



**Village of Thiensville
Historic Preservation
Commission
AGENDA**

Date:
Tuesday, January 7, 2025

LOCATION: 250 Elm Street, Thiensville, WI

Time: 6:00 PM

I. CALL TO ORDER

II. ROLL CALL

Chairman

Richard Longabaugh

Staff

Colleen Landisch-Hansen

Commissioners

Joe Miller

Angelina Apostolos

Phillip Eckert

Nate Matson

Mary Giuliani

Linda Unkefer

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

V. APPROVAL OF MINUTES

A. November 12, 2024 (att)

VI. BUSINESS

A. Discussion and Action Regarding Change to Approved North Façade Plans for 207 S Main Street (att)

B. Discussion and Action Regarding Additional Sign Application for 207 S Main Street (att)

C. Discussion regarding meeting schedule and 2025 initiatives (att)

VII. STAFF REPORT

VIII. ADJOURNMENT

Colleen Landisch-Hansen, Village Clerk

January 3, 2025

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, November 12, 2024

LOCATION: 250 Elm Street, Thiensville, WI

TIME: 6:00 PM

I. CALL TO ORDER

II. ROLL CALL

CHAIRMAN

RICHARD LONGBAUGH

SATFF

COLLEEN LANDISCH-HANSEN

COMMISSIONERS

JOE MILLER

ANGELINA APOSTOLOS

PHILLIP ECKERT

NATE MATSON

MARY GIULIANI

LINDA UNKEFER

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None

IV. DATE AND TIME OF NEXT MEETING

To be announced

V. APPROVAL OF MINUTES

VI. BUSINESS

A. Discussion and Action regarding annual plaque award approval

Commissioner Apostolos acknowledged that though it was a goal to present the plaque at the upcoming recognition dinner that the timing did not line up to allow that to happen.

commissioner Eckert offered that a replica certificate could be made to present at the dinner in place of the plaque itself.

Commissioner Eckert recommended removing the word "originally".

Commissioner Unkefer suggested adding a period at the end of the text.

MOTION to approve Plaque Award With Changes by Commissioner Apostolos **SECONDED** by Commissioner Eckert. **MOTION CARRIED UNANIMOUSLY.**

Aye: 5

No: 0

Abstain: 0

VII. STAFF REPORT

None

VIII. ADJOURNMENT

MOTION to adjourn at 6:07 PM by Commissioner Matson **SECONDED** by Commissioner Eckert. **MOTION CARRIED UNANIMOUSLY.**

Aye: 5

No: 0

Abstain: 0



**VILLAGE PAINT AND BODY
207 SOUTH MAIN
APPROVED PLAN CHANGE REQUEST**

To: Thiensville Historic Preservation Commission	Prepared by: Andy LaFond, Director of Community Services
Date: January 3, 2025	
Applicant:	Professional Consultants
Status of Applicant:	Contractor
Location:	207 S Main Street
Existing Zoning:	B-4 Highway Commercial District
Requested Action:	Approval of change to plans

Background:

During the November 2023 meeting, the Historic Preservation Commission approved plans for the site plan and façade improvements at 207 South Main Street, which included the installation of canopies and a corrugated steel façade. Subsequent developments have revealed structural issues that have impeded the completion of these elements as originally approved.

Summary of Requested Changes:

According to correspondence from Chad Kemnitz, President of Professional Consultants, Inc., the original construction of the building did not include a masonry bond beam—a standard feature expected for such installations. Multiple engineers reviewed the existing wall construction and were unable to design a structurally sound system to support the canopies on the North elevation.

As a result, Mr. Kemnitz has indicated the following:

1. The North canopies cannot be installed as originally planned.
2. The North corrugated steel façade remains incomplete.
3. Updated plans reflecting these changes will be submitted for review.

Staff Observations:

A site visit confirmed that the North elevation remains incomplete, with the façade and canopy installations not implemented. The proposed changes significantly differ from the approved plans, requiring formal review by the Historic Preservation Commission to determine compliance with the Village's design standards and preservation goals.

Additionally, staff observed that the service doors are not the approved color per the November 2023 approval. This detail should also be addressed as part of the updated submission.

Recommendation:

Staff recommends Approval

Approved North Façade



Existing Conditions





VILLAGE PAINT AND BODY 207 SOUTH MAIN SIGN PLAN

To: Thiensville Historic Preservation Commission	Prepared by: Andy LaFond, Director of Community Services
Date: January 3, 2025	
Applicant:	Midwest Sign and Lighting, Inc.
Status of Applicant:	Contractor
Location:	207 S Main Street
Existing Zoning:	B-4 Highway Commercial District
Requested Action:	Approval of change to plans

Background:

The applicant, Village Paint & Body, has submitted a proposal for signage to be installed on the North and East elevations of the building at 207 South Main Street. The proposal includes mounting signage directly to a canopy, which is allowable under the Village’s sign code, provided it does not protrude beyond the canopy. The applicant has also proposed an alternative location for mounting the sign on the façade.

The property is located in the Historic District, and the Historic Preservation Commission (HPC) must review the proposal to assess its appropriateness within the district. Per the Village’s sign code, signage is allowed on two sides of the building since Spring Street is a public street. The aggregate square footage of the proposed signs falls within the maximum allowable signage area.

Details of the Proposal:

1. **Primary Installation Plan:** The signage is designed as face-lit channel letters mounted to a raceway, which would be attached to the canopy face. The raceway will be mechanically fastened to the awning.
2. **Alternative Installation Plan:** If canopy installation is not feasible or preferred, the applicant has proposed mounting the signage directly to the building façade.
3. **Compliance with Code:** The signage on both elevations combined does not exceed the maximum allowed square footage, meeting code requirements. However, the proposed canopy-mounted sign must adhere to the condition that no part of the sign projects beyond the awning or a waiver by the Plan Commission must be granted.

HPC Considerations:

The Historic Preservation Commission’s review focuses on whether the proposed signage is appropriate for the Historic District. Considerations may include:

- The compatibility of the design, materials, and lighting with the architectural character of the district.
- The visual impact of the signage on the district’s historic features and the streetscape.

The Plan Commission retains authority to grant a waiver for any deviations from the sign code, should the HPC recommend adjustments.

Recommendation:

Staff recommends that the HPC evaluate the proposed signage for its appropriateness within the Historic District.

Village of Thiensville

SIGN REVIEW APPLICATION- \$150.00 FEE

Please Allow Two (2) Weeks for Sign Review

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

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

Applicant/Petitioner Name John Kowalski / Midwest Sign and Lighting, Inc.

Premises Address 207 N. Cedarburg Road, Thiensville Wisconsin

Business Name Village Paint & Body Business Phone _____

Property Owner _____ Address _____

Property Owner Phone _____ E-mail _____

Contractor Midwest Sign and Lighting, Inc. Address 3110 W Fond du Lac Ave E-mail john@midwestsignandlighting.com
Milwaukee, WI 53210

Contractor Phone 414-943-2062 Contractor Fax _____

Estimated Project Cost: \$ 6500.00

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

_____ Marquee, Awning or Canopy _____ Sandwich Board _____ Site Directional Signs _____

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

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

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

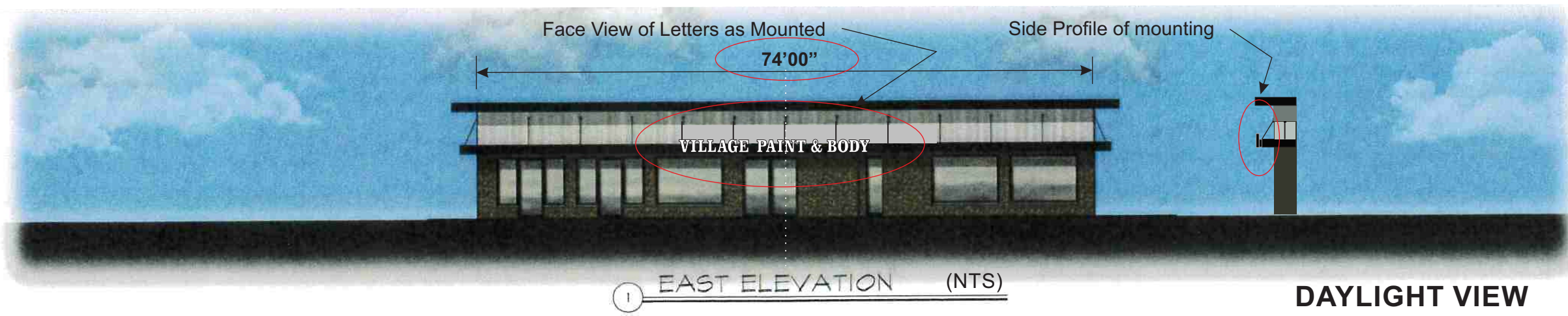
Projecting sign proposals must specify the distance from the street curb, distance sign projects from building, the clearance from the measured grade level to the bottom of the sign, that there are no more than two faces for the projecting sign and must show that the sign, including both faces, is perpendicular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

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

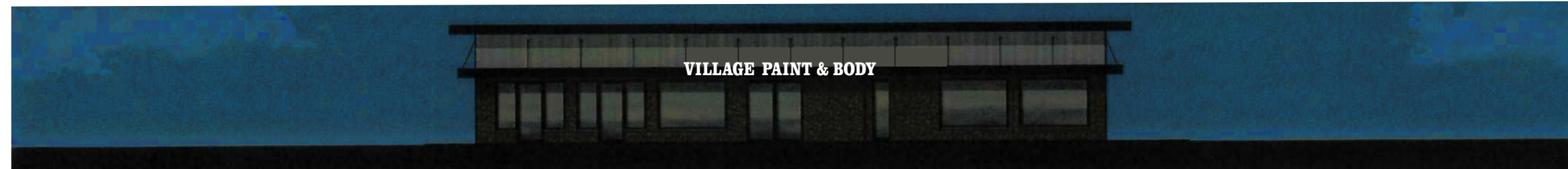
If necessary, additional fees will be billed at an hourly rate for consulting, legal and engineering review. After approval from the Village Plan Commission, a sign permit is required from the Village Inspection Department.

Signature of Applicant _____ Date _____

Signature of Owner _____ Date _____

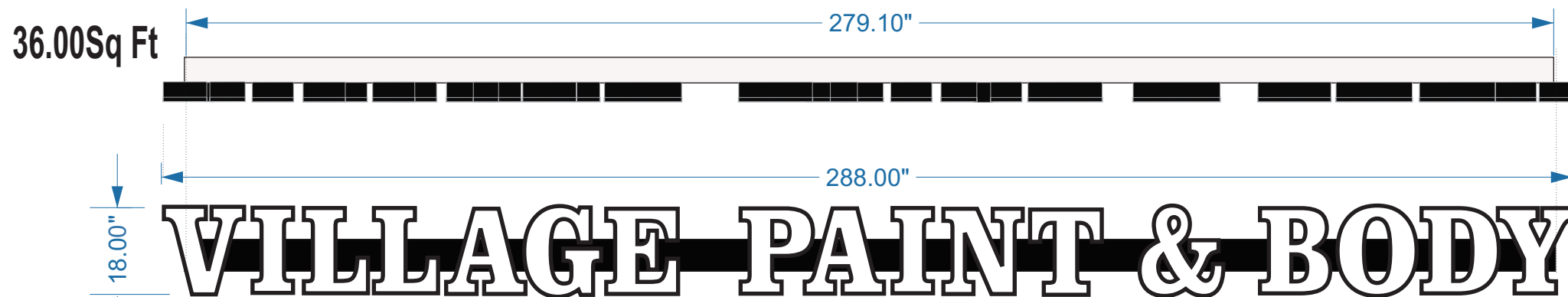


DAYLIGHT VIEW



NIGHT VIEW

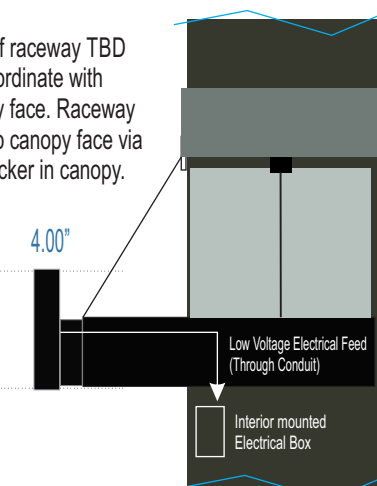
VILLAGE PAINT & BODY



DAYLIGHT VIEW

NIGHT VIEW

Final Height and width of raceway TBD per survey. Height to coordinate with height of existing canopy face. Raceway Mechanically fastened to canopy face via lag screws into wood backer in canopy.



Electrical Final hookup to be done by Electrician. Single low voltage LED line from back of raceway to Inside of building via conduit. All connections sealed. Electrician to hook up electrical to provided electrical box mounted inside of building.

Description:
 18"-Face Lit Channel Letters, with white acrylic faces and standard Black 1" trim cap. Returns of letters painted standard satin black. Letters are mounted to standard raceway (Final Raceway Height to be determined per Survey) so as to allow for letters on raceway to mount direct on face of awning. All wiring to be inside raceway with low voltage (only) leads extending out to each letter(s). Single line electrical to be furnished by others (Electrician) to back of raceway.

Colors: Standard White Standard Satin Black

Scale 1:30

Midwest
 Sign & Lighting, Inc.
 design • manufacture • install • service
 www.midwestsignandlighting.com
 3110 W Ford du Lac Ave. Milwaukee, WI 53210
 tel 414.447.8227 • fax 414.447.0220

BUSINESS CUSTOMER

Contacts

Phone

email Qfax Qcell

Village Paint & Body

PROJECT

207 N Cedarburg Rd
 Mequon, WI

LOCATION

Approved as Final

CUSTOMER APPROVAL

Date

REVISIONS

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Date

Scale

Drawing m

SERVING WISCONSIN FOR OVER 20 YEARS



VILLAGE PAINT & BODY

Scale: NTS



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Install Option #2-Direct wall mounted

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Phone

email Qfax Qcell

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LOCATION

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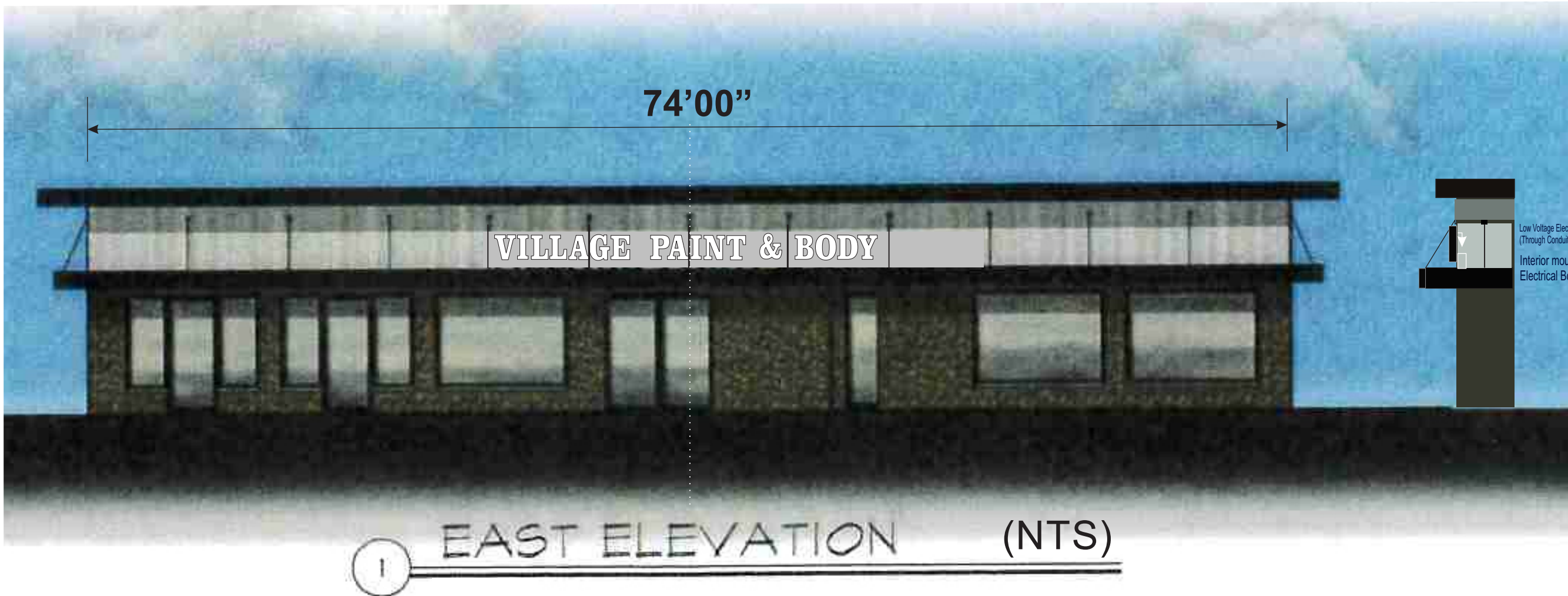
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Scale 1:30

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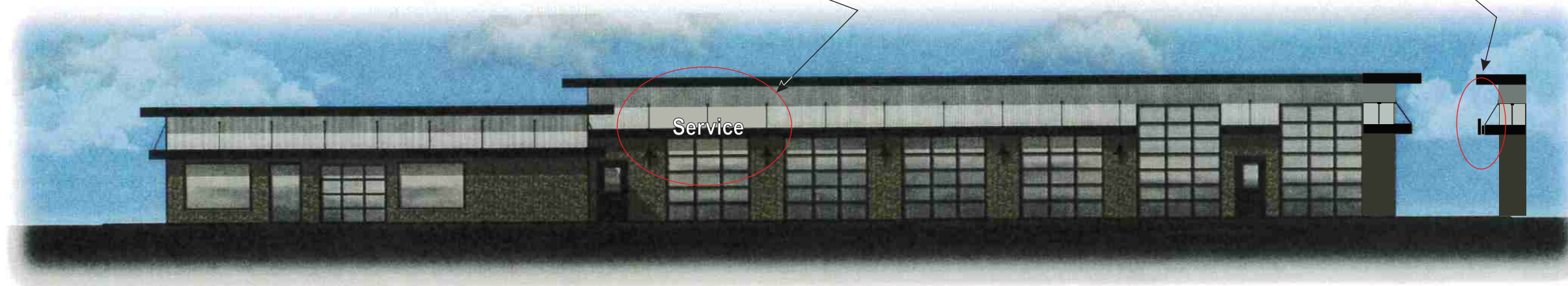
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Face View of Letters as Mounted

Side Profile of mounting



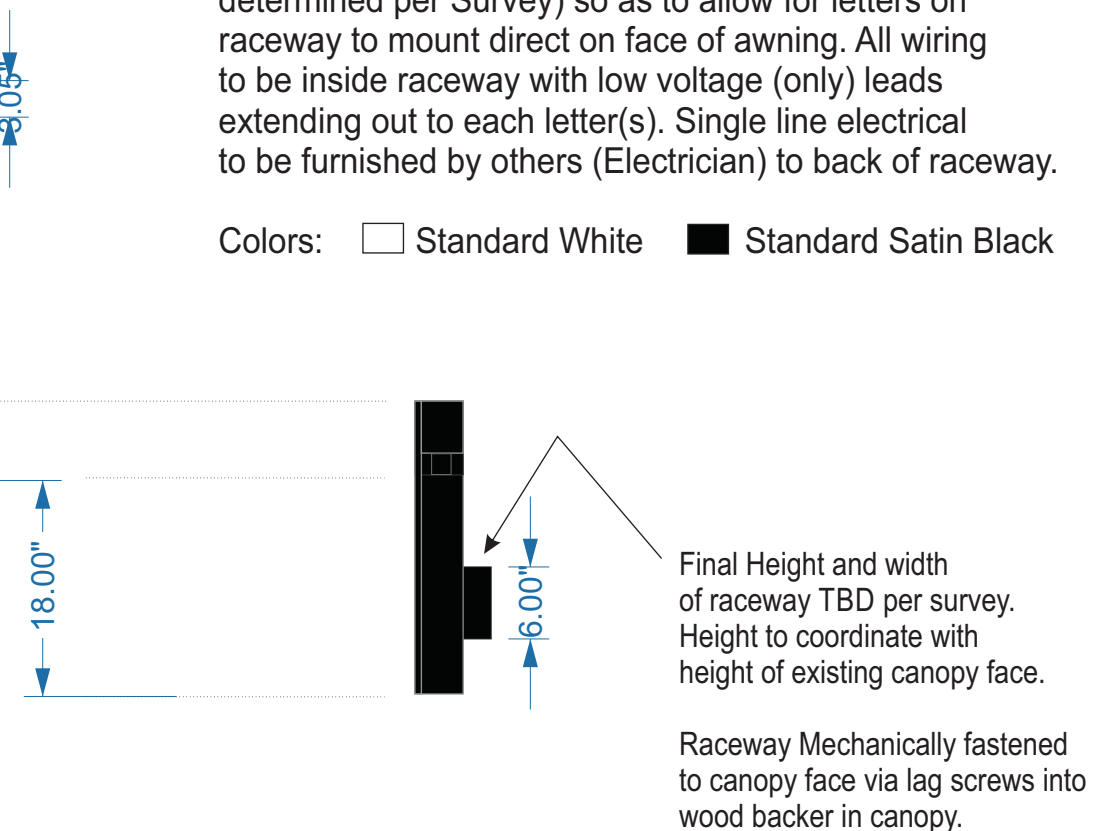
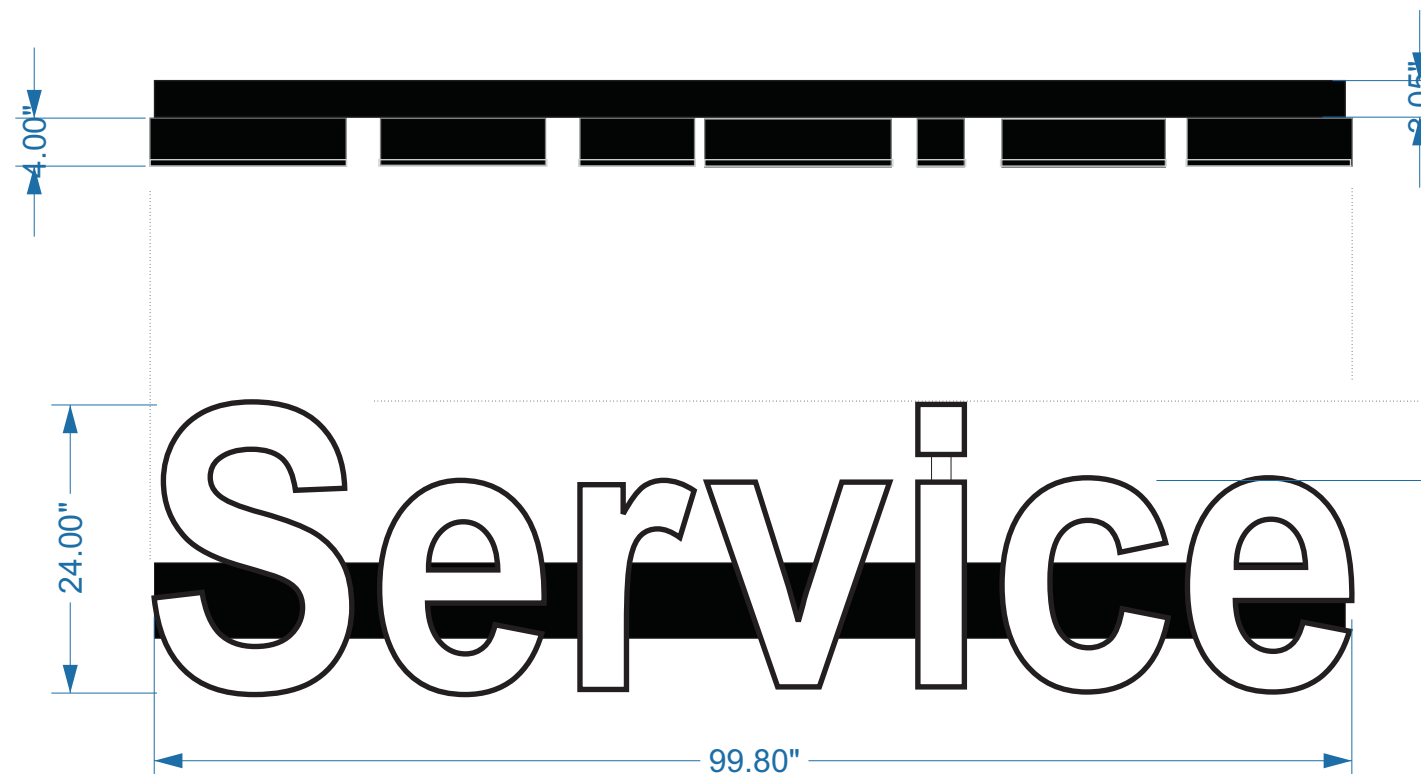
2 NORTH ELEVATION
1/8" = 1' - 0"

16.50 Sq Ft

Description:

Face Lit Channel Letters, with white acrylic faces and standard Black 1" trim cap. Returns of letters painted standard satin black. Letters are mounted to standard raceway (Final Raceway Height to be determined per Survey) so as to allow for letters on raceway to mount direct on face of awning. All wiring to be inside raceway with low voltage (only) leads extending out to each letter(s). Single line electrical to be furnished by others (Electrician) to back of raceway.

Colors: Standard White Standard Satin Black



Scale 1:16



Service

Scale: NTS



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tel 414.447.8227 • fax 414.447.0220

BUSINESS CUSTOMER

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SERVING
WISCONSIN
FOR OVER
20
YEARS



Village of Thiensville

Historic Preservation Commission

2025 Application Deadlines

JANUARY 7 DEADLINE: DECEMBER 27, 2024	JULY 1 DEADLINE: JUNE 20
FEBRUARY 4 DEADLINE: JANUARY 24	AUGUST 5 DEADLINE: JULY 25
MARCH 4 DEADLINE: FEBRUARY 21	SEPTEMBER 2 DEADLINE: AUGUST 22
APRIL 8 DEADLINE: MARCH 21	OCTOBER 7 DEADLINE: SEPTEMBER 26
MAY 6 DEADLINE: APRIL 25	NOVEMBER 4 DEADLINE: OCTOBER 24
JUNE 3 DEADLINE: MAY 23	DECEMBER 2 DEADLINE: NOVEMBER 21

The Historic Preservation Commission meets at 6:00 PM at Village Hall, 250 Elm Street.

All applicants or their contractors must be present for any approvals.

All submissions must be at Village Hall by noon on the deadline day.

Andy LaFond, Director of Community Services/PublicWorks
(262) 242-3720 alafond@village.thiensville.wi.us