

July 15, 2026

Mr. Ronald Pritzlaff

City of Racine Department of Public Works

730 Washington Avenue Racine, WI 53403

Dear Mr. Ronald Pritzlaff and **To Whom It May Concern:**

Image Real Estate, on behalf of Owner **Jerry Gulley**, is reaching out to request approval to apply for a **Revocable Occupancy Permit** for the property located at **1301 N. Wisconsin Street**. This request is being made to address an important safety concern affecting both our tenants and pedestrians who utilize the adjacent sidewalk.

The front steps and side porch structures at this location extend slightly into the sidewalk right-of-way. As with any natural materials exposed to weather and daily use, these components have worn over time and are now in **dire need of replacement**. The deterioration has created a safety hazard that must be corrected to ensure secure access for tenants and safe passage for individuals walking along the corridor.

As part of the reconstruction, the new porch and step components will be **securely anchored into the sidewalk** to ensure long-term stability, prevent shifting, and maintain compliance with safety standards. This installation will eliminate the current hazards and provide a durable, code-appropriate structure for ongoing use.

We intend to remove and rebuild these structures responsibly and in compliance with all city requirements. To proceed, we are requesting the proper consent and authorization to utilize the necessary portion of the right-of-way during the demolition and reconstruction process.

We appreciate your consideration of this request. Please advise if additional documentation, measurements, or site details are needed to move forward.

Sincerely,

Jerry Gulley Property Manager & Owner

Image Real Estate Racine, WI [\(262\) 898-1180](tel:2628981180)