

**RHDC**  
 RALEIGH HISTORIC  
 DEVELOPMENT COMMISSION

# CERTIFICATE OF APPROPRIATENESS PLACARD

for Raleigh Historic Resources

535 N EAST STREET

Address

OAKWOOD

Historic District

Historic Property

105-15-MW

Certificate Number

7/21/2015

Date of Issue

1/21/2016

Expiration Date

Project Description:

- Install memorial plaque

*This card must be kept pasted in a location within public view until all phases of the described project are complete. The work must conform with the code of the City of Raleigh and laws of the state of North Carolina. When your project is complete, you are required to ask for a final zoning inspection in a historic district area. Telephone the RHDC office at 832-7238 and commission staff will coordinate the inspection with the Inspections Department. If you do not call for this final inspection, your Certificate of Appropriateness is null and void.*

Signature, \_\_\_\_\_  
 Raleigh Historic Development Commission

*Pending the resolution of appeals, commencement of work is at your own risk.*



# Planning & Development

Development Services  
Customer Service Center  
One Exchange Plaza  
1 Exchange Plaza, Suite 400  
Raleigh, North Carolina 27601  
Phone 919-996-2495  
eFax 919-996-1831

## Raleigh Historic Development Commission – Certificate of Appropriateness (COA) Application



- Minor Work (staff review) – 1 copy
- Major Work (COA Committee review) – 13 copies
  - Most Major Work Applications
  - Additions Greater than 25% of Building Square Footage
  - New Buildings
  - Demo of Contributing Historic Resource
- Post Approval Re-review of Conditions of Approval

**For Office Use Only**

Transaction # 44000 Z

File # 105-15-MW

Fee \$29 -

Amt Paid \$29 -

Check # 986

Rec'd Date 7/20/15

Rec'd By [Signature]

• If completing by hand, please use **BLACK INK**. Do not use blue, red, any other color, or pencil as these do not photocopy.

Property Street Address 535 N. East Street, Southwest corner of Boundary and East streets

Historic District Oakwood

Historic Property/Landmark name (if applicable) Oakwood Common

Owner's Name City of Raleigh

Lot size 0.13 acre

(width in feet) 105

(depth in feet) 52

For applications that require review by the COA Committee (Major Work), provide addressed, stamped envelopes to owners of all properties within 100 feet (i.e. both sides, in front (across the street), and behind the property) not including the width of public streets or alleys:

Property Address	Property Address

I understand that all applications that require review by the commission's Certificate of Appropriateness Committee must be submitted by 4:00 p.m. on the application deadline; otherwise, consideration will be delayed until the following committee meeting. An incomplete application will not be accepted.


Type or print the following:

Applicant Sarah David, Society for the Preservation of Historic Oakwood Chair for the Oakwood Common Committee

Mailing Address 500 Polk Street

City Raleigh	State NC	Zip Code 27604
Date July 16, 2015	Daytime Phone 336-682-3695	

Email Address winstondawg@gmail.com

Signature of Applicant 

**Minor Work Approval (office use only)**

Upon being signed and dated below by the Planning Director or designee, this application becomes the Minor Work Certificate of Appropriateness. It is valid until 1/21/16. Please post the enclosed placard form of the certificate as indicated at the bottom of the card. Issuance of a Minor Work Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City Code or any law. Minor work projects not approved by staff will be forwarded to the Certificate of Appropriateness Committee for review at the next scheduled meeting.

Signature  Date 7/21/15

**Project Categories (check all that apply):**

- Exterior Alteration
- Addition
- New Construction
- Demolition

Will you be applying for state or federal rehabilitation tax credits for this project?

- Yes
- No

**(Office Use Only)**

Type of Work 64

\_\_\_\_\_

\_\_\_\_\_

**Design Guidelines** Please cite the applicable sections of the design guidelines ([www.rhdc.org](http://www.rhdc.org)).

Section/Page	Topic	Brief Description of Work
2.3.7/13	Site features	Installing memorial stone
2.3.9/13	Site features	Installing memorial stone

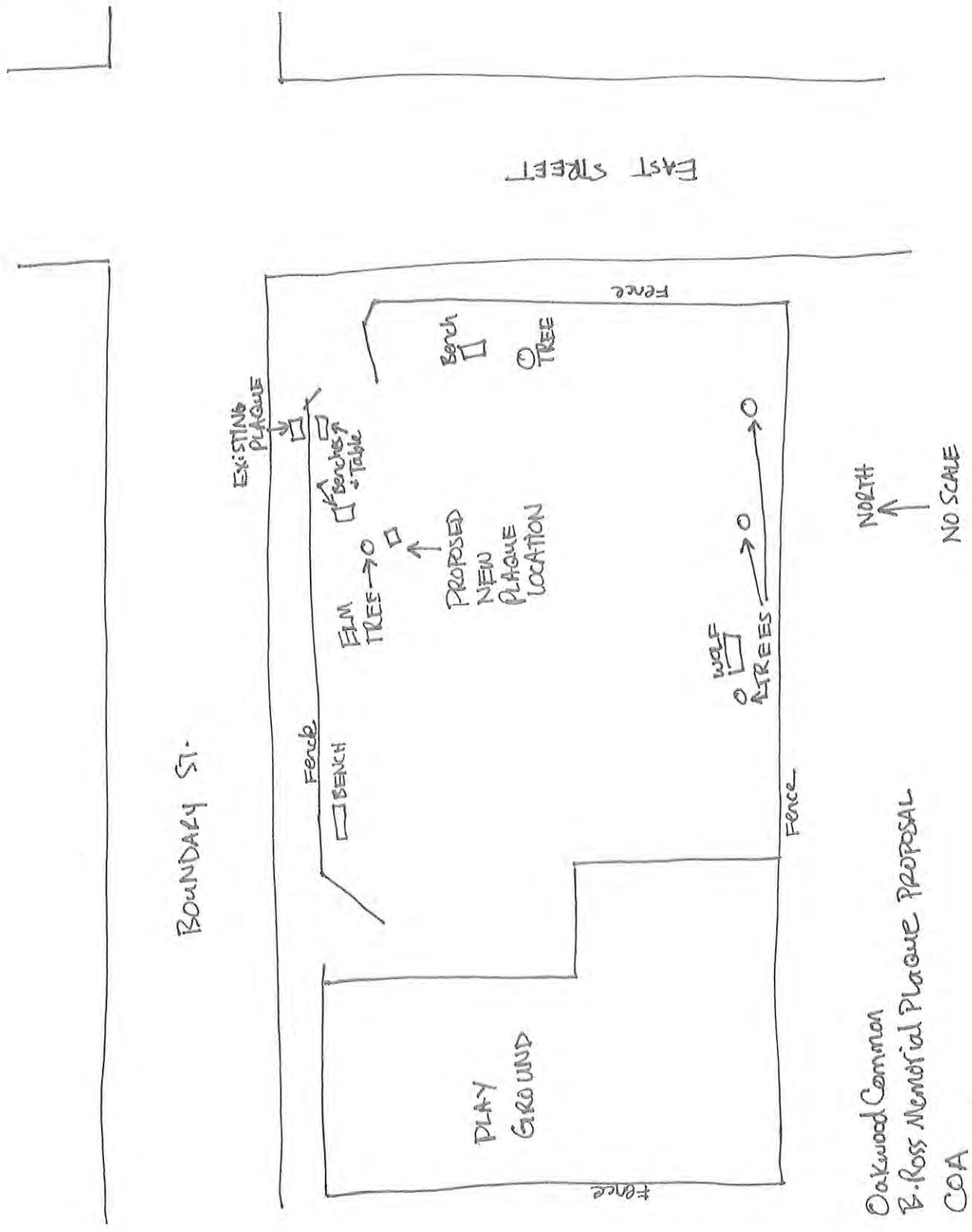
	TO BE COMPLETED BY APPLICANT		TO BE COMPLETED BY CITY STAFF		
	YES	N/A	YES	NO	N/A
<p>Attach 8-1/2 " x 11" sheets with written descriptions and drawings, photographs, and other graphic information necessary to completely describe the project. Use the checklist below to be sure your application is complete.</p> <p><b>Minor Work (staff review) – 1 copy</b></p> <p><b>Major Work (COA Committee review) – 13 copies</b></p>					
1. <b>Written description.</b> Describe clearly and in detail the nature of your project. Include exact dimensions for materials to be used (e.g. width of siding, window trim, etc.)	<input checked="" type="checkbox"/>				
2. <b>Description of materials</b> (Provide samples, if appropriate)	<input checked="" type="checkbox"/>				
3. <b>Photographs</b> of existing conditions are required.	<input checked="" type="checkbox"/>				
4. <b>Paint Schedule</b> (if applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
5. <b>Plot plan</b> (if applicable). A plot plan showing relationship of buildings, additions, sidewalks, drives, trees, property lines, etc., must be provided if your project includes any addition, demolition, fences/walls, or other landscape work. Show accurate measurements. You may also use a copy of the survey you received when you bought your property. Revise the copy as needed to show existing conditions and your proposed work.	<input checked="" type="checkbox"/>	<input type="checkbox"/>			
6. <b>Drawings</b> showing proposed work <ul style="list-style-type: none"> <li><input type="checkbox"/> Plan drawings</li> <li><input type="checkbox"/> Elevation drawings showing the new façade(s).</li> <li><input type="checkbox"/> Dimensions shown on drawings and/or graphic scale.</li> <li><input type="checkbox"/> 8-1/2" x 11" reductions of full-size drawings. If reduced size is so small as to be illegible, make 8-1/2" x 11" snap shots of individual drawings on the big sheet.</li> </ul>	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
7. Stamped envelopes addressed to all property owners within 100 feet of property not counting the width of public streets and alleys. (Required for Major Work)	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
8. <b>Fee</b> ( <a href="#">See Development Fee Schedule</a> )	<input checked="" type="checkbox"/>				

The Society for the Preservation of Historic Oakwood proposes installing a low stone memorial plaque in the Oakwood Common. The plaque would be placed at the base of a new elm tree that was planted in the Oakwood Common about 1.5 years ago to replace an injured elm tree. The plaque will be anchored with rebar and concrete and professionally installed by Wake Monument Company with all digging done by hand to limit the impact to the tree's roots (guideline 2.3.7). The plaque is low to the ground (about 12" tall at its tallest point) and will be an unobtrusive fixture in the park. Parks are traditional locations for monuments and memorial sculpture (guideline 2.3.9). A taller but similar stone-mounted plaque is located just outside the Common's northeast gate.

The bronze plaque is 12" x 10" and will be mounted on piece of granite. The overall monument is approximately 18" x 20" and about 12" tall at its tallest point.

Proposed monument





Oakwood Common  
B. Ross Memorial Plaque Proposal  
COA  
June 2015

Site Plan showing proposed location of monument



Above: northeast corner entrance with Elm Tree (location of the plaque) noted with yellow arrow



Left: existing wooden plaque base; the proposed monument will replace this wooden base at this location.



Left: Elm Tree and existing plaque base



Below: tree and plaque base in context with playground area and seating areas