



# 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)**

North Point North Historic District

**ADDRESS OF PROPERTY:**

2723 E Bradford Ave Milwaukee, WI 53211

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

Name(s): Caitlin and Rick Long

Address: 2723 E Bradford Ave

City: Milwaukee

State: WI

ZIP: 53211

Email: caitlin.r.long@gmail.com

Telephone number (area code & number) Daytime: Evening:

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

Name(s): Design Group Three LLC / Anna Herbert-Morrison & Douglas Moore

Address: 5050 N Port Washington Road

City: Glendale

State: WI

ZIP Code: 53217

Email: anna@designgroupthree.com

Telephone number (area code & number) Daytime: 414.962.5560 Evening: 474.308.6617

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

**A. REQUIRED FOR MAJOR PROJECTS:**

☒ Photographs of affected areas & all sides of the building (annotated photos recommended)

☒ Sketches and Elevation Drawings (1 full size and 1 reduced to 11" x 17" or 8 1/2" x 11")  
A digital copy of the photos and drawings is also requested.

☒ Material and Design Specifications (see next page)

**B. NEW CONSTRUCTION ALSO REQUIRES:**

\_\_\_\_\_ Floor Plans (1 full size and 1 reduced to a maximum of 11" x 17")

\_\_\_\_\_ 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  
AND SIGNED.**

**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 are planning an interior Kitchen remodel and back deck remodel and 36 inch extension.


We will be removing all of the existing deck materials that are deteriorating. This includes the rafters of the pergola structure, decking, railing, existing skirting and lattice. The structure of the existing deck & stairs will remain unless materials are not structurally sound or deteriorating, they will then be replaced. The existing sconces will remain.

The existing pergola posts will now act as the base for the proposed porch roof. The new roof will match the scale of the existing pergola while creating a more functional, covered seating area. The roof will have a painted white cedar fascia and soffit trims. The soffit will be cedar bead board that we plan to stain, but could be painted as well. There will be a rubber roof, that will best match the flat roof directly to the east, and a copper gutter and downspout installed to best match existing. A new pendant light will light the new covered area.

The other new materials proposed include a painted white cedar railing with profiled spindles similar to the existing being remove due to deterioration. The decking will be stained cedar. The deck skirt trim will be painted white cedar. The lattice will be stained cedar and best match the existing lattice style. The stair structure will remain but the decking will be replaced with new. The existing riser heights and tread depths are irregular, therefore we need to even out the risers and treads.

This project will include the replacement of (3) existing french patio doors with cottage-style windows configured in (1) set of three with a single door and (1) 2-wide window on the west wall at the deck. The existing windows are currently wood. The windows and patio door will be Pella Reserve Traditional that have a painted wood exterior, to best match the existing. The new casing trim will be painted wood to best match existing as well. The exterior wall, that will partially fill in where the existing doors are removed, will have new cedar siding that will weather to best match the existing siding.

**6. SIGNATURE OF APPLICANT:**

  
Signature

Anna Herbert-Morrison  
Please print or type name

10/08/2024  
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.

**Mail or Email Form to:**

Historic Preservation Commission  
City Clerk's Office  
841 N. Broadway, Rm. B1  
Milwaukee, WI 53202

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

[hpc@milwaukee.gov](mailto:hpc@milwaukee.gov)

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

**Or click the SUBMIT button to automatically email this form for submission.**

**SUBMIT**