes	Application Fee	Revision Fee	Receipt #
Sign Plan Package for Entire Site, including all wall, ground, canopy. and directional signs	\$150.00*	\$100.00*	
Individual Wall Sign, projecting sign, ground sign, canopy sign or directional signs	\$150.00*	\$100.00*	
Permanent Window Signage or Individual Tenant Sign on an existing Master Tenant Sign	\$150.00*	\$100.00*	
All others including temporary signs	\$150.00*	\$100.00*	

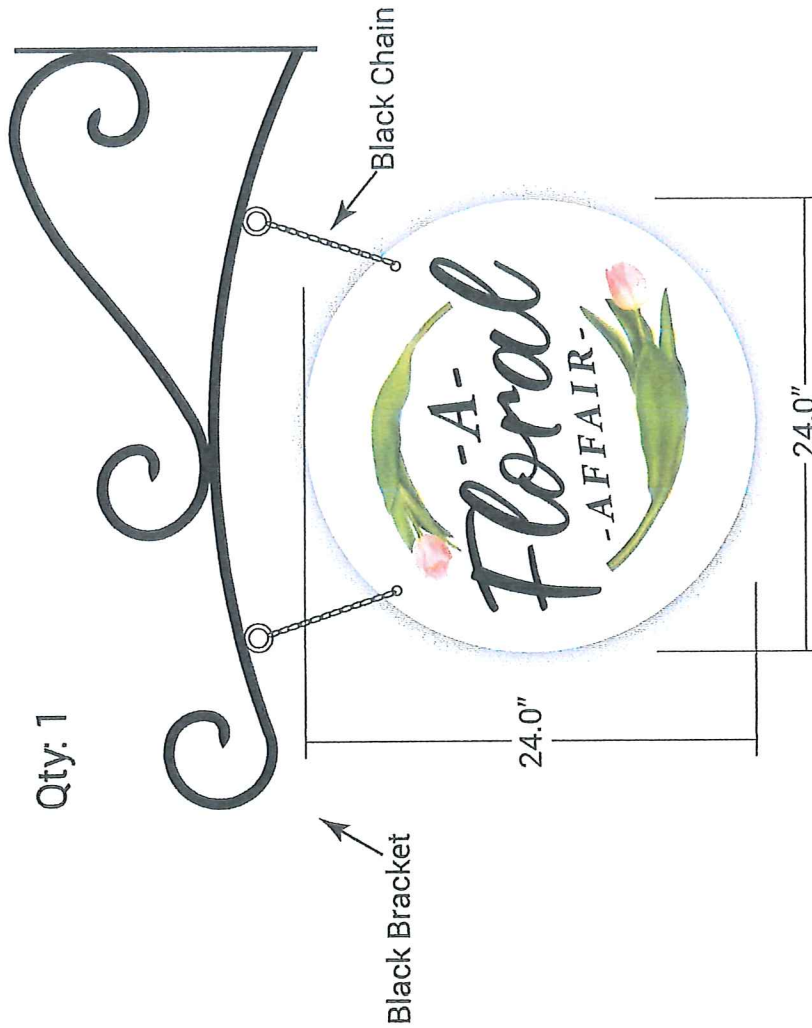
*Plus any additional costs of the planning consultant's review at the rate of \$50/hr.

If needed, additional review time for planning, engineering and legal services will be billed back to the applicant and no permits or approvals will be given until all invoices are paid.

Revised 8/23/19



****Super Imposing not to scale**



www.Innovative-Signs.com

Client

A Floral Affair
Projecting Sign

EST/ORD #

EST - 8844

Size

24" x 24"

Sides

☐ S/S ☒ D/S

Quantity

☒ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6

Materials & Specs

Non Lit - Projecting Sign

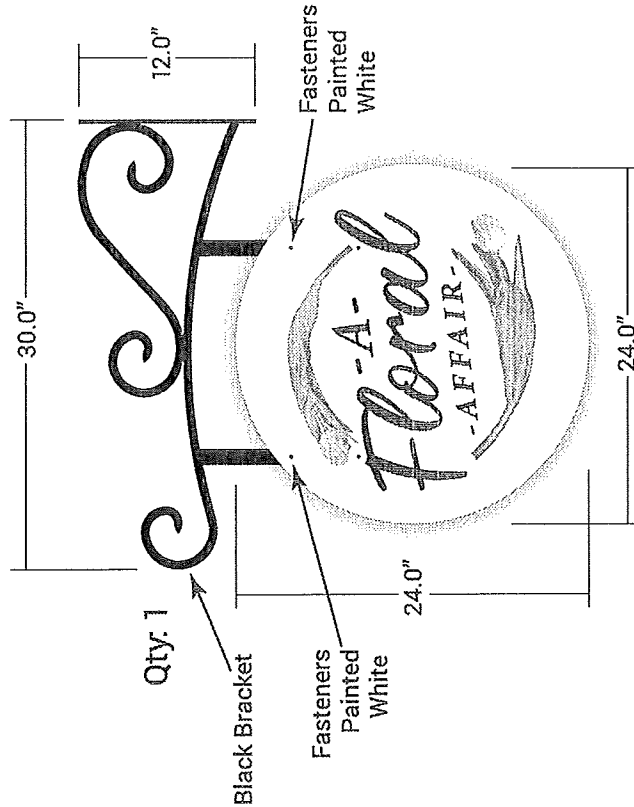
- 40" wide - Black Sign Bracket
- (1) 24" x 24" Dibond Panel

- Digital Print with lamination applied to each side

Colors

Full Color CMYK

☐ White Dibond
☒ Black Bracket



* Sandwich 2 Dibond panels between vertical rods
 **7 for each side



**Super Imposing not to scale



www.innovative-signs.com

Client
 A Floral Affair
 Projecting Sign
 EST/ORD #
 EST - 8844

Size
 24" x 24"
 Quantity
☒ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6

Materials & Specs
 Non Lit - Projecting Sign
 - (1) 30" wide - Black Sign Bracket
 - (2) 24" x 24" Dibond Panel
 - Digital Print with lamination applied to faces
 - Fasteners Painted white for installation thru face

Colors
 Full Color CMYK
☐ White Dibond
☒ Black Bracket

Project Manager
 Melissa C.
 Designer - Date
 Brian Harrigan
 12/22/2021



21700 Doral Rd
Waukesha, WI 53186
(262) 432-1330

First Impressions, Great Results
www.innovative-signs.com

ESTIMATE

EST-8844

Payment Terms: Cash Customer

Created Date: 12/20/2021

DESCRIPTION: Projecting sign

Bill To: A Floral Affair
125 Green Bay Rd.
Thiensville, WI 53092
US

Installed: A Floral Affair
A Floral Affair
184 S. Main St.
Thiensville, WI 53092
US

Requested By: Sandra Lind
Email: afloralaffairs@gmail.com
Work Phone: (262) 242-2563

Salesperson: Melissa Cataldo
Email: melissa@innovative-signs.com

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	Projecting sign	1	\$1,562.13	\$1,562.13
1.1	Custom Signs (v) - Hanging sign bracket Text: 30" steel sign bracket with mounting bars			
1.2	DiBond 1/4" White 25 (6MM) - Dibond panel Text: 24" x 24" circular 1/4" dibond panel with customer logo Digitally printed graphics with UV lamination			
1.3	Graphic Design Fee - Design set up fee			
1.4	Installation - Installation Text: Install projecting sign			

Please note that Innovative Signs has moved. Our new address is 21700 Doral Rd., Waukesha, WI 53186

Subtotal:	\$1,562.13
Taxes:	\$85.92
Grand Total:	\$1,648.05
Deposit Required:	\$824.03

***** This estimate is an approximation and is not guaranteed. The estimate is based on information provided from the client regarding project requirements. Due to the volatile market and supply chain issues the cost for materials changes rapidly. Actual cost may change once all project elements are finalized or negotiated. Prior to any changes of cost, the client will be notified.
Estimate valid for 15 days *****

		UNIFORM SIGN PERMIT APPLICATION		PERMIT NO. _____ TAX KEY # _____	
		ISSUING MUNICIPALITY OF <u>Thiensville</u>		PROJECT LOCATION (BUILDING ADDRESS) <u>184 N MAIN ST</u> PROJECT DESCRIPTION ☒ COMMERCIAL ☐ RESIDENTIAL	
Owner's Name <u>SUSAN HOPKINS - HEATONITE</u>		Mailing Address <u>P.O. Box 68, Mequon</u>		Telephone - Include Area Code <u>(262) 242-9081</u>	
Contractor's Name <u>N/A</u>		Mailing Address <u>N/A</u>		Telephone - Include Area Code <u>N/A</u>	
SITE		_____ 1/4, _____ 1/4, SECTION _____, T _____, N, R _____ E(or)W			
Lot: Average Width _____ Average Depth _____		Subdivision Name _____		Lot No. _____ Block No. _____	
Zoning District _____ Total Area _____		Setbacks N.S.E.W. _____ Front _____ Ft. Rear _____ Ft.		Left _____ Ft. Right _____ Ft.	
1. PROJECT ☐ New ☐ Repair ☐ New ☐ Raze ☐ New ☒ Move ☐ Other _____		3. TYPE ☐ Residential ☒ Commercial ☐ Other _____		4. USE ☐ Seasonal ☒ Permanent ☐ Other _____	
		7. SIGN TYPE ☐ Wall ☐ Ground ☒ Projecting ☐ Roof ☐ Pole ☐ Other _____		10. PRESENT USE OR OCCUPANCY <u>FLOOR SHOP</u>	
2. AREA - SIGN FACE 1st Side <u>2</u> _____ Sq. Ft. 2nd Side _____ Sq. Ft. Other _____ Sq. Ft. TOTAL _____ Sq. Ft.		5. HEIGHT _____		8. ILLUMINATED ☐ Internally ☐ Externally 9. ESTIMATED COST TOTAL \$ <u>1650.00</u>	
		6. SHORELAND/FLOODLAND Shore setback _____ feet from sign to ordinary high water mark. Floodplain setback _____ feet from sign to 100 year floodplain.			
TYPE OF MATERIAL ☐ Wood ☐ Metal ☐ Other _____ ☒ Plastic ☐ Canvas _____		EXISTING SIGN Sign 1 Size: Width <u>NONE</u> Height _____ Setback _____ Offset _____ Sign 2 Size: Width _____ Height _____ Setback _____ Offset _____			
PLAT OF SURVEY INCLUDING THE FOLLOWING INFORMATION: 1) Location and dimensions of Lot. 2) Location and dimensions of all existing and proposed buildings on the Lot. 3) Location, centerline and grade of all abutting streets. 4) Floor elevation of proposed new buildings. 5) High water line of any water body which Lot abuts. 6) Location of any existing or proposed wells, septic systems, public sewer or water mains on the Lot. 7) Location of any proposal and existing signs.					
The applicant agrees to comply with the Municipal Ordinances and with the conditions of this permit; understands that the issuance of the permit created no legal liability, express or implied, of the Department, Municipality, Agency or Inspector; and certifies that all the above information is accurate.					
SIGNATURE OF APPLICANT <u>J. Carrozzini</u> DATE <u>11/19/2021</u>					
CONDITIONS OF APPROVAL This permit is issued pursuant to the following conditions. Failure to comply may result in suspension or revocation of this permit or other penalty.					
_____ _____ _____					
FEES: Plan Review Fee _____ Inspection Fee _____ Administration Fee _____ Other _____ Total _____		PERMIT(S) REQUIRED ☐ Construction _____ ☐ HVAC _____ ☐ Electrical _____ ☐ Plumbing _____ ☐ Other _____		PERMIT EXPIRATION: Permit expires two years from day issued unless otherwise noted below: _____	
		PERMIT ISSUED BY MUNICIPAL AGENT: Name _____ Date _____ Certification No. _____			

FIFTH-MAIN - SIGNAGE

To: Thiensville Plan Commission

Prepared by: Jonathan Censky, Planner

Date: February 8, 2022

General Information

Applicant:	Fith-Main Home
Status of Applicant:	Tenant
Location:	180 South Main street
Requested Action:	Projecting sign approval
Existing Zoning:	B-1 Central Business District
Land Use Plan Designation	Business
Existing Use	Commercial

Report:

The applicant is expanding their business at 174 South Main Street into the building at 180 South Main Street, this segment of their company will offer antiques, art, furniture, home décor, vintage, and other nostalgic items. They are requesting approval to install a projecting sign to be hung on the west wall of that commercial building. The sign measures 32" by 48" for a total size of 10.64 square feet and will be made of 6mm DiBond with 3M 680 CR cut vinyl applied to each side. The applicant will remove the awning over the storefront window, and the sign will be hung on the existing wrought iron bracket over the main entrance to the building. The sign will be attached to the bracket using metal carabineers eye hooks and discretely chained to the wall.

According to the Sign Code, projecting signs in the Historic District are subject to the following restrictions:

- **The owner of a projecting sign must file with the Village Clerk a current certificate of insurance before he/she shall be permitted to install a projecting sign over a public right-of-way and must maintain said certificate in insurance that complies with the terms of this ordinance at all times while the sign is displayed.**
- **The certificate of insurance purchased and maintained by the sign owner must have commercial liability aggregate of a minimum of \$1,000,000.00. And must name the Village of Thiensville as an additional insurance party.**
- **The projecting sign shall be illuminated from exterior only.**
- **The projecting sign shall in no case be closer than 2 feet from the curb or project more than 4 feet from the façade of the building; and shall have a minimum clearance of 8 feet, measured grade level to the bottom of the sign, and a maximum height of 12 feet, measured grade level to the top of the sign, and shall not exceed 12 square feet in area**

per surface, and shall have no more than 2 surfaces which are perpendicular to the building faced.

- The projecting sign must be mounted firmly, in a workmanship-like manner.

Staff Comments:

Staff review indicates that the sign is code compliant and, therefore, approval is recommended.



Village of Thiensville

Small Projects Application

THIS FORM MUST BE COMPLETED FOR ALL PROJECTS THAT CAN BE APPROVED AT THE STAFF LEVEL.
THIS INCLUDES FENCES, DECKS, SWINGSETS, HOT TUBS, EGRESS WINDOWS AND PARKING PADS.

Property Address: 180 S. Main St., Thiensville WI 53092

Tax Key #

Current Zoning

Property Owner

Wisconsin Commercial Properties, LLC

Name

174 S. Main St Thiensville, WI 53092

Address

(414)530-0804

Phone

e.collectique@gmail.com

Email address

Applicant ☐ Same as owner

E-Collectique, LLC d.b.a FIFTH-MAIN HOME

Name

174 S. Main St. Thiensville, WI 53092

Address

(414)530-0804

Phone

e.collectique@gmail.com

Email address

Application checklist

- ☒ Submit drawings, photo example or rendering and/or other descriptions of project
- ☒ Submit Scaled drawing or survey with proposed location and setbacks
- ☒ Complete building permit application

Is property in Thiensville's Historic District?

☒ Yes

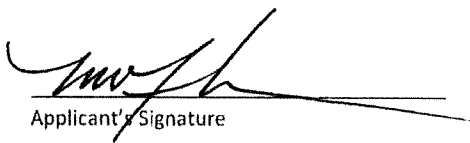
☐ No

If yes, you must apply for a Certificate of Appropriateness with the Historic Preservation Commission.
Complete the COA application. Attendance at HPC meeting is required.

Project description

Please describe your project in detail. Include details about height and dimensions, color, materials used and setbacks from the street and property lines. Provide any information that you believe will assist staff in reviewing and approving your request.

See attachment.


Applicant's Signature

2/1/22

Date

The applicant is responsible to pay planner charges after a first half hour that will be paid by the village. Work cannot begin until staff approval and paid building permit approval. Staff reserve the right to forward application to the Plan Commission for approval if deemed necessary

=====

VILLAGE STAFF REVIEW

- ☒ Application Complete. Items needed: _____
- ☒ Submitted to Village Planner on 1/21/22 ☐ Approved by Planner on _____
- ☒ Historic Preservation Approval (if needed) on 2/1/22

ADDITIONAL REMARKS/CONDITIONS:

Village Administrator

Date



Village of Thiensville

Historic Preservation

Certificate of Appropriateness

Property Address: 180 S. MAIN ST., Thiensville WI 53092

Tax Key #

Current Zoning

Property Owner

Applicant

☐ Same as owner

WISCONSIN COMMERCIAL PROPERTIES

E-COLLECTIQUE, LLC
d.b.a. FIFTH - MAIN HOME

Name

Name

174 S. MAIN ST. THIENSVILLE, WI

174 S. MAIN ST. THIENSVILLE, WI

Address

Address

(414) 530-0804

414-530-0804

Phone

Phone

e.collectique@gmail.com

e.collectique@gmail.com

Email address

Email address

Project description - Please describe your project in detail. Include details about height and dimensions, color, materials used and setbacks from the street and property lines. Describe exterior architectural feature affected, such as windows, roofs, porches, cornices or masonry. Briefly describe the feature or materials and give the approximate date it was constructed, if known. Describe in detail the proposed work and how it will impact the existing feature. If more space is needed, continue on a separate page.

SEE ATTACHMENT.

[Signature]

Applicant's Signature

1/21/2022

Date

A complete application shall be submitted by the deadline stated on the meeting schedule to the Village Clerk. In order for an application to be considered complete, the application shall include the required number of site plans/maps, and all of the necessary supporting information as indicated on the Project Review Checklist. Owner, architect, builder or owner's representative must attend the Historic Preservation Commission meeting for action to be taken. See staff approval policy for projects that may not require commission approval. Some projects will require Plan Commission approval and paid and approved building permit. Projects not completed within 1 year of approval date must apply for renewal.

Application Checklist: 10 Paper copies and an electronic copy with files in PDF format (plan size 11X17) must be submitted for all applicable items below for review and the Historic Preservation Commission Packet.

Submit Applicable Items Below

- ☐ Submit scaled site plan with proposed location and setbacks with accurate dimensions indicating the property size, its relationship to surrounding properties, existing topography, key natural features and show the location of all existing and proposed:
- ☐ **Exterior Painting** – Color selection with samples of colors. List items to be painted. Provide color samples. See HPC Guidelines for color palate recommendations
- ☐ **Repairs and Maintenance** – Detail of items to be repaired and materials to be used. If possible, include samples of materials to be used.
- ☐ **Replacement of Windows, Doors, Siding, etc.** – Detail of items to be replaced and type of materials to be used.
- ☐ **Roofs** – Type of roofing material and color pattern. Provide roofing sample
- ☐ **Lighting plan;** photometric plan, type of fixtures, wattage and location and height of lighting structures.
- ☒ **Signs** – Type of sign, dimensions, text and color. If sign is to be illuminated, provide lighting details. Completed Village of Thiensville sign review application
- ☐ **Documents** - Plans, drawings, specifications and colored elevations of proposed alterations, new construction, accessory structures, fencing, or alterations to site plan showing finished exterior treatment and a listing of building materials. Completed Plan Commission application if needed.

VILLAGE STAFF REVIEW

☒ Application Complete. Items needed: _____

Submitted to Village Clerk on 1/21/22 Staff Review Completed on 2/14/22

HPC Meeting Date 2/1/22

ADDITIONAL REMARKS/CONDITIONS: _____

A. Taylor
Village Staff

Village Clerk
Title

2/14/22
Date



SIGN REVIEW APPLICATION - \$150.00 FEE
Please Allow Two (2) Weeks for Sign Review

THIS APPLICATION BEGINS THE REVIEW PROCESS BY OUR PLANNING CONSULTANT JON CENSKY WHO PERFORMS INITIAL REVIEW OF THE SIGN(S). The sign specifications must be submitted to the Village Hall at least 2 weeks prior to the Plan Commission and/or the Historic Preservation Commission meeting for review by Jon Censky. If in the Historic District, you must attend a Historic Preservation Commission meeting prior to Plan Commission.

Mr. Censky will review the sign(s) to see if they meet the Village Sign Code requirements and make a recommendation to the Plan Commission via a written report. At this time **SEVEN (7) FULL SIZE COPIES OF THE COLORED SIGN GRAPHICS AND ONE SCALE SITE PLAN** are required in addition to submittal of the **SIGN PERMIT APPLICATION** form to the Village Hall, 250 Elm Street, Thiensville two weeks prior to the meetings. Additional copies may be required upon request from Village staff.

Applicant/Petitioner Name E-COLLECTIQUE, LLC

Premises Address 180 S. MAIN ST.

Business Name FIFTH-MAIN HOME Business Phone (262) 242-2110

Property Owner WISCONSIN COMMERCIAL PROPERTIES Address 174 S. MAIN ST. THIENSVILLE, WI 53092

Property Owner Phone (414) 530-0804 E-mail e.collectique@gmail.com

Contractor _____ Address _____ E-mail _____

Contractor Phone _____ Contractor Fax _____

Estimated Project Cost: \$ TBD

Sign(s) requested: (check all that apply) _____ Wall _____ Monument ☒ Projecting

_____ Marquee, Awning or Canopy _____ Sandwich Board _____ On-site Directional Signs

Colored plans must include a scaled sketch of the proposed sign labeling dimensions and area, lettering (including height), colors, types of materials, method of illumination, height and dimensions of the pole or mounting bracket, and date of preparation. A summary of all existing signs that will remain on the site (including dimensions) is also required. Color and material samples must be provided for sign review.

Wall Sign, Marquee, Canopy or Awning Sign proposals must specify building elevation or a photograph of the façade on which it will be located, including a dimensioned shape showing where the sign will be placed and what size it will be.

Ground Mounted Signs and On-Site Directional Sign proposals require submittal of a scaled, dimensioned site plan, plot plan, or survey showing the proposed sign location in relation to driveways, parking areas, sidewalks, property lines, streets, and other signs on and within 20 feet of the property.

Projecting Sign proposals must specify the distance from the street curb, distance sign projects from building, the clearance from the measured grade level to the bottom of the sign, that there are no more than two faces for the projecting sign and must show that the sign, including both faces, is perpendicular to the building.

Sandwich Board Signs require submittal of a scaled, dimensioned colored graphic of the proposed sign and proposed placement of sandwich board sign.

If necessary, additional fees will be billed at an hourly rate for consulting, legal and engineering review.

After approval from the Village Plan Commission, a Sign Permit is required from the Village Inspection Department.

Signature of Applicant [Signature] Date 1/21/2022
 Signature of Owner [Signature] Date 1/21/2022

VILLAGE OF THIENSVILLE
SIGN REVIEW FEE SCHEDULE - CONSULTANT

Sign Review Includes	Application Fee	Revision Fee	Receipt #
Sign Plan Package for Entire Site, including all wall, ground, canopy and directional signs	\$150.00*	\$100.00*	
Individual Wall Sign, projecting sign, ground sign, canopy sign or directional signs	\$150.00*	\$100.00*	
Permanent Window Signage or Individual Tenant Sign on an existing Master Tenant Sign	\$150.00*	\$100.00*	
All others including temporary signs	\$150.00*	\$100.00*	

* Plus any additional costs of the Planning Consultant's review at the rate of \$50/hour.

If needed, additional review time for planning, engineering and legal services will be billed back to the applicant and no Permits or approvals will be given until all invoices are paid.

FIFTH-MAIN, located at 174 S. Main St., is a local community-based Buy-Sell-Trade. We are an eco-conscious, community-based, global-minded company focused on extending the lifecycle of wearable goods; while providing opportunity, innovation, and organization within the industry of sustainable fashion and resale. Beginning in September 2021, we were proud to announce the expansion of our operations to FIFTH-MAIN HOME located in the neighboring building. This segment of our company will offer the local community a destination to shop antiques, art, furniture, home decor, vintage, and other nostalgic items.

We believe the offerings we include at this location pay homage to some of the original establishments that occupied this building previously. This beautiful stud-brick veneer and stud stucco building was constructed by Arthur Zaneig around 1920. After the closure of Zaneig's "A-Z Metal Works" in 1932; it continued to house many businesses such as outdoor furniture construction and sales, a novelty store, printer's shop, antique store, and paint and wallpaper store. In recognition of this building's historical value to Thiensville's downtown business district, we would like to restore the building to resemble its previous occupant "Thiensville Paint & Wallpaper". Please see historical reference documents.

In order to achieve this restoration, we are looking to remove the awning above the storefront windows and hang a projecting sign on the pre-existing wrought iron bracket at the 180 S. Main St entrance. The sign will be black and white in color (similar to that of "Thiensville Paint & Wallpaper") with text that reads "FIFTH MAIN" and "ART - ANTIQUES - HOME". It will be manufactured using 6mm DiBond (aluminum bonded to a solid polyethylene core) which is a long-lasting rustproof, waterproof, rot-proof material that does not yellow in time. The border and text will be constructed of 3M 680 CR cut vinyl. The sign will be hung using metal carabineers, eye hooks (similar to the existing and other hanging signs along Main Street) and will be discretely chained to the wall of our building. Please refer to the provided sketches and photo mock-ups.

We thank you in advance for your consideration of our requests and are available should you need any additional information in order to achieve approvals.

Sincerely,

Mikelle Flanner

Projecting Sign specifications as required by the Sign Review Application:

Size of sign: 48" (L) x 32" (H) - Double Sided

Distance from the street curb: 70"

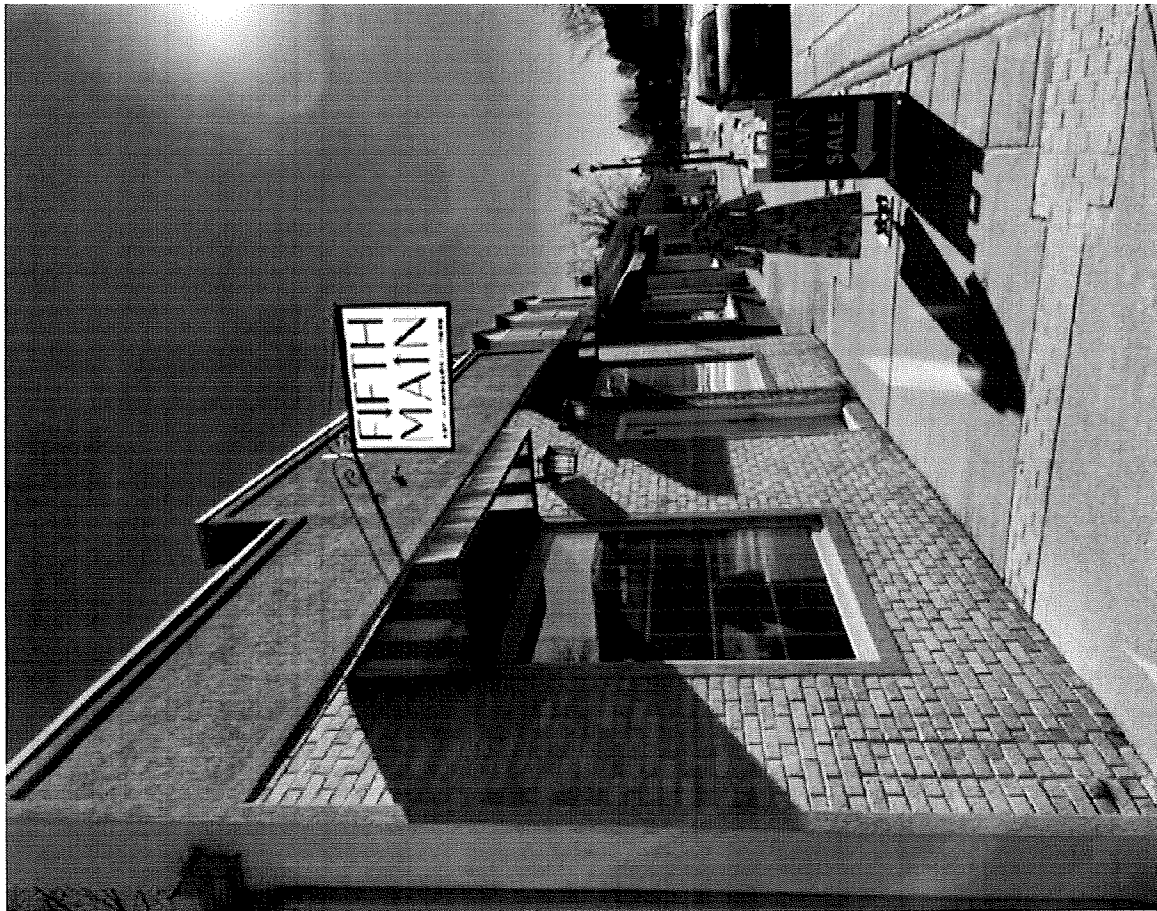
Distance sign projects from the building: 48"

Existing bracket: 58"

Clearance of the measured grade level to the bottom of the sign: 165"



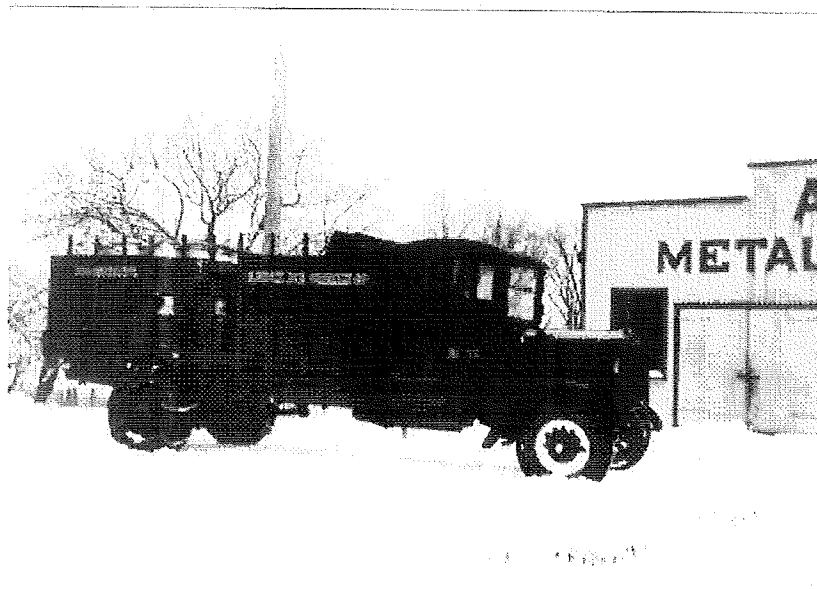
(North Bound)

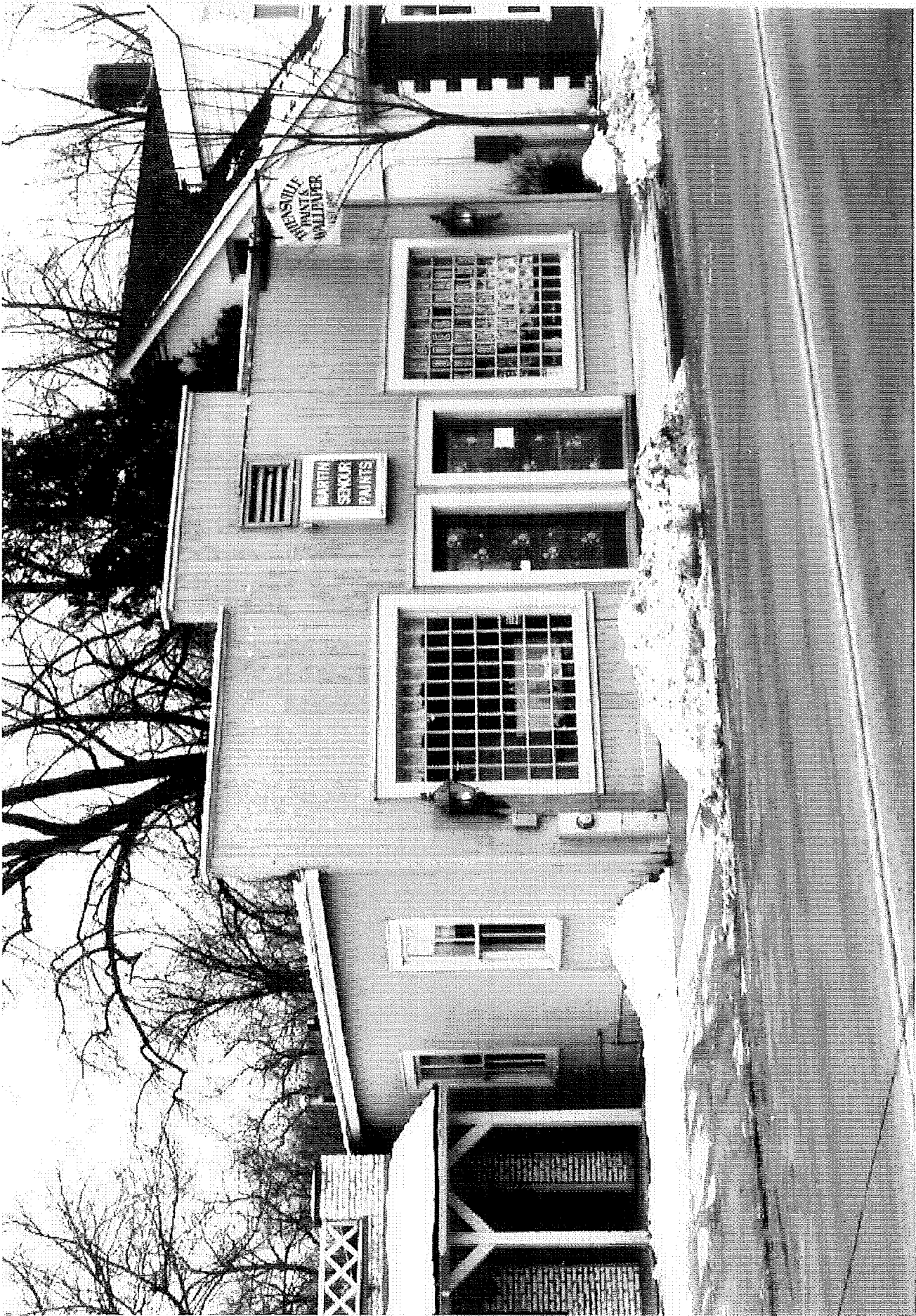


(South Bound)

178 - 180 SOUTH MAIN STREET - TRADING POST

Arthur Zancig built "A-Z Metal Works" here around 1920. He manufactured automobile and truck radiators at this site. He ran the business at this location until 1932. Since that time it has been used for such businesses as outdoor furniture construction and sales, novelty store, printer's shop, antique store and now a paint and wallpaper store.





DISCLAIMER: ALL ARTWORK IS PROPERTY OF SLSG AND CANNOT BE REPRODUCED WITHOUT SILVER LEAF SIGNS AND GRAPHIC'S PERMISSION. IT IS ILLEGAL TO DUPLICATE OR REPRODUCE COPYRIGHTED ARTWORK WITHOUT PRIOR WRITTEN CONSENT.



Client: Fifth Main
Address: 180 S Main St
Theinsville
Job Type: Projecting sign

Dimensions: Shown

Quantity: 1, double sided

Materials: 6mm white dibond
with black cut graphics
Representative: Brian

Designer: Elly

Date: 1-25-22

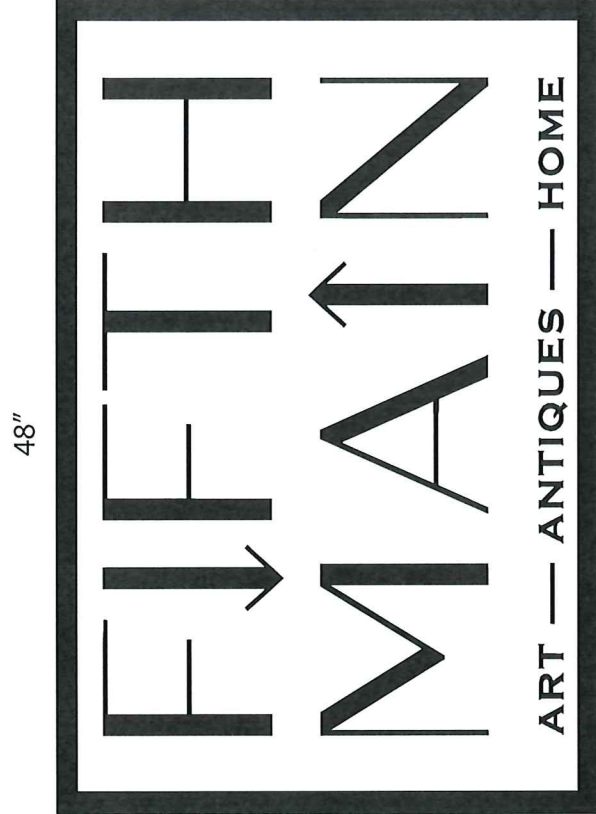
Version: 2

☐ APPROVED

☐ REVISE & RESUBMIT

*PRODUCTION CANNOT BEGIN UNTIL WE RECEIVE YOUR AUTHORIZATION THE PROOF IS ACCURATE. DELAYS IN RECEIVING YOUR APPROVAL WILL DELAY PRODUCTION TIMES.

NOTE: THE COLORS SHOWN IN THIS PROOF ARE CONCEPTUAL ONLY AND DO NOT REPRESENT ACTUAL PAINT, VINYL, ACRYLIC OR LIGHTING COLORS. ACTUAL SAMPLES MAY BE PROVIDED UPON CUSTOMER'S REQUEST.

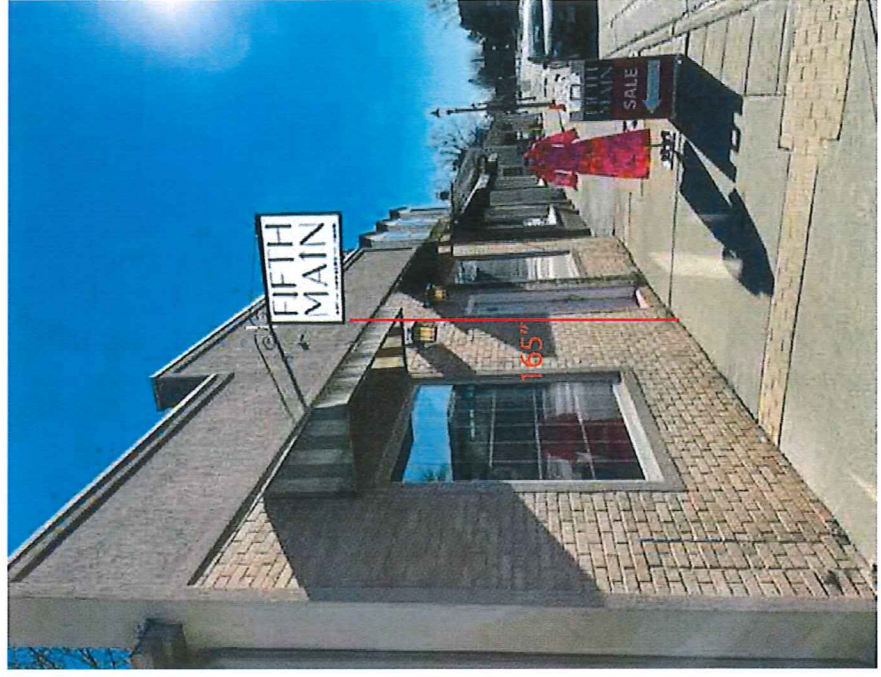


48"

32"

Specifications for 180 Projecting Sign Project:

- Size of sign: 48" (L) x 32" (H) - Double Sided
- Distance from the street curb: 70"
- Distance sign projects from the building: 48"
- Existing bracket: 58"
- Clearance of the measured grade level to the bottom of the sign: 165"



Thiensville Plan Commission Staff Report

Staff Approved Projects January 2022

Date	Address	Applicant	Project	Staff Approval	ZBOA	Approved	Denied
1/11/2022	310 Crescent Lane	David & Donna Bergey	Deck	pending	N/A		
1/17/2022	216 Kenwood Drive	Katherine Sherman	Replacing driveway and walk within existing footprint	1/17/2022	N/A	x	

Code Compliance February 2022

Community Services

Address	Owner	Complaint	Action
106-108 Green Bay Road	Frances Maglio	Railing at home. Needs COA	Wrote letter 1/26 and enclosed HPC COA application
165-169 Green Bay Road	Michael G. Feltz	New porch railings and columns	Wrote letter 1/26 requesting update on project status
201-207 S. Main Street	Junior-Bagneski LLC	Abandoned business sign	Wrote letter 1/26 with 30-day deadline to remove sign
525 N. Main Street	Suburban Motors	Abandoned business sign	Wrote letter 1/26 with 30-day deadline to remove sign
517 Alta Loma Drive	John Workman	Non-compliant 6-foot fence	Wrote letter 1/27 advising fence must be modified to conform

Police Department

Date	Call#	Location	Disposition
1/1/2022	22-000017	223 Vernon Avenue	Too many animals (dogs, pigeons, rabbits)
1/4/2022	22-000053	200 block of Riverview Drive	Snow removal
1/9/2022	22-000172	200 block of North Main Street	Estate sale sign removed
1/10/2022	22-000189	201 S. Main Street	Snow-covered sidewalks
1/13/2022	22-000241	239 N. Main Street	For-sale vehicle
1/15/2022	22-000292	200 block of North Main Street	Estate sale sign removed
1/26/2022	22-000548	201 S. Main Street	Snow-covered sidewalks
1/26/2022	22-000549	239 N. Main Street	Snow-covered sidewalks
1/27/2022	22-000582	211 N. Madero Drive	Garbage accumulating
1/29/2022	22-000629	517 N. Main Street	Snow-covered sidewalks