

**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 15, 2023

1. Roll Call.

Present: Mr. Roge, Trustee Stuckert, Ms. Steindorf, Mr. Matola (via Zoom), Mr. Falsetti, and Mr. Thedford

Absent: Chairman Olson, Ms. Raysich and Mr. Janusz

Also present: Ms. Gehl and Applicants

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

Noting the absence of Chairman Olson, Ms. Gehl requested a nomination for a Pro-tem Chair.

**TRUSTEE STUCKERT MOTIONED TO NOMINATE MR. THEDFORD AS PRO-TEM CHAIR.
MS. STEINDORF SECONDED. MOTION PASSED 5-0.**

2. Review and act on meeting minutes dated August 1, 2023.

**MR. MATOLA MOTIONED TO APPROVE THE MINUTES AS PRESENTED. MS. STEINDORF
SECONDED. MOTION PASSED 5-0.**

**3. Review and act on a request by Rebekah and Brian Kopec-Farrell, 14900 Westover Road,
for a new shed.**

Mr. Rebekah and Mr. Brian Kopec-Farrell, the homeowners, were present before the Board to represent the request.

Applicants are requesting approval to install a 10'x14' shed to be located in their rear yard. The applicant was approved for a pool at the August 1st, 2023 Building Board meeting. The applicant also submitted a proposal for a shed that was considered by the Building Board at that meeting; however, the Board recommended to the applicant to relocate the proposed shed to outside of the pool area. Because the new proposed location is inside of setback areas, the applicant would have to receive written permission from each adjoin neighbor to which the structure shall be visible at any time of the year per Section 335-88D(8)(c)[4] of the Village Code of Ordinances. The applicant has received such written permission. Please see the enclosed plan set for review.

Mr. Iwanski passed around cut sheets for lighting and siding materials as requested by the Building Board at the previous meeting.

Ms. Kopec-Farrell noted that only the roof has been revised from the previous shed plans that were presented to the Board. It was revised to brown shingles to match the principal structure.

Ms. Kopec-Farrell confirmed that the shed will be constructed on a concrete slab and there is a very thick wooded area directly behind the shed.

MS. STEINDORF MOTIONED TO APPROVE THE PROPOSAL AS SUBMITTED. MR. ROGE SECONDED. MOTION PASSED 5-0.

4. Public Hearing, review and act on a request by Thalia Haseotes, 14200 Woodlawn Circle, for a revised pool enclosure fence variance request.

Ms. Thalia Haseotes, the homeowner, and Mr. Rich Fuller, the designer, were present before the Board to represent the request.

Applicants are requesting approval for a revised pool enclosure plan based on discussions that occurred at a previous Building Board meeting. The applicant was approved for a pool and a 4' tall solid stone retaining wall as the pool enclosure at the July 6th, 2023 Building Board meeting. The Board had instructed the applicant to submit revised plans for the pool enclosure incorporating fence panels if the applicant desired. Although the pool enclosure is a stone wall, the fence panels would still have to be reviewed and approved by the Building Board as a fence variance request. Please see the enclosed plan set for review.

Pro-tem Chair Thedford opened the Public Hearing.

Seeing no comments, Pro-tem Chair Thedford closed the Public Hearing.

Mr. Fuller explained that following the Boards' guidance, the pool enclosure design was revised to incorporate fence panels to allow for more visibility into the pool area. The wall will be solid at the corners and will have fence panels along the side and rear yards.

MR. ROGE MOTIONED TO APPROVE THE PROPOSAL AS SUBMITTED. MS. STEINDORF SECONDED. MOTION PASSED 5-0.

Mr. Falsetti arrived at 5:43 P.M.

5. Review and act on a request by Jay and Lynn Golembiewski, 705 Meadow Lane, for a home addition.

Mr. Jay Golembiewski, the homeowner, and Mr. Matt Retzak, Bartelt Remodel, were present before the Board to represent the request.

Applicants are requesting approval to construct a new garage addition to the home. With the new addition, the property would have 29.89% impervious surfacing. This property is zone Rs-1. In the Rs-1 zoning district accessory structures, including private garages, are permitted accessory uses provided; however, that the principal dwelling structure was constructed with an attached garage at least 440 square feet in size. However, such private garages shall be directly connected with the main structure, either by common wall, portico, porch or similar connection, roofed over, said roof to be connected to the roof or walls of the main dwelling structure. Please see the enclosed plan set for review.

Ms. Gehl noted that the applicants had previously come before the Board and there was discussion as to whether the proposed arbor structure qualified as a roof. Ms. Gehl explained that the applicants

made an effort to attend subcommittee meetings with the Building Board Chairman and Village Staff where similar projects that had been approved by the Building Board were reviewed and the applicants made changes to create a more substantial common wall to fulfill the Code requirements.

Trustee Stuckert noted that the design was tastefully done and believes that it fulfills Code requirements based on precedence.

Mr. Matola was in agreement that this design is similar to what has been approved by the Building Board in the past with continuous footings and a much more substantial common wall.

Mr. Roge confirmed with the homeowner that the garage is not occupiable. Mr. Retzack confirmed this and noted that the steep roof pitch was incorporated to match the principal structure.

MR. FALSETTI MOTIONED TO APPROVE THE PROPOSAL AS SUBMITTED. TRUSTEE STUCKERT SECONDED. MOTION PASSED 6-0.

6. Review and act on a request by Shawn & Stephanie Hillmann, 1385 Longwood Avenue, for a home addition.

Mrs. Stephanie and Mr. Shawn Hillmann, the homeowners, and Ms. Heather Dries, Home Path Remodeling, were present before the Board to represent the request.

Applicant is requesting approval for the addition a four-season room/sunroom addition to the rear of the home, front entrance remodel, and an expansion of the garage. The proposed additions are compliant with setback requirements; however, impervious surface levels will have to be verified prior to approval. Please see the enclosed plan set for review.

Ms. Dries explained that the nexus of this addition was to expand the homeowners' access to their backyard. Ms. Dries noted that they will be salvaging as much brick as possible to incorporate it into the front elevation.

Trustee Stuckert asked if the applicants are intending to remove the second front door on the east elevation. Mr. Hillmann noted that this was explored but it is very expensive to remove the door and it serves as a second ingress/egress.

Mr. Hillmann noted that the new garage door will match the existing garage door.

Mr. Matola inquired if there is new lighting intended with this addition. Mr. Hillmann stated he had intended to add some sort of coach lighting on either side of the new garage door and on one side of the exiting garage door but fixtures and exact placement have not yet been determined.

Mr. Roge observed that there was a mix of window styles throughout the home. Ms. Dries clarified that the windows on the addition will be double hung windows and that the plans can be revised to show this.

Mr. Roge inquired about the impervious surface of the lot. Ms. Gehl noted that the applicants provided her with impervious surface calculations and they were well under Code limitations but noted that the calculations should be added to the face of the Plat.

Trustee Stuckert asked if there was a way to draw attention from the second front door.

Mr. Hillmann explained that the driveway will be redone and as part of that project they could eliminate the sidewalk that currently serves that door.

Ms. Steindorf suggested that the applicant also incorporate landscaping to minimize the door.

Mr. Matola noted that the applicant will most likely need to incorporate a downspout to the right of the front door.

MR. ROGE MOTIONED TO APPROVE THE PROPOSAL AS SUBMITTED NOTING LIGHTING SHOULD BE ADDED TO THE PLANS, WINDOWS BE REVISED ON THE PLANS TO BE SHOWN AS DOUBLE-HUNG, A DOWN SPOUT TO THE RIGHT OF THE FRONT DOOR BE ADDED TO THE PLANS, THE NEW DRIVEWAY AND REMOVAL OF THE SIDEWALK BE SHOWN ON THE PLANS, AND THE IMPERVIOUS SURFACE CALCULATIONS BE ADDED TO THE FACE OF THE PLAT OF SURVEY. MS. STEINDORF SECONDED. MOTION PASSED 6-0.

7. Review and act on a request by Tom Zignego, 15050 Bluemound Road, for a deck and home alteration.

Mr. Tom Zignego, the homeowner, was present before the Board to represent the request.

Applicant is request approval to construct a deck in the rear yard of their home. The applicant is also proposing to replace an existing window on the rear elevation of the home with a sliding glass door. Please see the enclosed plan set for review.

Mr. Zignego explained that he is proposing to construct a floating deck off the rear of his home. He will be changing an existing window to a sliding door for access. Mr. Zignego noted that the new door trim will be painted to match the home. The proposed deck will be cedar tone treated wood with aluminum balusters.

Pro-tem Chair Thedford inquired if there will be new lighting installed to serve the back deck. Mr. Zignego noted that he had not considered it prior to tonight but now intends to install lighting on either side of the new patio door.

MR. FALSETTI MOTIONED TO APPROVE THE PROPOSAL AS SUBMITTED NOTING THAT THE SLIDING DOOR TRIM WILL BE PAINTED TO MATCH THE NEW COLOR OF THE HOME AND A LIGHTING PLAN AND CUT SHEETS BE SUBMITTED TO STAFF FOR REVIEW AND APPROVAL. MS. STEINDORF SECONDED. MOTION PASSED 6-0.

8. Review and act on a request by Jim & Kathleen Quinn-Griffin, 14800 Watertown Plank Road, for an alteration.

Mr. Jim Quinn-Griffin, the homeowner, and Jody Brandemuehl of JDJ Remodel were present before the Board to represent the request.

Applicants are requesting approval for a home addition for an extension of an existing garage. As proposed, this addition would require a Special Exception from the Village Plan Commission as this structure is non-conforming. The applicants came before the Building Board on August 1st, 2023 and were approved; however, the applicants are submitted a revised design for review. Please see the plan set enclosed for review.

Ms. Brandemuehl explained that since receiving Building Board approval the applicants made revisions to the proposed plans based on Building Board feedback. The plans were revised to match the roof overhang of the workshop to the existing entry room on the west elevation and to change a previously proposed sliding door on the south elevation to a window to match existing windows and to add two unit windows above.

The Board was in agreement that the new design was very well done.

MS. STEINDORF MOTIONED TO APPROVE THE PROPOSAL AS SUBMITTED. MR. ROGE SECONDED. MOTION PASSED 6-0.

9. Other Business

Ms. Gehl noted that Staff is still intending to hold a Building Board meeting September 5th due to applications being submitted. Trustee Stuckert and Ms. Steindorf noted that they will be unable to attend.

10. Adjournment

MR. FALSETTI MOTIONED TO ADJOURN. MR. MATOLA SECONDED. MOTION PASSED 6-0.

Meeting adjourned at 6:31 P.M.

Respectfully Submitted,

Katherine Gehl
Assistant Manager/Zoning & Planning Administrator