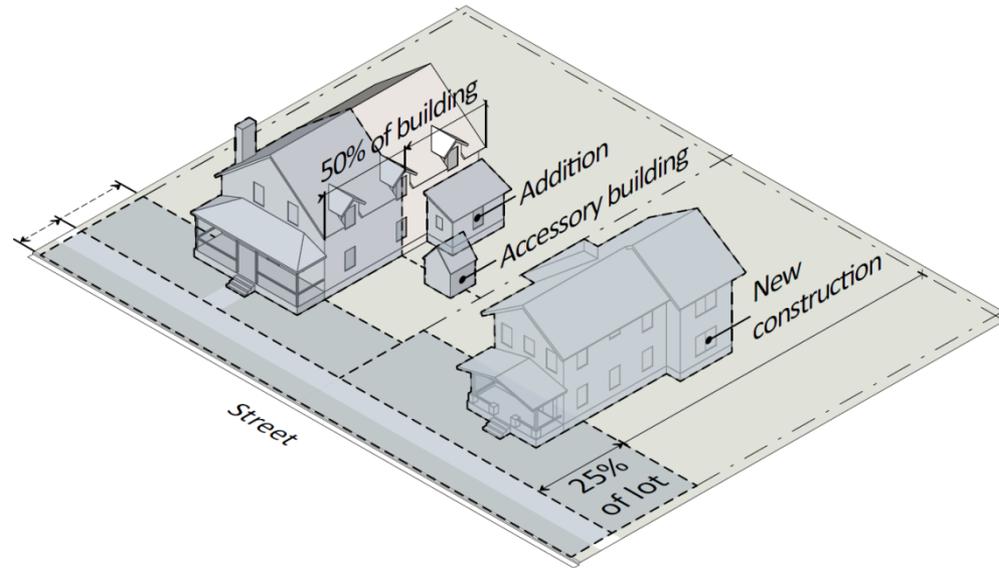


# Glenwood-Brooklyn Historic Overlay District - Streetside



**Neighborhood Meeting**

**December 14, 2015**

# Background

- **2002**: Glenwood-Brooklyn National Register Historic District boundaries approved
- **Sept. 2013**: UDO adopted by City Council; includes new Historic Overlay District-Streetside (HOD-S)
- **Jan. 2014**: Neighborhood UDO remapping discussion notes HOD-S as an option
- **May 19, 2015**: City Council directs Staff to initiate historic overlay district study
- **Nov. 17, 2015**: Study Report approved by Raleigh Historic Development Commission
- **Dec. 3, 2015**: City Council forwards Study Report to State Historic Preservation Office for review
- **Jan. 2016**: State Historic Preservation Office to complete its review

# City of Raleigh Zoning Process

*UDO  
Sections  
10.2.1 &  
10.2.4*



*Held  
12/4/15*

**Pre-Application  
Conference**



*Today!*  
**12/14/15**

# **Neighborhood Meeting**



*Early Jan.  
2016*

**Submit Application**



*Jan.–Feb.*

**Planning and  
Development Officer  
(Staff)**

**Review**



*Feb. to...?*

**Planning Commission**

**Public Meeting**

**Review & Recommend**



*Apr.?*

**City Council**

**Public Hearing  
Review & Decide**

***Approve***

***Disapprove***

# For Further Information...

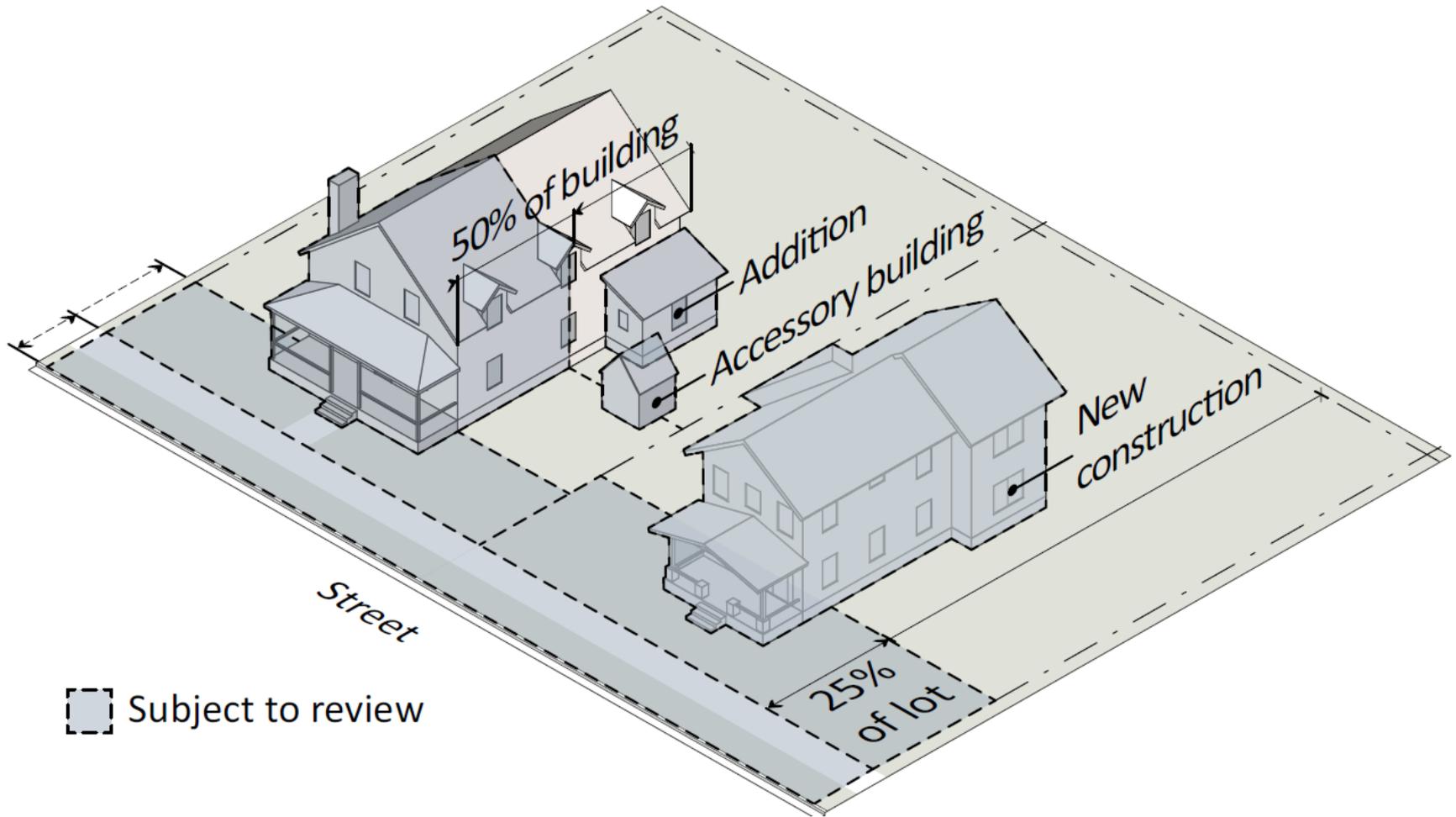
...Go to *raleighnc.gov* for details on:

- **Glenwood-Brooklyn HOD-S proposal:**  
<http://www.raleighnc.gov/business/content/PlanDev/Articles/LongRange/GlenwoodBrooklyn.html>
- **Zoning process:**  
<http://www.raleighnc.gov/business/content/PlanDev/Articles/DevServ/Rezoning.html>
- **Current Development Activity for case status:**  
<http://www.raleighnc.gov/business/content/PlanDev/Articles/DevServ/CurrentDevelopmentActivity.html>
- **MyRaleigh Subscriptions to receive meeting notifications:**  
<http://www.raleighnc.gov/environment/content/ITechWebServices/Articles/MyRaleighSubscriptions.html>

**HOD-S**

**What Does it Mean to Me?**

# CHARACTER PROTECTION



# HOD-S

## HOW Does it Protect?

- Context based Design Review Process
- Demolition Delay
- Discourage Demolition by Neglect

**CERTIFICATE OF APPROPRIATENESS PLACARD**  
for Raleigh Historic Resources

**RHDC**  
RALEIGH HISTORIC DEVELOPMENT COMMISSION

Project Description: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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 rules 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 closing inspection in a historic district area. Telephone the RHDC office at 832-7738 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

Placard posted while work is ongoing

# HOD-S

## What does it NOT do?

- Change the underlying zoning or use of a property
- Deny demolition
- Eliminate need to comply with fire, safety, and building codes
- Eliminate the need to obtain other city permits
- Proactively require changes to “put it back”



# HOD-S

## What Does it Mean to ME?

- Must obtain a Certificate of Appropriateness (COA) for exterior changes visible from street as defined in UDO
- Predictability and security about potential change in the neighborhood
- Protection from unmanaged change



Planning & Development

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

Raleigh Historic Development Commission – Certificate of Appropriateness (COA) Application

 RALEIGH HISTORIC DEVELOPMENT COMMISSION <input type="checkbox"/> Minor Work (staff review) – 1 copy <input type="checkbox"/> Major Work (COA Committee review) – 13 copies <input type="checkbox"/> <b>Must Major Work Applications</b> <input type="checkbox"/> Additions Greater than 25% of Building Square Footage <input type="checkbox"/> Buildings <input type="checkbox"/> Contributing Historic Resource <input type="checkbox"/> Full Approval Re-review of Conditions of Approval	<b>For Office Use Only</b> Transaction # _____ File # _____ Fee _____ Amt Paid _____ Check # _____ Rec'd Date _____ Rec'd By _____
Property Address _____	
Owner's Name _____	
Lot size _____	(width in feet) _____ (depth in feet) _____
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 _____
Property Address _____	Property Address _____
Property Address _____	Property Address _____
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.

COA Application Form

# HOD-S

## What Does it Mean to ME?

### Benefits

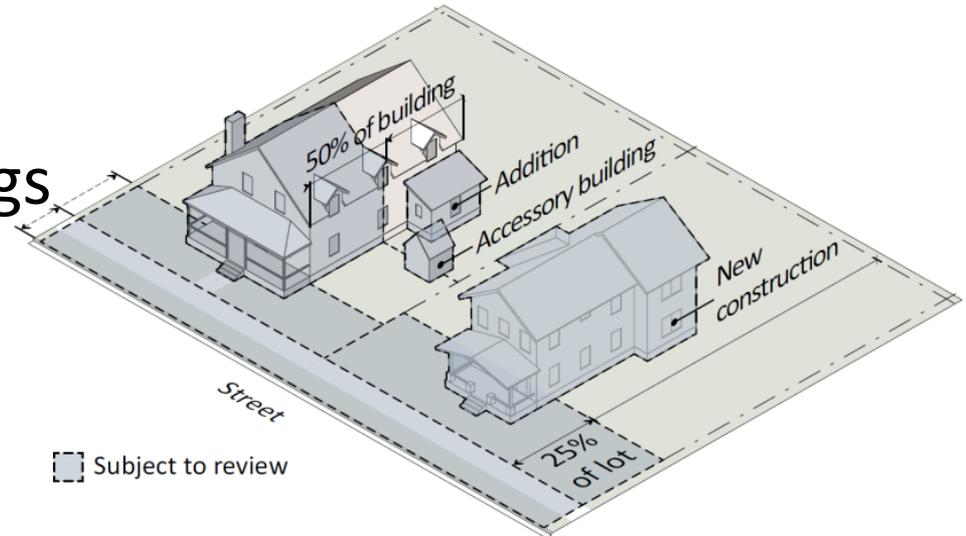
- Character Protection
- Greater Predictability

### Responsibility

- Design Review

# What AREAS are Subject to COA Review?

- Public right-of-way (not alleys)
- Front yards
- First half of main buildings
- Some additions
- New main buildings
- Some accessory buildings



# What NEEDS a COA for Streetside HOD?

All exterior changes within code defined area including:

- Building form
- Roof shape
- Design elements
- Materials
- Demolition (including tree removal)
- Hardscaping
- Fences
- And more

## ARTICLE XV — CERTIFICATE OF APPROPRIATENESS LIST

The following list is provided as a general outline of the level of review that may be expected for various types of projects that are often undertaken. It is not intended to be comprehensive, and cannot be construed as a substitute for the actual code provisions. The assignment of work to a review level is subject to the discretion of the staff.

### COA List of Work

A Certificate of Appropriateness is not necessary for Routine Maintenance, which includes repair or replacement where there is no change in the design, materials, or general appearance of elements of the structure or grounds. Certificates of Appropriateness are issued for all other projects. Any repair or replacement where there is a change in the design, materials, or general appearance is defined as an alteration and needs a Certificate of Appropriateness.

Minor Work projects are reviewed by the staff. Staff will refer Minor Work projects to the COA Committee for review if in staff's judgment the change involves alterations, additions, or removals that are substantial, do not meet the guidelines, or are of a precedent-setting nature.

Major Work projects are reviewed by the Commission's COA Committee. In general, major work projects involve a change in the appearance of a structure or site, and are more substantial in nature than routine maintenance or minor work projects, such as new construction, expansion of a building footprint, or significant changes in landscape features.

	TYPE OF WORK	STAFF REVIEW (minor work)	CERTIFICATE OF APPROPRIATENESS COMMITTEE (major work)
0	ROUTINE MAINTENANCE (includes repair or replacement where there is no change in the design, materials, or general appearance of elements of the structure or grounds)	NO REVIEW	NO REVIEW
1	Construction of a new primary structure		X
2	Additions less than 25% to a primary structure		X
3	Additions 25% or greater to a primary structure		X
4	Demolition of any primary contributing structure		X
5	Demolition of any primary non-contributing structure		X
6	Relocation of structures		X
7	Removal of any contributing part of a structure		X
8	Alteration/Removal of Archeologically Significant Features		X
9	Alteration of Accessory Structures with no expansion of building footprint	X	
10	New Accessory Structures with total area less than 144 sq. ft.	X	
11	New Accessory Structures with total area 144 sq. ft. or greater		X

# What DOES NOT need a COA for HOD-S?

- Routine maintenance
- Repairs with no change in appearance
- Changes not visible from the street (as defined in UDO)
- Change in color (proposed)

## ARTICLE XV — CERTIFICATE OF APPROPRIATENESS LIST

The following list is provided as a general outline of the level of review that may be expected for various types of projects that are often undertaken. It is not intended to be comprehensive, and cannot be construed as a guarantee of the level of review that will be assigned to any particular project. The assignment of work to a review level is at the discretion of the staff.

### COA List of Work

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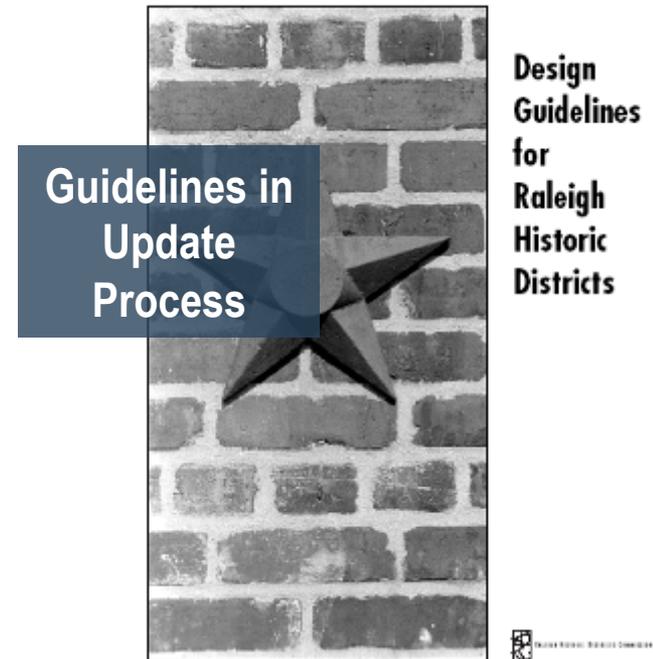
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1	Construction of a new primary structure		X
2	Additions less than 25% to a primary structure		X
3	Additions 25% or greater to a primary structure		X
4	Demolition of any primary contributing structure		X
5	Demolition of any primary non-contributing structure		X
6	Relocation of structures		X
7	Removal of any contributing part of a structure		X
8	Alteration/Removal of Archeologically Significant Features		X
9	Alteration of Accessory Structures with no expansion of building footprint	X	
10	New Accessory Structures with total area less than 144 sq. ft.	X	
11	New Accessory Structures with total area 144 sq. ft. or greater		X

# How are COAs Approved?

- Reviewed based on the Design Guidelines
- Use Special Character essays and designation reports for character guidance
- Work must be “not incongruous”



# Design Guidelines for Raleigh Historic Districts

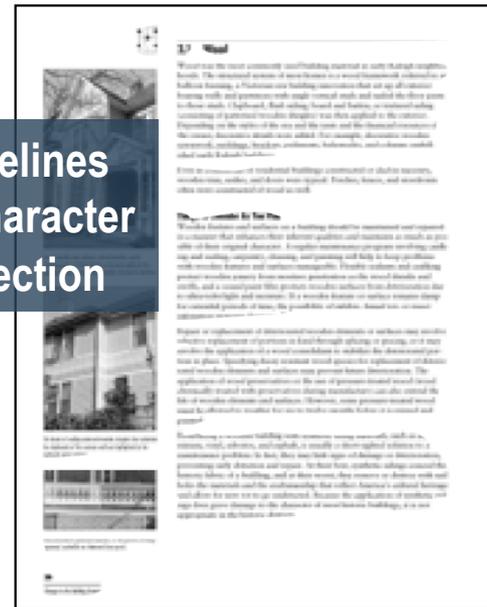
## Historic Fabric/Character

- Keep
- Repair
- Replace

## New Construction & Additions

- Compatible
- Discernible

Guidelines  
aid Character  
Protection



planning



right

guidelines

# Design Guidelines for Raleigh Historic Districts

- Contextual review
- Case-by-case
- Period of significance
- Special Character Essay
- Sections on Types of Changes

Raleigh Historic Districts Commission



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# How are COAs Approved?

## Staff or RHDC

- Staff = administrative
- RHDC = quasi-judicial public hearing

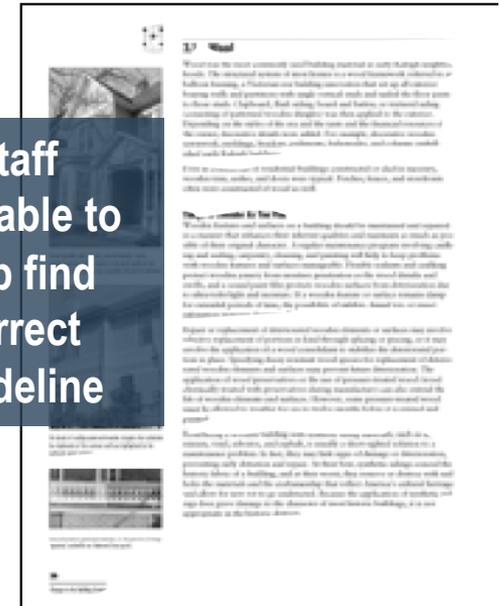
## Since 2008

- 1,400 COA Applications processed
- 67% approved by staff
- 31% approved by RHDC
- Less than 1% denied

Staff  
available to  
help find  
correct  
Guideline

left

planning

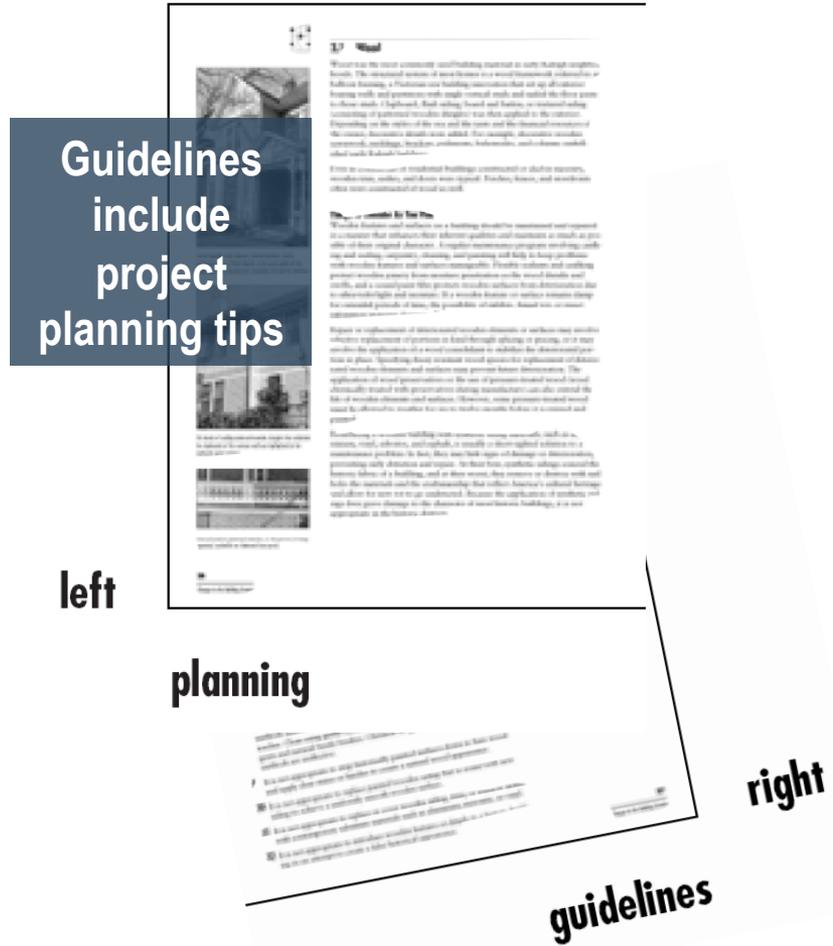


# HOW is this different than NOT being in HOD-S?

- Greater staff assistance during the planning phase.
- Conduit to other planning & permitting staff & the bureaucracy.
- More advanced planning is needed.
- Greater level of detail required than typical permits
- Some non-permitted items need COAs

# What HELP is there?

- Staff assistance with applications
- Design Review Advisory Committee (DRAC)
- Design Guidelines
- City of Raleigh Website
- RHDC Website
- YouTube video



**QUESTIONS?**