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By Megan Bacik at 4:33 pm, May 07, 2024

CERTIFICATE OF APPROPRIATENESS APPLICATION

Please type or print

Property Information

Street Address: 416 N. 5th AVE WILMINGTON, NC 28401

Tax Parcel Number(s): R04813-034-002-000

Property Owner Information

If the applicant is not the property owner, an agent form (see page 3) is required to be signed by the property owner and submitted with an application. Application must be signed by all legal property owner's.

Owner(s) name(s): COMMONWEALTH CAPITAL GROUP LLC

Mailing address: 2001 COUNTRYWOOD NORTH, RALEIGH, NC 27615

Phone: 919-780-7870 Email address: MLASANDE@gmail.com

Wayne Miller Pen Agent Form (attached)

Signature: Wayne Miller / Clover Group, Inc Date: 5/6/2024

Date of pre-application meeting: _____

Topics discussed: LOCATION OF DRIVEWAY

Application Type— Please circle all that apply

Windows or doors	Addition, including porches	Life safety and ADA alterations
Change in roofing materials	Storefront alterations	Landscaping
Major exterior alterations	Signs	Demolition, including reduction of stay
After-the-fact approval	New construction	Construction of accessory building or structure
Restoration of missing features	Moving a building or structure	Reconstruction
Fences, walls, and site features	Other (please specify): <u>DRIVEWAY</u>	

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Agent Form

This form is required if the applicant is anyone other than the property owner.

I, COMMONWEALTH CAPITAL GROUP LLC, the undersigned owner, do hereby appoint CLOVER GROUP, INC 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:

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

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

Owner(s) name(s) (print): Michael Lasonde

Owner(s) signature(s): Michael Lasonde Date: May 6th 2024

Designated agent name: Clover Group, INC

Designated agent address: 112 FRIENDLY LAWE, HAMPSTEAD, NC 28443

Agent phone: 614-774-1049 Email: CLOVERADM@OUTLOOK.COM

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Submittal checklist

Required Information

The applicant is responsible for supplying all information necessary to enable the Historic Preservation Commission to understand the proposal and potential impacts on the historic district or overlay. Without sufficient information, the commission may continue or deny the request.

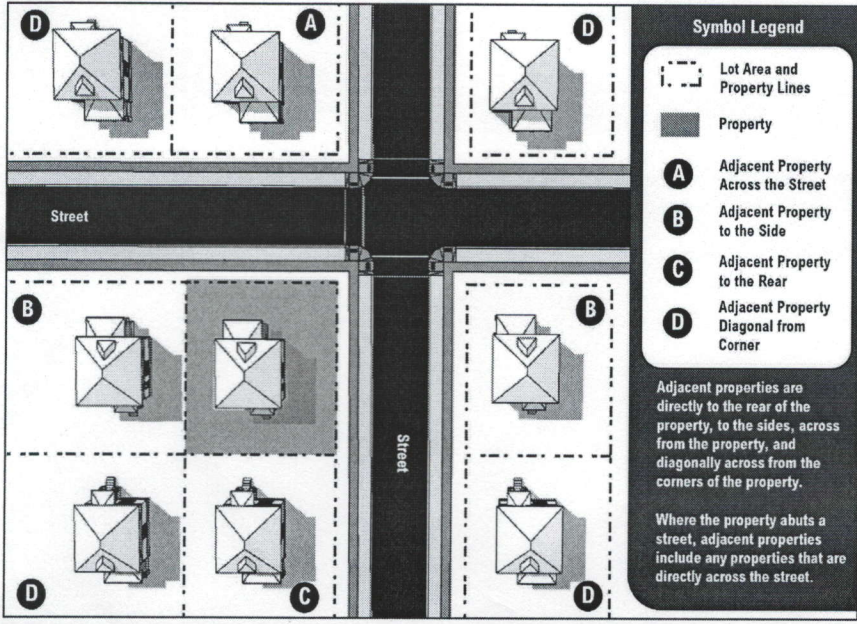
If the required information is not included with the application, the request cannot be scheduled for review by the commission.

- ✓ Signed application form See page 2. Signed by all legal property owners
- ✓ Agent form Required if applicant is anyone other than the property owner; see page 3
- ✓ Project narrative Brief, detailed description of the project, including description of how the proposed changes are consistent with the *Wilmington Design Standards for Historic Districts and Landmarks*
- ✓ Tax map This can be found online at the New Hanover County GIS Portal at <https://maps.nhcgov.com/> (or click [here](#))
- ✓ Adjacent property owners & envelopes
 envelopes mailed to Jessica Baldwin
 - List of adjacent property owners (see page 5)
 - Stamped envelopes addressed to each property owners' mailing address. Include City of Wilmington return address in upper left corner
- Proposed building materials
 ONLY CONCRETE
 - May include brochures or manufacturer's specifications sheets
 - Product sheet for each type of material (window, door, roof, siding, etc.)
 - Physical color swatches for proposed paint colors
 - Materials checklist (see page 6)
- Digital photos
 - Keyed to a site plan or lot diagram and showing existing buildings, structures, features, and conditions and a close-up of proposed work area
 - Thumb drive preferred; may be emailed
- Additional requirements for new construction, additions, and major alterations
 - Site plan, drawn to scale, showing all existing and proposed buildings, setbacks, parking areas, driveways, trees to be removed or preserved, fences, and landscaping
 - Architectural drawings, drawn to scale, showing elevations of existing and proposed buildings and structures and floor plans for new construction and additions—if drawings are larger than 11"x17", 12 paper copies are required
 - Samples of significant project materials
 - Other information that helps determine whether the project is consistent with the design standards
 - Three dimensional models (optional)

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Adjacent Properties Information

Determining adjacency



Include the city return address on the envelopes:
 City of Wilmington
 Planning Department
 PO Box 1810
 Wilmington, NC 28402-1810

Adjacent property owner information (attach additional sheets, if necessary)

Name: SEE ATTACHED
 Mailing address: LIST
ENVELOPES PREVIOUSLY
 Tax parcel number: MAILED

Name: _____
 Mailing address: _____
 Tax parcel number: _____

Name: _____
 Mailing address: _____
 Tax parcel number: _____

Name: _____
 Mailing address: _____
 Tax parcel number: _____

Name: _____
 Mailing address: _____
 Tax parcel number: _____

Name: _____
 Mailing address: _____
 Tax parcel number: _____

Name: _____
 Mailing address: _____
 Tax parcel number: _____

Name: _____
 Mailing address: _____
 Tax parcel number: _____

PARID	ADRNO	ADRSTR	ADRSUF	ADDRDIR	CITYNAME	OWN1	OWNER_NUM	OWNER_STREET	OWNER_STREETTYPE	OWNER_DIR	OWNER_UNITDESC	OWNER_UNITNO	OWNER_CITY	OWNER_STATE	OWNER_ZIP
R04813-034-001-000	500	RED CROSS	ST		WILMINGTON	ST STEPHENS AME CHURCH	501	REDCROSS	ST				WILMINGTON	NC	28401
R04813-034-003-000	414	5TH	AVE	N	WILMINGTON	ADAMS JOSHUA K	709	4TH	ST	N	SUITE	404	WILMINGTON	NC	28401
R04813-034-028-000					WILMINGTON	ST STEPHEN AME CHURCH	501	REDCROSS	ST				WILMINGTON	NC	28401
R04813-033-011-000	411	5TH	AVE	N	WILMINGTON	KINTER MARTIN A ETAL	411	5TH	AVE	N			WILMINGTON	NC	28401
R04813-033-013-000	417	5TH	AVE	N	WILMINGTON	RIDDLE GENE C KYONG	706	BAYSHORE	DR				WILMINGTON	NC	28405
R04813-033-012-000	413	5TH	AVE	N	WILMINGTON	KINTNER MARTIN ETAL	413	5TH	AVE	N			WILMINGTON	NC	28401
R04813-034-029-000					WILMINGTON	ST STEPHENS AME CHURCH TRUSTEE	501	REDCROSS	ST				WILMINGTON	NC	28401
R04813-034-005-000	503	PEABODY	ALY		WILMINGTON	MCBRIDE DOROTHY L SUTTON	410	5TH	AVE	N	APT	1	WILMINGTON	NC	28401
R04813-034-030-000		5TH	AVE	N	WILMINGTON	COMMONWEALTH CAPITAL GROUP LLC	2001	COUNTRYWOOD NORTH	RD				RALEIGH		

ATTACHMENT 1

**ADJOINING PROPERTIES TO
416 N. 5th Ave Wilmington**

3 Parcels – 500 Red Cross (North side Adjacent)

PID: R04813-034-001-000
MAPID: 311820.90.2550.000

ST STEPHENS AME CHURCH
501 REDCROSS ST
WILMINGTON, NC 28401

ENVELOPES
Previously mailed
to Jessica Baldwin

503 Peabody (Adjacent)

PID: R04813-034-005-000
MAPID: 311820.90.3339.000

MCBRIDE DOROTHY L SUTTON
410 5TH AVE N
APT 1 WILMINGTON, NC 28401

412/414 5th Ave (Adjacent)

PID: R04813-034-003-000
MAPID: 311820.90.2378.000

ADAMS JOSHUA K
709 4TH ST N
SUITE 404 WILMINGTON, NC 28401

411 5th Ave (Diagonal)

PID: R04813-033-011-000
MAPID: 311820.90.1303.000

KINTER MARTIN A ETAL
411 5TH AVE N
WILMINGTON, NC 28401

413 5th Ave (Adjacent, across street)

PID: R04813-033-012-000
MAPID: 311820.90.0490.000

KINTNER MARTIN ETAL
413 5TH AVE N
WILMINGTON, NC 28401

417/420 5th Ave (Adjacent across street and Diagonal)

PID: R04813-033-013-000
MAPID: 311820.90.1407.000

RIDDLE GENE C KYONG
706 BAYSHORE DR
WILMINGTON, NC 28405

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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, COLORS
Roof (roof pitch / material / color)	
Main	
Front porch/Side porch/Rear porch	
Height, measured from average grade to peak of roof	
Siding	
Siding (body, include type, reveal, finish, mortar color)	
Accent siding and trim	
Foundation	
Materials (plus color and height)	
Porch materials & dimensions	
Columns (cap and base)	
Stairs & railing, including dimensions	
Decking (floorboards)	
Balustrade/railing	
Individual balusters	
Top rail cap and bottom rail	
Ceiling (material, design, dimensions)	
Screened porch	
Columns (cap and base)	
Stairs & railing, including dimensions	
Decking (floorboards)	
Balustrade—top rail	
Balustrade—individual balusters	
Balustrade—top cap and bottom rail	
Screening (material and color)	
Foundation (material, height, color)	
Roof (materials, pitch, height)	
Deck materials & dimensions	
Posts	
Balustrade (top rail/cap, balusters, bottom rail)	
Foundation (height, materials)	
Entry steps and railing	
Doors (material / color)	
Front entry	
Sides	
Rear	
Windows (material, style, SDL/GBG)	
Front	
Sides	
Rear	
Drainage (material, style, color)	
Gutters and downspouts	
Driveway and parking	STANDARD CONCRETE DRIVEWAY
Fencing	
Pool	
Landscaping	

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