



Commission of Architectural Review SUBMISSION APPLICATION

City of Richmond, Room 510 -- City Hall
900 East Broad Street, Richmond, Virginia 23219
PHONE: (804) 646-6335 FAX: (804) 646-5789

12 COPIES OF SUPPORTING DOCUMENTATION ARE REQUIRED FOR PROCESSING YOUR SUBMISSION

LOCATION OF WORK: 2515 E. Broad Street Apt. 3 DATE: Oct. 2013

OWNER'S NAME: Lynda South TEL NO.: 804 852-8832

AND ADDRESS: 2515 E. Broad Street #3 EMAIL: Lynda.South@comcast.net

CITY, STATE AND ZIPCODE: Richmond, VA 23223

ARCHITECT/CONTRACTOR'S NAME: Thomas Moon/David Brooks TEL. NO.: 690-4323

AND ADDRESS: 2901 1/2 E. Broad Street EMAIL: _____

CITY, STATE AND ZIPCODE: Richmond, VA 23223

Would you like to receive your staff report via email? Yes No

REQUEST FOR CONCEPTUAL REVIEW

I hereby request Conceptual Review under the provisions of Chapter 114, Article IX, Division 4, Section 114-930.6(d) of the Richmond City Code for the proposal outlined below in accordance with materials accompanying this application. I understand that conceptual review is advisory only.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

I hereby make application for the issuance of a certificate under the provisions of Chapter 114, Article IX, Division 4 (Old and Historic Districts) of the Richmond City Code for the proposal outlined below in accordance with plans and specifications accompanying this application.

DETAILED DESCRIPTION OF PROPOSED WORK (Required):

STATE HOW THE DESIGN REVIEW GUIDELINES INFORM THE DESIGN OF THE WORK

PROPOSED. (Include additional sheets of description if necessary, and 12 copies of artwork helpful in describing the project. The 12 copies are not required if the project is being reviewed for an administrative approval. See instruction sheet for requirements.)

SEE ATTACHED

Signature of Owner or Authorized Agent: X Lynda J. South
Name of Owner or Authorized Agent (please print legibly): Lynda J. South

(Space below for staff use only) **RECEIVED**

Received by Commission Secretary: APR 02 2015 APPLICATION NO. _____
DATE: _____ SCHEDULED FOR _____

Note: CAR reviews all applications on a case-by-case basis.

Detailed Description of Proposed Work

Historical Context: The Belfry, which was once a church built in 1879, was converted to condominiums in the 1980s. One of the condominiums is located on the east side of the church in a sub-basement area. To access the condominium you enter from an enclosed porch area, which did not include a window or a door. Only iron bars secured the opening. Previous owners over the years began to make improvements to the porch, including adding an aluminum heavy plastic type window in the open space (which to previous owners' (whom I contacted) knowledge never included a window). The aluminum plastic window was placed there by an owner in the mid 1990s.

Background: When I purchased the property in September 2012, I investigated replacing the aluminum plastic window with a storm window of a similar style that would make the porch more comfortable and address the noise from the street. The window opened onto a sub-basement largely hidden by a row of evergreen shrubs. I contacted the Old House Authority and talked with Walter Dotts who referred me to Dixon Kerr. I met with Mr. Kerr and he could not offer a solution because it was an odd size, large window and referred me to a vendor, Thomas Moon, who specialized in installing appropriate storm windows in Church Hill. I met with Mr. Moon to look at the porch window opening. I asked if he could offer a storm window that would look similar to the others on the side of the church and he said he could. He ordered the window and a carpenter I secured to install the window picked it from the vendor and installed it in on a day when I was not there. On that day, someone in the neighborhood came over and asked him if he had permission from the city to install the window. The next day, I called Catherine Easterling and asked if she could come and look at the window and advise me what to do in the situation since the window was already paid for and in place. She came over in November 2013 and said to submit an application and the Commission would address what, if anything, I needed to do to remedy the situation. I might add that I didn't take the situation lightly because of the cost of the custom storm window, which is what I thought I was getting.

In March 2015, I put the condo on the market and it sold immediately. In order to not pass this problem on to the new owner who will take possession May 18, I am submitting an application for a Certificate of Appropriateness.

Mitigating Circumstances:

- The window did not replace a historic window. In interviewing two previous owners, there was never a window in the space until an owner in the mid 1990s put in the aluminum plastic window... (see photo of old window)
- The window is behind black bars and is not highly visible from the street because of its basement location and the evergreen shrubs largely hide it. (see photo of new window)
- The window, which I thought I was purchasing, was misrepresented to me as a similar storm-type window and would look similar to the ones along the side of the church. I trusted the vendor who was recommended to me and whom I thought knew about historical standards and was recommended and used by many Church Hill residents. Instead it was a double pane window with the mullions between the glasses.

Proposals

1. Laminate accurate wood trim over all aluminum pieces. (From exterior no one would see any aluminum) Additionally the wood members would be painted (light gray) to match the other windows. (see photo)



Left, wood members can be made to match existing windows along side of church. Right, wood adhered to the new window to match old windows.

2. Remove existing window and replace it with a solid piece of glass with wood trim to mimic the appearance of a windowless state as was when the church building was converted to condos.
3. Remove window and return to original state (with black bars and a screen) before someone placed a black aluminum window with heavy plastic in the 1990s.
4. Install a Marvin Ultimate Magnum Double Hung window, which is designed for large residential openings and commercial applications. Mullions would be adhered to interior and exterior glass.

2515 East Broad Street, Condominium Number 3



Street View – East Side of Church/Condo.
New Window in Relationship to Permanent Windows



North 26th Street East Side



Close-up North 26th Street East Side



Old Window – Exterior



Old Window – Interior



New Window – Exterior



New Window – Interior