



AGENDA
HISTORIC PRESERVATION COMMISSION
THURSDAY, APRIL 27, 2017 at 6:30 P.M.

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

Tom Stelling, Chairman
Susan Kott, Aldermanic Representative
Darrel Eisenhardt, Commissioner
Jeff Erickson, Commissioner
Maria Veronico-Ventura, Commissioner
Kevin O'Brien, Commissioner
Daniel Colwell, Commissioner

1. Call to order
2. Roll Call
3. Citizen Comments
4. Approval of minutes of March 23, 2017
5. Letters and Communications: None
6. Old Business: None
7. New Business:
 - A. **597 N. Pine Street – Rugan's**
 - Certificate of Appropriateness to install a sign
 - Sign Permit application to install a sign
8. Discussion items:
 - A. Review of Façade Grant Funding Status.
 - B. Discussion regarding recommendation to City staff for review of any ordinance changes.
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.



**HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
Thursday, March 23, 2017**

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

CITIZEN COMMENTS

Judith Schulz, 533 Milwaukee Avenue, informed the Commissioners of free programs run by Racine Tourism taking place May 6, 2017. There will also be open house at the Historical Society. Ms. Schulz stated she will be placing signs in her window at 533 Milwaukee Avenue showing the changes of the historic downtown buildings over the years.

APPROVAL OF MINUTES

Alderman Preusker moved, and Commissioner Veronico seconded to approve the minutes of March 9, 2017. All were in favor and the motion carried.

LETTERS AND COMMUNICATIONS

None

OLD BUSINESS

A. 457 Milwaukee Avenue - LifeBridge Church This item was tabled at the March 9, 2017 meeting. (The owner will be present to give just cause.)

1) Certificate of Appropriateness extension

- Chairman Stelling introduced and opened this item for discussion.
- Alderman Preusker moved, and Commissioner Eisenhardt seconded to take the Certificate of Appropriateness and Façade Grant off the table from March 9, 2017.
- Jonathan Thorngate of LifeBridge Church explained last year the Certificate of Appropriateness and Façade Grant were approved, but were not able to complete the repairs because financing held them up. Currently they are waiting for the State's review to pass in May and the repairs will be completed late summer or early fall.
- There were no further comments.

- Alderman Preusker moved, and Commissioner Veronico seconded to approve the Certificate of Appropriateness extension for 1 year with an expiration date of March 24, 2018.

- All were in favor and the motion carried.

2) Façade Grant extension

- Chairman Stelling introduced and opened this item for discussion.
- There were no comments.
- Commissioner Eisenhardt moved, and Alderman Preusker seconded to approve the Façade Grant extension for 1 year with an expiration date of March 24, 2018.
- Roll call: Chairman Tom Stelling; Alderman Tom Preusker; Commissioner Darrel Eisenhardt; Commissioner Maria Veronico; and Commissioner Kevin O'Brien.
- All were in favor and the motion carried.

NEW BUSINESS

A. 525 Milwaukee Avenue – Commercial Investment Properties Corp.

1) Certificate of Appropriateness to repair façade and add canopy

- Chairman Stelling introduced and recused himself.
- Alderman Preusker introduced and opened this item for discussion.
- Tom Stelling, Stelling & Associates, stated revised plans were distributed at the beginning of the meeting that addresses some issues regarding measurements for the awning.
- Doug Harris, owner, showed photos of the current building and what it would look like after the repairs. Mr. Harris explained the door will be replaced with a custom made wood door with a window, installing new trim, paneling and canopy over the existing cedar shake. Commissioner O'Brien clarified the canopy was of a canvas material. Commissioner Eisenhardt questioned if there are two windows. Mr. Harris responded there are two windows, panels and molding over the brick. Commissioner Eisenhardt clarified the bottom portion of the building will match the coloring that is on the top portion, above the windows. Gregory Guidry, Building Inspector, stated the clearance for the awning meets the City's Ordinance.
- There were no further comments.

- Commissioner Eisenhardt moved, and Commissioner Veronico seconded to recommend approval of the Certificate of Appropriateness to repair the façade and add a canopy, subject to Graef’s March 13, 2017 memorandum.
- All were in favor and the motion carried.

2) Sign Permit application to install a sign

- Alderman Preusker introduced and opened this item for discussion.
- Mr. Harris stated there will be a hanging sign and only the words printed on the awning.
- There were no further comments.
- Commissioner O’Brien moved, and Commissioner Eisenhardt seconded to approve a Sign Permit application to install a hanging sign, subject to Graef’s March 13, 2017 memorandum.
- All were in favor and the motion carried.

3) Façade Grant application for the front façade

- Alderman Preusker introduced and opened this item for discussion.
- There were no comments.
- Commissioner Eisenhardt moved, and Commissioner Veronico seconded to approve a Façade Grant Program application in the amount of \$5,000, but not to exceed \$5,000.
- Roll call: Alderman Tom Preusker; Commissioner Darrel Eisenhardt; Commissioner Maria Veronico; and Commissioner Kevin O’Brien.
- All were in favor and the motion carried.

B. 400 N. Pine Street – Thrivent Financial

1) Certificate of Appropriateness for front façade along N. Pine Street

- Chairman Stelling introduced and opened this item for discussion.
- John Fleischman, applicant, explained all the brick will be cleaned and clear glass windows will be placed in the arched panels to expose the original windows. Commissioner Veronico questioned why will there be separate windows instead of one whole window, where the Thrivent Financial sign is currently. Mr. Fleischman replied the reason for the separate

windows are because of the limited size of the window for the size of the building and for integrity. Commissioner O'Brien commented that cleaning the brick may be difficult. Leslie Pella Scherrer, The Peter Scherrer Group, stated they will remove the paint the best they can. Alderman Presuker clarified the intent is to match the brick with Classic White trim and an accent color of Westchester Gray.

- There were no further comments.
- Alderman Preusker moved, and Commissioner O'Brien seconded to recommend approval of the Certificate of Appropriateness to repair the front façade, subject to Graef's March 13, 2017 memorandum.
- All were in favor and the motion carried.

2) Certificate of Appropriateness for side façade along E. Washington Street

- Chairman Stelling introduced and opened this item for discussion.
- Chairman Stelling questioned if the whole building is being cleaned and if windows are being opened at the top. Chairman Stelling commented that maybe the brick was sandblaster in the past to reveal the three different shades of coloring. Ms. Scherrer stated a window opening will be created in place of the far right door by the back. Commissioner Eisenhardt questioned if the fire escape is safe and sound. Scott Hermann, owner, replied yes it is safe.
- There were no further comments.
- Commissioner O'Brien moved, and Alderman Preusker seconded to recommend approval of the Certificate of Appropriateness to repair the side façade, subject to Graef's March 13, 2017 memorandum.
- All were in favor and the motion carried.

3) Façade Grant application for the front façade

- Chairman Stelling introduced and opened this item for discussion.
- There were no comments.
- Alderman Preusker moved, and Commissioner Veronico seconded to approve a Façade Grant Program application for the front façade in the amount of \$5,000, but not to exceed \$5,000.
- Roll call: Chairman Tom Stelling; Alderman Tom Preusker; Commissioner Darrel Eisenhardt; Commissioner Maria Veronico; and Commissioner Kevin O'Brien.

- All were in favor and the motion carried.

4) Façade Grant application for the side façade

- Chairman Stelling introduced and opened this item for discussion.
- There were no comments.
- Commissioner Eisenhardt moved, and Alderman Preusker seconded to approve a Façade Grant Program application for the side façade in the amount of \$5,000, but not to exceed \$5,000.
- Roll call: Chairman Tom Stelling; Alderman Tom Preusker; Commissioner Darrel Eisenhardt; Commissioner Maria Veronico; and Commissioner Kevin O'Brien.
- All were in favor and the motion carried.

C. 208 E. Washington Street – Thrivent Financial

1) Certificate of Appropriateness for front façade repair

- Chairman Stelling introduced and opened this item for discussion.
- Chairman Stelling asked if the plan was to strip the paint off the façade up to the window sill and leave the top portion of the brick alone. Ms. Scherrer replied the entire façade will be cleaned once the paint is removed from the bottom façade. Chairman Stelling stated the three panels above the lower windows contain four individual panels and asked if the three panels will be replaced with one large panel. Mr. Fleischman answered the three large panels will be replaced with three double faced aluminum panels. Chairman Stelling also questioned if the glass above the door that leads upstairs will remain. Mr. Fleischman replied the glass is sufficient so it is staying.
- There were no further comments.
- Alderman Preusker moved, and Commissioner Veronico seconded to recommend approval of a Certificate of Appropriateness application to repair the front façade, subject to Graef's March 13, 2017 memorandum.
- All were in favor and the motion carried.

2) Certificate of Appropriateness for side/alley façade repair

- Chairman Stelling introduced and opened this item for discussion.

- Chairman Stelling questioned if the paint will be removed from the façade that is around the corner. Mr. Fleischman stated the entire façade will be cleaned after the paint is removed and nothing is being done to the back side of the building. Chairman Stelling asked if the upper roof is used for anything. Scott Herman, owner, replied the roof can be used as an alternative 3rd floor exit.
- There were no further comments.
- Alderman Presuker moved, and Commissioner Eisenhardt seconded to recommend approval of a Certificate of Appropriateness application to repair the side/alley façade, subject to Graef's March 13, 2017 memorandum.
- All were in favor and the motion carried.

3) Façade Grant application for the front façade

- Chairman Stelling introduced and opened this item for discussion.
- There were no comments.
- Alderman Preusker moved, and Commissioner O'Brien seconded to approve a Façade Grant Program application for the front façade in the amount of \$5,000, but not to exceed \$5,000.
- Roll call: Chairman Tom Stelling; Alderman Tom Preusker; Commissioner Darrel Eisenhardt; Commissioner Maria Veronico; and Commissioner Kevin O'Brien.
- All were in favor and the motion carried.

4) Façade Grant application for the side/alley façade

- Chairman Stelling introduced and opened this item for discussion.
- There were no comments.
- Commissioner Eisenhardt moved, and Commissioner O'Brien seconded to approve a Façade Grant Program application for the side/alley façade in the amount of \$5,000, but not to exceed \$5,000.
- Roll call: Chairman Tom Stelling; Alderman Tom Preusker; Commissioner Darrel Eisenhardt; Commissioner Maria Veronico; and Commissioner Kevin O'Brien.
- All were in favor and the motion carried.

D. 615 N. Pine Street Suite #102 – Halpin Personnel

1) Certificate of Appropriateness to install a sign

- Chairman Stelling introduced and opened this item for discussion.
- There were no comments.
- Alderman Preuseker moved, and Commissioner Veronico seconded to approve a Certificate of Appropriateness application to install a sticker sign above the entry transom window, subject to Graef's March 13, 2017 memorandum.
- All were in favor and the motion carried.

2) Sign Permit application

- Chairman Stelling introduced and opened this item for discussion.
- Commissioner Eisenhardt commented on how many other signs were already in the windows. Mr. Guidry state hopefully there will be some clarification on the number of signs allowed, once the current codes and guidelines are reviewed.
- There were no further comments.
- Alderman Preuseker moved, and Commissioner Veronico seconded to approve a Sign Permit application to install a sticker sign above the entry transom window, subject to Graef's March 13, 2017 memorandum.
- 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 there would be \$20,000 for a remaining balance out of the \$50,000 allotted and \$30,000 of the grant money applied for, is to be completed within one year.
- There were no further comments.

B. Discussion regarding historic codes for backlighting as well as other codes and the steps to take on how to revise the codes.

- Chairman Stelling introduced and opened this item for discussion.
- Chairman Stelling stated the Commissioners are to review the historic guidelines and ordinances to see if there is anything that should be corrected or added and make a recommendation to City staff for review of these changes. Chairman Stelling stated this will be on the next agenda for discussion on April 27, 2017.
- Judith Schulz asked when a citizen can make a comment about the items on the agenda. Chairman Stelling replied when the item is being discussed or when asked if there is any further discussion, after the motion is made. Chairman Stelling apologized for not noticing that Ms. Schulz had raised her hand. Chairman Stelling asked what she wanted to comment on even though the decision has already been made. Ms. Schulz was hoping the window would be full length and not divided, even though it gives integrity to have divided windows, it would make it look more historic. Ms. Schulz also mentioned the detail on the pillars should be cleaned to give the original look and noticed on the agenda was a topic regarding ordinances for metal signs with illumination. Chairman Stelling stated the Commissioners are to review the ordinances for any changes they see that need correcting. Ms. Schulz suggested that modern logos and signs should be allowed as long as they are not plastic. Ms. Schulz thanked the Commissioners for doing all the reviews.

ADJOURNMENT

Commissioner Eisenhardt moved, and Commissioner Veronico seconded to adjourn the meeting at 7:34 p.m. *All were in favor and the motion carried.*

Recording Secretary,

Kristine Anderson
Administrative Assistant



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: April 27 th , 2017
Submitted By: Gregory Guidry, Building Inspector	Subject: Certificate of Appropriateness and Sign Permit for 597 N. Pine Street

Details:

Nicole Hayes of Rujan’s is requesting approval of a Certificate of Appropriateness and Sign Permit located at 597 N. Pine Street. The proposed project consists of:

- The installation of a vinyl sign on the Milwaukee Avenue window. The vinyl sign letters will be placed on the window glass parallel to the bottom of the window frame. The letters will be 5 inches tall and extend a length of 75 inches to cover the width of the glass pane. The sign message will state, “Craft Beers • Wine • Martinis • Gastropub”.

Graef, whose memorandum is attached, recommends approval of this request, subject to conditions listed in the April 14, 2017 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 April 27, 2017 Historic Preservation Commission meeting.



One Honey Creek Corporate Center
125 South 84th Street, Suite 401
Milwaukee, WI 53214-1470
414 / 259 1500
414 / 259 0037 fax
www.graef-usa.com

collaborāte / formulāte / innovāte

MEMORANDUM

TO: Historic Preservation Commission
City of Burlington

Copies to: Carina Walters, City Administrator
Megan Watkins, Director of Administrative Services
Gregory Guidry, Building Inspector
Gregory Governatori, City Engineer, Kapur & Associates, Inc.
Nicole Hayes of Rugan's, Applicant

FROM: GRAEF
Kristian Vaughn
Tanya Fonseca, AICP

DATE: April 14, 2017

SUBJECT: Review of Certificate of Appropriateness and Sign Permit Applications for 597 N. Pine Street, Burlington, WI 53105

A. PURPOSE

1. Consider for approval a Certificate of Appropriateness application for 597 N. Pine Street to install a vinyl sign on the Milwaukee Avenue window.
2. Consider for approval a Sign Permit application for 597 N. Pine Street to install a vinyl sign on the Milwaukee Avenue window.

B. RECOMMENDATION

Based upon the review of submitted materials, GRAEF recommends that the Historic Preservation Commission recommend to the Common Council the **APPROVAL** of the following:

- a. a Certificate of Appropriateness application for 597 N. Pine Street to install a vinyl sign on the Milwaukee Avenue window; and,
- b. a Sign Permit application for 597 N. Pine Street to install a vinyl sign on the Milwaukee Avenue window.

C. TYPE AND CHARACTER OF RENOVATIONS

Nicole Hayes of Rugan's (Applicant) submitted a Certificate of Appropriateness Application and a Sign Permit Application to install vinyl sign letters on the Milwaukee Avenue window at Rugan's on 597 N.

Pine Street, Burlington, WI 53105. The vinyl sign letters will be placed on the window glass parallel to the bottom of the window frame. The letters will be five inches tall and extend a length of 75 inches to cover the width of the glass pane. The sign message will state, "Craft Beers • Wine • Martinis • Gastropub."

The Applicant provided additional details to describe the vinyl sign in documents submitted with her applications:

- a. Certificate of Appropriateness Application (2 sheets, dated March 17, 2017, prepared by Nicole Hayes)
- b. Sign Permit Application (4 sheets, dated March 15, 2017, prepared by Nicole Hayes)
- c. Sign Dimensions and Mock-up Sheet (1 sheet, prepared by Burli Signs)
- d. Exterior Building Photograph (1 sheet)

D. REVIEW OF PROPOSED SIGN WITH HISTORIC PRESERVATION ORDINANCES & GUIDELINES

The regulation of the appropriateness of signs on historical buildings within the Burlington Historic Downtown Main Street District falls under the purview of City of Burlington Zoning Code §315-139 "Certificate of appropriateness" and the "Burlington Historic Downtown Main Street District: Design Quality – Standards Guidelines."

I. City of Burlington Zoning Code §315-139 "Certificate of appropriateness"

City of Burlington Zoning Code §315-139 "Certificate of appropriateness" enumerates nine (9) required pieces of information, documents, or exhibits that need to be provided by an applicant. The Applicant satisfied these requirements and submitted a complete submittal for review. The submittal is compliant with §315-139.

II. "Burlington Historic Downtown Main Street District: Design Quality – Standards Guidelines"

The "Burlington Historic Downtown Main Street District: Design Quality – Standards Guidelines" describe the preferred characteristics of contextually-appropriate signage within the Historic Preservation Overlay District (HPO). A building owner that follows these guidelines may increase the likelihood of approval of his or her project, as the Historic Preservation Commission uses the guidelines to determine compliance. The primary objective of the guidelines is to preserve the traditional façade of the storefronts through the regulation of the type of sign, sign size, and the placement of the sign.

The proposed vinyl sign letters are of a physical character and size to be appropriate for the picture window. The sign's message clearly advertises the restaurant's activities at the pedestrian scale. As a result, the proposed vinyl sign letters have been deemed to be historically appropriate and contextually sensitive. These sign characteristics are also compliant with Sign Code provisions in §315-74(E & F).

E. COMPLIANCE WITH CITY OF BURLINGTON ZONING CODE ARTICLE VII "SIGNS"

Provisions within City of Burlington Zoning Code Article VII "Signs" provide for general sign regulations, as well as the specific regulation of signs in the Historic Preservation Overlay District (HPO) pursuant to §315-74. The building at 597 N. Pine Street is zoned B-2 "Central Business District" in the HPO.

The proposed vinyl sign letters most closely resemble a graphic sign. As a permitted type of sign pursuant to §315-71(A), the accumulated total sign area is compliant with §315-71(B & D).

As the vinyl sign letters are located on a ground-floor window and parallel to the bottom of the window frame, the height of the sign area is compliant with §315-72(B)(7).

The proposed vinyl sign letters are compliant with Article VII "Signs."

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 HAYES
5. Name of Business: Rugan's
6. What is (are) the existing use(s) of the building? RESTAURANT
7. Telephone Number: 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: _____
14. Date of submittal of plans: 3-17-17
15. Scale of drawings noted on each drawing: _____
16. Building type, size and location: BRICK 2-STORY
17. Height of building: _____
18. Exterior material samples to be provided: Vinyl Window Lettering

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

19. Proposed Start Date: 4-1-17
20. Proposed Completion Date: 4-5-17

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
Print

Nicole Hayes
Signature

3-17-17
Date

Applicant

NICOLE HAYES
Print

Nicole Hayes
Signature

3-17-17
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
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) 597 N. PINE ST	Applicant Name(s): NICOLE HAYES
Property Owner Name: NICOLE & JAMES HAYES	Applicant Mailing Address: 2314 ANNA AVE TWIN LAKES, WI 53181
Property Owner Telephone Number: 262-220-3841	Applicant Telephone Number: 262-220-3841
Property Owner Fax Number: _____	Applicant Fax Number: _____
Sign Contractor BURLI SIGNS	Sign Contractor Mailing Address 125 FRONT ST, BURLINGTON

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

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.

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.

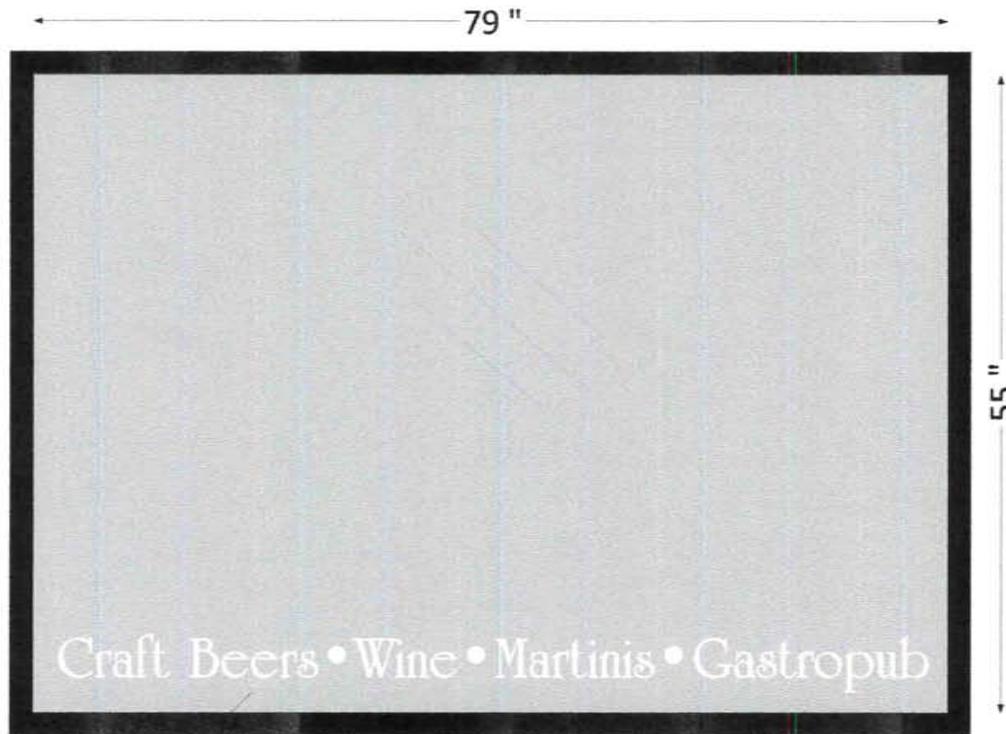
Applicable to proposed sign permit application? Yes No
Conform to Types of Signage Requirement? Yes No

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

WINDOW GRAPHICS



Craft Beers • Wine • Martinis • Gastropub

\$50.00 INSTALLED

BUSINESS	RUGAN'S	
ADDRESS	NA	
CITY / STATE	BURLINGTON, WI	
CONTACT NAME	NICOLE HAYES	
E-MAIL	nlhayes@rugans.com	
OFFICE PHONE	NA	
MOBILE PHONE	NA	
FAX #	NA	
SIGN TYPE	GRAPHICS	
SIGN SIZE	5" X 75"	
LETTER SIZE	5"	
MATERIAL	VINYL	
<input checked="" type="checkbox"/> SINGLE SIDE <input type="checkbox"/> DOUBLE SIDE		
LIGHTING LAMPS	NO	
BALLASTS	NO	
POWER PACKS	NO	
MOUNTING	TO WINDOW	
NO. OF SIGNS	1	
FOOTING SIZE	NO	
CONTACTED ON	MAR. 7, 2017	
COMPLETED ON	INCOMPLETE	
JOB LOCATION	BURLINGTON, WI	
PRICE	TAX	TOTAL
\$50.00 + TAX		

All Original Designs, Logos, Artwork, Ect. Remain The Property Of Burli Signs, and May Not Be Used Or Reproduced In Any Form Without Written Permission by Burli Signs Or Purchased From Burli Signs. All Rights Reserved.



125 Front St.
Burlington, WI 53105
262-763-7654
FAX 262-763-1879
bryan@burlisigns.com
burlisigns.com

Designer:
Bryan Spankowski

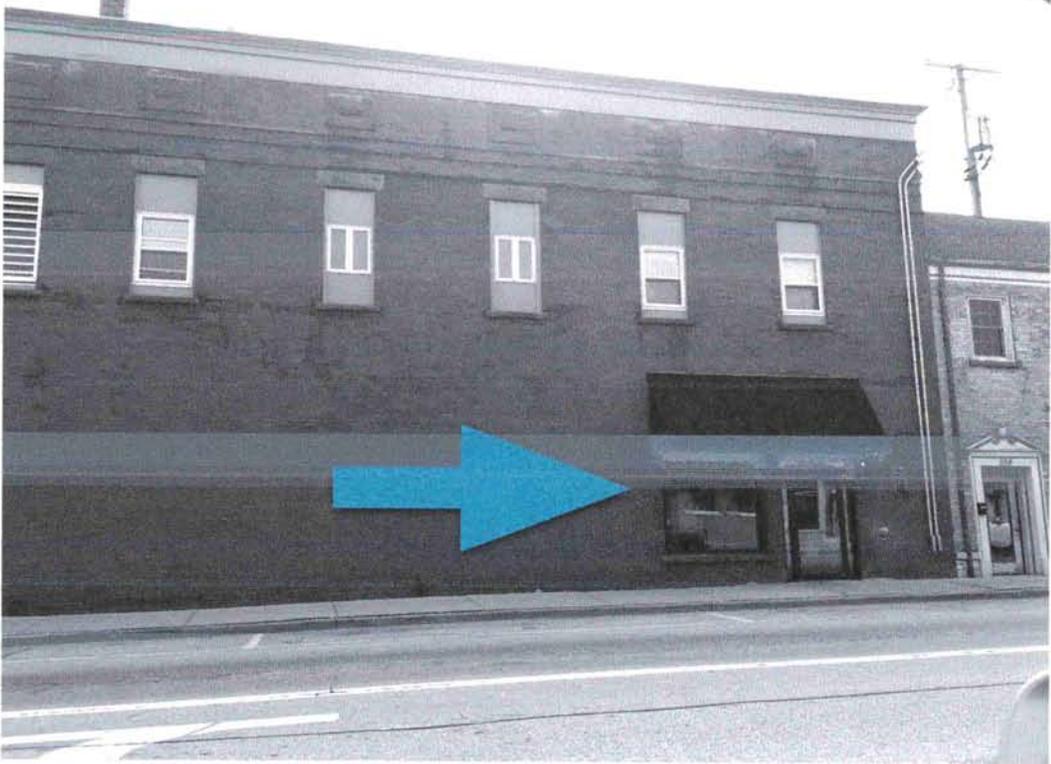
NOTES:

DESCRIPTION OF WORK

VINYL COLOR/S
SEE FILE

CAN COLOR/S
SEE FILE

SIGNATURE



**MILWAUKEE ST. BUILDING SIDE
WINDOW TO HAVE VINYL LETTERS**



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: April 27, 2017
Submitted By: Megan Watkins, Director of Administrative Services	Subject: Façade Grant Funding

Details

Attached please find the Façade Grant Funding report for Round 7 dated April 17, 2017 with actual balance remaining of \$20,000 for 2017. Round 6 with \$0.00 actual balance remaining, with one project currently under construction. Round 5 with \$0.00 actual balance remaining, attached for your convenience, continues to have four projects currently under construction.

Executive Action:

This item is for discussion only at the April 27, 2017 Historic Preservation Commission meeting.

