

LANDMARKS COMMISSION APPLICATION

LC

Complete all sections of this application, including checklist on page 2.

To request an interpreter, translation, or accommodations, call (608)266-4910.

Para solicitar un intérprete, traducción o acomodaciones llame al (608)266-4910.

Koj muaj txoj cai tau txais kev txhais lus, kev pes lus los sis kev pab cuam txhawm rau

kev tsis taus uas tsis muaj nqi rau koj: Xav paub ntxiv tiv tauj rau (608)266-4910

如需口譯、翻譯或其他便利服務，請致電(608)266-4910.

City of Madison

Planning Division

215 Martin Luther King Jr Blvd, Ste 017

PO Box 2985

Madison, WI 53701-2985 (608) 266-4635



1. LOCATION

Project Address: 2003 Van Hise Ave., Madison, WI 53726

Alder District: 5

2. PROJECT

Project Title/Description: Removal of current porch. Construction of screened porch in same location

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

New Construction/Alteration/Addition 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

Development adjacent to a Designated Landmark

Variance from the Historic Preservation Ordinance (Chapter 41)

Landmark Nomination/Rescission or Historic District Nomination/Amendment
(Please contact the Preservation Planner for specific Submission Requirements.)

Informational Presentation

Other (specify):

DPCED USE ONLY	Registrar #:
	DATE STAMP

3. APPLICANT

Applicant's Name: Jeannie Kowing, AIA Company: Jeannie Kowing Design llc

Address: 4158 Monona Dr., Madison, WI 53716
Street City State Zip

Telephone: 608-225-1914 Email: [REDACTED]

Property Owner (if not applicant): Steve Cain and Sarah Marty

Address: 2003 Van Hise Ave, Madison, WI 53726
Street City State Zip

Property Owner's Signature: Sarah Marty Date: 01/30/2026
Sarah Marty (Jan 30, 2026 09:28:18 CST)

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 emailed by 12:00pm on the submission date with the Landmarks Commission. Applications submitted after the submission date or incomplete applications will be postponed to the next scheduled submittal date. Submission deadlines can be viewed here: https://www.cityofmadison.com/dpced/planning/documents/LC_Meeting_Schedule_Dates.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. **All application materials should be submitted electronically to landmarkscommission@cityofmadison.com.** Please note that an individual email cannot exceed 20 MB.

- Landmarks Commission Application w/signature of the property owner.
- 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;
 - Photographs of comparable historic resources within 200 feet of subject property;
 - Manufacturer's product information showing dimensions and materials.
- 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, mechanicals, 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.
- Any other information requested by the Preservation Planner to convey the aspects of the project which may include:
 - Perspective drawing
 - Other Samples of other homes with the Porch Conversion wind panels as to understand it visually.

Landmarks Commission staff will preliminarily review projects for 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 to ensure the project considered by the Landmarks Commission meets Zoning requirements.

CONTACT THE PRESERVATION PLANNER:

Please contact the Preservation Planner with any questions.

City of Madison Planning Division
215 Martin Luther King Jr Blvd, Suite 017
PO Box 2985 (mailing address)
Madison, WI 53701-2985
landmarkscommission@cityofmadison.com
(608) 266-6552

LETTER OF INTENT FOR LANDMARKS COMMISSION
January 6, 2026

Regarding property in the University Heights Historic District located at:
2003 Van Hise Avenue
Madison, WI

Owners: Steve Cain and Sarah Marty
Architect: Jeannie Kowing, AIA, Jeannie Kowing Design LLC

Dear Commission Members,

The homeowners listed above are seeking your approval on alterations to the property at the above address in the University Heights Historic District. These alterations consist of:

1. Replacement of rear porch built in 2000's. The new porch will be a single level screened porch, 3 steps lower from the current house first floor elevation, occupying a similar foot print as the current porch.
 - a. The design of the porch is sympathetic to the house with a low shed roof and large roof overhangs, similar to the front porch.
 - b. The existing porch is visually heavy and dominant, with an abundance of stairs. In contrast, the proposed porch is streamlined and designed to blend in more with the house and surroundings.
 - c. The porch will be built from wood elements, painted to match the house trim. The screening will be dark with clear poly panels framed in powder coated aluminum to the inside of the screening. Please see attached marketing materials for specifics.
 - d. The Roof will have sky lights set back from the roof as to not be prominent in their appearance.
 - e. The proposed stair rail, which will be minimal compared to the current railing, will be made of powder coated aluminum or in a typical vertical pattern sympathetic to the architecture of the time, but sized to today's codes.
 - f. The smaller shed roof over the bump out will be removed to accommodate the single shed roof over the entire porch.

The porch, being at the back of the house, is not visible from the front of the house and sits mostly into the corner of the current structure, one wall against the rear wall of the original house and one wall against the rear side wall of the addition built in the 2000's. Since it is replacing a 2000's deck, the loss of that deck is not historically significant. As you can see from the pictures below, it is a bit of an eyesore, as well.

Thank you for your time in considering this project. Clearly, this proposed porch will enhance the home for its owners without distracting from the historical integrity of the neighborhood.

Sincerely,
Jeannie Kowing, AIA

CURRENT HOUSE, BEFORE PROPOSED PORCH

2000's addition



Rear of house showing porch to be replace



Rear of house

PROPOSED SCREENED PORCH



View from sidewalk looking down the east side of the house



The porch is fully screened with the Porch Conversions telescoping wind panels on the inside of the porch. The panels are four-part and self store into one panel either to the top or bottom. As you can see from the pictures of the sample houses below, the panels diminish in appearance behind the screens.

PRODUCT INFORMATION

Porch Conversions is a manufacturer of aluminum framed light weight poly windows to mount inside of screened porch. When the windows are fully extended, it gives the porch a refuge from the wind, extending it's usefulness without enclosing it in windows. The look is minimal, blends in with the screens and is more attractive than stapling sheets of plastic over the windows.

The manufacturer also makes an aluminum storm door with the same style telescoping windows, as observed in these two examples provided.



A safety railing on the porch is not required, according to the contractor. The picture on the left has a railing; however, we are planning to omit it in the subject porch.



A simple black powder coated railing and guardrail will be installed along the stairway and the landing outside the porch door.

The light fixture will be selected to match the fixture recently installed on the homeowners' new garage. It will be in the style of this lantern wall light.

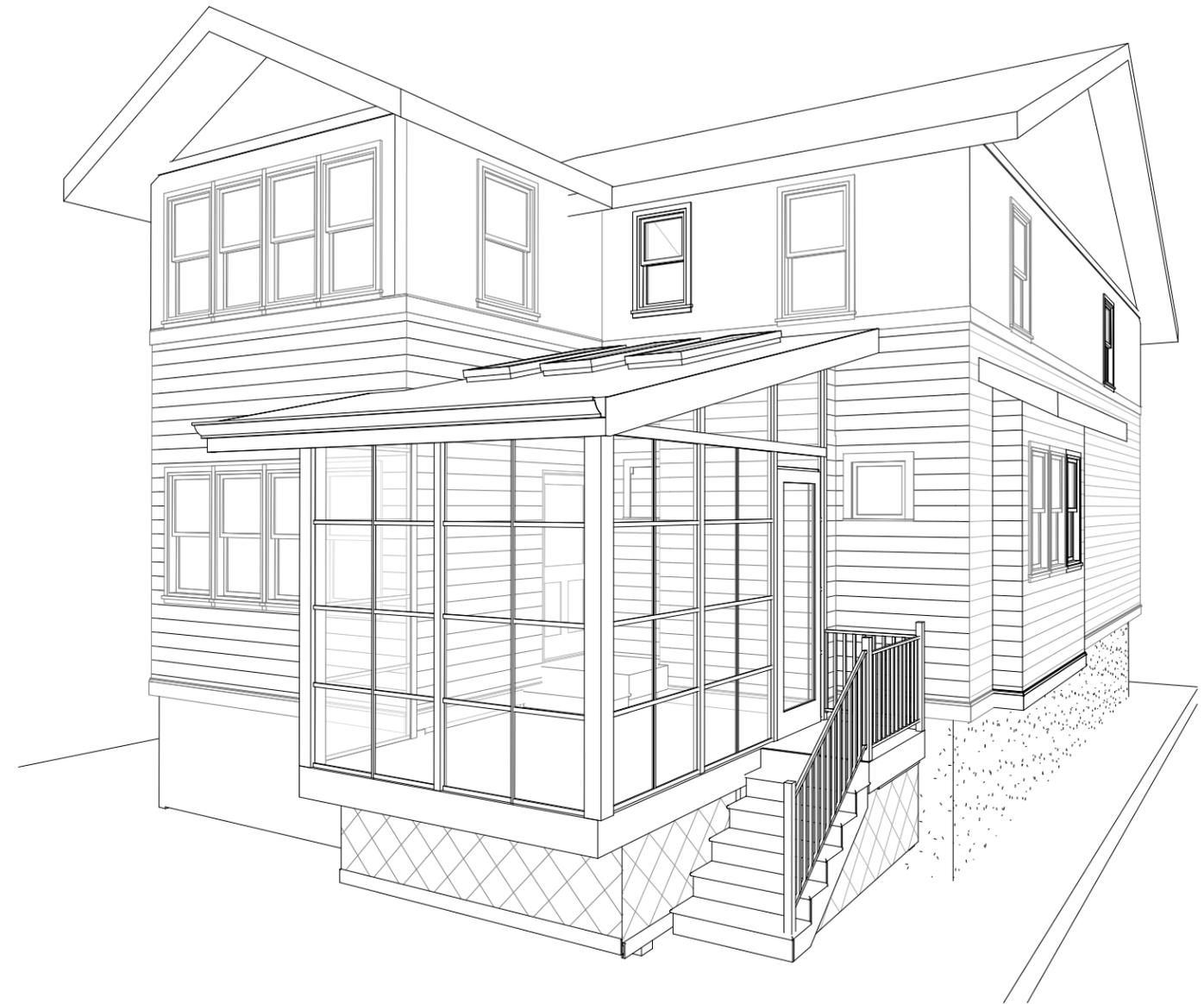


Although it hasn't been decided, the homeowners would like either a painted lattice skirting will be installed under the porch or bord and batten skirting as it appears on the existing 2000 extension of the house.

STEVE CAIN AND SARAH MARTY SCREENED PORCH

2003 VAN HISE AVE., MADISON, WI

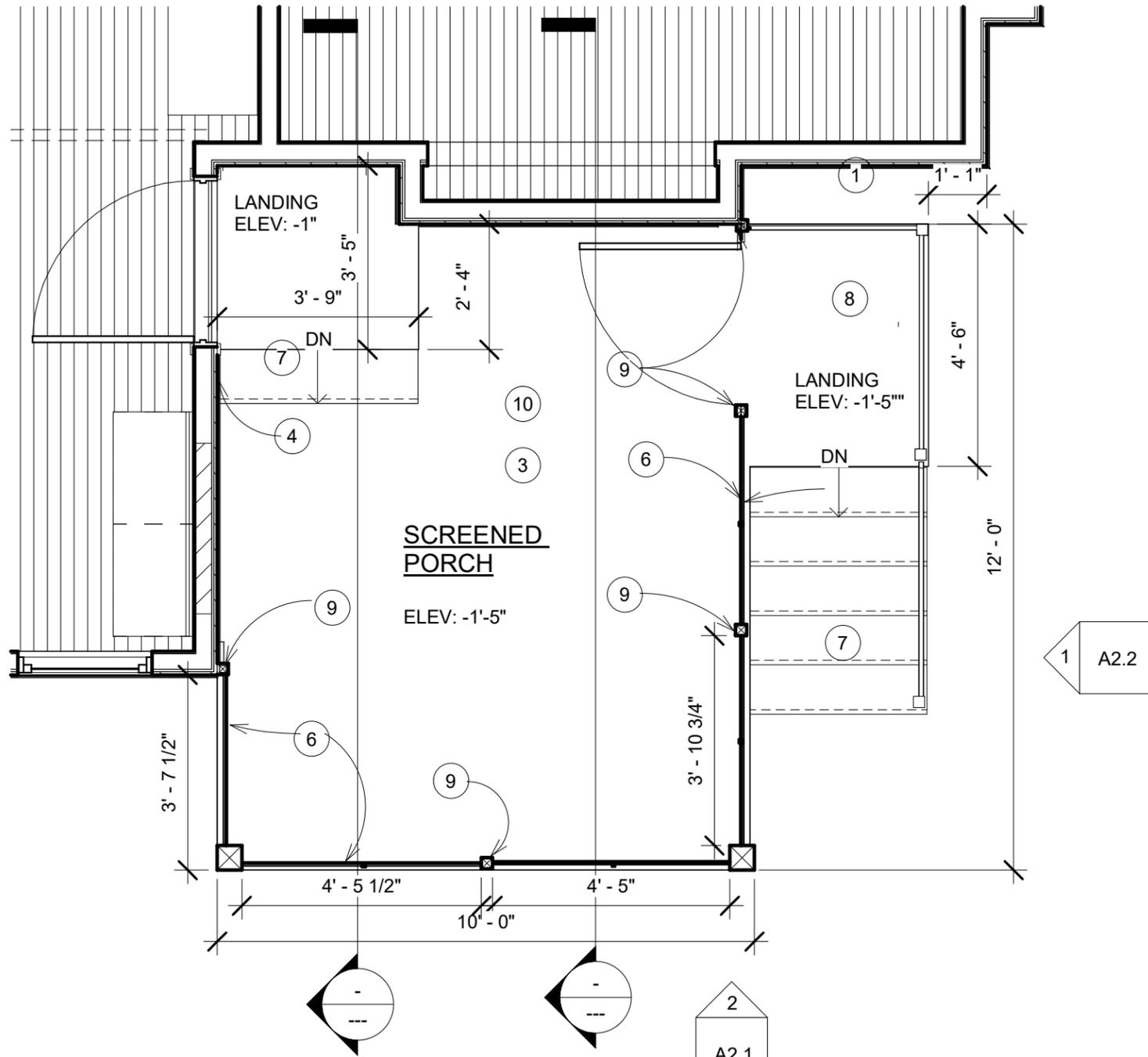
- WOOD FRAMED AND FINISHED EXTERIOR, PAINTED TO MATCH EXISTING TRIM ON HOUSE
- CEDAR FLOOR DECK STAIRS
- BLACK IRON RAILING AND GARDRAIL ON STAIRWAY
- 18" ROOF OVERHANG, SHED STYLE ROOF, SIMILAR TO FRONT OF HOUSE SCREENED PORCH



① BACK PERSPECTIVE VIEW

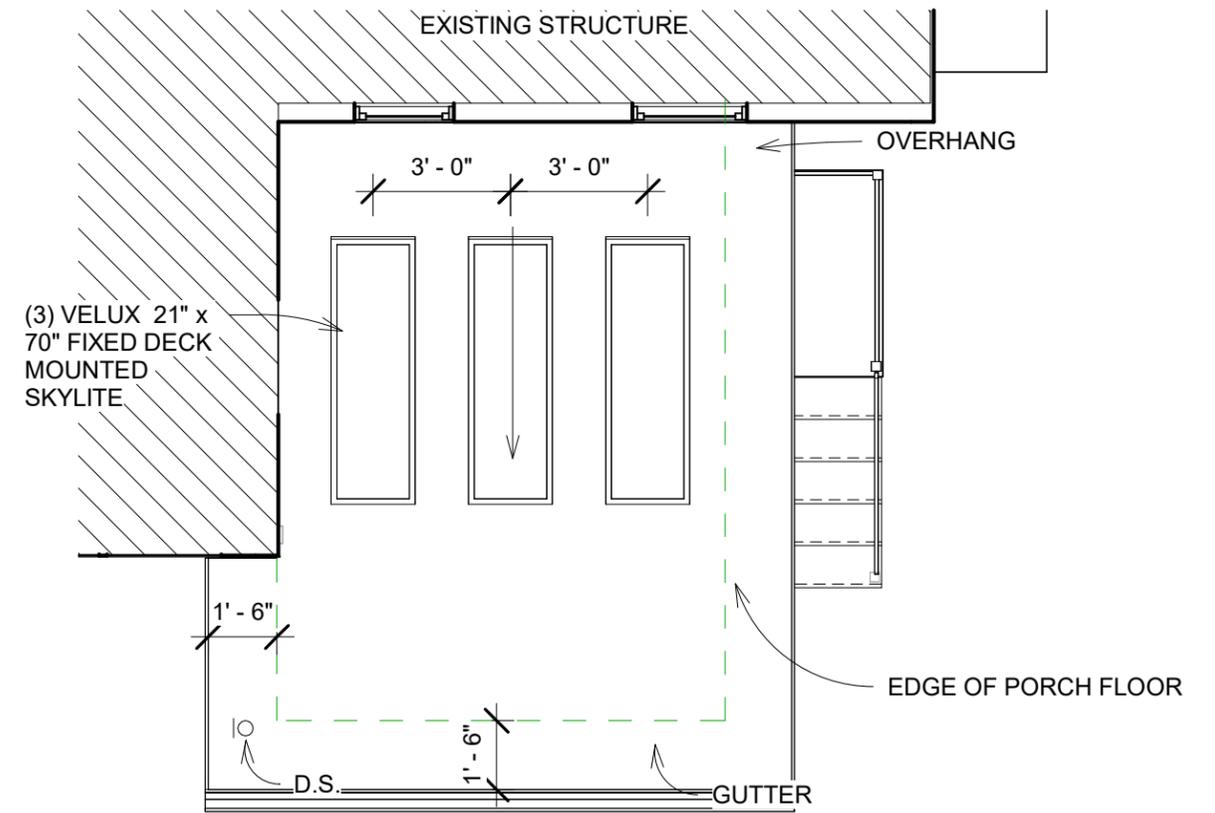
No.	Description	Date

LANDMARKS APPROVAL	
Date	01/30/2026
	A0.0
	Scale



1 PORCH FLOOR PLAN
3/8" = 1'-0"

PORCH KEYNOTES	
#	NOTE TEXT
1	EXISTING HOSE BIB. KEEP ACCESSIBLY
3	CEDAR DECK BOARDS
4	SINGLE METAL RAILING TO MATCH STAIR RAILING ATTACHED TO HOUSE. RAILING HEIGHT 36" ABOVE STAIR NOSING
6	SCREENING AND NARROW ALUM FRAMES WITH CLEAR VINYL WINDOWS MOUNTED TO INSIDE OF PORCH
7	CEDAR WOOD STAIRS WITH RISER BOARDS AND RISER LIGHTS
8	GUARDRAIL AND STAIR RAIL TO BE VERTICLE BLACK POWDER COATED ALUMINUM RAILING, HANDRAILING AND NULL POSTS.
9	3 X 3 CEDAR POST
10	PAINT SCREAN FRAMING TO MATCH HOUSE TRIM COLOR. MATCH ALUMINUM POLY PANELS TO FRAME COLOR



2 PORCH ROOF PLAN VIEW
1/4" = 1'-0"

No.	Description	Date



- FIRST FLOOR
0' - 0"
- SCREEN PORCH
-1' - 5"

② SOUTH (REAR) VIEW
1/4" = 1'-0"

STEVE CAIN & SARAH MARTY

PORCH ADDITION

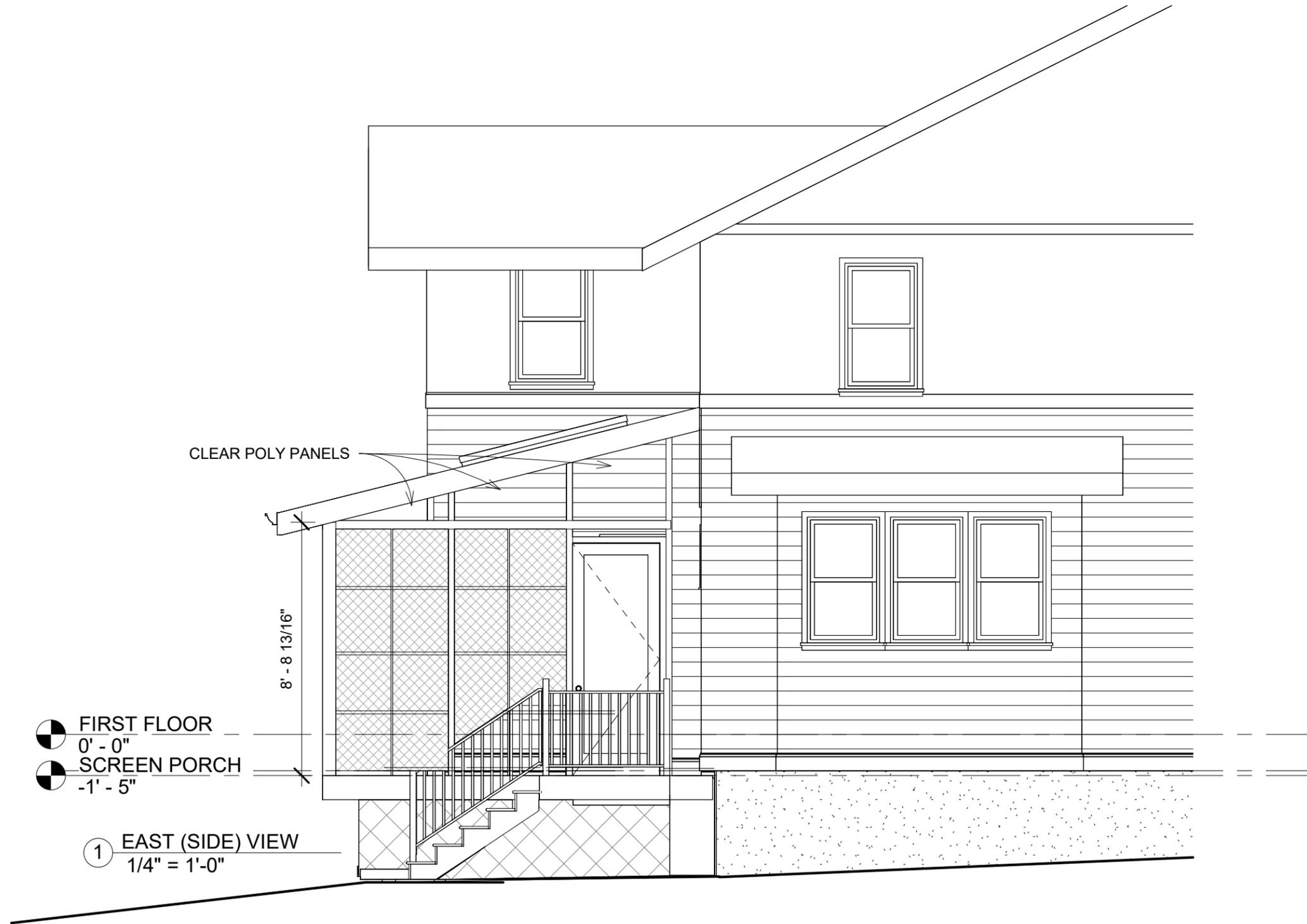
No.	Description	Date

PORCH ELEVATION

Date 01/30/2026

A2.1

Scale 1/4" = 1'-0"



● FIRST FLOOR
 0' - 0"
 ● SCREEN PORCH
 -1' - 5"

① EAST (SIDE) VIEW
 1/4" = 1'-0"

No.	Description	Date



PORCH
CONVERSIONS

Product Sheets

Haga clic aquí para la versión en español
porchconversions.com/productsheet-español



Window sashes are able to move up or down



Vertical 2, 3, & 4 Track Windows

Click for latest document version
porchconversions.com/productsheet-vertical

Window Width is 12"-65"

Window Height is 32"-110"

Screen Options



Standard

Great for letting in a cool breeze.



BetterVue®

Enhanced viewing



TuffScreen®

No-See-Um & pet protection

Vinyl Colors

More durable than glass, resists cracks, dents, and warping.



Clear



Light Gray



Dark Gray



Bronze

Adjustable Spreader Bar

Moves up to 1/8" to keep all spreader bars aligned.

Angled Bottom Sill

Channels water away to prevent moisture buildup inside

Frame Colors

Electrostatically applied paint ensures uniform coverage, long-lasting color, and superior weather resistance.



White



Tan



Clay



Bronze



Black

Equal-sized sashes for a consistent look

Vinyl Track Jamb

Ensures smooth and quiet operation of sashes. Comes in beige & black.

Mitered 45° Picture Frame Corners

No-Tools Sash Removal

Stainless steel constant-force sash springs make a secure fit while allowing easy removal.

All pieces discreetly labeled for easy maintenance & replacements

Fixed Lite Available
 Rectangles & Trapezoids

Warranty Coverage

Backed by a limited warranty for peace of mind.

Easy Installation

No industry-unique tools required, making it installer and DIYer friendly.

Weather-Resistant Design

Each component is engineered for 3-season wind and rain resistance.

Horizontal 2 & 3 Sash Windows

Click for latest document version
porchconversions.com/productsheet-horizontal

Double Sash 30"–96" wide

Triple Sash 60"–144" wide

Window Height 20"–110"

25% more aluminum in frame for added stability

Screen Options



Standard

Great for letting in a cool breeze.



BetterVue®

Enhanced viewing



TuffScreen®

No-See-Um & pet protection

Custom Spreader Bar Locations Optional



Lock & Keeper

100% marine-grade composite for corrosion resistance.

Vinyl Colors

More durable than glass, resists cracks, dents, and warping.



Clear



Light Gray



Dark Gray



Bronze

Frame Colors

Electrostatically applied paint ensures uniform coverage, long-lasting color, and superior weather resistance.



White



Tan



Clay



Bronze



Black



Mitered 45° Picture Frame Corners



All pieces discreetly labeled for easy maintenance & replacements



2-Track Heavy Duty Vinyl Roller System

Ensures smooth, quiet gliding using stainless steel axles and a nylon housing inside a vinyl track insert. Available in beige & black.



Internal weep system



Fixed Lite Available

Rectangles & Trapezoids

Warranty Coverage

Backed by a limited warranty for peace of mind.

Easy Installation

No industry-unique tools required, making it installer and DIYer friendly.

Weather-Resistant Design

Internal weep system helps against moisture buildup.

Cabana Entry & French Doors

Click for latest document version
porchconversions.com/productsheet-doors



French door

Min Width 60" / Max width 84"

32", 34", 36" or custom width

80" height

Interlocked Sashes for Security

Uses stainless steel constant force sash springs for a secure, tool-free fit.



Mitered 45° Picture Frame Corners

Premium Locking System

Lever mortise handle locks in black, matte black, silver, oil-rubbed bronze.

Optional Adjustable Spreader Bar (up to 1/8")

Shipped Mostly Assembled for Easy Installation

Includes mounting hardware, handle, and closer.



All pieces discreetly labeled for easy maintenance & replacements

Screen Options



Standard
Great for letting in a cool breeze.



BetterVue®
Enhanced viewing



TuffScreen®
No-See-Um & pet protection

Vinyl Colors

More durable than glass, resists cracks, dents, and warping.



Clear



Light Gray



Dark Gray



Bronze

Anodized Aluminum Saddle Threshold

Provides a durable, low-profile entry.

Frame Colors

Electrostatically applied paint ensures uniform coverage, long-lasting color, and superior weather resistance.



White



Tan



Clay



Bronze



Black

Warranty Coverage

Backed by a limited warranty for peace of mind.

Easy Installation

No industry-unique tools required, making it installer and DIYer friendly.

Weather-Resistant Design

Each component is engineered for 3-season wind and rain resistance.

Fixed Lite Lip & Trap Frames

Click for latest document version
porchconversions.com/productsheet-fixedlites

Vinyl Colors

More durable than glass, resists cracks, dents, and warping.



Clear Light Gray Dark Gray Bronze

OR

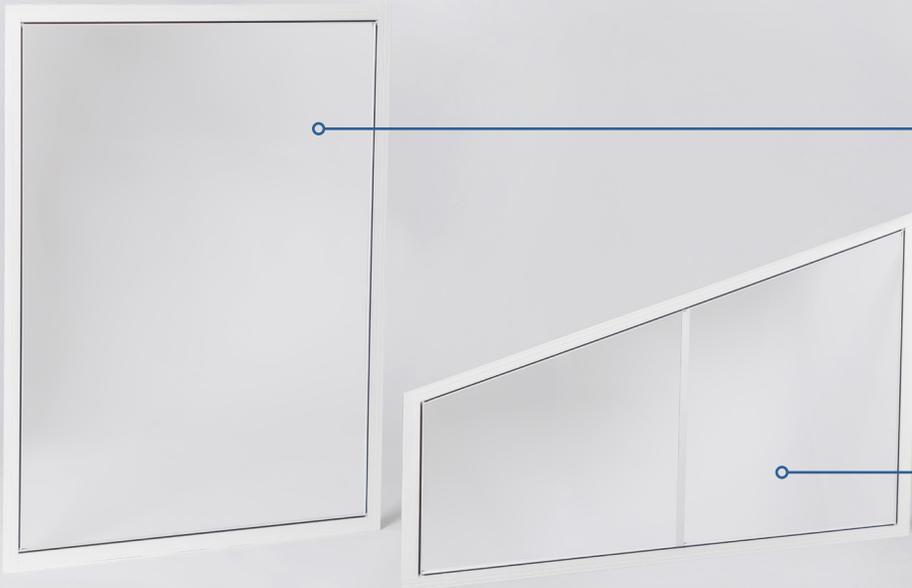
Screen Options



Standard
Great for letting in a cool breeze.

BetterVue®
Enhanced viewing

TuffScreen®
No-See-Um & pet protection



Lip Frames, traps, or "Fixed Lites", are non-moving openings that are made with either vinyl or screens, rather than both. Allowing maximum light, and fit perfectly to your space.

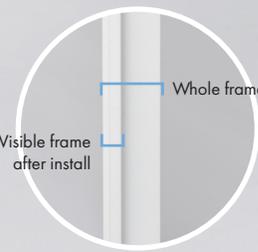
Rectangle

	Min W	Max W	Min H	Max H
Vinyl	4"	54"	4"	96"
Screen	6"	60"	6"	96"

Trapezoid

	Min W	Max W*	Max H*	Short leg	
				Min	Max
Vinyl	4"	84"	84"	4"	83.9"
Screen	4"	84"	84"	4"	83.9"

*Other dimension cannot exceed 52"



More Light, Less Frame

Once installed, only a fraction of the frame is visible. Leaving you with more view.

Frame Colors

Electrostatically applied paint ensures uniform coverage, long-lasting color, and superior weather resistance.



White Tan Clay Bronze Black



7/8" Flange

Makes installing over studs easier, even if they're slightly bowed or out of plum.

→ 20% More Metal

Our frames use more aluminum than the rest for a stronger, longer lasting quality.

Product Comparison

	Vertical 2-Track	Vertical 3-Track	Vertical 4-Track	Double Slider	Triple Slider	French Door	Cabana Door
Min Height	28"	41"	54"	20"	20"	72"	72"
Max Height	52"	77"	110"	110"	110"	96"	96"
Min Width	12"	12"	12"	30"	60"	60"	32"
Max Width	65"	65"	65"	96"	144"	84"	42"
Track range	2-4	2-4	2-4	2	2	4	4
Angled Sill	✓	✓	✓				
Heavy duty frame				✓	✓		
Spreader bar min req	30" w	30" w	30" w	42" h	42" h	36" w	36" w
Custom spreader bar options	✓	✓	✓	✓	✓	✓	✓
Internal weep system				✓	✓		

Universal qualities

- **Frame colors**
 - White, Tan, Clay, Bronze, and Black
- **Screen options**
 - Standard, BetterVue, and TuffScreen
- **Electro-statically applied paint**
- **Color-matched screws**
- **Durable memory vinyl**
 - Clear, light grey, dark grey, bronze
- **Weather-resistant design**
- **7/8" flange**
- **Easy installation**
- **No-tool sash removal for easy cleaning and maintenance**

Porch Conversion's Four-Track Vertical Vinyl Windows Limited Warranty

Porch Conversion warrants to the original resident purchaser that any unit is free of manufacturing and/or material defects. This warranty applies to the unit under normal use and service, subject to the conditions and limitations herein listed, and as long as the original resident purchaser resides in the home in which the units were installed.

This warranty covers only those manufacturing and material defects as specified herein and does not include defects or damages attributable to improper installation, use or maintenance, normal weathering, highly corrosive environments defects caused by accident, fire, flood, acts of God, vandalism, riot or civil disorder, building settlement or structural failure of walls or foundations; stresses resulting from localized heat which causes excessive temperature differentials over vinyl surface edges or occurrences beyond Porch Conversions' control.

This warranty shall be null and void if harmful solvents are used to clean the aluminum frame and/or sash members, the vinyl glazing, or if the frame and/or sash members are painted or coated in any way; or if any other "aftermarket" products are applied.

ALUMINUM FRAME

The aluminum components of the frame/sash members are warranted to be free of defects in materials and workmanship for the lifetime of the windows. The powder coated paint finish is warranted against blistering, peeling, cracking or chipping from normal intended usage for a period of 10 years from the date of installation to the original purchaser.

VINYL GLAZING

The vinyl is warranted to be free of defects resulting in material obstruction of vision and cracking for a period of 10 years from the date of delivery by Porch Conversions. Provided vinyl is conditioned annually with the vinyl cleaner, vinyl has prevalent characteristics such as bubbles, blurs and hairline scratches. These are expected as they are inherent qualities.

SCREEN AND MOVING PARTS

The screen and moving parts shall be warranted for a period of (2) years on the material only from the date of delivery by Porch Conversions.

CLAIMS

Any claim for defects under this warranty must be submitted promptly after discovery to the dealer from whom the product was purchased. If you cannot locate your Porch Conversions dealer, you may write to Porch Conversions for assistance. Some states do not allow the exclusion or limitation of incidental consequential damages or the limitation of remedies for a breach of warranty, so the above limitations or exclusions may not apply to you. This warranty give you specific legal rights, and you may also have other rights that vary from state to state.

CARE AND CLEANING OF FLEXIGLAZE

Please remember—vinyl is NOT glass. Extreme care must be taken when cleaning your vinyl windows. Do not use any harsh cleaners or detergents. It is imperative that no formulas containing bleach or ammonia are used, including professional pressure cleaners. For best results, your windows need to be cool before washing. Make sure all dust and loose sand or grit has been removed from all areas of the frame and vinyl. This is best accomplished with the soft brush attachment of your vacuum cleaner. We recommend that you use specially formulated Vinyl Cleaner and Preservative. An acceptable alternative is a mild solution of Woolite and distilled water.



© Porch Conversions 2025
v. 1.0.03