



City of Richmond

City Hall
900 East Broad Street

Meeting Minutes Commission of Architectural Review

Tuesday, September 28, 2021

3:30 PM

5th Floor Conference Room of City Hall

This meeting will be held through electronic communication means.

[PDRPRES
2021.157](#) Public Access and Participation Instructions - Commission of Architectural Review

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

Call to Order

The meeting began at 3:31pm.

Alex Dandridge read the announcement for virtual public meetings:

This meeting of the Commission of Architectural Review will be held as an electronic meeting pursuant to and in compliance with Ordinance 2020-093. The public has been notified of this meeting and how to participate by a notice in the Richmond Times Dispatch, and an instruction sheet posted with the agenda on the Legistar website. The public may participate in the meeting by calling *67-804-316-9457 and entering 201-932-327#. Public comment will be heard for each item on the agenda after the applicant has responded to staff recommendations. Members of the public will be limited to 3 minutes for their comments.

Commission members are electronically present, none are physically present in City Hall.

We will be conducting a roll call vote with the Secretary stating each Commissioners name prior to voting.

Roll Call

Present -- 8 - * Commissioner Neville C. Johnson Jr., * Commissioner Ashleigh N. Brewer, * Commissioner Mitch Danese, * Commissioner Coleen Bulter Rodriguez, * Commissioner Andrew Moore, * Commissioner Sean Wheeler, * Commissioner Kathleen Morgan and * Commissioner Lawrence Pearson

Approval of Minutes

There were no minutes to approve.

Secretary's Report

Mr. Dandridge said the CAR Secretary should be coming in at the end of October, and the Section 106 position should hopefully be filled by the end of November.

OTHER BUSINESS

Mr. Dandridge shared an update about 2318 Venable Street, which is an active code violation. CAR approved plans for demolition for a portion of the rear wall and an addition, but the new owner ended up doing an entire demolition without permits or CAR approval. This will need to come for CAR review at the October meeting, but before that, there will need to be some administrative approvals to stabilize the building.

Commission Chair Johnson adjourned the Business portion at 3:41pm.

CONSENT AGENDA

The regular portion of the meeting was called to order at 4:00pm.

Alex Dandridge re-read the announcement info for virtual meetings.

Commission Chair Johnson explained that there is an order to the meeting, starting with the Consent Agenda, which are items earmarked for the staff recommendations to be approved by Commission without formal review, followed by the Regular Agenda, and concluding with the Conceptual Review. At appropriate times, applicants will have an opportunity to speak in regard to their applications, or to request that their items from the consent agenda.

Commission Chair Johnson asked if the Commissioners wished to move any items from the regular agenda to the consent agenda.

A motion was made by Commissioner Moore seconded by Commissioner Danese, to move 2506 E. Marshall St. to the Consent Agenda.

The applicants, Alan and Barbara Adler, identified themselves and said they were okay with the staff recommendations and being added to the Consent Agenda.

Commission Chair Johnson asked if there was any public comment. There was none.

Commissioner Wheeler said that the windows marked as being infilled were just drawn on the façade. Mr. Dandridge said that they were visibly infilled from the interior of the building.

Charlie Field, the architect, said that the brick infill is painted so it's hard to tell from the exterior that the windows were infilled.

Commissioner Wheeler said he couldn't see the photos on the application.

The motion carried by the following vote:

Aye – 6 – Commissioner Mitch Danese, Commission Chair Neville Johnson, Commissioner Andrew Moore, Commissioner Kathleen Morgan, Commissioner Lane Pearson, Commissioner Coleen Butler-Rodriguez

No – 1 – Commissioner Sean Wheeler

Excused – 1 – Commissioner Ashleigh Brewer

A motion was made by Commissioner Moore seconded by Commission Chair Johnson, to move 1839 Monument Ave. to the Consent Agenda.

The applicants, Erin Webb, identified herself and said she was okay with the staff recommendations and being added to the Consent Agenda.

Commission Chair Johnson asked if there was any public comment. There was none.

A motion was made by Commission Chair Johnson, seconded by Commissioner Moore, to approve the Consent Agenda.

The motion carried by the following vote:

Aye -- 7 - Commissioner Neville C. Johnson Jr., Commissioner Mitch Danese, Commissioner Coleen Bulter Rodriguez, Commissioner Andrew Moore, Commissioner Sean Wheeler, Commissioner Kathleen Morgan and Commissioner Lawrence Pearson

Excused -- 1 - Commissioner Ashleigh N. Brewer

1. [COA-098244-2021](#) 10-12 E. Broad St. - Re-establish a historic storefront; construct rear landing and stairs; install new windows and window openings.

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

A motion was made by Commission Chair Johnson, seconded by Commissioner Moore, to approve the application for the reasons cited in the staff report provided the following conditions are met: the new windows fit within the existing masonry openings; and final paint colors be submitted to staff for review and approval.

The motion carried by the following vote:

Aye -- 7 - Commissioner Neville C. Johnson Jr., Commissioner Mitch Danese, Commissioner Coleen Bulter Rodriguez, Commissioner Andrew Moore, Commissioner Sean Wheeler, Commissioner Kathleen Morgan and Commissioner Lawrence Pearson

Excused -- 1 - Commissioner Ashleigh N. Brewer

2. [COA-098246-2021](#) 2001 Monument Ave. - Construct a rear and side 8' wooden privacy fence.

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

A motion was made by Commission Chair Johnson, seconded by Commissioner Moore, to approve the application for the reasons cited in the staff report provided the following conditions are met: the new fence should be in compliance with any applicable zoning regulations and variances; and the new fence be stained or painted a neutral color.

The motion carried by the following vote:

Aye -- 7 - Commissioner Neville C. Johnson Jr., Commissioner Mitch Danese, Commissioner Coleen Bulter Rodriguez, Commissioner Andrew Moore, Commissioner Sean Wheeler, Commissioner Kathleen Morgan and Commissioner Lawrence Pearson

Excused -- 1 - Commissioner Ashleigh N. Brewer

4. [COA-098245-2021](#) 2506 E. Marshall St. - Construct a side landing and stairs; install new windows and doors in existing openings.

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

A motion was made by Commission Chair Johnson, seconded by Commissioner Moore, to partially approve the application for the reasons cited in the staff report provided the following conditions are met: denial of the shutters on the new, basement windows on the western elevation; the infill brick be recessed in the existing basement door opening in a way that is easily reversible and does not alter the dimension of the existing opening; the applicant provide final paint color for the previously-painted masonry to staff for administrative review & approval; the door opening on the first floor utilize a contemporary door design to emphasize that it is a new opening; and final specifications on the new doors be submitted to staff for administrative review and approval.

The motion carried by the following vote:

Aye -- 7 - Commissioner Neville C. Johnson Jr., Commissioner Mitch Danese, Commissioner Coleen Bulter Rodriguez, Commissioner Andrew Moore, Commissioner Sean Wheeler, Commissioner Kathleen Morgan and Commissioner Lawrence Pearson

Excused -- 1 - Commissioner Ashleigh N. Brewer

6. [COA-098433-2021](#) 1839 Monument Ave. - Enclose a rear porch and construct a side, 2-story addition.

Attachments: [Staff Report](#)
[Monument 1839 - Application & Plans](#)

A motion was made by Commission Chair Johnson, seconded by Commissioner Moore, to approve the application as submitted.

The motion carried by the following vote:

Aye -- 7 - Commissioner Neville C. Johnson Jr., Commissioner Mitch Danese, Commissioner Coleen Bulter Rodriguez, Commissioner Andrew Moore, Commissioner Sean Wheeler, Commissioner Kathleen Morgan and Commissioner Lawrence Pearson

Excused -- 1 - Commissioner Ashleigh N. Brewer

REGULAR AGENDA

3. [COA-098248-2021](#) 308 W. Clay St. - Demolition of a rear porch and construct a 2-story rear addition.

Attachments: [Applications & Plans](#)
[308 W. Clay Street Staff Report](#)

The application was presented by Alex Dandridge.

Commission Chair Johnson asked if there were any question for staff from Commissioners.

Commissioner Butler-Rodriguez asked if staff thought the rear projection was original. Mr. Dandridge said the Sanborn map showed that it looked non-original. She said when she went by, it looked as if a window on the projection looked original.

Commission Chair Johnson asked if the applicant was present. The applicant, Kelly Marchal, responded yes. In response to the question from Commissioner Butler-Rodriguez, Ms. Marchal said that the longer projection was added sometime around the turn of the century. They confirmed that the side wall is shared next door but the mud room in the back is not. They're proposing to bring that mudroom in by 3 feet to have clearance to the 306 W. Clay side of the house. As far as the other porch, the original double porch went all the way across the main house. She asked for clarification on the first staff recommended condition.

Mr. Dandridge said the western wall should be in the footprint of the original porch but inset slightly to make reference to the original porch.

Commission Chair Johnson said the Commissioners may be able to accommodate.

Commissioner Wheeler asked if the adjacent property is touching the porch. Ms. Marchal said no, it's more than 3 feet away.

Commission Chair Johnson opened the floor for public comment. There was none.

Commission Chair Johnson opened floor for Commission discussion.

A Motion was made by Commissioner Wheeler, seconded by Commissioner Danese, to approve the application for the reasons cited in the staff report provided the following conditions are met: applicant work with staff to determine a design of the new two-story rear addition that references the massing of the original double porch; larger casement windows be utilized in-place of the proposed transoms on the second-floor rear elevation to have a form that is more in-keeping with the district; a final window schedule be submitted to staff for review and approval.

Commissioner Morgan said she appreciated the staff recommendation of differentiating the porch, but she said it could be done through design instead. Typically when reviewing enclosing porches, CAR has worked with the applicant that a porch enclosure reference the historic porch in some way; so, that could be used in this case. She referenced 2119 E. Broad which had a 2nd floor small porch enclosure.

Commission Chair Johnson said that they're trying to give the applicant some latitude to accommodate. CAR doesn't want to redesign the project, but there are good examples that could be referenced.

A Motion was made by Commissioner Wheeler, seconded by Commissioner Danese, to approve the application for the reasons cited in the staff report provided the following conditions are met: applicant work with staff to determine a design of the new two-story rear addition that references the massing of the original double porch; larger casement windows be utilized in-place of the proposed transoms on the second-floor rear elevation to have a form that is more in-keeping with the district; a final window schedule be submitted to staff for review and approval.

The motion passed by the following vote:

Aye -- 6 - Commissioner Neville C. Johnson Jr., Commissioner Mitch Danese, Commissioner Coleen Bulter Rodriguez, Commissioner Andrew Moore, Commissioner Sean Wheeler and Commissioner Kathleen Morgan

Excused -- 1 - Commissioner Ashleigh N. Brewer

Recused -- 1 - Commissioner Lawrence Pearson

5. [COA-098251-2021](#) 3302-3308 E. Marshall St. - Rehabilitation of 2 existing, 1-story, commercial buildings; construction of a 2-story mixed-use building.

Attachments: [Applications & Plans](#)
[Staff Report](#)
[3302-3308 Public Comment Letters](#)

The application was presented by Alex Dandridge.

Commission Chair Johnson asked if there were any question for staff from Commissioners.

Commissioner Moore asked about the recommendation for additional glass, since it appears to be mostly glass anyway. Mr. Dandridge pointed to the wall facing east between 3302 and 3304. Commissioner Moore said this appears to be for privacy. Mr. Dandridge said his condition was just because it seemed so substantial in material.

Commission Chair Johnson asked if the applicant was present. The applicant, Matt Jarreau, responded yes. Mr. Jarreau said they really tried to take notes and make a lot of changes. He asked about inseting the brick at 3308 – he says 2 inches or 6 inches?

Commission Chair Johnson said he thinks the condition was just to give homage to the historic hardware store. Mr. Dandridge said his intent was inseting maybe the width of a brick or 2.

Commissioner Moore said that the portion labeled 3308 has a masonry pier on the right and left and they appear to be the same width. The one on 3306 appears to be part of the original fabric, and there should be more of a distinction between 3306 and 3308.

Mr. Jarreau asked about adding more glass to the 2nd story between the rooftop deck and the 2nd floor unit. He said they could do some kind of siding to make it less beefy.

Commissioner Moore said that the division between the glass enclosure and roof deck should be more in keeping with the façade that faces the street, either through glass or scandrel panel.

Todd Dykshorn, the architect, said it is trying to be something other than masonry. He said the siding material would weave through to create the courtyard. Commissioner Moore said it should be something other than glass, something more opaque. Commission Chair Johnson said just creating the illusion on the edge facing the street could be glass. Commissioner Moore said he didn't want to be prescriptive.

Mr. Dykshorn asked about the condition for windows on the alley wall. Even on prominent corner storefronts, there are usually things like shelving and refrigerators anyway. He said side walls are blank so that exteriors can have more flexibility and wouldn't benefit the commercial space.

Commissioner Wheeler asked why 3302 doesn't have a front door. Mr. Dykshorn said that that space will be used as a tourist home, so they wanted it a little higher for the privacy. Commissioner Wheeler said it should probably address the street more.

Commissioner Wheeler asked if it was a by-right project since it looks like it takes up most of the site. Mr. Jarreau said they don't need an SUP or BZA, they could even add 4 more apartments. They carved out interior space to provide for the neighborhood, the retail spaces, and the residents.

Commission Chair Johnson opened the floor for public comment.

Martin Coenen said they did a great job and it looks good.

Commission Chair Johnson opened floor for Commission discussion.

A motion was made by Commissioner Moore, seconded by Commissioner Morgan, to approve the application for the reasons cited in the staff report provided the following conditions are met: the new building proposed at 3308 E. Marshall Street be further differentiated from the existing building by using a different colored brick and recessing the brick between the end wall of 3306 E. Marshall and 3308 E. Marshall Street; the second-story wall between 3302 and 3304 E. Marshall be more visually recessive; a final window schedule be submitted to staff for review and approval; final color and material specifications be submitted to staff for review and approval.

Commissioner Pearson wanted to propose an amendment – the false mansard should be restored or replaced in-kind instead of a standing seam roof. Commissioners Moore and Morgan said they were okay with that amendment.

Commissioner Wheeler said they don't want additions to the existing structures, so even just pushing the glass staircase off of the 3304 building a little would avoid complication. He said they also should look at the accessibility of the elevator. And he said showing where the doors on the units are would be useful.

A motion was made by Commissioner Moore, seconded by Commissioner Morgan, to approve the application for the reasons cited in the staff report provided the following conditions are met: the new building proposed at 3308 E. Marshall Street be further differentiated from the existing building by using a different colored brick and recessing the brick between the end wall of 3306 E. Marshall and 3308 E. Marshall Street; the second-story wall between 3302 and 3304 E. Marshall be more visually recessive; a final window schedule be submitted to staff for review and approval; final color and material specifications be submitted to staff for review and approval.

The motion carried by the following vote:

Aye -- 7 - Commissioner Neville C. Johnson Jr., Commissioner Mitch Danese, Commissioner Coleen Bulter Rodriguez, Commissioner Andrew Moore, Commissioner Sean Wheeler, Commissioner Kathleen Morgan and Commissioner Lawrence Pearson

Excused -- 1 - Commissioner Ashleigh N. Brewer

7. [COA-098253-2021](#) 513 N. 27th St. - Alter a former storefront, removing a fixed set of doors and replacing with a window; replace existing entry doors.

Attachments: [Application & Plans \(September 2021\)](#)

[Staff Report \(September 2021\)](#)

[Application & Plans](#)

[Staff Report](#)

The application was presented by Emily Routman. Commissioner Brewer entered the meeting at this point.

Commissioner Rodriguez asked what age the windows are. Mr. Dandridge said that the upper windows are from a renovation in 2007 and staff believes the lower windows are original.

Commission Chair Johnson asked if the applicant was present. The applicant, Martin Coenen, said he was. He said the upstairs windows were replaced in 2007, before Church Hill North was an O&HD. He said he researched the Sanborn maps and there were modifications. He said the 1924 map shows no indentations on the southern doors. He said the entrance was through the back, and the southern doors didn't exist at the time. Commission Chair Johnson said there could be a deferral to share the information and bring it back to the Commission in its entirety.

Mr. Coenen said that the two panels are not transom windows in the historic photo, and now there are transom windows. The molding on the wall between 513 and 511 is not original. There is no overhang on the building, and those doors are susceptible to the weather – a wood door without overhang or protection would not last. He said they are not the original doors – the way they're adjoined. The storefront behind the pickup truck in the picture has been completely redone so that's not original. The windows have no insulation and there's no way to attach storm windows. There are problems with condensation on the inside.

Commission Chair Johnson opened the floor for public comment. There was none.

Commission Chair Johnson opened the floor for Commission discussion.

A motion was made by Commission Chair Johnson, seconded by Commissioner Danese, to defer the application to allow the applicant to provide more information on the historic configuration of the building and current conditions of the windows and doors.

Commissioner Morgan said that additional Sanborn maps may not be necessary for showing the form of the storefront. She said photos of deterioration of the windows and doors would be useful for determining if their replacement is necessary.

A motion was made by Commission Chair Johnson, seconded by Commissioner Danese, to defer the application to allow the applicant to provide more information on the historic configuration of the building and current conditions of the windows and doors.

The motion carried by the following vote:

Aye -- 8 - Commissioner Neville C. Johnson Jr., Commissioner Ashleigh N. Brewer, Commissioner Mitch Danese, Commissioner Coleen Bulter Rodriguez, Commissioner Andrew Moore, Commissioner Sean Wheeler, Commissioner Kathleen Morgan and Commissioner Lawrence Pearson

8. [COA-098250-2021](#) 810 Jessamine St. - Rehabilitation of a 2-story, detached single family home; construct a rear, 2nd story addition.

Attachments: [Staff Report](#)
[Jessamine 810 - Application & Plans](#)

The application was presented by Alex Dandridge.

Commissioner Moore asked about the impacts the conditions have on the construction that has already been built. Mr. Dandridge said his conditions are trying to have minimal impact but make some sort of reference or differentiation.

Commission Chair Johnson said that they're dealing with the process not being used appropriately, so the damage is already done.

Commissioner Butler-Rodriguez asked about the implications of the building permit not being approved yet.

Commission Chair Johnson asked if the applicant was present. The applicant, Patrick Gorman, said he was. He said this is not how they normally do things – the contractor did not do his job and did not get his building permits and CAR approvals. They didn't become aware until well into the project. He said everything is structurally sound and inspections have been carried out.

Commission Chair Johnson asked if there are any questions from Commissioners.

Commission Chair Johnson opened the floor for public comment.

Nancy Lampert said this project was done without proper permitting and there was no effort to reveal what was under the new siding. There was a project at E. Marshall and 32nd with non-CAR compliant siding, and they were made to take that off – so the precedent has been set. This property is on the market now so this needs to be legally resolved before a transfer of title.

Commission Chair Johnson opened the floor for Commission discussion.

A motion was made by Commission Chair Johnson, seconded by Commissioner Wheeler, to approve the application for the reasons cited in the staff report provided the following conditions are met: the rear second-story addition be differentiated from the existing house by applying an exterior feature between the existing first-story and new rear addition which spans across the rear and sides of the new addition giving reference to the historic roofline of the existing one-story massing; the cladding on the front façade be removed, and replaced with a cladding that is smooth and without a bead, final color specifications to be submitted to staff for review and approval; applicant submit a window schedule to staff for review and approval demonstrating that a consistent window design of 1/1 will be utilized on the rear addition; the architectural drawings be updated to show the correct proposed materials prior to applying for a building permit; a simple wood and glass door that is in keeping with the historic front doors on the block be installed within the front entry, submitted to staff for review and approval.

Commission Chair Johnson said that he understands both sides, and the Commission should come up with a solution.

Commissioner Wheeler said that it looks like the front windows were drastically reduced in size. Mr. Dandridge said that this may have occurred before Union Hill was a district.

Commissioner Wheeler said that the front and rear doors should be corrected. He said that he would add a condition to change the windows to be consistent sizes with a preference for 1-over-1 windows.

Commissioner Danese said they should use an appropriate approved siding or trim. Commissioner Wheeler said the issue is that it changed before it was a District. Commission Chair Johnson said the windows and doors seem like the bigger issue now. Commissioner Danese said maybe anything visible from the street should have approvable siding material.

Commission Chair Johnson said they need to prioritize the windows and doors. He said it was difficult to see the faux wood grain from the sidewalk. Commissioner Wheeler said he agreed.

Commissioner Butler-Rodriguez said they want to set a good example and that the front should be a compromise. She said that the front windows were already changed before the district, so only the door should be changed.

Commissioner Danese said that they didn't want to set the precedent to allow the faux wood grain.

Commission Chair Johnson asked the applicant what the front porch roof material is – Mr. Gorman said it was rubber, and they didn't change it.

Commissioner Butler-Rodriguez asked if there's a way to differentiate the new vs. old roof line. Commission Chair Johnson said maybe add a condition for a band board or canopy projection to differentiate the old vs. roof line.

Commissioner Morgan asked if the differentiation should wrap around the side, and not just on the rear.

Commissioner Butler-Rodriguez asked if it would be acceptable to give the upper windows more trim. Commission Chair Johnson said he wasn't as concerned about that.

Commissioner Brewer said she was concerned about setting similar precedent.

A motion was made by Commission Chair Johnson, seconded by Commissioner Wheeler, to approve the application for the reasons cited in the staff report provided the following conditions are met: the rear second-story addition be differentiated from the existing house by applying an exterior feature between the existing first-story and new rear addition which spans across the rear and sides of the new addition giving reference to the historic roofline of the existing one-story massing; the cladding on the front façade be removed, and replaced with a cladding that is smooth and without a bead, final color specifications to be submitted to staff for review and approval; applicant submit a window schedule to staff for review and approval demonstrating that a consistent window design of 1/1 will be utilized on the rear addition; the architectural drawings be updated to show the correct proposed materials prior to applying for a building permit; a simple wood and glass door that is in keeping with the historic front doors on the block be installed within the front entry, submitted to staff for review and approval.

The motion carried by the following vote:

Aye -- 7 - Commissioner Neville C. Johnson Jr., Commissioner Ashleigh N. Brewer, Commissioner Mitch Danese, Commissioner Coleen Bulter Rodriguez, Commissioner Andrew Moore, Commissioner Sean Wheeler and Commissioner Kathleen Morgan

Abstain -- 1 - Commissioner Lawrence Pearson

9. [COA-098254-2021](#) 812 Jessamine St. - Construct a 2nd story rear addition.

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

The application was presented by Alex Dandridge.

Commissioner Moore asked what the evidence of the gabled roof form being original. Mr. Dandridge said that it appears that the A-frame roof seems to meet to meet the 1st floor projection.

Commission Chair Johnson asked if the applicant was present. The applicant, Joe Molner, said he was. His concern about the recommendation that the gable will encroach on the egress windows on the back.

Commission Chair Johnson asked the applicant if the roof form on the first floor rear was original. Mr. Molner said it was.

Commissioner Wheeler asked about the membrane on the new roof. Mr. Molner said the main roof would be a TPO product.

Commission Chair Johnson opened the floor for public comment. There was none.

Commission Chair Johnson opened the floor for Commission discussion.

A motion was made by Commissioner Moore, seconded by Commission Chair Johnson, to approve the application for the reasons cited in the staff report provided the following conditions are met: the rear addition be inset at a minimum of six inches on the north and south elevations, and the side eaves and fascia boards of the existing two-story portion of the residence be retained; the proposed wooden siding be a different width than the existing siding on the main house, or the addition be clad in a material that is different than the main house; the architectural drawings be updated to show the correct proposed materials prior to applying for a building permit; the proposed rear windows be a consistent height; a final window schedule be submitted for administrative review and approval.

Commissioner Moore said he was mindful about the applicant's comment about the window positioning. He said the roof slope of the gable could be decreased slightly to clear the windows. He said staff could possibly interpret the final drawings. Commission Chair Johnson said he agreed.

Commissioner Butler-Rodriguez said she agreed and that it would be a lot for the applicant to try to work in.

Commissioner Moore said the proposed design already differentiates between the proposed addition and original house.

Commissioner Morgan said she agreed with inseting the addition. She said she was torn because it feels redundant to negate the gable but dictate what happens on the rear.

Commissioner Wheeler said he's comfortable with adjusting the windows that are not on the same plane.

A motion was made by Commissioner Moore, seconded by Commission Chair Johnson, to approve the application for the reasons cited in the staff report provided the following conditions are met: the rear addition be inset at a minimum of six inches on the north and south elevations, and the side eaves and fascia boards of the existing two-story portion of the residence be retained; the proposed wooden siding be a different width than the existing siding on the main house, or the addition be clad in a material that is different that the main house; the architectural drawings be updated to show the correct proposed materials prior to applying for a building permit; the proposed rear windows be a consistent height; a final window schedule be submitted for administrative review and approval.

The motion carried by the following vote:

Aye -- 8 - Commissioner Neville C. Johnson Jr., Commissioner Ashleigh N. Brewer, Commissioner Mitch Danese, Commissioner Coleen Bulter Rodriguez, Commissioner Andrew Moore, Commissioner Sean Wheeler, Commissioner Kathleen Morgan and Commissioner Lawrence Pearson

CONCEPTUAL REVIEW

10. [COA-098252-2021](#) 404 N. 23rd St. - Construct a new, 2-story, single-family detached residence.

Attachments: [Application & Plans](#)
[Staff Report](#)
[404 N 23rd Public Comment Letters](#)

Commissioners Danese and Pearson recused themselves and left the meeting.

The application was presented by Alex Dandridge.

The applicant, Josh Bosler, identified himself.

Commissioner Moore said the front façade is well organized and proportionate, but when you turn the corner it becomes awkward. The side profile would be disconcerting in a historic district. Usually the face of the mansard would be recessed. And normally it would be bounded by an end-wall. He said to consider precedents for the cornice line and parapet. There could be a projecting parapet which could serve as a guardrail for the rooftop terrace. The parapet cap on the left side on the projection looks better than the right side, so maybe the stair could be set back from the façade. He also would recommend the extending the porch band board around. Windows on the sides could provide some architectural interest, even if they're small, to provide some relief and add light.

Commission Chair Johnson opened the floor for public comment. There was none.

Commissioner Wheeler said there's precedent for the front porch. He said they should

add windows on the alley façade. He appreciates the small footprint. Maybe the cornice could wrap around to the alley side or the mansard. He is thinking mostly about how the rooftop stair will resolve.

Commission Chair Johnson said he agreed with those comments.

Commissioner Brewer said she agreed and encouraged the applicant to speak to the neighborhood since there were so many letters of opposition.

Commissioner Morgan said she seconds everyone's comments and agrees about the rooftop stair access. She appreciates the location because that's where it will have the least impact. The parapet height should mitigate the rooftop work.

Commissioner Moore said that maybe they could adapt the building to look more like the building that was there before.

The application was conceptually reviewed. The Commission discussed the proposal with the applicant and made recommendations in an advisory capacity. A record of the comments will be made available to the applicant upon the approval of the meeting minutes.

Adjournment

The meeting was adjourned at 6:47pm.