



Department of Planning & Community & Economic Development  
**Planning Division**

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Website: [www.cityofmadison.com](http://www.cityofmadison.com)

Madison Municipal Building, Suite LL100  
215 Martin Luther King, Jr. Boulevard  
P.O. Box 2985  
Madison, Wisconsin 53701-2985  
**FAX** 608 267-8739  
**PH** 608 266-4635

**\*\* SENT VIA EMAIL \*\***

September 18, 2013

Ms. Nelly Halzen  
1845 Summit Ave  
Madison, WI 53726

re: Certificate of Appropriateness for 1845 Summit Ave

Ms. Halzen:

At its meeting on September 16, 2013, the Madison Landmarks Commission reviewed, in accordance with the Madison General Ordinances pertaining to criteria for exterior alterations in the University Heights Local Historic District, your plans to reconstruct and reconfigure an exterior stair at the property located at 1845 Summit Avenue. The Landmarks Commission approved the issuance of a Certificate of Appropriateness for the project as submitted.

This letter will serve as your "Certificate of Appropriateness" for the project. When you apply for a building permit, take this letter with you to the Building Inspection Counter, Department of Planning and Development, Lower Level Suite LL-100, Madison Municipal Building, 215 Martin Luther King, Jr. Boulevard.

Please note that any design changes from the plans submitted to the Landmarks Commission must receive approval by the Landmarks Commission, or staff designee, prior to the issuance of the building permit.

Please also note that failure to comply with the conditions of your approval is subject to a forfeiture of up to \$250 for each day during which a violation of the Landmarks Commission ordinance continues (see Madison General Ordinances Sec. 33.19).

If you have any questions, please contact me (266-6552 or [ascanlon@cityofmadison.com](mailto:ascanlon@cityofmadison.com)).

Best regards,

Amy L. Scanlon, Registered Architect  
Preservation Planner  
Madison Landmarks Commission

cc: City of Madison Building Inspection