



**AGENDA**  
**HISTORIC PRESERVATION COMMISSION**  
**THURSDAY, JULY 25, 2019 at 5:30 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  
Bernard Petersen, Commissioner

1. Call to order
2. Roll Call
3. Citizen Comments
4. Approval of minutes of June 27, 2019
5. Letters and Communications: None
6. Old Business: None
7. New Business:
  - A. To consider approving a Certificate of Appropriateness (COA) and Sign Permit applications from Jonathan Thorngate for property located at 473 Milwaukee Avenue to improve the façade, outdoor space, and install a wall sign.
    1. Motion for COA
    2. Motion for Sign Permit
  - B. To consider approving a Certificate of Appropriateness (COA) and Sign Permit applications from Bevin Dawson for property located at 488 Milwaukee Avenue to improve the façade, and install a projecting and wall sign.
    1. Motion for COA
    2. Motion for Sign Permit

C. A Façade Grant Program application from Bevin Dawson for property located at 488 Milwaukee Avenue to improve the façade, and install a projecting and wall sign.

1. Motion for West façade
2. Motion for East façade
3. Motion for North façade

8. Discussion items:

A. Review of Façade Grant Funding Status.

B. To consider approving the Sign Ordinance revisions.

9. Adjournment.

NOTE: Citizen Comments – each person will be allowed a maximum of (3) three minutes to speak.

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, JUNE 27, 2019**

The meeting was called to order by Chairman Darrel Eisenhardt at 5:30 p.m. Aldermanic Representative Susan Kott; Commissioners Frank Capra; Ken Morrison; Kevin O'Brien; and Bernard Petersen were present. Commissioners Steve Wagner and Bernard Petersen were excused. City Administrator Carina Walters was also present.

**CITIZEN COMMENTS**

None

**APPROVAL OF MINUTES**

Aldermanic Representative Kott moved, and Commissioner Morrison seconded to approve the minutes of May 23, 2019.

Commissioner Wagner was present at 5:34 pm.

**LETTERS AND COMMUNICATIONS**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

- A. To consider approving a Certificate of Appropriateness application from Dustin & Molly Elsbury for property located at 164 E. Washington Street to make improvements to the façade on three sides.
- Chairman Eisenhardt introduced and opened this item for discussion.
  - Tanya Fonesca, Graef explained the original applicant, Brian Torgerson, withdrew his applications due to selling the property. The new owners have submitted a few changes with new renderings to the front, side, rear, and other higher quality upgrades. If there is lighting and signage, it will need to be submitted for approval. Dustin Elsbury, owner, stated there will be lighting above the side door. Ms. Fonesca asked if the applicant would consider adding the cornice on the building that once existed. Mr. Elsbury replied yes, they would like to add the cornice at some point.
  - Aldermanic Representative Kott questioned if the doors will be retaining the 8 foot height. Mr. Elsbury answered yes, the doors will be 8 feet tall, with approximately a 2 foot transom glass above them.

- Chairman Eisenhardt asked if the satellite dish is going to be removed or something else in its place. Mr. Elsbury responded currently there is structural damage on the corner, so the siding will be removed and a higher door, along with brick will be added to support the corner.
  - Commissioner Wagner questioned if additional verticals, that would add dimension to the building, be considered. Ms. Elsbury replied he would be open to the idea, plus an awning and signage will be coming to a future meeting.
  - Carina Walter, City Administrator, stated the total cost of the project is around \$58,000 with a potential grant of \$15,000 from the City could be given, so the Commissioners could have discretion to express what they want to see. Mr. Elsbury explained they have plans to improve the alley, such as; paving, getting rid of dumpsters, and adding greenery. The side door could be the main entrance for the first floor.
  - There were no further comments.
  - Commissioner Morrison moved, and Aldermanic Representative Kott seconded to withdraw the Façade Grant application from the previous applicant, Mr. Torgerson.
  - Alderman Representative Kott moved, and Commissioner O'Brien seconded to recommend approval of the Certificate of Appropriateness application to make improvements.
  - Alderman Representative Kott moved, and Commissioner O'Brien seconded to amend the motion to recommend approval of the Certificate of Appropriateness application contingent on including muntins on the front upper windows and to submit signage and lighting information.
  - All were in favor and the motion carried.
- B. A Façade Grant Program application from Dustin & Molly Elsbury for property located at 164 E. Washington Street to make improvements to the façade on three sides.**
- Chairman Eisenhardt introduced and opened this item for discussion.
  - There were no comments.
- 1) Façade Grant for the front facade**
- Commissioner O'Brien moved, and Aldermanic Representative Kott seconded to approve the Façade Grant for the front façade, but not to exceed \$5,000.
  - Roll call: Chairman Eisenhardt; Aldermanic Representative Kott; and Commissioners Capra; Wagner; Morrison; and O'Brien.
  - All were in favor and the motion carried.

**2) Façade Grant for the side façade**

- Commissioner O'Brien moved, and Commissioner Wagner seconded to approve the Façade Grant for the front façade, but not to exceed \$5,000.
- Roll call: Chairman Eisenhardt; Aldermanic Representative Kott; and Commissioners Capra; Wagner; Morrison; and O'Brien.
- All were in favor and the motion carried.

**3) Façade Grant for the rear facade**

- Commissioner O'Brien moved, and Commissioner Morrison seconded to approve the Façade Grant for the front façade, but not to exceed \$5,000.
- Roll call: Chairman Eisenhardt; Aldermanic Representative Kott; and Commissioners Capra; Wagner; Morrison; and O'Brien.
- All were in favor and the motion carried.

**DISCUSSION ITEMS**

**A. Review of Façade Grant Funding Status**

- Chairman Eisenhardt introduced and opened this item for discussion.
- Chairman Eisenhardt explained the original funds for 164 E. Washington Street were deleted due to the withdrawal of the original application. The new funds were calculated leaving a balance of \$13,630.57 in Round 8, plus \$10,000 in Round 9.

**ADJOURNMENT**

Aldermanic Representative Kott moved, and Commissioner Morrison seconded to adjourn the meeting at 5:57 p.m. *All were in favor and the motion carried.*

Recording Secretary,

Kristine Anderson  
Administrative Assistant



<b>Historic Preservation Commission Item:</b> 7A	<b>Date:</b> July 25, 2019
<b>Submitted By:</b> Gregory Guidry, Building Inspector	<b>Subject:</b> Certificate of Appropriateness and Sign Permit for 473 Milwaukee Avenue

**Details:**

Jonathan Thorngate, applicant, is requesting approval of a Certificate of Appropriateness and Sign Permit located at 473 Milwaukee Avenue. The proposed project consists of:

- Improving the façade and outdoor space by extending the parapet wall and paneling, recessed panel finish, provide an ADA ramp and patio area, new exterior finishes, and new signage.
- The signage is for LifeBridge Church, which operates next door and proposes to use 473 Milwaukee Avenue for an office and meeting space. LifeBridge Church is currently negotiating a long-term lease with the owner, William Smith. The proposed sign letters measure 12 inches in height and cover approximately 17% of the sign board.
- In order to accomplish the parapet wall, the applicant would use a recessed panel finish, similar to what the Coffee House Bakery and Rugans used. The panel color is Puritan Gray (HC-164), which is an approved color.
- To make the building ADA accessible, which includes both an ADA bathroom on the interior and an ADA ramp on the exterior. Along with the ramp, the applicant wants to install new concrete on the existing green space and across the alley. By also adding a slat privacy fence on the alley, this will create a small outdoor patio area that will be a significant aesthetic improvement.
- The design finishes out the exterior with new roofing, windows, front door, black gooseneck lighting, and letter signage, and fascia, all designed to match and/or be cohesive with LifeBridge's primary building.

Please see attached memorandum from Graef for complete details of materials being used.

Graef's, City Planner, whose memorandum is attached, recommends approval of this request, subject to conditions listed in the July 18, 2019 memorandum to the Commission.

**Financial Remarks:**

The approved items will be paid 100% by the applicant.

**Executive Action:**

This item is for consideration to approve the Certificate of Appropriateness and Sign Permit at the July 25, 2019 Historic Preservation Commission meeting and be placed on the August 6, 2019 Committee of the Whole and Common Council meetings for consideration.



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## MEMORANDUM

**TO:** Historic Preservation Commission  
City of Burlington

**FROM:** GRAEF  
Tanya Fonseca, AICP

**DATE:** July 18, 2019

**SUBJECT:** Review of Certificate of Appropriateness & Sign Permit for 473 Milwaukee Avenue

### A. PURPOSE

Consider for approval a Certificate of Appropriateness application and a Sign Permit application from Jonathan Thorngate of LifeBridge Church to do the following at 473 Milwaukee Avenue (owned by William Smith):

1. Parapet wall extension and paneling, recessed panel finish, an ADA ramp and patio area, new exterior finishes, new signage

### B. RECOMMENDATION

Based upon the review of submitted materials for 473 Milwaukee Avenue, GRAEF recommends that the Historic Preservation Commission recommend to the Common Council the **APPROVAL** of the following:

- a) Certificate of Appropriateness application from Jonathan Thorngate for 473 Milwaukee Avenue, Burlington, WI 53105 (owned by William Smith).
- b) Sign Permit application from application from Jonathan Thorngate for 473 Milwaukee Avenue, Burlington, WI 53105 (owned by William Smith).

### C. TYPE & CHARACTER OF RENOVATIONS

Jonathan Thorngate has submitted a Certificate of Appropriateness Application and a Sign Permit Application for 473 Milwaukee Avenue. The sign is for LifeBridge Church, which operates next door and proposes to use 473 Milwaukee Avenue for an office and meeting space. LifeBridge Church is currently negotiating a long-term lease with the owner of 473 Milwaukee Avenue, William Smith. The structure at 473 Milwaukee Avenue is considered non-contributing to the downtown historic overlay district.

The applicant proposes to invest in the existing structure by improving the façade, outdoor space, and providing ADA accessibility.

The application includes the following improvement descriptions and material details:

### Parapet Wall Extension and Paneling

Our main goal for the facade is to extend the parapet wall on top of the existing building. The taller facade will look better, allow for a signboard above the existing roof, and limit street visibility to apartment behind the building.

### Recessed Panel Finish

In order to accomplish the parapet wall, we used a recessed panel finish, similar to what the Coffee House Bakery and Rugans used. The panel color is Puritan Gray (HC-164) from the HPC-approved Benjamin Moore Historical Collection.

### ADA Ramp+Patio Area

Part of our renovation plan is to make the building ADA accessible, which includes both an ADA bathroom on the interior and an ADA ramp on the exterior. Along with the ramp, we want to install new concrete on the existing green space and across the alley. By also adding a privacy fence on the alley, this will create a small outdoor patio area that will be a significant aesthetic improvement.

### New Exterior Finishes

Our design finishes out the exterior with new roofing, windows, front door, gooseneck lighting, and letter signage, and fascia, all designed to match and/or be cohesive with LifeBridge's primary building.

## **MATERIALS**

### **Siding**

Smooth Panel Siding+Trim, Creating Recessed Panel Look (similar to Coffee House+Rugans)  
Siding Color - Benjamin Moore- Puritan Gray (from HPC approved collection)

### **Railings + Gate**

Black Metal  
ADA Ramp  
Slat Privacy Alley Fence

### **Window+Door**

Trulite Glass  
Black Aluminum

### **Light Fixtures**

Black Gooseneck

### **Roofing**

Black Corrugated Metal Roofing to Replace Brown Shingles  
Black Metal Fascia Trimming out the Roof Line

### **Signage Lettering**

White, High Density Foam

The new sign is proposed to be in a new proposed signboard on the façade, measuring 2'6" high, and 13'5" wide (33'6" in area) with 12" tall lettering. The proposed lettering on the façade (measuring 15'10" tall by 34'2" wide), is within the size guidelines of §315-74 (B) for wall, fascia, and awning signs.

**D. REVIEW OF PROPOSED REHABILITATION IN ACCORDANCE WITH THE CITY OF BURLINGTON'S HISTORIC PRESERVATION ORDINANCES & GUIDELINES**

APPLICABLE REVIEW STANDARD	EVALUATION	COMMENTS
<b>Required Application Materials</b>		
Certificate of Appropriateness	Complete	
Sign Permit Application	Complete	
<b>§ 315-42. HPO Historic Preservation Overlay District.</b>		
<p>A. District intent.</p>	<p>Met</p>	<p><i>Per code, the Historic Preservation Overlay District is intended to:</i></p> <ol style="list-style-type: none"> <li>1) Provide for the protection and preservation of those structures whose historic or architectural interests are valuable contributions to the character and charm of the City or areas of the City. Such structures and areas are hereby deemed to represent a community asset justifying the public regulation of such structures and areas to ensure their preservation.</li> <li>2) Protect the historic community character of such structures and districts whose historic or architectural interests are valuable contributions to the character and charm of the City or areas of the City.</li> <li>3) Effect and accomplish the protection, enhancement, and perpetuation of improvements and of districts that represent or reflect elements of the City's cultural, social, economic, political, and architectural history.</li> <li>4) Safeguard the City's historic and cultural heritage, as embodied and reflected in such historic structures and historic districts.</li> <li>5) Stabilize and improve property values.</li> <li>6) Foster civic pride in the beauty and noble accomplishments of the past.</li> <li>7) Protect and enhance the City's attractions to residents, tourists, and visitors for education, pleasure, and general welfare.</li> <li>8) Serve as a support and stimulus to business and industry.</li> <li>9) Strengthen the economy of the City.</li> </ol> <p>This application and proposed improvements meets these intentions.</p>

APPLICABLE REVIEW STANDARD	EVALUATION	COMMENTS
<p>B. District standards.</p>	<p>Met</p>	<p><i>Per code: District standards shall conform to those required in the underlying basic zoning district. In addition, the design guidelines as set forth in the publication titled "Burlington Historic Downtown Main Street District: Design Quality – Standards Guidelines," as amended, published by the Burlington Historic Downtown Main Street District, shall be used by the Historic Preservation Commission, Plan Commission, and Common Council as HPO District design standards and guidelines.</i></p> <p>This application and the proposed improvements conform to the underlying B-2 Central Business District.</p>
<p>E. (2) Limitation on structural appearance changes. Basis for approval.</p>	<p>Met</p>	<p><i>Per code: No alterations shall be permitted that would tend to destroy or seriously impair the particular character and quality of the HPO Historic Preservation Overlay District. No change or alteration (including painting) of an historic structure, historic site, or historic district shall be permitted which destroys, seriously impairs, or significantly alters its character in terms of its historical or architectural interest.</i></p> <p>The applicants propose to rehabilitate this structure and its existing features as close as possible.</p>

**Burlington Historic Downtown Main Street District: Design Quality – Standards Guidelines (current version – update is still in process)**

<p>Storefront (p. 7-8)</p>	<p>Met – some improvements to consider</p>	<p><i>From the guidelines: Ideally, the basic storefront design should include: large windows with narrow framing members, a recessed entrance, an overhead transom, a storefront cornice, an exposed structural element of a horizontal sign panel at the top of the storefront cornice to separate it from the upper facade, and low bulkheads at the base to protect the windows and act as a platform for window displays. The basic configuration can be constructed from traditional or contemporary materials.</i></p> <p><i>Key points to consider in storefront improvements:</i></p> <ul style="list-style-type: none"> <li>○ <i>The storefront should be composed almost entirely of glass. If glass is not appropriate for the business, consider the use of interior window treatment as a solution.</i></li> <li>○ <i>The entry should be maintained and restored in its original location and configuration. If the original entry has been changed, the new entry should be designed and placed considering traditional design themes and its relationship to the overall building facade and symmetry.</i></li> <li>○ <i>Transom windows that have been covered or blocked should be restored.</i></li> <li>○ <i>Storefront bulkheads should be restored or renovated.</i></li> <li>○ <i>Original elements such as cast iron columns, storefront cornices, entry door and lighting fixtures should be restored.</i></li> <li>○ <i>Lighting, signage and awnings should all be integrated into the overall design of the storefront.</i></li> </ul> <p><i>Consideration should be given to maintaining the existing dimensions of the windows when improvements are made. The original storefront bulkheads could be replaced to mimic the existing dimensions and form – improved approved on January 24, 2019 differ slightly, however were deemed acceptable by the group in an effort to see improvements made on a long-neglected structure to address its deferred maintenance.</i></p>
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<p>Storefront materials (p. 8-9)</p>	<p>Met</p>	<p><i>From the guidelines: When designing a new storefront or renovating an existing storefront, the goal should be a transparent façade. Keeping the storefront materials simple and unobtrusive will help to achieve this goal. There is no need to introduce additional types of building materials to those that originally existed on the building. Utilization of existing materials is preferred whenever possible. Repairing those materials when not up to standards is more appropriate than replacing them. If replacement is necessary, quality materials and their consistent use throughout the building is necessary to achieve simplicity and uniformity in the design.</i></p> <p><i>Typical examples of materials and their location on the storefront:</i></p> <ul style="list-style-type: none"> <li>○ Storefront Frame- wood, cast iron, anodized aluminum</li> <li>○ Display Windows - clear untinted glass</li> <li>○ Transom Windows - clear, tinted, stained or etched glass</li> <li>○ Entrance Doors- wood or commercial aluminum with a large glass panel</li> <li>○ Bulkheads- wood panels, polished stone, glass, tile or metal clad plywood panels</li> <li>○ Storefront Cornice- wood, cast iron or sheet metal</li> <li>○ Side Piers - same material as the upper facade (typically masonry).</li> </ul> <p>The applicant is proposing to use the outlined materials above. Further consideration could be given to maintaining the original windows, as previously discussed.</p>
<p>Maintenance and repair (p. 10-11) Masonry, Water Cleaning, Pressurized Water Cleaning, Chemical Cleaning, Sandblast Cleaning, and Tuckpointing</p>	<p>Met</p>	<p>Applicant is working with a professional mason to repair the masonry of the structure – minimal to extensive tuckpointing depending on the condition of the brick masonry.</p>

The Secretary of Interior's Standards for the Treatment of Historic Properties - Standards for Rehabilitation ( <a href="https://www.nps.gov/tps/standards/four-treatments/treatment-rehabilitation.htm">https://www.nps.gov/tps/standards/four-treatments/treatment-rehabilitation.htm</a> )		
Secretary of Interior's "Standards for Rehabilitation" – Standard 3	Met	<p><i>Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.</i></p> <p>Applicant does not propose to create a false sense of historical development with the improvements. Applicant is making attractive improvements to 473 Milwaukee Avenue which will complement the district.</p>

Article VII. §315-74. Signs in HPO Historic Preservation Overlay District		
A. Signs prohibited in the HPO Historic Preservation Overlay District.	N/A	
B. Wall, fascia (including transoms), and awning signs.	Met	See subsections below.
(1) Placement of wall, fascia (including transoms), and awning signs.	Met	<p><i>Placement of wall, fascia (including transoms), and awning signs. All wall, fascia (including transoms), and awning signs shall be placed below the upper edge of the traditional building sign band as indicated below. No wall, fascia, or awning signage shall be allowed to be located above the upper edge of the traditional building sign band. (See Subsection C for the allowance of projecting and hanging signs.)</i></p> <p>Signage placement is appropriate.</p>

<p>(2) Maximum signage area.</p>	<p>Met</p>	<p><i>Maximum signage area. The total maximum cumulative signage area of all exterior signage placed upon the street-facing facade (including all wall, fascia, and awning signs) of a building (not including signage placed inside windows, freestanding sandwich signs, or projecting and overhanging signs placed above the upper edge of the building sign band) shall not exceed 15% of the total area of that portion of the first floor street-facing facade which lies below the upper edge of the building sign band. Gilded, vinyl, or painted letters or other signage placed on the inside or outside of storefront display windows shall not be counted towards the total maximum cumulative signage area.</i></p> <p>The applicant's proposed sign does not exceed 15% of the total area of the first-floor street facing façade of 473 Milwaukee Avenue.</p>
<p>(3) Maximum signage lettering.</p>	<p>Met</p>	<p><i>Maximum signage lettering. The maximum size of letters on a wall or fascia sign shall be no greater than 12 inches in height and cover no more than 60% of the sign board upon which the letters are placed.</i></p> <p>The applicant's proposed letters are 12" in height and cover approximately 17% of the sign board.</p>
<p>(4) Maximum number of wall, fascia (including transoms), and awning signs</p>	<p>Met</p>	<p><i>Maximum number of wall, fascia (including transoms), and awning signs. The total maximum number of all wall, fascia (including transoms), and awning signs placed upon the street-facing facade of a building shall not exceed three signs. Gilded, vinyl, or painted letters on the inside or outside of storefront display windows shall not be counted towards the maximum number of wall, fascia (including transoms), and awning signs.</i></p> <p>The applicant proposes one sign.</p>

<p>(5) Wall and fascia (including transoms) sign placement not to visually obscure architectural details.</p>	<p>Met</p>	<p><i>Wall and fascia (including transoms) sign placement not to visually obscure architectural details. No wall sign or fascia (including transoms) shall be placed so as to visually obscure architectural details which are important to the historic character of the HPO Historic Preservation Overlay District and the building upon which such wall or fascia sign is placed.</i></p> <p>The applicant's proposed sign does not obscure architectural details.</p>
<p>C. Illumination of signs.</p>	<p>N/A</p>	<p><i>No internally illuminated signs, including but not limited to electronic message signs, shall be installed in the HPO Historic Preservation Overlay District. If signs are illuminated, said signs shall be externally illuminated and subject to the provisions of § 315-70E of this chapter. Nonflashing, illuminated neon signs shall be permitted in the HPO Historic Preservation Overlay District.</i></p> <p>The applicant proposes to illuminate the signage with black gooseneck light fixtures.</p>
<p>D. Signage color.</p>	<p>Met</p>	<p>Proposed colors are from the HPC-approved Benjamin Moore Historical Collection.</p>
<p><b>Burlington Historic Downtown Main Street District: Design Quality – Standards Guidelines</b></p>		
<p>Standards for Signs (p. 15)</p>	<p>Met</p>	<p>Current guidelines outline standards for size: no larger than 12 inches in height), number of signs (no more than three), and placement of signs (flush mounted on the building).</p>



Application for the Certificate of Appropriateness

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*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: 473 Milwaukee Ave, Burlington, WI
3. Applicant Name: Jonathan Thorngate
4. Owner Name: William Smith
5. Name of Tenant: LifeBridge Church
6. Name of Business: LifeBridge Church
7. What is (are) the existing use(s) of the building? Office/Meeting Space
8. Telephone Number: \_\_\_\_\_ Facsimile Number: \_\_\_\_\_
9. E-Mail Address: \_\_\_\_\_
10. Applicant Mailing Address: \_\_\_\_\_
11. Does the applicant own the project building? \_\_\_\_\_ Yes  No
12. If no, please list owner's name and address: William Smith
13. Architect or engineer's name and address: Abacus Architects,
14. Date of submittal of plans: June 28, 2019
15. Scale of drawings noted on each drawing: N/A
16. Building type, size and location: Commercial, 2000 Square Feet, B-2
17. Height of building: 13'
18. Exterior material samples to be provided: Window, Siding, Sign Letter

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

19. Proposed Start Date: August 1, 2019
20. Proposed Completion Date: September 15, 2019

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**

William Smith



6/28/19

Print

Signature

Date

**Applicant**

Jonathan Thorngate



6/28/19

Print

Signature

Date

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



STOP! Have you included the following with your application?

1. Color photographs of current building façade, including some view of the buildings on either side for context;
2. Architectural plans, elevations, and/or perspective drawings and sketches illustrating the design and character of all proposed alterations completed to a recognized architectural scale with the name of the project noted;
3. Historic photos of your building as it appeared in the past. You are required to visit the Burlington Historical Society Museum at 232 North Perkins Blvd. for this information if your project includes façade renovations;
4. Material samples of all exterior alterations; i.e., color samples, siding. Only one sample per design element is required;
5. 10 copies of all supplemental information; i.e., drawings, renderings, elevations, photos/pictures, etc. that are not easily duplicated due to size or other restrictions.

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

THANK YOU FOR YOUR COOPERATION!

APPLICATION FEE: \$150



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;
- ⇒ The Historic Preservation Commission (HPC) meets every 4<sup>th</sup> Thursday of the month at 6:30 p.m. within the Common Council Chambers located at 224 East Jefferson Street. Application(s) must be submitted by Monday following the meeting (to be on the next month's regularly scheduled HPC meeting).

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)  473 Milwaukee Ave.	Applicant Name(s):  LifeBridge Church
Property Owner Name:  William Smith Trust	Applicant Mailing Address:  PO Box 28 Burlington WI 53105
Property Owner Telephone Number:  8472172037	Applicant Telephone Number:  2622157887
Property Owner E-mail:  wsmith@termax.com	Applicant E-mail:  jon@lifebridge.church
Sign Contractor  BurliSigns	Sign Contractor Mailing Address  bryan@burlisigns.com

**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: 800 ft square feet.

If applicable, indicate the current total cumulative signage area (square feet) of all street-facing signs: 10 ft square feet.

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

Applicable to proposed sign permit application?  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): 0 square feet.

If applicable, indicate the current total cumulative signage area (square feet) of all projecting and hanging signs facing the street: 0 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**



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

1. Proposed sign placement on the building with scaled dimensions indicating placement, distance extension from building and height of the sign relative to the abutting sidewalk (or surrounding grade if there isn't a sidewalk) for each sign proposed.  
 **Yes**       **No**
2. The actual building dimensions, height and length of window(s) and/or door(s) for the proposed sign placement.  
 **Yes**       **No**
3. The material composition of the sign and its various elements.  
 **Yes**       **No**
4. The color(s) of the sign(s) proposed.  
 **Yes**       **No**
5. Scale of the drawing or graphic noted.  
 **Yes**       **No**
6. Date of the drawing or graphic noted.  
 **Yes**       **No**
7. Name of the preparer of the drawing noted.  
 **Yes**       **No**

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

**Property Owner**

William Smith

Print

Signature

6/25/19

Date

**Applicant**

Jonathan Thorngate

Print

Signature

6/25/19

Date

# LifeBridge Church

## 473 MILWAUKEE- FACADE, SIGNAGE+EXTERIOR PROPOSAL

### **OVERVIEW**

LifeBridge is negotiating a long-term lease with the owner of 473 Milwaukee. The intent is to use the building for office and meeting space.

### **DESIGN NARRATIVE**

#### **Parapet Wall Extension and Paneling**

Our main goal for the facade is to extend the parapet wall on top of the existing building. The taller facade will look better, allow for a signboard above the existing roof, and limit street visibility to apartment behind the building.

#### **Recessed Panel Finish**

In order to accomplish the parapet wall, we used a recessed panel finish, similar to what the Coffee House Bakery and Rugans used. The panel color is Puritan Gray (HC-164) from the HPC-approved Benjamin Moore Historical Collection.

#### **ADA Ramp+Patio Area**

Part of our renovation plan is to make the building ADA accessible, which includes both an ADA bathroom on the interior and an ADA ramp on the exterior. Along with the ramp, we want to install new concrete on the existing green space and across the alley. By also adding a privacy fence on the alley, this will create a small outdoor patio area that will be a significant aesthetic improvement.

#### **New Exterior Finishes**

Our design finishes out the exterior with new roofing, windows, front door, gooseneck lighting, and letter signage, and fascia, all designed to match and/or be cohesive with LifeBridge's primary building.

## **MATERIALS**

### **Siding**

Smooth Panel Siding+Trim, Creating Recessed Panel Look (similar to Coffee House+Rugans)

Siding Color - Benjamin Moore- Puritan Gray (from HPC approved collection)

### **Railings + Gate**

Black Metal

ADA Ramp

Slat Privacy Alley Fence

### **Window+Door**

Trulite Glass

Black Aluminum

### **Light Fixtures**

Black Gooseneck

### **Roofing**

Black Corrugated Metal Roofing to Replace Brown Shingles

Black Metal Fascia Trimming out the Roof Line

### **Signage Lettering**

White, High Density Foam

## **DIMENSIONS**

### **Building Width**

Total- 34'2"

Left Section- 18'7"

Center Section- 13'5"

Right Section- 2'2"

### **Building Height**

Proposed Total- 15'10"

Existing= 13'4"

Parapet Extension= 30"

### **New Proposed Signboard**

Height- 2'6"

Width- 13'5"

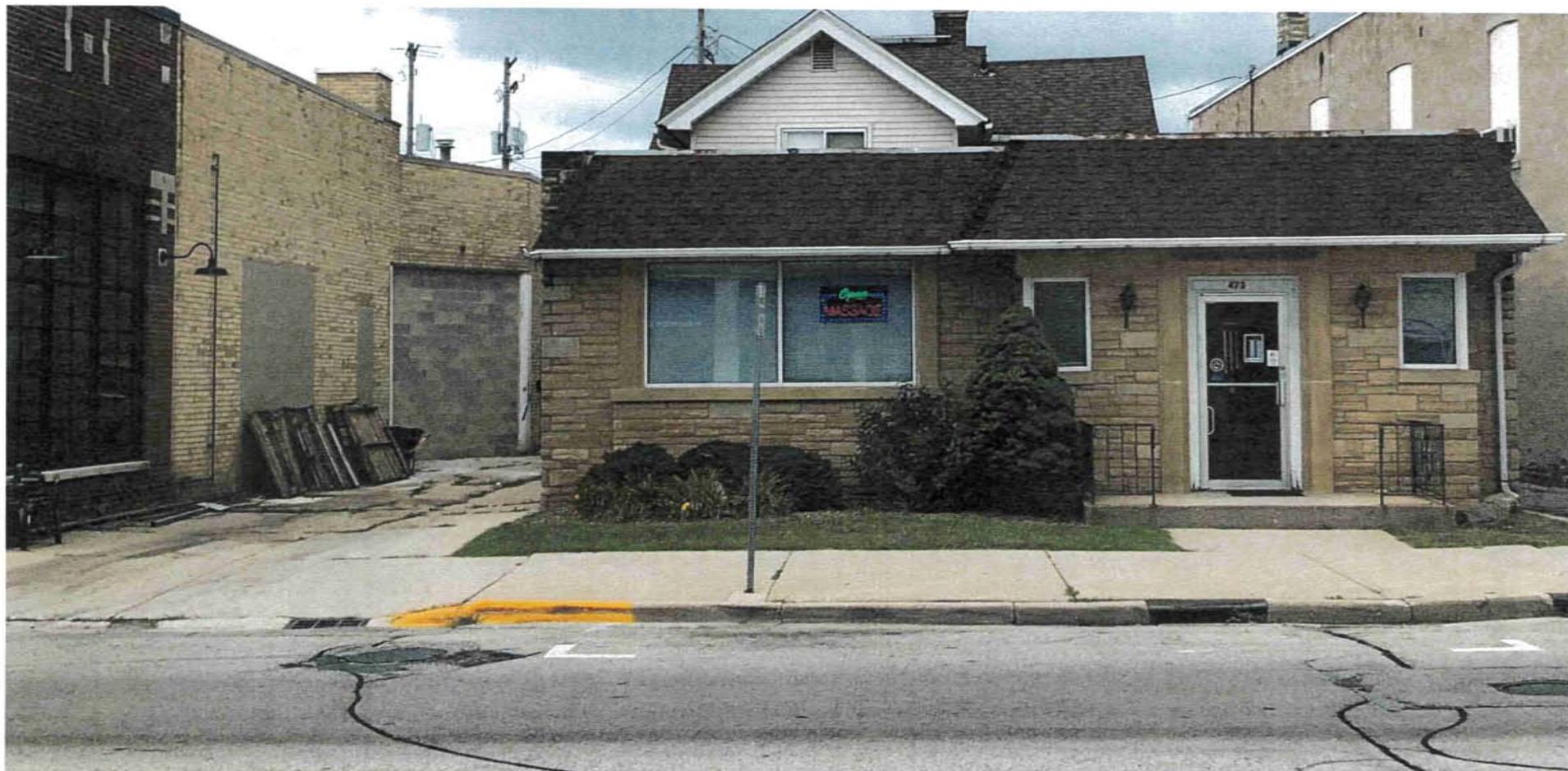
Area- 33'6"

### **Sign Lettering**

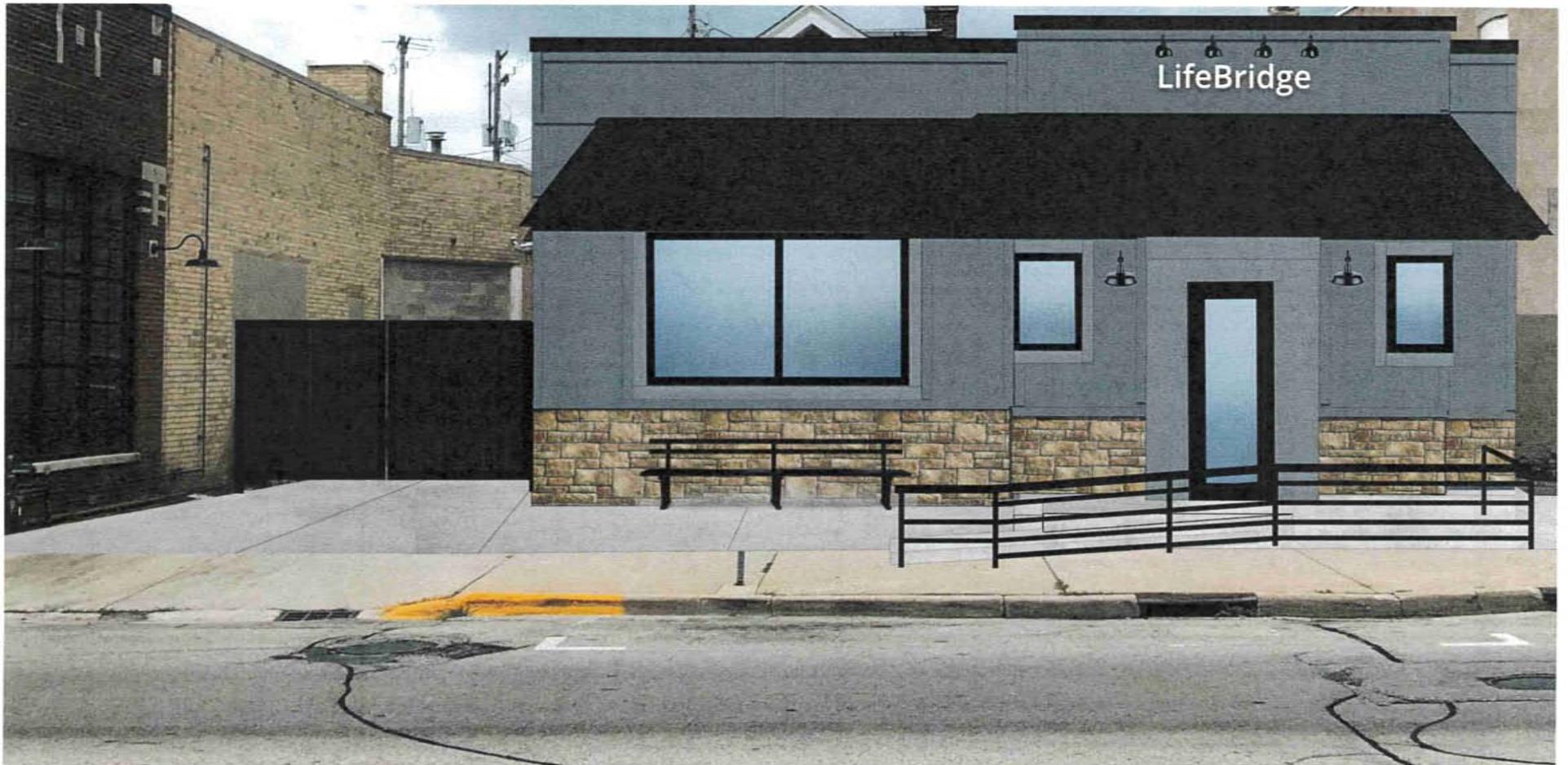
Height- 12"

Width+Area- 6"

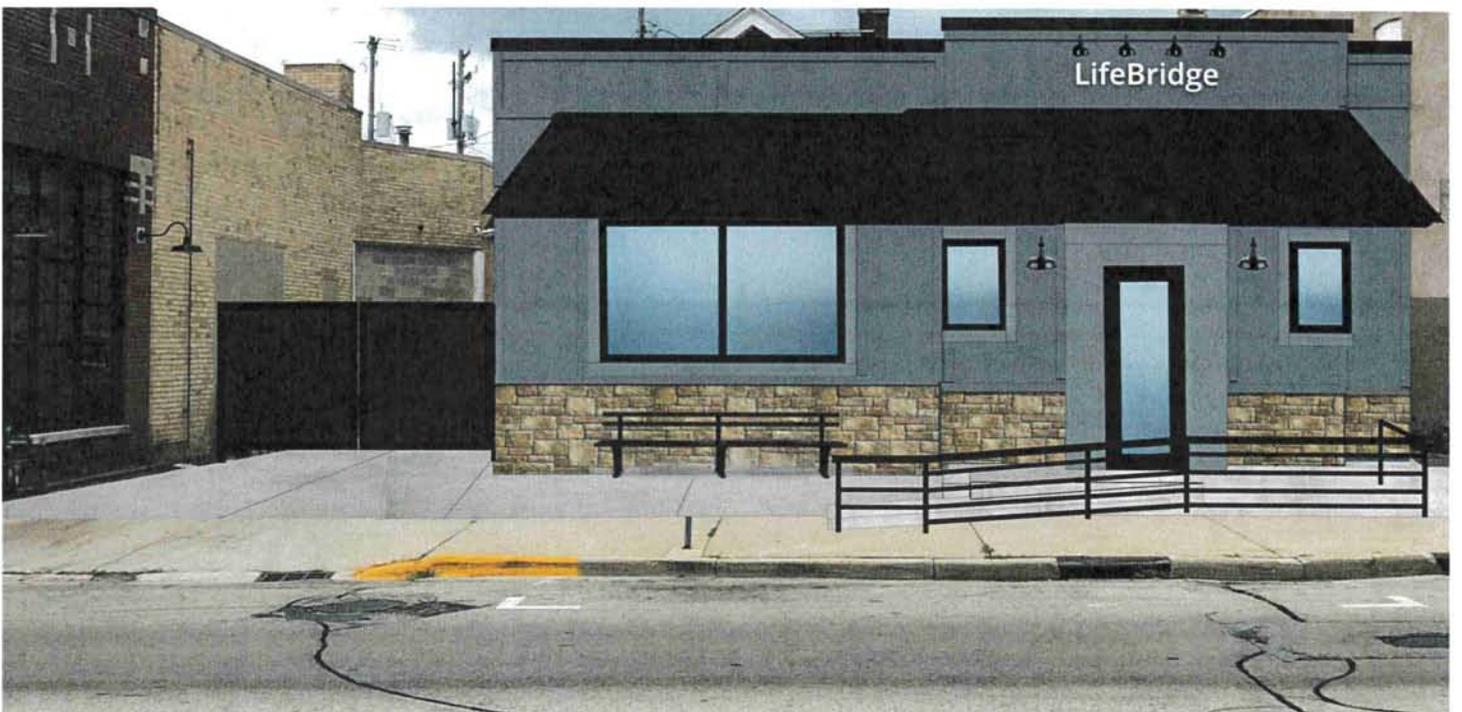
# EXISTING BUILDING



# 2D Sketch w/Alley



# COMPARISON



# 3D RENDERING



# Sketch with Existing Stone Exposed



This sketch illustrates how strange and out of balance the parapet extension would look without carrying the recessed paneling finish down over the existing stone.

# RECESSED PANELING EXAMPLES

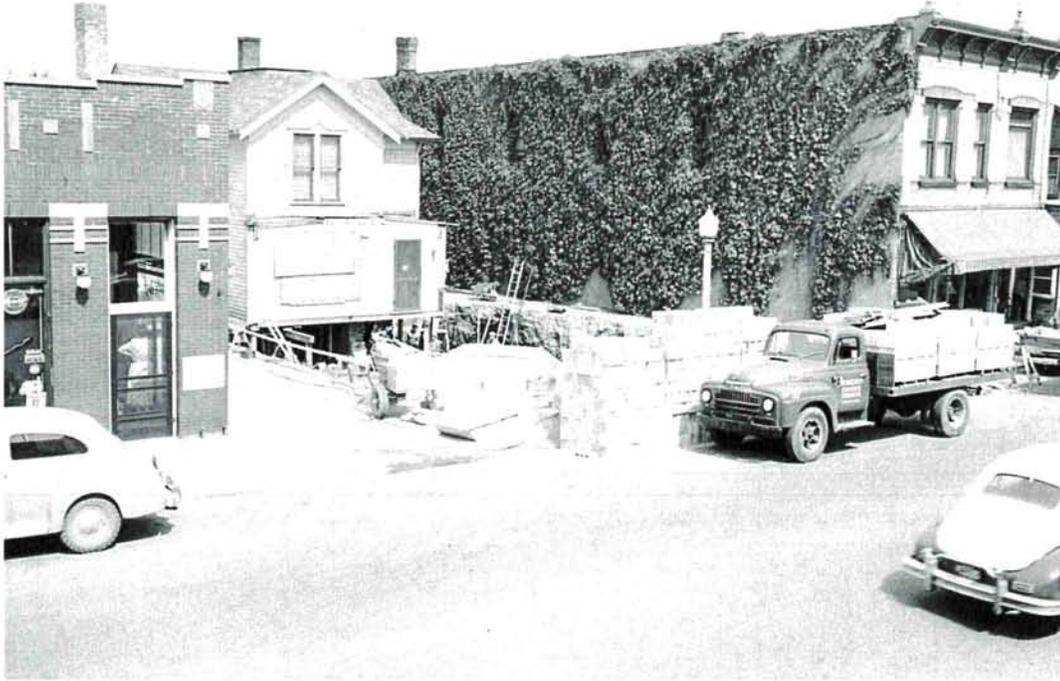
COFFEE HOUSE



RUGANS



# HISTORICAL PHOTOS





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

<b>Historic Preservation Commission Item: 7B</b>	<b>Date:</b> July 25, 2019
<b>Submitted By:</b> Gregory Guidry, Building Inspector	<b>Subject:</b> Certificate of Appropriateness and Sign Permit for 488 Milwaukee Avenue

**Details:**

Bevin Dawson, owner, is requesting approval of a Certificate of Appropriateness and Sign Permit located at 488 Milwaukee Avenue. The proposed project consists of:

- Replacing the front windows, replace doors, replace side windows, remove existing front façade material to expose the material underneath, restore the stucco of both adjoining structures (1-story and 3-story), add new EIFS material on the upper edge of the corner structure at Milwaukee Avenue and E. Chestnut Street. The applicant proposes to retain and preserve the historic character of the property. The applicant proposes to remove a non-historical façade that was added to the 1-story structure to restore what remains of the original materials of the 3-story Hotel Badger structure.
- Install sign band signage and a projecting sign. The proposed sign letters measure 12 inches in height and cover approximately 4% of the sign board. The applicant proposes one sign on the sign board of the 1-story structure, and a projecting sign hanging 14 feet above the ground and five feet from the surface of the supporting building on the corner of E. Chestnut Street and Milwaukee Avenue.

The applicant shall share a diagram indicating the specific materials being used or restored on the façade (drawn over a photo is sufficient).

The applicant shall bring HPC approved color samples for the proposed signage.

The applicant has not included information about lighting, and are requested to submit designs if installed.

Graef's, City Planner, whose memorandum is attached, recommends approval of this request, subject to conditions listed in the July 18, 2019 memorandum to the Commission.

**Financial Remarks:**

The applicant has applied for façade grants as seen in 7C 1, 2, and 3.

**Executive Action:**

This item is for consideration to approve the Certificate of Appropriateness and Sign Permit at the July 25, 2019 Historic Preservation Commission meeting and be placed on the August 6, 2019 Committee of the Whole and Common Council meetings for consideration.



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## MEMORANDUM

**TO:** Historic Preservation Commission  
City of Burlington

**FROM:** GRAEF  
Tanya Fonseca, AICP

**DATE:** July 18, 2019

**SUBJECT:** Review of Certificate of Appropriateness and Sign Permit for 488 Milwaukee Avenue

### A. PURPOSE

Consider for approval a Certificate of Appropriateness application and Sign Permit application from Bevin Dawson of The Loop Properties, LLC to do the following at 488 Milwaukee Avenue, a proposed multi-tenant commercial building, to be known as "The Loop Commons":

1. Replace the front windows, replace doors, replace side windows, remove existing front façade material to expose the material underneath, restore the stucco of both adjoining structures (1-story and 3-story), add new EIFS material on the upper edge of the corner structure at Milwaukee Avenue and E. Chestnut Street.
2. Install sign band signage and a projecting sign.

### B. RECOMMENDATION

Based upon the review of submitted materials for 488 Milwaukee Avenue, GRAEF recommends that the Historic Preservation Commission recommend to the Common Council the APPROVAL of the following:

- a) Certificate of Appropriateness application from Bevin Dawson for 488 Milwaukee Avenue, Burlington, WI 53105, and
- b) Sign Permit Application from Bevin Dawson for 488 Milwaukee Avenue, Burlington, WI 53105, subject to the following considerations:
  - i. The applicant shares a diagram indicating the specific materials being used or restored on the façade (drawn over a photo is sufficient).
  - ii. Applicant brings HPC-approved color samples for the proposed signage. If the proposed hanging sign is branding, alternate colors can be considered beyond historic paint collections.

- iii. Applicants have not included information about lighting – it is assumed that lighting will not be installed, or will be reviewed at a later time. If lighting is part of this application, the applicants are requested to submit the lighting designs and specifications.

### C. TYPE & CHARACTER OF RENOVATIONS

Bevin Dawson has submitted a Certificate of Appropriateness Application for 488 Milwaukee Avenue. The property stands on the corner of E. Chestnut Street and Milwaukee Avenue. The property has evolved significantly since the late 1890s. The applicant proposes to rehabilitate the structure in order to use it for a multi-use space, to include rock climbing, coffee roasting, co-working space, podcast production, and more.

The nature of the property is that while the buildings are connected as one, they are technically two separate structures, built at different times, and with some variance in materials.

#### 1-Story Structure

The existing 1-story structure is in fact historic, and contains some materials from the original structure built in the late 1890s. The original façade was covered in approximately the 1960s. After a fire in 1968, the upper two stories were destroyed and demolished, however what could be salvaged of the first floor of the structure was retained. This includes a historic façade of the structure and the window openings that were created in the 1920s, however it continued to be covered post-fire. The applicant proposes to remove the current façade on the 1-story structure and rehabilitate the remaining materials and utilize the remaining materials and window openings. The mansard roof line will be removed, and the façade wall will be extended – as seen in the included renderings by the Applicant. The Applicant proposes to use EIFS (exterior insulation and finish system) on the upper façade of the 1-story structure, in place of the existing mansard roofline. Alternative materials were encouraged, however is difficult to blend with the existing materials of remaining original façade of the structure. Please see the applicant's note below for a better understanding of the use of the proposed EIFS material.

*From the Applicant:*

*"...Concrete panels are heavy and need to come in relatively small sections. The accumulation of these panels will add a TON of texture to our facade almost making it look like giant stone blocks (think mays insurance) but only on the top 4'. Texture/ stone look isn't something we want or need, nor is it historical. The only other presentation of cement-board is siding panels, which is a no-go for downtown's rules. Therefore, our best option comes back to a continuous coating product, like standard stucco or EIFS. EIFS makes sense from the perspectives of matching current texture of existing structures, adding depth, and matching the existing cornice. So visually EIFS makes sense. EIFS also makes sense from the perspective of longevity. Multiple materials, like fiberglass cornice, on top of cement board panels, would require multiple different types of flashings, weather barriers, and moisture-proofing measures, and leave us exposed to water expansion and contraction behind the different materials. A material like EIFS would bond the exterior together seamlessly giving us a much longer life of the facade. And since it is starting only above 10' from the ground it will not be subject to damage from passer-bys.*

*So, Although EIFS is not the ideal material for every historical install in Burlington, I think it's the best for this one. cleaner lines, better match to whatever historical elements are left on the building, and*

*longer life, coupled with better waterproofing, makes this the best choice for us. thanks for the recommendations! hope this helps. ..."*

### **3-Story Structure**

This existing structure was built in 1923 as an addition to the original 3-story structure on the corner of E. Chestnut Street and Milwaukee Avenue. The structure was built in place of structures that were demolished to make room for additional rooms for the Hotel Badger. The applicant proposes to restore this structure, with a similar large storefront window on the ground floor. The existing stucco and cornice will remain in place and be restored. No changes have been proposed to the upper story windows. While it appears that the cornice above the first floor is being adjusted towards the second story windows, this is not the case (and has been confirmed with the Applicant). The cornice will remain in the current (and original) location.



*488 Milwaukee Avenue, at present.*



488 Milwaukee Avenue, as the Hotel Badger circa 1920. Note that the existing addition on the west end of the block is not present.



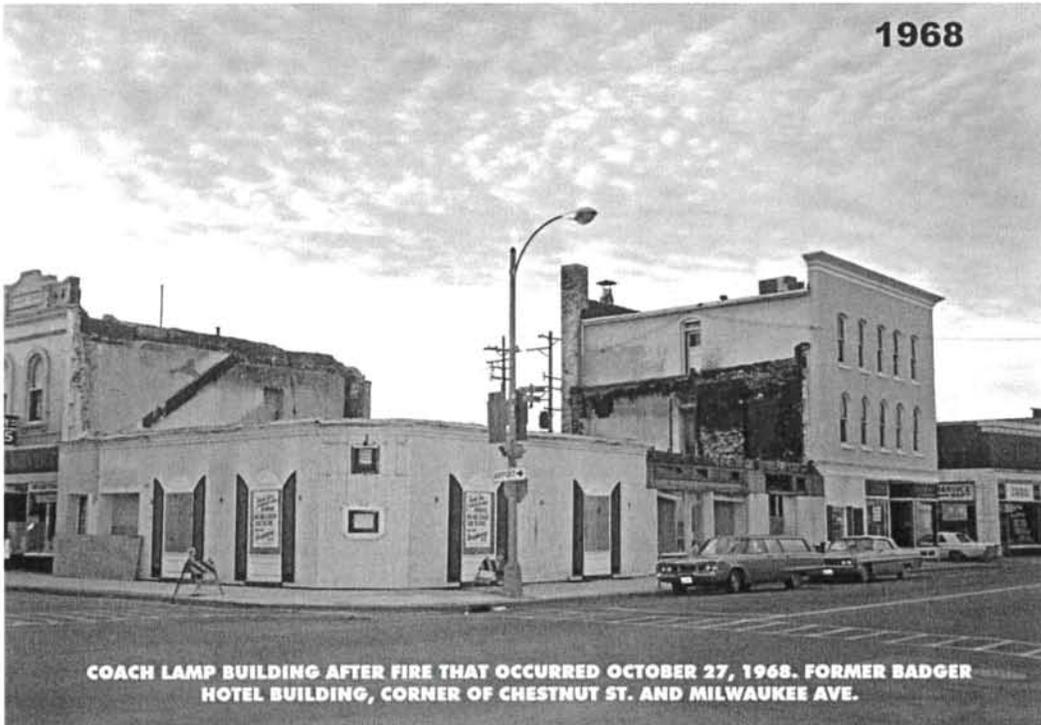
488 Milwaukee Avenue, as the Hotel Badger circa 1929. Note that the existing addition on the west end of the block is depicted (built in 1923).

1950



488 Milwaukee Avenue, as the Hotel Badger circa 1950. Note the façade of the ground floor of the original structure – this façade was later covered between 1960 and 1969. Applicant plans to utilize existing façade beneath the existing façade covering.

1968



488 Milwaukee Avenue, post the 1968 fire. Note that the ground floor was retained and utilized in the next iteration of the structure, that still stands today, with restoration and an added mansard.

**D. REVIEW OF PROPOSED REHABILITATION IN ACCORDANCE WITH THE CITY OF BURLINGTON'S HISTORIC PRESERVATION ORDINANCES & GUIDELINES**

APPLICABLE REVIEW STANDARD	EVALUATION	COMMENTS
<b>Required Application Materials</b>		
Certificate of Appropriateness Application	Complete	
Sign Permit Application	Complete	
<b>§ 315-42. HPO Historic Preservation Overlay District.</b>		
A. District intent.	Met	<p><i>Per code, the Historic Preservation Overlay District is intended to:</i></p> <ol style="list-style-type: none"> <li>1) Provide for the protection and preservation of those structures whose historic or architectural interests are valuable contributions to the character and charm of the City or areas of the City. Such structures and areas are hereby deemed to represent a community asset justifying the public regulation of such structures and areas to ensure their preservation.</li> <li>2) Protect the historic community character of such structures and districts whose historic or architectural interests are valuable contributions to the character and charm of the City or areas of the City.</li> <li>3) Effect and accomplish the protection, enhancement, and perpetuation of improvements and of districts that represent or reflect elements of the City's cultural, social, economic, political, and architectural history.</li> <li>4) Safeguard the City's historic and cultural heritage, as embodied and reflected in such historic structures and historic districts.</li> <li>5) Stabilize and improve property values.</li> <li>6) Foster civic pride in the beauty and noble accomplishments of the past.</li> <li>7) Protect and enhance the City's attractions to residents, tourists, and visitors for education, pleasure, and general welfare.</li> <li>8) Serve as a support and stimulus to business and industry.</li> <li>9) Strengthen the economy of the City.</li> </ol> <p>This application and proposed improvements meets these intentions.</p>

APPLICABLE REVIEW STANDARD	EVALUATION	COMMENTS
<p>B. District standards.</p>	<p>Met</p>	<p><i>Per code: District standards shall conform to those required in the underlying basic zoning district. In addition, the design guidelines as set forth in the publication titled "Burlington Historic Downtown Main Street District: Design Quality – Standards Guidelines," as amended, published by the Burlington Historic Downtown Main Street District, shall be used by the Historic Preservation Commission, Plan Commission, and Common Council as HPO District design standards and guidelines.</i></p> <p>This application and the proposed improvements conform to the underlying B-2 Central Business District.</p>
<p>E. (2) Limitation on structural appearance changes. Basis for approval.</p>	<p>Met</p>	<p><i>Per code: No alterations shall be permitted that would tend to destroy or seriously impair the particular character and quality of the HPO Historic Preservation Overlay District. No change or alteration (including painting) of an historic structure, historic site, or historic district shall be permitted which destroys, seriously impairs, or significantly alters its character in terms of its historical or architectural interest.</i></p> <p>The applicants propose to rehabilitate this structure and its existing features as close as possible.</p>

**Burlington Historic Downtown Main Street District: Design Quality – Standards Guidelines (current version – update is still in process)**

<p>Storefront (p. 7-8)</p>	<p>Met</p>	<p><i>From the guidelines: Ideally, the basic storefront design should include: large windows with narrow framing members, a recessed entrance, an overhead transom, a storefront cornice, an exposed structural element of a horizontal sign panel at the top of the storefront cornice to separate it from the upper facade, and low bulkheads at the base to protect the windows and act as a platform for window displays. The basic configuration can be constructed from traditional or contemporary materials.</i></p> <p><i>Key points to consider in storefront improvements:</i></p> <ul style="list-style-type: none"> <li>○ <i>The storefront should be composed almost entirely of glass. If glass is not appropriate for the business, consider the use of interior window treatment as a solution.</i></li> <li>○ <i>The entry should be maintained and restored in its original location and configuration. If the original entry has been changed, the new entry should be designed and placed considering traditional design themes and its relationship to the overall building facade and symmetry.</i></li> <li>○ <i>Transom windows that have been covered or blocked should be restored.</i></li> <li>○ <i>Storefront bulkheads should be restored or renovated.</i></li> <li>○ <i>Original elements such as cast iron columns, storefront cornices, entry door and lighting fixtures should be restored.</i></li> <li>○ <i>Lighting, signage and awnings should all be integrated into the overall design of the storefront.</i></li> </ul> <p>The Applicant proposes to rehabilitate the storefront dimensions of the adjoining 3-story and 1-story structures.</p>
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<p>Storefront materials (p. 8-9)</p>	<p>Met – but with additional considerations</p>	<p><i>From the guidelines: When designing a new storefront or renovating an existing storefront, the goal should be a transparent façade. Keeping the storefront materials simple and unobtrusive will help to achieve this goal. There is no need to introduce additional types of building materials to those that originally existed on the building. Utilization of existing materials is preferred whenever possible. Repairing those materials when not up to standards is more appropriate than replacing them. If replacement is necessary, quality materials and their consistent use throughout the building is necessary to achieve simplicity and uniformity in the design.</i></p> <p><i>Typical examples of materials and their location on the storefront:</i></p> <ul style="list-style-type: none"> <li>○ Storefront Frame - wood, cast iron, anodized aluminum</li> <li>○ Display Windows - clear untinted glass</li> <li>○ Transom Windows - clear, tinted, stained or etched glass</li> <li>○ Entrance Doors - wood or commercial aluminum with a large glass panel</li> <li>○ Bulkheads - wood panels, polished stone, glass, tile or metal clad plywood panels</li> <li>○ Storefront Cornice - wood, cast iron or sheet metal</li> <li>○ Side Piers - same material as the upper facade (typically masonry).</li> </ul> <p>The applicant is proposing to use the outlined materials above, included untinted windows and doors. The only exception to the materials is the use of EIFS (exterior insulation and finish system) along the top (sign band area) of the structure on the corner of E. Chestnut Street and Milwaukee Avenue.</p> <p>EIFS as a material must be used with care, to ensure that it will contribute to a durable façade that contributes to the historic character and property values of the downtown district. It is typical that it be paired with other materials and not be installed along the bottom of structures – the applicant’s use of this material is consistent with these guidelines. The applicant has not proposed to</p>
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		<p>cover the entire façades of the 1-story and 3-story structures with EIFS.</p> <p>The applicant was encouraged to consider alternative materials, and if not ideal, to provide an explanation of EIFS being an ideal material for this rehabilitation project. Please see Applicant's note above on page 2 of this review to learn more about this material choice.</p> <p>The proposed paint colors are approved historic colors from Benjamin Moore.</p>
<p>Maintenance and repair (p. 10-11) Masonry, Water Cleaning, Pressurized Water Cleaning, Chemical Cleaning, Sandblast Cleaning, and Tuckpointing</p>	<p>Met</p>	<p>Applicant is working with professionals to restore the original stucco and cornice on the 3-story structure and masonry panels on the 1-story structure.</p>

<b>The Secretary of Interior’s Standards for the Treatment of Historic Properties - Standards for Rehabilitation</b> ( <a href="https://www.nps.gov/tps/standards/four-treatments/treatment-rehabilitation.htm">https://www.nps.gov/tps/standards/four-treatments/treatment-rehabilitation.htm</a> )		
Secretary of Interior’s “Standards for Rehabilitation” – Standard 1	Met	<p><i>A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces and spatial relationships.</i></p> <p>The proposal includes new uses that require minimal change to the exterior of the structure – this includes restoring the original existing distinctive materials, features, spaces, and spatial relations throughout the façades of both structures</p>
Secretary of Interior’s “Standards for Rehabilitation” – Standard 2	Met – improvements to consider	<p><i>The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.</i></p> <p>The applicants propose to retain and preserve the historic character of the property. The applicant proposes to remove a non-historical façade that was added to the 1-story structure to restore what remains of the original materials of the 3-story Hotel Badger structure.</p>
Secretary of Interior’s “Standards for Rehabilitation” – Standard 2	Met	<p><i>Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.</i></p> <p>The applicant is carefully utilizing the existing original structure on the corner of E. Chestnut Street and Milwaukee Avenue, without adding features that create a false sense of historical development, given the fire in 1968 that has left it as the 1-story structure that remains today.</p>

<p>Secretary of Interior's "Standards for Rehabilitation" – Standard 5</p>	<p>Met</p>	<p><i>Distinctive materials, features, finishes and construction techniques or examples of craftsmanship that characterize a property will be preserved.</i></p> <p>Distinctive materials or features that should be considered for further retention should include the existing concrete materials for the original (remaining 1-story) structure on the corner of E. Chestnut Street and Milwaukee Avenue, and the stucco on the addition on the west end of the block.</p>
<p>Secretary of Interior's "Standards for Rehabilitation" – Standard 6</p>	<p>Met</p>	<p><i>Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.</i></p> <p>The applicant proposes to repair existing materials (masonry and stucco) whenever possible, and replace with similar features.</p>

Article VII. §315-74. Signs in HPO Historic Preservation Overlay District		
A. Signs prohibited in the HPO Historic Preservation Overlay District.	N/A	
B. Wall, fascia (including transoms), and awning signs.	Met	See subsections below.
(1) Placement of wall, fascia (including transoms), and awning signs.	Met	<p><i>Placement of wall, fascia (including transoms), and awning signs. All wall, fascia (including transoms), and awning signs shall be placed below the upper edge of the traditional building sign band as indicated below. No wall, fascia, or awning signage shall be allowed to be located above the upper edge of the traditional building sign band. (See Subsection C for the allowance of projecting and hanging signs.)</i></p> <p>Signage placement is appropriate.</p>
(2) Maximum signage area.	Met	<p><i>Maximum signage area. The total maximum cumulative signage area of all exterior signage placed upon the street-facing facade (including all wall, fascia, and awning signs) of a building (not including signage placed inside windows, freestanding sandwich signs, or projecting and overhanging signs placed above the upper edge of the building sign band) shall not exceed 15% of the total area of that portion of the first floor street-facing facade which lies below the upper edge of the building sign band. Gilded, vinyl, or painted letters or other signage placed on the inside or outside of storefront display windows shall not be counted towards the total maximum cumulative signage area.</i></p> <p>The applicant's proposed sign does not exceed 15% of the total area of the first-floor street facing façade of 488 Milwaukee Avenue.</p>
(3) Maximum signage lettering.	Met	<p><i>Maximum signage lettering. The maximum size of letters on a wall or fascia sign shall be no greater than 12 inches in height and cover no more than 60% of the sign board upon which the letters are placed.</i></p> <p>The applicant's proposed letters are 12" in height and cover approximately 4% of the sign board.</p>

<p>(4) Maximum number of wall, fascia (including transoms), and awning signs</p>	<p>Met</p>	<p><i>Maximum number of wall, fascia (including transoms), and awning signs. The total maximum number of all wall, fascia (including transoms), and awning signs placed upon the street-facing facade of a building shall not exceed three signs. Gilded, vinyl, or painted letters on the inside or outside of storefront display windows shall not be counted towards the maximum number of wall, fascia (including transoms), and awning signs.</i></p> <p>The applicant proposes one sign on the sign board of the 1-story structure. The applicant also proposes a projecting sign which is not included in this calculation.</p>
<p>(5) Wall and fascia (including transoms) sign placement not to visually obscure architectural details.</p>	<p>Met</p>	<p><i>Wall and fascia (including transoms) sign placement not to visually obscure architectural details. No wall sign or fascia (including transoms) shall be placed so as to visually obscure architectural details which are important to the historic character of the HPO Historic Preservation Overlay District and the building upon which such wall or fascia sign is placed.</i></p> <p>The applicant's proposed sign does not obscure architectural details.</p>
<p>C. Projecting and hanging signs.</p>	<p>Met</p>	<p>See subsections below.</p>
<p>(1) Minimum and maximum height of projecting and hanging signs.</p>	<p>Met</p>	<p><i>All projecting or hanging signs in the HPO District shall be elevated a minimum of eight feet.</i></p> <p>The proposed projecting sign will hang fourteen feet above the ground on the corner of E. Chestnut Street and Milwaukee Avenue.</p> <p><i>Projecting or hanging signs may be placed above the sign band; however, no projecting or hanging sign shall extend above the top edge of the largest secondary window.</i></p> <p>The applicant has indicated that the sign will be installed within the sign band.</p>

(2) Limitation of the extension of projecting and hanging signs.	Met	<p><i>Projecting and hanging signs in the HPO District shall not project more than five feet from the surface of its supporting building.</i></p> <p>The proposed sign will project five feet from the surface of the supporting building.</p>
(3) Placement of projecting and hanging signs.	Met	<p><i>All projecting and hanging signs in the HPO District shall be placed perpendicular to the building façade and not flush with the building façade.</i></p> <p>Applicant proposes to place the proposed sign perpendicular to the building façade.</p>
(4) Maximum area of projecting and hanging sign.	Met	<p><i>The maximum cumulative permitted area allowed for all projecting or hanging signs on a structure in the HPO District shall not exceed 7% of the upper building façade area.</i></p> <p>The 4 x 4-foot sign is proposed to be installed on the corner of E. Chestnut Street and Milwaukee Avenue. The proposed sign meets the 7% limit.</p>
(5) Limitation of the number of projecting and hanging signs.	Met	<p>One sign per business is allowed – one hanging/projecting sign is proposed.</p>
D. Illumination of signs.	Pending	<p>Applicant proposes no lighting. If the applicant proposes to use lighting, they will be requested to submit information regarding the fixtures.</p>
E. Signage color.	Met	<p>The applicant has not indicated the colors of the signage. Applicant will be requested to bring HPC-approved historic color samples for the proposed projecting sign. The fascia sign is proposed to be metal. Applicant will be requested to bring the sample to the meeting for a better understanding of the material and colors.</p>
<b>Burlington Historic Downtown Main Street District: Design Quality – Standards Guidelines</b>		
Standards for Signs (p. 15)	Met	<p>Current guidelines outline standards for size) no larger than 12 inches in height), number of signs (no more than three), and placement of signs (flush mounted on the building).</p> <p>The applicant's signage proposal meets these guidelines.</p>



## 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: 488 Milwaukee Ave, Burlington, WI
3. Applicant Name: Bevin Dawson
4. Owner Name: Bevin Dawson (The Loop Properties LLC)
5. Name of Tenant: Bevin Dawson, The Loop Properties LLC
6. Name of Business: Multiple Tenants, The Loop Commons
7. What is (are) the existing use(s) of the building? Abandoned Bar
8. Telephone Number: 612-812-2897 Facsimile Number: N/A
9. E-Mail Address: Theloopproperties@gmail.com
10. Applicant Mailing Address: 201 Edward St. Burlington, WI 53105
11. Does the applicant own the project building?  Yes  No
12. If no, please list owner's name and address: \_\_\_\_\_  
Abacus Architects 313 N. Plankinton Ave. Suite 208 Milwaukee, Wisconsin 53203
13. Architect or engineer's name and address: \_\_\_\_\_
14. Date of submittal of plans: 06Jun19
15. Scale of drawings noted on each drawing: \_\_\_\_\_  
Multi-use zoned B-2, 11000 sq. ft (9000 finished), corner of Chestnut and Milwaukee
16. Building type, size and location: \_\_\_\_\_
17. Height of building: 35'
18. Exterior material samples to be provided: EIFS

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

19. Proposed Start Date: 01July19
20. Proposed Completion Date: 01Feb20

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**  
Bevin Dawson



05Jun19

Print

Signature

Date

**Applicant**  
Bevin Dawson



05Jun19

Print

Signature

Date



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



**STOP!** Have you included the following with your application?

1. Color photographs of current building façade, including some view of the buildings on either side for context;
2. Architectural plans, elevations, and/or perspective drawings and sketches illustrating the design and character of all proposed alterations completed to a recognized architectural scale with the name of the project noted;
3. Historic photos of your building as it appeared in the past. You are required to visit the Burlington Historical Society Museum at 232 North Perkins Blvd. for this information if your project includes façade renovations;
4. Material samples of all exterior alterations; i.e., color samples, siding. Only one sample per design element is required;
5. 10 copies of all supplemental information; i.e., drawings, renderings, elevations, photos/pictures, etc. that are not easily duplicated due to size or other restrictions.

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

**THANK YOU FOR YOUR COOPERATION!**

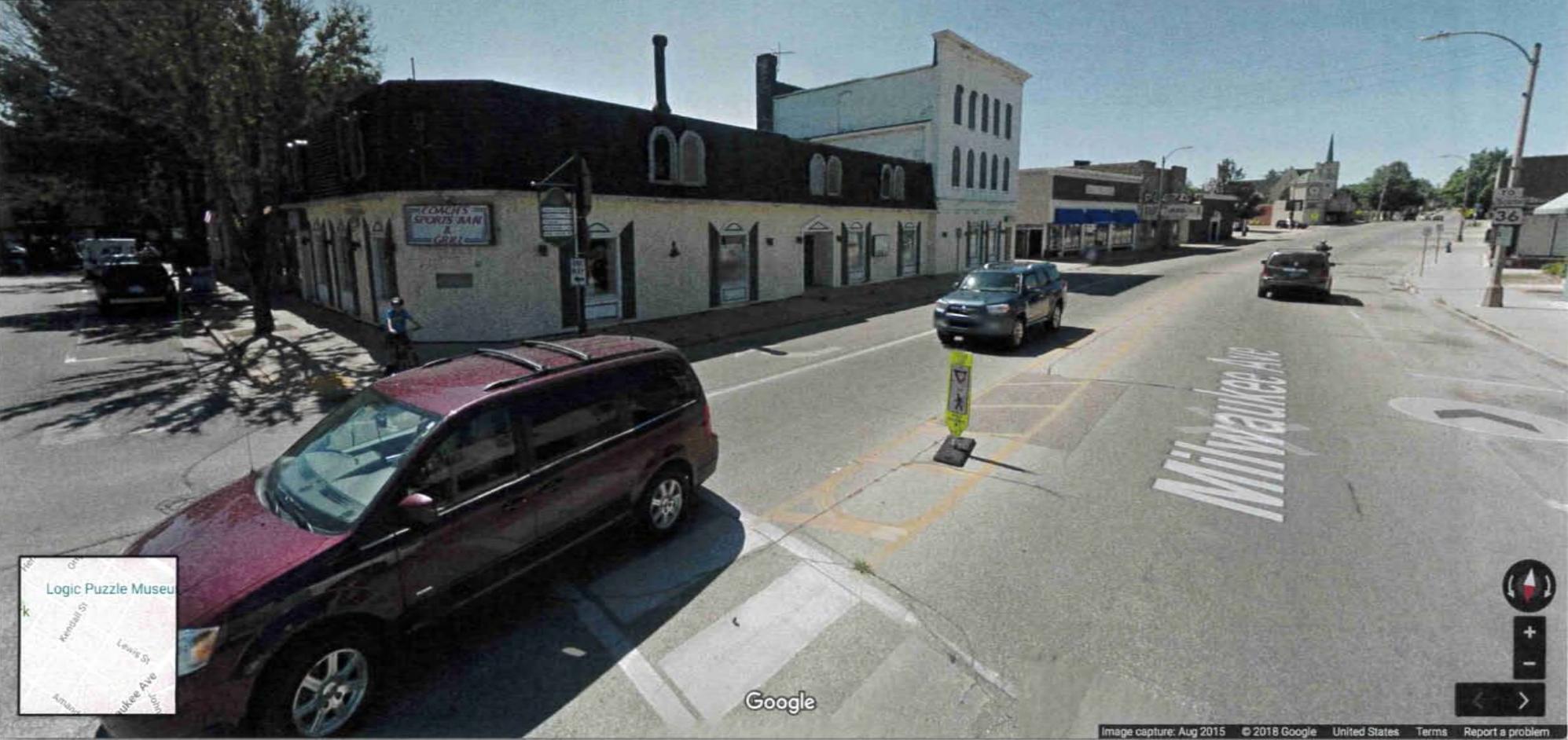
1950



**499 Milwaukee Ave**  
Burlington, Wisconsin

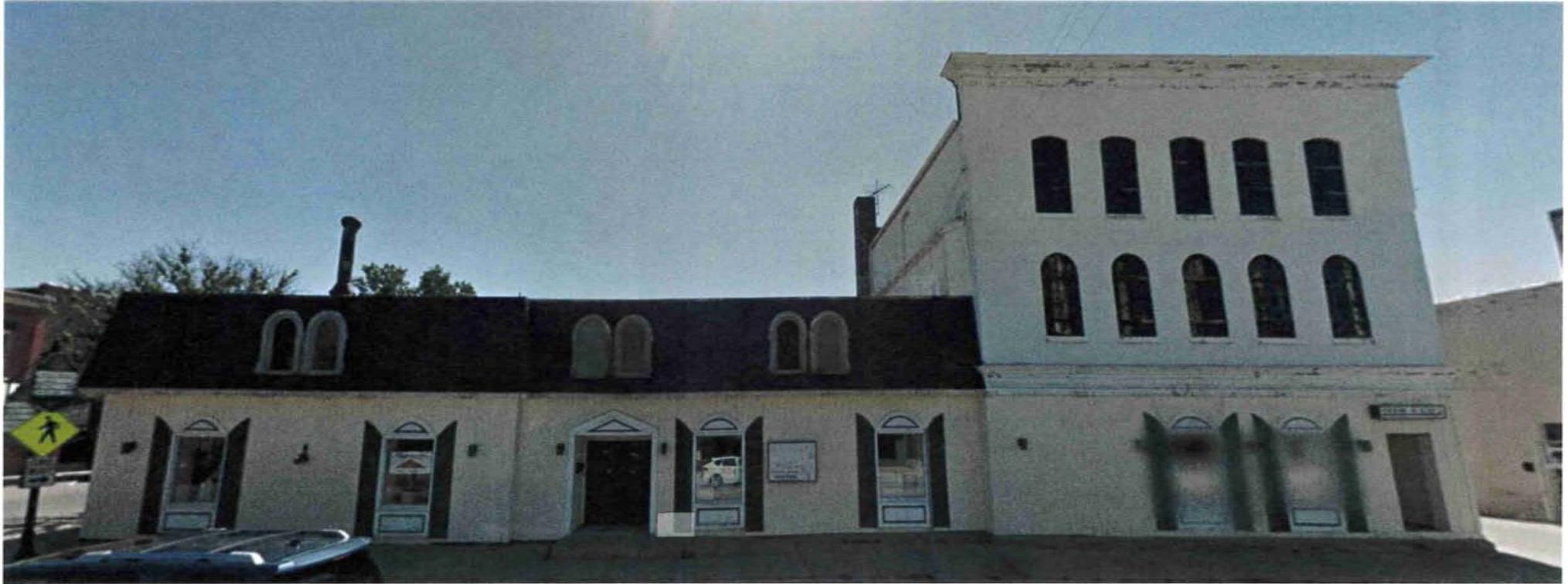
← Google, Inc.

🕒 Street View - Aug 2015



Google

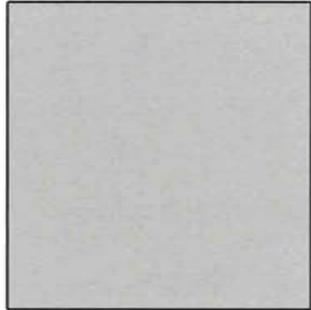
Navigation controls for the Street View interface. It includes a compass icon, a zoom in (+) button, a zoom out (-) button, and left and right arrow buttons for navigation.







# Exterior Paint Colors



## Main Body

Color: Benjamin Moore Apparition  
Finish: Existing stucco and EIFS Sandpebble



## Sign Board

Color: Benjamin Moore Decorator's White  
Finish: EIFS Finesse



## Cornice / SIGN

Color: Benjamin Moore Onyx  
Finish: EIFS Finesse



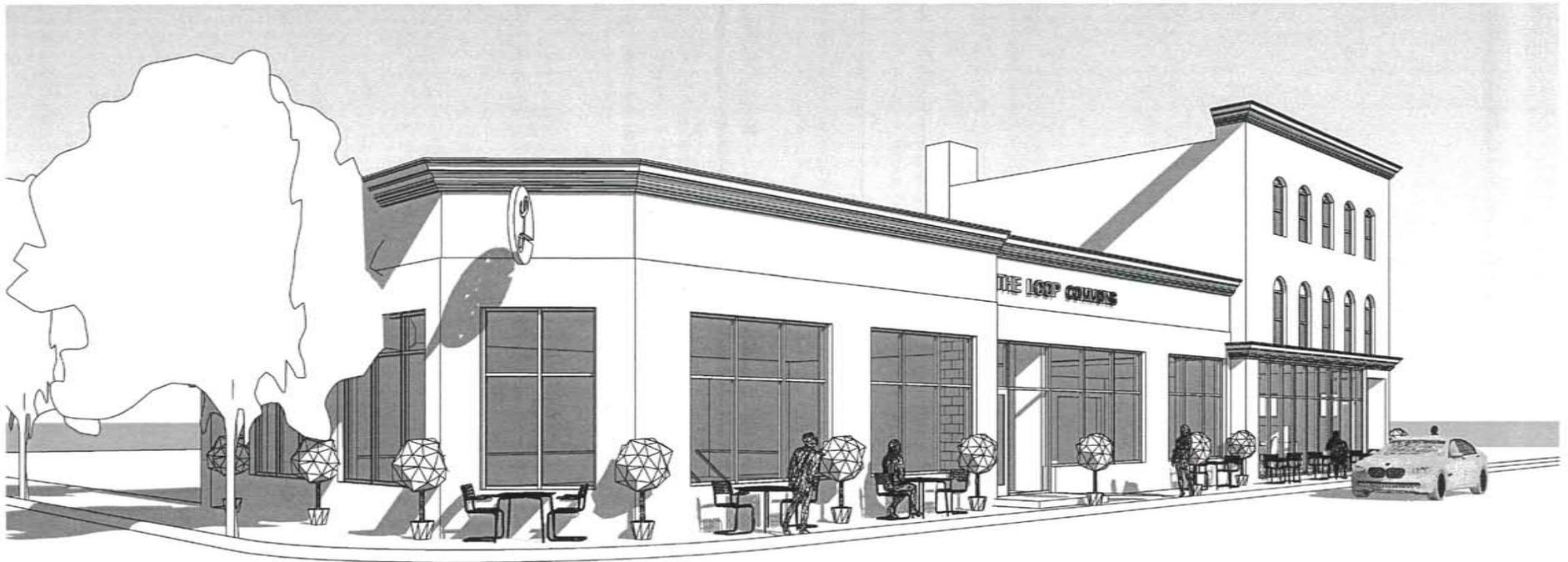
06-11-2019

# THE LOOP

BURLINGTON, WI  
 PROJ. NO. 2018-96

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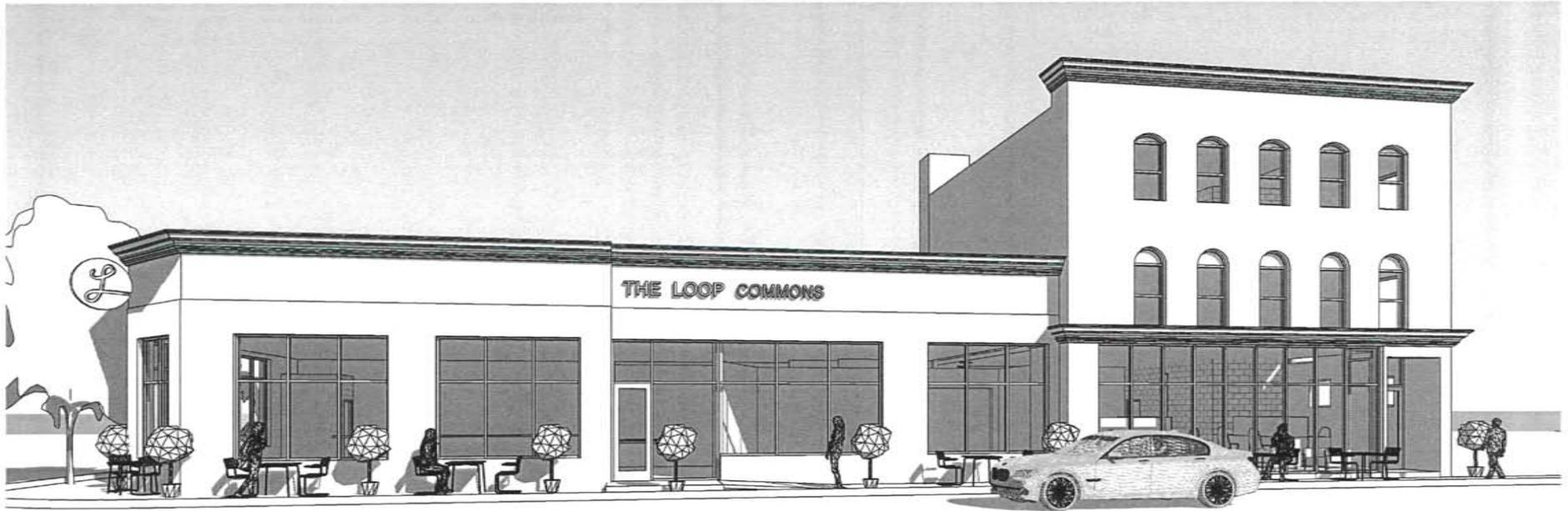
06-11-2019

# THE LOOP

BURLINGTON, WI  
PROJ. NO. 2018-96

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06-11-2019

# THE LOOP

BURLINGTON, WI  
PROJ. NO. 2018-96

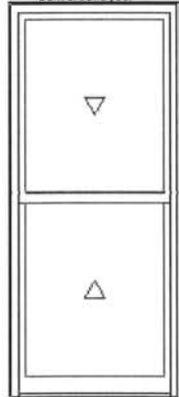
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**LINE ITEM QUOTES**

The following is a schedule of the windows and doors for this project. For additional unit details, please see Line Item Quotes. Additional charges, tax or Terms and Conditions may apply. Detail pricing is per unit.

Line #1	Mark Unit:	Net Price:		964.96
Qty: 5		Ext. Net Price:	USD	4,824.80

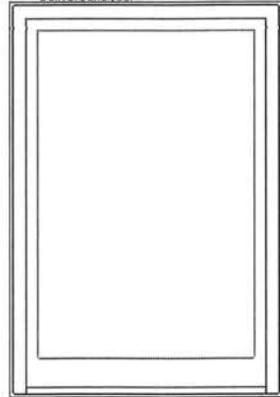


As Viewed From The Exterior

Entered As: IO  
 IO 34 3/4" X 77"  
**Egress Information**  
 Width: 30 11/16" Height: 33 37/64"  
 Net Clear Opening: 7.16 SqFt

Ebony Clad Exterior  
 Bare Pine Interior  
 Clad Ultimate Insert Double Hung - Next Generation 2.0 ..... 964.96  
 Inside Opening 34 3/4" X 77"  
 8° Degree Frame Bevel  
 Top Sash  
 Ebony Clad Sash Exterior  
 Bare Pine Sash Interior  
 IG - 1 Lite  
 Low E2 w/Argon  
 Stainless Perimeter Bar  
 Ogee Interior Glazing Profile  
 Bottom Sash  
 Ebony Clad Sash Exterior  
 Bare Pine Sash Interior  
 IG - 1 Lite  
 Low E2 w/Argon  
 Stainless Perimeter Bar  
 Ogee Interior Glazing Profile  
 Beige Interior Weather Strip Package  
 Black Exterior Weather Strip Package  
 White Sash Lock  
 White Top Sash Strike Plate Assembly Color  
 Aluminum Screen  
 Ebony Surround  
 Charcoal Fiberglass Mesh  
 \*\*\*Screen/Combo Ship Loose  
 3 1/4" Jambs  
 \*\*\*Note: Unit Availability and Price is Subject to Change

Line #2	Mark Unit:	Net Price:		808.08
Qty: 2		Ext. Net Price:	USD	1,616.16



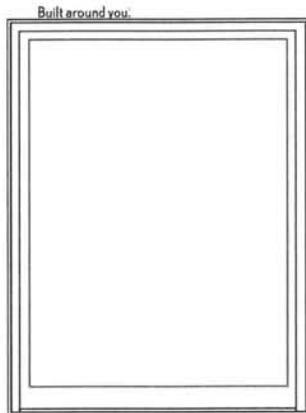
As Viewed From The Exterior

Entered As: IO  
 IO 32" X 44 1/2"  
**Egress Information**  
 No Egress Information available.

Ebony Clad Exterior  
 Bare Pine Interior  
 Clad Ultimate Insert Double Hung Picture - Next Generation 2.0 ..... 808.08  
 Inside Opening 32" X 44 1/2"  
 8° Degree Frame Bevel  
 Ebony Clad Sash Exterior  
 Bare Pine Sash Interior  
 IG - 1 Lite  
 Low E2 w/Argon  
 Stainless Perimeter Bar  
 Ogee Interior Glazing Profile  
 Beige Interior Weather Strip Package  
 Black Exterior Weather Strip Package  
 3 1/4" Jambs  
 \*\*\*Note: Unit Availability and Price is Subject to Change

Line #3	Mark Unit:	Net Price:		1,043.40
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Qty: 12		Ext. Net Price:	USD	12,520.80
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As Viewed From The Exterior

Entered As: IO

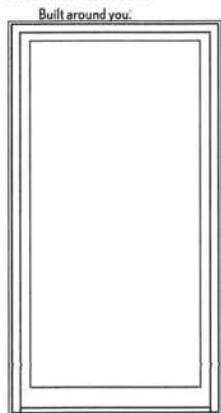
IO 48" X 61"

**Egress Information**

No Egress Information available.

Ebony Clad Exterior  
 Bare Pine Interior  
 Clad Ultimate Insert Double Hung Picture - Next Generation 2.0 ..... 1,043.40  
 Inside Opening 48" X 61"  
 8° Degree Frame Bevel  
 Ebony Clad Sash Exterior  
 Bare Pine Sash Interior  
 IG - 1 Lite  
 Low E2 w/Argon  
 Stainless Perimeter Bar  
 Ogee Interior Glazing Profile  
 Beige Interior Weather Strip Package  
 Black Exterior Weather Strip Package  
 3 1/4" Jambs  
 \*\*\*Note: Unit Availability and Price is Subject to Change

Line #4	Mark Unit:	Net Price:		919.08
Qty: 5		Ext. Net Price:	USD	4,595.40



As Viewed From The Exterior

Entered As: IO

IO 33 3/4" X 60"

**Egress Information**

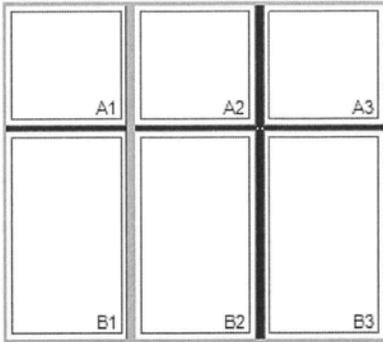
No Egress Information available.

Ebony Clad Exterior  
 Bare Pine Interior  
 Clad Ultimate Insert Double Hung Picture - Next Generation 2.0 ..... 919.08  
 Inside Opening 33 3/4" X 60"  
 8° Degree Frame Bevel  
 Ebony Clad Sash Exterior  
 Bare Pine Sash Interior  
 IG - 1 Lite  
 Low E2 w/Argon  
 Stainless Perimeter Bar  
 Ogee Interior Glazing Profile  
 Beige Interior Weather Strip Package  
 Black Exterior Weather Strip Package  
 3 1/4" Jambs  
 \*\*\*Note: Unit Availability and Price is Subject to Change

Line #5	Mark Unit:	Net Price:		5,798.10
Qty: 6		Ext. Net Price:	USD	34,788.60



Ebony Clad Exterior  
 Bare Pine Interior  
 3W2H - Rectangle Assembly  
 Assembly Rough Opening  
 133 1/8" X 114 1/2"  
**Assembly exceeds size limitation. To confirm availability, alternative solutions, or pricing, submit an assistance request or speak with a Marvin representative.**  
 Prep for Field Mull Assembly ..... 291.20  
 Mull Kit(s) Included  
 Sub Assembly 1 - 1W2H  
 Basic Frame 43 3/8" x 114"



As Viewed From The Exterior

**Entered As:** Size by Units  
**RO** 133 1/8" X 114 1/2"  
**Egress Information** A1, A2, A3, B1, B2, B3  
 No Egress Information available.

Unit Locations: A1,B1  
 Sub Assembly 2 - 2W2H  
 Basic Frame 87 3/4" x 114"  
 Unit Locations: A2,A3,B2,B3

Unit: A1 .....	541.10	
Clad Ultimate Casement Picture		
Basic Frame 43 3/8" X 42"		
Rough Opening 44 3/8" X 42 1/2"		
Ebony Clad Sash Exterior		
Bare Pine Sash Interior		
IG - 3/4" - 1 Lite		
Low E2 w/Argon		
Stainless Perimeter Bar		
Ogee Interior Glazing Profile		
Standard Bottom Rail		
Black Weather Strip		
Solid Wood Covers		
Unit: A2 .....	541.10	
Clad Ultimate Casement Picture		
Basic Frame 43 3/8" X 42"		
Rough Opening 44 3/8" X 42 1/2"		
Ebony Clad Sash Exterior		
Bare Pine Sash Interior		
IG - 3/4" - 1 Lite		
Low E2 w/Argon		
Stainless Perimeter Bar		
Ogee Interior Glazing Profile		
Standard Bottom Rail		
Black Weather Strip		
Solid Wood Covers		
Unit: A3 .....	541.10	
Clad Ultimate Casement Picture		
Basic Frame 43 3/8" X 42"		
Rough Opening 44 3/8" X 42 1/2"		
Ebony Clad Sash Exterior		
Bare Pine Sash Interior		
IG - 3/4" - 1 Lite		
Low E2 w/Argon		
Stainless Perimeter Bar		
Ogee Interior Glazing Profile		
Standard Bottom Rail		
Black Weather Strip		
Solid Wood Covers		
Unit: B1 .....	871.50	
Clad Ultimate Casement Picture		
Basic Frame 43 3/8" X 72"		
Rough Opening 44 3/8" X 72 1/2"		
Ebony Clad Sash Exterior		
Bare Pine Sash Interior		
IG - 3/4" - 1 Lite .....		273.00
Tempered Low E2 w/Argon		
Stainless Perimeter Bar		
Ogee Interior Glazing Profile		
Standard Bottom Rail		
Black Weather Strip		
Solid Wood Covers		
Unit: B2 .....	871.50	
Clad Ultimate Casement Picture		
Basic Frame 43 3/8" X 72"		
Rough Opening 44 3/8" X 72 1/2"		
Ebony Clad Sash Exterior		
Bare Pine Sash Interior		
IG - 3/4" - 1 Lite .....		273.00
Tempered Low E2 w/Argon		
Stainless Perimeter Bar		
Ogee Interior Glazing Profile		
Standard Bottom Rail		
Black Weather Strip		

Solid Wood Covers	
Unit: B3 .....	871.50
Clad Ultimate Casement Picture	
Basic Frame 43 3/8" X 72"	
Rough Opening 44 3/8" X 72 1/2"	
Ebony Clad Sash Exterior	
Bare Pine Sash Interior	
IG - 3/4" - 1 Lite .....	273.00
Tempered Low E2 w/Argon	
Stainless Perimeter Bar	
Ogee Interior Glazing Profile	
Standard Bottom Rail	
Black Weather Strip	
Solid Wood Covers	
Vertical Structural Mull 1" .....	327.60
Mull 1 - Prep for Vertical Structural Mull 1" - 114" Long	
Standard Mull Charge .....	122.50
4 9/16" Jamb	
Nailing Fin	
***Note: Non-Certified mull: check with local code officials for project specific requirements.	
***Note: Unit Availability and Price is Subject to Change	

Project Subtotal Net Price: USD	58,345.76
5.100% Sales Tax: USD	2,975.63
Project Total Net Price: USD	61,321.39



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;
- ⇒ The Historic Preservation Commission (HPC) meets every 4<sup>th</sup> Thursday of the month at 6:30 p.m. within the Common Council Chambers located at 224 East Jefferson Street. Application(s) must be submitted by Monday following the meeting (to be on the next month's regularly scheduled HPC meeting).

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) <b>408 MILWAUKEE AVE</b>	Applicant Name(s): <b>BEVIN DAWSON</b>
Property Owner Name: <b>THE LOOP PROPERTIES LLC.</b>	Applicant Mailing Address: <b>201 EDWARD ST. BURLINGTON, WI 53105</b>
Property Owner Telephone Number: <b>612-812-2897</b>	Applicant Telephone Number: <b>612-812-2897</b>
Property Owner E-mail:	Applicant E-mail: <b>← THE LOOP PROPERTIES@GMAIL.COM</b>
Sign Contractor <b>BURLI-SIGNS</b>	Sign Contractor Mailing Address <b>125 FRONT ST., BURLINGTON</b>

**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: 10 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.

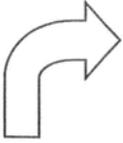
Applicable to proposed sign permit application?  Yes  No  
Conform to Types of Signage Requirement?  Yes  No

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

Created on 06/07/2000 10:51 AM



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

1. Proposed sign placement on the building with scaled dimensions indicating placement, distance extension from building and height of the sign relative to the abutting sidewalk (or surrounding grade if there isn't a sidewalk) for each sign proposed.  
 **Yes**       **No**
2. The actual building dimensions, height and length of window(s) and/or door(s) for the proposed sign placement.  
 **Yes**       **No**
3. The material composition of the sign and its various elements.  
 **Yes**       **No**      PVC PRIMED & PAINTED
4. The color(s) of the sign(s) proposed.  
 **Yes**       **No**      ONLY BLACK
5. Scale of the drawing or graphic noted.  
 **Yes**       **No**
6. Date of the drawing or graphic noted.  
 **Yes**       **No**
7. Name of the preparer of the drawing noted.  
 **Yes**       **No**

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

**Property Owner**

BEVIN DAWSON  
 Print

  
 Signature

10 JUN 19  
 Date

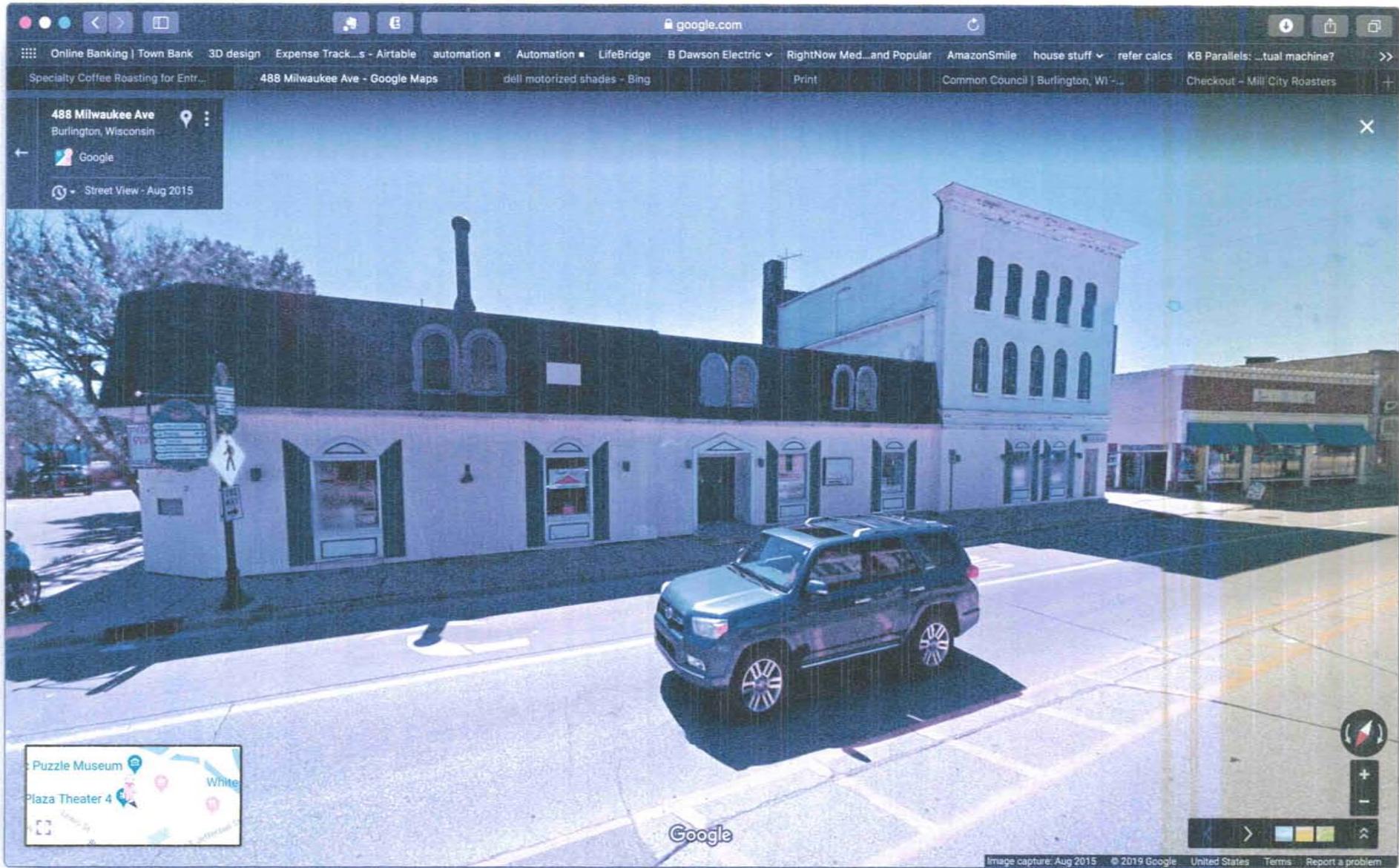
**Applicant**

BEVIN DAWSON  
 Print

  
 Signature

10 JUN 19  
 Date







<b>Historic Preservation Commission Item: 7C 1, 2, 3</b>	<b>Date:</b> July 25, 2019
<b>Submitted By:</b> Megan Watkins, Assistant City Administrator/Zoning Administrator	<b>Subject:</b> Façade Grant Application for 488 Milwaukee Avenue – north, west, south façade

**Details:**

Bevin Dawson is requesting approval of a Façade Grant Application located at 488 Milwaukee Avenue. The proposed project consists of:

- Replacing the front windows, replace doors, replace side windows, remove existing front façade material to expose the material underneath, restore the stucco of both adjoining structures (1-story and 3-story), add new EIFS material on the upper edge of the corner structure at Milwaukee Avenue and E. Chestnut Street. The applicant proposes to retain and preserve the historic character of the property. The applicant proposes to remove a non-historical façade that was added to the 1-story structure to restore what remains of the original materials of the 3-story Hotel Badger structure.
- Install sign band signage and a projecting sign. The proposed sign letters measure 12 inches in height and cover approximately 4% of the sign board. The applicant proposes one sign on the sign board of the 1-story structure, and a projecting sign hanging 14 feet above the ground and five feet from the surface of the supporting building on the corner of E. Chestnut Street and Milwaukee Avenue.

The applicant shall share a diagram indicating the specific materials being used or restored on the façade (drawn over a photo is sufficient).

The applicant shall bring HPC approved color samples for the proposed signage.

The applicant has not included information about lighting, and are requested to submit designs if installed.

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 at 488 Milwaukee Avenue for the West façade is \$16,015.49, the North façade is \$48,120.76, and the East façade is \$15,292.35. If the Façade Grant is approved by the HPC the grant for each façade should not exceed \$5,000. The remaining available façade grant balance would be \$0.00.

**Executive Action:**

This item is for consideration to approve the Façade Grant Program at the July 25, 2019 Historic Preservation Commission meeting.



**FAÇADE GRANT STAFF MEMORANDUM  
 CITY OF BURLINGTON HISTORIC PRESERVATION COMMISSION**

**Date:** June 28, 2019

**Applicant Address & Name:** Bevin Dawson – 488 Milwaukee Avenue (West façade)

Project Overview/ Applicant’s Request:	Submitted
<p>West facade improvements including masonry work, windows, window trim, doors and paint.</p> <p><b>Staff Comments:</b> COA is scheduled for consideration at the July 25, 2019 HPC meeting</p>	<p>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p>
<b>Application Checklist for Staff Review:</b>	
<p>1. COA application received and/or sign permit application received and/or approved by HPC</p> <p><b>Staff Comments:</b> <i>COA has been received and has yet to be reviewed/approved by the HPC</i></p>	<p>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p>
<p>2. Are there eligible project uses per the Façade Grant Policy?</p> <p><b>Staff Comments:</b> <i>See City Planner’s memorandum for the COA application recommendations</i></p>	<p>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p>
<p>3. Qualified contractor bid documents and all cost breakdowns by category such as masonry repair, window replacement, etc.</p> <p><b>Staff Comments:</b> <i>Total estimated cost for east facade: \$16,015.49            (50% = \$8,007.75) Allowed up to \$5,000 for front facade grant.</i></p>	<p>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p>
<p>4. Status of City owed taxes, payments and fees</p> <p><b>Staff Comments:</b> <i>Utility bill paid in full; Real Estate Taxes paid in full</i></p>	<p align="center"><b>See Contingencies</b></p>
<b>Staff Recommendation (contingencies listed):</b>	
<p><u>Should the HPC deem appropriate, the applicant could be eligible for a façade grant in the amount not to exceed \$5000. Staff suggests that approval be contingent on satisfying the following contingencies:</u></p> <ul style="list-style-type: none"> <li>• Satisfy any recommendations in City Planner’s memo for the COA as indicated by the HPC.</li> <li>• Applicant will provide invoices and/or receipts and lien waivers to the HPC to ensure compliance with the original application.</li> <li>• Applicant will wait to perform this work until Common Council takes final action on approval.</li> <li>• Applicant will obtain all required permits and the Building Inspector will monitor the project and must provide final approval prior to grant reimbursement.</li> <li>• All taxes, payments, fees owed to the City by the applicant must be paid prior to reimbursement of grant funds.</li> </ul> <p><i>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.</i></p>	

B Dawson Automation LLC  
201 Edward St.  
Burlington, WI 53105 US  
612.812.2897  
bdawsonautomation@gmail.com

# Estimate



ADDRESS

19048- The Loop Commons West Wall

ESTIMATE #      DATE  
1057              05/09/2019

ACTIVITY	QTY	RATE	AMOUNT
13 Windows and Trim 48"x 61" openings Material ONLY	6	1,043.40	6,260.40T
13 Windows and Trim 32x34" openings on first Floor Material ONLY	3	770.34	2,311.02T
13 Windows and Trim 39x70" opening on First Floor Material ONLY	1	1,043.40	1,043.40T
12 Doors and Trim Replace door openings with Windows Material ONLY	2	1,725.68	3,451.36T
12 Doors and Trim Paint (contractor estimate)	1	2,100.00	2,100.00T
		SUBTOTAL	15,166.18
		TAX (5.6%)	849.31
		<b>TOTAL</b>	<b>\$16,015.49</b>

Accepted By

Accepted Date



Official Use Only  
 Date Received 6/24/19  
 Application No. 1102

City of Burlington

Historic District Façade Improvement Grant Application

Project Address: 408 MILWAUKEE AVE, Burlington, WI

Applicant Name: BEVIN DAWSON

Owner Name: BEVIN DAWSON

Name of Business: THE LOOP PROPERTIES LLC.

Telephone Number: 612-812-2897 Facsimile Number: \_\_\_\_\_

E-Mail Address: THE LOOP PROPERTIES @ GMAIL . Com

Applicant Mailing Address: 201 EDWARD ST. BURLINGTON, WI 53105

Does the applicant own the project building?  Yes  No

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

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

If yes, list your architect or engineer of preference: APACUS ARCHITECTS

Description of Project: WEST WALL - REPAIR, PUT NEW WINDOWS + DOORS, FIX MASONRY, LIGHT SIGNAGE

Estimated Project Cost (include quotes/bid for proposed work): \$23,000

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

Proposed start date: 01 JUN 19

Proposed completion date: 30 JUL 19

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

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

If so, please explain. \_\_\_\_\_

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

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

[Signature]  
 Signature of Applicant

[Signature]  
 Signature of Property Owner

BEVIN DAWSON  
 Print Name

BEVIN DAWSON  
 Print Name

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



Image capture: Oct 2018 © 2019 Google

Burlington, Wisconsin



Street View - Oct 2018



## UNIT SUMMARY

The following is a schedule of the windows and doors for this project. For additional unit details, please see Line Item Quotes.

Additional charges, tax or Terms and Conditions may apply. Detail pricing is per unit.

NUMBER OF LINES: 5		TOTAL UNIT QTY: 30		EXT NET PRICE: USD		58,345.76
LINE	MARK UNIT	BRAND	ITEM	NET PRICE	QTY	EXTENDED NET PRICE
1		Marvin	Clad Ultimate Insert Double Hung - Next Generation 2.0 IO 34 3/4" X 77" Entered as Inside Opening 34 3/4" X 77"	964.96	5	4,824.80
2		Marvin	Clad Ultimate Insert Double Hung Picture - Next Generation 2.0 IO 32" X 44 1/2" Entered as Inside Opening 32" X 44 1/2"	808.08	2	1,616.16
3		Marvin	Clad Ultimate Insert Double Hung Picture - Next Generation 2.0 IO 48" X 61" Entered as Inside Opening 48" X 61"	1,043.40	12	12,520.80
4		Marvin	Clad Ultimate Insert Double Hung Picture - Next Generation 2.0 IO 33 3/4" X 60" Entered as Inside Opening 33 3/4" X 60"	919.08	5	4,595.40
5		Marvin	Clad Marvin Assembly RO 133 1/8" X 114 1/2" Entered as Size by Units	5,798.10	6	34,788.60



35518 W. STATE STREET  
BURLINGTON, WI 53105

# PROPOSAL

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

19Jun19

Mr. Beven Dawson  
Burlington, Wisconsin 53105  
Email - [bdawsonautomation@gmail.com](mailto:bdawsonautomation@gmail.com)  
Project - The Loop Commons

\*\*\*\*\*

We hereby submit estimates for: Commercial grade windows and entrance doors as per drawings provided. Black anodized aluminum finish, clear w/LoE insulated glass, safety tempered where required by code. Doors: Tubelite narrow style doors, butt hinges, key lock and thumb turns, threshold and sweep, push/pull and heavy duty closers.

Materials -----	\$ 26,995.00
Installation -----	7,600.00
Sub total -----	\$ 34,595.00
Wisconsin sales tax -----	1,764.35
Total -----	\$ 36,359.35

Note: Prices for materials and labor are rough estimates only.

This proposal will be honored for 30 days.  
Please verify all detail of this proposal before signing acceptance.  
One half down payment, balance upon completion.

\*\*\*\*\*

Submitted by

Mark A. Caliva

Acceptance of Proposal

Signature \_\_\_\_\_

Date \_\_\_\_\_

# ESTIMATE

## Simplynordic

For The Loop

Estimate Num 1  
Date Jun 14, 2019

Description	Quantity	Rate	Amount
Paint wall # 1	1	\$2,100.00	\$2,100.00
Paint wall #2	1	\$3,100.00	\$3,100.00
Paint wall #3	1	\$1,600.00	\$1,600.00

Thank you for your business.

Subtotal \$6,800.00  
Tax (8%) \$544.00  
Total \$7,344.00

**Balance Due \$7,344.00**



**FAÇADE GRANT STAFF MEMORANDUM  
 CITY OF BURLINGTON HISTORIC PRESERVATION COMMISSION**

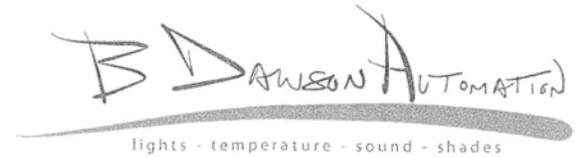
**Date:** June 28, 2019

**Applicant Address & Name:** Bevin Dawson – 488 Milwaukee Avenue (North façade)

Project Overview/ Applicant's Request:	Submitted
<p>North facade improvements including masonry work, windows, window trim, demo and paint.</p> <p><b>Staff Comments:</b> COA is scheduled for consideration at the July 25, 2019 HPC meeting</p>	<p>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p>
<b>Application Checklist for Staff Review:</b>	
<p>1. COA application received and/or sign permit application received and/or approved by HPC</p> <p><b>Staff Comments:</b> <i>COA has been received and has yet to be reviewed/approved by the HPC</i></p>	<p>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p>
<p>2. Are there eligible project uses per the Façade Grant Policy?</p> <p><b>Staff Comments:</b> <i>See City Planner's memorandum for the COA application recommendations</i></p>	<p>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p>
<p>3. Qualified contractor bid documents and all cost breakdowns by category such as masonry repair, window replacement, etc.</p> <p><b>Staff Comments:</b> <i>Total estimated cost for east facade: \$48,120.76            (50% = \$24,060.38) Allowed up to \$5,000 for front facade grant.</i></p>	<p>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p>
<p>4. Status of City owed taxes, payments and fees</p> <p><b>Staff Comments:</b> <i>Utility bill paid in full; Real Estate Taxes paid in full</i></p>	<p align="center"><b>See Contingencies</b></p>
<b>Staff Recommendation (contingencies listed):</b>	
<p><u>Should the HPC deem appropriate, the applicant could be eligible for a façade grant in the amount not to exceed \$5000. Staff suggests that approval be contingent on satisfying the following contingencies:</u></p> <ul style="list-style-type: none"> <li>• Satisfy any recommendations in City Planner's memo for the COA as indicated by the HPC.</li> <li>• Applicant will provide invoices and/or receipts and lien waivers to the HPC to ensure compliance with the original application.</li> <li>• Applicant will wait to perform this work until Common Council takes final action on approval.</li> <li>• Applicant will obtain all required permits and the Building Inspector will monitor the project and must provide final approval prior to grant reimbursement.</li> <li>• All taxes, payments, fees owed to the City by the applicant must be paid prior to reimbursement of grant funds.</li> </ul> <p><i>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.</i></p>	

B Dawson Automation LLC  
201 Edward St.  
Burlington, WI 53105 US  
612.812.2897  
bdawsonautomation@gmail.com

# Estimate



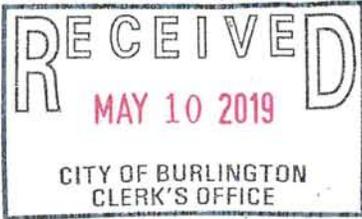
ADDRESS  
19049- The Loop Commons North  
Wall

ESTIMATE # 1058      DATE 05/09/2019

ACTIVITY	QTY	RATE	AMOUNT
<b>13 Windows and Trim</b> Top Floor Double hung windows Material ONLY	5	964.96	4,824.80
<b>13 Windows and Trim</b> 2nd Floor Double hung windows Material ONLY	5	919.08	4,595.40
<b>05 Masonry</b> EIFS Plaster contractor Bid price of \$10,000 for EIFS material install for entire building. this portion is 2/3 of the entire install. or 66%	1	6,666.00	6,666.00
<b>24 Paint</b> Painting	1	3,100.00	3,100.00
<b>02 Site Work:02.10 Demo</b> Dumpster	2	467.28	934.56
<b>13 Windows and Trim</b> Storefront windows on first floor	1	28,000.00	28,000.00
	<b>TOTAL</b>		<b>\$48,120.76</b>

Accepted By

Accepted Date



Official Use Only  
 Date Received 6/20/19  
 Application No. mm

City of Burlington

Historic District Façade Improvement Grant Application

Project Address: 400 MILWAUKEE AVE, Burlington, WI

Applicant Name: BEVIN LAWSON

Owner Name: BEVIN LAWSON

Name of Business: THE LOOP PROPERTIES LLC.

Telephone Number: 612-812-2897 Facsimile Number: \_\_\_\_\_

E-Mail Address: THE LOOP PROPERTIES@GMAIL.COM

Applicant Mailing Address: 201 EDWARD ST. BURLINGTON, WI 53105

Does the applicant own the project building?  Yes  No

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

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

If yes, list your architect or engineer of preference: ABACUS ARCHITECTS

Description of Project: NORTH WALL - DEMO UGLY FACADE, REPAIR, FIX MASONRY, ADD WINDOWS / STOREFRONTS, DOORS ETC., SIGNAGE AND

Estimated Project Cost (include quotes/bid for proposed work): \$50,000

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

Proposed start date: 01 JUN 19

Proposed completion date: 30 JUL 19

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

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

If so, please explain. \_\_\_\_\_

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

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

[Signature]  
 Signature of Applicant

[Signature]  
 Signature of Property Owner

BEVIN LAWSON  
 Print Name

BEVIN LAWSON  
 Print Name

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





35518 W. STATE STREET  
BURLINGTON, WI 53105

# PROPOSAL

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

19Jun19

Mr. Beven Dawson  
Burlington, Wisconsin 53105  
Email - [bdawsonautomation@gmail.com](mailto:bdawsonautomation@gmail.com)  
Project - The Loop Commons

\*\*\*\*\*

We hereby submit estimates for: Commercial grade windows and entrance doors as per drawings provided. Black anodized aluminum finish, clear w/LoE insulated glass, safety tempered where required by code. Doors: Tubelite narrow style doors, butt hinges, key lock and thumb turns, threshold and sweep, push/pull and heavy duty closers.

Materials -----	\$ 26,995.00
Installation -----	7,600.00
Sub total -----	\$ 34,595.00
Wisconsin sales tax -----	1,764.35
Total -----	\$ 36,359.35

Note: Prices for materials and labor are rough estimates only.

This proposal will be honored for 30 days.  
Please verify all detail of this proposal before signing acceptance.  
One half down payment, balance upon completion.

\*\*\*\*\*

Submitted by

Mark A. Caliva

Acceptance of Proposal

Signature \_\_\_\_\_

Date \_\_\_\_\_

## UNIT SUMMARY

The following is a schedule of the windows and doors for this project. For additional unit details, please see Line Item Quotes.

Additional charges, tax or Terms and Conditions may apply. Detail pricing is per unit.

NUMBER OF LINES: 5		TOTAL UNIT QTY: 30		EXT NET PRICE: USD		58,345.76
LINE	MARK UNIT	BRAND	ITEM	NET PRICE	QTY	EXTENDED NET PRICE
1		Marvin	Clad Ultimate Insert Double Hung - Next Generation 2.0 IO 34 3/4" X 77" Entered as Inside Opening 34 3/4" X 77"	964.96	5	4,824.80
2		Marvin	Clad Ultimate Insert Double Hung Picture - Next Generation 2.0 IO 32" X 44 1/2" Entered as Inside Opening 32" X 44 1/2"	808.08	2	1,616.16
3		Marvin	Clad Ultimate Insert Double Hung Picture - Next Generation 2.0 IO 48" X 61" Entered as Inside Opening 48" X 61"	1,043.40	12	12,520.80
4		Marvin	Clad Ultimate Insert Double Hung Picture - Next Generation 2.0 IO 33 3/4" X 60" Entered as Inside Opening 33 3/4" X 60"	919.08	5	4,595.40
5		Marvin	Clad Marvin Assembly RO 133 1/8" X 114 1/2" Entered as Size by Units	5,798.10	6	34,788.60

isaiahholdtson@gmail.org

# ESTIMATE

## Simplynordic

For The Loop

Estimate Num 1  
Date Jun 14, 2019

Description	Quantity	Rate	Amount
Paint wall # 1	1	\$2,100.00	\$2,100.00
Paint wall #2	1	\$3,100.00	\$3,100.00
Paint wall #3	1	\$1,600.00	\$1,600.00
Thank you for your business.			
		Subtotal	\$6,800.00
		Tax (8%)	\$544.00
		Total	\$7,344.00
		<b>Balance Due</b>	<b>\$7,344.00</b>

## Megan Watkins

---

**From:** Bevin Dawson <bdawsonautomation@gmail.com>  
**Sent:** Thursday, June 27, 2019 5:00 PM  
**To:** Megan Watkins  
**Subject:** Fwd: EIFS Model for Historical approval

Bevin Dawson  
Owner/ Master Electrician  
B Dawson Automation LLC  
[bdawsonautomation.com](http://bdawsonautomation.com)

Begin forwarded message:

**From:** James Voss <[jim@3-dplastering.com](mailto:jim@3-dplastering.com)>  
**Subject:** RE: EIFS Model for Historical approval  
**Date:** June 9, 2019 at 7:00:25 AM CDT  
**To:** Bevin Dawson <[bdawsonautomation@gmail.com](mailto:bdawsonautomation@gmail.com)>

Bevin

We are interested in your project and a budget ballpark of \$10,000.00 should be perfect. Thanks  
Jim

Sent from [Mail](#) for Windows 10

**From:** [Bevin Dawson](#)  
**Sent:** Monday, June 3, 2019 9:34 PM  
**To:** [Jim@3-dplastering.com](mailto:Jim@3-dplastering.com)  
**Subject:** Fwd: EIFS Model for Historical approval

Hey Jim,

Finally just emailed the Dryvit guys to get some samples going, so I thought i'd forward to you what we are thinking here for EIFS work. Let me know if you're interested in Burlington work, and if so, a budget ballpark to get you budgeted in. Timeframe will be late summer/ early fall this year. and scope is roughly 6'2" tall of flat panel (two colors) and a cornice top roughly 16" high. totaling 7'6" of total height, by roughly 120 linear feet. Thanks so much!!! Look forward to talking with you soon.

Bevin Dawson  
Owner/ Master Electrician  
B Dawson Automation LLC  
[bdawsonautomation.com](http://bdawsonautomation.com)



**FAÇADE GRANT STAFF MEMORANDUM  
 CITY OF BURLINGTON HISTORIC PRESERVATION COMMISSION**

**Date:** June 28, 2019

**Applicant Address & Name:** Bevin Dawson – 488 Milwaukee Avenue (East façade)

Project Overview/ Applicant’s Request:	Submitted
<p>East facade improvements including masonry work, windows, window trim, doors and paint.</p> <p><b>Staff Comments:</b> COA is scheduled for consideration at the July 25, 2019 HPC meeting</p>	<p>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p>
<b>Application Checklist for Staff Review:</b>	
<p>1. COA application received and/or sign permit application received and/or approved by HPC</p> <p><b>Staff Comments:</b> <i>COA has been received and has yet to be reviewed/approved by the HPC</i></p>	<p>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p>
<p>2. Are there eligible project uses per the Façade Grant Policy?</p> <p><b>Staff Comments:</b> <i>See City Planner’s memorandum for the COA application recommendations</i></p>	<p>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p>
<p>3. Qualified contractor bid documents and all cost breakdowns by category such as masonry repair, window replacement, etc.</p> <p><b>Staff Comments:</b> <i>Total estimated cost for east facade: \$15,292.35            (50% = \$7,646.18) Allowed up to \$5,000 for front facade grant.</i></p>	<p>YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p>
<p>4. Status of City owed taxes, payments and fees</p> <p><b>Staff Comments:</b> <i>Utility bill paid in full; Real Estate Taxes paid in full</i></p>	<p align="center">See Contingencies</p>
<b>Staff Recommendation (contingencies listed):</b>	
<p><u>Should the HPC deem appropriate, the applicant could be eligible for a façade grant in the amount not to exceed \$5000. Staff suggests that approval be contingent on satisfying the following contingencies:</u></p> <ul style="list-style-type: none"> <li>• Satisfy any recommendations in City Planner’s memo for the COA as indicated by the HPC.</li> <li>• Applicant will provide invoices and/or receipts and lien waivers to the HPC to ensure compliance with the original application.</li> <li>• Applicant will wait to perform this work until Common Council takes final action on approval.</li> <li>• Applicant will obtain all required permits and the Building Inspector will monitor the project and must provide final approval prior to grant reimbursement.</li> <li>• All taxes, payments, fees owed to the City by the applicant must be paid prior to reimbursement of grant funds.</li> </ul> <p><i>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.</i></p>	

B Dawson Automation LLC

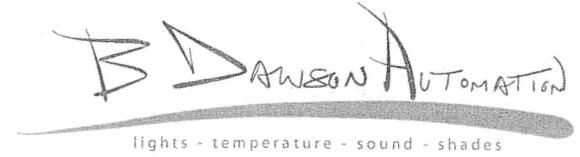
201 Edward St.

Burlington, WI 53105 US

612.812.2897

bdawsonautomation@gmail.com

# Estimate



ADDRESS

19050- The Loop Commons East Wall

ESTIMATE #

DATE

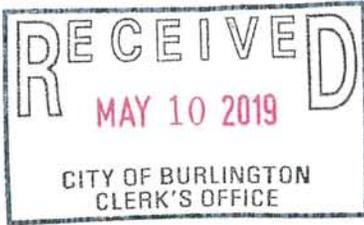
1059

05/09/2019

ACTIVITY	QTY	RATE	AMOUNT
<b>13 Windows and Trim</b> Windows and Trim (contractor estimate)	1	8,359.35	8,359.35
<b>12 Doors and Trim</b> Doors and Trim	1	2,000.00	2,000.00
<b>24 Paint</b> Painting (estimate from contractor)	1	1,600.00	1,600.00
<b>05 Masonry</b> EIFS Budget bid for EIFS given by 3D Plaster \$10,000 for entire EIFS job, this surface is 33% of the Sq. Footage	1	3,333.00	3,333.00
<b>TOTAL</b>			<b>\$15,292.35</b>

Accepted By

Accepted Date



Official Use Only  
 Date Received 6/29/19  
 Application No. 1111

City of Burlington

Historic District Façade Improvement Grant Application

Project Address: 488 MILWAUKEE AVE, Burlington, WI

Applicant Name: BEVIN DAWSON

Owner Name: BEVIN DAWSON

Name of Business: THE LOOP PROPERTIES LLC

Telephone Number: 612-812-2897 Facsimile Number: \_\_\_\_\_

E-Mail Address: THE LOOP PROPERTIES@GMAIL.COM

Applicant Mailing Address: 201 EDWARD ST. BURLINGTON, WI 53105

Does the applicant own the project building?  Yes  No

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

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

If yes, list your architect or engineer of preference: ABACUS ARCHITECTS

Description of Project: EAST WALL - DEMO UGLY FAÇADE, REPAIR MASONRY, PAINT, ADD WINDOWS, DOOR, ETC, LIGHT SIGNAGE

Estimated Project Cost (include quotes/bid for proposed work): \$17,100

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

Proposed start date: 01 JUN 19

Proposed completion date: 30 JUL 19

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

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

If so, please explain. \_\_\_\_\_

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

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

[Signature]  
 Signature of Applicant

[Signature]  
 Signature of Property Owner

BEVIN DAWSON  
 Print Name

BEVIN DAWSON  
 Print Name

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



101 E Chestnut St  
Burlington, Wisconsin  
Google  
Street View - Aug 2012

Logic Puzzle Museum  
Plaza Theater 4  
Whi

Google

Image capture: Aug 2012 © 2019 Google United States Terms Report a problem



35518 W. STATE STREET  
BURLINGTON, WI 53105

# PROPOSAL

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

19Jun19

Mr. Beven Dawson  
Burlington, Wisconsin 53105  
Email - [bdawsonautomation@gmail.com](mailto:bdawsonautomation@gmail.com)  
Project - The Loop Commons

\*\*\*\*\*

We hereby submit estimates for: Commercial grade windows and entrance doors as per drawings provided. Black anodized aluminum finish, clear w/LoE insulated glass, safety tempered where required by code. Doors: Tubelite narrow style doors, butt hinges, key lock and thumb turns, threshold and sweep, push/pull and heavy duty closers.

Materials -----	\$ 26,995.00
Installation -----	7,600.00
Sub total -----	\$ 34,595.00
Wisconsin sales tax -----	1,764.35
Total -----	\$ 36,359.35

Note: Prices for materials and labor are rough estimates only.

This proposal will be honored for 30 days.  
Please verify all detail of this proposal before signing acceptance.  
One half down payment, balance upon completion.

\*\*\*\*\*

Submitted by

Acceptance of Proposal

Mark A. Caliva

Signature \_\_\_\_\_

Date \_\_\_\_\_

## UNIT SUMMARY

The following is a schedule of the windows and doors for this project. For additional unit details, please see Line Item Quotes.

Additional charges, tax or Terms and Conditions may apply. Detail pricing is per unit.

NUMBER OF LINES: 5		TOTAL UNIT QTY: 30		EXT NET PRICE: USD		58,345.76
LINE	MARK UNIT	BRAND	ITEM	NET PRICE	QTY	EXTENDED NET PRICE
1		Marvin	Clad Ultimate Insert Double Hung - Next Generation 2.0 IO 34 3/4" X 77" Entered as Inside Opening 34 3/4" X 77"	964.96	5	4,824.80
2		Marvin	Clad Ultimate Insert Double Hung Picture - Next Generation 2.0 IO 32" X 44 1/2" Entered as Inside Opening 32" X 44 1/2"	808.08	2	1,616.16
3		Marvin	Clad Ultimate Insert Double Hung Picture - Next Generation 2.0 IO 48" X 61" Entered as Inside Opening 48" X 61"	1,043.40	12	12,520.80
4		Marvin	Clad Ultimate Insert Double Hung Picture - Next Generation 2.0 IO 33 3/4" X 60" Entered as Inside Opening 33 3/4" X 60"	919.08	5	4,595.40
5		Marvin	Clad Marvin Assembly RO 133 1/8" X 114 1/2" Entered as Size by Units	5,798.10	6	34,788.60

saishelfofson@gmail.org

# ESTIMATE

## Simplynordic

For The Loop

Estimate Num 1  
Date Jun 14, 2019

Description	Quantity	Rate	Amount
Paint wall # 1	1	\$2,100.00	\$2,100.00
Paint wall #2	1	\$3,100.00	\$3,100.00
Paint wall #3	1	\$1,600.00	\$1,600.00
Thank you for your business.			
		Subtotal	\$6,800.00
		Tax (8%)	\$544.00
		Total	\$7,344.00
		<b>Balance Due</b>	<b>\$7,344.00</b>

## Megan Watkins

---

**From:** Bevin Dawson <bdawsonautomation@gmail.com>  
**Sent:** Thursday, June 27, 2019 5:00 PM  
**To:** Megan Watkins  
**Subject:** Fwd: EIFS Model for Historical approval

Bevin Dawson  
Owner/ Master Electrician  
B Dawson Automation LLC  
[bdawsonautomation.com](http://bdawsonautomation.com)

Begin forwarded message:

**From:** James Voss <[jim@3-dplastering.com](mailto:jim@3-dplastering.com)>  
**Subject:** RE: EIFS Model for Historical approval  
**Date:** June 9, 2019 at 7:00:25 AM CDT  
**To:** Bevin Dawson <[bdawsonautomation@gmail.com](mailto:bdawsonautomation@gmail.com)>

Bevin  
We are interested in your project and a budget ballpark of \$10,000.00 should be perfect. Thanks  
Jim

Sent from [Mail](#) for Windows 10

**From:** [Bevin Dawson](#)  
**Sent:** Monday, June 3, 2019 9:34 PM  
**To:** [Jim@3-dplastering.com](mailto:Jim@3-dplastering.com)  
**Subject:** Fwd: EIFS Model for Historical approval

Hey Jim,

Finally just emailed the Dryvit guys to get some samples going, so I thought i'd forward to you what we are thinking here for EIFS work. Let me know if you're interested in Burlington work, and if so, a budget ballpark to get you budgeted in. Timeframe will be late summer/ early fall this year. and scope is roughly 6'2" tall of flat panel (two colors) and a cornice top roughly 16" high. totaling 7'6" of total height, by roughly 120 linear feet. Thanks so much!!! Look forward to talking with you soon.

Bevin Dawson  
Owner/ Master Electrician  
B Dawson Automation LLC  
[bdawsonautomation.com](http://bdawsonautomation.com)



CITY OF BURLINGTON

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

<b>Historic Preservation Commission Item: 8A</b>	<b>Date: July 25, 2019</b>
<b>Submitted By: Megan Watkins, Assistant City Administrator/Zoning Administrator</b>	<b>Subject: Façade Grant Funding</b>

**Details**

Attached please find the Façade Grant Funding report for Round 9 dated July 18, 2019 with \$9,475.57 remaining pending 488 Milwaukee Avenue approval. Round 8 dated July 18, 2019 with a balance of \$0.00 with 2 properties under construction.

**Executive Action:**

This item is for discussion only at the July 25, 2019 Historic Preservation Commission meeting.

**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	Yes	\$6,825.39	11/29/2018
Al Strelbecki	572 N. Pine St. (front & rear)	\$8,450.00	\$4,225.00	**	5/24/2018	5/24/2019	Rear expired	\$ 3,380.00	11/8/2018
Brian Torgerson	164 E. Washington St. (front)	\$18,875.51		Council approved 6 months	1/29/2019	8/31/2019	\$5000 Recinded by applicant	Recinded by applicant	Recinded by applicant
Brian Torgerson	164 E. Washington St. (side)	\$9,241.51		Council approved 6 months	1/29/2019	8/31/2019	\$4620.76 Recinded by applicant	Recinded by applicant	Recinded by applicant
Brian Torgerson	164 E. Washington St. (rear)	\$9,400.00		Council approved 6 months	1/29/2019	8/31/2019	\$4700 Recinded by applicant	Recinded by applicant	Recinded by applicant
Teacher Place	533 Milwaukee Ave.	\$16,061.00	\$5,000.00		5/23/2019	5/23/2020	Pending	Pending	Pending
Teacher Place	541 Milwaukee Ave.	\$11,182.00	\$5,000.00		5/23/2019	5/23/2020	Pending	Pending	Pending
Dustin & Molly Elsbury	164 E. Washington St. (front)	\$27,037.25	\$5,000.00		6/27/2019	6/27/2020	Pending	Pending	Pending
Dustin & Molly Elsbury	164 E. Washington St. (side)	\$16,692.81	\$5,000.00		6/27/2019	6/27/2020	Pending	Pending	Pending
Dustin & Molly Elsbury	164 E. Washington St. (rear)	\$14,850.30	\$5,000.00		6/27/2019	6/27/2020	Pending	Pending	Pending
Bevin Dawson	488 Milwaukee Avenue (West)	\$16,015.49	\$5,000.00		Pending	Pending	Pending	Pending	Pending
Bevin Dawson	488 Milwaukee Avenue (North)	\$48,120.76	\$5,000.00		Pending	Pending	Pending	Pending	Pending
Bevin Dawson	488 Milwaukee Avenue (East)	\$15,292.35	\$4,475.57		Pending	Pending	Pending	Pending	Pending

<b>Obligated Funds:</b>	<b>\$ 50,000.00</b>
<b>Total Distributed to Date</b>	<b>\$10,524.43</b>
<b>Pending</b>	<b>\$39,475.57</b>
<b>Actual Balance Remaining:</b>	
\$50,000 Less Total Disbursed and Pending =	<b>\$0.00</b>

Updated: 7/18/2019

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. Rear façade funds (\$845) expired 5/24/19





CITY OF BURLINGTON

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

<b>Historic Preservation Commission Item: 8B</b>	<b>Date:</b> July 25, 2019
<b>Submitted By:</b> Gregory Guidry, Building Inspector	<b>Subject:</b> HPC Sign Ordinance revisions

**Details:**

Please see attached correspondence for the HPC Sign Ordinance revisions.

**Financial Remarks:**

N/A

**Executive Action:**

N/A

## Chapter 315. Zoning

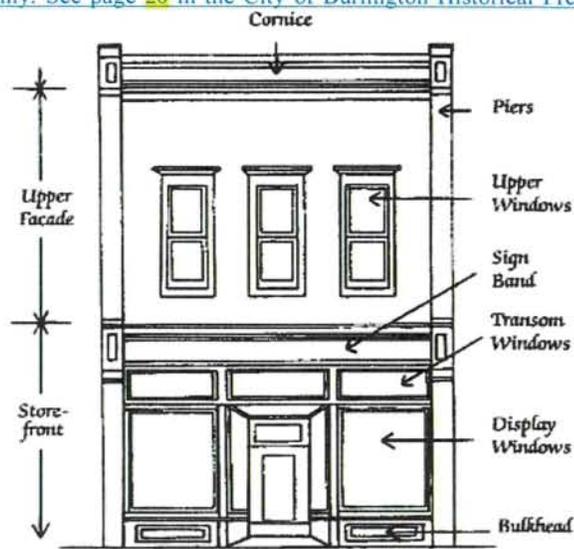
### Article VII. Signs

#### § 315-74. Front Façade Signs in HPO Historic Preservation Overlay District.

[Added 10-5-1999 by Ord. No. 1607(11)]

In addition to the requirements set forth in other sections of this chapter, signs located in the HPO Historic Preservation Overlay District shall also conform to the additional standards indicated below. Where conflicts exist between the standards set forth in other sections of this chapter and this section, the standards set forth in this section shall prevail in the HPO Historic Preservation Overlay District.

- A. Signs prohibited in the HPO Historic Preservation Overlay District. In addition to those signs prohibited in all zoning districts as set forth in § 315-65 of this chapter, the following signs shall be prohibited in the HPO Historic Preservation Overlay District:
- (1) Freestanding signs prohibited. No freestanding signs shall be permitted in the HPO Historic Preservation Overlay District. Notwithstanding the prohibition of sandwich signs set forth in § 315-65, one freestanding sandwich sign not exceeding a maximum of six square feet per sign face may be permitted per business in the HPO District when such sign does not constitute a public safety or traffic hazard as determined by the Zoning Administrator.
  - (2) Plastic formed façade signs prohibited. No plastic formed signs or signs formed from plastic-like materials shall be permitted in the HPO Historic Preservation Overlay District unless such materials simulate historic signage.
- B. Wall, fascia (including transoms), and awning signs.
- (1) Placement of wall, fascia (including transoms), and awning signs. All wall, fascia (including transoms), and awning signs shall be placed below the upper edge of the traditional building sign band as indicated below. No wall, fascia, or awning signage shall be allowed to be located above the upper edge of the traditional building sign band. (See Subsection C for the allowance of projecting and hanging signs.) Awning signs should be limited to the valance only. See page 20 in the City of Burlington Historical Preservation District Standards and Guidelines.



- (2) Maximum signage area. The total maximum cumulative signage area of all ~~exterior~~ signage placed upon the street-facing facade (including all wall, fascia, and awning signs, and interior visible from the display window and entries) of a building (not including ~~signage placed inside windows~~, freestanding sandwich signs, or projecting and overhanging signs placed above the upper edge of the building sign band) shall not exceed 15% of the total area of that portion of the first floor street-facing facade which lies below the upper edge of the building sign band. Gilded, vinyl, or painted letters or other signage placed on the inside or outside of storefront display windows shall ~~not~~ be counted towards the total maximum cumulative signage area.
- (3) Maximum signage lettering. The maximum size of letters on a wall or fascia sign shall be no greater than 12 inches in height and cover no more than 60% of the sign ~~board-band or window~~ upon which the letters are placed.
- (4) Maximum number of wall, fascia (including transoms), and awning signs. The total maximum number of all wall, fascia (including transoms), and awning signs placed upon the street-facing facade of a building shall not exceed three signs. Gilded, vinyl, or painted

letters or other signage on the inside or outside of storefront display windows shall ~~not~~ be counted towards the maximum number of wall, fascia (including transoms), and awning signs. Hours of operation shall not be included in these calculations as they are not considered business signage.

- (5) Wall and fascia (including transoms) sign placement not to visually obscure architectural details. No wall sign or fascia (including transoms) shall be placed so as to visually obscure architectural details which are important to the historic character of the HPO Historic Preservation Overlay District and the building upon which such wall or fascia sign is placed.
- C. Projecting and hanging signs. Projecting and hanging signs are allowed in the HPO Historic Preservation Overlay District to extend only over public rights-of-way occupied by pedestrian sidewalks subject to the following:
- (1) Minimum and maximum height of a projecting and hanging signs. All such projecting or hanging signs in the HPO District shall be elevated a minimum height of eight feet. Projecting or hanging signs may be placed above the sign band; however, no projecting or hanging sign shall extend above the top edge of the largest second story window.
  - (2) Limitation of the extension of a projecting and hanging signs. Any such projecting or hanging sign in the HPO District shall not project more than five feet from the surface of its supporting building. All such projecting signs in the HPO District shall not be permitted to extend closer than two feet to any public street curb or pavement or to any public alley curb or pavement.
  - (3) Placement of projecting and hanging signs. All projecting and hanging signs in the HPO District shall be placed perpendicular to the building facade and not flush with the building facade.
  - (4) Maximum area of a projecting and hanging sign. The maximum cumulative permitted area allowed for all projecting or hanging signs on a structure in the HPO District shall not exceed 7% of the upper building facade area. The upper building facade area shall be determined by multiplying the width of the upper building facade by its height (height as measured from the upper edge of the sign band to the upper edge of the cornice).
  - (5) Limitation of the number of projecting and hanging signs. The total number of projecting signs allowed a structure in the HPO District shall be one sign per business.
- D. Illumination of signs. Non-flashing, illuminated signs shall be permitted in the HPO Historic Preservation Overlay District. If signs are illuminated, said signs shall be externally illuminated and subject to the provisions of §315-70E of this chapter. ~~No internally illuminated signs, including but not limited to electronic message signs, shall be installed in the HPO Historic Preservation Overlay District. If signs are illuminated, said signs shall be externally illuminated and subject to the provisions of § 315-70E of this chapter. Non-flashing, illuminated neon signs shall be permitted in the HPO Historic Preservation Overlay District.~~  
[Amended 12-7-2004 by Ord. No. 1762(14)]
- E. Limitations on types of window signs (including transom windows). All window signs (including transom windows) in the HPO Historic Preservation Overlay District shall be gilded, painted, etched glass, or leaded glass letters placed on the inside or outside of storefront display windows. Product and/or company logo signs are allowed on the inside of storefront display windows.  
[Amended 2-20-2001 by Ord. No. 1650(54)]
- F. Signage color. All signage shall be of a color which is compatible with the color of the building construction materials found in the HPO Historic Preservation Overlay District. Company or organizational logos with colors outside of the HPO color palette are allowed.
- G. Signage for corner buildings. If a structure in the downtown structure is on a corner and therefore has two street-facing facades, consideration to a second sign will be given. The sign dimension can mirror what is allowable on the primary side, if the second side is equal to or larger in size than the primary facade and existing signage. If the secondary facade is shorter, signage must be proportional to the primary facade signage, based on the width of the structure. HPC staff can assist with these calculations.
- H. Alleyway signage for deliveries. Signage in the alleyway to identify businesses for deliveries and staff access are permitted. Alleyway signs shall not exceed 2' by 4' or eight total square feet in size.