

Design Review Board
Meeting Minutes
Thursday, October 24, 2019



3930 N. Murray Avenue, Shorewood, WI

1. Call to order.

The meeting was called to order at 5:00 p.m.

Members present: Wesley Brice, Kevin Greene, Bryan Koester, Chair Scott Kraehnke, Ryan O'Connor, John Rizzo, Mike Skauge and Mary Wright (arrived during item 3).

Others present: Bart Griepentrog, Planning & Development Director; Brook Meier, Rebekah Bender, Kathryn Kamm, Jon Phillips, Matt Kaminski, Kristyn Eitel and Leslie Montemurro.

2. Approval of October 10, 2019 meeting minutes.

Mr. Skauge motioned to approve the minutes, as drafted; seconded by Mr. Koester. Vote 7-0.

3. Further consideration of the application and plans on file for a one-story rear addition at residential property 1222 E. Olive Street, property owners Sweta and Brook Meier.

Brook Meier, home owner and architect, presented an overview of his revised plans, noting that the window sizes have been labeled and that details and photos of actual windows on a similar installation in Sheboygan had been provided. Director Griepentrog also noted that the skylights were added to the elevations and the roof shading was updated.

Mr. Rizzo questioned the deck details, and Mr. Griepentrog noted that rear-yard decks are not reviewed by the Design Review Board. Mr. Koester noted his belief that all of the requested details had been provided.

Mr. Koester motioned to approve the plans, as submitted seconded by Mr. Greene. Vote 7-1 (Mr. Skauge voting nay).

5. Consideration of the application and plans of file for a door to window modification at residential property 1501 E. Olive Street, property owner Rebekah Bender.

Director Griepentrog provided a brief overview of the project, noting that the requested modifications stem from an enforcement notice on a previous airing porch that has since been removed. The door leading to that porch has been replaced by a window. The remainder of the modified opening was filled with wood siding, rather than brick. Rebekah Bender, homeowner, agreed with the overview, but added that she did not know that brick in-fill would be required.

Chair Kraehnke questioned if the work was all complete. Ms. Bender noted that the photos shown were slightly old in that they showed remnant flashing, which has since been removed. She noted that there was already brick behind that flashing, so no patching was required. Ms.

Wright stated that she would rather see the former door area filled in with brick. Mr. Koester noted that he would also like the sill to match the other windows. Chair Kraehnke questioned why the Board was reviewing the item, and Director Griepentrog noted that it was due to the modified opening. Mr. Skauge noted that the new window is slightly smaller than the other windows and therefore did not line up properly. He suggested that a piece of trim could be installed under the new window, so that the sill heights could match.

Ms. Wright motioned to approve the modifications, subject to replacing the siding with matching brick with a matching brick sill and spacer underneath the window to align the sills; seconded by Mr. Skauge. Vote 8-0.

4. Consideration of the application and plans on file for window and door alterations at residential property 4421 N. Maryland Avenue, property owner Navdip Kaur and Anirvdh Dhammi.

Kathryn Kamm, project architect, provided an overview of the project. She noted that the front door would be replaced with a new door with sidelights to provide more light into the front entry. The lannon stone header would be modified with a straight course on a steel lintel. On the north elevation a glass block window would be replaced with a fiber glass double-hung window. The middle window on the first floor would also be shortened to the same height as those adjacent to it to accommodate a counter. On the west elevation she noted that a new door with sidelights would be installed on the second floor and that two double-hung windows would replace the current window in the roof dormer.

Mr. O'Connor questioned if all of the windows featured divided lights. Ms. Kamm confirmed that all of the windows on the first floor did. Ms. Wright questioned why the new window in the bathroom would not. Ms. Kamm noted that this window was in the shower and would feature obscured glass instead. Chair Kraehnke questioned if the size of the bathroom window was changing and was informed that it was not. Chair Kraehnke questioned why that window was under review, and Ms. Kamm noted that it was a change in function. Chair Kraehnke also questioned if the height of the front door was changing. Ms. Kamm noted that it was not, but that it was being squared off. Chair Kraehnke questioned if a soldier course would be installed above, and Ms. Kamm informed him that lannon stone would be used. She noted that a brick soldier course would be utilized on the back door. Mr. Skauge confirmed that the attic window would feature the same casing and that brick molding would be used on other windows.

Mr. Skauge motioned to approve the plans, as submitted; seconded by Mr. Koester. Vote 8-0.

6. Consideration of the application and plans on file for the installation of two wall signs at commercial property 4001 N. Oakland Avenue, business occupant Sage Pharmacy.

Jon Phillips provided a brief overview of the proposed sign plan. Director Griepentrog confirmed that both wall signs met the regulations within the Village's Sign Code. Mr. Phillips also noted that the sign band would be cleaned-up prior to installation. Mr. Rizzo noted that two signs were allowed on the corner tenant space. Ms. Wright questioned if the signs light up, and Matt Kaminski of Poblocki Signs confirmed that they were backlit. He noted that the nightview showed the sign's proposed silhouette. Mr. Greene questioned the color temperature of the LED lighting. Mr. Rizzo suggested that 4,000 – 5,000k would be acceptable.

Mr. Rizzo motioned to approve the plans, as submitted with the assurance that the color temperature be between 4,000 – 5,000k; seconded by Mr. Koester. Vote 8-0.

7. Consideration of the application and plans on file for a new vestibule and window/door modifications at commercial property 4144 N. Oakland Avenue, business occupant HIYA Taco.

Kristyn Eitel and Leslie Montemurro presented the project overview. They noted that the three garage doors would be modified by removing one of the panels to make them shorter and allow a knee wall to be installed. This would help make the space more usable year round. Ms. Wright questioned if they would remain operable garage doors, which they both confirmed. The applicants also provided that they were proposing to make the temporary vestibule permanent by replacing it with glass and a double-door. Chair Kraehnke confirmed that an aluminum storefront was proposed. He also noted that it would be an improvement to the current condition.

Mr. Koester motioned to approve the plans, as submitted, seconded by Mr. Greene. Mr. Rizzo confirmed that the new double-door would have full lights and that window graphics were shown on the plans. He also reconfirmed that the garage doors would remain operable by removing a middle panel. Vote 8-0.

8. Consideration of the application and plans on file for the installation of a wall sign and blade sign at commercial property 4144 N. Oakland Avenue, business occupant HIYA Taco.

Director Griepentrog provided an overview of the project, as detailed in his memo. He noted that this item related to the proposed wall and blade sign. Mr. Rizzo questioned if the whole wood area should be considered part of the sign or just the lettering. Mr. Brice noted that he would just consider the sign face. Chair Kraehnke confirmed that only one blade sign was proposed. Ms. Wright questioned if illuminated blade signs were allowed in the past, and Director Griepentrog referenced the North Shore Bank.

Mr. Rizzo motioned to approve the plans, as submitted; seconded by Mr. Skauge. Vote 8-0.

9. Consideration by Special Exception of the application and plans on file for the installation of a branded wall mural at commercial property 4144 N. Oakland Avenue, business occupant HIYA Taco.

Items 9 and 10 were discussed together. See below.

10. Consideration by Special Exception of the application and plans on file for the installation of window decals at commercial property 4144 N. Oakland Avenue, business occupant HIYA Taco.

Director Griepentrog provided an overview of the mural Special Exception request as outlined in his memo. Mr. Rizzo confirmed that the mural Special Exception only involved the hand graphics. Ms. Wright indicated that she was in favor of the concept of a painted mural, but not the hand graphics. Mr. Koester noted that he was ok with it, but not as a sign. Mr. O'Connor noted that he could possibly consider it artwork, if it was not used elsewhere within the business operation. Mr. Rizzo expressed some concern that the complete request was a bit too

much when all considered together. In order to enable that discussion, Director Griepentrog asked the Board if they would like to consider both items together. They agreed.

Director Griepentrog provided an overview of the window graphic Special Exception request, as outlined in his memo. Kristyn Eitel and Leslie Montemurro, applicants, indicated that they would consider losing the hand graphic, but keep the colors on the refuse enclosure in exchange for keeping the vestibule sign. They noted that the vestibule signage was important for visibility. They offered that the blade sign was small and somewhat hidden on the site for anyone arriving from the north. The wall sign was also noted to not be visible from the north. To that point, Mr. Koester noted that the graphic facing south would get visually lost, but agreed that the north side of the vestibule would be visible. He suggested that one sign on the vestibule; perhaps the same size as the blade sign on the upper window pane could be acceptable.

Director Griepentrog asked the applicants how time-sensitive the issue was, noting that a revised design could be brought back for consideration at a future meeting. The applicants were open to the idea. Chair Kraehnke noted that the building would feature murals on both ends, so the building in some sense acts as signage and provides visibility. He also noted that he was in favor of the murals, but would prefer smaller signage on the vestibule. Mr. Rizzo and Ms. Wright agreed. The applicants noted that the proposed color scheme is hoped to provide a fresh vibe to the whole establishment. Mr. O'Connor stated that he liked the permanence of the main signage, but thought that the decal did not provide a similar quality. Mr. Brice noted that the hands work well with the composition and favored keeping them and the background coloring over the decals. Mr. Rizzo suggested that a reduced window decal on the top window might be acceptable. He was leaning towards accepting the hand on the wall but reducing or eliminating the window decals. Chair Kraehnke and Ms. Wright noted that they were only in favor of the decals if on the top window.

The Board agreed to review a revised application based on their discussion at an upcoming meeting. No action was taken on either item.

11. Adjournment.

Mr. Koester motioned to adjourn the meeting at 6:12 p.m.; seconded by Mr. Rizzo. Vote 8-0.

Recorded by,



Bart Griepentrog, AICP
Planning & Development Director