

**BUILDING BOARD MEETING**  
**Monday, March 3, 2014**  
**Earl McGovern Board Room, 4:00 P.M.**



**PLEASE TAKE NOTICE** that a meeting of the Brown Deer Building Board will be held at the Village Hall of the Village of Brown Deer, 4800 West Green Brook Drive, Brown Deer, Wisconsin at the above noted time and date, at which the following items of business will be discussed and possibly acted upon:

- I Roll Call
- II Persons Desiring to be Heard
- III Consideration of Minutes: February 17, 2014
- IV Old Business
- V Plans Submitted for Consideration
  - 1. RE-SUBMIT - Midwest Sign & Lighting Inc (Richard Kos) - New Signage – America's Best Contacts Eyeglasses – 9074 N. Green Bay Rd.
- VI Adjournment

Dated: February 26, 2014

A handwritten signature in black ink that reads "Jill Kenda-Lubetski". The signature is written in a cursive, flowing style.

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Jill Kenda-Lubetski, Village Clerk

**PERSONS REQUIRING SPECIAL ACCOMMODATIONS FOR ATTENDANCE AT THE MEETING SHOULD CONTACT THE VILLAGE CLERK AT LEAST ONE BUSINESS DAY PRIOR TO THE MEETING.**

**MINUTES OF THE MEETING OF THE  
BROWN DEER BUILDING BOARD  
HELD AT THE VILLAGE HALL –  
4800 WEST GREEN BROOK DRIVE  
ON MONDAY, FEBRUARY 17, 2014**



The meeting was called to order at 4:05 p.m.

**I ROLL CALL**

Present: Lavern Nall, Tony Enea, Andrea Weddle-Henning, Betty Bennett

Excused: Tony Snow

Also Present: Shelley Gorman, Bldg. Insp. Assist; Nate Piotrowski – Community Development Director, Dan Borgwardt – Borgwardt Construction, and Richard Kos – Midwest Sign & Lighting.

**II PERSONS DESIRING TO BE HEARD**

None

**III CONSIDERATION OF MINUTES**

It was moved by Ms. Andrea Weddle-Henning and seconded by Mr. Tony Enea to approve the January 6, 2013 minutes. The motion carried unanimously.

**IV OLD BUSINESS**

None

**V PLANS SUBMITTED FOR CONSIDERATION**

The following items were on the Agenda for review:

1. C.C.R.G. Inc. (Kathryn Egen-Brony) - New Commercial Garage – 8669 N. Deerwood Dr.
2. Midwest Sign & Lighting Inc (Richard Kos) - New Signage – (Formerly AT&T)  
America's Best Contacts Eyeglasses – 9074 N. Green Bay Rd.

**C.C.R.G. Inc. (Kathryn Egen-Brony) - New Commercial Garage – 8669 N. Deerwood Dr.**

Nate Piotrowski – Community Development Director explains to the Board that because it is in the original Village it needed to go to the Plan Commission and was recommended to go to the Village Board tonight for final approval subject to your Architectural approval. Andrea Weddle-Henning inquired as to what the existing building is used for. Nate Piotrowski – Community Development Director explains that the existing building is an office building that runs an archeological business. They want to build a garage to be able to sort thru the archeological material they find, out of the elements.

Andrea Weddle-Henning asks if there is going to be heat and air conditioning. Response by Dan Borgwardt (Contractor) is that there will be heat but no air conditioning and only on one side of the garage. He further explains that on the plans the building will be divided in half with the right hand side being the location where the heat will be. There is also a water supply line for a hose bib and sewer drain to clean the materials/rocks off.

Tony Enea asks about the orientation of the overhead door. Dan Borgwardt explains that because of the driveway cut on 43<sup>rd</sup> street, they are locating the garage closer to that area to utilize the driveway entrance. The front of the garage will be facing north and the side with the window will be facing west towards 43<sup>rd</sup> street. The east & south sides of the garage will not have any windows or openings.

Chairman Nall asks about the roof pitch and the materials to be used on the garage. Dan Borgwardt shows the materials to be used are: Landmark Design Shingles 10 yr. – color: Burnt Sierra, CertainTeed Mainstreet Vinyl Siding – color: Sterling Gray D/4, and all trim, doors and garage door to be white to match existing house.

Nate Piotrowski – Community Development Director explains the Original Village Plan Development Standards and states that: “The building board shall use the following architectural criteria as a guide when reviewing plans for building alterations, reconstruction, demolition and new construction in the OVPD district:

- a. Roof pitch. A standard one-to-one, with some flexibility, depending upon building width, which could create a very high and steep roof pitch.
- b. Siding. Horizontal, natural solid wood, clapboard or brick, similar in color and size to what exists. Preference not to see vinyl, aluminum or steel siding.
- c. Windows on new construction. Two vertical to one horizontal. Uniform size throughout, with exception for retail establishment display windows.
- d. Overall building height. Overall building height should be limited to two stories plus attic.
- e. Driveways and parking lots. Driveways and parking lots should be asphalt on commercial developments.
- f. Mechanical equipment and trash receptacles. Mechanical equipment and trash receptacles shall be screened consistent with existing building material noted in this subsection.
- g. Construction. Construction should blend with the existing motif of the OVPD district; no contemporary buildings will be approved to be used when approving new architectural submissions.”

(Nate Piotrowski continues) so that is the “general guidelines”. Chairman Nall states that that is how he remembered it and brings up some items that are not in compliance with the criteria: the window, roof pitch and vinyl siding. Nate Piotrowski again reiterates that they are guidelines and that the Board has the flexibility to determine to see fit to what will blend in appropriately to the neighborhood. The other Board members agree that the roof would look out of place with such a high pitch and that if they were to require wood siding to be used on the garage instead of the vinyl that is already on the existing building, then the two buildings as a whole would not match or blend with each other.

The Board then reviewed the drain. Chairman Nall asks about the way the plumbing will work with the slab on grade and no footings. Dan Borgwardt explains that there will be a frost free hose bib only and a sink that will drain into the floor drain. Chairman Nall expresses his concern about the movement of the garage, but that the construction is beyond their scope, and that the Building Inspector will be responsible for overseeing the drain construction.

Betty Bennett brings up the issue of ventilation and natural light requirements in regards to the finished space. Do they need to have more than one window? They will be using heat & chemicals in the space. Chairman Nall explains that it is a code issue and that it falls under the Building Inspectors area.

The Board liked the overall design but in regards to the window facing 43<sup>rd</sup> street, the Board unanimously approved the garage submission with the change of the window to a double hung window (2:1 ration) with shutters to match the existing main building and not the single hung shown on the drawings.

### **Midwest Sign & Lighting Inc (Richard Kos) - New Signage – (Formerly AT&T) America’s Best Contacts Eyeglasses – 9074 N. Green Bay Rd.**

Richard Kos from Midwest Sign & Lighting Inc. explains the new signage for America’s Best Contacts Eyeglasses that is taking over the space where AT&T used to be. Betty Bennett asks if the other businesses in that strip mall area have signs on the back of their buildings. Applebee’s has three signs and the Iron Plate Café has two signs. Nate Piotrowski explains that the code allows for up to three signs per space with a maximum of 200’ square feet with no single sign being larger than a 1:1 ratio for the tenant space. They do comply with our code and can have one on the backside of the building.

Tony Enea discusses the layout of the sign on the building walls with the pilasters and how the signs will be going over one of them. He is concerned about the clearance. Richard Kos explains that the raceway can be notched to go over the pilaster and that it does not need a lot of clearance with LED lighting.

The Board asks about the colors to be used. Richard Kos shows them the samples of material to be used. The colors are: 2051 Plex MC (Blue), 2111 Cyro SG (Red) and an Oil-rubbed Bronze finish for the raceway aluminum.

The Board has no issues with the sign style or colors. The signs do not layout in an aesthetically cohesive way with the building's roof drains on the back and the use of pilasters which have created bays in between each pilaster. America's Best will be filling three commercial spaces and wanted to utilize the full allowable area for their signs which will include three bays.

The Board is trying to work with Richard Kos on a better layout and spacing of the signs in conjunction with the buildings architecture limitations. Numerous ideas are discussed such as splitting the wording up making three separate raceways instead of one, splitting the sign into two separate raceways, making the sign smaller in size, etc... Richard Koss stated that he has to take the ideas back to the owners for further discussion and wanted to know if they did have to split the signs up would they have to pay more in fees for individual signs instead of one sign. Nate Piotrowski – Community Development Director said that they would not have to pay separately since the total square footage would still be the same.

The Board unanimously agrees that they cannot approve the sign permit as currently submitted at this time. They move to have Richard Kos re-submitted with a different layout of the signs placements.

## **VII     ADJOURNMENT**

The meeting was adjourned at 4:46 p.m.  
The next regularly scheduled meeting is March 3, 2014.

*Shelley Gorman*

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Shelley Gorman, Admin. Assistant Building Department  
Village of Brown Deer