



**Design Review Board  
Meeting Minutes  
September 8, 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 Kathryn Kamm, Bryan Koester, Mike Skauge, and Wesley Brice. Also present Building Inspector David Henson.

**2) Approval of August 25, 2016 meeting minutes.**

Mr. Skauge moved to approve. Seconded by Mr. Koester. Vote 4-0.

**3) Further consideration of window alteration at south elevation at residential property 2219 E. Marion Street, property owner Sean McNichols.**

Mr. Bartelt, contractor, presented the redesign of the south elevation kitchen window. Mr. Bartelt noted the owner has opted to remove the proposed bay window and install a standard casement although a change in size is needed. Ms. Kamm questioned if the head of the window was to remain in the same location. Mr. Bartelt noted no change to the head elevation. Mr. Bartelt also noted the new windows would have grills to match the existing windows. Mr. Skauge moved to approve, seconded by Mr. Koester. Vote 4-0.

**4) Further consideration of front yard patio at 2635 E. Capitol Drive, property owner Chris Buhrman.**

Mr. Chris Buhrman, owner, presented the redesign of the driveway approach noting the design is being submitted with two options for the increased width. Ms. Kamm questioned the existing width of the driveway. Mr. Buhrman noted the driveway was approximately 10' 6" plus the flares at the curb. Mr. Skauge noted he could appreciate the need for the additional width. Mr. Skauge moved to approve with the condition the increased width of the approach may not exceed 3.25 feet at the curb line. Seconded by Mr. Koester. Vote 4-0.

**5) Consideration of signage at commercial property 4106 N. Oakland Avenue, business owner Stone Creek Coffee.**

Mr. Bryan Kaisor of Stone Creek Coffee presented the proposed blade sign. Ms. Kamm questioned if the sign met the requirements in the sign code. Building Inspector Henson noted it does meet code. Mr. Skauge commented the orange color of the sign could match the brick color better. Mr. Koester moved to approve. Seconded by Mr. Brice. Vote 4-0.

6) **Further consideration of signage, façade and outdoor improvements for proposed business at 4144 N. Oakland Avenue, applicants El Camino Partners LLC and Chris Socha.**

Mr. Chris Socha, designer, presented the proposed landscaping, mechanical screening, façade sign, and pole sign. With limited discussion on the landscaping and mechanical screening by the Board, Mr. Socha presented the proposed signage. Ms. Kamm questioned if the signage met the sign code. Building Inspector Henson note the signage did not meet the code and a special exception must be granted for size and the pole sign.

The Board discussed the various concepts and questioned the approval of neon lighting. In addition, the Board was concerned specifically with approving a pole sign since they were prohibited.

Mr. Socha commented the pole sign is designed in a tasteful manor and would complement the building design and neighborhood.

Mr. Skauge moved to approve the landscape design and mechanical screening and to holdover the sign submittal until the next scheduled meeting. Seconded by Mr. Koester. Vote 4-0.

7) **Future agenda items.**

8) **Adjournment.**

Meeting adjourned at 5:55p.m

Recorded by,

A handwritten signature in cursive script that reads "David A. Henson".

Building Inspector David Henson