



July 3, 2019

MCM Properties LLC  
C/O Jay and Christa Multhauf  
P/O Box 335  
Waukesha, WI 53187-0335

**Re: Landmarks Commission Emergency Certificate of Appropriateness – 221 N. Charles St.**

Dear Property Owners,

This is to inform you that the City of Waukesha Planning Department has granted you an Emergency Certificate of Appropriateness for siding replacement and window repair. The Landmarks Commission understands that your property is in need of immediate repair that cannot wait until after the next meeting, and it has authorized staff to permit you to start work right away.

Please note, this Emergency COA does not authorize either you or your contractors to do any construction work that would normally require a building permit without first obtaining one from the Building Department.

Your application will be discussed at the August 7<sup>th</sup>, 2018 Landmarks Commission meeting. At that time, The Commission will review both the work that has already been completed and (if applicable) any plans for continuing work and they will decide whether to grant a full Certificate of Appropriateness. They will use the criteria from the Secretary of the Interior's Standards for Rehabilitation of Historic Properties.

You will also be eligible for a Landmarks Paint and Repair Grant. The Commission typically authorizes grants of roughly 10% of a project's value, up to a maximum of \$2,000.

Thank you for your continued cooperation. Feel free to contact me with any questions.

Sincerely,

Charlie Griffith  
Associate Planner  
262-524-3529  
cgriffith@waukesha-wi.gov