Certificate of Appropriateness Placard
for Raleigh Historic Resources

422 E JONES STREET
Address

OAKWOOD
Historic District

Historic Property
134-17-MW
Certificate Number
08-16-2017
Date of Issue
02-16-2018
Expiration Date

Project Description:

- Painting entire house
- Repairs to siding, trim, porch, roof

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.

Signature, [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

- [x] 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

**Property Street Address** - 422 East Jones Street

**Historic District** – Oakwood

**Historic Property/Landmark name (if applicable)** - Justice House

**Owner's Name** - Alan & Jennifer Cruickshank

**Lot size** 3400 Square Feet  (width in feet) 33  (depth in feet) 104

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).

<table>
<thead>
<tr>
<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 – Alan Cruickshank

Mailing Address – 422 East Jones Street

City – Raleigh  State – NC  Zip Code - 27608

Date – 07/20/17  Daytime Phone (919)749-5234

Email Address – acruickshank@slshields.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  51

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 (attach additional sheets as needed)</th>
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<tr>
<td>3.1/26</td>
<td>Wooc Guidelines</td>
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<td>3.4</td>
<td>Paint and Paint Color</td>
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<td>3.5</td>
<td>Roof Guidelines</td>
<td></td>
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<tr>
<td>3.6</td>
<td>Exterior Wall Guidelines</td>
<td>Exterior repairs to exterior siding, crown molding and trim, front porch, and roof. See attached sheet for detailed description.</td>
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<td>3.8</td>
<td>Porches</td>
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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 2/16/18. 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)  

Date 8/16/17

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<tr>
<th>&quot;TO BE COMPLETED BY APPLICANT&quot;</th>
<th>YES</th>
<th>N/A</th>
<th>TO BE COMPLETED BY CITY STAFF</th>
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<tr>
<td>Attach 8-1/2&quot; x 11&quot; or 11&quot; x 17&quot; 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.</td>
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<td>YES</td>
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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.)

2. **Description of materials** (Provide samples, if appropriate)

3. **Photographs** of existing conditions are required. Minimum image size 4" x 6" as printed. Maximum 2 images per page.

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 existing and proposed work
   - Plan drawings
   - Elevation drawings showing the façade(s)
   - Dimensions shown on drawings and/or graphic scale (required)
   - 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.

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 Label Creator to determine the addresses.

8. **Fee (See Development Fee Schedule)**

Page 3 of 3  

www.raleighnc.gov  

Revision 08.29.16
July 21, 2017

Ms. Melissa Robb
Raleigh Historic Development Commission
Raleigh Urban Design Center
One Exchange Plaza, Suite 300
Raleigh, NC 27601

RE: Minor Work Application
422 East Jones Street

Dear Ms. Robb:

Please find the enclosed minor work application for the above referenced address. The proposed project will not alter the form, shape, or material of the structure. The application is for routine maintenance which includes repair or replacement of deteriorated wood with no change in the design, materials, color, or general appearance of the structure or the grounds.

This application supersedes the previous application dated 06/23/17 as I have reduced the scope of the project to comply with a minor work application as detailed in the Design Guidelines for Raleigh Historic Districts.

Should you have any questions I can be reached by email at acruickshank@allshields.com or via cell at (919)749-5234.

Thank you for your time and consideration in this matter.

[Signature]

Alan Cruickshank
422 East Jones Street
Raleigh, NC 27601

Enclosure
Description of Work
Property: 422 East Jones Street Raleigh, NC 27601

- Repair the existing deteriorated/rotten wooden siding replacing only as necessary with ⅛"x8" clear pine siding to match existing (3.1 & 3.6). Retaining and maintaining as much of the original siding as possible.

- Repair the existing deteriorated/rotten skirt board and drip cap replacing only as necessary and replace with matching in kind 1"skirt board (3.1). Retaining and maintaining as much of the original siding as possible.

- Repair the existing deteriorated/rotten sections of crown molding replacing only as necessary with matching in kind crown molding. Retaining and maintaining as much of the original crown molding as possible (3.1.5)

- Repair the deteriorated/rotten fascia/soffit around 3rd Story Gable replacing only as necessary with matching in kind fascia and soffit. Retaining and maintaining as much of the original fascia/soffit as possible (3.1)

- Repair the deteriorated/rotten corner boards on the front left at entrance and 2nd story rear of house with 2 pieces of 5/4"x4" and one large ¾ Round (3.1)

- Repair the deteriorated/rotten pickets and sections of the top/bottom plates on the front porch only where necessary with matching in kind pickets and top/bottom plates. Retaining and maintaining as many of the original pickets as possible (3.8)

- Repair the deteriorated/rotten areas of the front porch decking replacing only as necessary with matching in kind 1"x4" Penta treated decking. Retaining and maintaining as much of the original decking as possible (3.8)

- Repair the deteriorated/rotten areas of the front porch ceiling replacing only as necessary with matching in kind 1"x4" tongue and groove pine. Retaining and maintaining as much of the original ceiling as possible (3.8)

- Repair to the front left porch post 6" from the base. Splice will be made to preserve structure and retain the original post (3.8)

- Replace existing roofing material where deteriorated without any alterations to roof form. (3.5)

- Hand scrape exterior painted areas to remove loose and flaking paint. Repaint the exterior of the house and trim with similar colors using Sherwin Williams Duration Premium Paint (Please refer to attached Paint Schedule). (3.4)
Raleigh Historic Districts

Applicant: [Name]
Address: [Address]

Paint Mfr.: [Manufacturer]

Please submit color chips with this schedule

Color Schedule

1. Body of House: [Color Code]
2. Roofing: [Color Code]
3. Foundation: [Color Code]
4. Porch Floor: [Color Code]
5. Railing: [Color Code]
6. Columns: [Color Code]
7. Entrance Door: [Color Code]
8. Cornice: [Color Code]
9. Corner Boards: [Color Code]
10. Window Sash: [Color Code]
11. Shutter: [Color Code]
12. Door & Window Trim: [Color Code]
13. Rake: [Color Code]
14. Porch Ceiling: [Color Code]
15. Other: [Color Code]

[City, State]