



CERTIFICATE OF APPROPRIATENESS APPLICATION MAJOR WORK

APPLICATION SUBMITTAL REQUIREMENTS

- Applications are due by 1:00 PM and are submitted by appointment only. Please call 910-254-0900 to schedule an appointment
- Do not drop off, email or mail in an application for major work.
- Application fees must be paid at the time of submission. If you wish to pay over the phone, please call 910-254-0900 to make arrangements for credit card payments
- Applications will be reviewed for completeness before they are accepted. Incomplete applications will not be scheduled for HPC review.
- A pre-application meeting is required for all major works applications; applications cannot be accepted without a pre-application meeting. Meetings may be scheduled by calling 910-254-0900.
- All applicable items listed on the submittal checklist are required for an application to be considered complete.

Historic Preservation Commission Meetings

Meeting Date	Submission Deadline
January 11	12/05/2023
February 8	01/03/2024
March 14	02/06/2024
April 11	03/05/2024
May 9	04/02/2024
June 13	05/07/2024
July 11	06/04/2024
August 8	07/03/2024
September 12	08/06/2024
October 10	09/03/2024
November 14	10/08/2024
December 12	11/05/2024
January 9, 2025	12/03/2024

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By Megan Bacik at 4:22 pm, Aug 06, 2024

City of Wilmington
 Planning and Development
 Historic Preservation
 929 N Front Street
 1st Floor | P.O. Box 1810
 Wilmington NC 28401

(910) 254-0900
 Preservation@wilmingtonnc.gov

Application Fees

Estimated Project Cost	Application Fee
Up to \$ 17,999	None
\$ 18,000 - \$ 24,999	\$ 20
\$ 25,000 - \$ 49,999	\$ 25
\$ 50,000 - \$ 99,000	\$ 35
\$ 100,000 - \$ 499,000	\$ 50
\$500,000 or more	\$ 100

***Approval of After-the-Fact
 (work completed without a
 COA) requires application
 submittal and a fee of
 \$100***



CERTIFICATE OF APPROPRIATENESS APPLICATION MAJOR WORK

PLEASE TYPE OR PRINT

Street Address: 116 Dock Street Wilmington NC 28401

Tax Parcel Number: R05308-004-012-000

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Property Owner Information

If the applicant is not the property owner, an agent form (below) is required to be signed by the property owner and submitted with an application. Application must be signed by all legal property owners.

Owner name(s): Groundhog Day, LLC

Mailing Address: 115 Colonial Drive Wilmington NC 28403

Phone: 910-297-0153

Email address: suitesonfront@gmail.com

Signature: DocuSigned by:
Pamela Jorgenson
46D8D1E5710F4BD...

Managing Member, Groundhog Day LLC

Date: August 5, 2024

AGENT FORM *(This section is required if the applicant is anyone other than the property owner)*

Pamela Jorgenson, Managing Member Groundhog Day LLC

I William and Jan Oden the undersigned owner, do hereby appoint

Pamela Jorgenson to act on my behalf for the purpose of petitioning the city of Wilmington Historic Preservation Commission for a certificate of appropriateness, as applicable to the property described in the attached petition.

I do hereby covenant and agree with the city of Wilmington that said person (agent) has the authority to do the following acts for or on behalf of the owner:

- Submit property petition and require supplemental materials
- Appear at public meetings to give testimony and make commitments on behalf of the owner
- Accept conditions or recommendations made for the issuance of the certificate of appropriateness on the owner's property
- Act on the owner's behalf without limitations with regard to any and all things directly or indirectly connected with or arising out of any petition for a certificate of appropriate-

This appointment agreement shall continue in effect until final disposition of the petition submitted in conjunction with this appointment.

Owner(s) name(s): Pamela Jorgenson
 Owner(s) signature: DocuSigned by:
Pamela Jorgenson
46D8D1E5710F4BD... Managing Member Groundhog Day LLC
 Date: August 5, 2024
Jan, Kellam Oden

Designated agent name: _____
 Designated agent address: 110 N. 15th St Wilmington NC 28401
 Designated agent phone: 910.512.1275 Email address: jan@odenbrewing.com



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SUBMITTAL CHECKLIST

If the information is not included with the application, the request cannot be scheduled for review by the commission.

Signed Application Form

Agent Form (as needed)

Project Narrative

- Brief detailed description of the project, including a description of how the proposed changes are consistent with the Wilmington Design Standards for Historic Districts

Tax Map

- This can be found online at New Hanover County GIS Portal
- (<https://www.nhcgov.com/844/GIS-Maps-Data>)

Adjacent Property Owners

- List of adjacent property owners with mailing addresses will be provided by staff.
- Staff will email the applicant an invoice for mailing the notices.
- The cost is \$0.85 per notice.

Proposed Building Materials

- Product sheets for each type of material proposed (including windows, doors, roof, siding, etc.)
- Material Sheet Checklist if applicable
- May include brochures or manufacturer's specification sheets

Digital Photos (all photos may be emailed)

- A keyed site plan or lot diagram showing existing structures, features and conditions
- A close up of the proposed work area.

These scopes will require additional information including but not limited to the following:

New Construction, Major Alterations, Additions

- Site plan, drawn to scale with existing and proposed buildings, setbacks, parking areas, driveways, trees to be removed or preserved, fences and landscaping.
- Architectural drawings, drawn to scale including elevations and floor plans.
- Additional information that helps determine whether the project is consistent with Design Standards.
- Three dimensional models (optional)

The applicant is responsible for supplying all information necessary to enable the Historic Preservation Commission (HPC) to understand the proposal and potential impacts on the historic district or overlay.

Without sufficient information, the Commission may continue or deny the request.



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NEW CONSTRUCTION INFORMATION

Complete one sheet for each new building or structure in order to address all of the project components

Building Element	Proposed Materials, Dimensions, Color
Roof (Roof Pitch / Material / Color)	
Main	
Front Porch / Side Porch / Rear Porch	
Height (avg. grade to peak of roof)	
Cladding	
Body of building	New east entry wall = Brick TME, New north wall = wood door, wood clad
Additional (Reveal, Finish, Mortar Color)	
Foundation	
Materials (including color and height)	
Porch (Materials & Dimensions)	
Columns (capital and base)	
Stairs and Railing (include dimensions)	
Decking (floorboards)	
Balustrade / railing (top cap and bottom)	
Balustrade - individual balusters	
Ceiling (material, design, dimensions)	
Screens (only on rear)	
Deck (Materials and Dimensions)	
Posts	
Balustrade / railing (top cap and bottom)	
Balustrade - individual balusters	
Foundation (height and materials)	
Entry steps and railings	
Doors (Materials and Dimensions)	
Front entry	Wood 6' full lite bi-hinge
Sides (specify location)	
Rear	
Windows (Materials, Style, Dimensions)	
Front	Wood Fold-up Window, 8' W x 69" H
Sides	
Rear	
Gutters and Downspouts	
Driveway	
Dimensions	
Curb, Apron and Runner Materials	
Any Additional Materials	
Entry door floor	Mosaic tile

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By Megan Bacik at 4:22 pm, Aug 06, 2024

From: [Christopher Yermal](#)
To: [Megan Bacik](#)
Cc: [Jan Oden](#)
Subject: 116 Dock St. Oden Brewing
Date: Thursday, August 1, 2024 1:55:36 PM

Good afternoon, Megan,

We'd like to know if this option feels to you like an admin bypass, or a full commission. In the first photo below within the rectangle is the entrance that's been clearly modified in the building's history. The soldier course would have covered the original opening's width. We would like to pursue removing that newer brick wall between the red door and window and install the 6' wood French door that's currently at 9 S. Front St. (we'll be designing for and installing 2 new entrances to 9 S. Front St. that were original to that building from 1899).

So we would maintain the door stepped back from the sidewalk as it is currently, open up that newer work, and install the 9 S. Front's wood door. We could provide the wood trim and dimensional details for your review—just not sure if, again, this is bypass or full commission COA application.

Also see last photo below of interior of this part of the building at 116 Dock.

Last, note that we removed the plywood covering the exterior of the wood garage door and will be restoring that overhead door.

Thank you for your time,

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*** PLEASE 'REPLY ALL' IF THIS EMAIL INCLUDES A Cc:. ***

Christopher Yermal
[Old School Rebuilder & Co.](#), President
Building Contractor, Unlimited License #76746
910 228 6531



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**116 Dock Street Storefront Modifications
Narrative for COA application**

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By Megan Bacik at 4:21 pm, Aug 06, 2024

We intend to make modifications to north elevation of 116 Dock St. We will retain, repair, and paint the existing wood overhead door. We also intend to replace 1 additional rows of existing panels in this door with glass, meaning that the door will have 3 rows of glass rather than 2 rows.

On the existing eastern opening-- which currently is infilled below the original 8' W soldier course with a solid red entry door and a 39" x 69" window-- we intend to demo the non-original window, brick pilaster and brick wall to the red door's left (facing the door from outside), and the red door. Though we do not have photos, there is sufficient evidence that these elements of window, brick pilaster and wall, and red door are not original to the building.

We intend to install in the new 8' recessed opening a 6' width wood full lite bi-hinge door. The wider entry ceiling will be the same finish as existing-- painted T&G wood. There will be a new masonry wall at left of the wider opening (perpendicular to Dock St.), painted. We will install a clear glass full-lite window in existing brick opening to right of the existing door, dimensions to match existing window (39" x 69"). Entry floor will be covered in a mosaic square- or hexagonal-shaped tile.

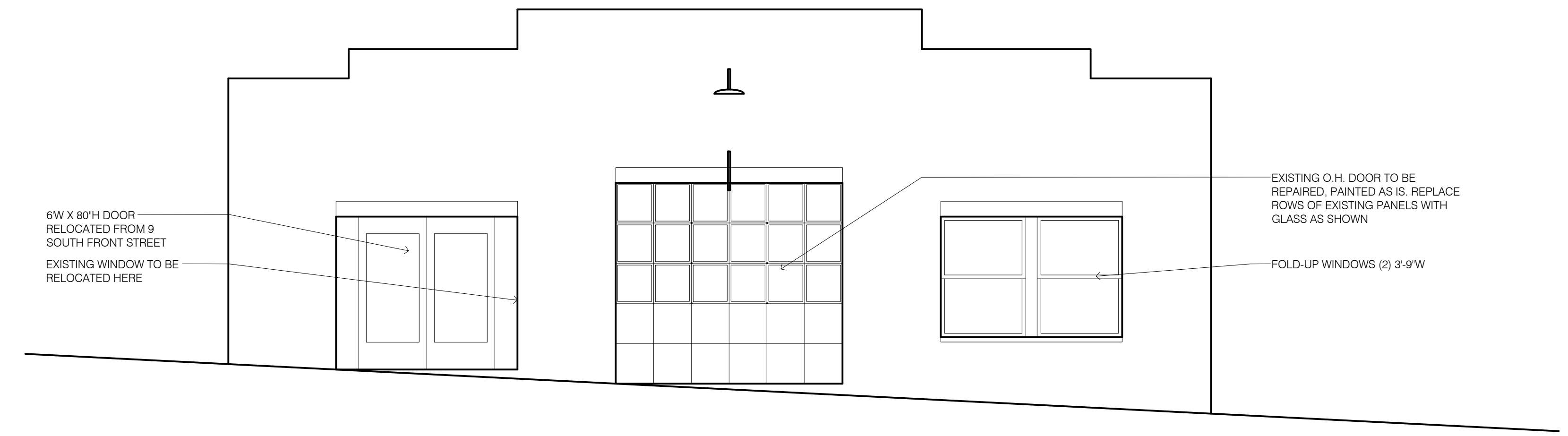
The existing fixed window at the west of this building's north elevation will be replaced with 2 wood Fold-up windows to fill the existing brick opening. Each window will be 3'-9" width and will have an approximate 4" vertical wood divider between these 2 windows. This will be a painted wood window and is hinged in the center to fold up and into the space, like an in-swinging awning window. Our patrons will be able to sit in front of this newly operable windows on fair-weather days.

Respectfully,

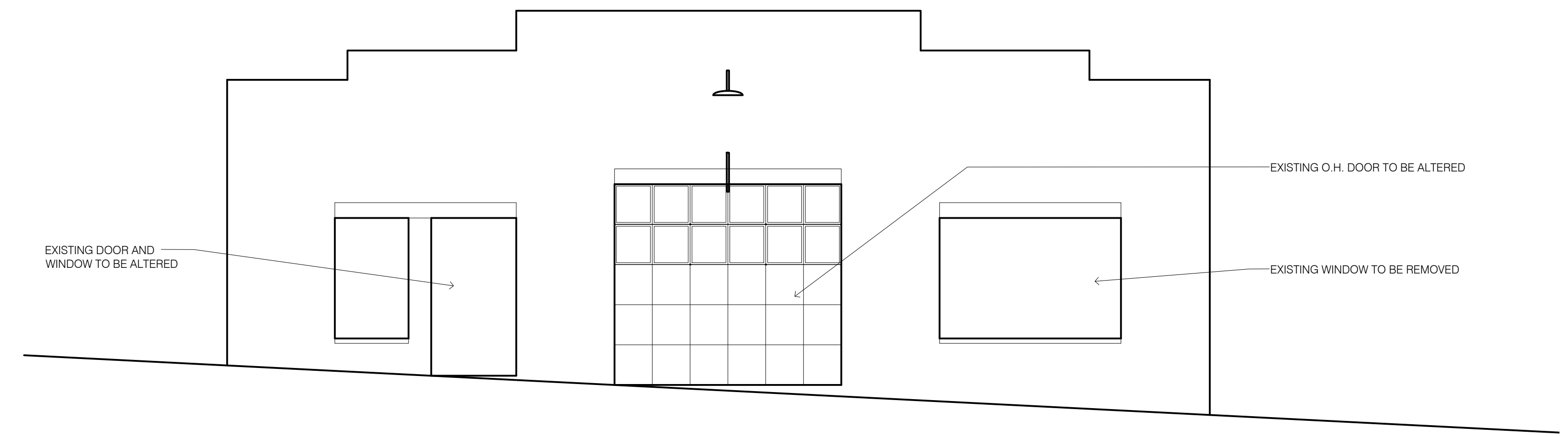
Jan Oden
Oden Brewing Company

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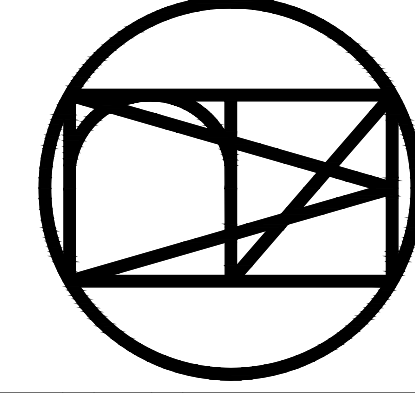
2 PROPOSED FRONT ELEVATION
SCALE 1/4" = 1'-0"



1 EXISTING FRONT ELEVATION
SCALE 1/4" = 1'-0"

ARCHITECT

ROMERO ARCHITECTURE
210 GREENFIELD STREET, # 221
WILMINGTON, NORTH CAROLINA 28401
910.228.3137
www.romeroarchitecture.com

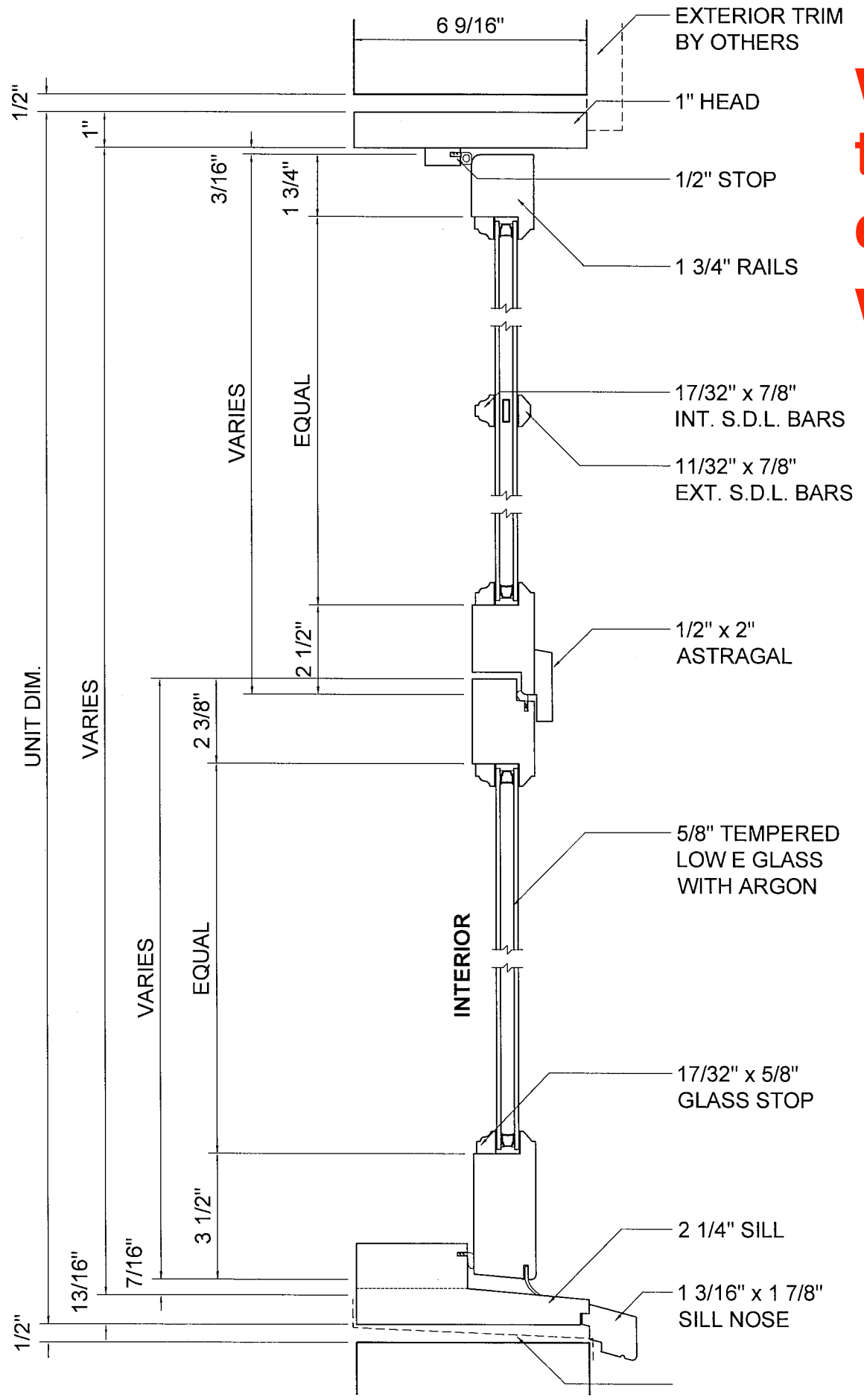


ODEN BREWING
116 DOCK STREET
WILMINGTON, NORTH CAROLINA 28401

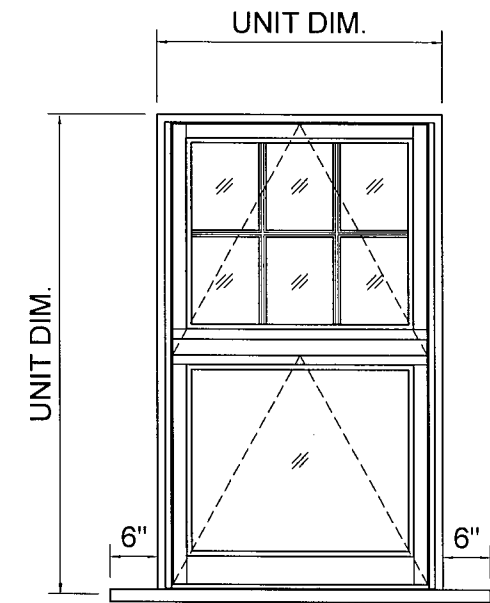
A201 ELEVATIONS

05.22.2024 — ISSUED FOR OWNER REVIEW
07.10.2024 — ISSUED FOR OWNER REVIEW
08.06.2024 — ISSUED FOR HPC REVIEW

**wood, 1-lite over 1-lite
to be installed in
existing 8' W x 69" H
window opening.**

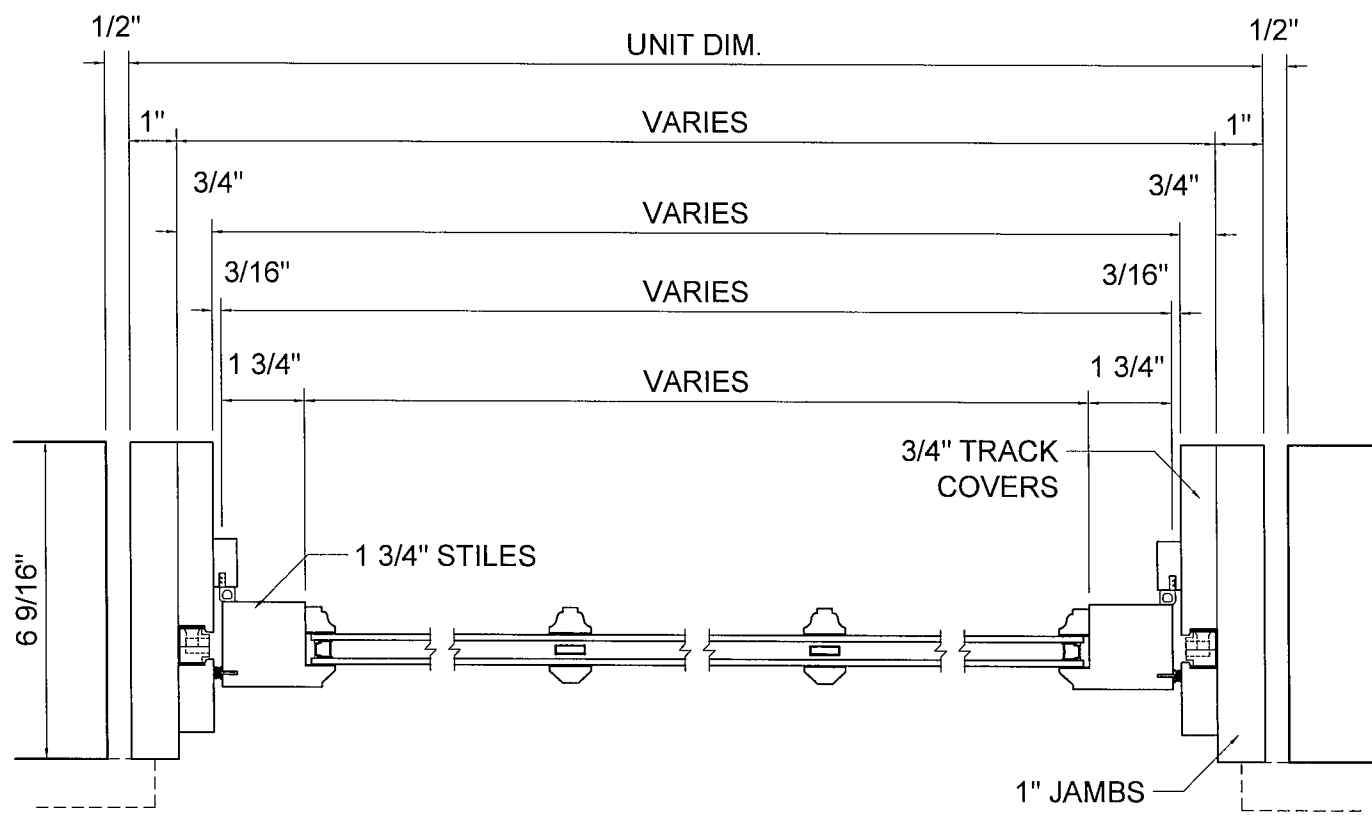


R.O. = UNIT DIMS. +1"



EXTERIOR ELEVATION OF SERIES 4000
IN-LINE FOLD-UP OUT WINDOW UNIT
WITH SILL

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By Megan Bacik at 4:22 pm, Aug 06, 2024



FoldUp™
A window like no other

A Division of Rochester Colonial Mfg.
1794 Lyell Avenue., Rochester, New York 14606
Phone: (800) - 321 - 8199 (585) - 254 - 8191
Fax: (585) - 254 - 1768

NOTE:
JOBS WILL NOT BE PUT INTO PRODUCTION UNTIL ALL REQUIRED INFORMATION IS COMPLETE AND FINAL APPROVAL IS SIGNED DATED AND RETURNED.
ALL REVISIONS ARE SUBJECT TO ADDITIONAL COST AND LEAD TIME TO DELIVERY DATE. MRH

FINAL APPROVAL
SIGNATURE: _____
DATE: _____

Blank area for additional notes or signatures.

**SERIES 4000
IN-LINE FOLD-UP OUT
WINDOW UNIT WITH SILL**
DATE: 8/21/23 DRAWING: 1 OF 1

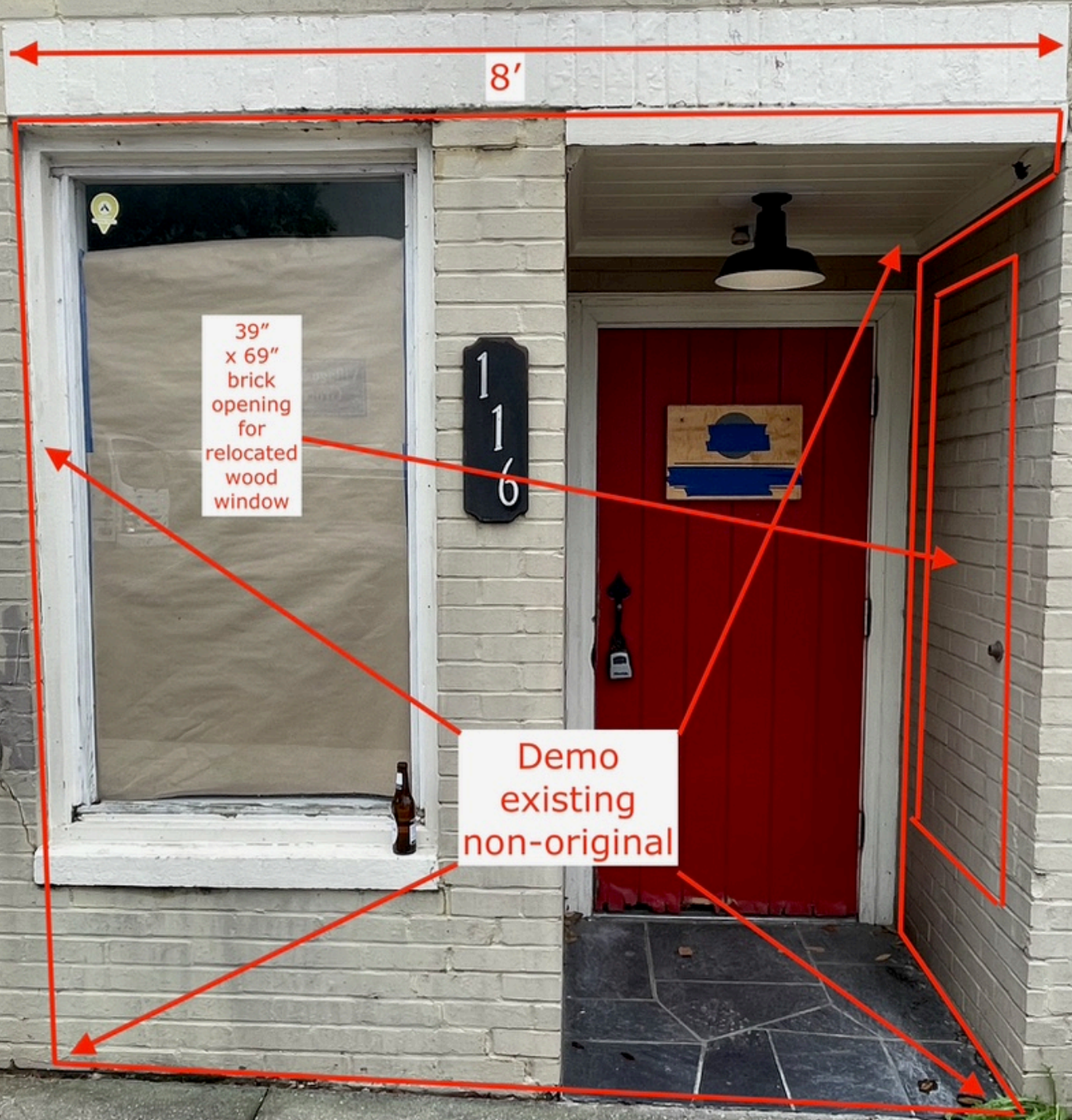
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8'

39"
x 69"
brick
opening
for
relocated
wood
window

Demo
existing
non-original



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6' W x 80" H
door to be
relocated
from 9 S
Front St.