



VILLAGE OF THIENSVILLE
Historic Preservation Commission
AGENDA

DATE: Tuesday, May 7, 2024

LOCATION: 250 Elm Street, Thiensville, WI

TIME: 6:00 PM

I. CALL TO ORDER

II. ROLL CALL

CHAIR: ANGELINA APOSTOLOS
COMMISSIONERS: PHILIP ECKERT
NATHAN MATSON
MARY GIULIANI
JOSEPH MILLER
LINDA UNKEFER
VACANT

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. DATE AND TIME OF NEXT MEETING

A. June 4, 2024

V. APPROVAL OF MINUTES

A. April 9, 2024 (att)

VI. BUSINESS

A. Discussion and action on Certificate of Appropriateness for vinyl siding and window replacement, 217 Elm Street, Scott and Beth Shully (att)

B. Discussion regarding Historic Plaque, 180 S. Main Street

VII. STAFF REPORT

VIII. ADJOURNMENT

Colleen Landisch-Hansen, Village Clerk

May 3, 2024

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
Historic Preservation Commission
MINUTES

DATE: Tuesday, April 9, 2024

LOCATION: 250 Elm Street, Thiensville, WI

TIME: 6:00 PM

I. CALL TO ORDER

Chair Daily called the meeting to order at 6:02 PM.

II. ROLL CALL

CHAIR:	JESSE DAILY
COMMISSIONERS:	ANGELINA APOSTOLOS PHILIP ECKERT (EXCUSED) NATHAN MATSON MARY GIULIANI JOSEPH MILLER LINDA UNKEFER ANDY LAFOND
DIRECTOR OF 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 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. DATE AND TIME OF NEXT MEETING

A. May 7, 2024 (if necessary)

V. APPROVAL OF MINUTES

A. March 5, 2024 (att)

MOTION by Commissioner Matson, **SECONDED** by Commissioner Miller to approve the March 5, 2024 Minutes. **MOTION CARRIED UNANIMOUSLY.**

VI. BUSINESS

A. Discussion and action on Certificate of Appropriateness to Raze existing single-family home and Construct a new single-family home, 127 S. Main Street, Michael and Linda Koepke (att)

Applicant Michael Koepke was present and returned with plans reflecting revisions discussed at the March 5, 2024 Historic Preservation Commission meeting. Director LaFond discussed how Village Ordinances apply to replacement of a building in the Historic District. Commissioner Unkefer suggested placing the same border around the north-side windows as those on the south side would be attractive. Mr. Koepke replied that is the intention, but the renderings do not show that.

MOTION by Commissioner Miller, **SECONDED** by Commissioner Unkefer to approve Certificate of Appropriateness to Raze existing single-family home and Construct a new single-family home, 127 S. Main Street, Michael and Linda Koepke. **MOTION CARRIED UNANIMOUSLY.**

B. Discussion and action on Historic Plaque, 161 Green Bay Road (att)

Commissioners reviewed a revision of the plaque language, based on discussion from the March 5, 2024, meeting. Commissioner Apostolos suggested several additional revisions.

MOTION by Commissioner Giuliani, **SECONDED** by Commissioner Miller to approve Historic Plaque, 161 Green Bay Road, with revisions proposed by Commissioner Apostolos. **MOTION CARRIED UNANIMOUSLY.**

C. Discussion regarding location of new Historic Plaque

Commissioners discussed several prospective locations for the next historic plaque. Commissioners will continue discussing a plaque for the building being renovated by Greg Uhen at 180 S. Main Street.

VII. STAFF REPORT

A. Staff Report (att)

Director LaFond noted Bay's Nails, 163 S. Main Street, has been notified of a violation of the sign code due to more signs than allowed.

VIII. ADJOURNMENT

MOTION by Commissioner Apostolos, **SECONDED** by Commissioner Miller to adjourn the meeting at 6:25 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,

Gary Achterberg
Administrative Assistant

Signed by,

Andy LaFond
Director of Community Services and Public Works



Village of Thiensville

Historic Preservation

Certificate of Appropriateness

Property Address: 217⁻²¹⁹ A Elm ST., Thiensville WI 53092

12-050-05-08-001

Tax Key #

RESIDENTIAL R-2

Current Zoning

Property Owner

Applicant ☒ Same as owner

SCOTT & BETH SHULLY

Name

Name

5110 PARKVIEW DR.

Address

Address

414.510.6633

Phone

Phone

stshully@aol.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.

THE WOOD EXTERIOR OF 217 ELM NEEDS TO BE REPLACED
DOE TO AGE AND NUMEROUS WOODPECKER HOLE. THE NEW
SIDING WILL BE VINYL, CHARCOAL COLOR. WE ARE IN
DISCUSSIONS WITH TERRY GROSSMAN TO DO THE JOB
PROFESSIONALLY, ALUMATRIM INC. 4 WINDOWS WILL ALSO BE
REPLACED, WHITE TRIM TO MATCH EXISTING

[Signature]
Applicant's Signature

4.12.24
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: Building Permit

Submitted to Village Clerk on 4/17/24 Staff Review Completed on _____

HPC Meeting Date 5/7/24

ADDITIONAL

REMARKS/CONDITIONS: _____

Village Staff Title Date

