

November 22, 2024

RE: Catholic Charities Waukesha Project – Sign Variance Request

To whom this may concern,

We are partnering with Catholic Charities leadership on a project for improvements to their Waukesha location at 717 N. East Avenue. This project was approved at the Plan Commission meeting on Wednesday, August 28, 2024.

We are requesting a variance to the sign code to allow for a monument sign as a part of this project for a few reasons. There is already a non-conforming sign on the property. This sign is dated, unattractive, does not reflect Catholic Charities' current corporate image, and does not match the architecture of the building. Our goal is to upgrade the existing sign to match the building with a stone base and to relocate it to provide better landscaping along the front of the building. We intend to locate the upgraded sign in the newly created landscape area provided by the removal of the two hazardous parking stalls currently located in the front yard of the building.

Please review our applications for the Permanent Sign and the Sign Variance Request, along with this letter and the accompanying drawings, and reach out with any questions or concerns.

Thank you,



Kevin Leonard | Project Manager

Moore Construction Services, LLC  
W146N5650 Enterprise Ave  
Menomonee Falls, WI 53051