

Design Review Board
Meeting Minutes
Thursday, January 24, 2019



3930 N. Murray Avenue, Shorewood, WI

1. Call to order.

The meeting was called to order at 5:01 p.m.

Members present: Kathryn Kamm (acted as Chair), Bryan Koester, Scott Kraehnke, Mike Oates (arrived during item 3), John Rizzo and Mike Skauge. Others present: Bart Griepentrog, Planning & Development Director; Richard Lass, Charles Lawler and Don Nummerdor.

2. Approval of January 10, 2019 meeting minutes.

Mr. Skauge motioned to approve the minutes as drafted; seconded by Mr. Koester. Vote 5-0.

3. Consideration of the application and plans on file for the installation of a rear sunroom addition at residential property 4220 N. Farwell Avenue, property owner Charles Lawler.

Richard Lass presented the item on behalf of the property owner. He informed that the old deck was already removed due to disrepair. The plans will provide for a sunroom with windows with grids and a continuous floor level to the house. The windows are planned to be casements with transoms. A flat roof with a sitting deck with railings to match an existing porch will be on the second floor.

Ms. Kamm asked the applicant to confirm that the brick would match, and he affirmed. Mr. Oates asked the applicant to provide more detail on the proposed trim material. Mr. Lass indicated that it would likely be a composite material with texture. Mr. Oates also asked for details on the divided light windows and was informed that the windows would feature simulated dividers on both the interior and exterior. Mr. Rizzo asked if the second floor door would be replaced, and was informed that would hopefully take place in the future. Mr. Oates asked about the placement of the second story deck and railings, and the applicants informed that the drawings were incorrect and that the deck and railings would be located inside of the existing windows. Ms. Kamm also noted that the downspout may also need to be relocated. Mr. Oates re-iterated a concern over whether or not the brick could be matched, and Mr. Lawler noted that the front wall was replaced approximately 10 years ago and that a similar expectation to match would take place again. He also noted that a limestone sill, similar to that underneath the windows, would cap the proposed sitting wall.

Mr. Rizzo moved to approve the plans as submitted, subject to reducing the deck and railing dimensions to be inside of the second story windows and wrought iron details on the new railing to match the existing; seconded by Mr. Oates. Vote 6-0.

4. Further consideration by Special Exception of the application and plans on file for a second façade wall sign at commercial property 4023-27 N. Oakland Avenue, property owner Columbia St. Mary's, Inc.

Mr. Nummerdor presented two options for the proposed wall sign on the north façade, both of which were scaled down from the previous proposal that had matched the east façade in size. He noted that his client preferred the first option. Mr. Oates requested confirmation of why the item required a Special Exception, and Mr. Griepentrog informed that it was required for the size of the logo and to allow for a second sign.

Ms. Kamm confirmed the size of the letters within each option as either 12 or 9 inches respectively. Mr. Nummerdor indicated that his client thought the size of the letters in option two was too small. Mr. Rizzo agreed that the second option looked too small and mentioned seeing similar signage for this client elsewhere that led him to believe this would be appropriate. Ms. Kamm confirmed that the letters would not be illuminated. Mr. Skauge noted that he thought the first option looked better. Mr. Oates mentioned that Sendik's had a sign in the location so there was perhaps some precedent for allowing it. But, Mr. Kraehnke noted that Sendik's sign was over an entrance, and Ms. Kamm noted that there used to be over 30 ft. of open space in this location. Mr. Rizzo questioned where the entrance would be located and was reminded that it would be in the center of the north façade. Mr. Oates noted that the building appears to be located on a corner. Noting that the sign was not illuminated, Ms. Kamm expressed that the second sign was less of an issue to her. Mr. Kraehnke noted that the reduction in size was a good compromise.

Mr. Oates moved to approve the Special Exception for the second wall sign as shown in E-2 Option 1; seconded by Mr. Rizzo. Vote 6-0.

5. Adjournment

Mr. Koester motioned to adjourn the meeting at 5:22 p.m.; seconded by Mr. Kraehnke. Vote 6-0.

Recorded by,



Bart Griepentrog, AICP
Planning & Development Director