



CERTIFICATE OF APPROPRIATENESS PLACARD

for Raleigh Historic Resources

610 POLK STREET

Address

OAKWOOD

Historic District

Historic Property

030-17-MW

Certificate Number

02-17-2017

Date of Issue

08-17-2017

Expiration Date

Project Description:

- Replacement of damaged stained glass window with new window in same colors on front door

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



RALEIGH HISTORIC DEVELOPMENT COMMISSION

Rec# 446413

- 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 # 50977
 File # 030-17-MW
 Fee 29⁰⁰
 Amount Paid 29⁰⁰
 Received Date 01/30/2017
 Received By Pam Best

Property Street Address 610 Polk Street, Raleigh, NC 27604

Historic District Oakwood

Historic Property/Landmark name (if applicable) The Young House

Owner's Name Mary Grillo & Troy Maddocks

Lot size .13 acre

(width in feet) 46

(depth in feet) 160

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
n/a	

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 **Mary Grillo & Troy Maddocks**

Mailing Address **610 Polk Street**

City Raleigh	State NC	Zip Code 27604
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Date 01/25/17	Daytime Phone 919-796-3569
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Email Address **mbgrillo@yahoo.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 84

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)
3.7	Windows and doors	<p>Attached is a picture of the original front door to our house from 1896. Our front door had a stained glass feature that we believe was added to the house in the 1980's. The stained glass was recently damaged and is not repairable. We are proposing to replace the window with another stained glass, this time more appropriate to the Queen Anne period of the house. We are proposing to replace the window with a double traceable border of stained glass inspired by the picture attached. The colors will be matched the blues, greens and, purples of the previous stained glass and the middle will be opaque. We are also proposing to cover the stained glass window with a solid piece of clear glass to protect it from future damage. The dimensions of the window opening will remain the same.</p>

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 8/17/17. 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 2/17/17

	TO BE COMPLETED BY APPLICANT		TO BE COMPLETED BY CITY STAFF		
	YES	N/A	YES	NO	N/A
Attach 8-1/2" x 11" 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. Minor Work (staff review) – 1 copy Major Work (COA Committee review) – 10 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. 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 type="checkbox"/>	<input checked="" type="checkbox"/>			
6. Drawings showing existing and proposed work <input 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 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 <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"/>				

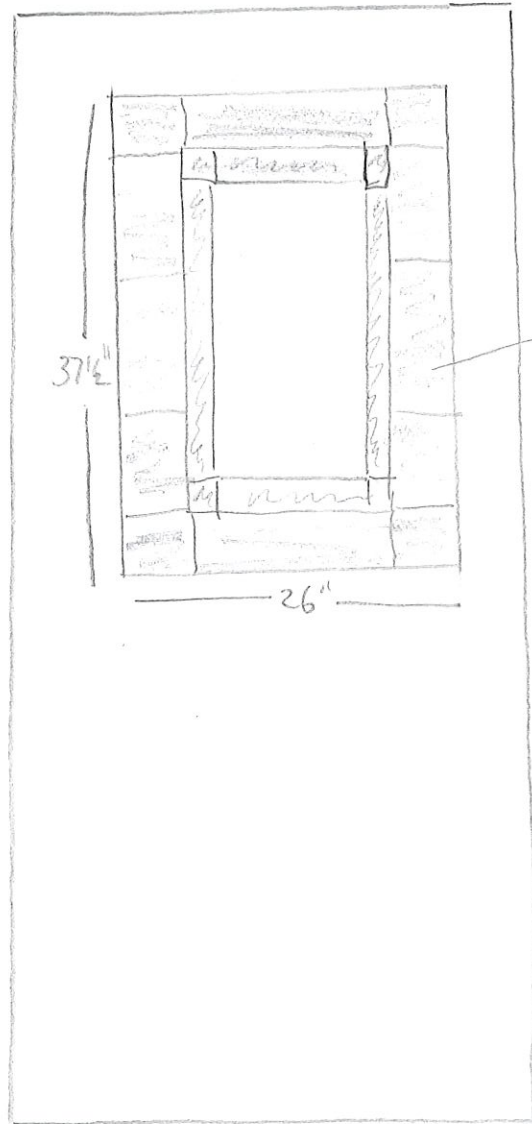


610
Palk St.



Current door
with damage

Proposed door



Double border of
rectangles and squares
5" border

Inspiration Picture

