



# Planning & Development

Development Services  
Customer Service Center  
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**Raleigh Historic Development Commission – Certificate of Appropriateness (COA) Application**



RALEIGH HISTORIC DEVELOPMENT COMMISSION

- ☒ 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 # 454873  
File # \_\_\_\_\_  
Fee \$29.00  
Amt Paid \$29.00  
Check # 2314  
Rec'd Date 12/1/15  
Rec'd By Blw by mail

- 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 536 N. BLOODWORTH ST  
Historic District OAKWOOD  
Historic Property/Landmark name (if applicable) J.A. GILKESON HOUSE ca. 1912  
Owner's Name JERRY and LEIGH BLOW  
Lot size .13 acre (width in feet) 52.39' (depth in feet) 106'

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.

# SAMPLE COA APPLICATION

Type or print the following:		
Applicant <u>LEIGH BLOW</u>		
Mailing Address <u>536 N. Bloodworth St</u>		
City <u>Raleigh</u>	State <u>NC</u>	Zip Code <u>27604</u>
Date <u>11-22-15</u>	Daytime Phone _____	
Email Address _____		
Signature of Applicant <u>[Signature]</u>		

## 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 \_\_\_\_\_. 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 \_\_\_\_\_

### 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 \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**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
3.4	PAINT and PAINT COLOR	RE-PAINT ENTIRE HOUSE
		(siding, trim, foundation, porch)
		REPAIR rotten wood if needed

# SAMPLE COA APPLICATION

TO BE COMPLETED BY APPLICANT			TO BE COMPLETED BY CITY STAFF		
	YES	N/A	YES	NO	N/A
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.					
<b>Minor Work (staff review) – 1 copy</b>					
<b>Major Work (COA Committee review) – 13 copies</b>					
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) <i>Sherrin-Williams color swatches</i>	<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 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 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 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 type="checkbox"/>	✓		✓
8. <b>Fee</b> (See Development Fee Schedule)	<input checked="" type="checkbox"/>		✓		



RE-PAINT Entire House  
536 N. Bloodworth St  
Oakwood

WOODEN BODY  
TRIM  
PORCH

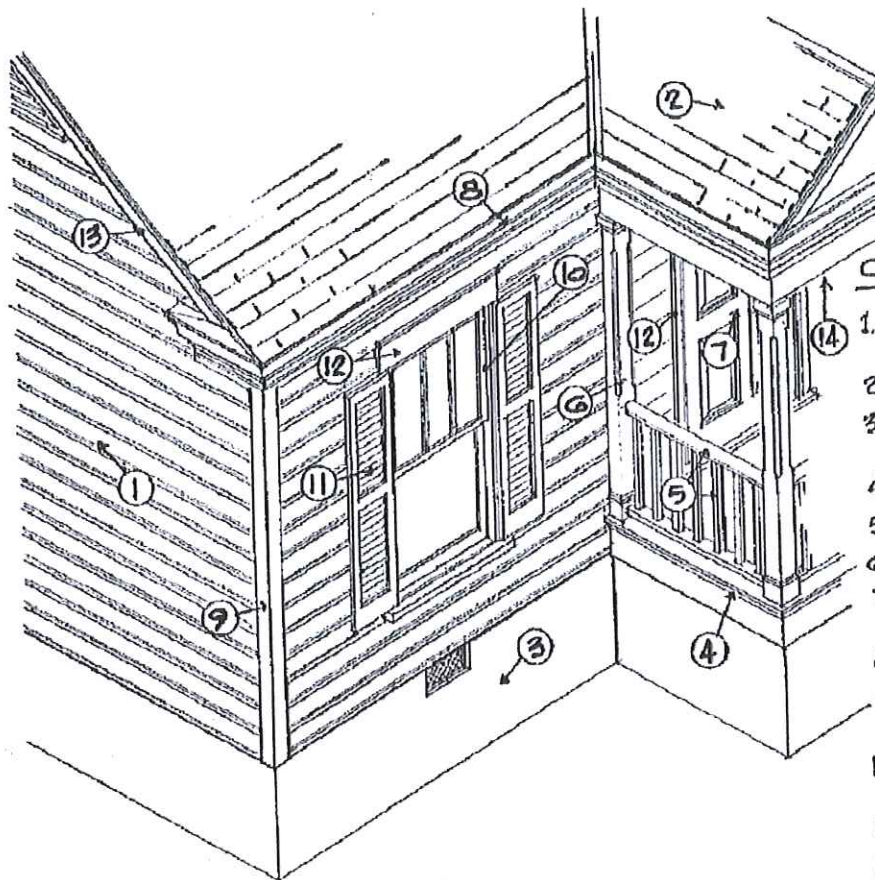
- Appropriate Cleaning to remove mildew, dirt, road-dirt from all wooden surfaces
- Hand-scrape peeling, loose PAINT
- Repair, replace rotten wood as needed  
replacements will match original wood surface
- Prime
- PAINT

BRICK  
FOUNDATION

- Appropriate Cleaning to remove mildew, dirt road-dirt from surface
- Scrape peeling paint by hand
- Prime
- PAINT



# SAMPLE COA APPLICATION



PAINT:  
All Sherwin  
Williams

## COLOR SCHEDULE

1. BODY OF HOUSE: SW6408 Wheatgrass
2. ROOFING: \_\_\_\_\_
3. FOUNDATION: SW7032 Warm Stone
4. PORCH FLOOR: SW7020
5. RAILING: SW7005
6. COLUMNS: SW7005
7. ENTRANCE PORCH: SW0020 Peacock Purple
8. CORNICE: SW7005
9. CORNER BOARDS: SW7005
10. WINDOW SASH: SW7005
11. SHUTTER: Ø
12. DOOR & WINDOW TRIM: SW7005
13. RAKE: SW7005
14. PORCH CEILING: SW6211 Rainwashed
15. OTHER: \_\_\_\_\_

RALEIGH HISTORIC DISTRICTS  
APPLICANT: JERRY + LEIGH BLOW  
ADDRESS: 536 N. BLOOMWORTH ST  
RAL. 27604

PAINT MFR: Sherwin-Williams  
PLEASE SUBMIT COLOR CHIPS WITH THIS SCHEDULE

COLOR #'s on Back of Satch

SW7005 TRIM  
Pure White

SW 6408 BODY  
Wheatgrass

SW7032 FOUNDATION  
Warm Stone

SW6211 0020  
Rainwashed  
Porch CEILING

Porch Deck  
Black Fox  
SW7020

# SAMPLE COA APPLICATION





# SAMPLE COA APPLICATION

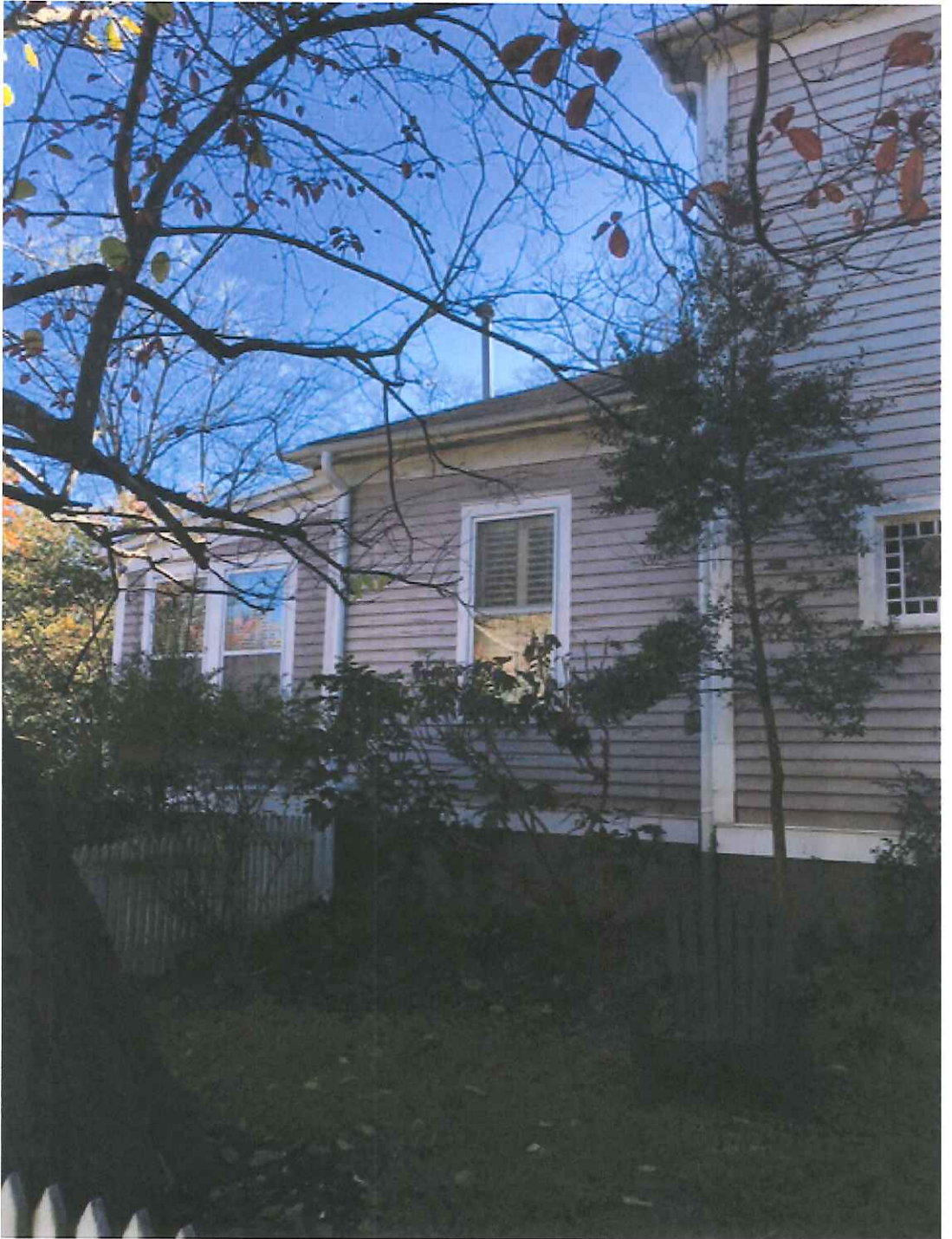


# SAMPLE COA APPLICATION





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