CITY OF BURLINGTON

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

SPECIAL AGENDA
HISTORIC PRESERVATION COMMISSION
TUESDAY, JANUARY 29, 2019 at 6:00 P.M
Common Council Chambers, 224 East Jefferson Street, Burlington, WI 53105

Darrel Eisenhardt, Chairman
Susan Kott, Aldermanic Representative
Frank Capra, Commissioner
Steve Wagner, Commissioner
Ken Morrison, Commissioner
Kevin O'Brien, Commissioner
Daniel Colwell, Commissioner
Tyler Van Patten, Student Representative
Grace Lashbrook, Student Representative

1. Call to order

2. Roll Call

3. Citizen Comments

4. Approval of minutes of November 29, 2018

5. Letters and Communications: None

6. Old Business: None

7. New Business:

A. A Certificate of Appropriateness application from Brian Torgerson for property located at 164 E. Washington Street to repair the front, side, and rear façade; which includes new windows and trim, door, and tuck-pointing.

B. A Façade Grant Program application from Brian Torgerson for property located at 164 E. Washington Street to replace front windows, door, and tuck-pointing.

C. A Façade Grant Program application from Brian Torgerson for property located at 164 E. Washington Street to replace side windows and tuck-pointing.

D. A Façade Grant Program application from Brian Torgerson for property located at 164 E. Washington Street to retain existing rear windows, and add custom framing into existing window, and tuck-pointing.

8. Discussion items:
   A. Review of Façade Grant Funding Status.

9. Adjournment.

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HISTORIC PRESERVATION COMMISSION
MEETING MINUTES
Thursday, November 29, 2018

The meeting was called to order by Chairman Darrel Eisenhardt at 6:30 p.m. Aldermanic Representative Susan Kott; Commissioner Frank Capra; Commissioner Steve Wagner; Commissioner Ken Morrison; Commissioner Kevin O'Brien; and Commissioner Daniel Colwell were present. Student Representative Grace Lashbrook was present. Student Representative Tyler Van Patten was excused.

CITIZEN COMMENTS

Judith Schulz, 533 Milwaukee Avenue, stated that 533 Milwaukee Avenue is on the National and State Register, and building owners should be aware of tax credits they can receive. Ms. Schulz handed out pictures of old buildings that had the paint removed.

APPROVAL OF MINUTES

Commissioner Wagner corrected the minutes to read "the fire escape will look like it is in the horizontal rest position". Commissioner Wagner moved, and Commissioner Colwell seconded to approve the minutes of October 25, 2018.

LETTERS AND COMMUNICATIONS

None

OLD BUSINES

None

NEW BUSINESS

A. A Certificate of Appropriateness application from Jon Thorngate of Lifebridge Church for property located at ***457 Milwaukee Avenue*** to paint signage on the side wall. This item was at the October 3, 2018 meeting.

- Chairman Eisenhardt introduced and opened this item for discussion.

- Attorney John Bjelajac explained the version of the law, and the outcome from the November 7, 2018 Council meeting. Attorney Bjelajac handed out the City Ordinance for signage, and stated the decision is not made on the content of the sign, but rather what is in the ordinance. Attorney John Bjelajac further stated the building inspector would have the final decision.

- Jon Thorngate, 224 Peters Parkway, presented the revised design of the sign that was scaled down, as well as the cursive that became secondary, because the Historic Preservation Commissioners stated the original sign was too large and busy. Aldermanic Representative Kott mentioned that Gregory Guidry, Building Inspector, wrote a review in 2016 which states the signage was non-conforming and would have to be painted over. Aldermanic

Representative Kott asked why Mr. Thorngate budgeted for signage when he knew it was non-conforming. Mr. Thorngate replied he does not recall that, but remembers that the signage had to be reviewed at a later date. Mr. Thorngate stated the intention was to always put a sign there, and wanted to resemble the size and style of the existing sign.

- Commissioner Colwell asked for a recap since he was not present at the October 3, 2018 meeting.

- Chairman Eisenhardt explained the discussion was regarding the wording, size of the letters, and the previous Bigelow signage. Chairman Eisenhardt further explained that years ago there was no signage. Tanya Fonesca, Graef, explained the recommendation to approve, was based on the historical context of the downtown businesses.

- Commissioner O'Brien asked if there is verbiage in the city ordinance when a building changes hands, if the paint has to be removed and the brick painted to the original natural color. Ms. Fonesca answered no, there is no language in the ordinance that states it has to be painted to the original brick color. Commissioner O'Brien questioned in order to maintain the historical look of the building, then maybe the brick should go back to the original color. Ms. Fonesca responded that it is up to the Historical Preservation Commissioners. Ms. Fonesca explained many historical committees operate differently, whether it is going with the original look when the building was built or allowing property owners to do as they wish. The Commissioners discussed when the building was originally painted as the Chevrolet dealership, the guess was around 1950-1960. Aldermanic Representative Kott mentioned that during that era there were no codes or even a historic district. Mr. Thorngate stated the Commissioners should not base the decision on an estimated timeline. Mr. Thorngate further stated the paint cannot be removed from the brick, because the brick is in bad condition and it is too expensive to repair.

- Commissioner Morrison clarified that no paint is to be applied to any brick, and questioned how the deteriorated brick could be updated. Chairman Eisenhardt replied that either a special stripper could be used if it has been previously painted, or re-painted to the original brick color if it is beyond repair. Ms. Fonesca asked where in the guidelines it says that it has to be painted to the original brick color. Ms. Fonesca stated she found where it says brick cannot be painted, unless it has been previously painted. Chairman Eisenhardt stated in the Historic Downtown District Guideline it mentions the ways that are not recommended for protection of masonry. Ms. Fonesca explained those are guidelines and not requirements. Mr. Thorngate questioned if the Commissioners would like to see the brick plain, even though it has been painted that way for over 60 years, verses not removing the paint. Commissioner Colwell responded that the guidelines read the paint shall be removed if it does not damage the building, but re-painted if there is damage.

- Attorney John Bjelajac reminded the Commissioners the application is for signage and not for the wall. Commissioner Colwell stated if there was a sign there previously and it is appropriate for signage in that location, regardless of the content and it meets the needs, then the sign should be approved. Commissioner Capra stated he thought the purpose of this committee was to bring buildings back to its original condition. Mr. Guidry explained that in 2016 a sign was never presented, only discussed. Mr. Guidry further explained at that time he

was under the impression that signs were not allowed to be painted on the building, and since then Attorney John Bjelajac has informed Mr. Guidry that signage is allowed. Chairman Eisenhardt commented the grant application in 2016 was budgeted for painting over the signage. Mr. Thorngate replied at that time the intention was to paint over the signage and come back later, but was not given permission to do so. Mr. Thorngate stated they are trying to work with the city by keeping the color, style, and make an improvement. Mr. Thorngate further stated that side of the building has always had signage, and is more historically looking, as well as allowed according to the codes.

- There were no further comments.

- Commissioner Capra moved, and Commissioner O'Brien seconded to deny the Certificate of Appropriateness for painting the sign.

- Roll call: Chairman Darrel Eisenhardt, nay; Aldermanic Representative Susan Kott, aye; Commissioner Frank Capra, aye; Commissioner Steve Wagner, nay; Commissioner Ken Morrison, aye; Commissioner Kevin O'Brien, aye; and Commissioner Daniel Colwell, nay. Aye – 4, Nay – 3. Motion carried.

B. A Sign Permit application from Jon Thorngate of Lifebridge Church for property located at ***457 Milwaukee Avenue*** to paint signage on the side wall. This item was tabled at the October 3, 2018 meeting.

- Chairman Eisenhardt introduced and opened this item for discussion.

- There were no comments.

- Aldermanic Representative Kott moved, and Commissioner O'Brien seconded to deny the Sign Permit for painting the sign.

- Roll call: Chairman Darrel Eisenhardt, nay; Aldermanic Representative Susan Kott, aye; Commissioner Frank Capra, aye; Commissioner Steve Wagner, nay; Commissioner Ken Morrison, aye; Commissioner Kevin O'Brien, aye; and Commissioner Daniel Colwell, nay. Aye – 4, Nay – 3. Motion carried.

- Mr. Guidry questioned if this could be brought back to the Council meeting. Attorney Bjelajac replies yes, but stated the signage is ultimately Mr. Guidry's decision for denial or approval. Attorney Bjelajac stated that most of which is approved at a Historic Preservation meeting is recommendation to Council, but the signage is recommendation to Mr. Guidry.

- Aldermanic Representative Kott questioned what the purpose was of having a discussion to deny, and then Mr. Guidry presents it to Council for approval. Mr. Guidry responded that Council does not want signage to come before them that is why the decision making role changed.

DISCUSSION ITEMS

A. Introduction and discussion with the City Planner, Graef, to explain their roles and challenges they will be accepting, as well as a "HPC 101" for the members of the commission.

- Chairman Eisenhardt introduced and opened this item for discussion.

- Ms. Fonesca handed out documents regarding the roles of a Historic Preservation Commission (HPC). Ms. Fonesca explained this is a broad overview, and will need to be brought back to another meeting for a more detailed guidance. There are some decisions that need to be made for property owners, such as; whether or not the building shall be in compliance immediately, given a time period, or work with them until financially able. Ms. Fonesca further explained the city would like to see properties sold, but if the HPC is too restrictive, then owners will not want to come to Burlington. It is important for the purchaser to be aware of what is being required prior to signing papers. The codes can be confusing, but they can be re-written to be simplified. The codes were written decades ago, and things have changed over the years. The purpose of the Historic District is to help stabilize and improve property values, which strengthen the economy. The intent is to provide protection and preservation of structures. There are a few times when an applicant may be required to present the project to the Plan Commission, such as; when there is a change of use or an addition to a building. Aldermanic Representative Kott asked if the Plan Commission is supposed to know the codes for the historic district. Ms. Fonesca responded no, Sign Permit applications are not presented to the Plan Commission, so it is not necessary for them to know the codes. The Plan Commission decides if the project can be completed according to Site Plans. Commissioner Morrison asked if a flow chart for signage and other projects can be provided to help guide how the process works. Ms. Fonesca responded yes, and stated Graef will provide options instead of recommendations in the reviews.

Tyler Van Patten arrived at 6:26 pm.

- Ms. Fonesca stated there are three ways of voting for items on the agenda; 1) approve, 2) deny, or 3) table. Commissioner Wagner asked if an item is approved, can there be conditions so the applicant does not have to come back at a later date. Ms. Fonesca responded yes, as long as the conditions are specific and written in the minutes. Aldermanic Representative Kott questioned if codes could be re-written, such as murals. Ms. Fonesca replied yes, and suggested looking at other municipal codes. Ms. Fonesca further replied the codes can be written to help with the difference between signs and murals. Ms. Fonesca asked the Commissioners to write down their top 5 things that are difficult when reviewing, so it can be changed to make understanding the codes easier.

- Commissioner Colwell questioned if an applicant completes a project without approval, what can be done. Commissioner O'Brien thought there were so many days to apply for a Certificate of Appropriateness (COA), or a fines may be issued. Mr. Guidry asked if a COA is required if an applicant would like to paint a building a different color or the same color. The Commissioners answered a COA is required only if the color is changing.

- Commissioner Wagner asked if there is someone that can be designated to collect old photos. Ms. Fonesca answered that would be helpful. Aldermanic Representative Kott stated Ms. Schulz and herself would like to put together a binder of old photos for the Commissioners, Historical Society, and City Hall, so the applicant will have the oldest photo available to them.

- Aldermanic Representative Kott asked for information regarding the Kane Street District. Mr. Guidry replied it is a Federal Program and the City does not enforce the rules for repairs.

- Mr. Guidry reminded the Commissioners to read the guidelines and codes.

ADJOURNMENT

Commissioner O'Brien moved, and Commission Morrison seconded to adjourn the meeting at 7:19 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:** January 24, 2019
Submitted By: Gregory Guidry, Building Inspector	**Subject:** Certificate of Appropriateness for 164 E. Washington Street

Details:
Brian Torgerson, owner, is requesting approval of a Certificate of Appropriateness located at 164 E. Washington Street. The proposed project consists of:

- Renovating the front, rear, and side façade of the building, including new windows, new window trim, a new door, and fresh tuck-pointing. The building is in a highly visible location and would benefit from improvements.

- The four storefront windows are proposed to be reduced in size, with 36" of cedar planking added to the bottom, which does not meet the guidelines. The Standards Guidelines reads as follows: "If windows are to be completely replaced, the new units should fill the entire original opening and match the profile of the existing units".

- Additional details regarding the proposed replacement windows and replacement door are required. Additional details regarding why target windows and doors must be replaced and cannot be repaired are also required. The Standards Guidelines' philosophy prioritizes repair over replacement whenever possible.

- It should be noted that the applicant has also applied for three façade grants. The property currently has open code violations related to the maintenance of this property.

Graef's, City Planner, whose memorandum is attached, recommends denial of this request, subject to conditions listed in the January 16, 2019 memorandum to the Commission.

Financial Remarks:
The applicant has applied for façade grants as seen in 7B, 7C, and 7D.

Executive Action:
This item is for consideration to approve the Certificate of Appropriateness at the January 24, 2019 Historic Preservation Commission meeting and be placed on the February 5, 2019 Committee of the Whole and Common Council meetings for consideration.

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

GRāEF

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MEMORANDUM

TO: Historic Preservation Commission
City of Burlington

FROM: GRAEF
Ben Block
Tanya Fonseca, AICP

DATE: January 16, 2019

SUBJECT: Review of Certificate of Appropriateness Application for 164 E. Washington Street.

A. PURPOSE

Review an application from Brian Torgerson to make improvements to the façade of the building located at 164 E. Washington Street, Burlington, WI 53105.

B. RECOMMENDATION

Based upon the review of submitted materials, GRAEF recommends that the Historic Preservation Commission recommend to the Common Council the Application be ***DENIED*** based on the following:

a. The proposed replacement storefront windows are smaller than what presently exists.

In addition to the above issue, the following details would need to be provided before this Application could be approved:

b. Additional details regarding the proposed replacement windows,
c. Additional details regarding the proposed replacement door; and,
d. Additional details regarding why target windows and doors must be replaced and cannot be repaired.

C. TYPE AND CHARACTER OF RENOVATIONS

Brian Torgerson submitted a Certificate of Appropriateness Application to renovate the front, rear, and side façade of the building located at 164 E. Washington, including new windows, new window trim, a new door, and fresh tuckpointing. This building is in a highly visible location and would benefit from improvements to the façades.

It should be noted that the Applicant has also applied for three façade grants to assist with these improvements. The property currently has open code violations related to the maintenance of this property.

The following documents were submitted with this Application:

a. Application for the Certificate of Appropriateness
b. Present-day and historic photos
c. General details regarding window manufacturer and cedar trim

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

The regulation of the appropriateness of renovations to 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 required pieces of information, documents, or exhibits that need to be provided by an applicant. Though the Applicant included general information regarding the proposed replacement windows and trim, the Applicant should provide additional details regarding the exterior materials and their colors (including those used for the front door).

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 technical characteristics of contextually-appropriate historic preservation renovations. 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 materials, colors, and construction and renovation techniques. Specifically, an assessment of an applicant's proposed renovations considers:

a. Historically appropriate design themes,
b. Contextual sensitivity of renovations in relation to surrounding buildings, and
c. Simple and unobtrusive storefront materials that maintain the building's original appearance.

The proposed exterior improvements for 164 E. Washington include a major element that does not conform with the Standards Guidelines:

- The four storefront windows are proposed to be reduced in size, with 36" of cedar planking added to the bottom.

The Standards Guidelines read as follows: *"If windows are to be completely replaced, the new units should fill the entire original opening and match the profile of the existing units."*

The remaining proposed exterior improvements for 164 E. Washington are mainly in-line with the Standards Guidelines:

- The proposed trim, windows, and brick will be different colors and will accentuate the architectural details of the building – this conforms with the Standards Guidelines.
- The proposed improvements will improve prominent and important features of this building – the Standards Guidelines supports this whenever possible.

However, more information is needed to fully evaluate these proposed improvements. In particular:

- More specific details regarding the replacement windows needs to be provided – the cut sheet provided does not include details for the model that is to be used.
- Specific details regarding the replacement door needs to be provided.
- Details regarding why these elements must be replaced and cannot be repaired should be provided – the Standards Guidelines' philosophy prioritizes repair over replacement whenever possible.

$150 fee

City of Burlington
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. Project Address: 164 E. WASHINGTON Street, Burlington, WI
3. Applicant Name: BRIAN TORGENSON
4. Owner Name: BRIAN TORGENSON
5. Name of Tenant: N/A
6. Name of Business: N/A
7. What is (are) the existing use(s) of the building? 2 APARTMENTS AND Laundy mat
8. Telephone Number: 262-210-1665 Facsimile Number: _____
9. E-Mail Address: DELAVAN FURNITURE@yahoo.com
10. Applicant Mailing Address: 436 WRIGHT Street DELAVAN WI 53115
11. Does the applicant own the project building? X Yes _____ No
12. If no, please list owner's name and address: N/A
13. Architect or engineer's name and address: N/A
14. Date of submittal of plans: 12/26/18
15. Scale of drawings noted on each drawing: 1" = 3'
16. Building type, size and location: BRICK 2 Story
17. Height of building: 22 FEET
18. Exterior material samples to be provided: yes

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

19. Proposed Start Date: ASAP

20. Proposed Completion Date: within 30 days of Start 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

Print	Signature	Date
BRIAN TORGERSON	[signature]	12/26/18

Applicant

Print	Signature	Date
BRIAN TORGERSON	[signature]	12/26/18

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 encouraged 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. Nine 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!

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

Dear HPC Commissioners,

Attached are applications for 3 facade grants for my building at 164 E. Washington Street. The trim on all the windows will be a clear stained cedar board that should go well with the brown brick color. The windows come in 10 different finishes I am going with a brown tone that contrasts the building slightly. In reading through the grant application, I feel that my building qualifies for the 3rd façade grant. I know that 3 facades were awarded to various buildings around the city and my building will be highly viewed by many weddings in the new venue being created by the Lynch's who operate the Mercantile. That space will form an alley like area from the street and flows into the parking lot in the rear that also has a clear view of the rear façade of my building. I have signed an agreement to allow Shad Brannen to pour concrete up to the rear of my building to get rid of all the mud and broken concrete behind the buildings, so they will have a nice finished space for their weddings. Please let me know if you have any additional questions for me.

Thank you,

Brian Torgerson

29820 Woodlawn Drive
Burlington, WI 53105
(262) 206-3356

Hamms Home Improvements

Meeting Your Needs with Quality Home Improvements Since 1984

Proposal Submitted To Brian Torgerson	Phone 262-210-1665	Date 12/06/2018
Street	Job Name	
City, State and Zip Code	Job Location 164 E Washington Street, Burlington, WI 53105	
Architect / Date of Plans	Job	

We hereby submit specifications and estimate for:

Side A (Storefront)

(6) Windows including removal & install	$2741.51
(6) Custom window framing using cedar planks	$2000.00
(4) Storefront windows including install	$6534.00
Knee wall construction including demo	$3800.00
Front door including removal & install	$1000.00
Tuckpointing	$200.00
Materials	$2600.00
Lift rental	$920.00
Total	**$19795.51**

Side B (Parking lot)

(6) Windows including removal & install	$2741.51
(6) Custom window framing using cedar planks	$2000.00
Tuckpointing & brick repair	$2500.00
Materials	$2000.00
Lift rental	$920.00
Total	**$10161.51**

Side C (Alley)

(3) Custom window framing using cedar planks	$1000.00
(3) Custom decorative boarding of old windows	$1800.00
Extensive tuckpointing & brick repair	$4500.00
Gutter replacement & repair	$600.00
Materials	$1500.00
Lift rental	$920.00
Total	**$10320.00**

We expect this job to take approximately 3 weeks to complete. We request half down once the proposal is accepted, with the balance due once our work is completed.

We propose hereby to furnish material and labor – complete in accordance with above specifications, for the sum of: $40277.00 dollars.
Payment to be made as follows: Half due at proposal acceptance. The remaining balance due once our work is completed.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature_____

Note: This proposal may be withdrawn by us if not accepted within ___7___ days.

Acceptance of Proposal The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance:_____

Signature_____

Signature_____

Businesses O

LAUNDROMAT ON WASHINGTON ST. ON NORTH SIDE JUST WEST OF N. PINE ST. ABOU

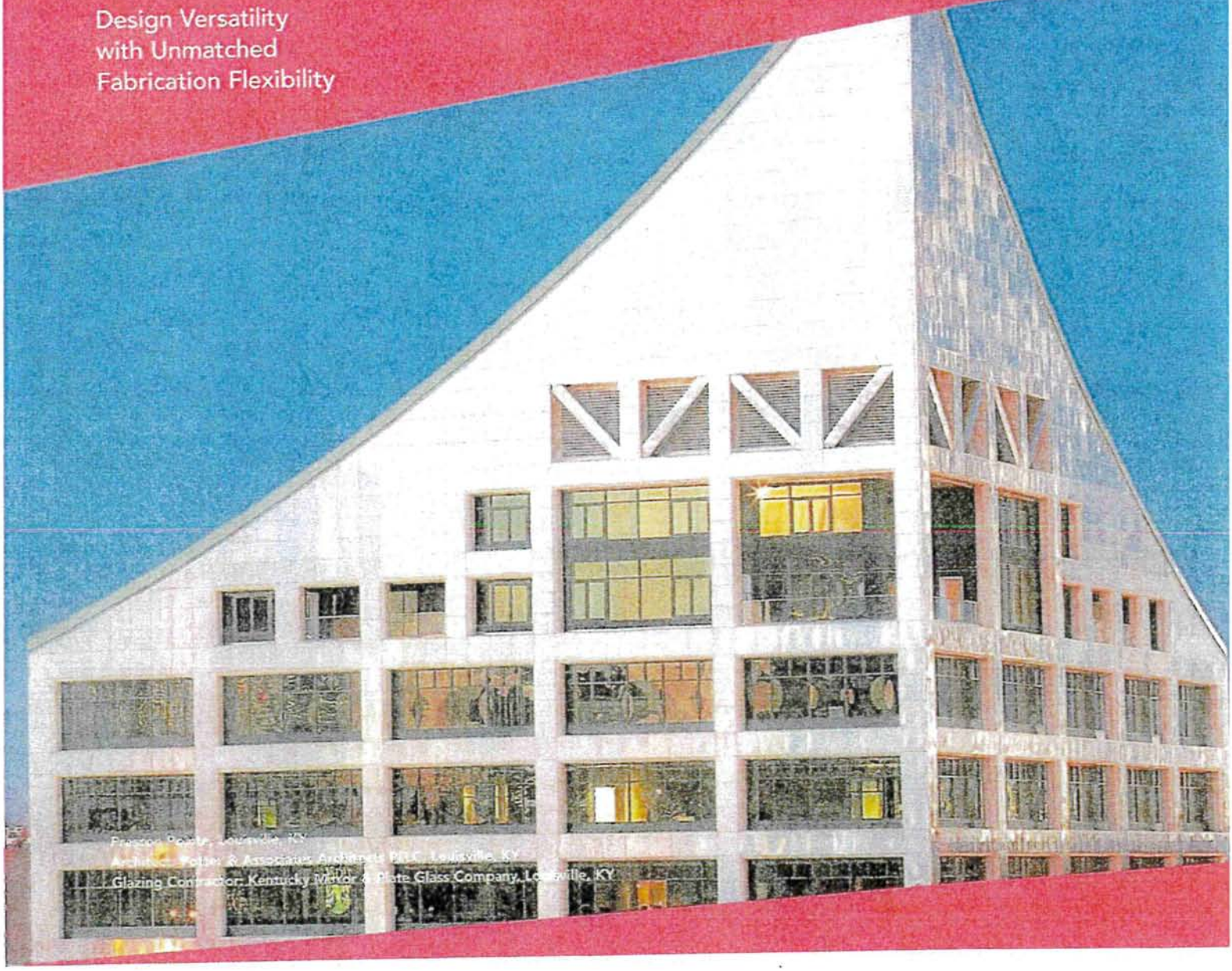
4

BEAR

Trifab® VG (VersaGlaze®)

Trifab VG 450, 451 & 451T (Thermal) Framing Systems

Design Versatility with Unmatched Fabrication Flexibility



Trifab® VG (VersaGlaze) is built on the proven and successful Trifab platform – with all the versatility its name implies. Trifab set the standard and Trifab® VG improves upon it. There are enough fabrication, design and performance choices to please the most discerning building owner, architect and installer. Plus the confidence a tried and true framing system instills. Select from four glazing applications, four fabrication methods and multiple infill choices. Consider thermal options and performance, SSG and Weatherseal alternatives and your project takes an almost custom shape whether your architecture is traditional or modern and the building is new or retrofitted.

Aesthetics

Trifab® 450 has 1-3/4" sight lines and both Trifab® 451 and Trifab® 451T have 2" sight lines, while all three have a 4-1/2" frame depth. Designers can not only choose front, center or back glass planes, they can now add the versatility of multi-plane glass applications, thus allowing a greater range of design possibilities for specific project requirements and architectural styles. Structural Silicone Glazing (SSG) and Weatherseal options further expand the designer's choices.

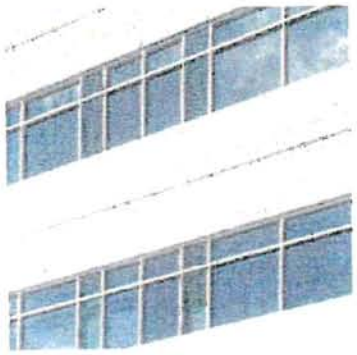
KAWNEER
AN ALCOA COMPANY

Trifab® VG can be used on almost any project due to virtually seamless incorporation of Kawneer entrances, Sealair® windows or GLASSvent™ for visually frameless ventilators. These framing systems can also be packaged with Kawneer curtain walls and overhead glazing, thereby providing owner, architect and installer with proven, tested and quality products from a single source supplier.

Economy

Trifab® VG offers four fabrication choices to suit your project:

- Screw Spline – for economical continuous runs utilizing two piece vertical members. Provides the option to pre-assemble units with controlled shop labor costs and smaller field crews for handling and installation.
- Shear Block – for punched openings or continuous runs using tubular moldings. Provides the option to pre-assemble multi-lite units using shear block clips under controlled shop labor conditions. Clips provide tight joints for transporting large units. Less field time is necessary to fill large openings.
- Stick – for fast, easy field fabrication. Field measurements and material cuts can be done when metal is on the job.
- Type B – for multi-lite punched openings. Provide option for pre-assembled units for installation into single openings and controlled shop labor costs. Head and sill running through provide fewer joints and require less time to fill large openings.



Brighton Landing, Cambridge, MA
Architects: ADD Inc., Cambridge, MA
Glazing Contractors: Ipswich Bay Glass Company,Inc., Rowley, MA

Trifab® VG 450, 451 and 451T can be flush glazed from either the inside or outside. The Weatherseal option provides an alternative to the structural silicone glazed vertical mullions. This ABS/ASA rigid polymer extrusion allows complete inside glazing and creates a flush glass appearance on the building exterior, without the added labor of scaffolding or swing stages. Optional patented HP Flashing™ and HP Interlock clip are engineered to eliminate the perimeter sill fasteners and their associated blind seals and are compatible with all glass planes.

Performance

Kawneer's IsoLock™ Thermal Break option is available on Trifab® VG 451T. This process creates a composite section and prevents dry shrinkage.

U-factor, CRF values and STC ratings for Trifab® VG vary depending upon the glass plane application. Project specific U-factors can now be determined for each individual project. (See Kawneer Architectural Manual or Website for additional information)

Performance Test Standards	
Air Performance	ASTM E 283
Water	AAMA 501 and ASTM E 331
Structural	ASTM E 330
Thermal	AAMA 1503
Thermal Break	AAMA 505 and AAMA TIR-A8
Acoustical	AAMA 1801 and ASTM E 1425

Trifab VG 450

Trifab VG 451/451T

Finishes

Permadonic Anodized finishes are available in Class I and Class II in seven different colors.

Painted Finishes, including fluoropolymer that meet or exceed AAMA 2605, are offered in many standard choices and an unlimited number of specially-designed colors.

Solvent-free powder coatings add the "green" element with high performance, durability and scratch resistance that meet the standards of AAMA 2604.

Kawneer Company, Inc.
Technology Park / Atlanta
555 Guthridge Court
Norcross, GA 30092

kawneer.com
770 . 449 . 5555

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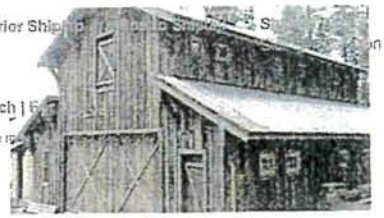

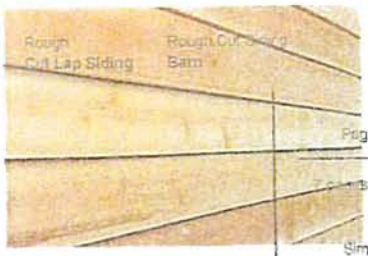

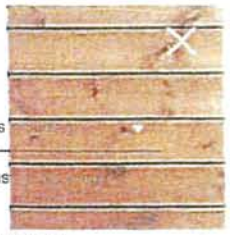

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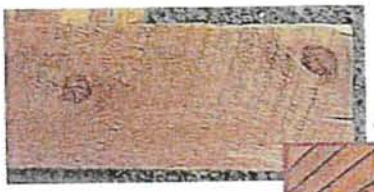
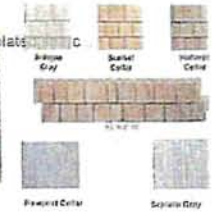
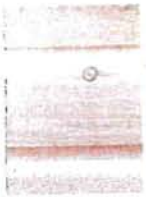
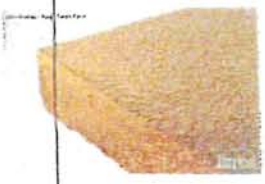
Distressed Cedar Plank









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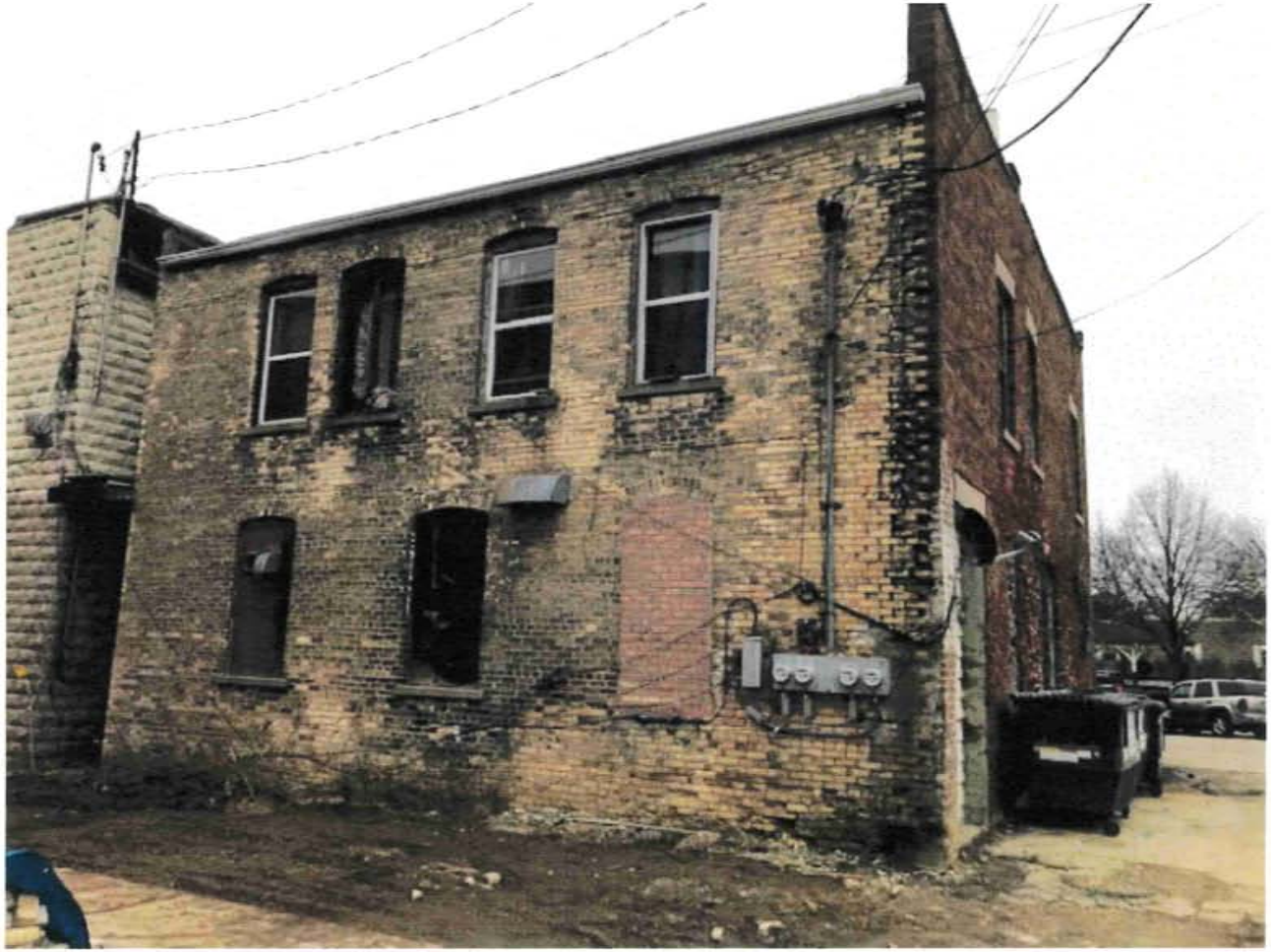
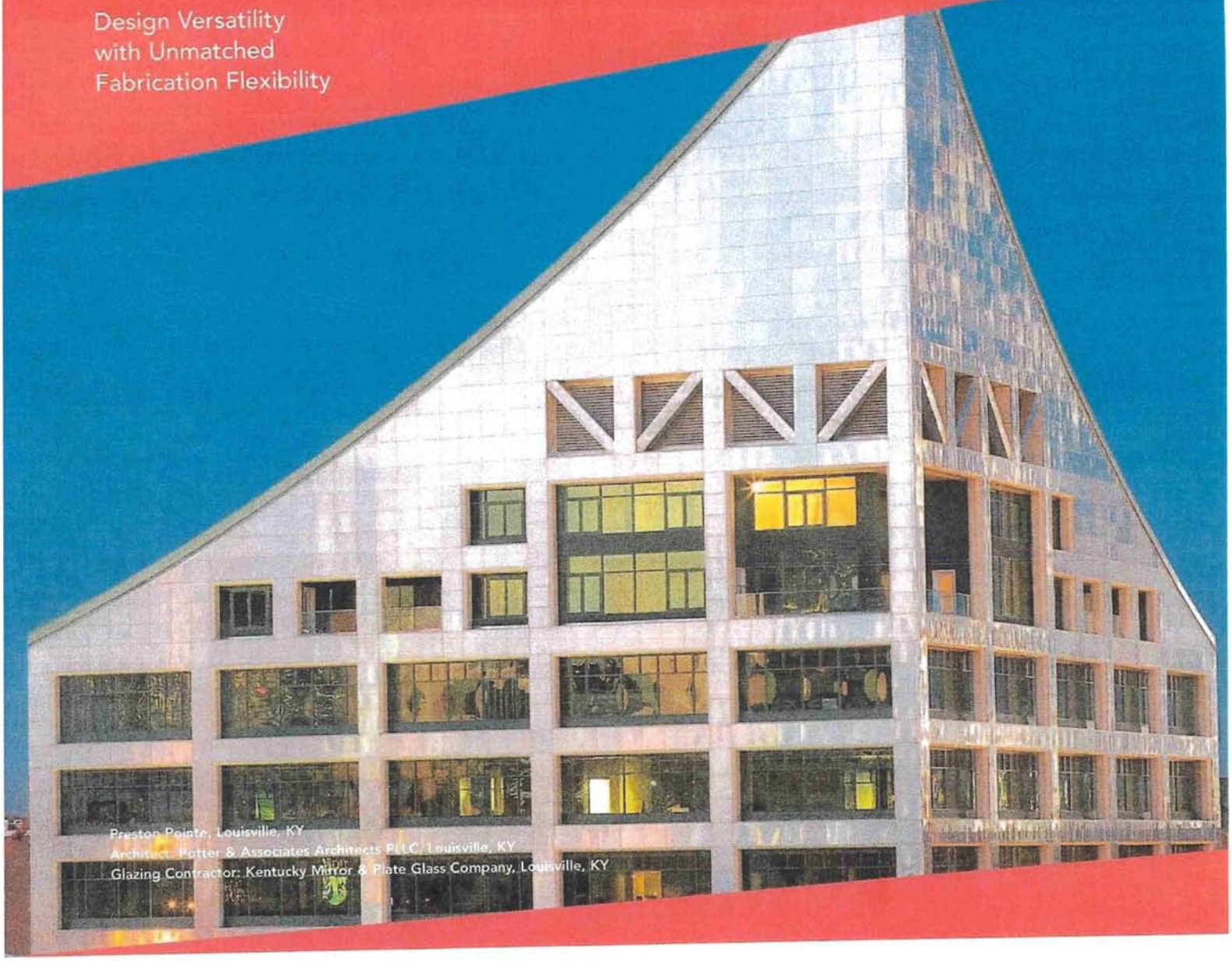


Trifab® VG (VersaGlaze®)

Trifab VG 450, 451 & 451T (Thermal) Framing Systems

Design Versatility
with Unmatched
Fabrication Flexibility



Preston Pointe, Louisville, KY
Architect: Potter & Associates Architects PLLC, Louisville, KY
Glazing Contractor: Kentucky Mirror & Plate Glass Company, Louisville, KY

Trifab® VG (VersaGlaze) is built on the proven and successful Trifab platform – with all the versatility its name implies. Trifab set the standard and Trifab® VG improves upon it. There are enough fabrication, design and performance choices to please the most discerning building owner, architect and installer. Plus the confidence a tried and true framing system instills. Select from four glazing applications, four fabrication methods and multiple infill choices. Consider thermal options and performance, SSG and Weatherseal alternatives and your project takes an almost custom shape whether your architecture is traditional or modern and the building is new or retrofitted.

Aesthetics

Trifab® 450 has 1-3/4" sight lines and both Trifab® 451 and Trifab® 451T have 2" sight lines, while all three have a 4-1/2" frame depth. Designers can not only choose front, center or back glass planes, they can now add the versatility of multi-plane glass applications, thus allowing a greater range of design possibilities for specific project requirements and architectural styles. Structural Silicone Glazing (SSG) and Weatherseal options further expand the designer's choices.

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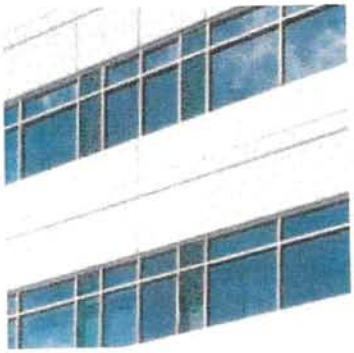
Trifab® VG can be used on almost any project due to virtually seamless incorporation of Kawneer entrances, Sealair® windows or GLASSvent™ for visually frameless ventilators. These framing systems can also be packaged with Kawneer curtain walls and overhead glazing, thereby providing owner, architect and installer with proven, tested and quality products from a single source supplier.

Economy

Trifab® VG offers four fabrication choices to suit your project:

- **Screw Spline** – for economical continuous runs utilizing two piece vertical members. Provides the option to pre-assemble units with controlled shop labor costs and smaller field crews for handling and installation.
- **Shear Block** – for punched openings or continuous runs using tubular moldings. Provides the option to pre-assemble multi-lite units using shear block clips under controlled shop labor conditions. Clips provide tight joints for transporting large units. Less field time is necessary to fill large openings.
- **Stick** – for fast, easy field fabrication. Field measurements and material cuts can be done when metal is on the job.
- **Type B** – for multi-lite punched openings. Provide option for pre-assembled units for installation into single openings and controlled shop labor costs. Head and sill running through provide fewer joints and require less time to fill large openings.



Brighton Landing, Cambridge, MA
Architects: ADD Inc., Cambridge, MA
Glazing Contractors: Ipswich Bay Glass Company,Inc., Rowley, MA

Trifab® VG 450, 451 and 451T can be flush glazed from either the inside or outside. The Weatherseal option provides an alternative to the structural silicone glazed vertical mullions. This ABS/ASA rigid polymer extrusion allows complete inside glazing and creates a flush glass appearance on the building exterior, without the added labor of scaffolding or swing stages. Optional patented HP Flashing™ and HP Interlock clip are engineered to eliminate the perimeter sill fasteners and their associated blind seals and are compatible with all glass planes.

Performance

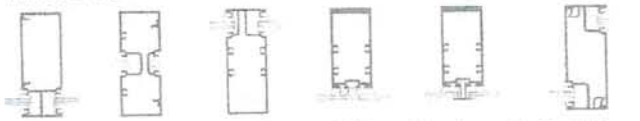
Kawneer's IsoLock™ Thermal Break option is available on Trifab® VG 451T. This process creates a composite section and prevents dry shrinkage.

U-factor, CRF values and STC ratings for Trifab® VG vary depending upon the glass plane application. Project specific U-factors can now be determined for each individual project. (See Kawneer Architectural Manual or Website for additional information)

Performance Test Standards

Air Performance	ASTM E 283
Water	AAMA 501 and ASTM E 331
Structural	ASTM E 330
Thermal	AAMA 1503
Thermal Break	AAMA 505 and AAMA TIR-A8
Acoustical	AAMA 1801 and ASTM E 1425

Trifab VG 450



Front Center Back SSG Weatherseal Multi-Plane

Trifab VG 451/451T

Front Center Back SSG Weatherseal Multi-Plane

Finishes

Permadonic Anodized finishes are available in Class I and Class II in seven different colors.

Painted Finishes, including fluoropolymer that meet or exceed AAMA 2605, are offered in many standard choices and an unlimited number of specially-designed colors.

Solvent-free powder coatings add the "green" element with high performance, durability and scratch resistance that meet the standards of AAMA 2604.

Kawneer Company, Inc.
Technology Park / Atlanta
555 Guthridge Court
Norcross, GA 30092

kawneer.com
770 . 449 . 5555

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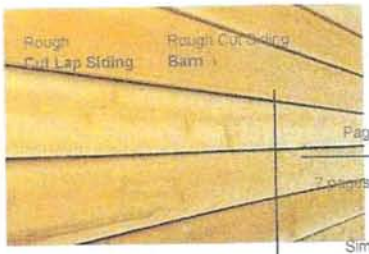

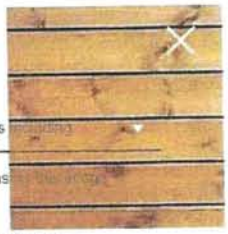

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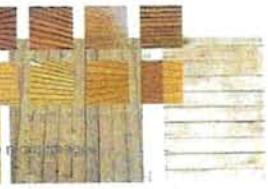
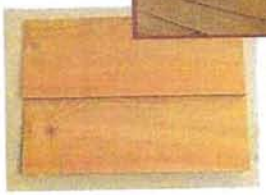


Rustic Cedar Planks

Distressed Cedar Plank



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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: 7B	**Date:** January 24, 2019
Submitted By: Megan Watkins, Assistant City Administrator/Zoning Administrator	**Subject:** Façade Grant Application for 164 E. Washington Street – front façade

Details:
Brian Torgerson is requesting approval of a Façade Grant Application located at 164 E. Washington Street. The proposed project consists of:

- The front façade improvements include the replacement of windows, a new front door, new window trim, and tuck-pointing. Please see attached memo.

If the HPC approves this application, staff recommends that the approval be contingent on satisfying the recommendations in Graef's 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 twelve months, the HPC reserves the right to rescind the allotted grant amount.

Financial Remarks:
The estimated project cost is $18,875.51 for 164 E. Washington Street. If the Façade Grant is approved by the HPC the grant should not exceed $5,000. The remaining available façade grant balance would be $34,300.96.

Executive Action:
This item is for consideration to approve the Façade Grant Program at the January 24, 2019 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

DATE: December 27, 2018

TO: Historic Preservation Commissioners

FROM: Megan Watkins, Assistant City Administrator/Zoning Administrator

RE: Front façade grant application for 164 E. Washington Street

The City received a façade grant application and Certificate of Appropriateness application from Brian Torgerson on December 26, 2018 for the front façade on 164 E. Washington Street. Façade improvements include new windows, new window trim, a new front door and tuckpointing.

It should be noted, Mr. Torgerson received a Notice of Violation for this property on September 25, 2018 for the following items:

- Severe brick and mortar deterioration at the rear corner of the building.
- No rain conductor (downspout) on the rear of the building.
- 6 window openings on the rear of the building still not repaired and trim not painted.
- Wood trim on front windows has paint peeling and raw wood.
- Loose low voltage cable not secured to the building.
- Submit the Certificate of Appropriateness application by October 29, 2018 for the repairs

Per the Façade Grant Policy that was approved in 2018, "Correction of code violations" is listed as a non-eligible item for façade grant funding. It is at the Historic Preservation Commission's sole discretion to approve or deny this grant application based on this item. Please keep in mind, Mr. Torgerson's application lists the installation of new windows, a new door and tuckpointing on the front of the building, none of which are in the list of violations. Per the quote provided by Mr. Torgerson, the items <u>not</u> listed as violations are as follows:

- Windows including removal and install: $ 2741.51
- Storefront windows including install: $ 2000.00
- Knee wall construction including demo: $ 3800.00
- Front door removal and install: $ 1000.00
- Tuckpointing: $ 200.00
- Materials: $ 2600.00

Total: $12,341.51

Should you wish to only include the items that are not listed as violations, the maximum grant amount for the front façade would be $5,000 based on the construction estimate.

Dear HPC Commissioners,

Attached are applications for 3 facade grants for my building at 164 E. Washington Street. The trim on all the windows will be a clear stained cedar board that should go well with the brown brick color. The windows come in 10 different finishes I am going with a brown tone that contrasts the building slightly. In reading through the grant application, I feel that my building qualifies for the 3rd façade grant. I know that 3 facades were awarded to various buildings around the city and my building will be highly viewed by many weddings in the new venue being created by the Lynch's who operate the Mercantile. That space will form an alley like area from the street and flows into the parking lot in the rear that also has a clear view of the rear façade of my building. I have signed an agreement to allow Shad Brannen to pour concrete up to the rear of my building to get rid of all the mud and broken concrete behind the buildings, so they will have a nice finished space for their weddings. Please let me know if you have any additional questions for me.

Thank you,

Brian Torgerson

December 17, 2018

Dear Brian,

As we develop the lot adjacent to your building, we would like your permission to pour concrete up to the edge of your building. The firm doing the work will take every reasonable measure to make sure that the work is performed so that water is drained away from your building. We believe this is preferable to pouring concrete up to our lot line, leaving a foot or two of earth undeveloped and exposed to the elements. If you grant us permission to do this, please sign below.

For your information, we will plan on doing the flatwork as soon as is practical in Spring 2019.

Brian Torgerson

12/24/18
Date

Thank you,

Shad Branen
Owner, Mercantile Building & Lot Adjacent to Your Building

SAFEbuilt.

Letter date: 09/25/2018
Municipality: City of Burlington
Inspection Date: 5/16/17, 6/21/17, 8/18/17, 10/24/17, 5/31/18, 09/06/2018, 9/20/2018
Inspected By: Corry Eifert

Recipients 2nd notice

Brian Torgerson, 436 Wright Ave., Delavan, WI 53115

Re: **164 E. Washington Street** - Violation of Municipal Code 181-1

The City of Burlington contracted with SAFEbuilt, to conduct property maintenance inspections. On September 20, 2018, on behalf of the building inspector, another inspection was conducted on the premises at the above address revealed conditions that still violate the City of Burlington Code of Ordinances.

The first notice of non-compliance was dated August 18, 2017. You have been given ample time to correct the issues listed below. Please see Gregory Guidry prior to any work, because it will require approval from the Historic Preservation Commission. Submit the Certificate of Appropriateness application by October 29, 2018 for the repairs. Failure to correct these items could result in municipal citations.

Issues still not completed:

- Severe brick and mortar deterioration at the rear corner of the building.
- No rain conductor (downspout) on the rear of the building.
- 6 window openings on the rear of the building still not repaired and trim not painted.
- Wood trim on front windows has paint peeling and raw wood.
- Loose low voltage cable not secured to the building.

A copy of the August 18, 2017 letter is attached.

You may appeal this order by filing a written request for a hearing with the City Clerk, no later than three (3) business days from receipt of this notice.

For any additional information, please contact **Corry Eifert directly at ceifert@safebuilt.com.** Thank you for your cooperation in this matter.

Sincerely,

Gregory E Guidry

Gregory Guidry
City of Burlington
Building Inspector

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: December 27, 2018

Applicant Address & Name: Brian Torgerson – 164 E. Washington Street (front façade)

Project Overview/ Applicant's Request:	**Submitted**
Front facade improvements including windows, window trim, front door and tuckpointing. **Staff Comments:** COA is scheduled for consideration at the January 24, 2018 HPC meeting	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. Are there eligible project uses per the Façade Grant Policy? **Staff Comments:** *See City Planner's memorandum for the COA application recommendations*	YES ■ NO ☐
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: $18,875.51* *(50% = $9,437.76) Allowed up to $5,000 for front facade grant.*	YES ■ NO ☐
4. Status of City owed taxes, payments and fees **Staff Comments:** *Utility bill due 1/31/19: $576.07; Real Estate Taxes due 1/31/19: $1,107.21*	**See Contingencies**
Staff Recommendation (contingencies listed):	

<u>Should the HPC deem appropriate, the applicant could be eligible for a façade grant in the amount not to exceed $5000.</u> Staff suggests that approval be <u>contingent</u> on satisfying the following contingencies:

- *Satisfy any recommendations in City Planner'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 one year, the HPC reserves the right to rescind the allotted grant amount.

Official Use Only
Date Received 12/26/18
Application No. 5

City of Burlington

Historic District Façade Improvement Grant Application

Project Address: 164 E. WASHINGTON Street, Burlington, WI

Applicant Name: BRIAN TORGSNSON

Owner Name: BRIAN TORGSNSON

Name of Business:

Telephone Number: 262-210-1665 Facsimile Number:

E-Mail Address: dslavanfurniture@yahoo.com

Applicant Mailing Address: 436 WRIGHT AVE OSLAVAN WI 53115

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? ____ Yes X No

If yes, list your architect or engineer of preference: N/A

Description of Project: REPLACE FRONT WINDOWS AND DOORS AND TUCKPOINT.

Estimated Project Cost (include quotes/bid for proposed work): $19,795.51

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

Proposed start date: ASAP

Proposed completion date: Within 30 days of Start date.

What is (are) the existing use(s) of the building? 2 APARTMENTS AND A LAUNDRY MAT.

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

BRIAN TORGSNSON
Print Name

Signature of Property Owner

BRIAN TORGSNSON
Print Name

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

29820 Woodlawn Drive
Burlington, WI 53105
(262) 206-3356

Hamms Home Improvements

Meeting Your Needs with Quality Home Improvements Since 1984

Proposal Submitted To Brian Torgerson	Phone 262-210-1665	Date 12/06/2018
Street	Job Name	
City, State and Zip Code	Job Location 164 E Washington Street, Burlington, WI 53105	
Architect / Date of Plans	Job	

We hereby submit specifications and estimate for:

Side A (Storefront)

(6) Windows including removal & install		$2741.51	
(6) Custom window framing using cedar planks		$2000.00	
(4) Storefront windows including install		$6534.00	
Knee wall construction including demo		$3800.00	
Front door including removal & install		$1000.00	
Tuckpointing		$200.00	
Materials		$2600.00	
Lift rental – not eligible		~~$920.00~~	
	Total	~~**$19795.51**~~	$18,875.51

Side B (Parking lot)

(6) Windows including removal & install		$2741.51	
(6) Custom window framing using cedar planks		$2000.00	
Tuckpointing & brick repair		$2500.00	
Materials		$2000.00	
Lift rental – not eligible		~~$920.00~~	
	Total	~~**$10161.51**~~	$9,241.51

Side C (Alley)

(3) Custom window framing using cedar planks		$1000.00	
(3) Custom decorative boarding of old windows		$1800.00	
Extensive tuckpointing & brick repair		$4500.00	
Gutter replacement & repair		$600.00	
Materials		$1500.00	
Lift rental – not eligible		~~$920.00~~	
	Total	~~**$10320.00**~~	$9400

We expect this job to take approximately 3 weeks to complete. We request half down once the proposal is accepted, with the balance due once our work is completed.

We propose hereby to furnish material and labor – complete in accordance with above specifications, for the sum of: $40277.00 dollars. Payment to be made as follows: Half due at proposal acceptance. The remaining balance due once our work is completed.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature_____

Note: This proposal may be withdrawn by us if not accepted within ___7___days.

Acceptance of Proposal The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance:_____

Signature_____

Signature_____

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:** January 24, 2019
Submitted By: Megan Watkins, Assistant City Administrator/Zoning Administrator	**Subject:** Façade Grant Application for 164 E. Washington Street – side façade

Details:
Brian Torgerson is requesting approval of a Façade Grant Application located at 164 E. Washington Street. The proposed project consists of:

- The side façade improvements include replacement of windows, new window trim, and tuck-pointing. Please see attached memo.

If the HPC approves this application, staff recommends that the approval be contingent on satisfying the recommendations in Graef's 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 twelve months, the HPC reserves the right to rescind the allotted grant amount.

Financial Remarks:
The estimated project cost is $9,241.51 for 164 E. Washington Street. If the Façade Grant is approved by the HPC the grant is allowed up to $4,620.76. The remaining available façade grant balance would be $29,680.20.

Executive Action:
This item is for consideration to approve the Façade Grant Program at the January 24, 2019 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

DATE: December 27, 2018

TO: Historic Preservation Commissioners

FROM: Megan Watkins, Assistant City Administrator/Zoning Administrator

RE: Side façade grant application for 164 E. Washington Street

The City received a façade grant application and Certificate of Appropriateness application from Brian Torgerson on December 26, 2018 for the side façade on 164 E. Washington Street. Façade improvements include new windows, new window trim and tuckpointing.

It should be noted, Mr. Torgerson received a Notice of Violation for this property on September 25, 2018 for the following items:

- Severe brick and mortar deterioration at the rear corner of the building.
- No rain conductor (downspout) on the rear of the building.
- 6 window openings on the rear of the building still not repaired and trim not painted.
- Wood trim on front windows has paint peeling and raw wood.
- Loose low voltage cable not secured to the building.
- Submit the Certificate of Appropriateness application by October 29, 2018 for the repairs

Per the Façade Grant Policy that was approved in 2018, "Correction of code violations" is listed as a non-eligible item for façade grant funding. It is at the Historic Preservation Commission's sole discretion to approve or deny this grant application based on this item. Please keep in mind, Mr. Torgerson's application lists the installation of new windows, window trim and tuckpointing on the side of the building, none of which are in the list of violations. Per the quote provided by Mr. Torgerson, the items <u>not</u> listed as violations are as follows:

- Windows including removal and install: $2741.51
- Custom window framing with cedar: $2000.00
- Tuckpointing and brick repair: $2500.00
- Materials: $2000.00

Total: $9,241.51

Should you wish to only include the items that are not listed as violations, the maximum grant amount for the front façade would be $4,260.76 based on the construction estimate.

Dear HPC Commissioners,

Attached are applications for 3 facade grants for my building at 164 E. Washington Street. The trim on all the windows will be a clear stained cedar board that should go well with the brown brick color. The windows come in 10 different finishes I am going with a brown tone that contrasts the building slightly. In reading through the grant application, I feel that my building qualifies for the 3rd façade grant. I know that 3 facades were awarded to various buildings around the city and my building will be highly viewed by many weddings in the new venue being created by the Lynch's who operate the Mercantile. That space will form an alley like area from the street and flows into the parking lot in the rear that also has a clear view of the rear façade of my building. I have signed an agreement to allow Shad Brannen to pour concrete up to the rear of my building to get rid of all the mud and broken concrete behind the buildings, so they will have a nice finished space for their weddings. Please let me know if you have any additional questions for me.

Thank you,

Brian Torgerson

December 17, 2018

Dear Brian,

As we develop the lot adjacent to your building, we would like your permission to pour concrete up to the edge of your building. The firm doing the work will take every reasonable measure to make sure that the work is performed so that water is drained away from your building. We believe this is preferable to pouring concrete up to our lot line, leaving a foot or two of earth undeveloped and exposed to the elements. If you grant us permission to do this, please sign below.

For your information, we will plan on doing the flatwork as soon as is practical in Spring 2019.

Brian Torgerson

12/24/18
Date

Thank you,

Shad Branen
Owner, Mercantile Building & Lot Adjacent to Your Building

Letter date: 09/25/2018
Municipality: City of Burlington
Inspection Date: 5/16/17, 6/21/17, 8/18/17, 10/24/17, 5/31/18, 09/06/2018, 9/20/2018
Inspected By: Corry Eifert

Recipients 2nd notice

Brian Torgerson, 436 Wright Ave., Delavan, WI 53115

Re: **164 E. Washington Street** - Violation of Municipal Code 181-1

The City of Burlington contracted with SAFEbuilt, to conduct property maintenance inspections. On September 20, 2018, on behalf of the building inspector, another inspection was conducted on the premises at the above address revealed conditions that still violate the City of Burlington Code of Ordinances.

The first notice of non-compliance was dated August 18, 2017. You have been given ample time to correct the issues listed below. Please see Gregory Guidry prior to any work, because it will require approval from the Historic Preservation Commission. Submit the Certificate of Appropriateness application by October 29, 2018 for the repairs. Failure to correct these items could result in municipal citations.

Issues still not completed:

- Severe brick and mortar deterioration at the rear corner of the building.
- No rain conductor (downspout) on the rear of the building.
- 6 window openings on the rear of the building still not repaired and trim not painted.
- Wood trim on front windows has paint peeling and raw wood.
- Loose low voltage cable not secured to the building.

A copy of the August 18, 2017 letter is attached.

You may appeal this order by filing a written request for a hearing with the City Clerk, no later than three (3) business days from receipt of this notice.

For any additional information, please contact **Corry Eifert directly at ceifert@safebuilt.com.** Thank you for your cooperation in this matter.

Sincerely,

Gregory E Guidry

Gregory Guidry
City of Burlington
Building Inspector

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: December 27, 2018

Applicant Address & Name: Brian Torgerson – 164 E. Washington Street (side façade)

Project Overview/ Applicant's Request:	**Submitted**
Side facade improvements including windows, window trim and tuckpointing. **Staff Comments:** COA is scheduled for consideration at the January 24, 2018 HPC meeting	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. Are there eligible project uses per the Façade Grant Policy? **Staff Comments:** *See City Planner's memorandum for the COA application recommendations*	YES ■ NO ☐
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: $9,241.51* *(50% = $4,620.76) Allowed up to $4,620.76 for side facade grant.*	YES ■ NO ☐
4. Status of City owed taxes, payments and fees **Staff Comments:** *Utility bill due 1/31/19: $576.07; Real Estate Taxes due 1/31/19: $1,107.21*	**See Contingencies**
Staff Recommendation (contingencies listed):	

Should the HPC deem appropriate, the applicant could be eligible for a façade grant in the amount not to exceed $4,260.76. Staff suggests that approval be contingent on satisfying the following contingencies:

- *Satisfy any recommendations in City Planner'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 one year, the HPC reserves the right to rescind the allotted grant amount.

Official Use Only
Date Received 12/20/18
Application No. 6

City of Burlington

Historic District Façade Improvement Grant Application

Project Address: 164 E. WASHINGTON Street, Burlington, WI

Applicant Name: BRIAN TORGERSON

Owner Name: BRIAN TORGERSON

Name of Business:

Telephone Number: 262-210-1665 Facsimile Number:

E-Mail Address: dslavanfurniture@yahoo.com

Applicant Mailing Address: 436 WRIGHT AVE OSLAVAN WI 53115

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? ____ Yes X No

If yes, list your architect or engineer of preference: N/A

Description of Project: Replace side windows and Tuck pointing.

Estimated Project Cost (include quotes/bid for proposed work): $10,161.51

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

Proposed start date: ASAP

Proposed completion date: Within 30 days of Start date.

What is (are) the existing use(s) of the building? 2 apartments and a laundry mat.

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

BRIAN TORGERSON
Print Name

Signature of Property Owner

BRIAN TORGERSON
Print Name

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

29820 Woodlawn Drive
Burlington, WI 53105
(262) 206-3356

Hamms Home Improvements

Meeting Your Needs with Quality Home Improvements Since 1984

Proposal Submitted To: Brian Torgerson	Phone: 262-210-1665	Date: 12/06/2018
Street	Job Name	
City, State and Zip Code	Job Location: 164 E Washington Street, Burlington, WI 53105	
Architect / Date of Plans	Job	

We hereby submit specifications and estimate for:

Side A (Storefront)

(6) Windows including removal & install		$2741.51
(6) Custom window framing using cedar planks		$2000.00
(4) Storefront windows including install		$6534.00
Knee wall construction including demo		$3800.00
Front door including removal & install		$1000.00
Tuckpointing		$200.00
Materials		$2600.00
Lift rental – not eligible		~~$920.00~~
	Total	~~$19795.51~~ $18,875.51

Side B (Parking lot)

(6) Windows including removal & install		$2741.51
(6) Custom window framing using cedar planks		$2000.00
Tuckpointing & brick repair		$2500.00
Materials		$2000.00
Lift rental – not eligible		~~$920.00~~
	Total	~~$10161.51~~ $9,241.51

Side C (Alley)

(3) Custom window framing using cedar planks		$1000.00
(3) Custom decorative boarding of old windows		$1800.00
Extensive tuckpointing & brick repair		$4500.00
Gutter replacement & repair		$600.00
Materials		$1500.00
Lift rental – not eligible		~~$920.00~~
	Total	~~$10320.00~~ $9400

We expect this job to take approximately 3 weeks to complete. We request half down once the proposal is accepted, with the balance due once our work is completed.

We propose hereby to furnish material and labor – complete in accordance with above specifications, for the sum of: $40277.00 dollars. Payment to be made as follows: Half due at proposal acceptance. The remaining balance due once our work is completed.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature_____

Note: This proposal may be withdrawn by us if not accepted within ___7___ days.

Acceptance of Proposal The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance:_____

Signature_____

Signature_____

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:** January 24, 2019
Submitted By: Megan Watkins, Assistant City Administrator/Zoning Administrator	**Subject:** Façade Grant Application for 164 E. Washington Street – rear façade

Details:
Brian Torgerson is requesting approval of a Façade Grant Application located at 164 E. Washington Street. The proposed project consists of:

- The rear façade improvements include retaining the current windows, new window trim, gutter repair, and tuck-pointing. Please see attached memo.

If the HPC approves this application, staff recommends that the approval be contingent on satisfying the recommendations in Graef's 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 twelve months, the HPC reserves the right to rescind the allotted grant amount.

Financial Remarks:
The estimated project cost is $9,400 for 164 E. Washington Street. If the Façade Grant is approved by the HPC the grant is allowed up to $4,700. The remaining available façade grant balance would be $24,980.20.

Executive Action:
This item is for consideration to approve the Façade Grant Program at the January 24, 2019 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

DATE: December 27, 2018

TO: Historic Preservation Commissioners

FROM: Megan Watkins, Assistant City Administrator/Zoning Administrator

RE: Rear façade grant application for 164 E. Washington Street

The City received a façade grant application and Certificate of Appropriateness application from Brian Torgerson on December 26, 2018 for the rear façade on 164 E. Washington Street. This side of the building is viewable from the public alley adjacent the municipal parking lot on Washington Street, making it an eligible secondary grant. Façade improvements include retaining the current windows, new window trim, gutter repair and tuckpointing.

It should be noted, Mr. Torgerson received a Notice of Violation for this property on September 25, 2018 for the following items:

- Severe brick and mortar deterioration at the rear corner of the building.
- No rain conductor (downspout) on the rear of the building.
- 6 window openings on the rear of the building still not repaired and trim not painted.
- Wood trim on front windows has paint peeling and raw wood.
- Loose low voltage cable not secured to the building.
- Submit the Certificate of Appropriateness application by October 29, 2018 for the repairs

Per the Façade Grant Policy that was approved in 2018, "Correction of code violations" is listed as a non-eligible item for façade grant funding. It is at the Historic Preservation Commission's sole discretion to approve or deny this grant application based on this item. Per the quote provided by Mr. Torgerson, all proposed items are listed as a violation for the rear façade.

Chase Bank Property
City Alley
WASHINGTON
RESUBDIVISION OF LOTS 2,3,6 & 7 BLOCK 27
Photo Vantage Point

Dear HPC Commissioners,

Attached are applications for 3 facade grants for my building at 164 E. Washington Street. The trim on all the windows will be a clear stained cedar board that should go well with the brown brick color. The windows come in 10 different finishes I am going with a brown tone that contrasts the building slightly. In reading through the grant application, I feel that my building qualifies for the 3rd façade grant. I know that 3 facades were awarded to various buildings around the city and my building will be highly viewed by many weddings in the new venue being created by the Lynch's who operate the Mercantile. That space will form an alley like area from the street and flows into the parking lot in the rear that also has a clear view of the rear façade of my building. I have signed an agreement to allow Shad Brannen to pour concrete up to the rear of my building to get rid of all the mud and broken concrete behind the buildings, so they will have a nice finished space for their weddings. Please let me know if you have any additional questions for me.

Thank you,

Brian Torgerson

December 17, 2018

Dear Brian,

As we develop the lot adjacent to your building, we would like your permission to pour concrete up to the edge of your building. The firm doing the work will take every reasonable measure to make sure that the work is performed so that water is drained away from your building. We believe this is preferable to pouring concrete up to our lot line, leaving a foot or two of earth undeveloped and exposed to the elements. If you grant us permission to do this, please sign below.

For your information, we will plan on doing the flatwork as soon as is practical in Spring 2019.

Brian Torgerson

12/24/18
Date

Thank you,

Shad Branen
Owner, Mercantile Building & Lot Adjacent to Your Building

Letter date: 09/25/2018
Municipality: City of Burlington
Inspection Date: 5/16/17, 6/21/17, 8/18/17, 10/24/17, 5/31/18, 09/06/2018, 9/20/2018
Inspected By: Corry Eifert

Recipients 2nd notice

Brian Torgerson, 436 Wright Ave., Delavan, WI 53115

Re: **164 E. Washington Street** - Violation of Municipal Code 181-1

The City of Burlington contracted with SAFEbuilt, to conduct property maintenance inspections.
On September 20, 2018, on behalf of the building inspector, another inspection was conducted on the premises at the above address revealed conditions that still violate the City of Burlington Code of Ordinances.

The first notice of non-compliance was dated August 18, 2017. You have been given ample time to correct the issues listed below. Please see Gregory Guidry prior to any work, because it will require approval from the Historic Preservation Commission. Submit the Certificate of Appropriateness application by October 29, 2018 for the repairs. Failure to correct these items could result in municipal citations.

Issues still not completed:

- Severe brick and mortar deterioration at the rear corner of the building.
- No rain conductor (downspout) on the rear of the building.
- 6 window openings on the rear of the building still not repaired and trim not painted.
- Wood trim on front windows has paint peeling and raw wood.
- Loose low voltage cable not secured to the building.

A copy of the August 18, 2017 letter is attached.

You may appeal this order by filing a written request for a hearing with the City Clerk, no later than three (3) business days from receipt of this notice.

For any additional information, please contact **Corry Eifert directly at ceifert@safebuilt.com.** Thank you for your cooperation in this matter.

Sincerely,

Gregory E Guidry

Gregory Guidry
City of Burlington
Building Inspector

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: December 27, 2018

Applicant Address & Name: Brian Torgerson – 164 E. Washington Street (rear façade)

Project Overview/ Applicant's Request:	**Submitted**
Rear facade improvements including window trim, gutters and tuckpointing. **Staff Comments:** COA is scheduled for consideration at the January 24, 2018 HPC meeting	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. Are there eligible project uses per the Façade Grant Policy? **Staff Comments:** *See City Planner's memorandum for the COA application recommendations*	YES ■ NO ☐
3. Qualified contractor bid documents and all cost breakdowns by category such as masonry repair, window replacement, etc. **Staff Comments:** *Total estimated cost for rear facade: $9,400* *(50% = $4,700) Allowed up to $4,700 for rear facade grant.*	YES ■ NO ☐
4. Status of City owed taxes, payments and fees **Staff Comments:** *Utility bill due 1/31/19: $576.07; Real Estate Taxes due 1/31/19: $1,107.21*	**See Contingencies**
Staff Recommendation (contingencies listed):	

<u>Should the HPC deem appropriate, the applicant could be eligible for a façade grant in the amount not to exceed $4,700.00.</u> Staff suggests that approval be <u>contingent</u> on satisfying the following contingencies:

- *Satisfy any recommendations in City Planner'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 one year, the HPC reserves the right to rescind the allotted grant amount.

Official Use Only
Date Received 12/26/18
Application No. 7

City of Burlington

Historic District Façade Improvement Grant Application

Project Address: 164 E. WASHINGTON Street, Burlington, WI

Applicant Name: BRIAN TORGERSON

Owner Name: BRIAN TORGERSON

Name of Business:

Telephone Number: 262-210-1665 Facsimile Number:

E-Mail Address: dslavanfurniture@yahoo.com

Applicant Mailing Address: 436 WRIGHT AVE OSLAVAN WI 53115

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? ____ Yes X No

If yes, list your architect or engineer of preference: N/A

Description of Project: Restore existing rear windows and add custom wood framing into old window cavities and Tuckpoint.

Estimated Project Cost (include quotes/bid for proposed work): $10,320.00

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

Proposed start date: ASAP

Proposed completion date: Within 30 days of Start date.

What is (are) the existing use(s) of the building? 2 apartments and a laundry mat.

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

BRIAN TORGERSON
Print Name

Signature of Property Owner

BRIAN TORGERSON
Print Name

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

29820 Woodlawn Drive
Burlington, WI 53105
(262) 206-3356

Hamms Home Improvements

Meeting Your Needs with Quality Home Improvements Since 1984

Proposal Submitted To Brian Torgerson	Phone 262-210-1665	Date 12/06/2018
Street	Job Name	
City, State and Zip Code	Job Location 164 E Washington Street, Burlington, WI 53105	
Architect / Date of Plans	Job	

We hereby submit specifications and estimate for:

Side A (Storefront)

(6) Windows including removal & install	$2741.51
(6) Custom window framing using cedar planks	$2000.00
(4) Storefront windows including install	$6534.00
Knee wall construction including demo	$3800.00
Front door including removal & install	$1000.00
Tuckpointing	$200.00
Materials	$2600.00
Lift rental – not eligible	~~$920.00~~
Total	~~$19795.51~~ $18,875.57

Side B (Parking lot)

(6) Windows including removal & install	$2741.51
(6) Custom window framing using cedar planks	$2000.00
Tuckpointing & brick repair	$2500.00
Materials	$2000.00
Lift rental – not eligible	~~$920.00~~
Total	~~$10161.51~~ $9,241.51

Side C (Alley)

(3) Custom window framing using cedar planks	$1000.00
(3) Custom decorative boarding of old windows	$1800.00
Extensive tuckpointing & brick repair	$4500.00
Gutter replacement & repair	$600.00
Materials	$1500.00
Lift rental – not eligible	~~$920.00~~
Total	~~$10320.00~~ $9,400

We expect this job to take approximately 3 weeks to complete. We request half down once the proposal is accepted, with the balance due once our work is completed.

We propose hereby to furnish material and labor – complete in accordance with above specifications, for the sum of: $40277.00 dollars. Payment to be made as follows: Half due at proposal acceptance. The remaining balance due once our work is completed.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature_____

Note: This proposal may be withdrawn by us if not accepted within ___7___days.

Acceptance of Proposal The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance:_____

Signature_____

Signature_____

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: January 24, 2019**
Submitted By: Megan Watkins, Director of Administrative Services	**Subject: Façade Grant Funding**

Details

Attached please find the Façade Grant Funding report for Round 9 dated January 17, 2019 which has been funded with $10,000. Round 8 dated January 14, 2019 with a balance of $39,300.96. Round 7 has an actual balance of $0.00 remaining 2017, with one project pending.

Executive Action:

This item is for discussion only at the January 24, 2019 Historic Preservation Commission meeting.

Burlington HPC - Façade Grant Funding, Round #9 - $10,000

Applicant Name/Company	Property Address	Total Improvement Amount	Grant Amount Approved for Funding	Notes	Approved Date	Expiration Date	Funded	Amount Funded	Date Paid

Obligated Funds:	**$ 10,000.00**
Total Distributed to Date	**$0.00**
Pending	**$0.00**
Actual Balance Remaining: $50,000 Less Total Disbursed and Pending =	**$ 10,000.00**

Updated: **1/17/2019**

NOTES:

(a)Total Round 8 funding includes: $50,000 allotment (2018)

** LuAnne Clark (401 N. Pine) received funds from Round 7 and Round 8 for full approved grant amount

**Rear façade at 572 N. Pine not approved by HPC Response Team. Front was approved 11/8/18 and front funds disbursed. Holding rear façade funds until completion

Burlington HPC - Façade Grant Funding, Round #8 - $50,000

Applicant Name/Company	Property Address	Total Improvement Amount Proposed	Grant Amount Approved for Funding	Notes	Approved Date	Expiration Date	Funded	Amount Funded	Date Paid
LuAnne Clark	401 N. Pine Street (south side)	$4,793.00	$2,396.50	**	12/28/2017	12/28/2018	Yes	$ 319.04	1/29/2018
Itzin's Shoes & Repair	420, 428, & 436 N. Pine St.	$14,000.00	$7,000.00		7/26/2018	7/26/2019	*Pending*	*Pending*	*Pending*
Al Strelbecki	572 N. Pine St. (front & rear)	$8,450.00	$4,225.00	**	5/24/2018	5/24/2019	*Rear pending*	$ 3,380.00	11/8/2018
Brian Torgerson	164 E. Washington St. (front)	$18,875.51	$5,000.00		*Pending*	*Pending*	*Pending*	*Pending*	*Pending*
Brian Torgerson	164 E. Washington St. (side)	$9,241.51	$4,620.76		*Pending*	*Pending*	*Pending*	*Pending*	*Pending*
Brian Torgerson	164 E. Washington St. (rear)	$9,400.00	$4,700.00		*Pending*	*Pending*	*Pending*	*Pending*	*Pending*

Obligated Funds:	**$ 50,000.00**
Total Distributed to Date	**$3,699.04**
Pending	**$7,000.00**
Actual Balance Remaining: $50,000 Less Total Disbursed and Pending =	**$ 39,300.96**

Updated: **1/14/2019**

NOTES:

(a)Total Round 8 funding includes: $50,000 allotment (2018)

** LuAnne Clark (401 N. Pine) received funds from Round 7 and Round 8 for full approved grant amount

**Rear façade at 572 N. Pine not approved by HPC Response Team. Front was approved 11/8/18 and front funds disbursed. Holding rear façade funds until completion

Burlington HPC - Façade Grant Funding, Round #7 - $50,000

Applicant Name/Company	Property Address	Total Improvement Amount Proposed	Grant Amount Approved for Funding	Notes	Approved Date	Expiration Date	Funded	Amount Funded	Date Paid
David Flitcroft - Flitcroft Rentals	580-588 N. Pine Street (rear façade)	$10,600.00	$5,000	See below **	3/9/2017	3/9/2018	Yes	$4,874.64	9/15/2017
Commercial Investment Properties Corp.	525 Milwaukee Avenue (front)	$22,298.13	$5,000		3/23/2017	Org: 3/23/2018 New: 9/23/2018 New Extended: 11/23/2018	Yes	$5,000.00	11/29/2018
Thrivent Financial	400 N. Pine Street (front)	$33,362.00	$5,000		3/23/2017	3/23/2018	Yes	$5,000.00	9/29/2017
Thrivent Financial	400 N. Pine Street (side)	$22,549.00	$5,000		3/23/2017	3/23/2018	Yes	$5,000.00	9/29/2017
Thrivent Financial	208 E. Washington Street (front)	$12,676.00	$5,000		3/23/2017	3/23/2018	Yes	$5,000.00	9/15/2017
Thrivent Financial	208 E. Washington Street (side/alley)	$13,623.00	$5,000		3/23/2017	3/23/2018	Yes	$5,000.00	9/15/2017
Cassandra Spiegelhoff - C. Mae Designs	202 E. Chestnut Street (awning)	$1,695.79	$847.90		5/25/2017	5/25/2017	Yes	$847.90	8/14/2017
Uncle Steve's Garage	564 N. Pine (rear)	$5,050.00	$2,525		5/25/2017	2/25/2018	Yes	$2,525.00	8/11/2017
John Royel - Kass Management	316-344 N. Pine Street (front)	$9,400.00	$4,700.00		11/1/2017	11/1/2018	Yes	$4,700.00	11/8/2018
John Royel - Kass Management	316-344 N. Pine Street (rear)	$9,950.00	$4,975.00		11/1/2017	11/1/2018	Yes	$4,975.00	11/8/2018
Michelle Peterson	557 N. Pine Street	$11,622.79	$5,000.00		10/26/2017	Ori: 10/26/2018 New: 4/30/2019	*Pending*	*Pending*	*Pending*
LuAnne Clark	401 N. Pine Street (south side)	$4,793.00	$2,396.50	See below **	12/28/2017	12/28/2018	Yes	$2,077.46	1/29/2018

Obligated Funds:	**$ 50,000.00**
Total Distributed to Date	**$45,000.00**
Pending	**$5,000.00**
Actual Balance Remaining: $50,000 Less Total Disbursed and Pending =	**$0.00**

Updated: **1/14/2019**

NOTES:

(a)Total Round 7 funding includes: $50,000 allotment (2017)

** Flitcroft Rental's total payment was lower than the original estimate provided with the COA and grant application

** LuAnne Clark (401 N. Pine) received funds from Round 7 and Round 8 for full approved grant amount

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