



# CERTIFICATE OF APPROPRIATENESS PLACARD

for Raleigh Historic Resources

405 KINSEY STREET

Address

BOYLAN HEIGHTS

Historic District

Historic Property

009-18-MW

Certificate Number

01-26-2018

Date of Issue

07-26-2018

Expiration Date

**Project Description:**

- Install storm windows and screens

*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



<input checked="" type="checkbox"/> <b>Minor Work (staff review) – 1 copy</b>  <input type="checkbox"/> <b>Major Work (COA Committee review) – 10 copies</b> <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"/> <b>Post Approval Re-review of Conditions of Approval</b>	<b>For Office Use Only</b> Transaction # <u>540982</u> File # <u>009-145-MW</u> Fee <u>\$29.00</u> Amount Paid <u>29.00</u> Received Date <u>1/5/18</u> Received By <u>J. Garcia</u>
--	--

Property Street Address <b>405 Kinsey Street</b>	<b>ADDITIONAL INFORMATION</b>
Historic District <b>Boylan Heights</b>	<b>RECEIVED 1/8/18</b>
Historic Property/Landmark name (if applicable)	
Owner's Name <b>Mark and Lynn Senior</b>	
Lot size <b>.21 Ac</b>	(width in feet) <b>60</b> (depth in feet) <b>150</b>

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 Mark Senior

Mailing Address 405 Kinsey Street

City Raleigh

State NC

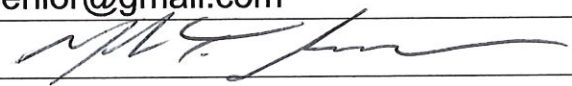
Zip Code 27603

Date 1/5/2017

Daytime Phone 919 662 7502; - 919 607 9712 c

Email Address mr2senior@gmail.com

Applicant Signature



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 \_\_\_\_\_

70

\_\_\_\_\_

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)
		Installing almond painted aluminum and glass double hung storm windows with screens to match existing color of house trim
		LARSON MODEL L203 DOUBLE HUNG.

**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 7/26/18. 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 7/26/18

	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.  <a href="#">Minor Work</a> (staff review) – 1 copy  <a href="#">Major Work</a> (COA Committee review) – 10 copies					
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. Minimum image size 4" x 6" as printed. Maximum 2 images per page.	<input checked="" type="checkbox"/>		✓		
4. <a href="#">Paint Schedule</a> (if applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>			✓
5. <a href="#">Plot plan</a> (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. <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"/>	<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 <a href="#">Label Creator</a> to determine the addresses.	<input type="checkbox"/>	<input checked="" type="checkbox"/>			✓
8. <b>Fee</b> ( <a href="#">See Development Fee Schedule</a> )	<input checked="" type="checkbox"/>		✓		



**Robb, Melissa**

---

**From:** Robb, Melissa  
**Sent:** Monday, January 08, 2018 11:27 AM  
**To:** 'Mark Senior'  
**Cc:** Tully, Tania  
**Subject:** RE: COA for storm windows at 405 Kinsey Street / Mark Senior

Mark,

Thank you for the additional information. We will include it in your application materials. I anticipate reviewing your application no sooner than the week of January 22 due to the current work load.

Best,  
Melissa

**Melissa Robb**  
Preservation Planner

■ **Raleigh Urban Design Center**  
One Exchange Plaza, Suite 300 | Raleigh, NC 27601  
919-996-2632 | [raleighnc.gov](http://raleighnc.gov)

**From:** Mark Senior [mailto:mr2senior@gmail.com]  
**Sent:** Friday, January 05, 2018 4:50 PM  
**To:** rhdc@rhdc.org  
**Subject:** COA for storm windows at 405 Kinsey Street / Mark Senior

Hi folks. just wanted to provide some additional information that might help with the COA i dropped off today.

I forgot to label the picture of the window in the brick house included with the application package. The picture shows the proposed type of storm window installed on one of the windows at my house. The storm windows are custom built by Larson and i needed to buy one anyway to make sure they fit and were of good quality so i installed one and took a picture so you could see what they looked like.

Please let me know if these windows are acceptable at your earliest opportunity as i'd like to order the rest and get them installed as this weather is freezing me out! :-)

hope this helps.

Mark Sr.  
919-607-9712 cell

**LARSON**

**LINT1**

**LOWES SOS**  
SENIOR, MARK

PO: 67596504

L203E

L203E Double Hung Low-E

Almond

08/34.500X55.000/BLS/G04/S01/DRIEL-N/FSCRN-  
N

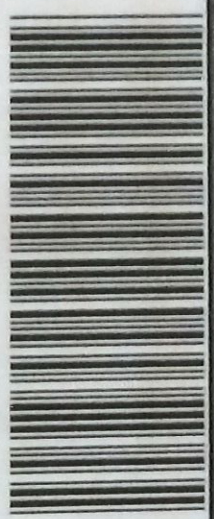
LOWES OF CARY 426

CARY, NC 27511

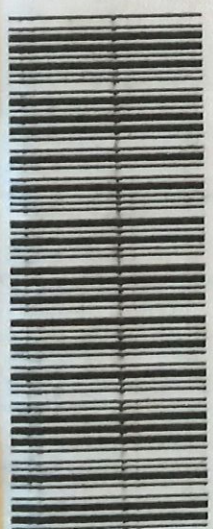
**Acct#**  
**544**

Date Rcvd \_\_\_\_\_

Bin Locn \_\_\_\_\_



**AP84058-1**



**AP84058-1**

**Qty In Box**  
**1**

**311-1134A**

Batch Seq  
334149 12-12  
12/22/2017

**NW/N-WFN**