



## CERTIFICATE OF APPROPRIATENESS APPLICATION FORM

Incomplete applications will not be processed for Commission review.  
Please print legibly.

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

**ADDRESS OF PROPERTY:**

2618 N Hackett Avenue

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

Name(s): St Mark's Episcopal Church

Address: 2618 N Hackett Avenue

City: Milwaukee State: WI ZIP: 53211

Email: juniorwarden@stmarksmilwaukee.org

Telephone number (area code & number) Daytime: 414-899-6728 Evening: \_\_\_\_\_

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

Name(s): Community Roofing

Address: 1776 N Water Street

City: Milwaukee State: WI ZIP Code: 53202

Email: Josh.fraundorf@gmail.com

Telephone number (area code & number) Daytime: (414) 232-0754 Evening: \_\_\_\_\_

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

**A. REQUIRED FOR MAJOR PROJECTS:**

Digital photographs of affected areas & all sides of the building

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

Material and Design Specifications (please attach) On page 2

**B. NEW CONSTRUCTION ALSO REQUIRES:**

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

Site Plan showing location of project and adjoining structures and fences

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

**5. DESCRIPTION OF PROJECT:**

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

This is a roof replacement project due to storm damage in an April 2026 storm.

Shingle selected: Malarky Legacy dimensional shingle which is a Class 4 impact rated shingle in storm gray.

Josh stated in an email exchange on May 13th that Tim would approve this shingle.

See attached .pdf of detailed contract details

See attached detail of existing church damage

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

Leslie McCormick  
 Signature Leslie McCormick Junior Warden June 3 2025

\_\_\_\_\_  
 Please print or type name Date

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

**Email Form to:** hpc@milwaukee.gov  
 Historic Preservation Commission  
 841 N. Broadway, Rm. B1  
 Milwaukee, WI 53202

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

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

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

**SUBMIT**