



**Design Review Board**  
**Meeting Minutes**  
**May 26, 2016**

3930 N. Murray Avenue, Shorewood, WI

**1. Call to order.**

The meeting was called to order at 5:00 p.m. Members Present: Acting Chair Mike Oates, Kathryn Kamm, John Rizzo, Wesley Brice and Mike Skauge (alternate). Also present Building Inspector David Henson.

**2. Approval of April 14, 2016 meeting minutes.**

Mr. Brice moved to approve, Seconded by Mr. Rizzo. Vote 4-0

**3. Consideration of the installation of a front yard patio at residential property 4224 N. Olsen Avenue, property owners Erv and Joann Stern.**

Owners Erv and Joann Stern presented the proposed front yard patio describing the proposed plantings to shield the patio. Mr. Skauge questioned if the required height of the plantings were to be at least 2ft. Building Inspector Henson noted he was unsure if the height was noted in the municipal codes. Ms. Kamm moved to approve with the condition the planting/screening meet the height requirements in the municipal code if noted. Seconded by Mr. Rizzo. Vote 4-0

**4. Consideration of the installation of a second floor window along north elevation at residential property 4483 N. Ardmore Avenue, property owners Reuben and Kelly Fortier.**

Contractor Jason Sieberg presented the proposed window. Mr. Skauge questioned the material type for the new window. Mr. Sieberg note the window would be fiberglass. Mr. Rizzo moved to approve. Seconded by Ms. Kamm. Vote 4-0

**5. Consideration of the installation of a monument sign at Shorewood Auto Repair commercial property 1330 E. Capitol Drive.**

Business Owner Keith Lasanske and Contractor Don Nummerdor present the proposed monument sign. Mr. Oates questioned if the sign met the requirements of the municipal code. Building inspector Henson noted the sign exceeded the size and height limitations and requires a Special Exception approval by the Board and the vision lines at the intersection might be compromised by the location of the sign. Mrs. Kamm commented on the proposed color of the base; preferring a darker color rather than white. Mr. Lasanske noted plantings at the sign base would add to the general appearance. Ms. Kamm moved to approve as submitted with the Special Exception for a increased size and additional height. Seconded by Mr. Rizzo. Vote 3-1 with Mr. Brice abstaining due to his concerns with the general size of the sign.

**6. Future agenda items.**

**7. Adjournment.**

Meeting adjourned at 5:48 p.m.

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Recorded by,

*David A. Henson*

Building Inspector David Henson