

**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, August 16th, 2022**

**1. Roll Call.**

Present: Chairman Olson, Mr. Roge, Ms. Raysich, Mr. Koleski, Mr. Matola, Mr. Falsetti, Mr. Thedford and Mr. Janusz

Absent: Ms. Steindorf

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

Chairman Olson called the meeting to order at 5:31 PM.

**2. Review and act on meeting minutes dated August 2, 2022.**

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

**3. Review and act on a request by Jaclyn Neuser of The Den Emporium, 890 Elm Grove Road, for new business signage.**

*(This item was tabled on August 2<sup>nd</sup>, 2022)*

Ms. Neuser was present before the board.

Applicant is requesting approval to install new signage which complies with the business center signage theme and square footage requirements.

Ms. Neuser explained these separate letters; The Den is separate, emporium is separate cut letters connected and offset.

The Den is over the door and emporium off to the right.

Mr. Matola motioned with clarification of “the Den” centered and “Emporium” off to right to approve the request. Mr. Thedford seconded. Motion carried 8-0.

**4. Review and act on a request by Simon Dao & Bridget Mroczkowski, 1760 San Fernando Drive, for a home addition.**

Mr. Dao was present before the board.

Mr. Roge arrived at 5:42PM

Applicants were approved for a home alteration back on May 3<sup>rd</sup>, 2022. At this time, a revised plan set demonstrating an addition to the rear of the property is being proposed. As the existing side yard setback on the southern property boundary is less than 20' (19.9' existing), a Special Exception will be required from the Plan Commission.

Mr. Matola confirmed only the second level hangs over the first floor. Mr. Matola asked if the non-conforming component goes before the plan commission after board's approval.

Mr. Thedford asked about landscaping, Mr. Dao will use grass.

Ms. Raysich asked if there were plans for exterior lighting. The applicant has no plans to add lighting with the addition. On right elevation the beam like trim above the doors appear foreign. It was recommended to use skirting to cover the beams vertically.

Mr. Koleski motioned to approve the plan with the addition of vertical siding to cover horizontal on the right elevation on the back, and all 3 sides. Mr. Matola seconded. Motion carried 8-0.

#### **5. Review and act on a request by Robert Surma, 925 Circle Drive, for a home alteration.**

Robert Surma was present via zoom before the board. Joel Agacki was present

Applicant is requesting approval to construct a second floor bedroom addition. The cantilevered addition would extend 2' off the home into the side yard setback of the property.

Brick materials will be new, the home is primary sided now. New windows are mainly casement windows as the existing are. First floor front windows have diagonal leaded glass.

The second floor overhang is of concern as it feels very much like an addition  
The brick has been consistent on all past additions.

Change of window style and size on the addition might help it in look  
Trim is currently tan and the siding will follow that color palette,  
The 3 windows seems too much for the addition.  
Its suggested to add decorative bracketry under the overhang.  
Sample colors will be needed at a future meeting  
Mr. Agacki requested to table.

Mr. Matola motioned to approve the table. Mr. Falsetti seconded. Motion carried 8-0.

**6. Other Business**

The SSND property signs are compliant. These were mentioned as other business on August 2<sup>nd</sup>.

**7. Adjournment**

Ms. Matola motioned to adjourn. Ms. Koleski seconded. Motion carried 8-0. Meeting adjourned at 6:20 P.M.

Respectfully Submitted,

Diane Walters  
Administrative Assistant

DRAFT