

**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**

Thursday, March 17, 2020

Meeting was called to order at 5:30 PM by President Palmer who requested a motion for pro tem chair.

Mr. Schoenecker motioned and Mr. Collins seconded to nominate Mr. Matola as Chair.

Motion carried.

1. Roll Call.

Present: Mr. Schoenecker, Mr. Koleski, Mr. Matola, Mr. Janusz, and President Palmer

Absent: Chairman Olson, Mr. Liechty, Mrs. Steindorf and Mr. Collins

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

2. Review and act on meeting minutes dated March 3rd, 2020.

Mr. Schoenecker motioned and Mr. Collins seconded to approve the minutes as amended. Motion carried 5-0.

3. Review and act on a request by Philip Schultz of Horizon Development, 13040 W. Bluemound Road, for a monument sign.

Mr. Schultz participated in the meeting via telephone.

Mr. Harrigan explained, the monument sign which serves Emerald Woods condominiums never had a stone base. Horizon Development never intended to build, rather they agreed to relocate the sign for Emerald Woods.

Mr. Shultz explained the new monument sign being considered for Elm Grove Heights has very similar dimensions are the original monument sign that the Building Board previously approved. The sign would be up lite from the ground and there is no backlighting

Mr. Schoenecker motioned to accept the proposal as submitted with an option for the applicant to reduce the base by 1 foot if desired and for the applicant to consider positioning the monument sign further south and west on the property if desired in order to create greater visibility. Mr. Collins seconded. Motion carried 5-0.

4. Review and act on a request by Herbert Real Estate, 12970 Bluemound Rd, for a retaining wall.

Rod Hanson of Munson Contracting was present before the Board.

Mr. Schoenecker mentioned that the Board had previously revised this item and had indicated that style 2 was preferred option for the proposed retaining wall.

Mr. Hanson indicated the “stone” retaining wall sections are manufactured with concrete and retain the concrete color. The total height of the wall is 6’ at the peak.

See the last page of the submittal for specifics on dimensions and color.

Mr. Schoenecker motioned to approve as submitted, Mr. Collins seconded. Motion carried 5-0.

5. Review and act on a request by St. Mary’s Parish, 1260 Church Street, for new monument signage.

Cheryl Peters was present before the board.

Ms. Peters explained the proposed signs will go in the same locations as the existing ground signs at the Parish, but the proposed sign located on Church Street will move 10’ to the south (sign A in the plans) in order to align with the roof peak of the church.

Letters will be lit at night on sign A which is located on Church Street.

The Crescent and Juneau signs will be lit from the ground. There will be no lighting on the thrift shop sign.

The brick base of the signs will match the existing brick on the church.

Mr. Schoenecker motioned to approve as submitted, President Palmer seconded. Motion carried 5-0.

6. Review and act on a request by Kevin Zink, 1250 Blue Ridge Boulevard, for a home alteration.

Mr. Zink Kevin was in attendance via telephone.

Mr. Zink provided a color copy of the siding.

Mr. Matola noticed a design difference between the upper and lower levels.

Mr. Zink will do corner boards to match the siding to pull it together.

Mr. Koleski asked about the windows spacing on the rear west lower elevation vs the new upper.

Mr. Matola suggests the lower right windows be spaced better. Also center the far left lower window under the upper.

Discussion ensued about vertical siding vs horizontal siding in different colors. This is a concern of the Board.

It was suggested that everything on the upper level should be white.

The board will need new drawings to depict the window changes as discussed, new dimensions with the adjustments to the second story windows, and indicating the color of the second story will be white.

President Palmer motioned to approve with the recommended revisions as discussed by the Board, Mr. Schoenecker seconded. Motion Carried 5-0.

New Business

Mr. Harrigan indicated the April 7th meeting date falls on the Spring Primary Election. A poll will be sent to the Board for re-scheduling.

Adjournment

Mr. Koleski motioned to adjourn and Mr. Schoenecker seconded. Motion carried 5-0. Meeting adjourned at 6:30 pm.

Respectfully Submitted,

Diane Walters
Administrative Assistant