



Raleigh
Planning

RHDC Demolition Recordation Standards

A guide to documenting sites prior
to demolition in historic districts.

MARCH 2026

Introduction

The purpose of this field documentation is to create a comprehensive, interdisciplinary record of one of Raleigh's historic structures before it is permanently lost. The building archive produced should provide enough drawing detail to sufficiently and accurately illustrate the regulated areas of the property.

All items below should be provided to RHDC staff in both digital and printed format at a maximum size of 12"x18".

The required recordation items and standards are listed as follows:

INTRODUCTION

HISTORIC BACKGROUND

A brief historic narrative and physical description of the building.

PHOTOS

Color photos sheeted and labeled with the photo number, street address, view description, cardinal direction, and date.

DRAWINGS

Scaled existing site plan, foundation and roof plan, interior plan drawings, and elevation drawings for all sides.

FULL SUBMISSION EXAMPLE

1. HISTORIC BACKGROUND:

A brief historic and physical narrative/description of the building should be prepared to include the following:

1. Date of construction.
2. Architect/Builder, if known.
3. Owners and uses of building since construction.
4. Statement of significance (historic and architectural context in which the structure was built and subsequently evolved).
5. Physical property description, including materials and any significant architectural details or elements.

EXAMPLE

1011 Oberlin Road

Historic Background

The Robert and Gladys Turner House, built in 1958, is a single story brick Ranch. The structure is five bays wide and five bays deep with hipped roof with deep overhangs. The structure includes a large interior brick chimney, and steel casement windows. One corner of the exterior includes a polygonal bay window with stone planter below. The building is clad with red brick, and roofed with asphalt shingles.

A non-contributing addition to the structure was built in the 1970s and enclosed an exterior porch to create additional living space, and the home was most recently occupied as a duplex. Robert Turner worked for the Employment Security Commission, and Gladys was a schoolteacher. The Architect and Builder of the home are unknown.

2. PHOTOS:

Color photos sheeted (minimum 4"x6") and labeled with the photo numbers, street address, view description, cardinal direction, and date. Views should include the following:

1. Streetscapes showing the relationship of the building to its surrounding neighbors.
2. Overall site and environmental setting photos of the subject property, including landscaping and outbuildings.
3. Direct overall photo of each façade of the building(s) and oblique overall photos of front and side façades.
4. Details of any architecturally significant exterior elements (i.e. window and door details, eave lines, porches, chimneys, etc.)
5. Interior architectural elements that may be worthy of architectural salvage (i.e. flooring, mantels, stairs, cabinets, millwork/mouldings, etc.)
6. Photo key with the location and direction of each photo taken on site.
7. Separate JPEG and/or TIFF digital files of all photos, labeled with date taken, street address, and photo sheet number.

(Ex. YYYYMMDD_1011OberlinRd_Photo1)



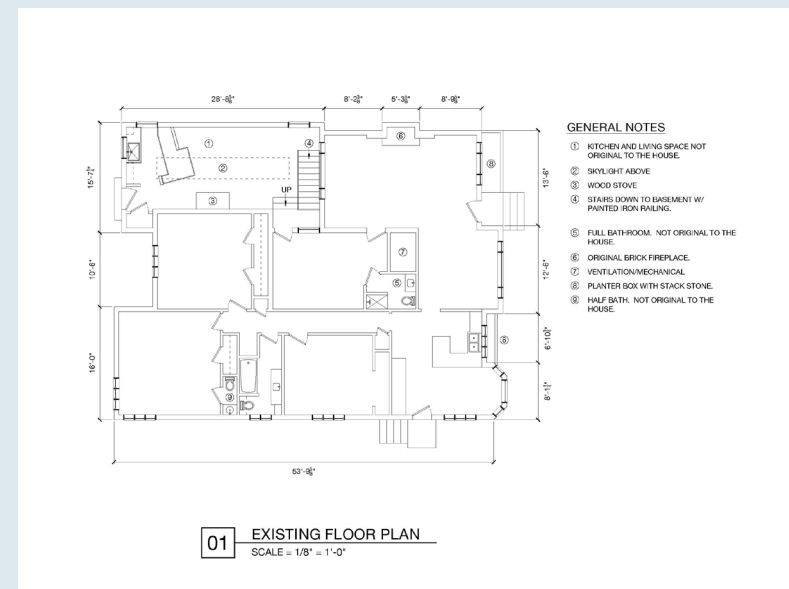
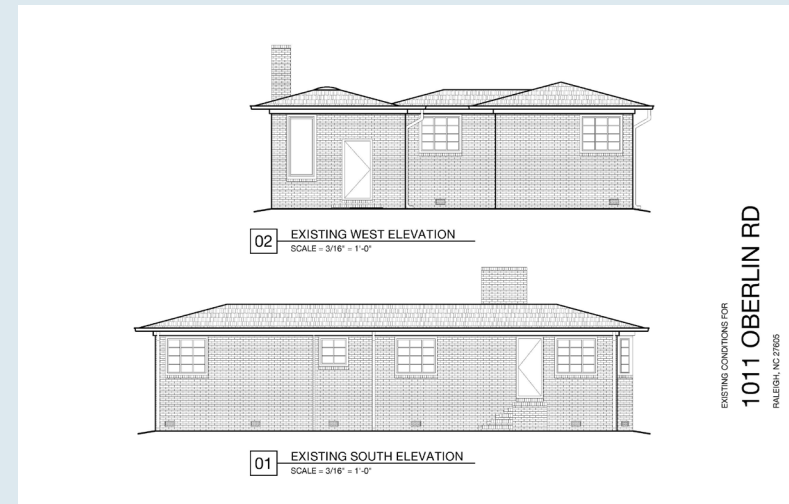
Photo 01: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) Southeast corner at side entry, facing north.



Photo 02: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) Southeast corner showing larger overhang, facing north.

3. DRAWINGS:

1. Scaled existing site plan, including property lines, building footprints, hardscaping, and site features. Include noting where appropriate to identify key features.
2. Scaled foundation and roof plan drawings.
3. Scaled plan drawings of all sides. Include noting to help identify key features, such as known alterations, materials, and trim details.
4. Scaled elevation drawings of all sides. Include noting to help identify key features, such as known alterations, materials, and trim details.
5. Include graphic scale and north arrow on all drawings and sheet to print at 12"x18" size.





Raleigh
Planning

Full Demolition Recordation Submission Example

The following pages are an example
of a full packet submission.

Historic Background

1011 Oberlin Road

The Robert and Gladys Turner House, built in 1958, is a single story brick Ranch. The structure is five bays wide and five bays deep with hipped roof with deep overhangs. The structure includes a large interior brick chimney, and steel casement windows. One corner of the exterior includes a polygonal bay window with stone planter below. The building is clad with red brick, and roofed with asphalt shingles.

A non-contributing addition to the structure was built in the 1970s and enclosed an exterior porch to create additional living space, and the home was most recently occupied as a duplex. Robert Turner worked for the Employment Security Commission, and Gladys was a schoolteacher. The Architect and Builder of the home are unknown.

COA-0138-2021

1011 Oberlin Rd, Raleigh, NC

Demolition Recordation Photo Spread



Photo 01: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) Southeast corner at side entry, facing north.



Photo 02: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) Southeast corner showing larger overhang, facing north.



Photo 03: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) East front covered entry and stone planter, facing west.



Photo 04: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) East elevation at polygonal bay window with stone planter, facing southwest.



Photo 05: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) Perspective of east entry showing by window in the background, facing west.



Photo 06: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) Partial north elevation showing large brick fireplace and later addition to the right of frame, facing south.



Photo 07: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) Partial north elevation of non-contributing addition, facing south.



Photo 08: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) West entrance at corner of addition, facing east.



Photo 09: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) West entrance with original structure beyond on the right of frame, facing east.



Photo 10: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) Partial west elevation showing addition on left and original structure on right, facing east.



Photo 11: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) Partial west elevation at original bedroom, facing east.



Photo 12: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) Steel casement window at original corner, facing east.



Photo 13: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) Partial south elevation at original structure, facing north.



Photo 14: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) Partial south elevation showing side entrance, facing north.



Photo 15: 1011 Oberlin Rd, Raleigh, NC (08/10/2021) Perspective view of the south side of structure from Oberlin Rd, facing northwest.



Photo 16: 1011 Oberlin Rd, Raleigh, NC (08/10/2021) Perspective view of the north side of structure from Mayview Rd, facing southeast.



Photo 17: 1011 Oberlin Rd, Raleigh, NC (08/10/2021) Perspective view of the north side of structure from Mayview Rd, facing south.



Photo 18: 1011 Oberlin Rd, Raleigh, NC (08/10/2021) Perspective view of the west side of structure from Mayview Rd, facing southeast.



Photo 19: 1011 Oberlin Rd, Raleigh, NC (08/10/2021) Perspective view of the south side of structure from adjacent property on Oberlin Rd, facing northwest.



Photo 20: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) Interior photo of front living room, facing north wall at original fireplace, brick has been drywalled/plastered.



Photo 21: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) Interior photo of front living room, north wall view of existing fireplace, facing north.



Photo 22: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) Interior photo of the front living room, facing west toward addition.



Photo 23: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) Interior photo of the addition (former porch) facing east toward front living room.



Photo 24: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) Interior photo from within the addition facing south with the wood-burning fireplace at center.



Photo 25: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) Interior photo of the kitchen, facing south toward the eat-in kitchen.



Photo 26: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) Interior photo of the kitchen facing west showing original stove and cabinetry.



Photo 27: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) Interior photo of the original den facing west, with door facing addition.



Photo 28: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) Interior photo of hall bedroom facing south showing casing and steel casement window.



Photo 29: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) Interior photo of rear bedroom facing west, facing casement at driveway.



Photo 30: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) Interior photo of hall bathroom facing south with original tile.

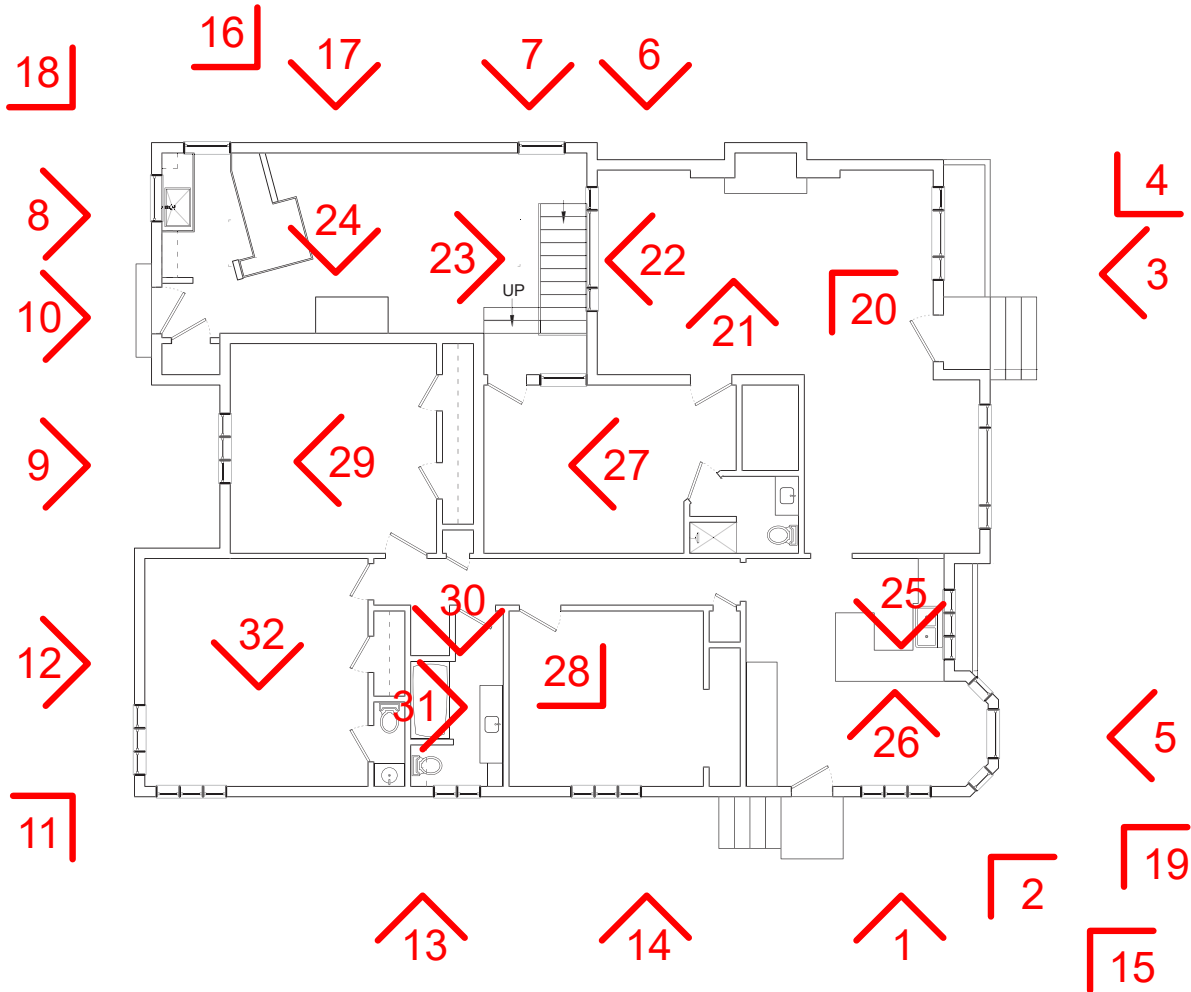


Photo 31: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) Interior photo of hall bathroom showing cabinetry and original tile, facing east.



Photo 32: 1011 Oberlin Rd, Raleigh, NC (01/10/2023) Interior photo of rear corner bedroom facing south, showing corner casement windows and trim.

Existing Conditions Photo Key



01 EXISTING FLOOR PLAN
SCALE = 1/8" = 1'-0"

EXISTING CONDITIONS FOR

1011 OBERLIN RD

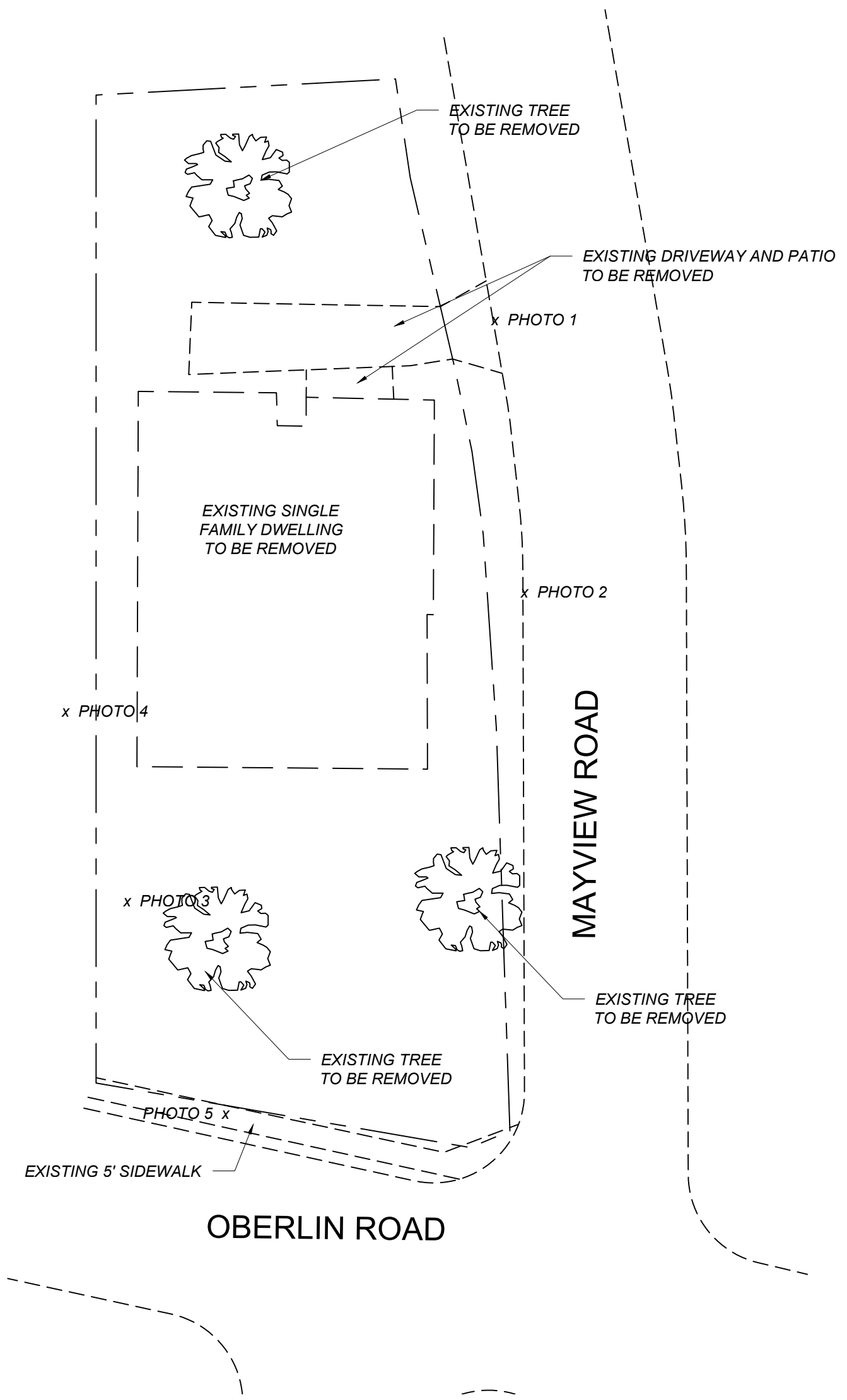
RALEIGH, NC 27605

PROJECT NO.

DATE:

DRAWN BY:

CHECKED BY:



EXISTING CONDITIONS PLAN

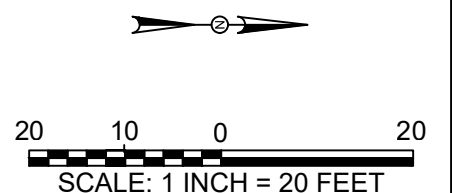
1011 OBERLIN ROAD
 RALEIGH, NORTH CAROLINA

PRELIMINARY PLANS
 NOT FOR CONSTRUCTION

CRUMPLER
 Consulting Services, PLLC

2308 Ridge Road
 Raleigh, North Carolina 27612
 Ph. 919-413-1704
 P-1533

PROJECT NO.:	21024
DRAWN BY:	JAC
CHECKED BY:	JAC
DATE:	08/26/21
SCALE:	1 : 20





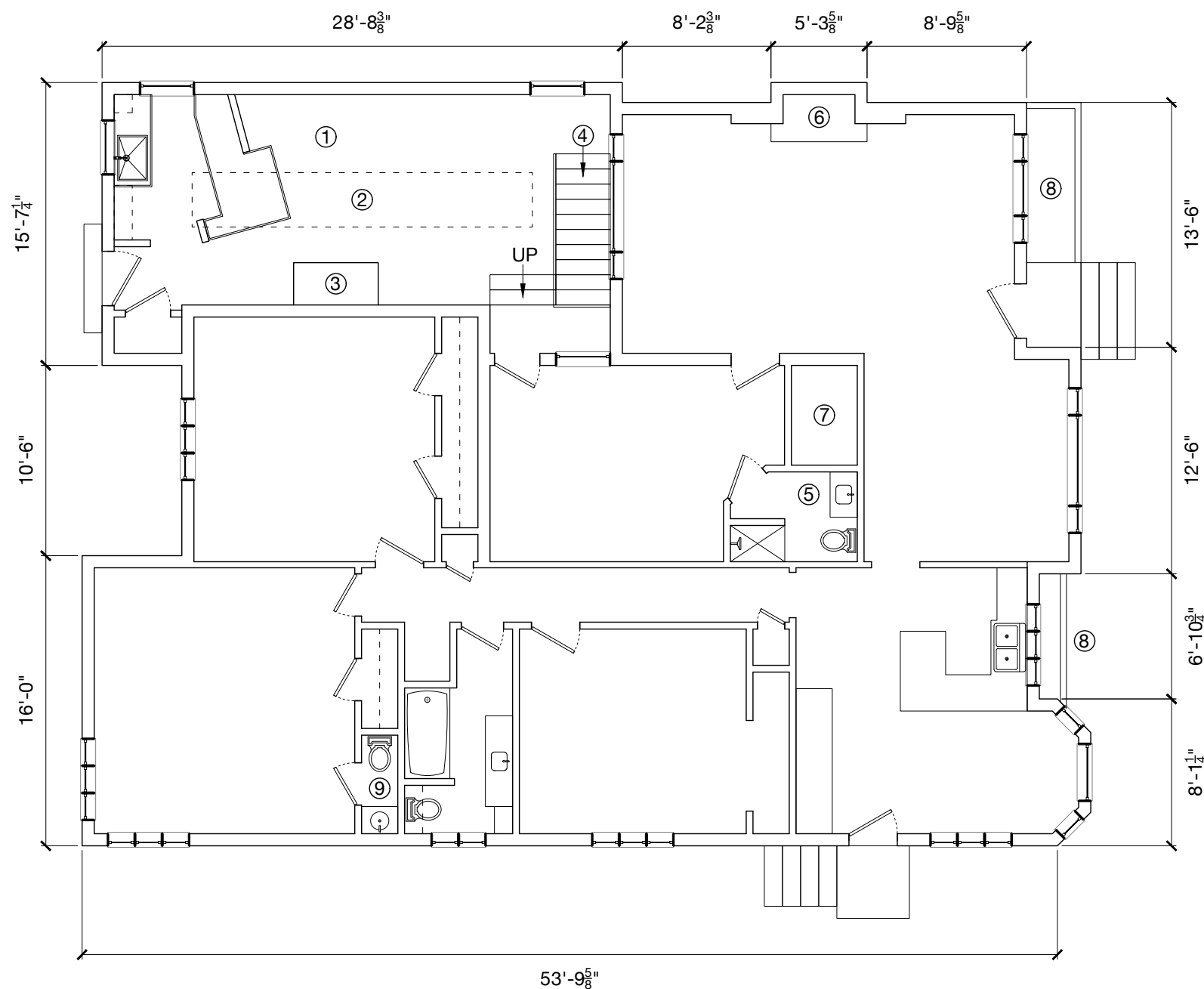
1305 KINGSTON RIDGE RD
 CARY, NC 27511
 GOODWORK.DESIGN
 (919) 357-0895

EXISTING CONDITIONS FOR

1011 OBERLIN RD

RALEIGH, NC 27605

PROJECT NO.	22058
DATE:	02.14.2023
DRAWN BY:	MAM
CHECKED BY:	RHL



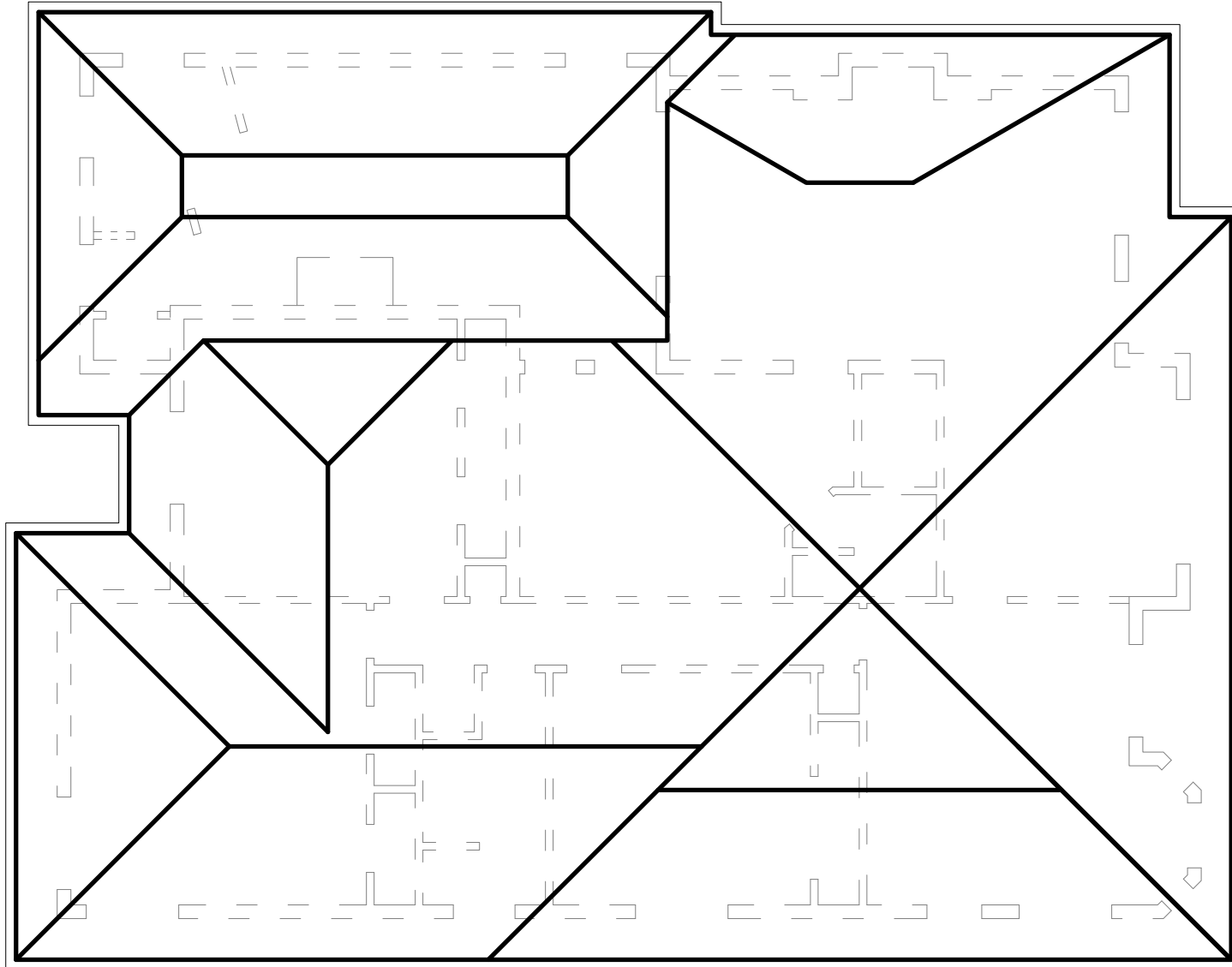
GENERAL NOTES

- ① KITCHEN AND LIVING SPACE NOT ORIGINAL TO THE HOUSE.
- ② SKYLIGHT ABOVE
- ③ WOOD STOVE
- ④ STAIRS DOWN TO BASEMENT W/ PAINTED IRON RAILING.
- ⑤ FULL BATHROOM. NOT ORIGINAL TO THE HOUSE.
- ⑥ ORIGINAL BRICK FIREPLACE.
- ⑦ VENTILATION/MECHANICAL
- ⑧ PLANTER BOX WITH STACK STONE.
- ⑨ HALF BATH. NOT ORIGINAL TO THE HOUSE.

01 **EXISTING FLOOR PLAN**
 SCALE = 1/8" = 1'-0"



1305 KINGSTON RIDGE RD
CARY, NC 27511
GOODWORK.DESIGN
(919) 357-0895



01 EXISTING ROOF PLAN
SCALE = 1/8" = 1'-0"

EXISTING CONDITIONS FOR

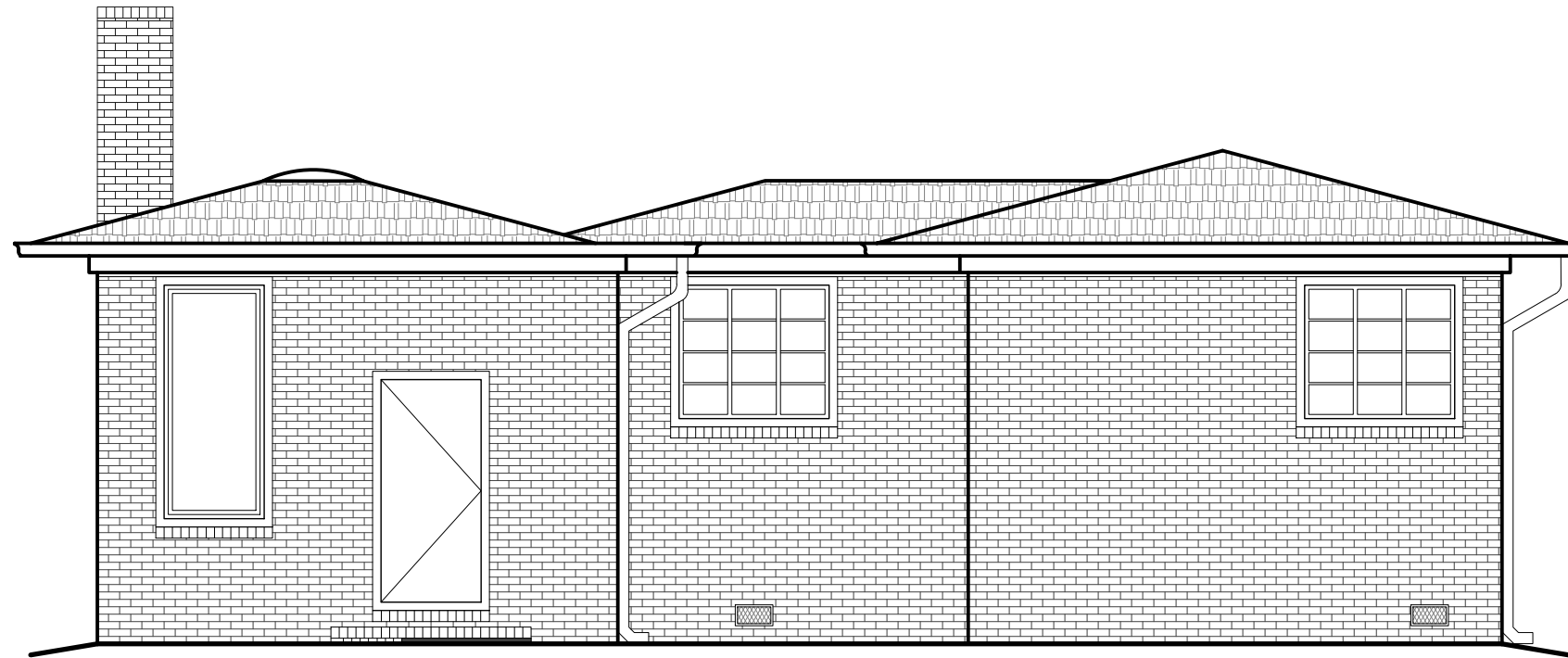
1011 OBERLIN RD

RALEIGH, NC 27605

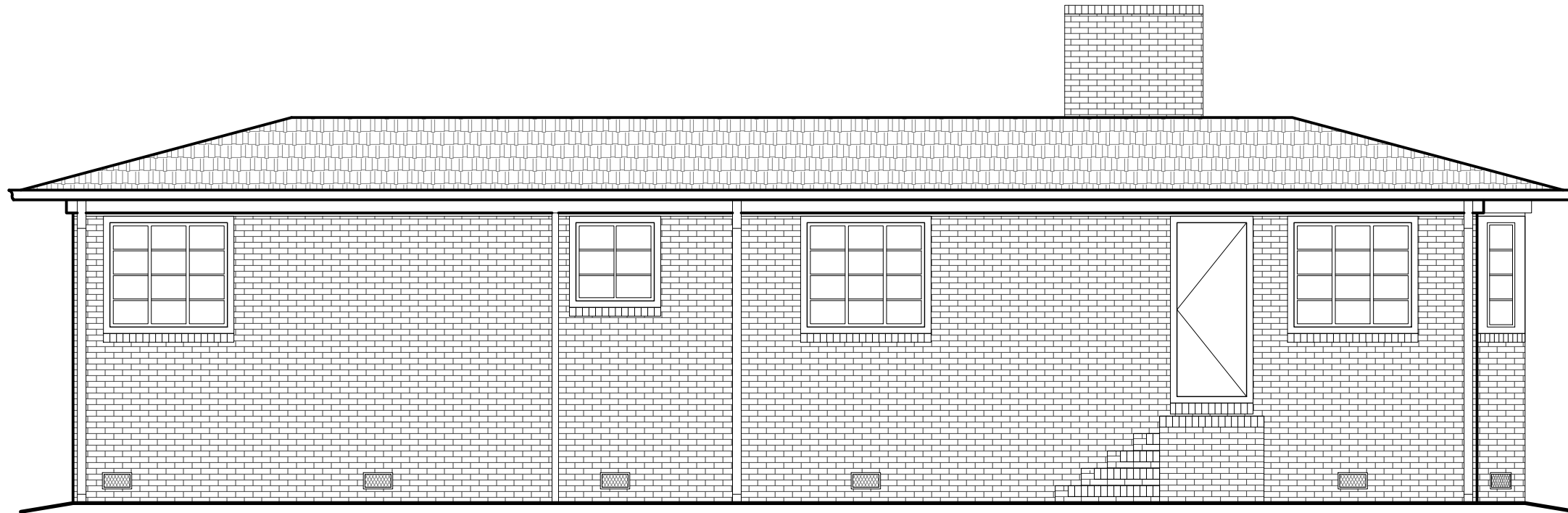
PROJECT NO.	22058
DATE:	02.14.2023
DRAWN BY:	MAM
CHECKED BY:	RHL



1305 KINGSTON RIDGE RD
CARY, NC 27511
GOODWORK.DESIGN
(919) 357-0895



02 EXISTING WEST ELEVATION
SCALE = 3/16" = 1'-0"



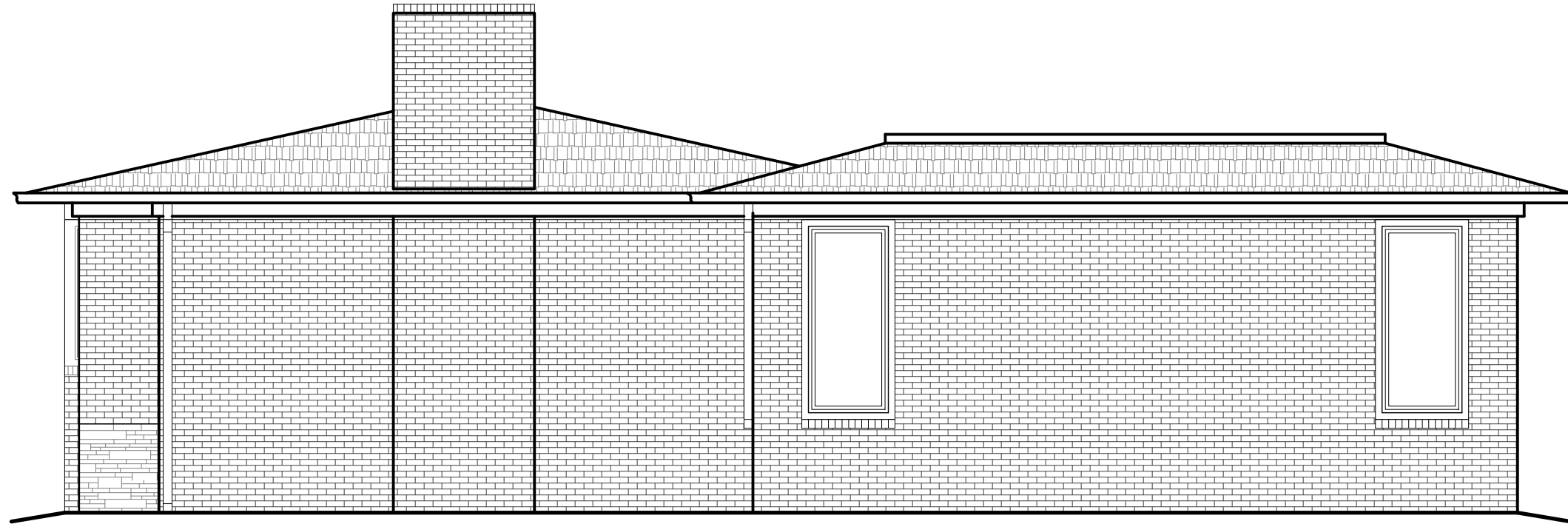
01 EXISTING SOUTH ELEVATION
SCALE = 3/16" = 1'-0"

EXISTING CONDITIONS FOR

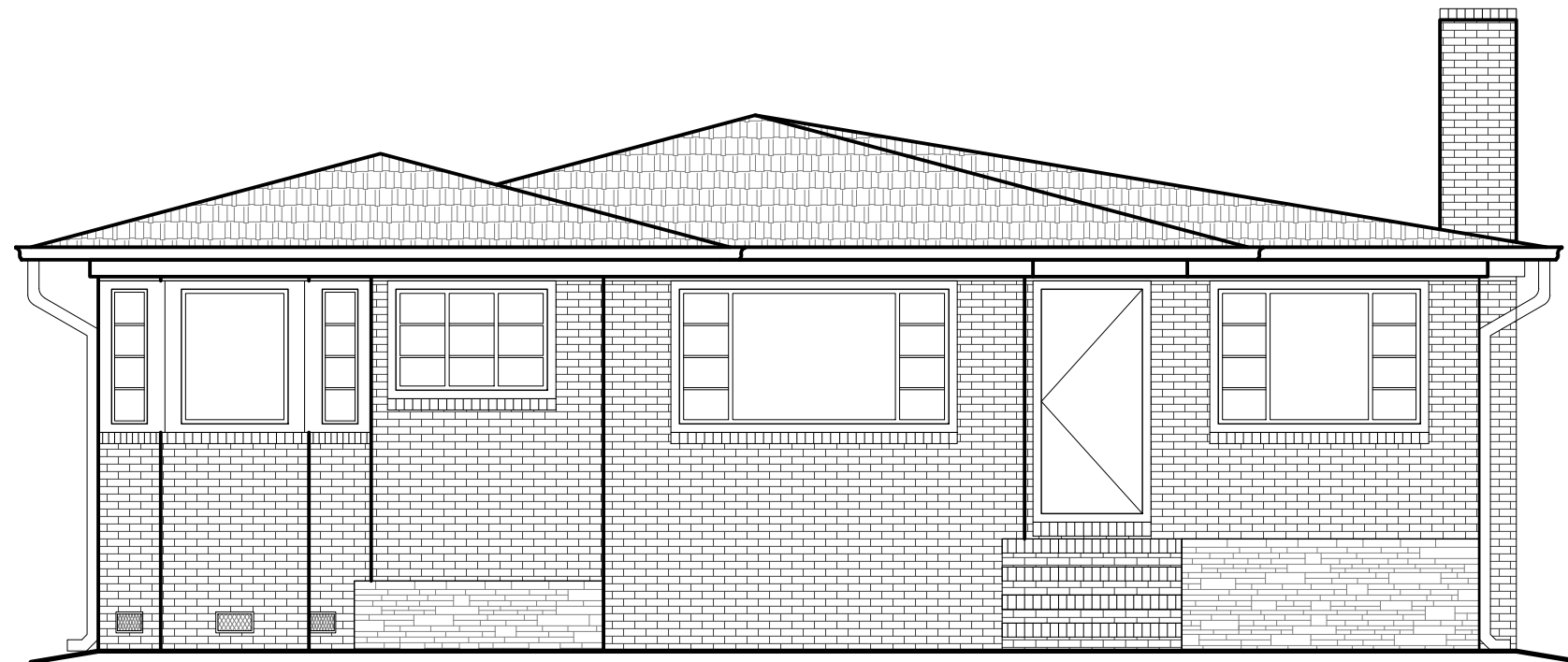
1011 OBERLIN RD

RALEIGH, NC 27605

PROJECT NO. 22058
DATE: 02.14.2023
DRAWN BY: MAM
CHECKED BY: RHL



04 EXISTING NORTH ELEVATION
SCALE = 3/16" = 1'-0"



03 EXISTING EAST ELEVATION
SCALE = 3/16" = 1'-0"



1305 KINGSTON RIDGE RD
CARY, NC 27511
GOODWORK.DESIGN
(919) 357-0895

EXISTING CONDITIONS FOR
1011 OBERLIN RD
RALEIGH, NC 27605

PROJECT NO. 22058
DATE: 02.14.2023
DRAWN BY: MAM
CHECKED BY: RHL



Raleigh
Planning

raleighnc.gov

Search: COA