



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 Avenue

ADDRESS OF PROPERTY:

2618 N Hackett

2. NAME AND ADDRESS OF OWNER:

Name(s): St. Mark's Episcopal Church

Address: 2618 N Hackett Ave

City: Milwaukee

State: WI

ZIP: _____

Email: _____

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

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

Name(s): Ron Tunis, V.P. in charge Bldg/Grounds

Address: 1825 N Riverwalk Way

City: Milwaukee

State: WI

ZIP Code: 53212

Email: mrca bana 2u@gmail.com

Telephone number (area code & number) Daytime: 414-640-5818 Evening: _____

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.

See Attached

6. SIGNATURE OF APPLICANT:

Signature

Please print or type name

R. E. Tunis

Date

May 31, 2017

This form and all supporting documentation **MUST** arrive by 12:00 noon 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

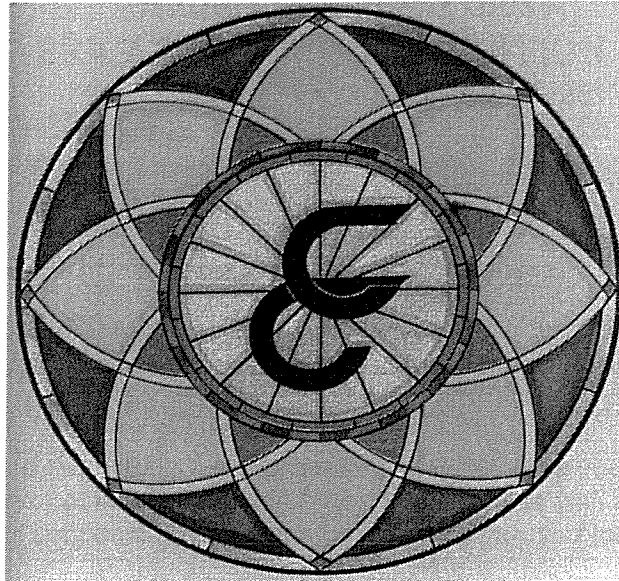
PHONE: (414) 286-5722

FAX: (414) 286-3004

www.milwaukee.gov/hpc

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

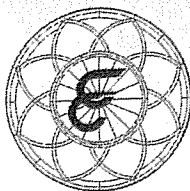
SUBMIT



This Proposal was created for:

St Mark's Episcopal Church
2618 North Hackett Ave.
Milwaukee, WI 53211

ATTN: Ron Tunis



CATHEDRAL CRAFTS INC.

Studios of Stained Glass

DESIGN * FABRICATION * RESTORATION * PROTECTION

April 4, 2017

Ron Tunis
St Mark's Episcopal Church
2618 North Hackett Ave.
Milwaukee, WI 53211

Dear Ron Tunis

I would first like to thank you for taking the time to meet with me while visiting you and St Mark's Episcopal Church.

As per our discussion I am submitting three proposals that will allow you to choose stages to fit your budget. There is a proposal for each side of the sanctuary as well as the chapel. You will note that due to the low cost of proposal three for the chapel windows you must accept it with one of the other proposals

The enclosed proposals include my recommendations for the installation of our exclusive aesthetically sensitive protective covering system in a custom perimeter frame utilizing 1/4" clear acrylic Plexiglas. You could substitute 1/4" plate glass or Lexan polycarbonate exterior glazing at a slight additional cost. We will also install a removable covering over the operation ventilators that you can remove and replace seasonally.

Cathedral Crafts Inc. is a national company with a localized approach. As a smaller studio, we enjoy being able to offer very personalized service in your local area. We utilize our own craftsman, both on-site and in studio. A broader access to suppliers and the ability to buy in volume allows us to share the savings with you. Our studio has a 45+ year history of new installations and restorations in nearly every state in the nation. We are a financially sound and debt free company which allows us to offer you substantial savings over the competition.

Our custom protective covering systems are designed for the uniqueness of each individual window. We have spent many decades researching and developing our Custom protective covering systems. We have installed and applied our systems to thousands of valuable stained glass windows nationwide to ensure unsurpassed protection and long lasting beauty. All of our systems are individually custom fabricated to each window to be aesthetically sensitive to the exterior appearance of the stained glass windows as well as the buildings overall appearance.

Cathedral Crafts Inc. is one of America's oldest and most respected studios. We have provided repair and restoration services for Thousands of churches as well as custom design and fabrication of new leaded glass windows. What sets us apart from other studios is our skilled craftsmen, we employ the best of the best for our artisans, glaziers and craftsmen as well as our support staff. Our vast experience and expertise will prove to be the best solution for your restoration and protection.

St Mark's Episcopal Church
Milwaukee, WI 53211
Page 2

Please keep me updated as to the status of your project and feel free to call me at any time if you have any questions or concerns. If you require any additional information, please feel free to give me a call. You may reach me toll free at 1-800-535-2965.

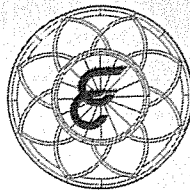
We look forward to the opportunity of working with you.

Sincerely,

Karl Erickson

Karl Erickson
Studio Representative/Project Manager
Cathedral Crafts Inc.
KHE/dp

P.S. Cathedral Crafts Inc. is on the Internet. To find out more about our studio and to see further examples of our work look for us at www.cathedralcrafts.com



CATHEDRAL CRAFTS INC.

Studios of Stained Glass

FOLLOWING, PLEASE FIND A COMPLETE PROPOSAL PREPARED ESPECIALLY FOR:

Date: April 4, 2017

ST MARK'S EPISCOPAL CHURCH, 2618 NORTH HACKETT AVE., MILWAUKEE, WI 53211

ATTN: Ron Tunis

CHURCH PHONE: (414) 962-0500

PROPOSAL #1:

This Proposal begins in the Chapel and proceeds In a CLOCKWISE direction.

Window #1: Chapel.

- We will remove the existing exterior storm covering.
- The exterior surface of the stained glass windows will be cleaned and polished.
- The exterior glazing putty where loose will be replaced with a flexible sealant to allow for the lateral expansion and contraction of the leaded glass panels.
- The exterior wood frame will be scraped of all loose paint, we will apply 1 coat of primer, all wood seams and joints will be caulked. We will apply 2 complete coats of paint (church to determine color).
- We will install our custom permanent protective covering storm system in an anodized aluminum extrusion to encompass the entire window from brick to brick.
- The recommended exterior glazing material is 1/4" acrylic Plexiglas. Other options include 1/4" Lexan XL 10 or 1/4" clear float glass.

Window #2: Chapel.

- We will remove the existing exterior storm covering.
- The exterior surface of the stained glass windows will be cleaned and polished.
- The exterior glazing putty where loose will be replaced with a flexible sealant to allow for the lateral expansion and contraction of the leaded glass panels.
- The exterior wood frame will be scraped of all loose paint, we will apply 1 coat of primer, all wood seams and joints will be caulked. We will apply 2 complete coats of paint (church to determine color).
- We will install our custom permanent protective covering storm system in an anodized aluminum extrusion to encompass the entire window from brick to brick.
- The recommended exterior glazing material is 1/4" acrylic Plexiglas. Other options include 1/4" Lexan XL 10 or 1/4" clear float glass.

Window #3: Between Chapel and Sanctuary.

- We will remove the existing exterior storm covering.
- The exterior surface of the stained glass windows will be cleaned and polished.
- The exterior glazing putty where loose will be replaced with a flexible sealant to allow for the lateral expansion and contraction of the leaded glass panels.
- The exterior wood frame will be scraped of all loose paint, we will apply 1 coat of primer, all wood seams and joints will be caulked. We will apply 2 complete coats of paint (church to determine color).
- We will install our custom permanent protective covering storm system in an anodized aluminum extrusion to encompass the entire window from brick to brick.
- The recommended exterior glazing material is ¼" acrylic Plexiglas. Other options include ¼" Lexan XL 10 or ¼" clear float glass.

PROPOSAL #2:

Window #4: Sanctuary.

- We will remove the existing exterior storm covering.
- The exterior surface of the stained glass windows will be cleaned and polished.
- The exterior glazing putty where loose will be replaced with a flexible sealant to allow for the lateral expansion and contraction of the leaded glass panels.
- The exterior wood frame will be scraped of all loose paint, we will apply 1 coat of primer, all wood seams and joints will be caulked. We will apply 2 complete coats of paint (church to determine color).
- We will install our custom permanent protective covering storm system in an anodized aluminum extrusion to encompass the entire window from brick to brick.
- The recommended exterior glazing material is ¼" acrylic Plexiglas. Other options include ¼" Lexan XL 10 or ¼" clear float glass.

Window #5 Sanctuary.

- We will remove the existing exterior storm covering.
- The exterior surface of the stained glass windows will be cleaned and polished.
- The exterior glazing putty where loose will be replaced with a flexible sealant to allow for the lateral expansion and contraction of the leaded glass panels.
- The exterior wood frame will be scraped of all loose paint, we will apply 1 coat of primer, all wood seams and joints will be caulked. We will apply 2 complete coats of paint (church to determine color).
- We will install our custom permanent protective covering storm system in an anodized aluminum extrusion to encompass the entire window from brick to brick.
- The recommended exterior glazing material is ¼" acrylic Plexiglas. Other options include ¼" Lexan XL 10 or ¼" clear float glass.
- The protective covering will be installed in a removable manner to allow the 2 current ventilators to remain operational.

Window #6: Sanctuary.

- We will remove the existing exterior storm covering.
- The exterior surface of the stained glass windows will be cleaned and polished.
- The exterior glazing putty where loose will be replaced with a flexible sealant to allow for the lateral expansion and contraction of the leaded glass panels.
- The exterior wood frame will be scraped of all loose paint, we will apply 1 coat of primer, all wood seams and joints will be caulked. We will apply 2 complete coats of paint (church to determine color).
- We will install our custom permanent protective covering storm system in an anodized aluminum extrusion to encompass the entire window from brick to brick.
- The recommended exterior glazing material is 1/4" acrylic Plexiglas. Other options include 1/4" Lexan XL 10 or 1/4" clear float glass.
- The protective covering will be installed in a removable manner to allow the 2 current ventilators to remain operational.

Window #7: Sanctuary.

- We will remove the existing exterior storm covering.
- The exterior surface of the stained glass windows will be cleaned and polished.
- The exterior glazing putty where loose will be replaced with a flexible sealant to allow for the lateral expansion and contraction of the leaded glass panels.
- The exterior wood frame will be scraped of all loose paint, we will apply 1 coat of primer, all wood seams and joints will be caulked. We will apply 2 complete coats of paint (church to determine color).
- We will install our custom permanent protective covering storm system in an anodized aluminum extrusion to encompass the entire window from brick to brick.
- The recommended exterior glazing material is 1/4" acrylic Plexiglas. Other options include 1/4" Lexan XL 10 or 1/4" clear float glass.
- The protective covering will be installed in a removable manner to allow the 2 current ventilators to remain operational.

Window #8: Sanctuary.

- We will remove the existing exterior storm covering.
- The exterior surface of the stained glass windows will be cleaned and polished.
- The exterior glazing putty where loose will be replaced with a flexible sealant to allow for the lateral expansion and contraction of the leaded glass panels.
- The exterior wood frame will be scraped of all loose paint, we will apply 1 coat of primer, all wood seams and joints will be caulked. We will apply 2 complete coats of paint (church to determine color).
- We will install our custom permanent protective covering storm system in an anodized aluminum extrusion to encompass the entire window from brick to brick.
- The recommended exterior glazing material is 1/4" acrylic Plexiglas. Other options include 1/4" Lexan XL 10 or 1/4" clear float glass.

Window #9: Rear Sanctuary.

- No Work Necessary

PROPOSAL #3:

Window #10: Sanctuary.

- We will remove the existing exterior storm covering.
- The exterior surface of the stained glass windows will be cleaned and polished.
- The exterior glazing putty where loose will be replaced with a flexible sealant to allow for the lateral expansion and contraction of the leaded glass panels.
- The exterior wood frame will be scraped of all loose paint, we will apply 1 coat of primer, all wood seams and joints will be caulked. We will apply 2 complete coats of paint (church to determine color).
- We will install our custom permanent protective covering storm system in an anodized aluminum extrusion to encompass the entire window from brick to brick.
- The recommended exterior glazing material is 1/4" acrylic Plexiglas. Other options include 1/4" Lexan XL 10 or 1/4" clear float glass.

Window #11: Sanctuary.

- We will remove the existing exterior storm covering.
- The exterior surface of the stained glass windows will be cleaned and polished.
- The exterior glazing putty where loose will be replaced with a flexible sealant to allow for the lateral expansion and contraction of the leaded glass panels.
- The exterior wood frame will be scraped of all loose paint, we will apply 1 coat of primer, all wood seams and joints will be caulked. We will apply 2 complete coats of paint (church to determine color).
- We will install our custom permanent protective covering storm system in an anodized aluminum extrusion to encompass the entire window from brick to brick.
- The recommended exterior glazing material is 1/4" acrylic Plexiglas. Other options include 1/4" Lexan XL 10 or 1/4" clear float glass.
- The protective covering will be installed in a removable manner to allow the 2 current ventilators to remain operational.

Window #12: Sanctuary.

- We will remove the existing exterior storm covering.
- The exterior surface of the stained glass windows will be cleaned and polished.
- The exterior glazing putty where loose will be replaced with a flexible sealant to allow for the lateral expansion and contraction of the leaded glass panels.
- The exterior wood frame will be scraped of all loose paint, we will apply 1 coat of primer, all wood seams and joints will be caulked. We will apply 2 complete coats of paint (church to determine color).
- We will install our custom permanent protective covering storm system in an anodized aluminum extrusion to encompass the entire window from brick to brick.
- The recommended exterior glazing material is 1/4" acrylic Plexiglas. Other options include 1/4" Lexan XL 10 or 1/4" clear float glass.
- The protective covering will be installed in a removable manner to allow the 2 current ventilators to remain operational.

Window #13: Sanctuary.

- We will remove the existing exterior storm covering.
- The exterior surface of the stained glass windows will be cleaned and polished.
- The exterior glazing putty where loose will be replaced with a flexible sealant to allow for the lateral expansion and contraction of the leaded glass panels.
- The exterior wood frame will be scraped of all loose paint, we will apply 1 coat of primer, all wood seams and joints will be caulked. We will apply 2 complete coats of paint (church to determine color).
- We will install our custom permanent protective covering storm system in an anodized aluminum extrusion to encompass the entire window from brick to brick.
- The recommended exterior glazing material is 1/4" acrylic Plexiglas. Other options include 1/4" Lexan XL 10 or 1/4" clear float glass.
- The protective covering will be installed in a removable manner to allow the 2 current ventilators to remain operational.

Window #14: Sanctuary.

- We will remove the existing exterior storm covering.
- The exterior surface of the stained glass windows will be cleaned and polished.
- The exterior glazing putty where loose will be replaced with a flexible sealant to allow for the lateral expansion and contraction of the leaded glass panels.
- The exterior wood frame will be scraped of all loose paint, we will apply 1 coat of primer, all wood seams and joints will be caulked. We will apply 2 complete coats of paint (church to determine color).
- We will install our custom permanent protective covering storm system in an anodized aluminum extrusion to encompass the entire window from brick to brick.
- The recommended exterior glazing material is 1/4" acrylic Plexiglas. Other options include 1/4" Lexan XL 10 or 1/4" clear float glass.

Window #15: Chancel.

- Not included in this proposal

All storm system sections will be divided with heavy-duty anodized, aluminum or bronze, T-Bar dividers where and if necessary. The T-Bar dividers will be set to match frame lines or the divider bars of the stained glass windows to avoid shadow, and will be firmly secured on the ends to insure that each section of material supports its own weight. The foreman of the crew doing the work will determine the correct setting for the T-Bars.

Cathedral Crafts Inc. uses quality silicone sealants as well as urethane caulks to seal our installations. Each product has its qualities and the right product is chosen for each project depending on the specifications. It is the use of the proper sealants that allows Cathedral Crafts Inc. to guarantee a weather tight seal.

All stained glass sections will be cleaned on the outer surface before the storm system material is installed.

The church is responsible for a rubbish container being onsite and the cost for said container.

WARRANTY:

Permanent Protective Covering Systems - Cathedral Crafts Inc. Guarantees the windows receiving the installation of our Permanent Protective Covering System to be free from defects in workmanship for a period of 15 years from the date of completion. Any areas of wooden framing components left uncovered by our Permanent Protective Covering System are not covered under our Warranty. Exterior glazing materials such as Lexan or Plexiglas are covered under the terms of the manufacturer's warranty. All glass products are NOT warranted against breakage.

PAYMENT TERMS:

To accept this proposal, please sign one copy and mail it to our office. Retain one copy for your reference and files.

Our usual terms call for a deposit of 35% of the total price of the proposal. Another 15% is due upon the start date being scheduled for the completion of the project. The balance is due upon completion of the work at the church. All payments must be made by check payable to Cathedral Crafts Inc.

Occasionally, after Cathedral Crafts Inc. work crew arrives, churches may decide to have some extra work completed, which was not listed in the original proposal. Completion of any such work must be discussed with Cathedral Crafts Inc. salesman, and payment for any such work must be added to the final payment check written out to Cathedral Crafts Inc. Before final payment is made an inspection of the work by the church representative must be made and the foreman's completion-inspection report (his release from the job) signed.

NOTES:

This job is fully insured for workmen's compensation, public liability, and property damage. To obtain a copy of our insurance, please write to our office.

Cathedral Crafts Inc. is a fully bonded firm. A performance bond for your project can be obtained upon request and prices adjusted accordingly.

Prices quoted will remain good for a period of 60 days, after which time we may have to review our costs.

PRICE LIST:

Proposal #1: For all work described-----\$2,750.00
Note: Must accept with Proposal #2 or Proposal #3 for this price.

Proposal #2: For all work described-----\$13,000.00

Proposal #3: For all work described-----\$13,000.00

TOTAL OF PROPOSAL PRICE ACCEPTED-----\$ _____

PLEASE DESIGNATE:

Aluminum or bronze color anodized, or white painted aluminum framing desired.

The paint color to be used must be established prior to the commencement of the project.

RESTRICTION ON USE OF SPECIFICATIONS AND BID INFORMATION:

The enclosed specifications were prepared and submitted by Cathedral Crafts Inc. at its expense. Such specifications are the property of Cathedral Crafts Inc. and can only be used for the purpose of this proposal; any other use or disclosure of the specifications to anyone is expressly prohibited without prior written permission from Cathedral Crafts Inc. 730 54th Avenue, Winona, Minnesota.

CATHEDRAL CRAFTS INC. will furnish workman's compensation, public liability, and property damage insurance for the job.
CATHEDRAL CRAFTS INC. will furnish all labor and materials.

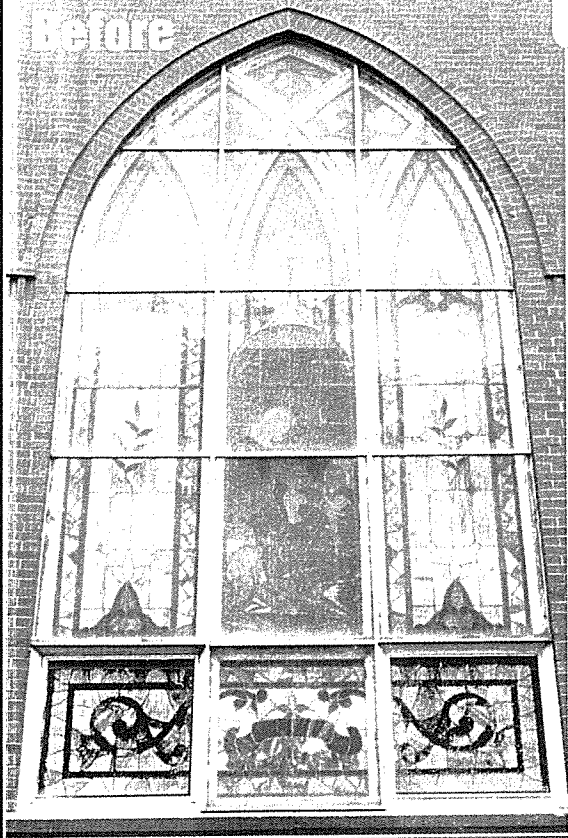
Accepted for the Church By: _____ Date: _____

Accepted for Cathedral Crafts By: Karl Erickson Date: April 4, 2017

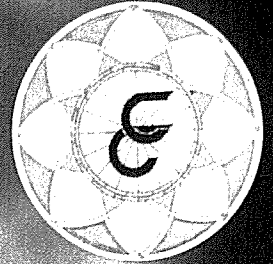
Cathedral Crafts Inc.
730 54th Avenue
Winona, MN 55987
1-800-535-2965

Before & After Installation

Before

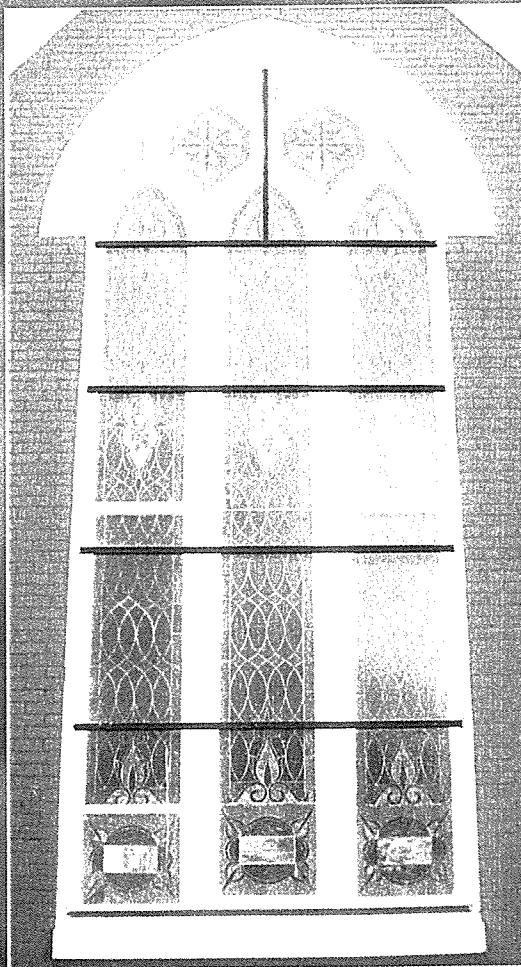


After



*Cathedral
Crafts Inc.*

Before



After

