

AGENDA
HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

Wednesday, April 4, 2012 – 4:30 PM

Portage County Annex – Conference Room 1
1462 Strongs Avenue – Stevens Point, WI 54481

(A Quorum of the City Council May Attend This Meeting)

Discussion and possible action on the following:

1. Approval of the report from the February 6, 2012 HPDRC meeting.
2. Request from Craig Buttke of Northwind Renewable Energy for an exterior building review for the installation of solar panels and related equipment at **1220 Briggs Court (Parcel ID 2408-32-2001-37)**.
3. Presentation on the City of Stevens Point's Façade Improvement Grant Program.
4. Request from Debbie Roman-Schrank for façade improvement grant funds in the amount of \$12,600.00 and design review for exterior building work, including the replacement of windows and doors, and masonry work at **832 Main Street (Parcel ID 2408-32-2016-18)**.
5. Request from Robert Welling for façade improvement grant funds in the amount of \$30,000.00 and design review for exterior building work, including the replacement of windows and doors, and masonry work at **1201-1225 Main Street (Parcel ID 2408-32-2027-06)**.
6. Other business/updates.
7. Adjourn.

Any person who has special needs while attending these meetings or needs agenda materials for these meetings should contact the City Clerk as soon as possible to ensure that a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715)346-1569, TDD# 346-1556, or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481.

REPORT OF THE HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

Monday, February 6, 2012 – 5:00 p.m.

Lincoln Center – 1519 Water Street, Stevens Point, WI 54481

PRESENT: Chairperson Beveridge, Alderperson Stroik, Commissioner Siebert, Commissioner Myers, Commissioner Walther, Commissioner Kruthoff, Commissioner Halsey, and Commissioner Hanson.

ALSO PRESENT: Community Development Director Michael Ostrowski, Economic Development Specialist Kyle Kearns, Alderperson Logan Beveridge, Matthew Brown, Cathy Dugan, Reid Rocheleau, James Mendyke, Mary Ann Laszewski, and Bob Cyran.

INDEX:

Discussion and possible action on the following:

1. Approval of the reports from the December 7, 2011 and January 11, 2012 HPDRC meetings.
2. Request from Development Partners, LLC for a plan review for the purposes of constructing a senior housing development project, consisting of a 100-unit apartment building with three detached garages, and four 3-family patios homes located at 1017 Third Street (Parcel ID 2408-32-2003-01).
3. Adjourn.

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1. Approval of the reports from the December 7, 2011 and January 11, 2012 HPDRC meetings.

Motion by Commissioner Hanson to approve the reports from the December 7, 2011 and January 11, 2012 HPDRC meetings; seconded by Commissioner Walther. Motion carried 6-0.

2. Request from Development Partners, LLC for a plan review for the purposes of constructing a senior housing development project, consisting of a 100-unit apartment building with three detached garages, and four 3-family patios homes located at 1017 Third Street (Parcel ID 2408-32-2003-01).

Director Ostrowski reported that this is a request from Development Partners for a plan review for the purposes of constructing a senior housing development project, consisting of a 100-unit apartment building with three detached garages, and four 3-family patios homes located at 1017 Third Street. The parking garages include 40 parking spaces, and there will be 40 surface parking spaces and 24 spaces for the detached units. There will also be a garden/patio area in the center of the lot. The development will take place in two phases. Phase 1 will include the construction of patio homes on the north side of the lot and phase 2 will include the construction of a 3-story senior apartment complex and covered garages. The main exterior materials of the apartment complex building consist of stone veneer, brick veneer, fiber cement siding, and asphalt shingles. The four 3-family patio homes will have brick veneer, fiber cement siding, and asphalt shingles. The three covered garages will have fiber cement siding, brick veneer, and asphalt shingles. Staff feels that the materials that have been chosen for this project are appropriate for this area. The development also transitions well from the large commercial building along Centerpoint Drive to the single-story buildings along Portage Street. Director Ostrowski said that staff would recommend that the stone veneer be increased along the building sides bordering Centerpoint Drive and Third Street. In

addition, stone veneer should be used in areas surrounding the patio doors to break up the amount of the fiber cement siding. For the detached garages, staff would recommend that additional brick or stone veneer be included on the elevations facing outward.

Commissioner Halsey arrived during discussion.

Chairperson Beveridge questioned what was meant by brick veneer. Director Ostrowski stated bricks applied to the exterior.

Rod Fisk, of Development Partners LLC, stated the company looked at the needs of Stevens Point and found that there are 25 facilities in the Stevens Point and Plover area for seniors. Virtually all of them are assisted living or memory care facilities. This development would be entirely an independent retirement living community.

Chairperson Beveridge asked if any rent would be subsidized. Mr. Fisk answered said no, rent would be at market rate.

Mr. Fisk stated that there would be four 3-family patio homes each with 1,100 square feet of living area and at least one attached garage stall. Furthermore, the 100-unit apartment building included detached garages and surface parking. A large interior garden space that is about ½ acre in size will be offered to all residents.

Chairperson Beveridge asked if the homes would have basements. Mr. Fisk answered no.

Mr. Fisk stated that there would be two entrances to the complex with no curb cuts on Centerpoint Drive or on Portage Street. The main entrance of the building would be at the inside of the "L" on the apartment building. The color scheme was picked to replicate the greens from the popular colors of the 1920's and 1930's that would have been seen in the neighborhood to the north of the development. The floor plan for the 3-family homes totals approximately 1,100 square feet, and would have a laundry area, 1 ½ bathrooms, 2 bedrooms, full kitchen, living room, sun room, and generous area for storage.

Chairperson Beveridge asked if the homes would be sold or rented. Mr. Fisk stated they would be rental only.

Mr. Fisk said the structure would be high performance with OSB and urethane foam walls, giving an R-value of 40 and cellulous attic insulation to an R-50. The HVAC would also be high efficiency with heat pumps. Paint and stains would be zero VOCs. He said that they want to have as small of environmental foot print as they can; therefore, they are using factory generated building materials that in turn generate less waste at the site.

Chairperson Beveridge asked if the heat would be a heat pump. Mr. Fisk stated yes, an air to air heat exchanger.

Chairperson Beveridge asked if there would be an atrium in the main entry. Mr. Fisk stated there would be an atrium on the back side if the entrance facing the street and the mall.

Chairperson Beveridge asked how soon they would like to start. Mr. Fisk stated they would like to start in April, 2012 with phase 1.

Barb Jacob, 1616 Depot Street, asked how long it would take to finish the development. Mr. Fisk answered 4-5 months for the patio homes.

Ms. Jacob asked when the other building would be completed. Mr. Fisk stated that would depend on how quickly they lease up the patio homes, but they hope to be starting to break ground mid to late 2013.

Mary Ann Laszewski, 1209 Wisconsin Avenue, asked if there would be elevators on the property and if there would be any common areas. Mr. Fisk stated that there would be elevators and there would be a lounge in the main corner and a lounge on every floor. There would also be an activity and a fitness center.

Reid Rocheleau, 408 Cedar Street Whiting, asked what is the Historic Preservation and Design Review Commission's part in the approval process. What is the guarantee that the apartments will be built after the patio homes are completed and what is the plan to keep occupancy at 55 or older. Mr. Fisk stated that they would have a development agreement with the city that spells out how and when the building is built. He stated that as long as they are the owners, the building will be occupied by 55 or older residents.

Commissioner Kruthoff stated the development conforms quite well to some of the wishes that we had expressed shortly after Centerpoint was done, and after Lullabye was first taken down. She stated that there were several people that came in from a historic area of Madison, as well as, from other places for market possibilities for that area. Furthermore, she stated that this project addresses the buffer from the residential to the commercial area quite well, especially for the seniors who would have access to downtown and the Lincoln Center. Commissioner Kruthoff said that the development was well thought and is very glad to see it.

Cathy Dugan, 615 Sommers, requested the commission speak on more historical design of this development, and has concerns with mass and patio homes.

Chairperson Beveridge stated that the development is in the design review area, and not the historical district.

Ms. Dugan has a concern for the ranch style homes and the suburban design. She said it does not integrate with the 1 ½ story Cape Cod homes in the neighborhood. Furthermore, she has a concern for the large mass and size of the development. Ms. Dugan wants the development to be friendlier to the older part of the city.

Mr. Rocheleau stated that it looks like a warehouse with the 3 stories and 100 units.

Commissioner Kruthoff clarified her previous statement that when looking at this property in the past, this was one of the options for development in that area.

Ms. Laszewski pointed out that the survey was not an investigation of the local needs, but just an advisory and suggestion based survey.

Jim Mendyke, 5538 Claret Court, stated that when he wanted to put an addition on to his building at Pioneer Park Place it was important that his design be historically relevant to the area. That was an

old building that was designed to look like an old building. This proposed project design looks like a new building in this area, and it is important to keep the historical integrity of the neighborhood.

Ms. Jacob stated that the design looks like a dorm and does not fit with the downtown area or the homes in the area.

Ms. Dugan stated that the city has had other proposals for this type of housing that were condominiums in a townhouse style. If this design had a more townhouse appearance, with gabled roof lines and front porches onto the street, it would be more agreeable to the area.

Mr. Rocheleau feels it should be one story and has a concern for the size, stating that there is not a demand for this type of housing.

Commissioner Walther thought it was a nice transition from Centerpoint into the neighborhood area. The developers have done a good job making the transition in that location.

Commissioner Myers was concerned that the staff recommendations of new or infill construction shall be similar in scale to that of surrounding structures, and that the design does not adversely contrast with significant horizontal or vertical patterns or rhythms of surrounding structures. Commissioner Myers questioned whether or not the building design qualified with that?

Chairperson Beveridge asked if three stories would be considered too much for that area.

Ms. Laszewski said the development reminds her of the mall, by being shoe horned into the location with its large size. She believes the design has an appearance like an institution and that will affect the marketing of the rentals.

Director Ostrowski stated that this area is reserved for a transitional area. This parcel has commercial to the south of it and residential to the north of it. With this project, you go from the apartment complex transitioning down to the single family, with a courtyard in the middle. In terms of the size and scale, there are several buildings in the downtown that are three stories or more; Place Apartments and High Rise are two of them. Director Ostrowski stated that there is a difference in review between infill development projects and historical buildings.

Motion by Commissioner Kruthoff to approve the project with the design being a little more historical; seconded by Commissioner Walther.

Commissioner Stroik asked for clarification on what would happen if the design was not approved. Director Ostrowski stated that the developer could appeal the decision to the Common Council.

Commissioner Myers asked for clarification on the motion from Commissioner Kruthoff. Commissioner Kruthoff stated she wants some more historical looking features.

Mr. Fisk stated he is willing to work with staff to change some of the external architectural features of the building, including making it seem less massive of a development and to make a more gradual integration.

Commissioner Kruthoff expressed how she liked the green space and the green concept of the development.

Commissioner Myers asked that there be an amendment to the motion for staff approval on the adjustments. Commissioner Walther agreed.

Motion amended by Commissioner Kruthoff to approve the review for the purposes of constructing a senior housing development project with authority given to the Chairperson and Director Ostrowski to work with the developer to approve minor, more historical looking exterior changes; seconded by Commissioner Walther. Motion carried 7-0.

3. Adjourn.

Motion to adjourn by Commissioner Hanson to adjourn; seconded by Chairperson Beveridge. Motion carried 7-0.

Meeting adjourned at 5:39 PM.

Administrative Staff Report

North Wind Renewable Energy, LLC
1220 Briggs Court
April 4, 2012

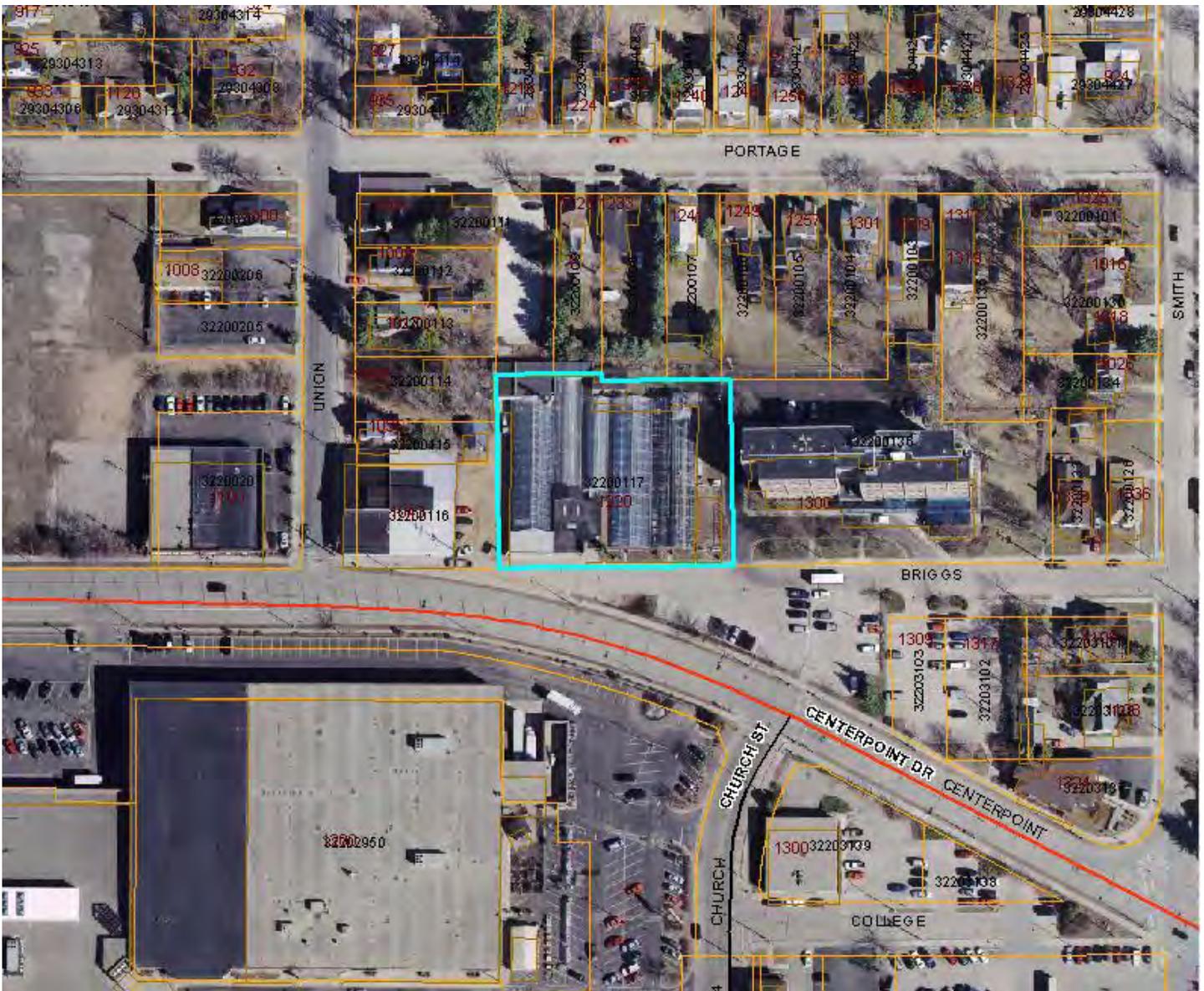


Department of Community Development
1515 Strongs Avenue, Stevens Point, WI 54481
Ph: (715) 346-1568 - Fax: (715) 346-1498

<p>Applicant(s):</p> <ul style="list-style-type: none">North Wind Renewable Energy, LLC. <p>Staff:</p> <ul style="list-style-type: none">Michael Ostrowski, Director mostrowski@stevenspoint.comKyle Kearns, Associate Planner kkearns@stevenspoint.com <p>Parcel Number(s):</p> <ul style="list-style-type: none">2408-32-2001-17 <p>Zone(s):</p> <ul style="list-style-type: none">"M-1" Light Industrial <p>Master Plan:</p> <ul style="list-style-type: none">Downtown District <p>Council District:</p> <ul style="list-style-type: none">District 1 – Beveridge <p>Lot Information:</p> <ul style="list-style-type: none">Actual Frontage: 219 feetEffective Frontage: 219 feetEffective Depth: 174 feetSquare Footage: 38,106Acreage: 0.875 <p>Structure Information:</p> <ul style="list-style-type: none">Year Built: 1958 (54 years)Number of Stories: 1 <p>Current Use:</p> <ul style="list-style-type: none">Vacant	<p>Request</p> <p>Request from Craig Buttke of Northwind Renewable Energy for an exterior building review for the installation of solar panels and related equipment at 1220 Briggs Court (Parcel ID 2408-32-2001-37).</p> <p>Attachment(s)</p> <ul style="list-style-type: none">Parcel data sheetConceptual Drawing <p>City Official Design Review / Historic District</p> <ul style="list-style-type: none">Design Review District <p>Staff Recommendation</p> <p>The installation of solar panels within the design review district is not addressed in the City's design standards. However, steps are typically taken to minimize the impacts. Solar panels are typically located on either the back elevation of a building or on an outbuilding, rather than an elevation that is visible from the street. However, due to the optimal placement of the panels to capture the most light and the limited space for placement, it may not be practical to install them on the rear elevation.</p> <p>The majority of the buildings located on the property are greenhouses with transparent ceilings to allow for sun. Therefore, the solar panels are being proposed between two greenhouses, on a specialized structure designed to support the panels and on the rooftop of the southwest existing brick building.</p> <p>With this request, staff does not feel that the installation of the solar panels will adversely contrast with significant horizontal or vertical patterns or rhythms on this building or surrounding structures. Additionally, staff feels it is an appropriate use for the property as it can be used as a tool to aid in the teaching of sustainable practices that are intended to take place on the site. Therefore, staff would recommend approval of the plan.</p>
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Proposed Use: <ul style="list-style-type: none"> Greenhouse 	
Applicable Regulations: <ul style="list-style-type: none"> Chapter 22 Downtown Design Guidelines 	

Vicinity Map



Existing Images



South Side of Property



Southeast Greenhouses



South Side of Building



Southwest Side of Building & West Greenhouse



South Building Entrance

Name and Address		Parcel #	Alt Parcel #	Land Use
Elodin Holdings LLC 501 Union Street Stevens Point, WI 54481		240832200137	240832200117	Store, Retail
		Property Address		Neighborhood
		1220 Briggs Ct		Cntrl Bus & 2nd St area(Comm)
		Subdivision		Zoning
Display Note	New Parcel for 2012	Certified Survey Map		M1-LIGHT INDUSTRIAL

OWNERSHIP HISTORY

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type
Elodin Holdings LLC	10/10/2011	\$125,000	Special Warranty Deed	762543		Land & Build.
Mid Wisconsin Bank	10/29/2008	\$250,000	Sheriff Deed	724120		Land & Build.

SITE DATA

PERMITS

SITE DATA		PERMITS				
Actual Frontage	216.6	Date	Number	Amount	Purpose	Note
Effective Frontage	216.6	12/6/2011	11-864	\$12,000	090 Roof/Strip & re-roof	replace front flat roof
Effective Depth	210.2	10/31/2011	11-788	\$200	066 Plumbing	turn on water
Square Footage	45,537.1	8/21/2002	31028	\$14,000	099 Sign	Sorenson's Floral
Acreage	1.045					

2011 ASSESSED VALUE

Class	Land	Improvements	Total
Total	\$0	\$0	\$0

LEGAL DESCRIPTION

LOT 1 CSM#10171-45-51 BNG PRT LOTS 3, 4, 8, 9 & 17 & ALL LOTS 18, 19, 20 & 21 BLK 35 VALENTINE BROWN ADD BNG PRT NENW S32 T24 R8 762543

PROPERTY IMAGE

PROPERTY SKETCH



Name and Address		Parcel #	Alt Parcel #	Land Use
Elodin Holdings LLC 501 Union Street Stevens Point, WI 54481		240832200137	240832200117	Store, Retail
		Property Address		Neighborhood
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		Subdivision		Zoning
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BUILDING SUPERSTRUCTURE DATA

Bldg	Sec	Occupancy	Year	Area	Framing	Hgt
1	1	Store, Retail (C avg)	1958	2,772	Masonry - Avg	10
1	2	Greenhouse (S metal, good)	1958	10,304	Metal - Good	15
1	3	Greenhouse (S metal, good)	1975	10,966	Metal - Good	15
1	4	Warehse, Storage (C avg)	1958	3,365	Masonry - Avg	10

Total Area	27,407
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BASEMENT DATA**COMPONENTS**

Bldg	Sec	Adjustment Description	Area	Bldg	Sec	Component Description	Area
1	1	Store, Retail - Unfin Bsmnt	400	1	1	Shed(s) - Attached	414
				1	1	Masonry Garage	540

DETACHED IMPROVEMENTS

Structure	Year Built	Square Feet	Grade	Condition

SITE IMPROVEMENTS**STRUCTURE DATA**

Site Improvement	Units	Age	54
		Year Built	1958
		Eff. Year	1958
		One Bedroom	
		Two Bedroom	
		Three Bedroom	
		Total Units	
		Stories	1.00
		Business Name	Garden Center

GREENHOUSE PLAN



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1626G W Pearl Street, Stevens Point, WI 54481
Phone: 715.630.6451 Fax: 715.952.4501

Client: GREENHOUSE PROJECT

Site: 1221 Briggs Court, Stevens Point, WI 54481

Sheet: RENDITION

Date: 3.17.12	DB: CGB	Scale: NTS	V: .01	File: CF_Greenhouse	Size: A
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Memo

Michael Ostrowski, Director

Community Development

City of Stevens Point

1515 Strongs Avenue

Stevens Point, WI 54481

Ph: (715) 346-1567 • Fax: (715) 346-1498

mostrowski@stevenspoint.com

City of Stevens Point – Department of Community Development

To: Historic Preservation / Design Review Commission
From: Michael Ostrowski
CC:
Date: 4/4/2012
Re: Façade Improvement Grant Program

Approximately two years ago the City approved a Commercial Rehabilitation Loan Program to assist with the revitalization of properties within the downtown area, as well as properties on Church Street and Division Street. Things such as exterior renovations, minor interior work, roof replacement, etc. were all eligible activities under the program. The program was a loan program and required repayment of the borrowed funds, with a two percent interest rate. The program funded fifty percent of the total cost, with a maximum amount of \$50,000. In its existence, no loan had ever been made out of the program.

As of February 20th, 2012 that fund has been rolled into the new Façade Improvement Grant Program with \$300,000 available grant dollars. The change was made due to the lack of use and the creation of the very similar Central Wisconsin Economic Development loan program.

The intent of the Façade Improvement Grant Program is to encourage revitalization in the downtown through a matching grant rather than a loan with interest. Essentially, the program allows owners and/or tenants of existing buildings within the Downtown Design Review District to apply for 50% matching funds of total costs for eligible improvements. Owners and/or tenants of historically significant buildings outside of the Downtown Design Review District are still encouraged to apply as the HP/DRC can approve projects outside of the District. See the full Program description attached for more information on eligible properties, eligible improvements, award reimbursement, and application instructions.

All projects must be submitted to the HP/DRC for review and approval. There is a set of ranking criteria outlined in the program description that will be used when evaluating proposals. If a project is going to exceed \$30,000 of City matching funds, it will also require Common Council approval.

The program highlights include:

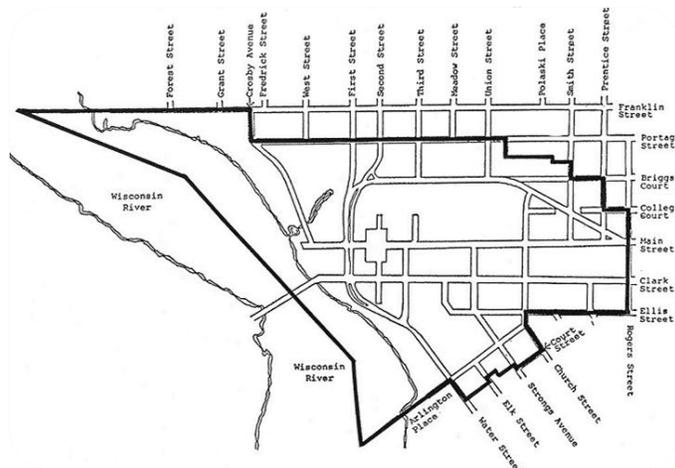
- Only design review district properties are eligible, unless properties with historical significance outside the district are proposed and approved by the HP/DRC.
- Funds are to be used for exterior projects only, including storefronts, wall treatments, etc. Building additions are also included.
- Projects must meet the design guidelines.
- Award reimbursement is 50% of the total cost, but not to exceed \$30,000 per project. Projects can only exceed \$30,000 of City matching funds if they are approved by the Common Council.
- Funds will be disbursed on a reimbursement basis after the project is complete.

Applications will be accepted until all funds have been exhausted.

City of Stevens Point



Façade Improvement Grant Program Downtown Design Review District



Façade Improvement Grant Program – Downtown Design Review District

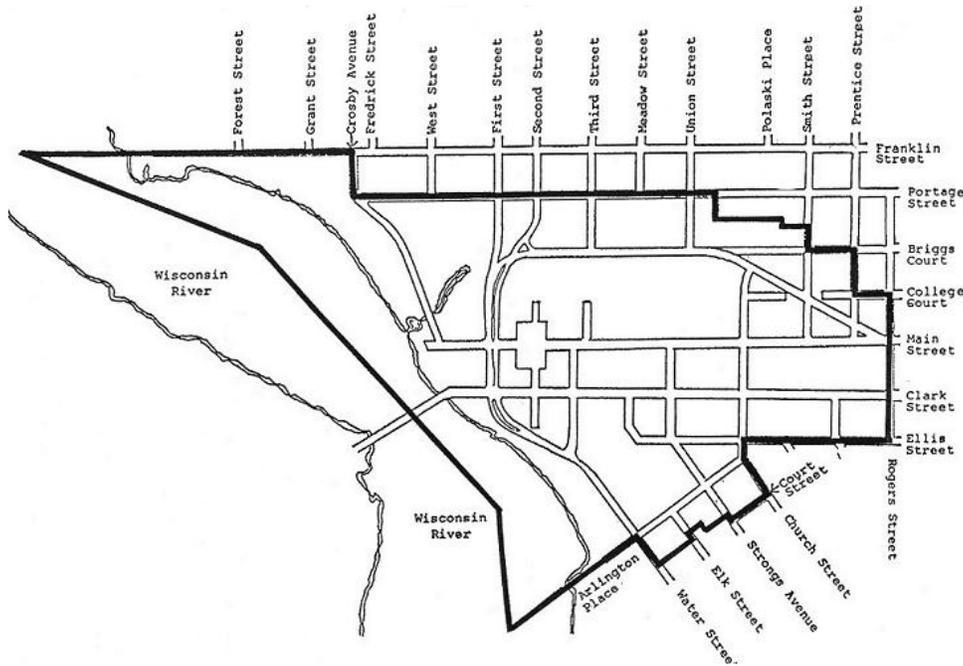
The City of Stevens Point Historical Preservation / Design Review Commission (HP/DRC) is responsible for administering a “Downtown Façade Improvement Grant Program,” intended to stimulate improvements to the exterior of downtown commercial or mixed-use buildings.

Purpose

The Façade Improvement Grant Program is funded to stimulate building improvements while being mindful of the historical significance and uniqueness of the downtown structures.

Eligible Properties

Owners and/or tenants of existing buildings within the Downtown Design Review District (map below). Properties with historical significance within the City, but outside the Downtown Design Review District may be allowed on a case-by-case basis by the Historical Preservation / Design Review Commission (HP/DRC). Tenant applications are required to submit written evidence of building owner approval with the application.



Ineligible Properties

- Any property owned by a unit of government (federal, state, county, local, etc.);
- Property owned by religious groups or by a nonprofit organizations on which real estate taxes are not being paid;
- Properties that have any delinquent payments due to the City, such as: bills, charges, or taxes.

Eligible Activities

- Restoration and rehabilitation of your building's exterior wall(s) that are viewable from a public street (alleys are not included). Examples include (list is not all inclusive):
 - Storefronts
 - Signage *
 - Doors and windows *
 - Wall treatments (painting, acid washes, etc.)
 - Details (light fixtures, awnings, etc.) *
- Building additions that meet local building codes and zoning requirements and the principles and guidelines of the Program.

* Costs associated with these improvements may only be considered for matching grant funds if they are part of an overall building improvement project or restoration project. For example, replacing your awning, signage, or windows that are not historically relevant does not meet the intent of the program and will not qualify for matching grant funds. The Commission reserves the right to approve these improvements for projects that restore the historical integrity of the building.

Ineligible Activities

- Interior improvements, fixtures and furnishings, or roof repair, not visible from the street;
- Removal of architecturally significant features;
- Purchase of property;
- Inventory or operating capital;
- Any activity completed prior to receiving final approval of grant funds;
- Properties exclusively used as residences.

Historic Buildings

All structural and decorative elements should be repaired or replaced to match or be compatible with the original materials and design of the building to the greatest extent possible. Buildings that are an integral element of a historic streetscape should reflect and complement the character of the surrounding area to the greatest extent possible.

“Buy Local”

Whenever possible, applicants are strongly encouraged to use local contractors to complete all tasks associated with their renovation. This will not only help garner support to continue this program, but more importantly help boost our local economy.

Award Reimbursement

Reimbursement shall be limited to no more than 50% of the total cost of eligible improvements. No single project shall exceed thirty thousand dollars (\$30,000), unless it is approved by the Common Council. All necessary government approvals, building permits, and taxes are not eligible for reimbursement. Projects approved for matching grant assistance will be required to submit a written request to release the funds upon completion of the entire project. Copies of all invoices and receipts related to the façade improvements must accompany the request for release of funding. Invoices and receipts shall clearly explain the related work (i.e. \$ for square feet of brick cleaning).

The Historic Preservation / Design Review Commission (HP/DRC) reserves the right to refuse reimbursement in whole or part for work that:

- Does not conform to the program design guidelines.
- Do not conform to the proposal submitted with your application and authorized by the HP/DRC.
- Are not completed within 1 year from the date the project was approved for funding.

How to Apply

To be considered for matching grant assistance, please complete the attached “Downtown Façade Improvement Program Application” and deliver to the Community Development Department at 1515 Strongs Avenue, Stevens Point, WI 54481. Only applications that contain all required information will be considered for funding.

All complete applications for Façade Improvement Matching Grant assistance will be reviewed by the Historic Preservation / Design Review Commission (HP/DRC) to determine the project’s compliance with the specific standards contained within this Program Description as well as with other components of the Downtown Design Guidelines.

The HP/DRC will begin their review of all requests as they are received, and determine which project or projects best meet the Program’s objectives. The HP/DRC may then interview the applicant(s) to determine which project(s) will receive matching grant funds to support their proposed project. Following their review, the HP/DRC will notify the applicant(s) of their decision to approve or deny the request.

If your request for financial assistance is approved, you will receive a written notice of the HP/DRC’s decision detailing the amount of funding approved, any terms and/or conditions of the approval, as well as how the funds will be released. You will be asked to sign and return a copy of the document accepting all terms and/or conditions of the approval, which will then serve as the contract between the two parties.

Ranking Order of Applicants

Generally, projects having the greatest aesthetic impact will be given first priority. Priority will also be given to the following:

1. Projects that will encourage other restoration or redevelopment within the downtown TIF District area.
2. Buildings where an immediate renovation will stop serious deterioration of the building's façade.
3. Projects that improve the architectural integrity of the building and restore the historic architecture.
4. Buildings where historic or architecturally significant features contributing to the building's character are in danger of being lost due to disrepair.
5. Vacant properties where façade improvements would help to improve the overall appearance.
6. Projects that demonstrate collaboration and will help to attract people.
7. Projects that will result in significant new investment and creation of jobs.
8. Projects that incorporate mixed uses or multiple tenants.

Application Deadline

Complete the attached application and return to the Community Development Department.

Applications will be accepted until all funds have been exhausted, with reviews beginning on February 1st of each year. Only applications that contain all required information will be considered for funding.

Contact

Michael Ostrowski
Director of Community Development
City of Stevens Point

1515 Strongs Avenue
Stevens Point, WI 54481
Ph: (715) 346-1567
Fax: (715) 346-1498
Email: mostrowski@stevenspoint.com
Website: stevenspoint.com

Department of Community Development
 City of Stevens Point
 1515 Strongs Avenue
 Stevens Point, WI 54481



Michael Ostrowski, Director
 Ph: (715) 346-1567
 Fax: (715) 346-1498
mostrowski@stevenspoint.com
stevenspoint.com

Façade Improvement Grant Program Application

ADMINISTRATIVE SUMMARY (Staff Use Only)

Date Submitted		Date Reviewed		Approved	Yes <input type="checkbox"/> (\$ _____) No <input type="checkbox"/>
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APPLICANT/OWNER INFORMATION

APPLICANT INFORMATION		Owner Information (Same as Applicant? <input type="checkbox"/>)	
Applicant Name		Contact Name	
Address		Address	
City, State, Zip		City, State, Zip	
Telephone		Telephone	
Cell		Cell	
Fax		Fax	
Email		Email	

PROJECT SUMMARY

Scope of Work to be Undertaken (attach contractor estimates, if available)	
Describe the Positive Impact Your Project will Bring to Stevens Point	
Total Cost of Project Improvements	Amount of Matching Grant Assistance Requested
\$	\$
Estimated Start Date	Estimated Completion Date
Number of Commercial Tenant Spaces Within the Building	Number of Residential Tenant Spaces Within the Building

EXHIBITS (The following materials must accompany your application in order to be considered for matching grant assistance funding)

Complete detailed list of project revenues and expenses.	<input type="checkbox"/>	Additional Exhibits If Any (List):
Two bids from qualified contractors detailing the cost of the work to be done.	<input type="checkbox"/>	
Drawings detailing all of the work to be completed as part of the project.	<input type="checkbox"/>	
A description/sample of project materials and colors.	<input type="checkbox"/>	
Proof of insurance.	<input type="checkbox"/>	
Must be current on all real estate and personal property taxes.	<input type="checkbox"/>	
No outstanding amounts owed to the City of Stevens Point.	<input type="checkbox"/>	

CERTIFICATION AND SIGNATURE

By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete application submittal. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

Signature of Applicant	Date	Signature of Property Owner (If not the Applicant)	Date

Administrative Staff Report

Debbie Roman - Schrank
Façade Grant and Design Review
832 Main Street
April 4, 2012



Department of Community Development
1515 Strongs Avenue, Stevens Point, WI 54481
Ph: (715) 346-1568 - Fax: (715) 346-1498

Applicant(s):

- Debbie Roman-Schrank

Staff:

- Michael Ostrowski, Director
mostrowski@stevenspoint.com
- Kyle Kearns, Associate Planner
kkearns@stevenspoint.com

Parcel Number(s):

- 2408-32-20-1618

Zone(s):

- "B-3" Central Business District

Master Plan:

- Downtown District

Council District:

- District 4 – Wiza

Lot Information:

- Actual Frontage: 40 feet
- Effective Frontage: 40 feet
- Effective Depth: 53 feet
- Square Footage: 2,120
- Acreage: 0.049

Structure Information:

- Year Built: addition 1900 (112 years)
- Number of Stories: 2

Current Use:

- Retail first floor, residential second floor (apartments)

Request

Request from Debbie Roman-Schrank for façade improvement grant funds in the amount of \$12,600.00 and design review for exterior building work, including the replacement of windows and doors, and masonry work at **832 Main Street (Parcel ID 2408-32-2016-18)**.

Attachment(s)

- Parcel Data Sheet
- Application
- Contractor Bids

City Official Design Review / Historic District

- Design Review District

Register of Historic Places

- Mathias Mitchell Public Square – Main Street Historic District

Staff Recommendation

Approve, subject to the following condition(s):

- The mural located on the east façade will remain and that the applicant/owner pursues services to touch-up the mural after brick work is complete.
- Second story window trim shall be painted to match that of the proposed first story bronze window trim to be installed.
- Cornice shall be painted to match that of the proposed first story bronze window trim to be installed.
- The Mitchell Square Building nameplate shall be restored with similar lettering on the new glass window.



- Tuckpointing shall match to the greatest extent possible the original mortar

Applicable Regulations:

- Chapter 22
- Downtown Design Guidelines
- Façade Improvement Grant Program Guidelines

- color and spacing on the building.
- Applicant must receive another bid for the masonry work and the lowest qualified bid shall be used for the awarding of funds.
- All work shall be completed within one year.
- Project must adhere to Façade Improvement Grant Program Guidelines.
- No funds shall be disbursed until project is fully completed.
- The maximum City participation shall not exceed \$12,600.00 and no individual cost shall exceed the following:

Improvements	Cost	Proposed Matching Grant Assistance
Masonry	\$10,000.00	\$5,000.00
Window & Door	\$15,200.00	\$7,600.00
Paint	No bid submitted	N/A
TOTAL	\$25,200.00	\$12,600.00

Vicinity Map



Scope of Work

Debbie Roman-Schrank is requesting Façade Improvement Grant Program funds for exterior renovation to her building at 836 Main Street. Currently there are two retail spaces located on the ground floor with four, 1-bedroom apartments above. Mrs. Roman-Schrank has stated that her building is one of the few that has not been renovated on the north side of the square and is very prominent as a stand-alone building. Furthermore, the renovation will bring the building façade more in line with the other buildings surrounding the square.

Renovation will occur on the south and east facades of the building with the following activities:

- Brick work that includes grinding out of bad joints, pressure washing, and tuck pointing.
- Installation of new Low-E Glass Glaze windows and dark bronze aluminum trim with anodized finish on the ground floor.
- Installation of new anodized finish, Low-E Glass Glaze doors for both first floor entrances and the basement entrance.
- Painting of wood trim around doors and windows, and paneling below first floor windows with green colored paint.

Second story windows and trim were replaced approximately a year ago, therefore, are not proposed to be replaced within this restoration project.

Standards of Review

Design Guidelines

The following standards would apply to this request:

Masonry

1. To the extent possible, original materials shall be retained in existing facades. They should be removed only where they are structurally unsound and are beyond restoration, and then only in accordance with an approved design scheme. Natural materials are preferred over simulated or synthetic materials. The types of material preferred, but not limited to, may include: brick, stone, wood, stucco, clay, tile, ceramic tile, quarry tile, terra cotta, and cut stone. Materials to be avoided may include, but not be limited to, concrete block, plastic, fiberglass, simulated brick, simulated stone, hardboard or metal siding panels and wood siding panels.

Analysis: A bid from Don Dulak and Son Masonry, Inc. has been submitted. The following will occur to the south and east sides of the building: grind out of bad joints, pressure wash, tuck point joints, and high lift. Materials used in the restoration of the building are all preferred materials listed above.

Findings: Don Dulak & Son Masonry, Inc. is a recognized business with experienced personnel that have performed similar work throughout the City. They are well aware of the proper masonry techniques associated with the restoration of brick buildings and should adhere to those techniques.

Windows

1. The original shape, proportion and scale of window openings shall be maintained. Blocking up or otherwise closing off of an original window shall not be permitted unless deemed necessary for energy efficiency. Exceptions may be made based on overall design concept.

Wooden replacement windows are encouraged, however, new metal window frames (permanent or storm) should be either painted or anodized with a finish in character with the building being renovated.

Analysis: First floor windows are being replaced with Low-E Glass Glaze windows and dark bronze aluminum trim with anodized finish. The windows are slightly tinted to assist in reflecting sunlight. Both the east and south sides of the building receive direct sunlight the majority of the day. Furthermore, the building houses servers and computer equipment that omit 24/7 heat. Tinted windows would aid in cooling the building. Similar windows with tint can be seen at the nearby Graffiti's bar, addressed 912 Main St.

Findings: The proposed windows are compatible to the original design and match that of the surrounding buildings. The tint does not match that of the original design; however, it does match some of the surrounding buildings. Firm reasoning has been provided for the proposed tinted windows; therefore, staff feels this standard is met.

Entrances

1. New storefront doors should match or closely resemble a traditional storefront door (i.e. contain large glass panels). Wooden replacement doors and frames are encouraged. Colonial, cross-buck or other such stylized doors are usually inappropriate in older commercial districts and shall not be permitted. Metal doors and frames (permanent or storm) should be painted or anodized with a dark finish rather than left in a natural metal finish.

Analysis: Currently the main entrance doors are wood with a single glass window. The wood is in disrepair and badly in need of a replacement. Proposed doors are to be metal with a dark bronze anodized finish and include a much larger glass window with smaller trim.

Findings: Larger glass is proposed in the doors. Metal doors with a dark bronze anodized finish will replace existing wooden doors.

Façade Improvement Grant Standards

1. **The project is being proposed on an existing building within the Downtown Design Review District.**

Analysis: Specialized Development Inc. is located at 836 Main Street, falling well within the Downtown Design Review District.

Findings: This standard is met.

2. **Restoration and rehabilitation of building exterior walls are viewable from a public street.**

Analysis: The south façade faces the square along Main Street and the east façade faces Second Street.

Findings: This standard is met.

3. **Activities proposed are part of an overall building improvement project.**

Analysis: Brick work, windows, doors, and trim make up the building improvement project. Painting to existing wood trim and paneling will also take place.

Findings: This standard is met.

4. Structural or decorative elements should be repaired or replaced to match or be compatible with the original materials and design of the building to the greatest extent possible.

Analysis: Brick work proposed will restore the existing brick, matching closer to the original. The proposed doors, windows, and trim are compatible with the original materials and match that of nearby buildings such as those found at Graffiti's. Paint will be applied to the wood trim and paneling found along the south and east first story facades. Any damaged or decaying wood work will be replaced to its original design.

Findings: This standard is met.

5. Applicant has obtained more than one bid from contractors.

Analysis: Bids for the glass work were obtained from Esser Glass Inc. and Precision Glass & Door. A masonry bid was obtained from Don Dulak & Son Masonry, Inc.

Findings: Both glass contractors are based in Stevens Point and the masonry business is based out of Rosholt. Staff would recommend that an additional bid be obtained from another contractor for the masonry work.

6. Matching grant assistance shall not exceed \$30,000 dollars unless approved by Common Council.

Analysis: The total project cost estimates for bid proposal are below, along with matching grant assistance.

Improvements	Cost	Proposed Matching Grant Assistance
Masonry	\$10,000.00	\$5,000.00
Window & Door	\$15,200.00 (Bid 1)	\$7,600.00 (Bid 1)
	\$15,940.00 (Bid 2)	\$7,970.00 (Bid 2)
Paint	No bid submitted	N/A
TOTAL	Bid 1: \$25,200.00 Bid 2: \$25,940.00	Bid 1: \$12,600.00 Bid 2: \$12,970.00

Findings: The requested assistance is \$12,600.00. This standard is met.

7. The applicant is current on all real estate and personal property taxes, has provide proof of insurance, and has no outstanding amounts owed to the City of Stevens Point.

Analysis: Proof of insurance has been provided. Property taxes are current there are no outstanding amounts owed to the City.

Findings: This standard is met.

8. The project meets all components outlined within the Downtown Design Guidelines.

Analysis: The design standards that apply to this request, regarding windows, entrances, and masonry are met.

Findings: This standard is met.

9. The project conforms to all zoning regulations within Chapter 23 of the Revised Municipal Code.

Analysis: Only exterior work to the façade is being proposed. Proper building permits will be obtained.

Findings: This standard is met.

Ranking of Projects for Grant Funds

Generally, projects having the greatest aesthetic impact will be given first priority. Priority will also be given to the following:

1. Projects that will encourage other restoration or redevelopment within the downtown TIF District area.

Findings: This building is located on the northwest corner of the square and is very visible. It will set a great example for surrounding buildings to follow.

2. Buildings where an immediate renovation will stop serious deterioration of the building's façade.

Findings: Brick is cracked, losing mortar, dirty, and in desperate need of repair. Furthermore, wood trim and paneling has rotted and faded overtime.

3. Projects that improve the architectural integrity of the building and restore the historic architecture.

Findings: All brick work will improve the architectural integrity by restoring the color, ornate detail, and symmetrical pattern originally found within the masonry.

4. Buildings where historic or architecturally significant features contributing to the building's character are in danger of being lost due to disrepair.

Findings: This building is of historic and architectural significance. In addition, the mural located on the east façade is a part of Stevens Point art history and as the building deteriorates so too does the mural. This is an opportunity to restore the building and repaint the mural to enhance its presence.

5. Vacant properties where façade improvements would help to improve the overall appearance.

Findings: The property is occupied by a business and residential tenants.

6. Projects that demonstrate collaboration and will help to attract people.

Findings: This renovation may attract additional tenants to the building. However, the building is currently occupied by both commercial and residential uses.

7. Projects that will result in significant new investment and creation of jobs.

Findings: The existing business in the building will be able to reinvent their storefront and possibly attract more customers. No new jobs will be created.

8. Projects that incorporate mixed uses or multiple tenants.

Findings: The building offers space for multiple commercial / retail tenants, however, all of the commercial space is used by tenant. Residential apartments are above the first floor commercial.

Building Material Images



Window and Door Glass (1" Thickness)



Window & Door Trim



Window and Door Trim

Building Images



Southeast Side of Building



Northeast Entrance



East Façade with Mural



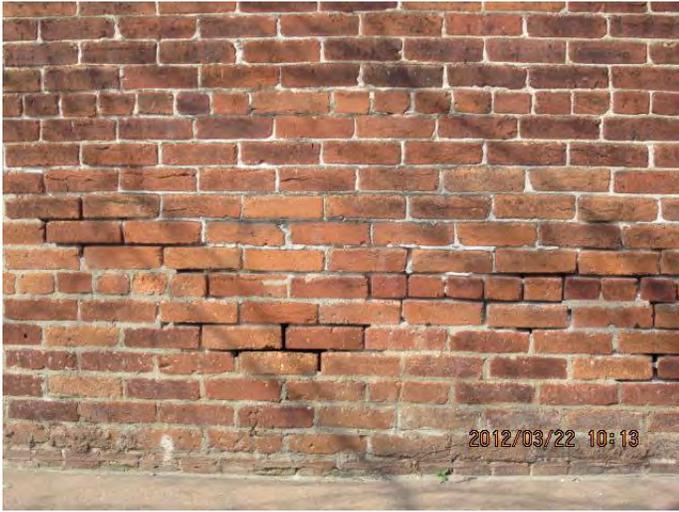
Southeast Entrance



Southwest Entrance



South Basement Entrance



East Façade – Eroding Brick



Southeast Corner – Upper Story Eroding Brick

Graffiti's Bar & Grill Images



Example – Two-tone Color Scheme



Example – Tinted Windows

Name and Address		Parcel #	Alt Parcel #	Land Use
Specialized Development LLC Jay Schrank & Brian Page PO Box 541 Stevens Point, WI 54481		240832201618	240832201618	Office/Apt(s)
		Property Address		Neighborhood
		832 Main St		Cntrl Bus & 2nd St area(Comm)
Subdivision		Zoning		
Display Note		Certified Survey Map		B3-CENTRAL BUSINESS

OWNERSHIP HISTORY

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type

SITE DATA

PERMITS

Actual Frontage	40.0	Date	Number	Amount	Purpose	Note
Effective Frontage	40.0	12/18/2008	36018	\$2,500	060 New Construction	communication tower
Effective Depth	53.0	10/6/2006	34340	\$0	020 Electrical	exterior of bldg (rear)
Square Footage	2,120.0	11/19/2002	31230	\$0	060 New Construction	55' telecommunication
Acreage	0.049					

2011 ASSESSED VALUE

Class	Land	Improvements	Total
B-Commercial	\$14,000	\$183,000	\$197,000
Total	\$14,000	\$183,000	\$197,000

LEGAL DESCRIPTION

LOT 1 OF CSM 3403 12/61 BEING PRT OF LOT 3 BLK 3 S E & O ADD 636/958 801/205

PROPERTY IMAGE

PROPERTY SKETCH



Name and Address		Parcel #	Alt Parcel #	Land Use
Specialized Development LLC Jay Schrank & Brian Page PO Box 541 Stevens Point, WI 54481		240832201618	240832201618	Office/Apt(s)
		Property Address		Neighborhood
		832 Main St		Cntrl Bus & 2nd St area(Comm)
Subdivision		Zoning		
Display Note		Certified Survey Map		B3-CENTRAL BUSINESS

BUILDING SUPERSTRUCTURE DATA

Bldg	Sec	Occupancy	Year	Area	Framing	Hgt
1	1	Office Bldg (C avg)	1900	2,120	Masonry - Avg	11
1	2	Apts (C avg)	1900	2,120	Masonry - Avg	11

Total Area

4,240

BASEMENT DATA**COMPONENTS**

Bldg	Sec	Adjustment Description	Area	Bldg	Sec	Component Description	Area
1	1	Office Bsmnt - Unfinished	820				
1	1	Office Bsmnt - Finished	1,300				

DETACHED IMPROVEMENTS

Structure	Year Built	Square Feet	Grade	Condition

SITE IMPROVEMENTS**STRUCTURE DATA**

Site Improvement	Units	Age	51
		Year Built	1900
		Eff. Year	1961
		One Bedroom	4
		Two Bedroom	
		Three Bedroom	
		Total Units	4
		Stories	2.00
		Business Name	Specialized Devl w/ 4 apts abov

Department of Community Development
 City of Stevens Point
 1515 Strongs Avenue
 Stevens Point, WI 54481



Michael Ostrowski, Director
 Ph: (715) 346-1567
 Fax: (715) 346-1498
mostrowski@stevenspoint.com
stevenspoint.com

Façade Improvement Grant Program Application

ADMINISTRATIVE SUMMARY (Staff Use Only)

Date Submitted		Date Reviewed		Approved	Yes <input type="checkbox"/> (\$ _____) No <input type="checkbox"/>
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APPLICANT/OWNER INFORMATION

APPLICANT INFORMATION		Owner Information (Same as Applicant? <input checked="" type="checkbox"/>)	
Applicant Name	SPECIALIZED DEVELOPMENT	Contact Name	DEB ROMAN-SCHRANK
Address	836 MAIN STREET	Address	
City, State, Zip	STEVENS POINT, WI 54481	City, State, Zip	
Telephone	715-341-0060	Telephone	
Cell	715-340-6801	Cell	
Fax	715-341-5020	Fax	
Email	droman@fiber.net.cc.com	Email	

PROJECT SUMMARY

Scope of Work to be Undertaken (attach contractor estimates, if available)	
Brick to be tuckpointed. Windows and doors on lower level to be replaced. Wood around doors to be painted.	
Describe the Positive Impact Your Project will Bring to Stevens Point	
Please see next page.	
Total Cost of Project Improvements	Amount of Matching Grant Assistance Requested
\$ 25,200	\$ 12,600
Estimated Start Date	Estimated Completion Date
As soon as possible. Weather & approval permitting	
Number of Commercial Tenant Spaces Within the Building	Number of Residential Tenant Spaces Within the Building
2	4

Describe the Positive Impact Your Project will Bring to Stevens Point:

With the square being recently updated, our building is one of the few on the North Side that has not been renovated. When you enter the square from Main Street, our Building is very prominent as a stand-alone building. Upgrades to the windows and doors, as well as the repair and cleaning of the brickwork will make our building more visually pleasing. It will also bring its façade more in line with the other buildings surrounding the square.

EXHIBITS (The following materials must accompany your application in order to be considered for matching grant assistance funding)

Complete detailed list of project revenues and expenses.	<input type="checkbox"/>	Additional Exhibits If Any (List):
Two bids from qualified contractors detailing the cost of the work to be done.	<input type="checkbox"/>	
Drawings detailing all of the work to be completed as part of the project.	<input type="checkbox"/>	
A description/sample of project materials and colors.	<input checked="" type="checkbox"/>	
Proof of insurance.	<input checked="" type="checkbox"/>	
Must be current on all real estate and personal property taxes.	<input checked="" type="checkbox"/>	
No outstanding amounts owed to the City of Stevens Point.	<input checked="" type="checkbox"/>	

CERTIFICATION AND SIGNATURE

By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete application submittal. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

Signature of Applicant	Date	Signature of Property Owner (If not the Applicant)	Date
<i>Deb Roman-Schrank</i>	<i>3/12/12</i>		

ESSER GLASS INC.**Glazing Contractors**

3601 Patch Street,

Stevens Point, WI 54481

Phone 715-344-1961

Toll Free 800-300-1961

Fax 715-344-3655

www.esserglasssp.com**Glass and Glazing Proposal**

Specialized Computer Systems

11/3/2011

Attention Debbie Schrank

Re: Budget Number for Storefront Replacement

we propose to furnish & install aluminum storefront per sketches, window framing to be 4 1/2"x2" thermally broken

flush glaze, doors to be narrow stile with 10" bottom rails,
(apt access door to be 500 wide stile to accomodate access control hardware)1 1/2pr butt hinges per leaf, ms locks, co9-cp push/ pull hardware
DC 416 door closers& bottom rail weater strips.

* aluminum finish to be dark bronze anodized,

*glazing to be 1" OA LOE #2-Argon filled

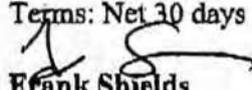
For the sum of \$15,940.00

WORK BY OTHERS, STRUCTUAL, CARPENTRY, CARD READER @ APT ACCESS & HOOKUP OF SUCH

All materials and labor shall be completed in a substantial workmanlike manner and is guaranteed per plans and specifications for a period of 1 year after substantial completion.

Any changes from the plans and specifications involving additional costs shall be executed only upon signed orders and will be an extra charge over this proposal.

Terms: Net 30 days


Frank Shields

President

Esser Glass, Inc

To accept this proposal, please sign and return to our office.

*Accept as proposed _____

Esser Glass is not responsible for the cleaning of glass or metal, nor the replacement of glass breakage other than that caused by our own men in setting.

We are unable to guarantec this pricing for longer than 30 days from it's date. Any quotation older than 30 days must be reviewed before acceptance.

Work by others: Adequate wood blocking and opening preparation.

Pricing is based on all window and door being field measured consecutively on one trip

NOT INCLUDED:

Boarding up openings or temporary enclosures

Wiring, pulling wires or hook up of any electrified hardware that may be

Included in this proposal.



Don Dulak & Son Masonry, Inc.
2185 Anna Ray Lane
Rosholt, WI 54473



Phone: (715)-344-4705
Fax: (715)-344-5933

FOR: DATE 3/9/12

APPROXIMATE QUOTE: Mitchell Square Downtown Stevens Point

Material and Labor to repair South and East sides.

- Grind out bad joints
- Pressure wash
- Tuck point joints
- High lift

\$10,000.00

Thank you,
Shane D.

No winter protection, heat or winter labor included in this price.

THIS QUOTE IS GOOD FOR 30 DAYS FROM DATE ABOVE

Administrative Staff Report

Robert Welling
Façade Grant and Design Review
1201-1225 Main Street
April 4, 2012



Department of Community Development
1515 Strongs Avenue, Stevens Point, WI 54481
Ph: (715) 346-1568 - Fax: (715) 346-1498

<p>Applicant(s):</p> <ul style="list-style-type: none">Robert Welling <p>Staff:</p> <ul style="list-style-type: none">Michael Ostrowski, Director mostrowski@stevenspoint.comKyle Kearns, Associate Planner kkearns@stevenspoint.com <p>Parcel Number(s):</p> <ul style="list-style-type: none">2408-32-2027-06 <p>Zone(s):</p> <ul style="list-style-type: none">"B-3" Central Business District <p>Master Plan:</p> <ul style="list-style-type: none">Downtown District <p>Council District:</p> <ul style="list-style-type: none">District 1 – Beveridge <p>Lot Information:</p> <ul style="list-style-type: none">Actual Frontage: 101 feetEffective Frontage: 101 feetEffective Depth: 96 feetSquare Footage: 9,696Acreage: 0.223 <p>Current Use:</p> <ul style="list-style-type: none">Retail first floor, storage & office on second floor <p>Applicable Regulations:</p> <ul style="list-style-type: none">Chapter 22Downtown Design GuidelinesFaçade Improvement Grant	<p>Request</p> <p>Request from Robert Welling for façade improvement grant funds in the amount of \$30,000.00 and design review for exterior building work, including the replacement of windows and doors, and masonry work at 1201-1225 Main Street (Parcel ID 2408-32-2027-06).</p> <p>Attachment(s)</p> <ul style="list-style-type: none">Parcel Data SheetApplicationPlansContractor Bids <p>City Official Design Review / Historic District</p> <ul style="list-style-type: none">Design Review District <p>Register of Historic Places</p> <ul style="list-style-type: none">- <p>Staff Recommendation</p> <p>Approve, subject to the following condition(s):</p> <ul style="list-style-type: none">Tuckpointing shall match to the greatest extent possible the original mortar color and spacing on the building.Applicant must receive two qualified bids for all work and the lowest qualified bid shall be used for the awarding of grant funds.All work shall be completed within one year.All windows shall fully fit the existing building opening.Project must adhere to Façade Improvement Grant Program Guidelines.Applicant must submit proof of insurance.No funds shall be disbursed until project is fully completed.Grant funds are conditioned upon the acquisition of the property by Mr. Welling. Closing on the property must occur within 60 days of the HP/DRC approval. A 30 day extension may be provided by the Chairperson of the HP/DRC and the Director of Community Development.The maximum City participation shall not exceed \$30,000.00 and no
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Program Guidelines

individual cost shall exceed the following:

Improvements	Cost	Proposed Matching Grant Assistance
Masonry Work	\$26,000.00 (still need two bids)	\$13,000.00
Windows	\$53,100.00 (still need additional bid)	\$26,550.00
Window Installation	\$6,600.00 (still need two bids)	\$3,300.00
Chimney Masonry Work	\$2,000 (still need two bids)	\$1,000.00
TOTAL	\$87,700	\$30,000 (maximum)

Vicinity Map



Background

Mr. Welling is requesting Façade Improvement Grant Program funds for exterior renovation to the building at 1201-1225 Main Street. Mr. Welling is in the process of purchasing the building. Currently, there are multiple retail spaces located on the ground floor of the building with the second story mainly used for storage. A conditional use request has been submitted to the Plan Commission to convert a portion of the second floor into apartments.

Scope of Work

Rehabilitation and renovation of this building will revitalize a very prominent building within Stevens Point's downtown, helping to increase the overall aesthetics of the area. Furthermore, it will encourage commercial tenants and residents to occupy and fully utilize the building. The timeline for the renovation of the building is roughly three years, however the façade improvements will begin immediately after approval. Upon completion of the overall project, 11 commercial tenant spaces and four residential spaces will exist within the building.

Renovation will occur on all the facades of the building with the following activities:

- Brick work that includes grinding out of bad joints, pressure washing, and tuck pointing. The work may be split between the summer of 2012 and 2013. Note: Grant funding must be used within 1 year.
- Installation of Pella Architect Series premium wood windows with bronze metal clad exterior and operating double hungs with a fixed transom to entire second story and boarded up windows on the first story.
- Brick work on the main chimney.

Commercial store windows on the first floor are proposed to be replaced in the summer of 2013 and are not part of this request.

Standards of Review

Design Guidelines

The following design standards would apply to this request:

Masonry

1. To the extent possible, original materials shall be retained in existing facades. They should be removed only where they are structurally unsound and are beyond restoration, and then only in accordance with an approved design scheme. Natural materials are preferred over simulated or synthetic materials. The types of material preferred, but not limited to, may include: brick, stone, wood, stucco, clay, tile, ceramic tile, quarry tile, terra cotta, and cut stone. Materials to be avoided may include, but not be limited to, concrete block, plastic, fiberglass, simulated brick, simulated stone, hardboard or metal siding panels and wood siding panels.

Analysis: An estimate from Don Dulak and Son Masonry, Inc. has been obtained but no bid has been submitted. Tuckpointing is proposed to occur on all facades of the building. No new masonry material is being proposed.

Findings: Don Dulak & Son Masonry, Inc. is a recognized business with experienced personnel that have performed similar work throughout the City. They are well aware of the proper masonry techniques associated with the restoration of brick buildings and should adhere to those techniques. Staff would require two bids, with grant funding to cover no more than 50% of the lowest bid.

Windows

1. The original shape, proportion and scale of window openings shall be maintained. Blocking up or otherwise closing off of an original window shall not be permitted unless deemed necessary for energy efficiency. Exceptions may be made based on overall design concept.

Wooden replacement windows are encouraged, however, new metal window frames (permanent or storm) should be either painted or anodized with a finish in character with the building being renovated.

Analysis: The proposed windows for the building are Pella Architect Series premium wood windows with bronze metal clad exterior and operating double hungs with a fixed transom. The windows will vary in size and style depending on their location; however, the color will remain the same for all. A total of 49 windows are being proposed, which includes the opening of approximately 20 boarded up windows.

Findings: The proposed windows are compatible to the original design and match that of the recently restored surrounding buildings. The opening of boarded up windows will more closely match that to the original building design. This standard is met.

Façade Improvement Grant Program

1. **The project is being proposed on an existing building within the Downtown Design Review District.**

Analysis: The building is located at 1201-1225 Main Street, falling well within the Downtown Design Review District.

Findings: This standard is met

2. **Restoration and rehabilitation of building exterior walls are viewable from a public street.**

Analysis: The north façade faces Main Street and the west façade faces Strongs Avenue. The south façade is very visible from Strongs Avenue, as there is no adjacent building to the south. Lastly, the east façade fronts an alley between the neighboring building and is visible from the north, along Main Street.

Findings: This standard is met

3. **Activities proposed are part of an overall building improvement project.**

Analysis: Masonry work along the entire building and chimney, and the installation of 49 windows make up the building improvement project. Aluminum trim around the windows is included in the window installation.

Findings: This standard is met

4. **Structural or decorative elements should be repaired or replaced to match or be compatible with the original materials and design of the building to the greatest extent possible.**

Analysis: Proposed brick work will restore the existing brick, matching closer to the original. The proposed windows and trim are compatible with the original materials, with operating double hungs with fixed transoms. Furthermore, the window frames are wood, similar to the originals. However, they do have a metal clad exterior to ensure longevity.

Findings: This standard is met

5. Applicant has obtained more than one bid from contractors.

Analysis: Bids for the windows were obtained from Pella by VerHalen, Inc., with the installation performed by Welling Woodworks, Inc. A bid was obtained but not yet submitted for brick work performed by Dulak & Son Masonry, Inc. A bid for the chimney brick work has not been submitted, only an estimate by the owner.

Findings: Welling Woodworks, Inc. is a local company owned by the applicant. VerHalen, Inc. is based out of Green Bay, Wisconsin. Dulak & Son Masonry, Inc. is based out of Rosholt, Wisconsin but serves the entire region. Only one bid for windows, and there installation has been submitted. A bid has not been submitted from Dulak & Son Masonry, Inc., only a cost estimate of services. Staff would recommend that additional bids be obtained and grant funding be provided at a rate of 50% of the lowest qualified bid.

6. Matching grant assistance shall not exceed \$30,000 dollars unless approved by Common Council.

Analysis: The total project cost estimates for bid proposal are below, along with matching grant assistance.

Improvements	Cost	Proposed Matching Grant Assistance
Masonry Work	\$26,000.00 (No bid)	\$13,000.00 (No bid)
Windows	\$53,100.00 (Bid 1) includes trim	\$26,550.00 (Bid 1)
Window Installation	\$6,600.00 (Bid 1)	\$3,300.00 (No bid)
Chimney Masonry Work	\$2,000 (No bid – owner estimate)	\$1000.00 (No bid)
TOTAL	\$87,700	\$30,000 maximum

Findings: This standard is met.

7. The applicant is current on all real estate and personal property taxes, has provide proof of insurance, and has no outstanding amounts owed to the City of Stevens Point.

Analysis: Proof of insurance has not been provided because the applicant does not own the building. Any property taxes or outstanding amounts owed to the City will be paid through the sale of the property.

Findings: The applicant must submit proof of insurance before the signing of the development agreement.

8. The project meets all components outlined within the Downtown Design guidelines.

Analysis: The design standards that apply to this request, regarding windows, entrances, and masonry are met.

Findings: This standard is met.

9. The project conforms to all zoning regulations within Chapter 23 of the Revised Municipal Code.

Analysis: Only exterior work to the façade is being proposed. Proper building permits will be obtained.

Findings: This standard is met.

Ranking of Projects for Grant Funds

Generally, projects having the greatest aesthetic impact will be given first priority. Priority will also be given to the following:

1. Projects that will encourage other restoration or redevelopment within the downtown TIF District area.

Findings: This building is located near the entrance of downtown along Main Street and is one of the first historic buildings observed. Furthermore, its large size makes it very prominent. Restoration of this building would make the smaller nearby buildings stand out, hopefully encouraging them to be restored as well.

2. Buildings where an immediate renovation will stop serious deterioration of the building's façade.

Findings: Brick is cracked, losing mortar, dirty, and in desperate need of repair. Numerous windows are boarded up on the building with many second story windows badly needing replacement.

3. Projects that improve the architectural integrity of the building and restore the historic architecture.

Findings: All brick work will improve the architectural integrity by restoring the color, ornate detail, and symmetrical pattern originally found within the masonry. The replacement of boarded up windows with architecturally relevant windows will enhance the integrity of the building.

4. Buildings where historic or architecturally significant features contributing to the building's character are in danger of being lost due to disrepair.

Findings: The building brick work is in danger of significant decay if proper restoration is not done. In addition, many of the windows have been boarded up. This project will restore the masonry work and restore the boarded up windows.

5. Vacant properties where façade improvements would help to improve the overall appearance.

Findings: The property is occupied by multiple businesses on the first story. The restoration of the windows will help fill the second story space.

6. Projects that demonstrate collaboration and will help to attract people.

Findings: A restored façade may assist in attracting tenants to the proposed second story apartments.

7. Projects that will result in significant new investment and creation of jobs.

Findings: It is not anticipated that this project will create a significant number of jobs. However, the restoration of the building could attract additional tenants, which could spur additional employment.

8. Projects that incorporate mixed uses or multiple tenants.

Findings: The building will offer 11 commercial tenant spaces and 4 residential tenant spaces upon the completion of the renovation.

Building Images



North Façade



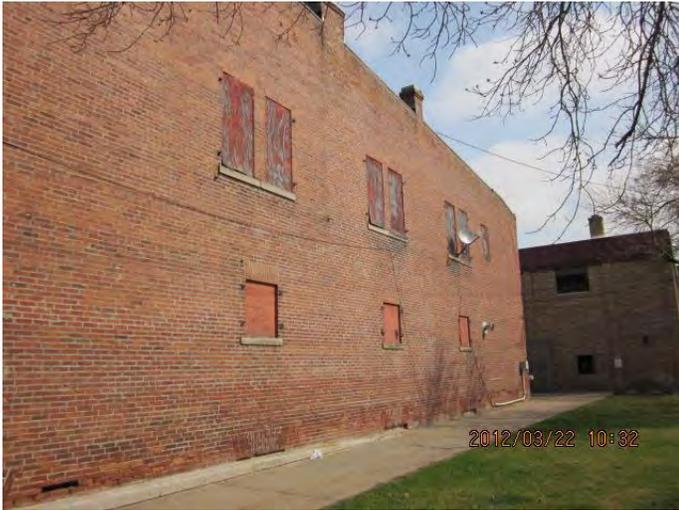
North Façade



Northwest Façade



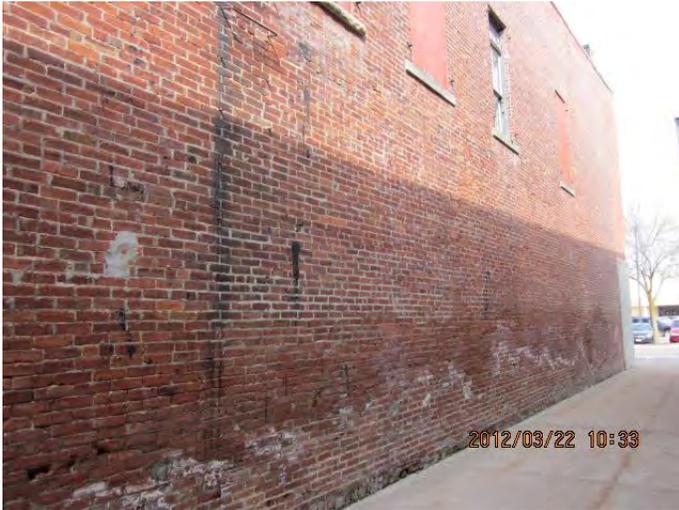
West Façade



South Façade



Southeast Façade



West Façade



Southwest Façade – Eroding Brick & Paint



West Façade – Eroding Brick



West Façade – Eroding Brick

Name and Address		Parcel #	Alt Parcel #	Land Use
BCK Rentals LLC 1052 Main St LL3 Stevens Point, WI 54481		240832202706	240832202706	Store, Retail
		Property Address		Neighborhood
		1201-25 Main St		Cntrl Bus & 2nd St area(Comm)
		Subdivision		Zoning
Display Note		S E & Other Plat		B3-CENTRAL BUSINESS

OWNERSHIP HISTORY

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type
BCK Rentals LLC William C & Cynthia L Kieper	8/14/2000	\$631,900	Quit Claim Deed/Addl Par	57	7418	Land & Build.
	6/3/1998	\$320,000	Warranty Deed	54	0748	Land & Build.

SITE DATA

PERMITS

Actual Frontage	101.0	Date	Number	Amount	Purpose	Note
Effective Frontage	101.0	8/17/2010	37248	\$1,000	099 Sign	Loonies Deli & Pizzari
Effective Depth	96.0	8/11/2004	32640	\$2,000	093 Sewer and/or Wa	repair Water Lateral
		9/30/2002	31112	\$1,200	020 Electrical	
Square Footage	9,696.0	9/3/1997	27050	\$1,300	042 Interior Renov/Re	
Acreage	0.223	4/24/1997	26618	\$1,000	004 Addition and Rem	Construct A Room Sto

2011 ASSESSED VALUE

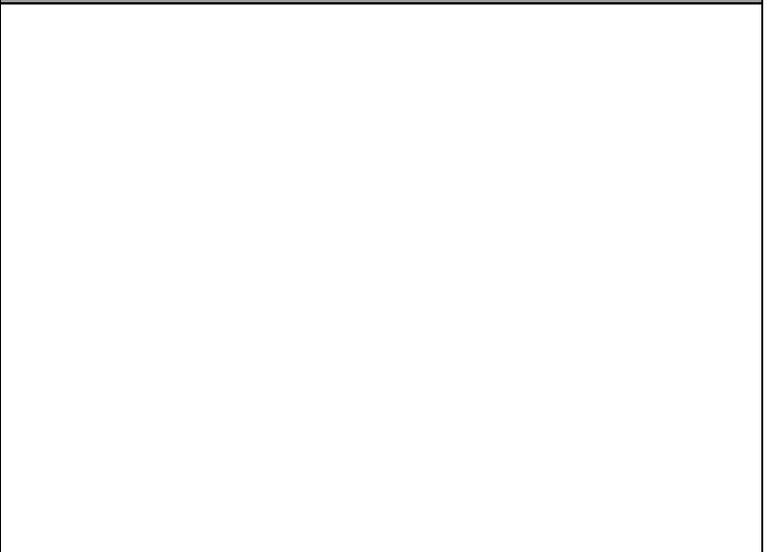
Class	Land	Improvements	Total
B-Commercial	\$64,000	\$264,100	\$328,100
Total	\$64,000	\$264,100	\$328,100

LEGAL DESCRIPTION

LOT 1 CSM 6940-25-163 BNG PRT LOTS 7 8 & 9 BLK 29 S E & O ADD 540748 577418

PROPERTY IMAGE

PROPERTY SKETCH



Name and Address		Parcel #	Alt Parcel #	Land Use
BCK Rentals LLC 1052 Main St LL3 Stevens Point, WI 54481		240832202706	240832202706	Store, Retail
		Property Address		Neighborhood
		1201-25 Main St		Cntrl Bus & 2nd St area(Comm)
Subdivision		Zoning		
Display Note		S E & Other Plat		B3-CENTRAL BUSINESS

BUILDING SUPERSTRUCTURE DATA

Bldg	Sec	Occupancy	Year	Area	Framing	Hgt
1	1	Store, Retail (C avg)	1895	8,780	Masonry - Avg	16
1	2	Warehse, Storage (C avg)	1895	8,780	Masonry - Avg	12

Total Area		17,560
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BASEMENT DATA**COMPONENTS**

Bldg	Sec	Adjustment Description	Area	Bldg	Sec	Component Description	Area
1	1	Store, Retail - Finished Bsmnt	2,800				
1	1	Store, Retail - Unfin Bsmnt	5,980				

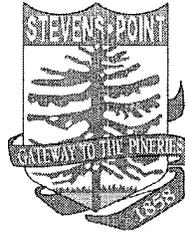
DETACHED IMPROVEMENTS

Structure	Year Built	Square Feet	Grade	Condition

SITE IMPROVEMENTS**STRUCTURE DATA**

Site Improvement	Units	Age	50
		Year Built	1895
		Eff. Year	1962
		One Bedroom	
		Two Bedroom	
		Three Bedroom	
		Total Units	
		Stories	2.00
		Business Name	Retail store w/ 2nd floor storage

Department of Community Development
 City of Stevens Point
 1515 Strongs Avenue
 Stevens Point, WI 54481



Michael Ostrowski, Director
 Ph: (715) 346-1567
 Fax: (715) 346-1498
mostrowski@stevenspoint.com
stevenspoint.com

Façade Improvement Grant Program Application

ADMINISTRATIVE SUMMARY (Staff Use Only)

Date Submitted	3/21/08	Date Reviewed		Approved	Yes <input type="checkbox"/> (\$ _____) No <input type="checkbox"/>
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APPLICANT/OWNER INFORMATION

APPLICANT INFORMATION		Owner Information (Same as Applicant? <input checked="" type="checkbox"/>)	
Applicant Name	Robert Welling	Contact Name	Same
Address	247 Edgewood Rd.	Address	
City, State, Zip	Custer, WI 54423	City, State, Zip	
Telephone	715-344-2688	Telephone	
Cell	715-340-4069	Cell	
Fax	715-344-2689	Fax	
Email	bjwelling@wellingwoodworks.com	Email	

PROJECT SUMMARY

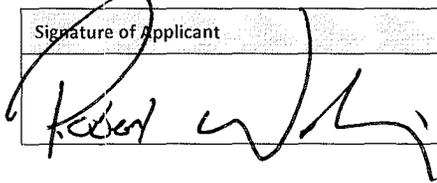
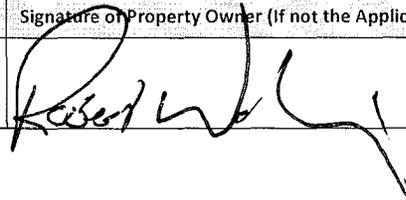
Scope of Work to be Undertaken (attach contractor estimates, if available)	
I would like to do some major exterior upgrades to 1209 Main St. See the included sheet for details.	
Describe the Positive Impact Your Project will Bring to Stevens Point	
These upgrades will bring exterior masonry to good, maintained, condition again. The new windows will replace the blight of the deteriorated existing windows, and will open up the opportunity to utilize the second floor with both commercial and residential tenants.	
Total Cost of Project Improvements	Amount of Matching Grant Assistance Requested
\$ 87,700	\$ 30,000
Estimated Start Date	Estimated Completion Date
June 2012	August 2012
Number of Commercial Tenant Spaces Within the Building	Number of Residential Tenant Spaces Within the Building
11 when complete	4 when complete

EXHIBITS (The following materials must accompany your application in order to be considered for matching grant assistance funding)

Complete detailed list of project revenues and expenses.	<input type="checkbox"/>	Additional Exhibits If Any (List):
Two bids from qualified contractors detailing the cost of the work to be done.	<input type="checkbox"/>	
Drawings detailing all of the work to be completed as part of the project.	<input type="checkbox"/>	
A description/sample of project materials and colors.	<input type="checkbox"/>	
Proof of insurance.	<input type="checkbox"/>	
Must be current on all real estate and personal property taxes.	<input type="checkbox"/>	
No outstanding amounts owed to the City of Stevens Point.	<input type="checkbox"/>	

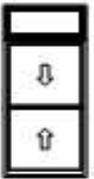
CERTIFICATION AND SIGNATURE

By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete application submittal. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

Signature of Applicant	Date	Signature of Property Owner (If not the Applicant)	Date
	3/21/12		3/21/12

Scope of work included in Facade Improvement Grant Program Application for 1209 Main St. by Robert Welling 3/21/12

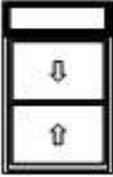
Item	Cost	Estimate supplied by:	Notes
New windows	\$53,100.00	VerHalen, Inc.	These are windows to replace every window on the second floor, and all boarded up first floor windows. They are Pella "Architect" Series, which are a premium wood window with a metal clad exterior. the style of the upstairs windows matches the remaining original windows (Operating double hungs with a fixed transom above). All existing wood windows and trim will be replaced or covered. The color will be bronze, to match the color of new commercial windows scheduled to be installed on the ground level in 2013.
Window installation	\$6,600.00	Welling Woodworks, Inc.	Bid to install all of the above windows.
tuckpointing	\$26,000.00	Dulak Masonry	This price is to tuckpoint the entire building. There is a possibility that we may split this half, with half being done in the summer of 2012, and half being done in the summer of 2013.
fixing main masonry chimney	\$2,000.00	Guess by owner	We have not had this work quoted yet.
Total	\$87700		

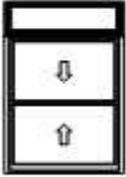
Line #	Location:	Attributes		
10	NORTH WALL	Architect, Double Hung, Architect, Transom, 39.25 X 89.25, Brown, 3-11/16"		
		<u>Item Price</u>	<u>Qty</u>	<u>Ext'd Price</u>
		\$1,008.06	8	\$8,064.48
				
	PK # 491	1: Non-Standard Size Double Hung, Equal Split Frame Size: 39 1/4 X 71 General Information: Standard, Luxury Edition, Clad, Pine Exterior Color / Finish: Standard EnduraClad, Brown Interior Color / Finish: Unfinished Interior Glass: Insulated Low E Advanced Argon Gas Hardware Options: Standard Lock, Champagne, Order Sash Lift Screen: Full Screen, InView Grille: Horizontal Mull 1: FactoryMull, Standard (Horizontal Factory) (0") 2: Non-Standard Size Transom Frame Size: 39 1/4 X 18 1/4 General Information: Standard, Clad, Pine Exterior Color / Finish: Standard EnduraClad, Brown Interior Color / Finish: Unfinished Interior Glass: Insulated Low E Advanced Argon Gas Grille: Wrapping Information: Foldout Fins, Factory Applied, 3-11/16" Factory Applied, Perimeter Length = 257", Glazing Pressure = 60.		
	Viewed From Exterior			
	Rough Opening: 40" X 90"			
	Final Wall Depth: N/A			

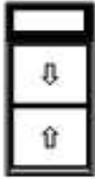
Customer Notes: 8 " SPREAD MULL TO BE CREATED IN FIELD ON SITE THROUGH INSTALLATION

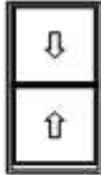
Line #	Location:	Attributes		
15		CUTOM BENT EXTERIOR MULL COVERS 8"		
		<u>Item Price</u>	<u>Qty</u>	<u>Ext'd Price</u>
		\$50.00	4	\$200.00

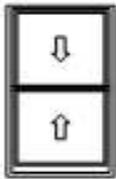
Final Wall Depth: N/A

Line #	Location:	Attributes		
16	WEST WALL	Architect, Monumental Hung, Architect, Transom, 52 X 89.25, Brown, 3-11/16"		
			<u>Item Price</u>	<u>Qty</u>
			\$1,661.78	6
				<u>Ext'd Price</u>
				\$9,970.68
		PK # 491	1: 5271 Double Hung, Equal Split Frame Size: 52 X 71 General Information: Standard, Clad, Pine, Standard Exterior Color / Finish: Standard EnduraClad, Brown Interior Color / Finish: Unfinished Interior Glass: Insulated Low E Advanced Argon Gas Hardware Options: Standard Lock, Champagne, Order Sash Lift Screen: Full Screen, InView Grille: Horizontal Mull 1: FactoryMull, Standard (Horizontal Factory) (0") 2: Non-Standard Size Transom Frame Size: 52 X 18 1/4 General Information: Standard, Clad, Pine Exterior Color / Finish: Standard EnduraClad, Brown Interior Color / Finish: Unfinished Interior Glass: Insulated Low E Advanced Argon Gas Grille: Wrapping Information: Foldout Fins, Factory Applied, 3-11/16" Factory Applied, Perimeter Length = 283", Glazing Pressure = 50.	
	Rough Opening: 52 - 3/4" X 90"			
	Final Wall Depth: N/A			

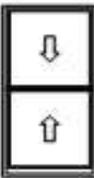
Line #	Location:	Attributes		
20	WEST WALL	Architect, Monumental Hung, Architect, Transom, 56.25 X 89.25, Brown, 3-11/16"		
			<u>Item Price</u>	<u>Qty</u>
			\$1,697.79	7
				<u>Ext'd Price</u>
				\$11,884.53
		PK # 491	1: 56.2571 Double Hung, Equal Split Frame Size: 56 1/4 X 71 General Information: Standard, Clad, Pine, Standard Exterior Color / Finish: Standard EnduraClad, Brown Interior Color / Finish: Unfinished Interior Glass: Insulated Low E Advanced Argon Gas Hardware Options: Standard Lock, Champagne, Order Sash Lift Screen: Full Screen, InView Grille: Horizontal Mull 1: FactoryMull, Standard (Horizontal Factory) (0") 2: Non-Standard Size Transom Frame Size: 56 1/4 X 18 1/4 General Information: Standard, Clad, Pine Exterior Color / Finish: Standard EnduraClad, Brown Interior Color / Finish: Unfinished Interior Glass: Insulated Low E Advanced Argon Gas Grille: Wrapping Information: Foldout Fins, Factory Applied, 3-11/16" Factory Applied, Perimeter Length = 291", Glazing Pressure = 70.	
	Rough Opening: 57" X 90"			
	Final Wall Depth: N/A			

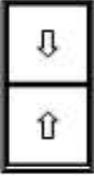
Line #	Location:	Attributes			
25	WEST WALL	Architect, Double Hung, Architect, Transom, 39 X 84, Brown, 3-11/16"	<u>Item Price</u>	<u>Qty</u>	<u>Ext'd Price</u>
			\$972.35	4	\$3,889.40
		<p>PK # 491</p> <p>1: Non-Standard Size Double Hung, Equal Split Frame Size: 39 X 66 General Information: Standard, Luxury Edition, Clad, Pine Exterior Color / Finish: Standard EnduraClad, Brown Interior Color / Finish: Unfinished Interior Glass: Insulated Low E Advanced Argon Gas Hardware Options: Standard Lock, Champagne, Order Sash Lift Screen: Full Screen, InView Grille:</p> <p>Horizontal Mull 1: FactoryMull, Standard (Horizontal Factory) (0") 2: Non-Standard Size Transom Frame Size: 39 X 18 General Information: Standard, Clad, Pine Exterior Color / Finish: Standard EnduraClad, Brown Interior Color / Finish: Unfinished Interior Glass: Insulated Low E Advanced Argon Gas Grille:</p> <p>Wrapping Information: Foldout Fins, Factory Applied, 3-11/16" Factory Applied, Perimeter Length = 246", Glazing Pressure = 65.</p>			
	Rough Opening: 39 - 3/4" X 84 - 3/4"				
	Final Wall Depth: N/A				

Line #	Location:	Attributes			
30	SOUTH WALL	Architect, Double Hung, 34.5 X 68, Brown, 3-11/16"	<u>Item Price</u>	<u>Qty</u>	<u>Ext'd Price</u>
			\$588.80	6	\$3,532.80
		<p>PK # 491</p> <p>1: Non-Standard Size Double Hung, Equal Split Frame Size: 34 1/2 X 68 General Information: Standard, Luxury Edition, Clad, Pine Exterior Color / Finish: Standard EnduraClad, Brown Interior Color / Finish: Unfinished Interior Glass: Insulated Low E Advanced Argon Gas Hardware Options: Standard Lock, Champagne, Order Sash Lift Screen: Full Screen, InView Grille:</p> <p>Wrapping Information: Foldout Fins, Factory Applied, 3-11/16" Factory Applied, Perimeter Length = 205", Glazing Pressure = 70.</p>			
	Rough Opening: 35 - 1/4" X 68 - 3/4"				
	Final Wall Depth: N/A				

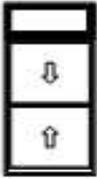
Line #	Location:	Attributes			
35	SOUTH WALL	Architect, Double Hung, 30.25 X 52.5, Brown, 3-11/16"	<u>Item Price</u>	<u>Qty</u>	<u>Ext'd Price</u>
			\$496.74	1	\$496.74
		PK # 491	1: Non-Standard Size Double Hung, Equal Split Frame Size: 30 1/4 X 52 1/2 General Information: Standard, Luxury Edition, Clad, Pine Exterior Color / Finish: Standard EnduraClad, Brown Interior Color / Finish: Unfinished Interior Glass: Insulated Low E Advanced Argon Gas Hardware Options: Standard Lock, Champagne, Order Sash Lift Screen: Full Screen, InView Grille: Wrapping Information: Foldout Fins, Factory Applied, 3-11/16" Factory Applied, Perimeter Length = 166", Glazing Pressure = 105.		
	Rough Opening: 31" X 53.25"				
	Final Wall Depth: N/A				

Line #	Location:	Attributes			
40	SOUTH WALL	Architect, Casement Fixed, 34.5 X 36.75, Brown, 3-11/16"	<u>Item Price</u>	<u>Qty</u>	<u>Ext'd Price</u>
			\$363.23	3	\$1,089.69
		PK # 491	1: Non-Standard Size Fixed Casement Frame Size: 34 1/2 X 36 3/4 General Information: Standard, Clad, Pine Exterior Color / Finish: Standard EnduraClad, Brown Interior Color / Finish: Unfinished Interior Glass: Insulated Low E Advanced Argon Gas Grille: Wrapping Information: Foldout Fins, Factory Applied, 3-11/16" Factory Applied, Perimeter Length = 143", Glazing Pressure = 105.		
	Rough Opening: 35 - 1/4" X 37 - 1/2"				
	Final Wall Depth: N/A				

Line #	Location:	Attributes			
45	ALCOVE	Architect, Double Hung, 34.5 X 68, Brown, 3-11/16"	<u>Item Price</u>	<u>Qty</u>	<u>Ext'd Price</u>
			\$588.80	2	\$1,177.60
		PK # 491	1: Non-Standard Size Double Hung, Equal Split Frame Size: 34 1/2 X 68 General Information: Standard, Luxury Edition, Clad, Pine Exterior Color / Finish: Standard EnduraClad, Brown Interior Color / Finish: Unfinished Interior Glass: Insulated Low E Advanced Argon Gas Hardware Options: Standard Lock, Champagne, Order Sash Lift Screen: Full Screen, InView Grille: Wrapping Information: Foldout Fins, Factory Applied, 3-11/16" Factory Applied, Perimeter Length = 205", Glazing Pressure = 70.		
	Rough Opening: 35 - 1/4" X 68 - 3/4"				
	Final Wall Depth: N/A				

Line #	Location:	Attributes			
50	ALCOVE	Architect, Double Hung, 43.5 X 89, Brown, 3-11/16"	<u>Item Price</u>	<u>Qty</u>	<u>Ext'd Price</u>
			\$928.79	2	\$1,857.58
		PK # 491	1: Non-Standard Size Double Hung, Equal Split Frame Size: 43 1/2 X 89 General Information: Standard, Luxury Edition, Clad, Pine Exterior Color / Finish: Standard EnduraClad, Brown Interior Color / Finish: Unfinished Interior Glass: Insulated Low E Advanced Argon Gas Hardware Options: Standard Lock, Champagne, Order Sash Lift Screen: Full Screen, InView Grille: Wrapping Information: Foldout Fins, Factory Applied, 3-11/16" Factory Applied, Perimeter Length = 265", Glazing Pressure = 65.		
	Rough Opening: 44 - 1/4" X 89 - 3/4"				
	Final Wall Depth: N/A				

Line #	Location:	Attributes			
55	ALCOVE	Architect, Casement Fixed, 34.5 X 81.25, Brown, 3-11/16"	<u>Item Price</u>	<u>Qty</u>	<u>Ext'd Price</u>
			\$839.96	1	\$839.96
		PK # 491	1: Non-Standard Size Fixed Casement Frame Size: 34 1/2 X 81 1/4 General Information: Standard, Clad, Pine Exterior Color / Finish: Standard EnduraClad, Brown Interior Color / Finish: Unfinished Interior Glass: Insulated Low E Advanced Argon Gas Grille: Wrapping Information: Foldout Fins, Factory Applied, 3-11/16" Factory Applied, Perimeter Length = 232", Glazing Pressure = 35.		
	Rough Opening: 35 - 1/4" X 82"				
	Final Wall Depth: N/A				

Line #	Location:	Attributes			
60	EAST WALL	Architect, Double Hung, Architect, Transom, 43.25 X 89.25, Brown, 3-11/16"	<u>Item Price</u>	<u>Qty</u>	<u>Ext'd Price</u>
			\$1,040.66	4	\$4,162.64
		PK # 491	<p>1: Non-Standard Size Double Hung, Equal Split Frame Size: 43 1/4 X 71 General Information: Standard, Luxury Edition, Clad, Pine Exterior Color / Finish: Standard EnduraClad, Brown Interior Color / Finish: Unfinished Interior Glass: Insulated Low E Advanced Argon Gas Hardware Options: Standard Lock, Champagne, Order Sash Lift Screen: Full Screen, InView Grille: Horizontal Mull 1: FactoryMull, Standard (Horizontal Factory) (0")</p> <p>2: Non-Standard Size Transom Frame Size: 43 1/4 X 18 1/4 General Information: Standard, Clad, Pine Exterior Color / Finish: Standard EnduraClad, Brown Interior Color / Finish: Unfinished Interior Glass: Insulated Low E Advanced Argon Gas Grille: Wrapping Information: Foldout Fins, Factory Applied, 3-11/16" Factory Applied, Perimeter Length = 265", Glazing Pressure = 55.</p>		
	Rough Opening: 44" X 90"				
	Final Wall Depth: N/A				

Line #	Location:	Attributes			
65	None Assigned	OCFV0000 - 3" Pella Installation Tape - 150 ft (8 rolls)	<u>Item Price</u>	<u>Qty</u>	<u>Ext'd Price</u>
			\$311.81	1	\$311.81

Thank You For Your Interest In Pella® Products

PELLA WARRANTY:

Pella products are covered by Pella's limited warranties in effect at the time of sale. All applicable product warranties are incorporated into and become a part of this contract. Please see the warranties for complete details, taking special note of the two important notice sections regarding installation of Pella products and proper management of moisture within the wall system. Neither Pella Corporation nor VER HALEN INC will be bound by any other warranty unless specifically set out in this contract. However, Pella Corporation will not be liable for branch warranties which create obligations in addition to or obligations which are inconsistent with Pella written warranties.

Clear opening (egress) information does not take into consideration the addition of a Rolscreen [or any other accessory] to the product. You should consult your local building code to ensure your Pella products meet local egress requirements.

For more information regarding the finishing, maintenance, service and warranty of all Pella® products, visit the Pella® website at www.pella.com

Per the manufacturer's limited warranty, unfinished mahogany exterior windows and doors must be finished upon receipt prior to installing and refinished annually, thereafter. Variations in wood grain, color, texture or natural characteristics are not covered under the limited warranty.

BRANCH WARRANTY:

NOTICE OF LIEN RIGHTS

As required by the Wisconsin construction lien law, VerHalen, Inc DBA Pella hereby notifies owner that persons or companies furnishing labor or materials for the construction on owner's land may have lien rights on owner's land and buildings if not paid. Those entitled to lien rights, in addition to VerHalen, Inc DBA Pella, are those who contract directly with the owner or those who give the owner notice within 60 days after they first furnish labor or materials for the construction. Accordingly, owner probably will receive notices from those who furnish labor or materials for the construction and should give a copy of each notice received to the owner's mortgage lender, if any. VerHalen, Inc DBA Pella agrees to cooperate with the owner and the owner's lender, if any, to see that all potential lien claimants are duly paid.

TERMS & CONDITIONS:

PERFORMANCE: Where no specific date is fixed we shall be allowed reasonable time to make delivery of the materials and perform the work.

DAMAGE, LOSS, DELAY OR DEFAULT THROUGH CAUSES BEYOND OUR CONTROL: We shall not be responsible for default, damage, loss or delay in performance due to labor trouble, fires, accidents, floods, collapse or other causes beyond our control, or due to shortages of materials or transportation facilities resulting from war, national or local emergency, riots, governmental priorities, embargoes and like conditions and regulations. Any and all loss of, or damage to our materials erected or stored on the premises, not caused by us, shall be repaired and replaced by us and the additional cost thereof shall be borne by the purchaser.

WORKING CONDITIONS AND FACILITIES TO BE SUPPLIED BY THE PURCHASER: The purchaser shall make all work surfaces, on which materials are to be supplied, available for work at one time so that the work shall not be interrupted; shall provide surfaces that are clean, dry and in an accessible condition, shall at his own expense cause all obstructions to our work to be removed; shall additionally bear the cost of sending our men to the job, on his notification, before surfaces are ready for the application of our materials, or expense due to any delay during the progress of the work not caused by us; shall allow us free and reasonable use of light, heat, water and power, and the use of available elevators, hoists and other facilities.

DELIVERY: When materials are quoted on the basis of delivery to the jobsite, we provide delivery assistance to the customer's garage only.

INSURANCE: We carry public liability, property damage and workmen's compensation insurance and consequently will not honor any charges against us for such similar coverage. Any expense incurred by us for insurance or bond to cover our liability under any "hold harmless" or "indemnity" clause or clause of a similar nature in any contract, specifications, letter of acceptance or notice submitted by you or your contractors which in any way requires us to assume any liability which is not imposed on us by law, shall be paid by you.

CHANGES IN PLANS OR SPECIFICATIONS: No credit or allowance shall be granted for alterations or modifications in work or materials, unless such credit or allowance has been agreed to by us in writing before such alterations or modifications are made.

GLAZING: Attention is directed to the Consumer Product Safety Act and the Federal Regulation for "Architectural Glazing Materials (16 CFR 1201)." THIS LAW SPECIFIES WHERE THE USE OF TEMPERED GLASS IS MANDATORY. In any instances of claims arising from the use of non-tempered glass, it will be the sole liability of the contractor or customer who accepted the glass as specified in our proposal that the use of such non-tempered glass is not prohibited by law, and that this glass will be used in areas in which non-tempered glass is allowable. Distortion in tempered glass is common and is not considered a defect.

TAXES: Any sales, excise, processing or any other direct tax imposed upon the distributor, sale or application of materials supplied in accordance with this proposal shall be added to the proposal price.

CONSEQUENTIAL DAMAGE: Seller shall not be liable for any direct, indirect or consequential damage or loss for any reasons, including but not limited to: any defect or defects in materials, improper installation, or breakage, bursting leakage.

ACCEPTANCE OF WORK AND MATERIALS: The Customer shall immediately upon delivery inspect all material. All work performed and materials supplied under this Proposal shall be deemed to comply with all terms of the Proposal unless Seller is notified to the contrary within seven (7) days following delivery.

DEFAULTS: If the customer fails to pay pursuant to the terms of this accepted proposal, the Customer agrees to pay all reasonable attorney fees and costs (of whatever nature) incurred by the Seller to obtain collection.

CANCELLATIONS AND/OR CHANGES: All sales are final. Product is ordered based on customer specification and approval via the signed contract.

WARRANTY: Pella products are covered by Pella's limited warranties in effect at the time of sale. All applicable product warranties are incorporated into and become a part of this contract. Please see the warranties for complete details, taking special note of the two important notice sections regarding installation of Pella products and proper management of moisture within the wall system. Neither

Pella Corporation nor VerHalen, Inc. will be bound by any other warranty unless specifically set out in this contract. However, Pella Corporation will not be liable for branch warranties which create obligations in addition to or obligations which are inconsistent with Pella written warranties.

Clear opening (egress) information does not take into consideration the addition of a Rolscreen (or any other accessory) to the product. You should consult your local building code to ensure your Pella products meet local egress requirements.

Per the manufacturer's limited warranty, unfinished mahogany exterior windows and doors must be finished upon receipt prior to installing and refinished annually, thereafter. Variations in wood grain, color, texture or natural characteristics are not covered under the limited warranty.

Prices are valid for 30 days.

NOTICE CONCERNING CONSTRUCTION DEFECTS: Wisconsin law contains important requirements you must follow before you may file a lawsuit for defective construction against the contractor who constructed your dwelling or completed your remodeling project or against a window or door supplier or manufacturer. Section 895.07 (2) and (3) of the Wisconsin statutes requires you to deliver to the contractor a written notice of any construction conditions you allege are defective before you file your lawsuit, and you must provide your contractor or window or door supplier the opportunity to make an offer to repair or remedy the alleged construction defects. You are not obligated to accept any offer made by the contractor or window or door supplier. All parties are bound by applicable warranty provisions.

Customer Name (Please print)

Pella Sales Rep Name (Please print)

Customer Signature

Pella Sales Rep Signature

Date

Date

Order Totals	
Taxable Subtotal	\$47,477.91
Sales Tax @ 5.5%	\$2,611.29
Non-taxable Subtotal	\$0.00
Total	\$50,089.20
Deposit Received	
Amount Due	\$50,089.20