

**Historic Area Commission
Community Room New Castle City Police Station
1 Municipal Blvd., New Castle, DE 19720
Tuesday, November 18, 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

No Older/Tabled Applications at this time.

NEW APPLICATIONS

1. 114 Harmony St – Christopher McCracken – Emergency Chimney removal.

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: 11/03/25

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 Tuesday, November 18, 2025 at info@newcastlecity.delaware.gov.

HISTORIC AREA COMMISSION
1 Municipal Drive
October 9, 2025

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

Also Present: Jeff Bergstrom, City Building Official
Lisa Hatfield, City Solicitor

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

Minutes

June 12, 2025 – A motion was made by Ms. Batty to approve the minutes of the June 12, 2025 meeting as presented. The motion was seconded by Mr. Westman and was carried with a vote of four (4) in favor and one (1) abstained (Ms. Doak).

July 10, 2025 – A motion was made by Mr. Westman to approve the minutes of the July 10, 2025 meeting as presented. The motion was seconded by Ms. Doak and was carried with a vote of three (3) in favor and two (2) abstained (Mr. Wade and Ms. Batty).

New Applications

59 The Strand – Mark and Laurie Lorenz – Solar panel installation

An application was submitted to install a solar panel array at 50 The Strand. Mr. Lorenz introduced Mr. Mark Miller from CMI Electric. Messrs. Lorenz and Miller explained the proposed installation and responded to questions from the Commissioners:

- The proposal to install solar panels is to produce sufficient energy to offset the consumption of electric.
- The solar panel array will be installed on the rear of the garage roof (12 panels) and on the rear of the house roof (4 panels).
- Neither location is visible from the public right-of-way.
- Ms. Hamroun consulted with the property owners on the location of the solar panel array, and she approved the final location as noted.
- An exterior mounted battery is not included in the proposal and the surplus power will flow back to MSC.
- In order to take advantage of solar incentives, the work must be completed, inspected, and approved prior to December 31, 2025.
- The panels are 68" x 45". The inverter package is 2' x 2' and will be located on the Harmony Street side of the house behind two levels of greenery screening and cannot be seen from the public right-of-way.

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Ms. Hayward-Olivas stated that Ms. Hamroun was unable to attend the meeting due to travel delays, but she submitted her notes and recommended approval of the application as submitted. She added that the project complies with the Design Guidelines and Standards.

Public Comment

Rob Rossiter

Ms. Hayward-Olivas read a statement from Mr. Rossiter.

Mr. Rossiter wrote in opposition of the installation of solar panels on a historic building, opining that installing high-tech devices of this size in the Historic District is counter-intuitive. He added that as a community the historic nature of the buildings in the Historic District should be preserved, and residents should not be permitted to install large, unsightly solar panels on their homes.

Ms. Hayward-Olivas reiterated that HAC decisions are guided by the criteria in the Design Guidelines and Standards and the advice from the subject matter expert, Ms. Hamroun; and the applicant has met all the required criteria.

A motion was made by Ms. Batty to approve the application as presented. The motion was seconded by Mr. Westman and was unanimously carried.

Planning Commission Update

Ms. Batty reported that:

- Ordinance 555 – The Planning Commission approved language in the proposed Ordinance regarding short-term rentals. She noted that the Commission recommended legal structures which will allow short-term rentals while ensuring that there is no negative impact to the neighborhoods. Ms. Batty explained several of the pertinent points of the Ordinance. Ms. Batty noted that all requirements of the Ordinance must be in place in order to operate a short-term rental.
- Comprehensive Plan – The Planning Commission is in the process of reviewing the Comprehensive Plan and is making recommendations for changes at the 5-year and 10-year reviews.
- Home Occupancy Business – The City Code does not presently permit home occupancy businesses (HOB) in the Historic District by omission. Ms. Batty opined that City Council is attempting to solve a problem for one situation by allowing an HOB in the Historic District. She expressed her deep concern about this because:
 - The Code does not require the number of people who can come into an HOB.
 - The Code allows 25% of the usable interior property to be used for an HOB.
 - The City Solicitor stated that all HOBs would be reviewed on a case-by-case basis, which Ms. Batty opined sets up an inherent unfairness and a potential for favoritism.
 - There is no requirement that HOBs must have a license with the City.
 - There is no process in place to revoke or terminate an HOB license.

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October 9, 2025

The Planning Commission voted in favor of the language with the exception of whether the Commission wanted to change some of the underlying rules for HOBs in the City Code. Ms. Batty stated that all discussion was focused on the Yoga Studio and not on other types of HOB, such as people setting up training classes, party venues, childcare, etc., that are not expressly forbidden in the code. She reiterated that there are no rules to revoke a HOB license.

Mr. Wade initiated a discussion of individuals who work from home as an employee of a larger company, or individuals who may have a small office from which to conduct business but that does not have clients or customers who visit their office. Ms. Batty stated that the Planning Commission had an in-depth discussion on this matter. She added that the City Solicitor gave conflicting advice on this matter. Mr. Wade opined that the language should be more specific.

Ms. Hatfield stated that she would discuss this matter with Mr. Hoffman, who is working on the language. Ms. Batty stated that the language has no specificity.

Ms. Hayward-Olivas opined that the Code states that an HOB cannot interfere with the residential aspect of the area; however, Ms. Batty stated that the Code does not contain that specific language. Mr. Wade opined that the matter needs to be considered further to ensure that the intent cannot be mis-assigned in the future. Ms. Batty concurred, adding that as it is written, the language exposes the Historic Area to favoritism in decision-making.

Mr. Bergstrom stated that he has shut down HOBs on The Strand and in Van Dyke Village due to excessive traffic caused by pick-ups and deliveries. He added that the Code does state that an HOB cannot have a negative impact on the neighborhood.

Ms. Batty stated that she voted against the proposal. She added that New Castle is one of the most important Historic Areas in the United States, and she does not feel that is currently being respected with the way some legislation is going.

Signage in the Historic District

Ms. Hayward-Olivas stated that HAC drafted a supplemental document to the Design Standards and Guidelines that provides helpful information regarding commercial signage in the Historic Commercial District. The was submitted to the City Administrator, and Ms. Tantillo informed Ms. Hayward-Olivas that she would like more time to review the document. Ms. Hayward-Olivas expressed her hope that Ms. Tantillo would submit her comments before the next HAC meeting.

Ms. Hayward-Olivas added that Ms. Tantillo is planning a Workshop for the Downtown Development District as well as the Historic Area. Ms. Hayward-Olivas also stated that questions should be directed to the City Office for review by Ms. Hamroun or Mr. Bergstrom. Ms. Hatfield will reach out to Ms. Tantillo regarding the draft document.

Miscellaneous

Ms. Batty requested that the Agenda include "Next Agenda Items" as a standard topic. Ms. Hayward-Olivas will submit the request to the City Office.

Historic Area Commission Minutes
October 9, 2025

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

A motion was made by Mr. Westman to adjourn the meeting. The motion was seconded by Mr. Wade. The motion was unanimously passed and the meeting adjourned at 7:20 p.m.

Respectfully submitted,

Kathleen R. Weirich
City Stenographer

HISTORIC AREA COMMISSION

Special Meeting
1 Municipal Drive
October 21, 2025

Present: Tera Hayward-Olivas, Chairperson
Lisa Doak
Cynthia Batty, Planning Commission Liaison

Absent: Kevin Wade
Michael Westman

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

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

Minutes

October 9, 2025 – A motion was made by Ms. Batty to approve the minutes of the October 9, 2025 meeting as presented. The motion was seconded by Ms. Doak and was unanimously passed.

New Applications

23 West 6th Street – Larry Kouma – Solar panel installation

An application was submitted to install a solar panel array with battery backup on the flat roof section in the rear of the home. Mr. Kouma and Mr. Alex Mathiowdis from CMI Solar & Electric were present.

Mr. Kouma explained that after consultation with Ms. Hamroun the original design was revised to lower the solar panels so they are invisible from the public right-of-way. He distributed additional images showing the flat panel design. Mr. Mathiowdis noted that originally the panels were tilted up for better efficiency. He added that there will be electrical equipment that must be installed on the side of the house next to the electric meter. This is required by the State and the Electric Company. The safety disconnect is smaller than a meter box and it must be installed next to the meter. Mr. Mathiowdis said he could paint the conduit to match the color of the brick, but cannot paint the actual enclosure.

In response to a question from Ms. Batty, Mr. Mathiowdis stated that changing the angle of the solar panels will reduce efficiency. Ms. Hamroun stated that by lowering the panels they will blend in with the roofing; adding that the design was changed to make the panels less intrusive. Mr. Mathiowdis said he could look into skirting, but stated that the only time they put guards around the panels is if there are issues with squirrels.

Mr. Mathiowdis stated that there will be a conduit on the side of the house going to the inverter in the basement. He noted that the conduit could be painted the same color as the brick. In

response to a question from Ms. Hamroun, Mr. Mathiowdis stated that if there is a downspout down the side of the house he would tuck the conduit next to it. If there is no downspout Ms. Hamroun requested that the conduit be tucked at the corner of the street elevation and the back elevation.

A motion was made by Ms. Doak to approve the application for solar panels at 23 West 6th Street as submitted. The motion was seconded by Ms. Batty and was unanimously passed.

201 Delaware Street – Trustees of the New Castle Common – Replace HVAC

An application was submitted to replace mini split units with new units and to install a saw tooth fence around the new unit to match the existing saw tooth fence concealing the existing equipment. There was no one representing the Trustees present.

Ms. Hamroun stated that 201 Delaware Street is a Key Building. The Trustees want to put in new HVAC units. They want to replace the existing units and install new units on the other side, duplicating the fence around the existing units. Mr. Bergstrom noted that the existing units do not supply sufficient air conditioning to the building, and the new equipment is the least intrusive units they could get.

In response to a question from Ms. Doak, Ms. Hamroun stated that putting in a taller fence would be more intrusive and the shorter fence is more discrete. She suggested that the footprint of the new fence match the existing fence for better symmetry. During discussion Ms. Hamroun noted that the existing tree could be within the enclosure.

Public Comment

Phil Gross – 1301 13th Street

Mr. Gross stated that he is opposed to the Trust installing new equipment in the proposed location that does not conform to machinery of the time, adding that he does not oppose replacing the existing units.

In response to a question from Mr. Gross, Ms. Hayward-Olivas stated that HAC does not handle enforcement, and suggested that Mr. Gross should fill out a City Complaint Form for his concern regarding businesses having things on the sidewalk in the Historic Commercial District. She added that the Design Standards and Guidelines are codified and all complaints should be directed to the City. In response to a further question from Mr. Gross, Ms. Hamroun reiterated that Mr. Gross should contact the City to express his concerns.

A motion was made by Ms. Batty to approve the installation of the new unit at the location indicated; with the condition that in the absence of documentation the fencing approved by the Historic Commission should be a fence that matches and is symmetrical to the footprint of the existing fence, and matches it in materials, design, and gate location. The motion was seconded by Ms. Doak and was unanimously passed.

Historic Area Commission Special Meeting Minutes
October 21, 2025

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

A motion was made by Mr. Ms. Batty to adjourn the meeting. The motion was seconded by Ms. Doak. The motion was unanimously passed and the meeting adjourned at 7:05 p.m.

Respectfully submitted,

Kathleen R. Weirich
City Stenographer



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 Christopher McCracken

Business (if applicable) _____

Address 114 Harmony St

City New Castle

State DE

Zip Code 19720

Daytime telephone 617-967-8100

Other phone/email cimccrac@gmail.com

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

2. NAME OF PROPERTY OWNER Christopher McCracken

Business (if applicable) _____

Address 114 Harmony St

City New Castle

State DE

Zip Code 19720

Daytime telephone (required) _____

Other phone _____

3. PROJECT STREET ADDRESS 114 Harmony St New Castle, DE 19720

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

5. EXISTING USE Residential PROPOSED USE Residential

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.)

Chimney - at risk of collapse

☐☐

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:

Remove roughly 3 ft of existing chimney below roof line and cap to prevent collapse / structural damage. Remaining Brick does not facilitate repair - not strong enough to support rebuilt weight per mason / structural engineer. Emergency repair necessary due to spalling and collapsing brick as well as large crack running up length of exposed chimney. Concern is for collapse of chimney causing injury or structural damage.

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

Christopher McCracken

SIGNATURE OF APPLICANT

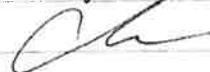


DATE 10/27/2025

PRINT OWNER'S NAME

Christopher McCracken

SIGNATURE OF OWNER



DATE 10/27/2025

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.

com

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

OK	Need	N/A	
☐	☐	☐	☐ 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)

OK	Need	N/A	
☐	☐	☐	☐ 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

OK	Need	N/A	
☐	☐	☐	☐ 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.			

OK	Need	N/A	
☐	☐	☐	☐ 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

☐	☒ Need	N/A
☐	☐	☐ 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 | |
|--------------------------|--------------------------|--------------------------|--|
| ☐ | ☐ | ☐ | Photographs of affected window(s) or location(s) of proposed new window opening(s) For new openings, a |
| ☐ | ☐ | ☐ | scaled wall section with proposed window |
| ☐ | ☐ | ☐ | Brochure or sample showing the material, window type, all dimensions and profiles, finish, glazing, and hardware |
| ☐ | ☐ | ☐ | 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 |
| ☐ | ☐ | ☐ | 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 | |
|--------------------------|--------------------------|--------------------------|--|
| ☐ | ☐ | ☐ | Photographs of affected foundation in detail and in context of whole building and adjacent buildings |
| ☐ | ☐ | ☐ | Scaled site plan showing building footprint and extent of existing and proposed foundation wall/piers/slab or infill |
| ☐ | ☐ | ☐ | Material sample, scaled detail drawing, and/or brochure showing the proposed material(s), colors, finish, pattern, and construction details |
| ☐ | ☐ | ☐ | 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 | |
|--------------------------|--------------------------|--------------------------|---|
| ☐ | ☐ | ☐ | Photographs of existing details and context of affected site area within view of the proposed project |
| ☐ | ☐ | ☐ | Brochure, sample, or scaled drawing showing the materials, light intensity, hardware, colors/finish |
| ☐ | ☐ | ☐ | For new equipment, scaled drawing showing proposed project with context site and/or building |

FENCES/WALLS/GATES

- | | | | |
|--------------------------|--------------------------|--------------------------|--|
| ☐ | ☐ | ☐ | Photographs of existing site area of proposed fence/wall/gate and detail photo of any existing fence/wall/gate |
| ☐ | ☐ | ☐ | 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) |
| ☐ | ☐ | ☐ | 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)

- | | | | |
|--------------------------|--------------------------|--------------------------|---|
| ☐ | ☐ | ☐ | Photographs of existing site area within view of proposed feature and detail photo of any existing affected features |
| ☐ | ☐ | ☐ | 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) |
| ☐ | ☐ | ☐ | Details of proposed features including material, finish, height, spacing, shapes, patterns, hardware, construction details such as a section drawing |
| ☐ | ☐ | ☐ | Plant material list with identification, quantity, size at planting and maturity, spacing |

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

- | | | | |
|--------------------------|--------------------------|--------------------------|---|
| ☐ | ☐ | ☐ | Photographs of existing site area within view of proposed construction with context area |
| ☐ | ☐ | ☐ | Scaled site plan showing property line and existing site features like buildings, sidewalks, driveways |
| ☐ | ☐ | ☐ | Scaled site plan showing the property line and proposed construction |
| ☐ | ☐ | ☐ | Scaled landscape plan |
| ☐ | ☐ | ☐ | Scaled elevation drawings showing existing building(s) and major site features |
| ☐ | ☐ | ☐ | Scaled elevation drawings showing proposed building(s) and major site features |
| ☐ | ☐ | ☐ | Wall sections |
| ☐ | ☐ | ☐ | Refer to details above for related roof, finishes, porches, doors, windows, foundation, electrical/mechanical |
| ☐ | ☐ | ☐ | Scaled elevation drawing (line drawing with minimal detail) showing the existing and proposed streetscape |
| ☐ | ☐ | ☐ | Scaled footprint diagram showing proposed building footprint(s) and surrounding existing building footprints |
| ☐ | ☐ | ☐ | 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 302-323-9814



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) 114 Harmony St Zoning District

BETWEEN 2nd St AND The Strand

(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
- To be installed but not included in the above cost

- a Electrical
- b Plumbing
- c Heating, air conditioning
- d Other (elevator, etc.)

(Omit cents)

\$ 4553.00

4,553.00

\$ 4553.00

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 buys 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

2

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

1,600

46 Total land area, sq. ft.

I. NUMBER OF OFF-STREET PARKING SPACES

47 Enclosed

0

48 Outdoors

0

J. RESIDENTIAL BUILDINGS ONLY

49 Number of bedrooms

3

50 Number of Full

1

Partial

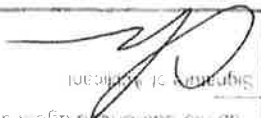
1

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.

Signature of Applicant 		Please Print Name Christopher McCracken		Address 114 Harmony St New Castle, DE 19720		Application Date 1972	
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 this authorized agent and we agree to conform to all applicable laws of this jurisdiction.							
Owner of Property Christopher McCracken		Name Christopher McCracken		Standing Address - Number, Street, City, and State 114 Harmony St New Castle, DE 19720		ZIP Code 19720	
Contractor Quarry Mill Craftsmen		Name Quarry Mill Craftsmen		Standing Address - Number, Street, City, and State 808 W 21st St Wilmington, DE 19802		ZIP Code 19802	
Engineer Structures Unlimited LLC - Brian Haglid		Name Structures Unlimited LLC - Brian Haglid		Standing Address - Number, Street, City, and State 101 Stone Tower Ln Wilmington, DE 19803		ZIP Code 19803	

SPECIAL NOTE FOR HISTORIC REVIEW CERTIFICATE APPLICATION

Describe in detail the nature and scope of all proposed work, including any structural alterations and repairs, and how they will affect the historic character of the building. Also indicate any special considerations or conditions that may be required for the work to be completed in accordance with the historic preservation laws and regulations.

Removal of upper 3 ft of existing chimney to prevent collapse. Repair not possible due to condition of bricks. Existing chimney will be capped and roofed over. New section of rafter will be joined to existing rafter to facilitate roof repair. Work done in accordance with structural engineering report (see attached).

Emergency repair necessary due to spalling and collapsing brick on inside of chimney as well as large crack running up entire length of outer brick. Concern is collapse of chimney causing injury or structural damage. (see attached photos)

IV. DESCRIPTION OF PROPOSED WORK - For the purpose of this section, the applicant shall provide a detailed description of the proposed work, including any structural alterations and repairs, and how they will affect the historic character of the building. Also indicate any special considerations or conditions that may be required for the work to be completed in accordance with the historic preservation laws and regulations.

55 Material consisting of _____ Weight _____

54 Foot sign, give distance back from the edge of road _____

53 _____

52 _____

51 _____

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

☐
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☐
☐
☐

AUTHORIZED SIGNATURE _____

DATE _____

VIII. VALIDATION

Building

Permit Number _____

268.29

Building

Permit Issued _____

Building

Permit Fee \$

218.29

Renewal Fee \$ _____

Certificate of Occupancy \$ _____

Approved By: _____

MSC Approval _____

Date

FOR DEPARTMENT USE ONLY

Use Group _____

Fire Grading _____

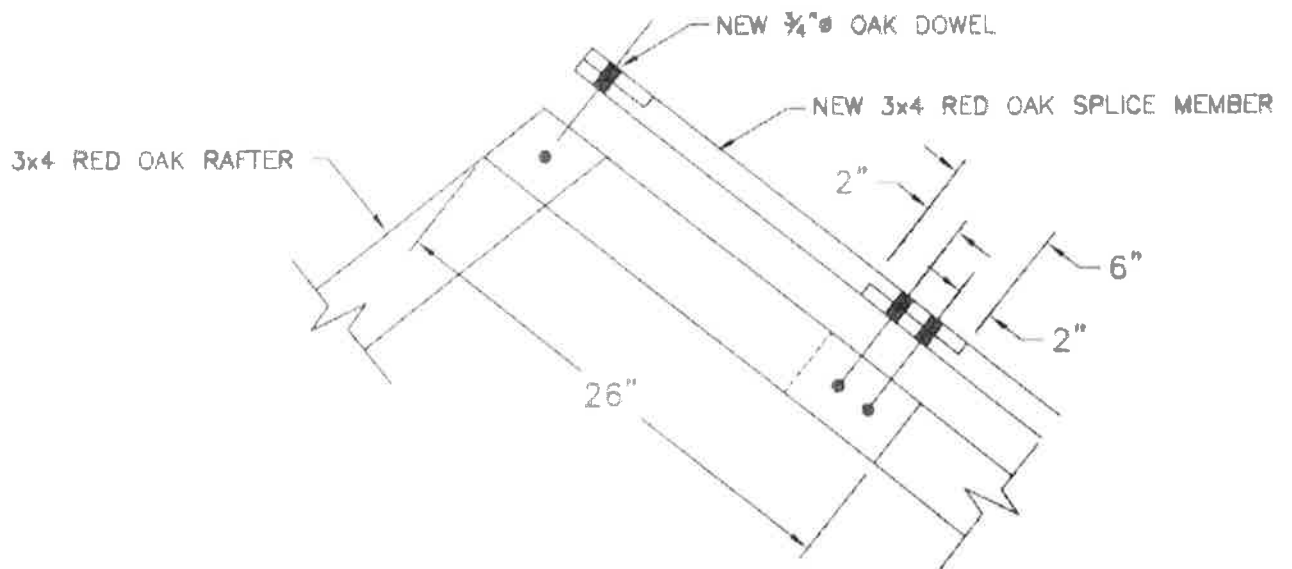
Live Loading _____

Occupancy Load _____

IX. OFFICIAL USE ONLY

D LAMINATING LVL BEAM

SCALE: 1"=1'-0"



ROOF RAFTER REPAIR @ CHIMNEY

SCALE: 3/4"=1'-0"



Crack extends to side wall of main

Pipe is visible inside chimney hole

↓ clearly can see pipe inside chimney through
hole



→ leading
extending
to side of
wall of
house

↓ collapsing brick

View in
Side of
Chimney

Crack in
Side
wall



Spalling
Brick

Hole in
side of
Chimney

Crack in
side wall →



Spalling
Brick

