

# City of Richmond

*City Hall  
900 East Broad Street*



## Meeting Minutes

Tuesday, May 28, 2024

3:30 PM

To access this meeting virtually, use the following link:

<https://tinyurl.com/22jsudft>  
5th Floor Conference Room of City Hall

## Commission of Architectural Review

[PDRPRES  
2024.029](#) Public Access and Participation Instructions - Commission of Architectural Review

**Attachments:** [Public Access and Participation Instructions -COMMISSION OF ARCHITECTURAL REVIEW.pdf](#)

## Call to Order

## Roll Call

The meeting was called to order at 3:30pm

- Present --** 10 - \* Commissioner Coleen Bulter Rodriguez, \* Commissioner Sean Wheeler, \* Commissioner Sean Wheeler, \* Commissioner Kathleen Morgan, \* Commissioner Kathleen Morgan, \* Commissioner Lawrence Pearson , \* Commissioner Lawrence Pearson , \* Commissioner John Grier, \* Commissioner Larry Nutt and \* Commissioner Gina Marie Hill
- Absent --** 2 - \* Commissioner Andrew Moore and \* Commissioner Mitch Danese

## Approval of Minutes

No minutes were approved at this meeting.

## Secretary's Report

## Administrative Approval Report

## Enforcement Report

[NRHP 1 2024](#) Hickory Hill NRHP Review

**Attachments:** [Hickory Hill NRHP](#)  
[Hickory Hill School](#)

A motion was made by Commissioner Morgan, seconded by Commissioner Rodriguez, to recommend approval of the Hickory Hill NRHP nomination.

The motion carried by the following vote:

Yes: (7) Grier, Hill, Morgan, Nutt, Pearson, Rodriguez, Wheeler  
No: (0)  
Excused: (2) Danese, Moore  
Recused: (0)

**A motion was made by Commissioner Morgan, seconded by Commissioner Rodriguez, to support the Hickory Hill nomination for inclusion on the National Register of Historic Places.**

- Aye --** 7 - Commissioner Coleen Bulter Rodriguez, Commissioner Sean Wheeler, Commissioner Kathleen Morgan, Commissioner Lawrence Pearson , Commissioner John Grier, Commissioner Larry Nutt and Commissioner Gina Marie Hill

[PDRPRES](#) Paint Guidelines Revisions  
[2024.024](#)

**Attachments:** [Paint Chart Revisions 2024 Final.pdf](#)

A motion was made by Commissioner Mogan, seconded by Commissioner Rodriguez to approve the revised paint palette.

The motion carried by the following vote:

Yes: (7) Grier, Hill, (M) Morgan, Nutt, Pearson, (S) Rodriguez, Wheeler

No: (0)

Excused: (2) Danese, Moore

Recused: (0)

## **CONSENT AGENDA**

**A motion was made by Commissioner Wheeler, seconded by Commissioner Morgan, to approve the Consent Agenda.**

**The motion carried by the following vote:**

**Aye --** 7 - Commissioner Coleen Bulter Rodriguez, Commissioner Sean Wheeler, Commissioner Kathleen Morgan, Commissioner Lawrence Pearson, Commissioner John Grier, Commissioner Larry Nutt and Commissioner Gina Marie Hill

1. [COA-147330-2024](#) 1630 Pope Avenue - Amendment to a previously approved garage addition.

**Attachments:** [Application & Plans](#)  
[Staff Report](#)

**A motion was made by Commissioner Wheeler, seconded by Commissioner Morgan to approve this application for the reasons stated in the staff report provided the following conditions are met: applicant submit final specifications for the new windows and doors to staff for Administrative Review and Approval. Staff noted that the October 2022 Decision Letter mentioned having the northern façade be inset from the side of the existing northern wall plane. The inset should be more clearly labeled on the final plans, submitted with the permit.**

**The motion carried by the following vote:**

**Aye --** 7 - Commissioner Coleen Bulter Rodriguez, Commissioner Sean Wheeler, Commissioner Kathleen Morgan, Commissioner Lawrence Pearson, Commissioner John Grier, Commissioner Larry Nutt and Commissioner Gina Marie Hill

2. [COA-147344-2024](#) 4107 Hermitage Road - Replace non-original roof on a historic garage.

**Attachments:** [Application & Plans](#)  
[Staff Report](#)

**A motion was made by Commissioner Wheeler, seconded by Commissioner Morgan to approve this application for the reasons stated in the staff report provided the following conditions are met: in-kind repairing and securing of the**

sheathing and trim; the color of the new roof be similar to the roof on the primary house; and final color for the roof be submitted to staff for Administrative Review and Approval.

The motion carried by the following vote:

**Aye --** 7 - Commissioner Coleen Bulter Rodriguez, Commissioner Sean Wheeler, Commissioner Kathleen Morgan, Commissioner Lawrence Pearson, Commissioner John Grier, Commissioner Larry Nutt and Commissioner Gina Marie Hill

3. [COA-147341-2024](#) 1908 Princess Anne Avenue - Add permanent solar string lighting to the exterior of a non-historic condominium.

**Attachments:** [Application & Plans](#)  
[Staff Report](#)

A motion was made by Commissioner Wheeler, seconded by Commissioner Morgan to approve this application as submitted for the reasons stated in the staff report.

The motion carried by the following vote:

**Aye --** 7 - Commissioner Coleen Bulter Rodriguez, Commissioner Sean Wheeler, Commissioner Kathleen Morgan, Commissioner Lawrence Pearson, Commissioner John Grier, Commissioner Larry Nutt and Commissioner Gina Marie Hill

4. [COA-142639-2024](#) 2316-2318 Burton Street - Construct two single family attached dwellings.

**Attachments:** [Application & Plans \(2/27/2024\)](#)  
[Staff Report \(2/27/2024\)](#)  
[Application & Plans \(3/26/2024\)](#)  
[Staff Report \(3/26/2024\)](#)  
[Application & Plans](#)  
[Staff Report](#)

A motion was made by Commissioner Wheeler, seconded by Commissioner Morgan to approve this application for the reasons stated in the staff report provided the following conditions are met: final material selections and specifications be submitted for administrative review and approval; final color selection matches the existing buildings, or a new color be submitted for administrative review and approval; exterior mechanical equipment be located at the rear and screened from view; and windows be wood or aluminum clad wood, and that a final window schedule be submitted for administrative review and approval.

The motion carried by the following vote:

**Aye --** 7 - Commissioner Coleen Bulter Rodriguez, Commissioner Sean Wheeler, Commissioner Kathleen Morgan, Commissioner Lawrence Pearson, Commissioner John Grier, Commissioner Larry Nutt and Commissioner Gina Marie Hill

8. [COA-147332-2024](#) 2808 East Leigh Street - Restore, repair and replace elements on the façade in need of repair.

**Attachments:** [Application & Plans](#)  
[Staff Report](#)

A motion was made by Commissioner Wheeler, seconded by Commissioner Morgan to partially approve this application for the reasons stated in the staff report provided the following conditions are met:

**The Commission Approved:**

Replacement of the front windows in-kind to match the existing light configuration, dimension, and that the upper sashes feature ogee lugs like the existing; all existing window casing and sills be retained and repaired as necessary, and not be wrapped in another material; the new windows must be within the existing framing and must be wood or aluminum clad wood; final window specifications sent to staff for administrative review and approval; the front banister and railing be retained and repaired, or replaced in-kind to match the original in design, dimension, and profile; the wood siding on the façade be replaced with new wood "bb" siding; and decking boards be installed perpendicularly to the face of the building.

**The Commission denied:**

Using a five to seven-inch reveal siding on the front façade and replacing the front banister and balustrade with a new design.

The motion carried by the following vote:

## **REGULAR AGENDA**

5. [COA-144129-2024](#) 810-812 North 22nd Street - Construct four single family dwellings in groups of two.

**Attachments:** [Application & Plans \(3/26/2024\)](#)  
[Staff Report \(3/26/2024\)](#)  
[Application & Plans \(5/28/2024\)](#)  
[Staff Report \(5/28/2024\)](#)  
[Application & Plans](#)  
[Staff Report](#)

A motion was made by Commissioner Rodriguez, seconded by Commissioner Hill, to defer this application for the reasons stated in the staff report, and to allow the applicant time to make modifications to the plans prior to the next submittal.

The motion carried by the following vote:

**Aye --** 5 - Commissioner Coleen Bulter Rodriguez, Commissioner Sean Wheeler, Commissioner Kathleen Morgan, Commissioner Lawrence Pearson and Commissioner Gina Marie Hill

No -- 2 - Commissioner John Grier and Commissioner Larry Nutt

6. [COA-144130-2024](#) 2111-2119 Venable Street - Construct 15 single family dwellings in groupings of two and three.

**Attachments:** [Application & Plans \(3/26/2024\)](#)  
[Staff Report \(3/26/2024\)](#)  
[Application & Plans \(5/28/2024\)](#)  
[Staff Report \(5/28/2024\)](#)  
[Application & Plans](#)  
[Staff Report](#)

**A motion was made by Commissioner Pearson, seconded by Commissioner Rodriguez, to defer this application for the reasons stated in the staff report, and to allow the applicant time to make modifications to the plans prior to the next submittal.**

**The motion carried by the following vote:**

**Aye --** 6 - Commissioner Coleen Bulter Rodriguez, Commissioner Sean Wheeler, Commissioner Lawrence Pearson, Commissioner John Grier, Commissioner Larry Nutt and Commissioner Gina Marie Hill

**Recused --** 1 - Commissioner Kathleen Morgan

7. [COA-147329-2024](#) 819 East Grace Street - Install flat solar panels on the main roof of St. Paul's Episcopal Church.

**Attachments:** [Application & Plans](#)  
[Staff Report](#)

**A motion was made by Commissioner Pearson, seconded by Commissioner Nutt, to partially approve this application for the reasons stated in the staff report provided that the following conditions are met:**

**The Commission approved:**

**Solar panels be installed onto the historic roof in the gentlest way possible, as to avoid any potential damage to the roof; installation of solar panels on the west face of the historic roof (side facing parish house); solar panels be installed in a way that will allow for their installation to be reversible.**

**The Commission Denied**

**Installation of solar panels on the east face of the roof (side facing 9th Street).**

**The motion carried by the following vote:**

**Aye --** 6 - Commissioner Coleen Bulter Rodriguez, Commissioner Sean Wheeler, Commissioner Lawrence Pearson, Commissioner John Grier, Commissioner Larry Nutt and Commissioner Gina Marie Hill

**Recused --** 1 - Commissioner Kathleen Morgan

9. [COA-147334-2024](#) 2405 O Street - Construct a second-story addition onto an existing, rear one-story addition.

**Attachments:** [Application & Plans](#)  
[Staff Report](#)

A motion was made by Commissioner Pearson, seconded by Commissioner Morgan to approve this application for the reasons stated in the staff report provided the following conditions are met: the addition be no taller than the primary dwelling; the applicant add a small cornice board above the second-floor addition to add greater articulation to this facade; the applicant submit final window materials and specification to Staff for Administrative Review and Approval; the windows be drawn accurately on the final plans and that they remain vertically aligned; that the applicant submit proposed paint colors for the new addition to staff for Administrative Review and Approval; applicant consider using a narrower siding on the new second story addition than what is used on the rest of the dwelling; applicant consider adding a canopy or porch element on the first floor of the existing one story addition, any designs submitted for administrative review and approval; nominal 12 inch horizontal trim piece, and a smaller vertical trim pieces be used to demarcate and outline the new second story addition from the historic portions of the dwelling; the second story windows be the same dimension on each elevation; the applicant submit final material specifications for the new porch posts to staff for Administrative Review and Approval; and that if the existing one-story addition must be demolished to accommodate the construction of the new second story addition, demolition plans must be submitted to CAR staff for CAR or administrative review.

The motion carried by the following vote:

Aye -- 7 - Commissioner Coleen Bulter Rodriguez, Commissioner Sean Wheeler, Commissioner Kathleen Morgan, Commissioner Lawrence Pearson, Commissioner John Grier, Commissioner Larry Nutt and Commissioner Gina Marie Hill

10. [COA-147348-2024](#) 4002 Hermitage Road - Construct a new two-story building.

**Attachments:** [Application & Plans \(5/28/2024\)](#)  
[Application & Plans \(Conceptual Review 2/27/2024\)](#)  
[Staff Report \(Conceptual Review 2/27/2024\)](#)  
[Staff Report \(5/28/2024\)](#)  
[Application & Plans](#)  
[Staff Report](#)

A motion was made by Commissioner Rodriguez, seconded by Commissioner Nutt, to defer this application for the reasons stated in the staff report, and to allow the applicant time to make modifications to the plans prior to the next submittal.

The motion carried by the following vote:

Aye -- 7 - Commissioner Coleen Bulter Rodriguez, Commissioner Sean Wheeler, Commissioner Kathleen Morgan, Commissioner Lawrence Pearson, Commissioner John Grier, Commissioner Larry Nutt and Commissioner Gina Marie Hill

## **CONCEPTUAL REVIEW**

11. [COA-147340-2024](#) 812-814 North 21st Street - Construct a multifamily dwelling on a vacant lot.

**Attachments:** [Application & Plans](#)  
[Staff Report](#)

The Commission reviewed this application in an advisory capacity. A recording of the meeting can be found at the following link:  
<https://richmondva.legistar.com/MeetingDetail.aspx?ID=1144748&GUID=06273296-3FD0-4535-B0B8-13312AAE5EF0&Options=info|&Search=>

## **Adjournment**

The meeting was adjourned at 7:03pm