



**VILLAGE OF WHITEFISH BAY
BUILDING CODES REVIEW COMMITTEE – MINUTES**

May 16, 2016 – 6:00pm

**Whitefish Bay Village Hall – Board Room
5300 N. Marlborough Dr., Whitefish Bay, WI 53217**

1. Call to Order.

Trustee Davis called the meeting to order at 6:00pm. Present: Trustee Demet, Trustee Saunders and Trustee Davis.

Also Present: Assistant Manager Paul Boening, Director of Building Services Joel Oestreich and Trustee Serebin.

2. Approval of minutes of meeting of April 18, 2016.

Trustee Demet moved, seconded by Trustee Saunders to approve the minutes of the April 18th meeting. Motion Carried, 3-0.

3. Further discussion of/ action on procedures/permits/approvals of fencing at private residences.

Trustee Davis summarized the discussion that took place at the prior meeting. Building Inspector Joel Oestreich noted that existing Code requirements permit certain side yard fences to be installed at a height of 6 feet. Discussion followed regarding survey requirements.

4. Further discussion of/ action on procedures/permits/approvals of sheds at private residences.

Trustee Davis spoke about the ARC review that is required prior to shed approval in Whitefish Bay. Building Inspector Joel Oestreich explained that the existing design guidelines were created approximately 10 years ago. Discussion followed regarding building materials, accessory structure size and ARC process. Trustee Saunders moved, seconded by Trustee Demet to recommend that the Village Board streamline the approval process for small backyard sheds by allowing staff to issue the needed permit provided all of the following conditions are met: 1) the

proposed shed cannot exceed 100 sq. feet in size, 2) the shed must be set back at least 5 feet from all property lines, 3) a shed design-plan and a survey or other acceptable proof of property boundaries are provided, 4) the shed and other accessory buildings do not collectively occupy more than 10% of the open non-porous space on the lot, and 5) the exterior materials and color of the shed match those of the house as approved by staff. In the event that a permit application is not approved based on any of the above conditions, the applicant can appeal the decision to ARC. Motion Carried, 3-0.

5. Briefing on necessary permits/ procedures for connecting sump pumps to Village storm sewers.

Director of Building Services Joel Oestreich and DPW Director John Edlebeck provided a summary of current Code requirements and other issues pertaining to sump pumps. Discussion followed regarding establishment of an I&I program.

6. General Good and Welfare/Public Comment.

No comments.

7. Adjournment.

Trustee Demet moved, seconded by Trustee Saunders to adjourn the meeting at 6:58pm. Motion Carried, 3-0.

Respectfully Submitted,

Paul Boening – Assistant Village Manager