

CERTIFICATE OF APPROPRIATENESS APPLICATION

MAJOR WORK

APPLICATION SUBMITTAL REQUIREMENTS

- Applications are due by 1:00 PM on the submission deadline date and can be dropped off in person, submitted via email to: preservation@wilmingtonnc.gov or mailed to PO Box 1810, Wilmington, NC 28402.
- Do not drop off, email, or mail-in an application for major work prior to scheduling a pre-application meeting. Meetings may be scheduled by calling 910-254-0900.
- Application fees must be paid before the COA can be granted. Invoices for the application fee and the neighboring property owner mailing fee (\$0.85 per notice) will be provided by staff after submission and will include deadlines and payment instructions. If you wish to pay over the phone, please call 910-254-0900 to arrange credit card payments.
- All applicable items listed on the submittal checklist are required for an application to be considered complete.
- Applications will be reviewed for completeness before they are accepted. Incomplete applications will not be scheduled for HPC review.

Historic Preservation Commission Meeting Dates and Submission Deadlines

Meeting Date	Submission Deadline
August 14, 2025	7/9/2025
September 11, 2025	8/5/2025
October 9, 2025	9/2/2025
November 13, 2025	10/7/2025
December 11, 2025	11/4/2025

Application Fees

Check
one:

	Estimated Project Cost	Application Fee
<input type="checkbox"/>	Up to \$ 17,999	None
<input type="checkbox"/>	\$ 18,000 - \$ 24,999	\$ 20
<input type="checkbox"/>	\$ 25,000 - \$ 49,999	\$ 25
<input type="checkbox"/>	\$ 50,000 - \$ 99,000	\$ 35
<input type="checkbox"/>	\$ 100,000 - \$ 499,000	\$ 50
<input type="checkbox"/>	\$500,000 or more	\$ 100

**Approval of after-the-fact (ATF)
work (completed without a COA)
requires application submittal and
an ATF fee of \$100.**

Is this an after-the-fact approval?

☐ Yes ☐ No

For more information:

City of Wilmington • Planning and Development Department • Historic Preservation

929 N. Front Street, 1st Floor

PO Box 1810, Wilmington, NC 28402

preservation@wilmingtonnc.gov • 910.254.0900



RECEIVED
By Ben Riggle at 11:31 am, Jul 09, 2025

Signature: Neeraj Bani Date: July 8, 2025

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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. Please check off the items below if completed:

- ☐ **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 at <https://www.nhcgov.com/844/GIS-Maps-Data>
 - ☐ **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.
Please use continuation sheets if necessary.

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	
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)	

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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	
Sides (specify location)	
Rear	
Windows (Materials, Style, Dimensions)	
Front	
Sides	
Rear	
Gutters and Downspouts	
Driveway	
Dimensions	
Curb, Apron and Runner Materials	
Any Additional Materials	

112 S 7th Street Major Works Application

Project Narrative – Chimney Removal Request

We are requesting approval to remove both chimney stacks from our home due to safety, structural, and practical concerns. Neither chimney is currently functional, nor can they be restored to safe or operable condition in the future. One is connected to decorative (non-working) fireplaces; the other was previously used for a kitchen cookstove and is now fully enclosed behind drywall.

After professional interior and exterior inspection, both chimneys were found to have significant deterioration and are actively contributing to water intrusion in the house. This has led to interior damage and increased risk of mold - particularly concerning in our baby daughter's nursery and other affected rooms. Patriot Roofing evaluated both chimneys and advised that removing the deteriorated stacks and patching the roof would be the most cost-effective and reliable solution, at \$450 per chimney. In contrast, fully rebuilding both chimneys - despite their permanent inoperability - would require major structural work at a cost of \$5,000–\$6,000 per chimney (approximately \$12,000 total).

As homeowners, we care deeply about the historic and aesthetic integrity of our home, and we know the Historic Committee shares this value. That's why we want to be thoughtful in how we allocate resources toward preserving and enhancing what is most visible and defining about the house. In this case, neither chimney is easily seen from the street due to the steep pitch of the roof and the shape of the house. They are only partially visible from limited, angled viewpoints directly across from the property.

We understand and respect the committee's guidelines for chimney preservation, especially where original masonry and design elements like corbelling, chimney pots, or historic brickwork are present. In our case, the chimneys do not meet those criteria. The rear chimney is entirely concrete or has been fully parged over, with no visible original masonry. The front chimney has a small section of exposed brick near the top, but the majority of the structure is concrete or has been heavily altered. Neither chimney includes original design features such as decorative brick detailing or clay pots, and both appear to have undergone significant modification in prior decades. Based on inspection and visible condition, we believe neither chimney qualifies as a character-defining architectural feature under the committee's preservation standards.

Our house, built in 1900, is a National Folk-style shotgun home - a style known for its simplicity and emphasis on functional form rather than ornate architectural elements. In homes of this type, chimneys were modest and utilitarian rather than decorative, and often placed at the rear or side of the structure. Given that both of our chimneys are no longer functional, are deteriorating, and are minimally visible due to the shape and pitch of the roof, we believe their removal would not compromise the historic character of the home.

Instead, we hope to invest these resources in restoring more defining elements - such as the front porch and façade - that contribute far more directly to the home's presence in the historic streetscape. We also plan to update the decorative elements of the interior fireplaces, which were previously altered with modern, period-inappropriate tile, to reflect more historically accurate materials and design. This approach will not only enhance the authenticity of the interior but also preserve the home's character for future owners in a way that is both highly visible and meaningful. None of these historically sensitive improvements would be financially viable if the same resources had to be diverted toward preserving non-functional and minimally visible chimneys.

We are grateful for the committee's consideration and remain committed to continuing our stewardship of the home in a way that is both respectful of its history and responsible to its long-term preservation.

Tax Map

Subject property outlined in purple. Adjacent properties encompassed in red.



Materials

Shingle Material: Owens Corning Estate Grey. This is an exact match for the existing roof



Photos

Views of the house coming from Dock Street - neither chimney visible at all from either side of the street:



Views from directly in front of the house - back chimney entirely invisible and front chimney almost entirely obstructed from both sides of the street



Views coming from Orange St - back chimney entirely invisible, front chimney largely obstructed



There are only two very small parts of the street from which both chimneys and/or the front chimney in its entirety can be seen from the street - when standing either in our driveway or across the street at a very precise angle:



Closer view of the chimneys to show their state of disrepair. The back chimney is not original to the house (was added at some point during an addition; front chimney is primarily made of deteriorating concrete at this point and does not show any defining features or brickwork).



Back Chimney:

