



# CERTIFICATE OF APPROPRIATENESS PLACARD

for Raleigh Historic Resources

301 POGUE STREET

Address

Historic District

RALEIGH LITTLE THEATRE

Historic Property

069-16-MW

Certificate Number

5/2/2016

Date of Issue

11/2/2016

Expiration Date

**Project Description:**

- Install metal plaque on left (south) stone building behind amphitheater stage.

*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.*



# Planning & Development

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 – Certificate of Appropriateness (COA) Application



- Minor Work (staff review) – 1 copy**
- Major Work (COA Committee review) – 13 copies**
  - Most Major Work Applications
  - Additions Greater than 25% of Building Square Footage
  - New Buildings
  - Demo of Contributing Historic Resource
- Post Approval Re-review of Conditions of Approval

**For Office Use Only**

Transaction # 469056

File # 069-16-MW

Fee \$29.00

Amt Paid \$29.00

Check # 2450

Rec'd Date 4/15/16

Rec'd By (Signature)

*App Complete 4/21/16*

• If completing by hand, please use **BLACK INK**. Do not use blue, red, any other color, or pencil as these do not photocopy.

Property Street Address – 301 Pogue Street, Raleigh

Historic District - NA

Historic Property/Landmark name (if applicable) – Raleigh Little Theatre

Owner's Name – City of Raleigh

Lot size	(width in feet)	(depth in feet)
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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 – Raleigh Little Theatre

Mailing Address – 301 Pogue Street

City - Raleigh	State – NC	Zip Code - 27607
Date – 4/11/16	Daytime Phone – (919) 821-4579 x221	

Email Address – charles@raleighlittletheatre.org

Signature of Applicant Charles Phaneuf

**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 11/2/16. 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 work projects not approved by staff will be forwarded to the Certificate of Appropriateness Committee for review at the next scheduled meeting.

Signature Lucy Kelly Date 5/2/16

**Project Categories (check all that apply):**

Exterior Alteration

Addition

New Construction

Demolition

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

Yes

No

**(Office Use Only)**

Type of Work 64

\_\_\_\_\_

\_\_\_\_\_

**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
2.8/22	Signage	Adding a sign to the exterior of the stage left stone house acknowledging Tony awarding-winning designer William Ivey Long, who lived there as a young boy

	TO BE COMPLETED BY APPLICANT		TO BE COMPLETED BY CITY STAFF		
	YES	N/A	YES	NO	N/A
<p>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.</p> <p><b>Minor Work (staff review) – 1 copy</b></p> <p><b>Major Work (COA Committee review) – 13 copies</b></p>					
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.	<input checked="" type="checkbox"/>				
4. <b>Paint Schedule</b> (if applicable)	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
5. <b>Plot plan</b> (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 proposed work <ul style="list-style-type: none"> <li><input type="checkbox"/> Plan drawings</li> <li><input type="checkbox"/> Elevation drawings showing the new façade(s).</li> <li><input type="checkbox"/> Dimensions shown on drawings and/or graphic scale.</li> <li><input type="checkbox"/> 8-1/2" x 11" reductions of full-size drawings. If reduced size is so small as to be illegible, make 8-1/2" x 11" snap shots of individual drawings on the big sheet.</li> </ul>	<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)	<input type="checkbox"/>	<input checked="" type="checkbox"/>			
8. <b>Fee</b> (See <b>Development Fee Schedule</b> )	<input checked="" type="checkbox"/>				

Raleigh Little Theatre  
COA Application  
April 2016

Written description

Raleigh Little Theatre (RLT) seeks to install a plaque on the Stone House, stage left of the Stephenson Amphitheatre, honoring William Ivey Long. The plaque will be fabricated by Michael Healy Designs, Inc., the preferred vendor used by the City of Raleigh for similar projects. This plaque will be installed by Harrell Sign Co., a vendor approved by Scott Payne of Parks, Recreation and Cultural Resources.

William Ivey Long is one of the foremost theater costume designers in the history of Broadway. His history with RLT is through his parents, who worked at the Theatre post World War Two. The inscription will read...

William Ivey Long Family Home

William Ivey Long was born in 1947 to William Ivey Long, Technical Director of the Raleigh Little Theatre, and Mary Wood Long. This WPA-constructed Stone House was their home for his first three years. Mr. Long has been nominated for 15 Tony Awards, winning 6 times. He was inducted into the Theatre Hall of Fame in 2005 and served as Chairman of the Board of The American Theatre Wing from 2012-2016. He has designed for stage, screen and television, as well as for concerts, opera and ballet.

16 May 2016

## William Ivey Long Family Home

William Ivey Long was born in 1947 to William Ivey Long, Technical Director of the Raleigh Little Theatre, and Mary Wood Long. This WPA-constructed Stone House was their home for his first three years. Mr. Long has been nominated for 15 Tony Awards, winning 6 times. He was inducted into the Theatre Hall of Fame in 2005 and served as Chairman of the Board of The American Theatre Wing from 2012-2016. He has designed for stage, screen and television, as well as for concerts, opera and ballet.

16 May 2016

### CAST PLAQUE

MATERIAL - BRONZE

SIZE - 24 X 18

QTY - 1

DEPTH - Painted Edges-1/2"deep Cast

SHAPE - Rectangle(or Square)

COPY - Raised Copy-Horizontal Stroke

FINISH - CLASSIC LEATHER w/Brush Surfac

BORDER - Single Line Border

COLOR - 1315-Dark Oxide Painted

STYLE - Times NEW Roman

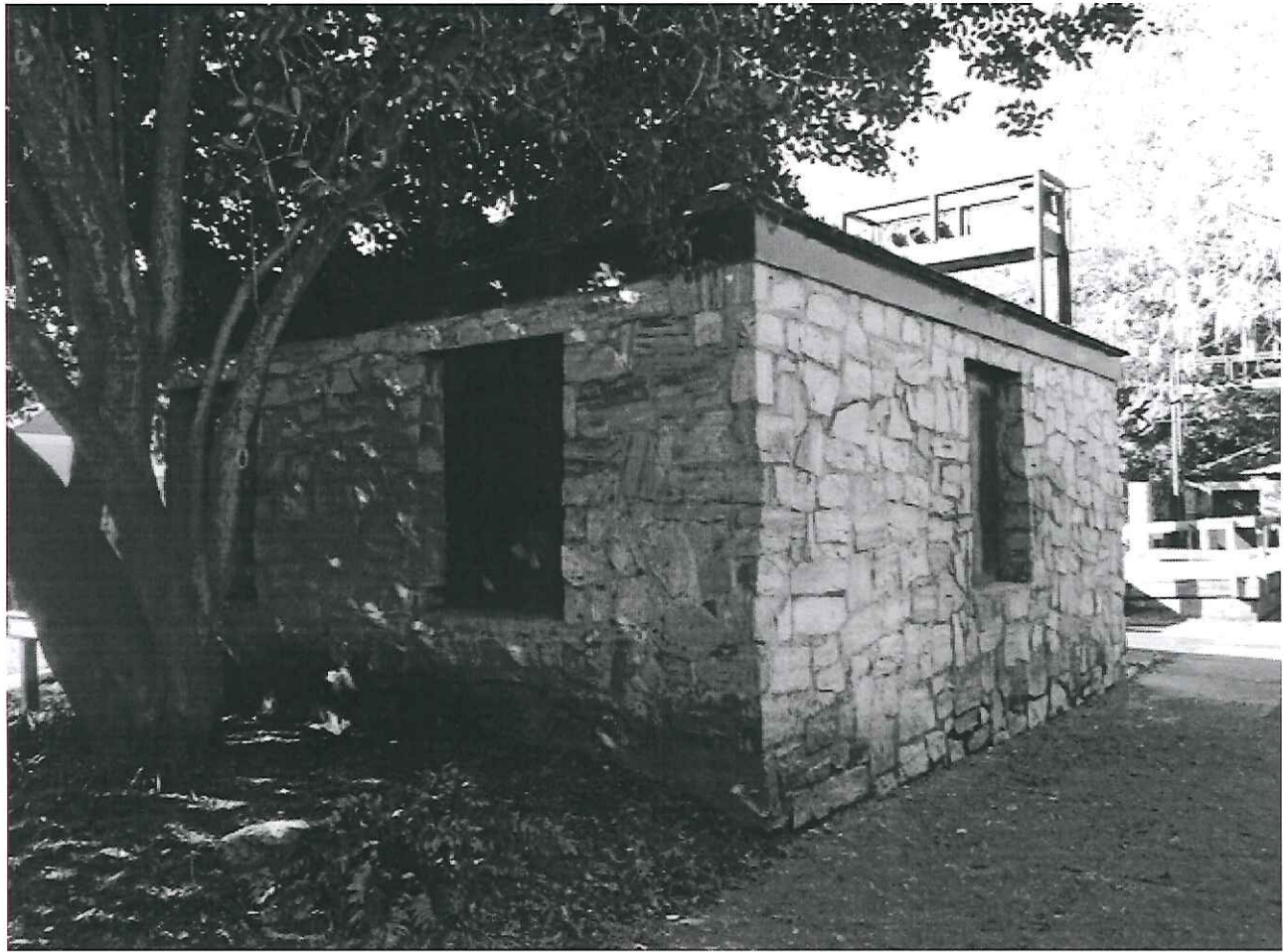
CLEAR CO - Satin

MOUNT - Blind Mount-Standard Studs

■ RAISED

■ RECESSED







## Band, Daniel

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**From:** Charles Phaneuf <charles@raleighlittletheatre.org>  
**Sent:** Thursday, April 21, 2016 11:04 AM  
**To:** Tully, Tania  
**Cc:** Band, Daniel  
**Subject:** Re: Minor Work COA - 301 Pogue St  
**Attachments:** SKMBT\_36316042112060.pdf

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Daniel & Tania - we've heard back from the installer (Bob Harrell). He recommends installing the plaque so that the top of it is 5'8" above the ground (means text will be at eye level for most people). Also, to center between the corner of the building and the window.

I've marked that on the picture and it's attached.

Also, I can confirm that we've instructed Bob to place bolts in the mortar as much as is feasible.

Thanks,

Charles

Charles Phaneuf  
Executive Director  
Raleigh Little Theatre  
<http://raleighlittletheatre.org/>  
(919) 821-4579 x221

Twitter: [@CJPtoNC](#) // [@RLT1936](#)  
Facebook: [Raleigh Little Theatre](#)  
Instagram: [raleigh little theatre](#)

On Wed, Apr 20, 2016 at 3:36 PM, Tully, Tania <[Tania.Tully@raleighnc.gov](mailto:Tania.Tully@raleighnc.gov)> wrote:

Yes. It is safe to begin fabrication.

Tania Georgiou Tully, Planner II  
Historic Preservation

Urban Design Center

Twitter: [@CJPtoNC](#) // [@RLT1936](#)

Facebook: [Raleigh Little Theatre](#)

Instagram: [raleigh\\_little\\_theatre](#)

On Wed, Apr 20, 2016 at 2:05 PM, Band, Daniel <[Daniel.Band@raleighnc.gov](mailto:Daniel.Band@raleighnc.gov)> wrote:

Charles: Thank you for submitting a Minor Work application for 301 Pogue St. I've reviewed the application and I have a few comments. Additional materials may be sent in by email.

- Please mark on one of the pictures where you plan to place the plaque.
- Please confirm that the bolts will go into the mortar joints and avoid drilling into the stone as much as is feasible.

Thanks,

Daniel

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Daniel Band, Planner I  
Long Range Planning Division

Raleigh Planning Department  
[919-996-2180](tel:919-996-2180) - OEP, 2<sup>nd</sup> Floor

“E-mail correspondence to and from this address may be subject to the North Carolina Public Records Law and may be disclosed to third parties by an authorized City or Law Enforcement official.”



Top of plaque  
5'8" above  
the ground

Centered between  
corner of building  
and window