

**VILLAGE OF THIENSVILLE
HISTORIC PRESERVATION COMMISSION
MINUTES**

DATE: Tuesday, August 3, 2021

LOCATION: 250 Elm Street
Thiensville, WI

TIME: 6:00 PM

I. CALL TO ORDER

Chair Abraham called the meeting to order at 5:57 PM.

II. ROLL CALL

Chair:	Jennifer Abraham	
Commissioners:	Angelina Apostolos	Ronald Heinritz
	Philip Eckert	Nathan Matson
	Mary Giuliani	Joseph Miller
Administrator:	Colleen Landisch-Hansen	

III. CITIZENS TO BE HEARD

Open to any resident or taxpayer on items not subject to a public hearing: Please be advised per §19.84(2), information will be received from the public. Village policy limits a three (3) minute time period per person, with time extension by the presiding official's discretion or a vote of 2/3 of the Board or Committee; be further advised that there may be limited discussion on the information received, however, no action will be taken under public comments. Written comments on agenda items are encouraged to be sent and addressed to the intended body by noon on the day of the meeting. Comments received timely will be forwarded to all members of the body. If you wish to speak, you must pre-register by emailing the Village Clerk at alanglois@village.thiensville.wi.us by 4:00 PM on the day of the meeting or by signing in immediately prior to the meeting.

There were no citizens present to be heard or correspondence submitted.

IV. DATE AND TIME OF NEXT MEETING

A. Next meeting scheduled for Tuesday, September 7, 2021 at 6:00 PM (if needed)

V. APPROVAL OF MINUTES

A. Approval of Minutes
1. July 6, 2021

MOTION by Commissioner Miller, **SECONDED** by Commissioner Eckert to approve the July 6, 2021, Minutes.
MOTION CARRIED UNANIMOUSLY.

Historic Preservation Commission Minutes

August 3, 2021

Page two of four

VI. BUSINESS

- A. Review and action regarding Certificate of Appropriateness, Window Replacement, Exterior Trim, Re-Cladding and Paint, Gordie Boucher, 101 North Main Street

Chair Abraham noted this is a modification of plans considered by the Historic Preservation Commission several months ago. Peter Damsgaard of Groth Design Group was present and is the second architect to work on the project. Groth Design Group plans to do the work proposed in the previous submission with several exceptions. The updated proposal does not include lowering the first floor. As a result, the existing window openings will remain with new replacement windows going in on the first floor. Additionally, the tile above the windows and in several other locations is in disrepair. The updated plans call for removing the tile and replacing it with fiber cement siding that will match the siding on the second-floor bay window. Pebble cement stucco on the west and south elevations will be removed and an ADA entrance will be added on the north elevation. The pebble stucco on the underside of the south bay window and the underside of the front door overhang will be replaced with material painted to match the trim. A proposal for signs will be brought forward at a future meeting. Mr. Damsgaard brought unpainted samples of the fiber cement.

Commissioner Heinritz inquired if the cement board would be used with the smooth or rough side out. Mr. Damsgaard noted it would be the rough side, but would not be averse to making this change. The Commission recommends using the smooth side. Commissioner Heinritz also suggested using a 6-inch reveal with the fiber cement.

Commissioner Heinritz also inquired about the storefront window frames. These will be clear anodized aluminum in silver. A discussion ensued about different color options. Mr. Damsgaard noted if he were to select a different color from the available options, he prefers bronze to black.

Chair Abraham inquired about the ADA ramp. This will be constructed out of wood and painted the same color as the trim. Commissioner Heinritz suggested upgrades to the ramp railing to add charm. Mr. Damsgaard is open to this discussion and added that he would prefer not to call too much attention to the ramp; if it is overly decorative, it will become a statement. Chair Abraham noted that the proposed location is the only acceptable place for the ramp. Mr. Damsgaard will include in the plans decorative finials at the bottom of the ADA ramp.

Commissioner Matson noted that the applicant will return with a sign plan and that sign approval is not part of any action taken this evening.

MOTION by Commissioner Apostolos, **SECONDED** by Commissioner Heinritz to approve Certificate of Appropriateness, Window Replacement, Exterior Trim, Re-Cladding and Paint, With Cement Board to Be Smooth Side Out, 6 Inch Reveal with Fiber Cement, Decorative Finials at the Bottom of the ADA Ramp, Gordie Boucher, 101 North Main Street. **MOTION CARRIED UNANIMOUSLY.**

- B. Discussion, review and action regarding Revised Certificate of Appropriateness

A revised Certificate of Appropriateness (COA) application form was distributed to Commissioners. The two things that were discussed adding to the draft document were: 1) anticipated start date and 2) a request for a photo of the building. Commissioner Eckert noted it would be helpful to have a photo of the existing building and a rendering of its appearance with any proposed changes. Commissioner Heinritz suggested listing the different types of signs with boxes that could be checked, however, Commissioner Eckert noted that the COA application form references a completed sign review application which would include those details.

Historic Preservation Commission Minutes

August 3, 2021

Page three of four

MOTION by Commissioner Apostolos, **SECONDED** by Commissioner Giuliani to approve Revised Certificate of Appropriateness Form, Adding an Anticipated Start Date, Request for a Photo of the Building and Correction of a Typographical Error.

Discussion was held regarding the length of time in which work needs to be completed. Administrator Landisch-Hansen suggested to make clear that work permitted by the Certificate of Appropriateness must commence within one year.

Motion below was made by Commissioner Apostolos adding a “Friendly Amendment” to include, in the motion, a one-year expiration date to the Certificate of Appropriateness Application Form.

MOTION by Commissioner Apostolos, **SECONDED** by Commissioner Miller to approve Revised Certificate of Appropriateness, Adding an Anticipated Start Date, Request for a Photo of the Building and Correction of a Typographical Error, Add a One-year Expiration Date to the Certificate of Appropriateness Application Form.
MOTION CARRIED UNANIMOUSLY.

Chair Abraham took up Item D. next.

C. Discussion and review of Guidelines for Village of Thiensville Historic Preservation District Standards and Guidelines

Chair Abraham suggested several additions to the draft guidelines including reference to the Village of Thiensville’s architectural guidelines and information about paint options from historic color palettes. The guidelines initially can be sent to all properties in the district along with information on available tax credits. Commissioner Apostolos noted that there was a discussion about adding photos to the guidelines. Chair Abraham confirmed that this is still planned. Commissioner Eckert noted that the proposed guidelines are much more user-friendly than what now is available. When the guidelines are finalized, they will be added to the Village website. Commissioner Heinritz added that he would like to see additional information about replacement windows that are suggested. Chair Abraham asked Commissioner Heinritz to provide some suggested wording related to windows. Commissioner Heinritz noted he would look into the window guidelines that the state uses as it considers projects for tax credits.

D. Discussion and review of Historic Tax Credit Growth and Opportunity Act of 2021

Commissioner Heinritz distributed information about the Historic Tax Credit Growth and Opportunity Act of 2021 and suggested it would be helpful to research the tax credits and be prepared to present the option to property owners. The effort to educate residents about tax credit opportunities should be ongoing. Jason Tish, Certified Local Government Coordinator with the State Historical Society, is a good resource. The state architect for the southern portion of Wisconsin, Paul Porter, also may be contacted. Residents also can be referred to information that is online. One of the eligibility requirements is to be in a historic district that is on the National Register. There are two carved-out districts within Thiensville’s Historic District that are on the National Register.

Administrator Landisch-Hansen inquired if Mr. Tish from the State Historical Society would be willing to attend a future meeting to make a presentation. Commissioner Heinritz suggested that Mr. Tish or state architect Paul Porter could be possible presenters. Administrator Landisch-Hansen noted it would be helpful to have a handout that could be given to applicants for potential eligible projects. Chair Abraham suggested the information be sent to all properties in the district.

VII. STAFF REPORT

Chair Abraham noted that the addition of a Staff Report is new to the Historic Preservation Commission but is a routine item on the Plan Commission agenda. Chair Abraham shared that re-painting at Bay's Nails, 163 South Main Street, recently was approved by staff. The same painter that Remington's hired will be doing the work at Bay's Nails. The colors chosen by Bay's Nails are blue-gray with white trim and gray accents. The colors are within the historic color palette.

VIII. ADJOURNMENT

MOTION by Commissioner Heinritz, **SECONDED** by Commissioner Miller to adjourn the meeting at 7:05 PM.
MOTION CARRIED UNANIMOUSLY.

Prepared by,



Gary Achterberg
Administrative Assistant

Submitted by,



Amy L. Langlois
Village Clerk/Deputy Treasurer