

# LANDMARKS COMMISSION APPLICATION

LC

Complete all sections of this application, making sure to note the requirements on the accompanying checklist (reverse).

If you need an interpreter, translator, materials in alternate formats or other accommodations to access these forms, please call (608) 266-4635

City of Madison  
Planning Division  
126 S Hamilton St  
PO Box 2985  
Madison, WI 53701-2985  
(608) 266-4635



## 1. LOCATION

Project Address: 116 W. WASHINGTON AVE, MADISON, WI 53703 Aldermanic District: 4

## 2. PROJECT

Project Title/Description: EXTERIOR MONUMENT (2) AND WAYFINDING SIGNS

This is an application for: (check all that apply)

- ☐ Alteration/Addition to a building in a Local Historic District or Designated Landmark (specify)\*\*:
- ☐ Mansion Hill ☐ Third Lake Ridge ☐ First Settlement
- ☐ University Heights ☐ Marquette Bungalows ☒ Landmark
- ☐ Land Division/Combination in a Local Historic District or to Designated Landmark Site (specify)\*\*:
- ☐ Mansion Hill ☐ Third Lake Ridge ☐ First Settlement
- ☐ University Heights ☐ Marquette Bungalows ☐ Landmark
- ☐ Demolition
- ☐ Alteration/Addition to a building adjacent to a Designated Landmark
- ☐ Variance from the Historic Preservation Ordinance (Chapter 41)
- ☐ Landmark Nomination/Rescission of Historic District Nomination/Amendment  
(Please contact the Historic Preservation Planner for specific Submission Requirements.)
- ☐ Other (specify):

Registrar #:

DATE STAMP

Preliminary Zoning Review

Zoning Staff Initial:

Date: / /

## 3. APPLICANT

Applicant's Name: JANET RODGERS Company: GRACE EPISCOPAL CHURCH

Address: 116 W. WASHINGTON AVENUE MADISON WI 53703  
Street City State Zip

Telephone: 847-997-5418 Email: jsrogers68@gmail.com

Property Owner (if not applicant): GRACE EPISCOPAL CHURCH

Address: 116 WEST WASHINGTON AVENUE MADISON WI 53703  
Street City State Zip

Property Owner's Signature: [Signature] Date: OCTOBER 26, 2017

NOTICE REGARDING LOBBYING ORDINANCE: If you are seeking approval of a development that has over 40,000 square feet of non-residential space, or a residential development of over 10 dwelling units, or if you are seeking assistance from the City with a value of \$10,000 (including grants, loans, TIF or similar assistance), then you likely are subject to Madison's lobbying ordinance (Sec. 2.40, MGO). You are required to register and report your lobbying. Please consult the City Clerk's Office for more information. Failure to comply with the lobbying ordinance may result in fines.

## 4. APPLICATION SUBMISSION REQUIREMENTS (see checklist on reverse)

All applications must be filed by 4:30pm on the submission date with the Preservation Planner, the Department of Planning & Community & Economic Development, Planning Division, located at 126 S Hamilton Street. Applications submitted after the submission date or incomplete applications will be postponed to the next scheduled filing time. Submission deadlines can be viewed here: <https://www.cityofmadison.com/planning/documents/LandmarksDates.pdf>

**APPLICATION SUBMISSION REQUIREMENTS CHECKLIST:**

In order to be considered complete, every application submission shall include at least the following information unless otherwise waived by the Preservation Planner.

- ☐ Landmarks Commission Application w/signature of the property owner (1 copy only).
- ☐ Twelve (12) collated paper copies 11" x 17" or smaller (via mail or drop-off) of submission materials (see below).
- ☐ Electronic files (via email) of submission materials (see below).
- ☐ Narrative Description/Letter of Intent addressed to the Landmarks Commission, describing the location of the property and the scope of the proposed project.
  - ☐ Photographs of existing conditions;
  - ☐ Photographs of existing context;
- ☐ Architectural drawings reduced to 11" x 17" or smaller pages which may include:
  - ☐ Dimensioned site plans showing siting of structures, grading, landscaping, pedestrian and vehicular access, lighting, signage, and other features;
  - ☐ Elevations of all sides showing exterior features and finishes, subsurface construction, floor and roof;
  - ☐ Floor Plan views of levels and roof;
  - ☐ For proposals of more than two (2) commercial or residential or combination thereof units, a minimum of two (2) accurate street-view normal perspectives shown from a viewpoint of no more than five (5) feet above existing grade.
- ☐ \*\*Landmarks Commission staff will preliminarily review projects related to the construction of additions and/or new construction with Zoning staff in order to determine the completeness of the submission materials. Applicants are encouraged to contact Zoning staff to discuss projects early in the process;
- ☐ Any other information requested by the Preservation Planner to convey the aspects of the project which may include:
  - ☐ Perspective drawing
  - ☐ Photographs of examples on another historic resource
  - ☐ Manufacturer's product information showing dimensions and materials;
  - ☐ Other \_\_\_\_\_

**CONTACT THE PRESERVATION PLANNER:**

Please contact the Preservation Planner with any questions.

Amy Scanlon, Registered Architect  
City of Madison Planning Division  
126 S Hamilton St  
P.O. Box 2985 (mailing address)  
Madison, WI 53701-2985  
[ascanlon@cityofmadison.com](mailto:ascanlon@cityofmadison.com)  
(608) 266-6552

October 26, 2017

Landmarks Commission  
City of Madison  
126 S. Hamilton Street  
Madison, WI 53701-2985

Letter of Intent

Dear Landmark Commission:

Grace Episcopal Church, located at 116 West Washington Avenue in downtown Madison, proposes to remove our current exterior sign which is affixed to the building, and add two new, free-standing monument signs on each side of the corner bell tower. One will be located on West Washington Avenue and the other will be located on Carroll Street. We believe this will enhance the historical nature of the building with appropriately designed monument signs that will be in harmony with the nature and style of Grace Church.

We believe it is more desirable and ascetically pleasing to have these architecturally relevant free-standing monument signs rather than the current single sign attached to the building at the corner, which we propose removing when approved. These new signs will provide better identification of the Church day and night as well as highly visible informational value to people as they walk or drive by the Church. These signs will be internally illuminated with LED lighting, again to improve visibility at night. The new monument signs capture key architectural features of the Church with replica steeples as well as a large quatrefoil, which is a design feature found throughout the structure and grounds.

In addition, we would also like to install a small free-standing wayfinding sign in the inner Courtyard which carries the same theme forward. We believe this will provide help to our guests who are trying to find their way to the Food Pantry or Porchlight Men's Shelter for the first time, or to those visiting the Church and looking for the Reception Area or Offices.

Finally, we would also like to provide a small wayfinding sign at our Carroll Street entrance that will direct visitors to the West Washington Avenue entrance. This will help guide them to the Courtyard and then to their final destination.

The new signs discussed above are shown in the attached drawings and plot map, along with their intended locations. Additionally, there are photographs that show where the signs are intended to be located, and the sign that will be removed.

Sincerely,

A handwritten signature in cursive script that reads "Janet Rodgers".

Janet Rodgers  
Chair, Master Plan Steering Committee  
Grace Episcopal Church  
116 West Washington Avenue  
Madison, WI 53703  
847-997-5418 Mobile  
608-255-5147 Church





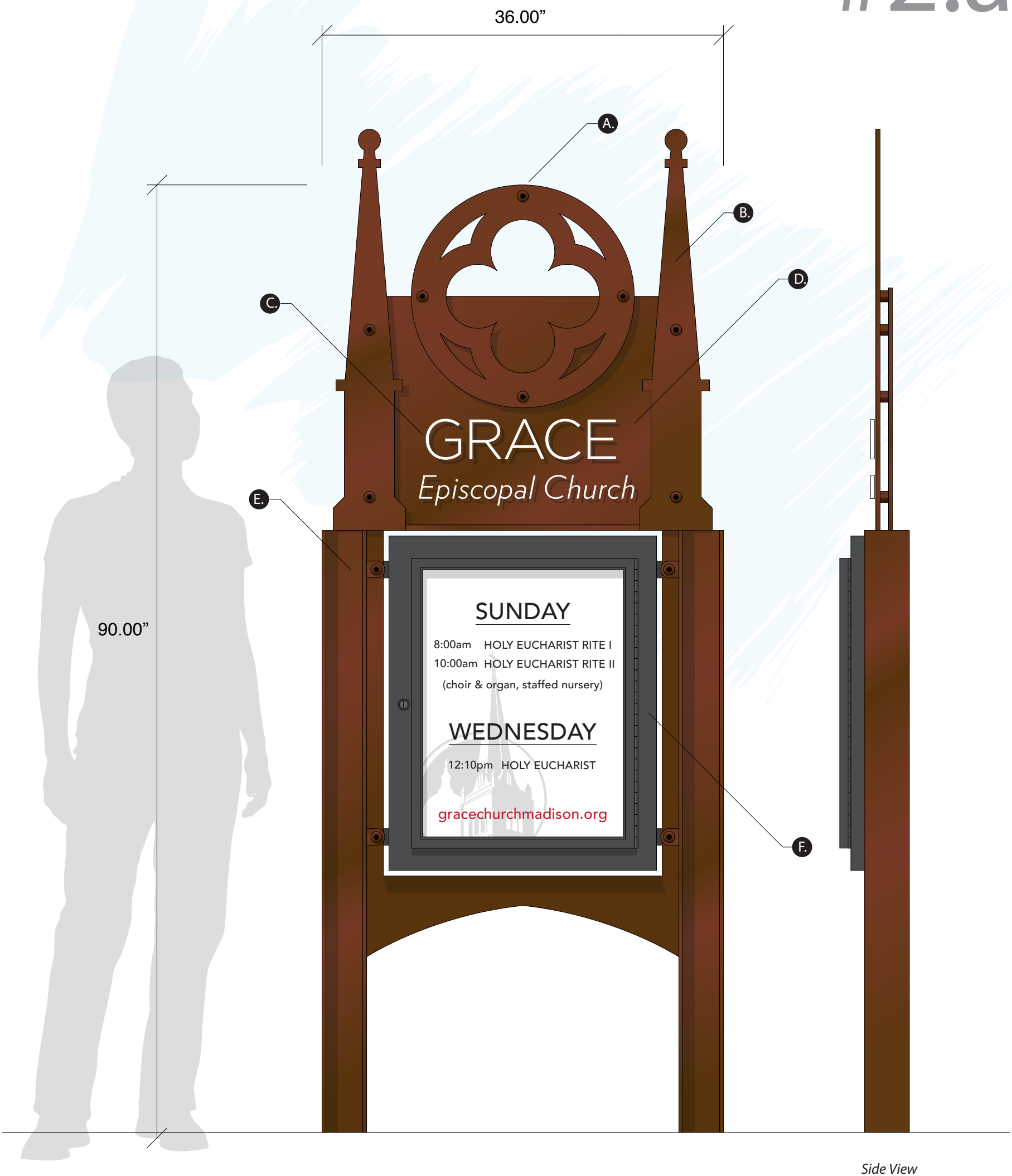


GRACE  
EPISCOPAL CHURCH



EXISTING EXTERIOR WALL SIGN  
TO BE REMOVED

#2.a

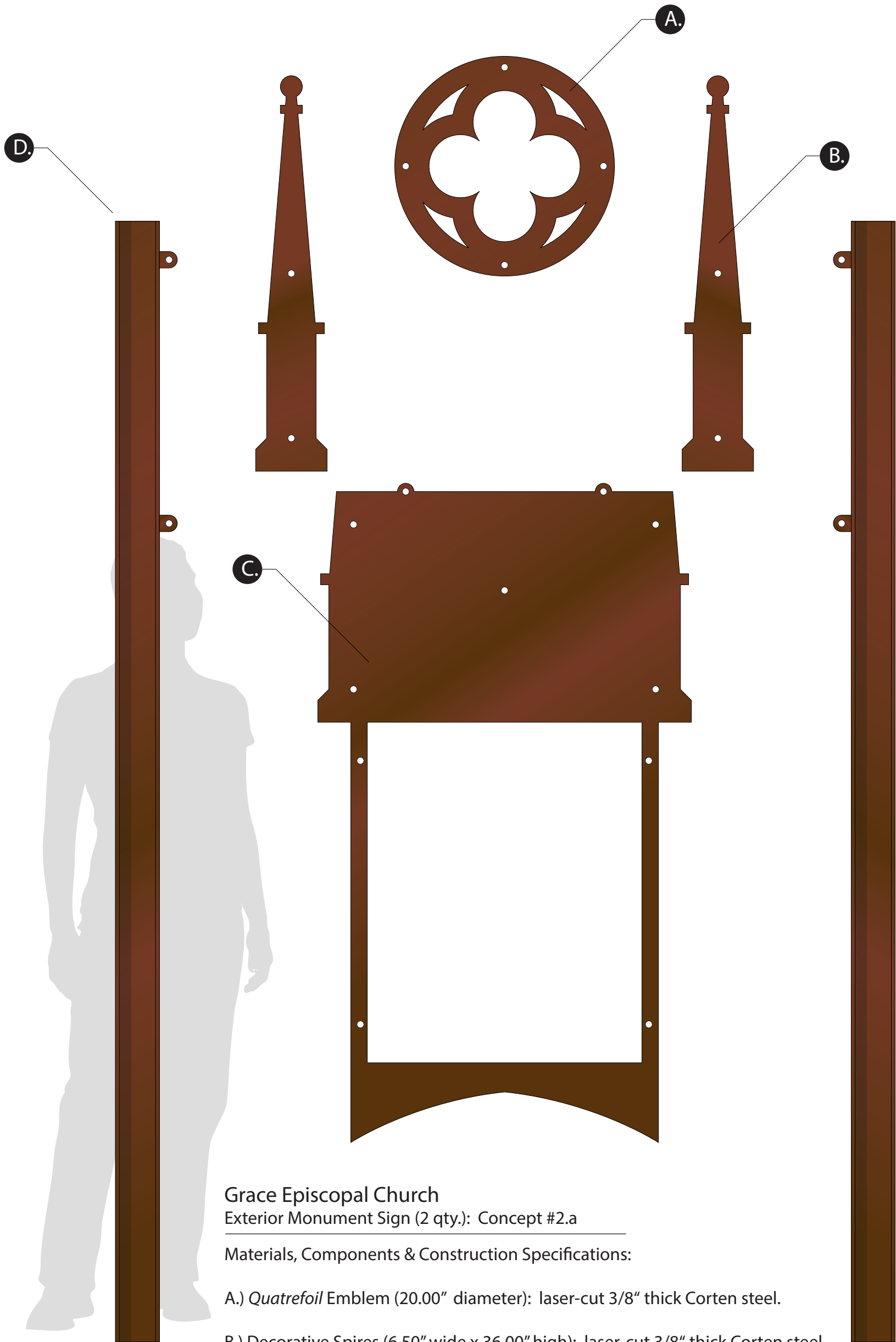


**Grace Episcopal Church**  
Exterior Monument Sign (2 qty.): Concept #2.a

**Materials, Components & Construction Specifications:**

- A.) *Quatrefoil* Emblem: laser-cut 3/8" thick Corten steel.  
B.) Decorative Spires: laser-cut 3/8" thick Corten steel.  
C.) "GRACE Episcopal Church" Letters: water-jet cut 1/4" thick aluminum, powder-coated white. Back of letters to be drilled and tapped (for 10-24 x 1" threaded studs & nuts) for attachment to sign plate.  
D.) Sign Plate: laser-cut 3/8" thick Corten steel.  
E.) Sign Posts: uses (2 qty.) Corten/steel wide-flange I-beams (4" x 4" x 54" long). Base Plates (12" x 12") to be laser-cut 3/8" thick Corten steel, welded to bottoms of I-beams. Note: I-beam sign posts may use direct-burial (without base plates).  
F.) Illuminated Display Case (24" w x 36" h x 6" d): cabinet uses all aluminum construction with powder-coated finish (color TBD). Includes keyed, hinged door with 3/16" tempered glass. To be internally-illuminated with use of white LED's (2700K). Sign UL approved.

NOTE: The design, construction, materials, components and installation of all items listed above are to comply with ADA guidelines, state and local building and electrical code regulations.



Grace Episcopal Church  
Exterior Monument Sign (2 qty.): Concept #2.a

Materials, Components & Construction Specifications:

A.) *Quatrefoil* Emblem (20.00" diameter): laser-cut 3/8" thick Corten steel.

B.) Decorative Spires (6.50" wide x 36.00" high): laser-cut 3/8" thick Corten steel.

C.) Main Sign Plate (34.00" wide x 60.00" high): laser-cut 3/8" thick Corten steel.

D.) Sign Posts: uses (2 qty.) Corten steel -or- steel wide-flange I-beams (4" x 4" x 102" long). Each I-beam to have (2 qty.) 1.625" x 1.50" welded ear-brackets from laser-cut 3/8" Corten. Note: I-beam sign posts will use direct-burial (48" below grade; NO base plates).





GRACE  
EPISCOPAL CHURCH



LOCATION IN  
L-SHAPED  
SETBACK  
NEAR WEST  
WASHINGTON  
STREET TOWER  
ENTRANCE

MONUMENT SIGN LOCATION -  
WEST WASHINGTON AVENUE



GRACE  
EPISCOPAL CHURCH



LOCATION IN  
L-SHAPED  
SETBACK  
NEAR CARROLL  
STREET TOWER  
ENTRANCE

MONUMENT SIGN LOCATION -  
CARROLL STREET



GRACE  
EPISCOPAL CHURCH



TYPICAL FOOTPRINT OF MONUMENT SIGN -  
CENTERED APPROXIMATELY 25" FROM CONCRETE  
AND BUILDING.  
-BLACK SQUARES INDICATE I-BEAM LOCATIONS



# GRACE EPISCOPAL CHURCH

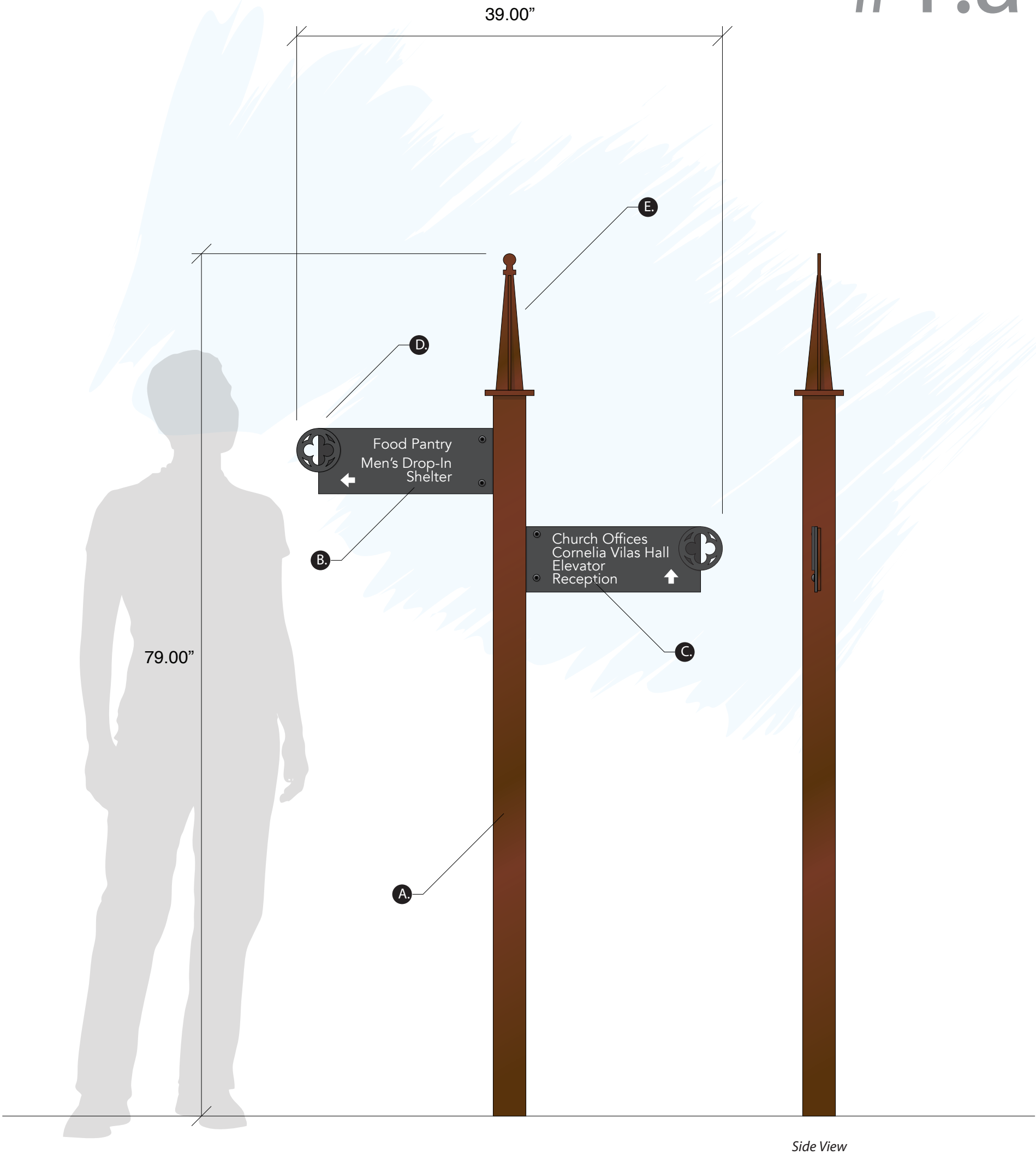


APPROXIMATE  
HEIGHT IS  
TOP OF TAPE.

FOOTPRINT -  
BLACK SQUARES  
ARE I-BEAM  
LOCATIONS  
(APPROXIMATE)

APPROXIMATE HEIGHT AND FOOTPRINT OF  
MONUMENT SIGN - CARROLL STREET SIDE

# #1.a



## Grace Episcopal Church Exterior Courtyard Sign (1 qty.): Concept #1.a

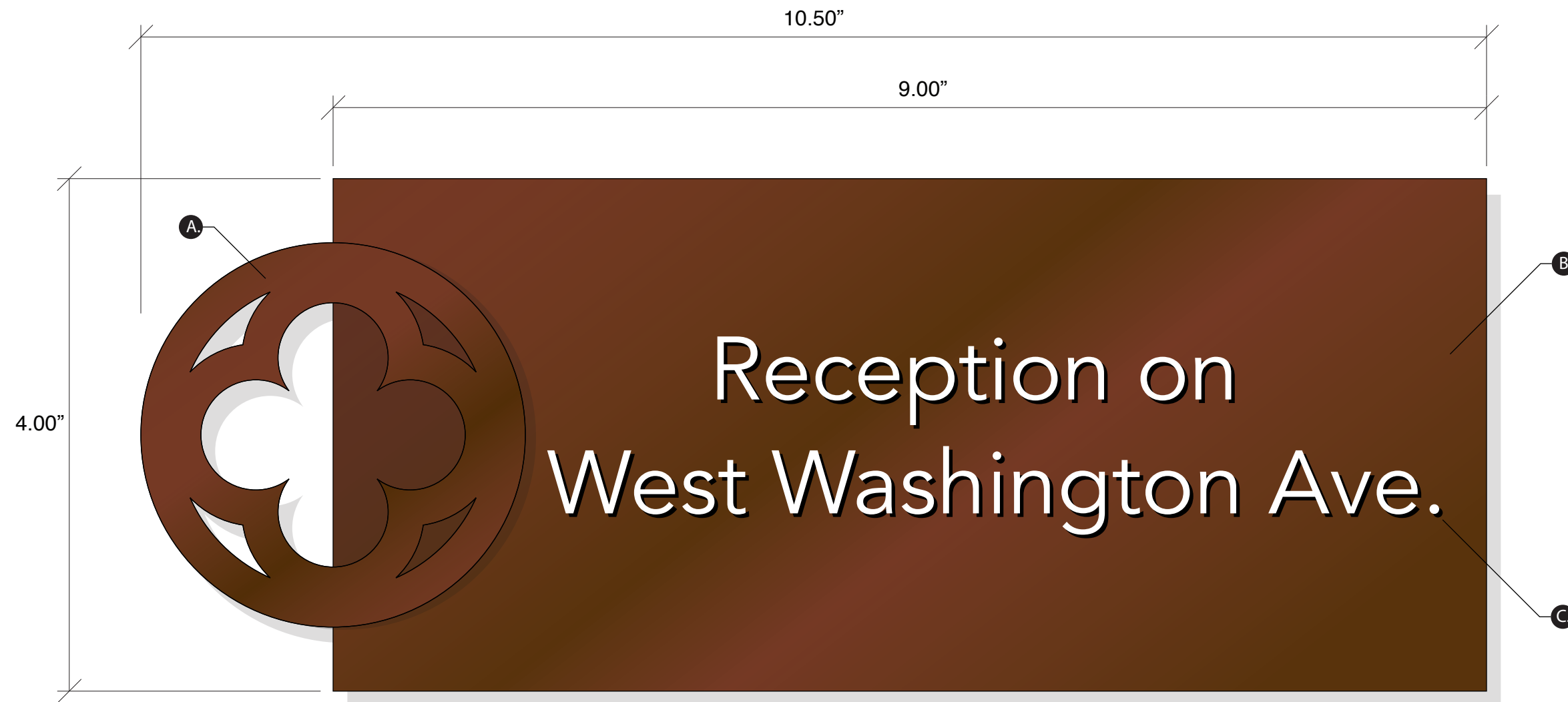
### Materials, Components & Construction Specifications:

- A.) Sign Post: uses Corten steel square tube (2" x 2" x 114" long; 66" above grade, 48" below grade).  
Note: sign post to be direct-burial (set with concrete).
- B.) Sign Plates (16" x 6"): water-jet cut 1/4" thick aluminum, powder-primed and powder-coated (gray shown).  
Note: sign to use neoprene/rubber gasketing strips between sign plates and 'ear-type' weld-brackets.
- C.) Copy (Dimensional Letters): MultiCam® CNC router-trimmed 1/32" thick Gravotac/Rowmark® (off-white/almond).
- D.) Quatrefoil (4" dia.): water-jet cut 1/4" thick aluminum, powder-primed and powder-coated (gray shown).
- E.) Decorative Spire (Finial): laser-cut 1/4" thick Corten steel (2-piece, slotted design).

Note: as option, sign may be remotely illuminated with use of ground-mount light fixture(s) (spot type).

NOTE: The design, construction, materials, components and installation of all items listed above are to comply with ADA guidelines, state and local building and electrical code regulations.

# #1.a



Grace Episcopal Church  
Carroll Street Sign (Wayfinding): Concept #1.a

Materials, Components & Construction Specifications:

A.) *Quatrefoil* Emblem: to be water-jet cut 3/16" thick aluminum powder-coated with Corten® 'Rust' finish.

B.) Sign Face Panel: to be water-jet cut 3/16" thick aluminum powder-coated with Corten® 'Rust' finish.

C.) Copy (Dimensional Letters): MultiCam® CNC router-trimmed 1/32" thick Gravotac/Rowmark® (off-white/almond).

Mounting: uses extruded aluminum Z-brackets.

NOTE: The design, construction, materials, components and installation of all items listed above are to comply with ADA guidelines, state and local building and electrical code regulations.



GRACE  
EPISCOPAL CHURCH



CARROLL STREET WAYFINDING  
SIGN LOCATION