



# 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)  
Townsend Street School  
**ADDRESS OF PROPERTY:**  
3360 N. Sherman Blvd.
  
2. **NAME AND ADDRESS OF OWNER:**  
Name(s): Milwaukee Public Schools, Attention Mark Bethel  
Address: 1124 N. 11th Street  
City: Milwaukee State: WI ZIP: 53233  
Email: bethelmd@milwaukee.k12.wi.us  
Telephone number (area code & number) Daytime: 414-283-4706 Evening: 414-659-3857
  
3. **APPLICANT, AGENT OR CONTRACTOR:** (if different from owner)  
Name(s): Christopher D. Kidd, AIA,ALA,NCARB  
Address: 422 N. 15th St.  
City: Milwaukee State: WI ZIP Code: 53233  
Email: c.kidd@cka-ae.com  
Telephone number (area code & number) Daytime: 262-901-0505 Evening: 414-217-4227
  
4. **ATTACHMENTS:** (Because projects can vary in size and scope, please call the HPC Office at 414-286-5712 for submittal requirements)
  - A. **REQUIRED FOR MAJOR PROJECTS:**
    - Photographs of affected areas & all sides of the building (annotated photos recommended)
    - Sketches and Elevation Drawings (1 full size and 1 reduced to 11" x 17" or 8 1/2" x 11")  
A digital copy of the photos and drawings is also requested.
    - Material and Design Specifications (see next page)
  - B. **NEW CONSTRUCTION ALSO REQUIRES:**
    - Floor Plans (1 full size and 1 reduced to a maximum of 11" x 17")
    - Site Plan showing location of project and adjoining structures and fences

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

5. DESCRIPTION OF PROJECT:

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

This project's focus is the replacement of the existing disintegrating single-pane wood window system with a historically accurate energy efficient window system. The window system that we are proposing is a double pane aluminum framed system. This system offers an energy efficient design and has been utilized for historic building window replacement projects throughout the United States. The installation of this energy efficient system will bring comfort to the building occupants and reduce energy costs for the overall facility. The system that we are proposing also provides a minimal maintenance window system, which is important to MPS.

The window system that we are proposing is an aluminum window frame system (thermally broken) with double pane glazing (with insulating gas between the panes). The proposed window system will match the profiles and dimensions of the existing system.

See attached for details

6. SIGNATURE OF APPLICANT:

Christopher D. Kidd AIA, ALA, NCARB  
Signature

Christopher D. Kidd AIA, ALA, NCARB

Please print or type name

8-14-2024

Date

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

**Hand Deliver or Mail Form to:**  
Historic Preservation Commission  
City Clerk's Office  
200 E. Wells St. Room B-4  
Milwaukee, WI 53202

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

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

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

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

**SUBMIT**