



COMMISSION OF ARCHITECTURAL REVIEW

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

PROPERTY (location of work)

Address 2501 E. Franklin Street, Unit 8

Historic district St. John's Church

Date/time rec'd: _____
Rec'd by: _____
Application #: _____
Hearing date: _____

APPLICANT INFORMATION

Check if Billing Contact

Name Joyce Miller

Phone 757-848-7575

Company _____

Email joycemiller1959@gmail.com

Mailing Address _____

Applicant Type: Owner Agent
 Lessee Architect Contractor
 Other (please specify): _____

OWNER INFORMATION (if different from above)

Check if Billing Contact

Name Same

Company _____

Mailing Address _____

Phone _____

Email _____

PROJECT INFORMATION

Project Type: Alteration Demolition

New Construction
(Conceptual Review Required)

Project Description: (attach additional sheets if needed)

Please see attached sheets.

ACKNOWLEDGEMENT OF RESPONSIBILITY

Compliance: If granted, you agree to comply with all conditions of the certificate of appropriateness (COA). Revisions to approved work require staff review and may require a new application and approval from the Commission of Architectural Review (CAR). Failure to comply with the conditions of the COA may result in project delays or legal action. The COA is valid for one (1) year and may be extended for an additional year, upon written request and payment of associated fee.

Requirements: A complete application includes all applicable information requested on checklists available on the CAR website to provide a complete and accurate description of existing and proposed conditions, as well as payment of the application fee. Applicants proposing major new construction, including additions, should meet with Staff to review the application and requirements prior to submitting an application. Owner contact information and signature is required. Late or incomplete applications will not be considered.

Zoning Requirements: Prior to Commission review, it is the responsibility of the applicant to determine if zoning approval is required and application materials should be prepared in compliance with zoning.

Signature of Owner Joyce A Miller

Date 29 APR 2021

The scope of this project is to do the following repairs to our condo at Unit 8 on 25th Street: To remodel the windows from fixed windows to double hung wooden windows with mullions that match the other windows on our building. Although the address of our building is E. Franklin Street, our unit fronts 25th Street. A pdf sketch of the proposed window replacement and two photoshopped images showing what the final windows would look like are attached along with photos showing the damage. One photoshopped photo shows the window painted brown to match the other doors and one painted tan to match the other windows on the building.

Photos as followed are attached:

Current Building

Damaged window

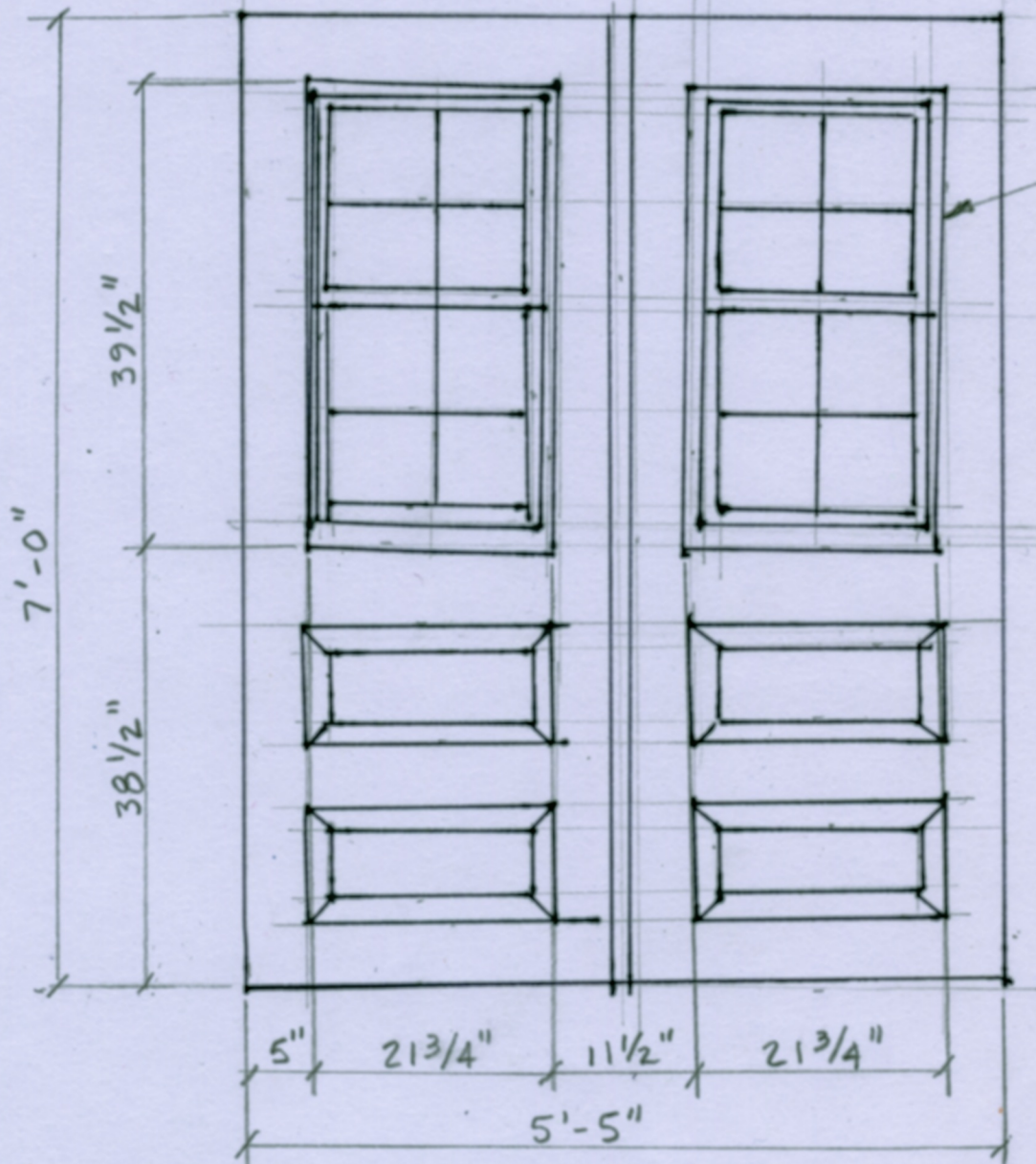
Window-sketch

Photoshopped window painted brown

Photoshopped window painted tan

Two Photos of historical building

The contractor for this work is Kevin Michaels of KMJ Woodwright, Inc. He has twenty years of experience in wood working. He will follow all CAR guidelines for door and window repair and replacement.



DOUBLE HUNG
WOOD WINDOW
WITH MULLIONS
TO MATCH
WINDOWS ON
BUILDING





Franklin

25th





NO PARKING
ANY PUBLIC
PROPERTIES



FRANKLIN N 25th

the reserve





E FRANKLIN ST

N 25TH ST

AIR KLEEN
INCORPORATED
Complete Line of Air Filtration Products and Equipment
2501 E. FRANKLIN ST. 225-9100

THROUGH TRUCKS OVER 7500 LBS. PROHIBITED

2501

79K-7746



