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

**Tuesday, March 21, 2023**

**1. Roll Call**

Present: Chairman Olson, Mr. Roge, Ms. Raysich, Mr. Matola (Via Zoom), Mr. Koleski, Ms. Steindorf, Mr. Falsetti, and Mr. Janusz (Via Zoom)

Absent: Mr. Thedford

Also present: Ms. Gehl, Ms. Walters, Mr. De Angelis, and Applicants

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

**2. Review and act on meeting minutes dated March 7th, 2023**

Mr. Falsetti motioned to approve the minutes as corrected. Ms. Raysich seconded. Mr. Roge abstained. Motion passed 7-0.

**3. Review and act on a request by Phil and Lori Dallman, 1025 Kurtis Drive, for a home addition**

Louis Weiher and Art Cartes of Carmel Builders and Mr. and Mrs. Dallman, the homeowners, were present before the Board to represent the request.

Applicant is requesting approval for an addition of a kitchen as part of full home renovation. On February 7<sup>th</sup>, 2023 the Building Board reviewed and denied a previous proposal that was submitted making note of various changes that the Board would like to see prior to approval. As the Board recalls, the property is a legal non-conforming structure as a section of the garage is located within the 20' side yard setback area and the total impervious surface exceeds the 30% maximum allowable impervious surface in the Rs-1, Single-Family Residential District. The proposal shows the removal of the section of garage that causes non-conformity, which will make this a legal structure as it relates to setbacks. Additionally, the applicant has modified the original proposal and now shows a total impervious surface of 30%.

Mr. Weiher brought samples of the proposed materials to present to the Board. Mr. Weiher stated that the goal of the proposed design was to work with the existing structure rather than tear down the home. The proposed design will give a cottage feel. The existing stone will remain on the front elevation of the home. The initial plan that was reviewed by the Building Board at the February 7<sup>th</sup>, 2023 meeting was revised to

remove some of the proposed driveway to bring the property into compliance with the 30% impervious surface requirement.

Mr. Weiher stated the front door was revised as a compromise based on previous Building Board comments to create balance because centering the door as the Board suggested would be very difficult due to the location of an internal stairway.

Mr. Weiher explained that the roof will be weathered wood in color and windows will be black trimmed out in white. The chimney will match the existing chimney and the gables will be same color as the siding, quarry gray, but in shake.

The Board noted that the egress window design and the proposed design of wall mounts and other proposed lighting were provided as requested.

Ms. Steindorf motioned to approve the proposal as submitted. Mr. Falsetti seconded. Motion passed 8-0.

#### **4. Review and act on a request by Michele Raysich, 14420 Wisconsin Avenue, for a fireplace accessory structure**

Ms. Raysich recused herself from the discussion as a contributing Building Board member.

Ms. Raysich, the homeowner, was present before the Board to represent the request.

Applicant is requesting approval to construct an outdoor fireplace structure in the rear yard as part of a backyard patio remodel. The applicant is proposing to install a paver patio with Techo-Bloc in blue 60 shale grey and valet onyx black. The fireplace structure would be installed in the northeast corner of the patio and would stand 17  $\frac{3}{4}$ " tall. The fireplace is proposed to be constructed with Techo-Bloc Brandon Square in shale grey. The applicant is also proposing to install two 6"x6" cedar posts on either side of the fireplace structure. The proposal complies with all setback and impervious surface requirements.

Ms. Raysich informed the Board that a non-conforming accessory structure has been removed from the site and she is requesting to install a fire pit to match the existing patio area. Ms. Raysich stated that string lights are intended to be hung between the two new posts.

*Mr. Matola arrived in person at 5:50 P.M.*

Mr. Koleski asked Ms. Raysich if she had samples of proposed materials. Ms. Raysich stated no.

Mr. Koleski expressed concern that stone samples were not provided for the Board to review.

Ms. Steindorf motioned to approve the proposal as submitted. Mr. Roge seconded. Motion passed 7-0.

*Mr. Janusz exited the meeting at 6:00 P.M.*

**5. Review and act on a request by Tri-North Builders, Carriage Hills Condominiums – 13320 W Bluemound Road, for a landscaping plan**

Mr. Andrew Schoenherr and Ms. Katie Miller, architects from Tri-North Builders, and Mr. Brandon Bunchkowski from Best Choice Landscape were present before the Board to represent the request.

Applicant is requesting approval for a landscaping plan as part of a rebuild of a condominium building which burnt down in 2022. The applicant previously came before the Building Board on November 15<sup>th</sup>, 2022 with a proposed building design and those plans were conditionally approved with minor changes to the building design required. At that meeting, the Board requested that the applicant return before the Building Board with a proposed landscaping plan to review.

Mr. Bunchkowski stated that foundation plants will be the primary plants used and beds will be mulched.

Mr. Koleski asked if there will be variation in planting heights. Mr. Bunchkowski stated there is proposed to be variation but will stay simple and consistent with the other buildings' landscaping. All mature trees that were present prior to the structure fire will remain.

Mr. Falsetti motioned to approve the plan as submitted. Mr. Roge seconded. Motion passed 7-0.

**Item 6. Review and act on a request by Jim Klein, 15055 Wisconsin Avenue, for a home alteration**

Mr. Jim Klein, the homeowner, was present before the Board to represent the request.

Applicant is requesting approval to install two basement egress windows. The applicant is proposing to remove an existing window and replace with a 28"x48" casement window and window well on the side of the home to satisfy egress requirements. The applicant is also proposing to install a 48"x48" slide-by egress window and window well on the front of the home.

Mr. Klein clarified that clear window well covers will be used. Mr. Klein stated that the middle window on the side elevation and a new window on the front elevation are the windows where window wells are proposed to be installed. Mr. Klein stated that the window well will be about 2" above grade and about 18" of the window will be visible.

Mr. Roge motioned to approve the plan as submitted. Mr. Falsetti seconded. Motion passed 7-0.

**Item 7. 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.

This item was tabled at the March 7<sup>th</sup>, 2023 Building Board meeting so that the applicant could present a modified proposal to the Building Board. Applicant is requesting multiple minor exterior changes as part of a home renovation. The applicant is proposing to replace the siding of the home, enlarge the master bath and kitchen windows, convert an existing kitchen window to a sliding patio door, and convert an exterior door to a window.

Mr. Matola asked Mr. Mullikin to clarify the proposed siding. Mr. Mullikin explained that the siding will be vertical Diamond Kote Board and Batten LP siding and the primary color will be black onyx. The columns and window trim will be canyon in color. The gutters will be black.

Mr. Mullikin stated the garage will be upgraded to a 6-panel aluminum door and will be black in color.

The Board felt that an additional light should be added to the right of the rear patio door opposite of another proposed light.

Mr. Matola believes that any soffits less than 24" should be black in color rather than canyon.

The Board asked the homeowner if he had considered removing the header on the garage. The homeowner stated no but would be open to the idea. The Board shared their approval to remove the header above the garage door if the homeowner desires to do so.

Mr. Matola motioned to approve the plan as submitted noting that any soffits less than 24" should be black in color and a second light should be added near the rear patio door. Mr. Falsetti seconded. Motion passed 7-0.

*Mr. Roge exited the meeting.*

**8. Review and act on a request for modifications to building and landscaping plans for Caroline Heights (School Sisters of Notre Dame) property, 13105 Watertown Plank Road**

Phil Aiello and Dan Romnek of Mandel Group, Eric Ponto of Engberg Anderson, and Rick Reineke of Environmental Solutions, Inc. were present before the Board to represent the request.

On July 22<sup>nd</sup>, 2021 the Building Board approved the design associated with the redevelopment of the School Sisters of Notre Dame property, now named Caroline Heights Apartments. The final design has progressed since being finalized and the applicants are requesting the Building Board's consideration for modifications to certain design elements. The applicant has prepared an outline of the requested changes for review and it has been included as an attachment.

Mr. Aiello stated that safety, performance, quality, and functionality are the driving factors for the adjustments made to the proposal that are being reviewed today.

Mr. Koleski noted that he has received a large amount of community input since the Building Board agenda and packet was released on Friday.

Chairman Olson stated that this request for modifications is not a situation for public input as the Building Board has already approved the project.

Ms. Steindorf noted that she has also heard resident feedback but believes that these are decisions that the Board as a professional body should be making.

Mr. Ponto stated that the previously approved James Hardie Aspyre Artisan Lap siding was discontinued. They are requesting approval of Hardie Plank Lap Siding and believes that this actually is a better match to the Notre Dame and Maria Hall buildings that are to remain on the property. Mandel will also be adding a rain screen behind the siding which they noted is more than what is required by the manufacturer. They are willing to create a mock-up of what the siding will look like that will be easily viewable and accessible by the public. The previously approved wood-tone siding and shingles are not proposed to change.

Mr. Ponto stated they are also requesting approval of Lemke Stone Sawed Lannon Buff Splitface with Sawed Rustic Gold as opposed to the previously approved Halquist-Princeton masonry veneer for the stone veneer. This request is being made because the Lemke Stone is locally quarried with a very similar aesthetic as the Halquist-Princeton masonry veneer. It was noted that this is a like-kind exchange of materials and does not require Building Board approval; however, it was included in the proposal for completeness.

Mr. Ponto explained that the interior sidewalks have been removed from the interior grass area but the sidewalks will remain on the outer side of the road serving the apartment buildings. This interior sidewalk was eliminated to allow flexible use of the green space.

Mr. Ponto explained that the Board previously approved Anderson 100 series windows throughout the development, with a small percentage of those windows being divided light windows. They are requesting approval to use Marvin fiberglass windows throughout the development instead. These windows have a black exterior frame similar to the Anderson windows. They are requesting this change due to the long-term performance of Marvin windows and they believe a fiberglass window will better perform over time compared to the vinyl/wood fiber composite fibrex material of Anderson windows. However, Mr. Ponto noted that Marvin windows only provide a faux divided light option. The applicant does not believe this style is consistent with the quality and aesthetic of the design of the apartment community, so they are requesting the approval of full light Marvin windows without mullions for all windows.

Mr. Koleski asked for clarification on how Marvin windows are better quality than Anderson windows. Mr. Ponto explained that Anderson fibrex windows are 40% wood and 60% vinyl while Marvin fiberglass windows are more rigid and stronger and will hold color better.

Mr. Ponto explained that they are also requesting approval of a wood deck with 4x10 support members and edge trim rather than the previously approved aluminum-extruded deck. This change is being requested for aesthetic purposes to incorporate natural materials to keep consistent with the buildings.

Mr. Ponto stated that they are requesting to change the previously approved horizontal pickets for the balcony rails to be vertical pickets of the same material due to safety concerns of children climbing.

Ms. Raysich noted that the previously approved wood cap detail on the railings had been eliminated but would like to see some sort of detail added. Mr. Olson, Ms. Steindorf, and Mr. Matola stated they also feel some additional detail should be added.

Mr. Ponto explained that the proposal tonight shows the elimination of the garage structure connecting the apartment buildings. Instead, they are requesting approval for a driveway that slopes downhill that turns towards each buildings parking garage individually. They believe this improves the aesthetic and functionality of the garages. The downward slope of the driveway and landscaping will conceal the garage doors from passerby's and single-family homes.

Mr. Koleski would like it noted that presentation materials are dated March 7<sup>th</sup>, 2023 but the proposal is being presented at the March 21<sup>st</sup>, 2023 meeting.

Another aspect of the request tonight is the request to remove the stone courtyard stoops/walls of Buildings 1 and 2 and replacing with landscaping. They believe this change allows for a better visual landscape for residents in lower units while still maintaining the private-public delineation.

Mr. Reineke explained various landscaping requests that are being presented to the Board. Due to underground utilities, location of parking spaces, and an attempt to give the space a more residential feel the spacing of trees along the internal roads has been changed from 25' on center to 40' on center. This resulted in the elimination of some trees that were previously approved.

Mr. Reineke also explained that some of the previously approved shrubs were removed from the internal courtyards due to their location on top of the green roof but are being substituted with ornamental grass to keep the delineation between the common-area courtyard and private patios. Previously approved perennials are also proposed to be spaced at 2' on center rather than 1' on center to eliminate overcrowding.

Mr. Koleski asked that installation of more mature trees at the beginning be considered to make up for the removal of trees.

Ms. Steindorf asked that adding elm trees to the landscaping be considered.

Mr. De Angelis told Mr. Reineke that he can reach out to the Village Forester to see what types of elm trees have been planted around the village.

Mr. Matola asked that additional screening be added to block vehicle headlights as they're going down ramps into parking garages.

Mr. Falsetti asked if residents of Elm Grove will be able to utilize the sidewalks on the site.

Mr. Aiello stated that residents will be able to come off of Watertown Plank Road and walk the trails of the site.

Mr. Olson asked if the Board wanted to make a motion to move forward with the proposal but also to require that items discussed at tonight's meeting be addressed and be brought back to the Building Board for review.

Mr. Matola motioned to approve the proposal with the following conditions of approval:

1. Use of Marvin-manufactured windows as proposed is approved. (Sample window was present for review)
2. Applicant shall provide renderings of the proposed full light windows with the balcony railings included in the rendering.
3. Applicant shall provide renderings of the divided light windows with the balcony railings included in the rendering.
4. Vertical balcony rails as proposed are approved.
5. Applicant shall provide renderings showing various design options for additional detail/character added to railings. Such renderings shall be shown in comparison to Maria Hall.
6. Wood material for balcony decks as proposed is approved

7. Applicant shall provide a rendering of the wood deck keeping the light band of wood at the bottom as shown in the presentation at the March 21<sup>st</sup>, 2023 Building Board meeting and applicant shall provide a rendering of the wood deck without the light-colored band of wood at the bottom.
8. Applicant shall provide renderings of the deck to show the style and color of the brackets proposed.
9. Removal of stone courtyard stoops/walls of Buildings 1 and 2 as proposed is approved.
10. Stone veneer as proposed is approved.
11. Lap siding as proposed is approved.
12. Applicant shall add more mature trees to be planted and shall incorporate disease-resistant elm trees.
13. Applicant shall provide an updated rendering facing the site from corner of Watertown Plank Road and Red Barn Lane which includes utility poles.

Mr. Falsetti seconded. Motion passed 6-0.

#### **9. Other Business**

None.

#### **10. Adjournment**

Ms. Raysich motioned to adjourn. Mr. Matola seconded. Motion passed 6-0.

Meeting adjourned at 8:48 P.M.

Respectfully Submitted,

Diane Walters  
Administrative Assistant