

**Design Review Board**  
**Meeting Minutes**  
**Thursday, May 9, 2019**



3930 N. Murray Avenue, Shorewood, WI

**1. Call to order.**

The meeting was called to order at 5:03 p.m.

Members present: Chair Robert Gosse, Wesley Bryce, Kathryn Kamm, Bryan Koester, Scott Kraehnke, John Rizzo and Mike Skauge. Others present: Bart Griepentrog, Planning & Development Director; Mike Dandorf, Vincenzo D'Amato and Tilak Kc.

**2. Approval of April 25, 2019 meeting minutes.**

Mr. Rizzo motioned to approve the minutes as drafted; seconded by Mr. Koester. Vote 7-0.

**3. Consideration of the application and plans on file for the installation of a two-story rear addition at residential property 4416 N. Murray Avenue, property owners George and Clarissa Trujillo.**

Mr. Dandorf presented the project on behalf of the homeowner. He noted that the existing sunroom would be incorporated into an expanded first floor plan, allowing for an open concept kitchen and living room. He also explained that the second floor would be enlarged for a master suite.

Chair Gosse questioned the material of the new siding and was informed that it would be vinyl and the same color to match the remainder of the house. Chair Gosse also asked if the windows would be vinyl. Mr. Dandorf confirmed, noting that the windows in the remainder of the house were recently replaced and that these would match, including the divided light uppers. They were looking into using the same manufacturer, but were also confident that they could also get a matching product elsewhere. Mr. Rizzo asked if shutters were being used, and was informed that they were not. Chair Gosse questioned if the window trim was wood, and the applicant believed it was, but noted in any case the new trim would match the existing. Mr. Dandorf also noted that beadboard would be used in the soffit.

Ms. Kamm confirmed that thicker styles were being utilized in the proposed doors. Mr. Dandorf noted that doors would provide a French door look, but actually be sliders. Ms. Kamm also questioned if the stairs were wood and whether or not a landing would be required. Mr. Dandorf noted that the stairs were proposed to be of wood for budget purposes and further noted that additional improvement to the patio could be sought at a future stage. He agreed to install a landing, if required by code. Ms. Kamm questioned what skirting would be utilized and was informed that a solid appearance would be provided.

Mr. Gosse noted that a hip roof was being proposed on the addition, which represented a third roofing style on the property. Ms. Kamm noted that she was ok with the hip roof. Mr. Kraehnke also noted that it was replacing a current shed roof and was an improvement.

Mr. Bryce questioned why the the window spacing of the three lower windows was different than the spacing above. Mr. Dandorf suggested that was an error in the drawings and that the spacing would match.

Chair Gosse asked if the brick work on the foundation would match the existing. Mr. Dandorf said that it would, but Mr. Bryce commented that the section details did not appear to correspond. Mr. Dandorf agreed and said he would update those details for permitting.

Mr. Rizzo confirmed that a handrail would be installed on the steps. Mr. Dandorf said that one would be installed made of wood and that its details would be basic, noting the likelihood of future improvements on the patio.

Mr. Kamm motioned to approve the plans, with the modification that the double-hung window spacing would match, that landings with solid skirting would be provided for any doorways as required by code, and that the brick veneer on the foundation would match the existing; seconded by Mr. Kraehnke. Vote 7-0.

**4. Consideration of the application and plans on file for the expansion of an existing rear yard three-season room at residential property 4415 N. Sheffield Avenue, property owner Tilak Kc.**

Mr. D'Amato presented the project on behalf of Mr. Kc. He detailed that the project involves the expansion of the existing 3-season room. He noted that insulation and new windows and doors would be added. No new electrical or heat was being proposed.

Ms. Kamm confirmed that the addition would double the room's size. Mr. D'Amato noted that the room would expand 10 ft. further west. Ms. Kamm questioned if the proposed materials would match the existing. Mr. D'Amato confirmed and further noted that the new windows would match the house and have sills with aprons, replacing what are currently just storm windows. Chair Gosse questioned if there was any proposed width change with the addition, and the applicant said there were none. Chair Gosse also asked if the upper railing would match the existing, and Mr. D'Amato confirmed. Ms. Kamm confirmed that the structure had a flat rubber roof.

Mr. D'Amato also provided that stucco would be added to the base of the structure to match the look of the house. Chair Gosse asked if the addition was on footings or a slab, and the applicant noted that footings would be used at a depth of 3.5 feet.

The Board noted that the plans presented were not of typical architectural standards, but that since the addition was matching existing materials, they were willing to accept them. Ms. Kamm noted that it would have been helpful to include greater notation to confirm details.

Mr. Kraehnke motioned to approve the plans, as submitted, noting that the materials would match the existing; seconded by Ms. Kamm. Vote 7-0.

**5. Adjournment.**

Mr. Bryce motioned to adjourn the meeting at 5:35 p.m.; seconded by Mr. Skauge. Vote 7-0.

Recorded by,

A handwritten signature in blue ink that reads "Bart Griepentrog". The signature is written in a cursive style with a large initial 'B' and a stylized 'G'.

Bart Griepentrog, AICP  
Planning & Development Director