



AGENDA
HISTORIC PRESERVATION COMMISSION
THURSDAY, JUNE 25, 2020 at 5:30 P.M.

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

<https://us02web.zoom.us/j/81747421192?pwd=LytVeHhlWExhUjlWk3Voc1EzNlJydz09>

Password: 441655

<http://zoom.us/join>, Webinar ID: 817 4742 1192, Password: 441655

Phone: (312) 626-6799

- To attend a meeting, click on the link provided or dial in with the phone number provided on the meeting agenda. You may need to create a Zoom account if you access the meeting online.
- You will participate as an attendee, not a panelist. You will be muted by the meeting moderator.
- To participate/speak during a meeting when allowable, you will need to “raise your hand”. Online you will find a ‘raise hand’ option in the menu bar. Via phone you can press *9.
- All meetings are recorded and subject to the Wisconsin Open Meetings Law.

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 May 28, 2020
5. Letters and Communications: None
6. Old Business:
 - A. To consider an extension request to the Certificate of Appropriateness and Façade Grant for property located at 488 Milwaukee Avenue from Bevin Dawson.
7. New Business: None
 - A. To consider approving a Certificate of Appropriateness and Sign Permit application from Joel Weis for property located at 204 E. Chestnut Street to replace the existing awning and signage.

8. Discussion items:

A. Review of Façade Grant Funding Status.

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, MAY 28, 2020**

The meeting was called to order by Chairman Darrel Eisenhardt at 5:38 p.m. through Zoom Meetings. Commissioners Frank Capra; Ken Morrison; and Kevin O'Brien were present. Aldermanic Representative Susan Kott; Commissioners Steve Wagner; and Bernard Petersen were excused. Carina Walters, City Administrator; Gregory Guidry, Building Inspector; and Tanya Fonseca, Graef were also present.

CITIZEN COMMENTS

None

APPROVAL OF MINUTES

Commissioner O'Brien moved, and Commissioner Capra seconded to approve the minutes of April 23, 2020.

Roll call vote: Aye-4, Nay-0. Chairman Eisenhardt; Commissioners Capra; Morrison; and O'Brien. Motion carried.

LETTERS AND COMMUNICATIONS

None

OLD BUSINESS

A. To consider an extension request to the Certificate of Appropriateness and Façade Grant for property located at 164 E. Washington Street from Dustin & Molly Elsbury.

- Chairman Eisenhardt introduced and opened this item for discussion.
- Gregory Guidry, Building Inspector, explained a lot of work has been completed and the applicant is requesting more time for completion. The windows are ordered, the back corner door by the alley side has been relocated, and some tuck-pointing is finished. There is major work being done to the interior, and after the floor installed, the windows can be installed.
- Chairman Eisenhardt asked if they have considered repairing the bulkhead, storefront windows, and cornice. Molly Elsbury, applicant, answered the bulkhead, storefront windows and everything else mentioned in the conditional approval will be replaced, except for the cornice. Commissioner Capra questioned if there are any design changes. Ms. Elsbury responded the look will be very similar, but will have a larger space between the storefront windows with a transom window above the windows and doors.

- Commissioner O'Brien asked Ms. Elsbury if a 6 month extension was sufficient. Ms. Elsbury replied their goal was to be completed by the end of August. The floor is currently being replaced, and then the windows can be installed. Ms. Elsbury commented the exterior doors are being delivered mid-July.
- There were no further comments.
- Commissioner O'Brien moved, and Commissioner Capra seconded to approve the Certificate of Appropriateness and Façade Grant extension until December 1, 2020.

Roll call vote: Aye-5, Nay-0. Chairman Eisenhardt; Commissioners Capra; Morrison; O'Brien; and Petersen. Motion carried.

Commissioner Bernard Petersen joined the meeting at 5:45 p.m.

NEW BUSINESS

A. To consider approving a Certificate of Appropriateness application from Nicholas & Kelly Willkomm for property located at 388 N. Pine Street to repair the façade and replace the awning.

- Chairman Eisenhardt introduced and opened this item for discussion.
- Tanya Fonseca, Graef, explained the applicant proposes to repair the parapet, cornice, tuck-pointing, and replace the awning. At the January 23, 2020 meeting the applicants gave a presentation on the possible options for façade repairs. The proposals for repairs meet the guidelines. Mr. Guidry added the applicant is maintaining what is currently there.
- Nicholas Willkomm, applicant, stated the façade will remain stone, and be repaired to match the existing.
- There were no further comments.
- Commissioner Capra moved, and Commissioner O'Brien seconded to approve the Certificate of Appropriateness.

Roll call vote: Aye-5, Nay-0. Chairman Eisenhardt; Commissioners Capra; Morrison; O'Brien; and Petersen. Motion carried.

B. A Façade Grant Program application from Nicholas & Kelly Willkomm for property located at 388 N. Pine Street to repair the North and West façades.

- Chairman Eisenhardt introduced and opened this item for discussion.

- Mr. Guidry stated the façade grant would be \$5,000 for each side, and the repairs satisfy the requirements.
- There were no further comments.

1) Motion for the North façade

- Commissioner O'Brien moved, and Commissioner Morrison seconded to approve the Façade Grant for the North façade, but not to exceed \$5,000.
- Roll call vote: Aye-5, Nay-0. Chairman Eisenhardt; Commissioners Capra; Morrison; O'Brien; and Petersen. Motion carried.

2) Motion for the West façade

- Commissioner O'Brien moved, and Commissioner Capra seconded to approve the Façade Grant for the West façade, but not to exceed \$5,000.
- Roll call vote: Aye-5, Nay-0. Chairman Eisenhardt; Commissioners Capra; Morrison; O'Brien; and Petersen. Motion carried.

C. To consider approving a Certificate of Appropriateness application from Craig Faust for property located at 140 and 148 W. Chestnut Street to repair and repaint the façade, replace window, add an awning, and add fenced in patio area.

- Chairman Eisenhardt introduced and opened this item for discussion.
- Ms. Fonseca explained at the May 12, 2020 Plan Commission meeting it was discussed that this property operates as one property. The owner plans to paint and tuck-point both buildings, add a side awning, iron fence for the patio, and install new windows to 140 W. Chestnut Street. Ms. Fonseca stated the awning is to be of historic color. Ms. Fonseca suggested that the owner consider using wood windows, and removing the front awning to show the original structure. The Plan Commissioners approved of a new side door for access to the patio.
- Craig Faust, owner, stated vinyl windows were recommended since the wood deteriorates too fast. Mr. Faust further stated if the awning was removed it would cause the tenants' bills to be too expensive, since the awning helps block the sun. Mr. Faust commented the new awning will be a close match to the front awning.
- Commissioner Morrison asked if the colors on the building are historic. Mr. Faust replied the paint on the brick will be removed and cleaned, but may need to be re-painted as a historic color if there are multiple brick colors. Both buildings will be painted in Roycroft Copper Red and Birdseye Maple. Commissioner Morrison asked for clarification that it was

acceptable to paint the brick since it already is. Ms. Fonseca answered yes, the brick can be re-painted if it has previously been painted.

- Chairman Eisenhardt asked how far the fence will be from the corner. Mr. Guidry responded the fence will be 3 feet from the right-of-way, and will replace the existing fence.
- Chairman Eisenhardt questioned if the side door is used by employees or customers. Mr. Faust responded the door is for both, since there is no access through the gate to get to the patio.
- There were no further comments.

1) Motion for 140 W. Chestnut Street

- Commissioner O'Brien moved, and Commissioner Petersen seconded to approve the Certificate of Appropriateness.
- Roll call vote: Aye-5, Nay-0. Chairman Eisenhardt; Commissioners Capra; Morrison; O'Brien; and Petersen. Motion carried.

2) Motion for 148 W. Chestnut Street

- Commissioner O'Brien moved, and Commissioner Capra seconded to approve the Certificate of Appropriateness.
- Roll call vote: Aye-5, Nay-0. Chairman Eisenhardt; Commissioners Capra; Morrison; O'Brien; and Petersen. Motion carried.

D. A Façade Grant Program application from Craig Faust for property located at 140 and 148 W. Chestnut Street to make improvements to the façade on two buildings.

- Chairman Eisenhardt introduced and opened this item for discussion.
- Mr. Guidry stated for 140 W. Chestnut Street approximately \$12,000 meets the criteria for a grant, so the maximum grant allowed is \$5,000. Mr. Faust commented the total cost of the project is estimated between \$35,000 and \$40,000, but what was submitted has been separated out as to what qualifies for a grant.
- Chairman Eisenhardt asked once the fence and color is determined, if it should come back for staff or Commissioners' approval. Mr. Faust answered the fence will be a black wrought iron fence.
- There were no further comments.

1) Motion for 140 W. Chestnut Street façade

- Commissioner Petersen moved, and Commissioner O'Brien seconded to approve the Façade Grant for 140 W. Chestnut Street, but not to exceed \$5,000.
- Roll call vote: Aye-5, Nay-0. Chairman Eisenhardt; Commissioners Capra; Morrison; O'Brien; and Petersen. Motion carried.

2) Motion for 148 W. Chestnut Street façade

- Mr. Guidry stated for 148 W. Chestnut Street the qualified grant amount is \$2,722.50. Chairman Eisenhardt asked why the brick and rebuilding of the dome was not included as part of the grant. Mr. Guidry commented he will ask staff to confirm the calculations.
- Commissioner Morrison moved, and Commissioner Capra seconded to approve the Façade Grant for 148 W. Chestnut Street façade in the amount of \$2,722.50, but to consider and include additional money if the additional costs for the brick (\$220) and dome (\$500) are eligible.
- Roll call vote: Aye-5, Nay-0. Chairman Eisenhardt; Commissioners Capra; Morrison; O'Brien; and Petersen. Motion carried.

E. To consider approving a Sign Permit application from Michael Hammes for property located at 597 N. Pine Street to install a hanging sign.

- Chairman Eisenhardt introduced and opened this item for discussion.
- Mr. Guidry explained the sign is a little larger than the existing Rugans' sign, but still meets all requirements in size, height, and color.
- There were no further comments.
- Commissioner Morrison moved, and Commissioner O'Brien seconded to approve the Sign Permit.

Roll call vote: Aye-5, Nay-0. Chairman Eisenhardt; Commissioners Capra; Morrison; O'Brien; and Petersen. Motion carried.

DISCUSSION ITEMS

A. Review of Façade Grant Funding Status.

- Chairman Eisenhardt introduced and opened this item for discussion.

- Mr. Guidry commented that 488 Milwaukee Avenue has made a lot of progress, but expires in July. Mr. Guidry stated he suggested that the owner request an extension for his grant, which staff has received and will be placed on the next agenda.

ADJOURNMENT

Commissioner Petersen moved, and Commissioner Capra seconded to adjourn the meeting at 6:35 p.m.

Roll call vote: Aye-5, Nay-0. Chairman Eisenhardt; Commissioners Capra; Morrison; O'Brien; and Petersen. Motion carried.

Recording Secretary,

Kristine Anderson
Administrative Assistant



HISTORIC PRESERVATION COMMISSION

ITEM NUMBER: 6A

DATE: June 25, 2020

SUBJECT: Extension for Certificate of Appropriateness and Façade Grant for property located at 488 Milwaukee Avenue.

SUBMITTED BY: Gregory Guidry, Building Inspector

DETAILS:

Bevin Dawson, owner, is requesting an extension to the Façade Grants for property located at 488 Milwaukee Avenue. The Façade Grant expires July 25, 2020. On July 25, 2019, the Historic Preservation Commission approved a Certificate of Appropriateness (COA) application for 488 Milwaukee Avenue. The HPC also approved a façade grant for the North, West, and East sides in the amount of \$5,000 each, totaling \$15,000.

Please see the attached extension request correspondence.

As a reminder, the proposed project for 488 Milwaukee Avenue 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.

Anderson, Kristine

From: Gregory Guidry
Sent: Thursday, May 28, 2020 1:03 PM
To: Anderson, Kristine; Megan Watkins
Subject: FW: Loop façade progress

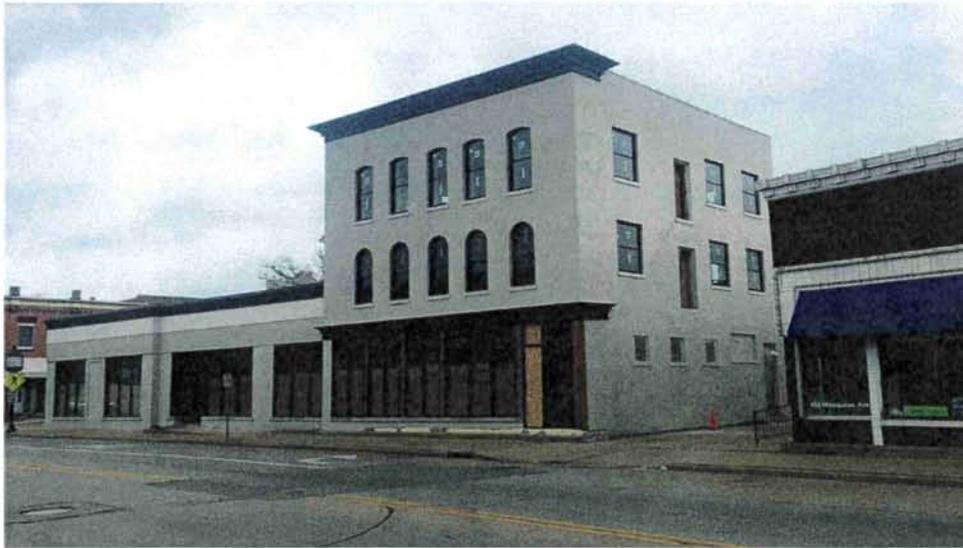
Bevin's grant extension request submittal. Kristine will you put this on the next available agenda please

From: Bevin Dawson [mailto:bevin_44@msn.com]
Sent: Thursday, May 28, 2020 8:57 AM
To: Gregory Guidry <gguidry@burlington-wi.gov>
Subject: FW: Loop façade progress

Hi Gregory,

We'd like to officially ask for a grant extension for our façade. We are nearing the home stretch but between contractors' schedules, lead times for products, and now covid shutdowns, we will be cutting it close on the finishes for grant approval. We are about 90% finished with the exterior at the moment (current pictures provided). All windows are in finally, we are now just waiting for our signs to show up, the metal trim to be installed around the large windows, and our service doors to be installed (doors installed after sheetrock is in and finished in the next few weeks). Although it is probably unnecessary, in order to stay ahead of the potential issues with timing, we are asking for a 4 month extension for our grant in light of our signage, doors, and window metal (all of those manufacturers are under limited production due to the pandemic) and that way they can all be installed in a timely fashion as they arrive even if they show up later than we hope. Thanks so much for the consideration!

Bevin Dawson
Owner/ Manager
The Loop Properties LLC





HISTORIC PRESERVATION COMMISSION

ITEM NUMBER: 7A

DATE: June 25, 2020

SUBJECT: Certificate of Appropriateness and Sign Permit for 204 E. Chestnut Street

SUBMITTED BY: Gregory Guidry, Building Inspector

The HPC’s role is to review the proposed Certificate of Appropriateness and Sign Permit according to the Secretary of Interior’s Standards for Rehabilitation.

PROJECT/SCOPE:

Joel Weis, owner, is requesting approval of a Certificate of Appropriateness and Sign Permit located at 204 E. Chestnut Street. The proposed project consists of:

- The replacement of awning and signage. Joel Weis, owner, proposes to replace the existing awning and signage. The awning is proposed to be Sunbrella Mediterranean Blue with white lettering (same as existing) on the valance. The valance will read “Business/Personal/Benefits Insurance” in Century Gothic font. The awning is a shed style that measures 6 feet 6 inches wide by 48 inches in height with a 6 inch valance, and projects 4 feet from the building. The wall signs are constructed of 1/2 inch thick solid PVC letters, with a “Raspberry Red” logo. The “Robertson Ryan & Associates” sign measures approximately 62 inches in width by 8 inches in height, with gray lettering. “The Weis Group” sign measures 64 inches in width by 12 inches in height, with white lettering on a gray background. The letters are 12 inches or less in height. The above measurements and location are within the allowed size per the Historic District requirements.

Gregory Guidry, Building Inspector, whose memorandum is attached, recommends approval of this request, subject to conditions listed in the June 16, 2020 memorandum to the Commission.

PROPERTY FILE HISTORY:

Year Built: 1960			
COA previously issued?	Yes: X	No:	Year: 2017
Previous COA project details:	2017-awning, 2011-awning & signage		
Previous façade grants received?	Yes: X	No:	Amount: \$2,392.90
Current violations on property?	Yes:	No: X	
Violation Details:			

FINANCIAL REMARKS:

The above items will be paid 100% by the owner.

RECOMMENDATION:

Staff recommends approval of this Certificate of Appropriateness and Sign Permit.

TIMING/IMPLEMENTATION:

This item is for consideration to approve the Sign Permit at the June 25, 2020 Historic Preservation Commission meeting.



CITY OF BURLINGTON

Building & Zoning Department
300 N. Pine Street, Burlington, WI 53105
(262) 342-1163 – (262) 763-3474 fax
www.burlington-wi.gov

To: City of Burlington Historic Preservation Commission
From: Gregory Guidry, Building Inspector
Date: June 16, 2020
Re: Certificate of Appropriateness and Sign Permit Application, 204 E. Chestnut Street

Desired Outcome: Replacement of an awning and signage

Location: 204 E. Chestnut Street

Summary: Joel Weis, owner, proposes to replace the existing awning and signage. The awning is proposed to be Sunbrella Mediterranean Blue with white lettering (same as existing) on the valance. The valance will read “Business/Personal/Benefits Insurance” in Century Gothic font. The awning is a shed style that measures 6 feet 6 inches wide by 48 inches in height with a 6 inch valance, and projects 4 feet from the building. The wall signs are constructed of 1/2 inch thick solid PVC letters, with a “Raspberry Red” logo. The “Robertson Ryan & Associates” sign measures approximately 62 inches in width by 8 inches in height, with gray lettering. “The Weis Group” sign measures 64 inches in width by 12 inches in height, with white lettering on a gray background. The letters are 12 inches or less in height. The above measurements and location are within the allowed size per the Historic District requirements.

Recommendation: Staff recommends that the Historic Preservation Commission approve the submitted Certificate of Appropriateness and Sign Permit for 204 E. Chestnut Street. This approval is subject to the following conditions.

1. All work shall be completed per the application materials submitted on June 10, 2020.
2. The applicant shall obtain a sign permit for the work.

Analysis of Request against Applicable City Ordinance Requirements and Guidelines

APPLICABLE REVIEW STANDARD	EVALUATION	COMMENTS
Has Applicant Submitted All Required Application Materials?		
(1) For Certificate of Appropriateness	Complete	
(2) For Sign Permit Application	Complete	
STANDARDS FOR SIGNAGE IN THE HPO HISTORIC PRESERVATION OVERLAY DISTRICT (SECTION 315-74)		
(1) Prohibited Signs	NA	
(2) Wall, fascia (including transoms), and awning signs 315-74 and page 19 (3) 315-74 B(2), Maximum cumulative signage	Met	The awning is a shed style that measures 6 feet 6 inches wide by 48 inches in height with a 6 inch valance and projects 4 feet from the building, which meets the ordinance. The wall sign measures 9 square feet, and the sign on the awning valance measures 2 square feet, which is well below the 15% allowed of the 405 square feet area.
(4) Projecting and Hanging Signs 315-74 C	NA	
(5) Illumination of Signs 315-74 D	NA	
(6) Limitations on types of window signs 315-74 (E)	NA	
(7) Signage Color 315-74 (F) Compatible with building	Met	The letters on the awning are white with a Sunbrella Mediterranean Blue background. The wall sign lettering is gray with a Raspberry Red logo, and white lettering on a gray background.
(8) Sign Letter and overall size 315-74 B (3) 12 inch letters and 60% of sign band	Met	The letters are 12 inches or less in height, which is within the HPC requirements. The two signs together measure approximately 11 square feet, which is within the HPC requirements.
(9) 315-74 B(4) Maximum number of signs - 3	Met	2 signs – 1 awning sign and 1 wall sign

APPLICABLE REVIEW STANDARD	EVALUATION	COMMENTS
GENERAL STANDARDS FOR (HPO) HISTORIC PRESERVATION OVERLAY DISTRICT (SECTION 315-42)		
District Standards 315-42(B)	Met	Colors, materials, and other details of awning and sign comply with district standards.
Limitation on Structural/Appearance Changes 315-42(E)	NA	
CITY OF BURLINGTON HISTORICAL PRESERVATION DISTRICT STANDARDS & GUIDELINES		
Design Issues (pg. 19 & 20)	Met	The water shed style awning and sign meets the required specifications.
Maintenance and Repair (pg. 23)	NA	
Lighting (pg. 16)	NA	
Screening (pg. 24)	NA	
Doors and Entrances (pg. 14)	NA	
Secretary of Interior's "Standards for Rehabilitation" (pg. 6)	NA	
OTHER CITY OF BURLINGTON ZONING ORDINANCE STANDARDS		
Article VII (Signs)	Met	The awning and sign meets the ordinance.



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.

PROJECT SCOPE	
<input type="checkbox"/> New Building	<input type="checkbox"/> Facade Alteration
<input type="checkbox"/> Lighting Addition/Alteration	<input checked="" type="checkbox"/> Sign or awning
<input type="checkbox"/> Tuckpointing	<input type="checkbox"/> Cleaning (chemical or sandblast)
<input type="checkbox"/> Window/Door Replacement	<input type="checkbox"/> Maintenance and painting
<input type="checkbox"/> Demolition Full/Partial	<input type="checkbox"/> Other _____

PROJECT ADDRESS:
204 E. CHESTNUT STREET _____, Burlington, WI

Property Owner Information

Property Applicant Information

WEIS FAMILY LLC

Owner of Property
204 E CHESTNUT STREET
 Owner's Address
BURLINGTON, WI 53105
 City, State and Zip Code
262-716-3222 262-342-1020
 Phone Number Fax Number
JWEIS@ROBERTSONRYAN.COM
 Email Address

ROBERTSON RYAN & ASSOCIATES - THE WEIS GROUP

Applicant Name
204 E CHESTNUT STREET
 Applicant Address
BURLINGTON, WI 53105
 City, State and Zip Code
262-716-3222 262-342-1020
 Phone Number Fax Number
JWEIS@ROBERTSONRYAN.COM
 Email Address

Owner's Signature

Applicant's Signature

Name of Business: **ROBERTSON RYAN & ASSOCIATES - THE WEIS GROUP**

What is the proposed use(s) of the building? **INSURANCE AGENCY**

Architect or engineer's name and address: **BURLI SIGNS LLC - 125 FRONT STREET BURLINGTON NORTHROP AWNING COMPANY - 411 SOUTH PEARL STREET JANESVILLE, WI 53548**

Proposed Start Date: **JULY 15, 2020** Proposed Completion Date: **JULY 15, 2020**

DESCRIPTION OF EXTERIOR MATERIALS
(The use of natural materials is strongly encouraged)

Façade Material

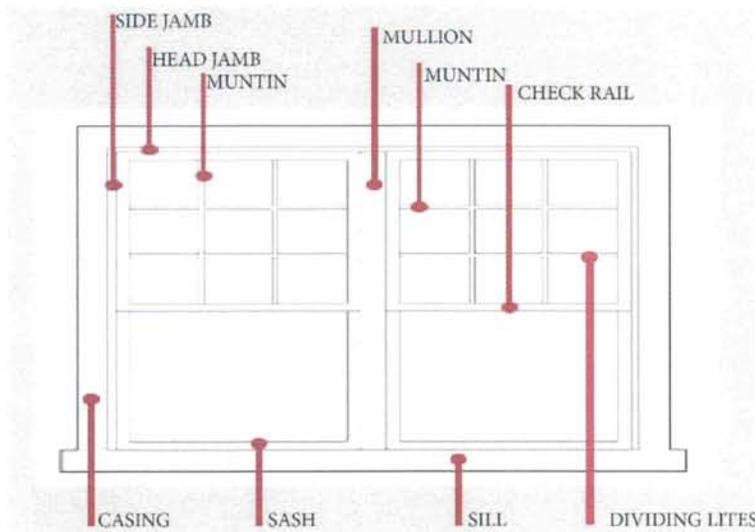
Existing Façade Material

- Stone
- Brick
- Siding
- Wood Clapboard
- Other
- Color of Material GRAY TILE

Proposed Façade Material

- Stone
- Brick
- Siding
- Wood Clapboard
- Other TILE (SAME)
- Color of Material GRAY TILE (SAME)

Window Treatment



Existing Window Type

- Double Hung
- Fixed
- Historical
- Other _____
- Color of Finish _____

Proposed Finish and Color of Windows

- Wood (recommended)
- Aluminum Clad
- Vinyl Clad
- Other _____

Window Muntins (if applicable)

A muntin is a strip of wood or metal separating and holding panes of glass in a window.

- Not Provided
- True Divided Lites

Simulated Divided Lites (if applicable)

Simulated divided lite windows have just one piece of glass with removable muntins attached to both the interior and exterior of the glass.

- Interior and Exterior muntin bars (recommended)
- Interior muntin bars only
- Exterior muntin bars only
- Muntin bars contained between the glass

DESCRIPTION OF EXTERIOR MATERIALS – CONTINUED

Trim Material

Door Trim

- Limestone
- Brick
- Wood
- Other _____

Window Trim

- Limestone
- Brick
- Wood
- Other _____

Fascias and Soffits

- Wood
- Other _____

Lighting

- New
- Existing
- Type _____
- Material _____
- Color _____
- Size _____

Maintenance & Repair

- Tuckpointing
- Cleaning with water
- Cleaning with chemicals – type: _____
- Cleaning with sandblasting (not allowed with brick)
- Painting
- Other _____

Chimney Material

- Brick
- Stone
- Stucco
- Other _____

Roofing

Primary Roof Material

- Wood Shingles
- Composition Shingles
- Slate
- Clay Tile
- Metal
- Other _____
- Color of Material _____

Flashing Material

- Copper
- Other
- Metal

Gutters and Downspouts

- Copper
- Aluminum
- Other _____

Terraces and Patios

- Bluestone
- Brick Pavers
- Concrete Pavers
- Poured Concrete
- Other _____



Application for the Historic Preservation Overlay District Sign Permit

PROJECT ADDRESS:

204 E. Chestnut Street, Burlington, WI

Property Owner Information

Property Applicant Information

Weis Family LLC

Robertson Ryan & Associates - The Weis Group

Owner of Property

Applicant Name

204 E. Chestnut

204 E. Chestnut Street

Owner's Address

Applicant Address

Burlington WI 53105

Burlington WI 53105

City, State and Zip Code

City, State and Zip Code

262-716-3222

262-716-3222

Phone Number

Fax Number

Phone Number

Fax Number

jweis@robertsonryan.com

jweis@robertsonryan.com

Email Address

Email Address

Owner's Signature

Applicant's Signature

Name of Business: Robertson Ryan & Associates - The Weis Group

Contractor's name and address: Burli Signs, 125 Front Street, Burlington WI

Include the Following with Application

Please attach a recent photograph of the entire facade 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:

- 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.
The actual building dimensions, height and length of window(s) and/or door(s) for the proposed sign placement.
The material composition of the sign and its various elements.
The color(s) of the sign(s) proposed.
Scale of the drawing or graphic noted.
Date of the drawing or graphic noted.
Name of the preparer of the drawing noted.
Notation if you are using a product or company logo

NORTHROP Awning Company

411 South Pearl Street
 Janesville, Wisconsin 53548
 608-754-7158 608-754-7890 (fax)
 262-949-2707 (Linda Stevenson Cell)

Date 5-25-2020

Name Robertson Ryan & Associates - Joel Weis
 Mailing Address 204 East Chestnut Street, Burlington, WI
Burlington, WI 53105
 Install Address Robertson Ryan & Associates - Joel Weis
204 East Chestnut Street, Burlington, WI
 Phone 262-763-2408
 Alternate Phone 262-716-3222 Joel Weis
 Email jweis@robertsonryan.com

Product Awning recover
 Material/Color Mediterranean Blue #4652
 Awning Style Shed Style door canopy
 Frame Type welded alum. Frame Color mill
 Valance Type - Fixed Hanging None
 Wing Type - Closed Open Decorative
 Valance Size 6" Scallop none
 Binding/Braid none

Remove one existing door canopy, recover in Sunbrella Mediterranean Blue #4652 with white lettering on valance, and reinstall.
 Lettering in white on valance in Century Gothic font, " Business | Personal | Benefits Insurance "
 Approximate awning size :
 6'6" wide x 48" drop (includes 6" valance) x 4' proj.

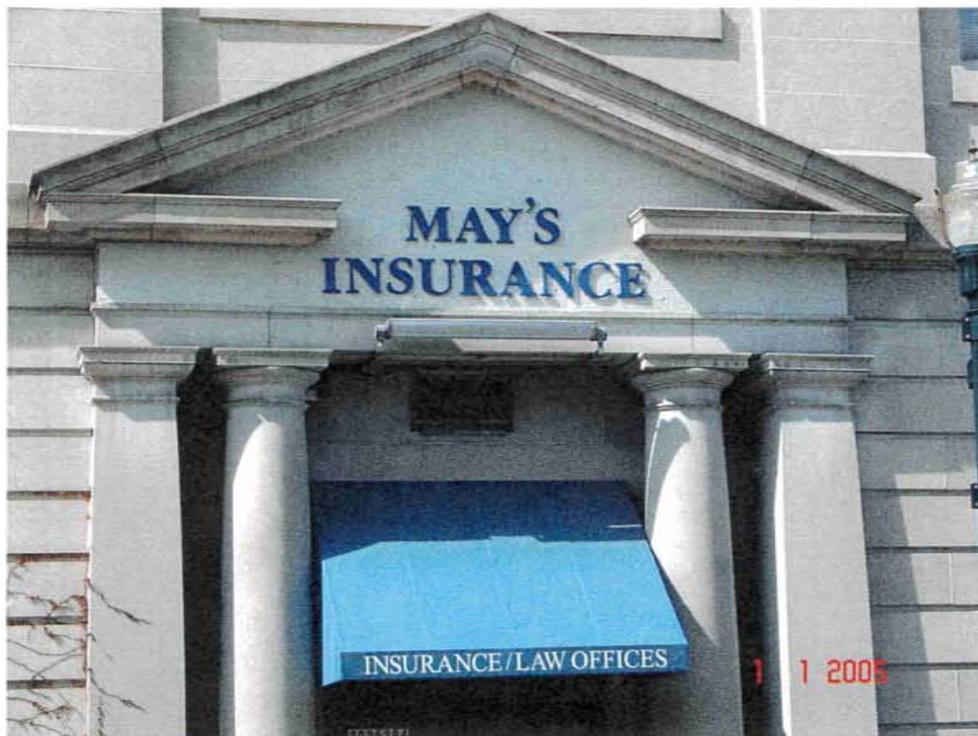
Item	Price
Sub-Total	\$800.00
Sales Tax	\$44.00
Total	\$844.00
Deposit	\$400.00
Balance	\$444.00

Joel Weis VP Marketing 5/26/20
 Customer Signature Date

Linda Stevenson
 Salesperson

MAKE CHECKS PAYABLE TO:
NORTHROP AWNING COMPANY A
 4% processing fee will be charged on all credit card sales
 Balance due in full on completion of work.

The above sale is made under the following terms and conditions: It is agreed that the sale of this merchandise cannot be cancelled by the buyer for any reason without paying the seller's cost up to the time of cancellation which must be made in writing and delivered to seller. Seller cannot be held responsible for problems caused by pre-existing conditions. Date of delivery or installation is contingent upon supply availability. Seller cannot be held responsible for delay due to supply availability. Payment in full shall be due upon completion of the above merchandise or work. The seller shall take any and all measures necessary, including exercise of seller's Lien Rights, to insure payment. The buyer shall be responsible for any cost incurred, including court costs and attorney's fees, needed to collect payment in full. The buyer hereby acknowledges receipt of Right to Cure brochure and warranty information.
Warranty Information
 Northrop Awning Company, hereby warrants that all awning frames and fabric covers furnished and work performed will be free from defects due to defective materials or workmanship for a period of (1) year from the date of completion. Accidental or willful damage by others to any part of the awning frames, wall attachment or fabric covers is not included in warranty.



Remove existing plastic letter caulk holes



Manufacture and install one set of letters / logo
.5" solid p.v.c. Letters and color to match print

Price \$2,235.00
Plus Tax / Permits

From: Allan Degner
Sent: Friday, May 1, 2020 2:38 PM
To: Joel Weis <jweis@robertsonryan.com>
Subject: RE: Entrance

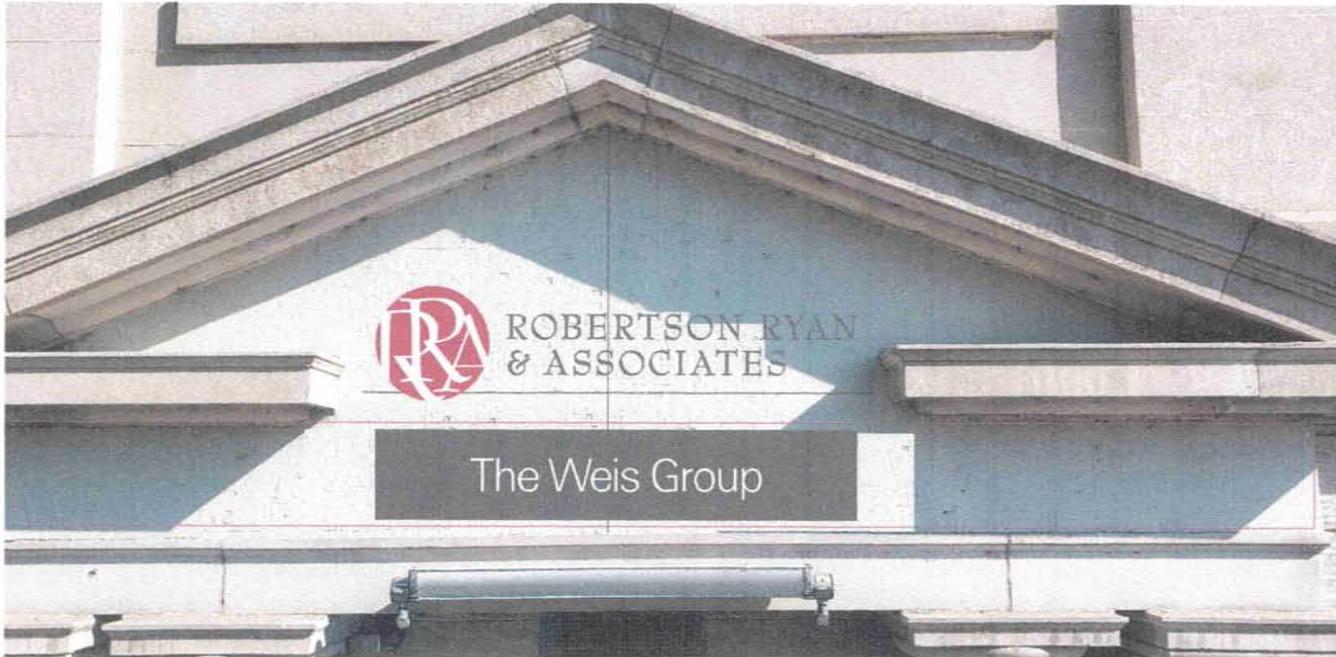
Here you go...

The font is Century Gothic

Awning

Business | Personal | Benefits Insurance

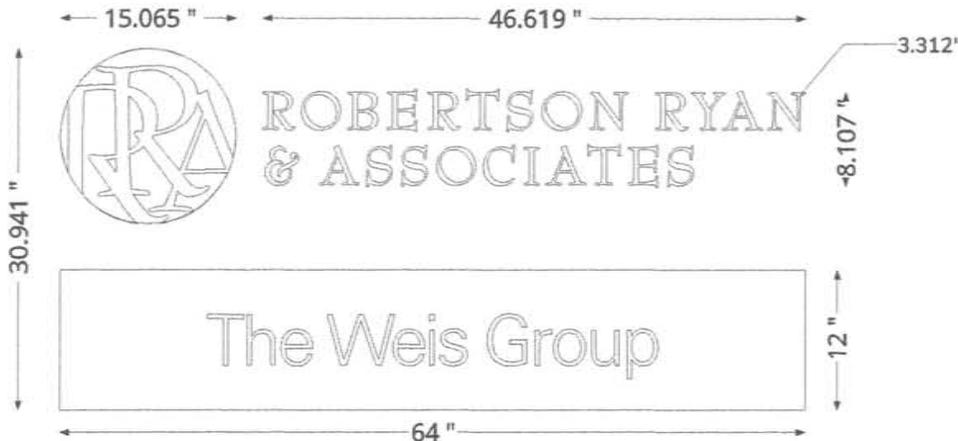
IN SCALE BEST I COULD



Pantone 425 C
RRA Gray



Pantone 1945
RRA "Raspberry" Red



BUSINESS	THE WEIS GROUP	
ADDRESS	NA	
CITY / STATE	BURLINGTON, WI	
CONTACT NAME	NA	
E-MAIL	NA	
OFFICE PHONE	NA	
MOBILE PHONE	NA	
FAX #	NA	
SIGN TYPE	NON LIT PVC	
SIGN SIZE	SEE FILE	
LETTER SIZE	SEE FILE	
MATERIAL	3/4" PVC	
<input checked="" type="checkbox"/> SINGLE SIDE	<input type="checkbox"/> DOUBLE SIDE	
LIGHTING LAMPS	NO	
BALLASTS	NO	
POWER PACKS	NO	
MOUNTING	TO EXTERIOR WALL	
NO. OF SIGNS	ONE	
FOOTING SIZE	NO	
CONTACTED ON	NA	
COMPLETED ON	INCOMPLETE	
JOB LOCATION	NA	
PRICE	TAX	TOTAL
SEE OFFICE		

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



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

Designer:
Bryan Spankowski

NOTES:

building size
135' L
65' H

SIGNATURE

DESCRIPTION OF WORK

VINYL COLOR/S

NO

CAN COLOR/S

SEE FILE





HISTORIC PRESERVATION COMMISSION

ITEM NUMBER: 8A

DATE: June 25, 2020

SUBJECT: Façade Grant Funding

SUBMITTED BY: Gregory Guidry, Building Inspector

The HPC's role is to review the Façade Grant Funding summary for projects requesting grants.

DETAILS:

Attached please find the Façade Grant Funding report for Rounds 8, 9, and 10 dated June 3, 2020. No changes since the May 28, 2020 meeting.

Round 8

Balance - \$0.00

Pending - \$39,475.57

Round 9

Balance - \$0.00

Pending - \$5,088.42

Round 10

Balance - \$37,291.49

Pending - \$12,708.51

EXECUTIVE ACTION:

This item is for discussion only at the June 25, 2020 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	Org: 5/23/2020 New: 11/1/2020	Pending	Pending	Pending
Teacher Place	541 Milwaukee Ave.	\$11,182.00	\$5,000.00		5/23/2019	Org: 5/23/2020 New: 11/1/2020	Pending	Pending	Pending
Dustin & Molly Elsbury	164 E. Washington St. (front)	\$27,037.25	\$5,000.00		6/27/2019	Org: 6/27/2020 New: 12/1/2020	Pending	Pending	Pending
Dustin & Molly Elsbury	164 E. Washington St. (side)	\$16,692.81	\$5,000.00		6/27/2019	Org: 6/27/2020 New: 12/1/2020	Pending	Pending	Pending
Dustin & Molly Elsbury	164 E. Washington St. (rear)	\$14,850.30	\$5,000.00		6/27/2019	Org: 6/27/2020 New: 12/1/2020	Pending	Pending	Pending
Bevin Dawson	488 Milwaukee Avenue (West)	\$16,015.49	\$5,000.00		7/25/2019	7/25/2020	Pending	Pending	Pending
Bevin Dawson	488 Milwaukee Avenue (North)	\$48,120.76	\$5,000.00		7/25/2019	7/25/2020	Pending	Pending	Pending
Bevin Dawson	488 Milwaukee Avenue (East)	\$15,292.35	\$4,475.57		7/25/2019	7/25/2020	Pending	Pending	Pending

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

Updated:

6/3/2020

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

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

Applicant Name/Company	Property Address	Total Improvement Amount	Grant Amount Approved for Funding	Notes	Approved Date	Expiration Date	Funded	Amount Funded	Date Paid
Bevin Dawson	488 Milwaukee Avenue (East)	\$15,292.35	\$524.43		7/25/2019	7/25/2020	<i>Pending</i>	<i>Pending</i>	<i>Pending</i>
Vickie Winkler	517 Milwaukee Ave.	\$2,724.00	\$250.00	Sign	9/26/2019	9/26/2020	Yes	\$ 250.00	10/22/2019
Luanne Clark	401 N. Pine St.	\$8,856.72	\$4,428.36		9/26/2019	9/26/2020	Yes	\$ 4,411.58	1/30/2020
Kevin Schuerman	372 N. Pine St.	\$1,025.00	\$250.00	Sign	1/23/2020	1/23/2021	Yes	\$ 250.00	1/30/2020
Kelly Willkomm	388 N. Pine St. (north side)	\$37,675.00	\$4,563.99		5/28/2020	5/28/2021	<i>Pending</i>	<i>Pending</i>	<i>Pending</i>

Obligated Funds:	\$	10,000.00
Total Distributed to Date		\$4,911.58
Pending		\$5,088.42
Actual Balance Remaining: \$50,000 Less Total Disbursed and Pending =	\$	-

Updated: 6/3/2020

- NOTES:
- (a) Total Round 8 funding includes: \$50,000 allotment (2018)
 - ** LuAnne Clark (401 N. Pine) received funds from Round 7 and Round 8 for full approved grant amount
 - **Rear façade at 572 N. Pine not approved by HPC Response Team. Front was approved 11/8/18 and front funds disbursed. Holding rear façade funds until completion

Burlington HPC - Façade Grant Funding, Round #10 - \$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
Kelly Willkomm	388 N. Pine St. (north side)	\$37,675.00	\$436.01	**	5/28/2020	5/28/2021	Pending	Pending	Pending
Kelly Willkomm	388 N. Pine St. (west side)	\$18,840.00	\$5,000.00		5/28/2020	5/28/2021	Pending	Pending	Pending
Craig Faust	140 W. Chestnut St.	\$12,442.00	\$5,000.00		5/28/2020	5/28/2021	Pending	Pending	Pending
Craig Faust	148 W. Chestnut St.	\$4,545.00	\$2,272.50		5/28/2020	5/28/2021	Pending	Pending	Pending

Obligated Funds:	\$	50,000.00
Total Distributed to Date		\$0.00
Pending		\$12,708.51
Actual Balance Remaining:		
\$50,000 Less Total Disbursed and Pending		
=	\$	37,291.49

Updated: 6/3/2020

NOTES:
 (a) Total Round 10 funding includes: \$50,000 allotment (2020)
 ** Kelly Willkomm (388 N. Pine) received funds from Round 9 and Round 10 for full approved grant amount for North side