



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Final

Landmarks Commission

Wednesday, December 2, 2020

6:00 PM

Virtual Meeting

Direct link to the meeting for live stream: <https://waukesha.legistar.com/Calendar.aspx>

Listen to the meeting live by calling 877 853 5247 (Toll Free) or 888 788 0099 (Toll Free)

Webinar ID: 913 8788 2937

Password: 969080

I. Call to Order

II. Roll Call

Present 6 - Bartlett, Larson, Salb, Wall, Miller, and De La Paz

Absent 1 - Scarpace

III. Public Comment

IV. Approval of Minutes

[ID#20-1375](#) Minutes for the Meeting of October 7th, October 14th, and November 12, 2020.

A motion was made by Miller, seconded by Bartlett, that the Minutes be approved. The motion carried by the following vote:

Aye: 6 - Bartlett, Larson, Salb, Wall, Miller and De La Paz

Absent: 1 - Scarpace

V. Landmark's Commission Paint and Repair Grant Funds

VI. Old Business

VII. New Business

[ID#20-1374](#) Landmarks Commission Certificate of Appropriateness for 214 W. Laflin Ave. Review a request to replace a garage section which was damaged by a falling tree. (Laflin Avenue Historic District)

A motion was made by Bartlett, seconded by Member Wall, that this Business item be approved. The roof materials should match existing home, and the garage may be finished with aluminum, wood, or hardie plank to match existing garage style. They may also increase the garage door height and modify the

roof pitch to accommodate the garage door height increase. The motion carried by the following vote:

Aye: 6 - Bartlett, Larson, Salb, Wall, Miller and De La Paz

Absent: 1 - Scarpace

[ID#20-1457](#) Landmarks Commission Certificate of Appropriateness for 304 N. East Ave. Review a request to make extensive repairs, including addition of an exterior elevator shaft and a rooftop mechanical unit, as the building is repurposed into the Carroll University Health and Wellness Center (McCall St. Historic District).

A motion was made by Bartlett, seconded by Member Wall, that this Business item be approved with the following conditions. 1. HVAC Screening - should also be a light tan/beige. 2. Transom windows must remain and retain/restore original style elements. 3. Eliminate screen doors and use the original doors. 4. Use brown neutral bricks on addition to match the existing building, to be approved by Staff. 5. Mortar match to what is on the existing building. The motion carried by the following vote:

Aye: 6 - Bartlett, Larson, Salb, Wall, Miller and De La Paz

Absent: 1 - Scarpace

[ID#20-1463](#) Discussion and action on the Landmarks Commission's educational display case, currently located in the first floor of City Hall.

A motion was made by Member Wall, seconded by Member Salb, that this Business item be approved. Recommended location in new City Hall to be in Council Chambers and Landmarks will agree to, and coordinate displays. The motion carried by the following vote:

Aye: 6 - Bartlett, Larson, Salb, Wall, Miller and De La Paz

Absent: 1 - Scarpace

[ID#20-1464](#) Discussion of the 2021 Landmarks Paint and Repair Grant fund.

VIII. Alderman's Report

IX. Springs Report

X. Communications and Publications

XI. Adjournment

PUBLIC COMMENT

Waukesha is currently conducting its meetings virtually due to the COVID-19 pandemic and City Hall is closed. There have been numerous security problems in opening up meeting for anyone to “enter” a virtual meeting, so the city has developed a specific process in order to allow the public to provide comments while also ensuring that the meeting is conducted appropriately.

Steps to Register for Public Comment:

- You will need to register for public comment on the following link if you wish to participate. <https://waukesha-wi.gov/1907/Public-Comment>
- Provide the required information (First and Last name, E-mail address, address, phone number)
- City staff will review your registration. You will then be contacted by a City staff member by phone to verify your information.
- Once verified, you will receive an e-mail link for the meeting. When it is time for the meeting, you click on the provided link to join the meeting.
- The link you receive is unique to you. It cannot be forwarded or shared with others. Each person that would like to comment needs to complete their own registration.
- Registration must be submitted by 4PM on the day of the meeting start time to allow time for verification.

If you would prefer to not participate live in the meeting, you can submit comment at least one hour prior to the meeting by e-mailing CommDev@waukesha-wi.gov. You will need to include the specific meeting and item (from the list above) that your comment is for as well as your name and address. Your comment will be read live at the meeting during public comment. If you have any questions regarding this process, please contact 262-524-3671 during business hours.