535 N EAST STREET
Address
OAKWOOD
Historic District

Historic Property
105-15-MW
Certificate Number
7/21/2015
Date of Issue
1/21/2016
Expiration Date

This card must be kept posted 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.

Pending the resolution of appeals, commencement of work is at your own risk.
Raleigh Historic Development Commission – Certificate of Appropriateness (COA) Application

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

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<th>For Office Use Only</th>
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<tr>
<td>Transaction #</td>
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<td>File #</td>
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<td>Fee</td>
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<td>Rec'd Date</td>
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<td>Rec'd By</td>
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Property Street Address  535 N. East Street, Southwest corner of Boundary and East streets

Historic District Oakwood

Historic Property/Landmark name (if applicable) Oakwood Common

Owner's Name City of Raleigh

<table>
<thead>
<tr>
<th>Lot size</th>
<th>(width in feet) 105</th>
<th>(depth in feet) 52</th>
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<tbody>
<tr>
<td>0.13 acre</td>
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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:

<table>
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<th>Property Address</th>
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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  Sarah David, Society for the Preservation of Historic Oakwood Chair for the Oakwood Common Committee

Mailing Address  500 Polk Street

City  Raleigh State  NC Zip Code  27604

Date  July 16, 2015 Daytime Phone  336-682-3695

Email Address  winston.dawg@gmail.com

Signature of Applicant  

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 1/21/16. 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  

Date  7/21/15

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

Design Guidelines Please cite the applicable sections of the design guidelines (www.rhdc.org).

<table>
<thead>
<tr>
<th>Section/Page</th>
<th>Topic</th>
<th>Brief Description of Work</th>
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<tbody>
<tr>
<td>2.3.7/13</td>
<td>Site features</td>
<td>Installing memorial stone</td>
</tr>
<tr>
<td>2.3.9/13</td>
<td>Site features</td>
<td>Installing memorial stone</td>
</tr>
</tbody>
</table>
### TO BE COMPLETED BY APPLICANT

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.

**Minor Work (staff review) – 1 copy**

**Major Work (COA Committee review) – 13 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.).
2. **Description of materials** (Provide samples, if appropriate)
3. **Photographs** of existing conditions are required.
4. **Paint Schedule** (if applicable)
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.
6. **Drawings** showing proposed work
   - Plan drawings
   - Elevation drawings showing the new façade(s).
   - Dimensions shown on drawings and/or graphic scale.
   - 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.
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)
8. **Fee** (See Development Fee Schedule)

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**TO BE COMPLETED BY CITY STAFF**

<table>
<thead>
<tr>
<th></th>
<th>YES</th>
<th>N/A</th>
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Application for Certificate of Appropriateness

**Revision 10.21.13**
The Society for the Preservation of Historic Oakwood proposes installing a low stone memorial plaque in the Oakwood Common. The plaque would be placed at the base of a new elm tree that was planted in the Oakwood Common about 1.5 years ago to replace an injured elm tree. The plaque will be anchored with rebar and concrete and professionally installed by Wake Monument Company with all digging done by hand to limit the impact to the tree’s roots (guideline 2.3.7). The plaque is low to the ground (about 12” tall at its tallest point) and will be an unobtrusive fixture in the park. Parks are traditional locations for monuments and memorial sculpture (guideline 2.3.9). A taller but similar stone-mounted plaque is located just outside the Common’s northeast gate.

The bronze plaque is 12” x 10” and will be mounted on piece of granite. The overall monument is approximately 18” x 20” and about 12” tall at its tallest point.

Proposed monument
Above: northeast corner entrance with Elm Tree (location of the plaque) noted with yellow arrow

Left: existing wooden plaque base; the proposed monument will replace this wooden base at this location.
Left: Elm Tree and existing plaque base

Below: tree and plaque base in context with playground area and seating areas