

**DISCLAIMER – THE FOLLOWING ARE DRAFT MINUTES FROM THE BUILDING BOARD  
AND ARE SUBJECT TO CHANGE UPON APPROVAL FROM THE BUILDING BOARD**

**VILLAGE OF ELM GROVE  
BUILDING BOARD  
MEETING MINUTES**

**Tuesday January 18, 2022**

Meeting was called to order at 5:33 PM by Chairman Olson.

**1. Roll Call.**

Present: Chairman Olson, Mr. Matola (virtual), Mr. Thedford, Mr. Roge, Ms. Steindorf, Mr. Koleski, Mr. Janusz (virtual), Mr. Domaszek and Mr. Falsetti

Absent: None

Also present: Mr. Harrigan, Ms. Walters and applicants.

**2. Review and act on meeting minutes dated December 21, 2021.**

Mr. Matola motioned and Mr. Falsetti seconded to approve minutes as amended. Motion carried 8-0.

**3. Review and act on a request by Justin Koenings, 13205 Oakhurst Drive, for a home addition and alteration.**

Rory Palubiski of Fein Designs and JB Koenings were present before the Board.

The scope of this project includes an addition to the second story as well as a new deck in the rear yard.

Chairman Olson inquired about the color of materials.

Mr. Palubiski reviewed the sample sheet of exterior colors.

Chairman Olson asked about window colors.

Mr. Palubiski said he and the homeowner are still working out the darker theme colors.

Mr. Falsetti asked about the garage door color.

The applicant stated it will be painted.

Mr. Koleski asked if there is enough stone that will be saved to reuse in needed areas.

Mr. Palubiski indicated that is the case.

Mr. Matola asked about the front door overhang. It seems to be too small to cover the porch.

Mr. Palubiski stated a longer overhang wouldn't carry through in design to the rest of home

Mr. Falsetti asked if there will be any lighting on the deck.

The applicant hasn't settled on lighting plan but it will be minimal.

Mr. Koleski asked what the deck and railing materials will be.

They'll use thin metal spindled railings to work with the craftsman style.

The Board members noted that samples and colors are needed for deck approval.

Mr. Koleski noted there is a shed on the property.

The homeowner will paint it to match the new colors of the home.

Mr. Koleski motioned to approve the plan as submitted and all materials have to be approved for color and contingent upon all windows being installed in the same phase. The deck will be submitted and approved at a later date. Ms. Steindorf seconded. Motion carried 8-0.

**4. Review and act on a request by Natasha Jones, 890 Elm Grove Road, for new business signage.**

Ms. Jones was present before the Board.

Ms. Jones is requesting a new business sign in the same location as the previous tenant's sign. It will follow the Village Court sign standards

Mr. Domaszek motioned to approve the plan as submitted. Mr. Thedford seconded. Motion carried 8-0.

**5. Review and act on a request by Brad Troy, 1455 Victoria Circle North, for an outdoor kitchen island.**

Kyle of Seasonal Services was present before the Board.

The applicants are requesting approval of an outdoor kitchen with a pizza oven and grill in the rear of the yard. Materials will be consistent with the exterior of the existing home.

Mr. Koleski inquired about the height of chimney.

Kyle noted it is 6' and 2" along the top and furthest away from the house.

Mr. Domaszek asked if the project is adding to the impervious surface area.

Yes, but within the acceptable guidelines.

Mr. Koleski asked if there is landscape shielding to hide the new area.

Kyle noted yes, the new area is very well covered.

Mr. Domaszek motioned to approve the plan as submitted. Mr. Thedford seconded. Motion carried 8-0.

**6. Review and act on a request by Mark and Susan Irgens, 14265 Juneau Boulevard, for an accessory structure.**

Nick Mather of Deep River Partners was present before the Board.

The Irgens are requesting approval for an accessory structure serving the adjacent sport court.

The materials used will be the same as the house.

Mr. Falsetti asked about nighttime lighting.

Mr. Mather said there is no planned overall lighting just 2 coach lights the structure and path lighting.

Mr. Domaszek motioned to approve the plan as submitted. Mr. Thedford seconded. Mr. Roge abstained. Motion carried 7-0.

**7. Review and act on a request by Kevin Harry, 15300 Watertown Plank Road, for new business signage.**

Mr. Domaszek recused himself

David with the sign company was present virtually before the Board.

The applicant is requesting approval for the following signage:

1. A new tenant panel sign to be located on the existing monument located on Watertown Plank Road. It will be about half the size of the current signage there.
2. A replacement of the existing channel letter signage above the front entrance (southern elevation) with new signage for "my eye dr."

New vinyl window signage to be located on the right door at the front double door entryway.

Mr. Matola asked if the door vinyl could match the main sign wording. David agreed to the change.

The monument sign wording will stay same as proposed.

Mr. Matola asked about tenant panel on the monument with differing lettering for the existing tenants. Mr. Harrigan said there is no uniform sign format for this business property.

Chairman Olson asked for all white and same font (larger is OK) as the other businesses on the monument.

Mr. Thedford motioned to approve the plan as submitted with text on the monument to match the text of the current tenant signage with all white lettering, the line with the "OD" be removed from the window signage to match the channel letter signage on the front of the building. Mr. Falsetti seconded. Motion carried 7-0. Mr. Domaszek abstained.

#### **8. Review and act on a request by Michael Bachman, 13100 Watertown Plank Road, for new business signage.**

Mike Bachman was present before the Board.

The applicant is requesting approval for the following signage:

1. Remove the existing monument sign located on Watertown Plank Road, and replace it with a new monument sign for "Warren Barnett Interior Design". The proposed new ground sign location would be closer to the east property boundary, in front of the main building entrance. The proposed square footage of the ground sign is code compliant.
2. Install a new internally lit, wall cabinet sign on the east elevation of the building. The proposed dimensions are 36" x 96".
3. Install a temporary banner sign over the existing monument sign on Watertown Plank Road. The applicant has requested for the temporary two sided banner sign to be posted until the new permanent monument sign is installed on the property. For about 8 weeks

Chairman Olson prefers not to have signs on this historic building.

Mr. Bachman stated one sign is for the design business and one for the furniture business.

The board finds the wall cabinet sign cramped and unappealing.

It was confirmed the monument move is staying within the property boundary.

Mr. Roge motioned to approve the plan requesting a temporary banner no larger than 32 SF and it may be double-sided. It shall be removed upon the monument installation or May 1<sup>st</sup>, 2022 whichever is earlier. Mr. Thedford seconded.

Mr. Domaszek motioned to approve conditionally approve the architecture of the proposed sign double sided, numeric address on both sides. With final approval of the location to return to the board at a later date. Mr. Roge seconded. Motion carried 7-1. Mr. Falsetti opposed

### **9. Review and act on a request by Tyler Gage, 800 Park Lane, for a home addition.**

Russell LaFrombois was present before the Board.

Applicant is requesting approval to construct a new garage on the northern elevation of the home, and sunroom addition onto the home onto the eastern elevation of the home. As proposed, the garage and sunroom addition would require a Special Exception from the Village Plan Commission after building board approval.

Mr. LaFrombois noted that all new materials will match the existing home.

The garage doors will be white.

Mr. Thedford motioned to approve the plan as submitted. Mr. Domoczek seconded. Motion carried 8-0.

### **10. Other Business**

none

### **11. Adjournment**

Mr. Falsetti motioned to adjourn. Mr. Roge seconded. Motion carried 8-0. Meeting adjourned at 6:58 P.M.

Respectfully Submitted,

Diane Walters  
Administrative Assistant