

From: [Miller, Lisa](#)
To: [Andreas Weber](#)
Cc: [Swope, Karen](#); [Young, Sara](#)
Subject: RE: Pictures of porch from 716 Shepherd St.
Date: Monday, May 06, 2013 1:29:35 PM

Hi Andreas,

Thanks for sending these photos. This can be an administrative certificate of appropriateness (COA) application. The information you need for the application and materials is below. Let me know if you have any questions – otherwise just bring the application in to the Planning Department (or mail it in) once it's complete with the \$26 fee.

Best,
Lisa

Administrative COA application (page 2 is the checklist of required submittal materials – since this is a retroactive approval request you can submit comprehensive photographs of the completed work instead of elevations):
<http://durhamnc.gov/ich/cb/ccpd/Documents/Applications%20with%20New%20Logo/Urban%20Design/2012%20COA%20Admin%20Application%20November%202012.pdf>
General COA info: <http://durhamnc.gov/ich/cb/ccpd/Documents/Applications%20with%20New%20Logo/Urban%20Design/2012%20COA%20Instructions%20REVISED.pdf>
Level of review required based on scope of work a(for future reference):
<http://durhamnc.gov/ich/cb/ccpd/Documents/Historic%20Preservation%20Information/Applications/Work%20requiring%20a%20COA%20Dec%202012%20calibri.pdf>
Preservation Plan for Morehead Hill with review criteria beginning on page 42:
http://durhamnc.gov/ich/cb/ccpd/Documents/Historic%20Preservation%20Information/plan_morehead.pdf

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From: Andreas Weber [mailto:andreasweber2009@gmail.com]
Sent: Monday, May 06, 2013 11:11 AM
To: Miller, Lisa
Subject: Pictures of porch from 716 Shepherd St.

Lisa,

Attached you find a series of pictures displaying the porch we had built about 8 years ago. The porch is not visible from the street as you can see in the pictures.

Our complaining neighbor, who doesn't even live in his house, must feel solace in having our paper work corrected instead of addressing his own multitude of code violations stemming from decades of neglect as a landlord.

Please let me know if you would like to get additional pictures and what the quickest course of action is to receive the certificate.

Have a great day.

Andreas