



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Agenda - Final Board of Building Appeals

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Tuesday, April 16, 2024

4:00 PM

Council Chambers, City Hall

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1. Call to Order
2. Roll Call
3. Public Comment
4. Approval of Minutes

[ID#24-9380](#)

Minutes of March 19, 2024

**Attachments:**

[March 19 2024 BBA Meeting Minutes Draft](#)

[Sign In Sheet - 3-19-2024](#)

5. New Business

[ID#24-9381](#)

The appeal of Breck and Erica Steffen, owner of 1619 Pewaukee Road, to appeal the cited violations of the Uniform Dwelling Code, sections, SPS 321.06 as referenced by section 16.01(b) of the Waukesha Building Code. The existing home was built in 1954, therefore, the owner is permitted to appeal the requirements as allowed in Code Section 16.17 of the Waukesha Building Code.

The appellant alleges the provisions of the code do not cover the ceiling height of the proposed habitable rooms in the basement. If the appeal is granted, the appeal would allow the ceiling height to be 6'8 ½" and a ductwork and beam ceiling height encroachment of height of 6'. This is less than the required ceiling height 7' (feet).

The appellant alleges the provisions of the code do not cover the ceiling height of the proposed stairway and landing. If the appeal is granted, the appeal would allow the ceiling height to be 6' ½" at the bottom landing of the stairway. This is less than the required ceiling height 6'4".

**Attachments:**

[BBA denial notes for appeal, 1619 Pewaukee, 4-10-2024](#)

[Board of Building Appeals Application](#)

[Plans 2.14.24](#)

[Steffen Variance Review Plan 4.11.24](#)

[Notice of Decision of the Building Inspector](#)

ID#24-9368

The appeal of Matthew and Amanda Potratz, owners of 1838 Haymarket Road, to appeal the cited violations of the Uniform Dwelling Code, sections, SPS 321.06 as referenced by section 16.01(b) of the Waukesha Building Code. The existing home was built in 1978, therefore, the owner is permitted to appeal the requirements as allowed in Code Section 16.17 of the Waukesha Building Code.

The appellant alleges the provisions of the code do not cover the ceiling height of the basement. If the appeal is granted, the appeal would allow the ceiling height to be 6'10 1/2" with a beam encroachment ceiling height of 6' 2 11/16" and ductwork encroachment ceiling height of 6' 1/2". This is less than the required ceiling height 7' (feet). This would vary from the requirements of the Uniform Dwelling code.

The appellant alleges the provisions of the code do not cover the ceiling height of the stairway. If the appeal is granted, the appeal would allow the ceiling height at the stairway to be less than the required ceiling height of 6'4" and would allow the lowest point to be 6 "2 1/8" If the appeal is granted, the appeal would allow the ceiling height of the stairway to be less than the required 6'4". This would vary from the requirements of the Uniform Dwelling code.

The appellant alleges the provisions of the code do not cover the Minimum door height for door in the basement. If the appeal is granted, the appeal would allow the door height to be less than the required 6'8". This would vary from the requirements of the Uniform Dwelling Code.

Attachments:[Step Overhang](#)[Owner - Denial Ltr](#)[Step Rise](#)[1st Step Ceiling Height](#)[2nd Step Ceiling Height](#)[BBA denial notes for appeal, 1838 Haymarket Rd, 4-10-2024](#)[BOBA denial letter, 1838 Haymarket, 4-10-2024](#)[Document 2024-04-10 200224](#)[Duct Work Height](#)[General View of Beam and Duct Work](#)[Stairs Looking Down](#)[Stairs Looking Up](#)[Stairway Width](#)[Steel Beam Height](#)[Step Length w Overhang](#)[Application](#)[Floor Plans](#)

**ID#24-9513**

The appeal of Beverly A Sweetland, owner of 530 W. College Avenue, to appeal the cited violations of the Uniform Dwelling Code, sections, SPS 321.06 as referenced by section 16.01(b) of the Waukesha Building Code. The existing home was built in 1905, therefore, the owner is permitted to appeal the requirements as allowed in Code Section 16.17 of the Waukesha Building Code. The appellant alleges the provisions of the code do not cover the ceiling height of the proposed bathroom on the first floor. If the appeal is granted, the appeal would allow the ceiling height to be 6'8". This is less than the required ceiling height of 7' (feet). The appellant alleges the provisions of the code do not cover the ceiling height of the proposed bathroom on the first floor beyond the back of the water closet. This is less than the required ceiling height of 5". This would vary from the requirements of the Uniform Dwelling code.

**Attachments:**

[Appeal for 530 College Ave](#)

[Application](#)

[BBA denial notes for appeal, 530 W College, 4-10-2024](#)

[BOBA denial letter, 530 W College Ave. 4-10-2024](#)

[Floor Plan](#)

[Inspection Report - BLR124-00050](#)

## 6. Adjournment

A majority of the Council members may be in attendance.

NOTICE: Any person who has a qualifying disability under the Americans with Disabilities Act that requires that the meeting be accessible or that materials at the meeting be in an accessible format, please contact the Community Development Office 48 hours prior to the meeting at 524-3750, or by the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request. Attend this meeting in person or watch live at <https://waukesha.legistar.com/calendar.aspx> (due to technical circumstances, the live stream may not always be available).