



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Draft

### 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

**Present** 4 - Jason Romenesko, Brian Trautman, Dan Budde, and Robert Ford

**Absent** 1 - Sarah Wilke

3. Public Comment

4. Approval of Minutes

[ID#24-9380](#) Minutes of March 19, 2024

**A motion was made by Member Jason Romenesko, seconded by Member Dan Budde, that the Minutes be approved. The motion carried by the following vote:**

**Aye:** 4 - Jason Romenesko, Brian Trautman, Dan Budde and Robert Ford

**Absent:** 1 - Sarah Wilke

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".

**A motion was made by Jason Romenesko, and seconded by Robert Ford that no ductwork will be allowed to encroach in the ceiling height in the bedroom, the finished ceiling height allowed will be 6'8 1/2" in the bedroom and basement area used for habitable space, and no modifications to beam encroachment at stair landing required.**

**Aye:** 4 - Jason Romenesko, Brian Trautman, Dan Budde and Robert Ford

**Absent:** 1 - Sarah Wilke

[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 ½" with a beam encroachment ceiling height of 6' 2 11/16" and ductwork encroachment ceiling height of 6' ½". 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.

**A motion was made by Robert Ford, and seconded by Brian Trautman that the ceiling height in the proposed habitable space in basement, is allowed to be less than the required 7' in height; the supply side of the ductwork must be tight to the bottom of the joist; the door labeled D1 and D2 on the submitted plan must be 6'8" in height and be a 32" opening; and no changes to the ceiling height at the stairway required. Beam can encroach into ceiling height.**

**Aye:** 4 - Jason Romenesko, Brian Trautman, Dan Budde and Robert Ford

**Absent:** 1 - Sarah Wilke

[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.

**A motion was made by Jason Romenesko, and seconded by Robert Ford that the ceiling height in the proposed bathroom, located on the first floor of the dwelling is allowed to be less than the required 7' in height; the ceiling height cannot be less than 6'8" and the ceiling height beyond the back of water closet cannot be less than 55".**

**Aye:** 3 - Jason Romenesko, Dan Budde and Robert Ford

**Nay:** 1 - Brian Trautman

**Absent:** 1 - Sarah Wilke

## 6. Adjournment

**A motion was made by Member Brian Trautman, seconded by Member Jason Romenesko, that the meeting be adjourned. The motion carried by the following vote:**

**Aye:** 4 - Jason Romenesko, Brian Trautman, Dan Budde and Robert Ford

**Absent:** 1 - Sarah Wilke