

**VILLAGE OF THIENSVILLE
HISTORIC PRESERVATION COMMISSION
MINUTES**

DATE: Tuesday, September 7, 2021

LOCATION: 250 Elm Street
Thiensville, WI

TIME: 6:00 PM

I. CALL TO ORDER

Chair Abraham called the meeting to order at 6:00 PM.

II. ROLL CALL

Chair:	Jennifer Abraham	
Commissioners:	Angelina Apostolos	Ronald Heinritz
	Philip Eckert	Nathan Matson (excused)
	Mary Giuliani	Joseph Miller (arrived 6:18 PM)
Director of Community		
Services/Public Works:	Andy LaFond	

III. CITIZENS TO BE HEARD

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 alangelois@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 present.

IV. DATE AND TIME OF NEXT MEETING

A. Next meeting scheduled for Tuesday, October 5, 2021 at 6:00 PM (if needed)

V. APPROVAL OF MINUTES

A. Approval of Minutes
1. August 3, 2021

Commissioner Heinritz noted that the words cement board should be replaced with the word stucco on Item A. under Business and in the motion in the August 3, 2021 minutes.

MOTION by Commissioner Apostolos, **SECONDED** by Commissioner Giuliani to approve the August 3, 2021, Minutes with the Changes Noted by Commissioner Heinritz Changing the Words Cement Board to Stucco. **MOTION CARRIED UNANIMOUSLY.**

VI. BUSINESS

- A.** Review and action regarding Certificate of Appropriateness, Reside Home, New Paint Colors, Kathleen Schreiner, 171-175 Green Bay Road

Kathleen Schreiner, 171-175 Green Bay Road, was present. Ms. Schreiner explained that work at 171-175 Green Bay Road is a work in progress and wants to determine what materials are allowed. Two bids have been obtained to reside the home. The cost using cement board is \$38,000 which is more than the budget for the project. A wood grain vinyl siding would cost \$25,000. The vinyl siding comes in 16-foot lengths so there would be no seams on the front and the other two visible sides. The side facing the neighbors would have visible seams due to longer runs. The blue trim would be painted and the blue portion of the windows would be wrapped in vinyl. If this option is not acceptable, the owner plans to re-paint. Concern with this option is that there are a lot of layers of paint and the contractor does not believe they can get it smooth. If the painting option is selected, the back house which is currently two colors (tan and mustard) would be painted tan.

Both the porches are wood. The wood has been replaced and repainted, however, the paint is not holding up, so Ms. Schreiner proposed replacing the porch floor decking and stairs with vinyl planking. The vinyl planking has a wood grain and is available in many colors.

Chair Abraham encouraged Ms. Schreiner to choose paint colors from the historic color palette. The Commission has issues with vinyl siding and would prefer restoring what is there by painting. Commissioner Heinritz is not in favor of the option that would cover over wood with a non-wood product and favors re-painting noting much of the wood is in good condition. In regards to the porches, Commissioner Heinritz recommended keeping the wood for the porches, having it sanded, primed and painted. Unfortunately, salt has eaten away at the flat surfaces.

Commissioner Eckert shared there are wood steps going up to the front door at glaze. The business does not use salt and uses a plastic shovel and used a good quality porch and deck paint. Ms. Schreiner noted that with tenants in their building they have to use salt.

Commissioners Giuliani and Heinritz want to retain the wood and suggested a paint that incorporates sand that could provide durability and traction.

MOTION by Commissioner Heinritz, **SECONDED** by Commissioner Giuliani to approve Certificate of Appropriateness, Kathleen Schreiner, 171-175 Green Bay Road, Repainting Home, New Paint Colors, Wood Will Be Repaired or Replaced As Necessary, Stairs and Porch Will be Refurbished and Repainted, Back Building Will be Repainted a Taupe Color, Color Choices to be Reviewed and Approved by Director of Community Services/Public Works Andy LaFond. **MOTION CARRIED UNANIMOUSLY.**

- B.** Review and action regarding Certificate of Appropriateness, Raise Bay Windows, Reclaimed Brick to Match Existing Brick To Accommodate New Opening, Remove Grilles in Center Bay Window, Nathan and Keeley Matson, 225 Elm Street.

Jackson Leverenz, a designer from Design Group 3, was present representing Nathan and Keeley Matson, 225 Elm Street. As part of remodeling the kitchen, the bay window needs to be raised to accommodate a new countertop and the homeowners also would like to remove the grilles in the center windows. The grilles would remain on the side, double-hung windows. Director LaFond noted the window is at the rear of the house; the wall faces the back yard. The window will change from a height of 53 inches to 39 inches.

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MOTION by Commissioner Giuliani, **SECONDED** by Commissioner Miller to approve Certificate of Appropriateness, Raise Bay Windows, Reclaimed Brick to Match Existing Brick To Accommodate New Opening, Remove Grilles in Center Bay Window, Nathan and Keeley Matson, 225 Elm Street. **MOTION CARRIED UNANIMOUSLY.**

C. Discussion and review of Guidelines for Village of Thiensville Historic Preservation District Standards and Guidelines

Director LaFond noted that the original draft of the guidelines did not include photographs and other illustrations. Once the document is more refined those will be added. Typos and have been fixed. There has not been feedback on major items that would affect the policy or structure of the guidelines. Director LaFond will continue working on modifying the guidelines into a more-publishable format and shared that he has started building information on the Village website to describe the makeup and duties of the Historic Preservation Commission in more detail.

D. Discuss Guidelines for Roof Materials

Commissioner Heinritz asked if metal roofs could be approved by staff. Director LaFond reviewed the staff approval policy. If the roof is being replaced with a similar material and does not alter the historic character of the building or district, it can be approved by staff.

E. Discuss Property Maintenance Policy, Pending Property Issues

Director LaFond noted when property maintenance issues are addressed elsewhere in the Village, staff begins with an educative approach. A certified letter is sent to ensure that it is received. If, for instance, there is a hole in a roof, a letter is sent noting the property maintenance code. The property owner is asked to respond in a specified time frame with a plan to bring the property into compliance. If the situation persists, a second letter is sent with a deadline to correct the issue. The property owner is informed that a citation is the next step. For matters such as yard maintenance, the Village often ends up taking care of it and sending a bill. If the bill is not paid, it will be added to the property tax bill. Some residents are new, so the first step is education.

Chair Abraham asked what procedure the Historic Preservation Commission should follow. Director LaFond suggested a first step would be for a Commissioner to contact Village staff with a concern. Staff will then look at it and determine if there is a violation of Village Code. Properties that get letters will be included in a staff report at the next meeting of the Historic Preservation Commission. Commissioners informally agreed that they favored the process.

F. Discuss Tax Credits

Chair Abraham shared tax credit information which included a lot of good information that outlines the steps to apply. There are two plans – one for income-producing properties and another for residential. If a property owner plans to spend more than \$50,000, it is worth looking into applying for tax credits. Commissioner Heinritz added the State Historical Society has a flyer explaining the tax credit programs. That flyer was sent to all property owners in the Historic District. Copies of that flyer will be made available for interested property owners and Director LaFond added a link to the flyer can be included on the Village website.

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G. Discuss Possible Site for Historic Marking Plaque

Director LaFond inquired if there is a historic plaque on 171-175 Green Bay Road. Commissioner Heinritz indicated there is not. Chair Abraham suggested some research be done on that property.

Commissioner Giuliani had a conversation with a resident who lives in the Elm Street condominiums who suggested that the existing historic plaque be moved from one of the units to the boulevard that is located at one of the entrances. Commissioner Heinritz added that would be the most desirable place for the plaque and could be mounted to the flat face of a stone. The plaque was removed from the building when maintenance was completed during the summer.

Director LaFond shared that staff has discussed the option of the Historic Preservation Commission honoring a person at the annual Employee Recognition Dinner rather than awarding a plaque every year.

VII. STAFF REPORT

There was no Staff Report.

VIII. ADJOURNMENT

MOTION by Commissioner Miller, **SECONDED** by Commissioner Eckert to adjourn the meeting at 6:58 PM.
MOTION CARRIED UNANIMOUSLY.

Prepared by,



Gary Achterberg
Administrative Assistant

Submitted by,



Amy L. Langlois
Village Clerk/Deputy Treasurer