



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

Landmarks Commission

Wednesday, January 10, 2024

6:00 PM

Council Chambers, City Hall

I. Call to Order

II. Roll Call

Present 5 - Marty Larson, Julie Scarpace, Carmen De La Paz, Aaron Spencer, and Cassandra Rodriguez

Absent 2 - Jennifer Wall, and Matt Retzak

III. Approval of Minutes

[ID#24-8545](#) Minutes of December 6, 2023

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 - Marty Larson, Carmen De La Paz, Aaron Spencer and Cassandra Rodriguez

Absent: 2 - Jennifer Wall and Matt Retzak

Abstain: 1 - Julie Scarpace

V. Landmark's Commission Paint and Repair Grant Funds

Charlie noted the new Paint & Repair Grant guideline amounts and the fund total for 2024.

IV. Public Comment

- *Lisa Salb, 434 Madison St., spoke in opposition to staff's proposal to shift some COA approvals to Consent Agenda.*
- *Christina Tofte, 335 S. Hartwell, spoke in support of staff proposals to streamline reviews for simple projects. Also noted dislike of COA review fees.*

VI. New Business

ID#24-8696 Introduction from Andrew Moser of Ethnos 360

Andrew Moser and Andrew Royer of Ethnos 360 spoke about the institution, the building (former Resthaven Hotel), its maintenance needs, and their fundraising efforts.

[ID#23-8486](#) Landmarks Commission Certificate of Appropriateness for 348 Wisconsin Ave. Review a request to replace rear stairs and a front porch railing top rail (Wisconsin Avenue Historic District).

A motion was made by member Cassandra Rodriguez, seconded by member Aaron Spencer, to approve this item with the following conditions: 1. Rear porch repair will not include lagging. Additional approval required if lagging is included. 2. Old patch work on front porch must be repaired. 3. New porch railing must match color of the existing railing. Mortar must be historically appropriate. The motion carried by the following vote:

Aye: 5 - Marty Larson, Julie Scarpace, Carmen De La Paz, Aaron Spencer and Cassandra Rodriguez

Absent: 2 - Jennifer Wall and Matt Retzak

[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).

The item was held at the request of the owner.

[ID#24-8544](#) Discussion and possible action on a potential shift to Consent Agenda or similar for certain types of COA applications.

Landmarks Commissioners requested that the Design Guidelines be brought up at the next meeting for discussion of possible clarification.

A motion was made by member Carmen De La Paz, seconded by member Cassandra Rodriguez, to deny staff's proposal to shift some COA approvals to Consent Agenda and instead streamline the process by allowing applicants to be represented by staff for COA's if they choose, but attendance is required for Paint and Repair Grants. The motion carried by the following vote:

Aye: 5 - Marty Larson, Julie Scarpace, Carmen De La Paz, Aaron Spencer and Cassandra Rodriguez

Absent: 2 - Jennifer Wall and Matt Retzak

VII. Alderman's Report

Cassie noted that she had discussed the Hobo Spring bench with Alderman Mike Chrisien, who is a Scoutmaster for a Boy Scout Troop. Alderman Chrisien will be on the lookout for scouts who might be willing to provide service.

VIII. Springs Report

Julie mentioned the tree and the roots next to Hobo Spring and the possibility that the Parks Department will do some work on them. Waiting for updates on timing and specifics.

IX. Communications and Publications

X. Adjournment