



May 13, 2026

Andrew Dejewski  
Corpus Christi Parish  
440 N. Moreland Blvd.  
Waukesha, WI 53188

**Re: Landmarks Commission Emergency Certificate of Appropriateness – 818 N. East Ave.**

Dear Property Owners,

This is to inform you that the City of Waukesha Planning Department has granted you an Emergency Certificate of Appropriateness for replacement of the roof at the above address. The Landmarks Commission understands that you need to begin work immediately to prevent damage, so it has authorized staff to grant emergency approval.

The Emergency COA gives authorization to allow roof replacement, consistent with the proposal in your Certificate of Appropriateness application. As noted in the application, the new shingles will be Owens Corning Oakridge shingles, in the Brownwood color. Flat roof sections will have an EDPM membrane cover. Please note, this Emergency COA also 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. A commercial roof replacement permit is required for the proposed work.

Your application will be discussed at the June 3<sup>rd</sup>, 2026 Landmarks Commission meeting. At that time, The Commission will review both the work that has already been completed and any plans for additional work, if applicable. They will decide whether to grant a full Certificate of Appropriateness. They will base their decision on the criteria from the Secretary of the Interior's Standards for Rehabilitation of Historic Properties.

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

Sincerely,

A handwritten signature in black ink, appearing to read "Charlie Griffith", written over a light blue horizontal line.

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