



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Final

Landmarks Commission

Wednesday, May 4, 2022

6:00 PM

Council Chambers

I. Call to Order

II. Roll Call

Present 6 - Marty Larson, Jennifer Wall, Julie Scarpace, Carmen De La Paz, Matt Retzak, and Cassandra Rodriguez

III. Public Comment

IV. Approval of Minutes

[ID#22-4099](#) Landmark Commission Minutes of April 6, 2022

Attachments: [Landmarks Commission Minutes April 6 2022](#)
[Sign In Sheet April 6, 2022](#)

A motion was made by Member Marty Larson, seconded by Member Carmen De La Paz, that this item be approved with noted modifications. The motion passed by the following vote:

Aye: 6 - Larson, Salb, Wall, De La Paz, Retzak and Rodriguez
Abstain: 1 - Scarpace

V. Landmark's Commission Paint and Repair Grant Funds

VI. Old Business

[ID#22-3900](#) Paint and Repair Grant for 309 E. College Ave - Review a request to increase grant funding based on clarification of project costs (McCall Street Historic District).

Attachments: [309 E. College Ave. Cover Sheet](#)
[309 E College, LCOA22-00007](#)
[309 E. College Porch Repair Estimate](#)
[309 E. College Roof Repair Estimate](#)

A motion was made by Alderman Cassie Rodriguez, seconded by Jennifer Wall, to approve an increase to the previous Paint and Repair Grant in the amount of \$1,400.00, to a total of \$4,000.00.

Aye: 7 - Marty Larson, Lisa Salb, Jennifer Wall, Julie Scarpace, Carmen De La Paz, Matt Retzak and Cassandra Rodriguez

VII. New Business

[ID#22-4054](#) Landmarks Commission Certificate of Appropriateness for 210 W. College Ave. Review a request to replace the roof, gutters, and downspouts. (College Avenue Historic District).

Attachments: [210 W. College Cover Sheet](#)
[Estimate for 210 W. College Ave. roof replacement](#)
[LC Application - 210 W College Ave](#)
[Photos - 210 W College Ave](#)
[Roofing Shingles Brochure](#)

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

Aye: 7 - Marty Larson, Lisa Salb, Jennifer Wall, Julie Scarpace, Carmen De La Paz, Matt Retzak and Cassandra Rodriguez

[ID#22-4091](#) Landmarks Commission Paint and Repair Grant for 210 W. College Ave.

Attachments: [210 W. College Cover Sheet](#)
[Estimate for 210 W. College Ave. roof replacement](#)
[LC Application - 210 W College Ave](#)
[Photos - 210 W College Ave](#)
[Roofing Shingles Brochure](#)

A motion was made by Jennifer Wall, seconded by Marty Larson, to approve a Paint and Repair Grant in the amount of \$2,191.51, with an increase to \$4,000.00 contingent on reallocation of CDBG funds.

Aye: 7 - Marty Larson, Lisa Salb, Jennifer Wall, Julie Scarpace, Carmen De La Paz, Matt Retzak and Cassandra Rodriguez

[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 Lisa Salb, seconded by Carmen De La Paz, to hold this item with a request for more information.

Aye: 7 - Marty Larson, Lisa Salb, Jennifer Wall, Julie Scarpace, Carmen De La Paz, Matt Retzak and Cassandra Rodriguez

[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 Lisa Salb, seconded by Jennifer Wall, to hold this item with a request for more information.

Aye: 7 - Marty Larson, Lisa Salb, Jennifer Wall, Julie Scarpace, Carmen De La Paz, Matt Retzak and Cassandra Rodriguez

[ID#22-4070](#) Landmarks Commission Certificate of Appropriateness for 513 McCall St. Review a request to replace a front door and a flat roof section (McCall Street Historic District).

Attachments: [513 McCall St. Cover Sheet](#)
[513 McCall Door Crack](#)
[513 McCall St. Application & Estimates](#)

A motion was made by Member Jennifer Wall, seconded by Member Matt Retzak, that this item be approved as proposed. The motion carried by the following vote:

Aye: 7 - Marty Larson, Lisa Salb, Jennifer Wall, Julie Scarpace, Carmen De La Paz, Matt Retzak and Cassandra Rodriguez

[ID#22-4093](#) Landmarks Commission Paint and Repair Grant for 513 McCall St.

Attachments: [513 McCall St. Cover Sheet](#)
[513 McCall Door Crack](#)
[513 McCall St. Application & Estimates](#)

A motion was made by Jennifer Wall, seconded by Julie Scarpace, to approve a Paint and Repair Grant in the amount of \$1,200.00, contingent on reallocation of CDBG funds.

Aye: 7 - Marty Larson, Lisa Salb, Jennifer Wall, Julie Scarpace, Carmen De La Paz, Matt Retzak and Cassandra Rodriguez

[ID#22-4071](#) Landmarks Commission Certificate of Appropriateness for 100 N. East Ave. Review a request to add an interior elevator shaft with rooftop mechanical structures (College Avenue Historic District)

Attachments: [100 N. East Ave. Cover Sheet](#)
[Carroll University -Voorhees Architectural Plans](#)
[Carroll U. Voorhees Hall - Application](#)
[Screening System Brochure](#)
[Voorhees Hall - Historic Drawings](#)
[Voorhees Hall Photos](#)

A motion was made by Carmen De La Paz, seconded by Jennifer Wall, to approve this item as proposed, with the note that a darker colored window treatment is preferred. Also noting approval of the generator placement on the grounds.

Aye: 7 - Marty Larson, Lisa Salb, Jennifer Wall, Julie Scarpace, Carmen De La Paz, Matt Retzak and Cassandra Rodriguez

[ID#22-4055](#) Landmarks Commission Certificate of Appropriateness for 124 McCall St. Review a request to add a new detached garage (McCall Street Historic District).

Attachments: [124 McCall St. Cover Sheet](#)
[3-Car Garage 36' x 32' x 8' Material List at Menards®](#)
[29166 - Churchill 4-Car Garage 25' x 46' x 10' Material List at Menards®](#)
[LC Application - 124 McCall](#)
[Photo - 124 McCall](#)

A motion was made by Jennifer Wall, seconded by Julie Scarpace, to approve the proposed three car garage design for 124 McCall St. provided that the roof color is as close as possible to the roof on the house, and that the siding color be neutral white, off-white, beige, or grey, to be approved by staff.

Aye: 7 - Marty Larson, Lisa Salb, Jennifer Wall, Julie Scarpace, Carmen De La Paz, Matt Retzak and Cassandra Rodriguez

VIII. Alderman's Report

The Landmarks Commission welcomed Alderman Cassie Rodriguez back as the Landmarks Commission's new Council representative.

IX. Springs Report

Charlie gave an update on the timeline of the Silurian Spring engineering study at the request of Julie Scarpace.

Charlie reported on the 2022 spring Springs cleanup day.

X. Communications and Publications

There was discussion of Historic Preservation Day event on Saturday May 21st, particularly the Landmarks Commission table at the Waukesha County Museum.

Charlie gave an update on the date for the review to add St. Mary's Church to the National Register of Historic Places.

Charlie mentioned that volunteers are needed for Waukesha Unlocked on October 8th and 9th. Lisa mentioned that there will be a silent auction for pieces of the Franklin Boggs mural.

Jeff gave an update on the City's new Affordable Housing Rehab program.

XI. Adjournment