

WASHINGTON HISTORIC PRESERVATION COMMISSION
Regular Scheduled Meeting - Agenda
Tuesday April 1, 2014
7:00 PM

- I. Opening of the meeting**
- II. Invocation**
- III. Roll call**

- IV. Old Business**

- V. Major Works, Certificate of Appropriateness**
 - A. Major Works**
 - 1. A request has been made by Beaufort County to demolish the home located at 617 Old East Second Street.
 - 2. A Request has been made by the owner of 133 and 135 West Main Street to replace the windows on the front façade.

 - Minor Works**
 - 1. A request has been made by the owner at 739 West Second Street to repair siding and windows on the property.
 - 2. A request has been made by the owner at 228 East Main Street to install a new gas furnace.
 - 3. A request has been made by Beaufort County to replace the split heat pump at 132 North Market Street.

- VII. Other Business**
 - 1. Design Guidelines

- VII. Approval of Minutes – March 4, 2014**

- VIII. Adjourn**

MAJOR WORKS

Beaufort County

617 Old East Second Street

Demolition

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Jennifer Brennan, Planning & Development

Re: Beaufort County has submitted a request to demolish the building at 617 Old East Second Street.

A request has been made by Beaufort County for a Certificate of Appropriateness to demolish the house located at 617 Old East Second Street. To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Beaufort County to demolish the house located at 167 Old East Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 6.0 Demolition**.

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Beaufort County to demolish the house located at 167 Old East Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 6.0 Demolition**. I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Beaufort County to demolish the house located at 167 Old East Second Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 6.0 Demolition**.



ADDRESS: 617 Old 2nd St

TAX PARCEL NUMBER: 5685-16-1861

CONTRIBUTING: Yes

CONTRIBUTING NUMBER: 474

NON-CONTRIBUTING NUMBER:

CURRENT OWNER: Tony and Eleanor Keech

FLOOD ZONE: Yes

SQUARE FOOTAGE OF STRUCTURE: 1654

WINDOW STYLE: upstairs: 2/2 downstairs: same

DOOR STYLE: 6 Panel Colonial

ROOF MATERIAL: Asphalt Shingle

DESCRIPTION:

OTHER FEATURES: (i.e. fences, accessory building, etc.): Garage- 16 x 18

A.4.2

CITY OF WASHINGTON
HISTORIC PRESERVATION COMMISSION
APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Date March 13, 2014

Fee _____

A: Information on Structure Under Consideration

Address: 617 Old E. Second St.

Current Owner: Tony Keech

Tax Parcel Number: 01-023932

This document does not constitute the issuance of a Building Permit. It is the responsibility of the applicant to obtain all necessary permits before commencing work. Contact the Inspections Dept. at 975-9383. Has a Building Permit been obtained? YES _____ NO _____ N/A _____.

B: Information on Person Making Application

Name: Tony Keech / Beaufort County

Address: 1420 Highland Drive

City: Washington State: NC Zip: 27889 Phone: 252-946-2046

C: Proposed Changes to Structure

I (We) respectfully request a Certificate of Appropriateness be issued in accordance with the City of Washington Zoning Ordinance for the following reason: (details of the proposed project)

Demolition based on condition
See attached: site evaluation, elevation certificate,
tax card, asbestos inspection, plot plan survey

D: I (We) understand approved requests are valid for one year.

Note: Applicants, and/or their agents or parties of interest are prohibited from any contact in relation to this matter with Historic Preservation Commission members prior to the public hearing.

FOR OFFICE USE ONLY:

ACTION

- Approved
- Approved with Conditions
- Denied
- Withdrawn
- Staff Approval

DATE

Respectfully Submitted,

Tony Keech
Signature
Lisa Reposa / Beaufort County 3/14/14
A4-3

**BEAUFORT COUNTY HURRICANE IRENE HAZARD MITIGATION PROGRAM (HMGP)
Site Evaluation and Scope of Work**

Parcel ID # _____
Owner's Name(s) Tony Keech
Street Address 617 Old E. 2nd Street **Mailing Address (if different)** _____
City/Town Washington, NC **Zip** 27889

PRELIMINARY

- Date package prepared by HCP _____
- _____ Right-to Enter Agreement
 - _____ Tax Card
 - _____ Photographs
 - _____ Asbestos Inspection Report
 - _____ Site Survey/Elevation Certificate
 - _____ Blank RFC Environmental Screening Checklist
 - _____ Blank RFC Historical Evaluation Request
 - _____ Location Map

Last revised 10/31/13

INITIAL REVIEW

Physical Description of Building Lot: Lot is relatively flat with fair to poor surface drainage.

10.0 **Base Flood Elevation (Elevations are based on HCP Database)**

6.31 **Existing Finished Floor Elevation**

Proposed Elevation Height (Evaluate ductwork, etc.) _____

Site-Specific Flooding Characteristics (Scour/Depressions/V-Zones): _____

Building Characteristics:

Foundation: Slab Crawl Space X Pler Pile Basement

Superstructure: The main house (original construction) is a 2-story timber framed structure with a later date single-story timber framed addition made to the rear consisting of a Kitchen, Utility Room and Pantry/Closet.

Complete Structure Perimeter Sketch _____ (attach) (Consult Survey Site Plan)

ENVIRONMENTAL FACTORS

Meeting with Homeowner

Homeowner Preferences: _____

Discuss possible impacts of elevating existing finished floor elevation (FFE) to 100-Year Base Flood Elevation (BFE) plus additional foot freeboard.

Describe Porches/Decks and Elevation Requirements (Refer to sketches) *Be specific about feasibility of elevating existing porches/decks as opposed to installing new porches to building code requirements.*

1. The front porch appears to have dropped unevenly across the front. Porch can likely be elevated but will require leveling.

Attention will need to be given to where the front porch roof is currently attached to the house to ensure this continuity is maintained. May need to open a portion of the porch ceiling for viewing of the attachment before elevating in the event there is some additional shoring/attachment strengthening needed. This is of special concern given the significant and severe damage (from termites) observed in the crawl space on some of the exterior walls (studs have crushed).

2. Rear stoop will need to be replaced.

HVAC Retrofitting Requirements (including ductwork):

1. No ductwork is presently located in the crawl space.
2. No HVAC system was observed on the exterior of the home.
3. Window units were observed in some areas of the home.
4. At this time, there would be no conflict with HVAC in the elevation of this home.

Fuel Tank Retrofitting Requirements:

Presence to be verified in field and addressed accordingly.

Water/Sewer Retrofitting Requirements (Discuss existing deficiencies, septic tank/water well concerns, with local building inspector.):

1. House appears to be served by a public water & sewer. Services will need to be located and marked in the yard prior to elevation to minimize potential of damage by lift operation and staging.

Landscaping Concerns:

A few insignificant shrubs exist on the front and rear of the home. A stone landscaping border has been established along the front porch. No other landscaping concerns apparent.

Note any accessibility requirements for disabled individuals (ONLY note if occupants are wheelchair-bound or using walker.):

N/A

Evaluate impact of elevating structure on public right-of-way and adjacent property (Refer questions concerning setbacks to local building code/development authority.):

Sufficient work room appears to exist on the front and rear. The long sides may be difficult depending on property line location.

May have to obtain temporary working easement/permission from property owner on west during placement of steel.

There is a fence within 10 feet on the rear half of the east that will be a minor obstruction. Verify property lines with owner.

Ancillary Structures Location/Dimensions:

1. There is a free-standing timber framed garage within 3'6" of the northeast corner of the home. The proximity of the garage does not appear that it will pose a significant obstruction to working from either the north or east side of the home.
2. There is also a free-standing carport located approximately 18 feet south of the west wing. This structure, as well, does not appear to pose a significant obstruction to work.

Evaluate obstacles to adequate site access for elevation (including soils limitations):

1. The front septic tank will need to be cordoned off prior to beginning work to ensure that equipment and staging materials are kept off of the tank.
2. Prior to beginning foundation work, pump, crush, and fill old rear septic tank with crushed rock and consolidate stone as instructed by Engineer.

Review Asbestos Inspection Report:

Describe any necessary pre-elevation asbestos abatement requirements: (Slab on grade)

Complete RFC Environmental Screening Checklist

Was this unit listed as an historic structure during NEPA environmental review?

Yes

No

If unit was not listed as an historic structure, and it is over 50 years old, fill out Historical Evaluation Request and submit to SHPO.

Make note below concerning modifications required to meet NEPA requirements:

(Transfer to Scope of Work):

STRUCTURAL FEASIBILITY

*NOTE: This section cannot be completed without an on-site review by both the Local Building Inspector and the Project Engineer.
Review by Local Building Inspection Authority:*

Name: _____
(Attach any comments by Local Building Inspection Authority)

Review date: _____

Date of Engineer's On-Site Review: 10/3/13

Date Engineer's Report Delivered: 10/31/13

Describe/photograph/sketch any visible signs of distress in existing foundation related to adverse soil conditions or improperly distributed load (provide sketches and attach if necessary):

There is evidence of significant differential settlement on this house in the form of "dish-shaped" floors, an uneven settlement of the front porch. Soils are suspect particularly along the interior there are signs of significant framing distress that could also be part of the cause. New foundation should be more than sufficient to spread loads on subgrade with a lower bearing pressure.

Describe any concerns related to overall cost/practicality of the FEMA-financed elevation/foundation improvement:

1. House framing has considerable distress particularly along the east wall.
2. The 2-story portion of the home has a pronounced lean to the east estimated to be 8"+. The cause appears to be from severe deterioration of the exterior east wall in the form of crushing (due primarily to termite damage it appears). The house will need to be stabilized and, very probably, the east walls opened and new studs added/sistered from the foundation up to firm material can be found.
3. Some of the floor framing will need to be replaced/sistered where significant decay exists in order to provide firmness upon the shoring can be placed; sufficient to resist the stresses of jacking.

Base Floor System: Observation & Opinion of Cost of Repair

Observe the structural condition of base floor system (including subfloor). Describe/photograph visible signs of distress. Provide a detailed list of the RFC and/or owner-financed improvements necessary to allow elevation and repair of the base floor framing in accordance with the local building code authority's interpretation of the North Carolina Residential Building Code. Attach sketches of existing floor framing layout. If improvements must be owner-financed, provide an opinion of cost. If the base floor system is completely or partially inaccessible and the base floor system may have undisclosed damage requiring repairs, the evaluator should indicate the elevation is deferred for that reason. (Be as specific as possible.):

1. Due to decay and/or reduced joist depth (see item 2 below), repair/sister 18 to 20 existing 2x10 (1 3/4"x9 3/4") floor joists (long the east side of the house) with new double 2x6 PT floor joists.
2. A large number of floor joists throughout the house are over-notched and, due to brittleness, have shear cracks at the notch that extend in some cases from half to nearly full span. This condition has significantly reduced the affective joist depth from 2x10's to an equivalent 2x6. A midspan drop girder will need to be added to reduce the span of what is now affectively 2x6's at 26" o/c. This condition exists throughout the house. In some areas of house, new drop girders were added for this very reason. I estimate 50 to 60 LF of new drop girder and 8 to 9 new masonry piers will be needed to correct this condition.
3. The rear later-date addition is approximately 4 inches lower than the original 2-story section. The hall/stair floor is 2 inches

higher than the Living Room floor.

4. There are some ceiling stains in the Kitchen and Utility. No apparent distress observed.

5. See next paragraph for measures required prior to elevation.

(The floor system evaluation should be transferred to the Scope of Work, and/or further evaluated through construction change order, as appropriate.)

Superstructure: Observation & Opinion of Cost of Repair

Observe the structural condition of the superstructure (including stud or block walls, ceiling joists, and roof framing where accessible). Describe/photograph visible signs of distress. Provide a detailed list and an opinion of the cost of owner-funded improvements (if any) necessary to allow the structure to withstand the stress of elevation. (NOTE: The responsibility for the structural integrity of the house with respect to the elevation process lies with the elevation contractor who controls the means and methods of elevation including the number, size and location of lifting beams.) Attach sketches if necessary. If areas of the superstructure suspected to be damaged/decayed are completely or partially inaccessible, and if, in the inspector's opinion, the superstructure may have undisclosed damage, the evaluator should indicate that elevation is deferred for that reason. (Be as specific as possible.):

1. The 2-story portion of the home has a pronounced lean to the east estimated to be 8"+. Raising the house will tend to expose the structure to increased wind pressure that could cause collapse. There is a lack of proper bearing on the east perimeter wall due to deterioration primarily caused by termite infestation. The extent of termite damage is unknown but most likely runs a considerable distance up the wall and probably up to the second floor framing.

The house will need to be stabilized, the east walls opened, and new studs added/sistered from the foundation, including the 6x6 band sill, up to firm material. Expect to find 25 to 30 feet of exterior east wall/band sill is compromised and need of stabilization/repair.

2. Both the first and second floors exhibit pronounced floor slopes toward the interior N-S oriented load-bearing wall. These floors also slope from the front/rear walls toward the interior at about the same rate of slope. The upstairs rear bedroom, for example, slopes from west to east dropping approximately 3 to 4 inches. In the north-south direction, the floor has approximately a 2" drop at the center. This same type condition exists in the front upstairs bedroom. As cracks developed in the plaster, many were repaired over the past though some new cracks have developed throughout. When the house is raised and leveled, expect extensive crack repair to be required.

3. There is a dropped ceiling in the 2nd floor; the current ceiling height is 8'-1" with the upper original ceiling being at 9'-10".

Remedial Measures Required to be Made Prior to Elevating the Home.

Before the home can be raised, a number of improvements will be required in order to provide a sound stable structure to which the foundation can be attached as well as resist the lifting forces. Those measures are:

1. In the east-west direction, install a temporary exterior wall bracing system to stabilize the house during both siding/sheathing removal and re-plumbing of the house.

2. Remove siding and some of the sheathing on the two ends of the house to permit the house to be plumbed.

3. Remove the wall plaster on the interior transverse walls to permit the house to be plumbed.

4. Remove the interior wall plaster on the east exterior wall of the house to permit inspection and stud replacement and/or

sistering.

5. The stairs covers most of the exterior east wall on the first floor. Consequently, stud repair/replacement may require either exposing all stair framing and/or repairs be made from the exterior.
6. Replace the east band sill. Replace/sister new studs to all damaged/decayed wall studs.
7. Replace exterior wall sheathing down to new band sills to ensure connectivity of house framing to new foundation system per code.
8. Prior to lift, install cross-bracing on open transverse wall. Replace wall covering once house has been elevated.
9. Ninety percent of the first floor framing will require repair/replacement as noted previously prior to lifting in order to provide a sound first floor framing system that can resist the lifting forces.
10. Coordinate asbestos/lead abatement and wiring repair in concert with the above measures.

Utilities Retrofitting/Building Code Violations: Observation and Opinion of Cost of Repair

Observe the condition of the existing water and sewer service and connection lines (including septic tanks and water wells if applicable), the electrical panel and service entry, and the general condition of the electrical system. Describe the photograph-visible code violations and provide a detailed list and an opinion of the cost of owner-financed improvements necessary to permit the local building inspection official to issue a Certificate of Compliance following the elevation/retrofitting process.

N/A

RECOMMENDATIONS

Unit Recommended for Bid as defined in the attached Scope of Elevation Work using continuous exterior perimeter footings and walls and interior spread footings and piers as specified by the prescriptive methods of the NC State Residential Building Code and the RFC Scope of Elevation Work/Generic drawings.

X

Unit Recommended for Bid using methods prescribed by Project Engineer in attached report dated 10/30/13, and as defined in the attached Scope of Elevation and by the prescriptive methods of the NC State Residential Building Code.

Notes:

HCP INSPECTOR:

PROCEED WITH PREPARATION OF ELEVATION/RETROFITTING CHECKLIST BELOW.

NOTE TO HOMEOWNER

This report/recommendation does not certify that the house will not suffer damage associated with the elevation process. The recommendation to elevate is based on a limited review of the house and relies on the fact that similar houses in similar conditions have satisfactorily undergone an elevation process. The elevation contractor is responsible for the means and methods of elevating the house and is responsible for closely monitoring the results of imposing jacking loads on the house during elevation. The elevation contractor is responsible for taking whatever action is necessary to minimize damage to the house. The contractor and/or local building code authority may judge that this house is unsuitable for elevation following commencement of construction.

Unit Deferred for Bid:

Provide a brief summary of the rationale for deferral:

HCP Evaluator (Type or Print)

Date

Signature

COMMENTS FROM LOCAL BUILDING INSPECTION AUTHORITY ATTACHED

ENGINEER'S OPINION OF STRUCTURAL FEASIBILITY ATTACHED

**BEAUFORT COUNTY HURRICANE IRENE HAZARD MITIGATION PROGRAM (HMGP)
RESIDENTIAL INSPECTION ELEVATION/RETROFITTING CHECKLIST**

Parcel ID #	_____		
Owner's Name(s)	Tony Keech		
Street Address	<u>617 E. Old 2nd Street</u>	Mailing Address (if different)	_____
City/Town	<u>Washington, NC</u>	Zip	<u>27889</u>

- General:** All Elevation/Retrofitting work for this unit must be performed in strict accordance with the applicable sections of the General Scope of Elevation Work and the Standard Foundation Drawings and Notes included in the instructions to Bidders, and the NC Residential Building Code.
- Elevation Height:** The main structure is to be elevated from the existing FFE of 6.31 ft. NCGS to a minimum post-elevation FFE of 13 ft. NCGS. Please note that the lowest portion of the entire living space (including all unheated storage and enclosed areas) is to be elevated to the minimum FFE shown above, unless noted otherwise under note (3), below. The lowest adjacent grade elevation is 4.0 ft. NCGS.

Check Items Below As Applicable:

- Engineer's Foundation Notes** (provide any exceptions or additions to generic foundation retrofitting requirements included in the General Scope of Elevation Work). Refer to engineer's unit-specific requirements and drawings and attach to this checklist.
See Plan Notes and notes elsewhere in this form relating to foundation. New drop girder system to be added at midspan of existing split floor joists.
- Floor Framing Notes** (provide any exceptions or additions to generic floor framing [band/exterior sill] retrofitting requirements included in the General Scope of Elevation Work. Exclude any items that are best handled by construction change order):
 - See Plan Notes and notes elsewhere in this form relating to foundation.
 - Decayed girders/band sills will need replacing. Decayed floor joists will require sistering.
- Access Notes** (provide any exceptions or additions to generic access retrofitting requirements included in the General Scope of Elevation Work):

- Utility Retrofitting Notes** (provide any exceptions or additions to generic utility retrofitting requirements included in the General Scope of Elevation Work):

N/A
- Garage/Deck/Utility Room/Miscellaneous Notes** (provide any exceptions or additions to generic outstructure requirements included in the General Scope of Elevation Work):
 - N/A...free-standing garage located a significant distance to south of home.

X Slab-On-Grade Note: The existing slab is to be demolished and a new interior foundation and floor system is to be built in accordance with the attached engineering drawings (#) and applicable requirements of the NC State Residential Building Code. The contractor is responsible for retrofitting/replacement of all plumbing connection lines and the electrical system required to install the new floor system, including reconnection of all plumbing fixtures and appliances.

N/A...none exists.

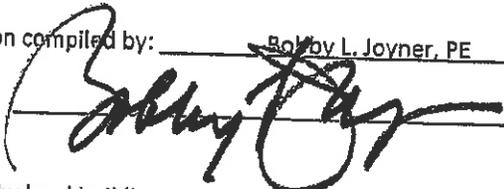
X Historic Structure Note: This unit has been designated as historically significant. The exterior foundation wall shall be finished as indicated on either Drawing # _____ in the Standard Foundation Drawings and Notes, as applicable.

(Provide any exceptions or additions to generic historic structure requirements included in the General Scope of Elevation Work):

Attached sketches and site survey information are for background information only and are not provided as a reference for work to be completed.

ATTACH ELEVATION CERTIFICATE AND PHOTOGRAPHS.

Information compiled by: Bobby L. Joyner, PE Date: 10/31/13

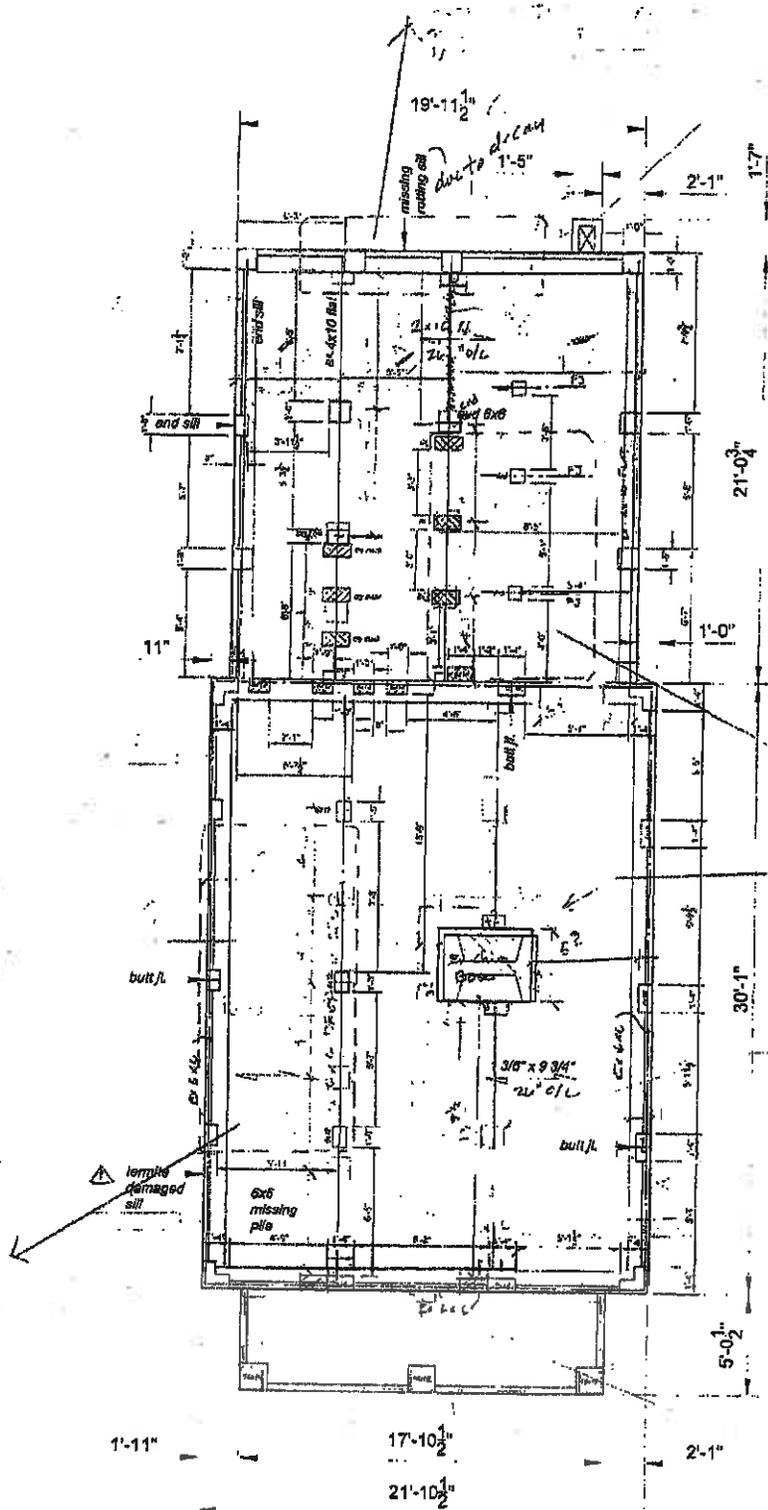
Signature: 

Reviewed by local building inspector:

Name: _____

Date: _____





EXISTING FOUNDATION PLAN

SCALE: 1/8" = 1'-0"

617 Old E 2nd

BEAUFORT COUNTY HURRICANE IRENE HAZARD MITIGATION PROGRAM (HMGP)

Site Elevation and Scope of Work

Parcel ID # 01-023932
Owner's Name Tony Keech
Street Address 617 Old E. 2nd Street
City/Town Washington NC, 27889

Attachment to the HMGP.08 Form (Page 5 & 6)

Remedial Measures Required to be Made Prior to Elevating the Home

Cost Estimate

1. \$4,000
2. \$10,000
3. \$12,000
4. \$6,500
5. N/A
6. \$8,500
7. \$4,200
8. Bracing \$4,000
Wall int. \$12,000
Wall ext. \$17,000
9. \$23,000 (replace all floor system)(If HMGP eligible expense delete)
10. \$6,200

Total \$107,000

This estimate does not reflect any additional rotten or decayed framing that may be discovered after the removal of interior and exterior wall coverings not described by the engineer. It also does not reflect any additional interior wall surface cracking (plaster) that may occur as a result in the effort to secure and true the framing of this house.

A handwritten signature in black ink, appearing to read "Gary Miller". The signature is fluid and cursive, with a large initial "G" and "M".

Gary Miller

Resident Inspector

December 6, 2013

ELEVATION CERTIFICATE

OMB No. 1660-0008
Expires March 31, 2012

Important: Read the instructions on pages 1-9.

SECTION A - PROPERTY INFORMATION

A1. Building Owner's Name <u>Tony Warren Keech, Sr.</u>		For Insurance Company Use	
A2. Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No. <u>617 East Old Second Street</u>		Policy Number	
City <u>Washington</u> State <u>NC</u> ZIP Code <u>27889</u>		Company NAIC Number	
A3. Property Description (Lot and Block Numbers, Tax Parcel Number, Legal Description, etc.) <u>NC PIN# 5685-16-1861</u>			
A4. Building Use (e.g., Residential, Non-Residential, Addition, Accessory, etc.) <u>residential</u>			
A5. Latitude/Longitude: Lat. <u>35.53909</u> Long. <u>77.04623</u>		Horizontal Datum: <input type="checkbox"/> NAD 1927 <input checked="" type="checkbox"/> NAD 1983	
A6. Attach at least 2 photographs of the building if the Certificate is being used to obtain flood insurance.			
A7. Building Diagram Number <u>8</u>			
A8. For a building with a crawlspace or enclosure(s):		A9. For a building with an attached garage:	
a) Square footage of crawlspace or enclosure(s)	<u>1210</u> sq ft	a) Square footage of attached garage	<u>n/a</u> sq ft
b) No. of permanent flood openings in the crawlspace or enclosure(s) within 1.0 foot above adjacent grade	<u>0</u>	b) No. of permanent flood openings in the attached garage within 1.0 foot above adjacent grade	<u>n/a</u>
c) Total net area of flood openings in A8.b	<u>0</u> sq in	c) Total net area of flood openings in A9.b	<u>n/a</u> sq in
d) Engineered flood openings? <input type="checkbox"/> Yes <input type="checkbox"/> No		d) Engineered flood openings? <input type="checkbox"/> Yes <input type="checkbox"/> No	

SECTION B - FLOOD INSURANCE RATE MAP (FIRM) INFORMATION

B1. NFIP Community Name & Community Number <u>City of Washington 370017</u>		B2. County Name <u>Beaufort</u>		B3. State <u>NC</u>	
B4. Map/Panel Number <u>3720568500</u>	B5. Suffix <u>J</u>	B6. FIRM Index Date <u>5-15-03</u>	B7. FIRM Panel Effective/Revised Date <u>5-15-03</u>	B8. Flood Zone(s) <u>AE</u>	B9. Base Flood Elevation(s) (Zone AO, use base flood depth) <u>10</u>
B10. Indicate the source of the Base Flood Elevation (BFE) data or base flood depth entered in Item B9. <input type="checkbox"/> FIS Profile <input checked="" type="checkbox"/> FIRM <input type="checkbox"/> Community Determined <input type="checkbox"/> Other (Describe) _____					
B11. Indicate elevation datum used for BFE in Item B9: <input type="checkbox"/> NGVD 1929 <input checked="" type="checkbox"/> NAVD 1988 <input type="checkbox"/> Other (Describe) _____					
B12. Is the building located in a Coastal Barrier Resources System (CBRS) area or Otherwise Protected Area (OPA)? Designation Date _____ <input type="checkbox"/> CBRS <input type="checkbox"/> OPA <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					

SECTION C - BUILDING ELEVATION INFORMATION (SURVEY REQUIRED)

C1. Building elevations are based on: Construction Drawings* Building Under Construction* Finished Construction
*A new Elevation Certificate will be required when construction of the building is complete.

C2. Elevations -- Zones A1-A30, AE, AH, A (with BFE), VE, V1-V30, V (with BFE), AR, AR/A, AR/AE, AR/A1-A30, AR/AH, AR/AO. Complete Items C2.a-h below according to the building diagram specified in Item A7. Use the same datum as the BFE.
Benchmark Utilized BEA 14 Vertical Datum NGVD 1929
Conversion/Comments NGVD 1929 - 1.07 ft. = NAVD 1988

Check the measurement used.

a) Top of bottom floor (including basement, crawlspace, or enclosure floor)	<u>3.9</u>	<input checked="" type="checkbox"/> feet <input type="checkbox"/> meters (Puerto Rico only)
b) Top of the next higher floor	<u>6.3</u>	<input checked="" type="checkbox"/> feet <input type="checkbox"/> meters (Puerto Rico only)
c) Bottom of the lowest horizontal structural member (V Zones only)	<u>n/a</u>	<input checked="" type="checkbox"/> feet <input type="checkbox"/> meters (Puerto Rico only)
d) Attached garage (top of slab)	<u>n/a</u>	<input checked="" type="checkbox"/> feet <input type="checkbox"/> meters (Puerto Rico only)
e) Lowest elevation of machinery or equipment servicing the building (Describe type of equipment and location in Comments)	<u>6.3</u>	<input checked="" type="checkbox"/> feet <input type="checkbox"/> meters (Puerto Rico only)
f) Lowest adjacent (finished) grade next to building (LAG)	<u>3.9</u>	<input checked="" type="checkbox"/> feet <input type="checkbox"/> meters (Puerto Rico only)
g) Highest adjacent (finished) grade next to building (HAG)	<u>4.4</u>	<input checked="" type="checkbox"/> feet <input type="checkbox"/> meters (Puerto Rico only)
h) Lowest adjacent grade at lowest elevation of deck or stairs, including structural support	<u>4.2</u>	<input checked="" type="checkbox"/> feet <input type="checkbox"/> meters (Puerto Rico only)

SECTION D - SURVEYOR, ENGINEER, OR ARCHITECT CERTIFICATION

This certification is to be signed and sealed by a land surveyor, engineer, or architect authorized by law to certify elevation information. I certify that the information on this Certificate represents my best efforts to interpret the data available. I understand that any false statement may be punishable by fine or imprisonment under 18 U.S. Code, Section 1001.

Check here if comments are provided on back of form. Were latitude and longitude in Section A provided by a licensed land surveyor? Yes No

Certifier's Name <u>James J. Albera</u>	License Number <u>L-3397</u>
Title <u>Professional Land Surveyor</u>	Company Name <u>James J. Albera, Professional Land Surveyor</u>
Address <u>P.O. Box 6</u>	City <u>Bath</u> State <u>NC</u> ZIP Code <u>27808</u>
Signature 	Date <u>2-14-12</u> Telephone <u>(252) 964-2192</u>



IMPORTANT: In these spaces, copy the corresponding information from Section A.

Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No.
617 East Old Second Street

City Washington State NC ZIP Code 27889

For Insurance Company Use

Policy Number

Company NAIC Number

SECTION D - SURVEYOR, ENGINEER, OR ARCHITECT CERTIFICATION (CONTINUED)

Copy both sides of this Elevation Certificate for (1) community official, (2) insurance agent/company, and (3) building owner.

Comments Latitude and Longitude by GARMIN GPS II +. Item C2e is for facilities located inside residence--no exterior machinery or equipment servicing building. Item C2h is for steps at front of residence.

Signature



Date 2-14-12

Check here if attachments

SECTION E - BUILDING ELEVATION INFORMATION (SURVEY NOT REQUIRED) FOR ZONE AO AND ZONE A (WITHOUT BFE)

For Zones AO and A (without BFE), complete Items E1-E5. If the Certificate is intended to support a LOMA or LOMR-F request, complete Sections A, B, and C. For Items E1-E4, use natural grade, if available. Check the measurement used. In Puerto Rico only, enter meters.

E1. Provide elevation information for the following and check the appropriate boxes to show whether the elevation is above or below the highest adjacent grade (HAG) and the lowest adjacent grade (LAG).

a) Top of bottom floor (including basement, crawlspace, or enclosure) is _____ feet meters above or below the HAG.

b) Top of bottom floor (including basement, crawlspace, or enclosure) is _____ feet meters above or below the LAG.

E2. For Building Diagrams 6-9 with permanent flood openings provided in Section A Items 8 and/or 9 (see pages 8-9 of Instructions), the next higher floor (elevation C2.b in the diagrams) of the building is _____ feet meters above or below the HAG.

E3. Attached garage (top of slab) is _____ feet meters above or below the HAG.

E4. Top of platform of machinery and/or equipment servicing the building is _____ feet meters above or below the HAG.

E5. Zone AO only: If no flood depth number is available, is the top of the bottom floor elevated in accordance with the community's floodplain management ordinance? Yes No Unknown. The local official must certify this information in Section G.

SECTION F - PROPERTY OWNER (OR OWNER'S REPRESENTATIVE) CERTIFICATION

The property owner or owner's authorized representative who completes Sections A, B, and E for Zone A (without a FEMA-issued or community-issued BFE) or Zone AO must sign here. The statements in Sections A, B, and E are correct to the best of my knowledge.

Property Owner's or Owner's Authorized Representative's Name

Address

City

State

ZIP Code

Signature

Date

Telephone

Comments

Check here if attachments

SECTION G - COMMUNITY INFORMATION (OPTIONAL)

The local official who is authorized by law or ordinance to administer the community's floodplain management ordinance can complete Sections A, B, C (or E), and G of this Elevation Certificate. Complete the applicable item(s) and sign below. Check the measurement used in Items G8 and G9.

G1. The information in Section C was taken from other documentation that has been signed and sealed by a licensed surveyor, engineer, or architect who is authorized by law to certify elevation information. (Indicate the source and date of the elevation data in the Comments area below.)

G2. A community official completed Section E for a building located in Zone A (without a FEMA-issued or community-issued BFE) or Zone AO.

G3. The following information (Items G4-G9) is provided for community floodplain management purposes.

G4. Permit Number

G5. Date Permit Issued

G6. Date Certificate Of Compliance/Occupancy Issued

G7. This permit has been issued for: New Construction Substantial Improvement

G8. Elevation of as-built lowest floor (including basement) of the building: _____ feet meters (PR) Datum _____

G9. BFE or (in Zone AO) depth of flooding at the building site: _____ feet meters (PR) Datum _____

G10. Community's design flood elevation _____ feet meters (PR) Datum _____

Local Official's Name

Title

Community Name

Telephone

Signature

Date

Comments

Check here if attachments

Building Photographs

See Instructions for Item A6.

Building Street Address (including Apt., Unit, Suite, and/or Bldg. No.) or P.O. Route and Box No. 617 East Old Second Street	For Insurance Company Use: Policy Number
City Washington State NC ZIP Code 27889	Company NAIC Number

If using the Elevation Certificate to obtain NFIP flood insurance, affix at least two building photographs below according to the instructions for Item A6. Identify all photographs with: date taken; "Front View" and "Rear View"; and, if required, "Right Side View" and "Left Side View." If submitting more photographs than will fit on this page, use the Continuation Page on the reverse.



Front View (2-14-12)



Rear View (2-14-12)

KEEPCH ACCOUNT NUMBER: 01-WA37-060--		TONY WARREN SR TOWNSHIP: 01		PROPERTY DESCRIPTION 1 LOT 617 OLD E 2ND STREET		CITY C01		APPROVALS U - USE VALUE P - PUBLIC WATER S - PUBLIC SEWER T - SEPTIC TANK N - NONE E - ELECTRICITY W - WATER FRONT		APPROVALS E - EXCELLENT G - GOOD A - AVERAGE F - FAIR VP - VERY POOR W - WATER FRONT		ACRES 0	
DATE OF CONVEYANCE 03/07/03		MAP NUMBER 1311/0215 568509		PARCEL NUMBER 001-023933		ROUTE/ZONE/SPECIAL DISTRICTS 617 F 2ND ST		MARKET VALUE 20,750		DEPRECIATION 45,878		MARKET VALUE SUMMARY LAND 20,750 BUILDINGS 45,878 TOTAL MARKET VALUE 66,628	
CONSTRUCTION DETAIL CODE 09 EXT. WALL 1 ROOF STRUCTURE 03 ROOF COVER 12 INT. WALL 1 INT. FLOOR 1 HEATING FUEL GAS HEATING TYPE NONE AIR COND. TYPE WINDOW UNIT QUALITY 2 BEDROOMS 2 STORIES 2 FIREPL 1 FULL BTH 1 HALF BTH 0		CONSTRUCTION DETAIL USE 01 EFF. AREA 1,690.76 REPLACEMENT COST NEW 50,271		MARKET VALUE 20,750		DEPRECIATION 45,878		MARKET VALUE SUMMARY LAND 20,750 BUILDINGS 45,878 TOTAL MARKET VALUE 66,628		DEPRECIATION 45,878		MARKET VALUE SUMMARY LAND 20,750 BUILDINGS 45,878 TOTAL MARKET VALUE 66,628	
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OFFICIAL RECORD	BOOK	PAGE	DATE	MO.	DAY	YR.	TYPE	INDICATED SALES PRICE
1	1131	0215	03/07/03	03	07	03	01	18,500
2	1131	0215	03/07/03	03	07	03	01	12,000
3	841	2593	11/10/1840001	11	10	1840001	01	

TOTALS	AREA TYPE	GROSS AREA	NET BASE AREA	EFFECTIVE AREA	REPLACEMENT COST NEW
1	010	1,060	1,060	1,060	53,283
2	010	94	94	94	1,810
3	010	650	90	594	29,850

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1	010	1,060			

INVOICE
W. F. BULOW INSPECTIONS.

LICENSE 10845
PO Box 309
Ayden, N.C. 28513

Phone-252-916-7391

October 31, 2013

Holland Consulting Planners, Inc
Atten: Gary Miller
310 West Main St
Washington, NC 27889

Subject: Asbestos inspection Tony Keech Residence
617 Old 2nd St
Washington, NC

Scope of work: Asbestos inspection of crawl space and lower exterior areas.

TOTAL	Due	\$120.00
--------------	------------	-----------------

No materials which could contain asbestos were found. Construction is block, brick and wood. Date inspected 10-30-13



Vicinity Map not drawn to scale

Vicinity Map

This plot is subject to any facts that maybe disclosed by a full and accurate title search, as well as any R/W's, easements, zoning regulations and restrictive covenants of record not shown hereon.

Area computed by the Method of Coordinate Geometry.

All Distances are horizontal ground unless otherwise noted.

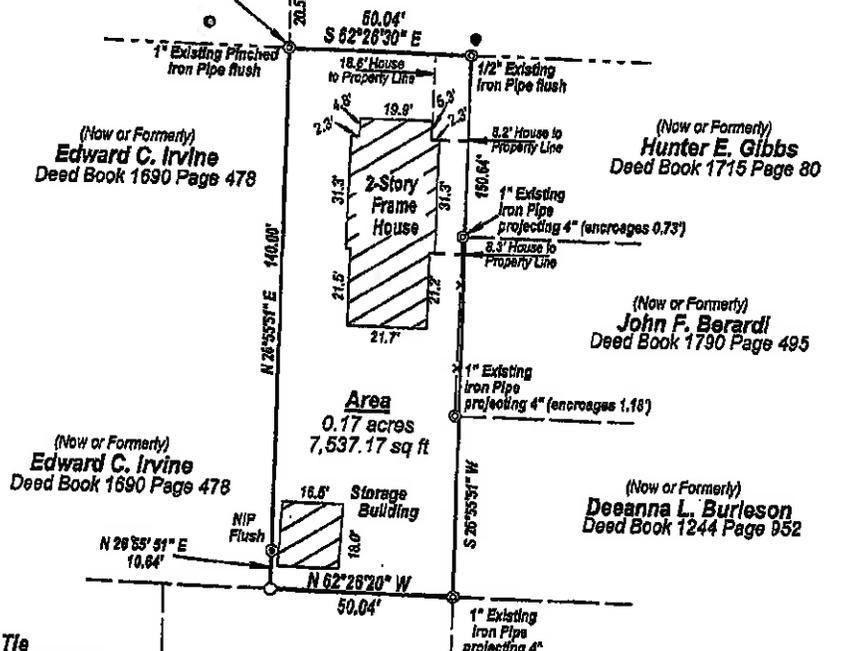
Special Notes

NC Grid Coordinates

N = 656,877.88
E = 2,581,164.49

NAD 83/ 2001 Adjustment

2 Lane Paved Roadway
Right of Way based upon
existing property corners



(Now or Formerly)
Edward C. Irvine
Deed Book 1690 Page 478

(Now or Formerly)
Hunter E. Gibbs
Deed Book 1715 Page 80

(Now or Formerly)
John F. Berardi
Deed Book 1790 Page 495

(Now or Formerly)
Edward C. Irvine
Deed Book 1690 Page 478

(Now or Formerly)
Deeanna L. Burleson
Deed Book 1244 Page 952

(Now or Formerly)
Ginger W. Newbold
Deed Book 1285 Page 609

(Now or Formerly)
Sharon B. Owens
Deed Book 1799 Page 606

Grid Tie

Grid Coordinates are based upon a transit traverse to NCGS Stations "ARMORY & PARK" Combined Factor = 0.9988903
ARMORY : N= 656,342.16
 E= 2,581,434.52
PARK : N= 656,922.77
 E= 2,582,499.31

Legend

- = NPS (No Point Set)
 - ⊙ = NIP (New Iron Pipe)
 - ⊕ = EIP (Existing Iron Pipe)
 - ⊙ = Mag Nail (Magnetic Survey Nail)
 - = PP (Power Pole)
- All NIP are 1" in diameter iron pipe
24" long
Units are Degrees Minutes & Seconds
and US Survey Foot
- = Line Surveyed
- - - = Line not Surveyed



This Survey is of an existing parcel or parcels of land and does not create a new street or change an existing street.

Hugh A. Sorrell
Hugh A. Sorrell, Professional Land Surveyor, L-2848

I, Hugh A. Sorrell, Certify that this plot was drawn under my supervision from an actual survey made under my supervision. That the boundary lines surveyed were obtained from Deed Book 1311, Page 215. That the boundaries not surveyed are clearly indicated as drawn from other sources as described. That the ratio of precision is 1:10,000. That this map meets the requirements of the Standards of Practice for Land Surveying in North Carolina (21 NCAG 56.1600). Witness my original signature, registration number and year.
This is of *11/10/2013*, A.D. 2013
Hugh A. Sorrell
Hugh A. Sorrell, Professional Land Surveyor, L-2848

A Plot Plan Survey for:

Tony W. Keech, Sr.

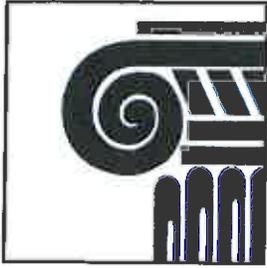
City of Washington, NC Beaufort County, NC
Scale 1" = 40' Surveyed November 7, 2013

Sorrell Land Surveying, Inc. C-3508

Hugh A. Sorrell, Professional Land Surveyor L-2848
416 College Ave. Washington, NC
Mapping HAS / SHS Phone 252-944-9796

File: 1113TWWK01





CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 617 Old East Second Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by the county to demolish the house located at 617 Old East Second Street.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday April 1, 2014

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

A handwritten signature in cursive script that reads "J. Brennan".

Jennifer Brennan

Community Development Planner

252-946-0897

jbrennan@washingtonnc.gov

Adjoining Property Owners: 617 Old East Second Street

- **Edward Irvine**
613 Old East Second Street
Washington, NC 27889
- **Ginger Newbold**
612 East Main Street
Washington, NC 27889
- **Jayne Wall**
111 S. Reed Street
Washington, NC 27889
- **Deanna Burleson**
116 Charlotte Street
Washington, NC 27889
- **Karen Kutchera**
118 Charlotte Street
Washington, NC 27889
- **Cecil Campbell**
5064 Slatestone Rd.
Washington, NC 27889
- **Jessie Respass**
601 East Second Street
Washington, NC 27889
- **Eric Green**
610 East Main Street
Washington, NC 27889
- **Sharon Owen**
622 East Main Street
Washington, NC 27889
- **Hunter Gibbs**
120 Charlotte Street
Washington, NC 27889

- **Caroline Case**
124 Charlotte Street
Washington, NC 27889
- **Emma Young Martin**
617 East Second Street
Washington, NC 27889
- **Elsie Spencer**
615 East Second Street
Washington, NC 27889

MAJOR WORKS

Ms. Gayle Morgan

133 and 135 West Main Street

New Windows

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Jennifer Brennan, Planning & Development

Re: Gayle Morgan has submitted a request to replace the windows at 133 and 135 West Main Street .

A request has been made by Gayle Morgan to replace the original windows with new vinyl windows on the property located at 133 and 135 West Main Street. To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Ms. Morgan to replace the windows located at 133 and 135 West Main Street with new vinyl windows. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.4 Existing Buildings, Windows and Doors**.

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Ms. Morgan to replace the windows located at 133 and 135 West Main Street with new vinyl windows. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.4 Existing Buildings, Windows and Doors**. I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Ms. Morgan to replace the windows located at 133 and 135 West Main Street with new vinyl windows. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 3.4 Existing Buildings, Windows and Doors**.

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 133 + 135 WEST MAIN ST

Historic Property/Name (if applicable): _____

Owner's Name: GAYLE MORGAN

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

REPLACE windows on SECOND FLOOR with VINAL REPLACEMENT,
with wood trim, with GRILLS on OUTSIDE OF GLASS
MOSS 3500 SERIES

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

(Name of Applicant - type or print)

(Mailing Address) (Zip Code)

(Date) (Daytime Phone Number)

William E. N. Anderson
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

HARDISON CONSTRUCTION
 275 PURCER ROAD
 VANCEBORO, NC
 28586

Telephone: 252-244-4242

BEST DIST CO GNC
 BEST DISTRIBUTING
 306 FORLINES ROAD
 WINTERVILLE, NC

28590

FAX COPY

QUOTATION

Telephone: 252-752-0033
 Bid expires on 04/18/14

3/19/14

Bid ID: 5694551 WINDOWS

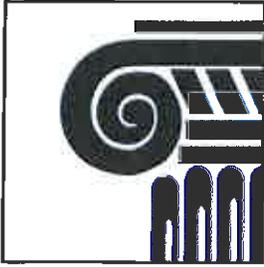
Page 1

Line No.	Qty Ordered	Sell Per	Description	Price Per	Net Price	Extended Price
10	1	EA	MOSS SUPPLY SPECIAL ORDER 36 X 70.5 3500 SERIES LO/E ARGON 1/2 SCREENS		122 .0000EA	122
40	1	EA	MOSS SUPPLY SPECIAL ORDER TRANSOM SERIES (3500?) 15 X 36 W/ LO/E & ARGON		22 .2000EA	22
70	1	EA	MOSS SUPPLY SPECIAL ORDER HALF ROUND (SERIES?) 80" ACROSS X 40" TALL LO/E & ARGON W/ 4 LITE SDL GRID		22 .5000EA	22
Subtotal:						52 .70
Tax:						6 .79

THIS BID DOES NOT INCLUDE FUEL SURCHARGES, WHICH MAY BE ADDED TO THE COST OF MATERIALS LISTED ABOVE. THESE CHARGES ORIGINATE WITH OUR VENDOR'S CARRIERS AND ARE BASED UPON THE NATIONAL AVERAGE DIESEL FUEL PRICE AS REPORTED BY THE DEPARTMENT OF ENERGY. THE DOE REVIEWS THESE COSTS AND RESULTING FUEL SURCHARGES ON A WEEKLY BASIS.

Bid Total:

~~58~~



CITY OF WASHINGTON

DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

Subject: Certificate of Appropriateness – 133 and 135 West Main Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by the owner to replace the windows with new vinyl windows on the property located at 133 and 135 West Main Street.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday April 1, 2014

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

Jennifer Brennan
Community Development Planner
252-946-0897
jbrennan@washingtonnc.gov

Adjoining Property Owners: 133 and 135 West Main Street

- Jayne Wall
111 S. Reed Drive
Washington, NC 27889
- Whit Blackstone
222 West Stewart Parkway
Suite 204
Washington, NC 27889
- Mark Gray
108 N. Elm Street
Greensboro, NC 27401
- L. Wright Properties
407 Queen Ann Rd.
Greenville, NC 27858
- William Mayo
411 River Rd
Washington, NC 27889
- Josephine Nobles
600 Winged Foot Ct
New Bern, NC 28562
- Mary Sue Franklin
106 West Main Street
Washington, NC 27889
- Elta Buckman
136 North Washington Street
Washington, NC 27889
- Russell Smith
118 West Main Street
Washington, NC 27889
- William Jefferson
PO Box 901
Washington, NC 27889

- **John Logelfo**
126 West Main Street
Washington, NC 27889
- **Ravenwood Properties**
1641 Brook Run Dr.
Raleigh, NC 27614
- **Beaufort County Arts Council**
108 Gladden Street
Washington, NC 27889

MINOR WORKS

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS
 Historic Preservation Commission
 Washington, NC

To: Washington Historic Preservation Commission
 102 East 2nd Street
 Washington, NC 27889

Please use Black Ink

Street Address of Property: 239 W. 2nd St. Washington NC

Historic Property/Name (if applicable): _____

Owner's Name: DAVID K. MCCOOK

Lot Size: _____ feet by _____ feet.
 (width) (depth)

Brief Description of Work to be Done:

REPAIR SIDING + WINDOWS

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input checked="" type="radio"/> Approved	<u>DK</u>
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
<u>2/10/14</u>	<u>[Signature]</u>
(Date)	(Authorized Signature)

DAVID K. MCCOOK
 (Name of Applicant - type or print)

239 W. 2nd St. Wash. 27889
 (Mailing Address) (Zip Code)

2/10/14 252-947-0767
 (Date) (Daytime Phone Number)

[Signature]
 (Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

[Signature] 2/10/14
 (Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 228 main Street

Historic Property/Name (if applicable): William Oden Jr Executor

Owner's Name: William Oden Jr Executor

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

install gas furnace

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

Roberson's Htg & A/C Inc
(Name of Applicant - type or print)

14698 US Hwy 64 27892
(Mailing Address) (Zip Code)

03-06-2014 252-792-3006
(Date) (Daytime Phone Number)

Danilaj Roberson Burchage
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 132 N Market St. N.C

Historic Property/Name (if applicable): _____

Owner's Name: Beaufort County

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

replace NEW split heat pump

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

ENECO East Inc
(Name of Applicant - type or print)

103 Stator Ct. 27836
(Mailing Address) (Zip Code)

3-17-14 752-3686
(Date) (Daytime Phone Number)

Jan Bua
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

OTHER BUSINESS

MINUTES

WASHINGTON HISTORIC PRESERVATION COMMISSION

Regular Scheduled Meeting – Minutes

Tuesday March 4, 2014

7:00 pm

Members Present

Picott Harrington Geraldine McKinley
Judi Hickson Ed Hodges
Jerry Creech Seth Shoneman
Victoria Radar

Members Absent

All members were present

Others Present

Jennifer Brennan, Community Development Planner
John Rodman, Community and Cultural Services Director
Jessica Green, Administrative Support

I. Opening of the meeting

The Chairman called the meeting to order.

II. Invocation

A moment of silence was taken.

III. Roll Call

A silent roll call was taken by staff.

The Chairman explained some changes to the agenda due to timing and weather. Judi Hickson made a motion to approve the amended agenda. Her motion was seconded by Seth Shoneman.

IV. Major Works, Certificate of Appropriateness

A. Major Works

1. A request has been made by the owner of 323 E Main Street to install a new storm door on the front of the house.

Ms. Jefferson, home owner, came forward and was sworn in. She stated that she wanted to install a storm door at the front entrance of her house to provide protection for the wooden door. She explained that the storm door will be a full view door trimmed in white and the

handles will be brushed with stain nickel, to match the handles on the wooden door. Ms. Jefferson provided the Commission with a picture of the proposed door and answered the Commission's questions regarding her request.

The Chairman opened the floor. There on one coming forward the floor was closed.

Seth Shoneman made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Ms. Jefferson to install a storm door on the front door of her house. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 3.4 Changes to Existing Building. His motion was seconded by Judi Hickson. All voted in favor and the motion carried.

2. A request has been made by the owner of 622 West Second Street to replace windows on the garage and on the back of the house. Additionally, they would like to replace the current wooden fence on the side lot lines.

Mr. and Mrs. Withers, home owners, came forward and were sworn in. Mr. Withers stated that they are half way through with the construction from their original COA and as they have gotten further along they came across a couple of window issues. He explained that the first issue is with the window in the upstairs bathroom. He stated that currently that window is above a bathtub, but they plan on converting that into a shower. He explained that they would like the window to be higher and a little wider. He stated that the new window height would be the same as one of the panes on the window that is just to the left of it. Mr. Withers stated that the window would be about 4ft wide and 20in tall. Mr. Hodges asked if the window was historic or if it had been added in some point in time. Mr. Withers stated that he couldn't tell when the window was put in but it seems to be newer than the house and possibly put in when the bathroom addition was done. Mr. Withers explained that it would be a wood window with a single pane. Mr. Withers stated that in their original plans that were submitted for their October COA did not show upstairs windows on the garage. Since then they have decided to put a window at either end of the upstairs portion of the garage and then they would like to replace the existing downstairs window to match. He stated that they would like to use wooden twin windows with a two over two style, which would match the windows on the front of their house.

Mr. Withers then moved on to the fence. He stated that the fence seems to have been constructed piece by piece and originally they had planned on just replacing the section that had fallen. Since then they have decided to replace the entire fence on the side lines. Ms. Withers explained that the fence is not very sturdy and one good push will knock it down. They then provided a picture of the fence on the east side between their house and the neighboring house. Mr. Withers explained that the fence is either a 6 or 7ft fence with a dog ear design at the top of the pickets, and they would like to do something similar. Ms. Hickson stated that a

fence on a side rear yard could not go past the rear elevation of the house. Ms. Withers stated that the fence would not come up to the back of the house. Mr. Creech stated that the fence could not be any higher than 6ft and has to either be stained or painted based on the guidelines.

The Chairman opened the floor. There being none coming forward the floor was closed.

Judi Hickson made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. and Mrs. James Withers to replace the existing windows on the garage and on the rear façade of the house on the property located at 622 West Second Street. Additionally I move that they be allowed to replace the current fence in kind. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 3.4 Changes to Existing Buildings and 4.6 Streetscape and Site Design. Her motion was seconded by Picott Harrington. All voted in favor and the motion carried.

3. 133 and 135 W Main Street- Windows discussion

William Hardison came forward and was sworn in. He explained that they had previously requested to repair and replace some windows at 133 and 135 West Main Street. He stated that they had planned on repairing the front windows, but due to the age, deterioration, and termite damage the windows are un-repairable. He explained that they would like to replace them with a vinyl sash window. He stated that the windows would have a wood frame, like they do now, but they would have a vinyl insert. Mr. Hardison then gave a description of the window they would like to use. He stated that the window would look the same as it does now and he presented the Commission a picture of what the original windows look like now. Mr. Hodges asked if the transom windows would be replaced too. Mr. Hardison stated that they would have to replace them also. Mr. Rodman stated that when the original COA was presented to the Commission in May, they approved the use of vinyl windows on the sides and rear of the building, but at that time they planned on trying to repair the front window. Since then it has been determined that repairing the windows is not possible. Mr. Hardison stated that the building at 245 W Main Street has the same type of window that he would like to use. Mr. Hodges asked if he had looked at the cost of replacing the windows with wooden windows. Mr. Hardison stated that he could not find anyone who makes wooden windows with the wood on the inside and outside of the window. Ms. Brennan explained that this request was not publicly noticed, so the Commission could not vote on the request. Mr. Rodman stated that Mr. Hardison is only looking for some ideas and feedback from the Commission. Mr. Hodges stated that with the current guidelines the windows should be replaced with wooden windows. Victoria Rader stated that her neighbor on Water Street makes wooden windows and suggested that Mr. Hardison speak to him. Ms. Brennan stated that she could get the contact information and give it to Mr. Hardison. She stated that maybe Ms. Rader's neighbor could at least provide a cost estimate. Mr. Hardison stated that he would work with staff and come back to the Commission at their April meeting.

B. Minor Works

1. A request has been made by the owner at 331 East Main Street to replace the gas pack on the property.
2. A request has been made by the owner at 725 West Second Street to change out the HVAC system.
3. A request has been made by the City of Washington to remove the five pine trees and front porch of the house at 312 Water Street.

Seth Shoneman made a motion to approve all the minor works. His motion was seconded by Judi Hickson. All voted in favor and the motion carried.

V. Old Business

1. Demolition by Neglect – 739 West Second Street

Mr. Rodman came forward and explained that this is a hearing by the Commission on a structure that is undergoing demolition by neglect. Mr. Rodman then explained the meaning of demolition by neglect and the process. He explained that they would like to address historic structures before they get to the point of demolition. Mr. Rodman stated that they have addressed six structures with demolition by neglect in the past and four of the structures were brought up to standards. Mr. Rodman presented the Commission with the demolition by neglect procedure. He then explained how the house at 739 W Second Street, owner David McCook, has gone through the process and when each step was completed. Mr. Rodman explained that Mr. McCook waived his right to the demolition by neglect hearing and is not pleading any financial or economic hardship. Mr. Rodman stated that the owner has acknowledged that repairs need to be done and has applied for minor COAs to do some of the work. He explained that the Commission needed to open up the floor for public comment. He stated that the Commission also needs to decide if the structure is actually going through demolition by neglect, if they believe in fact it is then the Commission needs to advise staff to send Mr. McCook an official Order to Repair notice. This Order to Repair gives Mr. McCook a certain amount of time to complete the needed work. Mr. Rodman stated that staff does need the Commission to make a motion in order for them to send the Order to Repair notice.

The Chairman opened the floor for public comment.

Michael Overton came forward and was sworn in. He explained that he currently owns 737 W 2nd Street, which is to the left of 739 W 2nd Street. He stated that he was the one who sent the original complaint letter back in 2012. He explained that this has been a two year process. Mr. Overton stated that he has tried to sell his house numerous times. Mr. Overton expressed his frustration with the amount of time it has taken to get to this point. He stated that this house is

an eye sore for West 2nd Street and he hopes that the Commission follows through with this process. He explained that it is hurting his ability to sell his home because people who look at his house want to know what the deal with the neighboring house is. Mr. Overton stated that Mr. McCook is working the system and only does the minimal work required for his COA. Jerry McKinley agreed with Mr. Overton's comments and explained her same experience with trying to sell a vacant home close to this house.

Mr. Rodman then explained the difference between an actual Order to Repair and a certificate of Appropriateness.

Jerry Creech made the following motion: I move that the structure at 739 W 2nd Street is undergoing demolition by neglect and I advise the Planning staff to issue and send Mr. McCook at 739 W 2nd Street an Order to Repair the structure. His motion was seconded by Judi Hickson. All voted in favor and the motion carried.

2. Update – 312 Water Street

Jennifer Brennan came forward and updated the Commission on the Water Street house and answered any questions they had.

VI. Other Business

1. Design Guidelines

This item was moved to the April meeting.

VII. Approval of Minutes – February 4, 2014

Judi Hickson made a motion to approve the February minutes. Her motion was seconded by Picott Harrington. All voted in favor and the motion carried.

VIII. Adjourn

There being no other business Picott Harrington made a motion to adjourn. His motion was seconded by Seth Shoneman.