

**City of Oconomowoc  
Architectural Commission Meeting Minutes  
November 11, 2020**

Chairman Johnson called the meeting to order at 5:00 pm.

**Members Present:** Jeremy Flint, Paul Schultz, Kurt Schrang and Kent Johnson

**Members Excused:** Anne Krogstad

**Staff Present:** Jason Gallo and Chris Dehnert

**2. Harbour – Consider/approve a façade update and signage package for 204 Summit Avenue:** Gallo explained this project is located near the downtown with frontage on Summit Avenue. The property is zoned Mixed Use Commercial which requires any building changes must be reviewed by the Architectural Commission. The pole sign in the front of the building has been removed, and the applicant/property owner plans to update the façade of the building which consists of three sections: porch, house and annex area. Colors and materials proposed are white shaker siding with dark gray accents. The main entrance will be through the porch which will be dark gray with large storefront windows and a new rubber roof which is shown with a white membrane. Staff supports the new rubber roof but questions the color of the membrane. The applicant intends to make a few changes to the annex area including a new overhang with roof shingles to match the existing. Gallo added the property has a vision corner, and the applicant intends to place a hedgerow and metal fencing around the property which will be partially in the vision corner. Gallo noted the hedgerow and fencing will be 30” or less which is allowable in a vision corner per the City zoning code. Signage consists of one wall sign over the main entrance of the porch and options A – C for additional signage on the annex area and option D on the north elevation facing Cross Street. Gallo noted the signage complies with the zoning code and members could approve a combination of signage. Kelly Tweeden, owner/applicant, commended the City and specifically Weber for working with her on this project and for giving great suggestions. She said the flat roof will have a slight pitch which will direct water into a down spout tucked into the corner of the storefront side. Members suggested the roof membrane should be black instead of white because it will get discolored and detract from the building. Tweeden agreed with the color black for the membrane and distributed color swatches of the gray and white for the building. Members questioned why the steps were missing from the home, and Tweeden explained the porch is in poor shape and will be removed. They plan to extend the footprint of the porch out by 2’7” toward Summit Avenue and build a new porch on pilings so it will be floating. They intend to enclose the steps inside the porch. Members questioned intentions for the west elevation; liked option C for signage and suggested a projecting sign off the corner of the porch and leave the sign as proposed over the entrance. Tweeden liked the projecting sign and thought it would give the building great visibility. Gallo noted signage can be administratively approved and believes the members have given the applicant great feedback. Motion by Flint to approve the façade update for the Harbour at 204 Summit Avenue as submitted with the following changes: the roof membrane on the porch be changed to black; Option C for the signage on the annex area; recommend a projecting sign off the corner of the porch; and approve the wall sign facing Summit Avenue above the entrance; second by Schrang. Motion carried 4-0.

**3. Reports and comments from the City Planner:** Gallo noted staff continues to see a lot of development coming forward and he believes Spring should be busy. The Olympia project is moving forward with several proposed retail buildings.

**4. Reports and comments from the Architectural Commissioners:** None.

**5. Adjourn:** Motion by Schrang to adjourn at 5:24 pm; second by Schultz. Motion carried 4-0.

Chris Dehnert, Deputy City Clerk