



VILLAGE OF THIENSVILLE
Plan Commission
AGENDA

DATE: Tuesday, May 10, 2022

LOCATION: 250 Elm Street, Thiensville, WI

TIME: 6:00 PM

I. CALL TO ORDER

II. ROLL CALL

CHAIRMAN:	VAN MOBLEY
COMMISSIONERS:	DOUGLAS CHIMENTI
	MIKE DYER
	RICK GATTONI
	CAROL GENGLER
	JEFF HERSHBERGER
	KEN KUCHARSKI
PLANNER:	JON CENSKY
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

A. Approval of Minutes

1. April 19, 2022 (att)

B. Review and action regarding Addition to Family Room and Garage, Dan and Kristine Uttech, 342 Riverview Drive (att)

C. Discussion Regarding Amending the Sign Code to Regulate Feather and Flag Banners

V. STAFF REPORT

A. Staff Report (att)

VI. ADJOURNMENT

Amy L. Langlois, Village Clerk

May 6, 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, April 19, 2022

LOCATION: 250 Elm Street, Thiensville, WI

TIME: 6:00 PM

I. CALL TO ORDER

Chair Mobley called the meeting to order at 6:00 PM.

II. ROLL CALL

CHAIRMAN:	VAN MOBLEY
COMMISSIONERS:	DOUGLAS CHIMENTI
	MIKE DYER (EXCUSED)
	RICK GATTONI
	CAROL GENGLER
	JEFF HERSHBERGER
	KEN KUCHARSKI
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

A. Approval of Minutes

1. March 8, 2022 (att)

MOTION by Commissioner Gengler, **SECONDED** by Commissioner Gattoni to approve the March 8, 2022, Minutes. **MOTION CARRIED UNANIMOUSLY.**

B. Review and action regarding Certified Survey Map to Divide Parcel No. 12-050-01-15-001, 640 Green Bay Road, Into Lot 1 and Lot 2, Bonnilake Real Estate, LLC, Frederick Bersch (att)

Applicant Frederick Bersch was present.

Planner Censky reported the parcels are served by sewer and water and fully comply with the lot size requirements. Planner Censky recommends approval.

MOTION by Commissioner Chimenti, **SECONDED** by Commissioner Gattoni to approve Certified Survey Map to Divide Parcel No. 12-050-01-15-001, 640 Green Bay Road, Into Lot 1 and Lot 2, Bonnilake Real Estate, LLC, Frederick Bersch. **MOTION CARRIED UNANIMOUSLY.**

C. Review and action regarding Construction of 14' x 17' Three-Season Room, 506 East Freistadt Road, Tony and Jackie Burkart (att)

Contractor Scott Bear from Bear Builders was present. The 14' x 17' three-season room was custom designed by the resident, Tony Burkart. Mr. Bear distributed a handout showing a similar project that had been completed.

Commissioner Chimenti inquired about the location of the addition. Mr. Bear responded that the addition will be adjacent to the garage and a room behind the garage on the west side of the property.

MOTION by Commissioner Gattoni, **SECONDED** by Commissioner Kucharski to approve Construction of 14' x 17' Three-Season Room, 506 East Freistadt Road, Tony and Jackie Burkart. **MOTION CARRIED UNANIMOUSLY.**

V. STAFF REPORT

A. Staff Report (att)

Director LaFond reviewed five staff-approved projects during March. They include: replacing a roof, 193-199 Green Bay Road; a 4-foot fence at the property line, 211 Madero Drive; an outdoor BBQ adjacent to patio, 129 Grand Avenue; a 4-foot backyard fence that does not extend to the property line, 505 Green Bay Road; and a 4-foot fence at the rear property line, 323 Sunny Lane. A code compliance letter was mailed to the homeowners at 202 Woodside Lane regarding a previously-approved shed on the property that has been moved. They have been asked to submit an application for the shed so staff can determine if the current setbacks are appropriate. Once that is received, Planner Censky will review it and determine if the application should come before the Plan Commission.,

VI. ADJOURNMENT

MOTION by Commissioner Gattoni, **SECONDED** by Commissioner Chimenti to adjourn the meeting at 6:08 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,
Gary Achterberg
Administrative Assistant

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

UTTECH FAMILY ROOM & GARAGE ADDITION

To: The Thiensville Plan Commission

Prepared by: Jonathan Censky, Village Planner

Date: May 10, 2022

General Information

Applicant:	Dan and Kristine Uttech
Status of Applicant:	Property Owner
Requested Action:	Family Room Addition
Zoning	R-2 Single Family Residential District
Proposed Zoning:	No Change
Location:	342 Riverview Drive
Land Use Plan Designation:	Single Family Residential
Existing Land Use:	Single Family Residential

Proposal:

The applicant is requesting approval of a family room/garage addition to their home at 342 Riverview Drive. The addition will extend the east face of the garage 9 feet closer to the property line and will result in a change in the garage from a single-car to a two-car garage with a single larger over-head garage door. The family room will extend 8.66' out from the back wall of their home and will result in the relocation of the existing pedestrian door from the south elevation to the north. The plan shows two sets of double-hung windows in the family room addition. This addition will be sided with LP Smart siding with 6" exposure to match the existing siding on the garage and the gables will be sided with LP Smart Side shingles. On the roof they will be using new architectural shingles.

Staff Comments:

Staff's review indicates full compliance with the R-2 District requirements and, therefore, approval is recommended subject to:

- The applicant securing a building permit prior to construction.



Village of Thiensville

Plan Commission Application

Property Address: 342 Riverview Dr, Thiensville WI 53092

12-050-04-09-001

Tax Key #

R-2

Current Zoning

Property Owner

Dan & Kristine Uttech

Name

342 Riverview Dr,
Thiensville, WI 53092

Address

(262) 613-2603

Phone

dan@springgardens.com

Email address

Applicant ☐ Same as owner

Wade Design & Construction Inc.

Name

5200 W Parkview Dr, Mequon, WI 53092

Address

(262) 512-1799

Phone

info@wadedesigninc.com

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. Provide any information that you believe will assist staff in reviewing and approving your request.

This is a first floor addition to the family room and garage,
with a remodel of the kitchen, mudroom and powder room.
The home will be resided and re-roofed, but the existing
brick work will remain.

[Signature]
Applicant's Signature

3-31-22

Date

A complete application along with the appropriate fees 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. The applicant is responsible to pay planner charges after a first half hour of planner time. Owner, architect, builder or owner's representative must attend the Plan Commission meeting for action to be taken. Work cannot begin until Plan Commission approval and paid and approved building permit.

Planner Fee Schedule: The Village provides the first half hour of the Village Planner's services. Any additional plan review time is billed at \$50.00/hr

Application Checklist: Two Paper Copies and an electronic copy with files in PDF format (plan size 11X17) must be submitted for all applicable items below for planner review and the Plan Commission packet.

- ☐ 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:

A. Structures, showing all entrances	K. Dumpster location and screening
B. Driveways & street access	L. Location, color, message, dimensions and materials of all signs
C. Parking areas	M. Location, size and character of dedicated or private open space
D. Walkways	N. Location of sanitary sewer, storm sewer, water mains and services and storm water detention facilities
E. Existing landscaping	O. Floor plan of building or addition
F. Abutting public and private streets	
G. Public easements	
H. Surrounding land uses and zoning	
I. Retaining walls	
J. Decorative accessories	

- ☐ Storm water management plan.
- ☒ Completed building permit application (including two full size plan sets with state stamp for commercial and multi-family).
- ☐ Grading plan showing existing and finished grades.
- ☐ Professionally prepared landscape plan.
- ☐ Lighting plan; photometric plan, type of fixtures, wattage and location and height of lighting structures.
- ☐ Topographic data or pertinent grade elevations, if necessary, for proper remodeling of existing buildings showing finished exterior treatment.
- ☐ Colored elevations of proposed buildings, structures and fencing, or of proposed remodeling of existing buildings, showing finished exterior treatment and a listing of building materials.

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

***All Commercial and Multi-Family projects including any change of occupancy, change of use, or construction/alteration must be submitted to the Thiensville Fire Department for review, approval, and inspections.**

=====

VILLAGE STAFF REVIEW

☒ Application Complete. Items needed: PDF of plans requested. Received 4/18/22

Submitted to Village Planner on 4/20/22 Planner Staff Report Completed on 5/5/2022

Plan Commission Meeting Date 5/10/22

☐ Historic Preservation Approval (if needed) on N/A

ADDITIONAL REMARKS/CONDITIONS:

Village Staff

Title

Date

Wade Design and Construction Inc.
5200 W Parkview Dr
Mequon, WI 53092
Tel: 262.512.1799

CLIENT
Dan & Kristine Uttech
342 Riverview Drive
Thiensville, WI 53092

PROJECT
1st Floor Kitchen, Family Room,
and Garage additions

DRAWN BY
MJW | CCW | EGK

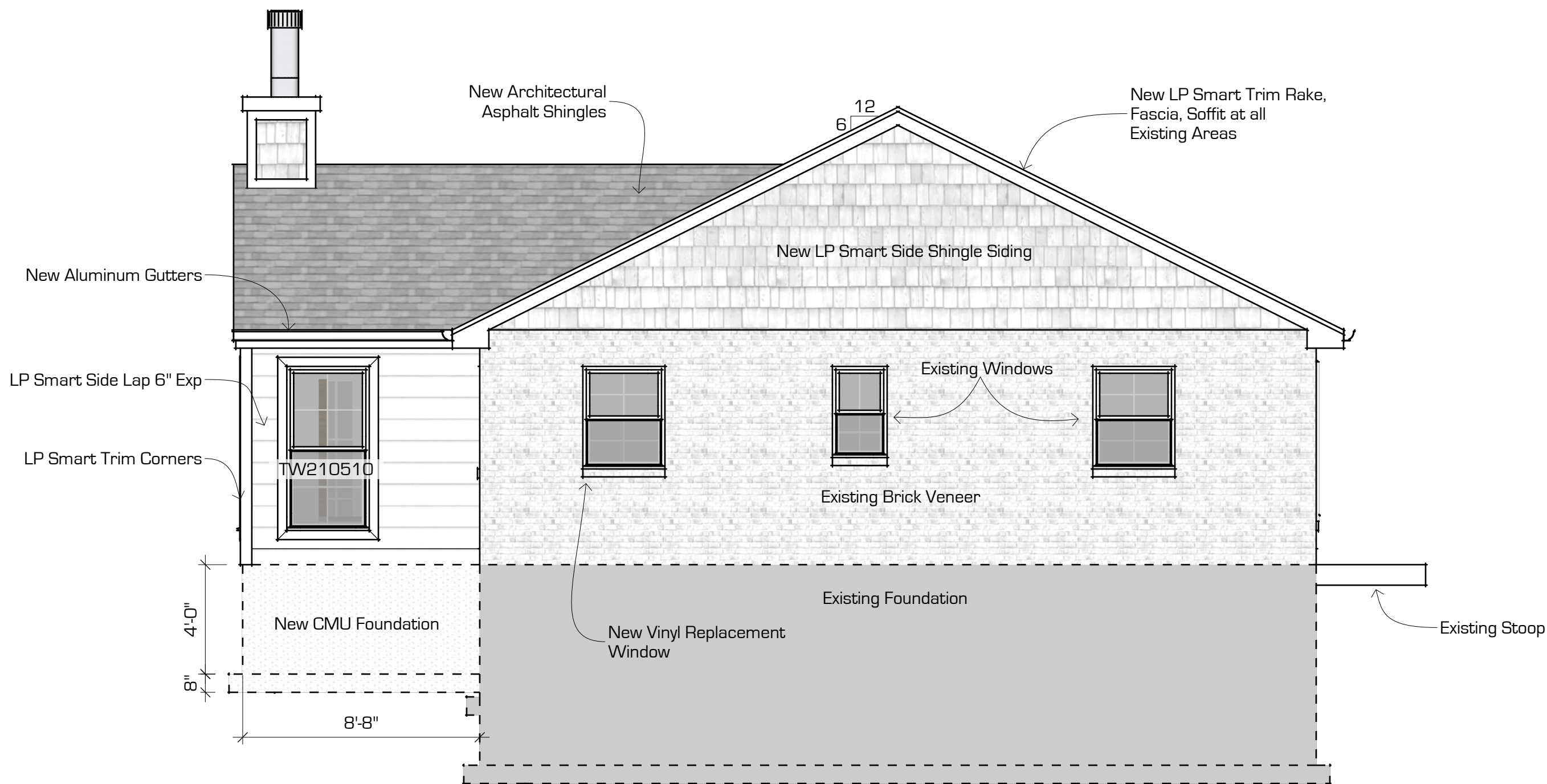
ISSUE
10.29.2020

RE-ISSUE
04-04-2022

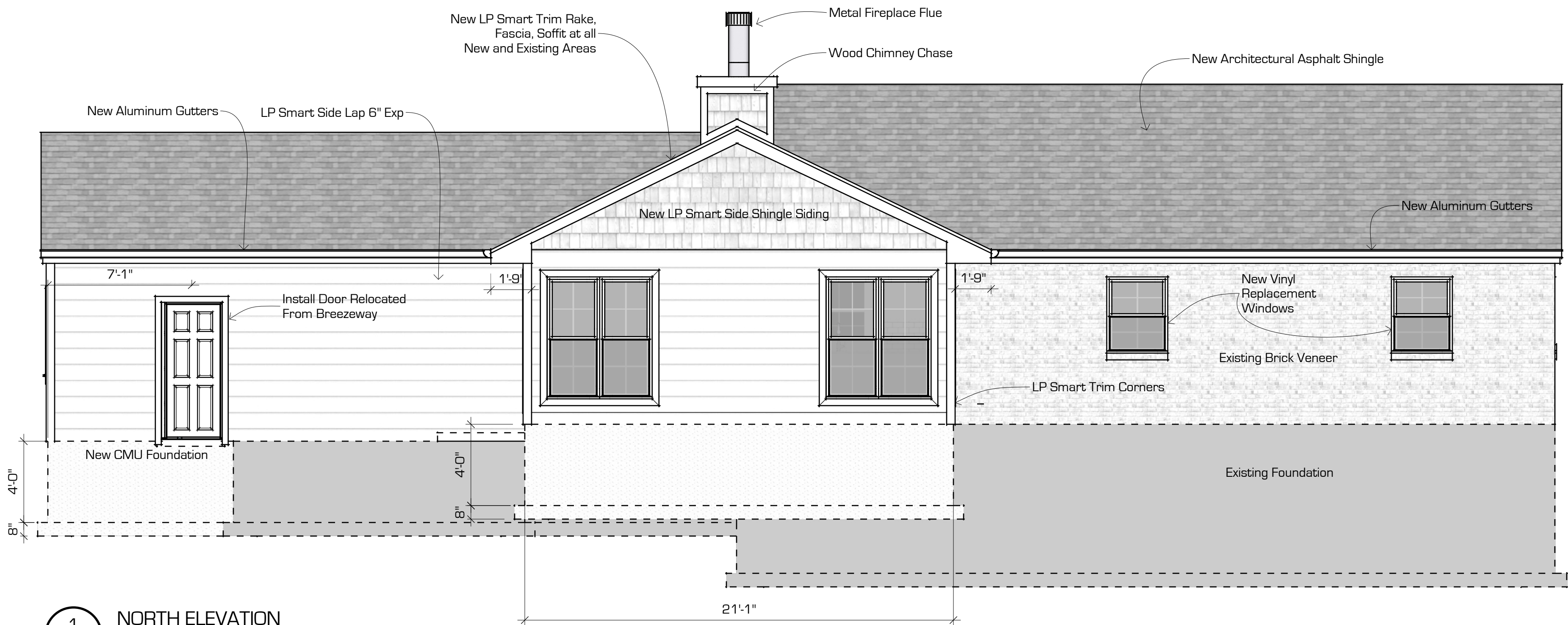


NORTH AND WEST EXTERIOR
ELEVATIONS

A1



2
A1 WEST ELEVATION
SCALE: 1/4" = 1'-0"



1
A1 NORTH ELEVATION
SCALE: 1/4" = 1'-0"

Wade Design and Construction Inc.
5200 W Parkview Dr
Mequon, WI 53092
Tel: 262.512.1799

CLIENT
Dan & Kristine Uttech
342 Riverview Drive
Thiensville, WI 53092

PROJECT
1st Floor Kitchen, Family Room,
and Garage additions

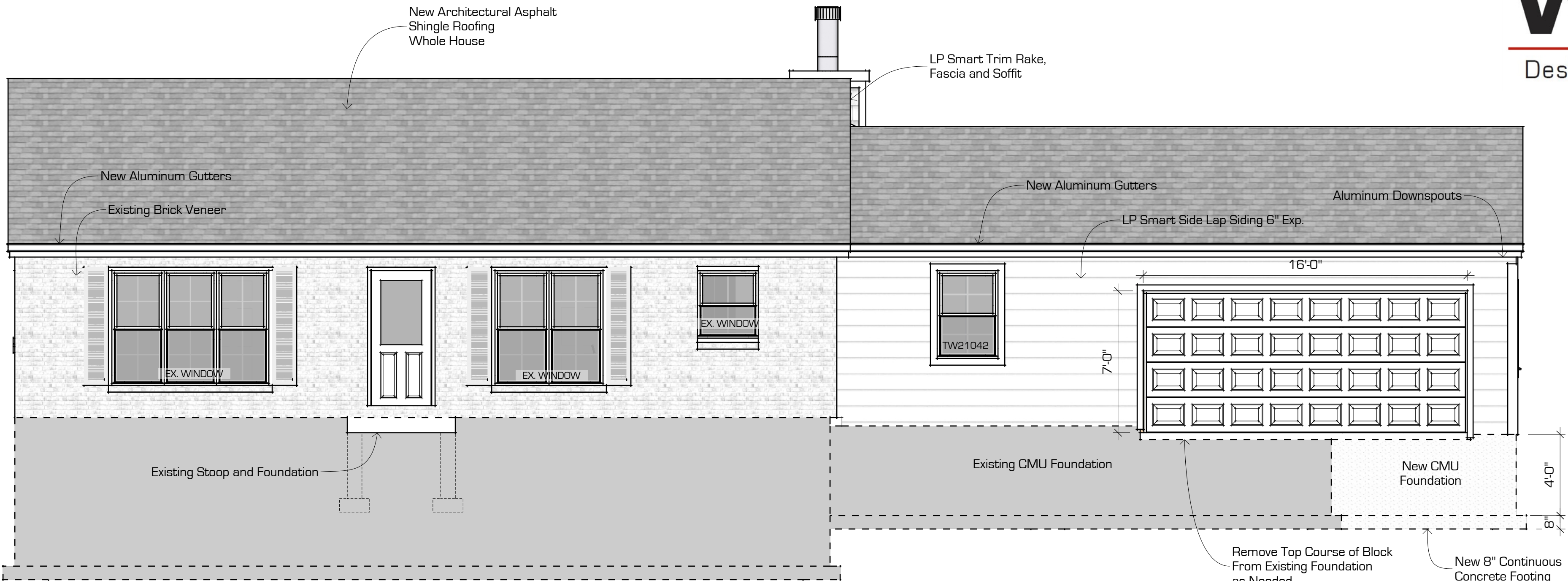
DRAWN BY
MJW | CCW | EGK

ISSUE
10.29.2020

RE-ISSUE
04-04-2022

EAST AND SOUTH EXTERIOR
ELEVATIONS

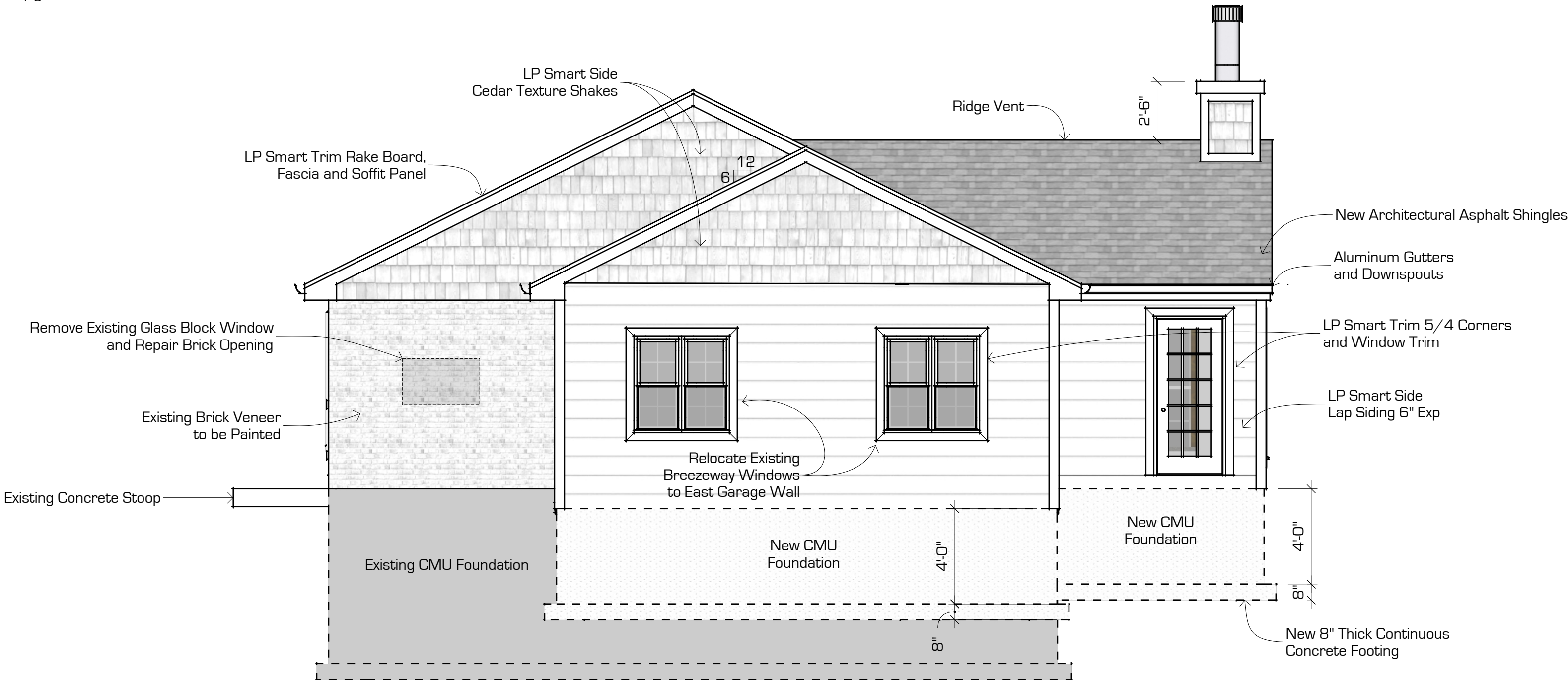
A₂



1
A2

SOUTH ELEVATION

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



1
A2

EAST ELEVATION

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

Wade Design and Construction Inc.
5200 W Parkview Dr
Mequon, WI 53092
Tel: 262.512.1799

CLIENT
Dan & Kristine Uttech
342 Riverview Drive
Thiensville, WI 53092

PROJECT
1st Floor Kitchen, Family Room,
and Garage additions

DRAWN BY
MJW | CCW | EGK

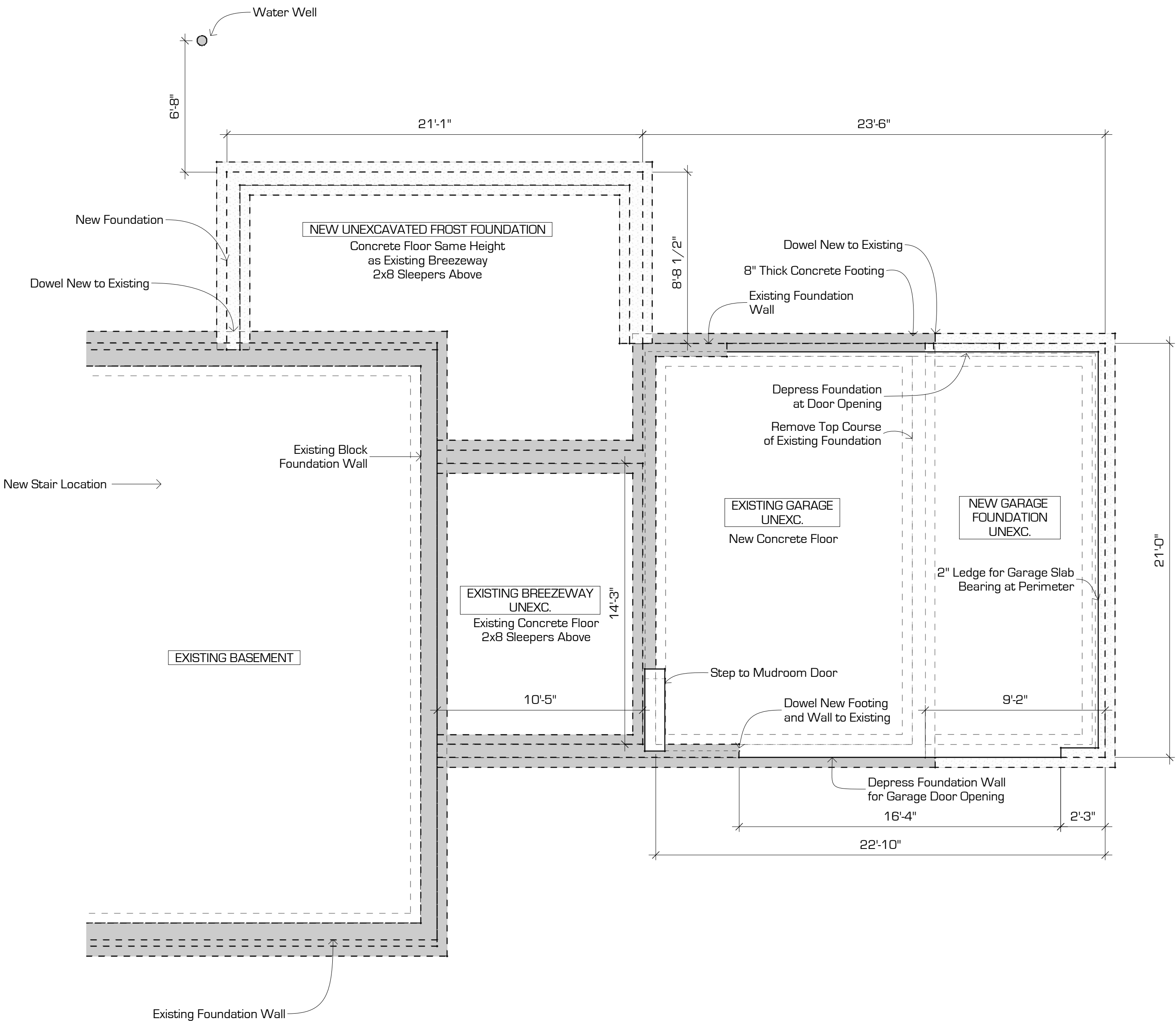
ISSUE
10.29.2020

RE-ISSUE
04-04-2022



FOUNDATION PLAN

A3



Wade Design and Construction Inc.
5200 W Parkview Dr
Mequon, WI 53092
Tel: 262.512.1799

CLIENT
Dan & Kristine Uttech
342 Riverview Drive
Thiensville, WI 53092

PROJECT
1st Floor Kitchen, Family Room,
and Garage additions

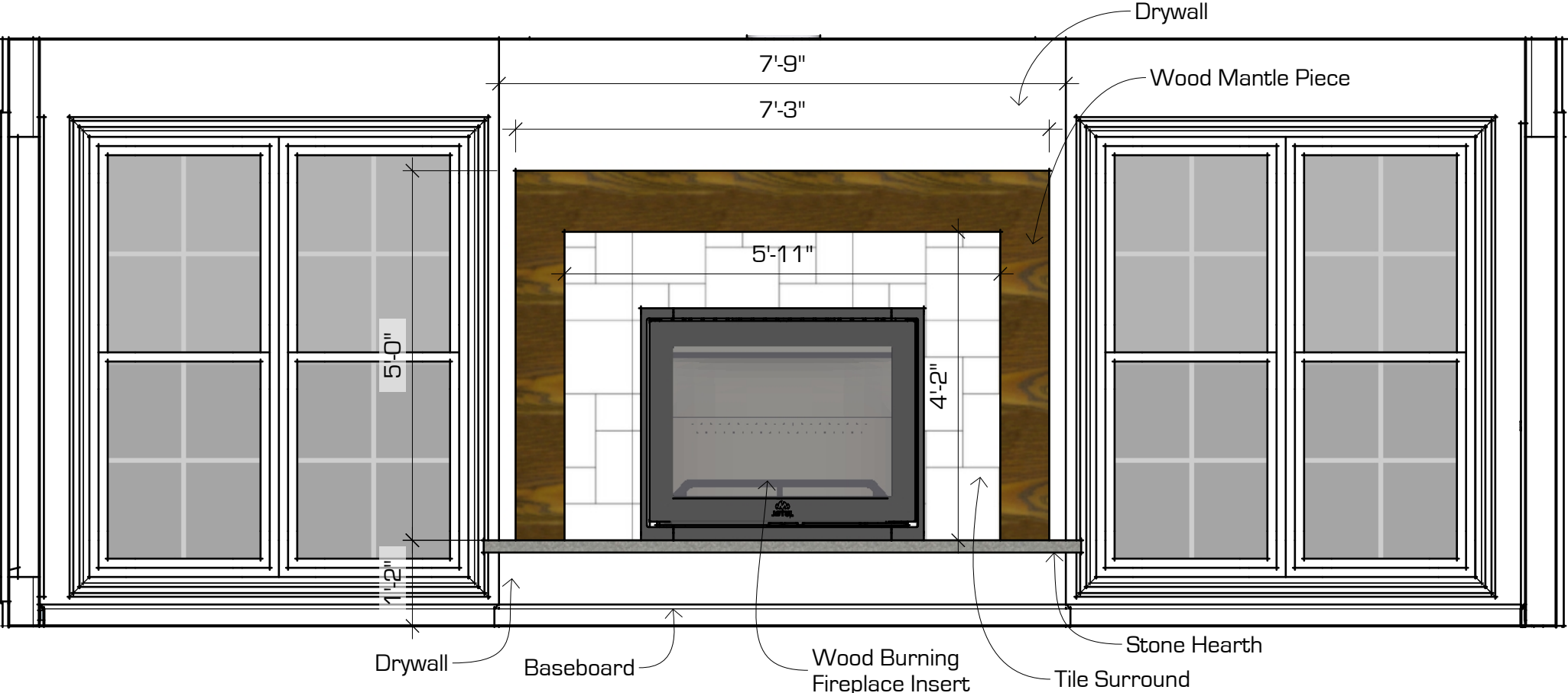
DRAWN BY
MJW | CCW | EGK

ISSUE
10.29.2020

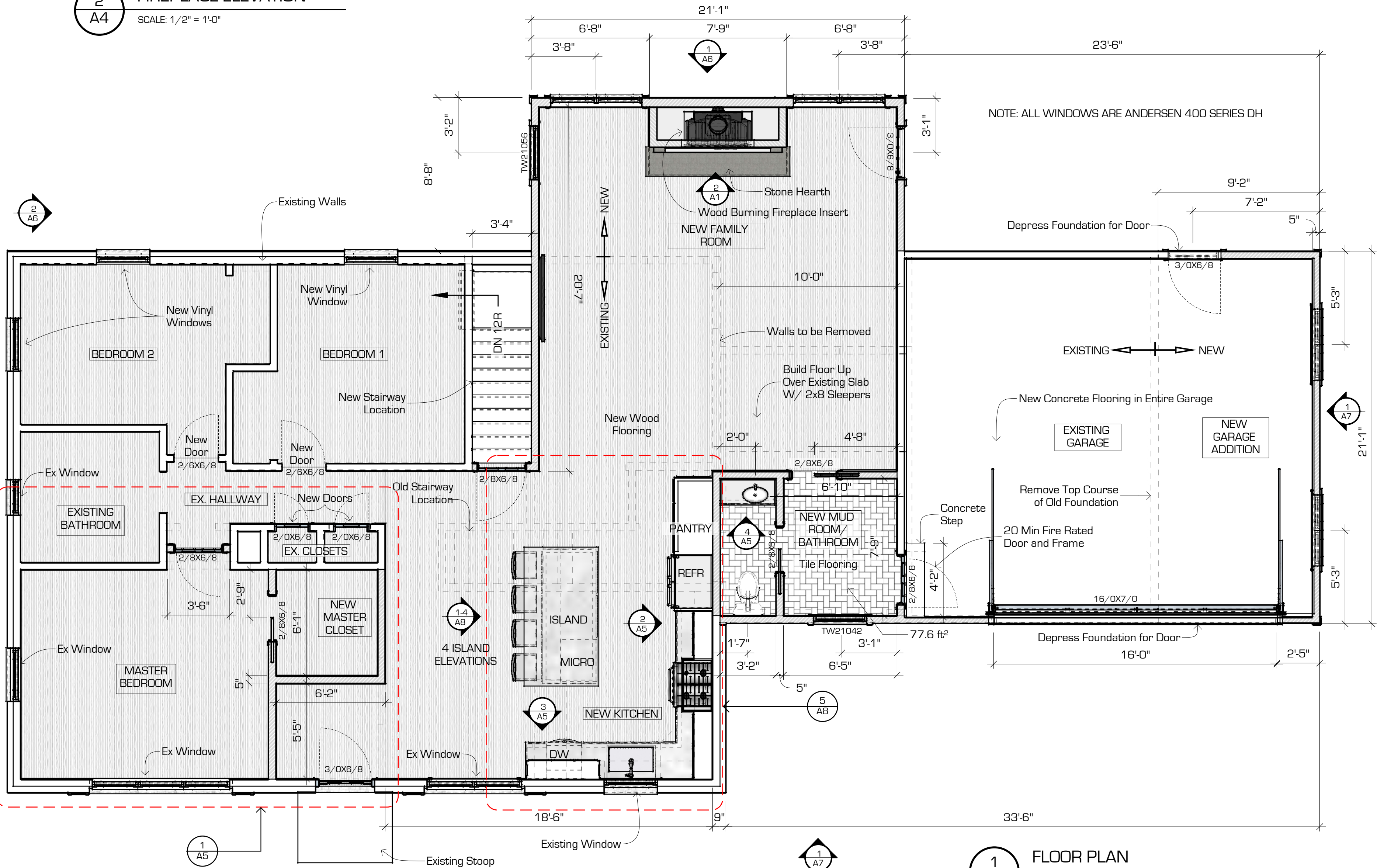
RE-ISSUE
04-04-2022

FLOOR PLAN AND FIREPLACE
ELEVATION

A4



2
A4 FIREPLACE ELEVATION
SCALE: 1/2" = 1'-0"



1
A4 FLOOR PLAN
SCALE: 1/4" = 1'-0"

Wade Design and Construction Inc.
5200 W Parkview Dr
Mequon, WI 53092
Tel: 262.512.1799

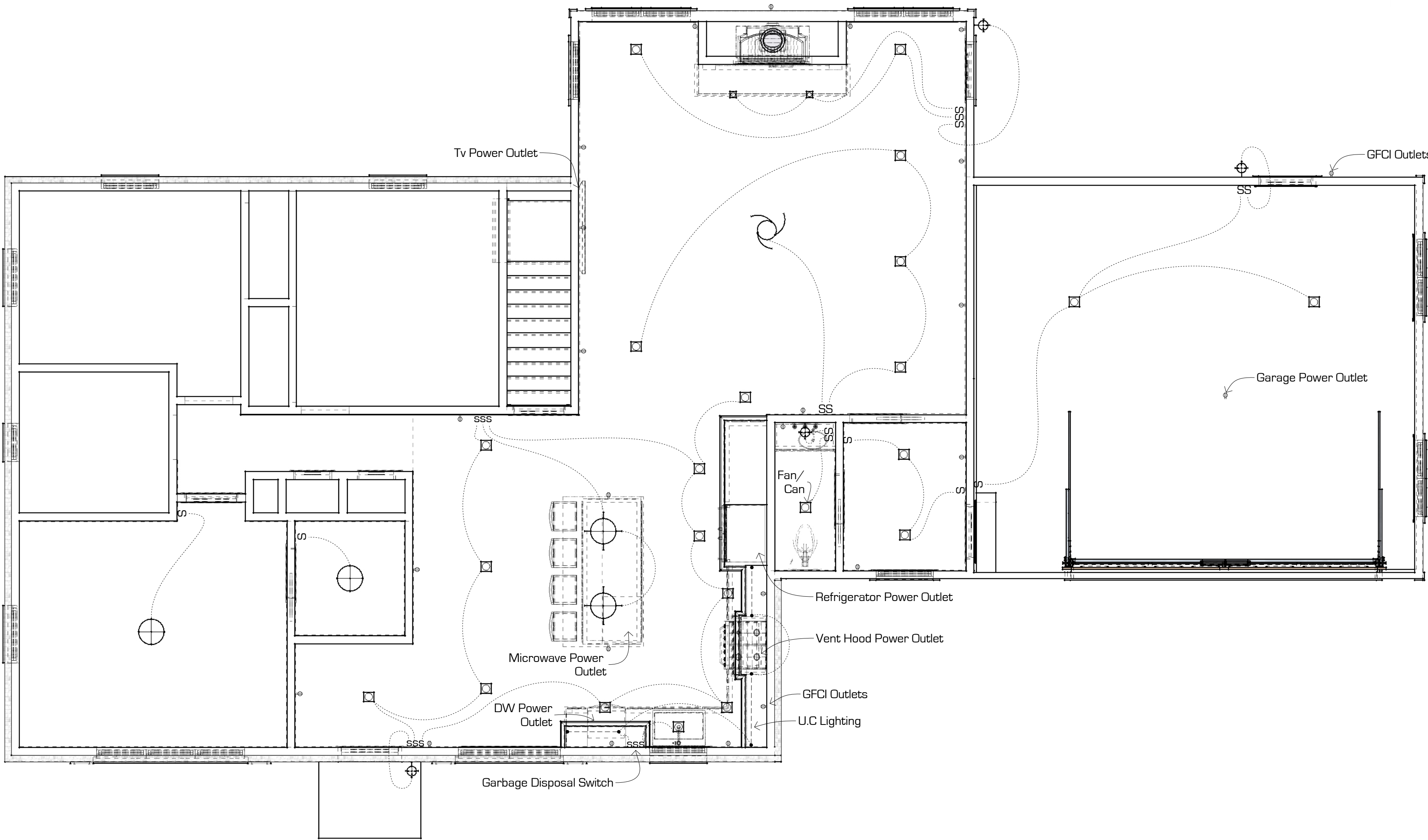
CLIENT
Dan & Kristine Uttech
342 Riverview Drive
Thiensville, WI 53092

PROJECT
1st Floor Kitchen, Family Room,
and Garage additions

DRAWN BY
MJW | CCW | EGK

ISSUE
10.29.2020

RE-ISSUE
04-04-2022



1
A5

ELECTRICAL PLAN

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

ELECTRICAL PLAN

A5

Wade Design and Construction Inc.
5200 W Parkview Dr
Mequon, WI 53092
Tel: 262.512.1799

CLIENT
Dan & Kristine Uttech
342 Riverview Drive
Thiensville, WI 53092

PROJECT
1st Floor Kitchen, Family Room,
and Garage additions

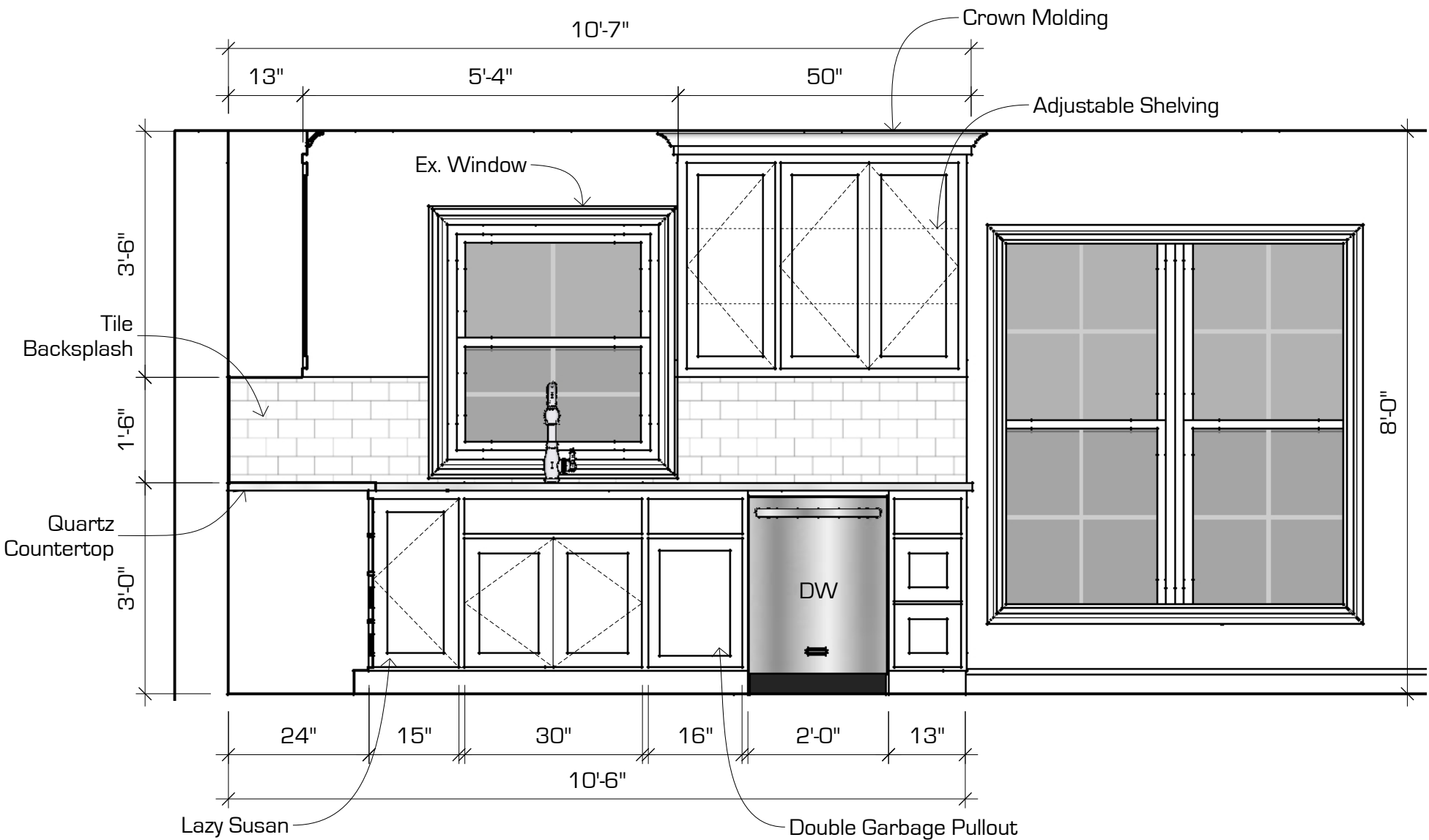
DRAWN BY
MJW | CCW | EGK

ISSUE
10.29.2020

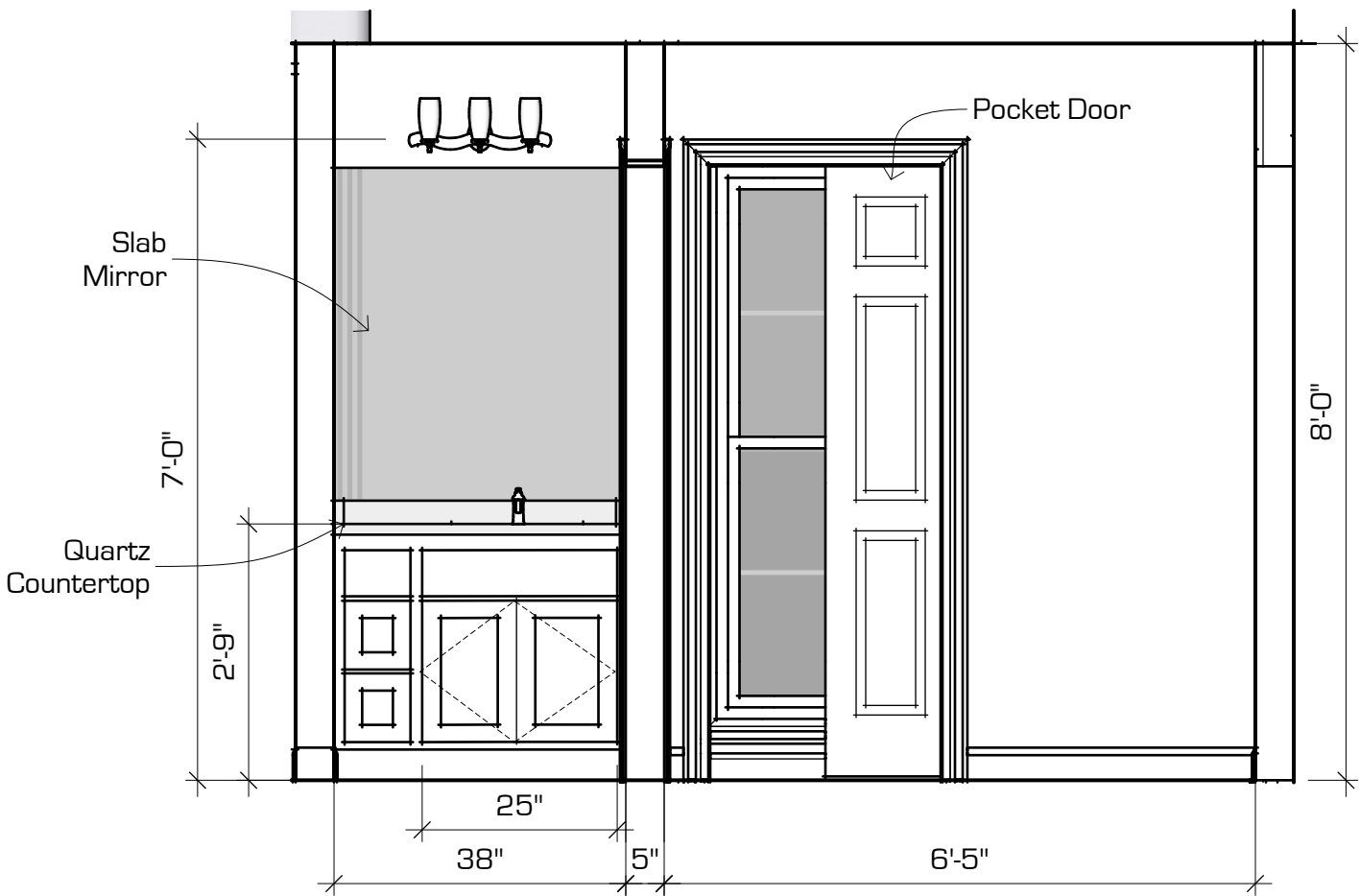
RE-ISSUE
04-04-2022

MASTER BEDROOM DETAIL
PLAN, KITCHEN ELEVATIONS,
AND VANITY ELEVATION

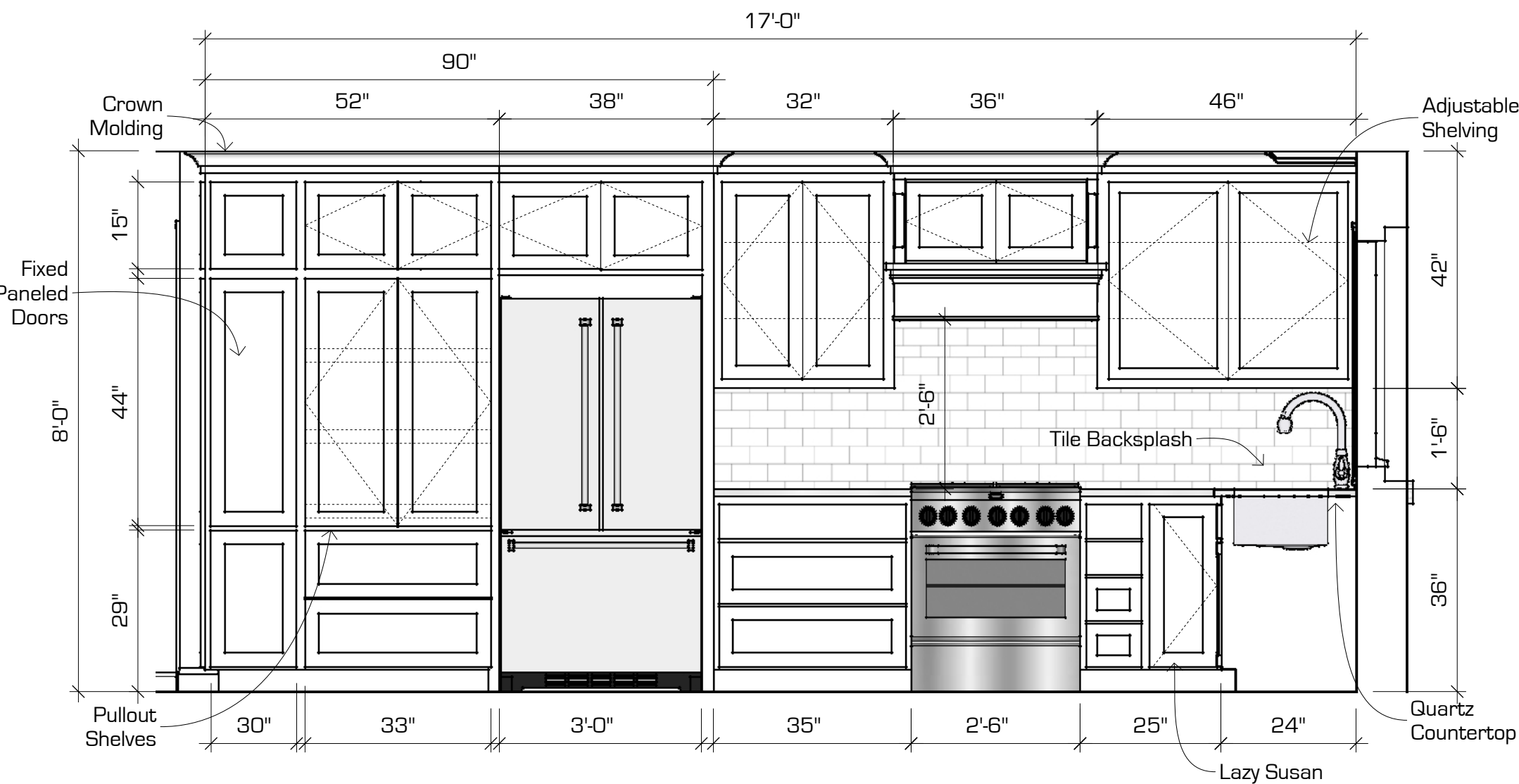
A6



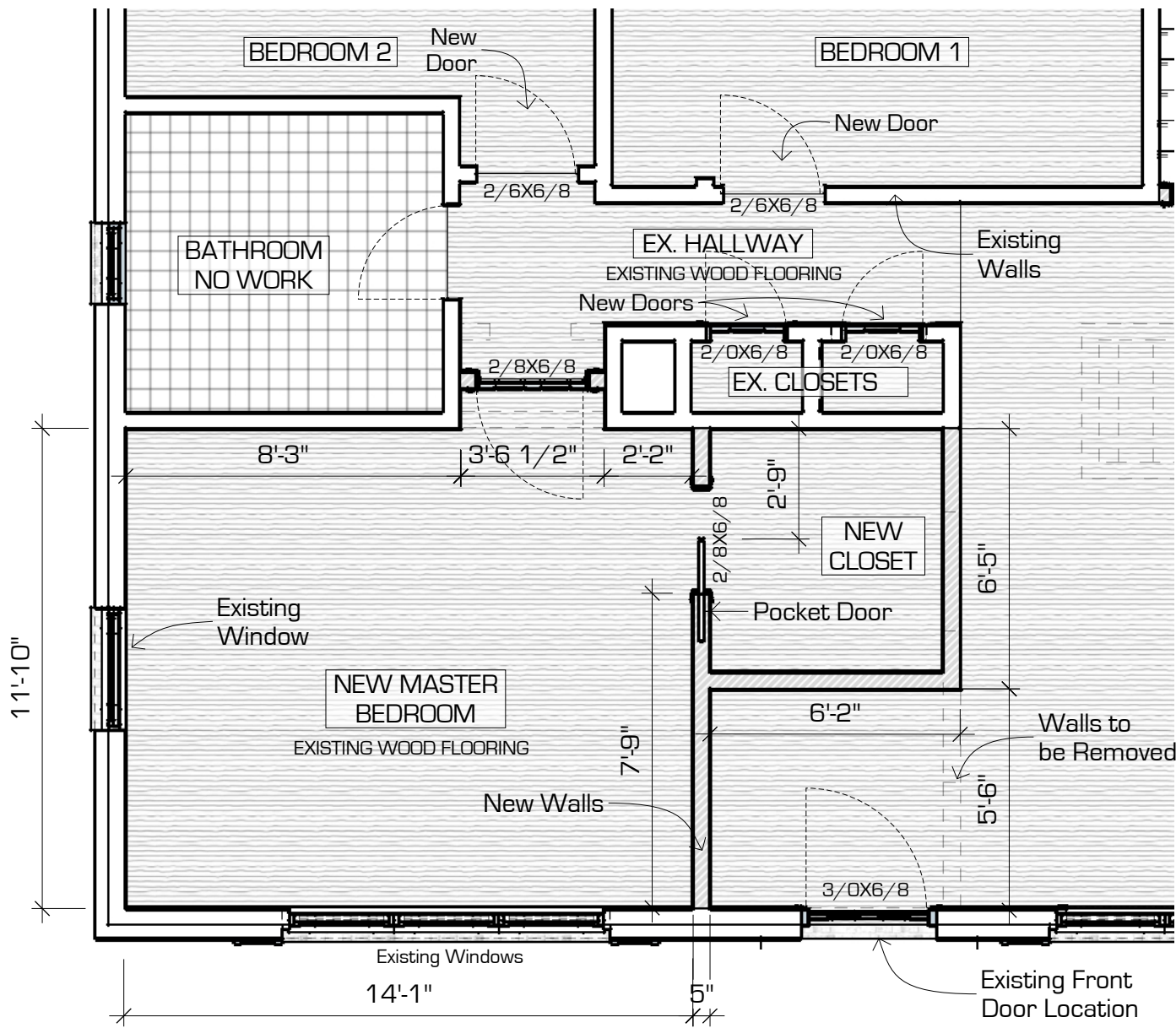
3 SOUTH KITCHEN WALL
A6 SCALE: 1/2" = 1'-0"



4 POWDER ROOM VANITY
A6 SCALE: 1/2" = 1'-0"



2 EAST KITCHEN WALL
A6 SCALE: 1/2" = 1'-0"



1 MASTER BEDROOM DETAIL
A6 SCALE: 1/2" = 1'-0"

Wade Design and Construction Inc.
5200 W Parkview Dr
Mequon, WI 53092
Tel: 262.512.1799

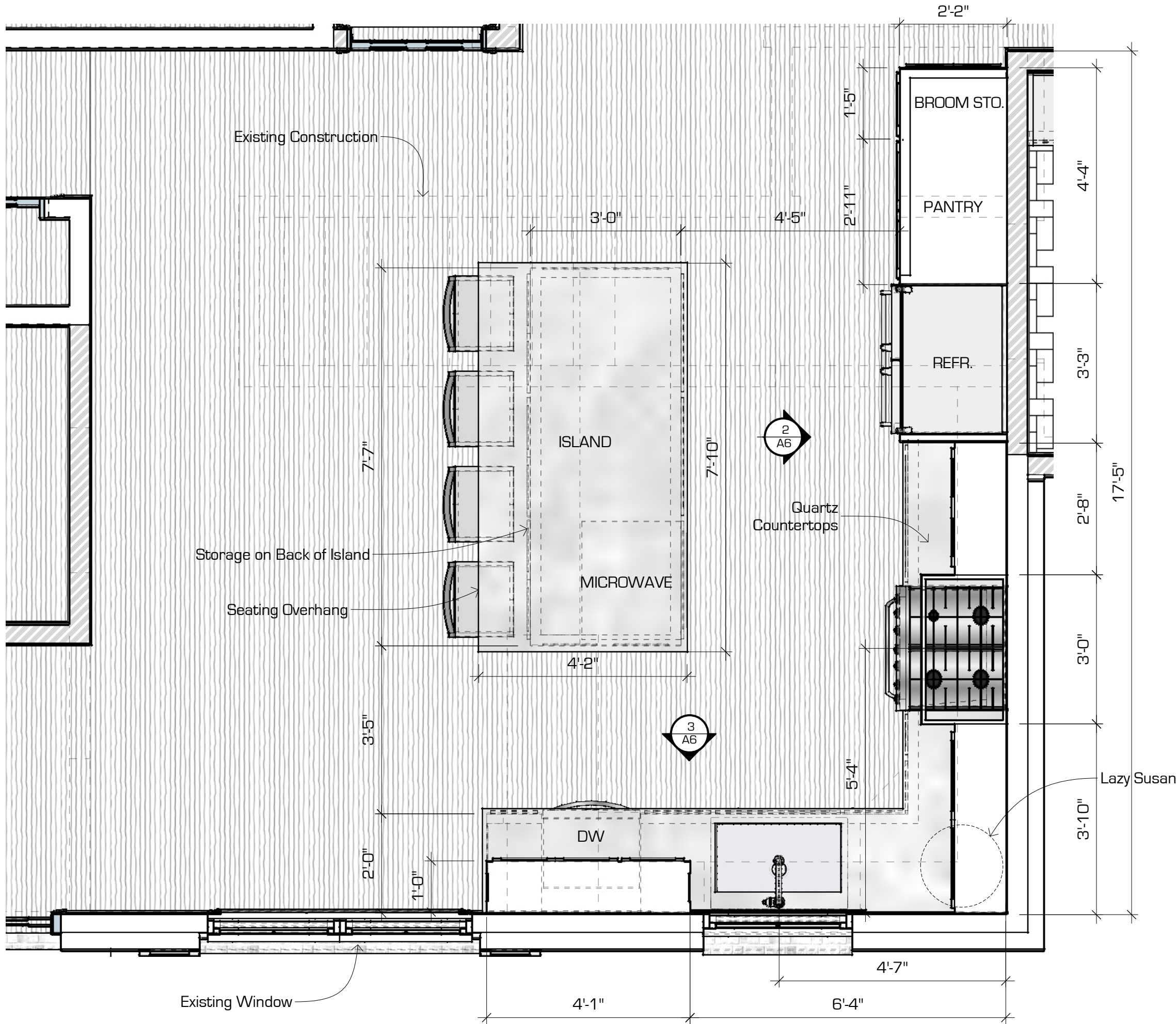
CLIENT
Dan & Kristine Uttech
342 Riverview Drive
Thiensville, WI 53092

PROJECT
1st Floor Kitchen, Family Room,
and Garage additions

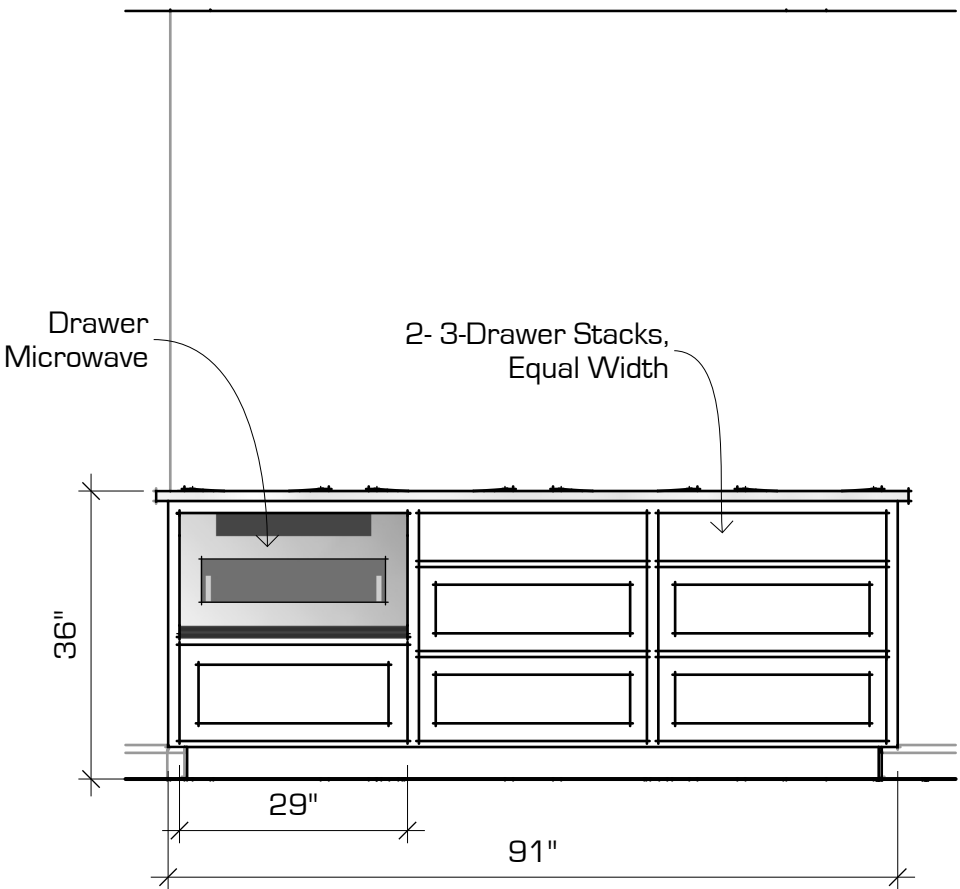
DRAWN BY
MJW | CCW | EGK

ISSUE
10.29.2020

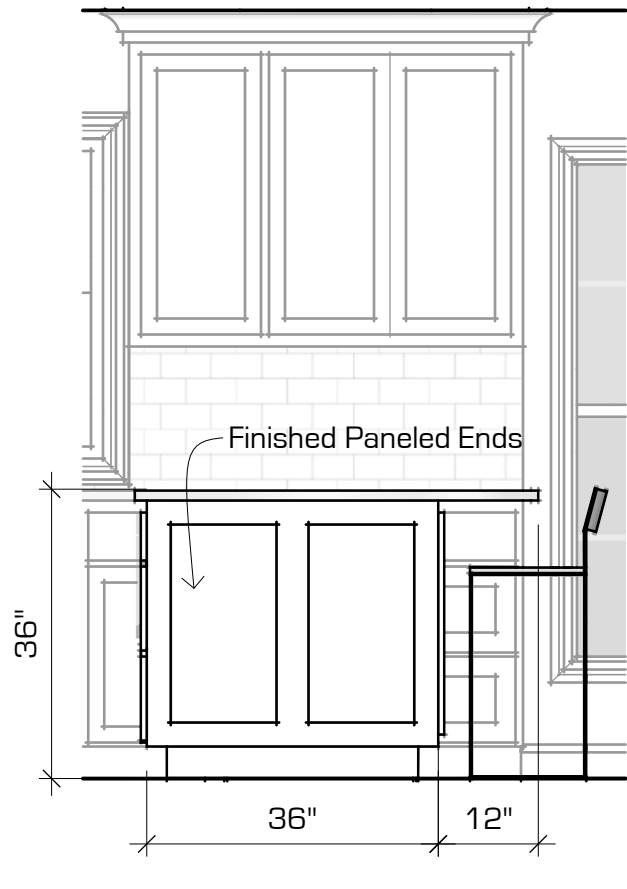
RE-ISSUE
04-04-2022



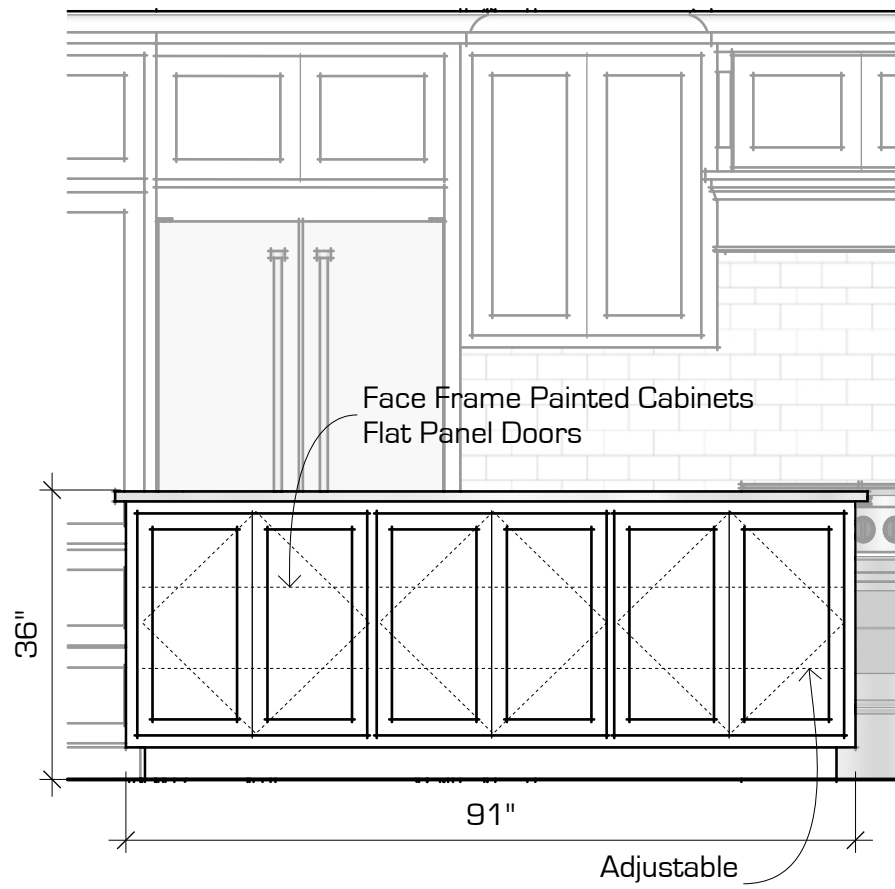
5
A7 KITCHEN PLAN DETAIL
SCALE: 1/2" = 1'-0"



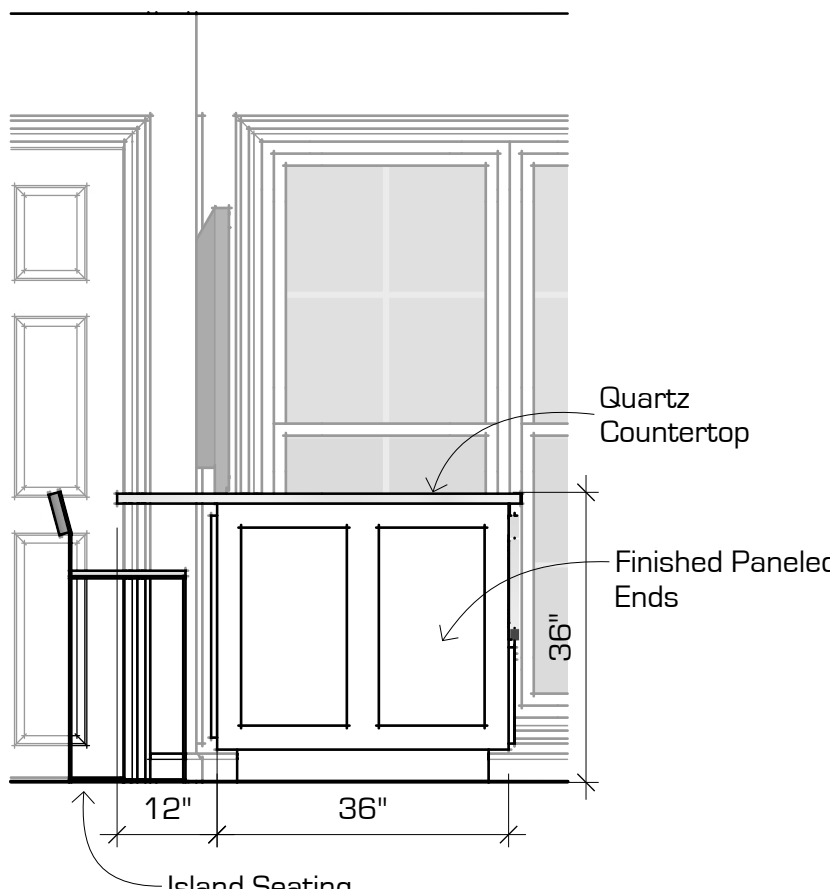
FRONT ELEVATION



RIGHT SIDE ELEVATION



BACK ELEVATION



LEFT SIDE ELEVATION

DETAILED KITCHEN PLAN
AND ISLAND ELEVATIONS

A7

1-4
A7 ISLAND ELEVATIONS
SCALE: 1/2" = 1'-0"

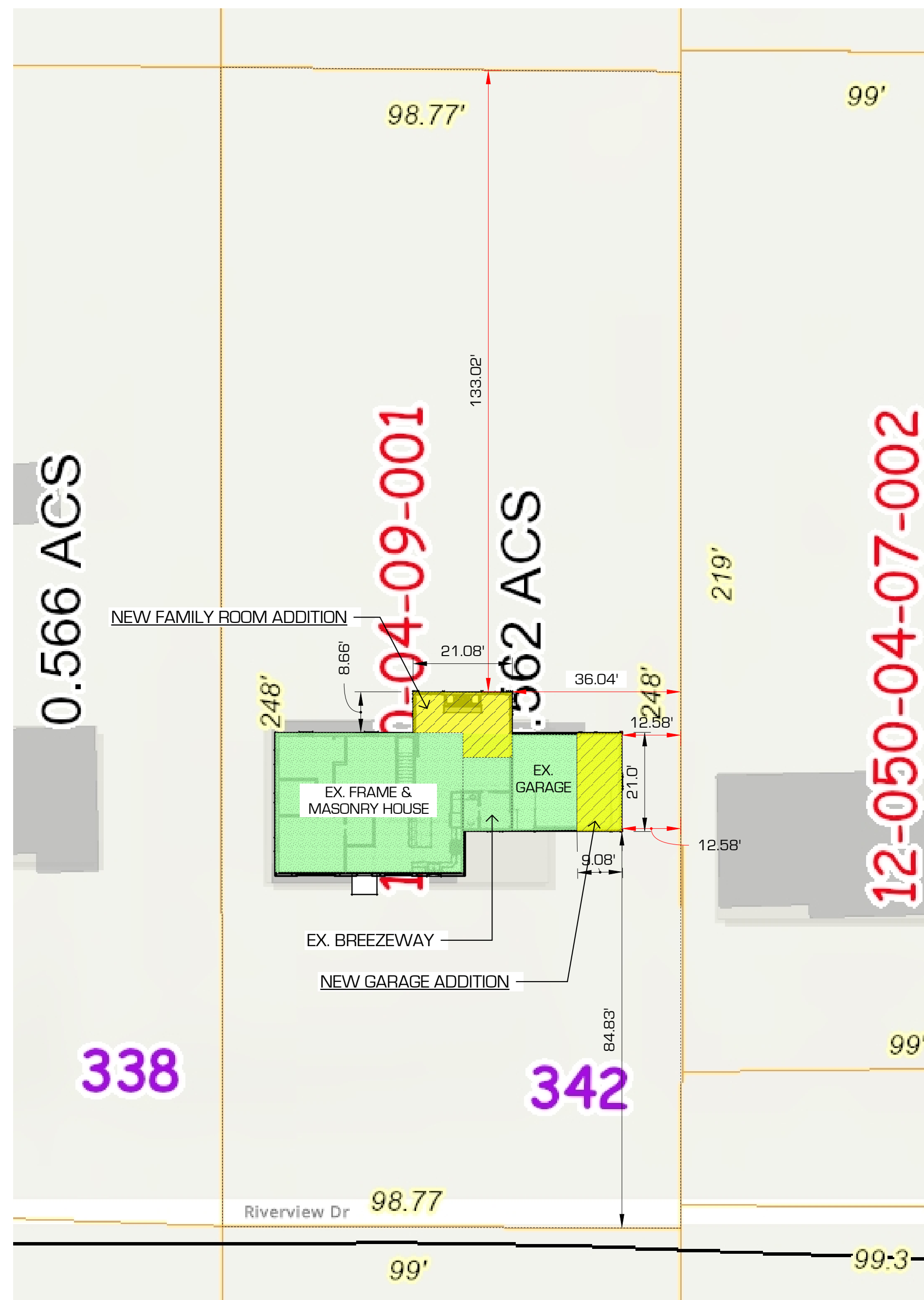
CLIENT
Dan & Kristine Uttech
342 Riverview Drive
Thiensville, Wi 53092

RE-ISSUE
04-04-2022



SITE PLAN

A₈



1
A8

SITE PLAN

SCALE: 1" = 20'-0"

Thiensville Plan Commission Staff Report

Staff Approved Projects April 2022

Date	Address	Applicant	Project	Staff Approval	ZBOA	Approved	Denied
4/25/2022	221 W. Alta Loma Circle	Anthony/Gretchen Behrens	4-foot backyard fence at property line	4/25/2022	N/A	xx	
5/2/2022	517 Alta Loma Drive	John Workman	Modified 6-foot fence to 4-foot fence that complies	5/2/2022	N/A	xx	
5/3/2022	325 E. Freistadt Road	Carl Johnson	Attached deck on rear of garage and part of house	5/5/2022	N/A	xx	

Code Compliance April 2022

Community Services

Address	Owner	Complaint	Action
208 S. Highland Avenue	Dawn Harding	Deteriorating garage	Confirmed that garage has been razed

Police Department April 2022

Date	Location	Complaint
NOTHING TO REPORT		