



CERTIFICATE OF APPROPRIATENESS PLACARD

for Raleigh Historic Resources

503 POLK STREET

Address

OAKWOOD

Historic District

Historic Property

184-17-MW

Certificate Number

12-01-2017

Date of Issue

06-01-2018

Expiration Date

Project Description:

- Replace wood porch steps with concrete steps and cheek walls
- Install metal handrails

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, _____

Melissa Robb

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



<input checked="" type="checkbox"/> Minor Work (staff review) – 1 copy <input type="checkbox"/> Major Work (COA Committee review) – 13 copies <input type="checkbox"/> Additions Greater than 25% of Building Square Footage <input type="checkbox"/> New Buildings <input type="checkbox"/> Demo of Contributing Historic Resource <input type="checkbox"/> All Other <input type="checkbox"/> Post Approval Re-review of Conditions of Approval	<p style="text-align: center;">For Office Use Only</p> Transaction # <u>476784</u> File # <u>184-17-MW</u> Fee <u>\$29</u> Amount Paid <u>\$29 via CC</u> Received Date <u>6/20/16</u> Received By <u>ACT</u>
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Property Street Address 503 Polk Street		
Historic District Oakwood		
Historic Property/Landmark name (if applicable)		
Owner's Name Harriet McLeod Skinner		
Lot size 0.11 acre	(width in feet) 47	(depth in feet) 105

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 McLeod Skinner

Mailing Address 503 Polk Street

City Raleigh

State NC

Zip Code 27604

Date May 31, 2016

Daytime Phone 919-836-8992

Email Address skinner13@aol.com

Applicant Signature *Harriet M. Skinner*

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

Yes No

Office Use Only

Type of Work _____

57

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

Section/Page	Topic	Brief Description of Work (attach additional sheets as needed)
3.6, page 36-37	Exterior walls	Please see attached sheets.
3.1, page 26-27	Wood	
3.2, page 28-29	Masonry	
3.8, page 42-43	Entrances, Porches, and Balconies	

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 6/1/18. 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 12/1/17

	TO BE COMPLETED BY APPLICANT		TO BE COMPLETED BY CITY STAFF		
	YES	N/A	YES	NO	N/A
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. Minor Work (staff review) – 1 copy Major Work (COA Committee review) – 13 copies			✓		
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 <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" or 11" x 17" reductions of full-size drawings. If reduced size is so small as to be illegible, make 8-1/2" x 11" or 11" x 17" snap shots of individual drawings on the big sheet.	<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). Use the Label Creator to determine the addresses.	<input type="checkbox"/>	<input checked="" type="checkbox"/>			✓
8. Fee (See Development Fee Schedule)	<input checked="" type="checkbox"/>		✓		

This application is for the installation of concrete steps, removal of aluminum siding, and replacement of rotten siding.

Installation of Steps and Handrail

Currently, two wooden steps lead up to the house. I propose replacing them with two concrete steps with simple cheek walls. A photograph taken in the late 1960s or early 1970s shows concrete steps and I will copy these steps. A copy of this image is attached. The new steps will match the width of the existing wooden steps, but the new structure will have 15" treads, for a total depth of 30." The existing steps have 12" tread for a total depth of 24."

I also propose installing a black, iron handrail attached to the inside of each post flanking the entrance to the porch. The rails will extend in from each post for 10" and then turn to follow the steps down, terminating at a simple, black, iron post.

Siding Removal and Repair

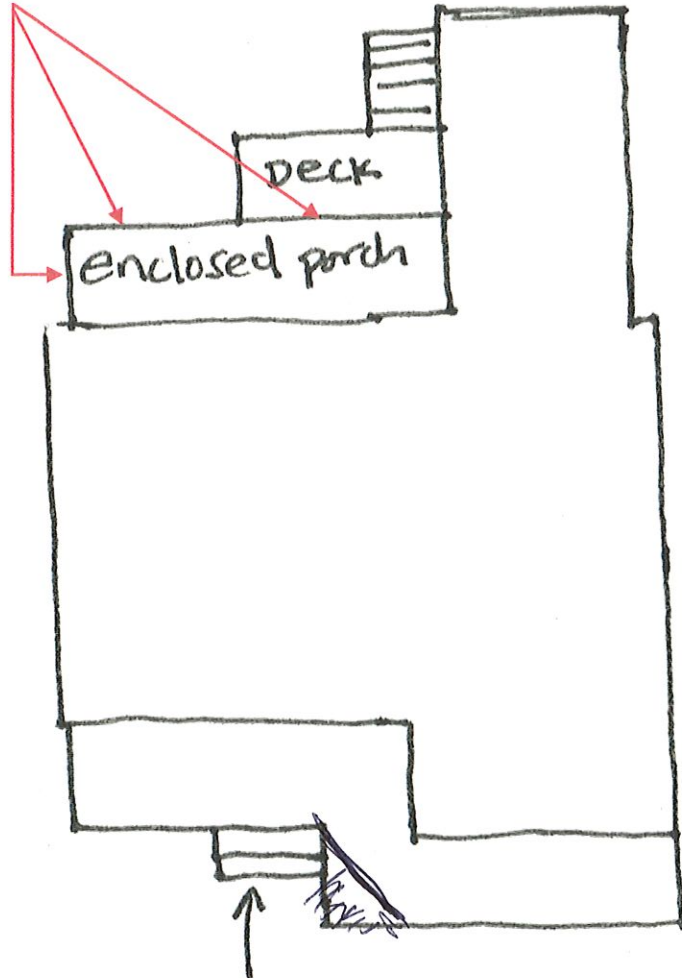
Aluminum siding currently covers the house. I propose removing it and repairing weatherboards and wood work as needed. Replacement of rotten siding or trim, where necessary, will be with wood to match the existing. After any repairs have been made, the house will be painted in the existing colors (cream with teal and gray accents).

Siding Replacement

An enclosed porch on the rear elevation is clad in a combination of aluminum siding and non-historic, board-and-batten siding created from plywood. Portions of the board-and-batten siding are decaying and the siding under the aluminum-clad portion of the porch may also be rotten due to previous leaks. I propose replacing the board-and-batten siding and any siding under the aluminum on the enclosed porch area with cementitious siding with the smooth side facing out and a reveal to match the original siding. This would create an area of cementitious siding approximately 143 square feet on the enclosed porch (approximately 95 square feet on the rear or north elevation and 48 square feet on the west elevation). On the west elevation, the proposed siding would abut wood siding; at this junction, a corner board can be used to separate the materials. Because of the close proximity of the neighboring houses and existing privacy fences, this enclosed porch is not visible from any public right-of-way. Neither the existing sliding glass door nor the four-over-four sash window located on this porch will be altered.

REMOVED FROM APPLICATION PER OWNER
11/20/17 EMAIL mm

new siding



steps
to be
replaced

503 Polk Street COA Application
McLeod Skinner, owner / Sarah David, applicant





Existing wooden steps



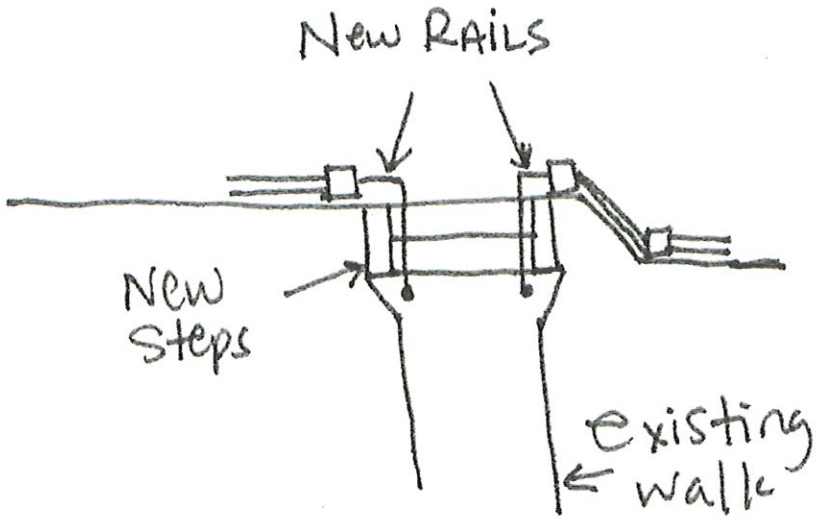
Ca. 1970 photo showing earlier concrete steps



Original or early steps to be replicated



Approximate location of proposed handrails



Location of proposed new handrails and steps



Board and batten siding on enclosed porch

Anagnost, John

From: skinner13@aol.com
Sent: Monday, November 20, 2017 4:15 PM
To: Anagnost, John
Subject: Re: COA Minor for 503 Polk Street

Hi,

Sorry about the mix up.

RE: the original COA, I won't be able to have the siding removed from my house right now, although I hope to at some later date.

But I still do need the new steps and railing.

Here is a picture of 516 Boundary. The top steps railing is very near what I am thinking of for my house. Black metal, curving out at the end. I would like the handrail be round for easier gripping, and all of the balusters would be plain and square. (some of the ones here have a decorative element.)

Thank You!

McLeod

(503 Polk St)

