



**COMMUNITY DEVELOPMENT** Jennifer Andrews, Director  
201 DELAFIELD STREET  
jandrews@waukesha-wi.gov  
WAUKESHA, WISCONSIN 53188-3633  
TELEPHONE 262-524-3750

November 1, 2023

SHAWN BRUNNER  
N46 W29247 CAPITOL DR.  
HARTLAND, WI 53029

Re: 408-412 McCall St. – Case #CE23-00545

Dear Property Owner(s):

This is the fourth notice regarding violations at your above property. Previous notices were sent on July 19<sup>th</sup>, 2023, August 10<sup>th</sup>, 2023, and October 10<sup>th</sup>, 2023. During a recent inspection, the following violations were found to remain:

**28.05(3)(a) Certificate Required.** No owner or person in charge of a historic structure, historic site, or structure within a Historic District shall reconstruct, alter or demolish all or any part of the exterior of such property or construct any improvement unless a Certificate of Appropriateness has been granted by the Landmarks Commission.

408-412 McCall St. is located within the McCall Street Historic District. Any exterior work on the house must be approved by the Landmarks Commission before work begins. The Landmarks Commission review is intended to maintain the historic character of the property and of the neighborhood in general.

A window on the west side of the main building has been replaced. Some siding has been removed as well, and it appears that you are in the process of replacing it. You will need to submit an application for a Landmarks Commission Certificate of Appropriateness for the already completed and already started work. If any work has been done in such a way that it does not meet the standards for a Certificate of Appropriateness you will need to fix it at your expense.

Each and every day the violation continues is considered to be a separate offense. The August 10<sup>th</sup> notice included a citation for one offense. The October 10<sup>th</sup> notice included citations for seven offenses, dated September 1<sup>st</sup> through September 7<sup>th</sup>, 2023. Enclosed with this letter you will find a citation for the offenses dated September 8<sup>th</sup>, 2023 – September 28<sup>th</sup>, 2023. Citation amounts are \$187.00 per offense, and this citation includes twenty-one offenses for \$3,927.00 total. Daily citations will continue until you address the violation. Continued failure to respond may result in additional action such as a lawsuit.

Sincerely,

Charlie Griffith  
Associate Planner  
262-524-3529  
cgriffith@waukesha-wi.gov

*I paid The only ticket I  
got in the mail !!!*

# CITY OF WAUKESHA MUNICIPAL CITATION

Mandatory appearance required?  
 YES  NO

Citation No. **CD231101084016Z**

Deposit this amount: Deposit \$ **3,927.00** Post by **11/27/2023**  
with: **Waukesha Municipal Court**, City Hall, 201 Delafield St, Waukesha WI 53188

Or appear in court: Date **11/29/2023** Time **8:15 AM**  
at: **Waukesha Municipal Court**, City Hall, 201 Delafield St, Waukesha WI 53188

Served:  By mail  In person

City of Waukesha vs.  
Defendant:

Last Name/Business	First	Middle	D.O.B.	Sex	Race
Brunner	Shawn				
Street/Address	City	State	Zip		
N46 W29247 Capitol Dr.	Hartland	WI	53029		

If a company: Incorp.:  Yes  No If Yes:  Domestic  Foreign  Limited Liability

**You have violated the City Ordinance described below.**

Date	9/8/2023	Time		Location	408 MCCALL ST
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to:

Date	9/28/2023	Time	
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City Ordinance	Adopting	Adopting
28.05(3)(a)		

Violation Description: Alteration of a structure within a Historic District by replacing windows and removing siding, without first obtaining a Certificate of Appropriateness from the Landmarks Commission.

Officer's Signature   
Department of Community Development

Date **11/17/23**

## IMPORTANT INFORMATION

**Mandatory Appearance:**

If your citation is marked as a mandatory court appearance, you **MUST** appear in court.

**Appearance Not Mandatory:**

If you wish to dispute the citation, you must enter a plea of not guilty by submitting it in writing to the court prior to your court date or by appearing in court at the above date and time.

If you do not wish to dispute the citation, simply mail in the deposit amount on the citation by the Post by date. Please include a photocopy of your citation or your correct name, mailing address, citation number, court appearance date, and the offense. The court will either accept your nonappearance as a plea of no contest, find you guilty and keep the deposit amount as payment for your citation OR the court may decide to summon you rather than accept the deposit and plea.

If you do nothing, make no deposit and fail to appear in court, the court may issue a warrant for your arrest OR issue a summons for you to appear in court OR enter a default judgement against you and order you to pay the forfeiture and costs imposed by the court.



INVESTMENT SPECIALISTS  
OF PEWAUKEE LLC  
P.O. BOX 78  
HARTLAND, WISCONSIN 53029

1822

DATE 4-23-22

79-7177/2750

Pay to the order of Waubesa Municipal Court  
One Hundred + Fifty Seven

\$ 187

Payable to the order of

WATERSTONE  
BANK  
www.wsonline.com

FOR 408 McCall #14487

⑆001822⑆ ⑆275071770⑆ ⑆54 308267 2⑆

COPY

0149923961

BOFD >075901341<  
Main  
2023-05-02  
0149923961

PAY TO THE ORDER OF  
City of Waubesa  
FOR DEPOSIT ONLY  
Acct # 2040  
Check Amount: \$187.00