CITY OF BURLINGTON

Administration Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 – (262) 763-3474 fax
www.burlington-wi.gov

AGENDA
HISTORIC PRESERVATION COMMISSION
THURSDAY, MARCH 24, 2016 at 6:30 P.M.

Common Council Chambers, 224 East Jefferson Street, Burlington, WI 53105

Tom Stelling, Chairman
Tom Preusker, Aldermanic Representative
Darrel Eisenhardt, Park Board President
Jeff Erickson
Maria Veronico-Ventura
Joel Weis
Kevin O'Brien

1. Call to order

2. Roll Call

3. Citizen Comments

4. Approval of minutes of January 28, 2016

5. Letters and Communications:

   A. A letter from Judith Schulz requesting a façade maintenance grant for property located at 533/541 Milwaukee Avenue to paint the front façade.

6. Old Business: None

7. New Business:

   A. A Certificate of Appropriateness application from Nicole Hayes for property located at ***597 N. Pine Street*** (Rugan's) to replace windows, doors, build knee wall, add awning and hanging sign and repaint the exterior surfaces on both N. Pine Street and Milwaukee Avenue.

   B. A Sign Permit application Nicole Hayes for property located at ***597 N. Pine Street*** (Rugan's) to install a hanging sign.

   C. A Façade Grant Program application from Nicole Hayes for property located at ***597 N. Pine Street*** (Rugan's) to replace windows, doors, build knee wall, add awning and hanging sign and repaint the exterior surfaces on both N. Pine Street and Milwaukee Avenue.

D. A Certificate of Appropriateness application from Heather Dobson for property located at ***121 W. Chestnut Street*** (All in the Family) to install a 24 inch by 48 inch vinyl sign on the southeast front window.

E. A Sign Permit application from Heather Dobson for property located at ***121 W. Chestnut Street*** (All in the Family) to install a 24 inch by 48 inch vinyl sign on the southeast front window.

F. A Certificate of Appropriateness application from Michelle Peterson for property located at ***120 E. Chestnut Street*** (MPC Property Management) to install four (4) awnings on the upper windows, install double-pane windows on the upper and lower portions of the building and remove the wood fascia on the lower portion of the building.

G. A Façade Grant Program application from Michelle Peterson for property located at ***120 E. Chestnut Street*** (MPC Property Management) to install four (4) awnings on the upper windows, install double-pane windows on the upper and lower portions of the building and remove the wood fascia on the lower portion of the building.

H. A Certificate of Appropriateness application from Jonathan Thorngate for property located at ***457 Milwaukee Avenue*** for restoration and alteration of front façade, replacement of windows and doors, install projecting and wall signs and awnings.

I. A Sign Permit application from Jonathan Thorngate for property located at ***457 Milwaukee Avenue*** to install projecting and wall signs.

J. A Façade Grant Program application from Jonathan Thorngate for property located at ***457 Milwaukee Avenue*** for restoration and alteration of front façade, replacement of windows and doors, install projecting and wall signs and awnings.

8. Discussion items:

A. Review of Façade Grant Funding Status.

B. Discussion regarding the creation of a façade maintenance program, with the potential request for funds and approval of the program by the Common Council.

9. Adjournment.

NOTE: If you are disabled and have accessibility needs or need information interpreted for you, please call the City Clerk's Office at 262-342-1161 at least 24 hours prior to the meeting.

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HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
Thursday, January 28, 2016

The meeting was called to order by Chairman Tom Stelling at 6:30 p.m. Alderman Tom Preusker; Commissioner Kevin O'Brien; and Commissioner Jeff Erickson were present. Commissioner Maria Veronico and Commissioner Darrel Eisenhardt were excused. Commissioner Joel Weis was absent.

CITIZEN COMMENTS
None

APPROVAL OF MINUTES
Commissioner Erickson moved, and Commissioner O'Brien seconded to approve the minutes of November 24, 2015. All were in favor and the motion carried.

LETTERS AND COMMUNICATIONS
None

OLD BUSINESS
None

NEW BUSINESS

A. A Certificate of Appropriateness application from Kikki Brackett of Headquarters Salon for property located at 161 E. Chestnut Street to install one barber pole luminaire.

- Chairman Stelling introduced and opened this item for discussion.
- Commissioner Erickson stated according to Patrick Meehan's memorandum, the barber pole shall be hung 8 feet above the sidewalk measured from the bottom of the pole.
- There were no further comments.
- Commissioner Erickson moved, and Commissioner O'Brien seconded to recommend approval of the Certificate of Appropriateness to install a barber pole luminaire 8 feet above the sidewalk, subject to Patrick Meehan's memorandum.
- Chairman Stelling asked Gregory Guidry if it would be a safety hazard if the pole was hung at 6 feet 8 inches as proposed. Gregory stated the pole could be under the requirements of the light fixture and thus not a safety hazard. Alderman Preusker stated that it would look odd if the pole was hung higher.

- Commissioner Erickson moved to amend, and Alderman Preusker seconded to recommend approval of the Certificate of Appropriateness to install a barber pole luminaire, as a light instead of a sign, to be hung at a minimum height of 6 feet 8 inches above the sidewalk or the height approved by ADA.

- All were in favor and the motion carried.

DISCUSSION ITEMS

A. Review of Façade Grant Funding Status.

- Chairman Stelling introduced and opened this item for discussion.

- Chairman Stelling stated the Common Council approved funding up to $20,000 for 2016 in Round 6. Round 5 has $19,368.62 obligated funds that have 4 projects currently under construction

- There were no further comments.

B. An ordinance to consider amending several sections of Ch. 315 of the Municipal Code to allow HPC to recommend Certificates of Appropriateness regarding Signage be forwarded to the Building Inspector for a final review and approval, with no Common Council approval being required.

- Chairman Stelling introduced and opened this item for discussion.

- A discussion was had by the Commissioners regarding the recommendation of Signage approval to be forwarded to the Building Inspector, without requiring Common Council approval. Chairman Stelling stated this will help speed up the process for any business owners. Gregory Guidry, Building Inspector stated he would review the sign measurements prior to the meeting.

- There were no further comments.

- Commissioner Erickson moved, and Commissioner O'Brien seconded to recommend approval for the Building Inspector to approve Signage without Common Council approval.

- All were in favor and the motion carried.

ADJOURNMENT

Alderman Preusker moved, and Commissioner Erickson seconded to adjourn the meeting at 6:50 p.m. *All were in favor and the motion carried.*

Recording Secretary,

Kristine Anderson
Administrative Assistant

CITY OF BURLINGTON

Administration Department
300 N. Pine Street, Burlington, WI, 53105
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www.burlington-wi.gov

Historic Preservation Commission Item: 5A	**Date: March 24th, 2016**
Submitted By: Gregory Guidry, Building Inspector	**Subject: Façade Grant Maintenance for 533/541 Milwaukee Avenue**

Details:
Attached please find the correspondence from Judith Schulz regarding a maintenance grant for painting the front facades.

This item will be for discussion in 8B.

Executive Action:

This item is for discussion only at the March 24, 2016 Historic Preservation Commission meeting.

Teacher Place & Parent Resources

Spinning Top & Yo-Yo Museum Logic Puzzle Museum

533 Milwaukee Av, Burlington, WI 53105 USA
Non-profit, educational organization, established 1976
www.topmuseum.org www.logicpuzzlemuseum.org (262) 763-3946

Feb. 25, 2016

Tom Stelling
Historic Preservation Commission
Burlington, WI

To the members of the Historic Preservation Commission:

We are in the historic district and would like to apply for a grant for painting two historic facades of 533/ 541 Milwaukee Avenue, downtown Burlington on Milwaukee Avenue.

The painting will restore and preserve the historic restorations.

Please advise regarding the application process.

Thank-you,

Judith Schulz
Director

CITY OF BURLINGTON

Building & Zoning Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1164 – (262) 763-3474 fax
www.burlington-wi.gov

Historic Preservation Commission Item: 7A	**Date:** March 24th, 2016
Submitted By: Gregory Guidry, Building Inspector	**Subject:** Certificate of Appropriateness for 597 N. Pine Street

Details:
Nicole Hayes of Rugan's is requesting approval of a Certificate of Appropriateness located at 597 N. Pine Street. The proposed project consists of:

- The replacement of front door and windows above the door, front windows, build knee wall on lower half of front entrance windows, add corbels to front metal awning, repair and paint existing metal awning and paint all currently cream exterior surfaces to historic color (hammered silver) for N. Pine Street.
- The replacement of side door, replace windows above and next to side door, install a vinyl black awning with a straight, non-fringed edge above the door, add corbels to entrance turret, install hanging sign and paint all currently cream exterior surfaces to historic color (hammered silver) for Milwaukee Avenue.

Mark Roffers, Interim City Planner, recommends approval of this request, subject to conditions listed in his March 14, 2016 memorandum to the Commission.

Financial Remarks:
The applicant applied for a Façade Grant as seen in item 7C.

Executive Action:
This item is for consideration to approve the Certificate of Appropriateness at the March 24, 2016 Historic Preservation Commission meeting and be placed on the April 5, 2016 Committee of the Whole and Common Council meetings for consideration.

MDRoffers Consulting

To: City of Burlington Historic Preservation Commission

From: Mark Roffers and Colette Spranger, Interim City Planning Consultants

Date: March 14, 2016

Re: Certificate of Appropriateness and Sign Permit Application, 597 N. Pine St., Rugan's

---

Desired Outcome: Window and door replacement, knee wall construction, hanging sign and awning installation, and other façade improvements.

Location: Owner-occupied building at 597 N. Pine St., for intended restaurant use.

Summary: This is one of the most visually prominent buildings in downtown Burlington. In our opinion, the proposed first-level exterior alterations are consistent with the ordinance and guidelines, reverse some previous alterations that were less appropriate, and enhance this building for a use that is likely to further enliven the downtown.

Recommendation: We recommend that the Commission recommend Common Council approval of this request for building and sign improvements at 597 N. Pine St., subject to the following conditions:

1. All work shall be per the application materials submitted on 2/23/16, except as changes are necessary to meet the following conditions.
2. The applicant shall obtain a building permit for the work. Prior to the issuance of a building permit, plans shall be altered and resubmitted for staff approval as follows:
    a. Raise the proposed new awning along the Milwaukee Avenue frontage 6 inches to meet the minimum awning clearance standard in the B-2 Central Business District.
    b. Indicate that all existing hardware, lighting, and AC units along the first floor Milwaukee Avenue façade and on the ceiling above the corner entry door that is not required for the new improvements shall be removed in conjunction with the proposed improvements.
    c. Submit details for the proposed parapet decoration and location.
    d. Indicate the intent to paint the existing metal awning (on Pine Street) in the same hammered silver as the rest of the accent features.
3. Hanging sign colors will be black lettering on a white background with accent work in a gold color compliant with design guidelines for the HPO District.
4. The temporary sign currently in window above corner door shall be removed within two weeks of the facility being open to the public.
5. Prior to the installation of any additional signage, beyond the hanging sign at the corner, the applicant shall obtain a second certificate of appropriateness and a sign permit.
6. Any other conditions that the Commission may recommend that are consistent with applicable zoning ordinance requirements.

Analysis of Requests Against Applicable City Ordinance Requirements and Guidelines

APPLICABLE REVIEW STANDARD	EVALUATION	COMMENTS
HAS APPLICANT SUBMITTED ALL REQUIRED APPLICATION MATERIALS?		
(1) For Certificate of Appropriateness	Complete	Window and door details were confirmed by the architect.
(2) For Sign Permit Application	Complete	
STANDARDS FOR SIGNAGE IN THE HPO HISTORIC PRESERVATION OVERLAY DISTRICT (SECTION 315-74)		
(1) Prohibited Signs	Pending	There is a temporary sign in the window above the corner door. There do not appear to be provisions for temporary signs in the ordinance. We suggest that this sign be removed shortly after the business opens.
(2) Wall, fascia (including transoms), and awning signs	Pending	Sign permit application materials suggested some interest in a wall, fascia, or awning sign, but details provided for a hanging sign above the corner door only. Any other signs would require a separate approval later.
(3) Projecting and Hanging Signs	Met	Sign contractor confirmed that sign will be 12 feet above sidewalk. Sign will be made of composite board material. Size meets standard.
(4) Illumination of Signs	Met	There is an existing light fixture at the entry way at the corner of Pine Street and Milwaukee Avenue. Applicant indicates that this light will be removed, and the new sign will not require separate lighting.
(5) Limitations on types of window signs (including transom windows)	NA	Sheet A400 (full renovation plans for site) indicates an area for a signage band on the window next to side entrance on Milwaukee Avenue. But applicant indicates that no other signs will be placed at this time.
(6) Signage Color	Met	Sign contractor confirmed colors will be black lettering on a white background with accent work in a gold color compliant with design guidelines in the District.

APPLICABLE REVIEW STANDARD	EVALUATION	COMMENTS
GENERAL STANDARDS FOR HPO HISTORIC PRESERVATION OVERLAY DISTRICT (SECTION 315-42)		
District Standards 315-42(B)	Met	Colors, materials, and other details associated with proposed door, window, and awning improvements are all compliant.
Limitation on Structural/Appearance Changes 315-42(E)	Met	The proposed improvements enhance the historic character and appearance of building. Some existing windows, particularly on the second story, will not be upgraded at this time.
BURLINGTON HISTORIC DOWNTOWN MAIN STREET DISTRICT DESIGN QUALITY AND STANDARDS/GUIDELINES		
Design Issues (pp. 7-9)	Met	Double-paned windows are being installed on the first floor to replace old, less energy efficient windows currently in place. Sliding windows on an aluminum frame, shown on the north east elevation (see Sheet A200), fit the space of the prior windows and offer an aesthetic quality similar to the building's past use, while being a contemporary upgrade. The applicant notes several locations where historically appropriate corbels are to be added to enhance both the entrance area and an existing awning. These design details will enhance the building's appearance. A note on the historical picture of the location (page 6 of Certificate of Appropriateness application packet) indicates an accent trim that will be added back to the turret/parapet. This detail is not shown on the building elevations or any other submitted materials, though the applicant indicates there are ideas for adding such an accent back on to the building. Applicant should confirm accent details and location on building.

Applicable Review Standard	Evaluation	Comments
Maintenance and Repair (pp. 10-13)	Met	Knee-wall materials are appropriate for the district. Each elevation of the building has its own size and color of brick, accounting for the difference in color between the elevations. The applicant has no plans to modify one elevation to match the other. We noticed some non-essential hardware along the Milwaukee Avenue side of the building leftover from previous building occupants; it is our recommendation that these small features be removed.
Lighting (pp. 15-16)	NA	Applicant has no plans for lighting.
Screening (p. 16)	Met	Applicant indicates that air conditioning unit over door on Milwaukee Ave. will be removed.
Pedestrian Access (p. 17)	Met	Proposed changes do not alter the sidewalk pattern or pedestrian access.
Secretary of Interior's "Standards for Rehabilitation" (p. 19)	Met	
Section 315-61: Awnings		
Awnings in B-2 Central Business District 315-61(A)	In progress	Applicant intends to paint the existing metal awning (on Pine Street) in the same hammered silver as the rest of the accent features. The zoning ordinance stipulates that bottom of awning must be at least 7.5 feet from sidewalk. Sheet A201 indicates awning bottom along Milwaukee Avenue will be 7 feet from sidewalk. The applicant indicates that the awning will be vinyl with a straight, non-fringed edge. Section 315-74 permits awning signs. If the applicant wishes to add a sign here in the future, another permit would be required.
Other Applicable Standards from the Zoning Ordinance		
Temporary Signs 315-73(B)	Pending	A temporary sign is currently in the window above main door. This section allows temporary sign placement for up to 30 days.

Application for the Certificate of Appropriateness

Per section § 315-42 of the HPO Historic Preservation Overlay District zoning ordinance, the following application must be completed when alterations in the architectural appearance of any structure within the HPO district is proposed.

Please provide the following:

1. Architectural plans, elevations, photographs, color samples and/or perspective drawings and sketches illustrating the design and character of all proposed alterations (except painting, see below) must be submitted. Said elevations and drawings shall indicate the location and placement of all auxiliary building equipment such as heating, ventilating, and/or air-conditioning equipment. These drawings are to be completed to a recognized architectural scale with the name of the project noted. Building plans shall be submitted with all detail drawn on each elevation. Plans drawn with partial building details indicated will be returned to the Applicant for redrafting.

   For alterations consisting of painting only, color samples and photographs shall be submitted indicating the areas to be painted.

2. Applicant Name: NICOLE HAYES
3. Contact Name: NICOLE HAYES
4. Name of Tenant: NICOLE & JIM HAYES
5. Name of Business: RUGAN'S
6. What is (are) the existing use(s) of the building? VACANT
7. Telephone Number: C: 262-220-3841 Facsimile Number: _____
8. E-Mail Address: NLHAYES@RUGANS.COM
9. Project Address: 597 N. PINE ST, Burlington, WI
10. Mailing Address: 2314 ANNA AVE, TWIN LAKES WI 53181
11. Does the applicant own the project building? ✓ Yes _____ No
12. If no, please list owner's name and address: _____
13. Architect or engineer's name and address: STELLING & ASSOCIATES LTD
14. Date of submittal of plans: 2/23/16
15. Scale of drawings noted on each drawing: _____
16. Building type, size and location: BRICK, 2 STORY - CORNER PINE & MILWAUKEE
17. Height of building: 30'
18. Exterior material samples to be provided: PAINT SAMPLE

NOTE: Please supply material samples of all exterior alterations for the HPC meeting.

19. Proposed Start Date: 3/18/16
20. Proposed Completion Date: 5/1/16

21. Additional information may be requested to include, but not limited to, the following:

A. Photographs from the site adjacent neighboring structures and/or property;
B. Detailed drawings of decorative elements of the buildings and/or structure(s);
C. Sectional building or site drawings drawn to recognized engineering or architectural scale.

NOTE: Please provide any and all information that will illustrate to the Commission the effect of the proposed change.

Property Owner

NICOLE HAYES — Nicole Hayes — 2-23-16
Print — Signature — Date

Applicant

NICOLE HAYES — Nicole Hayes — 2-23-16
Print — Signature — Date

☑ Please reserve my position for Façade grant money in the event additional funding is made available in the future. I understand I would be required to complete a Façade Grant Application within 25 business days of notification of fund availability or I would lose my reserved position.

STOP! Have you included the following with your application?

✓ 1. Color photographs of current building façade, including some view of the buildings on either side for context;

Stelling will bring 2nd ✓ 2. Architectural plans, elevations, and/or perspective drawings and sketches illustrating the design and character of all proposed alterations completed to a recognized architectural scale with the name of the project noted;

✓ 3. Historic photos of your building as it appeared in the past. You are required to visit the Burlington Historical Society Museum at 232 North Perkins Blvd. for this information if your project includes façade renovations;

✓ 4. Material samples of all exterior alterations; i.e., color samples, siding. Only one sample per design element is required; paint

✓ 5. 10 copies of all supplemental information; i.e., drawings, renderings, elevations, photos/pictures, etc. that are not easily duplicated due to size or other restrictions.

If any of the above pertain to your project and are not included with your application, your application will be considered INCOMPLETE and will not be placed on the meeting agenda for discussion.

THANK YOU FOR YOUR COOPERATION!

Amended October 2014

RUGAN'S

WHERE FRIENDS MEET

Application for the Certificate of Appropriateness

Location:

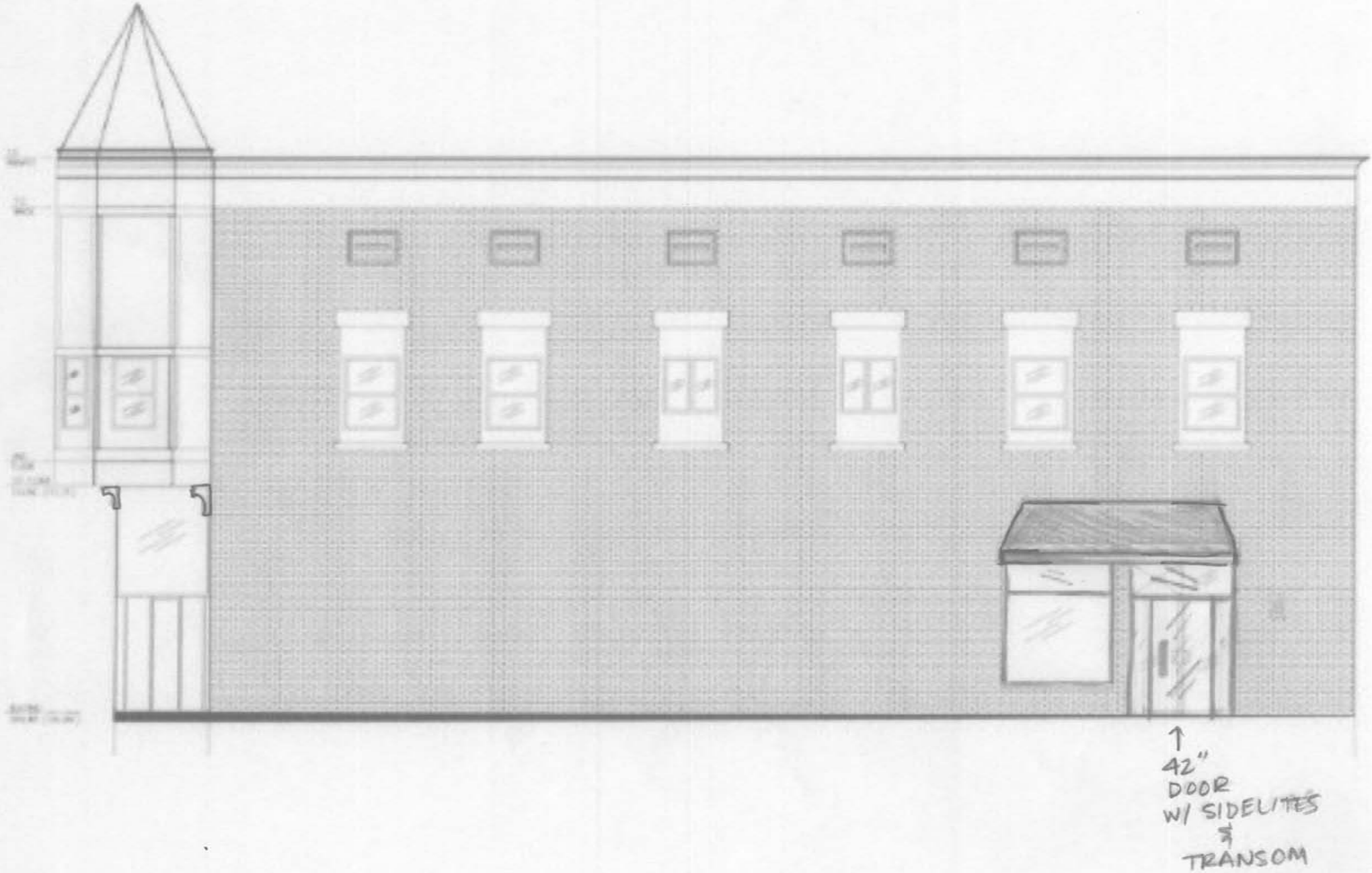
597 N. Pine Street, Burlington WI

By:

Nicole & Jim Hayes

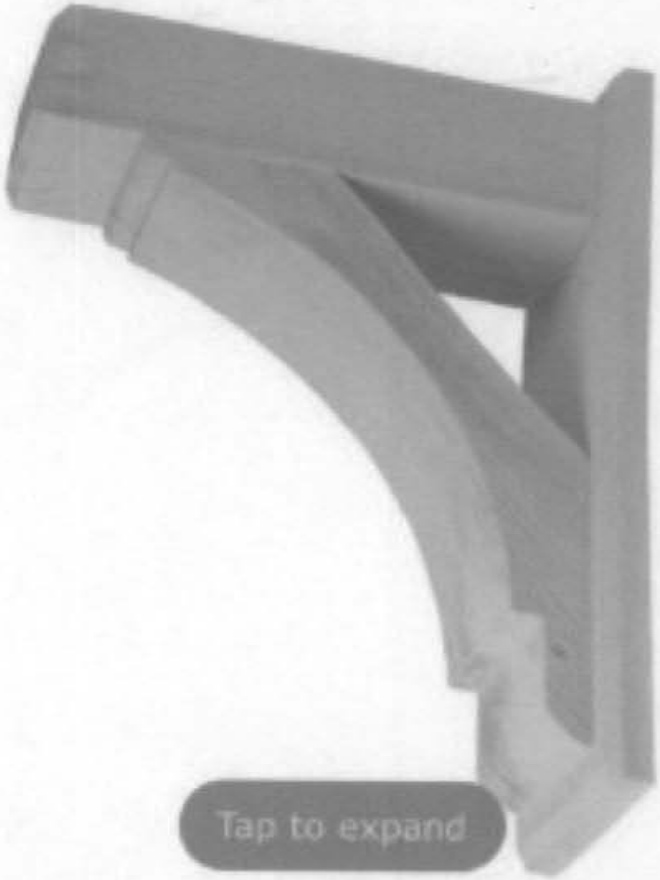
Krein's COLOR BAR
• MAUTZ PAINTS & STAINS
• WINDOW TREATMENTS
• WALLPAPER
• PATIO FURNITURE
• PICTURE FRAMING

RUGANS
TRANSOM
SLIDERS
60"
WOOD


42"
DOOR
W/ SIDELITES
&
TRANSOM

Historic Pic
Adding back similar accent trim on turret

OLD SCHUETTE-DANIELS FURNITURE STORE BUILDING WHEN IT WAS KRUCKMAN AND GLASER HARDWARE STORE. AT LEFT OF FLOAT IS CHARLIE MOLE BARBER SHOP NOW (1986) BOYLE LAW OFFICE. PHOTO ABOUT 1912-13



BRACKET, TIMBER TEXTURE, 7

1/2"W X 30"H X 14"P

Width Height Projection/Thickness

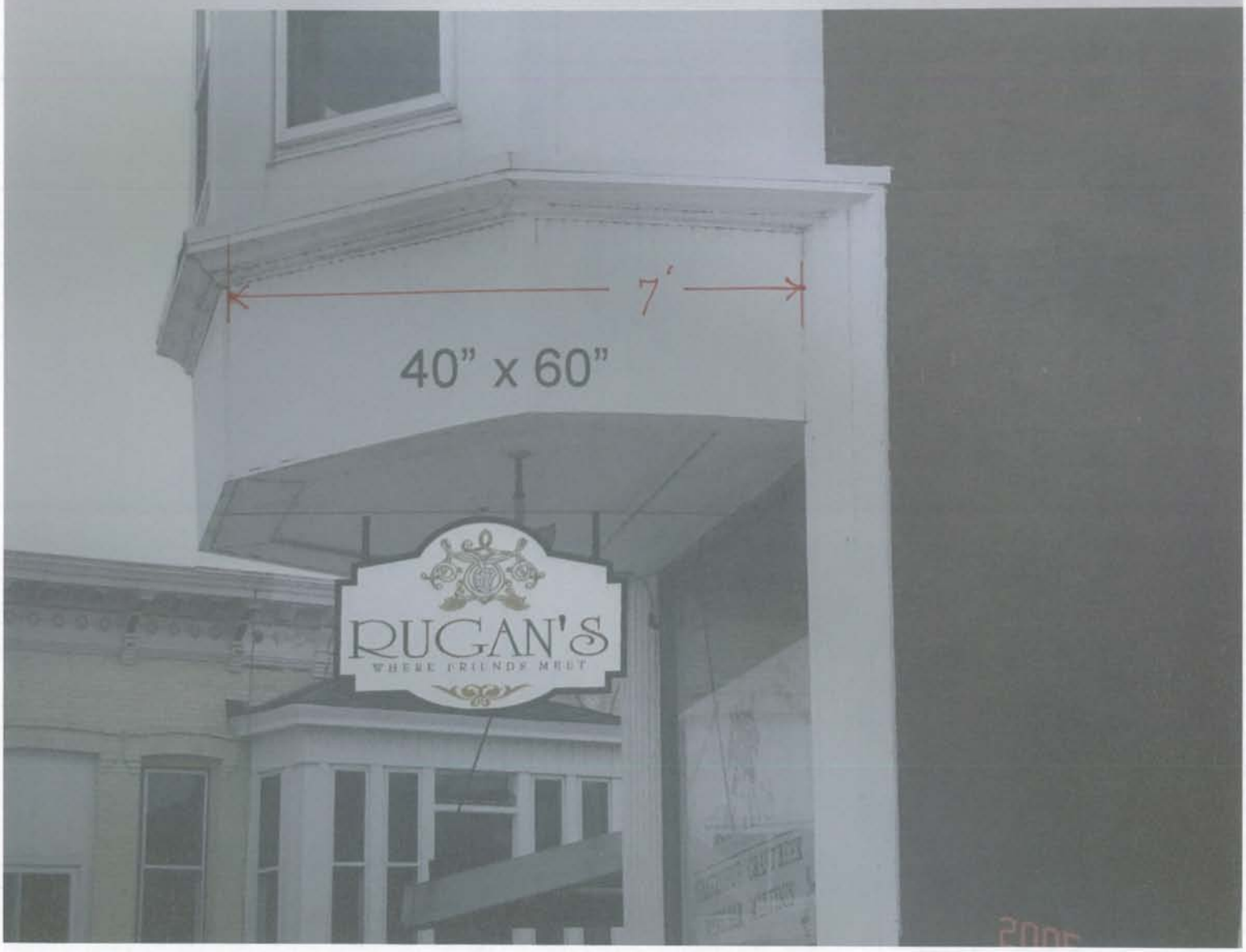
RECREATED CORBEL
(PAINTED IN HISTORIC PAINT)

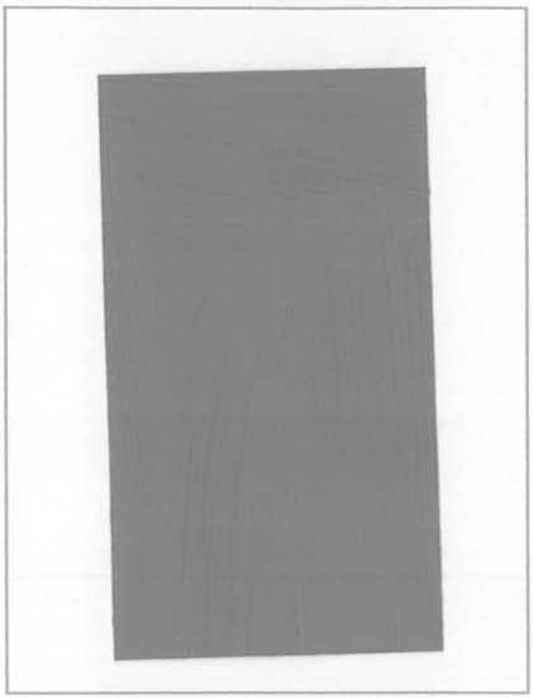
CORBEL FROM 1912-13

Burli Signs
• SERVICE
• CUSTOM SIGNS
• NEON
• GRAPHICS
BURLINGTON WI (262) 763-7654

RUGAN'S

WHERE FRIENDS MEET





Sherwin Williams Historic Paint

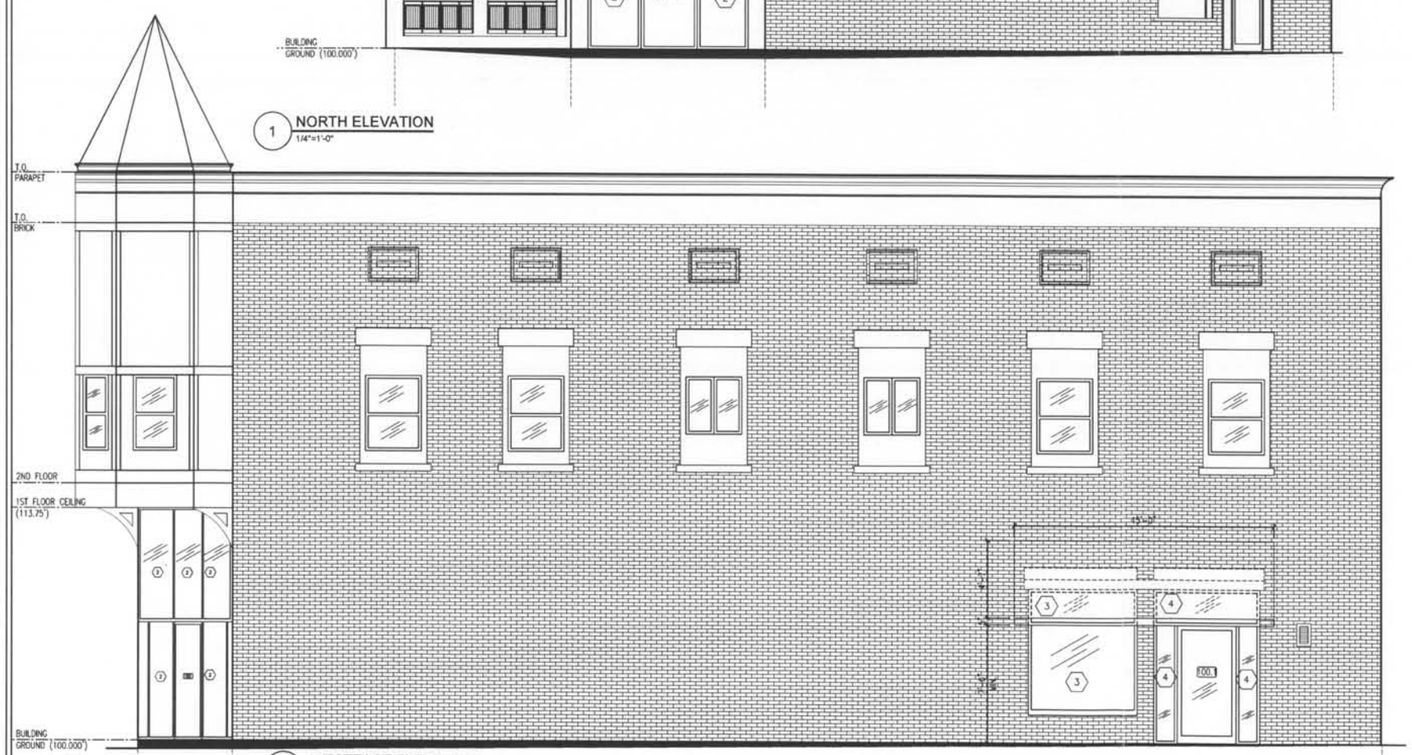
SW 2840

Hammered Silver

** This paint is to be applied to all currently white wood surfaces (see attached building drawings) as well as the new wooden wall under the Pine Street new windows. This is an approved historic color through Sherwin Williams

1 NORTH ELEVATION
1/4"=1'-0"

2 NORTH EAST ELEVATION
1/4"=1'-0"



3 WESTEAST ELEVATION
1/4"=1'-0"

NOT FOR CONSTRUCTION

ALL DIMENSIONS MEASURED TO AND FROM FACE OF STUD

ALL ANGLES TO BE 45 DEGREES UNLESS OTHERWISE NOTED ON DRAWINGS

DO NOT SCALE FROM DRAWINGS

IF ANY QUESTIONS ARISE NOTIFY ARCHITECT IMMEDIATELY

STELLING & ASSOCIATES ARCHITECTS, LTD.
18 W. CHESTNUT STREET P.O. BOX 506
BURLINGTON, WI 53105
TELEPHONE: (262) 763-8725 FAX: (262) 763-1971

PROJECT DESCRIPTION
PROJECT DESCRIPTION

PROJECT FOR
RUGANS
597 North Pine Street
Burlington, WI 53105

DRAWING DESCRIPTION:
NORTH AND NORTH EAST ELEVATIONS

OWNERSHIP OF DOCUMENTS:
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PROGRESS DOCUMENTS
These documents reflect progress and intent and may be subject to change, including additional detail. These are not final construction documents and should not be utilized for final bidding or construction related purposes.

REVISIONS:

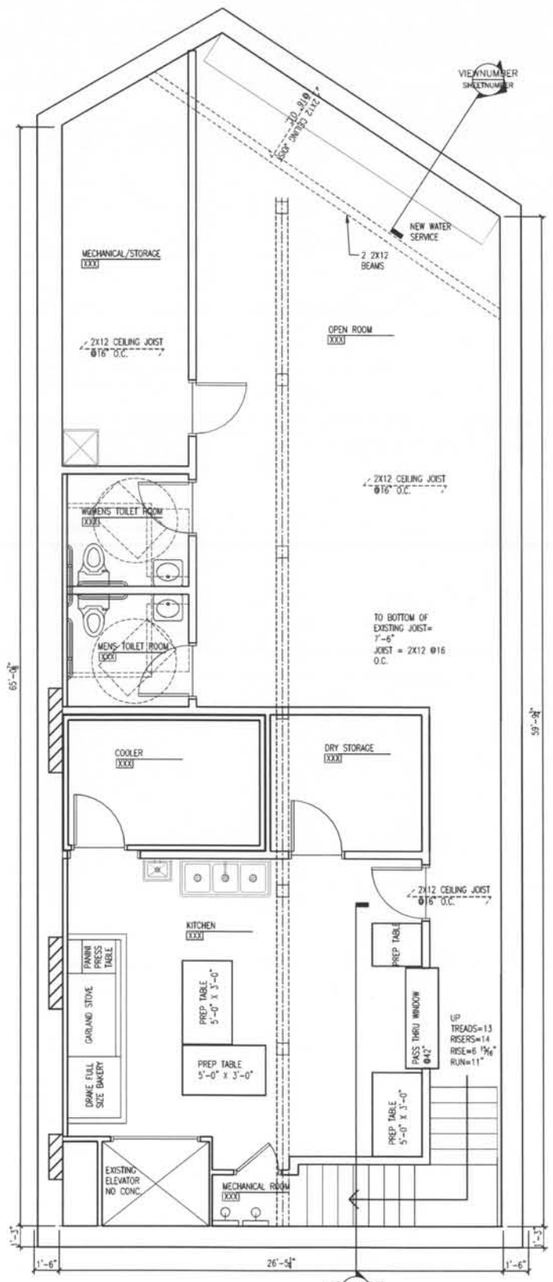
APPROVED:

DRAWN BY: CDR

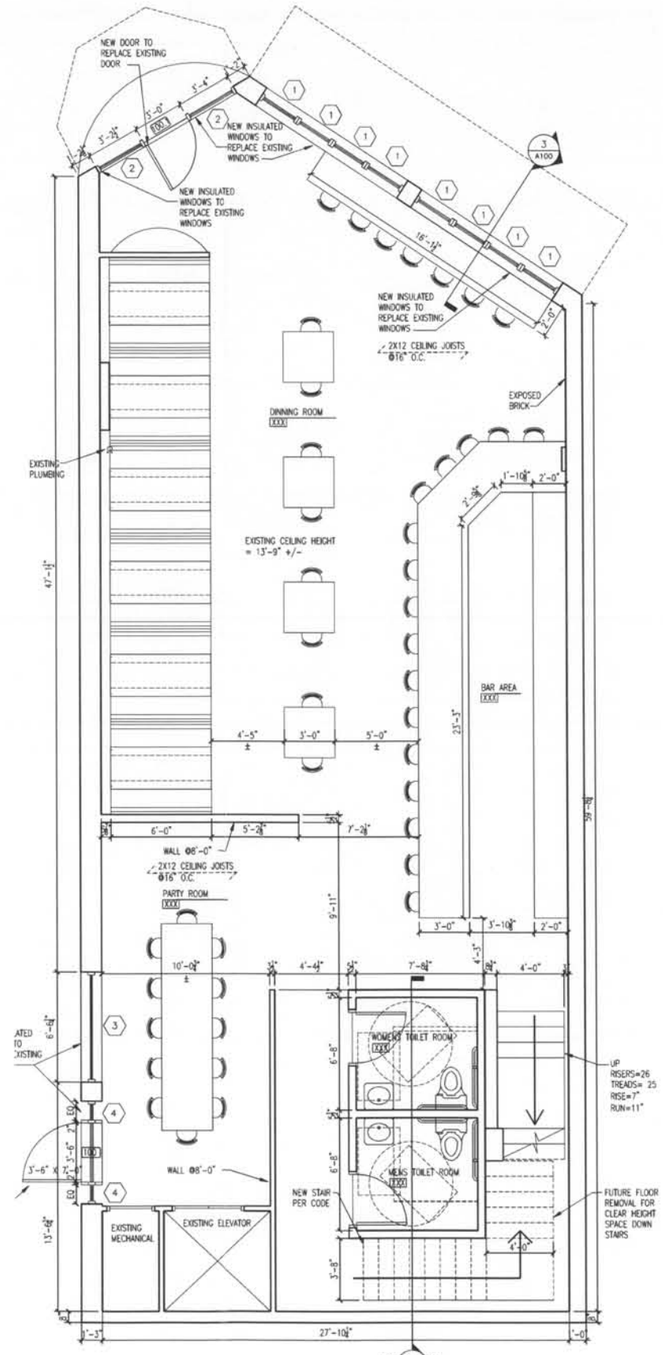
DATE: 1-28-16

ARCHITECTS PROJECT NUMBER: 16004

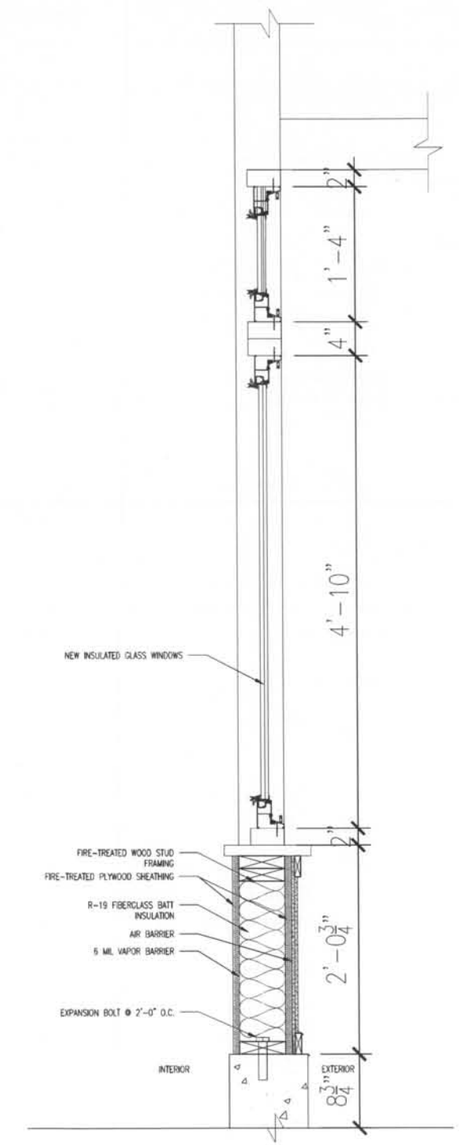
SHEET NUMBER: A200



1 PROPOSED LOWER LEVEL FLOOR PLAN
1/4"=1'-0"



2 PROPOSED FIRST FLOOR PLAN
1/4"=1'-0"



3 SECTION WALL DETAIL
1 1/2"=1'-0"

NOT FOR CONSTRUCTION

NOTE
GENERAL CONTRACTOR TO DISTRIBUTE ALL SHEETS IN SET TO SUBCONTRACTORS! DO NOT DISTRIBUTE PARTIAL SETS

ALL DIMENSIONS MEASURED TO AND FROM FACE OF STUD
ALL ANGLES TO BE 45 DEGREES UNLESS OTHERWISE NOTED ON DRAWINGS
45°
DO NOT SCALE FROM DRAWINGS
IF ANY QUESTIONS ARISE NOTIFY ARCHITECT IMMEDIATELY

STELLING & ASSOCIATES ARCHITECTS, LTD.
181 W. CHESTNUT STREET P.O. BOX 506
BURLINGTON, WI 53105
TELEPHONE: (262) 763-6725 FAX: (262) 763-1971

PROJECT DESCRIPTION
PROJECT DESCRIPTION

PROJECT FOR
RUGANS
597 North Pine Street
Burlington, WI 53105

DRAWING DESCRIPTION
PROPOSED LOWER LEVEL AND FIRST FLOOR PLANS

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PROGRESS DOCUMENTS
These documents reflect progress and intent and may be subject to change, including additional detail. These are not final construction documents and should not be utilized for final bidding or construction related purposes.

REVISIONS:

APPROVED:

DRAWN BY: CDR

DATE: 1-28-16

ARCHITECTS PROJECT NUMBER: 16004

SHEET NUMBER: A100

CITY OF BURLINGTON

Building & Zoning Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1164 – (262) 763-3474 fax
www.burlington-wi.gov

Historic Preservation Commission Item: 7B	**Date:** March 24th, 2016
Submitted By: Gregory Guidry, Building Inspector	**Subject:** Sign Permit for 597 N. Pine Street

Details:
Nicole Hayes of Rugan's is requesting approval of a Sign Permit located at 597 N. Pine Street. The proposed project consists of:

- The installation of a hanging sign made of composite board material hanging 12 feet above the sidewalk. The colors will be black lettering on a white background with accent work in gold color. The applicant has no plans for lighting.

Mark Roffers, Interim City Planner, whose memorandum is attached, recommends approval of this request, subject to conditions listed in his March 14, 2016 memorandum to the Commission.

Financial Remarks:
The applicant applied for a Façade Grant as seen in item 7C.

Executive Action:
This item is for consideration to approve the Sign Permit at the March 24th, 2016 Historic Preservation Commission meeting.

City of Burlington
Historic Preservation Overlay District
Sign Permit Application & AWNING

All parties intending to place signage within the HPO District must complete the following steps:

- ⇒ **Provide completed Sign Permit Application to the City of Burlington Building Inspector's office located at 300 North Pine Street, Burlington;**
- ⇒ **Application must be submitted 25 business days prior to the regularly scheduled Historic Preservation Commission (HPC) meeting. The HPC meets every 4th Thursday of the month at 6:30 p.m. within the Common Council Chambers located at 224 East Jefferson Street.**
- ⇒ **Upon a recommendation to approve the proposed sign, the HPC will provide their recommendation to the Plan Commission. The Plan Commission meets every 2nd Tuesday of the month at 6:30 p.m.**

You are encouraged to attend said meetings to address any questions or concerns that the Commission members may have regarding your sign application.

Please find the attached ordinances, which indicate the standards of signage within the HPO district.

Project Location: (Building Address) 597 N. Pine	Applicant Name(s): Jim / Nicole Hays AGANT Burli Sign Co
Property Owner Name: Jim & Nicole Hays	Applicant Mailing Address:
Property Owner Telephone Number: 262-220-3840	Applicant Telephone Number: Burli Sign 763-7650
Property Owner Fax Number:	Applicant Fax Number:
Sign Contractor Burli Sign Co	Sign Contractor Mailing Address 125 FRONT ST.

1. Signs Prohibited in the HPO District.

In addition to signs prohibited in ALL ZONING DISTRICTS as set forth in § 315-65, the following signs are prohibited:

A. **Freestanding Signs**. Exception – one sandwich sign not exceeding six (6) square feet per sign face and does not constitute a public safety or traffic hazard.

Applicable to proposed sign permit application? ____ **Yes** ___/ **No**

B. **Plastic Formed Signs**. No plastic formed signs or signs formed from plastic-like materials unless such materials simulate historic signage.

Applicable to proposed sign permit application? ____ **Yes** ___/ **No**

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2.	Wall, Fascia (including transoms) and Awning Signs.

A. **Placement.** All wall, fascia, transoms and awning signs shall be placed BELOW the upper edge of the traditional building sign band (for graphic example, please see page three of attached HPO zoning ordinance). No signage allowed above upper edge of said sign band, with the exception of projecting and hanging signs (see item #3).

Applicable to proposed sign permit application? ✓ **Yes** ____ **No**
Conform to Placement Requirement? ✓ **Yes** ____ **No**

B. **Maximum Signage Area.** Total cumulative signage area of all exterior signage placed upon street-facing façade of building (does not include signage placed inside of windows, freestanding sandwich signs or projecting and overhanging signs) shall NOT EXCEED 15% of total facade area of the FIRST FLOOR street-facing façade.

Applicable to proposed sign permit application? ✓ **Yes** ____ **No**
Conform to Maximum Signage Requirement? ✓ **Yes** ____ **No**

If yes, indicate the total façade area (in square feet) of the first floor street-facing façade: 20 square feet.

If applicable, indicate the current total cumulative signage area (square feet) of all street-facing signs: 6 square feet.

C. **Maximum Signage Lettering**. For wall and fascia signage, lettering shall not be greater than 12" in height AND cover not more than 60% of the sign board on which the letters are placed.

Applicable to proposed sign permit application? ✓ **Yes** ____ **No**
Conform to Lettering Requirement? ✓ **Yes** ____ **No**

D. **Maximum Number of Wall, Fascia, Transom and Awning Signs**. Total number shall not exceed 3 signs. Gilded, vinyl or painted letters on the inside or outside of storefront display windows are not included within said maximum.

Applicable to proposed sign permit application? ✓ **Yes** ____ **No**
Conform to Maximum Requirement? ✓ **Yes** ____ **No**

If yes, indicate the total façade area (in square feet) of the upper (second) floor street-facing façade (as measured from the upper edge of the sign band to the upper edge of the cornice): 2,400 square feet.

If applicable, indicate the current total cumulative signage area (square feet) of all projecting and hanging signs facing the street: 20 square feet.

E. **Wall, Fascia and Transom Sign Placement**. No wall sign or fascia (including transom) shall be placed to visually obscure architectural details of the building.

Applicable to proposed sign permit application? ____ **Yes** ✓ **No**
Conform to Placement Requirement? ____ **Yes** ____ **No**

3.	Projecting and Hanging Signs.

A. **Minimum and Maximum Height**. All projecting and hanging signs shall be elevated a minimum height of 8 feet. Said signs may be placed ABOVE the sign band; however not above the top edge of the largest second story window.

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Applicable to proposed sign permit application? ___/___ **Yes** ____ **No**
Conform to Placement Requirement? ___/___ **Yes** ____ **No**

B. **Limitation of the Extension**. All projecting and hanging signs shall not project more than 5 feet from the surface of its supporting building. All said signs shall not extend closer than 2 feet to any public street curb or pavement.

Applicable to proposed sign permit application? ___/___ **Yes** ____ **No**
Conform to Extension Requirement? ___/___ **Yes** ____ **No**

C. **Placement of Projecting and Hanging Signs**. All projecting and hanging signs shall be placed perpendicular to the façade and not flush with building façade.

Applicable to proposed sign permit application? ___/___ **Yes** ____ **No**
Conform to Perpendicular Requirement? ___/___ **Yes** ____ **No**

D. **Maximum Area of Projecting and Hanging Signs**. The maximum cumulative area allowed for projecting and hanging signs shall not exceed 7% of the UPPER building façade area.

Applicable to proposed sign permit application? ___/___ **Yes** ____ **No**
Conform to Maximum Area Requirement? ___/___ **Yes** ____ **No**

E. **Limitation of the Number of Projecting and Hanging Signs**. The total number of projecting and hanging signs allowed on a structure shall be 1 sign per business.

Applicable to proposed sign permit application? ___/___ **Yes** ____ **No**
Conform to Number of Signs Requirement? ___/___ **Yes** ____ **No**

4. Illumination of Signs.

A. **No internally illuminated signs shall be placed in the HPO District**. If signs are illuminated, signs shall be EXTERNALLY illuminated.

Applicable to proposed sign permit application? ____ **Yes** ___/___ **No**
Conform to Illumination Requirement? ____ **Yes** ___/___ **No**

B. **Non-flashing, illuminated neon signs shall be permitted.**

Applicable to proposed sign permit application? ____ **Yes** ___/___ **No**
Conform to Neon Requirement? ____ **Yes** ___/___ **No**

5. Limitation of Types of Window Signs.

All window signs, including transom windows, shall be gilded, painted, vinyl, etched glass or leaded glass letters placed on the inside of storefront display windows. Product and/or company logo signs are allowed on the inside of storefront display windows.

Applicable to proposed sign permit application? ____ **Yes** ___Ø___ **No**
Conform to Types of Signage Requirement? ____ **Yes** ____ **No**

6. Signage Color.

All signage shall be of a color, which is compatible with the color of the building construction materials found in the HPO District.

Applicable to proposed sign permit application? ___/___ **Yes** ____ **No**
Conform to Color Requirement? ___/___ **Yes** ____ **No**

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Please attach a **recent photograph** of the entire façade of the building upon which the sign is proposed to be placed (minimum size of 3 inches by 5 inches) and a drawing or other graphic display of the proposed signage (drawn to a known architectural or engineering scale and properly dimensioned). This display must include all details that are applicable to said application including the following:

1. Proposed sign placement on the building with scaled dimensions indicating placement, distance extension from building and height of the sign relative to the abutting sidewalk (or surrounding grade if there isn't a sidewalk) for each sign proposed.
   ___✓___ **Yes** _____ **No**

2. The actual building dimensions, height and length of window(s) and/or door(s) for the proposed sign placement.
   ___✓___ **Yes** _____ **No**

3. The material composition of the sign and its various elements.
   ___✓___ **Yes** _____ **No**

4. The color(s) of the sign(s) proposed.
   ___✓___ **Yes** _____ **No**

5. Scale of the drawing or graphic noted.
   ___✓___ **Yes** _____ **No**

6. Date of the drawing or graphic noted.
   ___✓___ **Yes** _____ **No**

7. Name of the preparer of the drawing noted.
   ___✓___ **Yes** _____ **No**

I hereby certify that all statements, forms and attachments submitted hereto are true and correct to the best of my knowledge and belief.

Property Owner Jim Hays

Jim Hays		2-24-16
Print	Signature	Date

Applicant

Dennis Spankowski	D L Spankowski	2-24-16
Print	Signature	Date

Created on 06/07/00 10:51 AM
Revised: 10/10/2014

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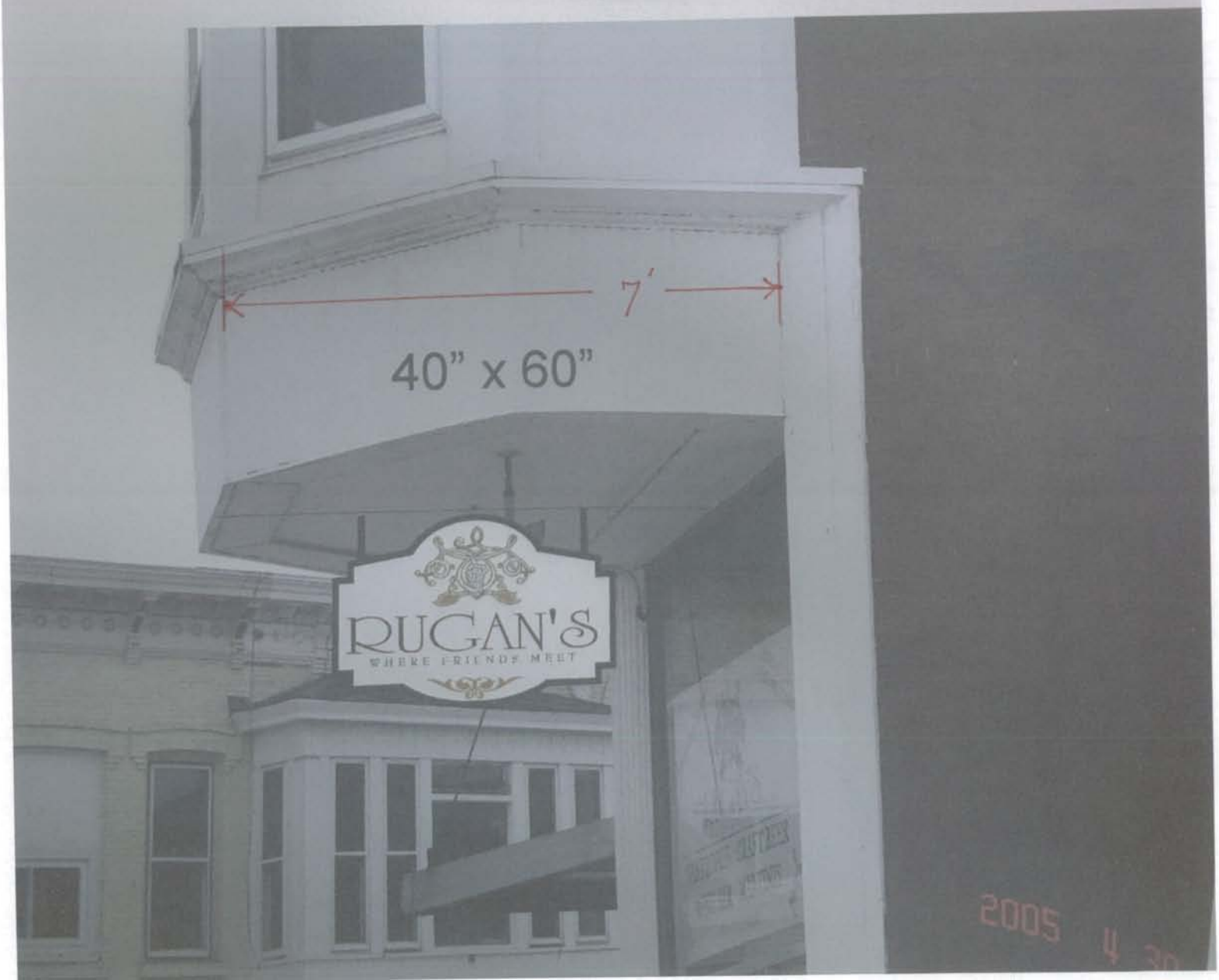
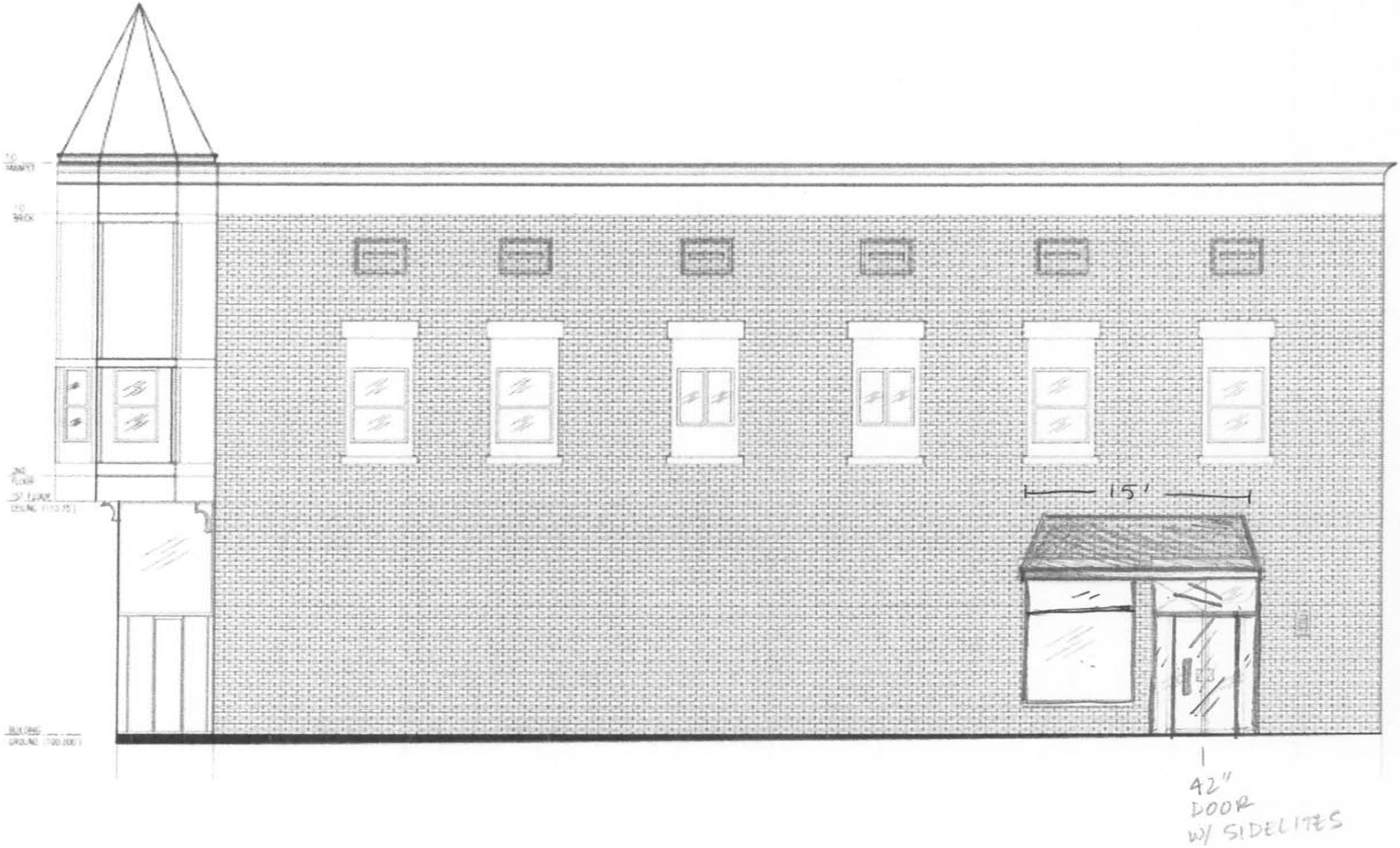
• CUSTOM SIGNS
• NEON
• GRAPHICS
BURLINGTON WI (262) 763 7654

RUGAN'S

WHERE FRIENDS MEET



T.O. PARAPET
T.O. BRICK
2ND FLOOR
1ST FLOOR CEILING
TRANSOM 20" H
SLIDERS 60" H
WOOD
BUILDING GROUND
RUGANS


15'
42"
DOOR
W/ SIDELITES

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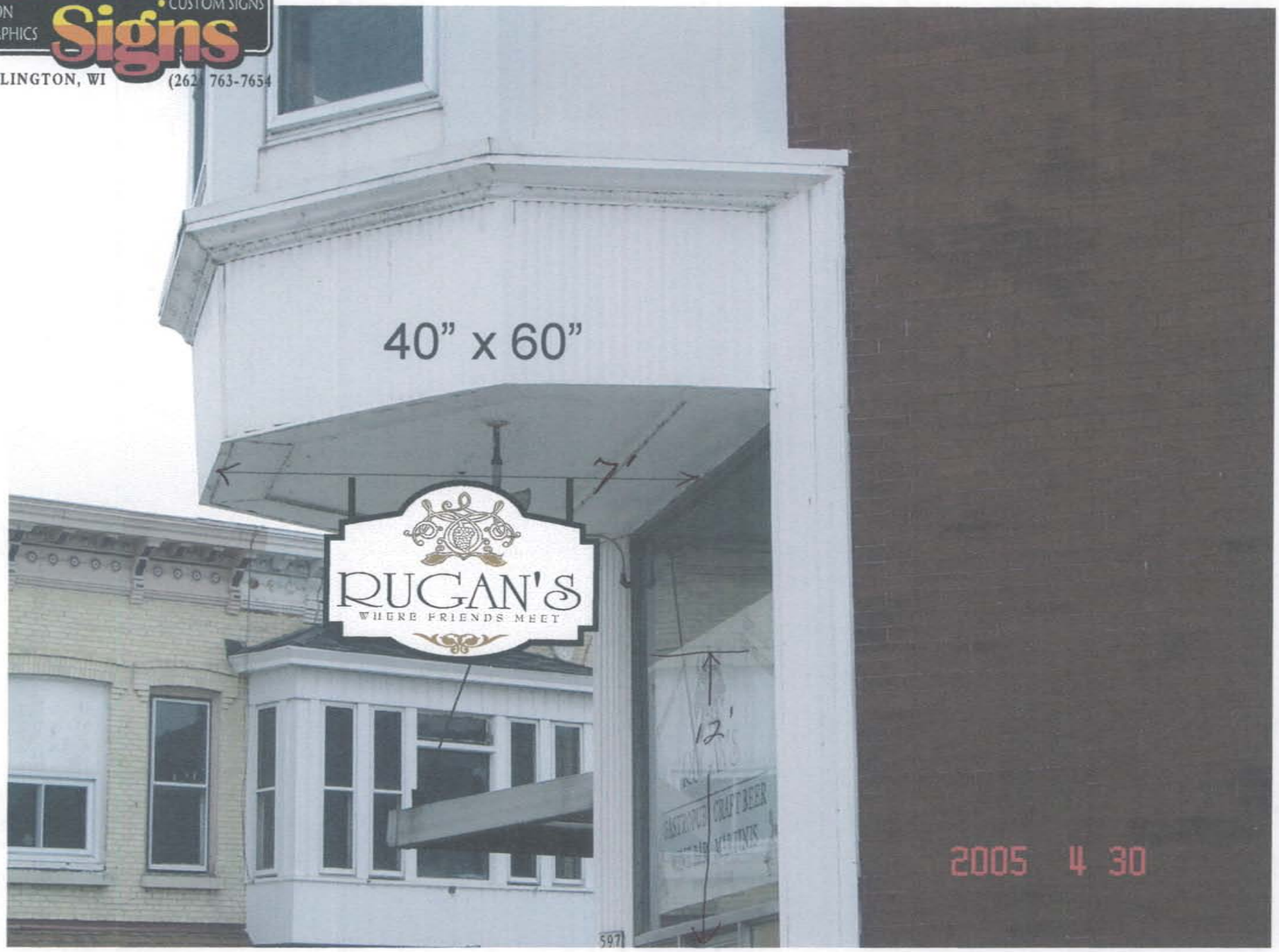
• GRAPHICS
BURLINGTON, WI (262) 763-7654



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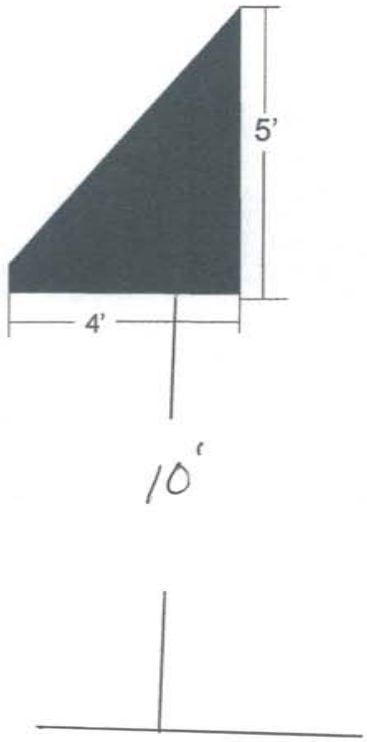

CITY OF BURLINGTON

Building & Zoning Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1164 – (262) 763-3474 fax
www.burlington-wi.gov

Historic Preservation Commission Item: 7C	**Date:** March 24th, 2016
Submitted By: Steve DeQuaker, City Treasurer	**Subject:** Façade Grant Program for 597 N. Pine Street

Details:
Nicole Hayes of Rugan's is requesting approval of a Façade Grant Program located at 597 N. Pine Street. The proposed project consists of:

- The replacement of front door and windows above the door, front windows, build knee wall on lower half of front entrance windows, add corbels to front metal awning, repair and paint existing metal awning and paint all currently cream exterior surfaces to historic color (hammered silver) for N. Pine Street.
- The replacement of side door, replace windows above and next to side door, install black awning above door, add corbels to entrance turret, install hanging sign and paint all currently cream exterior surfaces to historic color (hammered silver) for Milwaukee Avenue.

If the HPC approves this application, staff's recommends the following: that the approval be contingent on satisfying the recommendations in Mark Roffers' memo; and the following contingencies:

- Applicant will provide invoices and/or receipts and lien waivers to the HPC to ensure compliance with the original application.
- If the project is not completed and if the façade grant is not disbursed within six months, the HPC reserves the right to rescind the allotted grant amount.

Financial Remarks:
The estimated project cost is $13,400 for N. Pine Street and $12,691 for Milwaukee Avenue. If the Façade Grant is approved by the HPC the grant should not exceed $5,000 for each façade. The remaining available façade grant balance would only be $10,000.

Executive Action:
This item is for consideration to approve the Façade Grant Program at the March 24, 2016 Historic Preservation Commission meeting.

CITY OF BURLINGTON

Administration Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 – (262) 763-3474 fax
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FAÇADE GRANT STAFF MEMORANDUM
CITY OF BURLINGTON HISTORIC PRESERVATION COMMISSION

Date: March 17, 2016

Applicant Address & Name: Nicole Hayes, Rugan's - 597 N. Pine Street - Pine Street Side

Project Overview/ Applicant's Request:	**Submitted**
Front facade improvements, window replacements, awning installation, replace front door. **Staff Comments:** *Application received 2/23/16*	YES ☑ NO ☐
Application Checklist for Staff Review:	
1. COA application received and/ or sign permit application received and/or approved by HPC **Staff Comments:** *COA has been received and has yet to be reviewed/approved by the HPC*	YES ☑ NO ☐
2. Eligible project uses per program rules/HPS staff? **Staff Comments:** *See Mark Roffer's memorandum for the COA application recommendations*	YES ☑ NO ☐ See Note ☑
3. Qualified contractor bid documents and all cost breakdowns by category such as masonry repair, window replacement, etc. **Staff Comments:** *Total estimated cost for front facade and awnings: $13,400* *(50% = $6700) Allowed $5000 for facade.*	YES ☑ NO ☐
4. Status of City owed taxes, payments and fees **Staff Comments:** *Taxes, utilities and other fees are paid in full.*	See Contingencies
Staff Recommendation (contingencies listed):	

The applicant is eligible for a façade grant in the amount not to exceed $5000 . Staff suggests that approval be contingent on satisfying the following contingencies:

- *Satisfy any recommendations in Mark Roffer's memo for the COA as indicated by the HPC.*
- *Applicant will provide invoices and/or receipts and lien waivers to the HPC to ensure compliance with the original application.*
- *Applicant will wait to perform this work until Common Council takes final action on approval.*
- *Applicant will obtain all required permits and the Building Inspector will monitor the project and must provide final approval prior to grant reimbursement.*
- *All taxes, payments, fees owed to the City by the applicant must be paid prior to reimbursement of grant funds.*

If the project is not completed and if the façade grant is not disbursed within six months, the HPC reserves the right to rescind the allotted grant amount.

CITY OF BURLINGTON

Administration Department
300 N. Pine Street, Burlington, WI, 53105
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FAÇADE GRANT STAFF MEMORANDUM
CITY OF BURLINGTON HISTORIC PRESERVATION COMMISSION

Date: March 17, 2016

Applicant Address & Name: Nicole Hayes, Rugan's - 597 N. Pine Street - Milwaukee Avenue Side

Project Overview/ Applicant's Request:	**Submitted**
Front facade improvements, window replacements, awnings, replace side door, hanging sign. **Staff Comments:** *Application received 2/23/16*	YES ☑ NO ☐
Application Checklist for Staff Review:	
1. COA application received and/ or sign permit application received and/or approved by HPC **Staff Comments:** *COA has been received and has yet to be reviewed/approved by the HPC*	YES ☑ NO ☐
2. Eligible project uses per program rules/HPS staff? **Staff Comments:** *See Mark Roffer's memorandum for the COA application recommendations*	YES ☑ NO ☐ See Note ☑
3. Qualified contractor bid documents and all cost breakdowns by category such as masonry repair, window replacement, etc. **Staff Comments:** *Total estimated cost for side facade and awnings: $12,691.00* *(50% = $6345.50) Allowed $5000.00 for facade.*	YES ☑ NO ☐
4. Status of City owed taxes, payments and fees **Staff Comments:** *Taxes, utilities and other fees are paid in full.*	See Contingencies
Staff Recommendation (contingencies listed):	

The applicant is eligible for a façade grant in the amount not to exceed $5000.00 . Staff suggests that approval be contingent on satisfying the following contingencies:

- *Satisfy any recommendations in Mark Roffer's memo for the COA as indicated by the HPC.*
- *Applicant will provide invoices and/or receipts and lien waivers to the HPC to ensure compliance with the original application.*
- *Applicant will wait to perform this work until Common Council takes final action on approval.*
- *Applicant will obtain all required permits and the Building Inspector will monitor the project and must provide final approval prior to grant reimbursement.*
- *All taxes, payments, fees owed to the City by the applicant must be paid prior to reimbursement of grant funds.*

If the project is not completed and if the façade grant is not disbursed within six months, the HPC reserves the right to rescind the allotted grant amount.

City of Burlington
Façade Improvement Grant Program
Application Form

Office Use Only
Date Received 2/23/2016
Time Received 1pm
Application Number 1

Applicant Name: Nicole Hayes

Contact Name: Nicole Hayes

Name of Tenant:

Name of Business: Rugan's

Telephone Number: C: 262-220-3841 Facsimile Number:

E-Mail Address: NLHAYES@RUGANS.COM

Project Address: 597 N. PINE ST, Burlington, WI

Mailing Address: 2314 Anna Ave, Twin Lakes WI 53181

Does the applicant own the project building? ✓ Yes ___ No

If the answer to the above question is no, please attach a letter from the owner expressing approval of the project proposal.

Will you be using the services of an architect or engineer? ✓ Yes ___ No

If yes, list your architect or engineer of preference: Stelling & Associates

Estimated Project Cost: PINE ST → $13,400 / MILWAUKEE ST → $12,691

Attach qualified contractor bid documents and all cost breakdowns by category such as masonry repair, window replacement, etc.

Proposed start date: 2/29/16

Proposed completion date: 5/1/16

What is (are) the existing use(s) of the building? ~~RESTAURANT~~ VACANT

Will this project proposal cause a change in the building's use? YES

If so, please explain. WILL BECOME A RESTAURANT

Do you intend to apply for the Historic Preservation Tax Credit on this project? ___ Yes ✓ No

As a part of this application, if your project includes any improvement with the exception of only signage, you must complete the attached "Application for the Certificate of Appropriateness".

Nicole Hayes
Signature of Applicant

Nicole Hayes
Signature of Property Owner

NICOLE HAYES
Print Name

NICOLE HAYES
Print Name

APPLICANTS WHO DEVIATE FROM THE APPROVED APPLICATION WILL BE DISQUALIFIED FROM THIS GRANT PROGRAM.

February 23, 2016

Rugan's Facade Improvements

Pine Street- Facade #1

- Replace front door and windows above door $5800
- Replace front windows with approved sliders and transoms $4300
- Build knee wall on lower half of front entrance windows $1500
- Add corbels to front metal awning $500
- Repair and paint existing metal awning $300
- Paint all currently cream exterior surfaces to historic color (hammered silver) $1000

Total improvements for Facade #1- $13,400

Milwaukee Street- Facade #2

- Replace side door and windows above it $2600
- Replace window next to side door $2200
- New black awning installed above door/window $2914
- Add corbels to entrance turret $500
- New historically approved Rugan's hanging sign-at entrance $3727
- Paint all currently cream exterior surfaces to historic color (hammered silver) $750

Total improvements for Facade #2- $12,691

Burli Signs
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BURLINGTON WI (262) 763 7654

(A) One double sided 3-D carved sign 40" x 60"
Sign to be installed under front turret

Installed price $3,727.00

(B) The manufacture of one 15' x 4'projection x 5' high awning
with a 5" valance

Fabric Sunbrella® Black with aluminum framing

Installed Price $2,914.00

(C) One set of 3/4" solid P.V.C. cut out letter in Roman style copy RUGAN'S

24" HIGH WITH 10" HIGH TAG LINE (copy to be determined)

Color to be determined stud mount onto wall Installed Price $2,155.00

(D) One set of 2" thick letters copy RUGAN'S
Back lit with LEDs lighting
Also 10" high tag line, copy to determined
Color to be determined stud mount onto wall

Installed Price $4,340.00

PLUS TAX / PERMITS

CITY OF BURLINGTON

Building & Zoning Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1164 – (262) 763-3474 fax
www.burlington-wi.gov

Historic Preservation Commission Item: 7D	**Date:** March 24th, 2016
Submitted By: Gregory Guidry, Building Inspector	**Subject:** Certificate of Appropriateness for 121 W. Chestnut Street

Details:
Heather Dobson of All in the Family is requesting approval of a Certificate of Appropriateness located at 121 W. Chestnut Street. The proposed project consists of:

- The installation of a 24 inch by 48 inch vinyl sign mounted within the lower left window having a clear background with a white border

Mark Roffers, Interim City Planner, recommends approval of this request, subject to conditions listed in his March 14, 2016 memorandum to the Commission.

Financial Remarks:
The approved items will be paid 100% by the owner.

Executive Action:
This item is for consideration to approve the Certificate of Appropriateness at the March 24, 2016 Historic Preservation Commission meeting and be placed on the April 5, 2016 Committee of the Whole and Common Council meetings for consideration.

MDRoffers Consulting

To: City of Burlington Historic Preservation Commission

From: Mark Roffers and Colette Spranger, Interim City Planning Consultants

Date: March 14, 2016

Re: Certificate of Appropriateness and Sign Permit Application, 121 W. Chestnut St., All in the Family

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Desired Outcome: Installation of an 8 square foot vinyl sign mounted within the lower left window

Location(s): "All in the Family" hair salon, in first floor space at 121 W. Chestnut Street.

Summary: In our opinion, the proposed sign meets ordinance requirements and the downtown guidelines, is visually appropriate for the Historic Preservation District, will enhance business activity on this property. At time of writing, there is an existing, nonconforming sign on this building—a backlit plastic sign above the entry. The applicant has indicated that this sign will be removed, as soon as the week of March 14th.

Recommendation: We recommend that the Commission recommend that the Common Council approve this request to install a vinyl window sign in the lower left front window of the building at 121 W. Chestnut St., subject to the following conditions:

1. Sign design and placement shall be per the application materials submitted on 2/29/16.
2. Prior to the issuance of a sign permit and the installation of the new window sign, the applicant or property owner shall remove the existing nonconforming backlit plastic sign above the entryway and all associated framing, brackets, and wiring. The wall area behind that sign shall be repaired as necessary to allow for a consistent building appearance.
3. Any other conditions that the Commission may recommend that are consistent with applicable zoning ordinance requirements.

Analysis of Application Against City Ordinances and Guidelines

Applicable Review Standard	Evaluation	Comments
Has Applicant Submitted All Required Application Materials?		
(1) For Certificate of Appropriateness	Complete	
(2) For Sign Permit	Complete	Applicant confirmed that vinyl sign will have clear background, and that the 24" by 48" measurement on the building photo refers to the white border of the sign.
Standards for Signage in the HPO Historic Preservation Overlay District (Section 315-74)		
(1) Prohibited Signs	Met	Window signs allowed. Applicant or owner to remove nonconforming sign above entry.
(2) Wall, fascia (including transoms), and awning signs	NA	
(3) Projecting and Hanging Signs	NA	
(4) Illumination of Signs	NA	
(5) Limitations on types of window signs (including transom windows)	Met	
(6) Signage Color	Met	Conforms to color guidelines.
General Standards for HPO Historic Preservation Overlay District (Section 315-42)		
District Standards 315-42(B)	Met	Sign conforms to district standards.

Applicable Review Standard	Evaluation	Comments
Limitation on Structural/Appearance Changes 315-42(E)	In progress	A vinyl window sign will not damage the outer building materials, nor does it seriously impair the particular character of the HPO District. Removal of the nonconforming sign should be accompanied by removal of all framing, wiring, and supports, and repair of siding.
Burlington Historic Downtown Main Street District Design Quality and Standards/Guidelines		
Design Issues (pp. 7-9)	Met	
Maintenance and Repair (pp. 10-13)	In progress	See comments regarding removal of existing sign above.
Lighting (pp. 15-16)	NA	
Screening (p. 16)	NA	
Pedestrian Access (p. 17)	NA	
Secretary of Interior's "Standards for Rehabilitation" (p. 19)	Met	The proposed sign will not impact the existing building in any permanent way. The building appears to have been modified from its original appearance already.
Other Applicable Standards from the Zoning Ordinance		
Existing Nonconforming Signs Section 315-75	Pending	Applicant indicated that existing non-conforming sign seen in the photograph submitted with the Sign Permit and Certificate of Appropriateness application dated 2/29/16 will be removed, as early as the week of 3/14/16.

Application for the Certificate of Appropriateness

Per section § 315-42 of the HPO Historic Preservation Overlay District zoning ordinance, the following application must be completed when alterations in the architectural appearance of any structure within the HPO district is proposed.

Please provide the following:

1. Architectural plans, elevations, photographs, color samples and/or perspective drawings and sketches illustrating the design and character of all proposed alterations (except painting, see below) must be submitted. Said elevations and drawings shall indicate the location and placement of all auxiliary building equipment such as heating, ventilating, and/or air-conditioning equipment. These drawings are to be completed to a recognized architectural scale with the name of the project noted. Building plans shall be submitted with all detail drawn on each elevation. Plans drawn with partial building details indicated will be returned to the Applicant for redrafting.

   For alterations consisting of painting only, color samples and photographs shall be submitted indicating the areas to be painted.

2. Applicant Name: HEATHER DOBSON D.B.A. ALL IN THE FAMILY
3. Contact Name: HEATHER DOBSON 262-492-5184
4. Name of Tenant: ALL IN THE FAMILY
5. Name of Business: ALL IN THE FAMILY
6. What is (are) the existing use(s) of the building? BEAUTY SALON
7. Telephone Number: 262-492-5184 Facsimile Number: N/A
8. E-Mail Address: hezdobson@gmail.com
9. Project Address: 121 W. CHESTNUT STREET, Burlington, WI
10. Mailing Address: 121 W. CHESTNUT STREET BURLINGTON, WI
11. Does the applicant own the project building? _____ Yes X No
12. If no, please list owner's name and address: H & P ENTERPRISES LLC 481 MILWAUKEE AVE BURLINGTON
13. Architect or engineer's name and address: N/A
14. Date of submittal of plans: 2/29/16
15. Scale of drawings noted on each drawing: 2:3 ratio
16. Building type, size and location: _____
17. Height of building: _____
18. Exterior material samples to be provided: _____

NOTE: Please supply material samples of all exterior alterations for the HPC meeting.

19. Proposed Start Date: ASAP MARCH 1ST
20. Proposed Completion Date: MARCH 12th

21. Additional information may be requested to include, but not limited to, the following:

A. Photographs from the site adjacent neighboring structures and/or property;
B. Detailed drawings of decorative elements of the buildings and/or structure(s);
C. Sectional building or site drawings drawn to recognized engineering or architectural scale.

NOTE: Please provide any and all information that will illustrate to the Commission the effect of the proposed change.

Property Owner

H & P Enterprises — Print | Patricia Dyglod — Signature | 3/16/16 — Date

Applicant

HEATHER Dobson — Print | Heather A Dobson — Signature | 3/17/16 — Date

☐ Please reserve my position for Façade grant money in the event additional funding is made available in the future. I understand I would be required to complete a Façade Grant Application within 25 business days of notification of fund availability or I would lose my reserved position.

STOP! Have you included the following with your application?

1. Color photographs of current building façade, including some view of the buildings on either side for context;

2. Architectural plans, elevations, and/or perspective drawings and sketches illustrating the design and character of all proposed alterations completed to a recognized architectural scale with the name of the project noted;

3. Historic photos of your building as it appeared in the past. You are required to visit the Burlington Historical Society Museum at 232 North Perkins Blvd. for this information if your project includes façade renovations;

4. Material samples of all exterior alterations; i.e., color samples, siding. Only one sample per design element is required;

5. 10 copies of all supplemental information; i.e., drawings, renderings, elevations, photos/pictures, etc. that are not easily duplicated due to size or other restrictions.

If any of the above pertain to your project and are not included with your application, your application will be considered INCOMPLETE and will not be placed on the meeting agenda for discussion.

THANK YOU FOR YOUR COOPERATION!

CITY OF BURLINGTON

Building & Zoning Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1164 – (262) 763-3474 fax
www.burlington-wi.gov

Historic Preservation Commission Item: 7E	**Date:** March 24th, 2016
Submitted By: Gregory Guidry, Building Inspector	**Subject:** Sign Permit for 121 W. Chestnut Street

Details:
Heather Dobson of All in the Family is requesting approval of a Sign Permit located at 121 W. Chestnut Street. The proposed project consists of:

- The installation of a 24 inch by 48 inch vinyl sign mounted within the lower left window having a clear background with a white border.

Mark Roffers, Interim City Planner, whose memorandum is attached, recommends approval of this request, subject to conditions listed in his March 14, 2016 memorandum to the Commission.

Financial Remarks:
The approved items will be paid 100% by the owner.

Executive Action:
This item is for consideration to approve the Sign Permit at the March 24th, 2016 Historic Preservation Commission meeting.

City of Burlington
Historic Preservation Overlay District
Sign Permit Application

All parties intending to place signage within the HPO District must complete the following steps:

- ⇒ **Provide completed Sign Permit Application to the City of Burlington Building Inspector's office located at 300 North Pine Street, Burlington;**
- ⇒ **Application must be submitted 25 business days prior to the regularly scheduled Historic Preservation Commission (HPC) meeting. The HPC meets every 4th Thursday of the month at 6:30 p.m. within the Common Council Chambers located at 224 East Jefferson Street.**
- ⇒ **Upon a recommendation to approve the proposed sign, the HPC will provide their recommendation to the Plan Commission. The Plan Commission meets every 2nd Tuesday of the month at 6:30 p.m.**

You are encouraged to attend said meetings to address any questions or concerns that the Commission members may have regarding your sign application.

Please find the attached ordinances, which indicate the standards of signage within the HPO district.

Project Location: (Building Address) 121 W. CHESTNUT STREET BURLINGTON, WI 53105	Applicant Name(s): HEATHER DOBSON D.B.A. ALL IN THE FAMILY
Property Owner Name: H & P ENTERPRISES LLC 481 MILWAUKEE AVE BURLINGTON, WI 53105	Applicant Mailing Address: 121 W. CHESTNUT ST. BURLINGTON, WI 53105
Property Owner Telephone Number: 262-763-2555	Applicant Telephone Number: 262-492-5184
Property Owner Fax Number: N/A	Applicant Fax Number: N/A
Sign Contractor CRESCENDO GRAPHICS	Sign Contractor Mailing Address 808 FOX LN UNIT C WATERFORD, WI 53185

1. Signs Prohibited in the HPO District.

In addition to signs prohibited in ALL ZONING DISTRICTS as set forth in § 315-65, the following signs are prohibited:

A. **Freestanding Signs**. Exception – one sandwich sign not exceeding six (6) square feet per sign face and does not constitute a public safety or traffic hazard.

Applicable to proposed sign permit application? ____ **Yes** ✓ **No**

B. **Plastic Formed Signs**. No plastic formed signs or signs formed from plastic-like materials unless such materials simulate historic signage.

Applicable to proposed sign permit application? ____ **Yes** ✓ **No**

Left Window – 67.5" W x 60" T
Right Window – 55.5" W x 60" T
Sign – 48" W x 24" T

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2. Wall, Fascia (including transoms) and Awning Signs.

A. **Placement.** All wall, fascia, transoms and awning signs shall be placed BELOW the upper edge of the traditional building sign band (for graphic example, please see page three of attached HPO zoning ordinance). No signage allowed above upper edge of said sign band, with the exception of projecting and hanging signs (see item #3).

Applicable to proposed sign permit application? ____ **Yes** ✓ **No**
Conform to Placement Requirement? ____ **Yes** ✓ **No**

B. **Maximum Signage Area.** Total cumulative signage area of all exterior signage placed upon street-facing façade of building (does not include signage placed inside of windows, freestanding sandwich signs or projecting and overhanging signs) shall NOT EXCEED 15% of total facade area of the FIRST FLOOR street-facing façade.

Applicable to proposed sign permit application? ____ **Yes** ✓ **No**
Conform to Maximum Signage Requirement? ____ **Yes** ✓ **No**

If yes, indicate the total façade area (in square feet) of the first floor street-facing façade: _____ square feet.

If applicable, indicate the current total cumulative signage area (square feet) of all street-facing signs: _____ square feet.

C. **Maximum Signage Lettering**. For wall and fascia signage, lettering shall not be greater than 12" in height AND cover not more than 60% of the sign board on which the letters are placed.

Applicable to proposed sign permit application? ____ **Yes** ✓ **No**
Conform to Lettering Requirement? ____ **Yes** ✓ **No**

D. **Maximum Number of Wall, Fascia, Transom and Awning Signs**. Total number shall not exceed 3 signs. Gilded, vinyl or painted letters on the inside or outside of storefront display windows are not included within said maximum.

Applicable to proposed sign permit application? ____ **Yes** ✓ **No**
Conform to Maximum Requirement? ____ **Yes** ✓ **No**

If yes, indicate the total façade area (in square feet) of the upper (second) floor street-facing façade (as measured from the upper edge of the sign band to the upper edge of the cornice): _____square feet.

If applicable, indicate the current total cumulative signage area (square feet) of all projecting and hanging signs facing the street: _____ square feet.

E. **Wall, Fascia and Transom Sign Placement**. No wall sign or fascia (including transom) shall be placed to visually obscure architectural details of the building.

Applicable to proposed sign permit application? ____ **Yes** ✓ **No**
Conform to Placement Requirement? ____ **Yes** ✓ **No**

3. Projecting and Hanging Signs.

A. **Minimum and Maximum Height**. All projecting and hanging signs shall be elevated a minimum height of 8 feet. Said signs may be placed ABOVE the sign band; however not above the top edge of the largest second story window.

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Applicable to proposed sign permit application? ____ Yes ✓ No
Conform to Placement Requirement? ____ Yes ✓ No

B. **Limitation of the Extension**. All projecting and hanging signs shall not project more than 5 feet from the surface of its supporting building. All said signs shall not extend closer than 2 feet to any public street curb or pavement.

Applicable to proposed sign permit application? ____ Yes ✓ No
Conform to Extension Requirement? ____ Yes ✓ No

C. **Placement of Projecting and Hanging Signs**. All projecting and hanging signs shall be placed perpendicular to the façade and not flush with building façade.

Applicable to proposed sign permit application? ____ Yes ✓ No
Conform to Perpendicular Requirement? ____ Yes ✓ No

D. **Maximum Area of Projecting and Hanging Signs**. The maximum cumulative area allowed for projecting and hanging signs shall not exceed 7% of the UPPER building façade area.

Applicable to proposed sign permit application? ____ Yes ✓ No
Conform to Maximum Area Requirement? ____ Yes ✓ No

E. **Limitation of the Number of Projecting and Hanging Signs**. The total number of projecting and hanging signs allowed on a structure shall be 1 sign per business.

Applicable to proposed sign permit application? ____ Yes ✓ No
Conform to Number of Signs Requirement? ____ Yes ✓ No

4. Illumination of Signs.

A. **No internally illuminated signs shall be placed in the HPO District**. If signs are illuminated, signs shall be EXTERNALLY illuminated.

Applicable to proposed sign permit application? ____ Yes ✓ No
Conform to Illumination Requirement? ____ Yes ✓ No

B. **Non-flashing, illuminated neon signs shall be permitted**.

Applicable to proposed sign permit application? ____ Yes ✓ No
Conform to Neon Requirement? ____ Yes ✓ No

5. Limitation of Types of Window Signs.

All window signs, including transom windows, shall be gilded, painted, vinyl, etched glass or leaded glass letters placed on the inside of storefront display windows. Product and/or company logo signs are allowed on the inside of storefront display windows.

Applicable to proposed sign permit application? ✓ Yes ____ No
Conform to Types of Signage Requirement? ✓ Yes ____ No

6. Signage Color.

All signage shall be of a color, which is compatible with the color of the building construction materials found in the HPO District.

Applicable to proposed sign permit application? ✓ Yes ____ No
Conform to Color Requirement? ✓ Yes ____ No

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Please attach a **recent photograph** of the entire façade of the building upon which the sign is proposed to be placed (minimum size of 3 inches by 5 inches) and a drawing or other graphic display of the proposed signage (drawn to a known architectural or engineering scale and properly dimensioned). This display must include all details that are applicable to said application including the following:

1. Proposed sign placement on the building with scaled dimensions indicating placement, distance extension from building and height of the sign relative to the abutting sidewalk (or surrounding grade if there isn't a sidewalk) for each sign proposed.
   ____ **Yes** ____ **No**

2. The actual building dimensions, height and length of window(s) and/or door(s) for the proposed sign placement.
   ✓ **Yes** ____ **No**

3. The material composition of the sign and its various elements.
   ____ **Yes** ____ **No**

4. The color(s) of the sign(s) proposed.
   ✓ **Yes** ____ **No**

5. Scale of the drawing or graphic noted.
   ✓ **Yes** ____ **No**

6. Date of the drawing or graphic noted.
   ✓ **Yes** ____ **No**

7. Name of the preparer of the drawing noted.
   ✓ **Yes** ____ **No**

I hereby certify that all statements, forms and attachments submitted hereto are true and correct to the best of my knowledge and belief.

Property Owner

H&P Enterprises Print Patricia Bigelow	Patricia Bigelow Signature	2/29/16 Date

Applicant

HEATHER DOBSON Print	Heather A Dobson Signature	02/29/16 Date

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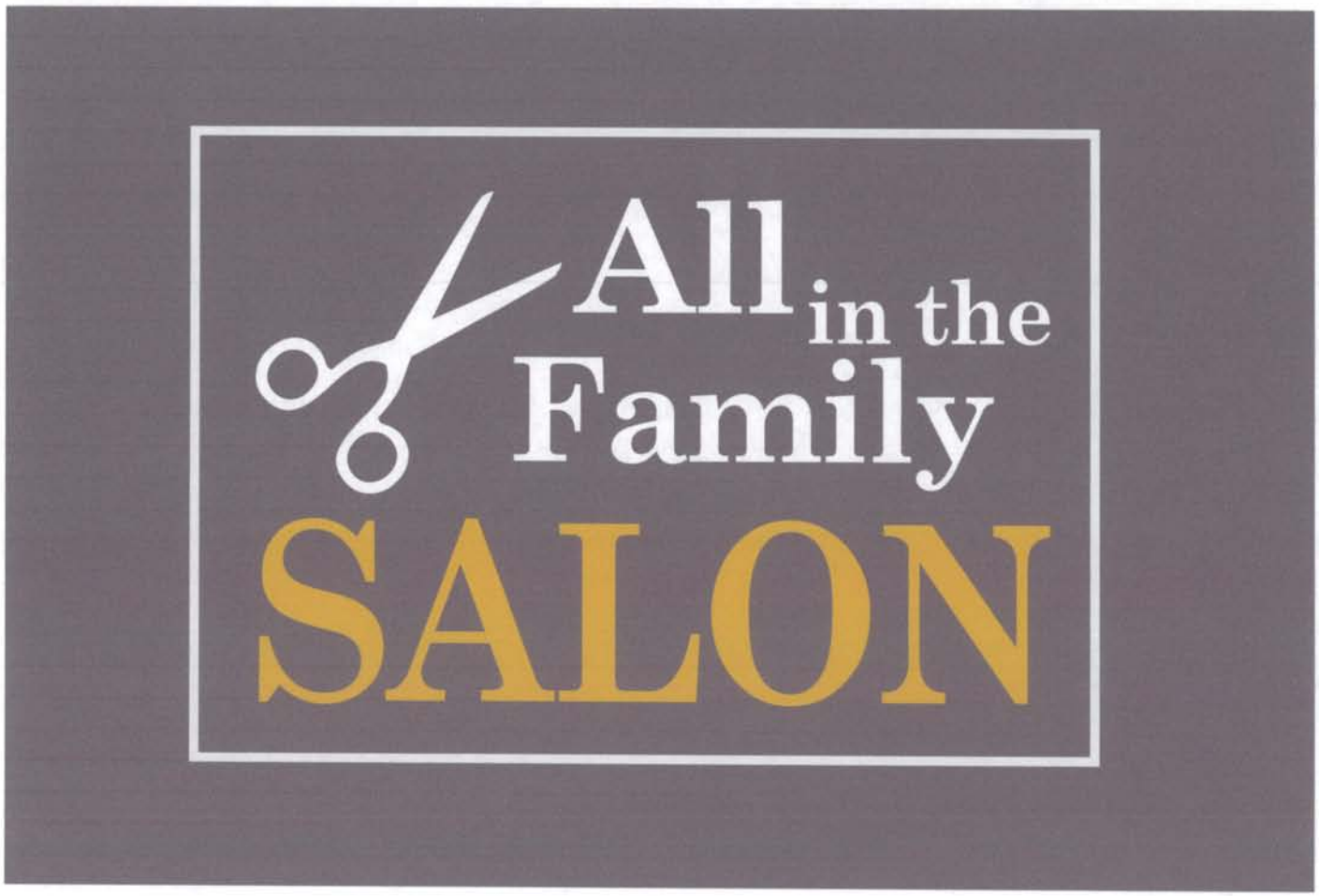
Revised: 10/10/2014



NOTES:
Grey background represents the window glass

Size of Sign is 2ft x 4ft (2:3 ratio)
LEFT WINDOW

Colors to be used will be:
SW2829 Classical White
SW2858 Harvest Gold

Rendering

CITY OF BURLINGTON

Building & Zoning Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1164 – (262) 763-3474 fax
www.burlington-wi.gov

Historic Preservation Commission Item: 7F	**Date:** March 24th, 2016
Submitted By: Gregory Guidry, Building Inspector	**Subject:** Certificate of Appropriateness for 120 E. Chestnut Street

Details:
Michelle Peterson of MPC Property Management is requesting approval of a Certificate of Appropriateness located at 120 E. Chestnut Street. The proposed project consists of:

- The installation of four (4) awnings on the upper windows.
- The installation of double-pane windows on the lower level of the building and double-pane aluminum clad wood windows on the upper level.
- The applicant has already removed deteriorated, non-historic wood fascia on building, exposing original transom windows.

Mark Roffers, Interim City Planner, recommends approval of this request, subject to conditions listed in his March 14, 2016 memorandum to the Commission.

Financial Remarks:
The applicant applied for a Façade Grant as seen in item 7G.

Executive Action:
This item is for consideration to approve the Certificate of Appropriateness at the March 24, 2016 Historic Preservation Commission meeting and be placed on the April 5, 2016 Committee of the Whole and Common Council meetings for consideration.

MDRoffers Consulting

To: City of Burlington Historic Preservation Commission

From: Mark Roffers and Colette Spranger, Interim City Planning Consultants

Date: March 14, 2016

Re: Certificate of Appropriateness, 120 E. Chestnut St., MPC Property Management

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Desired Outcome: Window replacement and 2nd story awning installation. Applicant has already removed deteriorated, non-historic wood fascia on building, exposing original transom windows.

Location(s): Leasable space at 120 E. Chestnut Street.

Summary: We believe the applicant has a vision for a building façade that meets applicable guidelines and ordinance requirements, and restores this building near to its original state. There has been strong attention to detail surrounding individual aspects of the proposed alterations, and appropriate upgrades to suit the space to modern needs.

Recommendation: We recommend that the Commission recommend that the Common Council approve this request for building and awning improvements at 120 E. Chestnut St., subject to the following conditions:

1. All work shall be per the application materials submitted on 3/1/16.
2. The applicant shall obtain a building permit for the work.
3. Prior to the installation of any signage, the applicant shall obtain a second certificate of appropriateness and a sign permit.
4. Any other conditions that the Commission may recommend that are consistent with applicable zoning ordinance requirements.

Analysis of Application Against City Ordinances and Guidelines

APPLICABLE REVIEW STANDARD	EVALUATION	COMMENTS
HAS APPLICANT SUBMITTED ALL REQUIRED APPLICATION MATERIALS?		
(1) Certificate of Appropriateness	Complete	The materials—submitted through various bids, catalog pages, photos, and lists—can be difficult to follow initially. However, we feel we understand them to assure compliance if asked following installation.
GENERAL STANDARDS FOR HPO HISTORIC PRESERVATION OVERLAY DISTRICT (SECTION 315-42)		
District Standards 315-42(B)	Met	Colors, materials, and other details associated with proposed door, window, and awning improvements are all compliant.
Limitation on Structural/Appearance Changes 315-42(E)	Met	The proposed alterations do not substantially change the look of the building. The installation of new windows is to address energy efficiency. 2nd story awnings were used historically.
BURLINGTON HISTORIC DOWNTOWN MAIN STREET DISTRICT DESIGN QUALITY AND STANDARDS/GUIDELINES		
Design Issues (pp. 7-9)	Met	
Maintenance and Repair (pp. 10-13)	Met	New windows are double-paned, which will address energy efficiency concerns and enhance long-term maintenance.
Lighting (pp. 15-16)	NA	
Screening (p. 16)	NA	
Pedestrian Access (p. 17)	Met	Proposed changes to front façade do not affect pedestrian access.

Applicable Review Standard	Evaluation	Comments
Secretary of Interior's "Standards for Rehabilitation" (p. 19)	Met	Proposed new windows fill the spaces of the original windows, and are comparable with the visual features of the previous windows. Bronze framing seems appropriate.
Other Applicable Sections from the Zoning Ordinance		
Awnings in B-2 Central Business District 315-61(A)	Met	Construction of awning will ultimately be permitted by the City Building Inspector.

Application for the Certificate of Appropriateness

Per section § 315-42 of the HPO Historic Preservation Overlay District zoning ordinance, the following application must be completed when alterations in the architectural appearance of any structure within the HPO district is proposed.

Please provide the following:

1. Architectural plans, elevations, photographs, color samples and/or perspective drawings and sketches illustrating the design and character of all proposed alterations (except painting, see below) must be submitted. Said elevations and drawings shall indicate the location and placement of all auxiliary building equipment such as heating, ventilating, and/or air-conditioning equipment. These drawings are to be completed to a recognized architectural scale with the name of the project noted. Building plans shall be submitted with all detail drawn on each elevation. Plans drawn with partial building details indicated will be returned to the Applicant for redrafting.

   For alterations consisting of painting only, color samples and photographs shall be submitted indicating the areas to be painted.

2. Applicant Name: BERNARD & MICHELLE PETERSEN
3. Contact Name: MICHELLE PETERSEN
4. Name of Tenant: _____
5. Name of Business: MPC PROPERTY MANAGEMENT
6. What is (are) the existing use(s) of the building? COMMERCIAL
7. Telephone Number: 262-903-0548 Facsimile Number: 888-611-4191
8. E-Mail Address: michelle@mpcpm.com
9. Project Address: 120 E CHESTNUT STREET, Burlington, WI
10. Mailing Address: 109 E CHESTNUT STREET
11. Does the applicant own the project building? ✓ Yes _____ No
12. If no, please list owner's name and address: _____
13. Architect or engineer's name and address: STELLING & ASSOCIATES, 181 W CHESTNUT STREET, BURLINGTON (NOTE: INTERIOR WORK ONLY, NOT FACADE)
14. Date of submittal of plans: 3/1/16
15. Scale of drawings noted on each drawing: _____
16. Building type, size and location: _____
17. Height of building: _____
18. Exterior material samples to be provided: AWNING FABRIC, WINDOW COLOR

NOTE: Please supply material samples of all exterior alterations for the HPC meeting.

19. Proposed Start Date: 2/26/16
20. Proposed Completion Date: 6/15/16

21. Additional information may be requested to include, but not limited to, the following:

A. Photographs from the site adjacent neighboring structures and/or property;
B. Detailed drawings of decorative elements of the buildings and/or structure(s);
C. Sectional building or site drawings drawn to recognized engineering or architectural scale.

NOTE: Please provide any and all information that will illustrate to the Commission the effect of the proposed change.

Property Owner

MICHELLE PETERSEN — Print
Signature
2/29/16 — Date

Applicant

MICHELLE PETERSEN — Print
Signature
2/29/16 — Date

☒ Please reserve my position for Façade grant money in the event additional funding is made available in the future. I understand I would be required to complete a Façade Grant Application within 25 business days of notification of fund availability or I would lose my reserved position.

STOP! Have you included the following with your application?

1. Color photographs of current building façade, including some view of the buildings on either side for context;

2. Architectural plans, elevations, and/or perspective drawings and sketches illustrating the design and character of all proposed alterations completed to a recognized architectural scale with the name of the project noted;

3. Historic photos of your building as it appeared in the past. You are required to visit the Burlington Historical Society Museum at 232 North Perkins Blvd. for this information if your project includes façade renovations;

4. Material samples of all exterior alterations; i.e., color samples, siding. Only one sample per design element is required;

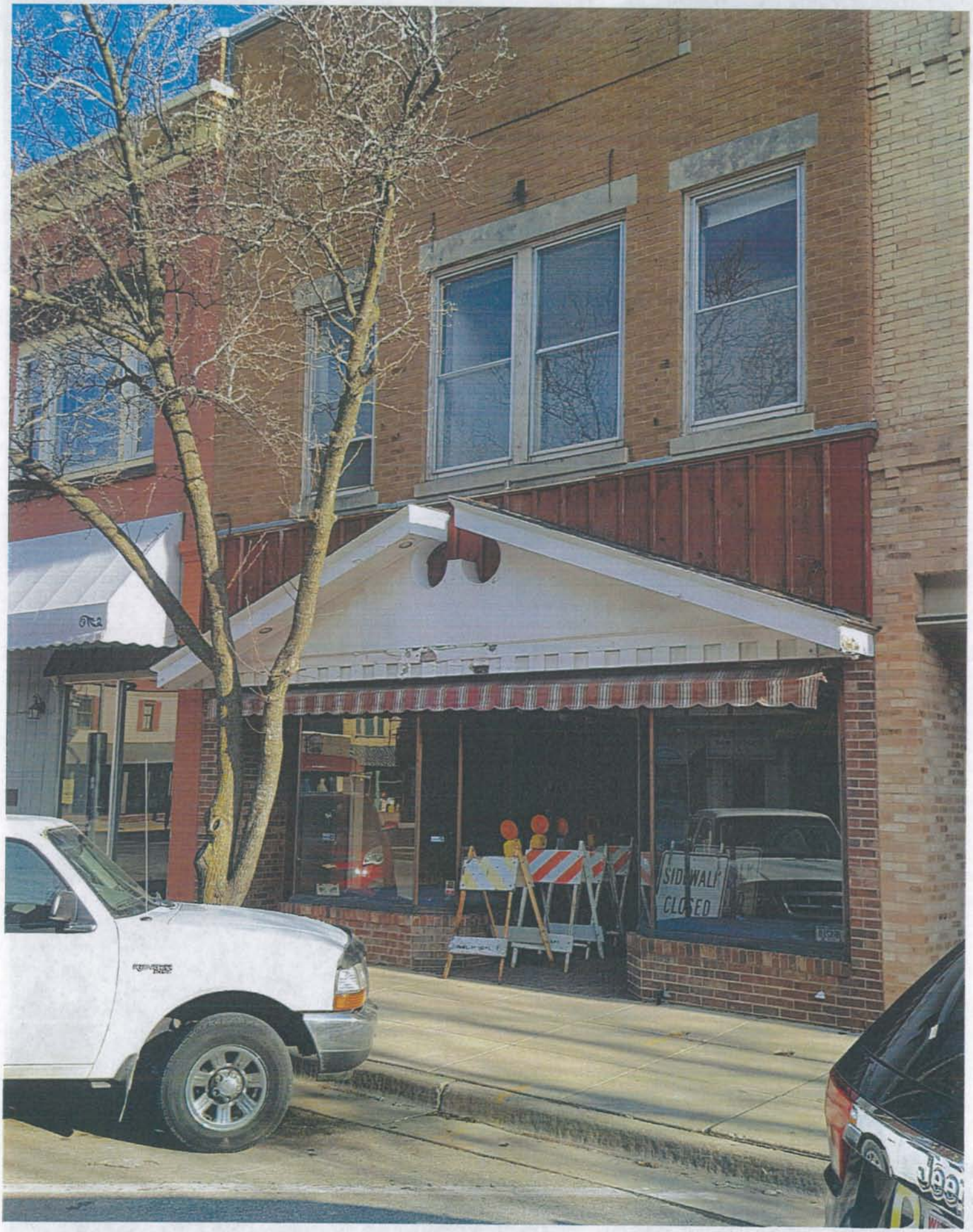
5. 10 copies of all supplemental information; i.e., drawings, renderings, elevations, photos/pictures, etc. that are not easily duplicated due to size or other restrictions.

If any of the above pertain to your project and are not included with your application, your application will be considered INCOMPLETE and will not be placed on the meeting agenda for discussion.

THANK YOU FOR YOUR COOPERATION!

Amended October 2014

CURRENT AS OF 2/25/16



120 E CHESTNUT
HOTEL
COCKTAIL ROOM
BURLINGTON NATIONAL BANK
BURLINGTON NATIONAL BANK
GARVEY'S
Rexall
DRUGS
GARVEYS DRUGS
MEN'S WEAR

On Behalf Of: ABC Supply Co/Burlington
Address: 681 Kane Street
Burlington, WI 53105
Phone: 262-763-3047
Fax: 262-763-4707
Contact: Greg Soper
Email: greg.soper@abcsupply.com
Phone: 262-763-3047
Fax: 262-763-4707

KOLBE
WINDOWS & DOORS
We're for the visionaries.™

Quote 533585D: MPC Property Management
Project: Michelle
Printed: 3/1/2016 7:54:56 AM

Line	Label	UOM	Quantity	Cubic Feet	Unit Price	Extended Price
001	None Assigned	**EA**	(3)	**22.51**	**$1,068.37**	**$3,205.11**

Scaled to Fit

Rough Opening:
40-3/8" X 77-1/8"
Frame Size:
39-7/8" X 76-5/8"
Unit Dimension:
39-7/8" X 76-5/8"

*** Unit ***
UCS (Assy 1)

Ultra Rectangle Casement

*** Performance ***
Unit 1.1: U-Value = 0.32, Metric U-Value = 1.82

*** Unit ***
Unit 1.1: Extruded Sash, Crank Out, Left Hinging, Stepped Stop

*** Glass ***
Unit 1.1: H-K LoE 270 Insulated Glass, Mill Finish Spacer, Glass Preserve without Neat Coating, Beveled Bead

Unit 1.1: Clear glass

*** Hardware-Accessories ***
Unit 1.1: Standard w/ Euro Hinges Window Hardware, Clay (Rustic) Hardware, BetterVue Fiberglass Screen, Screen(s) Loose

*** Species-Finish-Color ***
Unit 1.1: Pine, 70% Fluoropolymer Ext Sash, 70% Fluoropolymer Exterior Frame, Match All Ext Colors, Merlot Exterior, Unfinished Interior Sash Finish, Unfinished Interior Frame, Rustic Screen

*** Casing-Jambs-Trim ***
Unit 1.1: No Casing, 6-5/16" Clips Installation Clips, No Sill Nosing, Nailing Fin, 4-9/16" Jambs, Jambs Applied

Sash operation will be less than 90 degrees when using Standard Hardware w/ Euro Hinges. Number of installation clips applied is configured for a DP20 installation design pressure. Kolbe also recommends adding an additional 1/2" to the standard rough opening.

002 None Assigned **EA** (1) **22.44** **$1,066.97** **$1,066.97**

Scaled to Fit

Rough Opening:
40-3/16" X 77-1/4"
Frame Size:
39-11/16" X 76-3/4"
Unit Dimension:
39-11/16" X 76-3/4"

*** Unit ***
UCS (Assy 1)

Ultra Rectangle Casement

*** Performance ***
Unit 1.1: U-Value = 0.32, Metric U-Value = 1.82

*** Unit ***
Unit 1.1: Extruded Sash, Crank Out, Left Hinging, Stepped Stop

*** Glass ***
Unit 1.1: H-K LoE 270 Insulated Glass, Mill Finish Spacer, Glass Preserve without Neat Coating, Beveled Bead

Unit 1.1: Clear glass

*** Hardware-Accessories ***
Unit 1.1: Standard w/ Euro Hinges Window Hardware, Clay (Rustic) Hardware, BetterVue Fiberglass Screen, Screen(s) Loose

*** Species-Finish-Color ***
Unit 1.1: Pine, 70% Fluoropolymer Ext Sash, 70% Fluoropolymer Exterior Frame, Match All Ext Colors, Merlot Exterior, Unfinished Interior Sash Finish, Unfinished Interior Frame, Rustic Screen

*** Casing-Jambs-Trim ***
Unit 1.1: No Casing, 6-5/16" Clips Installation Clips, No Sill Nosing, Nailing Fin, 4-9/16" Jambs, Jambs Applied

Sash operation will be less than 90 degrees when using Standard Hardware w/ Euro Hinges. Number of installation clips applied is configured for a DP20 installation design pressure. Kolbe also recommends adding an additional 1/2" to the standard rough opening.

Window and Door Details

Line Number	**001-1**
Label	**None Assigned**
Product Name	**Ultra Rectangle Casement (UCS)**
Configured in PK Version	**393**

AS VIEWED FROM EXTERIOR

Scaled To Fit

Quantity	**(3)**
Cubic Feet	**22.51**
Unit Price	**$1,068.37**
Extended Price	**$3,205.11**

*** Pricing Details ***

Base Price	**$803.69**
Screen	**$106.92**
Preserve	**$13.32**
Hinges	**$46.64**
Venting	**$82.55**
Installation Clips	**$15.24**

*** Notes ***

Manufacturer Note: Sash operation will be less than 90 degrees when using Standard Hardware w/ Euro Hinges.

Manufacturer Note: Number of installation clips applied is configured for a DP20 installation design pressure. Kolbe also recommends adding an additional 1/2" to the standard rough opening.

*** Overall Dimensions ***

Overall Frame Width	**39 7/8"**
Overall Frame Height	**76 5/8"**
Overall Rough Opening Width	**40 3/8"**
Overall Rough Opening Height	**77 1/8"**
Overall Unit Dimension Width	**39 7/8"**
Overall Unit Dimension Height	**76 5/8"**

*** Dimensions ***

Call Width	**Custom**
Call Height	**Custom**
Individual Frame Width	**39 7/8"**
Individual Frame Height	**76 5/8"**
Glass Width	**34 1/2"**
Glass Height	**71 1/4"**

*** Casing-Jambs-Trim ***

Exterior Casing/Accessories	No Casing
Sill Nosing	No Sill Nosing
Nailing Fin	Yes
Jamb Depth	**4 9/16"**
Jambs Applied	Yes
Jambs Exact	No
Offset Jambs	No Offset
Installation Clips	6 5/16" Clips

*** Performance ***

Performance	Standard Performance
Display Current NFRC Rating Info.	Yes
U-Value	0.32
Solar Heat Gain Coefficient (SHGC)	0.25
Visible Transmittance (VT)	0.46
Condensation Resistance (CR)	58
NFRC CPD #	KKM-K-32-00502-00001
Energy Star Southern Zone	Yes
Energy Star South/Central Zone	No
Energy Star North/Central Zone	No
Energy Star Northern Zone	No
Energy Star Door Northern & North/Central Zones	N/A
Energy Star Door All 50 States	N/A
Canada Energy Rating (ER)	+15
Canada Zone(s)	-
Metric U-Value	1.82

*** Unit ***

Unit Type	Complete Unit
Production	Current
Unit Package	No Package
Model	Crank Out
Hinging	Left
Sash Material	Extruded
Stop Profile	Stepped

*** Glass ***

Glass	H-K LoE 270 Insulated
Glass Spacer	Mill Finish
High Altitude	No
Glass Preserve / Neat Coating	Glass Preserve without Neat Coating
Glazing Bead	Beveled
Glass Type	Clear
Obscure / Opaque Glass	None
	NOT Tempered

*** Hardware-Accessories ***

Window Hardware	Standard w/ Euro Hinges
Hardware Color	Clay (Rustic)
Crank Cover and Handle	Yes
Screen	Screen
Mesh Type	BetterVue Fiberglass
Screen(s) Applied	No
Fall Protection Device	No

Window and Door Details

*** Species-Finish-Color ***

Change Species	Leave All Pine
Exterior Frame Finish	70% Fluoropolymer
Exterior Sash Finish	70% Fluoropolymer
Match All Exterior Colors	Yes
Exterior Color	Merlot
Interior Frame Finish	Unfinished
Interior Sash Finish	Unfinished
Screen Color	Rustic
Fingerjoints	Standard Fingerjoints

Window and Door Details

Line Number	**002-1**
Label	**None Assigned**
Product Name	**Ultra Rectangle Casement (UCS)**
Configured in PK Version	**393**

AS VIEWED FROM EXTERIOR

Scaled To Fit

Quantity	**(1)**
Cubic Feet	**22.44**
Unit Price	**$1,066.97**
Extended Price	**$1,066.97**

*** Pricing Details ***

Base Price	**$802.65**
Screen	**$106.60**
Preserve	**$13.29**
Hinges	**$46.64**
Venting	**$82.55**
Installation Clips	**$15.24**

*** Notes ***

Manufacturer Note: Sash operation will be less than 90 degrees when using Standard Hardware w/ Euro Hinges.

Manufacturer Note: Number of installation clips applied is configured for a DP20 installation design pressure. Kolbe also recommends adding an additional 1/2" to the standard rough opening.

*** Overall Dimensions ***

Overall Frame Width	**39 11/16"**
Overall Frame Height	**76 3/4"**
Overall Rough Opening Width	**40 3/16"**
Overall Rough Opening Height	**77 1/4"**
Overall Unit Dimension Width	**39 11/16"**
Overall Unit Dimension Height	**76 3/4"**

*** Dimensions ***

Call Width	**Custom**
Call Height	**Custom**
Individual Frame Width	**39 11/16"**
Individual Frame Height	**76 3/4"**
Glass Width	**34 5/16"**
Glass Height	**71 3/8"**

*** Casing-Jambs-Trim ***

Exterior Casing/Accessories	No Casing
Sill Nosing	No Sill Nosing
Nailing Fin	Yes
Jamb Depth	**4 9/16"**
Jambs Applied	Yes
Jambs Exact	No
Offset Jambs	No Offset
Installation Clips	6 5/16" Clips

*** Performance ***

Performance	Standard Performance
Display Current NFRC Rating Info.	Yes
U-Value	0.32
Solar Heat Gain Coefficient (SHGC)	0.25
Visible Transmittance (VT)	0.46
Condensation Resistance (CR)	58
NFRC CPD #	KKM-K-32-00502-00001
Energy Star Southern Zone	Yes
Energy Star South/Central Zone	No
Energy Star North/Central Zone	No
Energy Star Northern Zone	No
Energy Star Door Northern & North/Central Zones	N/A
Energy Star Door All 50 States	N/A
Canada Energy Rating (ER)	+15
Canada Zone(s)	-
Metric U-Value	1.82

*** Unit ***

Unit Type	Complete Unit
Production	Current
Unit Package	No Package
Model	Crank Out
Hinging	Left
Sash Material	Extruded
Stop Profile	Stepped

*** Glass ***

Glass	H-K LoE 270 Insulated
Glass Spacer	Mill Finish
High Altitude	No
Glass Preserve / Neat Coating	Glass Preserve without Neat Coating
Glazing Bead	Beveled
Glass Type	Clear
Obscure / Opaque Glass	None
	NOT Tempered

*** Hardware-Accessories ***

Window Hardware	Standard w/ Euro Hinges
Hardware Color	Clay (Rustic)
Crank Cover and Handle	Yes
Screen	Screen
Mesh Type	BetterVue Fiberglass
Screen(s) Applied	No
Fall Protection Device	No

Window and Door Details

*** Species-Finish-Color ***

Change Species	Leave All Pine
Exterior Frame Finish	70% Fluoropolymer
Exterior Sash Finish	70% Fluoropolymer
Match All Exterior Colors	Yes
Exterior Color	~~Merlot~~
Interior Frame Finish	Unfinished
Interior Sash Finish	Unfinished
Screen Color	Rustic
Fingerjoints	Standard Fingerjoints

Rough Opening Schedule

001 None Assigned

Quantity: 3

Ultra Rectangle Casement

Rough Opening: 40 3/8" X 77 1/8"
Box / Frame Size: 39 7/8" X 76 5/8"
Unit Dimension: 39 7/8" X 76 5/8"

002 None Assigned

Quantity: 1

Ultra Rectangle Casement

Rough Opening: 40 3/16" X 77 1/4"
Box / Frame Size: 39 11/16" X 76 3/4"
Unit Dimension: 39 11/16" X 76 3/4"

Notes / Totals / Signature

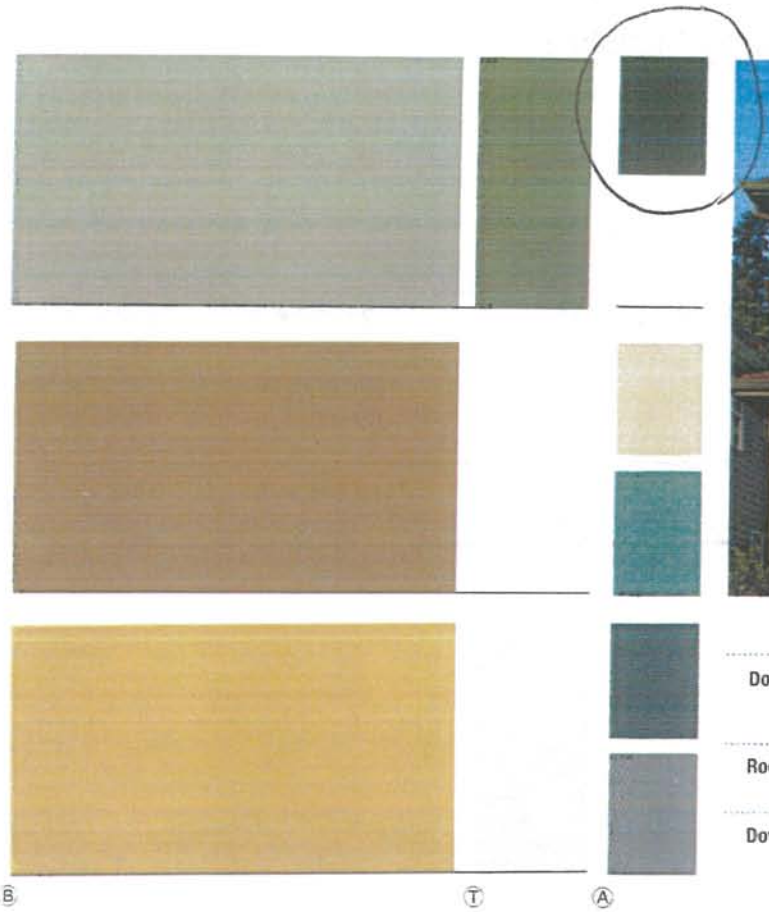
Total Quantity: 4	**Total Cubic Feet:** 89.98	**Sub-Total*:**	$4,272.08
		Total Tax:	$217.88
		Total Freight:	$0.00
		Total Labor:	$0.00
		Total Amount:	$4,489.96

Total Amount includes Kolbe and/or Non-Kolbe lines if applicable

Signature: _____ **Date:** _____

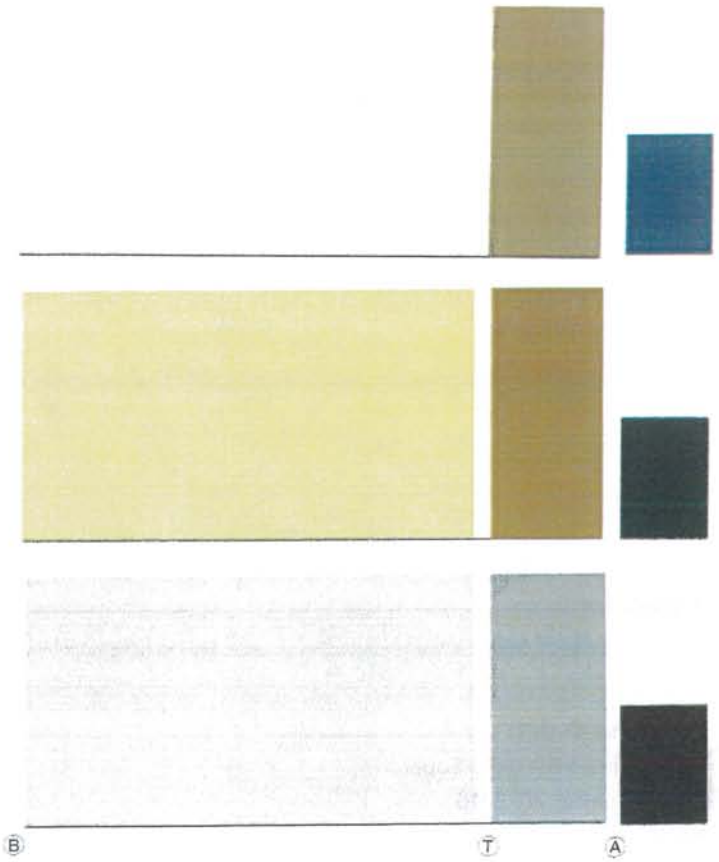
Purchase Order: _____

UPPER LEVEL WINDOW COLOR



BODY	TRIM	ACCENT	ACCENT 2
Downing Stone SW 2821	**Sage Green Light** SW 2851	**Roycroft Bronze Green** SW 2846	**Classic Light Buff** SW 0050
Rookwood Clay SW 2823	**Pure White** SW 7005	**Downing Sand** SW 2822	**Teal Stencil** SW 0013
Downing Straw SW 2813	**Roycroft Vellum** SW 2833	**Roycroft Pewter** SW 2848	**Classic French Gray** SW 0077

BODY	TRIM	ACCENT	ACCENT 2
Antique White SW 6119	**Roycroft Suede** SW 2842	**Creamy** SW 7012	**Bunglehouse Blue** SW 0048
Peace Yellow SW 2857	**Rookwood Antique Gold** SW 2814	**Classical White** SW 2829	**Roycroft Bottle Green** SW 2847
Roycroft Mist Gray SW 2844	**Downing Stone** SW 2821	**Extra White** SW 7006	**Rookwood Dark Red** SW 2801



35518 W. STATE STREET
BURLINGTON, WI 53105

(262) 763-5646
FAX (262) 763-8601

PROPOSAL

29Feb16

MPC Property Management
Burlington, Wisconsin 53105
Attn: Michelle Peterson
Fax 888-611-4191
Email - michelle@mpcpm.com

Job: 120 E. Chestnut Street

****

We hereby submit estimate: Replace existing single pane windows and frames:
Dark bronze aluminum framing, clear w/LoE insulated glass.

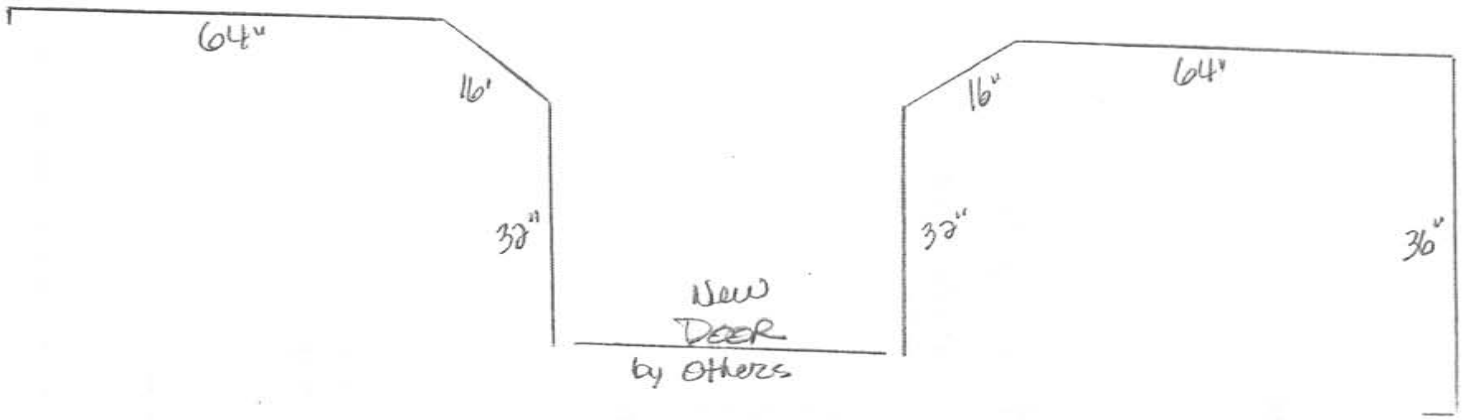
Materials ----------	$ 4695.00
Dark bronze break metal ----------	200.00
Remove existing windows ----------	760.00
Installation of new windows ----------	1900.00
Sub total ----------	$ 7555.00
Wisconsin sales tax ----------	385.31
Total ----------	$ 7940.31

Note: If additional materials and labor are needed after removal of existing windows it will be added to total.

This proposal will be honored for 30 days.
One half down payment, balance upon completion

^^^

— CHESTNUT ST —

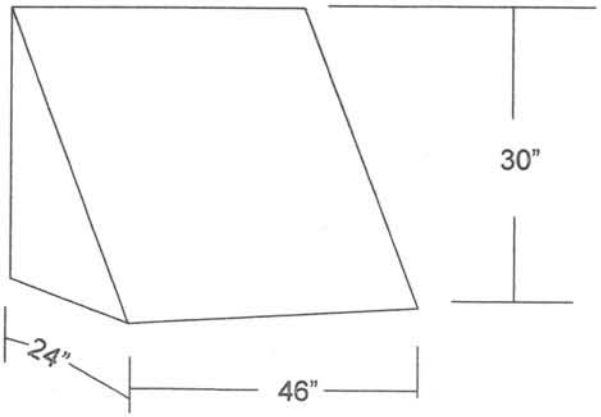


X 80" o.a height
Dark Bronze FINISH
Clear w/LoE insl glass

BURLINGTON GLASS:
LOWER LEVEL WINDOWS

BURLI SIGNS
AWNING RENDERING

ALUMINUM FRAME / SUNBRELA FABRIC COLOR #4866 Shafford Ginger



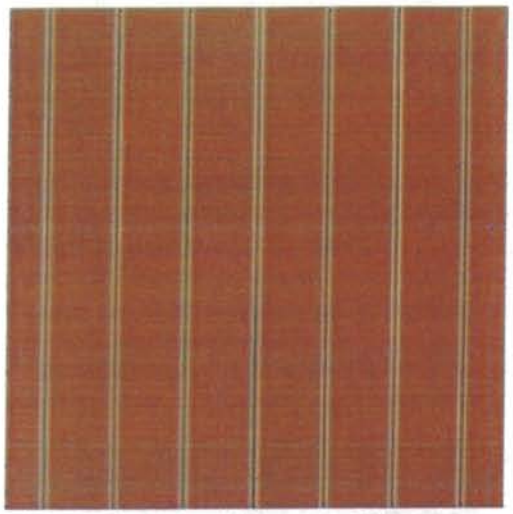
NOTE: ABOVE RENDERING DOES NOT ACCURATELY DEPICT THE DEPTH OF THE AWNINGS.

Installed Price for (4) awning $3,880.00

PLUS TAX / PERMITS

"The Sign of Quality"

125 FRONT STREET BURLINGTON WI.



4866 Shafford Ginger

BURUSIONS
AWNING COLOR

CITY OF BURLINGTON

Building & Zoning Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1164 – (262) 763-3474 fax
www.burlington-wi.gov

Historic Preservation Commission Item: 7G	**Date:** March 24, 2016
Submitted By: Steve DeQuaker, City Treasurer	**Subject:** Façade Grant Program for 120 E. Chestnut Street

Details:
Michelle Peterson of MPC Property Management is requesting approval of a Façade Grant Program located at 120 E. Chestnut Street. The proposed project consists of:

- The installation of four (4) awnings on upper level windows, made of Sunbrella fabric and Shafford Ginger color to match the awing at 109 E. Chestnut Street and returning façade to original style.
- The installation of double-pane windows on ground level.
- The installation of double-pane aluminum clad wood windows on upper-level with color matching Sherwin Williams Roycroft Bronze Green.

If the HPC approves this application, staff's recommends the following: that the approval be contingent on satisfying the recommendations in Mark Roffers' memo; and the following contingencies:

- Applicant will provide invoices and/or receipts and lien waivers to the HPC to ensure compliance with the original application.
- If the project is not completed and if the façade grant is not disbursed within six months, the HPC reserves the right to rescind the allotted grant amount.

Financial Remarks:
The estimated project cost is $16,310.27. If the Façade Grant is approved by the HPC the grant should not exceed $5,000. The remaining available façade grant balance would only be $5,000.

Executive Action:
This item is for consideration to approve the Façade Grant Program at the March 24, 2016 Historic Preservation Commission meeting.

CITY OF BURLINGTON

Administration Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 – (262) 763-3474 fax
www.burlington-wi.gov

FAÇADE GRANT STAFF MEMORANDUM
CITY OF BURLINGTON HISTORIC PRESERVATION COMMISSION

Date: March 17, 2016

Applicant Address & Name: Michelle Peterson, MPC Property Management - 120 E. Chestnut Street

Project Overview/ Applicant's Request:	**Submitted**
Front facade improvements, window replacements, and awnings installed on upper windows. **Staff Comments:** *Application received 2/29/16*	YES ☑ NO ☐
Application Checklist for Staff Review:	
1. COA application received and/ or sign permit application received and/or approved by HPC **Staff Comments:** *COA has been received and has yet to be reviewed/approved by the HPC*	YES ☑ NO ☐
2. Eligible project uses per program rules/HPS staff? **Staff Comments:** *See Mark Roffer's memorandum for the COA application recommendations*	YES ☑ NO ☐ See Note ☑
3. Qualified contractor bid documents and all cost breakdowns by category such as masonry repair, window replacement, etc. **Staff Comments:** *Total estimated cost for front facade and awnings: $16,310.27* *(50% = $8155.14) Allowed $5000 for facade.*	YES ☑ NO ☐
4. Status of City owed taxes, payments and fees **Staff Comments:** *Taxes, utilities and other fees are paid in full.*	See Contingencies
Staff Recommendation (contingencies listed):	

The applicant is eligible for a façade grant in the amount not to exceed $5000 . Staff suggests that approval be contingent on satisfying the following contingencies:

- *Satisfy any recommendations in Mark Roffer's memo for the COA as indicated by the HPC.*
- *Applicant will provide invoices and/or receipts and lien waivers to the HPC to ensure compliance with the original application.*
- *Applicant will wait to perform this work until Common Council takes final action on approval.*
- *Applicant will obtain all required permits and the Building Inspector will monitor the project and must provide final approval prior to grant reimbursement.*
- *All taxes, payments, fees owed to the City by the applicant must be paid prior to reimbursement of grant funds.*

If the project is not completed and if the façade grant is not disbursed within six months, the HPC reserves the right to rescind the allotted grant amount.

City of Burlington
Façade Improvement Grant Program
Application Form

Office Use Only
Date Received 3/1/16
Time Received _____
Application Number 2

Applicant Name: BERNARD & MICHELLE PETERSEN

Contact Name: MICHELLE PETERSEN

Name of Tenant: _____

Name of Business: MPC PROPERTY MANAGEMENT

Telephone Number: 262-903-0548 Facsimile Number: 888-611-4191

E-Mail Address: michelle@mpcpm.com

Project Address: 120 E CHESTNUT STREET, Burlington, WI

Mailing Address: 109 E CHESTNUT STREET

Does the applicant own the project building? ✓ Yes ____ No

If the answer to the above question is no, please attach a letter from the owner expressing approval of the project proposal.

Will you be using the services of an architect or engineer? ✓ Yes ____ No INTERIOR WORK ONLY, NOT FACADE

If yes, list your architect or engineer of preference: STELLING & ASSOCIATES

Estimated Project Cost: $16,310.27

Attach qualified contractor bid documents and all cost breakdowns by category such as masonry repair, window replacement, etc.

Proposed start date: 2/26/16

Proposed completion date: 5/15/16

What is (are) the existing use(s) of the building? COMMERCIAL

Will this project proposal cause a change in the building's use? NO

If so, please explain. _____

Do you intend to apply for the Historic Preservation Tax Credit on this project? ____ Yes ✓ No

As a part of this application, if your project includes any improvement with the exception of only signage, you must complete the attached "Application for the Certificate of Appropriateness".

Signature of Applicant

MICHELLE PETERSEN
Print Name

Signature of Property Owner

MICHELLE PETERSEN
Print Name

APPLICANTS WHO DEVIATE FROM THE APPROVED APPLICATION WILL BE DISQUALIFIED FROM THIS GRANT PROGRAM.

Façade Grant Application

Property Address: 120 E Chestnut Street

Façade Improvements:

1. Removal of deteriorated wood fascia on lower section of building – COMPLETED
   - In removing the wood fascia, the original transom windows have been restored

2. Installation of (4) awnings on upper level windows, returning the façade to that shown in circa 1950's photos (Sunbrella, color is Shafford Ginger and matches the awning located at 109 E Chestnut)
   - $3,880.00 (labor and materials)

3. Installation of double-pane windows on ground-level
   - $4,489.96 (materials only)

4. Installation of double-pane aluminum clad wood windows on upper-level (Kolbe Ultra Series, color matches Sherwin Williams Roycroft Bronze Green)
   - $7,940.31 (labor and materials)

Total Cost of Improvements: $16,310.27

CITY OF BURLINGTON

Building & Zoning Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1164 – (262) 763-3474 fax
www.burlington-wi.gov

Historic Preservation Commission Item: 7H	**Date:** March 24th, 2016
Submitted By: Gregory Guidry, Building Inspector	**Subject:** Certificate of Appropriateness for 457 Milwaukee Avenue

Details:
Jonathan Thorngate of LifeBridge Church is requesting approval of a Certificate of Appropriateness located at 457 Milwaukee Avenue. The proposed project consists of:

- The restoration and alteration of the front façade, replacement of windows and doors, painting over current signage and installation of projecting and wall signs. The installation of awnings is proposed to be made of black metal. The installation of gooseneck lighting. The entryway location is proposed to change from the east side of the building to the center which updates the building, but still maintains the historic character.

Mark Roffers, Interim City Planner, recommends approval of this request, subject to conditions listed in his March 14, 2016 memorandum to the Commission.

Financial Remarks:
The applicant applied for a Façade Grant as seen in item 7J.

Executive Action:
This item is for consideration to approve the Certificate of Appropriateness at the March 24, 2016 Historic Preservation Commission meeting and be placed on the March 5, 2016 Committee of the Whole and Common Council meetings for consideration.

MDRoffers Consulting

To: City of Burlington Historic Preservation Commission

From: Mark Roffers and Colette Spranger, Interim City Planning Consultants

Date: March 14, 2016

Re: Certificate of Appropriateness and Sign Permit Application, 457 Milwaukee Ave., LifeBridge Church

---

Desired Outcomes: Restoration and alteration of front building façade, replacement of windows and doors, installation of wall and projecting signs; installation of awnings.

Location: Owner-occupied building at 457 Milwaukee Avenue, intended for church use. Early use of this building was for a car dealership.

Summary: We believe that the applicant is proposing a set of changes that will update the building for contemporary use, while restoring and altering the front façade in a way that maintains the historic character of this building within the Historic Preservation Overlay District. The project in general meets applicable guidelines and ordinance requirements. We are advising a Certificate of Appropriateness for everything but the installation and removal of signage—an aspect of the proposal that we believe could use some further development.

Recommendation: We recommend that the Commission recommend that the Common Council approve the request for building improvements at 457 Milwaukee Avenue, subject to the following conditions:

1. All work shall be per the application materials submitted on 3/7/16, except as necessary to meet the conditions that follow. The approval does not include any signage at this time.
2. The applicant shall obtain a building permit for the work. Prior to the issuance of a building permit, the applicant shall adjust and resubmit building elevations for City staff approval, including the following adjustments:
    a. Indicate design, materials, and color for awnings, per the Commission's recommendation.
    b. Indicate that signage is conceptual and subject to subsequent City approval.
    c. Include a catalog page for proposed light fixtures, including proposed housing color, and indicate that lights above signage may be installed only when associated signage is installed.

d. Indicate trim materials and colors for windows and doors, per the Commission's trim recommendations.

e. Specify existing and proposed locations for roof-, building-, and ground-mounted utility and mechanical units.

f. Indicate that removal of aluminum siding near the top of the south façade and specific approaches for restoration/replacement of the brick beneath will be completed in communication with the Building Inspector.

3. Any other conditions that the Commission may recommend that are consistent with applicable zoning ordinance requirements.

We also recommend that the Commission postpone action on the sign aspects of the proposal, including the proposed lighting above the wall sign(s), enabling the following to occur before taking action on signage:

1. The applicant should hire a sign contractor, who may advise differences in signage from what is currently proposed.
2. Submittal of better details on proposed materials, fonts, and colors of signage.
3. Any adjustments to sign colors to respond to Commission review against the design guidelines.
4. A specific plan, following investigation of the range of possible options, for removal of the nonconforming painted wall signs on the west elevation of the building, including power washing, acid or other chemical treatment, painting in a color that matches the brick below, or painting in a color that contrasts with the brick color below. Any painting option shall include cleaning and priming recommendations.

Analysis of Requests Against City Ordinance Requirements and Design Guidelines

Applicable Review Standard	Evaluation	Comments
Has Applicant Submitted Required Application Materials?		
(1) For Certificate of Appropriateness	Sufficient for conditional approval	Applicant has confirmed some missing details from the initial submittal, as indicated in the comments that follow. Some additional details on trim and awnings should be better documented in refined plans.
(2) For Sign Permit Application	In progress	Applicant has confirmed some missing details from the initial submittal, as indicated in the comments that follow, but has yet to hire a sign contractor who may suggest adjustments. Also, plan for removal of nonconforming signs on the west façade has not been fleshed out.
Standards for Signage in the HPO Historic Preservation Overlay District		
(1) Prohibited Signs	In Progress	Applicant intends to remove the series of outdated, non-conforming signs on the west elevation, but we believe that the method of removal deserves further scrutiny. Putting another layer of paint over brick is generally not the preferred solution, and will require care in application and future maintenance.

Applicable Review Standard	Evaluation	Comments
(2) Wall, fascia (including transoms), and awning signs	In progress	For the proposed wall sign(s) on the south façade, the signage area requirement has been met. Also, the building is permitted up to 3 wall signs, so whether "LifeBridge" and "Church" count as one or two signs seems immaterial. Applicant indicates that the proposed lettering would be similar in style to what was previously used on the building: externally illuminated solid white lettering. Lexan (polycarbonate resin) or metal lettering may be used; sign contractor not yet hired.
(3) Projecting and Hanging Signs	Met	The proposed projecting sign is well above the minimum required eight feet above the sidewalk. Proposed sign is a square, 2' 8½" in area, set on end, and made of metal. Sign area meets HPO District standard.
(4) Illumination of Signs	Met	Application shows shielded spotlights for signage, which are permitted in this district and historically appropriate for this building. As we are suggesting deferring action on sign approval, we also advise deferring action on the 6 lights proposed to illuminate the wall sign(s).
(5) Limitations on types of window signs (including transom windows)	NA	

Applicable Review Standard	Evaluation	Comments
(6) Signage Color	In progress	Wall signage color proposed to be a shade of white, intended to match the white in the projecting sign. The projecting sign colors are more contemporary than those advised within the Historic Preservation District. The sign represents the applicant's existing logo. We believe that the colors used are not inappropriate for the District, and are being proposed for a small sign. The Commission may wish to discuss this aspect
General Standards in HPO Historic Preservation Overlay District (Section 315-42)		
District Standards 315-42(B)	Sufficient for conditional approval	Building improvements and window and door details, up to what is presently known, conform to district standards. The proposed awning material is metal—a material subject to Historic Preservation Commission consent. Metal may reflect back to the building's historic use as a car dealership, and awnings on a south façade is a practical improvement. Proposed sign colors may pose some issues for discussion.

Applicable Review Standard	Evaluation	Comments
Limitation on Structural/Appearance Changes 315-42(E)	Met	Replacing the existing windows will help the new owners conserve energy. Applicant reports paint-over and damage to the original transom windows, which in his opinion warrant replacement (i.e., extension of windows further up on buildings to fill this space). This seems to be a reasonable design solution. Proposed changes would represent a significant improvement and general return to the building's original character, compared to its current state. The main entrance to this building has been a door on east side of the front façade. Proposed remodeling would move the main entrance to the center of the building, which appears to work visually and functionally. The two proposed side-by-side doors would be surrounded by glass windows, which would fill the remaining area traditionally filled by a large display window. The former east door area would be used for a window and the remaining windows on the front and east façades will also be replaced. The east elevation also includes a proposed window installed where there is currently a garage door. This change improves the overall appearance of the building, even if it covers a reminder of its historic use. In total, the relationship of solids to voids is similar to the building's historic condition.

BURLINGTON HISTORIC DOWNTOWN MAIN STREET DISTRICT DESIGN QUALITY AND STANDARDS GUIDELINES		
Design Issues (pp. 7-9)	Met	The proposed change in entryway location – from the side of the building to the center – is consistent with other "storefronts" in the downtown, and is consistent with the standard that storefronts be composed almost entirely of glass. In total, it is our opinion that this project updates the building for contemporary use in a way that both maintains the unique qualities of the original building front and adjusts it to align with other HPO District guidelines.
Maintenance and Repair (pp. 10-13)	In Progress	The original masonry near the top of the south façade is current beneath aluminum siding. The applicant intends to restore this area to its original appearance as much as possible. There are large, painted non-conforming signs on the west elevation of the building. The applicant has spoken with the City Building Inspector about an acceptable method of removing these signs. Painting over the signs seems to be the recommended method at present, but this would create some long-term maintenance needs and demands care in application.
Lighting (pp. 15-16)	In progress	Lighting around wall signage meets standards for signage lighting set forth in Section 315-74. Other lights attached to the building are in historically appropriate locations, and appear to be of a design that compliments the building and the Historic Preservation District.
Screening (pp. 16)	NA	

Pedestrian Access (pp. 17)	Met	Proposed changes do not disrupt the sidewalk pattern or pedestrian access.
Secretary of Interior's "Standards for Rehabilitation" (pp. 19)	Met	Historic features are proposed to be restored. New windows and doors complement historic rhythm of building.
OTHER APPLICABLE STANDARDS FROM THE ZONING ORDINANCE		
Existing Nonconforming Signs 315-75	In Progress	See commentary above. These require removal before new sign permits are granted.
Awnings in B-2 Central Business District 315-61(A)	In progress	The applicant is proposing black metal awnings for use above the new display windows. The use of metal awnings will be subject to approval from the Historic Preservation Commission.

Application for the Certificate of Appropriateness

Per section § 315-42 of the HPO Historic Preservation Overlay District zoning ordinance, the following application must be completed when alterations in the architectural appearance of any structure within the HPO district is proposed.

Please provide the following:

1. Architectural plans, elevations, photographs, color samples and/or perspective drawings and sketches illustrating the design and character of all proposed alterations (except painting, see below) must be submitted. Said elevations and drawings shall indicate the location and placement of all auxiliary building equipment such as heating, ventilating, and/or air-conditioning equipment. These drawings are to be completed to a recognized architectural scale with the name of the project noted. Building plans shall be submitted with all detail drawn on each elevation. Plans drawn with partial building details indicated will be returned to the Applicant for redrafting.

   For alterations consisting of painting only, color samples and photographs shall be submitted indicating the areas to be painted.

2. Applicant Name: Jonathan Thorngate
3. Contact Name: Jonathan Thorngate
4. Name of Tenant: LifeBridge Church
5. Name of Business: LifeBridge Church
6. What is (are) the existing use(s) of the building? VACANT
7. Telephone Number: 262.215.7887 Facsimile Number: _____
8. E-Mail Address: thornga2@gmail.com
9. Project Address: 457 MILWAUKEE AVE, Burlington, WI
10. Mailing Address: PO Box 28, Burlington WI 53105
11. Does the applicant own the project building? X Yes _____ No
12. If no, please list owner's name and address: _____
13. Architect or engineer's name and address: ABACUS ARCHITECTS
    1135A MICHIGAN AVE. SHEBOYGAN, WI 53081
14. Date of submittal of plans: 2/26/2016
15. Scale of drawings noted on each drawing: _____
16. Building type, size and location: CHURCH, 6,800 SF, 457 MILWAUKEE AVE.
17. Height of building: 20'-0"
18. Exterior material samples to be provided: _____

NOTE: Please supply material samples of all exterior alterations for the HPC meeting.

19. Proposed Start Date: _____
20. Proposed Completion Date: _____

21. Additional information may be requested to include, but not limited to, the following:

A. Photographs from the site adjacent neighboring structures and/or property;
B. Detailed drawings of decorative elements of the buildings and/or structure(s);
C. Sectional building or site drawings drawn to recognized engineering or architectural scale.

NOTE: Please provide any and all information that will illustrate to the Commission the effect of the proposed change.

Property Owner

LifeBridge Church — Signature — 3/8/16

Print — Signature — Date

Applicant

Jonathan Thorngate — Signature — 3/8/16

Print — Signature — Date

☐ Please reserve my position for Façade grant money in the event additional funding is made available in the future. I understand I would be required to complete a Façade Grant Application within 25 business days of notification of fund availability or I would lose my reserved position.

STOP! Have you included the following with your application?

1. Color photographs of current building façade, including some view of the buildings on either side for context;

2. Architectural plans, elevations, and/or perspective drawings and sketches illustrating the design and character of all proposed alterations completed to a recognized architectural scale with the name of the project noted;

3. Historic photos of your building as it appeared in the past. You are required to visit the Burlington Historical Society Museum at 232 North Perkins Blvd. for this information if your project includes façade renovations;

4. Material samples of all exterior alterations; i.e., color samples, siding. Only one sample per design element is required;

5. 10 copies of all supplemental information; i.e., drawings, renderings, elevations, photos/pictures, etc. that are not easily duplicated due to size or other restrictions.

If any of the above pertain to your project and are not included with your application, your application will be considered INCOMPLETE and will not be placed on the meeting agenda for discussion.

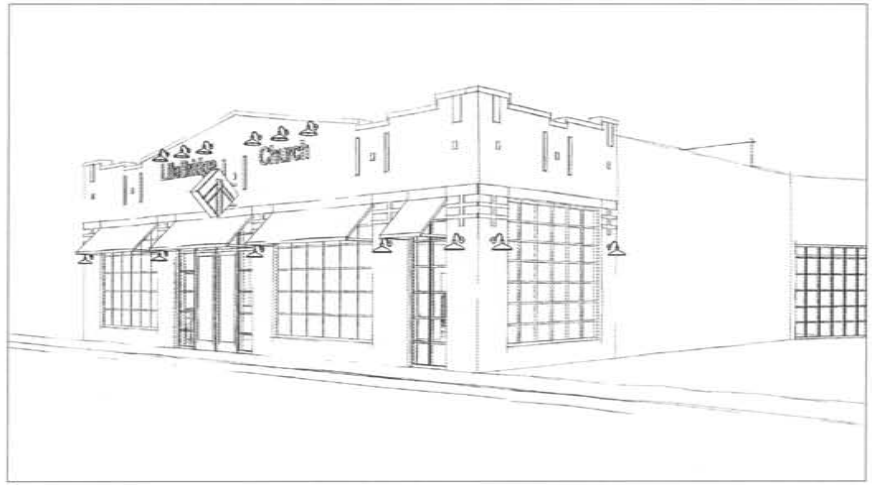
THANK YOU FOR YOUR COOPERATION!

Amended October 2014

REMODELING FOR:

LIFEBRIDGE CHURCH

BURLINGTON, WI



ARCHITECTURAL

ABACUS ARCHITECTS, INC.
1135A MICHIGAN AVENUE
SHEBOYGAN, WISCONSIN 53081
P: 920-452-4444 F: 920-452-9198

A 101	TITLE SHEET
A 301	FLOOR PLAN & DEMO PLAN
A 501	EXTERIOR ELEVATIONS

STRUCTURAL

COMPANY NAME
STREET ADDRESS
CITY, STATE, ZIP
PHONE: FAX:

PROJECT INFORMATION

PROJECT NOTES

EXTENT OF WORK

THE INTENT OF THE CONTRACT DOCUMENTS IS TO INCLUDE ALL ITEMS NECESSARY FOR THE PROPER EXECUTION AND COMPLETION OF THE WORK BY THE CONTRACTOR. PERFORMANCE BY THE CONTRACTOR SHALL BE REQUIRED TO THE EXTENT CONSISTENT WITH THE CONTRACT DOCUMENTS AND REASONABLY INFERABLE FROM THEM AS BEING NECESSARY TO PRODUCE THE INTENDED RESULTS.

SITE VISIT

THE CONTRACTOR SHALL VISIT THE SITE, BECOME FAMILIAR WITH LOCAL CONDITIONS UNDER WHICH THE WORK IS TO BE PERFORMED AND CORRELATE PERSONAL OBSERVATIONS WITH REQUIREMENTS OF THE CONTRACT DOCUMENTS.

NOTICE TO BIDDERS

BIDDERS SHALL REVIEW ALL DRAWINGS AND ALL SPECIFICATION SECTIONS TO DETERMINE THE IMPACT OF OTHER SECTIONS OF WORK ON THEIR OWN WORK.

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ABACUS ARCHITECTS

REVISIONS:

ISSUE DATE: 02-26-2016

REMODELING FOR:

LIFEBRIDGE CHURCH

BURLINGTON, WI

1135A MICHIGAN AVE. SHEBOYGAN, WI 53081 (920) 452-4444 | 225 EAST ST. PAUL AVE. MILWAUKEE, WI 53202 (414) 837-4450

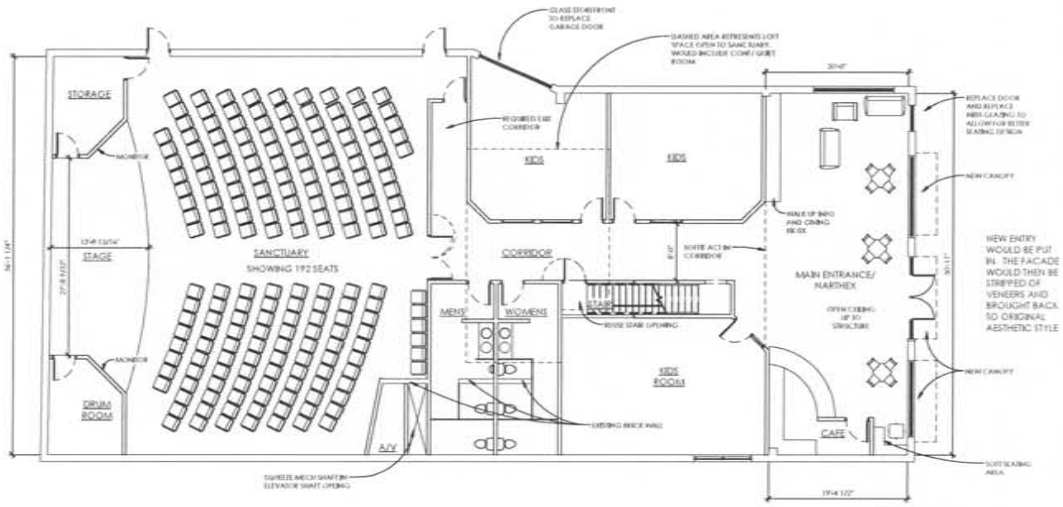
DRAWN BY: DRAFTER

CHECKED BY: CHECKER

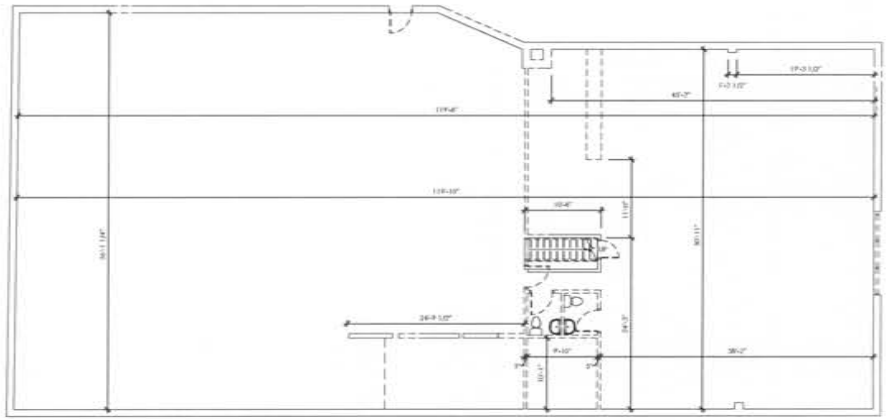
A

101

PROJ. NO. 2015-64



FLOOR PLAN (1 / A 301)
SCALE: 1/8" = 1'-0"



DEMO PLAN (2 / A 301)
SCALE: 1/8" = 1'-0"

ABACUS ARCHITECTS

REVISIONS:

ISSUE DATE: 05-26-2016

REMODELING FOR:

LIFEBRIDGE CHURCH

BURLINGTON, WI

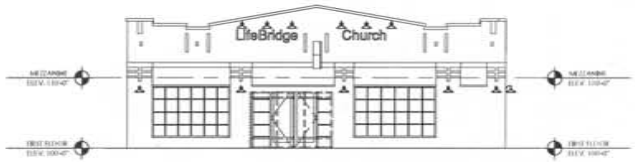
1135A MICHIGAN AVE. SHEBOYGAN, WI 53081 (920) 452-4444 | 225 EAST ST. PAUL AVE. MILWAUKEE, WI 53202 (414) 837-6490

DRAWN BY: Author

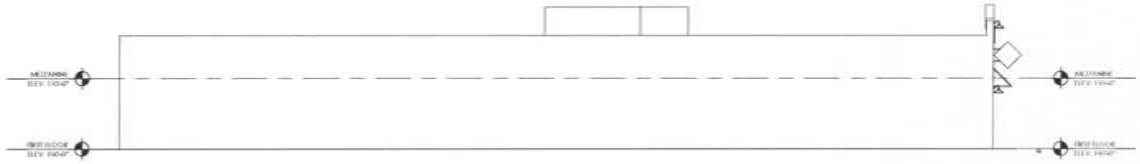
CHECKED BY: Checker

A
301

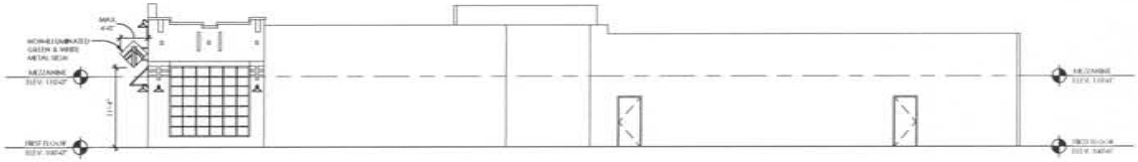
PROJ. NO. 2015-64



SOUTH ELEVATION (3 / A 501)
SCALE: 1/8" = 1'-0"



WEST ELEVATION (2 / A 501)
SCALE: 1/8" = 1'-0"



EAST ELEVATION (1 / A 501)
SCALE: 1/8" = 1'-0"

ABACUS
ARCHITECTS

REVISIONS:

ISSUE DATE: 02-26-2016

REMODELING FOR:

LIFEBRIDGE CHURCH

BURLINGTON, WI

1135A MICHIGAN AVE. SHEBOYGAN, WI 53081 (920) 452-4444 | 225 EAST ST. PAUL AVE. MILWAUKEE, WI 53202 (414) 837-4450

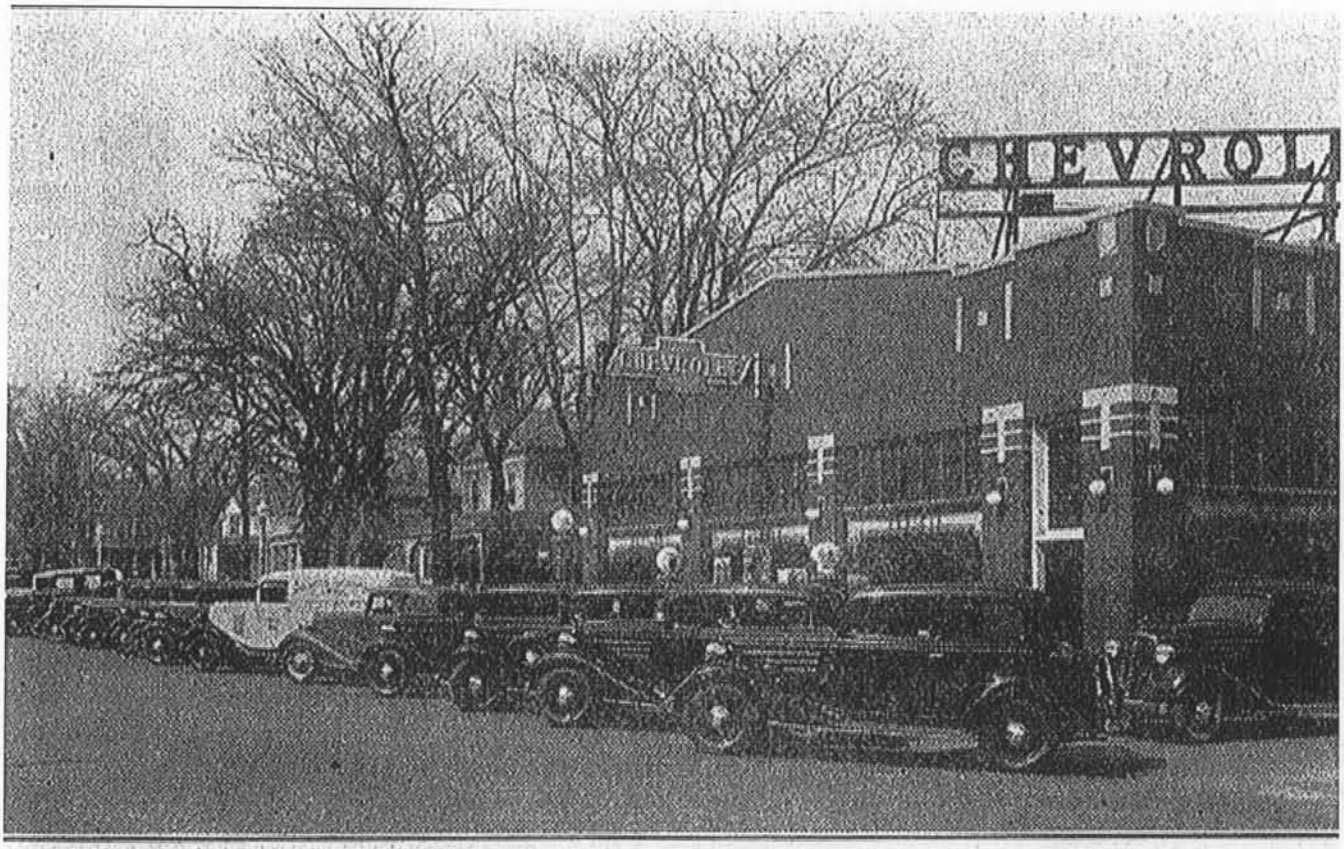
DRAWN BY: Author

CHECKED BY: Checker

A
501

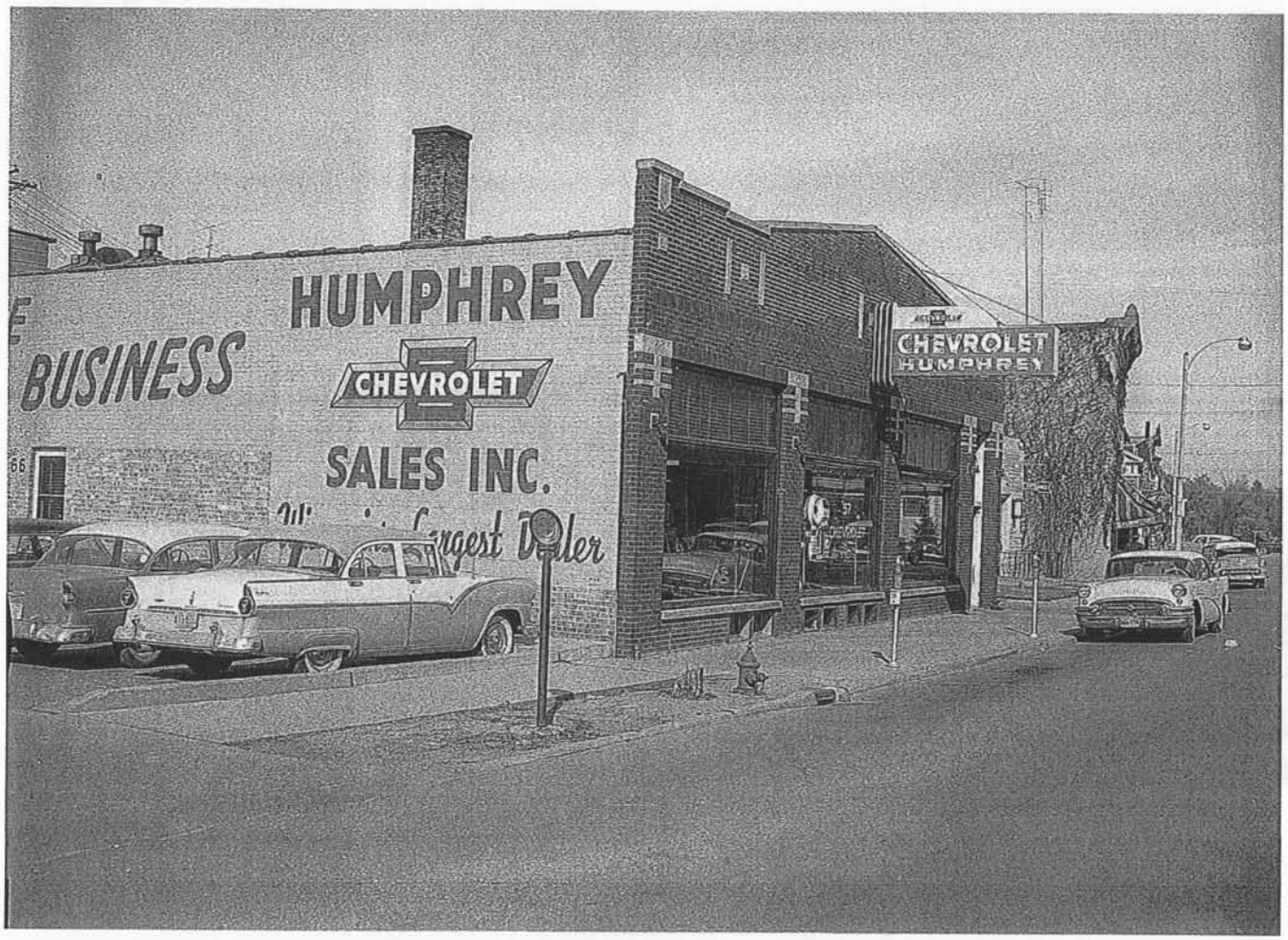
PROJ. NO. 2015-64

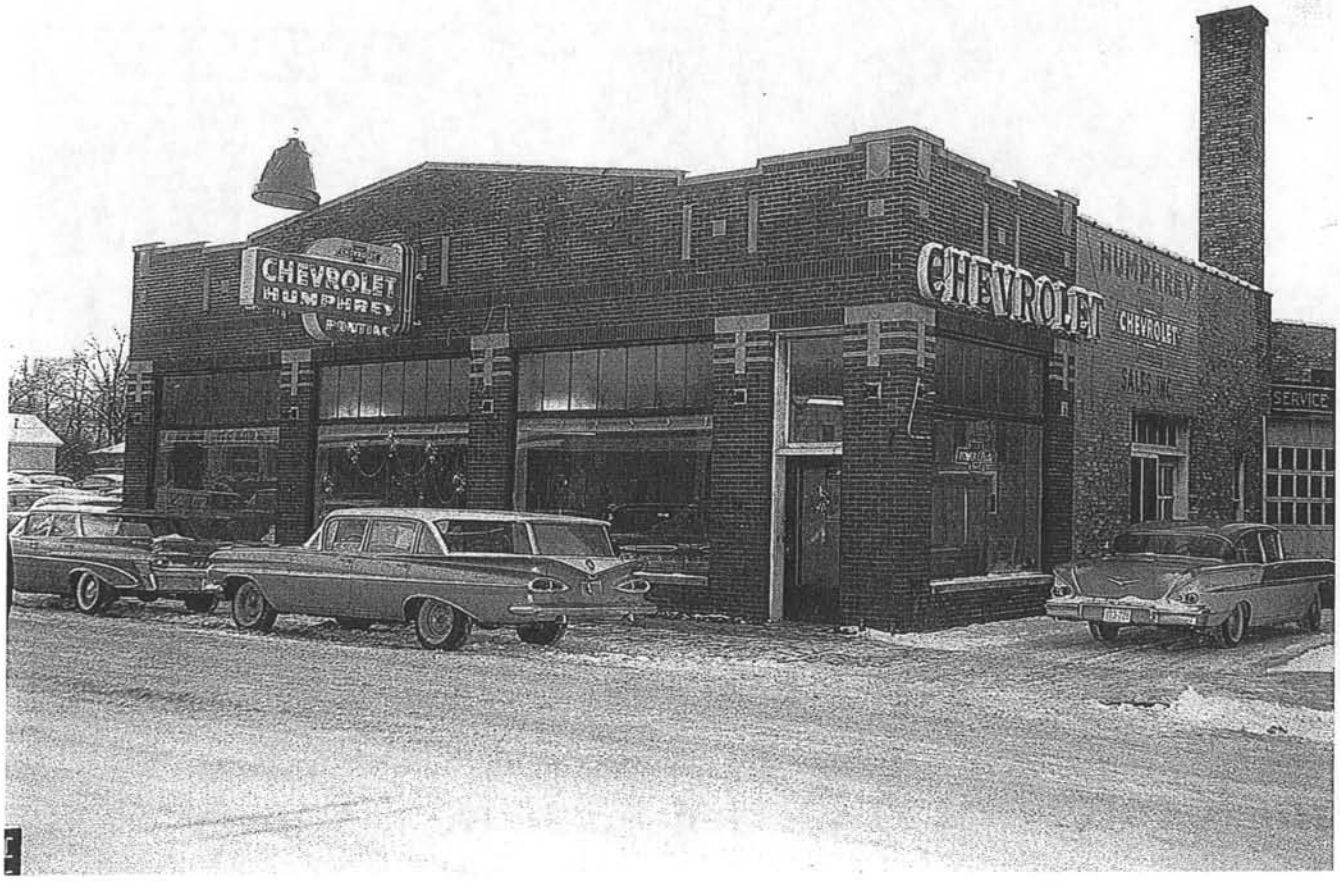
LifeBrid
Church



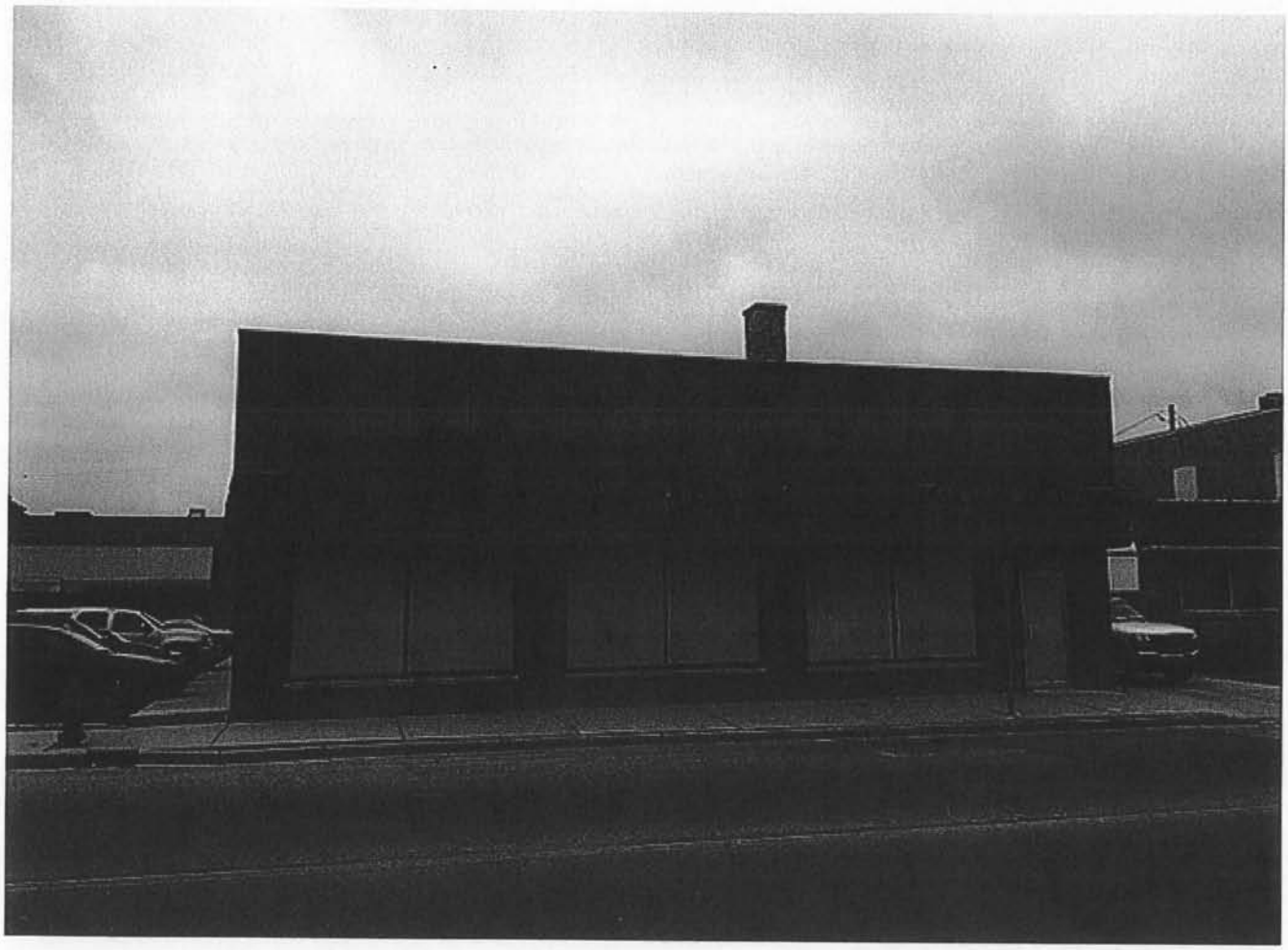
From Feb. 17, 1939, Standard Democrat - Zimmermann Anniversary Issue

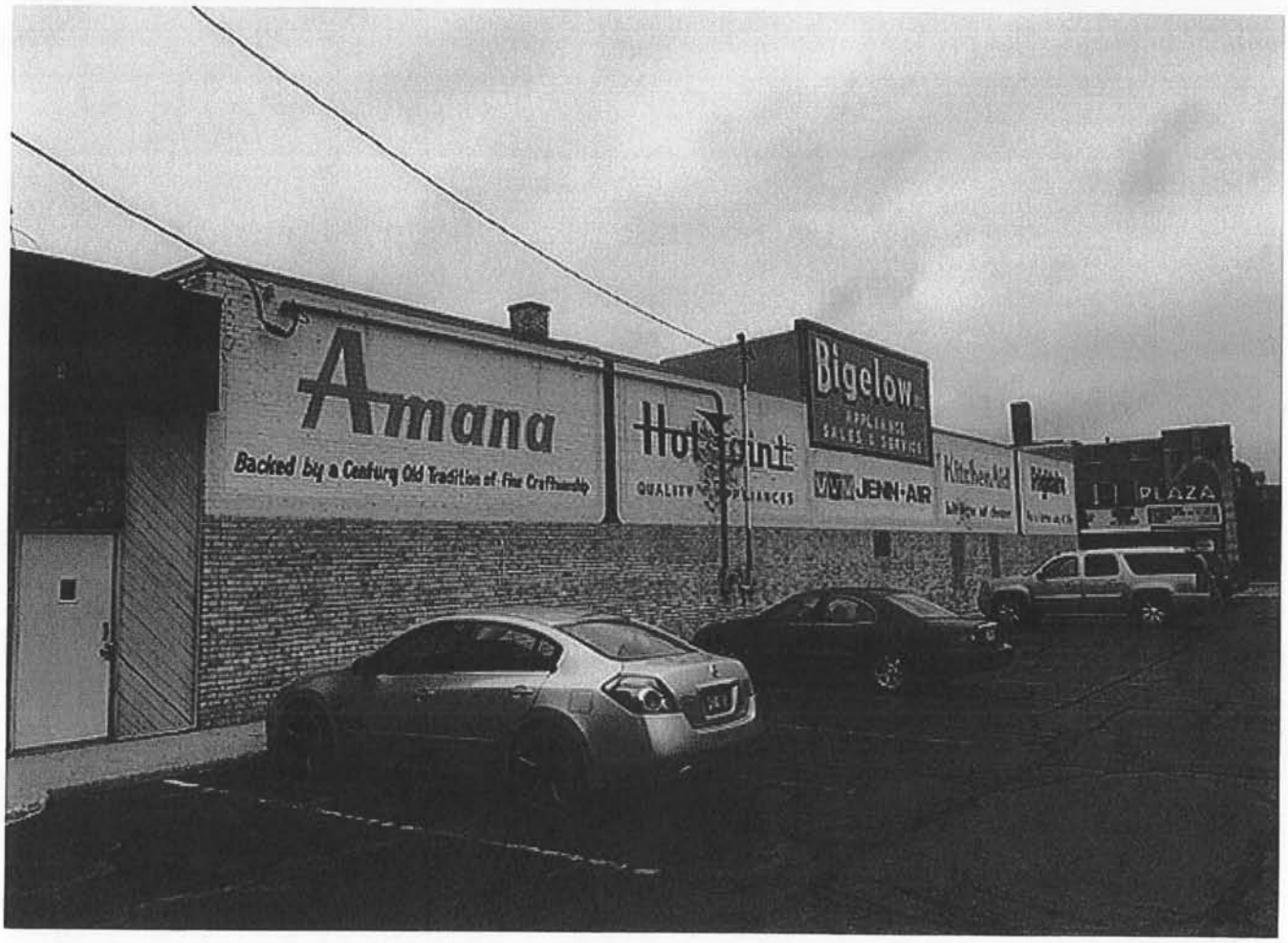
UNION CHEVROLET on Geneva St. (now Milwaukee Av





BIGELOW REFRIGERATION ON WEST SIDE OF MILWAUKEE AVE. BETWEEN W. CHESTNUT ST. AND LEWIS ST. ABOUT 1988




Amana
Backed by a Century Old Tradition of Fine Craftmanship
Hotpoint
QUALITY APPLIANCES
Bigelow
APPLIANCE SALES & SERVICE
JENN-AIR
KitchenAid
PLAZA

CITY OF BURLINGTON

Building & Zoning Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1164 – (262) 763-3474 fax
www.burlington-wi.gov

Historic Preservation Commission Item: 7I	**Date:** March 24th, 2016
Submitted By: Gregory Guidry, Building Inspector	**Subject:** Sign Permit for 457 Milwaukee Avenue

Details:
Jonathan Thorngate of LifeBridge Church is requesting approval of a Sign Permit located at 457 Milwaukee Avenue. The proposed project consists of:

- The wall signs on the south façade are proposed to have similar lettering style that was previously used on the building with solid white lettering and externally illuminated. The signs may be made of Lexan (polycarbonate resin) or metal lettering, the contractor is currently not hired. The proposed projecting sign is well above the 8 foot requirement above the sidewalk. The sign is proposed to be square measuring 2 feet 8½ inches in area, set on end and made of metal with shielded spotlights. The removal process of the outdated non-conforming signs on the west elevation seems to be painting over these signs, but would create some long-term maintenance needs and demands, which is generally not the preferred method.

Mark Roffers, Interim City Planner, whose memorandum is attached, does not recommend approval of this request, subject to conditions listed in his March 14, 2016 memorandum to the Commission.

Financial Remarks:
The conditionally approved items will be paid 100% by the owner.

Executive Action:
This item is for consideration to approve the Sign Permit at the March 24th, 2016 Historic Preservation Commission meeting.

City of Burlington
Historic Preservation Overlay District
Sign Permit Application

All parties intending to place signage within the HPO District must complete the following steps:

- ⇒ **Provide completed Sign Permit Application to the City of Burlington Building Inspector's office located at 300 North Pine Street, Burlington;**
- ⇒ **Application must be submitted 25 business days prior to the regularly scheduled Historic Preservation Commission (HPC) meeting. The HPC meets every 4th Thursday of the month at 6:30 p.m. within the Common Council Chambers located at 224 East Jefferson Street.**
- ⇒ **Upon a recommendation to approve the proposed sign, the HPC will provide their recommendation to the Plan Commission. The Plan Commission meets every 2nd Tuesday of the month at 6:30 p.m.**

You are encouraged to attend said meetings to address any questions or concerns that the Commission members may have regarding your sign application.

Please find the attached ordinances, which indicate the standards of signage within the HPO district.

Project Location: (Building Address) 457 MILWAUKEE AVE. BURLINGTON WI 53105	Applicant Name(s): **Jonathan Thorngate**
Property Owner Name: **LifeBridge Church**	Applicant Mailing Address: **PO Box 28, Burlington WI**
Property Owner Telephone Number: **262.215.7887**	Applicant Telephone Number: **262.215.7887**
Property Owner Fax Number: **262.248.7648**	Applicant Fax Number: **262.248.7648**
Sign Contractor **Glenn H. Johnson**	Sign Contractor Mailing Address **1776 Winthrop Dr, Des Plaines, IL 60018**

1. Signs Prohibited in the HPO District.

In addition to signs prohibited in ALL ZONING DISTRICTS as set forth in § 315-65, the following signs are prohibited:

A. **Freestanding Signs**. Exception – one sandwich sign not exceeding six (6) square feet per sign face and does not constitute a public safety or traffic hazard.

Applicable to proposed sign permit application? ____ **Yes** X **No**

B. **Plastic Formed Signs**. No plastic formed signs or signs formed from plastic-like materials unless such materials simulate historic signage.

Applicable to proposed sign permit application? ____ **Yes** X **No**

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2. Wall, Fascia (including transoms) and Awning Signs.

A. **Placement.** All wall, fascia, transoms and awning signs shall be placed BELOW the upper edge of the traditional building sign band (for graphic example, please see page three of attached HPO zoning ordinance). No signage allowed above upper edge of said sign band, with the exception of projecting and hanging signs (see item #3).

Applicable to proposed sign permit application? X **Yes** ____ **No**
Conform to Placement Requirement? X **Yes** ____ **No**

B. **Maximum Signage Area.** Total cumulative signage area of all exterior signage placed upon street-facing façade of building (does not include signage placed inside of windows, freestanding sandwich signs or projecting and overhanging signs) shall NOT EXCEED 15% of total facade area of the FIRST FLOOR street-facing façade.

Applicable to proposed sign permit application? X **Yes** ____ **No**
Conform to Maximum Signage Requirement? X **Yes** ____ **No**

If yes, indicate the total façade area (in square feet) of the first floor street-facing façade: 962 ft square feet.

If applicable, indicate the current total cumulative signage area (square feet) of all street-facing signs: 25 ft square feet.

C. **Maximum Signage Lettering**. For wall and fascia signage, lettering shall not be greater than 12" in height AND cover not more than 60% of the sign board on which the letters are placed.

Applicable to proposed sign permit application? X **Yes** ____ **No**
Conform to Lettering Requirement? ____ **Yes** X **No** *

*LETTERING TO MATCH HISTORICAL PHOTOS

D. **Maximum Number of Wall, Fascia, Transom and Awning Signs**. Total number shall not exceed 3 signs. Gilded, vinyl or painted letters on the inside or outside of storefront display windows are not included within said maximum.

Applicable to proposed sign permit application? X **Yes** ____ **No**
Conform to Maximum Requirement? X **Yes** ____ **No**

If yes, indicate the total façade area (in square feet) of the upper (second) floor street-facing façade (as measured from the upper edge of the sign band to the upper edge of the cornice): _____ square feet.

If applicable, indicate the current total cumulative signage area (square feet) of all projecting and hanging signs facing the street: _____ square feet.

E. **Wall, Fascia and Transom Sign Placement**. No wall sign or fascia (including transom) shall be placed to visually obscure architectural details of the building.

Applicable to proposed sign permit application? ____ **Yes** X **No**
Conform to Placement Requirement? ____ **Yes** ____ **No**

3. Projecting and Hanging Signs.

A. **Minimum and Maximum Height**. All projecting and hanging signs shall be elevated a minimum height of 8 feet. Said signs may be placed ABOVE the sign band; however not above the top edge of the largest second story window.

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Applicable to proposed sign permit application? X **Yes** ____ **No**
Conform to Placement Requirement? X **Yes** ____ **No**

B. **Limitation of the Extension.** All projecting and hanging signs shall not project more than 5 feet from the surface of its supporting building. All said signs shall not extend closer than 2 feet to any public street curb or pavement.

Applicable to proposed sign permit application? X **Yes** ____ **No**
Conform to Extension Requirement? X **Yes** ____ **No**

C. **Placement of Projecting and Hanging Signs.** All projecting and hanging signs shall be placed perpendicular to the façade and not flush with building façade.

Applicable to proposed sign permit application? X **Yes** ____ **No**
Conform to Perpendicular Requirement? X **Yes** ____ **No**

D. **Maximum Area of Projecting and Hanging Signs.** The maximum cumulative area allowed for projecting and hanging signs shall not exceed 7% of the UPPER building façade area.

Applicable to proposed sign permit application? X **Yes** ____ **No**
Conform to Maximum Area Requirement? X **Yes** ____ **No**

E. **Limitation of the Number of Projecting and Hanging Signs.** The total number of projecting and hanging signs allowed on a structure shall be 1 sign per business.

Applicable to proposed sign permit application? X **Yes** ____ **No**
Conform to Number of Signs Requirement? X **Yes** ____ **No**

4. Illumination of Signs.

A. **No internally illuminated signs shall be placed in the HPO District.** If signs are illuminated, signs shall be EXTERNALLY illuminated.

Applicable to proposed sign permit application? X **Yes** ____ **No**
Conform to Illumination Requirement? X **Yes** ____ **No**

B. **Non-flashing, illuminated neon signs shall be permitted.**

Applicable to proposed sign permit application? X **Yes** ____ **No**
Conform to Neon Requirement? X **Yes** ____ **No**

5. Limitation of Types of Window Signs.

All window signs, including transom windows, shall be gilded, painted, vinyl, etched glass or leaded glass letters placed on the inside of storefront display windows. Product and/or company logo signs are allowed on the inside of storefront display windows.

Applicable to proposed sign permit application? ____ **Yes** X **No**
Conform to Types of Signage Requirement? ____ **Yes** ____ **No**

6. Signage Color.

All signage shall be of a color, which is compatible with the color of the building construction materials found in the HPO District.

Applicable to proposed sign permit application? X **Yes** ____ **No**
Conform to Color Requirement? X **Yes** ____ **No**

Created on 06/07/2000 10:51 AM

Please attach a **recent photograph** of the entire façade of the building upon which the sign is proposed to be placed (minimum size of 3 inches by 5 inches) and a drawing or other graphic display of the proposed signage (drawn to a known architectural or engineering scale and properly dimensioned). This display must include all details that are applicable to said application including the following:

1. Proposed sign placement on the building with scaled dimensions indicating placement, distance extension from building and height of the sign relative to the abutting sidewalk (or surrounding grade if there isn't a sidewalk) for each sign proposed.
   _X_ **Yes** ____ **No**

2. The actual building dimensions, height and length of window(s) and/or door(s) for the proposed sign placement.
   _X_ **Yes** ____ **No**

3. The material composition of the sign and its various elements.
   _X_ **Yes** ____ **No**

4. The color(s) of the sign(s) proposed.
   _X_ **Yes** ____ **No**

5. Scale of the drawing or graphic noted.
   _X_ **Yes** ____ **No**

6. Date of the drawing or graphic noted.
   _X_ **Yes** ____ **No**

7. Name of the preparer of the drawing noted.
   _X_ **Yes** ____ **No**

I hereby certify that all statements, forms and attachments submitted hereto are true and correct to the best of my knowledge and belief.

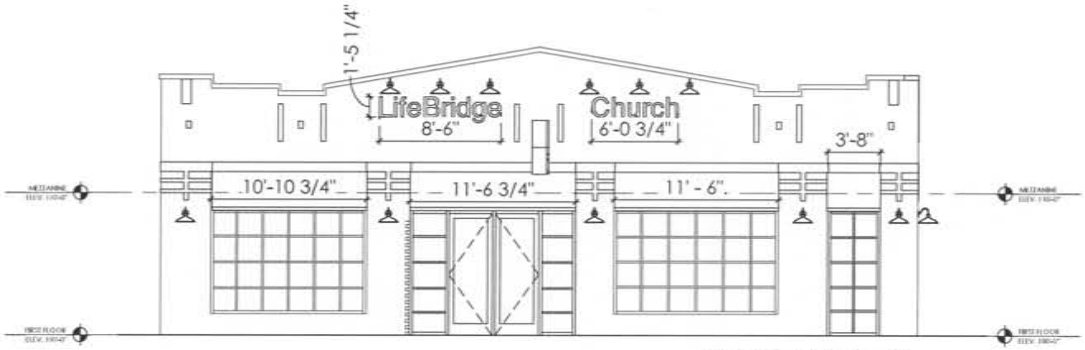
Property Owner

Life Bridge Church — Print
[signature] — Signature
3/8/16 — Date

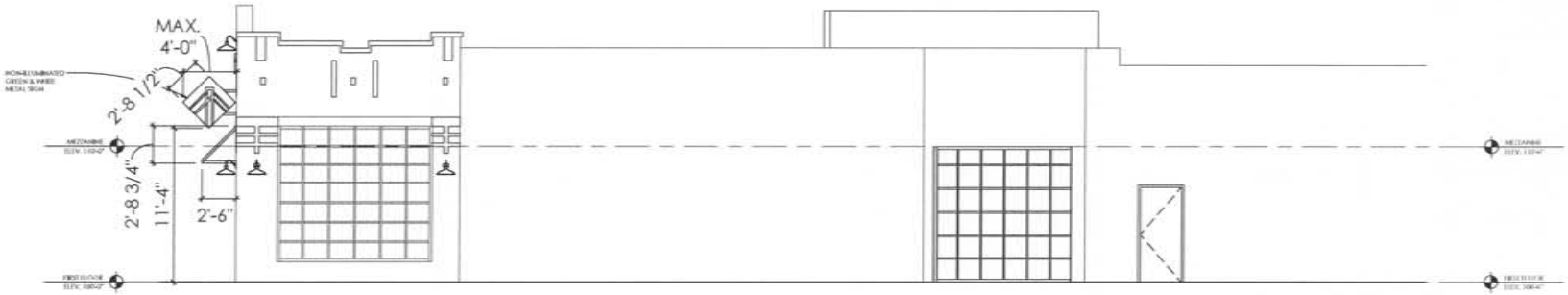
Applicant

Jonathan Thongate — Print
[signature] — Signature
3/8/16 — Date

Created on 06/07/00 10:51 AM
Revised: 10/10/2014



SOUTH ELEVATION (3 / A 501)
SCALE: 1/4" = 1'-0"



EAST ELEVATION (1 / A 501)
SCALE: 1/4" = 1'-0"

ABACUS
ARCHITECTS

REVISIONS:

NOTICE — WARNING
WEBSITE: IN ALL IS NOT ALL CONFORMING INFO.
IT IS THE WEBSITE RESPONSIBILITY TO DETERMINE THE BIDDER ACTS
IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR

© 2015 ABACUS ARCHITECTS, INC.

ISSUE DATE: 02-26-2016

REMODELING FOR:

LIFEBRIDGE CHURCH

BURLINGTON, WI

1135A MICHIGAN AVE. SHEBOYGAN, WI 53081 (920) 452-4444 | 225 EAST ST. PAUL AVE. MILWAUKEE, WI 53202 (414) 837-4450

DRAWN BY: Author

CHECKED BY: Checker

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501

PROJ. NO. 2015-64

CITY OF BURLINGTON

Building & Zoning Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1164 – (262) 763-3474 fax
www.burlington-wi.gov

Historic Preservation Commission Item: 7J	**Date:** March 24th, 2016
Submitted By: Steve DeQuaker, City Treasurer	**Subject:** Façade Grant Program for 457 Milwaukee Avenue

Details:
Jonathan Thorngate of LifeBridge Church is requesting approval of a Façade Grant Program located at 457 Milwaukee Avenue. The proposed project consists of:

- The restoration and alteration of the front façade, replacement of windows and doors, painting over current signage and installation of projecting and wall signs. The installation of awnings is proposed to be made of black metal. The installation of gooseneck lighting. The entryway location is proposed to change from the east side of the building to the center which updates the building, but still maintains the historic character.

If the HPC approves this application, staff's recommends the following: that the approval be contingent on satisfying the recommendations in Mark Roffers' memo; and the following contingencies:

- Applicant will provide invoices and/or receipts and lien waivers to the HPC to ensure compliance with the original application.

- If the project is not completed and if the façade grant is not disbursed within six months, the HPC reserves the right to rescind the allotted grant amount.

Financial Remarks:
The estimated project cost is $60,000. If the Façade Grant is approved by the HPC the grant should not exceed $5,000 for each façade. The remaining available façade grant balance would be $0.00.

Executive Action:
This item is for consideration to approve the Façade Grant Program at the March 24, 2016 Historic Preservation Commission meeting.

CITY OF BURLINGTON

Administration Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 – (262) 763-3474 fax
www.burlington-wi.gov

FAÇADE GRANT STAFF MEMORANDUM
CITY OF BURLINGTON HISTORIC PRESERVATION COMMISSION

Date: March 17, 2016

Applicant Address & Name: Jonathan Thorngate, LifeBridge Church - 457 Milwaukee Avenue

Project Overview/ Applicant's Request:	**Submitted**
Front facade improvements, window replacements, awnings, replace side door, signs. **Staff Comments:** *Application received 3/4/16*	YES ☑ NO ☐
Application Checklist for Staff Review:	
1. COA application received and/ or sign permit application received and/or approved by HPC **Staff Comments:** *COA has been received and has yet to be reviewed/approved by the HPC*	YES ☑ NO ☐
2. Eligible project uses per program rules/HPS staff? **Staff Comments:** *See Mark Roffer's memorandum for the COA application recommendations*	YES ☑ NO ☐ See Note ☑
3. Qualified contractor bid documents and all cost breakdowns by category such as masonry repair, window replacement, etc. **Staff Comments:** *Total estimated cost for side facade and awnings: $60,000.00* *(50% = $30,000.00) Allowed $5000.00 for facade.*	YES ☑ NO ☐
4. Status of City owed taxes, payments and fees **Staff Comments:** *Taxes, utilities and other fees are paid in full.*	See Contingencies
Staff Recommendation (contingencies listed):	

The applicant is eligible for a façade grant in the amount not to exceed $5000.00 . Staff suggests that approval be contingent on satisfying the following contingencies:

- *Satisfy any recommendations in Mark Roffer's memo for the COA as indicated by the HPC.*
- *Applicant will provide invoices and/or receipts and lien waivers to the HPC to ensure compliance with the original application.*
- *Applicant will wait to perform this work until Common Council takes final action on approval.*
- *Applicant will obtain all required permits and the Building Inspector will monitor the project and must provide final approval prior to grant reimbursement.*
- *All taxes, payments, fees owed to the City by the applicant must be paid prior to reimbursement of grant funds.*

If the project is not completed and if the façade grant is not disbursed within six months, the HPC reserves the right to rescind the allotted grant amount.

City of Burlington
Façade Improvement Grant Program
Application Form

Office Use Only
Date Received 3/4/16
Time Received 2:50
Application Number 3

Applicant Name: Jonathan Thorngate

Contact Name: Jonathan Thorngate

Name of Tenant: LifeBridge Church

Name of Business: LifeBridge Church

Telephone Number: 262.215.7887 Facsimile Number: _____

E-Mail Address: thornga2@gmail.com

Project Address: 457 Milwaukee Ave., Burlington, WI

Mailing Address: PO Box 28 Burlington, WI 53015

Does the applicant own the project building? X Yes ____ No

If the answer to the above question is no, please attach a letter from the owner expressing approval of the project proposal.

Will you be using the services of an architect or engineer? X Yes ____ No

If yes, list your architect or engineer of preference: ABACUS ARCHITECTS
1135A MICHIGAN AVE. SHEBOYGAN, WI 53081

Estimated Project Cost: $ 500,000

Attach qualified contractor bid documents and all cost breakdowns by category such as masonry repair, window replacement, etc.

Proposed start date: _____

Proposed completion date: _____

What is (are) the existing use(s) of the building? Institutional-Church

Will this project proposal cause a change in the building's use? No

If so, please explain. _____

Do you intend to apply for the Historic Preservation Tax Credit on this project? ____ Yes X No

As a part of this application, if your project includes any improvement with the exception of only signage, you must complete the attached "Application for the Certificate of Appropriateness".

Signature of Applicant

Jonathan Thorngate
Print Name

Signature of Property Owner

LifeBridge Church
Print Name

APPLICANTS WHO DEVIATE FROM THE APPROVED APPLICATION WILL BE DISQUALIFIED FROM THIS GRANT PROGRAM.

Amended October 2014

Facade Budget	
Demolition of existing elements covering the facade	$4,000
Concrete- Stoops and required ADA sidewalk repair	$4,500
Masonry Repair and Patching	$5,000
Storefront and door replacement	$12,000
Metal Awnings	$10,000
New Gooseneck Lighting and Electrical	$2,500
Painting over signage on West Side of Building	$3,500
New Signage on Front Facade	$3,500
General Conditions	$5,000
Contractors Fee	$5,000
Architecture	$5,000
Total	$60,000

CITY OF BURLINGTON

Administration Department
300 N. Pine Street, Burlington, WI, 53105
(262) 342-1161 – (262) 763-3474 fax
www.burlington-wi.gov

Historic Preservation Commission Item: 8A	**Date: March 24, 2016**
Submitted By: Megan Watkins, Director of Administrative Services	**Subject: Façade Grant Funding**

Details:

Attached please find the Façade Grant Funding report for Round 6 dated March 17th, 2016 with an allotment of $20,000 for 2016. Round 5 with $19,368.62 obligated funds, attached for your convenience, continues to have four projects currently under construction.

Executive Action:
This item is for discussion only at the March 24, 2016 Historic Preservation Commission meeting.

Burlington HPC - Façade Grant Funding, Round #6 $20,000

Applicant Name/Company	Property Address	Total Improvement Amount Proposed	Grant Amount Approved for Funding	Notes	Approved Date	Funded	Amount Funded	(Proposed) Funding Date
Nicole Hayes - Rugan's	597 N. Pine (Pine Street Side)	$13,400.00	$5,000.00		PENDING HPC APPROVAL			
Nicole Hayes - Rugan's	597 N. Pine (Milw. Ave. Side)	$12,691.00	$5,000.00		PENDING HPC APPROVAL			
Michelle Peterson - MPC Property Management	120 E. Chestnut Street	$16,310.27	$5,000.00		PENDING HPC APPROVAL			
Jonathan Thorngate - LifeBridge	457 Milwaukee Avenue	$60,000.00	$5,000.00		PENDING HPC APPROVAL			
			$20,000.00					

Total Disbursed:	**$0.00**
Obligated Funds:	**$0.00**
Actual Balance Remaining: $20,000 Less Total Disbursed and Obligated =	**$20,000.00**

Updated: **3/17/2016**

NOTES:
(a)Total Round 6 funding includes: $20,000 allotment (2016)

T:\Kristine A\Kristine A\HPC\[2015 Facade Grant Report.xlsx]Round 6

Burlington HPC - Façade Grant Funding, Round #5+- $20118.62 (a)

Applicant Name/Company	Property Address	Total Improvement Amount Proposed	Grant Amount Approved for Funding	Notes	Approved Date	Funded	Amount Funded	(Proposed) Funding Date
Raw Salon & Spa	332 N. Pine Street	$10,035.50	$5,000.00		6/25/2015	Pending	Pending	Pending
Face It	240 E. Chestnut Street	$1,500.00	$750.00		8/27/2015	$ 750.00	$ 750.00	9/25/2015
Keuper Mercantile (old Scheutte Daniels)	413 & 425 N. Pine Street - west side	$13,705.00	$5,000.00		10/22/2015	Pending	Pending	Pending
Keuper Mercantile (old Scheutte Daniels)	413 & 425 N. Pine Street - east side	$9,552.00	$4,776.00		10/22/2015	Pending	Pending	Pending
Keuper Mercantile (old Scheutte Daniels)	413 & 425 N. Pine Street - north side	$19,447.00	$4,592.62		10/22/2015	Pending	Pending	Pending

Total Disbursed:	**$750.00**
Obligated Funds:	**$19,368.62**
Actual Balance Remaining: $20,118.62 less Total Disbursed and Obligated =	**$0.00**

Updated: **3/17/2016**

NOTES:
(a)Total Round 5 funding includes: $20,000 allotment (2015) , $118.62 undisbursed funds from Round 4