



CERTIFICATE OF APPROPRIATENESS PLACARD

for Raleigh Historic Resources

408 POLK STREET

Address

OAKWOOD

Historic District

Historic Property

063-16-MW

Certificate Number

4/19/2016

Date of Issue

10/19/2016

Expiration Date

Project Description:

- Remove utility chimney; replace missing eave, soffit, fascia & roof.

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 # 467054

File # 063-16-MW

Fee 29.00

Amt Paid \$29.00

Check # 1308

Rec'd Date 3/30/2010

Rec'd By Pamela Best

app complete 4/7/10

• 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 **408 Polk St**

Historic District **Oakwood**

Historic Property/Landmark name (if applicable)

Owner's Name **Sabra Taylor**

Lot size (width in feet) (depth in feet)

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 **Will Hillebrenner**

Mailing Address **411 N East St**

City **Raleigh** State **NC** Zip Code **27604**

Date **3/28/16** Daytime Phone **347-738-1228**

Email Address **will_i_am_1@yahoo.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 10/18/16. 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 *Carol Kelly* Date 4/19/16

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 _____

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Design Guidelines Please cite the applicable sections of the design guidelines (www.rhdc.org).

Section/Page	Topic	Brief Description of Work
3.2	Masonry	Removal of non-original, non-appropriate concrete block chimney/vent
3.1	Wood	Replacement of original eave, soffit, fascia and roof removed for chimney
3.4	Paint	Repainting of siding and trim to match current/original color
		<u>→ wood; profiles to match</u>

	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>Minor Work (staff review) – 1 copy</p> <p>Major Work (COA Committee review) – 13 copies</p>					
1. Written description. 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. Description of materials (Provide samples, if appropriate)	<input checked="" type="checkbox"/>				
3. Photographs of existing conditions are required.	<input checked="" type="checkbox"/>				
4. Paint Schedule (if applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
5. Plot plan (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 type="checkbox"/>	<input checked="" type="checkbox"/>			
6. Drawings showing proposed work <ul style="list-style-type: none"> <input type="checkbox"/> Plan drawings <input type="checkbox"/> Elevation drawings showing the new façade(s). <input type="checkbox"/> Dimensions shown on drawings and/or graphic scale. <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. 	<input checked="" type="checkbox"/>	<input 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. Fee (See Development Fee Schedule)	<input type="checkbox"/>				



Rec'd 4/7/16

Sorry, I was out of town & thought Luke had sent this directly to you.

On Fri, Apr 1, 2016 at 4:45 PM, Luke
<lukecwilliamson@yahoo.com> wrote:

I hope this is helpful. Let me know if there is any more information I can provide for you.

408 Polk.



Corner of Polk and East.



View of the back of the house on East St.

Thanks,
Will and Luke
Oak City Artisans

On Mar 31, 2016, at 4:29 PM, will <will_i_am_1@yahoo.com> wrote:

[Sent from Yahoo Mail on Android](#)

On Thu, Mar 31, 2016 at 12:58 PM, Band, Daniel
<Daniel.Band@raleighnc.gov> wrote:

William: Thank you for submitting a Minor Work application for 408 Polk St. I've reviewed the application and I have one comment. Additional materials may be sent in by email.

- Please send in a color photo of the front of the property and house so that we can see where the chimney is in relationship to the rest of the house.

Thanks,