



**APPLICATION FOR  
CERTIFICATE OF APPROPRIATENESS**  
HISTORIC PRESERVATION COMMISSION, THOMASVILLE, NC 27360

**HISTORIC DISTRICT** Thomasville Recreation Main Office

**LOCATION** 1 E. Main St. Thomasville NC 27360  
Street Address Where Work Will Be Undertaken

<b>PROPERTY IDENTIFICATION</b>	<b>Tax Map(s)</b>	<b>Tax Block(s)</b>	<b>Tax Lot(s)</b>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**APPLICANT** Tobin Cory S.  
Last Name First Name MI

**ADDRESS** 1 E. Main St.  
Number Street  
Thomasville NC 27360  
City State Zip

**TELEPHONE NO.** 336-475-4281 336-689-5358  
Work Home Mobile

**FAX NO.** \_\_\_\_\_  
E-MAIL Cory.tobin@thomasville-nc.gov

**PROPERTY OWNER** City of Thomasville  
Last Name First Name MI

**ADDRESS** 10 Salem St.  
Number Street  
Thomasville NC 27360  
City State Zip

**TELEPHONE NO.** 336-475-4210  
Work Home Mobile

If there are additional property owners, check here and attach their names, addresses and phone numbers.

**OWNER'S SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

Verified by PDFFiller

**APPLICANT'S SIGNATURE** \_\_\_\_\_ **DATE** 2-3-2022

02-03-2022 00:00

**Submit COA Application & Documentation to:**  
**PLANNING & INSPECTIONS DEPT**  
**CITY OF THOMASVILLE, NC**  
Physical Location: CITY HALL, 10 SALEM ST, 2ND FLOOR  
Mail To: PO BOX 368, THOMASVILLE, NC 27361-0368  
FAX: (336) 475-4258 QUESTIONS: (336) 475-4255

**PROPERTY SITE INFORMATION**

Total acreage / square footage of property:

.37 Acres

Name of Street: 1 E. Main St. Thomasville, NC 27360

Total Frontage: N/A Depth: N/A

Structures on property? (If yes, give use and year built for each structure)

Recreation Main Office Building, former US Post Office 1925

Existing Use: Recreation Main Office

Names and addresses of property owners within 100 feet on all sides of property for which the request is made. If additional space is needed, attach names and addresses on a separate sheet.

1. Johnny Jones

2.

3.

4.

**The application for a Certificate of Appropriateness (COA) and all supporting information must be received no later than 15 days prior to the Historic Preservation Commission meeting. Incomplete applications will not be reviewed by the Commission. The Commission meets on the last Tuesday of each month at 6:30 p.m. in the Community Center located at 7003 Ball Park Road. COA applications are reviewed by the Commission in public hearing according to due process. Applicants and/or their designated representatives are encouraged to attend the public hearing. The Historic Preservation Commission's action in granting or denying a COA may be appealed by filing notice with the Board of Adjustment within 30 days of the Commission's decision. Appeals are filed in the Department of Planning and Inspections offices.**

Upon request, the Commission's Design Review Committee consults informally with the property owner during project planning to advise on the Design Guidelines, the basis of all COA decisions. Such unofficial discussion of the proposed work is not binding upon the Commission in its review of the resulting application.

Certificates of Appropriateness remain in force for the duration of a project. However, if a period of one year passes and no progress has been made toward completing the project, the COA is voided and a new application must be submitted and approved before work may resume.

A new COA application must be submitted for any changes to approved plans. Deviating from approved plans constitutes a violation of the historic district or landmark regulations and is subject to civil penalties.

**The Certificate of Appropriateness does not relieve the property owner from the responsibility of obtaining any other required permits. Building permits and other permits may be required even if a Certificate of Appropriateness is not required. For more information contact the Zoning Enforcement officer at (336) 475-4255**

### **Exterior Alterations**

- Scaled elevation drawings for alterations such as adding or removing window or door openings.
- Construction details for adding features such as porch columns and railings.
- Photograph of site of proposed alterations.

### **Additions to Buildings**

- Scaled elevation drawings of all sides of the proposed addition.
- Site plan or survey showing existing conditions and the building footprint with the proposed addition indicating distances to property lines
- Photograph of site of proposed alterations.
- Material specifications, color, samples and illustrations

### **Landscaping and Site Improvements**

- Site plan showing location of existing and proposed plantings, fences, walls, walks, patios, driveways, parking areas, pools, dumpsters, mechanical equipment, etc.
- Drawing, illustration, photograph, etc. showing design and dimensions of fences, walls, etc.
- Sample or illustration of materials for walks, patios, etc.

### **New Buildings**

- Scaled elevation drawings of all sides of the proposed building
- Site plan showing existing conditions including all trees over 6" in diameter, building footprint and distances to property lines, site improvements including parking areas, drives, walkways, fences, walls, out buildings, utilities, lighting, and mechanical equipment, etc.
- Landscape plan showing location, type, and size of new plant materials
- Material specifications, color, samples and illustrations

### **Demolition**

- Reason for demolition and proposed reuse of site
- Site plan showing location of trees larger than 6" in diameter and site features such as fences, walls, walks, etc.
- Photographs of all sides of the building to be demolished and streetscape photograph

### **Moving Buildings**

- Reason for relocation
- Site plan showing location of trees larger than 6" in diameter and site features such as fences, walls, driveways, walks, etc.
- Photographs of all sides of the building to be moved
- Description of any proposed exterior alterations and site plan, landscape plan, etc. if new location is within a historic district boundary

### **Signage**

- Photograph of building or site affected
- Sketch, drawing or photograph of proposed sign design with pertinent dimensions and materials description
- Sketch, plot plan or description of proposed sign location on building or site

## STEPS FOR COMPLETING APPLICATION

1. Describe the project completely and clearly stating the nature and extent of the proposed work. Attach additional sheets if necessary. Provide sufficient detail to allow the Zoning Enforcement Officer or Historic Preservation Commission to make an informed decision regarding appropriateness.

The Recreation Department is seeking to replace the current full wooden front door at our administrative Office. The door isn't welcoming to our visitors and impacts the aesthetics of the building.

The HPC approved refurbished wooden windows which have had a tremendous impact.

We are seeking to add a wooden door with similar windowed design as our windows.

The color in our opinion could be white but are open to opinions or suggestions.

Thank you for your consideration in this effort to upfit our office.

2. Provide the following documentation:

### **Painting**

- Color chips or brochure
- Color names or numbers to be used on each of the following as appropriate: body of house, corner boards, soffit, fascia, cornice molding, exposed rafters, roof brackets, window and door casings, window sash, porch columns, porch railing, porch flooring, porch ceiling, entrance doors, and other

### **Exterior Repairs**

- Photograph of repair site for replacement of deteriorated porch railings, columns, steps, or other architectural features
- Description of replacement materials when original materials will not be retained.

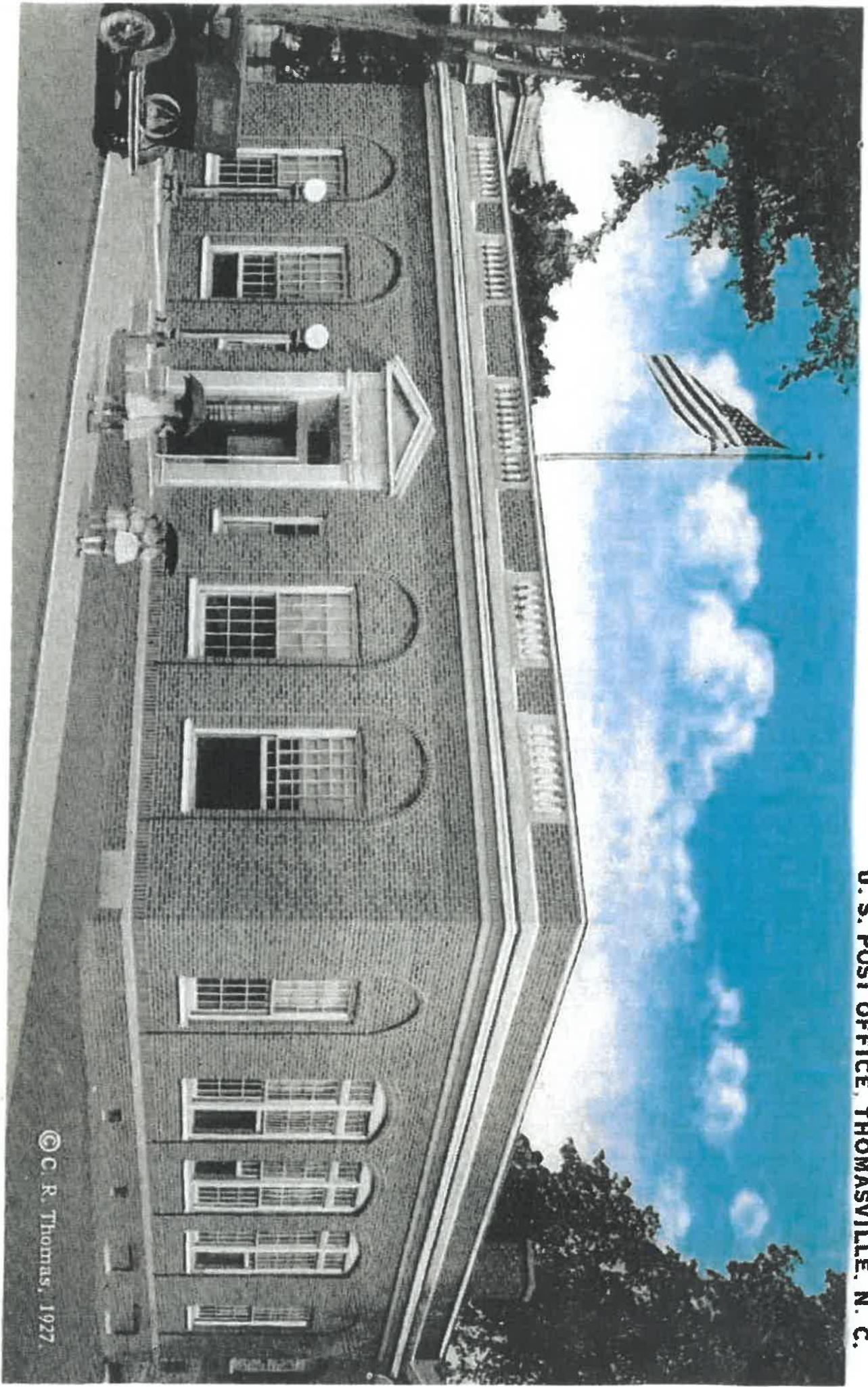
### **Re-roofing**

- Photographs of slate, terra cotta tile or other distinctive roofing shingles, or other significant roof features that might be disturbed during the work.
- Manufacturer's brochure or sample of replacement shingle or other roofing material
- Description of type and location of roof ventilators and method of flashing





U. S. POST OFFICE, THOMASVILLE, N. C.



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