



**Michele Gelfman,
President**

CERTIFICATE OF APPROPRIATENESS

ADMINISTRATIVE APPROVAL

The Historic Preservation Commission of South Bend and St. Joseph County has approved the following work:

1. Replacement of existing flat roofs on entrance porches.
2. Install new flashing.
3. Move/adjust downspouts to better drain roof / porch areas
4. Demo door / frame-in opening over garage door.

A&M HOME SERVICES, INC./MICHAEL ALEXANDER,
Contractor

for the following location:

**304 NAVARRE ST
South Bend, IN, 46601
Chapin Park
Application No. 2019-0514**

in the County of St. Joseph; State of Indiana; which is:

- Located in a Local Historic District** Ord No. 9574-05
 A Local Historic Landmark Chapin Park

and found this application to be appropriate according to the Standards pertaining to Local Historic Landmarks and/or Local Historic Districts. Regulations pertaining to the Historic Preservation Commission are found in Chapter 21 (Zoning), South Bend Municipal Code and Chapter 26 of the St. Joseph County Code.

The issuance of this certificate does NOT in any manner, release the recipient from the responsibility of complying with the requirements of the zoning ordinances, building codes, safety codes, ADA or other requirements of the City of South Bend, the County of St. Joseph, the State of Indiana, or the United States Federal Government.

This certificate is good for one year from the date of issuance and is effective from the date entered herein. Plans are on file and open for public inspection at the office of the Historic Preservation Commission of South Bend and St. Joseph County, 227 West Jefferson Blvd., Suite 1400 S, South Bend, Indiana, during normal business hours.

THIS CERTIFICATE IS NOT TRANSFERABLE

NAME OF APPLICANT: **Sarah Davis**

DATE CERTIFICATE TAKES FORCE: **6/11/2019**

DATE CERTIFICATE EXPIRES: **6/11/2020**

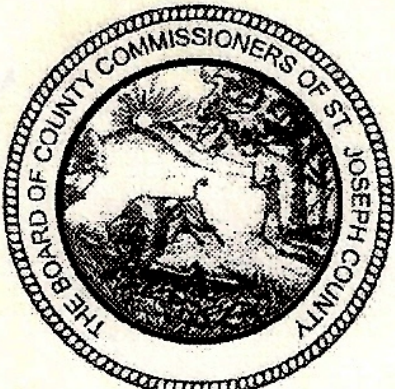
CERTIFICATE ISSUED BY:
**Adam Toering
Historic Preservation Specialist**

POST IN A CONSPICUOUS PLACE ON THE STREET SIDE OF THE PROJECT UNTIL COMPLETION OF ALL WORK.

HISTORIC PRESERVATION COMMISSION OF SOUTH BEND AND ST. JOSEPH COUNTY

Phone: (574) 235-9371

E-mail: SBSJCHPC@southbendin.gov



ELICIA FEASEL

**Historic Preservation
Administrator**

APPLICATION FEE

The following schedule of fees shall apply to any *Application for a Certificate Of Appropriateness*:

Routine Maintenance Exclusion (Staff Approval)	\$ 20.00
or	
Commission Review	\$ 20.00

Payment must accompany the application at the time of submission. For electronically submitted application, payment must reach the HPC office within 48-hours following transmission.

REQUIRED DOCUMENTATION AND SITE PLANS

The Historic Preservation Commission of South Bend and St. Joseph County cannot render judgment nor process an Application without specific documentation. Comprehensive documentation protects both the owner of the property submitting the Application as well as providing a complete understanding of the project for the commissioners and staff when rendering a decision. Problems often occur during a project review or during the execution of the project when one or both parties are unclear as to the specifics. ***Applications will NOT be processed without all required fees and documentation.***

When an Application has been scheduled for any meeting where a review and decision are to be rendered, the owner and any architect or contractor (s) retained for the project *must* attend such meetings. ***Failure by the owner, architect, or contractor to attend such meetings may result in denial of the Application due to insufficient representation.***

Documentation shall include: detailed written description of the project including materials to be used, scale, dimensions, construction methods, finishes, manufacturers' brochures and specifications and photographs of the area(s) which the project will affect.

Photographs may be submitted in digital format, or in photographic print. When a project involves blueprints and/or site plans, one (1) set shall be submitted with the Application. Any documentation submitted to this office cannot be returned to the applicant.

INSPECTION AUTHORITY

All projects will be inspected during and following execution, for compliance with the decision (s) rendered by the Historic Preservation Commission of South Bend and St. Joseph County.

Owner acknowledges that while the Historic Preservation Commission only considers Certificates of Appropriateness for exterior features, under certain circumstances it may be necessary for the Commission Staff to have access to the interior of the building in order to accurately assess the condition of the exterior feature and that the lack of access to the interior may prevent the Commission Staff from making a favorable recommendation.

Any work performed on a historic landmark or in an historic district which does not conform to the Certificate of Appropriateness certificate, shall be immediately halted by the Historic Preservation Commission and the Building Department of South Bend and St. Joseph County.

INTERGOVERNMENTAL DISCLOSURE

Certificates Of Appropriateness will be filed with the Building Department of South Bend and St. Joseph County when the applicant also is required to obtain a building permit or other such permit issued by that department. ***(The applicant may pick up their Certificate at that location).*** When no building or other permits are required from the Building Department, the Certificate will be mailed directly to the applicant.

574-855-1050



Name: Sarah Davis
 Address: 304 W. Navarre St.
 City/State/Zip Code: South Bend, IN 46616
 Home Phone: (574) 514-7148
 Email: Christa Sarah 304@SBCglobal.net
 Date: 4-12-19



Inspection Notes :

- | | | |
|---|--|---|
| <input type="checkbox"/> Nail pops | <input type="checkbox"/> Buckling/Wrinkling | <input type="checkbox"/> Previous Repairs Visible |
| <input type="checkbox"/> Granule Loss | <input type="checkbox"/> Standing Water | <input type="checkbox"/> Missing Tabs |
| <input type="checkbox"/> Moss Buildup | <input type="checkbox"/> Damaged Shingles | <input type="checkbox"/> Curling |
| <input type="checkbox"/> Exposed Felt | <input type="checkbox"/> Blistered | <input type="checkbox"/> Cracked/Torn |
| <input type="checkbox"/> Improper/Amateur Install | <input type="checkbox"/> Chimney Flashing | <input type="checkbox"/> Missing Flashing |
| <input type="checkbox"/> Damaged Pipe Boot | <input checked="" type="checkbox"/> <u>Flat Roof</u> | |

Work Notes:

Demo Door above garage Roof, Demo small lip of Decking over North porch Roof. Flat Roof over garage. Demo Down to Framing. Frame in Door opening, Sister Rafter on garage Roof & Re-sheet. Demo gutters & Downspouts on East porch Roof. New Crown Moulding 3/4" on East porch overhangs, Build up 2x6 board on garage Roof above curb. New 1"x10" Cedar Trim around frame of garage Roof. (Black Ripedge). New .045 EPDM (Black) on 2 Porch Roofs & garage Roof. Cut Stecco above Roof lines & Flush Roofs, New Cedar Breeze board. Re-Route upper gutter Downspout on East side porch to Drain onto the North. Protect New Framed in opening, Homeowner to Finish Interiors. Leave Metal Roofs + Gutters for owner.

Customer Loyalty Program 2 year Warranty 2 Inspections 1st Year 2 Inspections 2nd Year

Acceptance of Proposal: The prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Additional detailed information can be found on back of this form.
 Total Project Cost: 7,399.00 Home Owner's Signature: [Signature] Date: 4/12/19
 NOTE: A 1.5% monthly finance charge will be applied to any balance remaining unpaid 30 days from the date of completion of work. Work is considered complete on the day the original invoice is issued. In the event, it is necessary for A&M Home Services to initiate litigation to collect any portion of the amount owed, we will be entitled to all cost of collection, including attorney fees in addition to principal and interest. When satellites are installed on roof, A&M Home Services is not responsible for loss of satellite signal due to roof replacement. During the installation of a new roof A&M attempts to be as careful as we can to prevent damage to the gutters. A&M Home Services, is not responsible for replacement of gutters due to roof repair. A&M is not responsible for damage or leaks to reused or existing skylights. A&M Home Services, undertakes no testing for the growth of mold or fungus existing at the property and owner hereby waives any and all claims for, an A&M assumes no liability for any action, suit, debt or damages, including incidental and consequential damages, judgements, executions, claims and demands whatsoever, in law or in equity, whether known or unknown, and whether matured or not matured, which said owner ever had, now has, can, shall or may have against A&M, for, or upon, or by reason of any manner, cause, or thing whatsoever, that results from the growth, development, intrusion or invasion of mold and fungus on, in, or into the subject roof and underlying building area. Owner acknowledges that it is recommended to maintain property and perform regular maintenance. Additional wood repair cost will be added to the final invoice. Michigan Contractor # 2103209880

This proposal may be withdrawn by us if not accepted within 3 days. Authorized Signature: [Signature]

Payment Terms: Cash/Check Credit Card Insurance Financing

Down Payment: 700.00
 CK# 106
 Due Completion: 6,699.00
 CK# _____
 Note: All cash/check contracts will have an additional 3% finance fee on all credit card transactions.

A&M Home Services, Inc.
 602 E. Jefferson St.
 Plymouth, IN 46563
 (574) 855-1050

BBB Rating: A+

Available Financing: _____
 Amount Financing: _____
 Estimated Monthly Payments: _____
 Application ID: _____
 Last 4 of SS#: _____

Project Work Sheet

Customer: Swah Davis

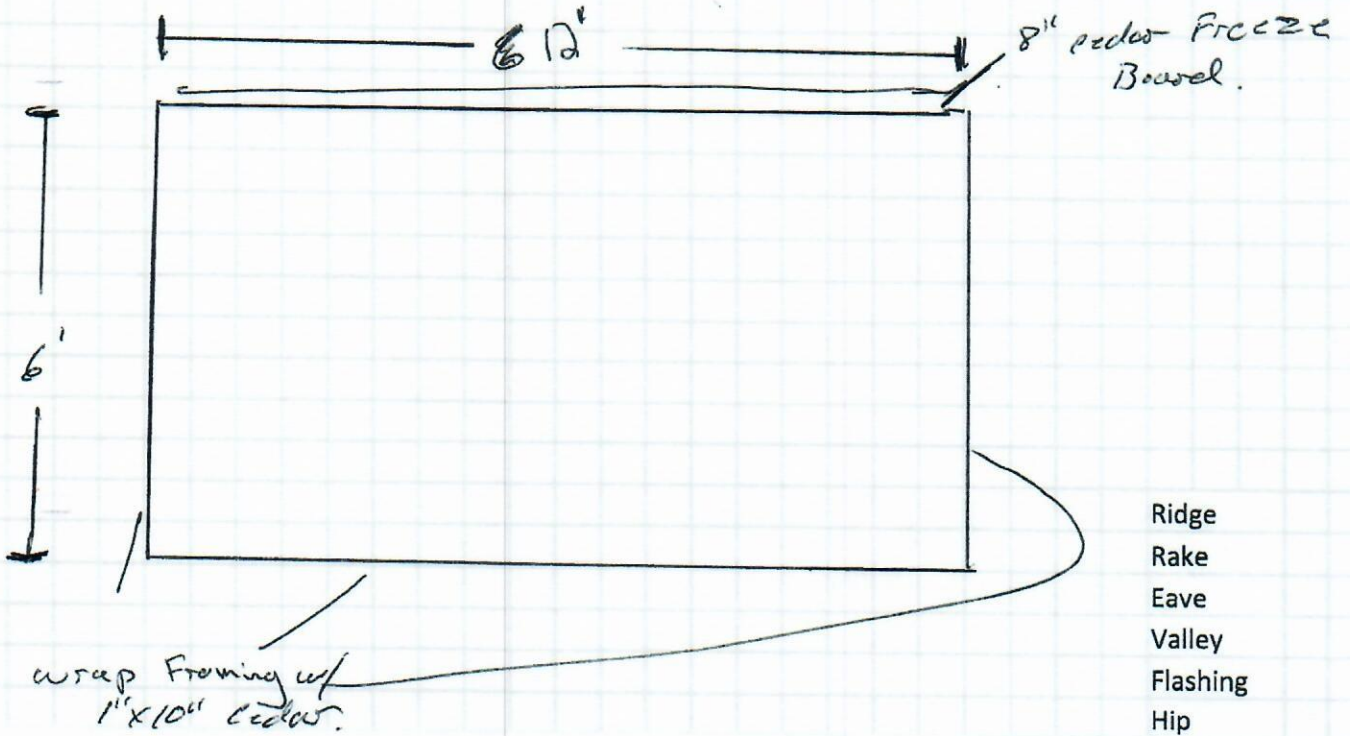
Estimator: Soel VanVyncht.

Premium Eagleview Yes No

Sq.w/waste Total

Pitch

Layers



D= Dump Trailer Loc CH= Chimney E= Electric Sky= Skylight S= Satellite BX= Box Vent BRV= Bath Vent SS= Smoke Stack PB= # Pipe Boot

Measurements

Type	<u>Roof</u>
Life Expectancy	<u>0</u>

Item	Size	Color
Drip Edge	<u>1 1/2</u>	<u>Black</u>
Gutters	<u>5k</u>	<u>clay</u>
Soffit/Fascia		<u>wood</u>
Ribbed or Smooth		
Chimney		<u>---</u>
Freeze Board		<u>---</u>
Skylights		<u>---</u>
Pipe Boots		<u>---</u>
Leak <u>Y/N</u>	24 Hr Notice <u>Y/N</u>	
	<u>1/6</u> or OSB	
Insulation (Inches)		

Special Notes:

- Demo Doors above Roost, and Frame in.
- Demo Roost Down to Framing, sister Boards w/ 2x4 New O.S.B. 2" ISO Board.
- Wrap Frame w/ 1" x 10" cedar board
- Get stucco out Flash EPDM up wall and Install 8" cedar Freeze board.
- Black .045 EPDM.
- Black Drip.

Preferred Start Date:



A&M Home Services <roofsandbasements@gmail.com>

Permit Application 304 W. Navarre

1 message

Laura Althoff <lalthoff@southbendin2.onmicrosoft.com>
To: "roofsandbasements@gmail.com" <roofsandbasements@gmail.com>

Mon, Apr 29, 2019 at 2:35 PM

Good Afternoon,

We received the attached permit application in the mail today, however, I am unable to process it at this time. The address of 304 W. Navarre is designated as a historic property, and approval from Historic Preservation must be obtained prior to the issuance of any permits.

The Historic Preservation office is located on the 14th floor of the County City Building, and their telephone number is 574-235-7478.

Thanks.

Laura

Laura Althoff

City of South Bend

Administrative Assistant

125 S Lafayette Blvd

Building Department

South Bend, IN 46601

P: 574-235-9554

Fx: 574-235-5541

Email: lalthoff@southbendin.gov



EXCELLENCE | ACCOUNTABILITY | INNOVATION | INCLUSION | EMPOWERMENT

We deliver services that empower everyone to thrive.

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