Certificate of Appropriateness Placard

for Raleigh Historic Resources

409 Polk Street
Address

Oakwood
Historic District

Historic Property
151-14-MW
Certificate Number

9/30/2014
Date of Issue

3/30/2015
Expiration Date

Project Description:

- Replace shingles on 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 919-733-3311 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.
# Raleigh Historic Development Commission – Certificate of Appropriateness (COA) Application

**RHDC**

**RALEIGH HISTORIC DEVELOPMENT COMMISSION**

- X 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

*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** 409 Polk Street Raleigh NC 27604

**Historic District** Oakwood

**Historic Property/Landmark name (if applicable)** Bailey House

**Owner’s Name** Daniel T. Tower

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<tr>
<th>Lot size</th>
<th>Width in feet</th>
<th>Depth in feet</th>
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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>
<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 Daniel T. Tower
Mailing Address 627 West Lane Street
City Raleigh State NC Zip Code 27603
Date 9/23/2014 Daytime Phone (919) 880-0121
Email Address dtower@towerlawfirm.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 9/30/15. 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 9/23/14

Project Categories (check all that apply):
X Exterior Alteration
☐ Addition
☐ New Construction
☐ Demolition

Will you be applying for state or federal rehabilitation tax credits for this project?
X Yes
☐ No

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

<table>
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<tr>
<th>Section/Page</th>
<th>Topic</th>
<th>Brief Description of Work</th>
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</thead>
<tbody>
<tr>
<td>3.5</td>
<td>roof</td>
<td>Replace front porch roof and gutter with pvc roof (currently opdm Rubber membrane)</td>
</tr>
<tr>
<td>3.5</td>
<td>roof</td>
<td>Replace existing 3 tab shingle roof with 3 tab Harvard Slate Architectural shingle attached.</td>
</tr>
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Page 2 of 3 Application for Certificate of Appropriateness revision 10.21.13
### 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)*