

## Bailey, Heather

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**From:** Bailey, Heather  
**Sent:** Tuesday, February 26, 2019 8:43 AM  
**To:** 'Kayla Klink'  
**Subject:** RE: Building permit for 1811 Regent

Kayla,

Thank you, I did receive them. I'll be giving everything a review and let you know if there are any items that need clarification. Otherwise, consider yourself on the agenda for March 11. The meeting will be here at the MMB at 5pm. You should receive an email with the agenda when we post it a week before the meeting.



**Heather L. Bailey, Ph.D.**

Preservation Planner  
Neighborhood Planning, Preservation + Design Section

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Department of Planning + Community + Economic Development  
Planning Division  
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**From:** Kayla Klink <[staff@genesisexteriors.net](mailto:staff@genesisexteriors.net)>  
**Sent:** Monday, February 25, 2019 5:10 PM  
**To:** Bailey, Heather <[HBailey@cityofmadison.com](mailto:HBailey@cityofmadison.com)>  
**Subject:** RE: Building permit for 1811 Regent

Heather,

I got all the required documents (hopefully) and application turned in by 12:00pm today for the deadline.

Please let me know what to expect next.

Thanks,

*Kayla Klink*

[Genesis Exteriors](#)

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**From:** Bailey, Heather <[HBailey@cityofmadison.com](mailto:HBailey@cityofmadison.com)>  
**Sent:** Wednesday, February 20, 2019 8:46 AM  
**To:** 'Kayla Klink' <[staff@genesisexteriors.net](mailto:staff@genesisexteriors.net)>  
**Subject:** RE: Building permit for 1811 Regent

Kayla,

The 12 hard copies need to be at our office by the deadline. You can submit them in person or mail them (as long as they arrive by the deadline), but they are hard copies.



**Heather L. Bailey, Ph.D.**

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**From:** Kayla Klink <[staff@genesisexteriors.net](mailto:staff@genesisexteriors.net)>  
**Sent:** Tuesday, February 19, 2019 3:09 PM  
**To:** Bailey, Heather <[HBailey@cityofmadison.com](mailto:HBailey@cityofmadison.com)>  
**Subject:** RE: Building permit for 1811 Regent

Heather,

Thank you. Once I have the filled out application, the (12) copies, and all the specs and info requested... does that all need to be turned in IN PERSON at the office by the deadline date... or can I submit it online... or what is the best way to submit the application and documents?

*Kayla Klink*

**Genesis Exteriors**

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**From:** Bailey, Heather <[HBailey@cityofmadison.com](mailto:HBailey@cityofmadison.com)>  
**Sent:** Monday, February 18, 2019 2:46 PM  
**To:** 'Kayla Klink' <[staff@genesisexteriors.net](mailto:staff@genesisexteriors.net)>  
**Subject:** RE: Building permit for 1811 Regent

Kayla,

The scale of the project will require review by the Landmarks Commission. Below are links to the application form and the submission deadline dates:

## Landmarks Commission Application Information

[Submittal Dates](#)

[Application](#)

This project does not require a public hearing, so you'd be looking at the second deadline column. On the application form, please look at page two for the required submittal items. Please note that we do need 12 paper copies of a complete submission. For your project, we need photos/images of each side of the house, up close photos of the existing siding and of the window you're proposing to replace. We also need current dimensions of both the siding and

window, and a product spec sheet that includes dimensions. In your narrative please describe why both need to be replaced and why repair is not what you're proposing. Also address how you are meeting the requirements of the ordinance. I'm attaching that again, but I'll also include the key portions below:

"41.24(5)(e) Re-Siding. Re-siding with aluminum or vinyl that replaces or covers clapboards or nonoriginal siding on structures originally sided with clapboards will be approved by the Landmarks Commission provided that the new siding imitates the width of the original clapboard siding to within one (1) inch and provided further that all architectural details including, but not limited to, window trim, wood cornices and ornament either remain uncovered or are duplicated exactly in appearance. Where more than one layer of siding exists on the structure, all layers except the first must be removed before new siding is applied. If insulation is applied under the new siding, all trim must be built up so that it projects from the new siding to the same extent it did with the original siding.

(f) Alterations Visible from the Street and Alterations to Street Facades. Alterations visible from the street, including alterations to the top of structures, and alterations to street facades shall be compatible with the existing structure in architectural design, scale, color, texture, proportion and rhythm of solids to voids and proportion of widths to heights of doors and windows. Materials used in such alterations shall duplicate in texture and appearance, and architectural details used therein shall duplicate in design, the materials and details used in the original construction of the existing structure or of other structures in University Heights of similar materials, age and architectural style, unless the Landmarks Commission approves duplication of the texture and appearance of materials and the design of architectural details used in the existing structure where the existing building materials and architectural details differ from the original. Alterations that exactly duplicate the original materials in composition are encouraged. Alterations that destroy significant architectural features are prohibited. Side alterations shall not detract from the design composition of the original facade.

(g) Additions and Exterior Alterations Not Visible from the Street. Additions and exterior alterations that are not visible from any streets contiguous to the lot lines upon which the structure is located will be approved by the Landmarks Commission if their design is compatible with the scale of the existing structure and, further, if the materials used are compatible with the existing materials in texture, color and architectural details. Additions and alterations shall harmonize with the architectural design of the structure rather than contrast with it."

Let me know if you have questions as you proceed.



**Heather L. Bailey, Ph.D.**

Preservation Planner

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**From:** Kayla Klink <[staff@genesisexteriors.net](mailto:staff@genesisexteriors.net)>

**Sent:** Monday, February 18, 2019 11:31 AM

**To:** Bailey, Heather <[HBailey@cityofmadison.com](mailto:HBailey@cityofmadison.com)>

**Subject:** RE: Building permit for 1811 Regent

**Importance:** High

Heather,

For the siding replacement on the house... we are quoted to remove and dispose of the existing wood shake siding and 1x8 bandboard on the whole house. We are to install a Tyvek moisture barrier over the existing wall sheathing and tape up all seams. Then install new LP Smartside siding and trim in place of the old siding. We will also be doing trimming around the windows in LP as well. The siding replacement on the garage will entail the same steps and the house siding.

We are also estimated to replace the existing back deck on the house. Do you know how I go about getting a permit for that? Who I have to contact and send the plans to? Essentially we are replacing the existing wood deck with Aztek PVC deck boards. We will be digging new footings that are 15"x48" and installing concrete 6x6 pressure treated support posts. The deck will be 12'x5' just like the current deck sizing.

Kayla Klink

[Genesis Exteriors](#)

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**From:** Bailey, Heather <[HBailey@cityofmadison.com](mailto:HBailey@cityofmadison.com)>  
**Sent:** Monday, February 18, 2019 10:35 AM  
**To:** 'staff@genesisexteriors.net' <[staff@genesisexteriors.net](mailto:staff@genesisexteriors.net)>  
**Subject:** Building permit for 1811 Regent

The City has received an online building permit application to replace siding and replace a window at 1811 Regent St. This building is located within the University Heights Historic District and will need a Certificate of Appropriateness for any exterior changes. I am attaching the historic preservation ordinance. Please refer to section 41.24 for the standards in University Heights.

If this is a small-scale project, there is the possibility that I could administratively approve it. If it is a larger alteration, then the project will need the approval of the Landmarks Commission. Could you describe in more detail the scope of this project?



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