



AN INCOMPLETE APPLICATION WILL NOT BE PLACED ON THE AGENDA UNTIL ALL OF THE REQUIRED ATTACHMENTS AND/OR ITEMS LISTED ON PAGE 2 ARE SUBMITTED.

APPLICANT INFORMATION

Name: Jeff Allen Landscape Architecture, LLC _____
Address: 842 West Fourth Street _____
City: Winston-Salem __State: NC __Zip Code: 27101 _____Telephone: 336-727-3914 _____

OWNER INFORMATION

Name: Mary Margaret & Bob Underwood _____
Address: 94 Union Street North _____
City: Concord _____ State: NC __ Zip Code: 28025 _____Telephone: 704-574-3800 _____

SUBJECT PROPERTY

Street Address: 94 Union Street North _____ P.I.N. # 5620-89-2037 _____
Area (acres or square feet): 1.4 acres _____ Current Zoning: RM-1 _____ Land Use: Residential _____

**Staff Use
Only:**

Application Received by: _____ Date: _____, 20 _____
Fee: \$20.00 Received by: _____ Date: _____, 20 _____

The application fee is nonrefundable.

General Requirements

The Unified Development Ordinance imposes the following rules, regulations and requirements on requests for Certificates of Appropriateness. The applicant must, with reference to the attached plans, demonstrate how the proposed use satisfies these requirements:

1. Project or Type of Work to be Done: Exterior Site Improvements
2. Detailed specifications of the project (type of siding, windows, doors, height/style of fence, color, etc.):
Proposed site improvements include modifications to the driveway/motor court to change the materials of the driveway, reduce the footprint of the motor court and add two parking pads.
Modifications to the landscape plan include removing additional trees and proposed replantings. Additional items being proposed include a front portico, front access steps, exterior landscape lighting, and a segment of fence. The front wall will also be removed from the previous COA. See attached plans for additional information.

Required Attachments/Submittals

1. Scaled site plan, if additions or accessory structures are proposed, on letter, legal or ledger paper. Larger sized copies will be accepted if **16 folded copies** are submitted for distribution.
2. A photograph of the front of the house.
3. Photographs of site, project, or existing structures from a “before” perspective
4. Drawings, sketches, renderings, elevations, or photographs necessary to present an illustration of the project from an “after” perspective.
5. Samples of windows, doors, brick, siding, etc. must be submitted with application.
6. Detailed list of materials that will be used to complete the project.

Applications may be submitted electronically.

Certification

(1) I hereby acknowledge and say that the information contained herein and herewith is true and that this application shall not be scheduled for official consideration until all of the required contents are submitted in proper form to the City of Concord Development Services Department. (2) I understand that City staff and/or members of the Historic Preservation Commission may make routine visits to the site to insure that work being done is the same as the work that was approved. (3) I understand that photographs of the completed project will be made to update the City’s historic districts inventory database.

March 25, 2021

Date

Jeffrey B Allen

Signature of Owner/Agent