

Design Review Board
Meeting Minutes
Thursday, April 25, 2019



3930 N. Murray Avenue, Shorewood, WI

1. Call to order.

The meeting was called to order at 5:02 p.m.

Members present: Bryan Koester, Scott Kraehnke (acting as Chair), Mike Oates (arrived during item 3), John Rizzo, Mike Skauge and Mary Wright. Others present: Bart Griepentrog, Planning & Development Director; Ron Amann, Lori Kuschinski, Ryan Baumer, Paul Weaver, Patrick Smith and Chris Tinker.

2. Approval of April 11, 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 entryway addition at residential property 4524 N. Bartlett Avenue, property owners Lori Arnold Kuschinski.

Ron Amann presented the project noting that the rear entryway addition would provide room to navigate the internal stairway up to the house. He noted that the 4' x 7' addition would utilize the existing door. He also noted that the addition would be constructed 6" from the corner to allow the detail to remain.

Mr. Skauge questioned if the gable would have an open soffit. Mr. Amann said it would not. He also noted that the gable trim would feature dog-ears to match the existing house and that bead-board would be utilized in the soffit. Mr. Skauge also questioned if the exterior light could be moved above the doorway, so that people would not run into it. Mr. Rizzo asked if the addition would have gutters, and was informed it would not.

Mr. Skauge motioned to approve the plans, with the modification that the exterior light be relocated and centered within the gable above the doorway, that the bottom of the light be located 16 inches above the doorway and that the gable trim match the existing dog-ear style; seconded by Ms. Wright. Vote 6-0.

4. Consideration of the application and plans on file for window modifications at residential property 4413 N. Prospect Avenue, property owner Marcus Downey.

Ryan Baumer presented the project. He indicated that the exterior changes were being proposed to accommodate an interior kitchen remodeling project. Ms. Wright confirmed that the changes were being proposed on the west façade. Mr. Baumer explained that the window elevations were being proposed to match on the interior. He noted that all windows will have sills to match. Any required infill will match existing materials.

Mr. Oates confirmed that the dark area shown on the plan is proposed infill. Mr. Baumer reiterated that it would match existing materials and noted that several alterations over the years have done the same. He noted that in total five windows were being proposed, including one on the corresponding side of the bay, which is not shown on this plan set. Mr. Oates asked what type of windows was being used and was informed that they were Pella double-hung and casements on the bay.

Mr. Skauge added that the house has a lot of window types. Mr. Rizzo agreed, and Mr. Oates suggested that they conflict with the balance of the architecture. Mr. Skauge indicated that there was not much symmetry left. Mr. Koester asked to see a photo of the front of the house, and noted that the primary façade was still in tact. Mr. Oates suggested that since these changes are not on the primary façade, he was less worried about it.

Mr. Oates motioned to approve the plans, as submitted; seconded by Mr. Koester. Vote 6-0.

5. Consideration of the application and plans on file for the installation of folding doors at commercial properties 4512 and 4518 N. Oakland Avenue, property owner Exchequer LLC.

Paul Weaver presented this item and shared a cut sheet of the proposed door and color samples. Mr. Rizzo questioned if the doorways correspond to the current interior floor plans, and was informed that they do. Mr. Oates confirmed that the doors would fold/stack to the interior east. Mr. Weaver noted that the existing transoms would remain and that a beefed up header would need to be installed between the doorway and those windows. Mr. Oates questioned if everything would be the same color, and was informed that it would be, including the interior of the door frame. Mr. Kraehnke confirmed that all four panels would fold to the east. Ms. Wright questioned if there were any plans for a pergola and was informed there were not.

Mr. Rizzo motioned to approve the plans, as submitted; seconded by Mr. Skauge. Vote 6-0.

6. Consideration of the application and plans on file for the modifications to existing parklet at commercial property 4515 N. Oakland Avenue, business owner Three Lions Pub.

Paul Weaver and Chris Tinker presented the project, primarily noting a new handrail design. Mr. Weaver also noted that the size of the parklet was being slightly reduced to comply with the Village's policy requirements. Mr. Rizzo questioned if the parklet would be 36' as shown, and the applicants informed that it would be 33.5' and provided a revised plan showing the new dimension.

Mr. Oates confirmed that the design was centered on the front door. Mr. Oates also questioned how the handrails were being attached to the structure. Mr. Weaver noted that the benches are anchored to the structure and the handrails will be attached via brackets to the undersides of the benches. Mr. Rizzo questioned the reuse of the existing posts and confirmed the pre-fab nature of the proposed railing system. The applicants suggested that the design will bring everything together. Mr. Oates questioned how the top of the posts will be treated and was informed they would be decoratively treated. They also noted that four of the posts would be heavier to provide better dimension. Mr. Oates noted that the design was a definite improvement from the ropes. Mr. Kraehnke confirmed that the posts would be wood and Mr. Oates confirmed that they would be solid.

Mr. Rizzo motioned to approve the plans, as submitted; seconded by Mr. Koester. Vote 6-0.

7. Consideration of 2018 Annual Report and 2020 initiatives.

Mr. Griepentrog presented the proposed list of 2020 initiatives based on discussion at the April 11th DRB meeting. He noted that subcommittees could be formulated to work on any of the particular items to help move them along. Ms. Wright questioned if anything further could be done with code compliance, and Mr. Griepentrog indicated that he would need to look more specifically into what State Statutes disallow.

Mr. Skauge motioned to approve the 2018 Annual Report and 2020 Initiatives, as drafted; seconded by Mr. Oates. Vote 6-0.

8. Adjournment.

Mr. Koester motioned to adjourn the meeting at 6:02 p.m.; seconded by Mr. Oates. Vote 6-0.

Recorded by,



Bart Griepentrog, AICP
Planning & Development Director