



CERTIFICATE OF APPROPRIATENESS PLACARD

for Raleigh Historic Resources

Project Description:

Alter existing parking area from gravel to pavers; alter driveway

325 Polk St

Address

Oakwood

Historic District

Historic Property

COA-0122-2025

Certificate Number

9/10/2025

Date of Issue

3/10/2026

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.

Signature, _____

Collette K

Raleigh Historic Development Commission

Pending the resolution of appeals, commencement of work is at your own risk.

Type or print the following:

Applicant name: Edith B. Wooten + Ivan R.M. Bailey

Mailing address: 325 Polk St

City: Raleigh

State: NC

Zip code: 27604

Date: 7/27/2025

Daytime phone #: 1-202-306-0708

Email address: ewooten3030@yahoo.com ivan@dcsolar.io

Applicant signature: *Edith B. Wooten*

Minor work (staff review) – one copy

Major work (COA committee review) – ten
copies

Additions > 25% of building sq. footage

New buildings

Demolition of building or structure

All other

Post approval re-review of conditions of
approval

Office Use Only

Transaction #: _____

File #: COA-0122-2025

Fee: _____

Amount paid: _____

Received date: _____

Received by: _____

Property street address: 325 Polk St

Historic district: Oakwood

Historic property/Landmark name (if applicable):

Owner name: Edith B. Wooten + Ivan R.M. Bailey

Owner mailing address: 325 Polk St


For applications that require review by the COA Committee (major work), provide addressed and stamped envelopes for owners for all properties with 100 feet on all sides of the property, as well as the property owner.

Property Owner Name & Address	Property Owner Name & Address

I understand that all major work applications that require review by the Raleigh Historic Development Commission's COA Committee must be submitted by 4 p.m. on the date of the application deadline; otherwise, consideration will be delayed until the following committee meeting. An incomplete application will not be accepted.

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: <u>34</u> <hr/>
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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).
1.1/19	Public Rights of Ways	Replacing the broken concrete apron and sidewalk in kind, shift apron location slightly and widen
1.3/23	Site Features + Plantings	Retain Willow Oak and overall driveway and parking area, slight shift to protect tree
		Material change from gravel to brick which is a material found throughout the neighborhood
1.5	Driveways + Offstreet Parking	Retain location and size of the original driveway and parking area. Use materials found in the district

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 <u>03/10/2026</u> . 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) <u></u>	Date <u>09/10/2025</u>

The owners of 325 Polk St would like to create updates to their existing driveway and apron. The current driveway runs right by a large existing Willow Oak and the driveway apron has become cracked overtime. The apron is also quite narrow for a car, being only about 7' wide. The existing driveway is gravel which goes up a quick steep incline and levels out into a large gravel parking area in front of the newly updated rear/side entry. The owners are proposing to redo the concrete apron in kind but shift it away from the Willow Oak by about 14". The new concrete apron will now be approximately 10'-4" wide to allow for adequate maneuverability for today's vehicles. They are proposing to add brick wheel strips flanked and separated by mondo grass. These will lead to the existing parking area with brick pavers on a slab installed versus the existing gravel. The brick will be in a running bond pattern as shown on the new plan drawing. The parking area does expand slightly towards the existing site wall on the shared lot line. This expansion allows the driveway and turn to get onto the parking area to pull further away from the Willow Oak.

Photos of the existing house and area of project are below as well as other similar nearby driveway examples to what is being proposed.



Side Street Elevation of House (Facing N Bloodworth St) Above.



Front Elevation of 325 Polk St



View of House from Existing Gravel Parking Area



Rear Side Elevation of 325 Polk St from N Bloodworth St, newly renovated side entry and stoop are shown above. Existing gravel driveway and parking area shown.



Existing Gravel Driveway Wrapping Around Willow Oak and broken concrete sidewalk at apron.



Another View of Gravel Driveway Wrapping around the Willow Oak.



View of Broken Concrete Sidewalk and Concrete Apron by Willow Oak.



Existing Broken Concrete Apron



513 N Bloodworth St – New Concrete Apron and Brick Wheel Strips similar to what is being proposed at 325 Polk St (App. 10'-6" at widest point of concrete apron and narrows down to 8' at start of brick wheel strips)



319 Polk St – Brick driveway + apron (App. 9'-9" wide)



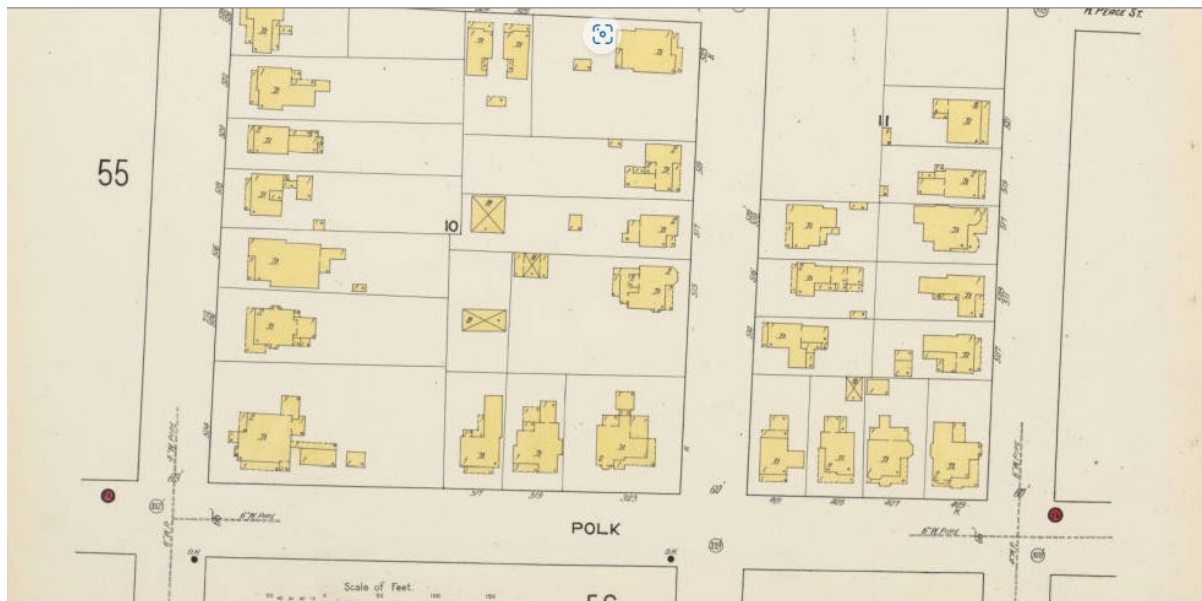
401 Polk St – Concrete Apron and Brick Driveway (App. 12'-0" at widest point of the apron and narrows down to app. 10'-6" for the driveway)



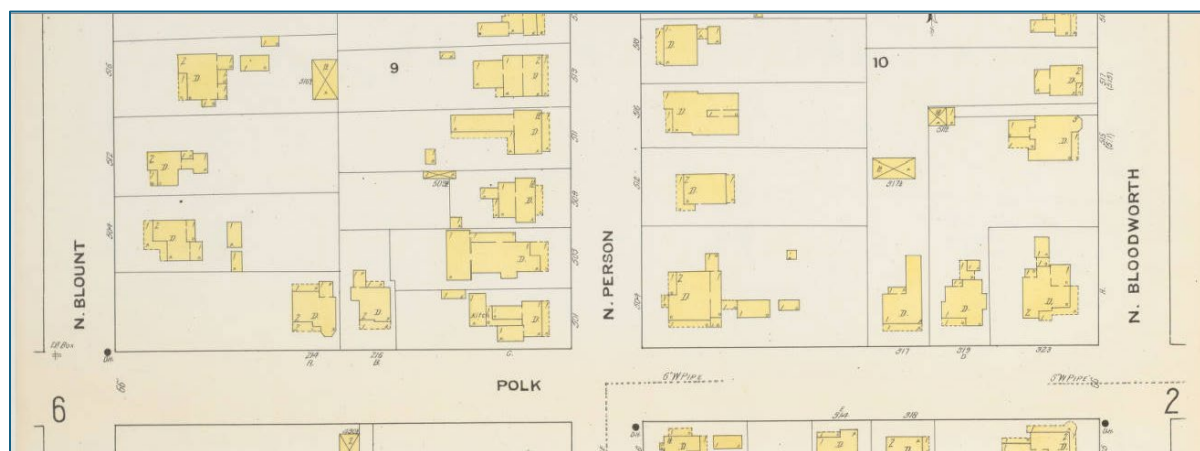
514 N Bloodworth St – Concrete Apron and Brick Wheel Strips (App. 10'-0" at widest point of the apron and narrows down to app 8'-6" for the driveway)



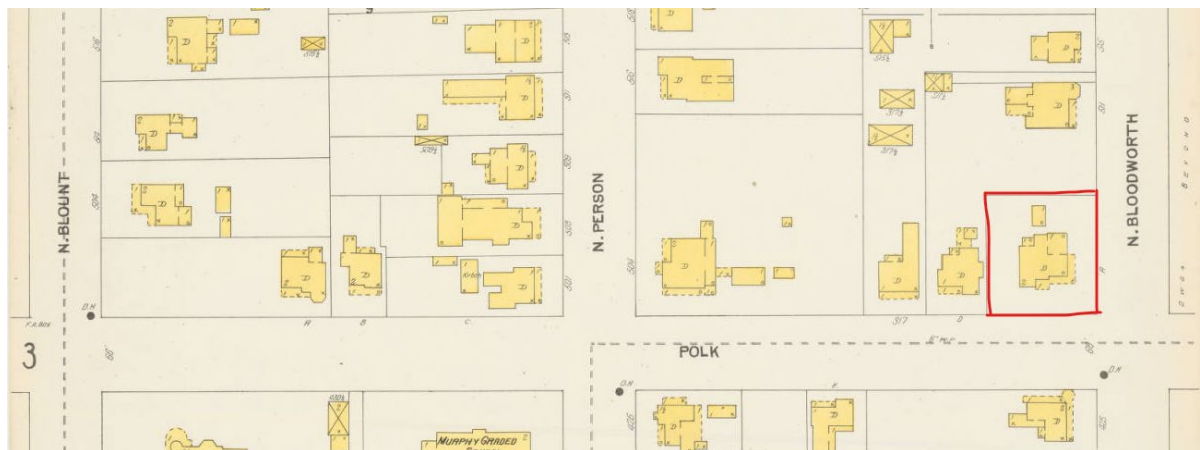
518 N Bloodworth St – Concrete Apron and Brick Wheel Strips (App. 13'-6" at the widest part of the apron and narrows down to 9'-6" at the driveway)



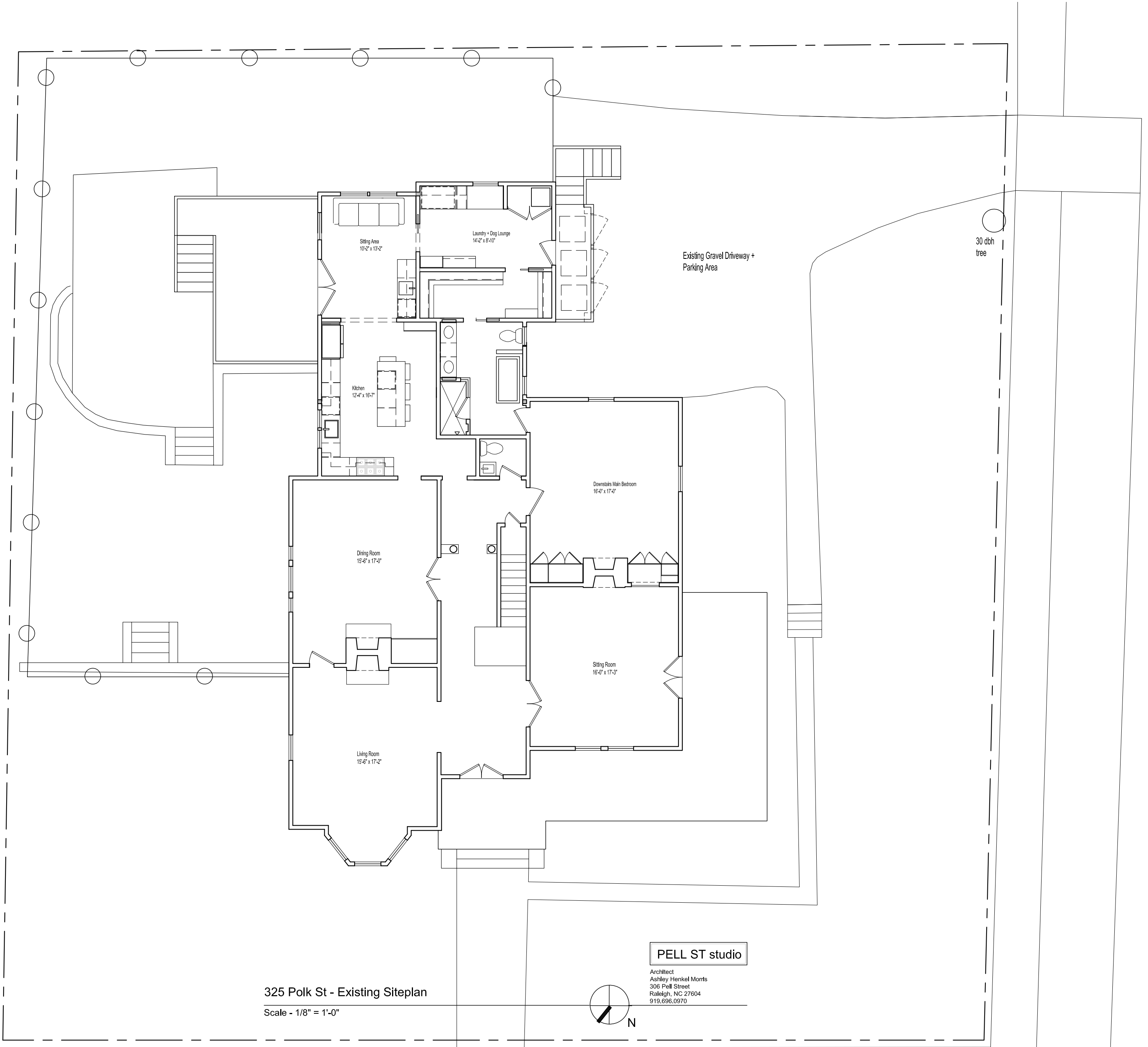
1914 Sanborn Map for 325 Polk St



1909 Sanborn Map for 325 Polk St



1903 Sanborn Map for 325 Polk St



325 Polk St - Existing Siteplan

Scale - 1/8" = 1'-0"

PELL ST studio

Architect
Ashley Henkel Morris
3016 Plank Street
Raleigh, NC 27604
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