



City of Waukesha

Waukesha City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

Landmarks Commission

Wednesday, March 5, 2025

6:00 PM

Council Chambers, City Hall

I. Call to Order

II. Roll Call

Present 5 - Marty Larson, Carmen De La Paz, Matt Retzak, Aaron Spencer, and Elizabeth Moltzan

Absent 2 - Jennifer Wall, and Julie Scarpace

III. Public Comment

IV. Approval of Minutes

[ID#25-00255](#) Minutes of February 5, 2025

A motion was made by Member Aaron Spencer, seconded by Member Carmen De La Paz, that the Minutes be approved. The motion carried by the following vote:

Aye: 4 - Carmen De La Paz, Matt Retzak, Aaron Spencer and Elizabeth Moltzan

Absent: 2 - Jennifer Wall and Julie Scarpace

Abstain: 1 - Marty Larson

V. Landmark's Commission Paint and Repair Grant Funds

VI. New Business

[ID#25-00250](#) Landmarks Commission Certificate of Appropriateness for 311 McCall St. Review a request to replace the roof (McCall Street Historic District).

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

Aye: 5 - Marty Larson, Carmen De La Paz, Matt Retzak, Aaron Spencer and Elizabeth Moltzan

Absent: 2 - Jennifer Wall and Julie Scarpace

[ID#25-00326](#) Presentation by former Landmarks Commission member David Molthen on several historic properties which may be worthy of special recognition.

David Molthen spoke about the challenges the Landmarks Commission faces in receiving support from the public and suggested several ways to improve the Commission's standing. A printout of his remarks has been attached to the agenda.

[ID#25-00327](#) Discussion and possible action on a letter from the Landmarks Commission to Historic property owners.

Landmarks letter: Charlie presented a draft letter to be sent to the owners of designated historic properties. Marty Larson and Alderman Moltzan requested changes to the wording of the letter.

VII. Alderman's Report

VIII. Springs Report

Charlie gave an update on plans for the Springs cleanup in May, and the possibility of having local high school students assist.

IX. Communications and Publications

Charlie mentioned the February 21st decision of the Wisconsin Historic Preservation Review Board and noted that nominations are available for the 2025 Landmarks Commission awards.

[ID#25-00340](#) Nomination Forms

X. Adjournment