



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Draft

### Landmarks Commission

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Wednesday, December 7, 2022

6:00 PM

Council Chambers

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#### I. Call to Order

#### II. Roll Call

**Present** 6 - Marty Larson, Jennifer Wall, Carmen De La Paz, Matt Retzak, Cassandra Rodriguez, and Aaron Spencer  
**Absent** 1 - Julie Scarpace

#### III. Public Comment

#### IV. Approval of Minutes

[ID#22-5355](#) Minutes of November 2, 2022

**A motion was made by Member Larson, seconded by Ald. Rodriguez, that the Minutes be approved. The motion carried by the following vote:**

**Aye:** 5 - Marty Larson, Carmen De La Paz, Matt Retzak, Cassandra Rodriguez and Aaron Spencer  
**Absent:** 1 - Julie Scarpace  
**Abstain:** 1 - Jennifer Wall

#### V. Landmark's Commission Paint and Repair Grant Funds

#### VI. New Business

[ID#22-5344](#) Landmarks Commission Certificate of Appropriateness for 120 Windsor Dr. Review a request to replace the roof (Caples Park Historic District).

**A motion was made by member Carmen De La Paz, seconded by member Jennifer Wall, that this item be approved with the condition that the railing materials and style will remain the same if it is replaced. Railing dimensions may be changed, with staff approval, to bring them into compliance with current Building Code standards. The motion carried by the following vote**

**Aye:** 6 - Marty Larson, Jennifer Wall, Carmen De La Paz, Matt Retzak, Cassandra Rodriguez and Aaron Spencer  
**Absent:** 1 - Julie Scarpace

[ID#22-5353](#) Landmarks Commission Certificate of Appropriateness for 300 Windsor Dr. Review a request to replace the basement windows (Caples Park Historic District).

**A motion was made by member Jennifer Wall, seconded by member Marty Larson that this item be approved with the condition that grout and framing will be darkened to more closely match existing siding, and with the note that the windows are acceptable due to their low profile and limited visibility only. The motion carried by the following vote:**

**Aye:** 5 - Marty Larson, Jennifer Wall, Carmen De La Paz, Matt Retzak and Aaron Spencer

**Nay:** 1 - Cassandra Rodriguez

**Absent:** 1 - Julie Scarpace

[ID#22-5354](#) Landmarks Commission Certificate of Appropriateness for 142 W. Laflin Ave. Review a request to replace the siding (Laflin Avenue Historic District.)

**A motion was made by member Carmen De La Paz, seconded by member Matt Retzak that this item be approved, to include replacement of siding on both the house and the garage, with the condition that 6" siding will be used, along with wider trim and corner boards. The motion carried by the following vote:**

**Aye:** 6 - Marty Larson, Jennifer Wall, Carmen De La Paz, Matt Retzak, Cassandra Rodriguez and Aaron Spencer

**Absent:** 1 - Julie Scarpace

[ID#22-5359](#) Landmarks Commission Paint and Repair Grant for 142 W. Laflin Ave.

**A motion was made by Ald. Cassandra Rodriguez, seconded by member Jennifer Wall, to approve a grant in the amount of \$2,950.00. The motion carried by the following vote:**

**Aye:** 6 - Marty Larson, Jennifer Wall, Carmen De La Paz, Matt Retzak, Cassandra Rodriguez and Aaron Spencer

**Absent:** 1 - Julie Scarpace

## VII. Alderman's Report

*Ald. Rodriguez asked about talks with Waukesha County regarding maintaining the springhouse at Moor Downs. Charlie will contact County before January meeting to make sure there is a plan in place by Spring.*

### VIII. Springs Report

*Carmen had a conversation with Larry Nelson regarding Moor Mud Baths. He doesn't think there is anything worth saving there. He has connected Carmen with Mary.*

*City has not received an application for a Demolition Permit for Moor Mud Baths building yet. Charlie will ensure that State Historical Society mitigation is complete before demolition is approved.*

### IX. Communications and Publications

*January meeting date will be Wednesday 1/11, not Wednesday 1/4.*

### X. Adjournment