



Department of Neighborhood Services

Jezamil Arroyo-Vega  
Commissioner

Michael Mazmanian  
Deputy Commissioner

## Memorandum

From: Matthew A. Hansen, Manager, Permit & Development Center  
To: Administrative Review Board of Appeals  
Date: June 16, 2025  
Re: 1962 N. Prospect Avenue, Appeal of Quadruple Permit Fee, MCO 200-32-3

---

Parking lot repairs occurred at 1962 N. Prospect Avenue without permits required under the Milwaukee Code of Ordinances (MCO). MCO 200-32-3 provides that the Department of Neighborhood Services may assess quadruple fees for permits where work commenced without required permits. This work was started in September, 2022, as documented by enforcement orders. Permit COM-RPR-24-00024 was therefore assessed quadruple fees per MCO 200-32-3.

Several documents are attached which illustrate that the work was initiated without permit, permits only applied for after litigation, and fees assessed appropriately.

Details of the work, violations and orders, subsequent permit process, and fees are attached:

- |               |  |
|---------------|--|
| Attachment 1. | Executive Summary and Narrative            |
| Attachment 2. | Order to Correct ORD-22-12660              |
| Attachment 3. | Chronology of enforcement for ORD-22-12660 |
| Attachment 4. | Order to Correct ORD-24-01953              |
| Attachment 5. | Chronology of enforcement for ORD-24-01953 |
| Attachment 6. | Comment Log for permit COM-RPR-23-00152    |
| Attachment 7. | Comment Log for permit COM-RPR-24-00024    |
| Attachment 8. | Fee Summary for Permit COM-RPR-24-00024    |

## 1962 N Prospect Ave. Permitting Summary

**EXECUTIVE SUMMARY:**

Parking lot repaving was observed to have been completed at 1962 N Prospect without the required permit and an order was issued to obtain a permit. The order was not complied with and was litigated by DNS in Milwaukee Municipal Court. A permit was then applied for and when plans were approved, a quadruple fee was applied as per MCO 200-32-3.

**NARRATIVE:**

Order #ORD-22-12660 was issued by Inspector Lisa Maney on 9/15/22. See included Order Report and Chronological Record of Enforcement. Inspector Maney observed the new layer of asphalt on 9/15/22 and issued an order to obtain required permits. Contact and enforcement efforts continued until 6/20/23 when Inspector Maney referred her order to our Court Enforcement section for further enforcement. At a hearing on 8/10/23, the order was found to be not in compliance and a fine was set by the court. The order was then closed, and a new complaint was calendared to be issued in six months (to allow for appeal).

On 6/28/23, the paving contractor (Leonard Zammar for Perla Asphalt Maintenance LLC) applied for a permit to repair the paved area at 1962 N Prospect. Communications regarding the permit application were entered in the comment section of the record by DNS staff. Please see the document titled Record Comments for COM-RPR-23-00152. No scope of work or plans were received for this record and it was withdrawn by Plan Examiner Eric Lemmer on 10/17/24.

On 2/5/24, a compliant was generated based on the previously litigated order. On 2/16/24, order #ORD-24-01953 was issued by Inspector Lisa Maney as a follow-up to the litigated order. See included Order Report and Chronological Record of Enforcement. Contact and enforcement efforts continued until the permit was issued on 2/14/25.

On 2/19/24, the property manager (Rheane Banfield for Watercrest Investments) applied for a permit to repair the paved area at 1962 N Prospect. Communications regarding the permit application were entered in the comment section of the record by DNS staff. Please see the document Record Comments for COM-RPR-24-00024. Plans suitable for review were received on or about 8/9/24. Communication continued with revisions being provided until on or about 10/17/24 when final plans were received and a BOZA referral was provided to applicant. BOZA approval was granted on 1/27/25. Permit fees were invoiced on 2/14/25. A quadruple fee was assessed for work done prior to obtaining a permit in accordance with MCO 200-32.3. Stamped and approved plans were provided to the applicant on 2/14/25. On 2/28/25 the permit fees were paid and the permit was moved to an "issued" status.

**RELATED CODE:**

*MCO 200-32-3. INCREASED FEES. a. Where construction is started, or when a premises is occupied without first obtaining a permit inspected under the jurisdiction of the department of neighborhood services, as required by this code, the fees specified in this section may be quadrupled, but the payment of such quadruple fee shall not relieve any person from fully complying with all the regulations of this code in the execution of the work nor from any other penalties prescribed in this code.*



**Department of Neighborhood Services**  
**Enforcement Section**  
**841 N. Broadway**  
**Milwaukee, WI 53202**

**Attachment 2**

Inspection Date  
09/15/2022  
ORD-22-12660

---

---

**INSPECTION REPORT AND ORDER TO CORRECT CONDITION**

---

---

Department Copy

**Re: 1962 N PROSPECT AV**

---

Taxkey #: 356-0507-110

A recent inspection of the premises at the above address revealed conditions that violate the Milwaukee Code of Ordinances. You are hereby ordered to correct each violation listed below by date indicated.

**Correct By Date: 10/19/2022**

1 ) 200-24 PERMITS REQUIRED. Obtain proper permits for all commercial paving alterations. Permit must be issued, inspections conducted, alteration approved and then closed out.

AREA OF CONCERN: Parking lot(s) - paving work without permit. Need to obtain proper permits for all commercial paving alterations. Permit must be issued, inspections conducted, alteration approved and then closed out. (For permit information contact Permit Center (414)286-8210).

For any additional information, please phone Inspector **Lisa Maney at 414-286-3298 or lmaney@milwaukee.gov** between the hours of **8:00 a.m. to 10:00 a.m. Monday through Friday.** Violations can also be viewed on our website at [www.milwaukee.gov/lms](http://www.milwaukee.gov/lms).

Per Commissioner of Neighborhood Services By -

*Lisa Maney*  
Inspector

---

**Recipients:**

1962 PROSPECT LLC, JAMES ALAN CADD (RA) 924 E JUNEAU AVE, MILWAUKEE, WI 53202  
1962 PROSPECT LLC, MICHAEL ORGEMAN(RA) 111 E WISCONSIN AVE, MILWAUKEE, WI 53202  
1962 PROSPECT LLC, 924 E JUNEAU AVE C/O JAMES CADD, MILWAUKEE, WI 53202

**FAILURE TO COMPLY**

Failure to correct the violations noted herein within the time set, or failure to comply with the order as modified by an appellant board and maintain compliance, may subject you to prosecution and to daily penalties of \$150.00 to \$10,000 in the manner provided in Section 200-19.

Also, any infraction of this order may result in a citation under Section 200-12-5 of the Milwaukee Code of Ordinances Volume II.

---

**OFFICIAL NOTICE OF VIOLATION**

*The City of Milwaukee - Department of Neighborhood Services*

---

**RIGHT TO APPEAL**

You may file an appeal within 20 days. The Milwaukee Code of Ordinances requires that a written appeal of this order be received within 20 days of service of this order. If service of this order is made by mail, the appeal shall be received within 30 days or by the compliance date plus 5 days not to exceed 30 days. There is a fee for filing this appeal.

**Violations (excluding zoning violations - Chapter 295) must be appealed to the Code Appeals Secretary, Municipal Building, 1st Floor, 841 N. Broadway, Milwaukee, Wisconsin 53202, phone 414 286-2543.**

Violations of Chapter 295 of the Milwaukee Code of Ordinances must be appealed to the Board of Zoning Appeals, 809 N. Broadway, 1st floor, Milwaukee, Wisconsin 53202, phone 414-286-2501. All appeal applications must include the required information outlined in sec. 295-311-6.

**If an appeal is pursued, it is your responsibility, as the recipient of this order, to file with the appropriate department. Please contact the inspector that issued this order if you are unclear on this issue. Filing an appeal with the incorrect department may render your appeal null and void.**

**TENANT RENT WITHHOLDING**

Uncorrected violations on properties may allow tenants to deposit their rent in an escrow account in the Department of Neighborhood Services under Section 200-22. The Commissioner may withdraw monies from such escrow accounts to make repairs to protect the health, safety and welfare of tenants.

**REINSPECTION FEES**

In accordance with Section 200-33-48, a fee may be charged for any reinspection, except no fee shall be charged for the final reinspection when compliance is recorded. **The fee is \$177.80 for the first reinspection, \$355.60 for the second and all subsequent reinspections. These fees include a 1.6% training and technology surcharge. Reinspection fees shall be a lien upon the real estate where the reinspections were made and shall be assessed and collected as a special tax.** If you wish to contest the assessment of a reinspection fee, contact the inspector, and, if necessary, the inspector's supervisor. If no agreement is reached, an appeal form will be mailed to you, which you can complete and send to the City's Administrative Review Appeals Board. Any question regarding the actual appeal process, please contact the Administrative Review Appeals Board at (414) 286-2221. Please be aware that there is a fee required when filing an appeal.

TRADUCCION EN ESPAÑOL Si Ud, necesite ayuda para la traducción, de esta información, comuníquese con el 'Centro Hispano' Council for the Spanish Speaking, Inc., 614 W. National Avenue, Milwaukee, WI 53204. Teléfono: (414) 928-1600 o Community Advocates, 728 James Lovell Street., Milwaukee WI, 53233, Teléfono: (414) 449-4777

LUS HMOOBYog koj xav tau kev pab txhais cov lus no, thov hu mus rau koomhaum Hmong/American Friendship Association, 3824 West Vliet Street, Milwaukee, WI 53208, xovtooj yog (414) 344-6575.

---

**OFFICIAL NOTICE OF VIOLATION**

*The City of Milwaukee - Department of Neighborhood Services*

---



Department of Neighborhood Services  
Enforcement Section  
841 N. Broadway  
Milwaukee, WI 53202

Attachment 2

Inspection Date  
09/15/2022  
ORD-22-12660

---

---

INSPECTION REPORT AND ORDER TO CORRECT CONDITION

---

---

1962 PROSPECT LLC  
C/O JAMES CADD  
924 E JUNEAU AVE  
MILWAUKEE WI 53202

**Re: 1962 N PROSPECT AV**

---

Taxkey #: 356-0507-110

A recent inspection of the premises at the above address revealed conditions that violate the Milwaukee Code of Ordinances. You are hereby ordered to correct each violation listed below by date indicated.

**Correct By Date: 10/19/2022**

1 ) 200-24 PERMITS REQUIRED. Obtain proper permits for all commercial paving alterations. Permit must be issued, inspections conducted, alteration approved and then closed out.

AREA OF CONCERN: Parking lot(s) - paving work without permit. Need to obtain proper permits for all commercial paving alterations. Permit must be issued, inspections conducted, alteration approved and then closed out. (For permit information contact Permit Center (414)286-8210).

For any additional information, please phone Inspector **Lisa Maney at 414-286-3298 or lmaney@milwaukee.gov** between the hours of **8:00 a.m. to 10:00 a.m. Monday through Friday.** Violations can also be viewed on our website at [www.milwaukee.gov/lms](http://www.milwaukee.gov/lms).

Per Commissioner of Neighborhood Services By -

*Lisa Maney*  
Inspector

---

**Recipients:**

1962 PROSPECT LLC, JAMES ALAN CADD (RA) 924 E JUNEAU AVE, MILWAUKEE, WI 53202  
1962 PROSPECT LLC, MICHAEL ORGEMAN(RA) 111 E WISCONSIN AVE, MILWAUKEE, WI 53202  
1962 PROSPECT LLC, 924 E JUNEAU AVE C/O JAMES CADD, MILWAUKEE, WI 53202

**FAILURE TO COMPLY**

Failure to correct the violations noted herein within the time set, or failure to comply with the order as modified by an appellant board and maintain compliance, may subject you to prosecution and to daily penalties of \$150.00 to \$10,000 in the manner provided in Section 200-19.

Also, any infraction of this order may result in a citation under Section 200-12-5 of the Milwaukee Code of Ordinances Volume II.

---

**OFFICIAL NOTICE OF VIOLATION**

*The City of Milwaukee - Department of Neighborhood Services*

---

**RIGHT TO APPEAL**

You may file an appeal within 20 days. The Milwaukee Code of Ordinances requires that a written appeal of this order be received within 20 days of service of this order. If service of this order is made by mail, the appeal shall be received within 30 days or by the compliance date plus 5 days not to exceed 30 days. There is a fee for filing this appeal.

**Violations (excluding zoning violations - Chapter 295) must be appealed to the Code Appeals Secretary, Municipal Building, 1st Floor, 841 N. Broadway, Milwaukee, Wisconsin 53202, phone 414 286-2543.**

Violations of Chapter 295 of the Milwaukee Code of Ordinances must be appealed to the Board of Zoning Appeals, 809 N. Broadway, 1st floor, Milwaukee, Wisconsin 53202, phone 414-286-2501. All appeal applications must include the required information outlined in sec. 295-311-6.

**If an appeal is pursued, it is your responsibility, as the recipient of this order, to file with the appropriate department. Please contact the inspector that issued this order if you are unclear on this issue. Filing an appeal with the incorrect department may render your appeal null and void.**

**TENANT RENT WITHHOLDING**

Uncorrected violations on properties may allow tenants to deposit their rent in an escrow account in the Department of Neighborhood Services under Section 200-22. The Commissioner may withdraw monies from such escrow accounts to make repairs to protect the health, safety and welfare of tenants.

**REINSPECTION FEES**

In accordance with Section 200-33-48, a fee may be charged for any reinspection, except no fee shall be charged for the final reinspection when compliance is recorded. **The fee is \$177.80 for the first reinspection, \$355.60 for the second and all subsequent reinspections. These fees include a 1.6% training and technology surcharge. Reinspection fees shall be a lien upon the real estate where the reinspections were made and shall be assessed and collected as a special tax.** If you wish to contest the assessment of a reinspection fee, contact the inspector, and, if necessary, the inspector's supervisor. If no agreement is reached, an appeal form will be mailed to you, which you can complete and send to the City's Administrative Review Appeals Board. Any question regarding the actual appeal process, please contact the Administrative Review Appeals Board at (414) 286-2221. Please be aware that there is a fee required when filing an appeal.

TRADUCCION EN ESPAÑOL Si Ud, necesite ayuda para la traducción, de esta información, comuníquese con el 'Centro Hispano' Council for the Spanish Speaking, Inc., 614 W. National Avenue, Milwaukee, WI 53204. Teléfono: (414) 928-1600 o Community Advocates, 728 James Lovell Street., Milwaukee WI, 53233, Teléfono: (414) 449-4777

LUS HMOOBYog koj xav tau kev pab txhais cov lus no, thov hu mus rau koomhaum Hmong/American Friendship Association, 3824 West Vliet Street, Milwaukee, WI 53208, xovtooj yog (414) 344-6575.

---

**OFFICIAL NOTICE OF VIOLATION**

*The City of Milwaukee - Department of Neighborhood Services*

---



Department of Neighborhood Services  
Enforcement Section  
841 N. Broadway  
Milwaukee, WI 53202

Attachment 2

Inspection Date  
09/15/2022  
ORD-22-12660

---

---

INSPECTION REPORT AND ORDER TO CORRECT CONDITION

---

---

1962 PROSPECT LLC  
JAMES ALAN CADD (RA)  
924 E JUNEAU AVE  
MILWAUKEE WI 53202

**Re: 1962 N PROSPECT AV**

---

Taxkey #: 356-0507-110

A recent inspection of the premises at the above address revealed conditions that violate the Milwaukee Code of Ordinances. You are hereby ordered to correct each violation listed below by date indicated.

**Correct By Date: 10/19/2022**

1 ) 200-24 PERMITS REQUIRED. Obtain proper permits for all commercial paving alterations. Permit must be issued, inspections conducted, alteration approved and then closed out.

AREA OF CONCERN: Parking lot(s) - paving work without permit. Need to obtain proper permits for all commercial paving alterations. Permit must be issued, inspections conducted, alteration approved and then closed out. (For permit information contact Permit Center (414)286-8210).

For any additional information, please phone Inspector **Lisa Maney at 414-286-3298 or lmaney@milwaukee.gov** between the hours of **8:00 a.m. to 10:00 a.m. Monday through Friday.** Violations can also be viewed on our website at [www.milwaukee.gov/lms](http://www.milwaukee.gov/lms).

Per Commissioner of Neighborhood Services By -

*Lisa Maney*  
Inspector

---

**Recipients:**

1962 PROSPECT LLC, JAMES ALAN CADD (RA) 924 E JUNEAU AVE, MILWAUKEE, WI 53202  
1962 PROSPECT LLC, MICHAEL ORGEMAN(RA) 111 E WISCONSIN AVE, MILWAUKEE, WI 53202  
1962 PROSPECT LLC, 924 E JUNEAU AVE C/O JAMES CADD, MILWAUKEE, WI 53202

**FAILURE TO COMPLY**

Failure to correct the violations noted herein within the time set, or failure to comply with the order as modified by an appellant board and maintain compliance, may subject you to prosecution and to daily penalties of \$150.00 to \$10,000 in the manner provided in Section 200-19.

Also, any infraction of this order may result in a citation under Section 200-12-5 of the Milwaukee Code of Ordinances Volume II.

---

**OFFICIAL NOTICE OF VIOLATION**

*The City of Milwaukee - Department of Neighborhood Services*

---



**RIGHT TO APPEAL**

You may file an appeal within 20 days. The Milwaukee Code of Ordinances requires that a written appeal of this order be received within 20 days of service of this order. If service of this order is made by mail, the appeal shall be received within 30 days or by the compliance date plus 5 days not to exceed 30 days. There is a fee for filing this appeal.

**Violations (excluding zoning violations - Chapter 295) must be appealed to the Code Appeals Secretary, Municipal Building, 1st Floor, 841 N. Broadway, Milwaukee, Wisconsin 53202, phone 414 286-2543.**

Violations of Chapter 295 of the Milwaukee Code of Ordinances must be appealed to the Board of Zoning Appeals, 809 N. Broadway, 1st floor, Milwaukee, Wisconsin 53202, phone 414-286-2501. All appeal applications must include the required information outlined in sec. 295-311-6.

**If an appeal is pursued, it is your responsibility, as the recipient of this order, to file with the appropriate department. Please contact the inspector that issued this order if you are unclear on this issue. Filing an appeal with the incorrect department may render your appeal null and void.**

**TENANT RENT WITHHOLDING**

Uncorrected violations on properties may allow tenants to deposit their rent in an escrow account in the Department of Neighborhood Services under Section 200-22. The Commissioner may withdraw monies from such escrow accounts to make repairs to protect the health, safety and welfare of tenants.

**REINSPECTION FEES**

In accordance with Section 200-33-48, a fee may be charged for any reinspection, except no fee shall be charged for the final reinspection when compliance is recorded. **The fee is \$177.80 for the first reinspection, \$355.60 for the second and all subsequent reinspections. These fees include a 1.6% training and technology surcharge. Reinspection fees shall be a lien upon the real estate where the reinspections were made and shall be assessed and collected as a special tax.** If you wish to contest the assessment of a reinspection fee, contact the inspector, and, if necessary, the inspector's supervisor. If no agreement is reached, an appeal form will be mailed to you, which you can complete and send to the City's Administrative Review Appeals Board. Any question regarding the actual appeal process, please contact the Administrative Review Appeals Board at (414) 286-2221. Please be aware that there is a fee required when filing an appeal.

TRADUCCION EN ESPAÑOL Si Ud, necesite ayuda para la traducción, de esta información, comuníquese con el 'Centro Hispano' Council for the Spanish Speaking, Inc., 614 W. National Avenue, Milwaukee, WI 53204. Teléfono: (414) 928-1600 o Community Advocates, 728 James Lovell Street., Milwaukee WI, 53233, Teléfono: (414) 449-4777

LUS HMOOBYog koj xav tau kev pab txhais cov lus no, thov hu mus rau koomhaum Hmong/American Friendship Association, 3824 West Vliet Street, Milwaukee, WI 53208, xovtooj yog (414) 344-6575.

---

**OFFICIAL NOTICE OF VIOLATION**

*The City of Milwaukee - Department of Neighborhood Services*

---





Department of Neighborhood Services  
Enforcement Section  
841 N. Broadway  
Milwaukee, WI 53202

Attachment 2

Inspection Date  
09/15/2022  
ORD-22-12660

---

---

INSPECTION REPORT AND ORDER TO CORRECT CONDITION

---

---

1962 PROSPECT LLC  
MICHAEL ORGEMAN(RA)  
111 E WISCONSIN AVE  
MILWAUKEE WI 53202

**Re: 1962 N PROSPECT AV**

---

Taxkey #: 356-0507-110

A recent inspection of the premises at the above address revealed conditions that violate the Milwaukee Code of Ordinances. You are hereby ordered to correct each violation listed below by date indicated.

**Correct By Date: 10/19/2022**

1 ) 200-24 PERMITS REQUIRED. Obtain proper permits for all commercial paving alterations. Permit must be issued, inspections conducted, alteration approved and then closed out.

AREA OF CONCERN: Parking lot(s) - paving work without permit. Need to obtain proper permits for all commercial paving alterations. Permit must be issued, inspections conducted, alteration approved and then closed out. (For permit information contact Permit Center (414)286-8210).

For any additional information, please phone Inspector **Lisa Maney at 414-286-3298 or lmaney@milwaukee.gov** between the hours of **8:00 a.m. to 10:00 a.m. Monday through Friday.** Violations can also be viewed on our website at [www.milwaukee.gov/lms](http://www.milwaukee.gov/lms).

Per Commissioner of Neighborhood Services By -

*Lisa Maney*  
Inspector

---

**Recipients:**

1962 PROSPECT LLC, JAMES ALAN CADD (RA) 924 E JUNEAU AVE, MILWAUKEE, WI 53202  
1962 PROSPECT LLC, MICHAEL ORGEMAN(RA) 111 E WISCONSIN AVE, MILWAUKEE, WI 53202  
1962 PROSPECT LLC, 924 E JUNEAU AVE C/O JAMES CADD, MILWAUKEE, WI 53202

**FAILURE TO COMPLY**

Failure to correct the violations noted herein within the time set, or failure to comply with the order as modified by an appellant board and maintain compliance, may subject you to prosecution and to daily penalties of \$150.00 to \$10,000 in the manner provided in Section 200-19.

Also, any infraction of this order may result in a citation under Section 200-12-5 of the Milwaukee Code of Ordinances Volume II.

---

**OFFICIAL NOTICE OF VIOLATION**

*The City of Milwaukee - Department of Neighborhood Services*

---

**RIGHT TO APPEAL**

You may file an appeal within 20 days. The Milwaukee Code of Ordinances requires that a written appeal of this order be received within 20 days of service of this order. If service of this order is made by mail, the appeal shall be received within 30 days or by the compliance date plus 5 days not to exceed 30 days. There is a fee for filing this appeal.

**Violations (excluding zoning violations - Chapter 295) must be appealed to the Code Appeals Secretary, Municipal Building, 1st Floor, 841 N. Broadway, Milwaukee, Wisconsin 53202, phone 414 286-2543.**

Violations of Chapter 295 of the Milwaukee Code of Ordinances must be appealed to the Board of Zoning Appeals, 809 N. Broadway, 1st floor, Milwaukee, Wisconsin 53202, phone 414-286-2501. All appeal applications must include the required information outlined in sec. 295-311-6.

**If an appeal is pursued, it is your responsibility, as the recipient of this order, to file with the appropriate department. Please contact the inspector that issued this order if you are unclear on this issue. Filing an appeal with the incorrect department may render your appeal null and void.**

**TENANT RENT WITHHOLDING**

Uncorrected violations on properties may allow tenants to deposit their rent in an escrow account in the Department of Neighborhood Services under Section 200-22. The Commissioner may withdraw monies from such escrow accounts to make repairs to protect the health, safety and welfare of tenants.

**REINSPECTION FEES**

In accordance with Section 200-33-48, a fee may be charged for any reinspection, except no fee shall be charged for the final reinspection when compliance is recorded. **The fee is \$177.80 for the first reinspection, \$355.60 for the second and all subsequent reinspections. These fees include a 1.6% training and technology surcharge. Reinspection fees shall be a lien upon the real estate where the reinspections were made and shall be assessed and collected as a special tax.** If you wish to contest the assessment of a reinspection fee, contact the inspector, and, if necessary, the inspector's supervisor. If no agreement is reached, an appeal form will be mailed to you, which you can complete and send to the City's Administrative Review Appeals Board. Any question regarding the actual appeal process, please contact the Administrative Review Appeals Board at (414) 286-2221. Please be aware that there is a fee required when filing an appeal.

TRADUCCION EN ESPAÑOL Si Ud, necesite ayuda para la traducción, de esta información, comuníquese con el 'Centro Hispano' Council for the Spanish Speaking, Inc., 614 W. National Avenue, Milwaukee, WI 53204. Teléfono: (414) 928-1600 o Community Advocates, 728 James Lovell Street., Milwaukee WI, 53233, Teléfono: (414) 449-4777

LUS HMOOBYog koj xav tau kev pab txhais cov lus no, thov hu mus rau koomhaum Hmong/American Friendship Association, 3824 West Vliet Street, Milwaukee, WI 53208, xovtooj yog (414) 344-6575.

---

**OFFICIAL NOTICE OF VIOLATION**

*The City of Milwaukee - Department of Neighborhood Services*

---

# CHRONOLOGICAL RECORD OF ENFORCEMENT

**ADDRESS:** 1962 N PROSPECT AV MILWAUKEE WI

**ORDER #**

**Original Inspection Date:** 09/15/2022

ORD-22-12660

<u>DATE</u>	<u>COMMENT</u>	<u>Comment By</u>
09/19/2022	09/15/2022 - inspection conducted. New layer of asphalt/black top has been put down in parking lots. No permits on file. Order issued to obtain proper permits.	LMANEY
09/19/2022	Spoke with complainant [REDACTED] and advise order issued to obtain a valid permit for any paving work..	LMANEY
09/19/2022	Called and left a voicemail for registration owner Michael Orgeman (RA) 414-276-3400. Advised of complaint and order issued for paving working conducted without a valid permit. Requested a call back to discuss.	LMANEY
09/19/2022	ORDER MAILED FIRST CLASS	MONLEW
09/21/2022	Return call received from Mike advising he is just the RA and I would need to contact the property manager Watercrest Investments 414-276-9000.	LMANEY
09/21/2022	Emailed a copy of the order to Rheane Banfield <rheane@watercrestinvestments.com>.	LMANEY
09/26/2022	RETURN MAIL; INSUFFICIENT ADDRESS; UNABLE TO FORWARD RETURN TO SENDER 111 E WISCONSIN AVENUE	MONLEW
09/30/2022	PRE REINSPECTION FEE LETTER MAILED FIRST CLASS	MONLEW
10/14/2022	RETURN MAIL; INSUFFICIENT ADDRESS; UNABLE TO FOWARD; RETURN TO SENDER 111 E WISCONSIN AVENUE	MONLEW
10/20/2022	10/18/2022 - email communications with Henry Heil <heil.henry@icloud.com> from Perla Asphalt - contractor who completed paving project. He requested an extension on the order since they are having an issue getting someone to draw up the plans needed to get the permit. Advised I would extend the order for 30day from original correct by date. Well reinspect on or after 11/21/2022.	LMANEY
12/20/2022	Re-Inspect-- system checked - no paving permit on record. Emailed contractor & property manager for an update. No fee a this time.	LMANEY
01/25/2023	Re-Inspect-- system checked - no paving permit on file. Issued reinspection fee.	LMANEY
01/25/2023	Emailed property manager Rheane Banfield <rheane@watercrestinvestments.com> & contractor Henry Heil <heil.henry@icloud.com> to advise of the reinspect fee \$203.20 was charged today and the next reinspection fee would be \$406.40, if the violations remain.	LMANEY
01/26/2023	RE INSPECTION FEE LETTER MAILED FIRST CLASS	MONLEW
02/02/2023	Emailed received from both Henry Heil <heil.henry@icloud.com> Perla Asphalt & Rheane Banfield <rheane@watercrestinvestments.com> Property manager. They advised of delays (unable to get proper drawings for permit because of frost - need to wait until April 2023) and wanted the reinspection fee waived. I replied to the email and advised the order was issued in 09/15/2022 with a correct by date of 10/19/2022 and than an extension was granted until 11/19/2022. Advised that the reinspection fees will apply at this point until the permit has been issued, inspected and closed out. Advised that the application can be started online, it just wont move forward until all the required drawings have been submitted. Also advised per the city code of ordinance, because the work was performed without a valid permit a quadruple fee should have applied but as a courtesy, I did not write that into the order. Mentioned that once the permit has been issued, inspected and closed – we can discuss if any of the fees can be removed/reversed. Provided permit center phone number (414)286-8210 and advised to call them with any permitting questions.	LMANEY
04/12/2023	Re-Inspect-System checked - no permit on file. Issued reinspection fee. Emailed parties to advise.	LMANEY
04/12/2023	Email sent to Henry Heil <heil.henry@icloud.com>; Patrick Brotherhood <patrick@watercrestinvestments.com>; Rheane Banfield <rheane@watercrestinvestments.com> to advise of the reinspection fee of \$203.20 was charged today, if violations remain in the first week of May 2023 the reinspection fee of \$406.40 will apply and a possible court referral will be set up.	LMANEY

**ADDRESS:** 1962 N PROSPECT AV MILWAUKEE WI

**Attachment 3**  
**ORDER #**

**Original Inspection Date:** 09/15/2022

ORD-22-12660

04/12/2023	*** correction no fee was charged today. *** May 2023 the \$203.20 fee would apply and a possible court referral.	LMANEY
06/09/2023	System checked - no updates received from contractor or property manager. System was checked - no paving permit on files. Issued reinspection fee and emailed Henry Heil <heil.henry@icloud.com>; Patrick Brotherhood <patrick@watercrestinvestments.com>; Rheane Banfield <rheane@watercrestinvestments.com> to advise that the \$203.20 reinspection fee was charged and a court referral will be set up.	LMANEY
06/09/2023	Fail-Remote - no updates from contractor or property manager. System checked and no paving permit on file. Issued fee and well set up court referral.	LMANEY
06/09/2023	*** correction - emailed to advise the \$406.40 reinspection fee was charged today. ***	LMANEY
06/09/2023	Returned call from Rheane Banfield (Property Manager) 262-355-5090. Rheane advised the Perla Asphalt kept telling them they could do what needed to be done until the ground thawed - it has thawed. She said she has called the contractor & Perla to find out what is going on. She has also called the property owner to advise. I explained that we can only hold onto order for so longer before having to move them on the court section for compliance. Advised to please let the property owner that I would be calling in the coming days to advise - since we have to contact all parties to notify of the court referral.	LMANEY
06/20/2023	Checked system again prior to setting up court referral. No paving permit on file. Called and left a message for listed Registered Owner Michael Orgeman (RA) 414-276-3400 advising of the court referral. Set up court referral.	LMANEY
06/21/2023	Re inspection fee letter mailed first class.	MONLEW
06/26/2023	Ready for prep	JKLOUD
06/26/2023	prepped for service, court 8/10/2023 BR#2	ALUEDK
06/27/2023	Call received from James Cadd (owner/RA)262-893-8184. I advised him that the record has been referred to the court section because the paving work was done without permit. He asked if this goes to the property owner or to the paving company. I advised the property owner. Explained that it is the property owners responsibility to ensure that any working being done on the property is done properly. I provided him with the Permit & Plan Center phone number to answer the permitting questions he had.	LMANEY
06/29/2023	RETURN MAIL; INSUFFICIENT ADDRESS ; UNABLE TO FORWARD; RETURN TO SENDER: 1962 PROSPECT LLC MICHAEL ORGEMAN (RA) 111 E WISCONSIN AVE 53202	MONLEW
07/07/2023	Attempted-Court 08/10/2023 - Branch #2 - Service Attempted	KSURDY
07/11/2023	Mailed / ARR scheduled for 8/10/2023 BR#2	ALUEDK
08/10/2023	8/10/2023 court proceeding, litigated non-compliance	ALUEDK



Department of Neighborhood Services  
Enforcement Section  
841 N. Broadway  
Milwaukee, WI 53202

Attachment 4

Inspection Date  
02/16/2024  
ORD-24-01953

---

---

INSPECTION REPORT AND ORDER TO CORRECT CONDITION

---

---

Department Copy

**Re: 1962 N PROSPECT AV**

---

Taxkey #: 356-0507-110

A recent inspection of the premises at the above address revealed conditions that violate the Milwaukee Code of Ordinances. You are hereby ordered to correct each violation listed below by date indicated.

**Correct By Date:**

- 1 ) \*\*\* Some or all of the violations in this letter have been reissued from a previously litigated order. \*\*\*

**Correct By Date: 04/22/2024**

- 2 ) 200-24 PERMITS REQUIRED. Obtain proper permits for all commercial paving alterations. Permit must be issued, inspections conducted, alteration approved and then closed out.

AREA OF CONCERN: Parking lot(s) - paving work without approved permit. Need to obtain proper permits for all commercial paving alterations. Permit must be issued, inspections conducted, alteration approved and then closed out. (For permit information contact Permit Center (414)286-8210).

For any additional information, please phone Inspector **Lisa Maney at 414-286-3298 or lmaney@milwaukee.gov** between the hours of **8:00 a.m. to 10:00 a.m. Monday through Friday.**

Violations can also be viewed on our website at [www.milwaukee.gov/lms](http://www.milwaukee.gov/lms).

Per Commissioner of Neighborhood Services By -

*Lisa Maney*  
Inspector

---

**Recipients:**

1962 PROSPECT LLC, MICHAEL ORGEMAN(RA) 111 E WISCONSIN AVE, MILWAUKEE, WI 53202  
1962 PROSPECT, LLC, JAMES ALAN CADD (RA) 924 E JUNEAU AVE, MILWAUKEE, WI 53202  
1962 PROSPECT LLC, 924 E JUNEAU AVE C/O JAMES CADD, MILWAUKEE, WI 53202  
1962 PROSPECT LLC, 924 E JUNEAU AVE C/O JAMES CADD, MILWAUKEE, WI 53202

**FAILURE TO COMPLY**

Failure to correct the violations noted herein within the time set, or failure to comply with the order as modified by an appellant board and maintain compliance, may subject you to prosecution and to daily penalties of \$150.00 to \$10,000 in the manner provided in Section 200-19.

---

**OFFICIAL NOTICE OF VIOLATION**

*The City of Milwaukee - Department of Neighborhood Services*

---

Also, any infraction of this order may result in a citation under Section 200-12-5 of the Milwaukee Code of Ordinances Volume II.

#### RIGHT TO APPEAL

You may file an appeal within 20 days. The Milwaukee Code of Ordinances requires that a written appeal of this order be received within 20 days of service of this order. If service of this order is made by mail, the appeal shall be received within 30 days or by the compliance date plus 5 days not to exceed 30 days. There is a fee for filing this appeal.

**Violations (excluding zoning violations - Chapter 295) must be appealed to the Code Appeals Secretary, Municipal Building, 1st Floor, 841 N. Broadway, Milwaukee, Wisconsin 53202, phone 414 286-2543.**

Violations of Chapter 295 of the Milwaukee Code of Ordinances must be appealed to the Board of Zoning Appeals, 809 N. Broadway, 1st floor, Milwaukee, Wisconsin 53202, phone 414-286-2501. All appeal applications must include the required information outlined in sec. 295-311-6.

**If an appeal is pursued, it is your responsibility, as the recipient of this order, to file with the appropriate department. Please contact the inspector that issued this order if you are unclear on this issue. Filing an appeal with the incorrect department may render your appeal null and void.**

#### TENANT RENT WITHHOLDING

Uncorrected violations on properties may allow tenants to deposit their rent in an escrow account in the Department of Neighborhood Services under Section 200-22. The Commissioner may withdraw monies from such escrow accounts to make repairs to protect the health, safety and welfare of tenants.

#### REINSPECTION FEES

In accordance with Section 200-33-48, a fee may be charged for any reinspection, except no fee shall be charged for the final reinspection when compliance is recorded. **The fee is \$203.20 for the first reinspection, \$406.40 for the second and all subsequent reinspections. These fees include a 1.6% training and technology surcharge. Reinspection fees shall be a lien upon the real estate where the reinspections were made and shall be assessed and collected as a special tax.** If you wish to contest the assessment of a reinspection fee, contact the inspector, and, if necessary, the inspector's supervisor. If no agreement is reached, an appeal form will be mailed to you, which you can complete and send to the City's Administrative Review Appeals Board. Any question regarding the actual appeal process, please contact the Administrative Review Appeals Board at (414) 286-2221. Please be aware that there is a fee required when filing an appeal.

TRADUCCION EN ESPAÑOL Si Ud, necesita ayuda para la traducción, de esta información, comuníquese con el 'Centro Hispano' Council for the Spanish Speaking, Inc., 614 W. National Avenue, Milwaukee, WI 53204. Teléfono: (414) 928-1600 o Community Advocates, 728 James Lovell Street., Milwaukee WI, 53233, Teléfono: (414) 449-4777

LUS HMOOBYog koj xav tau kev pab txhais cov lus no, thov hu mus rau koomhaum Hmong/American Friendship Association, 3824 West Vliet Street, Milwaukee, WI 53208, xovtooj yog (414) 344-6575.

---

#### OFFICIAL NOTICE OF VIOLATION

*The City of Milwaukee - Department of Neighborhood Services*

---



Department of Neighborhood Services  
Enforcement Section  
841 N. Broadway  
Milwaukee, WI 53202

Attachment 4

Inspection Date  
02/16/2024  
ORD-24-01953

---

---

INSPECTION REPORT AND ORDER TO CORRECT CONDITION

---

---

1962 PROSPECT LLC  
C/O JAMES CADD  
924 E JUNEAU AVE  
MILWAUKEE WI 53202

**Re: 1962 N PROSPECT AV**

---

Taxkey #: 356-0507-110

A recent inspection of the premises at the above address revealed conditions that violate the Milwaukee Code of Ordinances. You are hereby ordered to correct each violation listed below by date indicated.

**Correct By Date:**

- 1 ) \*\*\* Some or all of the violations in this letter have been reissued from a previously litigated order. \*\*\*

**Correct By Date: 04/22/2024**

- 2 ) 200-24 PERMITS REQUIRED. Obtain proper permits for all commercial paving alterations. Permit must be issued, inspections conducted, alteration approved and then closed out.

AREA OF CONCERN: Parking lot(s) - paving work without approved permit. Need to obtain proper permits for all commercial paving alterations. Permit must be issued, inspections conducted, alteration approved and then closed out. (For permit information contact Permit Center (414)286-8210).

For any additional information, please phone Inspector **Lisa Maney at 414-286-3298 or lmaney@milwaukee.gov** between the hours of **8:00 a.m. to 10:00 a.m. Monday through Friday.**

Violations can also be viewed on our website at [www.milwaukee.gov/lms](http://www.milwaukee.gov/lms).

Per Commissioner of Neighborhood Services By -

*Lisa Maney*  
Inspector

---

**Recipients:**

1962 PROSPECT LLC, MICHAEL ORGEMAN(RA) 111 E WISCONSIN AVE, MILWAUKEE, WI 53202  
1962 PROSPECT, LLC, JAMES ALAN CADD (RA) 924 E JUNEAU AVE, MILWAUKEE, WI 53202  
1962 PROSPECT LLC, 924 E JUNEAU AVE C/O JAMES CADD, MILWAUKEE, WI 53202  
1962 PROSPECT LLC, 924 E JUNEAU AVE C/O JAMES CADD, MILWAUKEE, WI 53202

**FAILURE TO COMPLY**

Failure to correct the violations noted herein within the time set, or failure to comply with the order as modified by an appellant board and maintain compliance, may subject you to prosecution and to daily penalties of \$150.00 to \$10,000 in the manner provided in Section 200-19.

---

**OFFICIAL NOTICE OF VIOLATION**

*The City of Milwaukee - Department of Neighborhood Services*

---



Also, any infraction of this order may result in a citation under Section 200-12-5 of the Milwaukee Code of Ordinances Volume II.

#### RIGHT TO APPEAL

You may file an appeal within 20 days. The Milwaukee Code of Ordinances requires that a written appeal of this order be received within 20 days of service of this order. If service of this order is made by mail, the appeal shall be received within 30 days or by the compliance date plus 5 days not to exceed 30 days. There is a fee for filing this appeal.

**Violations (excluding zoning violations - Chapter 295) must be appealed to the Code Appeals Secretary, Municipal Building, 1st Floor, 841 N. Broadway, Milwaukee, Wisconsin 53202, phone 414 286-2543.**

Violations of Chapter 295 of the Milwaukee Code of Ordinances must be appealed to the Board of Zoning Appeals, 809 N. Broadway, 1st floor, Milwaukee, Wisconsin 53202, phone 414-286-2501. All appeal applications must include the required information outlined in sec. 295-311-6.

**If an appeal is pursued, it is your responsibility, as the recipient of this order, to file with the appropriate department. Please contact the inspector that issued this order if you are unclear on this issue. Filing an appeal with the incorrect department may render your appeal null and void.**

#### TENANT RENT WITHHOLDING

Uncorrected violations on properties may allow tenants to deposit their rent in an escrow account in the Department of Neighborhood Services under Section 200-22. The Commissioner may withdraw monies from such escrow accounts to make repairs to protect the health, safety and welfare of tenants.

#### REINSPECTION FEES

In accordance with Section 200-33-48, a fee may be charged for any reinspection, except no fee shall be charged for the final reinspection when compliance is recorded. **The fee is \$203.20 for the first reinspection, \$406.40 for the second and all subsequent reinspections. These fees include a 1.6% training and technology surcharge. Reinspection fees shall be a lien upon the real estate where the reinspections were made and shall be assessed and collected as a special tax.** If you wish to contest the assessment of a reinspection fee, contact the inspector, and, if necessary, the inspector's supervisor. If no agreement is reached, an appeal form will be mailed to you, which you can complete and send to the City's Administrative Review Appeals Board. Any question regarding the actual appeal process, please contact the Administrative Review Appeals Board at (414) 286-2221. Please be aware that there is a fee required when filing an appeal.

TRADUCCION EN ESPAÑOL Si Ud, necesita ayuda para la traducción, de esta información, comuníquese con el 'Centro Hispano' Council for the Spanish Speaking, Inc., 614 W. National Avenue, Milwaukee, WI 53204. Teléfono: (414) 928-1600 o Community Advocates, 728 James Lovell Street., Milwaukee WI, 53233, Teléfono: (414) 449-4777

LUS HMOOBYog koj xav tau kev pab txhais cov lus no, thov hu mus rau koomhaum Hmong/American Friendship Association, 3824 West Vliet Street, Milwaukee, WI 53208, xovtooj yog (414) 344-6575.

---

#### OFFICIAL NOTICE OF VIOLATION

*The City of Milwaukee - Department of Neighborhood Services*

---



Department of Neighborhood Services  
Enforcement Section  
841 N. Broadway  
Milwaukee, WI 53202

Attachment 4

Inspection Date  
02/16/2024  
ORD-24-01953

---

---

INSPECTION REPORT AND ORDER TO CORRECT CONDITION

---

---

1962 PROSPECT LLC  
C/O JAMES CADD  
924 E JUNEAU AVE  
MILWAUKEE WI 53202

**Re: 1962 N PROSPECT AV**

---

Taxkey #: 356-0507-110

A recent inspection of the premises at the above address revealed conditions that violate the Milwaukee Code of Ordinances. You are hereby ordered to correct each violation listed below by date indicated.

**Correct By Date:**

- 1 ) \*\*\* Some or all of the violations in this letter have been reissued from a previously litigated order. \*\*\*

**Correct By Date: 04/22/2024**

- 2 ) 200-24 PERMITS REQUIRED. Obtain proper permits for all commercial paving alterations. Permit must be issued, inspections conducted, alteration approved and then closed out.

AREA OF CONCERN: Parking lot(s) - paving work without approved permit. Need to obtain proper permits for all commercial paving alterations. Permit must be issued, inspections conducted, alteration approved and then closed out. (For permit information contact Permit Center (414)286-8210).

For any additional information, please phone Inspector **Lisa Maney at 414-286-3298 or lmaney@milwaukee.gov** between the hours of **8:00 a.m. to 10:00 a.m. Monday through Friday.**

Violations can also be viewed on our website at [www.milwaukee.gov/lms](http://www.milwaukee.gov/lms).

Per Commissioner of Neighborhood Services By -

*Lisa Maney*  
Inspector

---

**Recipients:**

1962 PROSPECT LLC, MICHAEL ORGEMAN(RA) 111 E WISCONSIN AVE, MILWAUKEE, WI 53202  
1962 PROSPECT, LLC, JAMES ALAN CADD (RA) 924 E JUNEAU AVE, MILWAUKEE, WI 53202  
1962 PROSPECT LLC, 924 E JUNEAU AVE C/O JAMES CADD, MILWAUKEE, WI 53202  
1962 PROSPECT LLC, 924 E JUNEAU AVE C/O JAMES CADD, MILWAUKEE, WI 53202

**FAILURE TO COMPLY**

Failure to correct the violations noted herein within the time set, or failure to comply with the order as modified by an appellant board and maintain compliance, may subject you to prosecution and to daily penalties of \$150.00 to \$10,000 in the manner provided in Section 200-19.

---

**OFFICIAL NOTICE OF VIOLATION**

*The City of Milwaukee - Department of Neighborhood Services*

---

Also, any infraction of this order may result in a citation under Section 200-12-5 of the Milwaukee Code of Ordinances Volume II.

#### RIGHT TO APPEAL

You may file an appeal within 20 days. The Milwaukee Code of Ordinances requires that a written appeal of this order be received within 20 days of service of this order. If service of this order is made by mail, the appeal shall be received within 30 days or by the compliance date plus 5 days not to exceed 30 days. There is a fee for filing this appeal.

**Violations (excluding zoning violations - Chapter 295) must be appealed to the Code Appeals Secretary, Municipal Building, 1st Floor, 841 N. Broadway, Milwaukee, Wisconsin 53202, phone 414 286-2543.**

Violations of Chapter 295 of the Milwaukee Code of Ordinances must be appealed to the Board of Zoning Appeals, 809 N. Broadway, 1st floor, Milwaukee, Wisconsin 53202, phone 414-286-2501. All appeal applications must include the required information outlined in sec. 295-311-6.

**If an appeal is pursued, it is your responsibility, as the recipient of this order, to file with the appropriate department. Please contact the inspector that issued this order if you are unclear on this issue. Filing an appeal with the incorrect department may render your appeal null and void.**

#### TENANT RENT WITHHOLDING

Uncorrected violations on properties may allow tenants to deposit their rent in an escrow account in the Department of Neighborhood Services under Section 200-22. The Commissioner may withdraw monies from such escrow accounts to make repairs to protect the health, safety and welfare of tenants.

#### REINSPECTION FEES

In accordance with Section 200-33-48, a fee may be charged for any reinspection, except no fee shall be charged for the final reinspection when compliance is recorded. **The fee is \$203.20 for the first reinspection, \$406.40 for the second and all subsequent reinspections. These fees include a 1.6% training and technology surcharge. Reinspection fees shall be a lien upon the real estate where the reinspections were made and shall be assessed and collected as a special tax.** If you wish to contest the assessment of a reinspection fee, contact the inspector, and, if necessary, the inspector's supervisor. If no agreement is reached, an appeal form will be mailed to you, which you can complete and send to the City's Administrative Review Appeals Board. Any question regarding the actual appeal process, please contact the Administrative Review Appeals Board at (414) 286-2221. Please be aware that there is a fee required when filing an appeal.

TRADUCCION EN ESPAÑOL Si Ud, necesita ayuda para la traducción, de esta información, comuníquese con el 'Centro Hispano' Council for the Spanish Speaking, Inc., 614 W. National Avenue, Milwaukee, WI 53204. Teléfono: (414) 928-1600 o Community Advocates, 728 James Lovell Street., Milwaukee WI, 53233, Teléfono: (414) 449-4777

LUS HMOOBYog koj xav tau kev pab txhais cov lus no, thov hu mus rau koomhaum Hmong/American Friendship Association, 3824 West Vliet Street, Milwaukee, WI 53208, xovtooj yog (414) 344-6575.

---

#### OFFICIAL NOTICE OF VIOLATION

*The City of Milwaukee - Department of Neighborhood Services*

---



Department of Neighborhood Services  
Enforcement Section  
841 N. Broadway  
Milwaukee, WI 53202

Attachment 4

Inspection Date  
02/16/2024  
ORD-24-01953

---

---

INSPECTION REPORT AND ORDER TO CORRECT CONDITION

---

---

1962 PROSPECT LLC  
MICHAEL ORGEMAN(RA)  
111 E WISCONSIN AVE  
MILWAUKEE WI 53202

**Re: 1962 N PROSPECT AV**

---

Taxkey #: 356-0507-110

A recent inspection of the premises at the above address revealed conditions that violate the Milwaukee Code of Ordinances. You are hereby ordered to correct each violation listed below by date indicated.

**Correct By Date:**

- 1 ) \*\*\* Some or all of the violations in this letter have been reissued from a previously litigated order. \*\*\*

**Correct By Date: 04/22/2024**

- 2 ) 200-24 PERMITS REQUIRED. Obtain proper permits for all commercial paving alterations. Permit must be issued, inspections conducted, alteration approved and then closed out.

AREA OF CONCERN: Parking lot(s) - paving work without approved permit. Need to obtain proper permits for all commercial paving alterations. Permit must be issued, inspections conducted, alteration approved and then closed out. (For permit information contact Permit Center (414)286-8210).

For any additional information, please phone Inspector **Lisa Maney at 414-286-3298 or lmaney@milwaukee.gov** between the hours of **8:00 a.m. to 10:00 a.m. Monday through Friday.**

Violations can also be viewed on our website at [www.milwaukee.gov/lms](http://www.milwaukee.gov/lms).

Per Commissioner of Neighborhood Services By -

*Lisa Maney*  
Inspector

---

**Recipients:**

1962 PROSPECT LLC, MICHAEL ORGEMAN(RA) 111 E WISCONSIN AVE, MILWAUKEE, WI 53202  
1962 PROSPECT, LLC, JAMES ALAN CADD (RA) 924 E JUNEAU AVE, MILWAUKEE, WI 53202  
1962 PROSPECT LLC, 924 E JUNEAU AVE C/O JAMES CADD, MILWAUKEE, WI 53202  
1962 PROSPECT LLC, 924 E JUNEAU AVE C/O JAMES CADD, MILWAUKEE, WI 53202

**FAILURE TO COMPLY**

Failure to correct the violations noted herein within the time set, or failure to comply with the order as modified by an appellant board and maintain compliance, may subject you to prosecution and to daily penalties of \$150.00 to \$10,000 in the manner provided in Section 200-19.

---

**OFFICIAL NOTICE OF VIOLATION**

*The City of Milwaukee - Department of Neighborhood Services*

---

Also, any infraction of this order may result in a citation under Section 200-12-5 of the Milwaukee Code of Ordinances Volume II.

#### RIGHT TO APPEAL

You may file an appeal within 20 days. The Milwaukee Code of Ordinances requires that a written appeal of this order be received within 20 days of service of this order. If service of this order is made by mail, the appeal shall be received within 30 days or by the compliance date plus 5 days not to exceed 30 days. There is a fee for filing this appeal.

**Violations (excluding zoning violations - Chapter 295) must be appealed to the Code Appeals Secretary, Municipal Building, 1st Floor, 841 N. Broadway, Milwaukee, Wisconsin 53202, phone 414 286-2543.**

Violations of Chapter 295 of the Milwaukee Code of Ordinances must be appealed to the Board of Zoning Appeals, 809 N. Broadway, 1st floor, Milwaukee, Wisconsin 53202, phone 414-286-2501. All appeal applications must include the required information outlined in sec. 295-311-6.

**If an appeal is pursued, it is your responsibility, as the recipient of this order, to file with the appropriate department. Please contact the inspector that issued this order if you are unclear on this issue. Filing an appeal with the incorrect department may render your appeal null and void.**

#### TENANT RENT WITHHOLDING

Uncorrected violations on properties may allow tenants to deposit their rent in an escrow account in the Department of Neighborhood Services under Section 200-22. The Commissioner may withdraw monies from such escrow accounts to make repairs to protect the health, safety and welfare of tenants.

#### REINSPECTION FEES

In accordance with Section 200-33-48, a fee may be charged for any reinspection, except no fee shall be charged for the final reinspection when compliance is recorded. **The fee is \$203.20 for the first reinspection, \$406.40 for the second and all subsequent reinspections. These fees include a 1.6% training and technology surcharge. Reinspection fees shall be a lien upon the real estate where the reinspections were made and shall be assessed and collected as a special tax.** If you wish to contest the assessment of a reinspection fee, contact the inspector, and, if necessary, the inspector's supervisor. If no agreement is reached, an appeal form will be mailed to you, which you can complete and send to the City's Administrative Review Appeals Board. Any question regarding the actual appeal process, please contact the Administrative Review Appeals Board at (414) 286-2221. Please be aware that there is a fee required when filing an appeal.

TRADUCCION EN ESPAÑOL Si Ud, necesita ayuda para la traducción, de esta información, comuníquese con el 'Centro Hispano' Council for the Spanish Speaking, Inc., 614 W. National Avenue, Milwaukee, WI 53204. Teléfono: (414) 928-1600 o Community Advocates, 728 James Lovell Street., Milwaukee WI, 53233, Teléfono: (414) 449-4777

LUS HMOOBYog koj xav tau kev pab txhais cov lus no, thov hu mus rau koomhaum Hmong/American Friendship Association, 3824 West Vliet Street, Milwaukee, WI 53208, xovtooj yog (414) 344-6575.

---

#### OFFICIAL NOTICE OF VIOLATION

*The City of Milwaukee - Department of Neighborhood Services*

---



Department of Neighborhood Services  
Enforcement Section  
841 N. Broadway  
Milwaukee, WI 53202

Attachment 4

Inspection Date  
02/16/2024  
ORD-24-01953

---

---

INSPECTION REPORT AND ORDER TO CORRECT CONDITION

---

---

1962 PROSPECT, LLC  
JAMES ALAN CADD (RA)  
924 E JUNEAU AVE  
MILWAUKEE WI 53202

**Re: 1962 N PROSPECT AV**

---

Taxkey #: 356-0507-110

A recent inspection of the premises at the above address revealed conditions that violate the Milwaukee Code of Ordinances. You are hereby ordered to correct each violation listed below by date indicated.

**Correct By Date:**

- 1 ) \*\*\* Some or all of the violations in this letter have been reissued from a previously litigated order. \*\*\*

**Correct By Date: 04/22/2024**

- 2 ) 200-24 PERMITS REQUIRED. Obtain proper permits for all commercial paving alterations. Permit must be issued, inspections conducted, alteration approved and then closed out.

AREA OF CONCERN: Parking lot(s) - paving work without approved permit. Need to obtain proper permits for all commercial paving alterations. Permit must be issued, inspections conducted, alteration approved and then closed out. (For permit information contact Permit Center (414)286-8210).

For any additional information, please phone Inspector **Lisa Maney at 414-286-3298 or lmaney@milwaukee.gov** between the hours of **8:00 a.m. to 10:00 a.m. Monday through Friday.**

Violations can also be viewed on our website at [www.milwaukee.gov/lms](http://www.milwaukee.gov/lms).

Per Commissioner of Neighborhood Services By -

*Lisa Maney*  
Inspector

---

**Recipients:**

1962 PROSPECT LLC, MICHAEL ORGEMAN(RA) 111 E WISCONSIN AVE, MILWAUKEE, WI 53202  
1962 PROSPECT, LLC, JAMES ALAN CADD (RA) 924 E JUNEAU AVE, MILWAUKEE, WI 53202  
1962 PROSPECT LLC, 924 E JUNEAU AVE C/O JAMES CADD, MILWAUKEE, WI 53202  
1962 PROSPECT LLC, 924 E JUNEAU AVE C/O JAMES CADD, MILWAUKEE, WI 53202

**FAILURE TO COMPLY**

Failure to correct the violations noted herein within the time set, or failure to comply with the order as modified by an appellant board and maintain compliance, may subject you to prosecution and to daily penalties of \$150.00 to \$10,000 in the manner provided in Section 200-19.

---

**OFFICIAL NOTICE OF VIOLATION**

*The City of Milwaukee - Department of Neighborhood Services*

---

Also, any infraction of this order may result in a citation under Section 200-12-5 of the Milwaukee Code of Ordinances Volume II.

#### RIGHT TO APPEAL

You may file an appeal within 20 days. The Milwaukee Code of Ordinances requires that a written appeal of this order be received within 20 days of service of this order. If service of this order is made by mail, the appeal shall be received within 30 days or by the compliance date plus 5 days not to exceed 30 days. There is a fee for filing this appeal.

**Violations (excluding zoning violations - Chapter 295) must be appealed to the Code Appeals Secretary, Municipal Building, 1st Floor, 841 N. Broadway, Milwaukee, Wisconsin 53202, phone 414 286-2543.**

Violations of Chapter 295 of the Milwaukee Code of Ordinances must be appealed to the Board of Zoning Appeals, 809 N. Broadway, 1st floor, Milwaukee, Wisconsin 53202, phone 414-286-2501. All appeal applications must include the required information outlined in sec. 295-311-6.

**If an appeal is pursued, it is your responsibility, as the recipient of this order, to file with the appropriate department. Please contact the inspector that issued this order if you are unclear on this issue. Filing an appeal with the incorrect department may render your appeal null and void.**

#### TENANT RENT WITHHOLDING

Uncorrected violations on properties may allow tenants to deposit their rent in an escrow account in the Department of Neighborhood Services under Section 200-22. The Commissioner may withdraw monies from such escrow accounts to make repairs to protect the health, safety and welfare of tenants.

#### REINSPECTION FEES

In accordance with Section 200-33-48, a fee may be charged for any reinspection, except no fee shall be charged for the final reinspection when compliance is recorded. **The fee is \$203.20 for the first reinspection, \$406.40 for the second and all subsequent reinspections. These fees include a 1.6% training and technology surcharge. Reinspection fees shall be a lien upon the real estate where the reinspections were made and shall be assessed and collected as a special tax.** If you wish to contest the assessment of a reinspection fee, contact the inspector, and, if necessary, the inspector's supervisor. If no agreement is reached, an appeal form will be mailed to you, which you can complete and send to the City's Administrative Review Appeals Board. Any question regarding the actual appeal process, please contact the Administrative Review Appeals Board at (414) 286-2221. Please be aware that there is a fee required when filing an appeal.

TRADUCCION EN ESPAÑOL Si Ud, necesita ayuda para la traducción, de esta información, comuníquese con el 'Centro Hispano' Council for the Spanish Speaking, Inc., 614 W. National Avenue, Milwaukee, WI 53204. Teléfono: (414) 928-1600 o Community Advocates, 728 James Lovell Street., Milwaukee WI, 53233, Teléfono: (414) 449-4777

LUS HMOOBYog koj xav tau kev pab txhais cov lus no, thov hu mus rau koomhaum Hmong/American Friendship Association, 3824 West Vliet Street, Milwaukee, WI 53208, xovtooj yog (414) 344-6575.

---

#### OFFICIAL NOTICE OF VIOLATION

*The City of Milwaukee - Department of Neighborhood Services*

---



# CHRONOLOGICAL RECORD OF ENFORCEMENT

**ADDRESS:** 1962 N PROSPECT AV MILWAUKEE WI

**ORDER #**

**Original Inspection Date:** 02/16/2024

ORD-24-01953

<u>DATE</u>	<u>COMMENT</u>	<u>Comment By</u>
02/19/2024	02/16/2024 Inspection conducted. New layer of asphalt/black top had been put down in parking lots without a valid permit. COM-RPR-23-00152 was never completed - still need hard copies of plans. Original order ORD-22-12660 was litigated non-compliant - New order issued to obtain proper permits.	LMANEY
02/19/2024	02/06/2024 Emailed Rheane Banfield <rheane@watercrestinvestments.com> requested an update on the paving permit COM-RPR-23-00152 (pending plans - no update since 7/12/2023). Advised the court section has passed a litigated non-compliant decision on the original order. Explained that I will need to come out, take pictures, and write a new order. After the first reinspection – if permit has not been completed the \$203.20 reinspection fees would apply and the order will be put into our monthly reinspection program. Which means that every month that the violation remains the reinspection fee of \$406.40 will apply.	LMANEY
02/19/2024	Sending out 2-20-24; Order mailed 1st class mail, due date 4-22-24	RDORCEY
02/19/2024	02/16/2024 email communications with Rheane Banfield <rheane@watercrestinvestments.com>.	LMANEY
02/19/2024	emailed a copy of the order to Rheane Banfield <rheane@watercrestinvestments.com> advised correct by date 4/22/2024. Advised to keep me updated on any progress or delays.	LMANEY
03/01/2024	Pre-inspection fee letter mailed 1st class mail.	RDORCEY
03/05/2024	RETURNED MAIL, RETURN TO SENDER, NOT DELIVERABLE AS ADDRESSED UNABLE TO FORWARD ADDRESSED: 1962 PROSPECT LLC MICHAEL ORGEMAN (RA) 111 E WISCONSIN AVE MILWAUKEE WI 53202	RDORCEY
03/11/2024	RETURN MAIL, RETURN TO SENDER, UNDELIVERABLE AS ADDRESSED, UNABLE TO FORWARD. ADDRESSED: 1962 PROSPECT LLC MICHAEL ORGEMAN (RA) 111 E WISCONSIN AVE 53202	RDORCEY
06/10/2024	06/06/2024 reinspection conducted. Stopped at property (no changes) and checked system. COM-RPR-24-00024 was started and is pending client. Issued fee and will set up monthly referral.	LMANEY
06/12/2024	Called and spoke with Rheane Banfield 262-355-5090 and advised of fee and monthly referral. She advised they are waiting on the Land scaping plans - they are working on it.	LMANEY
06/28/2024	RETURNED MAIL; RETURN TO SENDER; NOT DELIVERABLE AS ADDRESSED; UNABLE TO FORWARD 1962 PROSPECT LLC MICHAEL ORGEMAN(RA) 111 E WISCONSIN AVE MILWAUKEE, WI 53202	AHERZO
08/23/2024	08/22/2024 reinspection conducted. Violation remains. Pending fees. Alderman is looking into issue with property manager/owner.	LMANEY
08/26/2024	08/23/2024 - They have applied for a repair permit, but it is held up do to landscaping requirements. I recently spoke with the property manager and asked her by the end of this week to provide to me if they will be pursuing a variance for the landscaping or if they will comply with the landscaping code and complete the repair permit. For now I am holding off on enforcing the orders because depending on their path I will give them an appropriate extension to complete the process.	MTONEL
09/04/2024	Email communication - Property owner decided to going through with the landscaping requirements to complete COM-RPR-24-00024. Ok per supervisor Mike Tonelli to extend order to allow time for completion and hold off on enforcement. He also authorised to remove the \$203.20 that was charged in June 2024.	LMANEY
09/30/2024	09/26/2024 Reinspection - met with property manager and was provided an update. Also checked system and they are still working with the permit center on the landscaping. Last updated 9/20/2024. No fees a this time.	LMANEY

ADDRESS: 1962 N PROSPECT AV MILWAUKEE WI

Attachment 5  
ORDER #

Original Inspection Date: 02/16/2024

ORD-24-01953

12/03/2024	Remote - system checked - permit still pending landscaping/screen requirements. BZZA-24-00474 in process for variance. No fee at this time.	LMANEY
05/30/2025	Variance passed- parking lot permit issued- construction inspector has provided instructions on details of work to be completed in order to approve and close the permit. Order extended to 08/15/2025. email responded to manager for extension request.	PLARIT

RECORD COMMENTS

1962 N PROSPECT AV – Permit record number COM-RPR-23-00152 – Opened date – 6/28/2023

10/17/2024

withdrawn – see COM-RPR-24-00024  
ELEMM

07/12/2023 Will provide plans

From: Perla Asphalt Maintenance <sealcoatingwisc@gmail.com>  
Sent: Wednesday, July 12, 2023 12:18 PM  
To: Kellbach, Kim <kkellb@milwaukee.gov>  
Subject: Re: 1962 N Prospect Av / COM-RPR-23-00152

It's a parking lot that's already been replaced last year. I'll start by reaching out someone who can work on the set of plans along with the surveys. As soon as I receive all the information needed from them I'll let you know. I will have someone look for engineering services to keep this moving forward and be able to finally pull the permit for this project.

From: Kellbach, Kim  
Sent: Wednesday, July 12, 2023 8:58 AM  
To: 'sealcoatingwisc@gmail.com' <sealcoatingwisc@gmail.com>  
Subject: 1962 N Prospect Av / COM-RPR-23-00152

In regard to your online application you have provided no scope of work to issue a permit. If this is for work on the parking lot please see the attached submittal requirements. We will need 4 sets of plans showing the work along with surveys of the property. You will need to show handicap parking, bicycle parking and landscaping plans. If the area is greater than 1,000 sq ft you will need to submit plumbing plans.

Kim Kellbach  
Permit Technician – Permit & Development Center  
809 N. Broadway, 1st floor, Milwaukee, WI 53202  
P: (414) 286-2606 F: (414) 286-0251  
kkellb@milwaukee.gov  
LMS Land Management System | QLess Online Check-In  
KKELLB

RECORD COMMENTS

1962 N PROSPECT AV – Permit record number COM-RPR-24-00024 – Opened date – 2/19/2024

04/11/2025

The Property Manager Rheane V. picked up the plans  
MONLEW

02/14/2025

stamped plans in bin C8  
ELEMM

12/16/2024

holding for plan review fee and BOZA approval  
ELEMM

10/17/2024

Rob,  
Please see the attached BOZA referral letter. The BOZA staff will follow-up with their requirements for the variance application. Let me know if there is anything else I can help with.  
Thank you,  
Eric Lemmer  
ELEMM

10/14/2024

Revised plans given to Eric  
MEYANG

09/20/2024

Good afternoon Rob,  
Regarding screening along the Northeast property line, our DCD Planner agreed that exception 295-405-3.b.2.c can be applied at the areas where the building on an adjacent lot is closer than 5 feet. In those areas, no screening would be required, although it would be encouraged to provide an opaque fence. In the areas where the distance from the lot line to the building on an adjacent lot is 5 feet or more, one of the screening methods from table 295-405-3-b would be required, or a BOZA variance would be required.  
Thank you,  
Eric Lemmer  
Plan Examiner – Development Center

From: Lemmer, Eric

Sent: Thursday, September 19, 2024 8:09 AM

To: Williams, Rob <Rob.Williams@raSmith.com>

Cc: Rheane Banfield <rheane@watercrestinvestments.com>

Subject: RE: COM-RPR-24-00024; 1962 N Prospect Ave

Good morning Rob,

I've forwarded your question regarding the Northeast screening requirements and section 295-405-3.b-2-c to our principal planner for interpretation. I'll let you know as soon as I hear back.

Regarding the landscaping requirement reductions allowed for existing parking lots, yes,

## RECORD COMMENTS

1962 N PROSPECT AV – Permit record number COM-RPR-24-00024 – Opened date – 2/19/2024

those reductions can be applied here in both cases. Also keep in mind that any landscaping created for screening purposes (such as that at the NW corner) can also be applied to the landscaping area requirements.

Regarding your earlier proposal for plantings in the right of way, here is the reply:

As long as the property owner obtains a DPW permit, more specifically, a Public Way Excavation Non-Utility (PWEN) permit, there should be no issue with having the plantings in the public right-of-way. Generally, I recommend that the designer call in a Digger's Hotline ticket prior to applying for permits as DPW will not approve a permit if there are conflicts with city-owned underground facilities. If assistance to apply for the permit is needed, the applicant should contact the Development Center Tech Team, 414-286-8208.

I should note that a special privilege would be required for installations that are not plants. For example, fencing, curbing, timber ties, or other decorative edging around or in the planter would require a special privilege in addition to the DPW permit. An at-grade planting bed with plants, does not require a special privilege.

This would be applicable to the proposed plantings on the West side of both the North and South lots.

I'll let you know when I have a reply regarding the Northeast screening.

Thanks,

Eric Lemmer

ELEMM

09/10/2024

Good morning Rheane,

As long as the subsurface of the lot was not changed during the process, I will not need elevations for the entire lot. However, in the area where you'll be designating the accessible spots and the access aisle, I will need elevations or identification of slopes.

Thanks,

Eric Lemmer

Plan Examiner – Development Center

From: Rheane Banfield <rheane@watercrestinvestments.com>

Sent: Friday, September 6, 2024 11:20 AM

To: Lemmer, Eric <elemm@milwaukee.gov>

Subject: Re: Fees have been assessed to your application: COM-RPR-24-00024.

Hey Eric,

We are bringing our landscaping up to code and working with RA Smith to get you the plans that you need. I've updated the city inspectors as well.

Do we need the land survey to have elevations on it? Or is that not required?

Thank you,

Rheane Banfield

ELEMM

08/09/2024

From: Lemmer, Eric

Sent: Friday, August 9, 2024 9:48 AM

To: Rheane Banfield

Subject: RE: Fees have been assessed to your application: COM-RPR-24-00024.

Good morning Rheane,

## RECORD COMMENTS

1962 N PROSPECT AV – Permit record number COM-RPR-24-00024 – Opened date – 2/19/2024

I've applied the plan review fees for the permit. I've been reviewing your plans and have prepared a BOZA referral letter for you. I also have some notes that I'll need to have addressed on a revised plan.

First, please pay the amount due for the plan review.

Second, I will forward the variance request letter to you and will copy the BOZA staff. They will communicate to you the necessary steps to be granted a hearing.

Third, please provide a revised plan that addresses the two issues below:

1. Please show the required accessible parking spaces and the route to the accessible entrance. A parking lot of this size, with the current use of the building, requires a minimum of two spaces, one of which must be van accessible.
2. Please show the required work area/clear space around the Fire Department Connection (FDC) and show the required protection around the FDC to prevent damage from vehicle impact.
3. You may choose to hold off on presenting these revisions until BOZA has heard your case. Any changes BOZA may require should be reflected on the plan approved by BOZA and should be presented to me after BOZA approval so that I may issue the permit.

If you have any other questions, please let me know.

Thank you,

Eric Lemmer

Plan Examiner – Development Center

Sent: Friday, August 9, 2024 9:13 AM

To: Lemmer, Eric <elemm@milwaukee.gov>

Subject: Fwd: Fees have been assessed to your application: COM-RPR-24-00024.

Hi Eric,

Can you please clarify the current status of our application?

I received this email and logged in to see we have a fee of \$1,818.64 due.

Thank you,

Rheane Banfield

Property Manager

Watercrest Investments

414-276-9000

----- Forwarded message -----

From: <noreply@accela.com>

Date: Fri, Aug 9, 2024 at 9:05?AM

Subject: Fees have been assessed to your application: COM-RPR-24-00024.

To: <rheane@watercrestinvestments.com>

Fees have been assessed to your application: COM-RPR-24-00024. You can access your application at <http://milwaukee.gov/lms> and submit your payment.

Thank you for the opportunity to serve you.

City of Milwaukee

ELEMM

08/09/2024

invoiced fee for plan review due to alterations necessary to landscaping, screening, and accessibility features.

ELEMM

## RECORD COMMENTS

1962 N PROSPECT AV – Permit record number COM-RPR-24-00024 – Opened date – 2/19/2024

07/15/2024

Good morning Rheane,

I see from the notes on the record that you would like to go to BOZA for a variance regarding the required landscaping. Before I can prepare a letter denying this permit and sending you to BOZA, I need you to provide plans that detail the current landscaping and screening elements and the parking lot striping plan including the elements I noted below (highlighted).

Please let me know if you have any questions.

Thank you,

Eric Lemmer

ELEMM

07/15/2024

From Perla Asphalt Maintenance:

The one thing I can tell you is that all we did was a replacement of the asphalt that was there. No levels or grades were changed we put in there what they had before not checking nothing in regards of rise something or lower something. Nothing was changed except the asphalt mat.

On Monday, July 15, 2024, Perla Asphalt Maintenance <sealcoatingwisc@gmail.com> wrote: Hello to all. Before we event start that project in 2022, the person tagged on this email assured us as a company that that we're gonna ba taking care of all the Permits when one of our partners asked her in site when checking out the work before we started. We asked because us as a comoany we do not pull any permits, that's all the customers responsibility and that time she I from of Henry and Humberto(2 of the owners) told them it to worry about any permit. Do you remember that Rheanne? Also I have a message I can send over here from the property owner where he told me after we kindly tried to process this to stop our efforts as HE was gonna take absolute care of all this issue. I cam help sending any info I might have but I don't or we as a company don't take the full responsibility specially knowing how everything happened.

ELEMM

07/12/2024

Good morning,

I have taken a brief look at the above permit application and will need some more information in order to proceed. The uploaded document indicates "remove worn out asphalt pavement & replace with new asphalt pavement"; I need more detail regarding the proposed work. For instance, how much material is being removed from the surface? Will the substrate being affected? Will there be any re-grading done? When was this work completed?

Additionally, you must provide landscaping and screening plans that show existing landscaping and screening elements and any new elements required by MCO 295-405. As more than 25% of the lot was repaved, the paved areas must comply with the landscaping and screening elements of MCO 295-405.

You must show on the striping plans where short-term bicycle parking will be provided (per MCO 295-404), where ADA spaces are provided (and their dimensions), and must provide clearance and vehicle protections around the existing Fire Department Connections (noted at East corner near Summit Ave).

Thank you,

Eric Lemmer



## RECORD COMMENTS

1962 N PROSPECT AV – Permit record number COM-RPR-24-00024 – Opened date – 2/19/2024

ELEMM

07/11/2024

Plans came back from DPW stating that submittal is not sufficient. Spoke to Eric and he took all submittal and will be reaching out to applicant.

MEYANG

07/10/2024

Plans routed to DPW and Eric

MEYANG

07/10/2024

From: Rheane Banfield <rheane@watercrestinvestments.com>

Sent: Tuesday, July 9, 2024 3:17 PM

To: Yang, Mee <meyang@milwaukee.gov>

Subject: Re: COM-RPR-24-00024; 1962 N Prospect Ave

Hello,

We would like to go to the Board of Zoning in regard to the landscaping for COM-RPR-24-00024.

Should I wait for the letter to contact BOZA or do it right away?

Please let me know if you need any additional information at this time.

Thank you,

Rheane Banfield

Property Manager

Watercrest Investments

414-276-9000

MEYANG

07/09/2024

From: Yang, Mee

Sent: Tuesday, July 9, 2024 8:37 AM

To: Rheane Banfield <rheane@watercrestinvestments.com>

Subject: RE: COM-RPR-24-00024; 1962 N Prospect Ave

Hello,

If you want to go to the Board of Zoning then all I need is just for you to clearly state that so I can have it documented and then distribute your plans. Once the plans are review by a Plan Examiner they will provide you with a referral letter to go to BOZA. This letter is only valid for 30 days so make sure to start your process with them as soon as you can to avoid farther delay. BOZA has their own processing fees and review/hearing timeframe. They can be reach at 414-286-2501.

Best,

Meme Yang

Permit Tech – Permit & Development Center

From: Rheane Banfield <rheane@watercrestinvestments.com>

Sent: Monday, July 8, 2024 2:47 PM

To: Yang, Mee <meyang@milwaukee.gov>

Subject: Re: COM-RPR-24-00024; 1962 N Prospect Ave

Hello,

## RECORD COMMENTS

1962 N PROSPECT AV – Permit record number COM-RPR-24-00024 – Opened date – 2/19/2024

In your original email sent on 5/13 it states the following. "If the owner prefers not to provide code compliant landscaping we'll still need a landscaping plan, and Board of Zoning Appeals approval will be required prior to the issuance of a permit."

Can you please explain more on this? How do we go about discussing this with the Board of Zoning Appeals? This property has been here since the 1920's. It just seems so unnecessary to go through all of this and make changes to our landscaping when all we did was replace existing asphalt in our parking lots. We did not make any changes to the property.

Please advise.

Rheane Banfield

Property Manager

Watercrest Investments

414-276-9000

MEYANG

06/24/2024

From: Rheane Banfield <rheane@watercrestinvestments.com>

Sent: Monday, June 24, 2024 1:13 PM

To: Yang, Mee <meyang@milwaukee.gov>

Subject: Re: COM-RPR-24-00024; 1962 N Prospect Ave

Hello,

I have reached out to the property owners for an update and will follow up with you as soon as I can.

Thank you,

Rheane Banfield

Property Manager

Watercrest Investments

414-276-9000

MEYANG

06/21/2024

From: Yang, Mee

Sent: Friday, June 21, 2024 3:30 PM

To: 'Rheane Banfield' <rheane@watercrestinvestments.com>

Subject: RE: COM-RPR-24-00024; 1962 N Prospect Ave

Hello,

I am following up on the required documents for the project with the address above. Please let me know if you have any questions.

Thank you,

MEYANG

06/07/2024

From: Yang, Mee

Sent: Friday, June 7, 2024 10:06 AM

To: Rheane Banfield <rheane@watercrestinvestments.com>

Subject: COM-RPR-24-00024; 1962 N Prospect Ave

Hello,

I received your voicemails, sorry for the delay. For now we are just waiting for the

## RECORD COMMENTS

1962 N PROSPECT AV – Permit record number COM-RPR-24-00024 – Opened date – 2/19/2024

landscaping plans in order to process the submittal before routing them to the appropriate departments for review. During review if there is any additional information needed the review team will reach out.

Parking lot projects often have an erosion control permit that goes into review with them. Since the project scope is a replace/repair I am not sure about land disturbance. Attached is an erosion control form, please have your team look over the form and have it fill out and return by email or with the landscape plans. If your team determined that it is not needed please still fill it out so we can have it document.

Thank you,  
MEYANG

06/04/2024

From: Rheane Banfield <rheane@watercrestinvestments.com>

Sent: Tuesday, June 4, 2024 12:38 PM

To: Yang, Mee <meyang@milwaukee.gov>

Subject: Re: COM-RPR-24-00024; 1962 N Prospect Ave

Hi Yang,

We are working with Pinnacle Engineering to get the required landscape plans over to you. I'm hoping to have the new plans submitted within the next couple weeks.

Thank you!

Rheane Banfield  
Property Manager  
Watercrest Investments  
414-276-9000  
MEYANG

06/04/2024

From: Yang, Mee

Sent: Tuesday, June 4, 2024 12:34 PM

To: 'rheane@watercrestinvestments.com' <rheane@watercrestinvestments.com>

Subject: COM-RPR-24-00024; 1962 N Prospect Ave

Hello,

We did not hear anything back for almost a month and is following up on the required documents. Let us know if you have any questions.

Thank you,  
MEYANG

05/13/2024

Plans on Mimi's desk

From: Yang, Mee

Sent: Monday, May 13, 2024 9:51 AM

To: rheane@watercrestinvestments.com

Subject: COM-RPR-24-00024; 1962 N Prospect Ave

Hello,

The Development Center received plans for the parking pavement project for 1962 N Prospect Ave. The landscape and screening provided in the plans are insufficient. Below are some key points that were in Laura's email, make sure to go over the guides and provide us with the proper landscaping plans.

## RECORD COMMENTS

1962 N PROSPECT AV – Permit record number COM-RPR-24-00024 – Opened date – 2/19/2024

Review landscaping requirements. Code compliance is required for all new and resurfaced parking lots and vehicular circulation areas. See below for more information. Please be aware there are mandatory screening requirements and, in addition, landscaping requirements. See the code for more detail on that remark. Your plan review will go more smoothly if you include a tabular summary indicating that requirements are satisfied (e.g. linear feet of screening required, type required, type provided, as well as area of landscaping required and amount provided) in addition to the specific landscaping plan requirements noted in our code. ( If we can see what your conclusions were and how they were derived, the review will be completed more quickly and with fewer questions)

With regard to landscaping and plan detail, provide four copies of a landscaping plan with sufficient detail to demonstrate code compliance (planting schedule with common name, botanical name, size at time of planting, etc. – see specific requirements in 295-405-1-c) in addition to four copies of the plat of survey (or engineered site plan with equivalent detail) with striping plan, spot grades, etc. Use this link to find the landscaping requirements: <https://city.milwaukee.gov/ImageLibrary/Groups/ccClerk/Ordinances/Volume-2/CH295-sub4.pdf> (landscaping begins on page 738 – Milwaukee Code of Ordinances 295-405)

Here's a link to the guidebook. In the case of any difference between the ordinance and the guidebook, the ordinance rules. <http://city.milwaukee.gov/LandscapeGuide>

If the owner prefers not to provide code compliant landscaping we'll still need a landscaping plan, and Board of Zoning Appeals approval will be required prior to the issuance of a permit.

Let me know if you have any additional questions.

Thank you,

MEYANG

03/15/2024

From: Avila, Laura

Sent: Friday, March 15, 2024 8:47 AM

To: 'tim@hayesengr.com' <tim@hayesengr.com>

Subject: 1962 N Prospect Ave- Parking lot Submittal

From: Avila, Laura

Sent: Tuesday, February 20, 2024 4:23 PM

To: rheane@watercrestinvestments.com

Subject: 1962 N. Prospect Ave=- COM-RPR-24-00024

Hello we received your online application for parking lot work located at 1962 N Prospect, this scope of work requires a full submittal. Please provide 4 sets of wet stamped and signed, parking lot plans to our office. When you do please reference the permit number you received online. I have provided our plan exam application to be attached to your submittal. Below you can find more parking lot repair/ alteration submittal requirements to guide you in your permit submittal. Thank you

#### PARKING LOT IMPROVEMENTS

Any work on a parking lot or vehicular circulation area requires a plan (4 copies, printed to scale, with sufficient information to ascertain code compliance, and with line weights adequately differentiated – property line!) and a permit.

- If the parking lot is changing size or shape a survey is required. The plat of survey must include proposed improvements, spot grades, location of landscaping, etc. and all dimensions, spot grades, etc. required by Milwaukee Code of Ordinances. Link to info: <https://city.milwaukee.gov/ImageLibrary/Groups/dnsAuthors/permits/Documents/Surveyof>

## RECORD COMMENTS

1962 N PROSPECT AV – Permit record number COM-RPR-24-00024 – Opened date – 2/19/2024

Property\_rvsd020719.pdf

- If the parking lot is milled to its base, pulverized or regraded the plan must include proposed improvements, spot grades, landscaping, paving section, accessible route, etc.
- Review landscaping requirements. Code compliance is required for all new and resurfaced parking lots and vehicular circulation areas. See below for more information. Please be aware there are mandatory screening requirements and, in addition, landscaping requirements. See the code for more detail on that remark. Your plan review will go more smoothly if you include a tabular summary indicating that requirements are satisfied (e.g. linear feet of screening required, type required, type provided, as well as area of landscaping required and amount provided) in addition to the specific landscaping plan requirements noted in our code. ( If we can see what your conclusions were and how they were derived, the review will be completed more quickly and with fewer questions)
- Be certain to address accessibility requirements including, but not limited to, required number, location and signage for accessible stalls, construction details (including slopes) for accessible route to entrance and to public way. For design, please refer to ICC/ANSI A117.1-2009; for number, location and route please refer to 2015 IBC ch. 11. Provide detail for accessible stall and accessible route to building entrance at minimum 1/8" scale per Milwaukee Code of Ordinances 200-26-1-e-2. Ensure this detail includes spot grades and calculated slopes to demonstrate satisfaction of all related design provisions including, but not limited to, running slope and cross slope. It is acknowledged that the 1/8" minimum scale required per MCO is an architectural scale rather than an engineering scale; for practical reasons we will accept civil plan details at 1:10 (a standard engineering scale). At this link you will find an info sheet with basic information about parking lot submittal <http://city.milwaukee.gov/DNS/planning/ParkingLot.pdf>

With regard to landscaping and plan detail, provide four copies of a landscaping plan with sufficient detail to demonstrate code compliance (planting schedule with common name, botanical name, size at time of planting, etc. – see specific requirements in 295-405-1-c) in addition to four copies of the plat of survey (or engineered site plan with equivalent detail) with striping plan, spot grades, etc. Use this link to find the landscaping requirements:

<https://city.milwaukee.gov/ImageLibra>

LAUAVIL

03/05/2024

From: Avila, Laura

Sent: Tuesday, February 20, 2024 4:23 PM

To: rheane@watercrestinvestments.com

Subject: 1962 N. Prospect Ave=- COM-RPR-24-00024

Hello we received your online application for parking lot work located at 1962 N Prospect, this scope of work requires a full submittal. Please provide 4 sets of wet stamped and signed, parking lot plans to our office. When you do please reference the permit number you received online. I have provided our plan exam application to be attached to your submittal. Below you can find more parking lot repair/ alteration submittal requirements to guide you in your permit submittal. Thank you

#### PARKING LOT IMPROVEMENTS

Any work on a parking lot or vehicular circulation area requires a plan (4 copies, printed to scale, with sufficient information to ascertain code compliance, and with line weights adequately differentiated – property line!) and a permit.

- If the parking lot is changing size or shape a survey is required. The plat of survey

## RECORD COMMENTS

1962 N PROSPECT AV – Permit record number COM-RPR-24-00024 – Opened date – 2/19/2024

must include proposed improvements, spot grades, location of landscaping, etc. and all dimensions, spot grades, etc. required by Milwaukee Code of Ordinances. Link to info: [https://city.milwaukee.gov/ImageLibrary/Groups/dnsAuthors/permits/Documents/SurveyofProperty\\_rvsd020719.pdf](https://city.milwaukee.gov/ImageLibrary/Groups/dnsAuthors/permits/Documents/SurveyofProperty_rvsd020719.pdf)

- If the parking lot is milled to its base, pulverized or regraded the plan must include proposed improvements, spot grades, landscaping, paving section, accessible route, etc.
- Review landscaping requirements. Code compliance is required for all new and resurfaced parking lots and vehicular circulation areas. See below for more information. Please be aware there are mandatory screening requirements and, in addition, landscaping requirements. See the code for more detail on that remark. Your plan review will go more smoothly if you include a tabular summary indicating that requirements are satisfied (e.g. linear feet of screening required, type required, type provided, as well as area of landscaping required and amount provided) in addition to the specific landscaping plan requirements noted in our code. ( If we can see what your conclusions were and how they were derived, the review will be completed more quickly and with fewer questions)

- Be certain to address accessibility requirements including, but not limited to, required number, location and signage for accessible stalls, construction details (including slopes) for accessible route to entrance and to public way. For design, please refer to ICC/ANSI A117.1-2009; for number, location and route please refer to 2015 IBC ch. 11. Provide detail for accessible stall and accessible route to building entrance at minimum 1/8" scale per Milwaukee Code of Ordinances 200-26-1-e-2. Ensure this detail includes spot grades and calculated slopes to demonstrate satisfaction of all related design provisions including, but not limited to, running slope and cross slope. It is acknowledged that the 1/8" minimum scale required per MCO is an architectural scale rather than an engineering scale; for practical reasons we will accept civil plan details at 1:10 (a standard engineering scale). At this link you will find an info sheet with basic information about parking lot submittal <http://city.milwaukee.gov/DNS/planning/ParkingLot.pdf>

With regard to landscaping and plan detail, provide four copies of a landscaping plan with sufficient detail to demonstrate code compliance (planting schedule with common name, botanical name, size at time of planting, etc. – see specific requirements in 295-405-1-c) in addition to four copies of the plat of survey (or engineered site plan with equivalent detail) with striping plan, spot grades, etc. Use this link to find the landscaping requirements: <https://city.milwaukee.gov/ImageLibrary/Groups/ccClerk/Ordinances/Volume-2/CH295-sub4.pdf> (landscaping begins on page 738 – Milwaukee Code of Ordinances 295-405)

Here's a link to the guidebo

LAUAVIL

Fee Summary: COM-RPR-24-00024  
1692 N Prospect Ave

Cost of Construction	\$114,000
Project Work Area	31,406 Square Feet

Fee Name	Value	Explanation
Permit Fee	\$7,296.00	1.6% Cost of Construction (MCO 200-33-2.a) Multiplied by 4 (MCO 200-32-3)
Training and Technology Surcharge	\$116.74	1.6% of Permit Fee (MCO 200-33-61.7)
Plan Exam Fee	\$1,790	Per code table and Project Work Area (MCO 20-33-35)
Training and Technology Surcharge	\$28.64	1.6% of Plan Exam Fee (MCO 200-33-61.7)
Processing Fee	\$10.00	Processing fee (MCO 200-33-2.d)
Total	\$9,241.38	

Note:

Permit application was made in February, 2024. Fees were assessed based on the effective fee schedule at that time, as adopted in Council file 18077. Fees have since been updated in the 2025 fee ordinance, effective January 1, 2025.