

VILLAGE OF THIENSVILLE
HISTORIC PRESERVATION COMMISSION
AGENDA

DATE: Tuesday, January 5, 2021

LOCATION: 250 Elm Street
Thiensville, WI

TIME: 6:00 PM

I. CALL TO ORDER

II. ROLL CALL

Chairman: Ronald Heinritz

Commissioners: Jennifer Abraham

Jamie Awe

Robert Blazich

Mary Giuliani

Joseph Miller

Thomas Streifender

Director of Community

Services/Public Works: Andy LaFond

III. TIME AND DATE OF NEXT MEETING

A. Next Meeting Scheduled For Tuesday, February 2, 2021 At 6:00 PM

IV. APPROVAL OF MINUTES

A. Approval Of Minutes

1. December 8, 2020

Documents:

[12-8-2020 HPC MINUTES.PDF](#)

V. BUSINESS

A. Review And Action Regarding Certificate Of Appropriateness, Outdoor Pavilion, Shully's Catering, Inc., 146 Green Bay Road, Scott And Beth Shully

Documents:

[SHULLY COA.PDF](#)

VI. OLD BUSINESS

VII. ITEMS BY CHAIRMAN

A. Review Demolition, Cheel, LLC, 105 South Main Street

B. Review Frank Oil Co., 185 South Main Street

C. Review Wisconsin Historical Society Staffing, Certified Local Government Coordinator, Jason Tish, Jason.tish@Wisconsinhistory.org

Documents:

[WI HISTORICAL SOCIETY STAFFING.PDF](#)

- D. Discuss The Wellness Way Sign, 122 Green Bay Road, Suite 100, Certificate Of Appropriateness Approved December 8, 2020

Documents:

[THE WELLNESS WAY SIGN.PDF](#)

VIII. ITEMS BY COMMISSIONERS

- A. Mequon/Theinsville Historical Society - Bob Blazich

IX. ADJOURNMENT

Amy L. Langlois, Village Clerk
December 30, 2020

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.

DRAFT

**VILLAGE OF THIENSVILLE
HISTORIC PRESERVATION COMMISSION
MINUTES**

DATE: Tuesday, December 8, 2020

LOCATION: 250 Elm Street
Thiensville, WI
Board Room

TIME: 6:00 PM

I. CALL TO ORDER

Chairman Heinritz called the meeting to order at 6:04 PM.

II. ROLL CALL

Chairman:	Ron Heinritz	
Commissioners:	Jennifer Abraham	Mary Giuliani
	Jamie Awe	Joseph Miller
	Robert Blazich (excused)	Thomas Streifender (excused)
Director of Community Services/Public Works:	Andy LaFond	

III. DATE AND TIME OF NEXT MEETING

- A.** Next meeting scheduled for Tuesday, January 5, 2021 at 6:00 PM

IV. INTRODUCTION AND APPROVAL OF MINUTES

- A.** Introduction and welcome to Jamie Awe, 202 Division Street, Appointed to the Historic Preservation Commission by the Village Board to Fill Unexpired Term of Karin Flodstrom, Term to Expire May, 2023
- B.** Approval of Minutes
1. September 9, 2020

MOTION by Commissioner Giuliani, **SECONDED** by Commissioner Miller to approve the September 9, 2020, minutes. **MOTION CARRIED UNANIMOUSLY.**

Chairman Heinritz said he is not sure that the Village Board intended that all meetings in the Village will be conducted in person, rather than on Zoom. The Historic Preservation Commission has members who are in an age group where they are highly vulnerable to COVID-19. He considers the issue to be open.

V. BUSINESS

- A.** Review and approval of Emergency Demolition Permit, cheel, llc, Jesse Daily and Matthew Buerosse, 105 South Main Street

DRAFT

Director LaFond said it is important the Village not have any missteps. Insurance companies can be litigious when considering a raze order and the value of a building. Within a week of the cheel fire, Director LaFond, Village President Van Mobley and Administrator Colleen Landisch-Hansen met with Jesse and Barkha Daily and Matt Buerosse. Village officials offered their support and discussed the next steps due to concerns related to the road and nearby buildings. A raze order has been signed and recorded at the Ozaukee County Register of Deeds office. The lawyer working with the Village has been in contact with the State Historical Society to make the proper notifications. The Historical Society has agreed to waive the normal 30 days it receives to go through a building and document the features of the building. The building has been well-documented in the past. Estimates to repair the existing building are approximately \$1 million, which is well over the fair market value of \$306,700.

There is a detailed schedule for executing the removal. Jesse Daily wants to return to Historic Preservation Commission by January for a consultation on plans for moving forward on the property.

Jesse Daily said that seven years of their lives burned down in three hours. It was a gorgeous building and there were many plans for it. He really appreciates the Thiensville Fire Department and what they did to preserve as much as they could. The Dailys hope to save as many artifacts from the building as they can. Jesse Daily said it wasn't just their building, it was the community's. This is the end of an era. The insurance company is not going to pay the \$1 million estimate, but Jesse Daily said they will do the best with what they have.

Chairman Heinritz said the Historic Preservation Commission will provide whatever support and assistance it can. He related a communication with Paul Porter, who handles tax credits for the Wisconsin Historical Society. The communication expressed regret for the loss. Applications for tax credits will depend on what historic integrity is left of the building after the fire. He requested a copy of the report from the insurance adjustor that would indicate if any portion of the building is salvageable. Chairman Heinritz said that possibility is null and void due to the raze order. The Historic Preservation Commission plaque from the building has been salvaged. Jesse Daily said he has the plaque and that he is looking for the cornerstone from the building. The eagle also has been removed from the building. Other items from the building have been removed. The Thiensville Fire Department removed some personal effects on the day of the fire. Jesse Daily said he welcomes suggestions and thoughts about a new building on the site and how it will fit on a corner that is the center of the Village.

Director LaFond said the demolition will take place in about a four-hour window. Chairman Heinritz said he was very impressed with the performance of the Fire Department, the Police Department, the Department of Public Works and the nearby fire departments that assisted.

MOTION by Commissioner Abraham, **SECONDED** by Commissioner Awe to approve Emergency Demolition Permit, cheel, llc, Jesse Daily and Matthew Buerosse, 105 South Main Street. **MOTION CARRIED UNANIMOUSLY.**

- B.** Review and approval of Certificate of Appropriateness for Projecting Sign, The Wellness Way, Andrew McGuire, 122 Green Bay Road

Andrew McGuire was present. Chairman Heinritz said the proposed projecting sign would be approximately 2 feet by 5 feet. It has a possible light fixture for the projecting arm. Andrew McGuire said the purpose of the sign is to provide more exposure for the business. The one-sided sign would be made out of aluminum. Chairman Heinritz suggested a border would help the sign stand out and added that he liked the proposed projecting arm with scroll on top. A light similar to the one on the sign at the old fire station could be considered.

Director LaFond said the Historic Preservation Commission would decide if the look of the sign was appropriate and the Plan Commission would determine if the sign fits within Village Code. Applicant will submit drawings of final design to Village Hall.

DRAFT

MOTION by Commissioner Giuliani, **SECONDED** by Commissioner Miller to grant Certificate of Appropriateness for Projecting Sign, The Wellness Way, Andrew McGuire, 122 Green Bay Road, with the conditions the sign is no larger than 2 feet by 4 feet, possibly in an oval with a scrolled, illuminated wrought-iron projecting arm bracket.
MOTION CARRIED UNANIMOUSLY.

- C. Review and approval of Certificate of Appropriateness for Repainting Exterior of Building, No Change to Color, Glaze, LLC, Philip and Kristina Eckert, 149 Green Bay Road

Chairman Heinritz said the painting project has been completed. The building looks excellent and the Eckerts are keeping it in very good condition.

MOTION by Commissioner Abraham, **SECONDED** by Commissioner Awe to approve Certificate of Appropriateness for Repainting Exterior of Building, No Change to Color, Glaze, LLC, Philip and Kristina Eckert, 149 Green Bay Road.
MOTION CARRIED UNANIMOUSLY.

VI. OLD BUSINESS

VII. ITEMS BY CHAIRMAN

- A. Review WAHPC October 2020 Newsletter, Report on State Historic Preservation Commission Staff

Chairman Heinritz distributed copies of the Wisconsin Association of Historic Preservation Commissions' most recent newsletter. Don Silldorff and Don Miller were instrumental in starting the organization. The issue of the newsletter contains good information on handling requests for demolition permits. There also have been staff changes in the past year at the Wisconsin Historical Society.

Commissioner Awe asked about resources that will help familiarize himself with the Village's rules and guidelines for the Historic District. Chairman Heinritz and other members mentioned the Village Sign Code and Ordinances that deal with the Historic District. There also have been studies conducted over the years, including one related to the Town Center district in both Thiensville and Mequon.

Director LaFond said there are places in the ordinance that refer to the historic preservation plan. At some point, the Commission could pursue, possibly with grant money, a more comprehensive local plan. It's something that building owners who are applying could look at ahead of time and have a better idea of what they should be asking for. Chairman Heinritz said there are grants available to local governments for projects, possibly such as this. Applications typically are due by October or November for the upcoming year.

- B. Review Wisconsin Historical Society Budget Shortfall

Chairman Heinritz received a letter from the Wisconsin Historical Society that said recent state budget reductions have resulted in a \$1 million reduction from its current fiscal year budget. The WHS also projects missing its earned revenue target for the year by \$2.5 million due to the impact of COVID-19.

DRAFT

**Historic Preservation Commission Minutes
December 8, 2020
Page four of four**

C. Review Frank Oil Co., 185 South Main Street, Plaque Information

Commissioner Abraham reported that no new information is available and will pass along contact information for a family member to Chairman Heinritz.

D. Review Soldiers Home Renovation Project

A housing facility for veterans at Wood, Wis., fell into disrepair. It was listed as one of the most endangered historic sites in the country. There are plans to renovate the building. When completed, the project will house veterans. Chairman Heinritz said he would like to organize a tour of the site sometime after COVID-19 concerns improve. Commissioner Giuliani said she recently saw a story in the newspaper about progress being made on the project.

VIII. ITEMS BY COMMISSIONERS

A. Mequon-Thiensville Historical Society – Bob Blazich

There was no report.

Chairman Heinritz said the Village conducted a dinner on Oct. 6, 2020, to honor employees and volunteers. Commissioner Blazich was honored for 15 years of service, Commissioner Giuliani was honored for 20 years of service and Commissioner Miller was honored for 20 years of service.

IX. ADJOURNMENT

MOTION by Commissioner Miller, **SECONDED** by Commissioner Giuliani to adjourn the meeting at 7:00 PM.
MOTION CARRIED UNANIMOUSLY.

Submitted by,



Gary Achterberg
Administrative Assistant

Approved by,

Andy LaFond
Director of Community Services/
Public Works

CERTIFICATE OF APPROPRIATENESS
APPLICATION FORM FOR PROPERTIES IN THE
THIENSVILLE HISTORIC DISTRICT

Applicant: SCOTT AND BETH SHULLY

Name of Business: SHULLY'S CATERING INC

Street Address: 146 GREEN Bay Rd City: THIENSVILLE State: WI Zip: 53092

Home Phone: 262.242.6633 Cell Phone: 4.801.6633 Business Phone: 262.242.6633

Email: sshully@shullyscuisine.com beth@shullyscuisine.com

Property Owner: SCOTT & BETH SHULLY

Mailing Address: 2309 LAGOON CT

City: MEQUON State: WI Zip: 53092

Contact Phone Number: SAME

Description of Project: Construction of a 40'x70' outdoor ~~FEAR~~ ROUND Pavilion

Material, color and impact on existing feature: (INCLUDE COLOR SAMPLES) and photos or sketches and include specifications.

GRAY METAL ROOF to match the WATER MARK AND WAREHOUSE.
EXTERIOR to be GRAY FASCIA with white trim and SILVER FORGAGE DOOR
WINDOWS

NONE Proposed Sign(s): Wall ☐ Monument/Ground ☐ Pole ☐ Projecting ☐ Marquee, Awning or Canopy ☐

Sandwich Board ☐ Directional Sign ☐ (Please attach 9 copies of colored sign for HPC including size dimensions, material, and placement of sign)

Signature of Applicant: [Signature] Date: 12.21.20

Print Name SCOTT SHULLY



Thiensville Historic Preservation Commission: Project Approved ☐ Project Not Approved ☐

Commission Signature: _____ Date: _____

(Comments/Stipulations from HPC): _____

CERTIFICATE OF APPROPRIATENESS

Application Instructions:

To receive a Certificate of Appropriateness from the Thiensville Historic Preservation Commission, it is necessary for the applicant to complete the enclosed application form and return it with a copy of the plans, drawings, specifications and, if necessary, supplemental materials. This application is to be filed with Village Administrator at least ten (10) days before the meeting of the Commission at which the application is to be reviewed. In general, documentation submitted with the application is non-returnable, with the exception of historic photographs, etchings, lithographs, original blueprints and drawings, or other special materials.

1. **Name of Property**
Provide the name given to the property when it was designated if you know it. Give the full address of the property including zip code. If located in a local historic district, give the name by which the district was designated.
2. **Name and mailing address of owner**
Provide the name, address, and telephone number of the owner. If there are multiple owners of real interest, include all parties using a separate sheet of paper if necessary. Provide the name, address, and telephone number of the applicant if different from the owner.
3. **Attachments**
Provide a copy of the plans, renderings, drawings, and written specifications of the alteration. To supplement your application, you may also wish to submit photographs, slides, material samples, site plans, sketches, historical documentation, or anything else that will illustrate to the Commission and staff the effect of the proposed change.
4. **Description of project**
Complete a separate item for each type of exterior architectural feature affected, such as windows, roofs, porches, cornices, or masonry. Briefly describe the feature or materials and give the approximate date that it was constructed if known. Describe in detail the proposed work and how it will impact the existing feature. Use as many items as necessary to cover all aspects of the project. If more space is needed, continue on a separate page. Reference work items to accompanying drawings or photographs.
5. **Signature of applicant**

All applications must be signed and dated.

If you have questions or need assistance in completing this form, please telephone the Historic Preservation Commission staff at Thiensville Municipal Center 242-3720.

GUIDELINES FOR CERTIFICATE OF APPROPRIATENESS

In requesting a Certificate please provide the following information:

Exterior painting – Color selection with samples of colors and list items to be painted

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

Exterior grounds – Detail regarding changes to historic structures, major landscaping and patio construction

Signs – Type of sign, dimensions, text and color. If sign is to be illuminated, provide lighting details.

The Historic Preservation operates under the following guidelines:

Thiensville Historic Preservation Ordinance Chapter 42

Guidelines for Rehabilitating Historic Buildings, Secretary of the Interior

Thiensville Historic Preservation Commission established guidelines

Village of Thiensville:

1. Municipal Code
2. Zoning Code
3. 1990-2010 Master Plan & Architectural Guidelines
4. Town Center Guidelines

HISTORIC PRESERVATION GUIDELINES

The purpose of this section is to provide for and regulate the design, location and safe construction of signs in a manner to insure that all signs are appropriate in size and design and enhance the natural beauty and unique characteristics of the Village of Thiensville Historic Preservation District.

Because of the many different setbacks and building locations within the district, signs may require appropriate design for their particular location.

Suggested sign design:

- A. Physical shape of sign boards are encouraged to be scalloped, scrolled, oval, and round rather than square corners.
- B. Ground signs - two posts
Posts to be topped with detailing or finials. Posts not to exceed 6' (feet) above grade level. Outside distance of post not to exceed 48" (inches). Sign boards not to exceed 5'9" above grade level. Sign boards can vary in size. Average size is about 40" width and 30" in height.

11/4/09

Shully's Catering 146 Green Bay Road
Proposed Outdoor Pavilion on Back Lawn at the Watermark

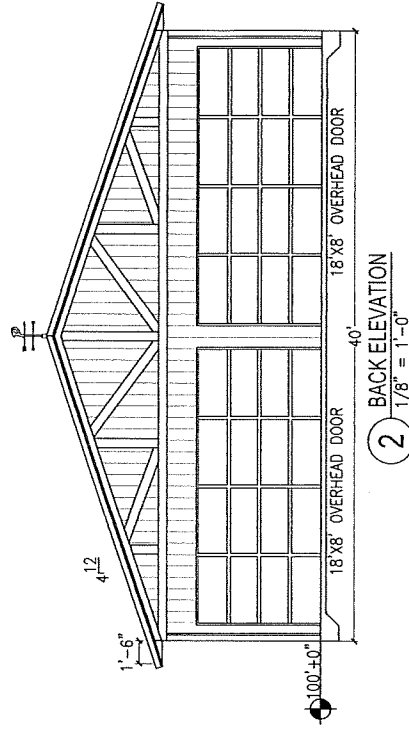
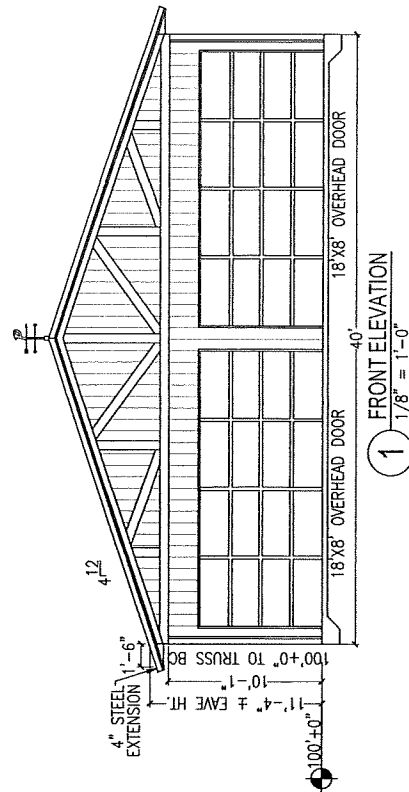
Beth and I are seeking permission to construct an outdoor, year round pavilion behind the Watermark. The concrete pad that the tent use to sit on will be extended another 20' to the south to measure 40X70' or 2,800 sq. ft. in total.

Pinno Buildings did the design of the pavilion and will be the contractor used in construction of the project. They designed and built our warehouse. The pavilion will measure 40'X70' and will be 17' high at the peak. The pavilion will have a gray metal roof to match the color of the Watermark and warehouse. The exterior of the pavilion will be white on the trim and gray fascia and silver for the garage door windows.

Due to our building being in a flood zone the exterior of the will be constructed with overhead garage type doors that can be raised or lowered depending on the weather. There will be 2 sets of fixed 6' wide double doors built into a fixed 8' frame. Emergency exit signs will be placed over the doors from the inside. The interior of the pavilion will be constructed with a completely open air feel to the space.

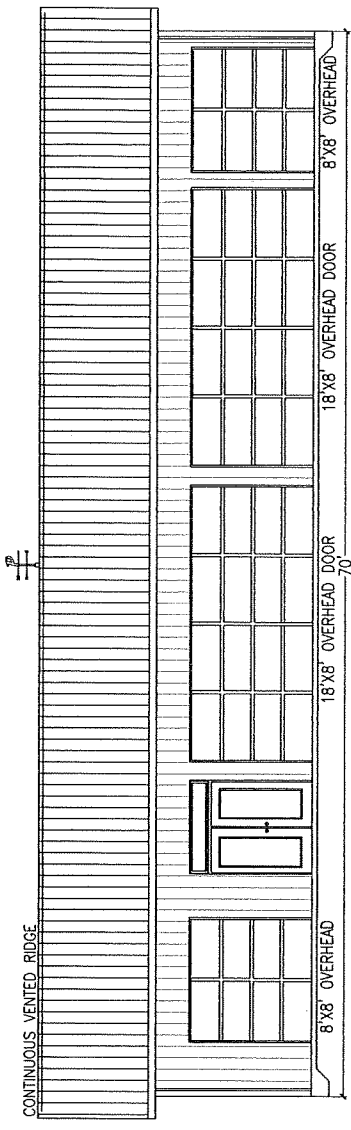
One of the primary reasons for us constructing the pavilion is that people want outdoor and open air space. We believe the pavilion in concert with the Watermark will be a perfect combination for the present and going into the future. We will now be able to offer our spaces for larger events that require an auction area or larger reception space and a more attractive setting than the tent.

Thank you, Scott and Beth Shully

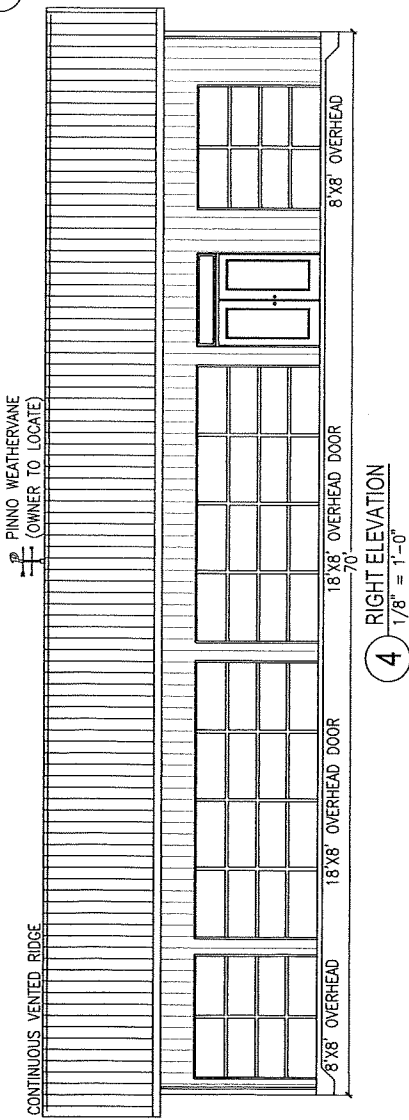


PRELIMINARY DRAWING

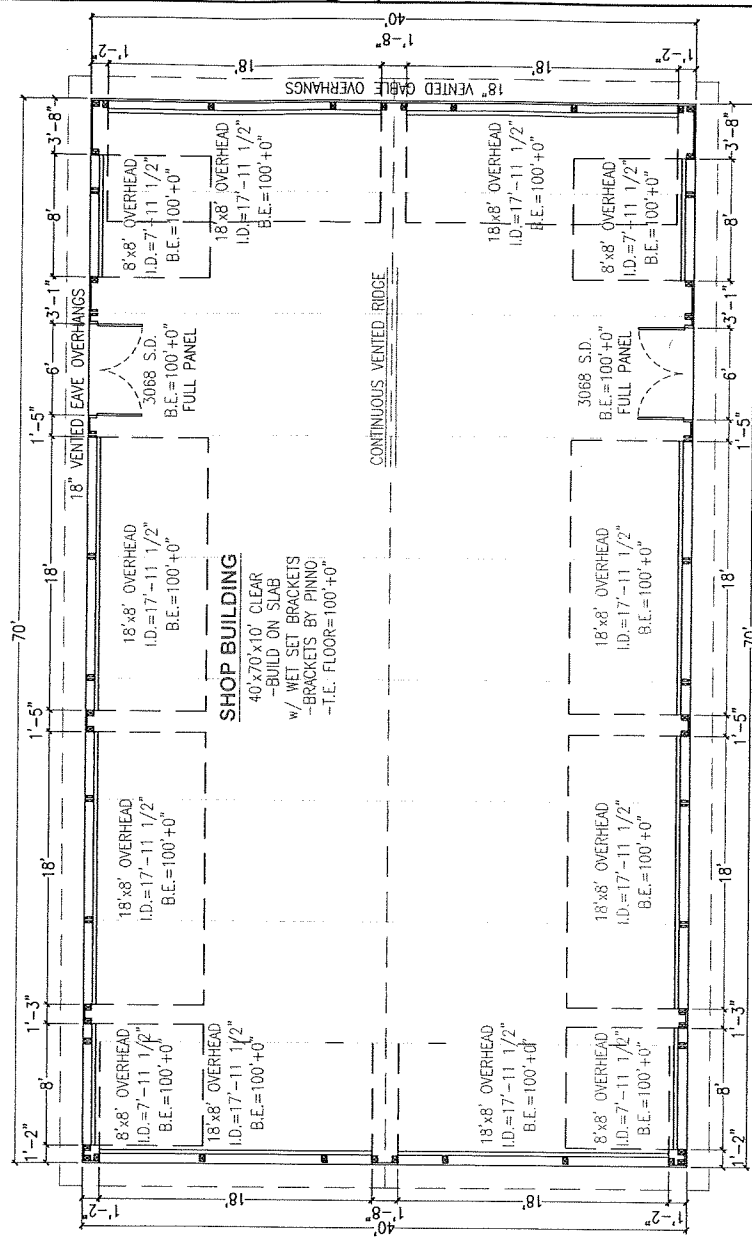
CONTRACT SPECIFICATIONS
 TAKE PRECEDENCE
 OVER BUILDING PLANS



3 LEFT ELEVATION
 1/8" = 1'-0"



4 RIGHT ELEVATION
 1/8" = 1'-0"



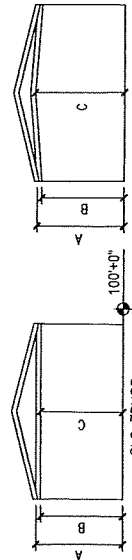
1 FLOOR PLAN
 1/8" = 1'-0"

BUILDING COLORS:

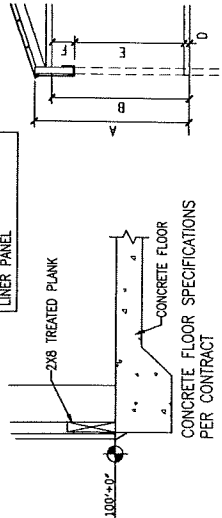
SIDE	BOTTOM TRIM
GABLE	CORNER TRIM
ACCENTS	ROOF
WALK DOOR	RIDGE CAP
WINDOWS	GABLE TRIM
DOOR/WINDOW TRIM	FASCIA TRIM
OVERHEAD DOOR	EAVE TRIM
OVHD. DOOR TRIM	SOFFIT
SLIDE DOOR	SOFFIT F&J TRIM
SLIDE DOOR TRIM	CUPOLA SIDE
WAINSCOT	CUPOLA ROOF
WAINSCOT TRIM	WEATHERVANE
WNSCT. CORNER TRIM	EAVE TROUGHS
EAVE/ITE	DOWNSPOUTS

**PRELIMINARY
 DRAWING**

CONTRACT SPECIFICATIONS
 TAKE PRECEDENCE
 OVER BUILDING PLANS



NOTE: CEILING HEADROOM WILL BE LESS WITH DRYWALL OR LINER PANEL



- CONCRETE FLOOR SPECIFICATIONS PER CONTRACT**
- A = EAVE HEIGHT
 - B = TRUSS CLEARANCE AT HEEL
 - C = TRUSS CLEARANCE AT CENTER OF BUILDING
 - D = OVERHEAD FRAME OUT BOTTOM ELEVATION
 - E = OVERHEAD FRAME OUT HEIGHT
 - F = ACTUAL HEADROOM AVAILABLE
- HEADROOM REQUIRED TO TURN THE DOOR MUST BE LESS THAN THE ACTUAL HEADROOM AVAILABLE

- NOTES:**
1. INDICATE ANY POWER LINES WITHIN 10' OF BUILDING SITE.
 2. ARE THERE ANY BUILDINGS WITHIN 10' OF BUILDING SITE?
 YES _____ NO ☒ IF SO, THEN SEND PICTURE OF BUILDING OR LIST THE CONDITION OF BUILDING _____
 3. INDICATE ANY UNDERGROUND UTILITIES, I.E. SEWER, WATER, ELECTRIC, ETC. IF NONE CIRCLE NONE
 NONE _____ LIST _____
 4. ACTUAL WIDTH OF SLIDE DOOR CLEARANCE WILL BE 6" LESS THAN NOMINAL DOOR SIZE, AND 12" LESS IF DOOR IS OFF THE CORNER. EXAMPLE: IF NOMINAL SLIDE DOOR IS 10'-0" WIDE, THE ACTUAL CLEARANCE IS 9'-6" ON STANDARD DOOR, OR 9'-0" IF DOOR IS OFF THE CORNER.

CLASSIFICATION OF BUILDING:

SHOP BUILDING ☒ COMMERCIAL _____ EQUINE _____
 AG & PERSONAL STORAGE _____ LEAN _____ OTHER _____
 CUSTOMER NAME: **SHULLYS**
 EXACT PLAN AND DOOR LOCATION APPROVED BY: _____

CUSTOMER SIGNATURE



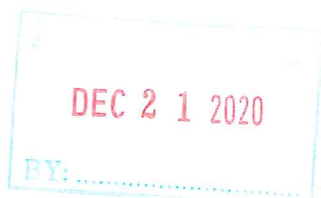
20' x 40'

26'

Ron Heinritz <ronandpat202@gmail.com>

Staff

2 messages

**Ron Heinritz** <ronandpat202@gmail.com>

Thu, Dec 3, 2020 at 9:39 AM

To: peggy.veregin@wisconsinhistory.org

Could you please inform me of the name and contact information of the person who is taking the place of Joe DeRose (Certified Local Government). Ronald Heinritz Chairman Thiensville H.P.C. 262 242 5674

Peggy Veregin <peggy.veregin@wisconsinhistory.org>

Thu, Dec 3, 2020 at 9:42 AM

To: "ronandpat202@gmail.com" <ronandpat202@gmail.com>

Good morning, JASON.TISH@WISCONSINHISTORY.ORG

The new CLG Coordinator is Jason Tish. While working from home, the best way to reach him is via email:
(at the office, his phone extension is Joe's old number: 608.264.6512)

Peggy Veregin

National Register Coordinator

State Historic Preservation Office

816 State Street, Madison, WI 53706

Phone: 608.264.6501

PEGGY.VEREGIN@WISCONSINHISTORY.ORG

Wisconsin Historical Society

Collecting, Preserving, and Sharing Stories Since 1846

From:**Sent:** Thursday, December 3, 2020 9:39 AM**To:** Peggy Veregin <**Subject:** Staff

[Quoted text hidden]



RECEIVED

DEC. 09 2020

BY:

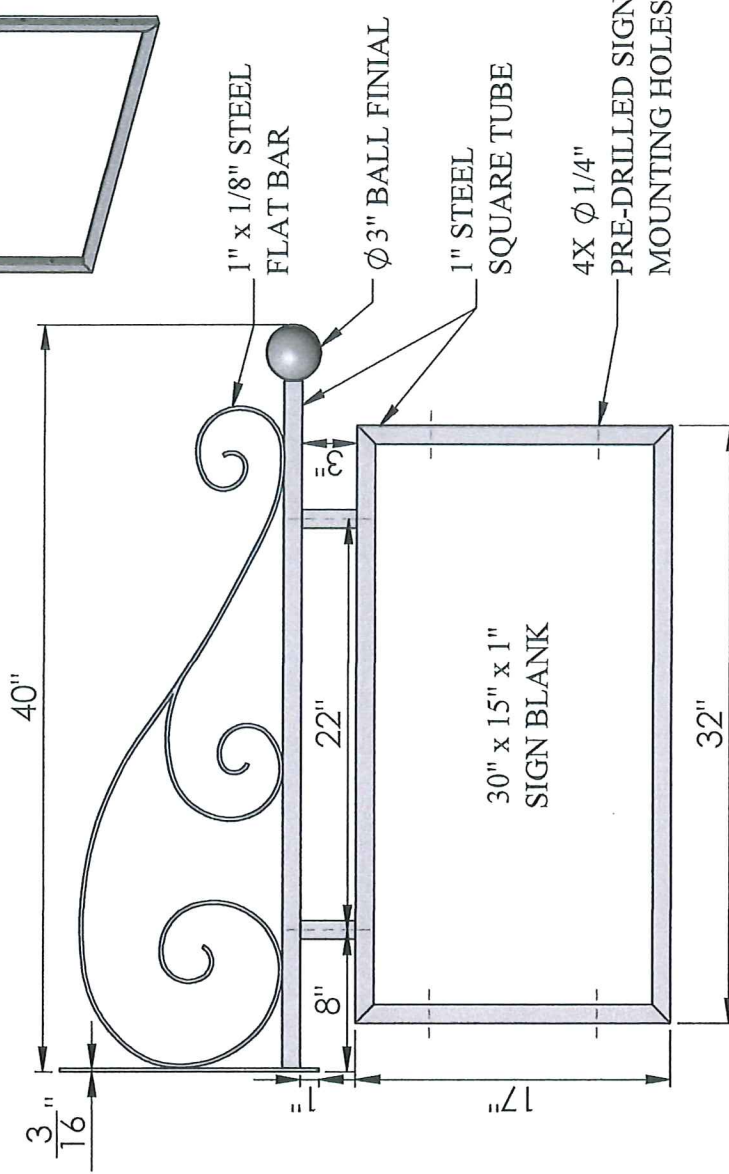
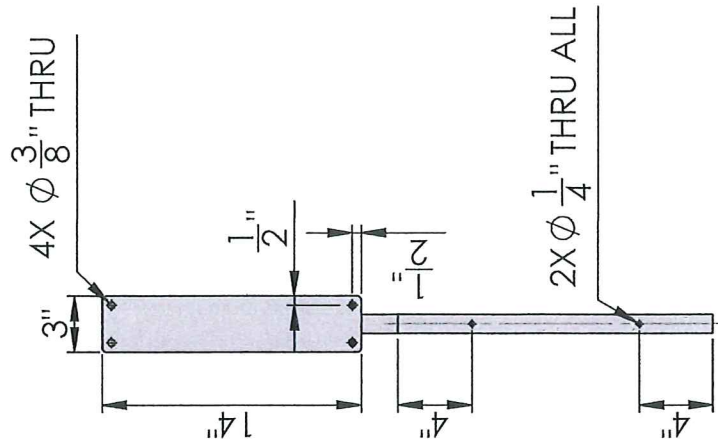
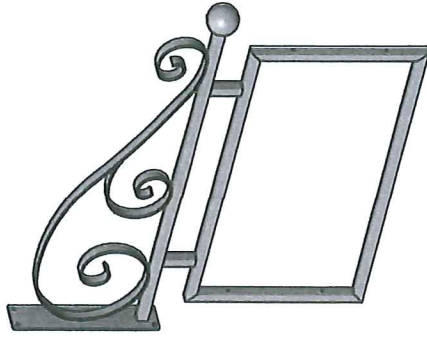
Date: 12/08/20

The Wellness Way Theisville
Dr. Andrew McGuire
122 Green Bay Road, Suite 100
Thiensville WI 53092

Thank you for the opportunity to Quote this project. Prices valid for 60 days. Please contact us with any questions.

DEC 09 2020

BY:



SIDE VIEW

FRONT VIEW

Date: 05/2015
Scale: NTS
CB:
Order#:

Content: 30" Torino Sign Bracket with Stationary Frame

PN: 370B-40-3015-FRM

Color/Finish: Textured Black Powder Coat

Customer Approval: _____

Design by Sign Bracket Store. All visual representations and designs are the intellectual property of Sign Bracket Store and protected under copyright law. Any duplication of this design is in direct violation of the law and will result in legal action.

© Copyright 2008-2015

Sign Bracket Store
BY: Heidi & Lantieri
www.signbracketstore.com

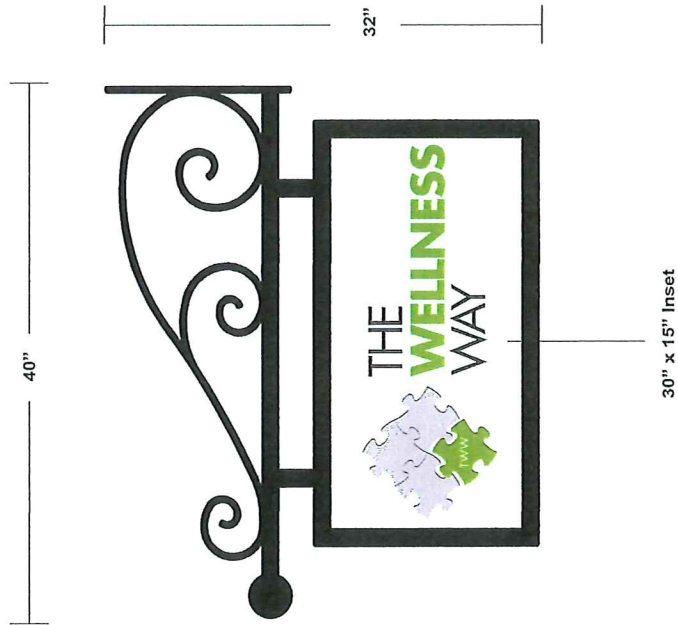
T: 888-919-7446

F: 760-603-0812

COMPANY INFORMATION

COMPANY NAME:	THE WELLNESS WAY	CLIENT APPROVAL
CONTACT NAME:	ANDREW MCGUIRE	APPROVED:
ADDRESS:	122 GREEN BAY RD, STE 100, THEINSVILLE	REVISE & RESUBMIT:
EMAIL:		DATE:
PHONE:	262.527.4003	

PROPOSED:



General Notes:

NEW FRAME AND SIGN MOUNTED TO THE BUILDING

Materials and Specs:

30" TORINO SIGN BRACKET
BLACK POWDER COATED METAL

30" x 15" SIGN INSERT

ACM PANEL 4-COLOR PRINT & LAM (ALUMINUM FACED INSERT)

Revisions:

Signature:	Date:
1.	
2.	
3.	

Disclaimer:

The artwork shown is property of Action Graphics. This is not to be reproduced, copied, loaned, entitled, or used by anyone other than Action Graphics, unless written permission is given. Design charges will be applied to anyone disregarding the above disclaimer.