



# CERTIFICATE OF APPROPRIATENESS PLACARD

for Raleigh Historic Resources

324 PELL STREET

Address

OAKWOOD

Historic District

Historic Property

147-17-MW

Certificate Number

09-22-2017

Date of Issue

03-22-2018

Expiration Date

Project Description:

- Install wood handrails down front steps

*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.*

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



**DEVELOPMENT  
SERVICES  
DEPARTMENT**

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



- Minor Work (staff review) – 1 copy
- Major Work (COA Committee review) – 10 copies
  - Additions Greater than 25% of Building Square Footage
  - New Buildings
  - Demo of Contributing Historic Resource
  - All Other
- Post Approval Re-review of Conditions of Approval

For Office Use Only	
Transaction #	526785
File #	147-17-MW
Fee	\$29
Amount Paid	\$29
Received Date	8/23/17
Received By	MCCoy

Property Street Address 324 Fell St.

Historic District Oakwood

Historic Property/Landmark name (if applicable)

Owner's Name Heather Johnson and Trevor Lawson

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 ([Label Creator](#)).

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 *Heather Johnson & Trevor Lawson*

Mailing Address *324 Bell St.*

City *Raleigh*

State *NC*

Zip Code *27604*

Date *8/17*

Daytime Phone *(919) 418-1350*

Email Address *butterfly8825@hotmail.com*

Applicant Signature *Heather Johnson*

Will you be applying for rehabilitation tax credits for this project?  Yes  No

Did you consult with staff prior to filing the application?  Yes  No

Office Use Only

Type of Work \_\_\_\_\_  
*57*  
\_\_\_\_\_  
\_\_\_\_\_

**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 (attach additional sheets as needed)
		<i>Handrails on the exterior of our house is being required by our homeowners insurance to line our front steps. The handrails will be wooden and will match the railing on our porch. They are going to look very similar to my neighbors. They will be white - see attached paperwork. Painted @ time of building.</i>

### 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 3/22/18. 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 Works are subject to an appeals period of 30 days from the date of approval.

Signature (City of Raleigh) Melissa Robb Date 2/22/18

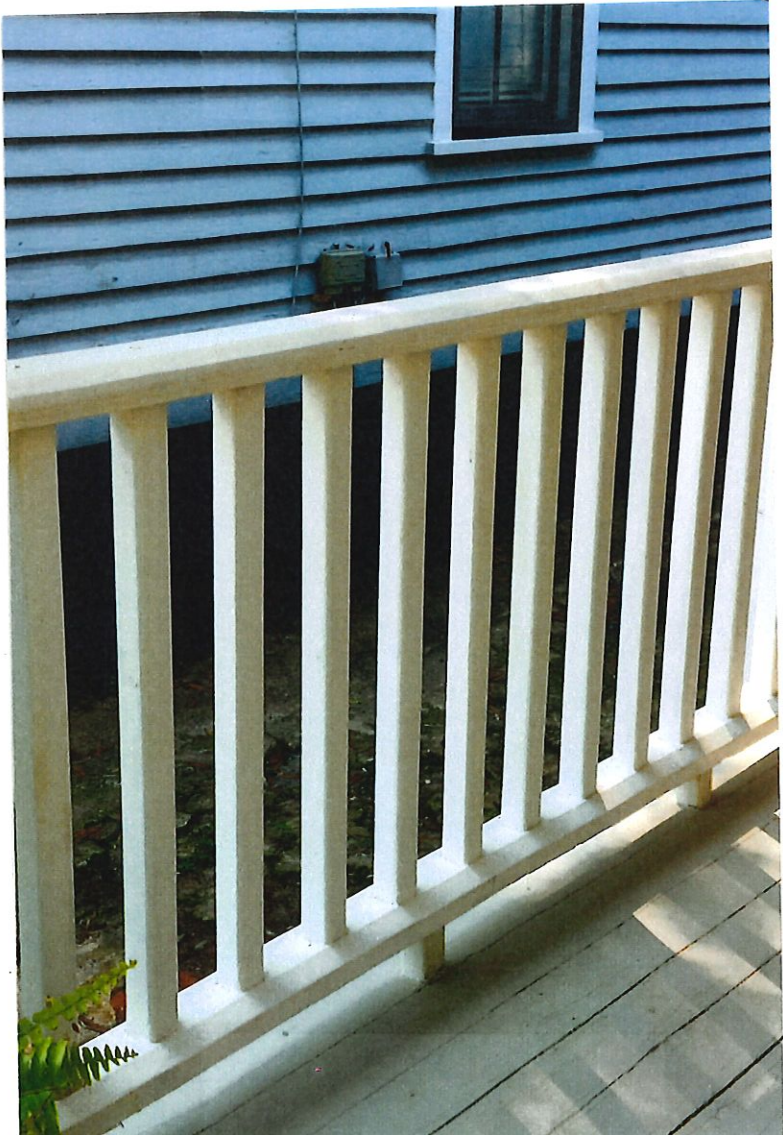
	TO BE COMPLETED BY APPLICANT		TO BE COMPLETED BY CITY STAFF		
	YES	N/A	YES	NO	N/A
Attach 8-1/2" x 11" or 11" x 17" sheets with written descriptions and drawings, photographs, and other graphic information necessary to completely describe the project. Use the checklist below to be sure your application is complete.  <b>Minor Work (staff review) – 1 copy</b>  <b>Major Work (COA Committee review) – 10 copies</b>			✓		
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.)	✓		✓		
2. <b>Description of materials</b> (Provide samples, if appropriate)	✓		✓		
3. <b>Photographs</b> of existing conditions are required. Minimum image size 4" x 6" as printed. Maximum 2 images per page.	✓		✓		
4. <b>Paint Schedule</b> (if applicable)	✓	<input 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 type="checkbox"/>	✓			✓
6. <b>Drawings</b> showing existing and proposed work <ul style="list-style-type: none"> <li><input type="checkbox"/> Plan drawings</li> <li><input type="checkbox"/> Elevation drawings showing the façade(s)</li> <li><input type="checkbox"/> Dimensions shown on drawings and/or graphic scale (required)</li> <li><input type="checkbox"/> 11" x 17" or 8-1/2" x 11" reductions of full-size drawings. If reduced size is so small as to be illegible, make 11" x 17" or 8-1/2" x 11" snap shots of individual drawings from the big sheet.</li> </ul>	✓	<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). Use the <u>Label Creator</u> to determine the addresses.	<input type="checkbox"/>	✓			✓
8. <b>Fee (See Development Fee Schedule)</b> <span style="float: right;"><u>check # 2173</u></span>	✓		✓		

8/22/17



handrail will  
attach to porch  
at (\*)'s in picture

(this is what  
the stairs  
currently look  
like)



up close picture  
of side rails



handrail will  
match

5/22/17



Neighbor's Stairs —