

Design Review Board
Meeting Minutes
Thursday, July 11, 2019
3930 N. Murray Avenue, Shorewood, WI



1. Call to order.

The meeting was called to order at 5:04 p.m.

Members present: Wesley Brice, Kathryn Kamm, Brian Koester (acting Chair), Scott Kraehnke, and Kevin Greene. Others present: Justin Burris, Building Inspector; Max Wippich, Perry Coloiroso, Vince Micha, and Griffith Cabatta.

2. Annual election of Design Review Board Chair.

Mr. Koester motioned to defer this matter until other members were present; seconded by Ms. Kamm. Vote 4-0

3. Approval of June 20, 2019 meeting minutes.

Ms. Kamm motioned to defer approval of the minutes until a more comprehensive review could be made; seconded by Mr. Kraehnke. Vote 4-0.

4. Further consideration of the application and plans on file for the window alteration (south elevation) at residential property 4049 N. Prospect Avenue, property owner K. Max Wippich.

The applicant introduced their item noting that pitch of the roof above the bay window was not certain due to how the window is constructed, but is approximately 8/12.

Ms. Kamm motioned to approve the digital plans as submitted; seconded by Mr. Kraehnke. Vote 4-0.

(5:09pm Mr. Greene joined the meeting.)

5. Further consideration of the application and plans on file for the installation of covered bike racks at commercial property 3909 N. Murray Avenue, property owner Fountainview Holdings Co.

The applicant was not in attendance to introduce the project/plans.

Mr. Koester motioned to defer this matter until a time that the applicant was present; seconded by Mr. Kraehnke. Vote 5-0.

6. Consideration of the application and plans on file for façade improvements at commercial property 4001 N. Oakland Ave., business Sage Specialty Pharmacy Inc., property owner Katz Properties Inc.

The applicant was not in attendance to introduce the project/plans.

Mr. Koester motioned to defer this matter until a time that the applicant was present; seconded by Ms. Kamm.

Vote 5-0.

7. Consideration by Special Exception of the application and plans on file for a painted wall sign at commercial property 3723 N. Oakland Ave., business Bayshore Veterinary Clinic, property owner SRD Corporation.

The office manager Mr. Coloiroso introduced the plan as a seven foot by five foot (7' x 5') painted wall sign. Mr. Burris indicated that the submitted application indicated the size as eight by nine and one half foot, and that with the smaller size that Mr. Coloiroso had introduced the sign would be subject to three exceptions which are: it is a second sign, the location of the sign is on the side of the building where the building is not on a corner nor does it face a parking lot, vacant lot or open space, and that signs may not be painted directly on a wall or structure. Board members discussed their appreciation for murals, and it was noted that the proposed installation is technically a sign and not a mural. Ms. Kamm questioned if the sign was to be illuminated, Mr. Coloiroso confirmed it was not. Mr. Koester stated that he did not have an issue with the fact that it was a painted sign. Board members questioned the KNOX box on the building and whether it would be painted, Mr. Coloiroso confirmed it would not be painted.

The Board noted that a special exception was warranted because the proposed sign enhanced rather than detracted from the building, was proportional to the space available and faced open space on a commercial corridor.

Mr. Koester motioned to approve the sign as submitted; seconded by Mr. Brice.

Vote 5-0.

(5:18pm Mr. Cabatta with 4001 Oakland showed up, and noted that his partner Mr. Micha was on his way.)

3. Approval of June 20, 2019 meeting minutes.

In waiting for applicants to arrive the Board members reviewed the meeting minutes. Ms. Kamm noted a correction under item number 13, and Mr. Brice noted two spelling corrections under item numbers 1 and 3.

Ms. Kamm motioned to approve the minutes with the noted corrections; seconded by Mr. Kraehnke.

Vote 5-0.

6. Consideration of the application and plans on file for façade improvements at commercial property 4001 N. Oakland Ave., business Sage Specialty Pharmacy Inc., property owner Katz Properties Inc.

The applicant Mr. Cabatta introduced the item including that his partner Mr. Micha was on the way and had a better understanding of the entire project. Mr. Cabatta noted that the windows and doors were scheduled to be replaced as is, and a new entry door would be replaced as well. Mr. Cabatta noted the rearrangement of the insulated panels and louvers on the West end of the South façade. Board members questioned the new gypsum soffit and whether or not the original metal facing would be replaced with a new/different material than what is there currently. Mr. Cabatta confirmed that the face of the soffit would remain as is.

(5:47pm Mr. Micha joined the meeting.)

Mr. Brice questioned the specificity of material on the awnings, and whether there was going to be signage on the awnings. Mr. Micha noted that they would be aluminum frames with stretched canvas (black) and that there wouldn't be signage on them. Mr. Kraehnke questioned whether the sign band would be colored in a ribbon pattern as illustrated on the plans, Mr. Micha confirmed the entire sign band would be stained black. Mr. Greene questioned the color temperature of the lights within the soffit, Mr. Micha stated the color temperature was 3000k. Mr. Kraehnke noted that a review of any signage would require a separate submission and be reviewed at a later date.

Ms. Kamm motioned to approve the design as submitted; seconded by Mr. Greene.
Vote 5-0.

8. Adjournment.

Mr. Greene motioned to adjourn the meeting at 5:54 p.m.; seconded by Mr. Brice. Vote 5-0.

Recorded by,



Justin Burris
Building Inspector