



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Final

### Landmarks Commission

---

Wednesday, December 6, 2023

6:00 PM

Council Chambers, City Hall

---

#### I. Call to Order

#### II. Roll Call

**Present** 5 - Marty Larson, Jennifer Wall, Carmen De La Paz, Aaron Spencer, and Cassandra Rodriguez

**Absent** 2 - Julie Scarpace, and Matt Retzak

#### III. Approval of Minutes

[ID#23-8233](#) Minutes of October 4, 2023

**A motion was made by Member Jennifer Wall, seconded by Member Marty Larson, that this item be approved with the correction made from Failed to Approved of the previous Minutes. The motion carried by the following vote:**

**Aye:** 4 - Marty Larson, Jennifer Wall, Aaron Spencer and Cassandra Rodriguez

**Absent:** 2 - Julie Scarpace and Matt Retzak

**Abstain:** 1 - Carmen De La Paz

#### IV. Public Comment

*Lisa Salb, 434 Madison Street, expressed opposition to staff approval for certain types of COA applications.*

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

#### VI. Old Business

[ID#23-7751](#) Landmarks Commission Certificate of Appropriateness for 256 W. Broadway. Review a request to paint the exterior and replace the awning (Block C Historic District).

**A motion was made by Member Jennifer Wall, seconded by Member Cassandra Rodriguez, that this item be approved. The motion carried by the following vote:**

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

**Absent:** 2 - Julie Scarpace and Matt Retzak

VII. New Business

[ID#23-8230](#) Landmarks Commission Certificate of Appropriateness for 408 McCall St. Review a request to replace the roof, gutters, downspouts, garage siding, front porch lattices, and a window (McCall Street Historic District).

*This meeting was held to the January meeting at the applicant's request.*

[ID#23-8231](#) Discussion and possible action on 2024 Landmarks Commission meeting dates

**A motion was made by Member Cassandra Rodriguez, seconded by Member Aaron Spencer, that this item be approved with the presented dates. The motion carried by the following vote:**

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

**Absent:** 2 - Julie Scarpace and Matt Retzak

[ID#23-8232](#) Discussion of potential shift to staff approval for certain types of COA applications

**A motion was made by Member Cassandra Rodriguez, seconded by Member Aaron Spencer, that this item be denied. The motion failed by the following vote:**

**Aye:** 2 - Aaron Spencer and Cassandra Rodriguez

**Nay:** 3 - Marty Larson, Jennifer Wall and Carmen De La Paz

**Absent:** 2 - Julie Scarpace and Matt Retzak

**A motion was made by Member Carmen De La Paz, seconded by Member Marty Larson, to bring this item back for further discussion at the next Landmarks Committee meeting to try to find a middle ground and consider alternative options. The motion carried by the following vote:**

**Aye:** 3 - Marty Larson, Jennifer Wall and Carmen De La Paz

**Nay:** 2 - Aaron Spencer and Cassandra Rodriguez

**Not Present:** 2 - Julie Scarpace and Matt Retzak

VIII. Alderman's Report

IX. Springs Report

*Charlie gave an update on the Silurian Spring basement project completion, a new park shelter near Silurian Spring, new graffiti at Silurian Spring, and the progress on the Acme Spring light installation.*

*Charlie summarized reports on damage to a historic bench near Hobo Spring and the possibility of restoring it. Bob Salb, 434 Madison St., provided additional information.*

X. Communications and Publications

*Charlie gave updates on the fall Springs Cleanup and needs for a larger cleanup in spring of 2024. Charlie also updated the Landmarks Commission on the 2024 Local History and Historic Preservation Conference.*

XI. Adjournment