



**Village of Thiensville
Plan Commission
AGENDA**

Date:
Tuesday, September 9, 2025

LOCATION: 250 Elm Street, Thiensville, WI

Time: 6:00 PM

I. CALL TO ORDER

II. ROLL CALL

Chairman

John Rosing

**Director of Community
Services/Public Works**

Andy LaFond

Village Planner

Meredith Perks

Commissioners

Dan Daly

Rebecca Holyoke-
Odeja

David Lange

Joe Nelson

M. Randy Pasternak

Jerry Schmitz

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. Review and Action Regarding Shed Project at 216 S Highland Avenue (att)

B. Review and Recommendation to the Village board Regarding a Certified Survey Map (CSM) Combining Four Village-Owned Parcels at the corner of Freistadt Road and Main Street (Parcel Numbers 120500224001, 120500224002, 120500224003, and 120500224005) into a Single Parcel and the Dedication of Right-of-Way (att)

V. STAFF REPORT

A. July, 2025 (att)

B. August, 2025 (att)

VI. ADJOURNMENT

RECEIVED
AUG 22 2015
BY:

PLAN COMMISSION APPLICATION

Submission Information:

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.

Property Address: 216 S. HIGHLAND AVE

Tax Key #

R-1
Current Zoning

Property Owner:

ERIC & NADIA EVERSON

Name

216 S HIGHLAND AVE

Address

218-340-1302

Phone

eric.everson@cw.edu

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.

LOOKING TO BUILD A 10x12 SHED ON SOUTH EAST CORNER OF LOT ON A 6" CONCRETE SLAB. IT WILL FEATURE A SHINGLE ROOF AND T111 SIDING PAINTED TO MATCH THE PRIMARY STRUCTURE. IT WILL HAVE A GARAGE DOOR, A SERVICE DOOR AND WINDOW. HEIGHT WILL BE 11' TALL (DEPENDENT ON SLAB THICKNESS AND SUBSTRATE) NO POWER TO SHED. SHED WILL SIT 5' OFF EAST LOT LINE AND 12' OFF SOUTH LOT LINE

Applicant Signature

Date

8/6/25

I BUILT THE EXACT SAME SHED 15 YEARS AGO AT 207 S. HIGHLAND AVE

Planner Fee Schedule: The Village provides the first half hour of the Village Planner's services. Any additional plan review time is billed at \$130.00/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 this 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 Southern Ozaukee Fire Department for review, approval, and inspections.*

Village Staff Review

Application Complete. Items needed: _____

Submitted to Village Planner on _____ Approved by planner on _____

Historic Preservation Approval (if needed) on _____

Additional Remarks/Conditions:

Village Staff Signature

Date

262-420-4732 SAFEbuilt	WI UNIFORM PERMIT APPLICATION WInspections@safebuilt.com <i>Inspections need to be called in by 4 pm for next business day inspections.</i>	PERMIT NO. _____ TAXKEY# _____
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<input type="checkbox"/> TOWN <input checked="" type="checkbox"/> VILLAGE <input type="checkbox"/> CITY OF <u>Thiensville</u> COUNTY: <u>Ozaukee</u>	PROJECT LOCATION (Building Address) <u>216 S HIGHLAND AVE</u>	PROJECT DESCRIPTION <input type="checkbox"/> COMMERCIAL <input checked="" type="checkbox"/> ONE & TWO FAMILY <u>SHED</u>
--	---	---

Owner's Name <u>ERIC EVERSON</u>	Mailing Address - Include City & Zip <u>216 S. HIGHLAND AVE THIENSVILLE, WI 53092</u>	Telephone - Include Area Code _____
Construction Contractor (DC Lic No.) <u>NA</u>	Mailing Address - Include City & Zip _____	Telephone - Include Area Code _____
Dwelling Contractor Qualifier (DCQ Lic No.) <u>NA</u>	Dwelling Contractor Qualifier shall be an owner, CEO, COB, or employee of Dwelling Contractor	Telephone - Include Area Code _____
Plumbing Contractor (Lic No.) <u>NA</u>	Mailing Address - Include City & Zip _____	Telephone - Include Area Code _____
Electrical Contractor (Lic No.) <u>NA</u>	Mailing Address - Include City & Zip _____	Telephone - Include Area Code _____
HVAC Contractor (Lic No.) <u>NA</u>	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	3. TYPE	6. STORIES	9. HVAC EQUIPMENT		12. ENERGY SOURCE																						
<input checked="" type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Raze <input type="checkbox"/> Alteration <input type="checkbox"/> Repair <input type="checkbox"/> Move <input type="checkbox"/> Other _____	<input type="checkbox"/> Single Family <input type="checkbox"/> Two Family <input type="checkbox"/> Multi <input type="checkbox"/> Commercial	<input checked="" type="checkbox"/> 1-Story <input type="checkbox"/> 2-Story <input type="checkbox"/> Other _____	<input type="checkbox"/> Forced Air Furnace <input type="checkbox"/> Radiant Baseboard or Panel <input type="checkbox"/> Heat Pump <input type="checkbox"/> Boiler <input type="checkbox"/> Central Air Conditioning <input type="checkbox"/> Other _____		<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>Fuel</td> <td>Nat. Gas</td> <td>L.P.</td> <td>Oil</td> <td>Elec. *</td> <td>Solid</td> <td>Solar</td> </tr> <tr> <td>Space Htg</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Water Htg</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table> * <input type="checkbox"/> Dwelling unit will have 3 kilowatt or more installed electric space heater equipment capacity.		Fuel	Nat. Gas	L.P.	Oil	Elec. *	Solid	Solar	Space Htg	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Water Htg	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fuel	Nat. Gas	L.P.	Oil	Elec. *	Solid	Solar																					
Space Htg	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																					
Water Htg	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																					
1b. GARAGE	4. CONST. TYPE	7. FOUNDATION	10. PLUMBING		13. HEAT LOSS (Calculated)																						
<input type="checkbox"/> Attached <input type="checkbox"/> Detached	<input checked="" type="checkbox"/> Site Constructed <input type="checkbox"/> Mfd. UDC <input type="checkbox"/> Mfd. HUD	<input checked="" type="checkbox"/> Concrete <input type="checkbox"/> Masonry <input type="checkbox"/> Treated Wood <input type="checkbox"/> ICF <input type="checkbox"/> Other _____	Sewer <input type="checkbox"/> Municipal <input type="checkbox"/> Septic No. _____		Total _____ BTU//HR																						
2. AREA	5. ELECTRICAL	8. USE	11. WATER		14. ESTIMATED COST																						
Basement _____ Sq. Ft. Living Area _____ Sq. Ft. Garage _____ Sq. Ft. Other _____ Sq. Ft. TOTAL _____	Entrance Panel Size: _____ amp Service: ___ New ___ Rewire _____ Phase _____ Volts <input type="checkbox"/> Underground <input type="checkbox"/> Overhead Power Company: _____	<input type="checkbox"/> Seasonal <input type="checkbox"/> Permanent <input type="checkbox"/> Other _____	<input type="checkbox"/> Municipal Utility <input type="checkbox"/> Private On-Site Well		\$ _____																						

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): ERIC EVERSON **SIGN:** **DATE:** 8/6/25

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 _____ Zoning Fee _____ WI Seal _____ Electric Fee _____ Plumbing Fee _____ HVAC Fee _____ Adm. Fee <u>\$25.00</u> Other _____ Total <u>\$0.00</u>	Bldg. # At top of form _____ Zoning # _____ Elec. # _____ Plmb. # _____ HVAC # _____	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. _____			

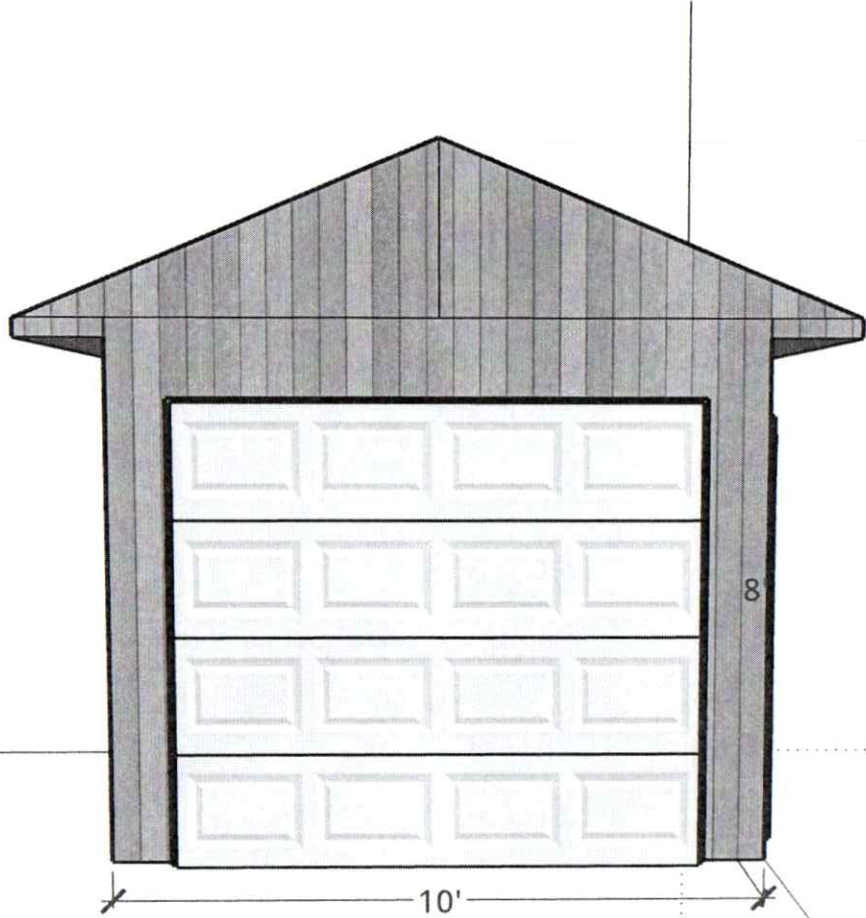
Proposed Shed Project

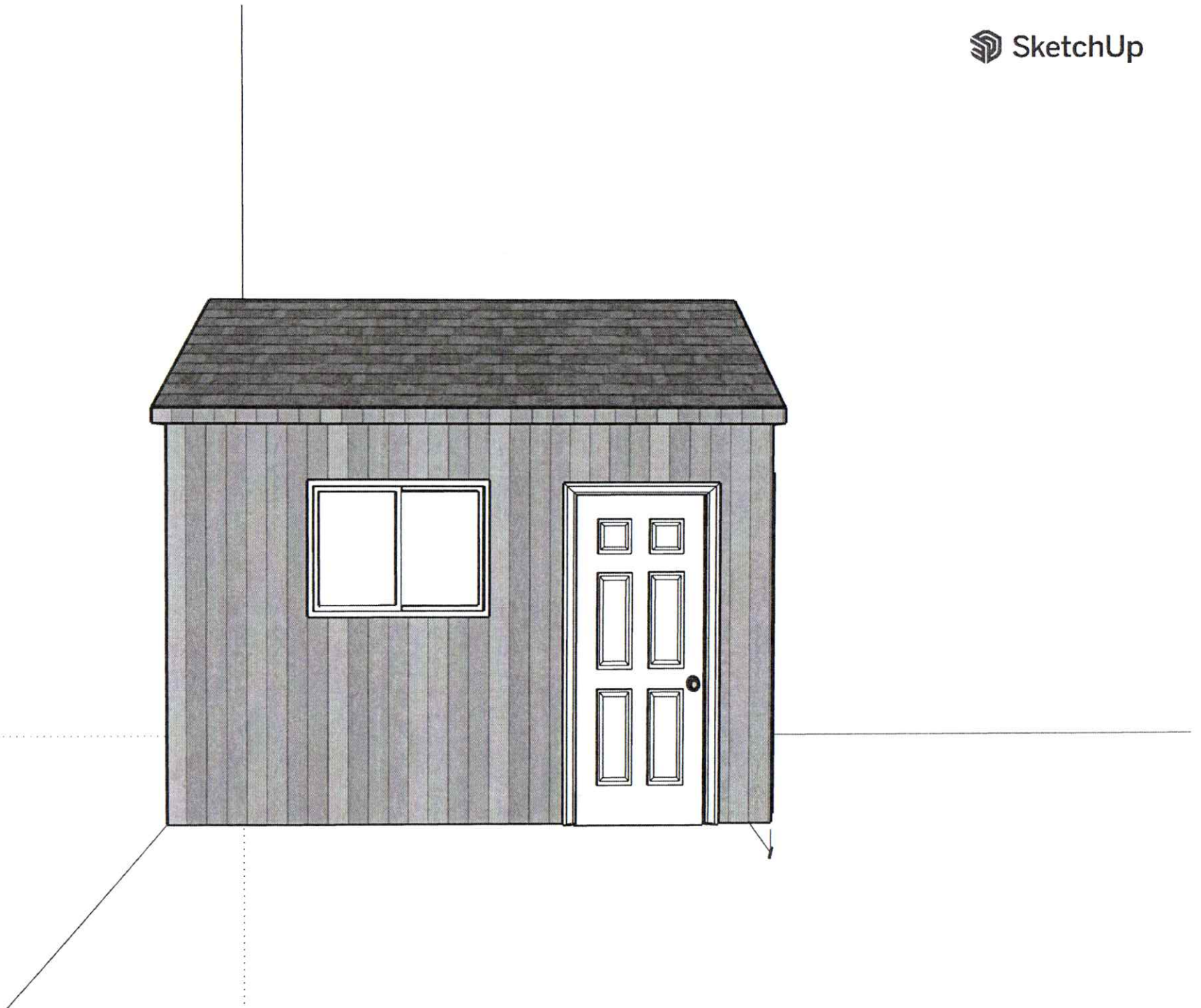
Everson

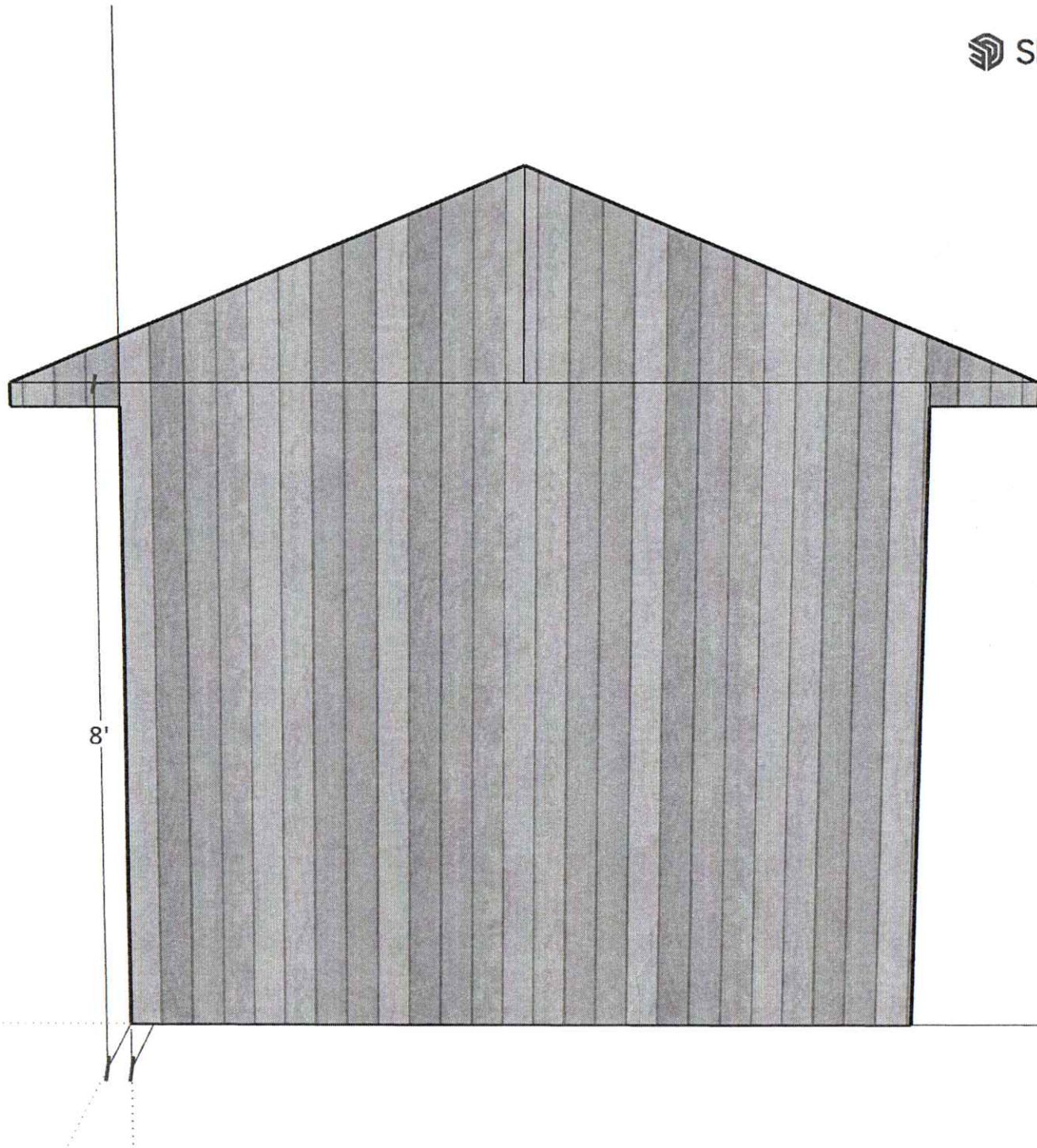
216 S Highland Ave

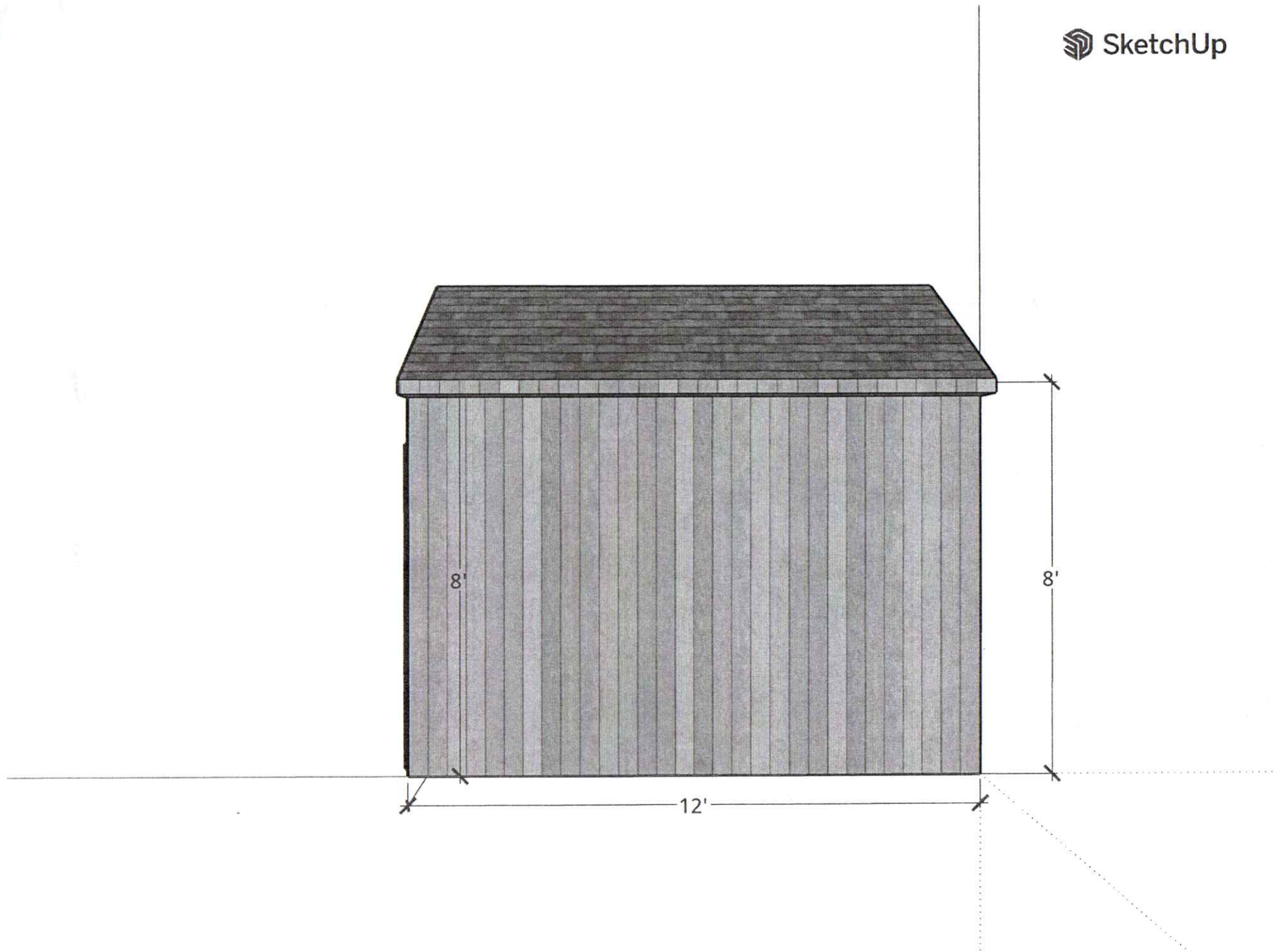
Thiensville, WI 53092

Meeting Date: September 9, 2025











SHED WILL BE ~10 FEET OFF SOUTH LOT LINE AND ~4-5' OFF THE EAST LOT LINE

FOUNDATION WILL BE APPROPRIATE GRAVEL BASE WITH 6" CONCRETE BASE

CERTIFIED SURVEY MAP NO. _____




Part of Lot 24, Block 2 of Assessor's Plat of the Village of Thiensville, in the SE 1/4 of the SE 1/4 of Section 15, Township 9 North, Range 21 East, Village of Thiensville, Ozaukee County, Wisconsin

VICINITY MAP:

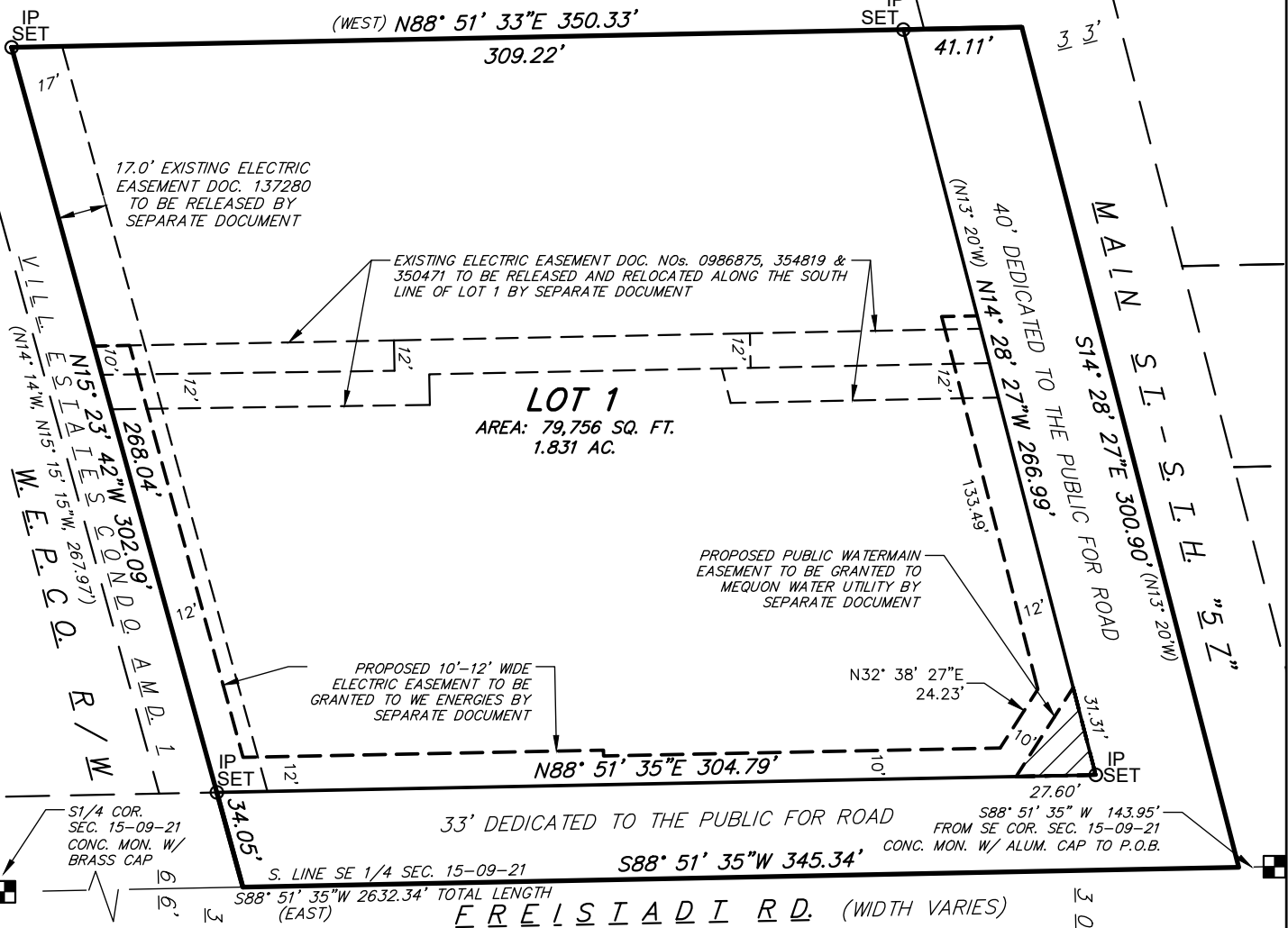


SE 1/4 SEC. 15-09-21
SCALE "1" = 1500'

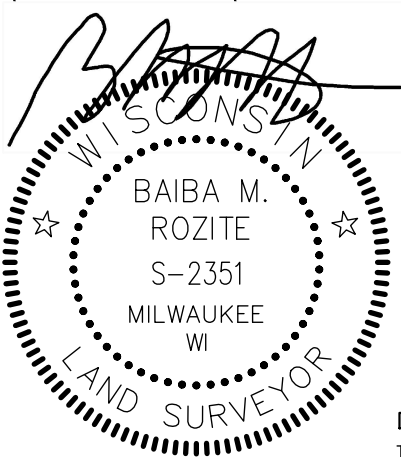
LEGEND:

-  IP SET 1" DIAM. X 18" IRON PIPE SET WT. 1.13 #/FT.
-  IP 1" DIAM. IRON PIPE FOUND
-  () INDICATES "RECORDED AS"

VILLAGE ESTATES CONDOMINIUM AMEND. NO. 1

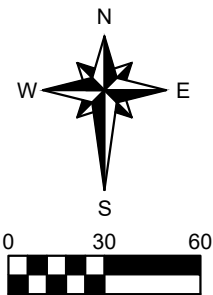


C:\USERS\BROZITE\DCACDDCS\RUEKERT & MIELKE, INC-21 - VILLAGE OF THIENSVILLE - MAIN STREET AND FRIESTADT ROAD WATER MAIN PROJECT FILES\DWG\CSDM\20250730 CSMD.DWG



PREPARED FOR:
 VILLAGE OF THIENSVILLE
 250 ELM STREET
 THIENSVILLE, WI 53092
 (262) 242-3720

PREPARED BY:
 RUEKERT & MIELKE, INC.
 W233 N2080 RIDGEVIEW PKWY.
 WAUKESHA, WI 53188



BEARINGS ARE REFERENCED TO THE WISCONSIN STATE PLANE COORDINATE SYSTEM NAD(83), SOUTH ZONE. SOUTH LINE OF SE 1/4 OF 15-09-21 BEARING S88°51'35"W.

SHEET 1 OF 3



Dated: 9/04/2025
 THIS INSTRUMENT WAS DRAFTED BY B. ROZITE, P.L.S. (09/04/2025)

RM814PB

CERTIFIED SURVEY MAP NO. _____

Part of Lot 24, Block 2 of Assessor's Plat of the Village of Thiensville, in the SE 1/4 of the SE 1/4 of Section 15, Township 9 North, Range 21 East, Village of Thiensville, Ozaukee County, Wisconsin

SURVEYOR'S CERTIFICATE

STATE OF WISCONSIN } SS
COUNTY OF WAUKESHA }

I, Baiba M. Rozite, Professional Land Surveyor, do hereby certify that I have surveyed, divided and mapped part of Lot 24, Block 2 of Assessor's Plat of the Village of Thiensville, in the SE 1/4 of the SE 1/4 of Section 15, Township 9 North, Range 21 East, Village of Thiensville, Ozaukee County, Wisconsin, bounded and described as follows:

Commencing at the Southeast corner of the Southeast 1/4 of said Section 15; thence South 88°51'35" West, 143.95 feet along the south line of said Southeast 1/4 to the Point of Beginning; continuing thence South 88°51'35" West, 345.34 feet along said south line to the easterly line of Village Estates Condominium Amendment No. 1; thence North 15°23'42" West, 302.09 feet along said easterly line to the south line of said condominium; thence North 88°51'33" East, 350.33 feet along said south line to the centerline of Main Street (S.T.H. "57"); thence South 14°28'27" East, 300.90 feet along said centerline to the Point of Beginning.

Containing 101,841 square feet, or 2.338 acres of land, more or less.

That I have made this survey, land division and map by the direction of the Village of Thiensville, Owner of said land.

That such map is a correct representation of all the exterior boundaries of the land surveyed and the division thereof made.

That I have fully complied with the provisions of Chapter 236 of the Wisconsin Statutes and the Village of Thiensville Code of Ordinances in surveying, dividing and mapping of same.



Baiba M. Rozite, PLS 2351

Dated: September 4, 2025



C:\USERS\BROZITE\DCACCD\DCSIRUEKERT & MIELKE, INC-21 - VILLAGE OF THIENSVILLE - MAIN STREET AND FRIESTADT ROAD WATER MAIN PROJECT FILES\DWG\C\SM\20250730 CSM.DWG

CERTIFIED SURVEY MAP NO. _____

Part of Lot 24, Block 2 of Assessor's Plat of the Village of Thiensville, in the SE 1/4 of the SE 1/4 of Section 15, Township 9 North, Range 21 East, Village of Thiensville, Ozaukee County, Wisconsin

CORPORATE OWNER'S CERTIFICATE OF DEDICATION:

The Village of Thiensville, a municipal corporation duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said municipal corporation caused the land described on this map to be surveyed, divided, mapped and dedicated as represented on this map.

The Village of Thiensville, as owner, does further certify that this Certified Survey Map is to be submitted to the following for approval or objection:

The Village of Thiensville

WITNESS the hand and seal of said owner(s) this _____ day of _____, 20 ____.

In the presence of:

Name Title

Name Title

Personally came before me this _____ day of _____, 20 ____, _____ of the Village of Thiensville, to me known to be the _____ of said Village of Thiensville, and acknowledged that they executed the foregoing instrument as such officer(s) as the deed of said municipal corporation, by its authority.

Notary Public, _____ County, _____ My Commission Expires _____

PLAN COMMISSION APPROVAL:

This Certified Survey Map is hereby approved by the Plan Commission of the Village of Thiensville on this _____ day of _____, 20 ____.

Name Title Date

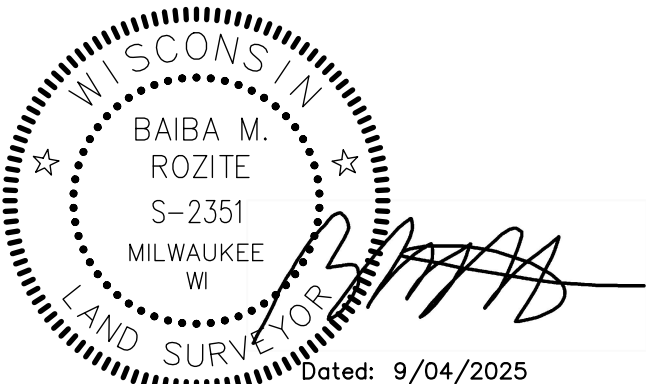
Name Title Date

VILLAGE BOARD APPROVAL:

Resolved, that this Certified Survey Map, in the Village of Thiensville, having been approved by the Plan Commission, is hereby approved by the Village Board of the Village of Thiensville on this _____ day of _____, 20 ____.

Name Title Date

Name Title Date



Dated: 9/04/2025

THIS INSTRUMENT WAS DRAFTED BY B. ROZITE, P.L.S. (09/04/2025)

**301 NORTH MAIN STREET
CERTIFIED SURVEY MAP
PLAN COMMISSION REVIEW**

To: Thiensville Plan Commission

Prepared by: Meredith Perks, Village Planner

Date: September 4, 2025

General Information

Applicant:	Village of Thiensville
Location:	250 Elm Street
Requested Action:	Certified Survey Map (CSM) Review
Existing Zoning:	B-4 Highway Business District

Project Description:

The Village is submitting a proposed Certified Survey Map (CSM) to combine four Village-owned parcels at the corner of Freistadt Road and Main Street (Parcel Numbers 120500224001, 120500224002, 120500224003, and 120500224005) into a single parcel. Combining these parcels is in accordance with the TID #2 project plan and is a step in preparing for the orderly redevelopment of the site. The site will be served by municipal utilities.

Staff Evaluation:

Staff's review indicates full compliance with the Village of Thiensville zoning code requirements and therefore approval is recommended.

Recommendation:

Recommend the proposed CSM for approval by the Village Board.

Thiensville Plan Commission Staff Report - July 2025

Staff Approved Projects July 2025

Date	Address	Applicant	Project	Staff Approval	ZBOA	Approved	Denied
7/7/2025	118 N Highland Ave	Sari Lewinsky	fence	7/7/2025		x	
7/8/2025	738 Grand Ave.	Alex Tarra	Solar Panels	7/10/2025		x	
7/16/2025	127 S Main St	Michael Koepke	Replace front porch/replace decking & replace windows	pending			

Code Compliance July 2025

Community Services			
Address	Owner	Complaint	Action
130 Heidel Rd.	JHL Investments LLC	rodent infestation, fire code violations,	Healthy & Life Safety Violation Letter sent via certified mail to Property Owner
600 Oakwood Dr.	Donna Umpir Survivor Trust	yard maintenance concerns (overgrown bushes, dying trees, length of grass)	request for maintenance letter sent; continued contact with homeowner

Police Department July 2025

Date	Location	Complaint	Action
7/3/2025	132 W Freistadt	report of illegal dump at waste yard	it was a TV business owner, explained rules for waste yard/using personal waste container and told owner to obtain their own waste card
7/3/2025	Freistadt/Interurban Trl	ad sign in village row	sign removed
7/6/2025	278 N Main St	junk vehicle for sale in Walgreens lot	explained village ord to RO and he moved the vehicle
7/9/2025	200blk E Freistadt	ad sign in village row	sign removed
7/10/2025	Kenwood/Washington Ct	solicitor in area w/out permit	solicitor was spoken to, explained the permit process for village, told to leave village - he did
7/19/2025	600blk Park Crest	kids selling chocolate door-door w/out permit	made contact with group, explained permit process for village, told to leave village - they did
7/26/2025	427 Susan Ln	temp dumpster (bag of old carpet) at HO address for extended period of time and a sign in village row	contact made with HO, sign was removed, bag of carpet was removed

meeting date: 8/12/25

Thiensville Plan Commission Staff Report - August 2025

Staff Approved Projects August 2025

Date	Address	Applicant	Project	Staff Approval	ZBOA	Approved	Denied
8/4/2025	317 Riverview Dr	William & Heather Gartzke	Backyard Chickens Permit	8/12/2025		conditionally	
8/14/2025	500 E Freistadt Rd	Clay & Rebekah Buie	22 Solar Modules	8/17/2025		x	
8/18/2025	315 E Freistadt Rd	Tony Johnson	9 PV Solar Panels	8/25/2025			pending
8/19/2025	120 S Main St	Thomas Montaine	Fence	8/21/2025		x	
8/22/2025	157 Green Bay Rd	T.K. Davis Properties LLC - Todd Davis	Repair/repaint rotting windows	8/29/2025		x	
8/29/2025	201 Luisita Rd	Thomas & Barbara Redding	Fence	8/29/2025		x	

Code Compliance August 2025

Community Services			
Address	Owner	Complaint	Action

Police Department August 2025

Date	Location	Complaint	Action
8/9/2025	200blk N Main	ad sign attached to village stop light	sign removed
8/14/2025	251 Elm St	3 groups of ppl in park after hours	all groups were warned about park hours and left w/out incident
8/17/2025	100blk S Main	ad sign attached to village light pole	sign removed
8/22/2025	Green Bay/Riverview	ad sign in village ROW	sign removed
8/27/2025	400blk Bel Aire Dr	solicitors going door-door w/out permit	solicitors given warning, explained permit process and made to leave village

meeting date: 9/9/2025