



# City of Waukesha

City Hall,  
201 Delafield Street  
Waukesha, WI 53188

## Meeting Minutes - Final

### Landmarks Commission

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Wednesday, June 1, 2022

6:00 PM

Council Chambers

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#### I. Call to Order

#### II. Roll Call

**Present** 5 - Marty Larson, Jennifer Wall, Julie Scarpace, Matt Retzak, and Cassandra Rodriguez

**Absent** 1 - Carmen De La Paz

#### III. Public Comment

#### IV. Approval of Minutes

[ID#22-4220](#) Landmark Commission Minutes of May 4, 2022

**Attachments:** [Sign-in Sheet 5-4-2022](#)

[Landmarks Meeting Minutes May 4 2022 - Draft](#)

**A motion was made by Member Lisa Salb, seconded by Member Jennifer Wall, that the minutes be approved. The motion carried by the following vote:**

**Aye:** 6 - Marty Larson, Lisa Salb, Jennifer Wall, Julie Scarpace, Matt Retzak and Cassandra Rodriguez

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

#### V. Presentation of 2021 George Gunn Award to Angelica and Jeffrey Robb

#### VI. Landmarks Commission Paint and Repair Grant Funds

#### VII. Old Business

[ID#22-4069](#) Landmarks Commission Certificate of Appropriateness for 309 McCall St. Review a request to replace the front and rear porch railings (McCall Street Historic District).

**Attachments:** [309 McCall St. Cover Sheet](#)  
[309 McCall - Material Cost](#)  
[309 McCall Additional railing examples](#)  
[Application and photos - 309 McCall](#)  
[Railing Materials - June Update](#)

**A motion was made by Member Matt Retzak, seconded by Member Marty Larson, that this item be approved. The motion carried by the following vote:**

**Aye:** 6 - Marty Larson, Lisa Salb, Jennifer Wall, Julie Scarpace, Matt Retzak and Cassandra Rodriguez

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

[ID#22-4092](#) Landmarks Commission Paint and Repair Grant for 309 McCall St.

**Attachments:** [309 McCall St. Cover Sheet](#)  
[309 McCall - Material Cost](#)  
[309 McCall Additional railing examples](#)  
[Application and photos - 309 McCall](#)  
[Railing Materials - June Update](#)

**A motion was made by Member Marty Larson, seconded by Ald. Cassandra Rodriguez, that this item be approved contingent on transfer of CDBG funds The motion carried by the following vote:**

**Aye:** 6 - Marty Larson, Lisa Salb, Jennifer Wall, Julie Scarpace, Matt Retzak and Cassandra Rodriguez

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

## VIII. New Business

[ID#22-4216](#) Landmarks Commission Certificate of Appropriateness for 332 W. Broadway. Review a request to replace the brick storefront (Five Points Downtown Historic District).

**Attachments:** [332 W. Broadway Cover Sheet](#)  
[332 W Broadway photo](#)  
[Landmarks Commission Application - 332 W Broadway](#)

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

**Aye:** 6 - Marty Larson, Lisa Salb, Jennifer Wall, Julie Scarpace, Matt Retzak and Cassandra Rodriguez

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

[ID#22-4217](#) Landmarks Commission Certificate of Appropriateness for 301 McCall St. Review a request to replace the garage roof, soffit and fascia, and gutters, and to repaint the house (McCall Street Historic District).

**Attachments:** [301 McCall St. Cover Sheet](#)  
[301 McCall - Application, COA for garage](#)  
[301 McCall - Application, P&RG for painting](#)  
[301 McCall - paint quote and garage photos](#)

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

**Aye:** 5 - Marty Larson, Lisa Salb, Jennifer Wall, Matt Retzak and Cassandra Rodriguez

**Absent:** 2 - Julie Scarpace and Carmen De La Paz

[ID#22-4221](#) Landmarks Commission Paint and Repair Grant for 301 McCall St.

**Attachments:** [301 McCall St. Cover Sheet](#)  
[301 McCall - Application, COA for garage](#)  
[301 McCall - Application, P&RG for painting](#)  
[301 McCall - paint quote and garage photos](#)

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

**Aye:** 6 - Marty Larson, Lisa Salb, Jennifer Wall, Julie Scarpace, Matt Retzak and Cassandra Rodriguez

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

IX. Alderman's Report

X. Springs Report

*Report will be complete for the July Landmarks meeting*

## XI. Communications and Publications

*Charlie gave an update on Historic Preservation Days.*

*Three Commissioners terms are up this month. Lisa Salb will be stepping down, Charlie thanked her for her long service to the Commission. Ald. Rodriguez echoed thanks for Lisa's service.*

*Commissioner Wall reported on the application process for St. Mary's landmarks national register.*

*Lisa reported on John S's presentation at Preservation Days*

*Marty asked if the museum had an appropriate way to disperse the commission materials - and would like us to ask the museum to put a display materials. maybe add to pamphlet rack.*

## XII. Adjournment