



City of Waukesha

Waukesha City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Draft

Landmarks Commission

Wednesday, April 2, 2025

6:00 PM

Council Chambers, City Hall

I. Call to Order

II. Roll Call

Present 7 - Marty Larson, Jennifer Wall, Julie Scarpace, Carmen De La Paz, Matt Retzak, Aaron Spencer, and Elizabeth Moltzan

III. Public Comment

IV. Approval of Minutes

[ID#25-00555](#) Minutes of March 5, 2025

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

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

Abstain: 2 - Jennifer Wall and Julie Scarpace

V. Landmark's Commission Paint and Repair Grant Funds

VI. New Business

[ID#25-00550](#) Landmarks Commission Certificate of Appropriateness for 242 N. Hartwell Ave. Review a request to repair the built-in gutters and add new copper linings (McCall Street Historic District).

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: 7 - Marty Larson, Jennifer Wall, Julie Scarpace, Carmen De La Paz, Matt Retzak, Aaron Spencer and Elizabeth Moltzan

[ID#25-00553](#) Educational presentation from Thoughtful Craftsman on the window restoration process.

Lauren Finn and Joe Thomas provided information on the window restoration process and on other restoration work Thoughtful Craftsman has done.

[ID#25-00554](#) Discussion and action on the 2025 Landmarks Commission Awards.

A motion was made by Member Scarpace, seconded by Member Wall, to award a Landmarks Commission Certificate of Merit to Nicholas Martinez for restoration and repair work at 910-914 Clinton Ave., the W.T. Lyles Building. The motion carried by the following vote:

Aye: 7 - Marty Larson, Jennifer Wall, Julie Scarpace, Carmen De La Paz, Matt Retzak, Aaron Spencer and Elizabeth Moltzan

A motion was made by Member Jennifer Wall, seconded by Member Carmen De La Paz, to award the Landmarks Commission's John Schoenknecht "Spirit of Preservation" award to David Kopp. The motion carried by the following vote:

Aye: 7 - Marty Larson, Jennifer Wall, Julie Scarpace, Carmen De La Paz, Matt Retzak, Aaron Spencer and Elizabeth Moltzan

VII. Alderman's Report

VIII. Springs Report

IX. Communications and Publications

X. Adjournment