



## CERTIFICATE OF APPROPRIATENESS APPLICATION FORM

Incomplete applications will not be processed for Commission review.

Please print legibly.

**1. HISTORIC NAME OF PROPERTY OR HISTORIC DISTRICT: (if known)**

Sherman Park Neighborhood

**ADDRESS OF PROPERTY:**

2311 N Sherman Blvd

**2. NAME AND ADDRESS OF OWNER:**

Name(s): Michael and Ruthie Jines

Address: 2311 N Sherman Blvd

City: Milwaukee

State: Wisc

ZIP: 53210

Email: Forcemj1@gmail.com

Telephone number (area code & number) Daytime: 414-426-6069

Evening: 414-870-7256

**3. APPLICANT, AGENT OR CONTRACTOR: (if different from owner)**

Name(s):

Address:

City:

State:

ZIP Code:

Email:

Telephone number (area code & number) Daytime:

Evening:

**4. ATTACHMENTS:** (Because projects can vary in size and scope, please call the HPC Office at 414-286-5712 or 414-286-5722 for submittal requirements)

**A. REQUIRED FOR MAJOR PROJECTS:**

☒ Digital photographs of affected areas & all sides of the building

☐ Sketches and Elevation Drawings in PDF form. New construction, major storefront remodels, etc., must provide one set of D or E size drawings and sections

☒ Material and Design Specifications (please attach)

**B. NEW CONSTRUCTION ALSO REQUIRES:**

☐ Floor Plans (show fenestration and approximate wall locations, final floor plans are not required)

☐ Site Plan showing location of project and adjoining structures and fences

**PLEASE NOTE: YOUR APPLICATION CANNOT BE PROCESSED UNLESS  
BOTH PAGES OF THIS FORM ARE PROPERLY COMPLETED.**

5. **DESCRIPTION OF PROJECT:**

Tell us what you want to do. Describe all proposed work including materials, design, and dimensions. Additional pages may be attached via email.

We had to replace some deteriorating windows in our home upstairs. The aluminum storms were falling out of the rotted window frames, and lead dust was being kicked up.

We brought the house in March of 2004, we asked the realtor about the changing of the windows due to some concerns we had. We were told that the only thing we had to be mindful of was that we could not change the structure openings around the windows. We lived with these decaying lead base windows for 21 years. We have since realized that this will be our forever home, and our grandchildren visit a lot. Installing new leadfree windows similar to the aluminum storms that were previously in would not violate any ordinances related to window replacement. We were particular not to install those cheap white vinyl windows which would not match with the color scheme of our home. We supplied pictures and description of windows that were installed.

With the rising cost of energy these days, we had to do something to help control our energy cost. We now realize we should have contacted the Historic Preservation Commission before installing. However we thought we chose windows that matched the color scheme of our home, without changing any structure openings. This project has reduced the lead content in our home in what we see the city of Milwaukee doing to reduce lead exposure in homes.

We have supplied pictures of the interior and exterior of our home to show that no window opening structures have been changed. All trim work is also still intact.

Thank you for your consideration of this matter.

Michael And Ruthie Jines

6. **SIGNATURE OF APPLICANT (owner signature required for demolition):**

Signature

Michael And Ruthie Jines

Please print or type name

11/5/2025

Date

This form and all supporting documentation MUST arrive by 4:00 pm (11:59 pm via email) on the deadline date established to be considered at the next Historic Preservation Commission Meeting. Any information not provided to staff in advance of the meeting will not be considered by the Commission during their deliberation. Please call if you have any questions and staff will assist you.

Email Form to: [hpc@milwaukee.gov](mailto:hpc@milwaukee.gov)

Historic Preservation Commission  
841 N. Broadway, Rm. B1  
Milwaukee, WI 53202

PHONE: (414) 286-5712 or 286-5722

[www.milwaukee.gov/hpc](http://www.milwaukee.gov/hpc)

Or click the **SUBMIT** button to automatically email this form, if using an app such as Outlook or Apple Mail. The submit button does not work with web-based email interfaces.

**SUBMIT**