VILLAGE OF THIENSVILLE
Plan Commission
AGENDA

DATE: Tuesday, September 12, 2023

LOCATION: 250 Elm Street, Thiensville, WI

TIME: 6:00 PM

I. CALL TO ORDER

II. ROLL CALL

CHAIRMAN:	VAN MOBLEY
COMMISSIONERS:	VACANT
	RICK GATTONI
	JEFF HERSHBERGER
	REBECCA HOLYOKE-ODEJA
	KEN KUCHARSKI
	JOE NELSON
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 clandisch@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. August 8, 2023 (att)

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

C. Review and action regarding Shed, Tony and Sarah Johnson, 315 E. Freistadt Road (att)

V. STAFF REPORT

A. August 2023 (att)

VI. ADJOURNMENT

Colleen Landisch-Hansen, Village Clerk

September 8, 2023

Please advise the Thiensville Municipal Hall, 250 Elm Street (262-242-3720) at least 24 hours prior to the start of this meeting if you have disabilities and desire special accommodations.

VILLAGE OF THIENSVILLE
Plan Commission
MINUTES

DATE: Tuesday, August 8, 2023

LOCATION: 250 Elm Street, Thiensville, WI

TIME: 6:00 PM

I. CALL TO ORDER

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

II. ROLL CALL

CHAIRMAN:	VAN MOBLEY
COMMISSIONERS:	VACANT RICK GATTONI (EXCUSED) JEFF HERSHBERGER REBECCA HOLYOKE-ODEJA KEN KUCHARSKI JOE NELSON
PLANNER:	JON CENSKY
DIRECTOR OF COMMUNITY SERVICES/PUBLIC WORKS:	ANDY LAFOND (EXCUSED)
VILLAGE ADMINISTRATOR	COLLEEN LANDISCH-HANSEN

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 clandisch@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 to be heard.

IV. BUSINESS

A. Approval of Minutes

1. June 13, 2023 (att)

MOTION by Commissioner Kucharski, **SECONDED** by Commissioner Hershberger to approve the June 13, 2023, Minutes. **MOTION CARRIED UNANIMOUSLY.**

B. Review and action regarding Shed, Tony and Sarah Johnson, 315 E. Freistadt Road (att)

Planner Censky noted the shed complies with Village requirements. Mr. Johnson, the applicant, was present and explained the shed will be used to store lawn equipment. Mr. Johnson noted he was not aware he needed to apply for permission for the shed until he received a letter from the Village.

MOTION by Commissioner Holyoke-Odeja, **SECONDED** by Commissioner Kucharski to approve Shed, Tony and Sarah Johnson, 315 E. Freistadt Road.

Commissioner Hershberger asked if this is an existing shed. Mr. Johnson responded that the shed was delivered June 8 and has since been moved further from the property line than where it initially was placed. There is a plastic shed that has been on the property for approximately 20 years. There is another shed attached to the back of the detached garage that was there when the property was purchased 23 years ago. There is a smokehouse on the property that has been there since the 1800s. Commissioner Hershberger noted the Staff Report indicates the Village received a complaint regarding multiple sheds on the property. Mr. Hershberger noted he is concerned about three sheds on the property and also that he does not have details of what the shed looks like. Mr. Johnson provided a photo of the shed.

Chair Mobley noted the Village does not want to see sheds on properties that exceed what is allowed. Planner Censky noted that the shed attached to the garage should be considered a single structure. Chair Mobley suggested tabling the matter so Director LaFond can provide an accurate representation of where everything is on the property. Planner Censky asked Mr. Johnson to submit a site plan that shows the property line, the house, the garage with the attached shed and the location of the other sheds. The additional structure may require consideration by the Zoning Board of Appeals.

MOTION by Commissioner Holyoke-Odeja, **SECONDED** by Commissioner Kucharski to table action regarding Shed, Tony and Sarah Johnson, 315 E. Freistadt Road. **MOTION CARRIED UNANIMOUSLY.**

C. Review and action regarding Sign Plan, BMO Bank, 201 North Main Street (att)

Jeff White from Lemberg Electric was present. BMO is rebranding and updating signage to reflect a change from BMO Harris Bank to BMO Bank. In addition to changing sign faces to reflect the name change, the submission includes an additional sign on the building above the entry facing North Main Street. Planner Censky noted the signs meet Village Code requirements. Commissioner Kucharski asked if the new proposed sign on the building is allowed in addition to the monument sign. Planner Censky noted it is allowed.

MOTION by Commissioner Holyoke-Odeja, **SECONDED** by Commissioner Hershberger to approve Sign Plan, BMO Bank, 201 North Main Street.

Ayes: Commissioners Hershberger, Holyoke-Odeja, Nelson and Chair Mobley
Naes: Commissioner Kucharski
MOTION CARRIED.

D. Review and Action regarding Single-Family Home Construction, 636 Green Bay Road, Victory Homes of Wisconsin (att)

David Klein from Victory Homes of Wisconsin was present. Chair Mobley noted the Commission is considering updated plans to a home that was previously approved. Administrator Landisch-Hansen noted it is a new design from a different builder for a new home on the same lot. The home will be 2,600 square feet.

MOTION by Commissioner Hershberger, **SECONDED** by Commissioner Hoyoke-Odeja to approve Single-Family Home Construction, 636 Green Bay Road, Victory Homes of Wisconsin.
MOTION CARRIED UNANIMOUSLY.

V. STAFF REPORT

A. June-July 2023 (att)

Staff approved a deck at 136 Grand Avenue and fences at 215 Heidel Road, 600 Bel Aire Drive, 106 N. Orchard Street and 140 Grand Avenue. Certified letters were mailed to the property owner at 315 E. Freistadt Road regarding multiple sheds on the property and 609 Oakwood Drive regarding an improper pool fence, weeds on the property and other maintenance issues. The owner of 278 N. Main Street was contacted by email regarding a sign on the ground and parking violations on the property. Police contacted property owners at 718 Coronada Avenue, 234 Vernon Avenue and 116 N. Highland Avenue regarding long grass. The property owner was contacted regarding vehicles parked on the grass at 116 N. Highland Avenue.

Commissioner Kucharski noted that now that the ordinance related to feather banners and A-frame signs has been adopted and business owners have been notified by mail that the Village must enforce the new rules.

B. Thank you to Mike Dyer for service to Plan Commission

Commissioners thanked Mike Dyer for his many years of service to the Plan Commission.

VI. ADJOURNMENT

MOTION by Commissioner Hershberger, **SECONDED** by Commissioner Holyoke-Odeja to adjourn the meeting at 6:39 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,

Gary Achterberg
Administrative Assistant

Signed by,

Andy LaFond
Director of Community Services/Public Works

BACKYARD SHED 326 Riverview Drive

To: Village of Thiensville, Plan Commission

Prepared by: Jon Censky, Village Planner

Date: September 12, 2023

General Information

Applicant:	Meridith Wagner
Status of Applicant:	Owner
Requested Action:	Backyard Shed
Zoning	R-2 Single Family Residential District
Proposed Zoning:	No Change
Location:	326 Riverview Drive
Land Use Plan Designation:	Residential
Existing Land Use:	Single Family

Report:
The applicant is proposing to install a backyard shed to be located 10' off the rear property line and about 30' west of the west property line. The structure will measure 10' x 12' for 120 square feet in size and will be under the 12' height limit. The shed will have double doors on the south elevation and the color scheme will match that of the existing house.

According to **Sections 17.0603. E.** of the zoning code, **Accessory structures, such as garden or utility sheds, shall be placed or erected in the rear yard provided, cannot exceed 150 square feet and shall not be closer than 5 feet to the principal structure, shall not exceed 12 feet in height and shall be located no closer than 3 feet to any property line; and all accessory structures shall occupy not more than 20% of the rear yard area. One detached accessory structure is allowed on a residential parcel.**

Staff Comments:
Staff would note that while their plan does show a small equipment house associated with and serves as the pool pump house, it is not subject to the limits of the Section referenced herein as it serves to satisfy the code for a pool. Staff's review otherwise indicates full compliance with the R-2 requirements that therefore approval is recommended subject to the following:

- The applicant secures a building permit prior to construction.

Village of Thiensville

Plan Commission Application

RECEIVED
AUG 2 3 2023
BY: .....

Property Address: 326 Riverview Dr., Thiensville WI 53092

12-050-04-15-000
Tax Key #

R-2
Current Zoning

Property Owner

Meridith Wagner
Name

326 Riverview Dr.
Address

262 290 1320
Phone

meriwagner@gmail.com
Email address

Applicant ☒ Same as owner

Name

Address

Phone

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.

Addition of a 10'X12' shed in Backyard.
Color same as house

Meridith Wagner
Applicant's Signature

8/22/23
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: _____

Submitted to Village Planner on 8/23/23 Planner Staff Report Completed on _____

Plan Commission Meeting Date 9/12/23

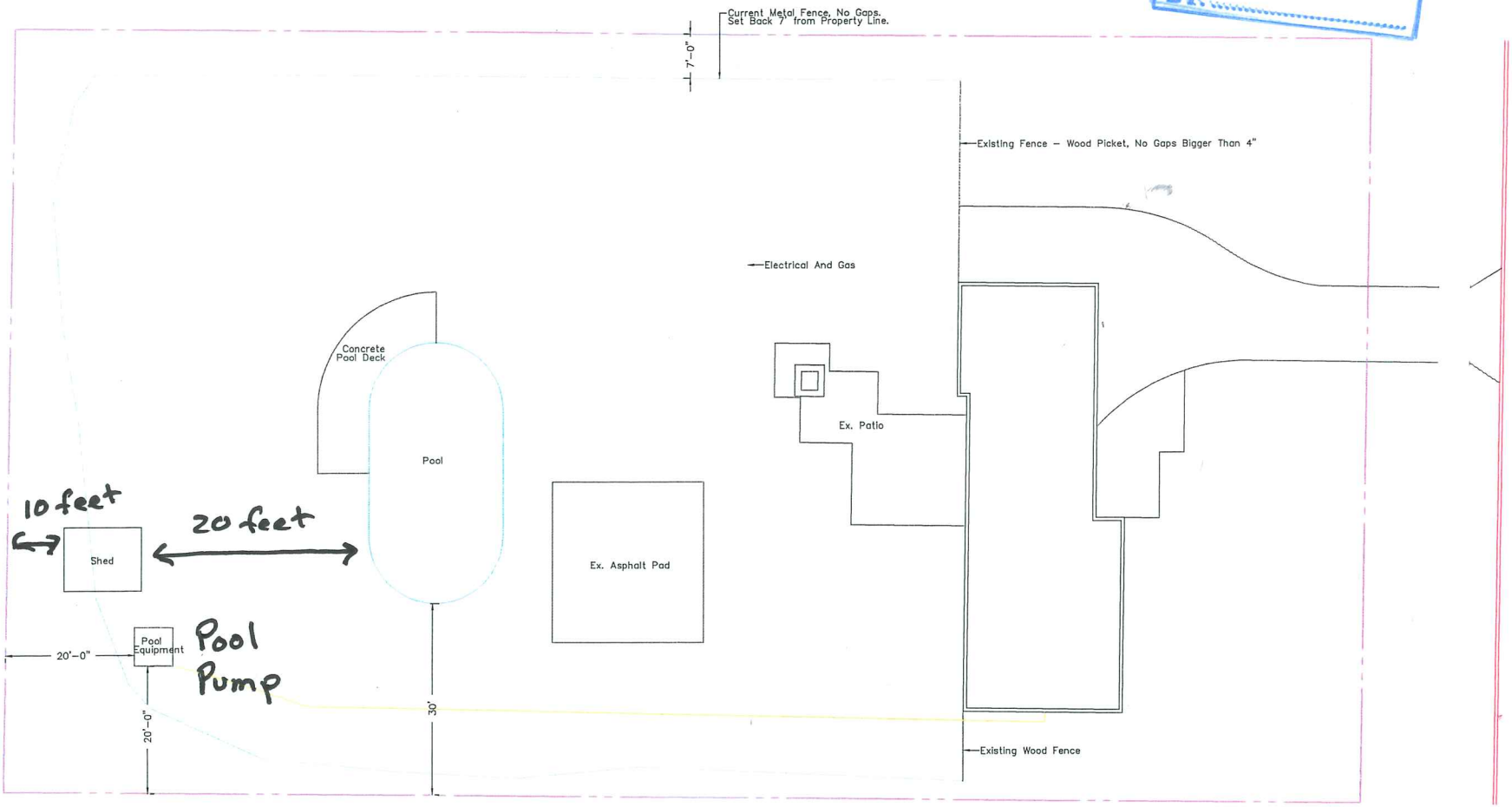
☐ Historic Preservation Approval (if needed) on N/A

ADDITIONAL REMARKS/CONDITIONS:

Village Staff	Title	Date

THIS DRAWING IS MADE SOLELY FOR THE INDIVIDUAL NAMED HEREIN AND IS THE PROPERTY OF DAVID J. FRANK LANDSCAPE CONTRACTING, INC. ANY UNAUTHORIZED USE OR DUPLICATION IS IN VIOLATION OF THE COPYRIGHT LAWS AND SUBJECT TO PROSECUTION.

RECEIVED
AUG 23 2023
BY:



Landscape Development for
The Wagner Estate
326 Riverview Drive
Thiensville, Wisconsin

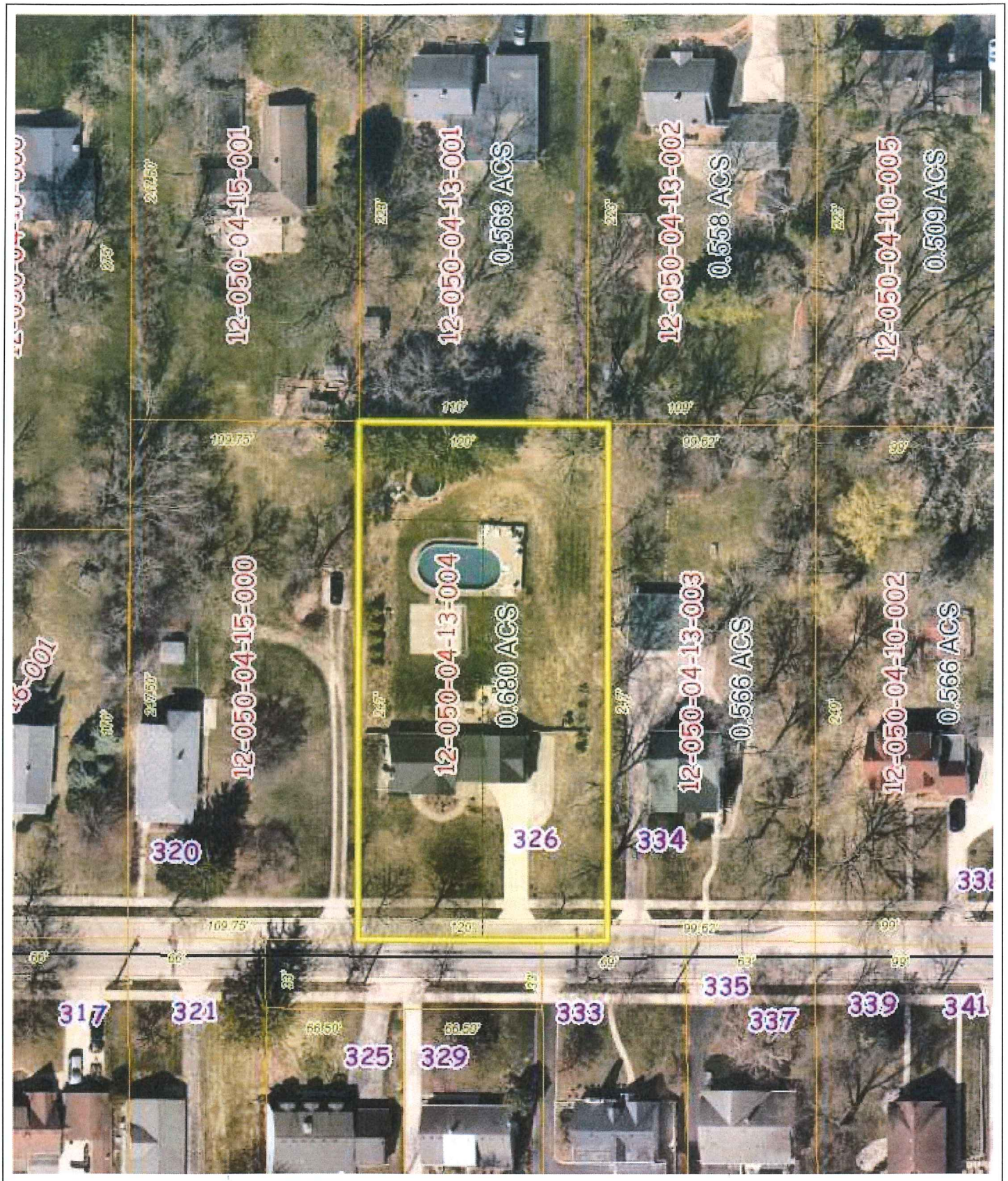
David J. Frank
Design Group

Landscape
Development by

Drawn By

Landscape Plan

PLANTINGS, STRUCTURES AND OTHER REPRESENTATIONS SHOWN ON THIS PLAN ARE FOR THE PURPOSE OF CONVEYING LANDSCAPE DESIGN FEATURES. REFER TO PREPARED CONTRACT DOCUMENTS FOR SPECIFIC ITEMS INCLUDED IN ANY PARTICULAR PHASE OF LANDSCAPE CONSTRUCTION.



Village of Thiensville

326 Riverview Drive

DISCLAIMER: The Village of Thiensville does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.

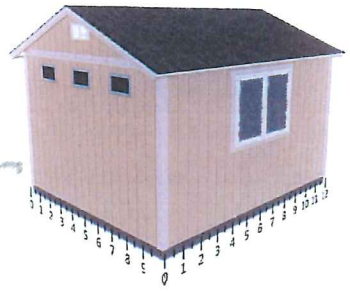
SCALE: 1 = 88'

Village of Thiensville
250 Elm Street
Thiensville, WI 53092
262-242-3720

Print Date: 8/22/2023

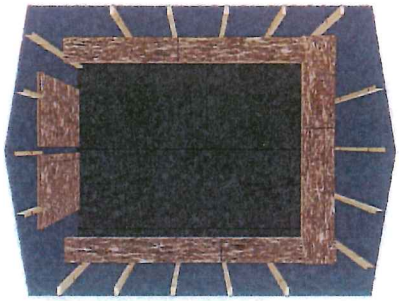
TUFF SHED

Meridith Wagner
326 Riverview dr
Thiensville WI 53092
Q-2331031



Wall D

Wall A



Wall C

Wall B

Base Details/Permit Details

Building Size & Style
Premier Pro Ranch - 10' wide by 12' long

Paint Selection
Base: No Paint, Trim: No Paint

Roof Selection
Pewter Gray Dimensional Premium Shingle

Drip Edge
White

Is a permit required for this job?
No,If local jurisdiction requires a permit, fees will be added before installation can take place

Optional Details

Doors
3' x 6'2" Double Door (6')

Windows
3'x3' Insulated Horizontal Sliding Window
4'x3' Insulated Horizontal Sliding Window

Transoms
3 Ea Transom Window (16"x8")

Interior
24 Lin Ft Shelving - 12" deep
10 Lin Ft Shelving - 16" deep

Vents
2 Ea 16"x8" Wall Vent - White
12 Ea Floor Track Vent Screen

Shelving Locations
Shelving on B at 39".

Shelving Locations
Shelving on C at 39".

Shelving Locations
Shelving on D at 39".

Jobsite/Installer Details

Do you plan to insulate this building after Tuff Shed installs it?
No

Is there a power outlet within 100 feet of installation location?
Yes

The building location must be level to properly install the building. How level is the install location?
Within 4" of level

Will there be 18" of unobstructed workspace around the perimeter of all four walls?
Yes

Can the installers park their pickup truck & trailer within approximately 200' of your installation site?
Yes

Substrate Shed will be installed on?
Dirt/Gravel

Customer Signature: _____ Date: _____

All new electrical services and upgrades shall be done underground per Ordinance 1995-07

262-420-4732
SAFEbuilt.

WI UNIFORM PERMIT APPLICATION

Wlinspections@safebuilt.com

Inspections need to be called in by 4 pm for next business day inspections.

PERMIT NO.

TAXKEY# 120500415000

Village of THIENSVILLE

☐ TOWN ☑ VILLAGE ☐ CITY

OF Thiensville

COUNTY: Ozaukee

PROJECT LOCATION (Building Address): 326 Riverview Drive

PROJECT DESCRIPTION: Shed

☐ COMMERCIAL ☒ ONE & TWO FAMILY

Owner's Name	Mailing Address - Include City & Zip	Telephone - Include Area Code
Meridith Wagner	326 Riverview Dr.	262 290 1320
Construction Contractor (DC Lic No.) Tuff Sheds	Mailing Address - Include City & Zip	Telephone - Include Area Code
Dwelling Contractor Qualifier (DCQ Lic No.)	Dwelling Contractor Qualifier shall be an owner, CEO, COB, or employee of Dwelling Contractor	Telephone - Include Area Code
Plumbing Contractor (Lic No.)	Mailing Address - Include City & Zip	Telephone - Include Area Code
Electrical Contractor (Lic No.)	Mailing Address - Include City & Zip	Telephone - Include Area Code
HVAC Contractor (Lic No.)	Mailing Address - Include City & Zip	Telephone - Include Area Code

PROJECT INFORMATION

Subdivision Name | Lot No. | Block No.

Zoning District | Lot Area Sq. Ft. | N.S.E.W. Setbacks | Front Ft. | Rear Ft. | Left Ft. | Right Ft.

1a. PROJECT
☒ New ☐ Addition ☐ Raze
☐ Alteration ☐ Repair ☐ Move
☐ Other

1b. GARAGE
☒ Attached ☐ Detached

2. AREA
Basement ____ Sq. Ft.
Living Area ____ Sq. Ft.
Garage ____ Sq. Ft.
Other ____ Sq. Ft.
TOTAL ____

3. TYPE
☒ Single Family
☐ Two Family
☐ Multi
☐ Commercial

4. CONST. TYPE
☐ Site Constructed
☐ Mfd. UDC
☐ Mfd. HUD

5. ELECTRICAL
Entrance Panel
Size: ____ amp
Service: ___ New ___ Rewire
____ Phase ____ Volts
___ Underground
___ Overhead
Power Company:

6. STORIES
☐ 1-Story
☒ 2-Story
☐ Other

7. FOUNDATION
☐ Concrete
☐ Masonry
☐ Treated Wood
☐ ICF
☐ Other

8. USE
☐ Seasonal
☒ Permanent
☐ Other

9. HVAC EQUIPMENT
☐ Forced Air Furnace
☐ Radiant Baseboard or Panel
☐ Heat Pump
☐ Boiler
☐ Central Air Conditioning
☐ Other

10. PLUMBING
Sewer
☐ Municipal
☐ Septic No.

11. WATER
☒ Municipal Utility
☐ Private On-Site Well

RECEIVED AUG 2 3 2023 BY:

12. ENERGY SOURCE

Fuel	Nat. Gas	L.P.	Oil	Elec. *	Solid	Solar
Space Htg	☐	☐	☐	☐	☐	☐
Water Htg	☐	☐	☐	☐	☐	☐

* ☐ Dwelling unit will have 3 kilowatt or more installed electric space heater equipment capacity.

13. HEAT LOSS (Calculated)
Total ____ BTU//HR

14. ESTIMATED COST
$ 5,500

I understand that I: am subject to all applicable codes, laws, statutes and ordinances, including those described on the Notice to Permit Applicants form; am subject to any conditions of this permit; understand that the issuance of this permit creates no legal liability, express or implied, on the state or municipality; and certify that all the above information is accurate. If one acre or more of soil will be disturbed, I understand that this project is subject to ch. NR 151 regarding additional erosion control and stormwater management and the owner shall sign the statement on the Notice to Permit Applicants form. I expressly grant the building inspector, or the inspector's authorized agent, permission to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the work which is being done.

☒ **I vouch that I am or will be an owner-occupant of this dwelling for which I am applying for an erosion control or construction permit without a Dwelling Contractor Certification and have read the cautionary statement regarding contractor responsibility on the Notice to Permit Applicants form.**

APPLICANT (PRINT): Meridith Wagner **SIGN:** Meridith Wagner **DATE:** 8/22/23

APPROVAL CONDITIONS This permit is issued pursuant to the attached conditions. Failure to comply may result in suspension or revocation of this permit or other penalty. Owner/Builder solely responsible for compliance with all applicable State & Local Building and Zoning codes.

INSPECTIONS NEEDED **Building** ☐ Footing ☐ Foundation ☐ Rough ☐ Insulation ☐ Bsmt. Fl. ☐ Final
Electric ☐ Rough ☐ Service ☐ Final **Plumbing** ☐ Rough ☐ Underfloor ☐ Final **HVAC** ☐ Rough ☐ Final

FEES:		PERMIT(S) ISSUED	SEAL NO. ____	Municipality No. ___ ___ - ___ ___ ___	
Building Fee		Bldg. # At top of form	**RECEIPT**	**PERMIT EXPIRATION:**	**PERMIT ISSUED BY MUNICIPAL AGENT:**
Zoning Fee		Zoning #	CK #	Permit expires two years from date issued unless municipal ordinance is more restrictive.	Name
WI Seal		Elec. #	Amount $		Date
Electric Fee		Plmb. #	Date		Certification No.
Plumbing Fee		HVAC #	From		
HVAC Fee			Rec By.		
Adm. Fee					
Other					
Total	$ 0.00				

White - Municipal Files
Wisconsin Uniform 05/16

Yellow - Applicant

Pink - Clerk/Assessor

BACKYARD SHED 315 E. FREISTADT ROAD

To: Village of Thiensville, Plan Commission **Prepared by:** Jon Censky, Village Planner

Date: September 12, 2023

General Information

Applicant:	Tony and Sarah Johnson
Status of Applicant:	Owner
Requested Action:	Backyard Shed
Zoning	R-2 Single Family Residential District
Proposed Zoning:	No Change
Location:	315 E. Freistadt Road
Land Use Plan Designation:	Residential
Existing Land Use:	Single Family

Report:
At our last meeting, the applicant's plans did not show the existing backyard shed, and therefore my report did not note that the request violated the Code section defined below. Since the applicant has already installed the new shed and wishes to keep it, your action should be conditioned on the applicant either removing the existing shed or pursuing a variance, through the Zoning Board of Appeal and, if successful, returning here for your approval, or removing the existing shed from the site.

You will recall that the new shed is set back 79.5 feet back from East Freistadt Road, behind the back plain of the house and in front of his garage. The shed is located 3 feet from the adjacent property line and measures 10x12 for 120 square feet in size. The shed is grey and white in color with a black roof.

According to **Sections 17.0603. E.** of the zoning code, **Accessory structures, such as garden or utility sheds, shall be placed or erected in the rear yard provided, cannot exceed 150 square feet and shall not be closer than 5 feet to the principal structure, shall not exceed 12 feet in height and shall be located no closer than 3 feet to any property line; and all accessory structures shall occupy not more than 20% of the rear yard area. and all accessory structures shall occupy not more than 20 percent of the rear yard area. One accessory structure under 150 sq. ft. is allowed on a residential parcel.**

Staff Comments:

Your motion should be to either deny the request because it results in a violation of Section 17.0603.E or approve the request subject to:

- The applicant removing the existing shed by October 12, 2023. Or The applicant pursuing a variance, through the Zoning Board of Appeals and, if successful, returning here for your approval.
- The applicant secures a building permit.

Village of Thiensville

Plan Commission Application

RECEIVED
JUN 29 2023
BY: .....

Property Address: 315 E Freistad Rd, Thiensville WI 53092

12-050-04-11-010
Tax Key #

R2
Current Zoning

Property Owner

Tony C SARAH Johnson
Name

315 E Freistadt RD
Address

414-801-2244
Phone

lost.solas@hotmail.com
Email address

Applicant ☒ Same as owner

Name

Address

Phone

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.

Adding 10 x 12 storge shed Gray & white with BLACK metal Roof

Applicant's Signature

6-8-23
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: _____

Submitted to Village Planner on 6/29/23 Planner Staff Report Completed on _____

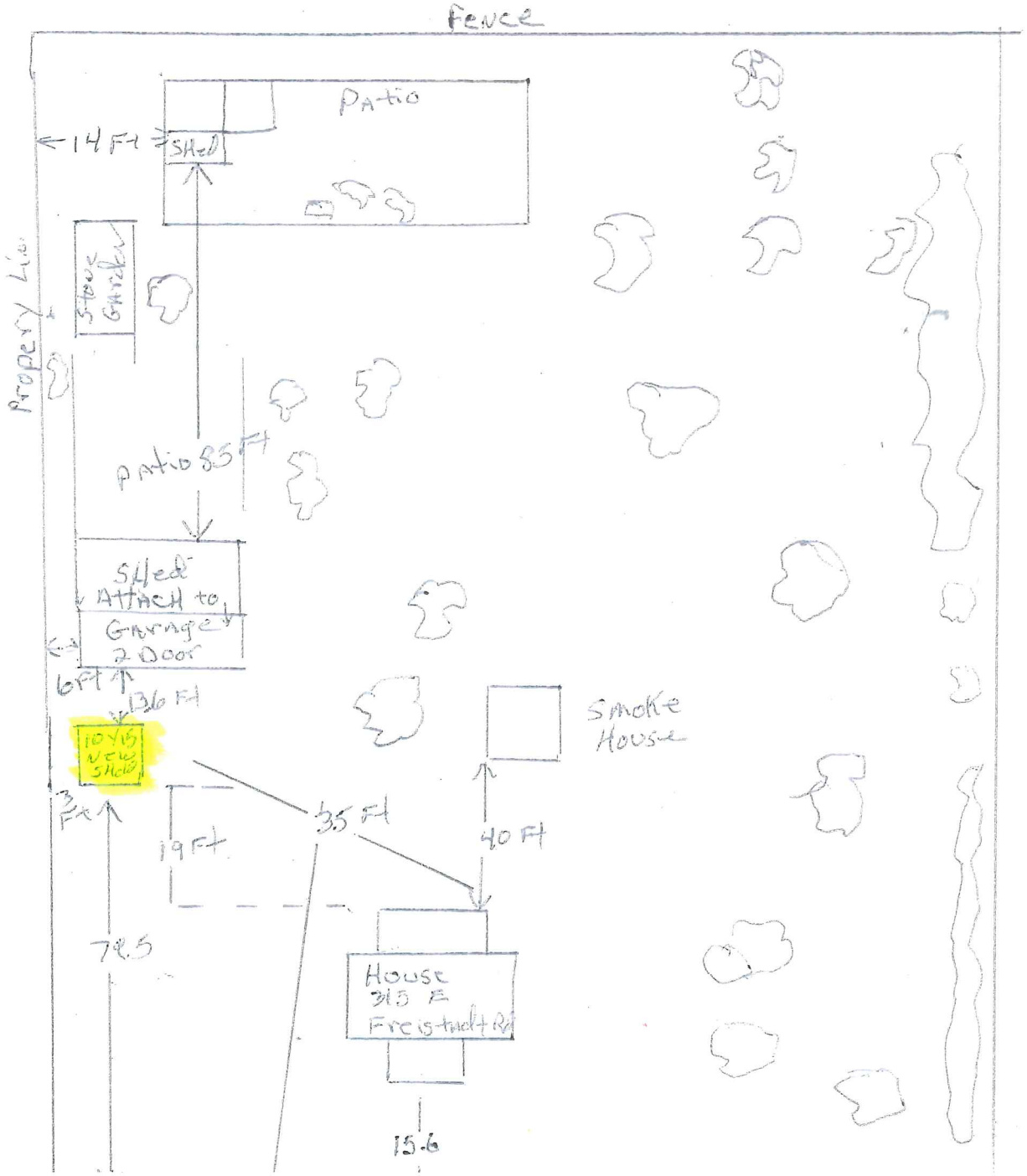
Plan Commission Meeting Date 7/18/23

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

ADDITIONAL REMARKS/CONDITIONS:

Village Staff	Title	Date

8/24/23 - Mr. Johnson re-submitted application with drawing of back yard that shows all structures. Photo of shed also included.



Shed to Rd 78.5 Ft
Shed to Garage 13.6 Ft
Shed to House 35 Ft
Shed 19 Ft Behind House
House to garge 43 Ft
Shed Behind garage

RECEIVED
AUG 24 2023
BY:.....

RECEIVED
AUG 2 4 2023
BY: .....

VILLAGE OF THIENSVILLE
Plan Commission
MINUTES

DRAFT

DATE: Tuesday, August 8, 2023

LOCATION: 250 Elm Street, Thiensville, WI

TIME: 6:00 PM

B. Review and action regarding Shed, Tony and Sarah Johnson, 315 E. Freistadt Road (att)

Planner Censky noted the shed complies with Village requirements. Mr. Johnson, the applicant, was present and explained the shed will be used to store lawn equipment. Mr. Johnson noted he was not aware he needed to apply for permission for the shed until he received a letter from the Village.

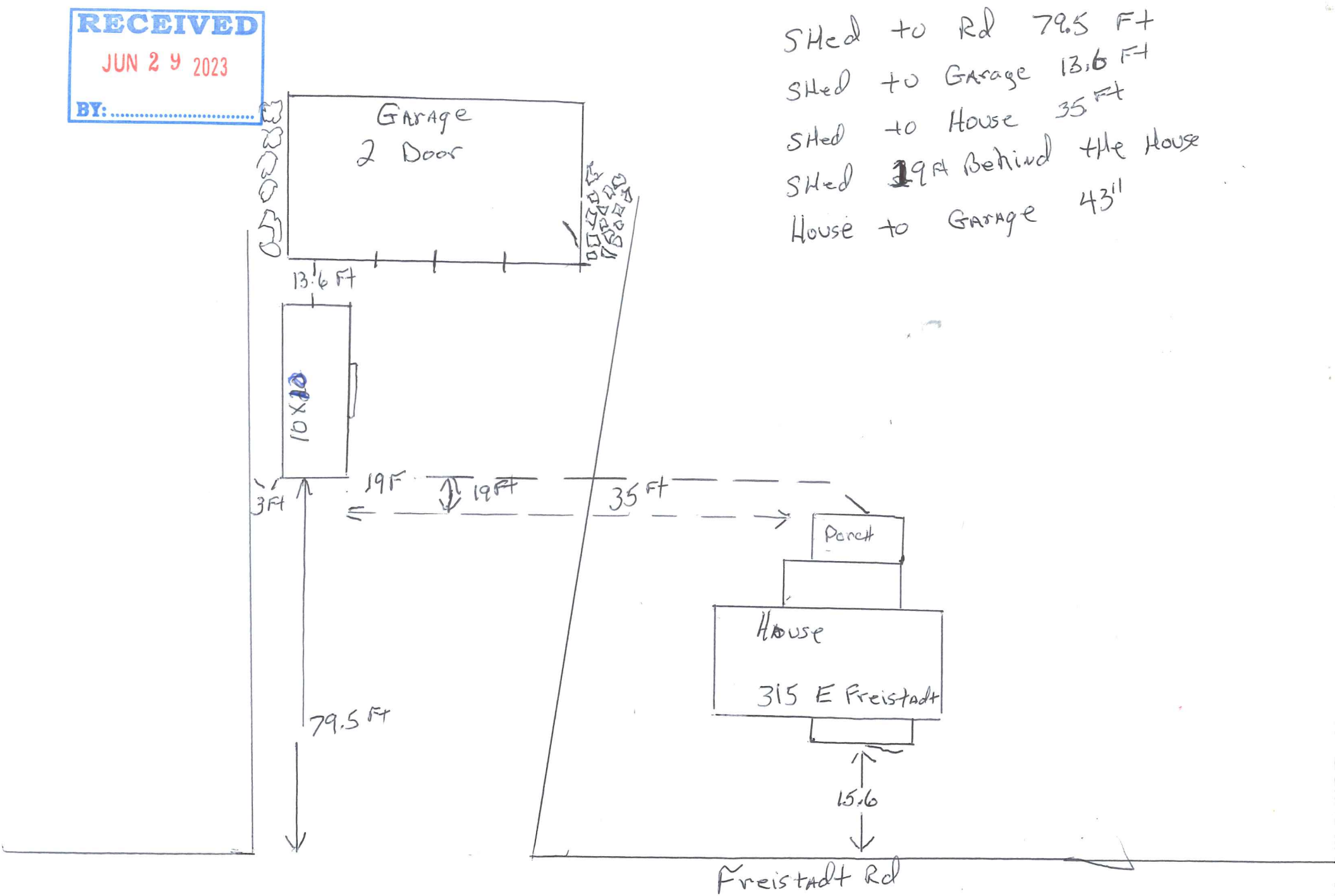
MOTION by Commissioner Holyoke-Odeja, **SECONDED** by Commissioner Kucharski to approve Shed, Tony and Sarah Johnson, 315 E. Freistadt Road.

Commissioner Hershberger asked if this is an existing shed. Mr. Johnson responded that the shed was delivered June 8 and has since been moved further from the property line than where it initially was placed. There is a plastic shed that has been on the property for approximately 20 years. There is another shed attached to the back of the detached garage that was there when the property was purchased 23 years ago. There is a smokehouse on the property that has been there since the 1800s. Commissioner Hershberger noted the Staff Report indicates the Village received a complaint regarding multiple sheds on the property. Mr. Hershberger noted he is concerned about three sheds on the property and also that he does not have details of what the shed looks like. Mr. Johnson provided a photo of the shed.

Chair Mobley noted the Village does not want to see sheds on properties that exceed what is allowed. Planner Censky noted that the shed attached to the garage should be considered a single structure. Chair Mobley suggested tabling the matter so Director LaFond can provide an accurate representation of where everything is on the property. Planner Censky asked Mr. Johnson to submit a site plan that shows the property line, the house, the garage with the attached shed and the location of the other sheds. The additional structure may require consideration by the Zoning Board of Appeals.

MOTION by Commissioner Holyoke-Odeja, **SECONDED** by Commissioner Kucharski to table action regarding Shed, Tony and Sarah Johnson, 315 E. Freistadt Road. **MOTION CARRIED UNANIMOUSLY.**

RECEIVED
JUN 29 2023
BY: .....



Shed to Rd 79.5 Ft
Shed to Garage 13.6 Ft
Shed to House 35 Ft
Shed 19 Ft Behind the House
House to Garage 43'

All new electrical services and upgrades shall be done underground per Ordinance 1995-07

262-420-4732
SAFEbuilt.

WI UNIFORM PERMIT APPLICATION

Wlinspections@safebuilt.com
Inspections need to be called in by 4 pm for next business day inspections.

PERMIT NO.

TAXKEY# 12-050-04-11-010

Village of THIENSVILLE

☐ TOWN ☑ VILLAGE ☐ CITY
OF Thiensville
COUNTY: Ozaukee

PROJECT LOCATION (Building Address): 315 Freistadt Rd Thiensville wi 53092

PROJECT DESCRIPTION:

☐ COMMERCIAL ☐ ONE & TWO FAMILY

	Mailing Address - Include City & Zip	Telephone - Include Area Code
Owner's Name: Tony Johnson	315 E Freistadt Rd Thiensville	414-801-2244
Construction Contractor (DC Lic No.): Old Hickory Building		615-203-3165
Dwelling Contractor Qualifier (DCQ Lic No.)	Dwelling Contractor Qualifier shall be an owner, CEO, COB, or employee of Dwelling Contractor	
Plumbing Contractor (Lic No.)		
Electrical Contractor (Lic No.)		
HVAC Contractor (Lic No.)		

RECEIVED
JUN 29 2023
BY:

PROJECT INFORMATION

Subdivision Name | Lot No. | Block No.

Zoning District	Lot Area Sq. Ft.	N.S.E.W. Setbacks	Front Ft.	Rear Ft.	Left Ft.	Right Ft.

1a. PROJECT
☑ New ☐ Addition ☐ Raze
☐ Alteration ☐ Repair ☐ Move
☐ Other

1b. GARAGE
☐ Attached ☐ Detached

2. AREA
Basement ____ Sq. Ft.
Living Area ____ Sq. Ft.
Garage ____ Sq. Ft.
Other ____ Sq. Ft.
TOTAL ____

3. TYPE
☑ Single Family
☐ Two Family
☐ Multi
☐ Commercial

4. CONST. TYPE
☐ Site Constructed
☐ Mfd. UDC
☐ Mfd. HUD

5. ELECTRICAL
Entrance Panel
Size: ____ amp
Service: ☐ New ☐ Rewire
____ Phase ____ Volts
☐ Underground
☐ Overhead
Power Company: ____

6. STORIES
☐ 1-Story
☐ 2-Story
☐ Other ____

7. FOUNDATION
☐ Concrete
☐ Masonry
☐ Treated Wood
☐ ICF
☐ Other ____

8. USE
☐ Seasonal
☐ Permanent
☐ Other ____

9. HVAC EQUIPMENT
☐ Forced Air Furnace
☐ Radiant Baseboard or Panel
☐ Heat Pump
☐ Boiler
☐ Central Air Conditioning
☐ Other ____

10. PLUMBING
Sewer
☐ Municipal
☐ Septic No. ____

11. WATER
☐ Municipal Utility
☐ Private On-Site Well

12. ENERGY SOURCE

Fuel	Nat. Gas	L.P.	Oil	Elec. *	Solid	Solar
Space Htg	☐	☐	☐	☐	☐	☐
Water Htg	☐	☐	☐	☐	☐	☐

*☐ Dwelling unit will have 3 kilowatt or more installed electric space heater equipment capacity.

13. HEAT LOSS (Calculated)
Total ____ BTU//HR

14. ESTIMATED COST
$ 4,453.00

I understand that I: am subject to all applicable codes, laws, statutes and ordinances, including those described on the Notice to Permit Applicants form; am subject to any conditions of this permit; understand that the issuance of this permit creates no legal liability, express or implied, on the state or municipality; and certify that all the above information is accurate. If one acre or more of soil will be disturbed, I understand that this project is subject to ch. NR 151 regarding additional erosion control and stormwater management and the owner shall sign the statement on the Notice to Permit Applicants form. I expressly grant the building inspector, or the inspector's authorized agent, permission to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the work which is being done.

☐ I vouch that I am or will be an owner-occupant of this dwelling for which I am applying for an erosion control or construction permit without a Dwelling Contractor Certification and have read the cautionary statement regarding contractor responsibility on the Notice to Permit Applicants form.

APPLICANT (PRINT): Tony Johnson SIGN: [signature] DATE: 6-28-23

APPROVAL CONDITIONS This permit is issued pursuant to the attached conditions. Failure to comply may result in suspension or revocation of this permit or other penalty. Owner/Builder solely responsible for compliance with all applicable State & Local Building and Zoning codes.

INSPECTIONS NEEDED Building ☐ Footing ☐ Foundation ☐ Rough ☐ Insulation ☐ Bsmt. Fl. ☐ Final
Electric ☐ Rough ☐ Service ☐ Final Plumbing ☐ Rough ☐ Underfloor ☐ Final HVAC ☐ Rough ☐ Final

FEES:

Building Fee	
Zoning Fee	
WI Seal	
Electric Fee	
Plumbing Fee	
HVAC Fee	
Adm. Fee	
Other	
Total	$0.00

PERMIT(S) ISSUED
Bldg. # At top of form
Zoning # ____
Elec. # ____
Plmb. # ____
HVAC # ____

SEAL NO. ____

Municipality No. ____ - ____

RECEIPT
CK# ____
Amount $ ____
Date ____
From ____
Rec By. ____

PERMIT EXPIRATION:
Permit expires two years from date issued unless municipal ordinance is more restrictive.

PERMIT ISSUED BY MUNICIPAL AGENT:
Name ____
Date ____
Certification No. ____

White - Municipal Files Yellow - Applicant Pink - Clerk/Assessor

VILLAGE OF THIENSVILLE

250 Elm Street
Thiensville, WI 53092-1602

Phone (262) 242-3720
Fax (262) 242-4743

June 13, 2023

CERTIFIED MAIL

Tony Johnson
315 E. Freistadt Road
Thiensville, WI 53092

Dear Mr. Johnson:

After receiving a complaint about multiple sheds constructed on your property, Village staff completed a drive-by inspection. A new garden/utility she was noted along with the east side of your driveway, along with multiple transporting trailers stored in the back yard.

A garden/utility shed is considered an accessory structure in the Village Zoning Code. The code only allows one accessory structure per residential property and it must be located in the rear yard. Accessory structures require Plan Commission approval and a building permit. I have attached the full shed requirements, a Plan Commission application and a building permit.

You must remove any unpermitted structures on the property within 14 days of receiving this letter or submit an application for a legal, conforming structure prior to 14 days. Failure to comply may result in municipal citations.

Only one transporting trailer is allowed per property. Trailers parked in front of the premise must be parked on the driveway or other paved pad. Trailers may be parked in the side or rear yard, provided the trailer is located as close as practicable to a permanent structure located on said parcel, and in no event shall be located closer than 10 feet to the boundary line of the parcel.

Any vehicles that are stored in the side yard of a premises must be located on a concrete, asphalt, brick or other paved or hard-packed gravel surface. Trailers can only be stored outside April through October.

Trailer storage must be brought into compliance within 14 days of receiving this letter or municipal citations may be issued.

If you have questions, please contact me at Village Hall.

Thank you very much.

Sincerely,

Andy LaFond
Director of Community Services/Public Works

Enclosures

cc Thiensville Police Department
Paul Mortimer, Building Inspector
Jon Censky, Village Planner
Property File

17.0603 YARDS

The yard requirements stipulated elsewhere in this Ordinance may be modified as follows:

A. Uncovered Stairs, landings, and fire escapes may project into any yard but shall not exceed six (6) feet nor be closer than three (3) feet to any lot line.

B. Architectural Projections, such as chimneys, flues, sills, eaves, belt courses, and ornaments, may project into any required yard, but such projection shall not exceed one (1) foot.

C. Fences, walls, and architectural screenings are permitted on the property lines in the side and rear yards, but shall not exceed four (4) feet in height. Patio fences shall not exceed six (6) feet in height and shall comply with the yard requirements for the district in which they are located.

D. Decorative Fences, such as rail fences or picket fences may be placed in the street yard provided they shall not exceed three (3) feet in height and shall not be located closer than one (1) foot to the street right-of-way. Fences on corner lots shall comply with the traffic visibility requirements set forth in Section 17.0501 of this Ordinance.

E. Accessory Structures under 150 sq. ft. such as garden or utility sheds, shall be placed or erected in the rear yard provided that no single accessory structure shall exceed 150 square feet in area; no structure shall be closer than 5 feet to the principal structure, no accessory structure shall exceed 12 feet in height; no accessory structure shall be located closer than three (3) feet to any lot line; and all accessory structures shall occupy not more than 20 percent of the rear yard area. One accessory structure under 150 sq. ft. is allowed on a residential parcel.

F. Detached Accessory Buildings

1. shall be placed or erected in the rear yard provided that not more than one (1) detached accessory building is permitted per dwelling unit; no detached accessory building shall exceed 625 square feet in area; no structure shall be closer than 5 feet to the principal structure, no detached accessory building shall exceed (20) feet in height; no accessory building shall be located closer than three (3) feet to any lot line; and all accessory structures combined shall occupy not more than 20 percent of the rear yard area. One detached accessory building is allowed on a residential parcel.

2. Subject to the approval by the Plan Commission, one detached private garage not to exceed 625 square feet in area may be placed in a side yard on any property having a residence without an attached garage provided no such garage structure shall be closer than five (5) feet to the principle structure, no detached garage shall exceed twenty (20) feet in height nor shall it be closer than three (3) feet to any lot line. Detached garages may not be sited in front of an existing residence or in such other location as shall unreasonably affect or adversely impact the beauty and general enjoyment of existing residences or adjoining properties, as determined by the Village of Thiensville Plan Commission.

G. Satellite Dish Antennas are permitted on the roof of the principal structure in any district or may be located in the rear yard. Satellite dish antennas may be placed not closer than three (3) feet from any lot line or five (5) feet to an alley line provided that the antenna and its component parts do not exceed 15 feet in height. Satellite dish antennas shall be constructed and anchored in such a manner to withstand winds of 80 miles per hour, shall be constructed of noncombustible and corrosive-resistant materials, and should be shielded and/or filtered to prevent the emission and/or reflection of electromagnetic radiation that would interfere with radio and television reception on adjacent properties. There shall be not more than one satellite dish antenna on any residential property.

H. Essential Services, utilities, electric power and communication transmission lines are exempt from the yard and distance requirements of this Ordinance.

Thiensville Plan Commission Staff Report -August 2023

Staff Approved Projects August 2023

Date	Address	Applicant	Project	Staff Approval	ZBOA	Approved	Denied
7/25/2023	106 E. Freistadt Road	Restoration Church/Signarama	Replace two signs in existing Fantasy Flowers locations	8/29/2023		xx	
9/5/2023	322 Woodside Lane	James Tonelli	Fence				

Code Compliance August 2023

Community Services

Address	Owner	Complaint	Action
427 Madero Drive	Phillip & Terumi Schaefer	Bushes obstrucing traffic	8-23 Letter
237 Woodside Lane	Laquitta Dampeer	Bushes obstrucing traffic	8-23 Letter
220 Madero Drive	Kristin Huth	Bushes obstrucing traffic	8-23 Letter
304 Bel Aire Drive	Elizabeth Agnello	Tall grass, noxious weeds	8-23 Enforcement Notice

Police Department August 2023

Date	Location	Complaint	Action
8/9/2023	421 Bel Aire Drive	Homeowner burning yard waste	Advised of ordinance; fire put out
8/9/2023	232 E. Alta Loma Circle	Vacant home/property maintenance	Forwarded to DPW director
8/11/2023	100 block South Main Street	Solicitation sign in right of way	Officer removed
8/21/2023	330 Grand Avenue	Homeowner burning material	Advised of ordinance; fire put out
8/28/2023	410 Green Bay Road	Homeowner has 4 dogs; barking	Two dogs live there; 2 visiting; owner licensed dogs