

**Historic Area Commission
Community Room New Castle City Police Station
1 Municipal Blvd., New Castle, DE 19720
Thursday, June 12, 2025 – 6:30 p.m.**

EACH APPLICATION IS A SEPARATE PUBLIC HEARING

The agenda items listed may not be considered in sequence.

AGENDA

OLDER/TABLED APPLICATIONS

1. 122 – 124 Delaware St – Al Boland – Build deck in back of property.
2. 21 E 5th St – Lewis McConnell – Replace 2 windows 1st floor front of house.

NEW APPLICATIONS

1. 117 E 3rd St – Ty Hobey – Replace 14 windows and add shutters.
2. 406 Delaware St – Jenna Albright – Sign for Business.
3. Bull Hill Park – NSCDA-DE – Install sign at site in Bull Hill Park.
4. 142 E 2nd St – Charles & Elen Kentnor – 12x6 addition.
5. 144 E 3rd St – Jack Garnewski – Replace exiting wood fence.
6. 203 Delaware St – Courtney Lamb – Install wooden sign.

CONSULTATIONS

No Consultations at this time.

OLD BUSINESS

No Old Business at this time.

NEW BUSINESS

1. Review of the minutes
2. Planning Commission Update.
3. Signage in the HC district.

PUBLIC COMMENTS

Public Comments on agenda items only.

Posted: 5/28/25

Public Comments on agenda items only.

If you are unable to attend the meeting, questions and comments will be taken via email up to 3:00 p.m. on Thursday, June 12, 2025 at info@newcastlecity.delaware.gov.

HISTORIC AREA COMMISSION

1 Municipal Drive

May 8, 2025

Present: Tera Hayward-Olivas, Chairperson
Cynthia Batty, Planning Commission Liaison
Kevin Wade
Lisa Doak
Michael Westman

Also Present: Leila Hamroun, City Architect
Jeff Bergstrom, City Building Official

Ms. Hayward-Olivas convened the meeting at 6:30 p.m. Roll call followed and a quorum to conduct business was declared.

Minutes

April 10, 2025 – **A motion to approve the minutes of the April 10, 2025 meeting as amended with the correction as provided by Ms. Hayward-Olivas was made by Ms. Doak. The motion was seconded by Ms. Batty and was unanimously carried.**

New Applications

55 W 5th Street – Elizabeth & Nermin Zubaca – Replace boards on front porch.

An application was submitted to repair the rotting wood floor on the front porch and repaint from blue to green.

Ms. Hamroun stated that the application is a regularization because the work had already been initiated when the application was submitted. She added that if anything is to be replaced it needs to be demonstrated that the conditions are such that they need to be replaced; and from the pictures submitted with the application it was not clear that the entire porch needed to be replaced. She added that whenever there is a question she can make a site visit to inspect the conditions.

Ms. Hamroun did visit the site post facto, noting that when the applicants became aware that an application was required to replace the entire porch floor they stopped the work; however by that time everything had been replaced and only the final coating was left to do.

Ms. Hamroun stated that the materials used are appropriate, but there is no way to know if a full replacement was warranted. She noted that wood can be reset or tightened. She reiterated that the materials do conform to the Guidelines and Standards; but the work was done before any determination could have been made as to whether it was warranted and could have been approved prior to the work being done.

Mr. Zubaca stated that he was aware that the house is in the Historic District, and explained the reason the flooring was replaced. He noted that initially he was going to replace only 5 or 6 boards and submitted an application for repair; however, after pulling the boards and realizing

they were a tongue-in-groove construction the decision was made to replace all the boards. At that point, Mr. Zubaca thought the Tier 1 approval for the repair would have covered the total replacement. Ms. Hamroun noted that the application for repair was not resubmitted to address the change in scope of the project. Mr. Zubaca added that he did mention that the scope had changed to City staff and assumed that information was passed on. Ms. Hamroun confirmed that approval was given for replacement of a certain number of boards; however, approval was not given for replacement of the entire porch floor.

During discussion, Ms. Doak questioned the condition of the boards that were pulled, and it was noted that when the boards were pulled, they did not disintegrate. Ms. Hamroun noted that there are many levels of deterioration.

Ms. Hayward-Olivas stated that in the future if any exterior work is planned it is best to reach out to the Commission for guidance or Ms. Hamroun for a site visit. She added that many times old growth wood can be planed down and salvaged. Ms. Hayward-Olivas also pointed out that at the back of each chapter of the Guidelines and Standards there is a list of items that should be included with the application.

During discussion Ms. Hamroun explained the type of pictorial documentation that should be included so the Commission can fully understand the scope of work. Ms. Batty also noted that in some instances repairing is less expensive than replacing.

Ms. Doak noted that newer pressure-treated wood generally does not last as long as old growth wood and it is often worth the extra work to save the original pieces. A discussion of old growth trees/wood ensued.

Ms. Hamroun stated she could not make a recommendation because the work was done before she could look at it and she cannot judge it on its merit; and it would be an administrative action by the Commission. Ms. Batty opined that in principle the Commission should approve it, noting that any permitting issue would be addressed by Mr. Bergstrom. Mr. Bergstrom stated that he would have Mr. Zubaca pay a double permit fee and would not recommend any further action be taken by the City.

A motion to approve the application for a porch wood floor replacement in kind for 55 West 5th Street was made by Ms. Batty. The motion was seconded by Mr. Wade and was passed with a vote of four (4) in favor and one (1) abstention.

46 E 3rd Street – Diane Bristow – Install patio, walkway and pond in back of house

An application was submitted to install a bluestone patio, a brick walkway, and a coy pond and waterfall using natural stone boulders.

Ms. Bristow explained that she wants to put in a brick pathway for ADA accommodation. Ms. Hamroun noted that the application was very complete, and using a combination of hardscaping and the coy pond is acceptable. The applicant provided clarification on materials as requested. Ms. Hamroun stated that the brick stated in the application is not as close to the Glen Gery 55DD

that is preferred. Ms. Hamroun stated she would recommend approval with the caveat that the applicant should use Glen Gery 55DD. Mr. Bergstrom noted that Glen Gery 55DD will be out of stock until July and suggested the Shenandoah or equal. Ms. Hamroun suggested “Glen Gery 55DD or something similar”.

During discussion it was noted that HAC approval for paint colors is not required; and Ms. Hayward-Olivas noted that she is working with the Historical Society to bring in individuals in the preservation trades to talk about methods of preservation and perhaps someone who specializes in traditional paints and varnishes in September.

A motion to approve the application as presented with the alternate brick that will be approved as a Tier 1 was made by Ms. Doak. The motion was seconded by Ms. Batty and was unanimously passed.

411 Harmony St, Apt 3 - Matt Lovlie - Replacing siding, remove door, install

An application was submitted to remove and replace two sliding doors on the rear of the house, two casement windows on the back of the house, and install Hardie Board siding and stone on the back of the house.

The applicant was not present and Ms. Hamroun explained the scope of the work being proposed under the application:

- Replacing two sliding doors
- Installing two casement windows
- Remove existing siding and replacing with Hardie Board
- Replacing all trim with AZEK trim
- Reinstalling brick as appropriate
- Installing a stone base

Ms. Hamroun stated that:

- Removal of the siding and putting alternate material (Hardie Board) on the rear of the home conforms to HAC Guidelines & Standards and is not visible from the public right-of-way.
- Modification of the fenestration on the rear elevation is not visible from the public right-of-way and conforms to HAC Design Guidelines & Standards.
- The use of alternate trim material (AZEK) conforms to HAC Guidelines & Standards and is not visible from the public right-of-way.
- The installation of stone facing under new windows conforms to HAC Design Guidelines & Standards and is not visible from the public right-of-way.
- The installation of vinyl windows does not conform to HAC Design Guidelines & Standards.

This information was shared with the applicant, but no response has been received.

A motion was made by Ms. Hayward-Olivas to approve the application for 411 Harmony Street as presented in terms of design and materials, with the exception of vinyl which is not an acceptable material for the windows. The application needs to be resubmitted with an alternate material for Tier 1 approval before a Historic Review Certificate or Building Permit can be issued. The motion was seconded by Ms. Batty and was unanimously passed.

Planning Commission Update

Ms. Batty reported that:

- The Planning Commission approved an extension for a conditionally approved site plan at 427 West 7th Street, The Battery, to provide sufficient time to obtain all necessary approvals.
- The Planning Commission discussed short-term rentals and a draft Ordinance prepared by the City Solicitor. Ms. Batty opined that a reasonable solution will be reached. Another Public Hearing will be held. In response to a question from Mr. Wade, Ms. Batty stated that the majority of comments were in opposition to short-term rentals. Ms. Batty noted some of the details of the Ordinance that were discussed.

Mr. Bergstrom stated that the Ordinance will clarify what is and is not allowed. A discussion of group homes and Federal laws surrounding them ensued.

Signage in the Historic Commercial District

Ms. Hayward-Olivas reported that the signage document submitted to the City Administrator is still being reviewed. Ms. Batty stated that this matter is taking much too long to finalize.

Ms. Hayward-Olivas stated that most of the signage in the Historic Commerce District has not come before HAC for approval; noting that a permit for signage anywhere in the City is required. She added that it is the responsibility of businesses to comply with the City Code and the HAC Design Guidelines & Standards regarding signage. Ms. Batty opined that every business on Delaware Street is in violation of both the Code and the Guidelines. She added that at least one business was cited for their signage years ago and no action has been taken yet. Mr. Bergstrom said that there are processes that must be followed. Ms. Batty requested that Mr. Bergstrom report on this matter at the next HAC meeting.

Ms. Batty stated that violations that have been cited and acknowledged as being out of compliance pollute the downtown and encourage others to break the rules. Ms. Hayward-Olivas said that what is happening goes against everything she learned in Urban Planning classes she took. Ms. Hayward-Olivas added that she has invited the City Administrator to attend HAC meetings and is hopeful that Ms. Tantillo will be present at the next meeting. She also opined that it would be helpful to meet with the City Code Enforcement Officer.

During further discussion it was noted that New Castle is one of the largest Historic Districts in the country; and it was opined that HAC is consistently not supported.

Public Comment

Phil Gross – 1301 13th Street

- Mr. Gross commended the HAC for the job they are doing.
- Mr. Gross asserted that it should be mandatory for every business that opens up in the city to have a consultation with HAC.
- Mr. Gross noted businesses that consistently clutter the sidewalks and do not bring portable signage in at the end of each day.
- Mr. Gross stated that the HAC is extremely underutilized.
- Mr. Gross commended Ms. Batty for focusing on the Historic District and the City.

There being no further business to discuss, Ms. Hayward-Olivas called for a motion to adjourn.

A motion to adjourn was made by Mr. Wade and seconded by Mr. Westman. The motion was unanimously carried and the meeting adjourned at 7:42 p.m.

Respectfully submitted,

Kathleen R. Weirich
City Stenographer

HR 000 01530-164



HISTORIC AREA COMMISSION REVIEW APPLICATION

☐ CONSULTATION ☐ HISTORIC REVIEW CERTIFICATE

Fee	Paid On
\$50.00	

Once a hearing date has been set and a legal notice has been published or posted, the applicant must be prepared to present the request at the scheduled hearing date

1. NAME OF APPLICANT AL BOLAND / MARK HAFER
Business (if applicable) NORA LEES
Address 124 DELAWARE STREET
City NEW CASTLE State DE Zip Code 19720
Daytime telephone 302-897-0555 Other phone/email HAFETRON@VERIZON.NET
The above contact information will be used for correspondence. Please ensure this information is accurate

2. NAME OF PROPERTY OWNER AL BOLAND
Business (if applicable) _____
Address 124 DELAWARE STREET
City NEW CASTLE State DE Zip Code 19720
Daytime telephone (required) 646-644-1553 Other phone _____

3. PROJECT STREET ADDRESS 124 DELAWARE STREET, NEW CASTLE DE 19720

4. LEGAL DESCRIPTION: Lot ☒ Block ☐ Subdivision _____ Parcel _____

5. EXISTING USE RESTAURANT / BAR PROPOSED USE SAME - NO CHANGE

6. PROPOSED PROJECT WORK
A. DEMOLITION ☐ YES ☒ NO
B. REHABILITATION (check repair or replace and provide a description on the line provided)

REPAIR	REPLACE	
<input type="checkbox"/>	<input type="checkbox"/>	Roof _____
<input type="checkbox"/>	<input type="checkbox"/>	Roof structures (dormers, chimneys, etc.) _____
<input type="checkbox"/>	<input type="checkbox"/>	Exterior finishes (stucco, masonry, siding) _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Porch/Deck/Balcony <u>REAR DECK</u>
<input type="checkbox"/>	<input type="checkbox"/>	Awning/Canopy _____
<input type="checkbox"/>	<input type="checkbox"/>	Exterior Doors _____
<input type="checkbox"/>	<input type="checkbox"/>	Windows _____
<input type="checkbox"/>	<input type="checkbox"/>	Shutters _____
<input type="checkbox"/>	<input type="checkbox"/>	Foundation (including infill) _____
<input type="checkbox"/>	<input type="checkbox"/>	Exterior lighting & other appurtenances _____
<input type="checkbox"/>	<input type="checkbox"/>	Existing fences, walls & gates _____
<input type="checkbox"/>	<input type="checkbox"/>	Existing parking, walkways & other site features _____

C. NEW CONSTRUCTION (check and specify all work items that apply)

- ☐ New building _____
- ☐ New addition _____
- ☐ New roof structures (dormers, chimneys, etc.) _____
- ☒ New porch/deck/balcony NEW 2-TIER DECK
- ☐ New awning/canopy _____
- ☒ New entrances NEW STAIRS AND RAMP
- ☐ New window opening/sashes _____
- ☐ New exterior lighting _____
- ☐ New fence/wall/gate _____
- ☐ New parking/walkways/other site features _____
- ☐ Exterior utility service/mechanical equipment _____

D. STREETSCAPE (check and specify all work items that apply)

- ☐ Streetlights
- ☐ Furniture & equipment (benches, bollards, utilities equipment, charging stations, etc)
- ☐ Curbs and sidewalks

7. OVERALL PROJECT DESCRIPTION (attach additional pages if necessary)

Enter Description here:

EXISTING DECK AT REAR OF EXISTING RESTAURANT/BAR HAD A FIRE AND WAS THEN DEMOLISHED. THE PROPOSED IS FOR A NEW 2-TIER DECK IN THE REAR YARD.

PROPOSED NEW STAIRS AND RAMP DOWN TO LOWER LEVEL.
PROPOSED NEW STAIRS UP FROM GRADE TO NEW DECK (12' HIGH).

8. AGREEMENT

If the applicant is different than the property owner, the application must be signed by both parties.

I have examined this application, its requirements and to my knowledge and belief, is a true, correct, and complete application. In filling out this application, I understand that it becomes part of the Public Record of the City of New Castle and hereby certify that all information contained herein is accurate to the best of my knowledge.

I further understand that if this application is for a Consultation, preapplication consultations resulting in a recommendation for conceptual approval by HAC are advisory in nature and shall inure no rights in the applicant. No project work may be taken based solely upon a recommendation following consultation with HAC. I must still obtain an approved Historic Review Certificate before project work can begin.

I also understand that further development approvals, reviews, and a building permit may also be required prior to starting project work and will consult with the City Building Official for specific project requirements.

PRINT APPLICANT'S NAME MARK HAFFER

SIGNATURE OF APPLICANT [Signature]

DATE 4/21/2025

PRINT OWNER'S NAME AL BOLAND

SIGNATURE OF OWNER [Signature]

DATE 4/21/2025

APPLICANT COMPLETENESS REVIEW CHECKLIST & ACKNOWLEDGMENT

All work performed in a Historic District, Residence or Commercial, requires prior approval of the Historic Area Commission (HAC) and the issuance of a Historic Review Certificate pursuant to Section 230-45 of the Zoning Code.

Applicants for work to be done in Historic Zoning Districts must submit applications to the Historic Area Commission and obtain the required certificate in addition to obtaining a building permit.

All proposed work items shall be reviewed for consistency and compliance with the most recent edition of the "City of New Castle Historic Area Commission Guidelines and Standards" and its Supplements. Copies of this document are available the website at <https://newcastlecity.delaware.gov/historic-area-commission/>

Relevant information necessary for the issuance of a HAC Review Certificate include, but are not be limited to, the below items depending on the scope and scale of the project and as referenced in the "Plan Requirements" section in the *Historic Area Commission Guidelines and Standards*. The minimum application requirements for each scope of work are indicated below. Discuss the project with City Staff if the project is unique and needs to be addressed in a different manner. Applications must be sufficiently complete at the time of submittal for inclusion on the agenda of the HAC meeting.

Complete applications must be submitted up to 15 days before the meeting to be included on the agenda.

INITIAL CONFIRMING YOU HAVE READ AND UNDERSTAND THE ABOVE STATEMENTS

*The below is a list of requirements based upon the scope of work. To be completed by planning staff

ROOFS AND ROOFING (sheathing, framing, chimneys, dormers, cupola, parapet, cornice, eave, bracket, drainage system, etc.)

- | OK | Need | N/A |
|--------------------------|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
- ☐ Photographs of existing roof and affected features
 - ☐ Brochure or sample of proposed roof surface including applicable colors, patterns, material, texture
 - ☐ Documentation of justification for changing roof and/or roof feature and the extent of the affected area. Permanent removal of major historic architectural features requires partial demolition application.
 - ☐ Scaled drawing of existing and proposed conditions if roof or roof feature will change its shape, scale, size, profile, pattern (not necessary for roof sheathing changes only)

EXTERIOR FINISHES (wood siding and decorative features, masonry surfaces and features, stucco)

- | OK | Need | N/A |
|--------------------------|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
- ☐ Photographs of existing surface or feature including close-up and full building perspective
 - ☐ Brochure or sample of proposed finish including applicable colors, patterns, material, texture, dimensions of reveals, mortar width/color as applicable
 - ☐ Documentation of justification for changing the siding, finish, or feature and the extent of the affected area
 - ☐ Scaled drawing of existing and proposed conditions if full replacement material is proposed which will change the appearance of the building through its shape, scale, size, profile, pattern, and/or texture

PORCHES, DECKS, BALCONIES (including loggias/colonnades, porch enclosures, associated decorative features)

- | OK | Need | N/A |
|--------------------------|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
- ☐ Photographs of existing porch/deck/balcony or location of proposed porch/deck/balcony
 - ☐ Scaled site plan showing the building and existing or proposed porch/deck/balcony and property lines if applicable
 - ☐ Scaled elevation(s) showing the building and existing or proposed porch/deck/balcony
 - ☐ Scaled detail of existing or proposed porch/deck/balcony showing material, construction detail, finish details
 - ☐ Documentation of justification for changing the existing porch/deck/balcony and the extent of the affected area. Permanent removal of major historic architectural features requires partial demolition application.

AWNING/CANOPY

- | OK | Need | N/A |
|--------------------------|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
- ☐ Photographs of existing awning/canopy or location of proposed awning/canopy
 - ☐ Scaled site plan showing the building and existing or proposed awning/canopy location and property lines if applicable
 - ☐ Scaled elevation(s) showing the building façade and existing or proposed awning/canopy. A 'typical' elevation can be used if all awning/canopies are exactly the same and have the same impact to the façade
 - ☐ Scaled detail of existing or proposed awning/canopy showing shape, placement, color, and construction details to include supporting structure, framing, hardware, and anchors/attachment details
 - ☐ Documentation of justification for changing the existing awning/canopy and the extent of the affected area

EXTERIOR DOORS (door openings, doors, screen doors, trim and details such as transoms, sidelights, hoods, hardware)

- | OK | Need | N/A |
|--------------------------|--------------------------|--------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
- ☐ Photographs of existing door(s) or location of proposed new door opening(s)
 - ☐ Scaled elevation(s) showing the building façade and existing or proposed door (not necessary for just replacement door in existing door opening)
 - ☐ For new openings, a scaled wall section
 - ☐ Brochure, sample, or scaled drawing of proposed door(s) including material, all dimensions, finish, glazing, and hardware
 - ☐ Documentation of justification for changing the existing door(s) and the extent of the affected area.

CONTINUED

The below is a list of requirements based upon the scope of work. (To be completed by planning staff)

WINDOWS (windows, shutters, and other associated features)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of affected window(s) or location(s) of proposed new window opening(s) For new openings, a |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | scaled wall section with proposed window |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure or sample showing the material, window type, all dimensions and profiles, finish, glazing, and hardware |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation of existing and proposed window; a "typical" elevation can be used if multiple windows are affected as long as the existing and proposed conditions are identical at each location |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | For replacing historic windows; a window evaluation including locations, condition of paint, condition of frame and sill, condition of sash (rails, siles, muntins), glazing problems, hardware type and condition, overall condition assessment by qualified professional |

FOUNDATION (replacement, infill, alteration including elevation)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of affected foundation in detail and in context of whole building and adjacent buildings |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing building footprint and extent of existing and proposed foundation wall/pier/slab or infill |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Material sample, scaled detail drawing, and/or brochure showing the proposed material(s), colors, finish, pattern, and construction details |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing the existing foundation and the extent of the affected area. Permanent removal of major historic architectural features requires permit demolition application |

EXTERIOR ELECTRICAL/MECHANICAL (light fixtures, vents, utilities, HVAC units, pool systems, vending)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing details and context of affected site area within view of the proposed project |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure, sample, or scaled drawing showing the materials, light intensity, hardware, colors/finish |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | For new equipment, scaled drawing showing proposed project with context site and/or building |

FENCES/WALLS/GATES

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing site area of proposed fence/wall/gate and detail photo of any existing fence/wall/gate |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the property line, building footprints, sidewalks, driveways and other major site features and proposed fence/wall (smaller projects may not require a scaled site plan like short extensions of existing fences/walls) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Drawing of proposed fence/wall/gate showing material, finish, height, spacing distance, shapes, patterns, hardware, construction section |

PARKING, LANDSCAPE OR OTHER SITE FEATURE (plant materials, sidewalk, driveway, fountain, pool, ramp, trellis, well)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing site area within view of proposed feature and detail photo of any existing affected features |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the property line, building footprints, sidewalks, driveways and other major site features and proposed feature (smaller projects may not require a scaled site plan if limited to a small area) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Details of proposed features including material, finish, height, spacing, shapes, patterns, hardware, construction details such as a section drawing |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Plant material list with identification, quantity, size at planting and maturity, spacing |

NEW CONSTRUCTION (accessory structure/outbuilding, garage, and other new buildings)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing site area within view of proposed construction with context area |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing property line and existing site features like buildings, sidewalks, driveways |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the property line and proposed construction |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled landscape plan |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation drawings showing existing building(s) and major site features |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation drawings showing proposed building(s) and major site features |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Wall sections |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Refer to details above for related roof, finishes, porches, doors, windows, foundation, electrical/mechanical |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation drawing (line drawing with minimal detail) showing the existing and proposed streetscape |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled footprint diagram showing proposed building footprint(s) and surrounding existing building footprints |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Written summary describing existing and proposed conditions and project's consistency with zoning code |

Tier 01 Review

Tier 2 Review

PRINT

☐
☐

Project Address: _____

Reviewed for completion by: _____ Date: _____

This is an application only - if approved, permit will be mailed to applicant.

CITY OF NEW CASTLE

Building Department

220 Delaware Street

New Castle, DE 19720 • 302-322-9801 • Fax 302-322-9814



PERMIT#

**APPLICATION FOR
PLAN EXAMINATION AND
BUILDING PERMIT**

**REQUEST FOR HISTORIC
REVIEW CERTIFICATE**

IMPORTANT — Applicant to complete all items in sections: I, II, III IV, and V.

I. LOCATION OF BUILDING

AT (LOCATION) 124 DELAWARE STREET, NEW CASTLE DE 19720 Zoning District _____
(NO) (STREET)
BETWEEN DELAWARE STREET AND E 2ND STREET
(CROSS STREET) (CROSS STREET)
SUBDIVISION _____ LOT _____ BLOCK _____ LOT SIZE _____

II. TYPE AND COST OF BUILDING — All applicants complete Parts A — D

A. TYPE OF IMPROVEMENT

- 1 ☐ New building
2 ☐ Addition (If residential, enter number of new housing units added, if any, in Part D, 13)
3 ☒ Alteration (See 2 above)
4 ☒ Repair, replacement (Explain in Sec. IV)
5 ☐ Wrecking (If multifamily residential, enter number of units in building in Part D, 13)
6 ☐ Moving (relocation)
7 ☐ Foundation only
8 ☐ Fence, sign

D. PROPOSED USE — For "Wrecking" most recent use

Residential

- 12 ☐ One family
13 ☐ Two or more family — Enter number of units _____
14 ☐ Transient hotel, motel, or dormitory — Enter number of units _____
15 ☐ Garage
16 ☐ Carport
17 ☒ Other — Specify EXISTING RESTAURANT / BAR

Nonresidential

- 18 ☐ Amusement, recreational
19 ☐ Church, other religious
20 ☐ Industrial
21 ☐ Parking garage
22 ☐ Service station, repair garage
23 ☐ Hospital, institutional
24 ☐ Office, bank, professional
25 ☐ Other — Specify _____

B. OWNERSHIP

- 9a ☒ Private (individual, corporation, nonprofit institution, etc.)
9b ☐ Public (Federal, State, or local government)

C. COST

- 10 Cost of improvement _____
To be installed but not included in the above cost
a. Electrical _____
b. Plumbing _____
c. Heating, air conditioning _____
d. Other (elevator, etc.) _____

(Omit cents)

\$ 40,000

Nonresidential — Describe in detail proposed use of buildings, e.g., food processing plant, machine shop, laundry building at hospital, elementary school, secondary school, college, parochial school, parking garage for department store, rental office building, office building at industrial plant. If use of existing building is being changed, enter proposed use

EXISTING USE - RESTAURANT / BAR
NO CHANGE IN USE

11 TOTAL COST OF IMPROVEMENT

\$ 40,000

III. SELECTED CHARACTERISTICS OF BUILDING — For new buildings and additions, complete Parts E — J; for wrecking, complete only Part H; for signs, complete Part K

E. PRINCIPAL TYPE OF FRAMING

- 30 ☐ Masonry (wall bearing)
31 ☒ Wood frame
32 ☐ Structural steel
33 ☐ Reinforced concrete
34 ☐ Other — Specify _____

G. TYPE OF MECHANICAL

Will there be central air conditioning?

40 ☐ Yes 41 ☒ No

Will there be an elevator?

42 ☐ Yes 43 ☒ No

H. DIMENSIONS

- 44 Number of stories DECK 2
45 Total square feet of floor area, all floors, based on exterior dimensions 540
46 Total land area, sq. ft. _____

I. NUMBER OF OFF-STREET PARKING SPACES

- 47 Enclosed _____
48 Outdoors _____

J. RESIDENTIAL BUILDINGS ONLY

- 49 Number of bedrooms _____
50 Number of bathrooms _____
Full _____
Partial _____

F. PRINCIPAL TYPE OF HEATING FUEL

- 35 ☐ Gas
36 ☐ Oil
37 ☐ Electricity
38 ☐ Coal
39 ☐ Other — Specify _____

NOTE!

The Building Inspector requires dimensioned plot plans, floor plans, specifications, etc. before a permit will be issued for all structural changes, additions, etc.

NO

STREET

K. DESCRIPTION OF SIGN

51. Type of Sign _____
52. Dimensions of sign. Length _____ Width _____ Thickness _____ Area _____
53. Projection beyond building line _____ Clear height above sidewalk _____
54. If roof sign, give distance back from the edge of roof _____
55. Material constructed of _____ Weight _____
56. Remarks: (State clearly method of operation and attachment, giving size of bolts, chains, anchors, etc.)

IV. DESCRIPTION OF PROPOSED WORK — For Applicant Use — Attach two copies of Plans and Specifications

EXISTING DECK AT REAR OF EXISTING RESTAURANT/BAR HAD
 A FIRE AND WAS THEN DEMOLISHED. THE PROPOSED IS FOR
 A NEW 2-TIER DECK IN THE REAR YARD.

PROPOSED NEW STAIRS AND RAMP FROM GRADE DOWN TO LOWER LEVEL.

PROPOSED NEW STAIRS FROM GRADE UP TO NEW DECK (1ST FLOOR)

SEE DRAWINGS FOR PLANS AND ELEVATIONS.

SPECIAL NOTE FOR HISTORIC REVIEW CERTIFICATE APPLICATION

Describe in detail the nature and scope of all proposed work. Supplemental plans and/or drawing showing all pertinent architectural features and materials to be used are required when any architectural additions or alterations are involved.

V. IDENTIFICATION — To be completed by all applicants

	Name	Mailing Address — Number, Street, City, and State	ZIP Code	Tel. No.
1. Owner or Lessee	AL BOLAND	124 DELAWARE STREET, NEW CASTLE DE 19720		302-897-0555
	MARK HAFER	124 DELAWARE STREET, NEW CASTLE DE, 19720		
2. Contractor	SELF		Builder's License No.	
3. Architect or Engineer	ANTHONY BRUTTANITI	1432 SOUTH BROAD STREET PHILADELPHIA, PA 19146		

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and we agree to conform to all applicable laws of this jurisdiction.

Signature of Applicant	Please Print Name	Address	Application Date
MARK HAFER	<i>[Signature]</i>	124 DELAWARE STREET, NEW CASTLE DE 19720	4/21/2025

VI. ZONING PLAN EXAMINERS OR BOARD OF ADJUSTMENT NOTES

DISTRICT _____

USE _____

FRONT YARD _____

SIDE YARD _____

SIDE YARD _____

REAR YARD _____

NOTES _____

_____**VII. HISTORIC AREA COMMISSION**

DATE RECEIVED _____

HISTORIC AREA REVIEW FEE

50.00

DATE OF INITIAL ACTION BY COMMISSION _____

CERTIFICATE ISSUED # _____

ACTION AND/OR
RECOMMENDATION _____

COMMISSION VOTE

APPROVED DENIED TABLED

☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐

AUTHORIZED SIGNATURE _____

DATE _____

VIII. VALIDATIONBuilding
Permit Number _____

800.00

Building
Permit Issued _____

Building

Permit Fee \$

760.00

Renewal Fee \$ _____

Certificate of Occupancy \$ _____

MSC Approval _____

Date

Approved By: _____
_____**FOR DEPARTMENT USE ONLY**

Use Group _____

Fire Grading _____

Live Loading _____

Occupancy Load _____

IX. OFFICIAL USE ONLY

ITEM	DATA
Address	124 Delaware St
Date Received	4/22/2025
Year Built	1700
Status	C
Previously Reviewed	No
Scope of work	existing deck at rear of existing restaurant/bar had a fire and was then demolished. The proposal is for a new 2 - tier deck in the rear yard. Proposed new stairs and ramp down to lower level. Proposed new stairs up from grade to new deck (1st floor)
Review Tier	TIER 02
Conformance	<p>TO BE DETERMINED.</p> <p>Application incomplete:</p> <ul style="list-style-type: none"> 1 - rendering too dark to read. 2 - Text on architectural drawings illegible. 3 - All visible materials are composite, including rails, posts, caps, and decking. <p>05/08/2025 Update - Meeting with applicant to review work on site scheduled for May 12, 2025.</p>
Finding	<p>Additional information required.</p> <p>If hard copies of application are not legible, application cannot be added to May 2025 HAC meeting agenda.</p> <p>05/08/2025 Update - Legible hard copies have been provided. Meeting with applicant to review work on site scheduled for May 12, 2025. Application to be added to June 2025 agenda.</p>
Comments	
Action	ADDITIONAL INFORMATION REQUIRED
Status	OPEN
HAC Review Required	HAC REVIEW REQUIRED

ITEM	DATA
Address	124 Delaware St
Date Received	4/22/2025
Year Built	1700
Status	C
Previously Reviewed	No
Scope of work	existing deck at rear of existing restaurant/bar had a fire and was then demolished. The proposal is for a new 2 - tier deck in the rear yard. Proposed new stairs and ramp down to lower level. Proposed new stairs up from grade to new deck (1st floor)
Review Tier	TIER 02
Conformance	TO BE DETERMINED. Application incomplete: 1 - rendering too dark to read. 2 - Text on architectural drawings illegible. 3 - All visible materials are composite, including rails, posts, caps, and decking.
Finding	Additional information required. If hard copies of application are not legible, application cannot be added to May 2025 HAC meeting agenda.
Comments	
Action	ADDITIONAL INFORMATION REQUIRED
Status	OPEN
HAC Review Required	HAC REVIEW REQUIRED



Upper Deck Design

Apr 22, 2025, 11:09 AM
NEW CASTLE

Plan Overview



Decking Type - Composite

Decking Color - Trex Select® Saddle

Decking Size - 5/4 in x 6 in

Railing Material - Composite

Railing Style - Trex Enhance 36 in Charcoal Black

Total Square Feet - 542 sq ft

Footer Depth - 24 in

Live Load - 40 psf

Dead Load - 10 psf

Stair Stringer - 12" on center

Beam Size - 2 in. x 10 in.

Beam Cantilever - 2"

Post Wood Type - Pressure Treated

Post Size - 4 in. x 4 in.

Number of Levels - 1

Joist Spacing - 16 in on center

Joist Wood Type - Pressure Treated

Joist Size - 2 in. x 10 in.

Spacing Between Planks - 1/8"

Estimated Cost of Materials: ~~\$5,320.24~~ **\$13,077.05**

Does not include state and local taxes. Estimates are based on representative costs of materials in your geographic area. Actual, current material costs may vary.

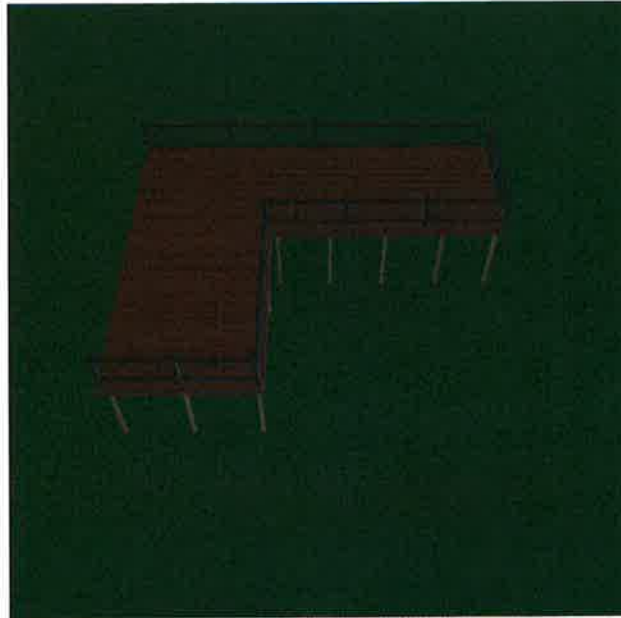
With your deck design in hand, talk to a Home Depot associate at your local store, if you'd like to purchase the materials on your list.

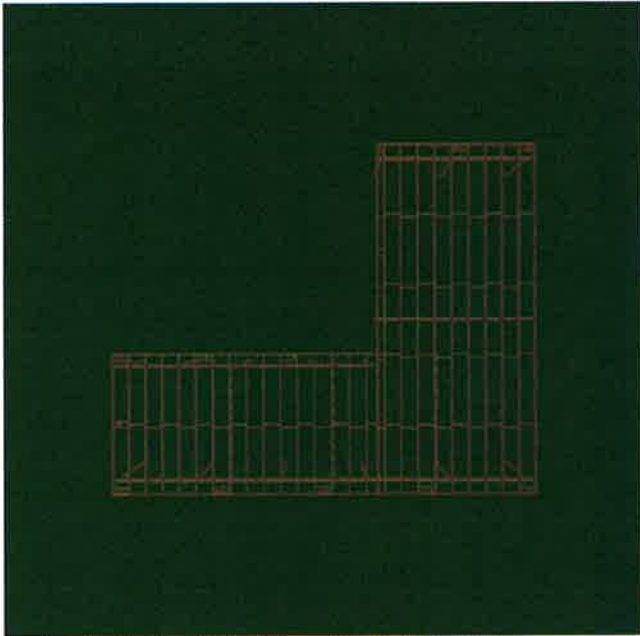


Upper Deck Design

Apr 22, 2025, 11:09 AM
NEW CASTLE

Deck Layout







Upper Deck Design

Apr 22, 2025, 11:09 AM
NEW CASTLE

Materials List

Stock Materials

Items listed as Not Available will not be added to your order.
Please add appropriate substitutes in OrderUp.

Sku #	Product	Qty	Unit Price	Total Price
• 100169911 9 SD010616 SS01	Select 1 in. x 5-1/2 in. x 16 ft. Saddle Square Edge Capped Composite Decking Board - Not Available	4	N/A	N/A
• 100433429 9 SD010620 E2S01	1x6-20' Trex Enhance Basics Composite Deck Board Saddle Square Edge - Not Available	2	N/A	N/A
• 924789 TCM25SD 7501	Trex® Decking Color Match Screws 2-1/2" Saddle & Ocracoke - 75 count/box - Not Available	36	N/A	N/A
• 100654109 3 SD011212 SS01	Select 1 in. x 12 in. x 12 ft. Saddle Capped Fascia Composite Decking Board - Not Available	10	N/A	N/A
• 924720 TCMF175S D7501	Trex® Fascia Color Match Screws 1-3/4" Saddle & Ocracoke - 75 count/box - Not Available	4	N/A	N/A
• 100654105 1 SD010612 SG01	Select 1 in. x 5-1/2 in. x 12 ft. Saddle Grooved Edge Capped Composite Decking Board - Not Available	23	N/A	N/A
• 100654108 2 SD010616 SG01	Select 1 in. x 5-1/2 in. x 16 ft. Saddle Grooved Edge Capped Composite Decking Board - Not Available	34	N/A	N/A
• 100654105 6 SD010620 E2G01	1 in. x 6 in. x 20 ft. Enhance Basics Saddle Grooved Edge Composite Deck Board - Not Available	23	N/A	N/A
1006622062	GRK DECK ELITE SCREW 9X3" 350PK	2	\$43.97	\$87.94

Sku #	Product	Qty	Unit Price	Total Price
214256	HEX BOLT GALV 3/8 X 6 (CHJ)	56	\$2.36	\$132.16
1000074659	DTT ZMAX Galvanized Deck Tension Tie for 2x Nominal Lumber with 1-1/2 in. SDS Screws - Not Available	14	N/A	N/A
154307	HEX NUT GALV 3/8 25PK	3	\$5.97	\$17.91
590913	LOCK WASHER ZINC 3/8 (ADG)	224	\$0.26	\$58.24
100242521 9 BKRD0636 HENKHD	TREX 6X36 BLACK RAIL & BAL HORZ KIT	4	\$129.00	\$516.00
100004887 7 PBKSKIR T4X4	TREX SEL CHAR BLK POST SLEEVE SKIRT	14	\$4.97	\$69.58
100004887 5 PBKSQCA P4X4	TREX SELECT CHAR BLK POST SLEEVE CAP	14	\$9.98	\$139.72
100242878 8 BK040448 APSRT	TREX 4X4X48IN POST SLEEVE - BLACK	14	\$42.98	\$601.72
1001754013	2X10-8 #2 PRIME OR BTR PT GC	3	\$17.58	\$52.74
1001754091	2X10-16 #2 PRIME OR BTR PT GC	32	\$35.08	\$1,122.56
1001754077	2X10-12 #2 PRIME OR BTR PT GC	29	\$26.48	\$767.92
1001754072	2X10-10 #2 PRIME OR BTR PT GC	1	\$21.38	\$21.38
1009352201	4X4X8 PLASTIC LST G-BLACK-B+	1	\$27.08	\$27.08
258552	4X4-16FT #2 PT GC	8	\$34.28	\$274.24
669421 ABA44Z	ABA44Z 4"X4" 16GA ZMAX ADJ POST BASE	17	\$13.67	\$232.39
294301 BCS2-2/4Z	BCS2-2/4Z 2'-2"X4" 18GA ZMAX POSTCAP	17	\$8.27	\$140.59
842303 100450	50LB QUIKRETE FAST-SET CONCRETE	68	\$6.91	\$469.88
100766845 8 EB0054198	16D 3-1/2" HOT GALV COMMON NAIL 1 LB	7	\$7.37	\$51.59

Sku #	Product	Qty	Unit Price	Total Price
941496 50120	SLEEVE ANCHOR 5/8X6 HEX, SGL CT	17	\$4.94	\$83.98
314636 692203	12"X48" TUBE FOR CONCRETE	9	\$16.48	\$148.32
100327486 7 3DMT1	DECKMATE III, TAN, 3 IN, 1 LB	1	\$10.97	\$10.97
865889 LUS210Z	LUS210Z 2"X10" 18GA DBL SHEAR HANGER	56	\$2.97	\$166.32
462810 N10DHDG-R	N10DHDG 10DX1-1/2" HDG NAILS-1LB BOX	9	\$4.97	\$44.73
100552528 3 LUC210Z-R	LUC210Z-R 2X10 CONCEALED FACE MOUNT	6	\$2.77	\$16.62
102924 H2.5AZ	H2.5AZ 18GA ZMAX HURRICANE TI	67	\$0.98	\$65.66

Sub-Total* **\$5,320.24**

Does not include state and local taxes. Estimates are based on representative costs of materials in your geographic area. Actual, current material costs may vary.

Additional Resources

[Simpson Connector Guide](#)

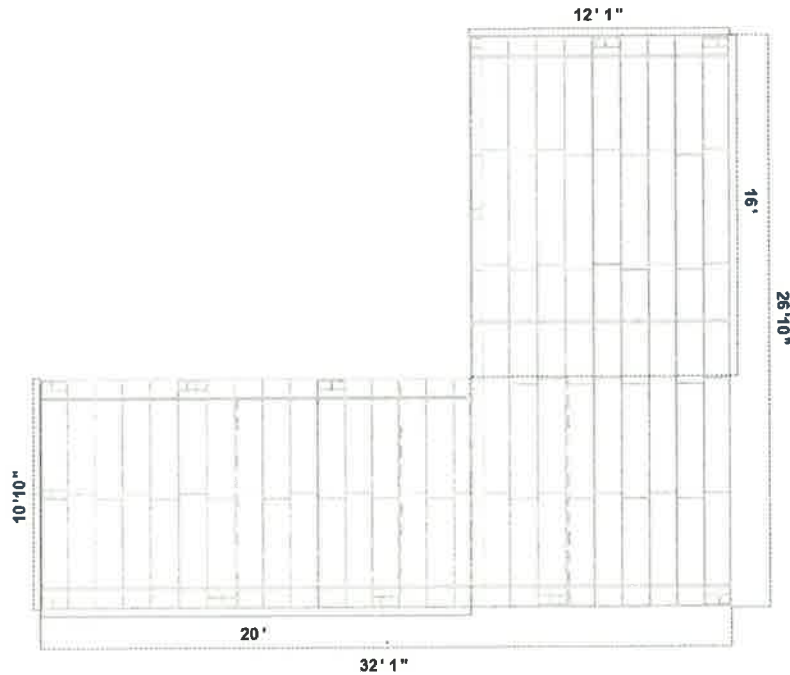
[General Residential Deck Codes and Building Practices](#)



Upper Deck Design

Apr 22, 2025, 11:09 AM
NEW CASTLE

Analysis: Lv 1



Load and Support

Your deck will support a 40 psf live load.
Posts have 24 in below ground support.

Deck and Post Height

You selected a height of 8' 0" from the top of the decking to the ground level. The top of the deck support posts will therefore be 6' 5" above ground level.

Joists

Set joists on top of beams, ; 16 in on center.

Height of Level (Top of Decking) 8' 0"

Level Area 542 sq ft

Max Joist Span

Max Joist Cantilever 1' 0"

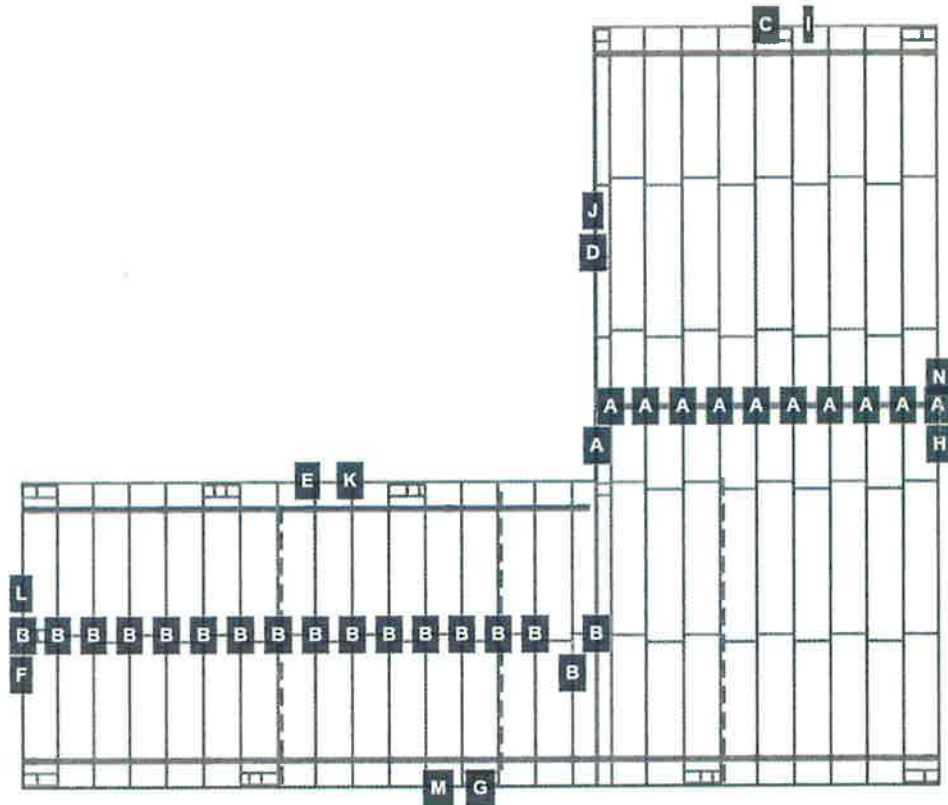
Max Beam Span 18' 0"



Upper Deck Design

Apr 22, 2025, 11:09 AM
NEW CASTLE

Material Cut List: Lv 1





Upper Deck Design

Apr 22, 2025, 11:09 AM
NEW CASTLE

Material Cut List: Lv 1

Label	Name	Qty	Length
A	Inner Joist	11	26'10"
A	Inner Joist	11	26'10"
A	Inner Joist	11	26'10"
A	Inner Joist	11	26'10"
A	Inner Joist	11	26'10"
A	Inner Joist	11	26'10"
A	Inner Joist	11	26'10"
A	Inner Joist	11	26'10"
A	Inner Joist	11	26'10"
A	Inner Joist	11	26'10"
A	Inner Joist	11	26'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"

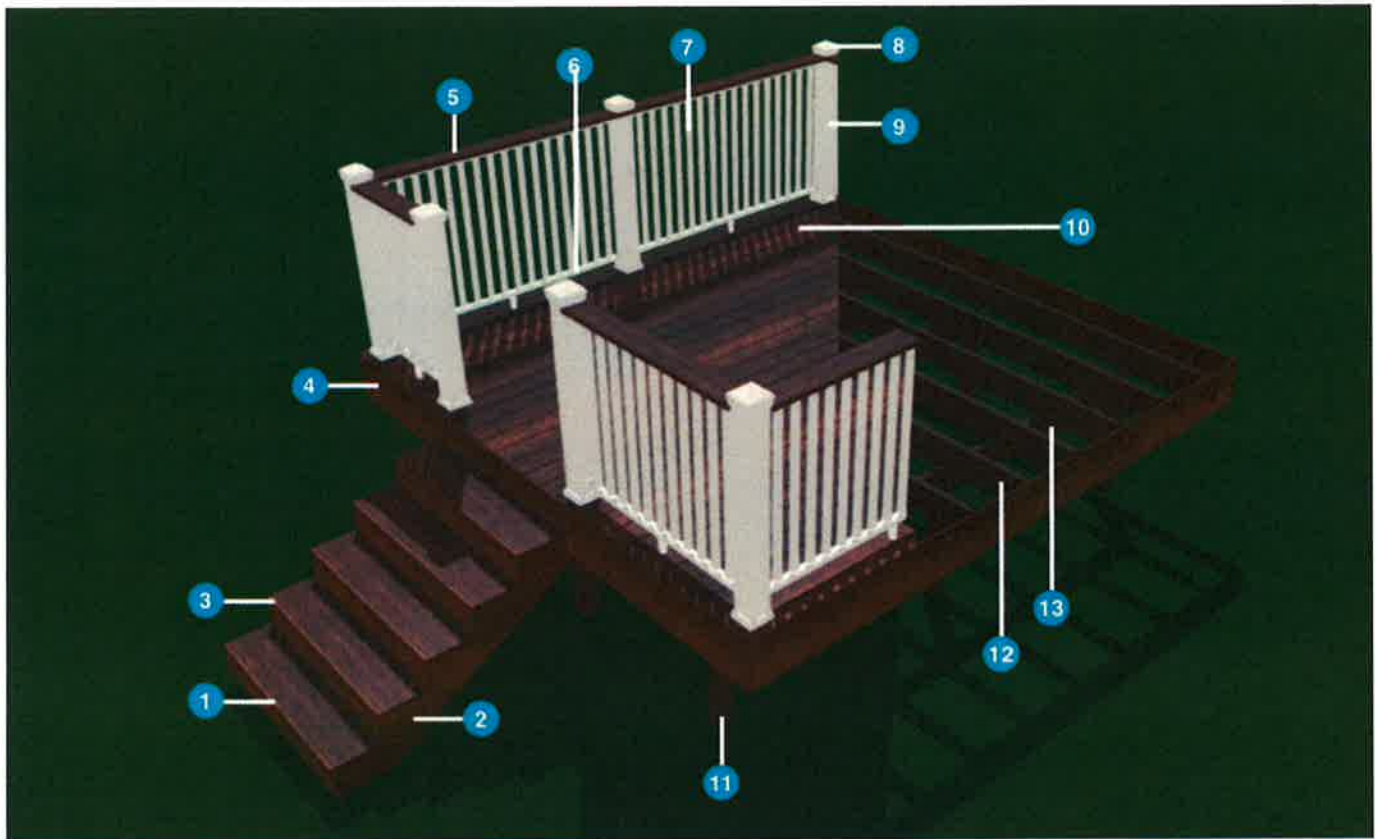
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
C	Outer Joist	1	12'1"
D	Outer Joist	1	16'
E	Outer Joist	1	20'
F	Outer Joist	1	10'10"
G	Outer Joist	1	32'1"
H	Outer Joist	1	26'10"
I	Fascia	1	12'
J	Fascia	1	15'11"
K	Fascia	1	20'
L	Fascia	1	10'10"
M	Fascia	1	32'1"
N	Fascia	1	26'10"



Upper Deck Design

Apr 22, 2025, 11:09 AM
NEW CASTLE

Major Deck Components



1. **Riser** - A board attached to the vertical cut surface of a stair stringer.
2. **Stringer** - The diagonal board used to support treads and risers on a stairway.
3. **Tread** - The horizontal surface of a stair.
4. **Fascia** - Vertical boards that face outwards from the edges of the deck, attached to the rim joists.
5. **Top Rail** - The upper horizontal piece that connects rail posts and supports balusters.
6. **Bottom Rail** - The lower horizontal piece that connects rail posts and supports balusters.
7. **Baluster** - The vertical pieces of a railing spaced at regular intervals between posts.
8. **Rail Cap** - The top horizontal trim on railing.
9. **Rail Post** - The vertical post connected to the deck framing that supports the railing.
10. **Decking** - The boards used to make the walking surface of the deck.
11. **Post** - Footer Concrete filled hole that the post is attached to.
12. **Joist** - A horizontal frame piece that supports the decking and spreads the weight over the beams.
13. **Beam** - A horizontal framing piece, which rests on posts and supports joists.



Upper Deck Design

Apr 22, 2025, 11:09 AM
NEW CASTLE

Structural Connector Hardware Guide

LSCZ LSCSS Adjustable Stringer Connector Ties stair stringer to carrying header or rim joist.	H2.5AZ H2.5ASS Hurricane Tie Ties joist to beam.	DTT1Z Deck Tension Tie Ties deck framing to top plate, studs or headers.	LUCZ LUCSS Joist Hanger Ties deck joist to ledger.	BCS2-2/4Z BCS2-2/4SS Post Cap Ties 4x post to double 2x beam girder.	DTT2Z DTT2SS Deck Tension Tie Ties deck to house.
TA9Z/TA10Z TA9SS/TA10SS Staircase Angle Ties stair tread to stringer; TA9ZKT/ TA10ZKT provided with Strong-Drive SDS screws.	ABA44Z Standoff Post Base Ties 4x4 post to concrete.	ABU44Z Post Base Ties 4x4 post to concrete.	A35Z A35SS Framing Angle Ties rim joist to deck joist.	H1Z Hurricane Tie Ties joist to .girder at mid-deck; ties joist to beam	DJT14Z DJT14SS Deck Joist Tie Ties 2x girder to post.



Upper Deck Design

Apr 22, 2025, 11:09 AM
NEW CASTLE

Tools and Tips

Tools Required

The checklist provided should be used as a quick guide only, and we highly recommend consulting some additional resources listed here:

Safety

- Eye Protection
- Hearing Protection
- Dust Mask
- Gloves
- Kneepads

Concrete Work

- Pick
- Post hole digger
- Shovel
- Wheelbarrow
- Hoe and hose (to mix concrete)
- Tamper

Wood Work

- Extension Cord
- Circular Saw
- Drills and bits
- Hammer
- Nail set
- Chisel
- Handsaw
- Ladder
- Mallet
- Tool belt

Concrete Layout

- Stakes or batter boards
- Strings
- Transit

Wood Layout

- Tape measure
- Squares: Rafter/Speed, Framing
- Level/levels
- Chalk line
- Pencils
- Plumb bob

Tips for DIYers

- When cutting or drilling wood, always wear eye protection to prevent injury from flying wood particles.
- If cutting pressure treated material, wearing a fabric breathing mask will help to avoid the ingestion of dust.
- Wear gloves to protect from splinters.
- Invest in a pair of kneepads if you are doing floorjobs or working on a deck.
- Dispose of scraps in the regular trash or take to a landfill - do not burn pressure treated materials.



Upper Deck Design

Apr 22, 2025, 11:09 AM
NEW CASTLE

Disclaimer

LEGAL DISCLAIMER

The suggested design is a construction guide and is NOT a finished building plan. It is your responsibility to verify its accuracy, completeness, suitability for your particular site conditions, and compliance with local building codes and practices. Please consult your local building codes for requirements for deck lighting.

Safety Advisory: Ledger Board Installation

- The ledger board serves as a crucial connection point in deck construction. Its proper installation is paramount for the safety and longevity of your deck. Please note: Incorrect installation can lead to catastrophic structural failure, potentially resulting in severe injuries or fatalities.
- Water intrusion at the ledger board connection can cause hidden deterioration of fasteners and supporting structures over time.
- Due to the complexity and importance of this component, it is strongly recommended to consult with a deck professional. A qualified expert can provide guidance on appropriate waterproofing techniques.

Pricing is subject to change without notice and is only valid at the time of use of this tool. Actual costs may vary based on current rates, promotions, and availability. Users are advised to confirm current pricing at the time of purchase or use.



Customer Quote

4/22/2025, 11:46 AM EDT

Sales Person Y4XDQCM

Store Phone # (302) 395-1260

Store # 1605

Location 138 SUNSET BLVD, NEW CASTLE, DE 19720

Customer Information

NUL NUL













(302) 897-0555

GFDGFSGHFD@GMAIL.COM



Quote # H1605-262855

PO / Job Name

Item Description	Model #	SKU #	Unit Price	Qty	Subtotal
 Simpson Strong-Tie H2.5A 18-Gauge ZMAX Galvanized Hurricane Tie	NA	102924	\$0.98 / each	67	\$65.66
 Simpson Strong-Tie LUC ZMAX Galvanized Face-Mount Concealed-Flange Joist Hanger for 2x10 Nominal Lumber	NA	1005525283	\$2.77 / each	6	\$16.62
 Simpson Strong-Tie Strong-Drive 1-1/2 in. x 0.148 in. SCN Smooth-Shank HDG Connector Nail (120-Pack)	NA	462810	\$4.97 / package	9	\$44.73
 Simpson Strong-Tie LUS ZMAX Galvanized Face-Mount Joist Hanger for 2x10 Nominal Lumber	NA	865889	\$2.97 / each	56	\$166.32
 DECKMATE #9 x 3 in. Tan Star Flat-Head Wood Deck Screw 1 lb.-Box (73-Piece)	NA	1003274867	\$10.97 / each	1	\$10.97
 Quikrete QUIK-TUBE 12 in. x 48 in. Building Form Tube	NA	314636	\$16.48 / each	9	\$148.32
 Red Head 5/8 in. x 6 in. Zinc-Plated Steel Hex Head Sleeve Anchor	NA	941496	\$4.94 / each	17	\$83.98
 Everbilt 3-1/2 in. x 16D Hot Dipped Galvanized Common Nails 1 lb. (42-Count)	NA	1007668458	\$7.37 / each	7	\$51.59
 Quikrete 50 lb. Fast-Setting Concrete Mix DISCOUNT \$0.70 OFF EACH	NA	842303	\$6.91 / each \$6.21 / each	68	\$422.28
 Simpson Strong-Tie BCS ZMAX Galvanized Post Cap for Double 2x Beam, 4x Post	NA	294301	\$8.27 / each	17	\$140.59
 Simpson Strong-Tie ABA ZMAX Galvanized Adjustable Standoff Post Base for 4x4 Nominal Lumber	NA	669421	\$13.67 / each	17	\$232.39
 Unbranded 4 in. x 4 in. x 16 ft. #2 Pressure-Treated Timber	NA	258552	\$34.28 / each	8	\$274.24



Customer Quote













4/22/2025, 11:46 AM EDT

Sales Person Y4XDQCM

Store Phone # (302) 395-1260


Store # 1605

Location 138 SUNSET BLVD, NEW CASTLE, DE 19720

Item Description	Model #	SKU #	Unit Price	Qty	Subtotal
 Unbranded 4 in. x 4 in. x 8 ft. Black Recycled Plastic Landscape Timber (G-Grade)	NA	1009352201	\$27.08 / each	1	\$27.08
 Unbranded 2 in. x 10 in. x 12 ft. #2 Prime Pressure-Treated Ground Contact Southern Pine Lumber	NA	1001754077	\$26.48 / each	30	\$794.40
 Unbranded 2 in. x 10 in. x 16 ft. 2 Prime or Better Ground Contact Pressure-Treated Southern Yellow Pine Lumber	NA	1001754091	\$35.08 / each	33	\$1,157.64
 Unbranded 2 in. x 10 in. x 8 ft. 2 Prime or Better Ground Contact Pressure-Treated Southern Yellow Pine Lumber	NA	1001754013	\$17.58 / each	2	\$35.16
 Trex Trex 4 in. x 4 in. x 48 in. Charcoal Black Composite Post Sleeve	NA	1002428788	\$42.98 / each	17	\$730.66
 Trex Enhance 4 in. x 4 in. Charcoal Black Composite Post Cap-Flat	NA	1000048875	\$9.98 / each	17	\$169.66
 Trex 4 in. x 4 in. Charcoal Black Composite Post Sleeve Skirt	NA	1000048877	\$4.97 / each	17	\$84.49
 Trex Enhance 6 ft. x 36 in. Charcoal Black Composite Rail with Black Round Aluminum Baluster Kit-Horizontal	NA	1002425219	\$129.00 / each	4	\$516.00
 Everbilt 3/8 in. Zinc-Plated Split Lock Washer	NA	590913	\$0.26 / each	272	\$70.72
 Everbilt 3/8 in.-16 Galvanized Hex Nut (25-Pack)	NA	154307	\$5.97 / bag	3	\$17.91
 Everbilt Galvanized 3/8 in.-16 x 6 in. Hex Bolt	NA	214256	\$2.36 / each	68	\$160.48
 GRK Fasteners #9 x 3 in. Star Drive Bugle Head Deck Elite Decking Screws (350-Pack)	NA	1006622062	\$43.97 / each	2	\$87.94

 **Will Call**

 **Will Call Details**
Boise Cascade

 **Estimated Arrival**
2 Days
Customer will be notified when order is ready for pickup

 **Alternate Pickup Person**
NUL NUL



Customer Quote

4/22/2025, 11:46 AM EDT

Sales Person Y4XDQCM

Store Phone # (302) 395-1260

Store # 1605

Location 138 SUNSET BLVD, NEW CASTLE, DE 19720

Special Order Products	Model #	SKU #	Unit Price	Qty	Subtotal
Boise Cascade					
1x6-16' Trex Select Composite Deck Board (Saddle Square Edge (Actual Size: 7/8"x5-1/2")) SD010616SS01) [QC:43045813] 1x6-16' Trex Select Composite Deck Board (Saddle Square Edge (Actual Size: 7/8"x5-1/2")) SD010616SS01) [QC:43045813] ◆ DISCOUNT \$7.32 OFF EACH	543002016	1000038516	\$73.23 / each \$65.91 / each	4	\$263.64
1x6-20' Trex Enhance Basics Composite Deck Board (Saddle Square Edge (Actual Size: .94"x5-1/2")) SD010620E2S01) [QC:43045813] 1x6-20' Trex Enhance Basics Composite Deck Board (Saddle Square Edge (Actual Size: .94"x5-1/2")) SD010620E2S01) [QC:43045813] ◆ DISCOUNT \$4.56 OFF EACH	543062020	1000038516	\$45.65 / each \$41.09 / each	2	\$82.18
Trex Color Match 2-1/2" Deck Screws (Saddle & Oakracoke (75 pcs) TCM25SD7501) [QC:43045813] Trex Color Match 2-1/2" Deck Screws (Saddle & Oakracoke (75 pcs) TCM25SD7501) [QC:43045813] ◆ DISCOUNT \$1.54 OFF EACH	543700752	1004718757	\$15.44 / each \$13.90 / each	36	\$500.40
1x12-12' Trex Select Composite Fascia (Saddle Square Edge (Actual Size: .56"x11.375")) SD011212SS01) [QC:43045813] 1x12-12' Trex Select Composite Fascia (Saddle Square Edge (Actual Size: .56"x11.375")) SD011212SS01) [QC:43045813] ◆ DISCOUNT \$12.79 OFF EACH	543002936	1000038516	\$127.91 / each \$115.12 / each	10	\$1,151.20
Trex Color Match 1-3/4" Fascia Screw (Saddle & Oakracoke (75 pcs) TCMF175SD7501) [QC:43045813] Trex Color Match 1-3/4" Fascia Screw (Saddle & Oakracoke (75 pcs) TCMF175SD7501) [QC:43045813] ◆ DISCOUNT \$1.11 OFF EACH	543700750	1004718757	\$11.08 / each \$9.97 / each	4	\$39.88
1x6-12' Trex Select Composite Deck Board (Saddle Grooved Edge (Actual Size: 7/8"x5-1/2")) SD010612SG01) [QC:43045813] 1x6-12' Trex Select Composite Deck Board (Saddle Grooved Edge (Actual Size: 7/8"x5-1/2")) SD010612SG01) [QC:43045813] ◆ DISCOUNT \$5.50 OFF EACH	543002412	1000038516	\$54.98 / each \$49.48 / each	23	\$1,138.04
1x6-16' Trex Select Composite Deck Board (Saddle Grooved Edge (Actual Size: 7/8"x5-1/2")) SD010616SG01) [QC:43045813] 1x6-16' Trex Select Composite Deck Board (Saddle Grooved Edge (Actual Size: 7/8"x5-1/2")) SD010616SG01) [QC:43045813] ◆ DISCOUNT \$7.32 OFF EACH	543002416	1000038516	\$73.23 / each \$65.91 / each	34	\$2,240.94
1x6-20' Trex Select Composite Deck Board (Saddle Grooved Edge (Actual Size: 7/8"x5-1/2")) SD010620SG01) [QC:43045813] 1x6-20' Trex Select Composite Deck Board (Saddle Grooved Edge (Actual Size: 7/8"x5-1/2")) SD010620SG01) [QC:43045813] ◆ DISCOUNT \$9.15 OFF EACH	543002420	1000038516	\$91.53 / each \$82.38 / each	23	\$1,894.74

Will Call

Will Call Details
Simpson Strong-Tie Co.

Estimated Arrival
3 Days
Customer will be notified when order is ready for pickup

Alternate Pickup Person
NUL NUL



Customer Quote

4/22/2025, 11:46 AM EDT

Sales Person Y4XDQCM

Store Phone # (302) 395-1260

Store # 1605

Location 138 SUNSET BLVD, NEW CASTLE, DE 19720

Special Order Products	Model #	SKU #	Unit Price	Qty	Subtotal
 Simpson Strong-Tie Co.					
DTT2Z Simpson Strong-Tie 14 GA 2x Deck Tension Tie (ZMAX) [QC:43045813] DTT2Z Simpson Strong-Tie 14 GA 2x Deck Tension Tie (ZMAX) [QC:43045813]	DTT2Z	1001207734	\$19.87 / each \$14.90 / each	14	\$208.60
◆ DISCOUNT \$4.97 OFF EACH					

Prices Valid Through: 04/29/2025
at The Home Depot #1605

Subtotal	\$13,958.64
Discounts	-\$929.19
Sales Tax	TBD
Quote Total	\$13,029.45



LOWER

Upper Deck Design

Apr 22, 2025, 11:08 AM
NEW CASTLE

Plan Overview



Decking Type - Composite	Beam Size - 2 in. x 10 in.
Decking Color - Trex Select® Saddle	Beam Cantilever - 2"
Decking Size - 5/4 in x 6 in	Post Wood Type - Pressure Treated
Railing Material - Composite	Post Size - 4 in. x 4 in.
Railing Style - Trex Enhance 36 in Charcoal Black	Number of Levels - 3
Total Square Feet - 560 sq ft	Joist Spacing - 16 in on center
Footer Depth - 24 in	Joist Wood Type - Pressure Treated
Live Load - 40 psf	Joist Size - 2 in. x 10 in.
Dead Load - 10 psf	Spacing Between Planks - 1/8"
Stair Stringer - 12" on center	

Estimated Cost of Materials: ~~\$8,485.49~~ **\$16,961.90**

Does not include state and local taxes. Estimates are based on representative costs of materials in your geographic area. Actual, current material costs may vary.

With your deck design in hand, talk to a Home Depot associate at your local store, if you'd like to purchase the materials on your list.

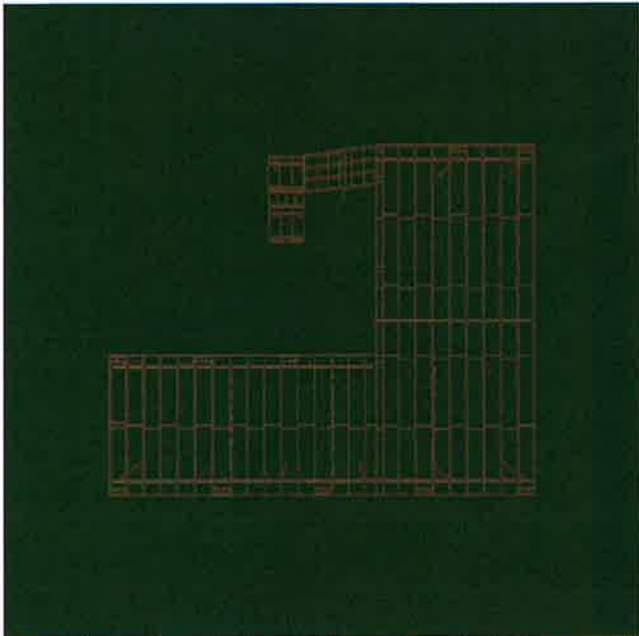
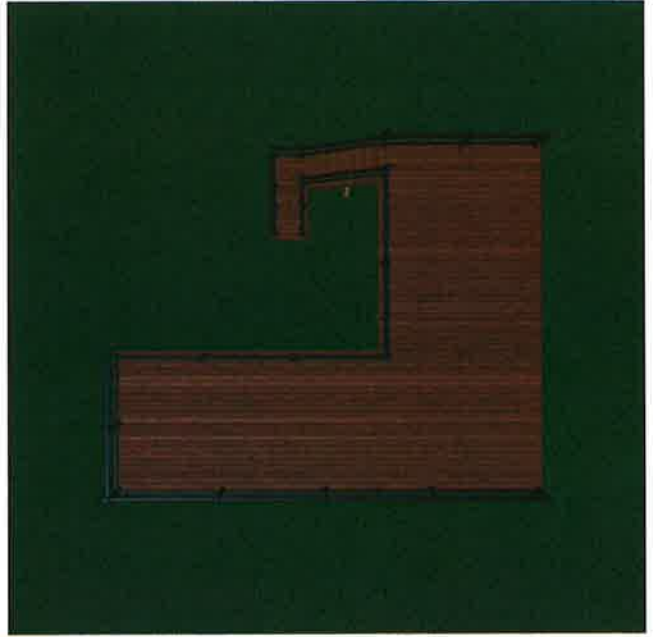


Upper Deck Design

Apr 22, 2025, 11:08 AM
NEW CASTLE

Deck Layout







Upper Deck Design

Apr 22, 2025, 11:08 AM
NEW CASTLE

Materials List

Stock Materials

Items listed as Not Available will not be added to your order.
Please add appropriate substitutes in OrderUp.

Sku #	Product	Qty	Unit Price	Total Price
100171632 0 SD010812 SS01	Select 1 in. x 8 in. x 12 ft. Saddle Capped Fascia Composite Decking Board - Not Available	3	N/A	N/A
924720 TCMF175S D7501	Trex® Fascia Color Match Screws 1-3/4" Saddle & Ocracoke - 75 count/box - Not Available	6	N/A	N/A
100169915 2 SD010620 SS01	Select 1 in. x 5-1/2 in. x 20 ft. Saddle Square Edge Capped Composite Decking Board - Not Available	6	N/A	N/A
100433429 9 SD010620 E2S01	1x6-20' Trex Enhance Basics Composite Deck Board Saddle Square Edge - Not Available	2	N/A	N/A
924789 TCM25SD 7501	Trex® Decking Color Match Screws 2-1/2" Saddle & Ocracoke - 75 count/box - Not Available	39	N/A	N/A
100654109 3 SD011212 SS01	Select 1 in. x 12 in. x 12 ft. Saddle Capped Fascia Composite Decking Board - Not Available	15	N/A	N/A
100654105 1 SD010612 SG01	Select 1 in. x 5-1/2 in. x 12 ft. Saddle Grooved Edge Capped Composite Decking Board - Not Available	23	N/A	N/A
100654108 2 SD010616 SG01	Select 1 in. x 5-1/2 in. x 16 ft. Saddle Grooved Edge Capped Composite Decking Board - Not Available	27	N/A	N/A

Sku #	Product	Qty	Unit Price	Total Price
100654109 0 SD010620 SG01	Select 1 in. x 5-1/2 in. x 20 ft. Saddle Grooved Edge Capped Composite Decking Board - Not Available	7	N/A	N/A
100654105 6 SD010620 E2G01	1 in. x 6 in. x 20 ft. Enhance Basics Saddle Grooved Edge Composite Deck Board - Not Available	23	N/A	N/A
1006622062	GRK DECK ELITE SCREW 9X3" 350PK	2	\$43.97	\$87.94
214256	HEX BOLT GALV 3/8 X 6 (CHJ)	124	\$2.36	\$292.64
1000074659	DTT ZMAX Galvanized Deck Tension Tie for 2x Nominal Lumber with 1-1/2 in. SDS Screws - Not Available	31	N/A	N/A
154307	HEX NUT GALV 3/8 25PK	6	\$5.97	\$35.82
590913	LOCK WASHER ZINC 3/8 (ADG)	496	\$0.26	\$128.96
100242521 9 BKRD0636 HENKHD	TREX 6X36 BLACK RAIL & BAL HORZ KIT	8	\$129.00	\$1,032.00
100242524 5 BKRD0636 SENKHD	TREX 6X36 BLACK RAIL & BAL STAIR KIT	2	\$129.00	\$258.00
100004887 7 PBKSKIR T4X4	TREX SEL CHAR BLK POST SLEEVE SKIRT	31	\$4.97	\$154.07
100004887 5 PBKSQCA P4X4	TREX SELECT CHAR BLK POST SLEEVE CAP	31	\$9.98	\$309.38
100242878 8 BK040448 APSRT	TREX 4X4X48IN POST SLEEVE - BLACK	31	\$42.98	\$1,332.38
1001754077	2X10-12 #2 PRIME OR BTR PT GC	20	\$26.48	\$529.60
1001754091	2X10-16 #2 PRIME OR BTR PT GC	46	\$35.08	\$1,613.68
1001754013	2X10-8 #2 PRIME OR BTR PT GC	1	\$17.58	\$17.58
1001754072	2X10-10 #2 PRIME OR BTR PT GC	1	\$21.38	\$21.38

Sku #	Product	Qty	Unit Price	Total Price
258132	4X4-12FT #2 PT GC	1	\$21.18	\$21.18
258552	4X4-16FT #2 PT GC	8	\$34.28	\$274.24
1001754095	2X12-8 #2 PRIME OR BTR PT GC	1	\$22.18	\$22.18
1001754119	2X12-16 #2 PRIME OR BTR PT GC	2	\$45.08	\$90.16
1001753998	2X8-12FT #2PRIME PT GC	1	\$17.98	\$17.98
1001754002	2X8-16FT #2PRIME PT GC	1	\$24.28	\$24.28
669421 ABA44Z	ABA44Z 4"X4" 16GA ZMAX ADJ POST BASE	27	\$13.67	\$369.09
294301 BCS2-2/4Z	BCS2-2/4Z 2'-2"X4" 18GA ZMAX POSTCAP	27	\$8.27	\$223.29
842303 100450	50LB QUIKRETE FAST-SET CONCRETE	108	\$6.91	\$746.28
100766845 8 EB0054198	16D 3-1/2" HOT GALV COMMON NAIL 1 LB	11	\$7.37	\$81.07
941496 50120	SLEEVE ANCHOR 5/8X6 HEX, SGL CT	27	\$4.94	\$133.38
314636 692203	12"X48" TUBE FOR CONCRETE	14	\$16.48	\$230.72
100327486 7 3DMT1	DECKMATE III, TAN, 3 IN, 1 LB	1	\$10.97	\$10.97
865889 LUS210Z	LUS210Z 2"X10" 18GA DBL SHEAR HANGER	72	\$2.97	\$213.84
462810 N10DHDG-R	N10DHDG 10DX1-1/2" HDG NAILS-1LB BOX	13	\$4.97	\$64.61
100552528 3 LUC210Z-R	LUC210Z-R 2X10 CONCEALED FACE MOUNT	16	\$2.77	\$44.32
102924 H2.5AZ	H2.5AZ 18GA ZMAX HURRICANE TI	83	\$0.98	\$81.34
100552529 2 LSCZ-R	LSCZ-R ADJ STAIR-STRINGER ZMAX	9	\$2.57	\$23.13

Sub-Total*

\$8,485.49

Does not include state and local taxes. Estimates are based on representative costs of materials in your geographic area. Actual, current material costs may vary.

Additional Resources

[Simpson Connector Guide](#)

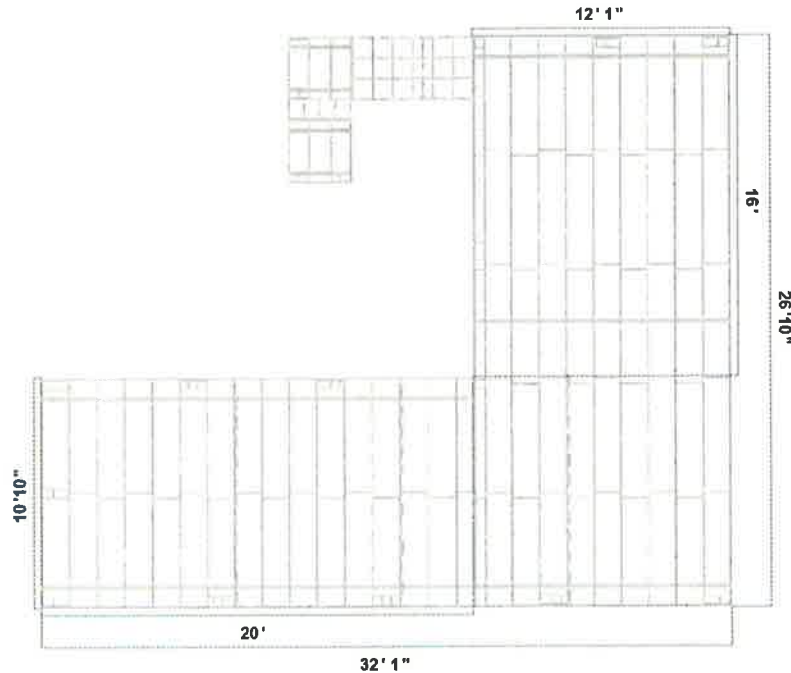
[General Residential Deck Codes and Building Practices](#)



Upper Deck Design

Apr 22, 2025, 11:08 AM
NEW CASTLE

Analysis: Lv 1



Load and Support

Your deck will support a 40 psf live load.
Posts have 24 in below ground support.

Deck and Post Height

You selected a height of 8' 0" from the top of the decking to the ground level. The top of the deck support posts will therefore be 6' 5" above ground level.

Joists

Set joists on top of beams, ; 16 in on center.

Height of Level (Top of Decking) 8' 0"

Level Area 542 sq ft

Max Joist Span

Max Joist Cantilever 1' 0"

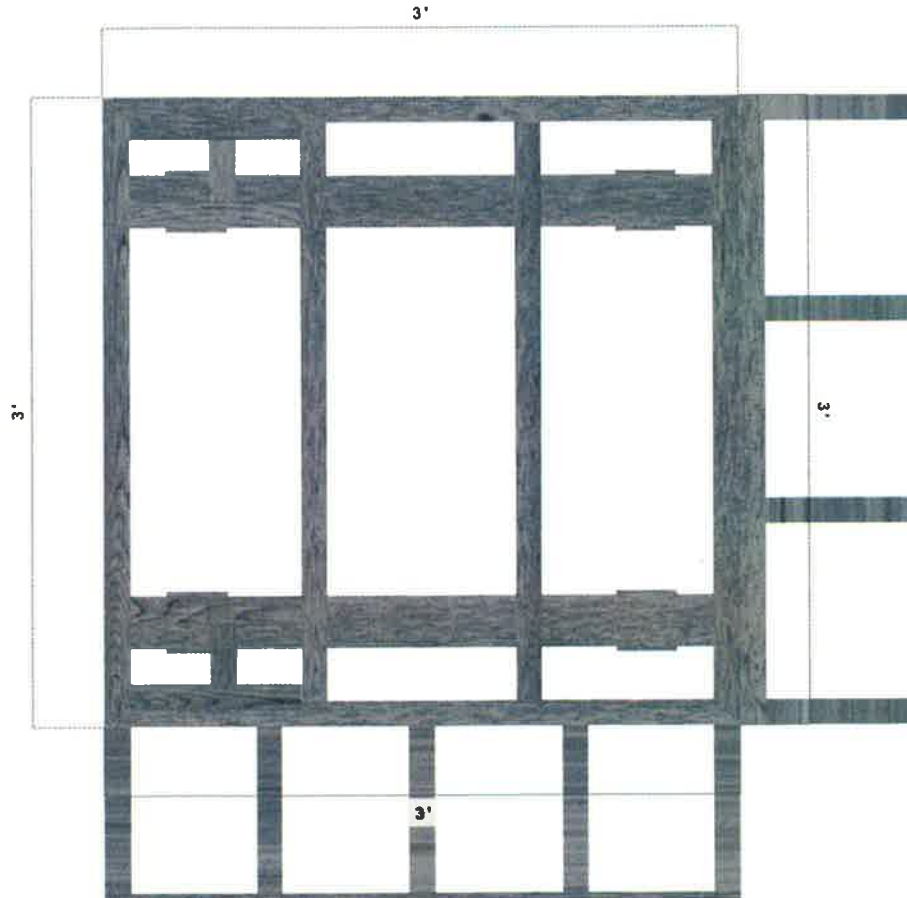
Max Beam Span 18' 0"



Upper Deck Design

Apr 22, 2025, 11:08 AM
NEW CASTLE

Analysis: Lv 2



Load and Support

Your deck will support a 40 psf live load.
Posts have 24 in below ground support.

Deck and Post Height

You selected a height of 4' 0" from the top of the decking to the ground level. The top of the deck support posts will therefore be 2' 5" above ground level.

Joists

Set joists on top of beams, ; 16 in on center.

Height of Level (Top of Decking) 4' 0"

Level Area 9 sq ft

Max Joist Span

Max Joist Cantilever 0' 6"

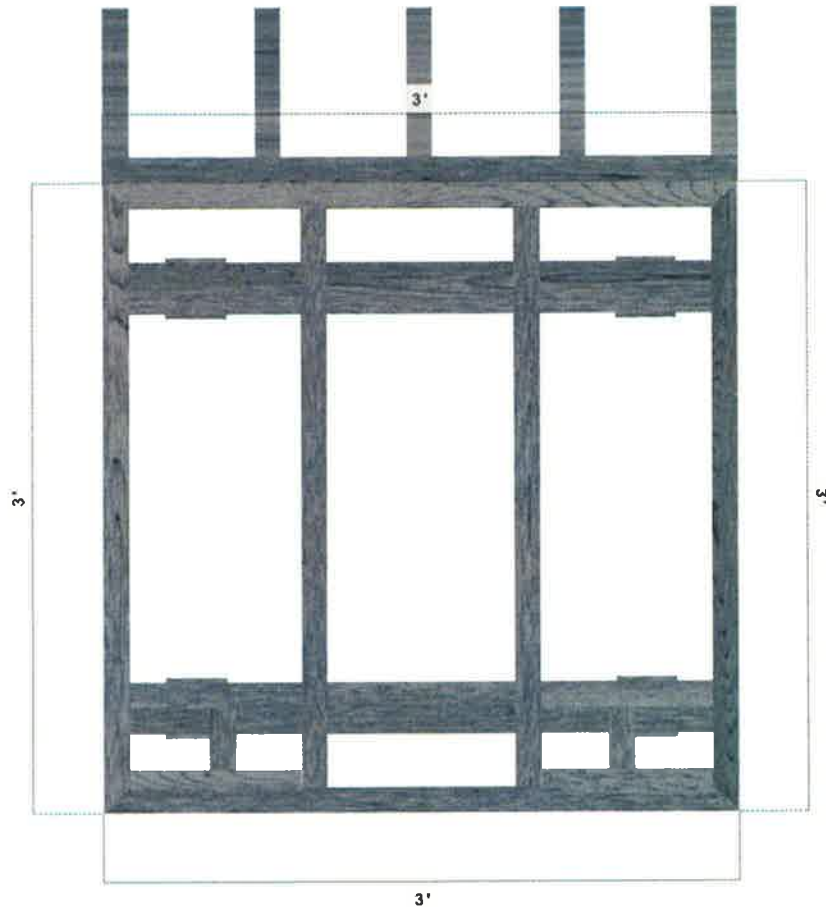
Max Beam Span 18' 0"



Upper Deck Design

Apr 22, 2025, 11:08 AM
NEW CASTLE

Analysis: Lv 3



Load and Support

Your deck will support a 40 psf live load.
Posts have 24 in below ground support.

Deck and Post Height

You selected a height of 2' 10" from the top of the decking to the ground level. The top of the deck support posts will therefore be 1' 3" above ground level.

Joists

Set joists on top of beams, ; 16 in on center.

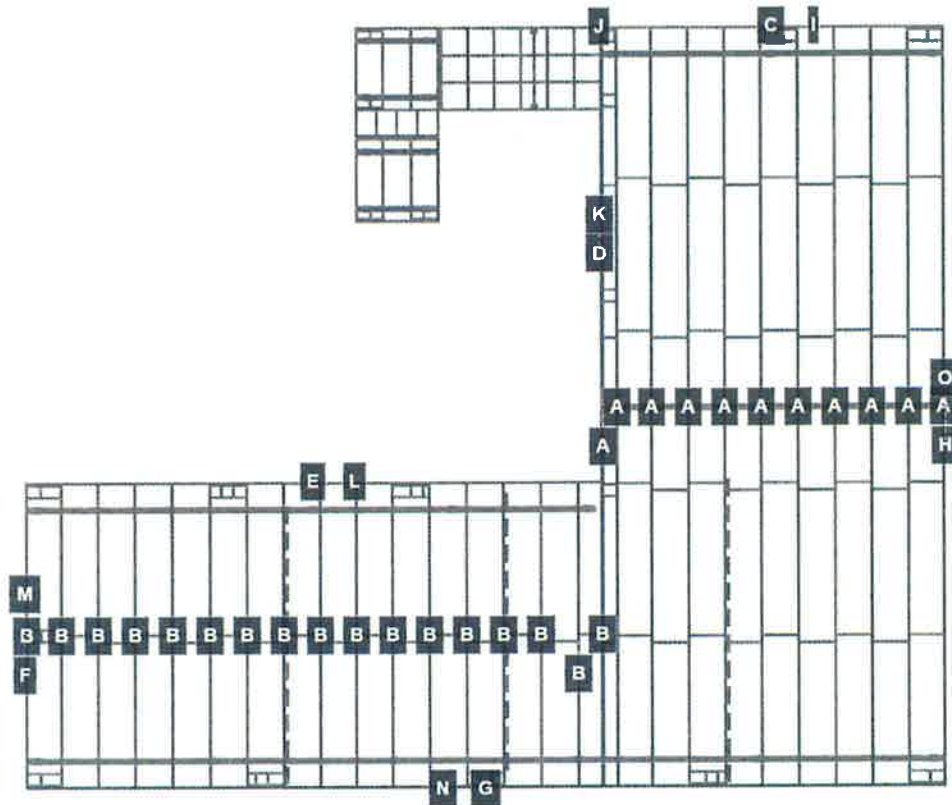
Height of Level (Top of Decking) 2' 10"

Level Area 9 sq ft

Max Joist Span

Max Joist Cantilever 0' 6"

Max Beam Span 18' 0"





Upper Deck Design

Apr 22, 2025, 11:08 AM
NEW CASTLE

Material Cut List: Lv 1

Label	Name	Qty	Length
A	Inner Joist	11	26'10"
A	Inner Joist	11	26'10"
A	Inner Joist	11	26'10"
A	Inner Joist	11	26'10"
A	Inner Joist	11	26'10"
A	Inner Joist	11	26'10"
A	Inner Joist	11	26'10"
A	Inner Joist	11	26'10"
A	Inner Joist	11	26'10"
A	Inner Joist	11	26'10"
A	Inner Joist	11	26'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"

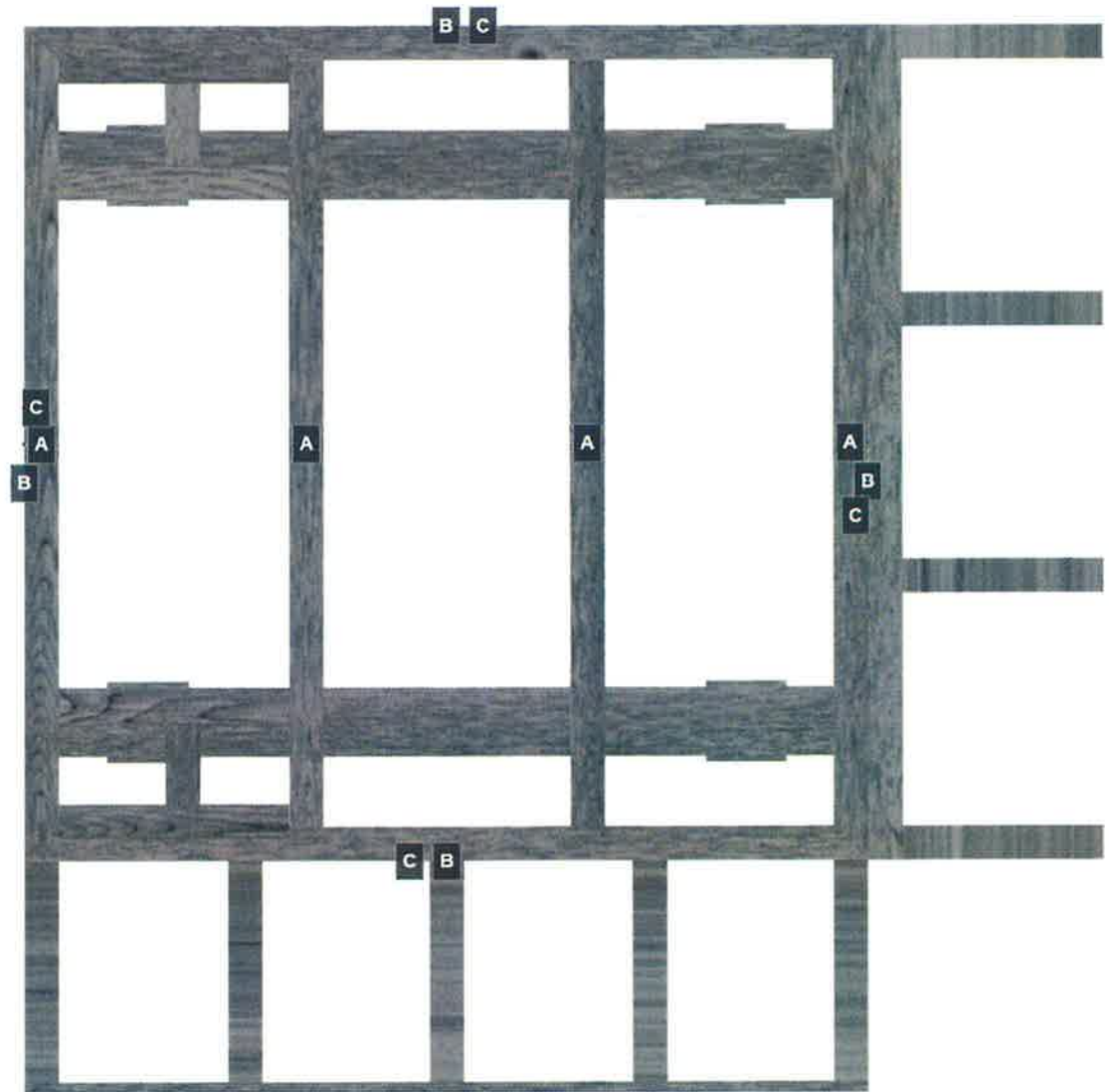
B	Inner Joist	17	10'10"
B	Inner Joist	17	10'10"
C	Outer Joist	1	12'1"
D	Outer Joist	1	16'
E	Outer Joist	1	20'
F	Outer Joist	1	10'10"
G	Outer Joist	1	32'1"
H	Outer Joist	1	26'10"
I	Fascia	1	12'
J	Fascia	1	2'11"
K	Fascia	1	13'
L	Fascia	1	20'
M	Fascia	1	10'10"
N	Fascia	1	32'1"
O	Fascia	1	26'10"



Upper Deck Design

Apr 22, 2025, 11:08 AM
NEW CASTLE

Material Cut List: Lv 2





Upper Deck Design

Apr 22, 2025, 11:08 AM
NEW CASTLE

Material Cut List: Lv 2

Label	Name	Qty	Length
A	Inner Joist	4	3'
A	Inner Joist	4	3'
A	Inner Joist	4	3'
A	Inner Joist	4	3'
B	Outer Joist	4	3'
B	Outer Joist	4	3'
B	Outer Joist	4	3'
B	Outer Joist	4	3'
C	Fascia	4	2'11"
C	Fascia	4	2'11"
C	Fascia	4	2'11"
C	Fascia	4	2'11"



Upper Deck Design

Apr 22, 2025, 11:08 AM
NEW CASTLE

Material Cut List: Lv 3





Upper Deck Design

Apr 22, 2025, 11:08 AM
NEW CASTLE

Material Cut List: Lv 3

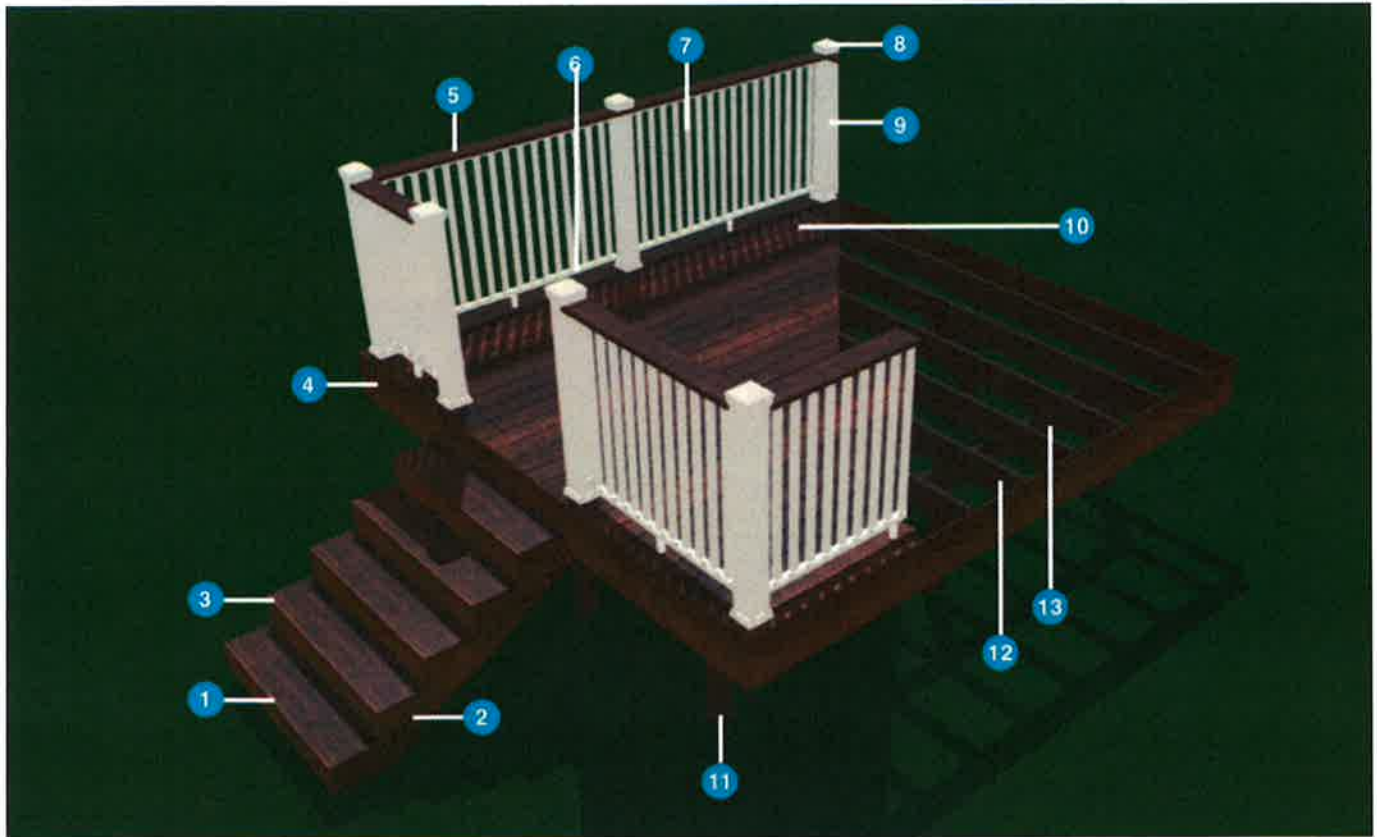
Label	Name	Qty	Length
A	Inner Joist	4	3'
A	Inner Joist	4	3'
A	Inner Joist	4	3'
A	Inner Joist	4	3'
B	Outer Joist	4	3'
B	Outer Joist	4	3'
B	Outer Joist	4	3'
B	Outer Joist	4	3'
C	Fascia	4	3'
C	Fascia	4	3'
C	Fascia	4	3'
C	Fascia	4	3'



Upper Deck Design

Apr 22, 2025, 11:08 AM
NEW CASTLE

Major Deck Components



1. **Riser** - A board attached to the vertical cut surface of a stair stringer.
2. **Stringer** - The diagonal board used to support treads and risers on a stairway.
3. **Tread** - The horizontal surface of a stair.
4. **Fascia** - Vertical boards that face outwards from the edges of the deck, attached to the rim joists.
5. **Top Rail** - The upper horizontal piece that connects rail posts and supports balusters.
6. **Bottom Rail** - The lower horizontal piece that connects rail posts and supports balusters.
7. **Baluster** - The vertical pieces of a railing spaced at regular intervals between posts.
8. **Rail Cap** - The top horizontal trim on railing.
9. **Rail Post** - The vertical post connected to the deck framing that supports the railing.
10. **Decking** - The boards used to make the walking surface of the deck.
11. **Post** - Footer Concrete filled hole that the post is attached to.
12. **Joist** - A horizontal frame piece that supports the decking and spreads the weight over the beams.
13. **Beam** - A horizontal framing piece, which rests on posts and supports joists.



Upper Deck Design

Apr 22, 2025, 11:08 AM
NEW CASTLE

Structural Connector Hardware Guide

**LSCZ
LSCSS**
**Adjustable Stringer
Connector**
Ties stair stringer to
carrying header or rim
joist.



**H2.5AZ
H2.5ASS**
Hurricane Tie
Ties joist to beam.



DTT1Z
Deck Tension Tie
Ties deck framing to
top plate,
studs or headers.



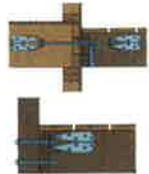
**LUCZ
LUCSS**
Joist Hanger
Ties deck joist to
ledger.



**BCS2-2/4Z
BCS2-2/4SS**
Post Cap
Ties 4x post to
double 2x beam
girder.



**DTT2Z
DTT2SS**
Deck Tension Tie
Ties deck to house.



**TA9Z/TA10Z
TA9SS/TA10SS**
Staircase Angle
Ties stair tread to
stringer; TA9ZKT/
TA10ZKT provided
with Strong-Drive
SDS screws.



ABA44Z
Standoff Post Base
Ties 4x4 post to
concrete.



ABU44Z
Post Base
Ties 4x4 post to
concrete.



**A35Z
A35SS**
Framing Angle
Ties rim joist to deck
joist.



H1Z
Hurricane Tie
Ties joist to girder at
mid-deck; ties joist to
beam



**DJT14Z
DJT14SS**
Deck Joist Tie
Ties 2x girder to
post.





Upper Deck Design

Apr 22, 2025, 11:08 AM
NEW CASTLE

Tools and Tips

Tools Required

The checklist provided should be used as a quick guide only, and we highly recommend consulting some additional resources listed here:

Safety

- Eye Protection
- Hearing Protection
- Dust Mask
- Gloves
- Kneepads

Concrete Work

- Pick
- Post hole digger
- Shovel
- Wheelbarrow
- Hoe and hose (to mix concrete)
- Tamper

Wood Work

- Extension Cord
- Circular Saw
- Drills and bits
- Hammer
- Nail set
- Chisel
- Handsaw
- Ladder
- Mallet
- Tool belt

Concrete Layout

- Stakes or batter boards
- Strings
- Transit

Wood Layout

- Tape measure
- Squares: Rafter/Speed, Framing
- Level/levels
- Chalk line
- Pencils
- Plumb bob

Tips for DIYers

- When cutting or drilling wood, always wear eye protection to prevent injury from flying wood particles.
- If cutting pressure treated material, wearing a fabric breathing mask will help to avoid the ingestion of dust.
- Wear gloves to protect from splinters.
- Invest in a pair of kneepads if you are doing floorjobs or working on a deck.
- Dispose of scraps in the regular trash or take to a landfill - do not burn pressure treated materials.



Upper Deck Design

Apr 22, 2025, 11:08 AM
NEW CASTLE

Disclaimer

LEGAL DISCLAIMER

The suggested design is a construction guide and is NOT a finished building plan. It is your responsibility to verify its accuracy, completeness, suitability for your particular site conditions, and compliance with local building codes and practices. Please consult your local building codes for requirements for deck lighting.

Safety Advisory: Ledger Board Installation

- The ledger board serves as a crucial connection point in deck construction. Its proper installation is paramount for the safety and longevity of your deck. Please note: Incorrect installation can lead to catastrophic structural failure, potentially resulting in severe injuries or fatalities.
- Water intrusion at the ledger board connection can cause hidden deterioration of fasteners and supporting structures over time.
- Due to the complexity and importance of this component, it is strongly recommended to consult with a deck professional. A qualified expert can provide guidance on appropriate waterproofing techniques.

Pricing is subject to change without notice and is only valid at the time of use of this tool. Actual costs may vary based on current rates, promotions, and availability. Users are advised to confirm current pricing at the time of purchase or use.



Customer Quote

4/22/2025, 12:01 PM EDT

Sales Person Y4XDQCM

Store Phone # (302) 395-1260

Store # 1605

Location 138 SUNSET BLVD, NEW CASTLE, DE 19720

Customer Information

NUL NUL













(302) 897-0555

GFDGFSGHFD@GMAIL.COM



Quote # H1605-262849

PO / Job Name

Item Description	Model #	SKU #	Unit Price	Qty	Subtotal
 Trex Enhance 6 ft. x 36 in. Charcoal Black Composite Rail with Black Round Aluminum Baluster Kit-Stair	BKRD0636SENKHD	1002425245	\$129.00 / each	4	\$516.00
 Simpson Strong-Tie H2.5A 18-Gauge ZMAX Galvanized Hurricane Tie	NA	102924	\$0.98 / each	67	\$65.66
 Simpson Strong-Tie LUC ZMAX Galvanized Face-Mount Concealed-Flange Joist Hanger for 2x10 Nominal Lumber	NA	1005525283	\$2.77 / each	6	\$16.62
 Simpson Strong-Tie Strong-Drive 1-1/2 in. x 0.148 in. SCN Smooth-Shank HDG Connector Nail (120-Pack)	NA	462810	\$4.97 / package	9	\$44.73
 Simpson Strong-Tie LUS ZMAX Galvanized Face-Mount Joist Hanger for 2x10 Nominal Lumber	NA	865889	\$2.97 / each	56	\$166.32
 DECKMATE #9 x 3 in. Tan Star Flat-Head Wood Deck Screw 1 lb.-Box (73-Piece)	NA	1003274867	\$10.97 / each	1	\$10.97
 Quikrete QUIK-TUBE 12 in. x 48 in. Building Form Tube	NA	314636	\$16.48 / each	9	\$148.32
 Red Head 5/8 in. x 6 in. Zinc-Plated Steel Hex Head Sleeve Anchor	NA	941496	\$4.94 / each	17	\$83.98
 Everbilt 3-1/2 in. x 16D Hot Dipped Galvanized Common Nails 1 lb. (42-Count)	NA	1007668458	\$7.37 / each	7	\$51.59
 Quikrete 50 lb. Fast-Setting Concrete Mix DISCOUNT \$0.70 OFF EACH	NA	842303	\$6.01 / each \$6.21 / each	108	\$670.68
 Simpson Strong-Tie BCS ZMAX Galvanized Post Cap for Double 2x Beam, 4x Post	NA	294301	\$8.27 / each	17	\$140.59
 Simpson Strong-Tie ABA ZMAX Galvanized Adjustable Standoff Post Base for 4x4 Nominal Lumber	NA	669421	\$13.67 / each	17	\$232.39



Customer Quote













4/22/2025, 12:01 PM EDT

Sales Person Y4XDQCM

Store Phone # (302) 395-1260

Store # 1605

Location 138 SUNSET BLVD, NEW CASTLE, DE 19720

Item Description	Model #	SKU #	Unit Price	Qty	Subtotal
 Unbranded 4 in. x 4 in. x 16 ft. #2 Pressure-Treated Timber	NA	258552	\$34.28 / each	8	\$274.24
 Unbranded 2 in. x 10 in. x 12 ft. #2 Prime Pressure-Treated Ground Contact Southern Pine Lumber	NA	1001754077	\$26.48 / each	30	\$794.40
 Unbranded 2 in. x 10 in. x 16 ft. 2 Prime or Better Ground Contact Pressure-Treated Southern Yellow Pine Lumber	NA	1001754091	\$35.08 / each	33	\$1,157.64
 Unbranded 2 in. x 10 in. x 8 ft. 2 Prime or Better Ground Contact Pressure-Treated Southern Yellow Pine Lumber	NA	1001754013	\$17.58 / each	2	\$35.16
 Trex Trex 4 in. x 4 in. x 48 in. Charcoal Black Composite Post Sleeve	NA	1002428788	\$42.98 / each	31	\$1,332.38
 Trex Enhance 4 in. x 4 in. Charcoal Black Composite Post Cap-Flat	NA	1000048875	\$9.98 / each	31	\$309.38
 Trex 4 in. x 4 in. Charcoal Black Composite Post Sleeve Skirt	NA	1000048877	\$4.97 / each	31	\$154.07
 Trex Enhance 6 ft. x 36 in. Charcoal Black Composite Rail with Black Round Aluminum Baluster Kit-Horizontal	NA	1002425219	\$129.00 / each	8	\$1,032.00
 Everbilt 3/8 in. Zinc-Plated Split Lock Washer	NA	590913	\$0.26 / each	496	\$128.96
 Everbilt 3/8 in.-16 Galvanized Hex Nut (25-Pack)	NA	154307	\$5.97 / bag	6	\$35.82
 Everbilt Galvanized 3/8 in.-16 x 6 in. Hex Bolt	NA	214256	\$2.36 / each	68	\$160.48
 GRK Fasteners #9 x 3 in. Star Drive Bugle Head Deck Elite Decking Screws (350-Pack)	NA	1006622062	\$43.97 / each	2	\$87.94



Will Call



Will Call Details
Boise Cascade



Estimated Arrival
2 Days
Customer will be notified when order is ready for pickup



Alternate Pickup Person
NUL NUL



Customer Quote

4/22/2025, 12:01 PM EDT

Sales Person Y4XDQCM

Store Phone # (302) 395-1260

Store # 1605

Location 138 SUNSET BLVD, NEW CASTLE, DE 19720

Special Order Products	Model #	SKU #	Unit Price	Qty	Subtotal
 Boise Cascade					
 1x6-16' Trex Select Composite Deck Board (Saddle Square Edge (Actual Size: 7/8"x5-1/2") SD010616SS01) [QC:43046206] 1x6-16' Trex Select Composite Deck Board (Saddle Square Edge (Actual Size: 7/8"x5-1/2") SD010616SS01) [QC:43046206] ◆ DISCOUNT \$7.32 OFF EACH	543002016	1000038516	\$73.23 / each \$65.91 / each	4	\$263.64
 1x6-20' Trex Enhance Basics Composite Deck Board (Saddle Square Edge (Actual Size: .94"x5-1/2") SD010620E2S01) [QC:43046206] 1x6-20' Trex Enhance Basics Composite Deck Board (Saddle Square Edge (Actual Size: .94"x5-1/2") SD010620E2S01) [QC:43046206] ◆ DISCOUNT \$4.56 OFF EACH	543062020	1000038516	\$45.65 / each \$41.09 / each	2	\$82.18
 Trex Color Match 2-1/2" Deck Screws (Saddle & Oakracoke (75 pcs) TCM25SD7501) [QC:43046206] Trex Color Match 2-1/2" Deck Screws (Saddle & Oakracoke (75 pcs) TCM25SD7501) [QC:43046206] ◆ DISCOUNT \$1.54 OFF EACH	543700752	1004718757	\$15.44 / each \$13.90 / each	39	\$542.10
 1x12-12' Trex Select Composite Fascia (Saddle Square Edge (Actual Size: .56"x11.375") SD011212SS01) [QC:43046206] 1x12-12' Trex Select Composite Fascia (Saddle Square Edge (Actual Size: .56"x11.375") SD011212SS01) [QC:43046206] ◆ DISCOUNT \$12.79 OFF EACH	543002936	1000038516	\$127.01 / each \$115.12 / each	15	\$1,726.80
 Trex Color Match 1-3/4" Fascia Screw (Saddle & Oakracoke (75 pcs) TCMF175SD7501) [QC:43046206] Trex Color Match 1-3/4" Fascia Screw (Saddle & Oakracoke (75 pcs) TCMF175SD7501) [QC:43046206] ◆ DISCOUNT \$1.11 OFF EACH	543700750	1004718757	\$11.08 / each \$9.97 / each	6	\$59.82
 1x6-12' Trex Select Composite Deck Board (Saddle Grooved Edge (Actual Size: 7/8"x5-1/2") SD010612SG01) [QC:43046206] 1x6-12' Trex Select Composite Deck Board (Saddle Grooved Edge (Actual Size: 7/8"x5-1/2") SD010612SG01) [QC:43046206] ◆ DISCOUNT \$5.50 OFF EACH	543002412	1000038516	\$54.98 / each \$49.48 / each	23	\$1,138.04
 1x6-16' Trex Select Composite Deck Board (Saddle Grooved Edge (Actual Size: 7/8"x5-1/2") SD010616SG01) [QC:43046206] 1x6-16' Trex Select Composite Deck Board (Saddle Grooved Edge (Actual Size: 7/8"x5-1/2") SD010616SG01) [QC:43046206] ◆ DISCOUNT \$7.32 OFF EACH	543002416	1000038516	\$73.23 / each \$65.91 / each	27	\$1,779.57
 1x6-20' Trex Select Composite Deck Board (Saddle Grooved Edge (Actual Size: 7/8"x5-1/2") SD010620SG01) [QC:43046206] 1x6-20' Trex Select Composite Deck Board (Saddle Grooved Edge (Actual Size: 7/8"x5-1/2") SD010620SG01) [QC:43046206] ◆ DISCOUNT \$9.15 OFF EACH	543002420	1000038516	\$81.53 / each \$82.38 / each	30	\$2,471.40
 1x8-12' Trex Select Composite Fascia (Saddle Square Edge (Actual Size: .56"x7.25") SD010812SS01) [QC:43046206] 1x8-12' Trex Select Composite Fascia (Saddle Square Edge (Actual Size: .56"x7.25") SD010812SS01) [QC:43046206] ◆ DISCOUNT \$7.76 OFF EACH	543002916	1000038516	\$77.65 / each \$69.89 / each	3	\$209.67



Customer Quote

4/22/2025, 12:01 PM EDT

Sales Person Y4XDQCM

Store Phone # (302) 395-1260

Store # 1605

Location 138 SUNSET BLVD, NEW CASTLE, DE 19720

Special Order Products	Model #	SKU #	Unit Price	Qty	Subtotal
1x6-20' Trex Select Composite Deck Board (Saddle Square Edge (Actual Size: 7/8"x5-1/2") SD010620SS01) [QC:43046206] 1x6-20' Trex Select Composite Deck Board (Saddle Square Edge (Actual Size: 7/8"x5-1/2") SD010620SS01) [QC:43046206] 💎 DISCOUNT \$9.15 OFF EACH	543002020	1000038516	\$81.53 / each \$82.38 / each	6	\$494.28
1x6-20' Trex Enhance Basics Composite Deck Board (Saddle Square Edge (Actual Size: .94"x5-1/2") SD010620E2S01) [QC:43046206] 1x6-20' Trex Enhance Basics Composite Deck Board (Saddle Square Edge (Actual Size: .94"x5-1/2") SD010620E2S01) [QC:43046206] 💎 DISCOUNT \$4.56 OFF EACH	543062020	1000038516	\$45.65 / each \$41.09 / each	2	\$82.18

Will Call

Will Call Details
Simpson Strong-Tie Co.

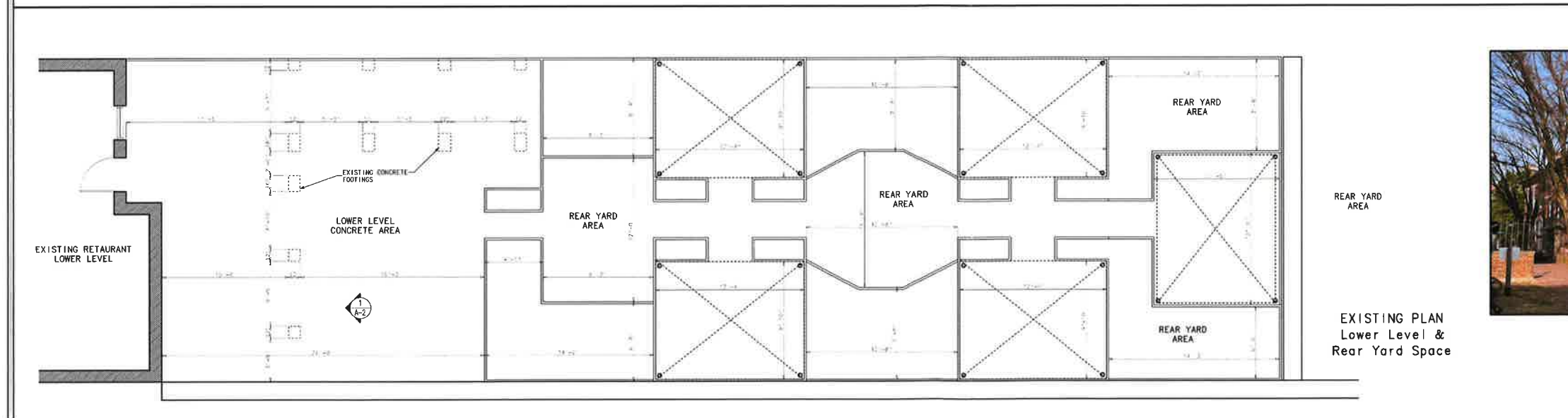
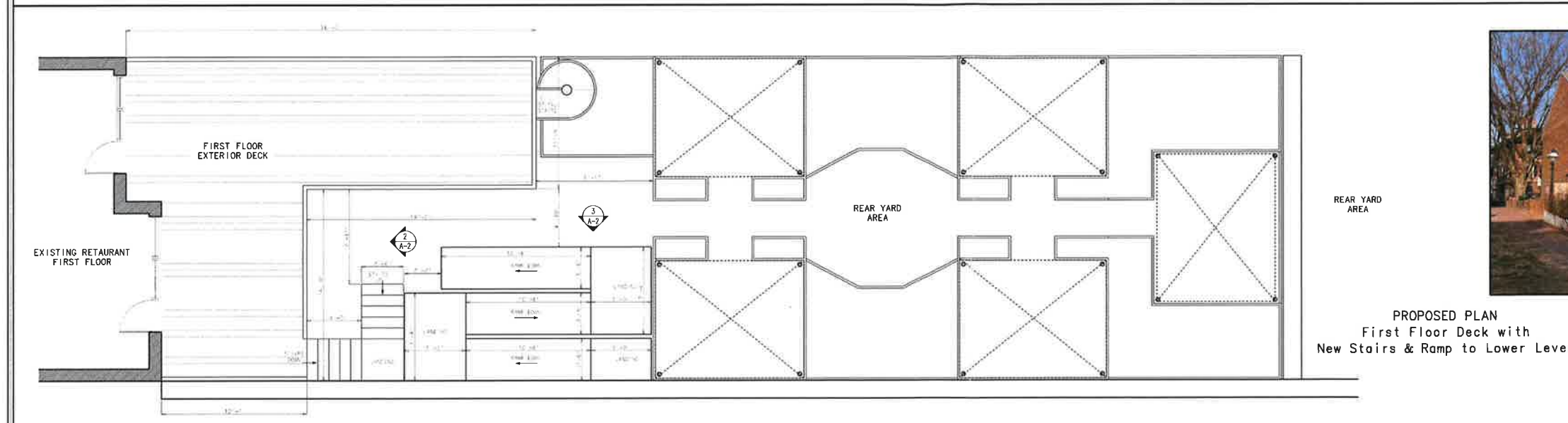
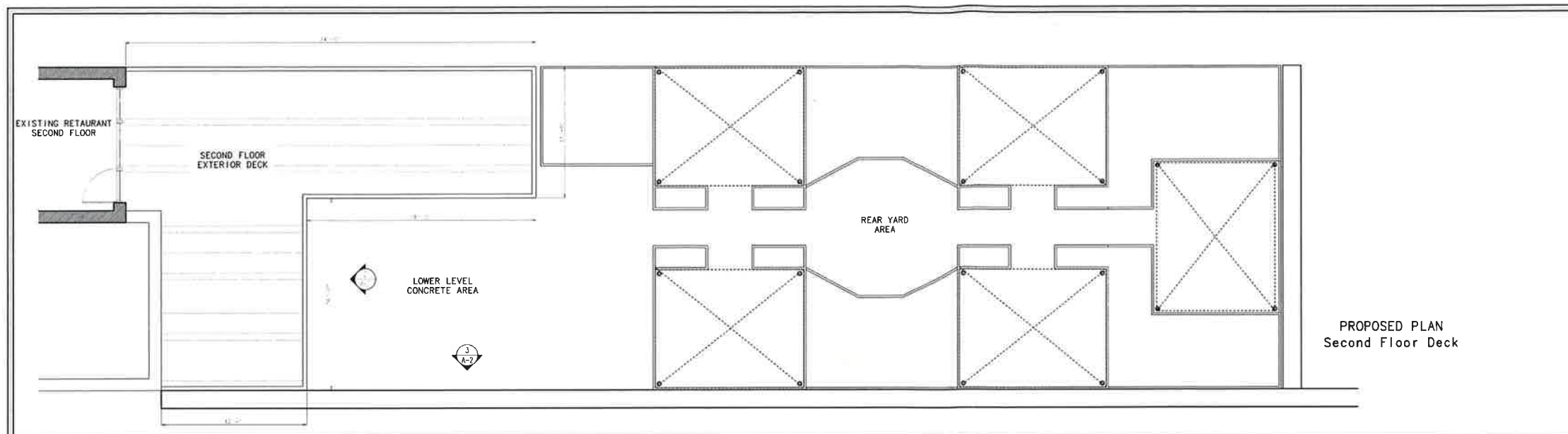
Estimated Arrival
3 Days
Customer will be notified when order is ready for pickup

Alternate Pickup Person
NUL NUL

Special Order Products	Model #	SKU #	Unit Price	Qty	Subtotal
Simpson Strong-Tie Co.					
DTT2Z Simpson Strong-Tie 14 GA 2x Deck Tension Tie (ZMAX) [QC:43046206] DTT2Z Simpson Strong-Tie 14 GA 2x Deck Tension Tie (ZMAX) [QC:43046206] 💎 DISCOUNT \$4.97 OFF EACH	DTT2Z	1001207734	\$19.87 / each \$14.90 / each	31	\$461.90

Prices Valid Through: 04/29/2025
at The Home Depot #1605

Subtotal	\$18,174.48
Discounts	-\$1,212.58
Sales Tax	TBD
Quote Total	\$16,961.90



EXISTING REAR ELEVATION
AT THE REAR YARD



EXISTING SIDE ELEVATION
OF EXISTING RESTAURANT / BAR

BRUTTANITI ARCHITECTURE LLC

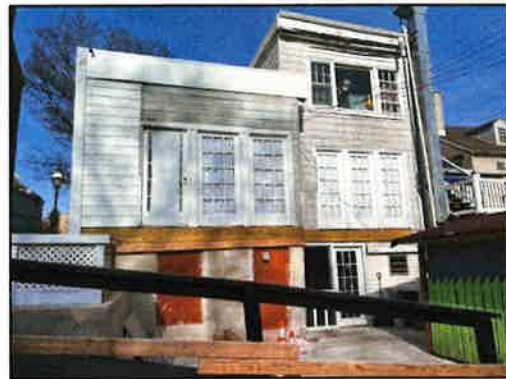
1432 South Broad Street
Philadelphia, PA 19146-4808
Phone: 215-218-4300
Anthony@bruttaniti.com

NORA LEE's
124 Delaware Street
New Castle, DE
19720

124 DELAWARE STREET
Historic Area Commission Approval

Existing & Proposed
Floor Plans

DATE: 10-10-2020
PROJECT NO: 2020-01
DRAWN BY: AB
APPROVED BY: AB
SCALE: 1/8" = 1'-0"
A-1



EXISTING REAR ELEVATION
AT THE REAR YARD



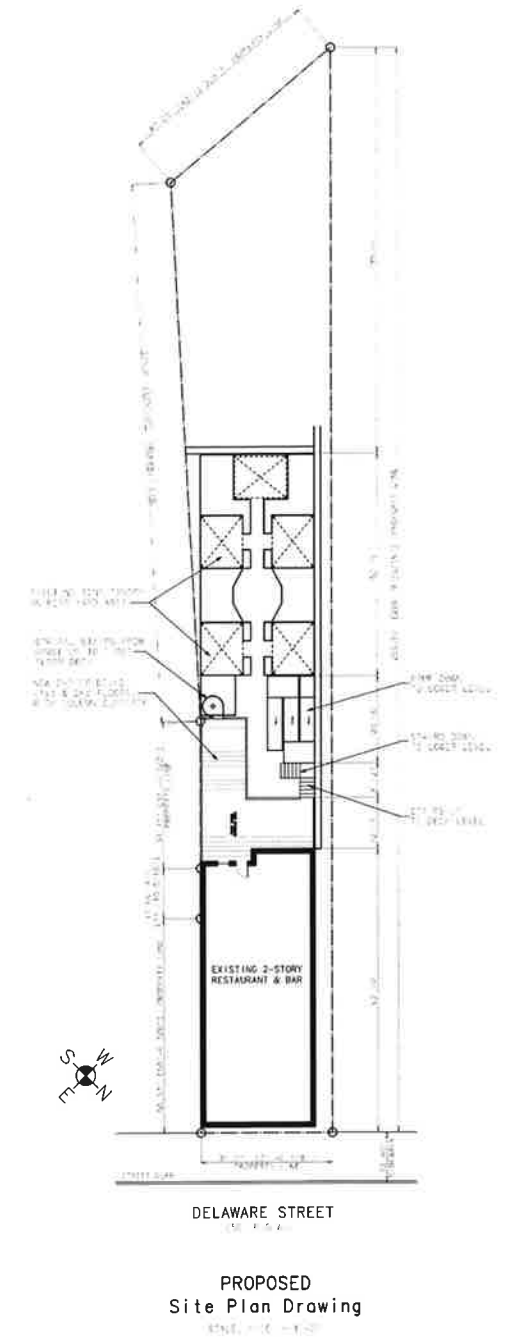
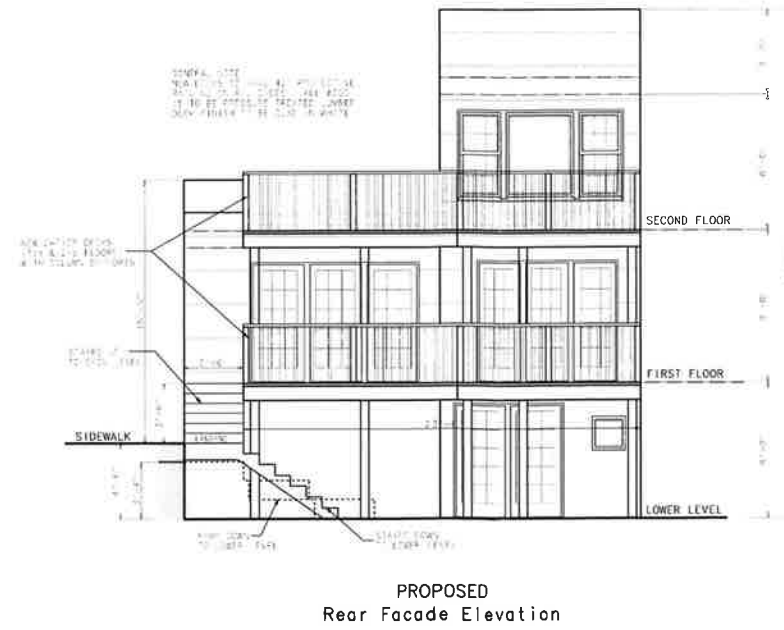
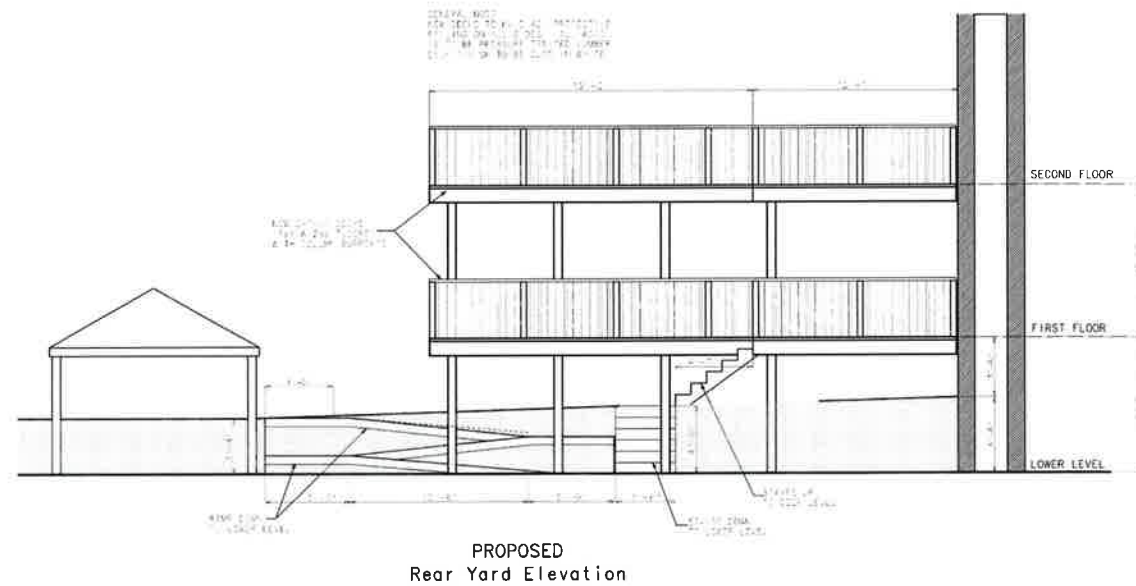
EXISTING REAR ELEVATION
AT THE REAR YARD



EXISTING REAR ELEVATION
AT THE REAR YARD



EXISTING REAR ELEVATION
AT THE REAR YARD



BRUTTANITI ARCHITECTURE LLC
1432 South Broad Street
Philadelphia, PA 19146-4808
Phone: (215) 316-0700
info@bruttaniti.com

NORA LEE'S
124 Delaware Street
New Castle, DE
19720

124 DELAWARE STREET
Historic Area Commission Approval

Existing & Proposed Elevations
Site Plan & Photographs

DATE: 10/10/2019
PROJECT NO: 2008-1
DRAWN BY: JH
APPROVED BY: JH
SCALE: 1/4" = 1'-0"
A-2

HP 01510-100

26/92



HISTORIC AREA COMMISSION REVIEW APPLICATION

☐

CONSULTATION

☒

HISTORIC REVIEW CERTIFICATE

Fee	Paid On
\$50.00	

Once a hearing date has been set and a legal notice has been published or posted, the applicant must be prepared to present the request at the scheduled hearing date

- NAME OF APPLICANT Richie Burdett GL # 22420-9010
 Business (if applicable) Orjam Construction
 Address 706 W. 9th St.
 City New Castle State De Zip Code 19720
 Daytime telephone 302 482 5016 Other phone/email RJ Burdett@gmail.com
The above contact information will be used for correspondence. Please ensure this information is accurate.
- NAME OF PROPERTY OWNER Lew McConnel
 Business (if applicable) _____
 Address 21 E 5th St
 City New Castle State De Zip Code 19702
 Daytime telephone (required) _____ Other phone LewisMc1@hotmail.com
- PROJECT STREET ADDRESS 21 E. 5th St. New Castle De 19720
- LEGAL DESCRIPTION: Lot ☐ Block ☐ Subdivision _____ Parcel 2101510100
- EXISTING USE _____ PROPOSED USE _____
- PROPOSED PROJECT WORK
 - DEMOLITION ☐ YES ☒ NO
 - REHABILITATION (check repair or replace and provide a description on the line provided)

REPAIR	REPLACE	
<input type="checkbox"/>	<input type="checkbox"/>	Roof _____
<input type="checkbox"/>	<input type="checkbox"/>	Roof structures (dormers, chimneys, etc.) _____
<input type="checkbox"/>	<input type="checkbox"/>	Exterior finishes (stucco, masonry, siding) _____
<input type="checkbox"/>	<input type="checkbox"/>	Porch/Deck/Balcony _____
<input type="checkbox"/>	<input type="checkbox"/>	Awning/Canopy _____
<input type="checkbox"/>	<input type="checkbox"/>	Exterior Doors _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Windows <u>replace 2 windows 1st floor front of home</u>
<input type="checkbox"/>	<input type="checkbox"/>	Shutters _____
<input type="checkbox"/>	<input type="checkbox"/>	Foundation (including infill) _____
<input type="checkbox"/>	<input type="checkbox"/>	Exterior lighting & other appurtenances _____
<input type="checkbox"/>	<input type="checkbox"/>	Existing fences, walls & gates _____
<input type="checkbox"/>	<input type="checkbox"/>	Existing parking, walkways & other site features _____

C. NEW CONSTRUCTION (check and specify all work items that apply)

- ☐ New building _____
- ☐ New addition _____
- ☐ New roof structures (dormers, chimneys, etc.) _____
- ☐ New porch/deck/balcony _____
- ☐ New awning/canopy _____
- ☐ New entrances _____
- ☐ New window opening/sashes _____
- ☐ New exterior lighting _____
- ☐ New fence/wall/gate _____
- ☐ New parking/walkways/other site features _____
- ☐ Exterior utility service/mechanical equipment _____

D. STREETSCAPE (check and specify all work items that apply)

- ☐ Streetlights
- ☐ Furniture & equipment (benches, bollards, utilities equipment, charging stations, etc)
- ☐ Curbs and sidewalks

7. OVERALL PROJECT DESCRIPTION (attach additional pages if necessary)

Enter Description here:

remove & replace 2 windows on the 1st floor,
front of home. Trim, seal & paint.
2 ea 28 x 54 allwood, double hng windows

8. AGREEMENT

If the applicant is different than the property owner, the application must be signed by both parties.

I have examined this application, its requirements and to my knowledge and belief, is a true, correct, and complete application. In filling out this application, I understand that it becomes part of the Public Record of the City of New Castle and hereby certify that all information contained herein is accurate to the best of my knowledge.

I further understand that if this application is for a Consultation, preapplication consultations resulting in a recommendation for conceptual approval by HAC are advisory in nature and shall inure no rights in the applicant. No project work may be taken based solely upon a recommendation following consultation with HAC. I must still obtain an approved Historic Review Certificate before project work can begin.

I also understand that further development approvals, reviews, and a building permit may also be required prior to starting project work and will consult with the City Building Official for specific project requirements.

PRINT APPLICANT'S NAME Richie Burdett
SIGNATURE OF APPLICANT [Signature] DATE 2/26/2025
PRINT OWNER'S NAME Lewis McConnell
SIGNATURE OF OWNER [Signature] DATE 2/26/2025

All work performed in a Historic District, Residence or Commercial, requires prior approval of the Historic Area Commission (HAC) and the issuance of a Historic Review Certificate pursuant to Section 230-45 of the Zoning Code.

All proposed work items shall be reviewed for consistency and compliance with the most recent edition of the *"City of New Castle Historic Area Commission Guidelines and Standards"* and its Supplements. Copies of this document are available the website at <https://newcastlecity.delaware.gov/historic-area-commission/>

Complete applications must be submitted up to 15 days before the meeting to be included on the agenda.

RP

The below is a list of requirements based upon the scope of work. To be completed by planning staff

OK	Need	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Photographs of existing roof and affected features
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Brochure or sample of proposed roof surface including applicable colors, patterns, material, texture
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Documentation of justification for changing roof and/or roof feature and the extent of the affected area. Permanent removal of major historic architectural features requires partial demolition application.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Scaled drawing of existing and proposed conditions if roof or roof feature will change its shape, scale, size, profile, pattern (not necessary for roof sheathing changes only)

OK	Need	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Photographs of existing surface or feature including close-up and full building perspective
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Brochure or sample of proposed finish including applicable colors, patterns, material, texture, dimensions of reveals, mortar width/color as applicable
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Documentation of justification for changing the siding, finish, or feature and the extent of the affected area
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scaled drawing of existing and proposed conditions if full replacement material is proposed which will change the appearance of the building through its shape, scale, size, profile, pattern, and/or texture

OK	Need	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Photographs of existing porch/deck/balcony or location of proposed porch/deck/balcony
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scaled site plan showing the building and existing or proposed porch/deck/balcony and property lines if applicable
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scaled elevation(s) showing the building and existing or proposed porch/deck/balcony
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scaled detail of existing or proposed porch/deck/balcony showing material, construction detail, finish details
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Documentation of justification for changing the existing porch/deck/balcony and the extent of the affected area.

Permanent removal of major historic architectural features requires partial demolition application.

OK	Need	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Photographs of existing awning/canopy or location of proposed awning/canopy
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Scaled site plan showing the building and existing or proposed awning/canopy location and property lines if applicable
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Scaled elevation(s) showing the building façade and existing or proposed awning/canopy. A "typical" elevation can be used if all awnings/canopies are exactly the same and have the same impact to the façade
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Scaled detail of existing or proposed awning/canopy showing shape, placement, color, and construction details to include supporting structure, framing, hardware, and anchors/attachment details
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Documentation of justification for changing the existing awning/canopy and the extent of the affected area

OK	Need	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Photographs of existing door(s) or location of proposed new door opening(s)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scaled elevation(s) showing the building façade and existing or proposed door (not necessary for just replacement door in existing door opening)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	For new openings, a scaled wall section
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Brochure, sample, or scaled drawing of proposed door(s) including material, all dimensions, finish, glazing, and hardware
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Documentation of justification for changing the existing door(s) and the extent of the affected area.

CONTINUED

The below is a list of requirements based upon the scope of work. (To be completed by planning staff)

WINDOWS (windows, shutters, and other associated features)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of affected window(s) or location(s) of proposed new window opening(s) For new openings, a |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | scaled wall section with proposed window |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure or sample showing the material, window type, all dimensions and profiles, finish, glazing, and hardware |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation of existing and proposed window; a "typical" elevation can be used if multiple windows are affected as long as the existing and proposed conditions are identical at each location |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | For replacing historic windows: a window evaluation including locations, condition of paint, condition of frame and sill, condition of sash (rails, stiles, muntins), glazing problems, hardware type and condition, overall condition assessment by qualified professional. |

FOUNDATION (replacement, infill, alteration including elevation)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of affected foundation in detail and in context of whole building and adjacent buildings |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing building footprint and extent of existing and proposed foundation wall/piers/slab or infill |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Material sample, scaled detail drawing, and/or brochure showing the proposed material(s), colors, finish, pattern, and construction details |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing the existing foundation and the extent of the affected area. Permanent removal of major historic architectural features requires partial demolition application. |

EXTERIOR ELECTRICAL/MECHANICAL (light fixtures, vents, utilities, HVAC units, pool systems, vending)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing details and context of affected site area within view of the proposed project |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure, sample, or scaled drawing showing the materials, light intensity, hardware, colors/finish |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | For new equipment, scaled drawing showing proposed project with context site and/or building |

FENCES/WALLS/GATES

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing site area of proposed fence/wall/gate and detail photo of any existing fence/wall/gate |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the property line, building footprints, sidewalks, driveways and other major site features and proposed fence/wall (smaller projects may not require a scaled site plan like short extensions of existing fences/walls) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Drawing of proposed fence/wall/gate showing material, finish, height, spacing distance, shapes, patterns, hardware, construction section |

PARKING, LANDSCAPE OR OTHER SITE FEATURE (plant materials, sidewalk, driveway, fountain, pool, ramp, trellis, well)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing site area within view of proposed feature and detail photo of any existing affected features |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the property line, building footprints, sidewalks, driveways and other major site features and proposed feature (smaller projects may not require a scaled site plan if limited to a small area) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Details of proposed features including material, finish, height, spacing, shapes, patterns, hardware, construction details such as a section drawing |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Plant material list with identification, quantity, size at planting and maturity, spacing |

NEW CONSTRUCTION (accessory structure/outbuilding, garage, and other new buildings)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing site area within view of proposed construction with context area |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing property line and existing site features like buildings, sidewalks, driveways |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the property line and proposed construction |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled landscape plan |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation drawings showing existing building(s) and major site features |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation drawings showing proposed building(s) and major site features |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Wall sections |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Refer to details above for related roof, finishes, porches, doors, windows, foundation, electrical/mechanical |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation drawing (line drawing with minimal detail) showing the existing and proposed streetscape |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled footprint diagram showing proposed building footprint(s) and surrounding existing building footprints |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Written summary describing existing and proposed conditions and project's consistency with zoning code |

Tier 01 Review

Tier 2 Review

PRINT

☐
☐

Project Address: _____

Reviewed for completion by: _____

Date: _____

Building Department
220 Delaware Street

New Castle, DE 19720 • 302-322-9801 • Fax 302-322-9814

PERMIT# _____
APPLICATION FOR
PLAN EXAMINATION AND
BUILDING PERMITREQUEST FOR HISTORIC
REVIEW CERTIFICATE**IMPORTANT — Applicant to complete all items in sections: I, II, III IV, and V.**

I. LOCATION OF BUILDING	AT (LOCATION) <u>21 EAST 5TH STREET</u> Zoning District _____
	BETWEEN <u>CHERRY ST</u> (NO.) (CROSS STREET) AND <u>HARMONY ST</u> (STREET) (CROSS STREET)
	SUBDIVISION <u>OLD NEW CASTLE</u> LOT _____ BLOCK _____ LOT SIZE <u>.02</u>

II. TYPE AND COST OF BUILDING — All applicants complete Parts A — D

A. TYPE OF IMPROVEMENT 1 <input type="checkbox"/> New building 2 <input type="checkbox"/> Addition (If residential, enter number of new housing units added, if any, in Part D, 13) 3 <input type="checkbox"/> Alteration (See 2 above) 4 <input checked="" type="checkbox"/> Repair, replacement (Explain in Sec. IV) 5 <input type="checkbox"/> Wrecking (If multifamily residential, enter number of units in building in Part D, 13) 6 <input type="checkbox"/> Moving (relocation) 7 <input type="checkbox"/> Foundation only 8 <input type="checkbox"/> Fence, sign	D. PROPOSED USE — For "Wrecking" most recent use Residential 12 <input checked="" type="checkbox"/> One family 13 <input type="checkbox"/> Two or more family — Enter number of units _____ 14 <input type="checkbox"/> Transient hotel, motel, or dormitory — Enter number of units _____ 15 <input type="checkbox"/> Garage 16 <input type="checkbox"/> Carport 17 <input type="checkbox"/> Other — Specify _____ Nonresidential 18 <input type="checkbox"/> Amusement, recreational 19 <input type="checkbox"/> Church, other religious 20 <input type="checkbox"/> Industrial 21 <input type="checkbox"/> Parking garage 22 <input type="checkbox"/> Service station, repair garage 23 <input type="checkbox"/> Hospital, institutional 24 <input type="checkbox"/> Office, bank, professional 25 <input type="checkbox"/> Other — Specify _____
B. OWNERSHIP 9a <input checked="" type="checkbox"/> Private (individual, corporation, nonprofit institution, etc.) 9b <input type="checkbox"/> Public (Federal, State, or local government)	

C. COST 10 Cost of improvement To be installed but not included in the above cost a. Electrical b. Plumbing c. Heating, air conditioning d. Other (elevator, etc.) 11 TOTAL COST OF IMPROVEMENT	(Omit cents) \$ <u>3900</u> <u>8</u> \$ <u>3900</u>	Nonresidential — Describe in detail proposed use of buildings, e.g., food processing plant, machine shop, laundry building at hospital, elementary school, secondary school, college, parochial school, parking garage for department store, rental office building, office building at industrial plant. If use of existing building is being changed, enter proposed use. _____ _____ _____
---	--	--

III. SELECTED CHARACTERISTICS OF BUILDING — For new buildings and additions, complete Parts E — J; for wrecking, complete only Part H; for signs complete Part K

E. PRINCIPAL TYPE OF FRAMING 30 <input type="checkbox"/> Masonry (wall bearing) 31 <input checked="" type="checkbox"/> Wood frame 32 <input type="checkbox"/> Structural steel 33 <input type="checkbox"/> Reinforced concrete 34 <input type="checkbox"/> Other — Specify _____	G. TYPE OF MECHANICAL Will there be central air conditioning? 40 <input type="radio"/> Yes 41 <input checked="" type="radio"/> No Will there be an elevator? 42 <input type="radio"/> Yes 43 <input checked="" type="radio"/> No	H. DIMENSIONS 44. Number of stories 45. Total square feet of floor area, all floors, based on exterior dimensions 46. Total land area, sq. ft. I. NUMBER OF OFF-STREET PARKING SPACES 47. Enclosed 48. Outdoors J. RESIDENTIAL BUILDINGS ONLY 49. Number of bedrooms 50. Number of bathrooms Full Partial
F. PRINCIPAL TYPE OF HEATING FUEL 35 <input checked="" type="checkbox"/> Gas 36 <input type="checkbox"/> Oil 37 <input type="checkbox"/> Electricity 38 <input type="checkbox"/> Coal 39 <input type="checkbox"/> Other — Specify _____	NOTE! The Building Inspector requires dimensioned plot plans, floor plans, specifications, etc. before a permit will be issued for all structural changes, additions, etc.	

K. DESCRIPTION OF SIGN

51. Type of Sign _____
52. Dimensions of sign. Length _____ Width _____ Thickness _____ Area _____
53. Projection beyond building line _____ Clear height above sidewalk _____
54. If roof sign, give distance back from the edge of roof _____
55. Material constructed of _____ Weight _____
56. Remarks: (State clearly method of operation and attachment, giving size of bolts, chains, anchors, etc.)

IV. DESCRIPTION OF PROPOSED WORK — For Applicant Use — Attach two copies of Plans and Specifications

Type brief description of work here:

REPLACE UNREPAIRABLE WINDOWS
 (2) ON FIRST FLOOR FRONT OF
 HOME WITH JELD WEN W-5500
 ALL WOOD CUSTOM WINDOWS

SPECIAL NOTE FOR HISTORIC REVIEW CERTIFICATE APPLICATION

Describe in detail the nature and scope of all proposed work. Supplemental plans and/or drawing showing all pertinent architectural features and materials to be used are required when any architectural additions or alterations are involved.

V. IDENTIFICATION — To be completed by all applicants

	Name	Mailing Address — Number, Street, City, and State	ZIP Code	Tel. No.
1. Owner or Lessee	LEWIS McCONNEL	21 EAST 5th STREET	19720	302 565 8987
2. Contractor	ORJAM LTD	706 W 7th STREET 302-982-506	N.C. 64 4235	
3. Architect or Engineer		CITY OF NC.	25000264	

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and we agree to conform to all applicable laws of this jurisdiction.

Signature of Applicant	Please Print Name	Address	Application Date
Nancy Duncan	Nancy Duncan	706 W 7th St New Castle	2/26/25

VI. ZONING PLAN EXAMINERS OR BOARD OF ADJUSTMENT NOTES

DISTRICT _____

USE _____

FRONT YARD _____

SIDE YARD _____

SIDE YARD _____

REAR YARD _____

NOTES _____

_____**VII. HISTORIC AREA COMMISSION**

DATE RECEIVED _____

HISTORIC AREA REVIEW FEE _____

DATE OF INITIAL ACTION BY COMMISSION _____

CERTIFICATE ISSUED # _____

ACTION AND/OR
RECOMMENDATION _____

COMMISSION VOTE

APPROVED DENIED TABLED

☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐

AUTHORIZED SIGNATURE _____

DATE _____

VIII. VALIDATION

Building Permit Number _____

Building Permit Issued _____

Building Permit Fee \$ _____

Renewal Fee \$ _____

Certificate of Occupancy \$ _____

MSC Approval _____
Date _____258.50
total

Approved By: _____

FOR DEPARTMENT USE ONLY

Use Group _____

Fire Grading _____

Live Loading _____

Occupancy Load _____

IX. OFFICIAL USE ONLY

ESTIMATE

ORJAM LTD.
706 W 7th St
New Castle, DE 19720

nancy@orjamconstruction.com
+1 (302) 482-5016
orjamconstruction.com



Bill to

Lew Mcconnel
21 East 5th street
new castle, de 19720

Ship to

Lew Mcconnel
21 East 5th street
new castle, de 19720

Estimate details

Estimate no.: 1336
Estimate date: 02/11/2025

#	Product or service	Description	Qty	Rate	Amount
1.	Material and Labor	Remove and replace 2 windows on the front of the home 1st floor. Trim, seal and paint inside and outside (2-28x54 wood double hung window) Using Jeld Wen all wood windows All materials and labor included All city approvals included All permits included 2500\$ down The remaining balance to be paid upon completion	1	\$3,900.00	\$3,900.00

Total

\$3,900.00

A handwritten signature in blue ink that reads "Lew McConnel". The signature is stylized with a large, looped "L" and "M".

Accepted date

2/26/2025

Accepted by













Frame Width = 28"
Frame Height = 46"
Sash Split = Even Divide

Catalog Version 146

Line Number	Item Summary	Room Location	Was Price	Now Price	Quantity	Total Savings	Total Price
100-1	JELD-WEN 28" x 46" Wood W-5500 Double Hung	Not Specified					
Unit 100 Total			\$1,275.01	\$1,275.01		\$0.00	\$1,275.01

Begin Line 100 Description

---- Line 100-1 ----

JELD-WEN Wood W-5500 Double Hung
Room Location = Not Specified
Is This a Remake = No
Assembly = Full Unit
Regional Compliance = US National-WDMA/ASTM
Impact Unit? = Not Impact
Order By = Frame Size
Frame Width = Custom Size
Custom Frame Width = 28
Frame Height = Custom Size
Custom Frame Height = 46
Vent Division = Even Divide
Exterior Trim Width = 30.625
Exterior Trim Height = 48.1875
Jamb Width = 4 9/16"
Upper Sash Options = Standard Double Hung
Species = Auralast Pine
Interior Finish Type = Primed
Finish - Interior = Primed
Finish - Exterior = Primed
Sash to Match Exterior Finish = Yes
Finish - Sash (Exterior) = Primed
Energy Efficiency = Energy Star

Glazing = Insulated
Glass Energy Options = SunResist with HeatSave
Glass Color = Define Each Panel Separately
Glass Type = Annealed
Neat Glass = No
Glass Thickness = Standard Default Thickness
Protective Film = Protective Film
Spacer Color = Silver Spacer
Glass Options = Argon
Glazing Stop Style = Traditional
Hardware Finish - Interior = White
Number of Locks = 1
Storm Screen/Combo = No Combo
Screen Options = No Screen
Exterior Trim Type = No Exterior Trim
Exterior Trim Options = No
Rating = PG 35
Sill Nosing = No Sill Nosing
Prep for Stool = No
Certification = None
Bottom Rail Option = Standard
Radius Top Rail = None
Jambliner = White Jambliner

Grid Type = 7/8" Bead SDL w/Perm Wood
Interior Bar Profile = Traditional Bead Bar
Location for Grid = All Lite(s)
Grid Finish = Light Bronze Shadow Bar
SDL Finish = Primed Wood
Grid Pattern = Colonial
Lites Wide - Top = 3
Lites Wide - Bottom = 3
Lites High - Top = 2
Lites High - Bottom = 2
U-Factor = 0.26
Solar Heat Gain Coefficient = 0.41
Visible Light Transmittance = 0.5
Condensation Resistance = 48
CPD# = JEL-N-885-01839-00001
SKU = 671778
SKU Description = S/O W-5500 PRIMED WOOD
DH WINDOWS
Vendor Number = 60058104
Vendor Name = S/O JELD-WEN PREMIUM WOOD
WarrantyInfo =
Swnty1.png | Swnty2.png | Swnty3.png | Swnty4.
p

TOP SASH ONLY



ITEM	DATA
Address	21 E 5th St
Date Received	3/13/2025
Year Built	1920
Status	C
Previously Reviewed	NO
Scope of work	Remove and replace 2 windows on the 1st floor, front of home. Trim, seal and paint. 2 ea 28 x 54 all wood, double h-ng windows.
Review Tier	
Conformance	<p>CONFORMANCE TO BE DETERMINED</p> <p>Condition of window to be reviewed on site week of 3/24 for determination.</p> <p>Note: The application proposes replacement wood windows with simulated divided lites (SDL). Replacement windows visible from the public right-of-way would have to be true divided lite windows.</p>
Finding	TO BE DETERMINED
Comments	
Action	ADDITIONAL INFORMATION REQUIRED
Status	OPEN
HAC Review Required	HAC REVIEW NOT REQUIRED

ITEM	DATA
Address	21 E 5th St
Date Received	3/13/2025
Year Built	1920
Status	C
Previously Reviewed	YES
Scope of work	Remove and replace 2 windows on the 1st floor, front of home. Trim, seal and paint. 2 ea. 28 x 54 all wood, double h-ng windows.
Review Tier	
Conformance	<p>CONFORMANCE TO BE DETERMINED</p> <p>Condition of window to be reviewed on site week of 3/24 for determination. <u>04/04/2025 Update</u> - Site visit rescheduled to week of 04/07/25. City to provide applicant contact information to schedule visit and observation of interior conditions.</p> <p><u>04/11/25 Update</u> City to reach out to applicant to schedule site visit.</p> <p>Note: The application proposes replacement wood windows with simulated divided lites (SDL). Replacement windows visible from the public right-of- way would have to be true divided lite windows. <u>04/04/2025 Update</u> - Applicant to revise application and confirm they will be using true divided lites on the windows that are visible from the public right-of-way.</p> <p><u>04/11/25 Update</u> - Still open.</p>
Finding	<p>TO BE DETERMINED</p> <p><u>04/11/2025 Update</u>: Still open.</p>
Comments	
Action	ADDITIONAL INFORMATION REQUIRED
Status	OPEN
HAC Review Required	HAC REVIEW NOT REQUIRED

ITEM	DATA
Address	21 E 5th St
Date Received	3/13/2025
Year Built	1920
Status	C
Previously Reviewed	YES
Scope of work	Remove and replace 2 windows on the 1st floor, front of home. Trim, seal and paint. 2 ea. 28 x 54 all wood, double hung windows.
Review Tier	
Conformance	<p>CONFORMANCE TO BE DETERMINED</p> <p>Condition of window to be reviewed on site week of 3/24 for determination. <u>04/04/2025 Update</u> - Site visit rescheduled to week of 04/07/25. City to provide applicant contact information to schedule visit and observation of interior conditions. <u>04/11/25 Update</u> City to reach out to applicant to schedule site visit. <u>04/25/2025 Update</u> - Site visit scheduled with Contractor for 4/30/25.</p> <p>Note: The application proposes replacement wood windows with simulated divided lites (SDL). Replacement windows visible from the public right-of-way would have to be true divided lite windows. <u>04/04/2025 Update</u> - Applicant to revise application and confirm they will be using true divided lites on the windows that are visible from the public right-of-way. <u>04/11/25 Update</u> - Still open. <u>04/25/2025 Update</u> - Still open</p>
Finding	<p>TO BE DETERMINED</p> <p><u>04/11/2025 Update</u>: Still open.</p>
Comments	
Action	ADDITIONAL INFORMATION REQUIRED
Status	OPEN
HAC Review Required	HAC REVIEW NOT REQUIRED

Site Visit
4/28/25 -

ITEM	DATA
Address	21 E 5th St
Date Received	3/13/2025
Year Built	1920
Status	C
Previously Reviewed	YES
Scope of work	Remove and replace 2 windows on the 1st floor, front of home. Trim, seal and paint. 2 ea. 28 x 54 all wood, double hung windows.
Review Tier	
Conformance	<p>CONFORMANCE TO BE DETERMINED</p> <p>Condition of window to be reviewed on site week of 3/24 for determination. <u>04/04/2025 Update</u> - Site visit rescheduled to week of 04/07/25. City to provide applicant contact information to schedule visit and observation of interior conditions. <u>04/11/25 Update</u> City to reach out to applicant to schedule site visit. <u>04/25/2025 Update</u> - Site visit scheduled with Contractor for 4/30/25. Note: The application proposes replacement wood windows with simulated divided lites (SDL). Replacement windows visible from the public right-of-way would have to be true divided lite windows. <u>04/04/2025 Update</u> - Applicant to revise application and confirm they will be using true divided lites on the windows that are visible from the public right-of-way. <u>04/11/25 Update</u> - Still open. <u>04/25/2025 Update</u> - Still open <u>05/08/25 Update</u> - Reviewed with applicant and contractor on 04/30/2025. Structural condition does not warrant replacement; however, windows will require extensive refurbishing to remove layers of coating. Glass is single pane. Applicant to review and determine if they will investigate repairs or go to HAC for review at June 2025 meeting.</p>
Finding	<p>TO BE DETERMINED</p> <p><u>04/11/2025 Update</u>: Still open.</p> <p><u>05/08/2025 Update</u>: Still open.</p> <p><u>05/08/2025 Update</u> - APPLICATION TO BE DENIED IF NO INFORMATION RECEIVED BY MAY 12, 2025 (OR BEFORE IF APPLICATION WAS RECEIVED BY CITY PRIOR TO MARCH 12, 2025).</p>
Comments	
Action	ADDITIONAL INFORMATION REQUIRED
Status	OPEN
HAC Review Required	HAC REVIEW NOT REQUIRED



HISTORIC AREA COMMISSION REVIEW APPLICATION

☐

CONSULTATION

☐

HISTORIC REVIEW CERTIFICATE

Fee	Paid On
\$50.00	

Once a hearing date has been set and a legal notice has been published or posted, the applicant must be prepared to present the request at the scheduled hearing date

1. NAME OF APPLICANT Orgam Construction

Business (if applicable) _____

Address 706 W 7th st

City New Castle State DE Zip Code 19720

Daytime telephone (302) 482-5016 Other phone/email (302) 420-9010

The above contact information will be used for correspondence. Please ensure this information is accurate.

2. NAME OF PROPERTY OWNER Ty Hobey

Business (if applicable) _____

Address 117 East 3rd street

City New Castle State DE Zip Code 19720

Daytime telephone (required) (585) 356-8820 Other phone _____

3. PROJECT STREET ADDRESS 117 East 3rd street

4. LEGAL DESCRIPTION: Lot ☐ Block ☐ Subdivision _____ Parcel _____

5. EXISTING USE _____ PROPOSED USE _____

6. PROPOSED PROJECT WORK

A. DEMOLITION

☐

YES

☐

NO

B. REHABILITATION (check repair or replace and provide a description on the line provided)

REPAIR

REPLACE

☐☐

Roof _____

☐☐

Roof structures (dormers, chimneys, etc.) _____

☐☐

Exterior finishes (stucco, masonry, siding) _____

☐☐

Porch/Deck/Balcony _____

☐☐

Awning/Canopy _____

☐☐

Exterior Doors _____

☐☒

Windows Replace 14 wood windows w/ new wood windows W5500 JALDEN

☐☒

Shutters installing all wood operating shutters to match neighboring home

☐☐

Foundation (including infill) _____

☐☐

Exterior lighting & other appurtenances _____

☐☐

Existing fences, walls & gates _____

☐☐

Existing parking, walkways & other site features _____

C. NEW CONSTRUCTION (check and specify all work items that apply)

- ☐ New building _____
- ☐ New addition _____
- ☐ New roof structures (dormers, chimneys, etc.) _____
- ☐ New porch/deck/balcony _____
- ☐ New awning/canopy _____
- ☐ New entrances _____
- ☐ New window opening/sashes _____
- ☐ New exterior lighting _____
- ☐ New fence/wall/gate _____
- ☐ New parking/walkways/other site features _____
- ☐ Exterior utility service/mechanical equipment _____

D. STREETScape (check and specify all work items that apply)

- ☐ Streetlights
- ☐ Furniture & equipment (benches, bollards, utilities equipment, charging stations, etc)
- ☐ Curbs and sidewalks

7. OVERALL PROJECT DESCRIPTION (attach additional pages if necessary)

Enter Description here:

Replacing 14 wood windows w/new wood windows
w/5500 Jelowen. Installing all wood operating
shutters to match neighboring home.

8. AGREEMENT

If the applicant is different than the property owner, the application must be signed by both parties.

I have examined this application, its requirements and to my knowledge and belief, is a true, correct, and complete application. In filling out this application, I understand that it becomes part of the Public Record of the City of New Castle and hereby certify that all information contained herein is accurate to the best of my knowledge.

I further understand that if this application is for a Consultation, preapplication consultations resulting in a recommendation for conceptual approval by HAC are advisory in nature and shall inure no rights in the applicant. No project work may be taken based solely upon a recommendation following consultation with HAC. I must still obtain an approved Historic Review Certificate before project work can begin.

I also understand that further development approvals, reviews, and a building permit may also be required prior to starting project work and will consult with the City Building Official for specific project requirements.

PRINT APPLICANT'S NAME Orjam Construction LTD

SIGNATURE OF APPLICANT [Signature]

DATE 5/22/25

PRINT OWNER'S NAME Allison B Tobey

SIGNATURE OF OWNER [Signature]

DATE 5/22/25

APPLICANT COMPLETENESS REVIEW CHECKLIST & ACKNOWLEDGMENT

All work performed in a Historic District, Residence or Commercial, requires prior approval of the Historic Area Commission (HAC) and the issuance of a Historic Review Certificate pursuant to Section 230-45 of the Zoning Code.

Applicants for work to be done in Historic Zoning Districts must submit applications to the Historic Area Commission and obtain the required certificate in addition to obtaining a building permit.

All proposed work items shall be reviewed for consistency and compliance with the most recent edition of the "City of New Castle Historic Area Commission Guidelines and Standards" and its Supplements. Copies of this document are available the website at <https://newcastlecity.delaware.gov/historic-area-commission/>

Relevant information necessary for the issuance of a HAC Review Certificate include, but are not be limited to, the below items depending on the scope and scale of the project and as referenced in the "Plan Requirements" section in the *Historic Area Commission Guidelines and Standards*. The minimum application requirements for each scope of work are indicated below. Discuss the project with City Staff if the project is unique and needs to be addressed in a different manner. Applications must be sufficiently complete at the time of submittal for inclusion on the agenda of the HAC meeting.

Complete applications must be submitted up to 15 days before the meeting to be included on the agenda

INITIAL CONFIRMING YOU HAVE READ AND UNDERSTAND THE ABOVE STATEMENTS

The below is a list of requirements based upon the scope of work. To be completed by planning staff

ROOFS AND ROOFING (sheathing, framing, chimneys, dormers, cupola, parapet, cornice, eave, bracket, drainage system, etc.)

OK	Need	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

EXTERIOR FINISHES (wood siding and decorative features, masonry surfaces and features, stucco)

OK	Need	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PORCHES, DECKS, BALCONIES (including loggias/colonnades, porch enclosures, associated decorative features)

OK	Need	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AWNING/CANOPY

OK	Need	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

EXTERIOR DOORS (door openings, doors, screen doors, trim and details such as transoms, sidelights, hoods, hardware)

OK	Need	N/A
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CONTINUED

The below is a list of requirements based upon the scope of work. (To be completed by planning staff)

WINDOWS (windows, shutters, and other associated features)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of affected window(s) or location(s) of proposed new window opening(s) For new openings, a |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | scaled wall section with proposed window |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure or sample showing the material, window type, all dimensions and profiles, finish, glazing, and hardware |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation of existing and proposed window; a "typical" elevation can be used if multiple windows are affected as long as the existing and proposed conditions are identical at each location |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | For replacing historic windows: a window evaluation including locations, condition of paint, condition of frame and sill, condition of sash (rails, stiles, muntins), glazing problems, hardware type and condition, overall condition assessment by qualified professional. |

FOUNDATION (replacement, infill, alteration including elevation)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of affected foundation in detail and in context of whole building and adjacent buildings |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing building footprint and extent of existing and proposed foundation wall/piers/slab or infill |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Material sample, scaled detail drawing, and/or brochure showing the proposed material(s), colors, finish, pattern, and construction details |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing the existing foundation and the extent of the affected area. Permanent removal of major historic architectural features requires partial demolition application. |

EXTERIOR ELECTRICAL/MECHANICAL (light fixtures, vents, utilities, HVAC units, pool systems, vending)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing details and context of affected site area within view of the proposed project |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure, sample, or scaled drawing showing the materials, light intensity, hardware, colors/finish |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | For new equipment, scaled drawing showing proposed project with context site and/or building |

FENCES/WALLS/GATES

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing site area of proposed fence/wall/gate and detail photo of any existing fence/wall/gate |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the property line, building footprints, sidewalks, driveways and other major site features and proposed fence/wall (smaller projects may not require a scaled site plan like short extensions of existing fences/walls) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Drawing of proposed fence/wall/gate showing material, finish, height, spacing distance, shapes, patterns, hardware, construction section |

PARKING, LANDSCAPE OR OTHER SITE FEATURE (plant materials, sidewalk, driveway, fountain, pool, ramp, trellis, well)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing site area within view of proposed feature and detail photo of any existing affected features |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the property line, building footprints, sidewalks, driveways and other major site features and proposed feature (smaller projects may not require a scaled site plan if limited to a small area) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Details of proposed features including material, finish, height, spacing, shapes, patterns, hardware, construction details such as a section drawing |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Plant material list with identification, quantity, size at planting and maturity, spacing |

NEW CONSTRUCTION (accessory structure/outbuilding, garage, and other new buildings)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing site area within view of proposed construction with context area |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing property line and existing site features like buildings, sidewalks, driveways |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the property line and proposed construction |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled landscape plan |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation drawings showing existing building(s) and major site features |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation drawings showing proposed building(s) and major site features |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Wall sections |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Refer to details above for related roof, finishes, porches, doors, windows, foundation, electrical/mechanical |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation drawing (line drawing with minimal detail) showing the existing and proposed streetscape |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled footprint diagram showing proposed building footprint(s) and surrounding existing building footprints |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Written summary describing existing and proposed conditions and project's consistency with zoning code |

Tier 01 Review

Tier 2 Review

PRINT

☐
☐

Project Address: _____

Reviewed for completion by: _____ Date: _____

This is an application only - if approved, permit will be mailed to applicant.

CITY OF NEW CASTLE

Building Department

220 Delaware Street

New Castle, DE 19720 • 302-322-9801 • Fax 302-322-9814



PERMIT#
APPLICATION FOR
PLAN EXAMINATION AND
BUILDING PERMIT

REQUEST FOR HISTORIC
REVIEW CERTIFICATE

IMPORTANT — Applicant to complete all items in sections: I, II, III IV, and V.

I. LOCATION OF BUILDING

AT (LOCATION) 117 EAST 3RD STREET Zoning District _____
(NO.) (STREET)
BETWEEN HARMONY AND CHESTNUT
(CROSS STREET) (CROSS STREET)
SUBDIVISION _____ LOT _____ BLOCK _____ LOT SIZE _____

II. TYPE AND COST OF BUILDING — All applicants complete Parts A — D

A. TYPE OF IMPROVEMENT

- 1 ☐ New building
2 ☐ Addition (If residential, enter number of new housing units added, if any, in Part D, 13)
3 ☒ Alteration (See 2 above)
4 ☐ Repair, replacement (Explain in Sec. IV)
5 ☐ Wrecking (If multifamily residential, enter number of units in building in Part D, 13)
6 ☐ Moving (relocation)
7 ☐ Foundation only
8 ☐ Fence, sign

D. PROPOSED USE — For "Wrecking" most recent use

Residential

- 12 ☒ One family
13 ☐ Two or more family — Enter number of units _____
14 ☐ Transient hotel, motel, or dormitory — Enter number of units _____
15 ☐ Garage
16 ☐ Carport
17 ☐ Other — Specify _____

Nonresidential

- 18 ☐ Amusement, recreational
19 ☐ Church, other religious
20 ☐ Industrial
21 ☐ Parking garage
22 ☐ Service station, repair garage
23 ☐ Hospital, institutional
24 ☐ Office, bank, professional
25 ☐ Other — Specify _____

B. OWNERSHIP

- 9a ☐ Private (individual, corporation, nonprofit institution, etc.)
9b ☐ Public (Federal, State, or local government)

C. COST

- 10 Cost of improvement \$ 35,060
To be installed but not included in the above cost
a. Electrical NONE
b. Plumbing
c. Heating, air conditioning
d. Other (elevator, etc.)
11 TOTAL COST OF IMPROVEMENT \$ 35,060

Nonresidential — Describe in detail proposed use of buildings, e.g., food processing plant, machine shop, laundry building at hospital, elementary school, secondary school, college, parochial school, parking garage for department store, rental office building, office building at industrial plant. If use of existing building is being changed, enter proposed use.

III. SELECTED CHARACTERISTICS OF BUILDING — For new buildings and additions, complete Parts E — J; for wrecking, complete only Part H; for signs complete Part K.

E. PRINCIPAL TYPE OF FRAMING

- 30 ☒ Masonry (wall bearing)
31 ☐ Wood frame
32 ☐ Structural steel
33 ☐ Reinforced concrete
34 ☐ Other — Specify _____

G. TYPE OF MECHANICAL

- Will there be central air conditioning?
40 ☐ Yes 41 ☐ No
Will there be an elevator?
42 ☐ Yes 43 ☐ No

H. DIMENSIONS

44. Number of stories 3
45. Total square feet of floor area, all floors, based on exterior dimensions
46. Total land area, sq. ft.
I. NUMBER OF OFF-STREET PARKING SPACES
47. Enclosed
48. Outdoors

F. PRINCIPAL TYPE OF HEATING FUEL

- 35 ☐ Gas
36 ☐ Oil
37 ☐ Electricity
38 ☐ Coal
39 ☐ Other — Specify _____

NOTE!

The Building Inspector requires dimensioned plot plans, floor plans, specifications, etc. before a permit will be issued for all structural changes, additions, etc.

J. RESIDENTIAL BUILDINGS ONLY

49. Number of bedrooms
50. Number of Full
bathrooms Partial

K. DESCRIPTION OF SIGN

51. Type of Sign _____
52. Dimensions of sign. Length _____ Width _____ Thickness _____ Area _____
53. Projection beyond building line _____ Clear height above sidewalk _____
54. If roof sign, give distance back from the edge of roof _____
55. Material constructed of _____ Weight _____
56. Remarks: (State clearly method of operation and attachment, giving size of bolts, chains, anchors, etc.)

IV. DESCRIPTION OF PROPOSED WORK — For Applicant Use — Attach two copies of Plans and Specifications

Type brief description of work here:

REPLACE 14 WOOD WINDOWS
 WITH NEW WOOD WINDOWS
 W 5500 JELD WEN
 Replace shutters to match neighboring
 home


SPECIAL NOTE FOR HISTORIC REVIEW CERTIFICATE APPLICATION

Describe in detail the nature and scope of all proposed work. Supplemental plans and/or drawing showing all pertinent architectural features and materials to be used are required when any architectural additions or alterations are involved.

V. IDENTIFICATION — To be completed by all applicants

	Name	Mailing Address — Number, Street, City, and State	ZIP Code	Tel. No.
1. Owner or Lessee	TY HOBEY	117 EAST 3RD STREET	19720	
2. Contractor	ORJAM LTD CONSTRUCTION	706 W 7th St New Castle, DE	Builder's License No. 624235	(302) 482
3. Architect or Engineer		3 (302) 420-9010	—	5016

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and we agree to conform to all applicable laws of this jurisdiction.

Signature of Applicant 	Please Print Name RICHIE BURDELL	Address 706 W 7th STREET 19720	Application Date 5/22/25
---	-------------------------------------	--------------------------------------	-----------------------------

VI. ZONING PLAN EXAMINERS OR BOARD OF ADJUSTMENT NOTES

DISTRICT _____

USE _____

FRONT YARD _____

SIDE YARD _____

SIDE YARD _____

REAR YARD _____

NOTES _____

_____**VII. HISTORIC AREA COMMISSION**

DATE RECEIVED _____

HISTORIC AREA REVIEW FEE

50.00

DATE OF INITIAL ACTION BY COMMISSION _____

CERTIFICATE ISSUED # _____

ACTION AND/OR
RECOMMENDATION _____

COMMISSION VOTE

APPROVED DENIED TABLED

☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐

AUTHORIZED SIGNATURE _____

DATE _____

VIII. VALIDATIONBuilding
Permit Number _____

725.90

Building
Permit Issued _____Building
Permit Fee \$ 675.90

Renewal Fee \$ _____

Certificate of Occupancy \$ _____

MSC Approval _____
Date _____Approved By: _____
_____**FOR DEPARTMENT USE ONLY**

Use Group _____

Fire Grading _____

Live Loading _____

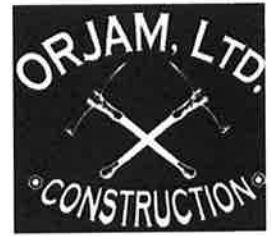
Occupancy Load _____

IX. OFFICIAL USE ONLY

INVOICE

ORJAM LTD.
706 W 7th St
New Castle, DE 19720

nancy@orjamconstruction.com
+1 (302) 482-5016
orjamconstruction.com



Bill to

Ty and Allison Tobey
117 E 3rd St
New Castle, DE 19720

Ship to

Ty and Allison Tobey
117 E 3rd St
New Castle, DE 19720

Invoice details

Invoice no.: 1194
Terms: Due on receipt
Invoice date: 05/21/2025
Due date: 06/01/2025

#	Product or service	Description	Qty	Rate	Amount
1.	Labor and material	-Replace 14 windows using jeld wen wood w-5500 double hung windows	0.0713063	\$35,060.00	\$2,500.00
		-Tilt latch			
		-Divided lights with putty style grids 6/6 - including interior shadow bar			
		-Brick molding included			
		-Paint all windows interior and exterior			
		Windows price as of 5-15-2025 are \$20,660			
		-Labor for install including setting materials and paint \$12,000			
		-Labor to install 8 sets of shutters provided by homeowner \$2400			
		Total \$35,060			

Draw schedule

\$2500 down to pull permits and apply for approval

\$25000 down at approval before ordering windows

-Remainder at completion of windows
(shutters may be put on after window job is completed based on availability)

Ways to pay

VISA  DISCOVER  AMEX BANK  PAYPAL VENMO

Total **\$2,500.00**

Payment -\$2,500.00

Balance due **\$0.00**

Paid in Full





The Home Depot Special Order Quote

Customer Agreement #: H1610-183448

Printed Date: 5/15/2025

Customer: DAMIAN DAVIS

Address: 3602 SQUIRREL HILL CT
WILMINGTON, DE 19808

Phone: 302-482-5016

Email: ORJAMCONSTRUCTION@Y
AHOOCOM

Store: Newark - 1610

Address: 1000 Suburban Drive
Newark, DE 19711

Associate: ROBERT

Phone: (302)369-7080

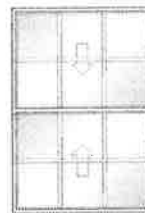
Pre-Savings Total: \$20,659.38

Total Savings: (\$0.00)

Pre-Tax Price: \$20,659.38

All prices are subject to change. Customer is responsible for verifying product selections. The Home Depot will not accept returns for the below products.

JELD-WEN.



Frame Width = 38"

Frame Height = 56"

Sash Split = Even Divide

Catalog Version 161

Line Number	Item Summary	Room Location	Was Price	Now Price	Quantity	Total Savings	Total Price
100-1	JELD-WEN 38" x 56" Wood W-5500 Double Hung	Not Specified	\$1,475.67	\$1,475.67	14	\$0.00	\$20,659.38
Unit 100 Total:			\$1,475.67	\$1,475.67		\$0.00	\$20,659.38

Begin Line 100 Description

---- Line 100-1 ----

JELD-WEN Wood W-5500 Double Hung
Product Model=Standard
Room Location = Not Specified
Is This a Remake = No
Assembly = Full Unit
Regional Compliance = US National-WDMA/ASTM
Impact Unit? = Not Impact
Exterior Trim Type = Brickmould
Order By = Frame Size
Frame Width = Custom Size
Custom Frame Width = 38
Frame Height = 56"
Vent Division = Even Divide
Exterior Trim Width = 40.625
Exterior Trim Height = 58.1875
Jamb Width = 4 9/16"
Upper Sash Options = Standard Double Hung
Species = Auralast Pine
Interior Finish Type = Natural
Finish - Interior = Natural
Finish - Exterior = Primed
Sash to Match Exterior Finish = Yes
Finish - Sash (Exterior) = Primed
Energy Efficiency = Energy Star
Energy Star Zone = Energy Star - North-Central
STC / OITC Rating = Standard
Glazing = Insulated

Glass Energy Options = SunResist with HeatSave
Glass Color = SunResist with HeatSave
Glass Type = Annealed
Neat Glass = No
Glass Thickness = Standard Default Thickness
Protective Film = Protective Film
Spacer Color = Silver Spacer
Glass Options = Argon
Glazing Stop Style = Traditional
Hardware Finish = Antique Brass (Special Order)
Number of Locks = 2
Storm Screen/Combo = No Combo
Screen Options = BetterVue Mesh
Screen Frame Finish = Brilliant White
Screen Style = Full Screen
Exterior Trim Options = No
Rating = PG 35
Sill Nosing = Standard Sill Nosing
Sill Horns = No Sill Horn
Prep for Stool = No
Drip Cap Finish = Brilliant White
Drip Cap = Metal Drip Cap
Bottom Rail Option = Standard
Concealed Jamb Liner = White Jambliner
Concealed Jamb Liner = Yes
Sash Limiter = No Sash Limiter

Type of Grille = SDL W/Permantly Applied Interior Wood Grille
Grid Type = 7/8" Putty SDL w/Perm Wood
Interior Bar Profile = Putty Bar
Location for Grid = All Lite(s)
Grid Finish = Silver Shadow Bar
SDL Finish = Primed Wood
Grid Pattern = Colonial
Lites Wide - Top = 3
Lites Wide - Bottom = 3
Lites High - Top = 2
Lites High - Bottom = 2
U-Factor = 0.25
Solar Heat Gain Coefficient = 0.18
Visible Light Transmittance = 0.41
Condensation Resistance = 48
CPD# = JEL-N-885-04812-00001
SKU = 671778
SKU Description = S/O W-5500 PRIMED WOOD DH WINDOWS
Vendor Number = 60058104
Vendor Name = S/O JELD-WEN PREMIUM WOOD
WarrantyInfo = Swnty1.png | Swnty2.png | Swnty3.png | Swnty4.p
Manufacturer = JELD-WEN, Rantoul(IL)
Customer Service Number = 888-594-3578

From: Kelly Buckman <Kelly@orjamconstruction.com>
Sent: Thursday, May 22, 2025 1:36 PM
To: Marika Levine <mlevine@newcastlecivilcity.delaware.gov>
Subject: Windows Permit 117 E 3rd

Hello! Attached above is the picture you requested to complete the information to submit our permit request.

The house currently does not have shutters. Proposed shutters will be an exact match to the attached neighbors house

Louvre uppers

First floor raised panel

Thank you!



ORJAM LTD.

Kelly Buckman

Office Administration

(302) 482-5016

706 W 7th St

New Castle, DE 19720

Proposal Shutters
for 117 E 3rd St





HISTORIC AREA COMMISSION REVIEW APPLICATION



CONSULTATION



HISTORIC REVIEW CERTIFICATE

HC ✓ p.2.0

01530-031

50 HRC Paid

Fee	Paid On
\$50.00	

CITY OF NEW CASTLE
25 MAY 5 AM 11:46

Once a hearing date has been set and a legal notice has been published or posted, the applicant must be prepared to present the request at the scheduled hearing date

1. NAME OF APPLICANT Jenna Albright
Business (if applicable) 121 West LLC
Address 106 E 4th St.
City Historic New Castle State DE Zip Code 19720
Daytime telephone 267-566-8344 Other phone/email _____
The above contact information will be used for correspondence. Please ensure this information is accurate.

2. NAME OF PROPERTY OWNER Anna Burns
Business (if applicable) _____
Address _____
City _____ State _____ Zip Code _____
Daytime telephone (required) 302-220-6121 Other phone _____

3. PROJECT STREET ADDRESS 406 Delaware Street
4. LEGAL DESCRIPTION: Lot ☐ Block ☐ Subdivision _____ Parcel 21-015.30-031
5. EXISTING USE commercial business PROPOSED USE commercial business

6. PROPOSED PROJECT WORK

A. DEMOLITION



YES



NO

B. REHABILITATION (check repair or replace and provide a description on the line provided)

REPAIR REPLACE

☐☐

Roof _____

☐☐

Roof structures (dormers, chimneys, etc.) _____

☐☐

Exterior finishes (stucco, masonry, siding) _____

☐☐

Porch/Deck/Balcony _____

☐☐

Awning/Canopy _____

☐☐

Exterior Doors _____

☐☐

Windows _____

☐☐

Shutters _____

☐☐

Foundation (including infill) _____

☐☐

Exterior lighting & other appurtenances _____

☐☐

Existing fences, walls & gates _____

☐☐

Existing parking, walkways & other site features _____

8576

C. NEW CONSTRUCTION (check and specify all work items that apply)

- ☐ New building _____
- ☐ New addition _____
- ☐ New roof structures (dormers, chimneys, etc.) _____
- ☐ New porch/deck/balcony _____
- ☐ New awning/canopy _____
- ☐ New entrances _____
- ☐ New window opening/sashes _____
- ☐ New exterior lighting _____
- ☐ New fence/wall/gate _____
- ☐ New parking/walkways/other site features _____
- ☐ Exterior utility service/mechanical equipment _____

D. STREETSCAPE (check and specify all work items that apply)

- ☐ Streetlights
- ☒ Furniture & equipment (benches, bollards, utilities equipment, charging stations, etc) sign
- ☐ Curbs and sidewalks

7. OVERALL PROJECT DESCRIPTION (attach additional pages if necessary)

Enter Description here:

I will be attaching a rectangular shaped wooden sign to the already attached chains/fixture. (see attached Picture). The sign will have the words "121 West clothing, gifts, paper".

8. AGREEMENT

If the applicant is different than the property owner, the application must be signed by both parties.

I have examined this application, its requirements and to my knowledge and belief, is a true, correct, and complete application. In filling out this application, I understand that it becomes part of the Public Record of the City of New Castle and hereby certify that all information contained herein is accurate to the best of my knowledge.

I further understand that if this application is for a Consultation, preapplication consultations resulting in a recommendation for conceptual approval by HAC are advisory in nature and shall inure no rights in the applicant. No project work may be taken based solely upon a recommendation following consultation with HAC. I must still obtain an approved Historic Review Certificate before project work can begin.

I also understand that further development approvals, reviews, and a building permit may also be required prior to starting project work and will consult with the City Building Official for specific project requirements.

PRINT APPLICANT'S NAME Jenna Albright

SIGNATURE OF APPLICANT Jenna Albright

DATE 4/22/2025

PRINT OWNER'S NAME Anna I Burns

SIGNATURE OF OWNER Anna I Burns

DATE 4/24/2025
4/24/2025

Applicants for work to be done in Historic Zoning Districts must submit applications to the Historic Area Commission and obtain the required certificate in addition to obtaining a building permit.

Relevant information necessary for the issuance of a HAC Review Certificate include, but are not be limited to, the below items depending on the scope and scale of the project and as referenced in the "Plan Requirements" section in the *Historic Area Commission Guidelines and Standards*. The minimum application requirements for each scope of work are indicated below. Discuss the project with City Staff if the project is unique and needs to be addressed in a different manner. Applications must be sufficiently complete at the time of submittal for inclusion on the agenda of the HAC meeting.

INITIAL CONFIRMING YOU HAVE READ AND UNDERSTAND THE ABOVE STATEMENTS

OK	Need	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Photographs of existing roof and affected features
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Brochure or sample of proposed roof surface including applicable colors, patterns, material, texture
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Documentation of justification for changing roof and/or roof feature and the extent of the affected area. Permanent removal of major historic architectural features requires partial demolition application.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scaled drawing of existing and proposed conditions if roof or roof feature will change its shape, scale, size, profile, pattern (not necessary for roof sheathing changes only)

OK	Need	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Photographs of existing surface or feature including close-up and full building perspective
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Brochure or sample of proposed finish including applicable colors, patterns, material, texture, dimensions of reveals, mortar width/color as applicable
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Documentation of justification for changing the siding, finish, or feature and the extent of the affected area
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scaled drawing of existing and proposed conditions if full replacement material is proposed which will change the appearance of the building through its shape, scale, size, profile, pattern, and/or texture

OK	Need	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Photographs of existing porch/deck/balcony or location of proposed porch/deck/balcony
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scaled site plan showing the building and existing or proposed porch/deck/balcony and property lines if applicable
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scaled elevation(s) showing the building and existing or proposed porch/deck/balcony
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scaled detail of existing or proposed porch/deck/balcony showing material, construction detail, finish details
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Documentation of justification for changing the existing porch/deck/balcony and the extent of the affected area.

Permanent removal of major historic architectural features requires partial demolition application.

OK	Need	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Photographs of existing awning/canopy or location of proposed awning/canopy
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scaled site plan showing the building and existing or proposed awning/canopy location and property lines if applicable
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scaled elevation(s) showing the building façade and existing or proposed awning/canopy. A 'typical' elevation can be used if all awning/canopies are exactly the same and have the same impact to the façade
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scaled detail of existing or proposed awning/canopy showing shape, placement, color, and construction details to include supporting structure, framing, hardware, and anchors/attachment details
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Documentation of justification for changing the existing awning/canopy and the extent of the affected area

OK	Need	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Photographs of existing door(s) or location of proposed new door opening(s)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Scaled elevation(s) showing the building façade and existing or proposed door (not necessary for just replacement door in existing door opening)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	For new openings, a scaled wall section
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Brochure, sample, or scaled drawing of proposed door(s) including material, all dimensions, finish, glazing, and hardware
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Documentation of justification for changing the existing door(s) and the extent of the affected area.

CONTINUED

The below is a list of requirements based upon the scope of work. (To be completed by planning staff)

WINDOWS (windows, shutters, and other associated features)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of affected window(s) or location(s) of proposed new window opening(s) For new openings, a |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | scaled wall section with proposed window |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure or sample showing the material, window type, all dimensions and profiles, finish, glazing, and hardware |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation of existing and proposed window; a "typical" elevation can be used if multiple windows are affected as long as the existing and proposed conditions are identical at each location |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | For replacing historic windows: a window evaluation including locations, condition of paint, condition of frame and sill, condition of sash (rails, stiles, muntins), glazing problems, hardware type and condition, overall condition assessment by qualified professional. |

FOUNDATION (replacement, infill, alteration including elevation)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of affected foundation in detail and in context of whole building and adjacent buildings |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing building footprint and extent of existing and proposed foundation wall/piers/slab or infill |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Material sample, scaled detail drawing, and/or brochure showing the proposed material(s), colors, finish, pattern, and construction details |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing the existing foundation and the extent of the affected area. Permanent removal of major historic architectural features requires partial demolition application. |

EXTERIOR ELECTRICAL/MECHANICAL (light fixtures, vents, utilities, HVAC units, pool systems, vending)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing details and context of affected site area within view of the proposed project |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure, sample, or scaled drawing showing the materials, light intensity, hardware, colors/finish |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | For new equipment, scaled drawing showing proposed project with context site and/or building |

FENCES/WALLS/GATES

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing site area of proposed fence/wall/gate and detail photo of any existing fence/wall/gate |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the property line, building footprints, sidewalks, driveways and other major site features and proposed fence/wall (smaller projects may not require a scaled site plan like short extensions of existing fences/walls) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Drawing of proposed fence/wall/gate showing material, finish, height, spacing distance, shapes, patterns, hardware, construction section |

PARKING, LANDSCAPE OR OTHER SITE FEATURE (plant materials, sidewalk, driveway, fountain, pool, ramp, trellis, well)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing site area within view of proposed feature and detail photo of any existing affected features |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the property line, building footprints, sidewalks, driveways and other major site features and proposed feature (smaller projects may not require a scaled site plan if limited to a small area) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Details of proposed features including material, finish, height, spacing, shapes, patterns, hardware, construction details such as a section drawing |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Plant material list with identification, quantity, size at planting and maturity, spacing |

NEW CONSTRUCTION (accessory structure/outbuilding, garage, and other new buildings)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing site area within view of proposed construction with context area |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing property line and existing site features like buildings, sidewalks, driveways |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the property line and proposed construction |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled landscape plan |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation drawings showing existing building(s) and major site features |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation drawings showing proposed building(s) and major site features |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Wall sections |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Refer to details above for related roof, finishes, porches, doors, windows, foundation, electrical/mechanical |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation drawing (line drawing with minimal detail) showing the existing and proposed streetscape |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled footprint diagram showing proposed building footprint(s) and surrounding existing building footprints |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Written summary describing existing and proposed conditions and project's consistency with zoning code |

Tier 01 Review

Tier 2 Review

PRINT

☐
☐

Project Address: _____

Reviewed for completion by: _____

Date: _____

This is an application only - If approved, permit will be mailed to applicant.

CITY OF NEW CASTLE

Building Department

220 Delaware Street

New Castle, DE 19720 • 302-322-9801 • Fax 302-322-9814



PERMIT#

**APPLICATION FOR
PLAN EXAMINATION AND
BUILDING PERMIT**

**REQUEST FOR HISTORIC
REVIEW CERTIFICATE**

IMPORTANT — Applicant to complete all items in sections: I, II, III IV, and V.

**I. LOCATION
OF
BUILDING**

AT (LOCATION) 406 (NO.) Delaware Street (STREET) Zoning District 21HC
BETWEEN Fourth Street (CROSS STREET) AND (CROSS STREET)
SUBDIVISION New Castle LOT BLOCK LOT SIZE 0.06

II. TYPE AND COST OF BUILDING — All applicants complete Parts A — D

A. TYPE OF IMPROVEMENT

- 1 ☐ New building
- 2 ☐ Addition (If residential, enter number of new housing units added, if any, in Part D, 13)
- 3 ☐ Alteration (See 2 above)
- 4 ☐ Repair, replacement (Explain in Sec. IV)
- 5 ☐ Wrecking (If multifamily residential, enter number of units in building in Part D, 13)
- 6 ☐ Moving (relocation)
- 7 ☐ Foundation only
- 8 ☒ Fence, sign

D. PROPOSED USE — For "Wrecking" most recent use

Residential

- 12 ☐ One family
- 13 ☐ Two or more family — Enter number of units
- 14 ☐ Transient hotel, motel, or dormitory — Enter number of units
- 15 ☐ Garage
- 16 ☐ Carport
- 17 ☐ Other — Specify

Nonresidential

- 18 ☐ Amusement, recreational
- 19 ☐ Church, other religious
- 20 ☐ Industrial
- 21 ☐ Parking garage
- 22 ☐ Service station, repair garage
- 23 ☐ Hospital, institutional
- 24 ☒ Office, bank, professional
- 25 ☐ Other — Specify

B. OWNERSHIP

- 9a ☒ Private (individual, corporation, nonprofit institution, etc.)
- 9b ☐ Public (Federal, State, or local government)

C. COST

- 10 Cost of improvement \$ 150⁰⁰
To be installed but not included in the above cost
 - a. Electrical
 - b. Plumbing
 - c. Heating, air conditioning
 - d. Other (elevator, etc.)
- 11 TOTAL COST OF IMPROVEMENT \$ 150⁰⁰

(Omit cents)

Nonresidential — Describe in detail proposed use of buildings, e.g., food processing plant, machine shop, laundry building at hospital, elementary school, secondary school, college, parochial school, parking garage for department store, rental office building, office building at industrial plant. If use of existing building is being changed, enter proposed use.

Building will be used as a locally owned boutique specializing in gifts, paper goods, and women's clothing and accessories.

III. SELECTED CHARACTERISTICS OF BUILDING — For new buildings and additions, complete Parts E — J; for wrecking, complete only Part H; for signs complete Part K.

E. PRINCIPAL TYPE OF FRAMING

- 30 ☐ Masonry (wall bearing)
- 31 ☐ Wood frame
- 32 ☐ Structural steel
- 33 ☐ Reinforced concrete
- 34 ☐ Other — Specify

G. TYPE OF MECHANICAL

Will there be central air conditioning?

40 ☐ Yes 41 ☐ No

Will there be an elevator?

42 ☐ Yes 43 ☐ No

H. DIMENSIONS

- 44. Number of stories
- 45. Total square feet of floor area, all floors, based on exterior dimensions
- 46. Total land area, sq. ft.

I. NUMBER OF OFF-STREET PARKING SPACES

- 47. Enclosed
- 48. Outdoors

J. RESIDENTIAL BUILDINGS ONLY

- 49. Number of bedrooms
- 50. Number of bathrooms Full Partial

F. PRINCIPAL TYPE OF HEATING FUEL

- 35 ☐ Gas
- 36 ☐ Oil
- 37 ☐ Electricity
- 38 ☐ Coal
- 39 ☐ Other — Specify

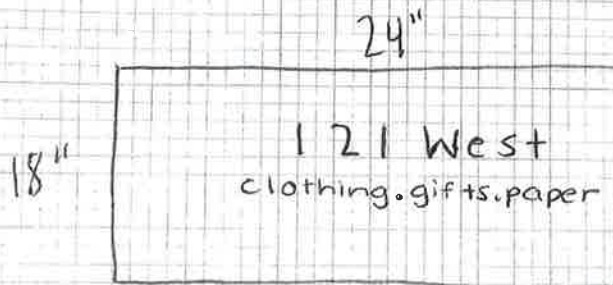
NOTE!

The Building Inspector requires dimensioned plot plans, floor plans, specifications, etc. before a permit will be issued for all structural changes, additions, etc.

NO. 406 STREET Delaware Street

K. DESCRIPTION OF SIGN

51. Type of Sign Wooden sign displaying business Name
52. Dimensions of sign. Length 24" Width 18" Thickness 1/2" Area Flat surface
53. Projection beyond building line _____ Clear height above sidewalk Area = 432 in²
54. If roof sign, give distance back from the edge of roof N/A
55. Material constructed of wood Weight ~ 7.5 pounds
56. Remarks: (State clearly method of operation and attachment, giving size of bolts, chains, anchors, etc.)
Sign will be attached with the pre-existing anchor/chains that is attached to the building.

IV. DESCRIPTION OF PROPOSED WORK — For Applicant Use — Attach two copies of Plans and Specifications**SPECIAL NOTE FOR HISTORIC REVIEW CERTIFICATE APPLICATION**

Describe in detail the nature and scope of all proposed work. Supplemental plans and/or drawing showing all pertinent architectural features and materials to be used are required when any architectural additions or alterations are involved.

V. IDENTIFICATION — To be completed by all applicants

	Name	Mailing Address — Number, Street, City, and State	ZIP Code	Tel. No.
1. Owner or Lessee	Jenna Albright	106 E 4th St. Historic New Castle, DE	19720	267-566-8341
2. Contractor			Builder's License No.	
3. Architect or Engineer				

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and we agree to conform to all applicable laws of this jurisdiction.

Signature of Applicant	Please Print Name	Address	Application Date
Jenna Albright	Jenna Albright	406 Delaware St.	4/22/2025

VI. ZONING PLAN EXAMINERS OR BOARD OF ADJUSTMENT NOTES

DISTRICT

USE

FRONT YARD

SIDE YARD

SIDE YARD

REAR YARD

NOTES

VII. HISTORIC AREA COMMISSION

DATE RECEIVED

HISTORIC AREA REVIEW FEE

50.00

DATE OF INITIAL ACTION BY COMMISSION

CERTIFICATE ISSUED #

ACTION AND/OR
RECOMMENDATION

COMMISSION VOTE

APPROVED DENIED TABLED

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AUTHORIZED SIGNATURE

DATE

VIII. VALIDATION

FOR DEPARTMENT USE ONLY

Building
Permit Number

100.00

Building
Permit Issued

pk11

Building
Permit Fee \$

50.00

Renewal Fee \$

Certificate of Occupancy \$

Approved By

MSC Approval

Date

Use Group

Fire Grading

Live Loading

Occupancy Load

IX. OFFICIAL USE ONLY

Shape: Square/Rectangle

Size (WxH): 18" x 24"

Material: 1/2" High-Density Fiberboard

Coating: None

Printed Side: Front and Back

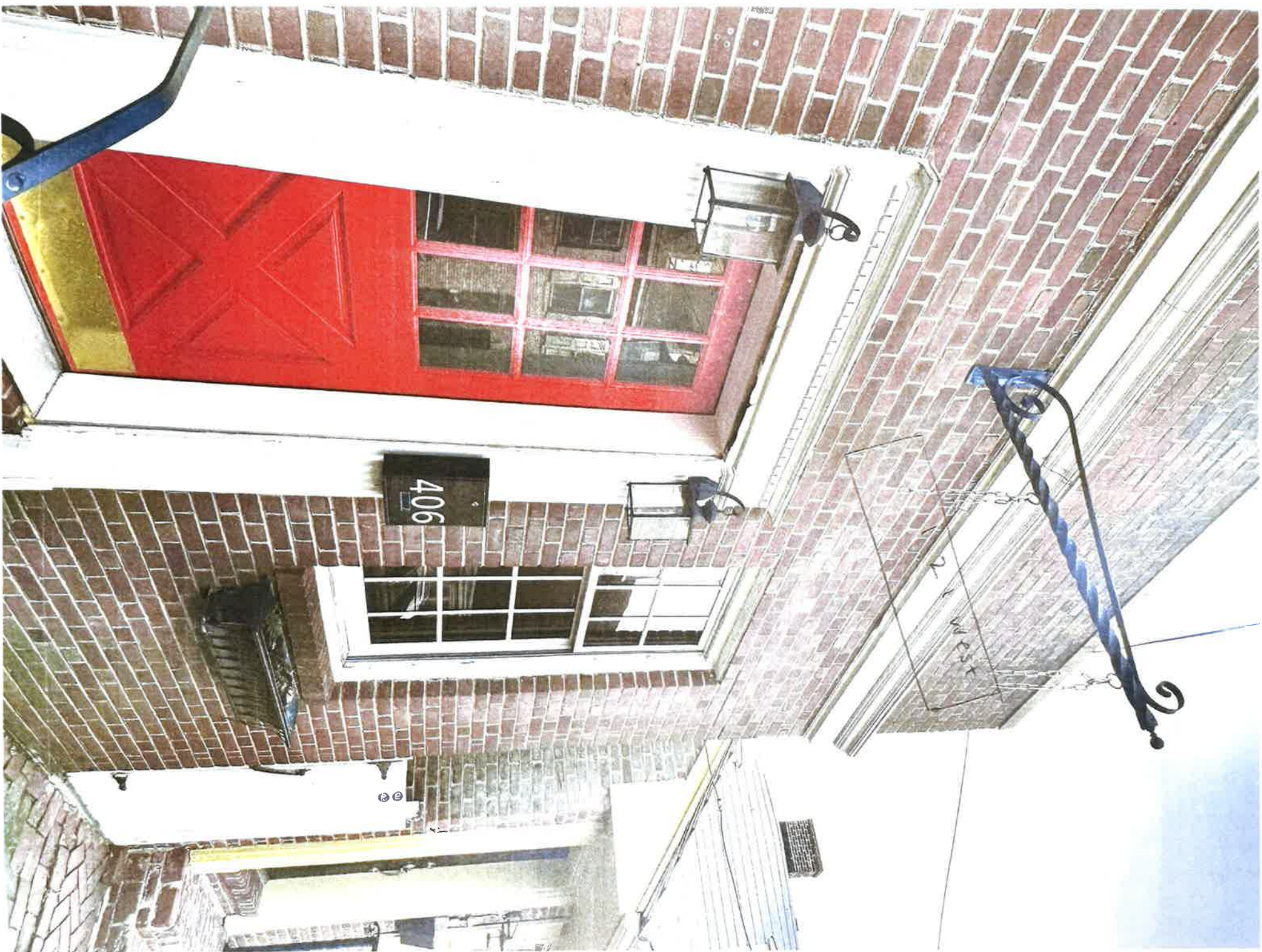
Rounded Corners: None

Front



Back









HISTORIC AREA COMMISSION REVIEW APPLICATION

☐ CONSULTATION ☒ HISTORIC REVIEW CERTIFICATE

Fee	Paid On
\$50.00	

Once a hearing date has been set and a legal notice has been published or posted, the applicant must be prepared to present the request at the scheduled hearing date

1. NAME OF APPLICANT National Association of the Colonial Dames of American in the State of Delaware
 Business (if applicable) _____
 Address PO Box 4026
 City Wilmington State DE Zip Code 19807
 Daytime telephone 302-475-6347 Other phone/email maryhenderer@verizon.net

The above contact information will be used for correspondence. Please ensure this information is accurate.

2. NAME OF PROPERTY OWNER Trustees of New Castle Common
 Business (if applicable) _____
 Address 807 Frenchtown Road
 City New Castle State DE Zip Code 19720
 Daytime telephone (required) 302-322-2809 Other phone _____

3. PROJECT STREET ADDRESS Bull Hill Park, New Castle, DE 2nd 1-chestnut

4. LEGAL DESCRIPTION: Lot ☐ Block ☐ Subdivision _____ Parcel _____

5. EXISTING USE park land PROPOSED USE same

6. PROPOSED PROJECT WORK

A. DEMOLITION



YES



NO

B. REHABILITATION (check repair or replace and provide a description on the line provided)

REPAIR

REPLACE

<input type="checkbox"/>	<input type="checkbox"/>	Roof _____
<input type="checkbox"/>	<input type="checkbox"/>	Roof structures (dormers, chimneys, etc.) _____
<input type="checkbox"/>	<input type="checkbox"/>	Exterior finishes (stucco, masonry, siding) _____
<input type="checkbox"/>	<input type="checkbox"/>	Porch/Deck/Balcony _____
<input type="checkbox"/>	<input type="checkbox"/>	Awning/Canopy _____
<input type="checkbox"/>	<input type="checkbox"/>	Exterior Doors _____
<input type="checkbox"/>	<input type="checkbox"/>	Windows _____
<input type="checkbox"/>	<input type="checkbox"/>	Shutters _____
<input type="checkbox"/>	<input type="checkbox"/>	Foundation (including infill) _____
<input type="checkbox"/>	<input type="checkbox"/>	Exterior lighting & other appurtenances _____
<input type="checkbox"/>	<input type="checkbox"/>	Existing fences, walls & gates _____
<input type="checkbox"/>	<input type="checkbox"/>	Existing parking, walkways & other site features _____

C. NEW CONSTRUCTION (check and specify all work items that apply)

- ☐ New building _____
- ☐ New addition _____
- ☐ New roof structures (dormers, chimneys, etc.) _____
- ☐ New porch/deck/balcony _____
- ☐ New awning/canopy _____
- ☐ New entrances _____
- ☐ New window opening/sashes _____
- ☐ New exterior lighting _____
- ☐ New fence/wall/gate _____
- ☐ New parking/walkways/other site features _____
- ☐ Exterior utility service/mechanical equipment _____

D. STREETSCAPE (check and specify all work items that apply)

- ☐ Streetlights
- ☒ Furniture & equipment (benches, bollards, utilities equipment, charging stations, etc)
- ☐ Curbs and sidewalks

7. OVERALL PROJECT DESCRIPTION (attach additional pages if necessary)

Enter Description here: The NSCDA-DE was involved with the Society of the Colonial Wars in the State of Delaware's move of our 1905 commemorative Fort Casimir stone from the intersection of 2nd and Chestnut Streets to its current location in Bull Hill Park. This granite stone, now mounted on a pedestal, was formally dedicated in June 2024. In order to compete the site, the NSCDA-DE would like to erect a second educational sign, and place it such as to create a triangular configuration of an educational sign on either side of the existing park bench, with the monument at the apex. The old curent sign discusses Fort Casimir; the new sign will discuss the evolving use of the space after the Fort was abandoned in 1670s. We plan to work with Wade Catts and South River Heritage Consulting, LLC to develop this final panel to be titled "Fort Casimir Site: an Evolving Landscape 1600-2025." This new panel will match the existing panel at 35" by 23" with a 3/4" border/lip. It will be 31" high at the front and 42 1/2" at the back, and created by Hopewell Manufacturing of Waynesboro, PA. These are the same people who created the sign that currently sits at the site. We anticipate that this additional signage will fully compete the commemoration of the Fort Casimir.

8. AGREEMENT

If the applicant is different than the property owner, the application must be signed by both parties.

I have examined this application, its requirements and to my knowledge and belief, is a true, correct, and complete application. In filling out this application, I understand that it becomes part of the Public Record of the City of New Castle and hereby certify that all information contained herein is accurate to the best of my knowledge.

I further understand that if this application is for a Consultation, preapplication consultations resulting in a recommendation for conceptual approval by HAC are advisory in nature and shall inure no rights in the applicant. No project work may be taken based solely upon a recommendation following consultation with HAC. I must still obtain an approved Historic Review Certificate before project work can begin.

I also understand that further development approvals, reviews, and a building permit may also be required prior to starting project work and will consult with the City Building Official for specific project requirements.

PRINT APPLICANT'S NAME Mary Lawshe Henderer, President NSCDA-DE

SIGNATURE OF APPLICANT Mary Lawshe Henderer

DATE May 21, 2025

PRINT OWNER'S NAME Trustees of New Castle Common

SIGNATURE OF OWNER Thom H. Wilson Jr

DATE 5/21/2025

APPLICANT COMPLETENESS REVIEW CHECKLIST & ACKNOWLEDGMENT

All work performed in a Historic District, Residence or Commercial, requires prior approval of the Historic Area Commission (HAC) and the issuance of a Historic Review Certificate pursuant to Section 230-45 of the Zoning Code.

Applicants for work to be done in Historic Zoning Districts must submit applications to the Historic Area Commission and obtain the required certificate in addition to obtaining a building permit.

All proposed work items shall be reviewed for consistency and compliance with the most recent edition of the "City of New Castle Historic Area Commission Guidelines and Standards" and its Supplements. Copies of this document are available the website at <https://newcastlecity.delaware.gov/historic-area-commission/>

Relevant information necessary for the issuance of a HAC Review Certificate include, but are not be limited to, the below items depending on the scope and scale of the project and as referenced in the "Plan Requirements" section in the *Historic Area Commission Guidelines and Standards*. The minimum application requirements for each scope of work are indicated below. Discuss the project with City Staff if the project is unique and needs to be addressed in a different manner. Applications must be sufficiently complete at the time of submittal for inclusion on the agenda of the HAC meeting.

Complete applications must be submitted up to 15 days before the meeting to be included on the agenda.

MLH

INITIAL CONFIRMING YOU HAVE READ AND UNDERSTAND THE ABOVE STATEMENTS

*The below is a list of requirements based upon the scope of work. *To be completed by planning staff*

ROOFS AND ROOFING (sheathing, framing, chimneys, dormers, cupola, parapet, cornice, eave, bracket, drainage system, etc.)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing roof and affected features |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure or sample of proposed roof surface including applicable colors, patterns, material, texture |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing roof and/or roof feature and the extent of the affected area. Permanent removal of major historic architectural features requires partial demolition application. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled drawing of existing and proposed conditions if roof or roof feature will change its shape, scale, size, profile, pattern (not necessary for roof sheathing changes only) |

EXTERIOR FINISHES (wood siding and decorative features, masonry surfaces and features, stucco)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing surface or feature including close-up and full building perspective |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure or sample of proposed finish including applicable colors, patterns, material, texture, dimensions of reveals, mortar width/color as applicable |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing the siding, finish, or feature and the extent of the affected area |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled drawing of existing and proposed conditions if full replacement material is proposed which will change the appearance of the building through its shape, scale, size, profile, pattern, and/or texture |

PORCHES, DECKS, BALCONIES (including loggias/colonnades, porch enclosures, associated decorative features)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing porch/deck/balcony or location of proposed porch/deck/balcony |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the building and existing or proposed porch/deck/balcony and property lines if applicable |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation(s) showing the building and existing or proposed porch/deck/balcony |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled detail of existing or proposed porch/deck/balcony showing material, construction detail, finish details |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing the existing porch/deck/balcony and the extent of the affected area. Permanent removal of major historic architectural features requires partial demolition application. |

AWNING/CANOPY

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing awning/canopy or location of proposed awning/canopy |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the building and existing or proposed awning/canopy location and property lines if applicable |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation(s) showing the building façade and existing or proposed awning/canopy. A 'typical' elevation can be used if all awning/canopies are exactly the same and have the same impact to the façade |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled detail of existing or proposed awning/canopy showing shape, placement, color, and construction details to include supporting structure, framing, hardware, and anchors/attachment details |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing the existing awning/canopy and the extent of the affected area |

EXTERIOR DOORS (door openings, doors, screen doors, trim and details such as transoms, sidelights, hoods, hardware)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing door(s) or location of proposed new door opening(s) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation(s) showing the building façade and existing or proposed door (not necessary for just replacement door in existing door opening) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | For new openings, a scaled wall section |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure, sample, or scaled drawing of proposed door(s) including material, all dimensions, finish, glazing, and hardware |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing the existing door(s) and the extent of the affected area. |

CONTINUED

The below is a list of requirements based upon the scope of work. (To be completed by planning staff)

WINDOWS (windows, shutters, and other associated features)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of affected window(s) or location(s) of proposed new window opening(s) For new openings, a |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | scaled wall section with proposed window |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure or sample showing the material, window type, all dimensions and profiles, finish, glazing, and hardware |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation of existing and proposed window; a "typical" elevation can be used if multiple windows are affected as long as the existing and proposed conditions are identical at each location |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | For replacing historic windows: a window evaluation including locations, condition of paint, condition of frame and sill, condition of sash (rails, stiles, muntins), glazing problems, hardware type and condition, overall condition assessment by qualified professional. |

FOUNDATION (replacement, infill, alteration including elevation)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of affected foundation in detail and in context of whole building and adjacent buildings |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing building footprint and extent of existing and proposed foundation wall/piers/slab or infill |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Material sample, scaled detail drawing, and/or brochure showing the proposed material(s), colors, finish, pattern, and construction details |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing the existing foundation and the extent of the affected area. Permanent removal of major historic architectural features requires partial demolition application. |

EXTERIOR ELECTRICAL/MECHANICAL (light fixtures, vents, utilities, HVAC units, pool systems, vending)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing details and context of affected site area within view of the proposed project |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure, sample, or scaled drawing showing the materials, light intensity, hardware, colors/finish |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | For new equipment, scaled drawing showing proposed project with context site and/or building |

FENCES/WALLS/GATES

- | | | | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing site area of proposed fence/wall/gate and detail photo of any existing fence/wall/gate |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the property line, building footprints, sidewalks, driveways and other major site features and proposed fence/wall (smaller projects may not require a scaled site plan like short extensions of existing fences/walls) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Drawing of proposed fence/wall/gate showing material, finish, height, spacing distance, shapes, patterns, hardware, construction section |

PARKING, LANDSCAPE OR OTHER SITE FEATURE (plant materials, sidewalk, driveway, fountain, pool, ramp, trellis, well)

- | | | | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing site area within view of proposed feature and detail photo of any existing affected features |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the property line, building footprints, sidewalks, driveways and other major site features and proposed feature (smaller projects may not require a scaled site plan if limited to a small area) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Details of proposed features including material, finish, height, spacing, shapes, patterns, hardware, construction details such as a section drawing |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Plant material list with identification, quantity, size at planting and maturity, spacing |

NEW CONSTRUCTION (accessory structure/outbuilding, garage, and other new buildings)

- | | | | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing site area within view of proposed construction with context area |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing property line and existing site features like buildings, sidewalks, driveways |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the property line and proposed construction |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled landscape plan |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation drawings showing existing building(s) and major site features |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation drawings showing proposed building(s) and major site features |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Wall sections |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Refer to details above for related roof, finishes, porches, doors, windows, foundation, electrical/mechanical |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation drawing (line drawing with minimal detail) showing the existing and proposed streetscape |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled footprint diagram showing proposed building footprint(s) and surrounding existing building footprints |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Written summary describing existing and proposed conditions and project's consistency with zoning code |

Tier 01 Review

Tier 2 Review

PRINT

☐
☐

Project Address: _____

Reviewed for completion by: _____

Date: _____

This is an application only - if approved, permit will be mailed to applicant.

CITY OF NEW CASTLE

Building Department

220 Delaware Street

New Castle, DE 19720 • 302-322-9801 • Fax 302-322-9814



PERMIT#

**APPLICATION FOR
PLAN EXAMINATION AND
BUILDING PERMIT**

**REQUEST FOR HISTORIC
REVIEW CERTIFICATE**

IMPORTANT — Applicant to complete all items in sections: I, II, III IV, and V.

I. LOCATION OF BUILDING	AT (LOCATION) Bull Hill Park	Zoning District	
	(NO.)	(STREET)	
	BETWEEN foot of Chestnut	AND 2nd Streets	
	(CROSS STREET)	(CROSS STREET)	
	SUBDIVISION	LOT	BLOCK
		LOT SIZE	

II. TYPE AND COST OF BUILDING — All applicants complete Parts A — D

A. TYPE OF IMPROVEMENT		D. PROPOSED USE — For "Wrecking" most recent use	
1 <input type="checkbox"/> New building		Residential	
2 <input type="checkbox"/> Addition (If residential, enter number of new housing units added, if any, in Part D, 13)		12 <input type="checkbox"/> One family	
3 <input type="checkbox"/> Alteration (See 2 above)		13 <input type="checkbox"/> Two or more family — Enter number of units	
4 <input type="checkbox"/> Repair, replacement (Explain in Sec. IV)		14 <input type="checkbox"/> Transient hotel, motel, or dormitory — Enter number of units	
5 <input type="checkbox"/> Wrecking (If multifamily residential, enter number of units in building in Part D, 13)		15 <input type="checkbox"/> Garage	
6 <input type="checkbox"/> Moving (relocation)		16 <input type="checkbox"/> Carport	
7 <input type="checkbox"/> Foundation only		17 <input type="checkbox"/> Other — Specify	
8 <input checked="" type="checkbox"/> Fence, sign			
B. OWNERSHIP			
9a <input type="checkbox"/> Private (individual, corporation, nonprofit institution, etc.)			
9b <input type="checkbox"/> Public (Federal, State, or local government)			
C. COST			
10 Cost of improvement		(Omit cents)	
To be installed but not included in the above cost		\$ 2,250.00	
a. Electrical			
b. Plumbing			
c. Heating, air conditioning			
d. Other (elevator, etc.)			
11 TOTAL COST OF IMPROVEMENT		\$ 2,250.00	
Nonresidential — Describe in detail proposed use of buildings, e.g., food processing plant, machine shop, laundry building at hospital, elementary school, secondary school, college, parochial school, parking garage for department store, rental office building, office building at industrial plant. If use of existing building is being changed, enter proposed use.			

III. SELECTED CHARACTERISTICS OF BUILDING — For new buildings and additions, complete Parts E — J; for wrecking, complete only Part H; for signs complete Part K.

E. PRINCIPAL TYPE OF FRAMING		G. TYPE OF MECHANICAL		H. DIMENSIONS	
30 <input type="checkbox"/> Masonry (wall bearing)		Will there be central air conditioning?		44. Number of stories	
31 <input type="checkbox"/> Wood frame		40 <input type="radio"/> Yes 41 <input checked="" type="radio"/> No		45. Total square feet of floor area, all floors, based on exterior dimensions	
32 <input type="checkbox"/> Structural steel		Will there be an elevator?		46. Total land area, sq. ft.	
33 <input type="checkbox"/> Reinforced concrete		42 <input type="radio"/> Yes 43 <input checked="" type="radio"/> No		I. NUMBER OF OFF-STREET PARKING SPACES	
34 <input checked="" type="checkbox"/> Other — Specify metal				47. Enclosed	
F. PRINCIPAL TYPE OF HEATING FUEL		NOTE!		48. Outdoors	
35 <input type="checkbox"/> Gas		The Building Inspector requires dimensioned plot plans, floor plans, specifications, etc. before a permit will be issued for all structural changes, additions, etc.		J. RESIDENTIAL BUILDINGS ONLY	
36 <input type="checkbox"/> Oil				49. Number of bedrooms	
37 <input type="checkbox"/> Electricity				50. Number of bathrooms	
38 <input type="checkbox"/> Coal				Full	
39 <input type="checkbox"/> Other — Specify				Partial	

K. DESCRIPTION OF SIGN

51. Type of Sign educational sign to match the existing sign
52. Dimensions of sign. Length 35" Width 23" Thickness _____ Area 455"
53. Projection beyond building line _____ Clear height above sidewalk 31" (front) 42 1/2" back
54. If roof sign, give distance back from the edge of roof _____
55. Material constructed of metal Weight _____
56. Remarks: (State clearly method of operation and attachment, giving size of bolts, chains, anchors, etc.)

This sign will exactly match the educational sign already in place in Bull Hill Park.

IV. DESCRIPTION OF PROPOSED WORK — For Applicant Use — Attach two copies of Plans and Specifications

Type brief description of work here: Along with the Society of the Colonial Wars in the State of Delaware, we were involved with the move of our 1905 commemorative Fort Casimir stone from the intersection of chestnut and 2nd Streets to its current location in Bull Hill Park, New Castle, DE. The granite stone is now mounted on a pedestal, and was formally dedicated in June 2024. We now wish to complete the project by erecting a second educational sign to be placed to the front right of the commemorative stone to create a triangular configuration of two signs, a park bench and a monument. The existing sign discusses Fort Casimir; the new one the use of the space after the Fort was demolished in 1675. It is to be titled "Fort Casimir: An evolving Landscape, 1600-2025."

SPECIAL NOTE FOR HISTORIC REVIEW CERTIFICATE APPLICATION

Describe in detail the nature and scope of all proposed work. Supplemental plans and/or drawing showing all pertinent architectural features and materials to be used are required when any architectural additions or alterations are involved.

V. IDENTIFICATION — To be completed by all applicants

	Name	Mailing Address — Number, Street, City, and State	ZIP Code	Tel. No.
1. Owner or Lessee	Trustees of New Castle Common	<u>407</u> 470 Frenchtown Road	<u>19720</u>	302-322-2809
		New Castle, DE		
2. Contractor	Hopewill Manufacturing, Inc	217 N Franklin Street	Builder's License No.	301-582-2343
		Waynesboro, PA		
3. Architect or Engineer	South River Heritage Consulting	310 Arbour Drive	<u>19713</u>	302-383-5144
		Newark, DE		

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and we agree to conform to all applicable laws of this jurisdiction.

Signature of Applicant <u>Mary Lawshe Henderer</u>	Please Print Name Mary Lawshe Henderer	Address PO Box 4026, Wilmington, DE 19807	Application Date May 21, 2025
---	---	--	----------------------------------

VI. ZONING PLAN EXAMINERS OR BOARD OF ADJUSTMENT NOTES

DISTRICT _____

USE _____

FRONT YARD _____

SIDE YARD _____

SIDE YARD _____

REAR YARD _____

NOTES _____

_____**VII. HISTORIC AREA COMMISSION**

DATE RECEIVED _____

HISTORIC AREA REVIEW FEE _____

DATE OF INITIAL ACTION BY COMMISSION _____

CERTIFICATE ISSUED # _____

ACTION AND/OR
RECOMMENDATION _____

COMMISSION VOTE

APPROVED DENIED TABLED

☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐

AUTHORIZED SIGNATURE _____

DATE _____

VIII. VALIDATIONBuilding
Permit Number _____Building
Permit Issued _____Building
Permit Fee \$ _____

Renewal Fee \$ _____

Certificate of Occupancy \$ _____

MSC Approval _____
Date _____**FOR DEPARTMENT USE ONLY**

Use Group _____

Fire Grading _____

Live Loading _____

Occupancy Load _____

Approved By: _____

IX. OFFICIAL USE ONLY

PRINT

EMAIL FORM

From: MARY L HENDERER maryhenderer@verizon.net
Subject: Fwd: Fort Casimir Site
Date: April 9, 2025 at 1:36 PM
To: Karen Marshall ksism@verizon.net, Sandy Beale elfshole@icloud.com

Over the first hurdle. . . .!

Sent from my iPad

Begin forwarded message:

From: Lauren Willis <l.willis@trusteesncc.org>
Date: April 9, 2025 at 12:44:38 PM EDT
To: maryhenderer@verizon.net
Cc: "Thomas H. Wilson, Jr." <t.wilson@trusteesncc.org>, "Michael J. Alfree, Sr." <m.alfree@trusteesncc.org>
Subject: Fort Casimir Site

Good Afternoon Mary,

I am reaching out on behalf of the Trustees of the New Castle Common and the Fort Casimir Site Sign that you were looking to put up at Bull Hill Park. The Board met earlier this month and has approved the project but was reminded that you will need to proceed with approval from the Historic Area Commission (HAC) in New Castle prior to putting up.

We also wanted to confirm the wording on the sign because we have two different communications that list it differently.

The title should state - Fort Casimir Site: An Evolving Landscape 1600-2024

Please reach out with any questions.

Thank you,

Lauren Willis

General Manager, Trustees of the New Castle Common
Office - 302.322.2809 Ext. 2
Cell - 302.596.1200

Fort Casimir Signage Proposal

NSCDA-DE



The NSCDA-DE proposes the completion of the Fort Casimir Historical Site by the placement of additional signage. This signage would further educate the public in the use of the site since the Fort was demolished during the 1670s.

It would be placed on the opposite side of the bench, and in the same position relevant to the existing signage. The new sign would then create a triangular configuration of monument, two signs and a bench.

(Photo taken from behind the monument toward the existing sign and bench.)

The proposed sign would be the exact dimensions as the existing sign, and of the same material. It would rest on a brick pad in the same dimensions as that beneath the existing sign.

The sign would be entitled "Fort Casimir Site: An Evolving Landscape, 1650-2025," and created Hopewell Manufacturing of Waynesboro, PA. This is the same company that was contracted to create the existing sign. The proposed signage will tell the story of the land's use during the past 350 years.



May 21, 2025

(Photo of the existing sign)



SOUTH RIVER HERITAGE CONSULTING LLC
Wade P. Catts, RPA, Principal
310 Arbour Drive
Newark DE 19713
wadecatts@gmail.com
302.383.5144

VIA ELECTRONIC MAIL

December 10, 2024

To: Mary Henderer, President, NSCDA-DE

Re: Professional Services Proposal
Development of new signage at Site of Fort Casimir
City of New Castle, Delaware

Dear Mary:

South River Heritage Consulting, LLC (SRHC) is pleased to present this professional services proposal for the project reference above.

South River Heritage Consulting, LLC is a Delaware-based consulting firm in Newark, Delaware. Wade P. Catts is the firm's principal. The firm is licensed in Delaware (License No. 2017606170).

Scope of Services

Based on our site visit of November 16, 2024 and the written notes of that visit provided by Karn Marshall, it is my understanding that SRHC will be retained as an historical consultant to develop the draft and final wayfinding panel to be placed at the site of Fort Casimir in the City of New Castle.

The specifics of the proposed new panel are as follows:

Title: *Fort Casimir: An Evolving Landscape 1600-2024*

Size: 35" L x 23" W with a 3/4" border/lip. The current on-site panel is 31" high in front and 42 1/4" high in the back.

Word Count: Approx. 135 words

In consultation with the NSCDA-DE, SRHC will develop a draft and final version of the panel. This will include text and imagery. Based on the field visit and the notes of that visit, SRHC will prepare draft text and imagery intended to focus on the evolving landscape of this space. It is anticipated that the following four topics and time periods will be covered by the panel:

1. 17th century: The Sand Hook. Imagery proposed 3D drawing of fort's bastions. Text: Discussion of the Sandy Hook and the early colonial settlement at this location, noting that Native American occupation preceded the colonial settlement by 1000s of years.

2. 18th and 19th century: Possible imagery, image from Beers' *Atlas of the State of Delaware* (1868). Text: Discussion of the name "Bull Hill" – Bullfights and recreation. Demolition of the fort in 1670s, new forts at Courthouse and Battery Park. Mid-nineteenth century, rise of mercantile activities – loss a Fort Casimir bastion to the c1860 coal merchant
3. 20th Century: Proposed imagery: Aerial view of the Pennsville-New Castle Ferry terminal, c1925. Text: development of this space to accommodate automobile travel across the river, loss of southern bastion of Fort Casimir.
4. 21st Century: Text: The story of the ferry that evolved into the Delaware Memorial Bridge which stands today (gets visitors to look to their right to see the Bridge, which replaced the Ferry circa 1952.

The panel will also include a QR code linking to the website of the New Castle Historical Society (NCHS) that features the recent Fort Casimir exhibit. The use of this QR code will be coordinated with staff of the NCHS. It is also anticipated, though not the responsibility of SRHC, that a QR Code will also be added to the on-site bench tying into a separate NCHS's project proposed throughout the City of New Castle.

SRHC proposes to develop one (1) draft text and imagery for the panel, with appropriate consultation and approval from the NSCDA-DE. Following review of the draft, SRHC will produce a final version that in an electronic format that is acceptable to the sign manufacturer. The current wayfinding panel on-site was created by Hopewell Manufacturing of Waynesboro, Pennsylvania. It is anticipated that NSCDA-DE representatives will furnish information and/or edits, and render approvals and decisions as expeditiously as necessary for the orderly progress of the work.

Communication with the wayfinding panel manufacturer will be the responsibility of others and will not be the responsibility of SRHC.

The actual panel fabrication will be arranged and compensated by others.

Compensation and Terms

SRHC will provide the services outlined above for a not-to-exceed fee of seven hundred dollars (\$700) inclusive of all labor, overhead, and reimbursable expenses and fees associated with the project. NSDA-DE agrees to pay as compensation for services rendered, plus expenses reasonably and actually incurred on NSDA-DE's behalf. The hourly rate for SRHC is \$70/hour.

Proposed services to be provided by SRHC hereunder will commence January 1, 2025 and end on June 30, 2025. At its discretion, NSDA-DE reserves the right to extend this contract with the agreement of Services

This Proposal is valid for ninety (90) calendar days from the date written above. Upon execution by HCA, this Proposal shall constitute an Agreement for Professional Services between NSDA-DE and SRHC.

I trust that the Scope of Services, Schedule, and Compensation/Terms outlined in this Professional Services proposal are responsive to your needs. I appreciate this opportunity to be of service and assisting the State in the acquisition of this significant historical property. Should you have any questions or wish to discuss this project further, please do not hesitate to contact me at (302) 383-5144.

Sincerely,

South River Heritage Consulting, LLC

ACCEPTED:



Wade P. Catts, RPA
Principal

BY: _____

NAME (Print) _____

TITLE: _____

DATE: _____

HOPEWELL MANUFACTURING COST PROPOSAL

12/11/2024

Billing address:

New Castle Historical Society

30 Market Street

New Castle, PA 19720

Karen Marshall, ksism@verizon.net, 610-357-0187

* This quote is good for 30 Days

Ship Address:

same

We propose to furnish labor and/or material for the following:

One (1) 36" w x 24" h interpretive exhibits, full color ink jet digital image for fiberglass embedment: \$644 each

- The customer will supply a complete production-ready artwork, suitable to Hopewell Manufacturing.
- One (1) full size, full color high-pressure laminate 1/8" thick panel will then be manufactured.

Optionally, the customer will supply a complete exhibit plan including title, text and mixed-media production-ready artwork (suitable to Hopewell). Hopewell will design, and revise as needed, a PDF graphic layout for customer review and approval. **\$75 per hour – anticipate 4 - 6 hours**

One (1) 36" w x 24" h Low Profile Traditional, in-ground mount aluminum exhibit display structures will also be produced: \$680 each

Standard Frame Colors: GI Charcoal NPS Brown Medium Gray Yorktown Green
Additional costs will incur for non-standard Colors

Black

**** circle color choice above ****

The aluminum exhibit structure will be shipped prepaid to New Castle, DE **\$250**
(off truck delivery only, any other needs will be an extra charge)

We propose to furnish the above for the sum of:

One thousand five hundred seventy-four dollars-----00/100

\$1,574.00

(*all orders subject to 6% PA sales tax, to be added, unless we receive a tax-exempt form)**

Payment to be made as follows: **50% deposit due with order, balance due net 30 after delivery**

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work specified. Payment will be made as outlined above.

Date of Acceptance _____ Authorized Signature _____

*****Shipments:** When you receive your items, examine it for damage, if damage to the cartons, packaging, etc, note this on the delivery sheet, TAKE PICTURES! If you take delivery and there is damage and it is not noted, we cannot be responsible, or get compensation from the trucking company. You would be responsible to reorder the items at your own costs. Take the time and open the damage suspected containers, the trucker will wait.

	HOPEWELL MANUFACTURING INC		HOPEWELL <i>Graphics</i>	217 N Franklin Street Waynesboro, PA 17268 301-582-2343 877-521-2787 301-582-4736 fax www.hopewellmfg.com
---	---	---	------------------------------------	--

*****Note: Exhibits are manufactured only after final Artwork approval. Due to the volatile nature of material prices, starting 60 days after acceptance of the Cost Proposal, we may impose an additional charge of 5%. An additional 5% may be added for each additional 60-day period until final Artwork approval. Shipping charges will be subject to adjustment as well.**



HISTORIC AREA COMMISSION REVIEW APPLICATION

☐

CONSULTATION

☐

HISTORIC REVIEW CERTIFICATE

Fee	Paid On
\$50.00	

Once a hearing date has been set and a legal notice has been published or posted, the applicant must be prepared to present the request at the scheduled hearing date

1. NAME OF APPLICANT Charles and Elen Kentnor
 Business (if applicable) _____
 Address 142 E. 2nd Street
 City New Castle State DE Zip Code 19720
 Daytime telephone 520-591-0425 Other phone/email ckentnor@icloud.com

The above contact information will be used for correspondence. Please ensure this information is accurate.

2. NAME OF PROPERTY OWNER Same
 Business (if applicable) _____
 Address _____
 City _____ State _____ Zip Code _____
 Daytime telephone (required) _____ Other phone _____

3. PROJECT STREET ADDRESS 142 E. 2nd Street

4. LEGAL DESCRIPTION: Lot ☐ Block ☐ Subdivision New Castle Parcel 2101520062

5. EXISTING USE Residence PROPOSED USE Residence

6. PROPOSED PROJECT WORK

A. DEMOLITION

☐

YES

☒

NO

B. REHABILITATION (check repair or replace and provide a description on the line provided)

REPAIR

REPLACE

☐
☐

Roof _____

☐
☐

Roof structures (dormers, chimneys, etc.) _____

☐
☐

Exterior finishes (stucco, masonry, siding) _____

☐
☐

Porch/Deck/Balcony _____

☐
☐

Awning/Canopy _____

☐
☐

Exterior Doors _____

☐
☐

Windows _____

☐
☐

Shutters _____

☐
☐

Foundation (including infill) _____

☐
☐

Exterior lighting & other appurtenances _____

☐
☐

Existing fences, walls & gates _____

☐
☐

Existing parking, walkways & other site features _____

C. NEW CONSTRUCTION (check and specify all work items that apply)

- ☐ New building _____
- ☒ New addition 12x16 addition w/ 4' breezeway on back of house
- ☐ New roof structures (dormers, chimneys, etc.) _____
- ☐ New porch/deck/balcony _____
- ☐ New awning/canopy _____
- ☐ New entrances _____
- ☐ New window opening/sashes _____
- ☐ New exterior lighting _____
- ☐ New fence/wall/gate _____
- ☐ New parking/walkways/other site features _____
- ☐ Exterior utility service/mechanical equipment _____

D. STREETSCAPE (check and specify all work items that apply)

- ☐ Streetlights
- ☐ Furniture & equipment (benches, bollards, utilities equipment, charging stations, etc)
- ☐ Curbs and sidewalks

7. OVERALL PROJECT DESCRIPTION (attach additional pages if necessary)

Enter Description here: Add 12x16 addition with a 4' long covered breezeway connecting to existing home. The addition is to be used as an artist's studio and a tv room. Heating and a/c will be provided by a mini-split and the compressor will not be visible from the street. Siding and roofing materials will be compatible with existing home.

8. AGREEMENT

If the applicant is different than the property owner, the application must be signed by both parties.

I have examined this application, its requirements and to my knowledge and belief, is a true, correct, and complete application. In filling out this application, I understand that it becomes part of the Public Record of the City of New Castle and hereby certify that all information contained herein is accurate to the best of my knowledge.

I further understand that if this application is for a Consultation, preapplication consultations resulting in a recommendation for conceptual approval by HAC are advisory in nature and shall inure no rights in the applicant. No project work may be taken based solely upon a recommendation following consultation with HAC. I must still obtain an approved Historic Review Certificate before project work can begin.

I also understand that further development approvals, reviews, and a building permit may also be required prior to starting project work and will consult with the City Building Official for specific project requirements.

PRINT APPLICANT'S NAME Charles B. and Elen I. Kentnor

SIGNATURE OF APPLICANT   DATE 5/15/2025

PRINT OWNER'S NAME Charles B. and Elen I. Kentnor

SIGNATURE OF OWNER   DATE 5/15/2025

APPLICANT COMPLETENESS REVIEW CHECKLIST & ACKNOWLEDGMENT

All work performed in a Historic District, Residence or Commercial, requires prior approval of the Historic Area Commission (HAC) and the issuance of a Historic Review Certificate pursuant to Section 230-45 of the Zoning Code.

Applicants for work to be done in Historic Zoning Districts must submit applications to the Historic Area Commission and obtain the required certificate in addition to obtaining a building permit.

All proposed work items shall be reviewed for consistency and compliance with the most recent edition of the "City of New Castle Historic Area Commission Guidelines and Standards" and its Supplements. Copies of this document are available the website at <https://newcastlecity.delaware.gov/historic-area-commission/>

Relevant information necessary for the issuance of a HAC Review Certificate include, but are not be limited to, the below items depending on the scope and scale of the project and as referenced in the "Plan Requirements" section in the *Historic Area Commission Guidelines and Standards*. The minimum application requirements for each scope of work are indicated below. Discuss the project with City Staff if the project is unique and needs to be addressed in a different manner. Applications must be sufficiently complete at the time of submittal for inclusion on the agenda of the HAC meeting.

Complete applications must be submitted up to 15 days before the meeting to be included on the agenda.

INITIAL CONFIRMING YOU HAVE READ AND UNDERSTAND THE ABOVE STATEMENTS

The below is a list of requirements based upon the scope of work. To be completed by planning staff

ROOFS AND ROOFING (sheathing, framing, chimneys, dormers, cupola, parapet, cornice, eave, bracket, drainage system, etc.)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing roof and affected features |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure or sample of proposed roof surface including applicable colors, patterns, material, texture |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing roof and/or roof feature and the extent of the affected area. Permanent removal of major historic architectural features requires partial demolition application. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled drawing of existing and proposed conditions if roof or roof feature will change its shape, scale, size, profile, pattern (not necessary for roof sheathing changes only) |

EXTERIOR FINISHES (wood siding and decorative features, masonry surfaces and features, stucco)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing surface or feature including close-up and full building perspective |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure or sample of proposed finish including applicable colors, patterns, material, texture, dimensions of reveals, mortar width/color as applicable |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing the siding, finish, or feature and the extent of the affected area |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled drawing of existing and proposed conditions if full replacement material is proposed which will change the appearance of the building through its shape, scale, size, profile, pattern, and/or texture |

PORCHES, DECKS, BALCONIES (including loggias/colonnades, porch enclosures, associated decorative features)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing porch/deck/balcony or location of proposed porch/deck/balcony |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the building and existing or proposed porch/deck/balcony and property lines if applicable |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation(s) showing the building and existing or proposed porch/deck/balcony |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled detail of existing or proposed porch/deck/balcony showing material, construction detail, finish details |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing the existing porch/deck/balcony and the extent of the affected area. Permanent removal of major historic architectural features requires partial demolition application. |

AWNING/CANOPY

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing awning/canopy or location of proposed awning/canopy |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the building and existing or proposed awning/canopy location and property lines if applicable |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation(s) showing the building façade and existing or proposed awning/canopy. A 'typical' elevation can be used if all awning/canopies are exactly the same and have the same impact to the facade |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled detail of existing or proposed awning/canopy showing shape, placement, color, and construction details to include supporting structure, framing, hardware, and anchors/attachment details |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing the existing awning/canopy and the extent of the affected area |

EXTERIOR DOORS (door openings, doors, screen doors, trim and details such as transoms, sidelights, hoods, hardware)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing door(s) or location of proposed new door opening(s) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation(s) showing the building façade and existing or proposed door (not necessary for just replacement door in existing door opening) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | For new openings, a scaled wall section |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure, sample, or scaled drawing of proposed door(s) including material, all dimensions, finish, glazing, and hardware |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing the existing door(s) and the extent of the affected area. |

CONTINUED

The below is a list of requirements based upon the scope of work. (To be completed by planning staff)

WINDOWS (windows, shutters, and other associated features)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of affected window(s) or location(s) of proposed new window opening(s) For new openings, a |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | scaled wall section with proposed window |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure or sample showing the material, window type, all dimensions and profiles, finish, glazing, and hardware |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation of existing and proposed window; a "typical" elevation can be used if multiple windows are affected as long as the existing and proposed conditions are identical at each location |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | For replacing historic windows: a window evaluation including locations, condition of paint, condition of frame and sill, condition of sash (rails, stiles, muntins), glazing problems, hardware type and condition, overall condition assessment by qualified professional. |

FOUNDATION (replacement, infill, alteration including elevation)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of affected foundation in detail and in context of whole building and adjacent buildings |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing building footprint and extent of existing and proposed foundation wall/piers/slab or infill |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Material sample, scaled detail drawing, and/or brochure showing the proposed material(s), colors, finish, pattern, and construction details |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing the existing foundation and the extent of the affected area. Permanent removal of major historic architectural features requires partial demolition application. |

EXTERIOR ELECTRICAL/MECHANICAL (light fixtures, vents, utilities, HVAC units, pool systems, vending)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing details and context of affected site area within view of the proposed project |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure, sample, or scaled drawing showing the materials, light intensity, hardware, colors/finish |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | For new equipment, scaled drawing showing proposed project with context site and/or building |

FENCES/WALLS/GATES

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing site area of proposed fence/wall/gate and detail photo of any existing fence/wall/gate |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the property line, building footprints, sidewalks, driveways and other major site features and proposed fence/wall (smaller projects may not require a scaled site plan like short extensions of existing fences/walls) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Drawing of proposed fence/wall/gate showing material, finish, height, spacing distance, shapes, patterns, hardware, construction section |

PARKING, LANDSCAPE OR OTHER SITE FEATURE (plant materials, sidewalk, driveway, fountain, pool, ramp, trellis, well)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing site area within view of proposed feature and detail photo of any existing affected features |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the property line, building footprints, sidewalks, driveways and other major site features and proposed feature (smaller projects may not require a scaled site plan if limited to a small area) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Details of proposed features including material, finish, height, spacing, shapes, patterns, hardware, construction details such as a section drawing |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Plant material list with identification, quantity, size at planting and maturity, spacing |

NEW CONSTRUCTION (accessory structure/outbuilding, garage, and other new buildings)

- | OK | Need | N/A | |
|-------------------------------------|--------------------------|--------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing site area within view of proposed construction with context area ✓ |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing property line and existing site features like buildings, sidewalks, driveways ✓ |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the property line and proposed construction |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled landscape plan <i>NA</i> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation drawings showing existing building(s) and major site features |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation drawings showing proposed building(s) and major site features |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Wall sections |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Refer to details above for related roof, finishes, porches, doors, windows, foundation, electrical/mechanical |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation drawing (line drawing with minimal detail) showing the existing and proposed streetscape |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled footprint diagram showing proposed building footprint(s) and surrounding existing building footprints |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Written summary describing existing and proposed conditions and project's consistency with zoning code |

Tier 01 Review

Tier 2 Review

PRINT

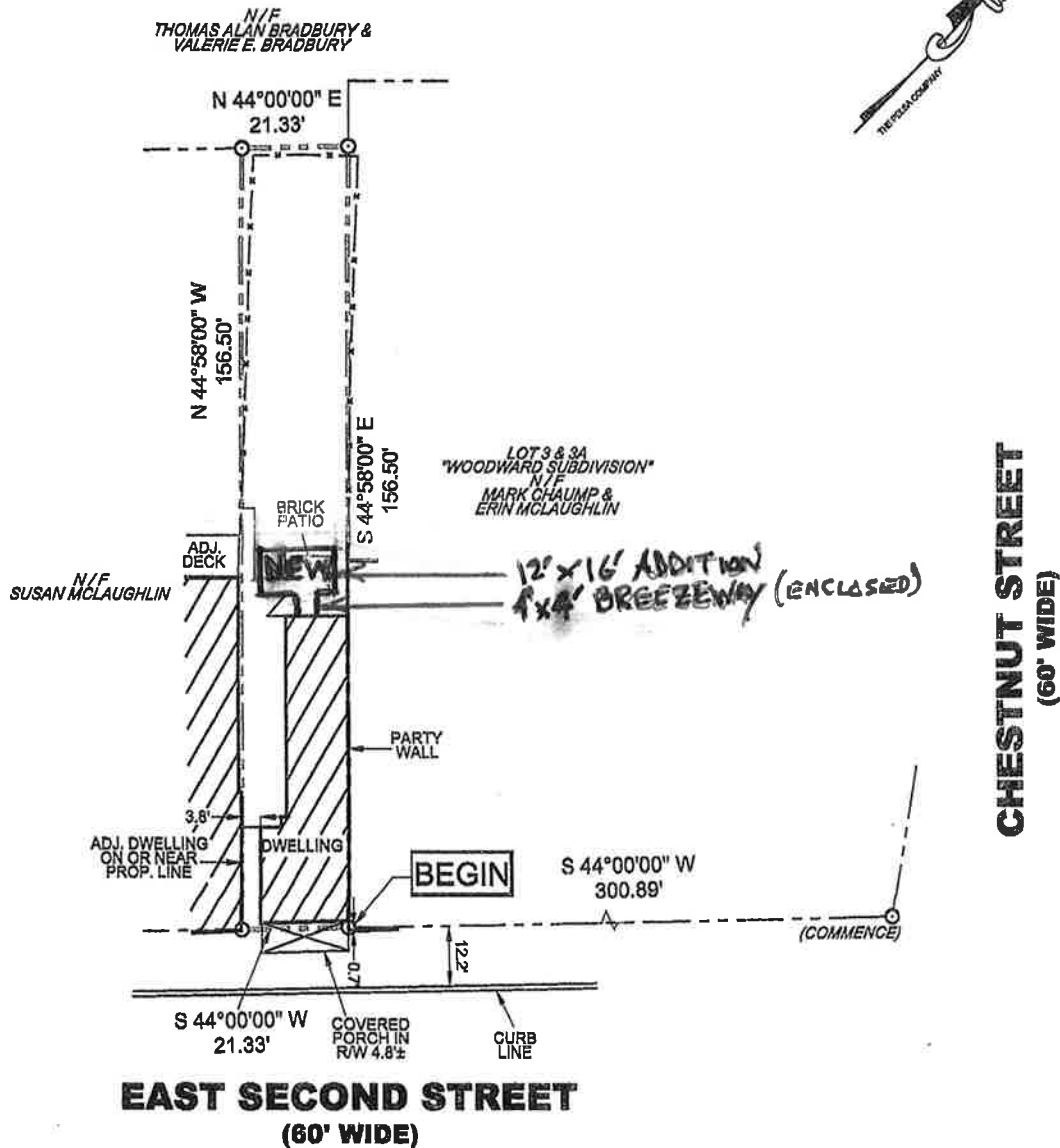
Project Address: _____

Reviewed for completion by: _____ Date: _____

drawing by

174 E and 312th

Historic New Castle



SOURCE OF TITLE: DR 20091203-0076629

TAX PARCEL NO. 21-015.20-062

SOURCE OF BEARING SYSTEM: DR 20091203-0076629

Mortgage Survey Plan

for

Kentnor Family Trust Dated 12/28/00

142 East Second Street

City Of New Castle

New Castle County, Delaware

Index Sheet 1 of 2

THE
PELSA
COMPANY

610 PEOPLES PLAZA
(302) 834-3771

NEWARK, DE 19702
(410) 398-3800

ANY ENCROACHMENTS SHOWN OR NOT SHOWN ON THIS PLAN ARE BASED UPON FOUND CONTROL POINTS. CHANGES COULD OCCUR IF A BOUNDARY SURVEY IS COMPLETED.
IN ACCORDANCE TO THE DELAWARE BOARD OF PROFESSIONAL LAND SURVEYORS' REGULATION 12.7, A WAIVER NOT TO SET CORNER MARKERS HAS BEEN OBTAINED

Engineering, Surveying, Environmental Sciences

THIS PLAN IS OF BENEFIT TO A CONSUMER ONLY INsofar AS IT IS REQUIRED BY A LENDER, TITLE INSURANCE COMPANY OR ITS AGENT IN CONNECTION WITH THE CONTEMPLATED TRANSFER, FINANCING, REFINANCING. THIS PLAN IS NOT A PROPERTY SURVEY, NO FURTHER IMPROVEMENTS SHOULD BE MADE FROM IT.

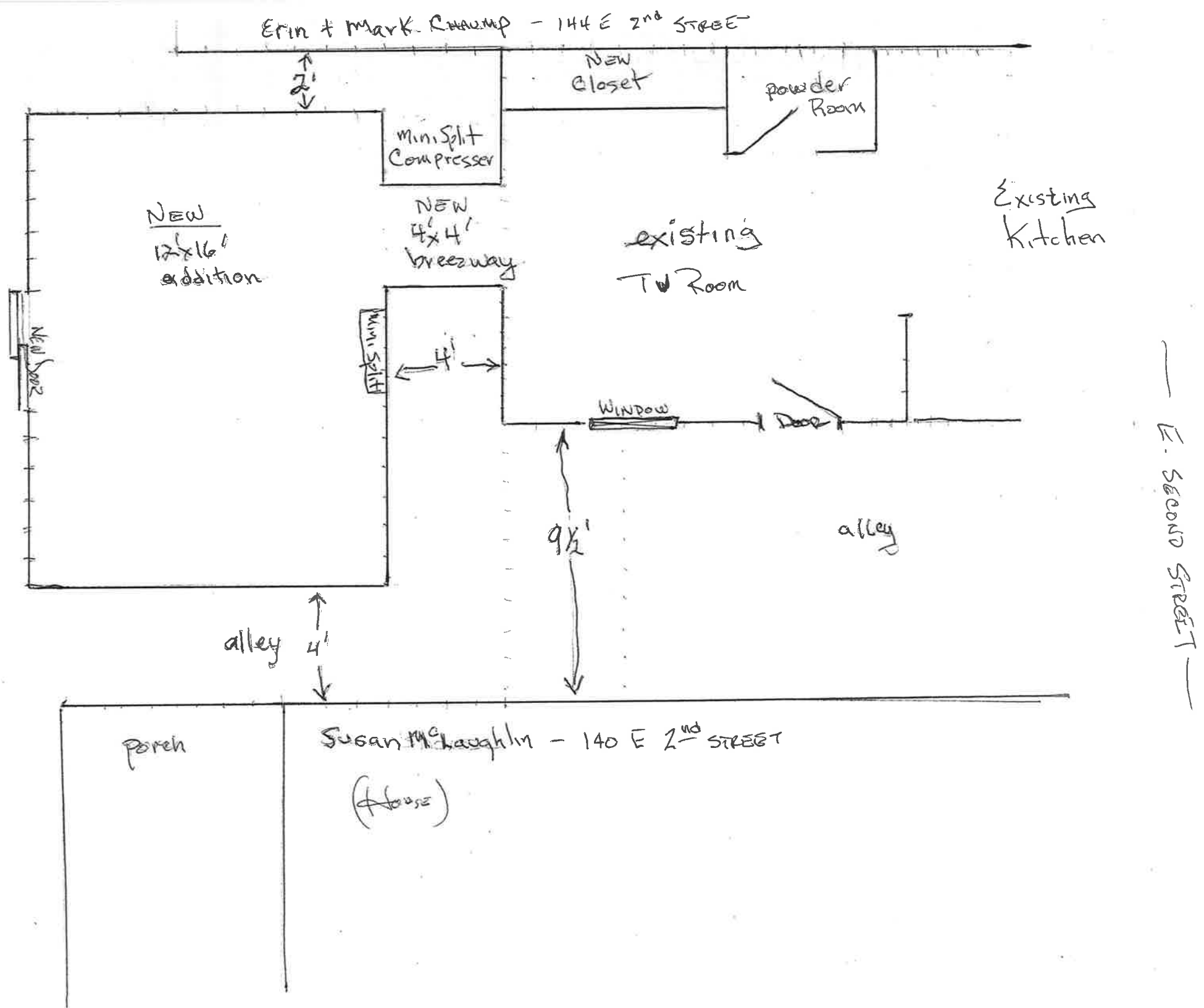
IF THIS DRAWING DOES NOT CONTAIN AN ORIGINAL SIGNATURE AND RAISED IMPRESSION SEAL IT IS NOT IN COMPLIANCE WITH REGULATIONS AND IS A PRELIMINARY DRAFT ONLY. PARCEL IS SUBJECT TO EASEMENTS, RESTRICTIONS & RESERVATIONS OF RECORD.

DEGREE OF ACCURACY ± MARSH _ RURAL _ SUBURBAN ☒ URBAN _

Date
12/09/2021

Scale
1" = 30'

Project Number
Mo21-2498





Lapp Structures

17557

[800-768-3418](tel:800-768-3418)

Customer Order - Apr 16, 2025

Ship To

Customer Name Elen Kentnor

Order # 1744828385736224

Installation Address ??

142 E 12nd Street

City New Castle

State DE

ZIP Code 19720

Email elen@kentnor.com,jake@lappstructures.com

Phone (520)

444-7147

Mobile

Building Info

Size

Color

Style: Studio

Roof Overhang: Overhang

Roof Standing Seam

Material: Metal Roof

Base 4x4 Pressure Treated

Skids

Siding LP Lap Siding

12x16

Standard Wall Height

Sidewall Height

Roof Charcoal Gray ☒Trim White ☐Siding Martin Cream ☒

Design Link & Notes

Design Link: <https://shedview.lappstructures.com/?lng=en-US#2f24d2ae0cb92f7792cbca0a7472e490>

Notes, Comments, Questions: Submitted by Jake from Lapp Structures per 4-16-25 email request..

Images



Perspective



Left



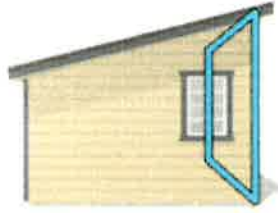
Right



Images



Perspective



Left



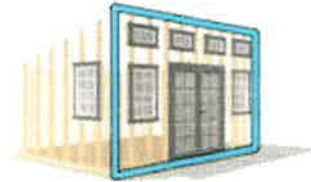
Right



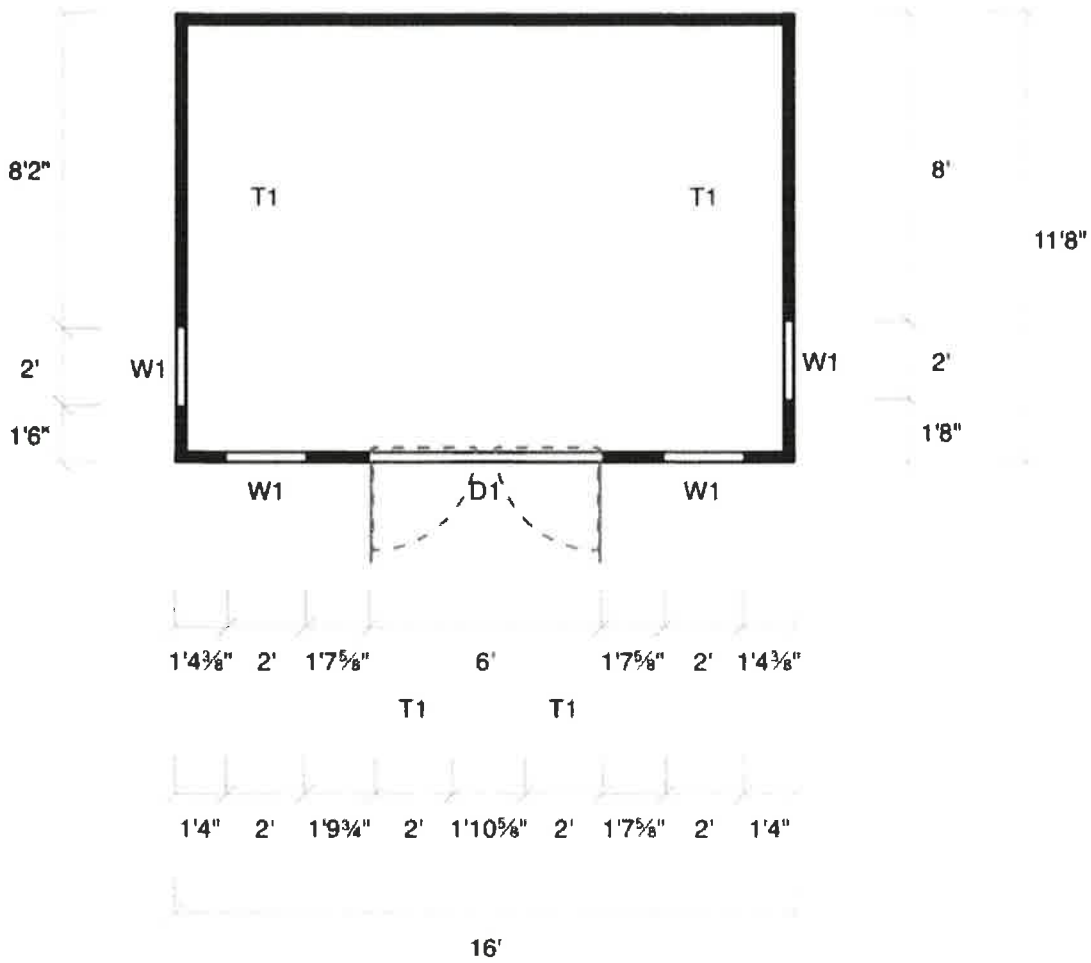
Front

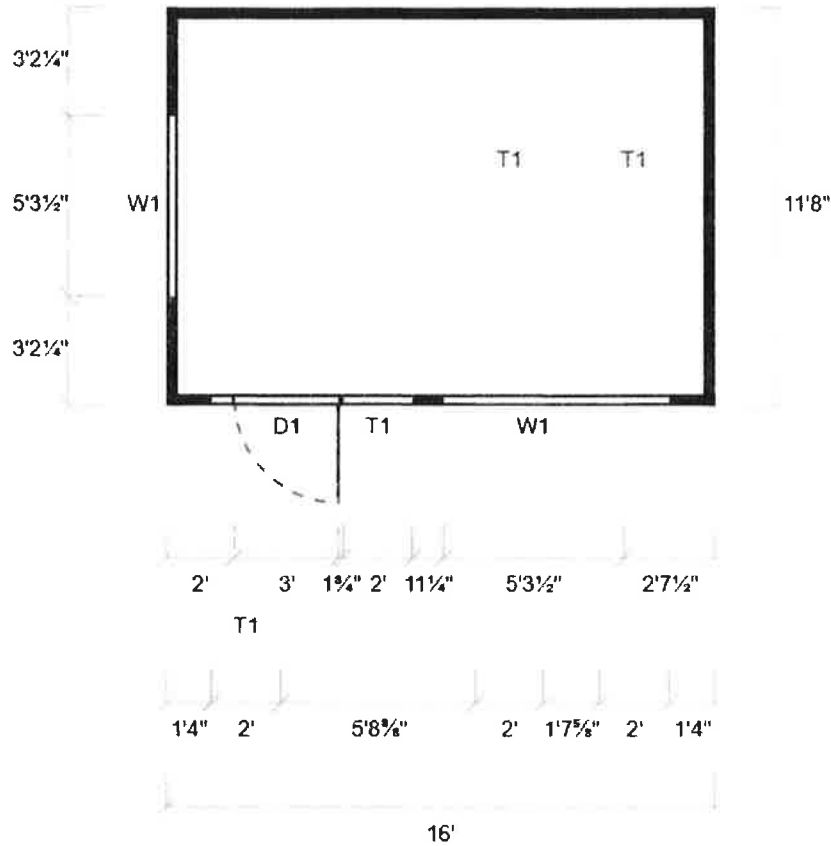


Back



Perspective Interior





SYMBOL LEGEND

W1

30x41 Double Hung Window

T1

2' Insulated Transom - With Grids

D1

Prehung Fiberglass 15-lite Single Door

Closed Wall

Description	Quantity	Amount
Structure Details		
Style: Studio	1	\$12,056.00
Sidewall Height: Standard Wall Height	1	Included
Size: 12x16	1	Included
Roof Overhang: Overhang	1	Included
Trim: Standard Window Trim	1	Included
Base: 4x4 Pressure Treated Skids	1	Included
Site Preparation: None	1	Included
Siding: LP Lap Siding	1	Included
Roof Pitch: Standard Roof Pitch	1	Included
Siding Color: Martin Cream		Included





Trim Color: White		Included
Roof Color: Charcoal Gray		Included
Roof Material: Standing Seam Metal Roof	1	\$3,072.00
Doors & Ramps		
Prehung Fiberglass 15-lite Single Door	1	\$675.00
Color: Bronze		\$115.00
Hinges: Right	1	Included
Prehung Fiberglass Double Door Full Glass (Credit)	1	-\$1,210.00
Windows & Accessories		
30x41 Double Hung Window	4	\$2,160.00
Color: Bronze		\$470.00
Vinyl Casement Window (Credit)	4	-\$2,700.00
2' Insulated Transom - With Grids	4	\$1,080.00
Color: Bronze		\$680.00
2' Insulated Transom - No Grids (Credit)	4	-\$1,080.00
Flooring & Interior		
Flooring: 5/8" Plywood	1	Included
Floor Joist: Pressure-Treated 2x4 Floor Joists 16" OC (Standard)	1	Included
Additional Options		
Build On Site	1	\$9,530.50
Soffit Vent (does not display)	1	\$176.00
No Floor Covering	1	Included
Standard Electrical Package	1	\$305.00
Recessed Lighting Package with 4 lights & switch	1	\$440.00
Mini split HVAC system; incl elec pkg & breaker box	1	\$3,440.00
100 amp Electrical Box (no breakers incl.)	1	\$170.00
Spray Foam Insulated Floor	1	\$912.00
Fiberglass Insulation, Walls & Roof (does not incl. floor)	1	\$1,536.00
Additional Recessed Lights	2	\$220.00
Select # of Additional Outlets	3	\$105.00
Additions and Adjustments		



**Additions and Adjustments**

Finish & Paint Interior with 1x6 Shadow Gap on Walls & Prefinished 1x6 T&G Ceiling (Colors)?	1	\$4,608.00
Remove Included Wood Floor (Will Be Anchored to Customers Concrete Foundation)	1	Included
Subtotal:		\$36,760.50
Sales Tax:		-
Total Order Amount:		\$36,760.50
Final Balance Due at Installation:		\$36,760.50

Additional Information

Delivery Zone: Zone 2

Signatures

Customer Signature:

Date

Desired Delivery Date:

Delivery Notes:

Dealer or Manufacturer Signature:

Date

Sizes and dimensions shown on the floorplan diagram are approximate. Actual building standards may vary.

Pricing and options shown are subject to change at any time and may vary based upon current promotions, specials, or annual pricing adjustments. Current pricing will be included in the final quote and will require your review and approval prior to order.

We will do all we can to ensure your complete satisfaction. Please contact us for questions, concerns, or custom styles or sizes.

Pricing Table (For Internal Use): - Zone 2

This estimate is provided by Lapp Structures for use by customers of Lapp Structures only.



Lapp Structures

17557

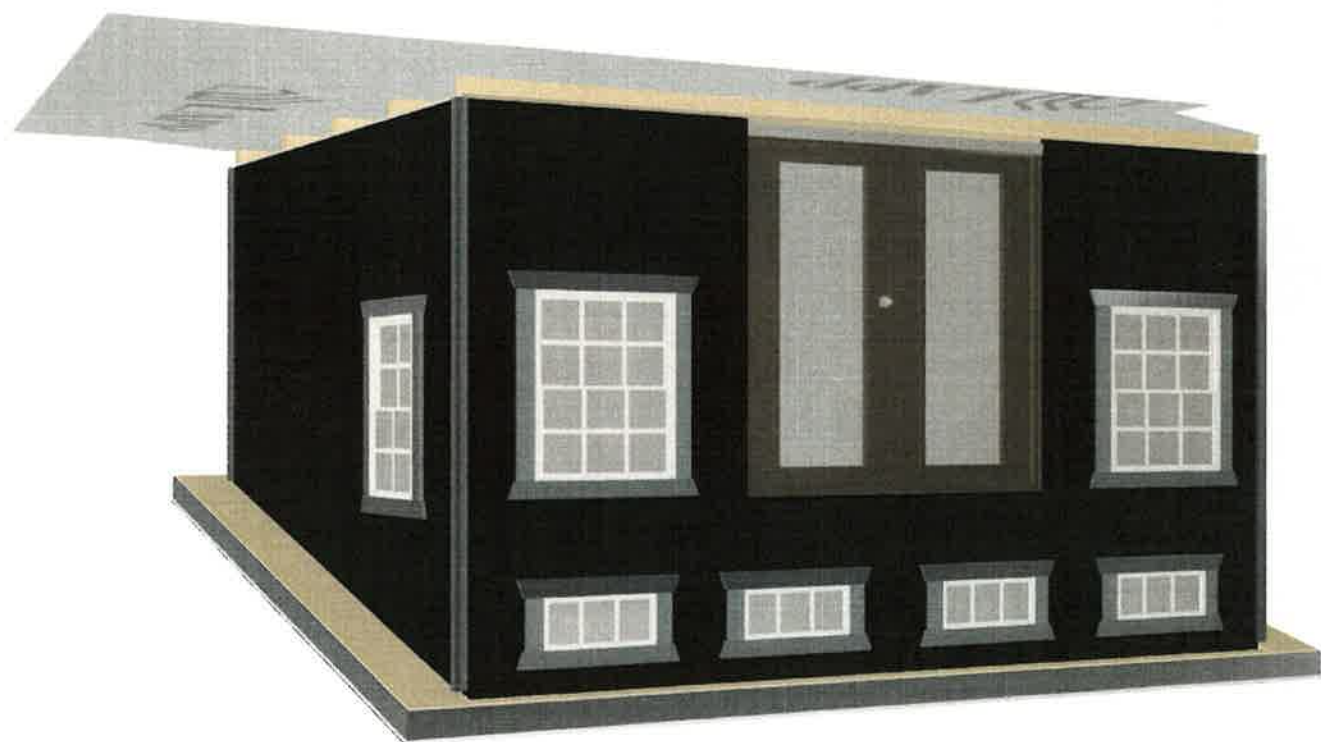
[800-768-3418](tel:800-768-3418)

Charles J. Kentner
142 E. 2nd. St.
Fort New Castle



Charles & Elen, Kertner
142 E 2nd St.
Hst. Nud Cottage





142C, 2nd Street
 1st + 2nd Floor
 1st + 2nd Floor







412 ✓ ✓ C1520-026

20277



HISTORIC AREA COMMISSION REVIEW APPLICATION

☐

CONSULTATION

☐

HISTORIC REVIEW CERTIFICATE

Fee	Paid On
\$50.00	

Once a hearing date has been set and a legal notice has been published or posted, the applicant must be prepared to present the request at the scheduled hearing date

1. NAME OF APPLICANT ☒ Jack Garnewski Jack Garnewski
Business (if applicable) celeste LLC
Address PO Box 312
City New Castle State DE Zip Code 19720
Daytime telephone 302-510-3071 Other phone/email _____

The above contact information will be used for correspondence. Please ensure this information is accurate.

2. NAME OF PROPERTY OWNER same
Business (if applicable) _____
Address _____
City _____ State _____ Zip Code _____
Daytime telephone (required) _____ Other phone _____

3. PROJECT STREET ADDRESS 144 East Third Street

4. LEGAL DESCRIPTION: Lot ☐ Block ☐ Subdivision _____ Parcel _____

5. EXISTING USE 3 family residential PROPOSED USE same

6. PROPOSED PROJECT WORK

A. DEMOLITION

☒

YES

☐

NO

B. REHABILITATION (check repair or replace and provide a description on the line provided)

REPAIR

REPLACE

☐☐

Roof _____

☐☐

Roof structures (dormers, chimneys, etc.) _____

☐☐

Exterior finishes (stucco, masonry, siding) _____

☐☐

Porch/Deck/Balcony _____

☐☐

Awning/Canopy _____

☐☐

Exterior Doors _____

☐☐

Windows _____

☐☐

Shutters _____

☐☐

Foundation (including infill) _____

☐☐

Exterior lighting & other appurtenances _____

☐☒

Existing fences, walls & gates _____

☐☐

Existing parking, walkways & other site features _____

8565

APPLICANT COMPLETENESS REVIEW CHECKLIST & ACKNOWLEDGMENT

All work performed in a Historic District, Residence or Commercial, requires prior approval of the Historic Area Commission (HAC) and the issuance of a Historic Review Certificate pursuant to Section 230-45 of the Zoning Code.

Applicants for work to be done in Historic Zoning Districts must submit applications to the Historic Area Commission and obtain the required certificate in addition to obtaining a building permit.

All proposed work items shall be reviewed for consistency and compliance with the most recent edition of the "City of New Castle Historic Area Commission Guidelines and Standards" and its Supplements. Copies of this document are available the website at <https://newcastlecity.delaware.gov/historic-area-commission/>

Relevant information necessary for the issuance of a HAC Review Certificate include, but are not be limited to, the below items depending on the scope and scale of the project and as referenced in the "Plan Requirements" section in the *Historic Area Commission Guidelines and Standards*. The minimum application requirements for each scope of work are indicated below. Discuss the project with City Staff if the project is unique and needs to be addressed in a different manner. Applications must be sufficiently complete at the time of submittal for inclusion on the agenda of the HAC meeting.

Complete applications must be submitted up to 15 days before the meeting to be included on the agenda.

INITIAL CONFIRMING YOU HAVE READ AND UNDERSTAND THE ABOVE STATEMENTS

*The below is a list of requirements based upon the scope of work. To be completed by planning staff

ROOFS AND ROOFING (sheathing, framing, chimneys, dormers, cupola, parapet, cornice, eave, bracket, drainage system, etc.)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing roof and affected features |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure or sample of proposed roof surface including applicable colors, patterns, material, texture |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing roof and/or roof feature and the extent of the affected area. Permanent removal of major historic architectural features requires partial demolition application. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled drawing of existing and proposed conditions if roof or roof feature will change its shape, scale, size, profile, pattern (not necessary for roof sheathing changes only) |

EXTERIOR FINISHES (wood siding and decorative features, masonry surfaces and features, stucco)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing surface or feature including close-up and full building perspective |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure or sample of proposed finish including applicable colors, patterns, material, texture, dimensions of reveals, mortar width/color as applicable |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing the siding, finish, or feature and the extent of the affected area |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled drawing of existing and proposed conditions if full replacement material is proposed which will change the appearance of the building through its shape, scale, size, profile, pattern, and/or texture |

PORCHES, DECKS, BALCONIES (including loggias/colonnades, porch enclosures, associated decorative features)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing porch/deck/balcony or location of proposed porch/deck/balcony |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the building and existing or proposed porch/deck/balcony and property lines if applicable |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation(s) showing the building and existing or proposed porch/deck/balcony |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled detail of existing or proposed porch/deck/balcony showing material, construction detail, finish details |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing the existing porch/deck/balcony and the extent of the affected area. Permanent removal of major historic architectural features requires partial demolition application. |

AWNING/CANOPY

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing awning/canopy or location of proposed awning/canopy |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the building and existing or proposed awning/canopy location and property lines if applicable |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation(s) showing the building façade and existing or proposed awning/canopy. A 'typical' elevation can be used if all awning/canopies are exactly the same and have the same impact to the facade |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled detail of existing or proposed awning/canopy showing shape, placement, color, and construction details to include supporting structure, framing, hardware, and anchors/attachment details |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing the existing awning/canopy and the extent of the affected area |

EXTERIOR DOORS (door openings, doors, screen doors, trim and details such as transoms, sidelights, hoods, hardware)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing door(s) or location of proposed new door opening(s) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation(s) showing the building façade and existing or proposed door (not necessary for just replacement door in existing door opening) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | For new openings, a scaled wall section |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure, sample, or scaled drawing of proposed door(s) including material, all dimensions, finish, glazing, and hardware |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing the existing door(s) and the extent of the affected area. |

CITY OF NEW CASTLE

Building Department

20 Delaware Street

New Castle, DE 19720 • 302-322-9801 • Fax 302-322-9814



PERMIT#

APPLICATION FOR
PLAN EXAMINATION AND
BUILDING PERMITREQUEST FOR HISTORIC
REVIEW CERTIFICATE**IMPORTANT — Applicant to complete all items in sections: I, II, III IV, and V.****LOCATION
OF
BUILDING**

AT (LOCATION) 144 East Third Street Zoning HR
(NO.) (STREET) District

BETWEEN _____ AND _____
(CROSS STREET) (CROSS STREET)

SUBDIVISION _____ LOT _____ BLOCK _____ LOT
SIZE _____

TYPE AND COST OF BUILDING — All applicants complete Parts A — D**TYPE OF IMPROVEMENT**

- 1 ☐ New building
- 2 ☐ Addition (If residential, enter number of new housing units added, if any, in Part D, 13)
- 3 ☐ Alteration (See 2 above)
- 4 ☐ Repair, replacement (Explain in Sec. IV)
- 5 ☐ Wrecking (If multifamily residential, enter number of units in building in Part D, 13)
- 6 ☐ Moving (relocation)
- 7 ☐ Foundation only
- 8 ☒ Fence, sign

D. PROPOSED USE — For "Wrecking" most recent use**Residential**

- 12 ☐ One family
- 13 ☒ Two or more family — Enter number of units 3
- 14 ☐ Transient hotel, motel, or dormitory — Enter number of units _____
- 15 ☐ Garage
- 16 ☐ Carport
- 17 ☐ Other — Specify _____

Nonresidential

- 18 ☐ Amusement, recreational
- 19 ☐ Church, other religious
- 20 ☐ Industrial
- 21 ☐ Parking garage
- 22 ☐ Service station, repair garage
- 23 ☐ Hospital, institutional
- 24 ☐ Office, bank, professional
- 25 ☐ Other — Specify _____

OWNERSHIP

- 9a ☒ Private (individual, corporation, nonprofit institution, etc.)
- 9b ☐ Public (Federal, State, or local government)

COST

- 10 Cost of improvement
To be installed but not included in the above cost
- a. Electrical
- b. Plumbing
- c. Heating, air conditioning
- d. Other (elevator, etc.)

(Omit cents)

\$ 950.00

Nonresidential — Describe in detail proposed use of buildings, e.g., food processing plant, machine shop, laundry building at hospital, elementary school, secondary school, college, parochial school, parking garage for department store, rental office building, office building at industrial plant. If use of existing building is being changed, enter proposed use.

11 TOTAL COST OF IMPROVEMENT

\$ 950.00

I. SELECTED CHARACTERISTICS OF BUILDING — For new buildings and additions, complete Parts E — J; for wrecking, complete only Part H, for signs complete Part K**PRINCIPAL TYPE OF FRAMING**

- 30 ☐ Masonry (wall bearing)
- 31 ☐ Wood frame
- 32 ☐ Structural steel
- 33 ☐ Reinforced concrete
- 34 ☐ Other — Specify _____

G. TYPE OF MECHANICAL

Will there be central air conditioning?

40 ☐ Yes41 ☐ No

Will there be an elevator?

42 ☐ Yes43 ☐ No**H. DIMENSIONS**

44. Number of stories
45. Total square feet of floor area, all floors, based on exterior dimensions
46. Total land area, sq. ft.

I. NUMBER OF OFF-STREET PARKING SPACES

47. Enclosed
48. Outdoors

J. RESIDENTIAL BUILDINGS ONLY

49. Number of bedrooms
50. Number of bathrooms Full Partial

PRINCIPAL TYPE OF HEATING FUEL

- 35 ☐ Gas
- 36 ☐ Oil
- 37 ☐ Electricity
- 38 ☐ Coal
- 39 ☐ Other — Specify _____

NOTE!

The Building Inspector requires dimensioned plot plans, floor plans, specifications, etc. before a permit will be issued for all structural changes, additions, etc.

NO.

STREET

K. DESCRIPTION OF SIGN

51. Type of Sign _____
52. Dimensions of sign. Length _____ Width _____ Thickness _____ Area _____
53. Projection beyond building line _____ Clear height above sidewalk _____
54. If roof sign, give distance back from the edge of roof _____
55. Material constructed of _____ Weight _____
56. Remarks: (State clearly method of operation and attachment, giving size of bolts, chains, anchors, etc.)

IV. DESCRIPTION OF PROPOSED WORK — For Applicant Use — Attach two copies of Plans and Specifications

Type brief description of work here:

Install cedar wood fence replacing existing fence. The new fence will be the exact length and height of existing fence.

SPECIAL NOTE FOR HISTORIC REVIEW CERTIFICATE APPLICATION

Describe in detail the nature and scope of all proposed work. Supplemental plans and/or drawing showing all pertinent architectural features and materials to be used are required when any architectural additions or alterations are involved.

V. IDENTIFICATION — To be completed by all applicants

	Name	Mailing Address — Number, Street, City, and State	ZIP Code	Tel. No.
1. Owner or Lessee	Celest LLC	PO Box 312, New Castle, DE	19720	302-510-3071
2. Contractor			Builder's License No.	
3. Architect or Engineer				

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and we agree to conform to all applicable laws of this jurisdiction.

Signature of Applicant 	Please Print Name John P. Gannick Jr.	Address PO Box 312, New Castle, DE 19720	Application Date 5/15/25
--	--	---	-----------------------------

VI. ZONING PLAN EXAMINERS OR BOARD OF ADJUSTMENT NOTES

DISTRICT _____

USE _____

FRONT YARD _____

SIDE YARD _____

SIDE YARD _____

REAR YARD _____

NOTES _____

_____**VII. HISTORIC AREA COMMISSION**

DATE RECEIVED _____

HISTORIC AREA REVIEW FEE _____

DATE OF INITIAL ACTION BY COMMISSION _____

CERTIFICATE ISSUED # _____

ACTION AND/OR
RECOMMENDATION _____

COMMISSION VOTE

APPROVED DENIED TABLED

☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐

AUTHORIZED SIGNATURE _____

DATE _____

VIII. VALIDATIONBuilding
Permit Number _____Building
Permit Issued _____Building
Permit Fee \$ _____

Renewal Fee \$ _____

Certificate of Occupancy \$ _____

MSC Approval _____
Date _____**FOR DEPARTMENT USE ONLY**

Use Group _____

Fire Grading _____

Live Loading _____

Occupancy Load _____

Approved By: _____

IX. OFFICIAL USE ONLY

(54 FEET WIDE)

WOOD SHED

N/A
 BENNETT, MICHAEL & JOANNE
 FF # 21 01520 025
 INSID. NO. 20671231 0124449
 Zoned 107

N/A
KSTI PARKVA 1 BRUSH
LP # 21-01520-027
MSIR NO: 20011011 0084050
Zound BR

EAST 3RD STREET
(54 FEET WIDE)

New Fence



New Castle, Delaware

 Google Street View

Sep 2023 [See more dates](#)

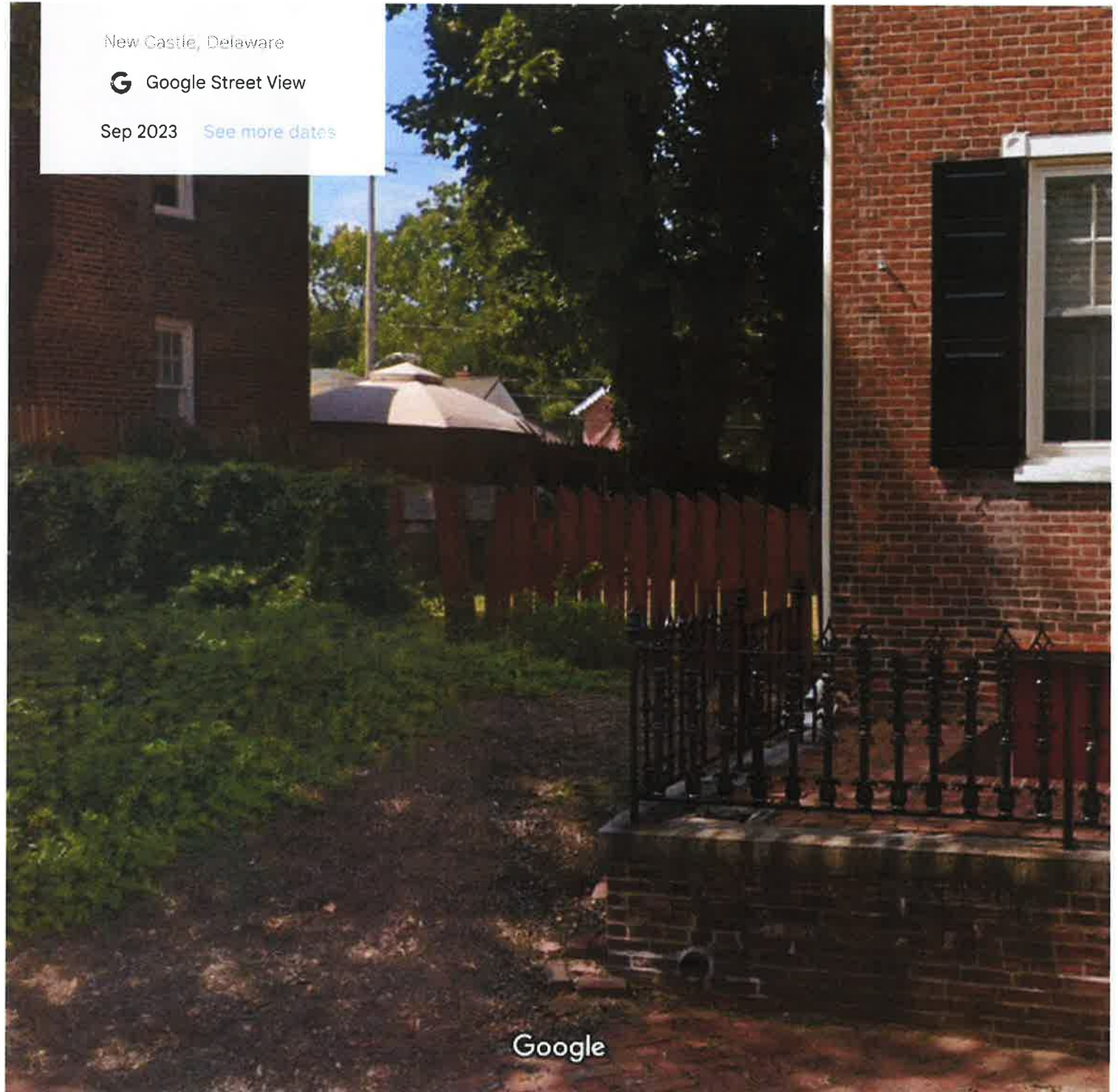


Image capture: Sep 2023 © 2025 Google





HISTORIC AREA COMMISSION REVIEW APPLICATION

☐

CONSULTATION

☐

HISTORIC REVIEW CERTIFICATE

Fee	Paid On
\$50.00	

Once a hearing date has been set and a legal notice has been published or posted, the applicant must be prepared to present the request at the scheduled hearing date

1. NAME OF APPLICANT Courtney Lamb & Terry Buchanan
Business (if applicable) Jolt Vintage
Address 203 Delaware Street
City New Castle State DE Zip Code 19720
Daytime telephone 302 388 4577 Other phone/email _____

The above contact information will be used for correspondence. Please ensure this information is accurate.

2. NAME OF PROPERTY OWNER The New Castle Trustees
Business (if applicable) _____
Address _____
City _____ State _____ Zip Code _____
Daytime telephone (required) _____ Other phone _____

3. PROJECT STREET ADDRESS 203 Delaware St

4. LEGAL DESCRIPTION: Lot ☐ Block ☐ Subdivision _____ Parcel _____

5. EXISTING USE Business PROPOSED USE Business

6. PROPOSED PROJECT WORK

A. DEMOLITION

☐

YES

☒

NO

B. REHABILITATION (check repair or replace and provide a description on the line provided)

REPAIR

REPLACE

☐☐

Roof _____

☐☐

Roof structures (dormers, chimneys, etc.) _____

☐☐

Exterior finishes (stucco, masonry, siding) _____

☐☐

Porch/Deck/Balcony _____

☐☐

Awning/Canopy _____

☐☐

Exterior Doors _____

☐☐

Windows _____

☐☐

Shutters _____

☐☐

Foundation (including infill) _____

☐☐

Exterior lighting & other appurtenances _____

☐☐

Existing fences, walls & gates _____

☐☐

Existing parking, walkways & other site features _____

C. NEW CONSTRUCTION (check and specify all work items that apply)

- ☐ New building _____
- ☐ New addition _____
- ☐ New roof structures (dormers, chimneys, etc.) _____
- ☐ New porch/deck/balcony _____
- ☐ New awning/canopy _____
- ☐ New entrances _____
- ☐ New window opening/sashes _____
- ☐ New exterior lighting _____
- ☐ New fence/wall/gate _____
- ☐ New parking/walkways/other site features _____
- ☐ Exterior utility service/mechanical equipment _____

D. STREETSCAPE (check and specify all work items that apply)

- ☐ Streetlights
- ☐ Furniture & equipment (benches, bollards, utilities equipment, charging stations, etc)
- ☐ Curbs and sidewalks

7. OVERALL PROJECT DESCRIPTION (attach additional pages if necessary)

Enter Description here:

I'd like to add a wooden Business Sign to 203 Delaware Street. The sign would be about 24in X 24in, painted, and hung on the ~~side~~ side of the building by metal chains and a metal bracket.

8. AGREEMENT

If the applicant is different than the property owner, the application must be signed by both parties.

I have examined this application, its requirements and to my knowledge and belief, is a true, correct, and complete application. In filling out this application, I understand that it becomes part of the Public Record of the City of New Castle and hereby certify that all information contained herein is accurate to the best of my knowledge.

I further understand that if this application is for a Consultation, preapplication consultations resulting in a recommendation for conceptual approval by HAC are advisory in nature and shall inure no rights in the applicant. No project work may be taken based solely upon a recommendation following consultation with HAC. I must still obtain an approved Historic Review Certificate before project work can begin.

I also understand that further development approvals, reviews, and a building permit may also be required prior to starting project work and will consult with the City Building Official for specific project requirements.

PRINT APPLICANT'S NAME

Courtney Lamb & Terry Bohara

SIGNATURE OF APPLICANT

[Signature]

DATE

4/30/25

PRINT OWNER'S NAME

Trustees of the City of New Castle - Francis Delisano

SIGNATURE OF OWNER

[Signature] ASST. SEC.

DATE

5/15/25

APPLICANT COMPLETENESS REVIEW CHECKLIST & ACKNOWLEDGMENT

All work performed in a Historic District, Residence or Commercial, requires prior approval of the Historic Area Commission (HAC) and the issuance of a Historic Review Certificate pursuant to Section 230-45 of the Zoning Code.

Applicants for work to be done in Historic Zoning Districts must submit applications to the Historic Area Commission and obtain the required certificate in addition to obtaining a building permit.

All proposed work items shall be reviewed for consistency and compliance with the most recent edition of the "City of New Castle Historic Area Commission Guidelines and Standards" and its Supplements. Copies of this document are available the website at <https://newcastlecity.delaware.gov/historic-area-commission/>

Relevant information necessary for the issuance of a HAC Review Certificate include, but are not be limited to, the below items depending on the scope and scale of the project and as referenced in the "Plan Requirements" section in the *Historic Area Commission Guidelines and Standards*. The minimum application requirements for each scope of work are indicated below. Discuss the project with City Staff if the project is unique and needs to be addressed in a different manner. Applications must be sufficiently complete at the time of submittal for inclusion on the agenda of the HAC meeting.

Complete applications must be submitted up to 15 days before the meeting to be included on the agenda.

INITIAL CONFIRMING YOU HAVE READ AND UNDERSTAND THE ABOVE STATEMENTS

The below is a list of requirements based upon the scope of work. To be completed by planning staff

ROOFS AND ROOFING (sheathing, framing, chimneys, dormers, cupola, parapet, cornice, eave, bracket, drainage system, etc.)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing roof and affected features |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure or sample of proposed roof surface including applicable colors, patterns, material, texture |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing roof and/or roof feature and the extent of the affected area. Permanent removal of major historic architectural features requires partial demolition application. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled drawing of existing and proposed conditions if roof or roof feature will change its shape, scale, size, profile, pattern (not necessary for roof sheathing changes only) |

EXTERIOR FINISHES (wood siding and decorative features, masonry surfaces and features, stucco)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing surface or feature including close-up and full building perspective |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure or sample of proposed finish including applicable colors, patterns, material, texture, dimensions of reveals, mortar width/color as applicable |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing the siding, finish, or feature and the extent of the affected area |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled drawing of existing and proposed conditions if full replacement material is proposed which will change the appearance of the building through its shape, scale, size, profile, pattern, and/or texture |

PORCHES, DECKS, BALCONIES (including loggias/colonnades, porch enclosures, associated decorative features)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing porch/deck/balcony or location of proposed porch/deck/balcony |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the building and existing or proposed porch/deck/balcony and property lines if applicable |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation(s) showing the building and existing or proposed porch/deck/balcony |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled detail of existing or proposed porch/deck/balcony showing material, construction detail, finish details |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing the existing porch/deck/balcony and the extent of the affected area. Permanent removal of major historic architectural features requires partial demolition application. |

AWNING/CANOPY

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing awning/canopy or location of proposed awning/canopy |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the building and existing or proposed awning/canopy location and property lines if applicable |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation(s) showing the building façade and existing or proposed awning/canopy. A 'typical' elevation can be used if all awning/canopies are exactly the same and have the same impact to the facade |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled detail of existing or proposed awning/canopy showing shape, placement, color, and construction details to include supporting structure, framing, hardware, and anchors/attachment details |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing the existing awning/canopy and the extent of the affected area |

EXTERIOR DOORS (door openings, doors, screen doors, trim and details such as transoms, sidelights, hoods, hardware)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing door(s) or location of proposed new door opening(s) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation(s) showing the building façade and existing or proposed door (not necessary for just replacement door in existing door opening) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | For new openings, a scaled wall section |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure, sample, or scaled drawing of proposed door(s) including material, all dimensions, finish, glazing, and hardware |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing the existing door(s) and the extent of the affected area. |

CONTINUED

The below is a list of requirements based upon the scope of work. (To be completed by planning staff)

WINDOWS (windows, shutters, and other associated features)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of affected window(s) or location(s) of proposed new window opening(s) For new openings, a |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | scaled wall section with proposed window |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure or sample showing the material, window type, all dimensions and profiles, finish, glazing, and hardware |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation of existing and proposed window; a "typical" elevation can be used if multiple windows are affected as long as the existing and proposed conditions are identical at each location |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | For replacing historic windows: a window evaluation including locations, condition of paint, condition of frame and sill, condition of sash (rails, stiles, muntins), glazing problems, hardware type and condition, overall condition assessment by qualified professional. |

FOUNDATION (replacement, infill, alteration including elevation)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of affected foundation in detail and in context of whole building and adjacent buildings |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing building footprint and extent of existing and proposed foundation wall/piers/slab or infill |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Material sample, scaled detail drawing, and/or brochure showing the proposed material(s), colors, finish, pattern, and construction details |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Documentation of justification for changing the existing foundation and the extent of the affected area. Permanent removal of major historic architectural features requires partial demolition application. |

EXTERIOR ELECTRICAL/MECHANICAL (light fixtures, vents, utilities, HVAC units, pool systems, vending)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing details and context of affected site area within view of the proposed project |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Brochure, sample, or scaled drawing showing the materials, light intensity, hardware, colors/finish |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | For new equipment, scaled drawing showing proposed project with context site and/or building |

FENCES/WALLS/GATES

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing site area of proposed fence/wall/gate and detail photo of any existing fence/wall/gate |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the property line, building footprints, sidewalks, driveways and other major site features and proposed fence/wall (smaller projects may not require a scaled site plan like short extensions of existing fences/walls) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Drawing of proposed fence/wall/gate showing material, finish, height, spacing distance, shapes, patterns, hardware, construction section |

PARKING, LANDSCAPE OR OTHER SITE FEATURE (plant materials, sidewalk, driveway, fountain, pool, ramp, trellis, well)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing site area within view of proposed feature and detail photo of any existing affected features |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the property line, building footprints, sidewalks, driveways and other major site features and proposed feature (smaller projects may not require a scaled site plan if limited to a small area) |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Details of proposed features including material, finish, height, spacing, shapes, patterns, hardware, construction details such as a section drawing |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Plant material list with identification, quantity, size at planting and maturity, spacing |

NEW CONSTRUCTION (accessory structure/outbuilding, garage, and other new buildings)

- | OK | Need | N/A | |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photographs of existing site area within view of proposed construction with context area |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing property line and existing site features like buildings, sidewalks, driveways |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled site plan showing the property line and proposed construction |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled landscape plan |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation drawings showing existing building(s) and major site features |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation drawings showing proposed building(s) and major site features |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Wall sections |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Refer to details above for related roof, finishes, porches, doors, windows, foundation, electrical/mechanical |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled elevation drawing (line drawing with minimal detail) showing the existing and proposed streetscape |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Scaled footprint diagram showing proposed building footprint(s) and surrounding existing building footprints |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Written summary describing existing and proposed conditions and project's consistency with zoning code |

Tier 01 Review

Tier 2 Review

PRINT

☐
☐

Project Address: _____

Reviewed for completion by: _____ Date: _____

This is an application only - if approved, permit will be mailed to applicant.

CITY OF NEW CASTLE

Building Department

220 Delaware Street

New Castle, DE 19720 • 302-322-9801 • Fax 302-322-9814



PERMIT#

APPLICATION FOR
PLAN EXAMINATION AND
BUILDING PERMIT

REQUEST FOR HISTORIC
REVIEW CERTIFICATE

IMPORTANT — Applicant to complete all items in sections: I, II, III IV, and V.

I. LOCATION OF BUILDING

AT (LOCATION)

203

(NO.)

Delaware

(STREET)

Zoning District

BETWEEN

Market

(CROSS STREET)

AND

and

(CROSS STREET)

SUBDIVISION

LOT

BLOCK

LOT SIZE

II. TYPE AND COST OF BUILDING — All applicants complete Parts A — D

A. TYPE OF IMPROVEMENT

- 1 ☐ New building
- 2 ☐ Addition (If residential, enter number of new housing units added, if any, in Part D, 13)
- 3 ☐ Alteration (See 2 above)
- 4 ☐ Repair, replacement (Explain in Sec. IV)
- 5 ☐ Wrecking (If multifamily residential, enter number of units in building in Part D, 13)
- 6 ☐ Moving (relocation)
- 7 ☐ Foundation only
- 8 ☒ Fence, sign

D. PROPOSED USE — For "Wrecking" most recent use

Residential

- 12 ☐ One family
- 13 ☐ Two or more family — Enter number of units _____
- 14 ☐ Transient hotel, motel, or dormitory — Enter number of units _____
- 15 ☐ Garage
- 16 ☐ Carport
- 17 ☐ Other — Specify _____

Nonresidential

- 18 ☐ Amusement, recreational
- 19 ☐ Church, other religious
- 20 ☐ Industrial
- 21 ☐ Parking garage
- 22 ☐ Service station, repair garage
- 23 ☐ Hospital, institutional
- 24 ☐ Office, bank, professional
- 25 ☒ Other — Specify Retail

B. OWNERSHIP

- 9a ☐ Private (individual, corporation, nonprofit institution, etc.)
- 9b ☒ Public (Federal, State, or local government)

C. COST

- 10 Cost of improvement
To be installed but not included in the above cost
- a. Electrical
- b. Plumbing
- c. Heating, air conditioning
- d. Other (elevator, etc.)
- 11 TOTAL COST OF IMPROVEMENT

(Omit cents)

\$ 300

\$ 300.00

Nonresidential — Describe in detail proposed use of buildings, e.g., food processing plant, machine shop, laundry building at hospital, elementary school, secondary school, college, parochial school, parking garage for department store, rental office building, office building at industrial plant. If use of existing building is being changed, enter proposed use.

III. SELECTED CHARACTERISTICS OF BUILDING — For new buildings and additions, complete Parts E — J; for wrecking, complete only Part H, for signs complete Part K

E. PRINCIPAL TYPE OF FRAMING

- 30 ☐ Masonry (wall bearing)
- 31 ☐ Wood frame
- 32 ☐ Structural steel
- 33 ☐ Reinforced concrete
- 34 ☐ Other — Specify _____

G. TYPE OF MECHANICAL

Will there be central air conditioning?

40 ☐ Yes 41 ☐ No

Will there be an elevator?

42 ☐ Yes 43 ☐ No

H. DIMENSIONS

44. Number of stories

45. Total square feet of floor area, all floors, based on exterior dimensions

46. Total land area, sq. ft.

I. NUMBER OF OFF-STREET PARKING SPACES

47. Enclosed

48. Outdoors

J. RESIDENTIAL BUILDINGS ONLY

49. Number of bedrooms

50. Number of bathrooms

Full

Partial

F. PRINCIPAL TYPE OF HEATING FUEL

- 35 ☐ Gas
- 36 ☐ Oil
- 37 ☐ Electricity
- 38 ☐ Coal
- 39 ☐ Other — Specify _____

NOTE!

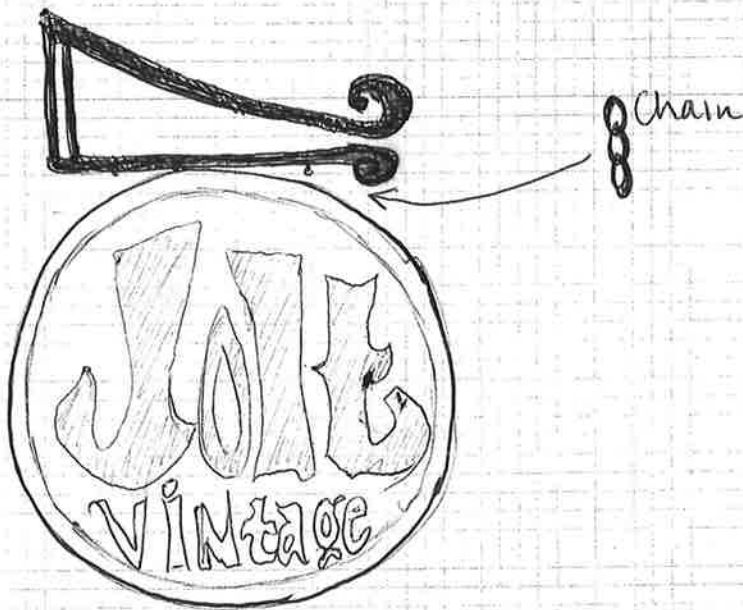
The Building Inspector requires dimensioned plot plans, floor plans, specifications, etc. before a permit will be issued for all structural changes, additions, etc.

NO.

STREET

K. DESCRIPTION OF SIGN

51. Type of Sign Round wood for Business etched and painted
52. Dimensions of sign. Length 24 in Width 24 in Thickness 1-3 in Area 452.39 in² (Both sides)
53. Projection beyond building line _____ Clear height above sidewalk _____
54. If roof sign, give distance back from the edge of roof _____
55. Material constructed of wood etched + painted Weight about 6 lbs
56. Remarks: (State clearly method of operation and attachment, giving size of bolts, chains, anchors, etc.)
Sign will be hung using metal Bracket + chains
(Black metal looping chain)

IV. DESCRIPTION OF PROPOSED WORK — For Applicant Use — Attach two copies of Plans and Specifications**SPECIAL NOTE FOR HISTORIC REVIEW CERTIFICATE APPLICATION**

Describe in detail the nature and scope of all proposed work. Supplemental plans and/or drawing showing all pertinent architectural features and materials to be used are required when any architectural additions or alterations are involved.

V. IDENTIFICATION — To be completed by all applicants

	Name	Mailing Address — Number, Street, City, and State	ZIP Code	Tel. No.
1. Owner or Lessee	<u>Courtney Lamb</u>	<u>203 Delaware Street</u> <u>New Castle</u> <u>DE</u>	<u>19720</u>	<u>(302) 388-4577</u>
2. Contractor			Builder's License No.	
3. Architect or Engineer				

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and we agree to conform to all applicable laws of this jurisdiction.

Signature of Applicant	Please Print Name	Address	Application Date
<u>[Signature]</u>	<u>Courtney Lamb</u>	<u>203 Delaware Street</u> <u>New Castle</u> <u>DE Street</u> <u>19720</u>	<u>5/22/25</u>

VI. ZONING PLAN EXAMINERS OR BOARD OF ADJUSTMENT NOTES

DISTRICT _____

USE _____

FRONT YARD _____

SIDE YARD _____

SIDE YARD _____

REAR YARD _____

NOTES _____

_____**VII. HISTORIC AREA COMMISSION**

DATE RECEIVED _____

HISTORIC AREA REVIEW FEE _____

DATE OF INITIAL ACTION BY COMMISSION _____

CERTIFICATE ISSUED # _____

ACTION AND/OR
RECOMMENDATION _____

COMMISSION VOTE

APPROVED DENIED TABLED

☐☐☐☐☐☐☐☐☐☐☐☐☐☐☐

AUTHORIZED SIGNATURE _____

DATE _____

VIII. VALIDATIONBuilding
Permit Number _____Building
Permit Issued _____Building
Permit Fee \$ _____

Renewal Fee \$ _____

Certificate of Occupancy \$ _____

MSC Approval _____
DateApproved By: _____
_____**FOR DEPARTMENT USE ONLY**

Use Group _____

Fire Grading _____

Live Loading _____

Occupancy Load _____

IX. OFFICIAL USE ONLY



Wooden sign, etched & painted design depicting logo
featuring colors include: yellow, dark brown, black & cream
24 inches round, approximately 1/2-1 inch thick
Black Metal Bracket and mount with looping chain

