

**City of Racine, WI**  
**APPLICATION for CERTIFICATE of APPROPRIATENESS**

For

**Landmark, landmark site, or contributing, vacant or cleared property within a City of Racine Historic District.**

**Project location** (address):\_\_1100 Park Ave.

**OWNER/APPLICANT INFORMATION**

| <b>Property Owner</b>                      | <b>Applicant (if different than owner)</b> |
|--------------------------------------------|--------------------------------------------|
| Name: City of Racine                       | Name: Mike Lechner                         |
| Address: 1100 Park Ave.                    | Address: 730 Washington Ave.               |
| City, State, Zip: Racine, WI 53403         | City, State, Zip Racine, WI 53403          |
| Phone 1: 262-636-9151                      | Phone 1: 262-636-9112                      |
| Phone 2: 262-636-9477                      | Phone 2:                                   |
| E-Mail : Brendan.Saunders@cityofracine.org | E-Mail : Michael.Lechner@cityofracine.org  |
| Fax: 262-635-5347                          | Fax: 262-635-5347                          |

**GENERAL PROJECT INFORMATION**

| <b>Designer/Architect/Builder</b>         | <b>Project (Exterior Only) "X" all that applies</b> |                    |
|-------------------------------------------|-----------------------------------------------------|--------------------|
| Name: Michael Lechner                     | Porch X                                             | Porch Railings X   |
|                                           | Roof X                                              | Gutters X          |
| Address: 730 Washington Ave.              | Chimney                                             | Deck               |
|                                           | Siding X                                            | Windows X          |
| City, State, Zip: Racine, WI 53403        | Garage                                              | Doors X            |
|                                           | Shed                                                | Front Yard Fencing |
| Phone 1: 262-636-9112                     | Stairs X                                            | Fire Escape        |
| Phone 2:                                  | Foundation                                          | New Building       |
| E-Mail : Michael.Lechner@cityofracine.org | Tuck Pointing                                       | Building Addition  |
| Fax: 262-635-5347                         | Demolition                                          | Other              |

**DESCRIBE THE PROJECT**

| <b>Please provide a description of the project</b>                                                         |
|------------------------------------------------------------------------------------------------------------|
| This project is a complete gut and rehabilitation. The property was acquired through in rem foreclosure    |
| The property was converted into a two family unit and will be returned to a single family unit. All        |
| materials used will match historic guidelines for the area. All exterior cornices will remain in tact. All |
| work completed on the project will maintain the original design of the building to the greatest extent     |
| possible.                                                                                                  |

**SIGNATURES**

| <b>Property Owner (Required):</b> | <b>Applicant (if different than owner):</b> |
|-----------------------------------|---------------------------------------------|
|                                   |                                             |
| <b>Date:</b>                      | <b>Date</b>                                 |

**SEE REVERSE SIDE OF THIS PAGE FOR SUBMITTAL REQUIREMENTS**

**For more information and assistance in completing this form,** please contact the City of Racine, Department of City Development at 262-636-9151. Or, stop in DCD offices at 730 Washington Avenue, Room 104, Racine, WI 53403.

## SUBMITTAL REQUIREMENTS

### Pre-Application Conference

The purpose of the pre-application conference is to acquaint all pertinent city staff with your proposal, and understand your's and staff's views and concerns. The pre-application conference occurs at the conceptual stage of the project when plans are flexible and adjustments are possible. The pre-application conference is also intended to assist you in bringing the project into conformance with applicable ordinances and guidelines. Staff will also review and explain submittal requirements, design guidelines and ordinance language to help your application proceed through the review process as smoothly as possible. If you have any questions, or would like to set up an appointment, please call the Department of City Development at 262-636-9151.

### Number of Complete Sets of Materials Needed by Review Body

Minor Changes: 2 complete sets for Staff.

**(Note:** A minor change is defined as a project that does not alter the exterior appearance of a property, or vacant or cleared lot or parcel. [ Section 58.64 (b) ].)

Major Change: 9 complete sets for Landmarks Preservation Commission and Staff.

**(Note:** A major change is defined as a project that will result in the substantial or irreversible alteration or demolition of a property. This definition includes the construction of an improvement to a part or the entire exterior of a designated landmark, landmark site, or contributing property, or new construction on a vacant or cleared lot or parcel. [ Section 58-64 (c) ]. )

### Information to submit

In General, Project Submittals Shall Provide \_\_\_\_\_ Copies Of The Following Information:

- a) Current color photo of your building and all facades where exterior work is proposed to be completed, and the buildings on each side of your building, and the buildings across the street.
- b) Completed application form.

~~~~ AND ~~~~

**Depending On The Type Of Project, \_\_\_\_\_ Copies Of The Following Information Are Required In The Form Of Plans And/Or Drawings:**

If Your Project Is a MINOR CHANGE, in addition to "a" and "b" above, submit for Staff review:

- c) Proposed Architectural treatment of the subject exterior component and include existing and proposed materials samples and color chips.
- d) Pamphlets, informational brochures, technical sheets or other descriptive materials from the manufacture that help explain the materials, height, size, location, number of textures and colors (include materials samples and color chips).or components to be used.
- e) Other information deemed necessary by City Staff to render a timely and appropriate decision.

If Your Project Is MAJOR CHANGE, in addition to "a" through "e" above, submit for Landmarks Preservation Commission review:

- f) Dimensioned and to-scale building plans illustrating the following:
  - Design, materials, height, size, location, architectural treatment of all building exteriors, color, textures (provide materials samples and color chips).
  - Roof-top equipment (submit dimensioned brochures, drawings or photos).
  - Color renderings or computer enhanced photos of the proposed finished project.

If Your Project Is a Building Addition, Accessory Building or New Construction, in addition to "a" through "f" above, submit for Landmarks Preservation Commission review:

- i) Dimensioned and to-scale site plan illustrating the following:
  - North arrow and scale.
  - Property lines.
  - Location of existing and proposed structure(s) and addition(s) on the lot.
  - Surface treatment of all outside areas (ie. Grass, asphalt, concrete, paver stones, etc.)
  - On-site surface water drainage.
  - Parking plans showing number of parking spaces and location.
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