

**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, March 07, 2023

1. Roll Call

Present: Mr. Koleski, Mr. Janusz, Ms. Steindorf, Mr. Falsetti, Mr. Thedford, and Ms. Raysich

Absent: Chairman Olson, Mr. Roge, and Mr. Matola

Also present: Ms. Gehl, Ms. Walters, and Applicants

Ms. Gehl called the meeting to order at 5:31 P.M.

Noting the absence of Chairman Olson, Mr. Koleski motioned to nominate Mr. Falsetti as pro-tem Chair. Ms. Steindorf seconded. Motion passed 6-0.

2. Review and act on meeting minutes dated February 22, 2023

Ms. Raysich motioned to approve the minutes as corrected. Ms. Steindorf seconded. Motion passed 6-0.

3. Review and act on a request by Better Cowork, 12500 W. Bluemound Road, for an alteration.

Mr. Alex Simic, Better Cowork business owner, and Jeremy Bartlett of Thrive Architects, LLC were present before the Board to represent the request.

Applicants are requesting approval for exterior alterations at their proposed business location. Applicants are requesting to add larger windows on the north and south elevations, to stain some of the exterior brick gray, to add a second-level patio above the front entryway, and to add two pergola design features to the south elevation.

Mr. Falsetti noted that due to his absence, Chairman Olson provided written comments for the Board to consider. Mr. Falsetti read those comments aloud:

“I am good with the addition of the windows as proposed as they are all going to have the same frame color and profile, as well as the same glass to not stand out from what is currently there. As for the stain, I am hoping that there will be physical sample of the proposed along with the sample of the brick for comparison purposes. This physical sample will determine if these two colors will be compatible and appear aesthetically

pleasing. The deck that is being proposed – I am not a fan of the wood and the residential look of the structure as well as the vertical slat railing. Based on the overall look and feel of the building my design aesthetic leans towards a steel/metal structure with a railing that would be steel supports and cable system railing. I believe that a dark structure similar to the window frame color may be a better look, but again, that is my architectural view in looking at the overall composition.”

Mr. Simic explained the current configuration and design of the building offers very little natural light and is requesting to add additional windows to match the existing. Mr. Simic is also looking to update the institutional feel of the building by adding two pergola features.

Mr. Koleski asked the applicant to explain the contrast in design elements presented for the front elevation. Mr. Bartlett explained that the building is very monotone and industrial in nature and they are looking to really “define” the entrance.

Mr. Janusz asked the applicant to clarify what the intended material of the second floor patio railing will be. Mr. Bartlett clarified that the railing will be a cable system railing with black posts. The plans will be updated to reflect that.

Mr. Thedford confirmed with Mr. Bartlett that the stain of the brick is a pigmented stain and that the coping of the building is not changing.

The Board discussed what the ideal material is for the pergola features. The Board is in favor of a wood material but prefers a natural or darker stain rather than the honey golden shown in the proposal. The Board would like the applicant to bring samples for stain colors to a future meeting for Board review and approval.

Mr. Thedford stated that he would prefer a blunt cut on the pergola.

Mr. Koleski asked the applicant if there are any plans to change exterior lighting. Mr. Simic stated there will be no changes made to existing exterior lighting but the applicant will incorporate lighting to serve the front entryway for pedestrian safety.

Ms. Steindorf motioned to approve the proposal with the following conditions of approval:

1. Modify the pergola to have a straight/blunt cut at the ends
2. The applicant return before the Building Board with stain samples to consider for the pergolas
3. The brackets of the pergola will be black
4. Renderings are updated to reflect a cable system railing with black posts
5. Renderings are updated to incorporate additional lighting in the entryway
6. All updated plans should be submitted to the Building Board for review and approval

Mr. Thedford seconded. Motion passed 6-0.

4. Review and act on a request by GMD Homes LLC, 13200 W. Lee Court, for a home alteration.

Mr. Dwayne Setzer, the homeowner, and Ms. Emily Setzer were present before the Board to represent the request.

Applicant is requesting approval for minor exterior alterations as part of a home remodel. The applicant is requesting to replace three upper level windows which are 36"x38" with either 36"x48" casement windows or 36"x48" double-hung windows. The applicant is also requesting to replace the existing siding on the face of the dormer with shake siding. Finally, the applicant is also proposing to add two new 30"x46" skylights to the rear elevation as part of a bedroom addition.

Mr. Falsetti noted that due to his absence, Chairman Olson provided written comments for the Board to consider. Mr. Falsetti read those comments aloud:

"I am in favor of the windows in the dormers enlarging to look more compatible in scale to the dormers. I would prefer that the homeowner stay with the look and appearance for the double hung that is consistent with the rest of the home. I do like the divided lite look, but if the rest of the windows stay as they are, it may look out of place. As for the skylights, I am not concerned with the placement of those. As for the shingles, my only concern there is if the shingles with the irregular appearance and the existing brick on the house may appear to be "busy" and compete against each other."

Mr. Setzer clarified that he proposes to replace all windows of the home to have mullions. He has presented two window design options to the Board, casement or double-hung, for the second-level windows but prefers casement windows. New shutters will be installed on dormers.

The Board was in agreement with Mr. Setzer to have casement windows installed on the second-level windows. Ultimately, there will be both casement and double-hung windows but they will be kept consistent across levels of the home.

Ms. Steindorf noted that it is important to keep the scale of the panels consistent throughout the home.

Mr. Setzer also explained that he plans to square off the four black pillars with siding and paint it white. The Board was in favor of this change.

Mr. Setzer proposed replacing the two front doors but was informed by the Board that he would have to come back to the Building Board with a formal proposal to review.

The Board shared with Mr. Setzer that they felt keeping the existing siding will serve the scale of the dormers better.

Ms. Steindorf motioned to approve the proposal with the following conditions of approval:

1. The upper-level dormers will be casement windows with mullions and the existing siding will remain
2. The upper-level windows will have a 3x4 panel configuration
3. All lower-level windows will keep a consistent scale
4. All windows will be replaced and will have mullions
5. The existing pillars by the front entryway will be boxed and painted white
6. Skylights are approved as presented

Mr. Thedford seconded. Motion passed 6-0.

Ms. Raysich left the meeting at 6:30 P.M.

5. Review and act on a request by Ben Mullikin, 1730 San Fernando Drive, for a home alteration.

Mr. Ben Mullikin, the homeowner, was present before the Board to represent the request.

Applicant is requesting to multiple minor exterior changes as part of a home renovation. The applicant is proposing to replace the siding of the home, enlarging the master bath and kitchen windows, converting an existing kitchen window to a sliding patio door, and converting an exterior door to a window.

Mr. Falsetti noted that due to his absence, Chairman Olson provided written comments for the Board to consider. Mr. Falsetti read those comments aloud:

“The renderings for this one are a little hard to read as presented. I like the proposed look of the windows as well as the color. While the “vertical” look of the windowpanes seems appropriate to the overall look, I am concerned for the smaller windows in the rear of the home and the more horizontal appearance that they have.”

Mr. Mullikin explained that he is proposing to replace all existing windows of the home with black double-hung windows with a single vertical mullion. Mr. Mullikin explained that he also intends to square off the existing pillars to give the home a more modern feel.

Ms. Steindorf proposed that the applicant have an architectural drawing drafted that will give the Board a better idea of what changes are being proposed. The applicant should also return to the Board with paint samples, roof samples, siding samples, and a proposed lighting plan with designs and colors.

Mr. Mullikin requested to table this discussion in order to submit an updated proposal taking into consideration the Boards’ comments.

Ms. Steindorf motioned to accept the request of the applicant to table the discussion. Mr. Koleski seconded. Motion passed 5-0.

6. Other Business

None.

7. Adjournment

Ms. Steindorf motioned to adjourn. Mr. Koleski seconded. Motion passed 5-0.

Meeting adjourned at 7:05 P.M.

Respectfully Submitted,

Diane Walters
Administrative Assistant

DRAFT