



CERTIFICATE OF APPROPRIATENESS PLACARD

for Raleigh Historic Resources

520 METHOD ROAD

Address

Historic District

ST JAMES AME CHURCH

Historic Property

029-18-MW

Certificate Number

02-28-2018

Date of Issue

08-28-2018

Expiration Date

Project Description:

- Enclose side porch

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"/> Minor Work (staff review) – 1 copy <input type="checkbox"/> Major Work (COA Committee review) – 10 copies <ul style="list-style-type: none"> <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	For Office Use Only Transaction # <u>542317</u> File # <u>029-18-MW</u> Fee <u>59.00</u> Amount Paid _____ Received Date <u>1/22/18</u> Received By <u>Judy G.</u>
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Property Street Address 520 Method Road Raleigh, N.C. 27607

Historic District _____

Historic Property/Landmark name (if applicable) SAINT JAMES AFRICAN METHODIST EPISCOPAL CHURCH

Owner's Name Saint James AME Church

Lot size .36 Acres (width in feet) 125' (depth in feet) 125'

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

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 8/28/18. 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 2/28/18

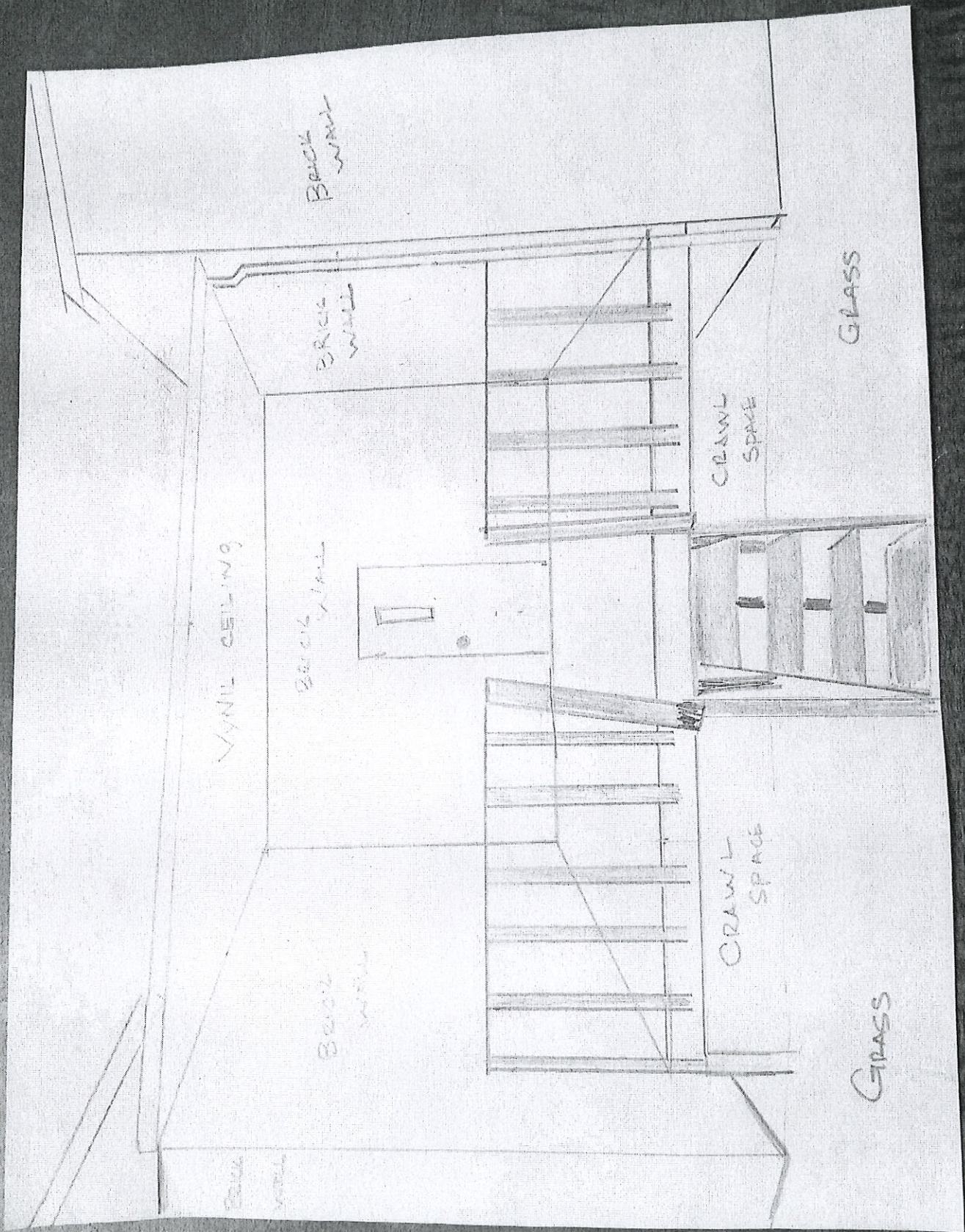
	TO BE COMPLETED BY APPLICANT		TO BE COMPLETED BY CITY STAFF		
	YES	N/A	YES	NO	N/A
Attach 8-1/2" x 11" or 11" x 17" sheets with written descriptions and drawings, photographs, and other graphic information necessary to completely describe the project. Use the checklist below to be sure your application is complete.					
<u>Minor Work (staff review) – 1 copy</u>			✓		
<u>Major Work (COA Committee review) – 10 copies</u>					
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. Minimum image size 4" x 6" as printed. Maximum 2 images per page.	<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 checked="" type="checkbox"/>	<input type="checkbox"/>		✓	
6. Drawings showing existing and proposed work <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Plan drawings <input type="checkbox"/> Elevation drawings showing the façade(s) <input type="checkbox"/> Dimensions shown on drawings and/or graphic scale (required) <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. 	<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). Use the <u>Label Creator</u> to determine the addresses.	<input type="checkbox"/>	<input checked="" type="checkbox"/>			✓
8. Fee (See Development Fee Schedule)	<input checked="" type="checkbox"/>		✓		



10'00"

8'00"

2'00"



BRICK WALL

BRICK WALL

VINYL CEILING

BRICK WALL

BRICK WALL

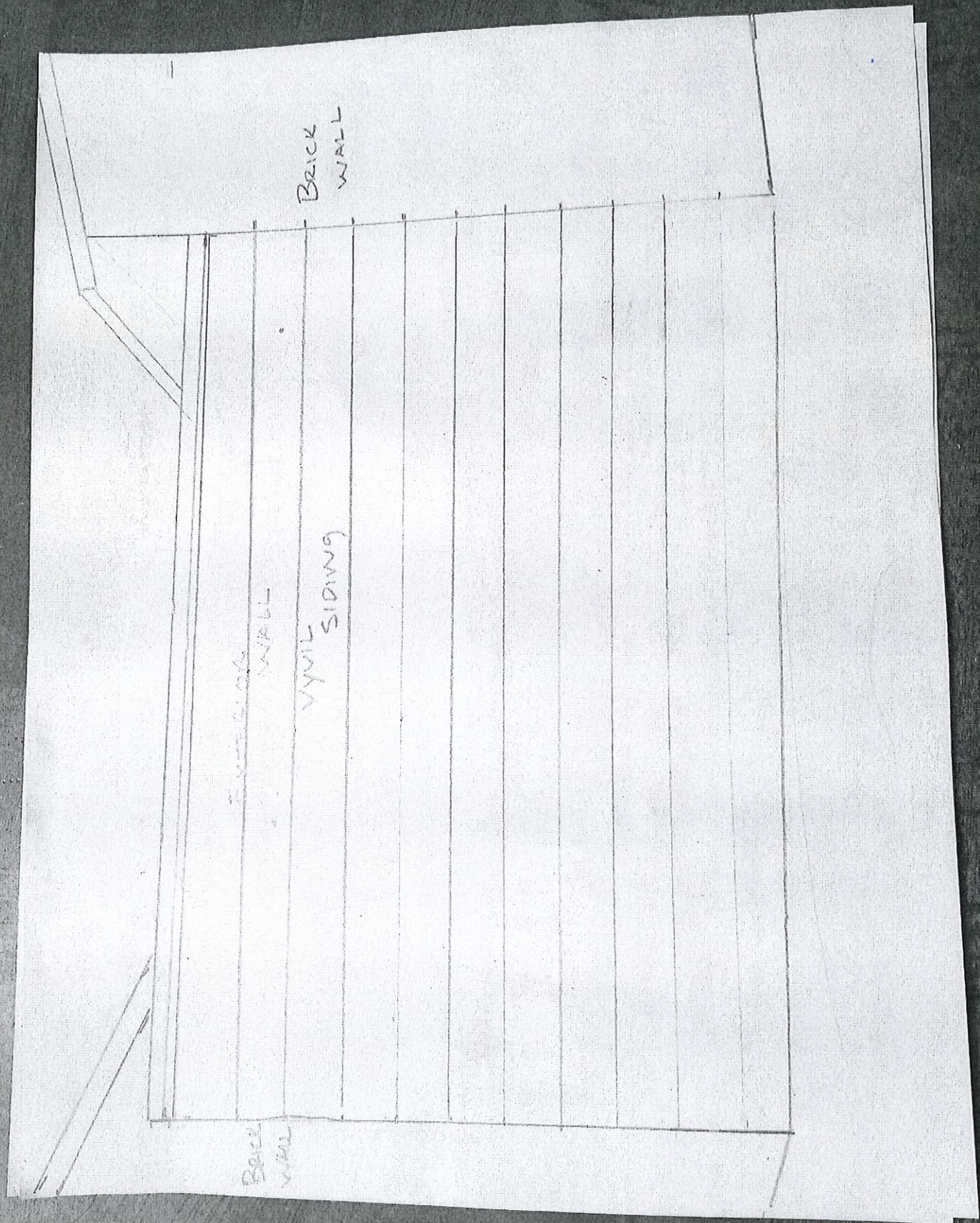
VINYL

CRAWL SPACE

GRASS

CRAWL SPACE

GRASS



BRICK
WALL

FIBERGLASS
WALL

VINYL
SIDING

BRICK
WALL

Robb, Melissa

From: Claudia Cuttio <mela@centurylink.net>
Sent: Monday, February 19, 2018 8:58 AM
To: Robb, Melissa
Subject: Fw: St. James A.M.E. Church

Mrs. Melissa,

I got with our contactor on the questions you ask. Below is his feedback, I hope this answer all of the questions.

Thank
Tom Cuttino

From: MHI works
Sent: Sunday, February 18, 2018 8:35 AM
To: Claudia Cuttio
Subject: Re: Fw: St. James A.M.E. Church

1. Yes we can will provide at less 1" inset in each corner.
2. There will be no existing materials on the current structure removed except for the deck/hand railing. New exterior wall will be built with brick foundation and matching vinyl siding, in same location current deck railing sits.
3. Gutters should not have to be removed, if so it will go back know same location...
4. Above grade brick foundation will be max 18" min 4".

On Feb 14, 2018 5:23 PM, "Claudia Cuttio" <mela@centurylink.net> wrote:
mark, please let me know you got this.

From: Robb, Melissa
Sent: Wednesday, February 14, 2018 2:43 PM
To: Claudia Cuttio
Cc: Tully, Tania
Subject: RE: St. James A.M.E. Church

Thomas,

In reviewing your minor work COA application, staff has a few questions and comments:

1. We understand you propose to use vinyl on the new wall enclosure. Vinyl is not a historic material but it appears you have it in small areas around the building. When you construct the wall it should be inset from the corners of the

brick building on each side by at least an inch. This is a typical method of distinguishing new materials from original. Please confirm that you can accommodate the inset.

2. We cannot tell if the roof over the porch area is being replaced or not. The photo provided shows a jog in the roof where it extends out further on the left than the right side. Your drawing shows the top of the wall and roof coming across as one solid line. Replacing the roof is approvable, but we just need to understand the full extent of the project and the materials that will be used. If you are replacing the roof, will you use the same type of shingle that is on the rest of the building, for example.
3. Will the gutter and downspout be re-installed on the outside of the wall? They're not shown in the drawing.
4. Standard construction practice is to build a foundation wall of brick, concrete or concrete block, with some of it exposed at the bottom of the wall. It's not generally good practice to run the siding all the way to the ground since it may cause moisture issues, especially if water gets under the siding and into the wall structure. Can you confirm that there will be some sort of foundation visible from the outside? Again, we just need to ensure we have a complete application.

Please let me know if you have questions about any of these items.

Our apologies for the delay in our current review time.

Best,

Melissa

From: Claudia Cuttio [mailto:mela@centurylink.net]

Sent: Monday, February 12, 2018 2:58 PM

To: Robb, Melissa <Melissa.Robb@raleighnc.gov>

Subject: Re: St. James A.M.E. Church

Mrs. Melissa thanks for the feedback.

From: [Robb, Melissa](#)

Sent: Monday, February 12, 2018 9:33 AM

To: mela@centurylink.net

Cc: [Tully, Tania](#)

Subject: FW: St. James A.M.E. Church