



Commission for Architectural Review

Application for Certificate of Appropriateness

900 E. Broad Street, Room 510
 Richmond, VA 23219 | (804)-646-6569
www.rva.gov/planning-development-review/commission-architectural-review



Property (location of work)

Address: 3025 E Franklin Street
 Historic District: St. John's Church

Applicant Information ☐ Billing Contact

Name: Will Gillette
 Email: will@bakerdevelopmentresources.com
 Phone: (864)377-9140
 Company: Baker Development Resources
 Mailing Address: 530 East Main Street, Ste 730
Richmond, VA 23219

Applicant Type: ☐ Owner ☒ Agent ☐ Lessee

☐ Architect ☐ Contractor

Other (specify): _____

Owner Information ☐ Billing Contact

☐ Same as Applicant
 Name: Casey White
 Email: casey@kiwidevelopmentva.com
 Phone: (804) 869-8600
 Company: Whale Bay, LLC
 Mailing Address: 2120 Staples Mill Road #200
Richmond, VA 23230

****Owner must sign at the bottom of this page****

Project Information

Project Type: ☒ Alteration ☐ Demolition ☐ New Construction (Conceptual Review Required)

Project Description (attach additional sheets if needed):

Renovation of the existing multi-family dwelling.

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 payments of the application fee. Applications 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 an application materials should be prepared in compliance with zoning.

Signature of Owner Casey White

Date 10/25/22

Certificate of Appropriateness Application Instructions

In advance of the application deadline, please contact staff to discuss your project, application requirements, and if necessary, to make an appointment to meet with staff for a project consultation. The CAR website has additional project guidance and required checklists: www.rva.gov/planning-development-review/commission-architectural-review

Staff Contact: (804)-646-6569 | alex.dandrige@rva.gov | alyson.oliver@rva.gov

Submission Instructions

Certain exterior work can be administratively approved by Staff. Please contact staff via email with the project address in the subject line. Submit the following items via email to staff:

- One (1) signed and completed application (PDF) – property owner's signature required
- One (1) copy of supporting documentation, as indicated on appropriate checklist (PDF)
- Application fee, if required, will be invoiced via the City's Online Permit Portal. Payment of the fee must be received before the application will be scheduled. Please see fee schedule brochure available on the CAR website for additional information.
- **Application deadlines are firm.** All materials must be submitted by the deadline to be considered at the following Commission meeting. Designs must be final at the time of application; revisions will not be accepted after the deadline. Incomplete and/or late applications will not be placed on that month's agenda.
- A complete application includes a signed application form, related checklist, legible plans, drawings, elevations, material specifications, and payment of the required fee as described in Sec. 30-930.6(b).
- The Commission will not accept new materials, revisions, or redesigns at the meeting. Deferral until the following month's meeting may be necessary in such cases to allow for adequate review by staff, Commissioners, and public notice, if required.

Meeting Schedule and Application Due Dates

- The CAR meets on the fourth Tuesday of each month, except for December when it meets on the third Tuesday.
- The hearing of applications starts at 4:00pm via Microsoft Teams. The owner and/or applicant is encouraged to attend the meeting.
- All applications are due at 12 noon the Friday after the monthly CAR meeting, except in December, when applications are due the following Monday. For a list of meeting dates and submission deadline dates for each meeting please visit www.rva.gov/planning-development-review/commission-architectural-review or contact staff.
- Exception: Revisions to applications that have been deferred or conceptually reviewed at a CAR meeting can be submitted nine (9) business days after that meeting in order to be reviewed at the following meeting. Please contact staff to confirm this date.

Fees

- **Full Demolition:** \$1,500
- **New construction/addition to a building other than for a single- or two-family dwelling or accessory building, including multi-family or mixed-use developments:** \$500
- **New construction/addition to a single- or two-family dwelling, or accessory building:** \$250
- **Amendments to previous certificates of appropriateness (COAs) concerning non-structural alterations, changes to signage, and changes to plans:** \$150
- **Extension of a certificate of appropriateness (COA):** \$25



October 27th, 2022

City of Richmond Department of Planning and Development Review
Commission of Architectural Review
Mr. Alex Dandridge, Secretary
City Hall, 900 East Broad Street
Richmond, VA 23219

RE: 3025 E Franklin Street (E000-638/010)

Members of the Commission,

This memorandum shall serve as the applicant's statement for an application to be reviewed by the Commission of Architectural Review (the "CAR") for the proposed alteration of the existing multifamily dwelling on the property known as 3025 E Franklin Street (the "Property") within the St John's Church City Old and Historic District.

The Property is located on the south side of E Franklin Street between N 29th and N 31st Streets and lies in Richmond's St. John's Church City Old and Historic District. Existing structures in the district are known for a variety of architectural styles and materials as well as a range of land uses. While dwellings in the St. John's Church City Old and Historic District offer excellent examples of historic architecture, due to the topography of the area, the majority of properties in the immediate vicinity of 3025 E Franklin are developed with recent construction.

The Property owner is proposing to rehabilitate the exterior of the existing two-story, multifamily dwelling on the Property. The existing dwelling, which was built in 1968, is constructed with a concrete block and brick exterior. The structure contains 2,652 square feet of finished floor area and consists of four one-bedroom units. The proposed rehabilitation of

the property would consist of adding siding to the exterior of the dwelling, modifying the roof to include dormers, updating the doors and windows, and removing the existing exterior stairs.

Siting and Form:

The Property is located on the southern line of E Franklin Street. The dwelling is set back from the street and as the dwelling is to be rehabilitated, no changes are proposed to the existing location. The proposed rehabilitation has been designed to be reflective of the existing lot configuration and to be consistent with other dwelling forms found in the area.

The proposed rehabilitation will include updating of the exterior with quality cementitious lap siding for durability. The existing exterior stairs, located on the eastern side of the building, will be removed. To better fit the traditional forms found in the neighborhood and add visual interest to the design, dormers are proposed for the dwelling. The updated windows and doors, lack of exterior stairs, and quality building materials convey a sense of modernity to the façade while the addition of dormers reflects the historic dwellings found in the neighborhood.

Scale, Height, Width, Proportion, & Massing

No structural changes are proposed to the existing dwelling. At two stories, the proposed dwelling is comparable in height with the other similar structures in the block. Existing structures along E Franklin Street include the existing two-story apartment building at 3005 E Franklin Street which has been rehabilitated and approved by the CAR.

Exterior Cladding/Doors and Windows/Materials

Exterior cladding, doors and windows, foundation, and roofing are as noted on the attached plans. Cementitious siding was chosen for its durability, desirable aesthetics, and consistency with CAR requirements and other dwellings within the St. John's Church Old and Historic District. A finish schedule including doors and windows will be provided for the proposed dwellings.

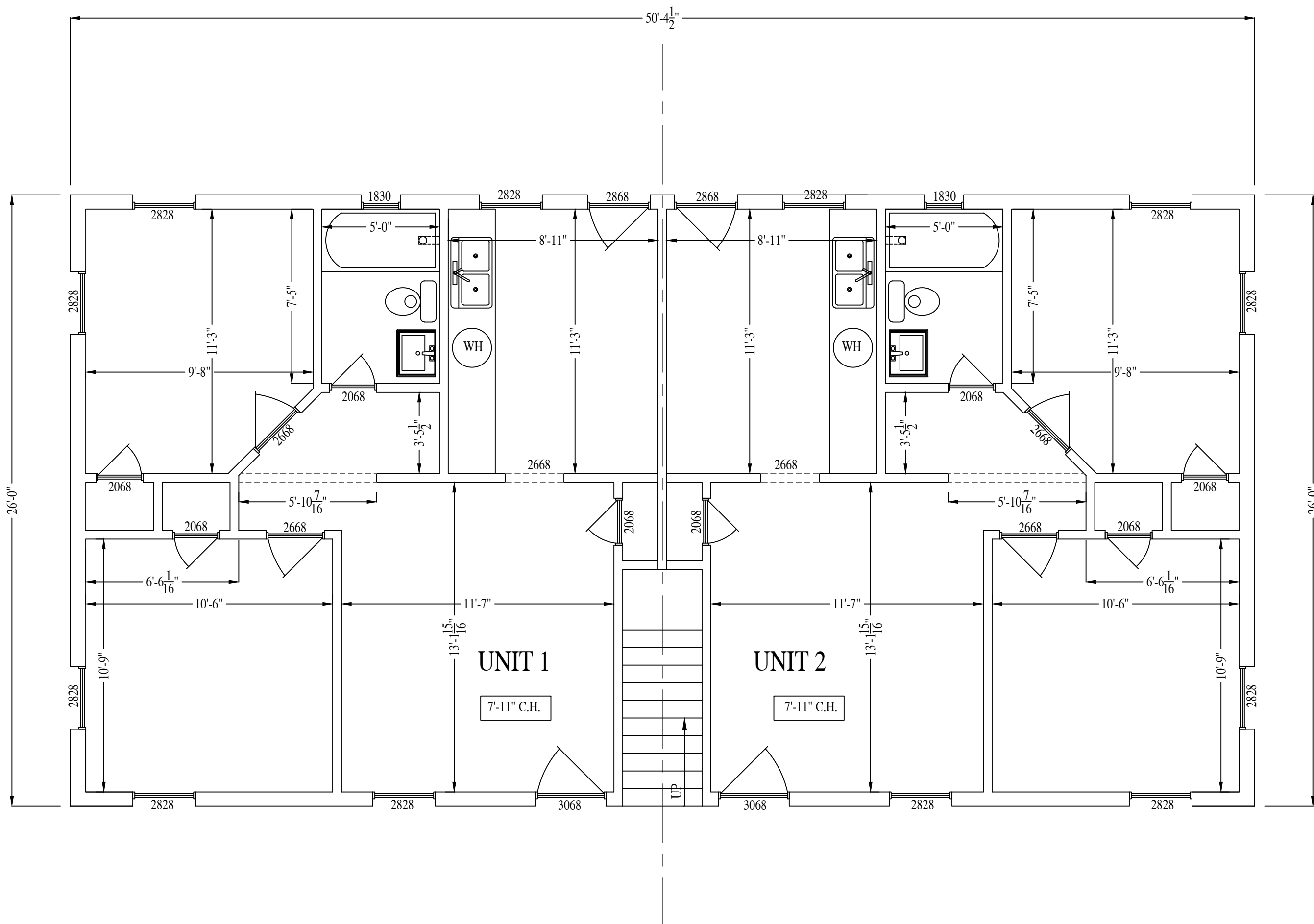
The proposed design would be compatible with the historical fabric of the block and represents a significant upgrade in the quality and presentation of the existing structure. The proposed design maintains an existing building in the neighborhood while also significantly increasing the quality and value of the property and those which are adjacent.

We thank you for the care and assistance in reviewing our application. Should you have any questions after reviewing this request, please feel free to contact me at markbaker@bakerdevelopmentresources.com or (804)874-6275.

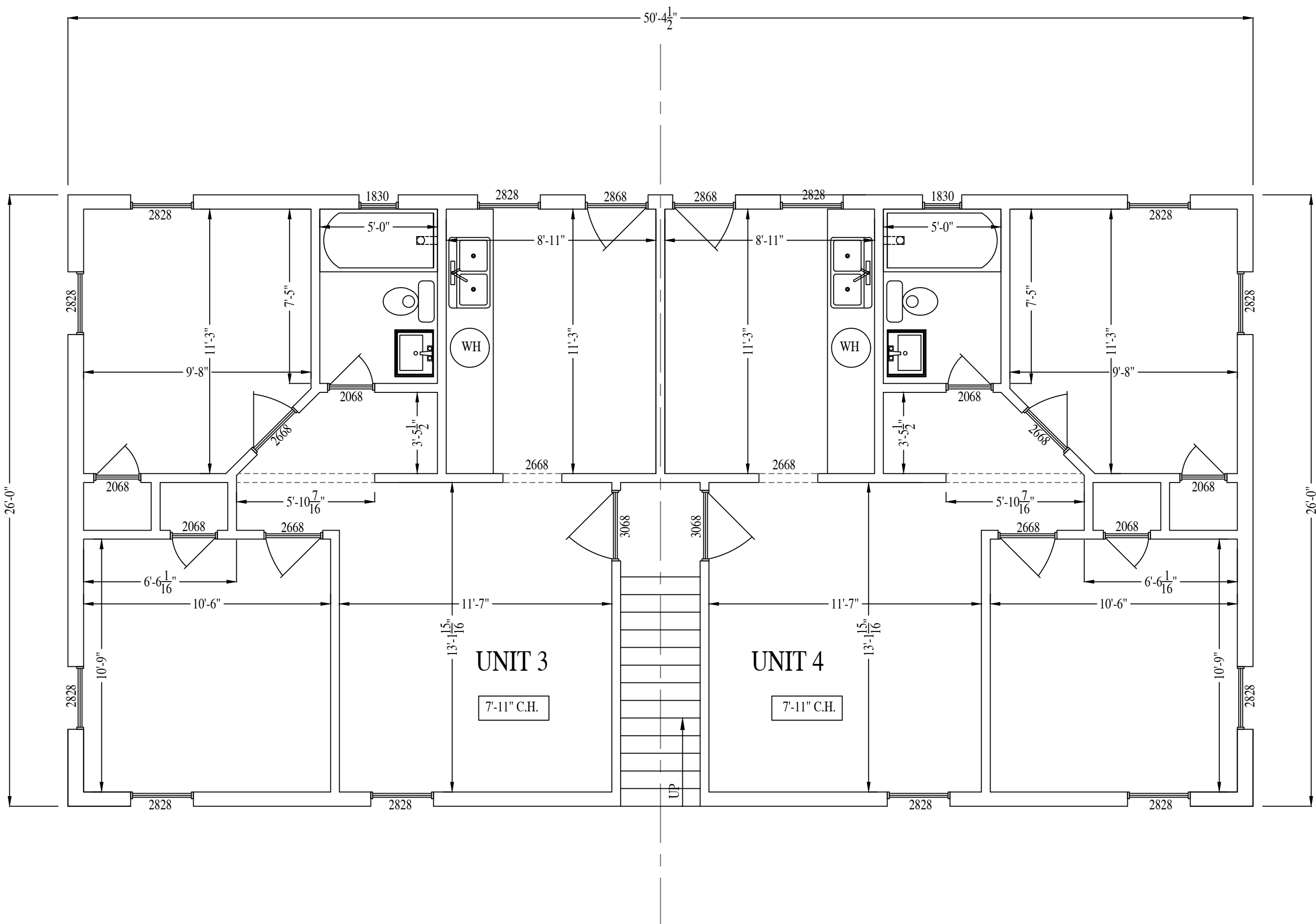
Sincerely,

A handwritten signature in black ink, appearing to read 'Mark R. Baker', with a stylized, cursive script.

Mark R. Baker
Baker Development Resources, LLC



EXISTING FIRST FLOOR PLAN



EXISTING SECOND FLOOR PLAN

3025 E FRANKLIN ST

RIVER MILL DEVELOPMENT
RIVERMILLDEVELOPMENT@GMAIL.COM
PHONE: (434) 774-4535

REVISION NOTES

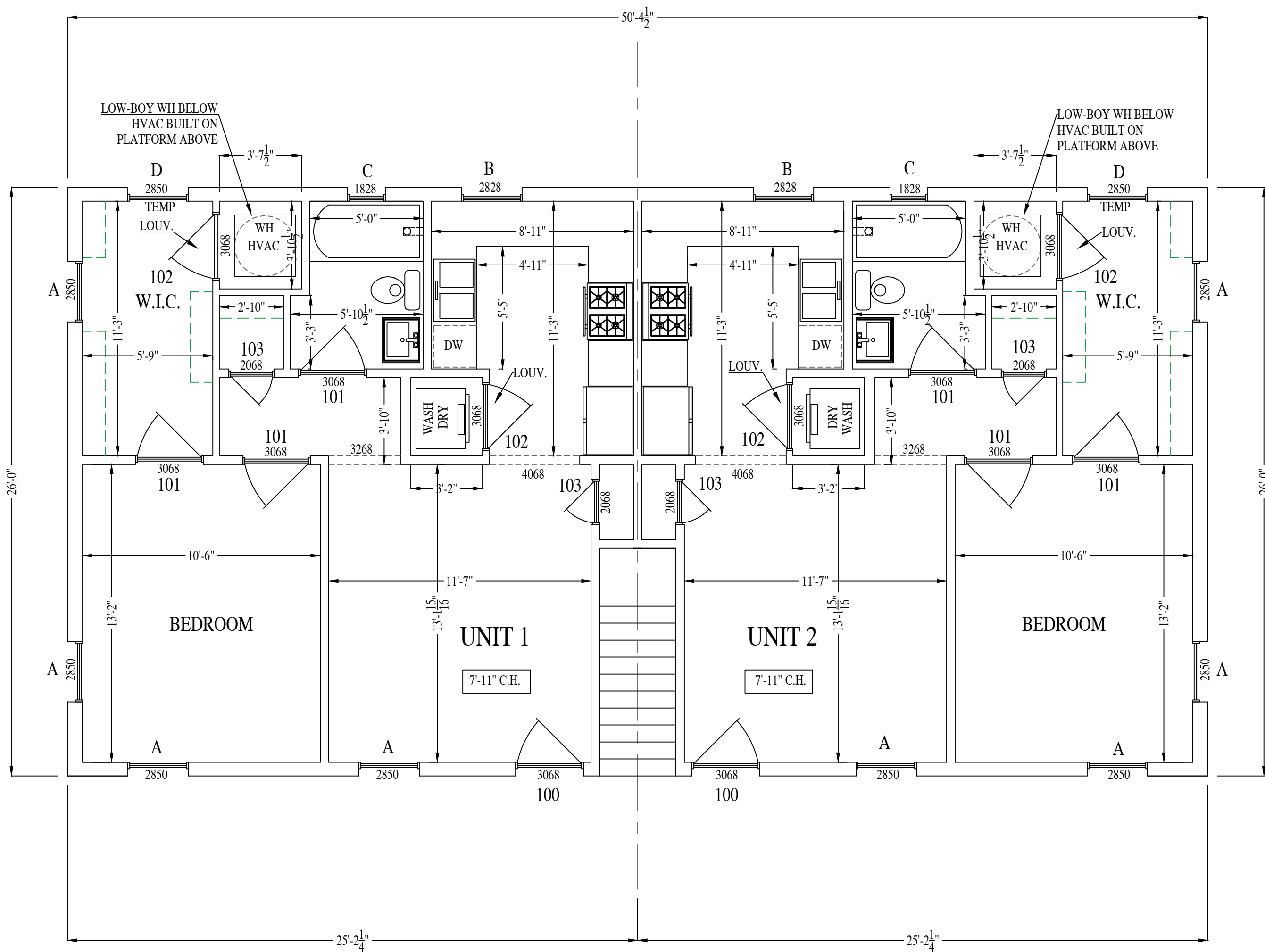
DATE	START

SCALE:
1/4" = 1'-0"

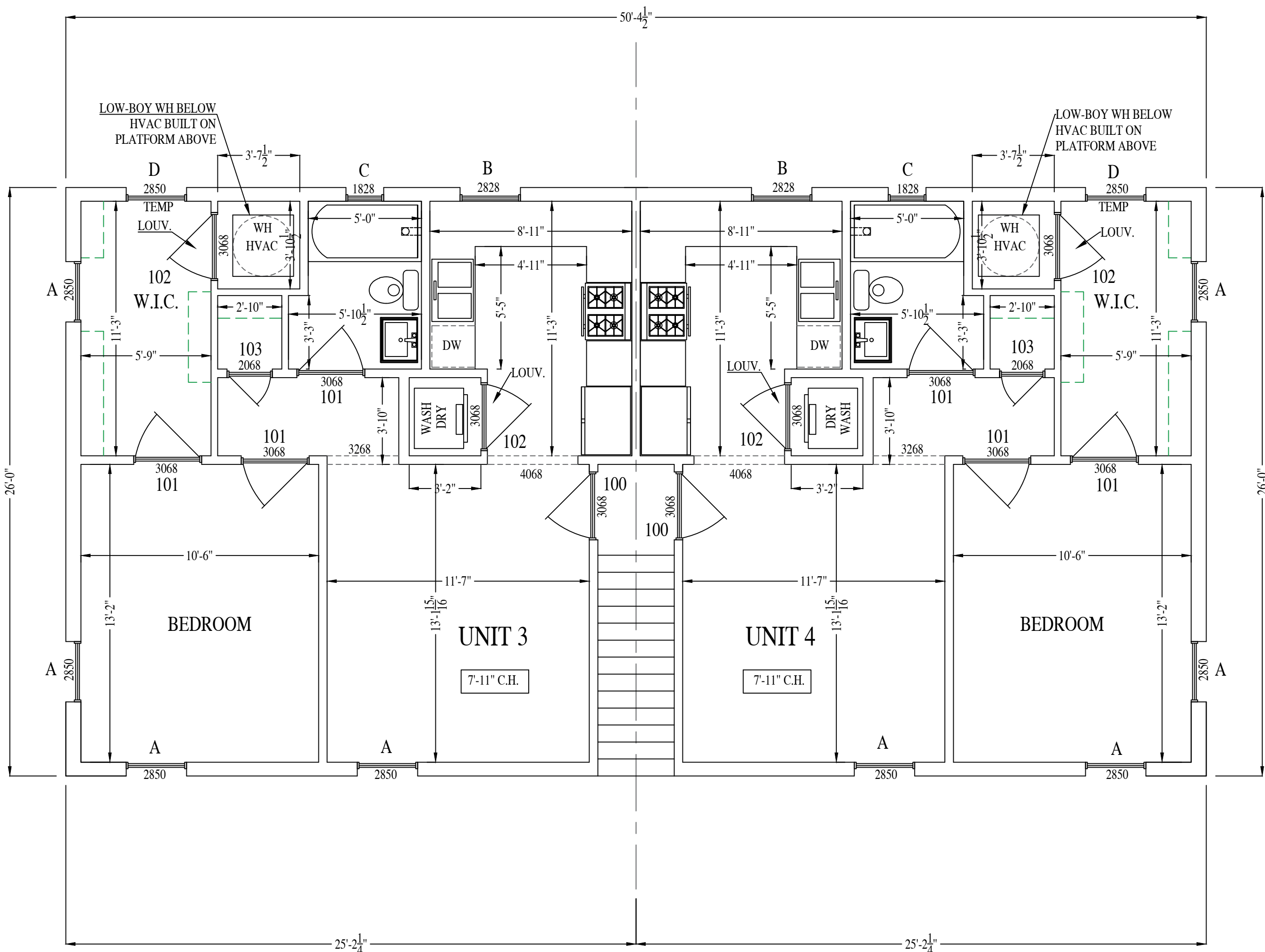
DATE:
9-01-2022

SHEET:
A1.1





PROPOSED FIRST FLOOR PLAN



PROPOSED SECOND FLOOR PLAN

WINDOW SCHEDULE						
ID	WIDTH	HEIGHT	TYPE	TOP SASH	BOT. SASH	QTY.
A	2'-8"	5'-0"	SINGLE D.H.	CLEAR	CLEAR	16
WINDOW TO BE EXPANDED VERTICALLY FROM 2'-8" TO 5'-0"						
B	2'-8"	2'-8"	SINGLE D.H.	CLEAR	CLEAR	4
C	1'-8"	2'-8"	SINGLE FIXED	CLEAR		4
D	2'-8"	5'-0"	SINGLE D.H. TEMP.	CLEAR	CLEAR	4
WINDOW TO BE EXPANDED VERTICALLY FROM 2'-8" TO 5'-0"						
D	2'-0"	2'-0"	SINGLE FIXED	CLEAR		8

DOOR SCHEDULE					
ID	WIDTH	HEIGHT	TYPE	DESCRIPTION	QTY.
100	3'-0"	6'-8"	EXTERIOR INSUL.	1/3 LITE FIBERGLASS	4
101	3'-0"	6'-8"	INTERIOR	WOOD	12
102	3'-0"	6'-8"	INTERIOR	WOOD - LOUVERED	8
103	2'-0"	6'-8"	INTERIOR	WOOD	6

NOTE: DOOR & WINDOW GLAZING SHALL HAVE A MAX U-FACTOR OF 0.35
NOTE: DOOR & WINDOW GLAZING SHALL HAVE A MAX SOLAR HEAT GAIN COEFFICIENT (SHGC) OF 0.4

REVISION NOTES

DATE	START

SCALE:

1/4" = 1'-0"

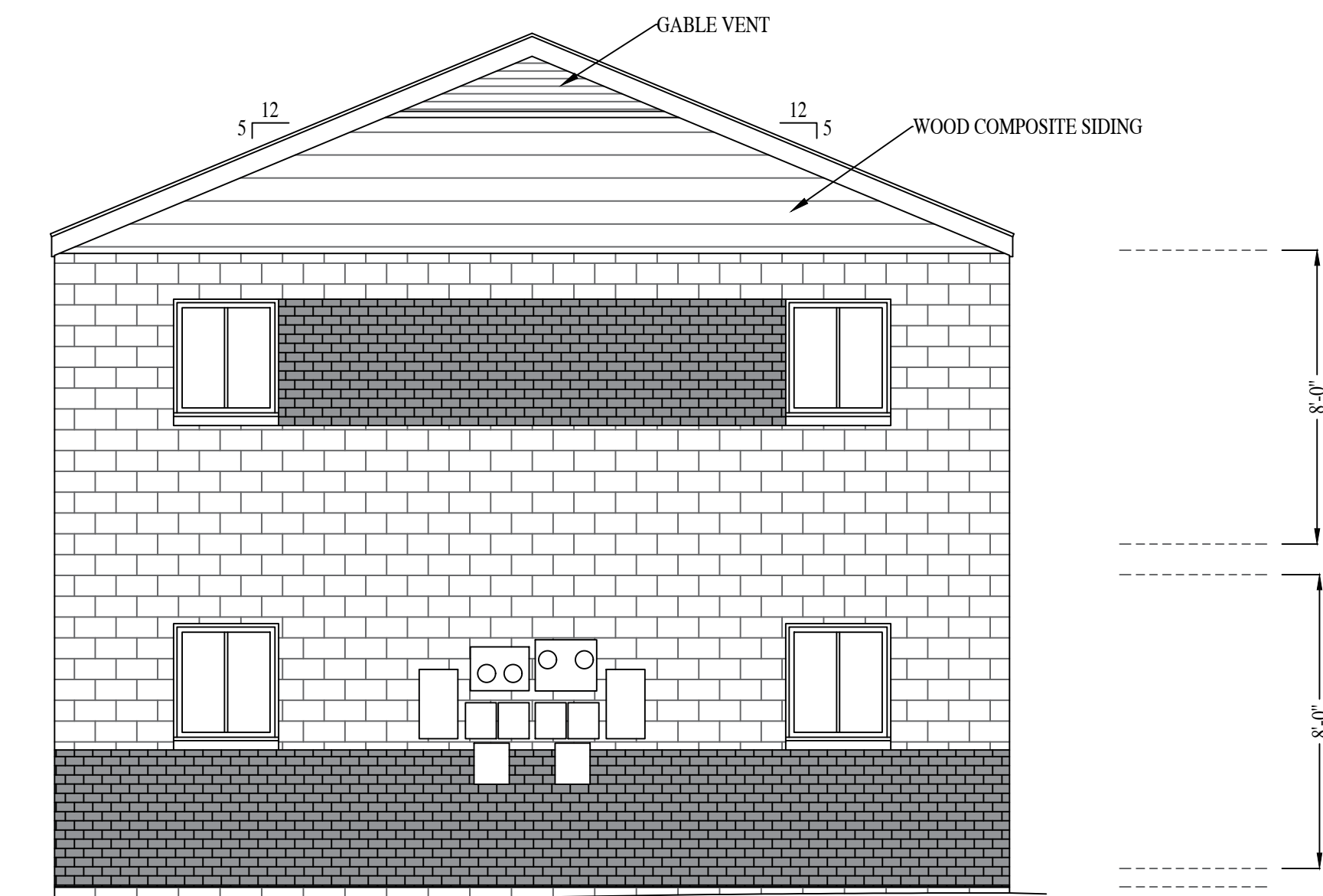
DATE:

9-01-2022

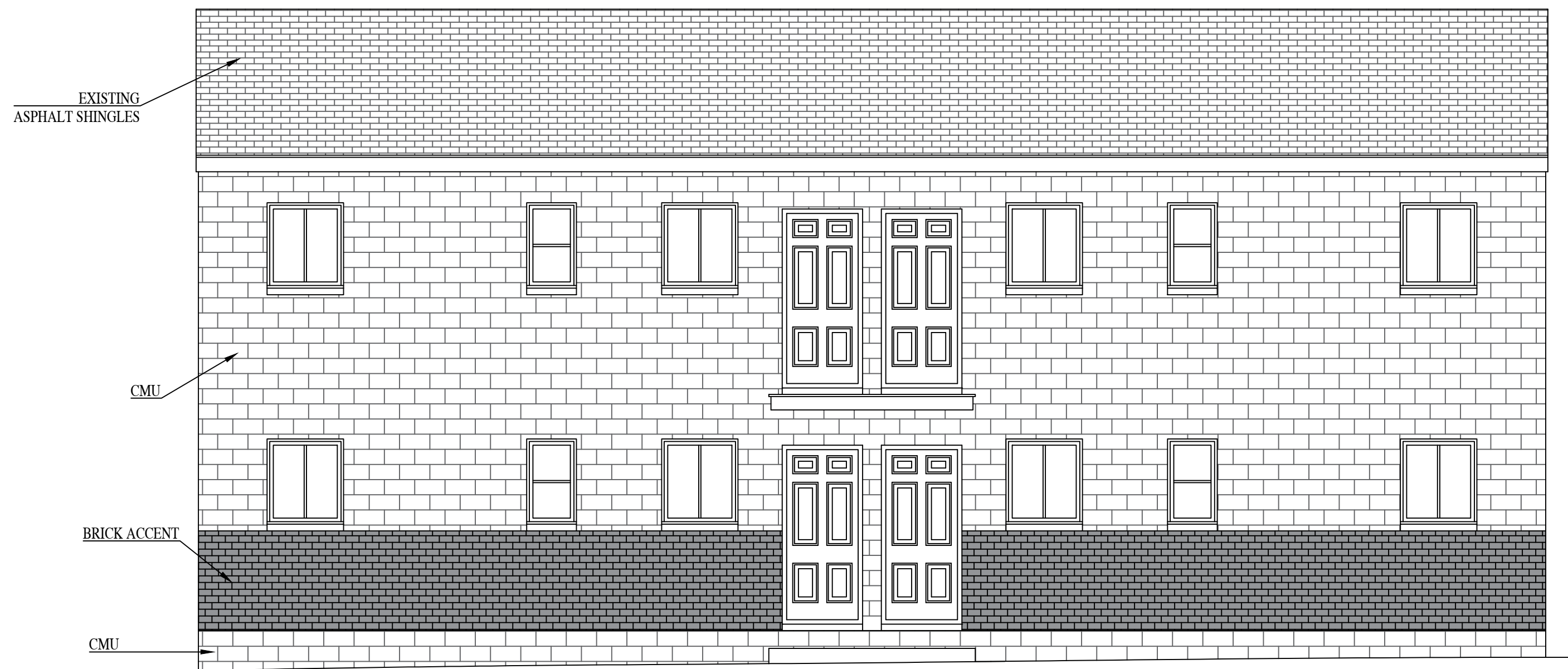
SHEET:

A1.2





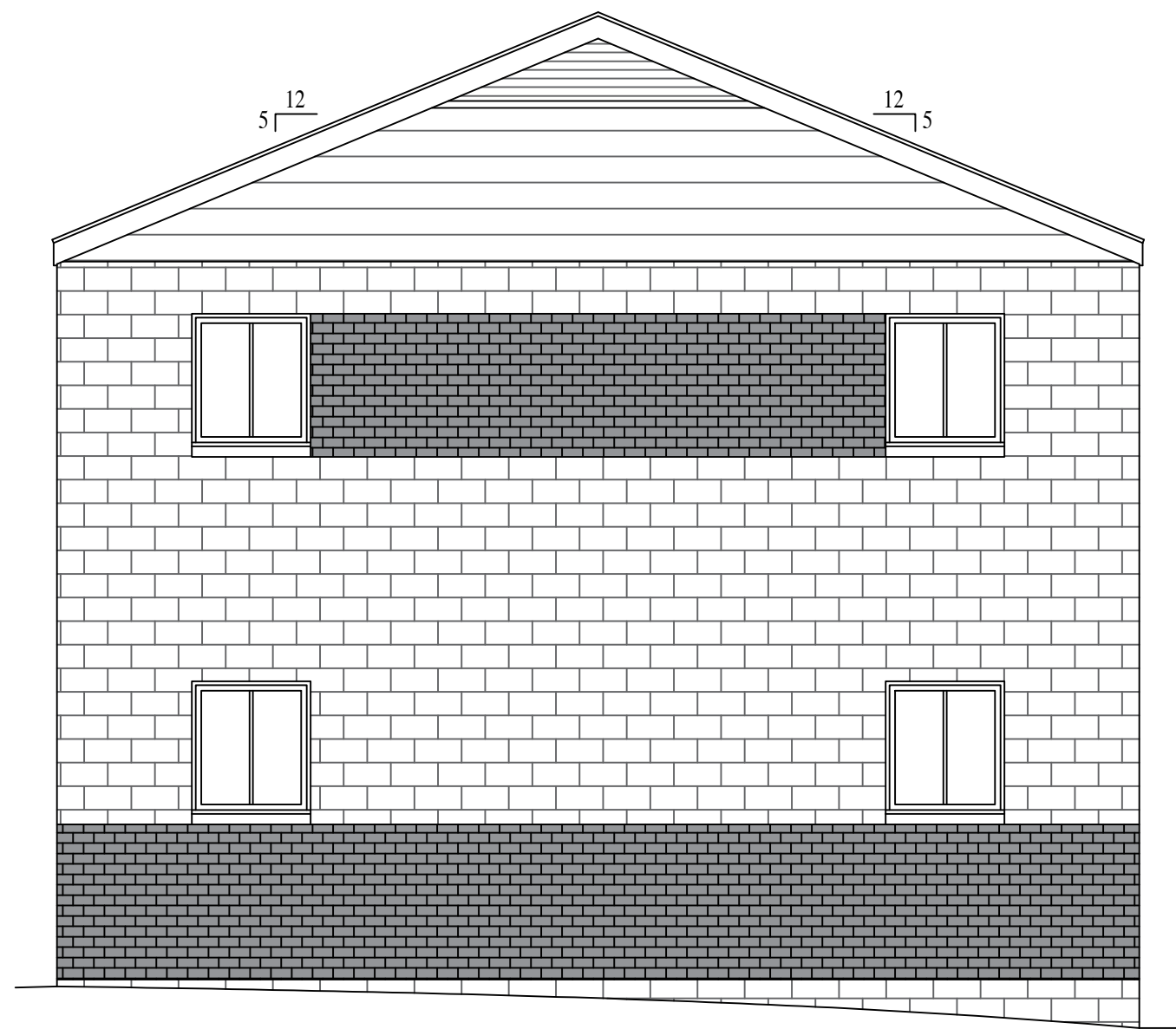
EXISTING LEFT ELEVATION
(FACING E. FRANKLIN ST.)



EXISTING REAR ELEVATION
(FACING N. 31ST ST.)



EXISTING FRONT ELEVATION
(FACING EMPTY LOT)



EXISTING RIGHT ELEVATION

3025 E FRANKLIN ST

RIVER MILL DEVELOPMENT
RIVERMILLDEVELOPMENT@GMAIL.COM
PHONE: (434) 774-4535

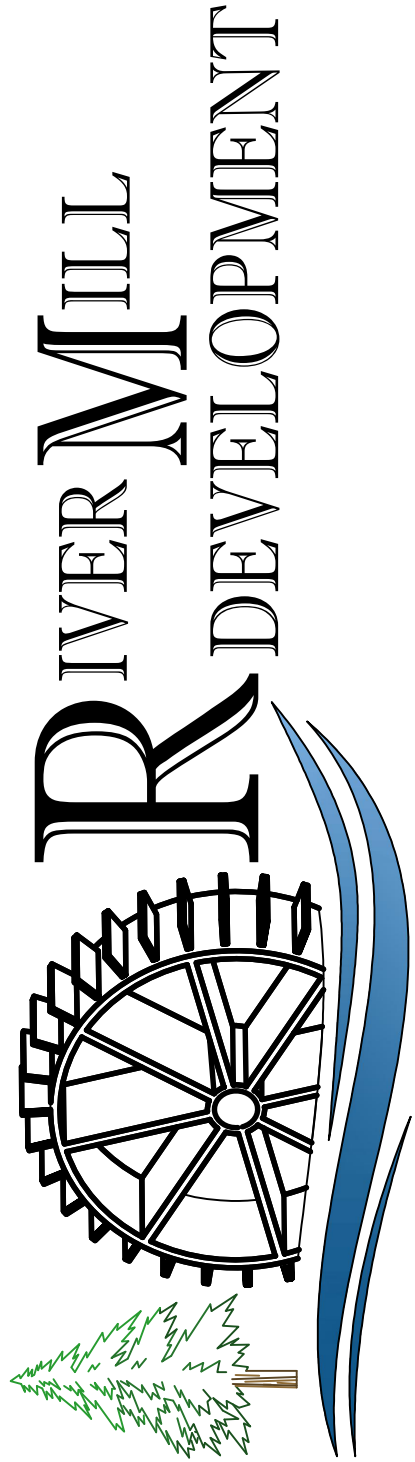
REVISION NOTES

DATE	START

SCALE:
1/4" = 1'-0"

DATE:
9-01-2022

SHEET:
A2.1





3025 E FRANKLIN ST

RIVER MILL DEVELOPMENT

RIVERMILLDEVELOPMENT@GMAIL.COM

PHONE: (434) 774-4535

REVISION NOTES

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SCALE:

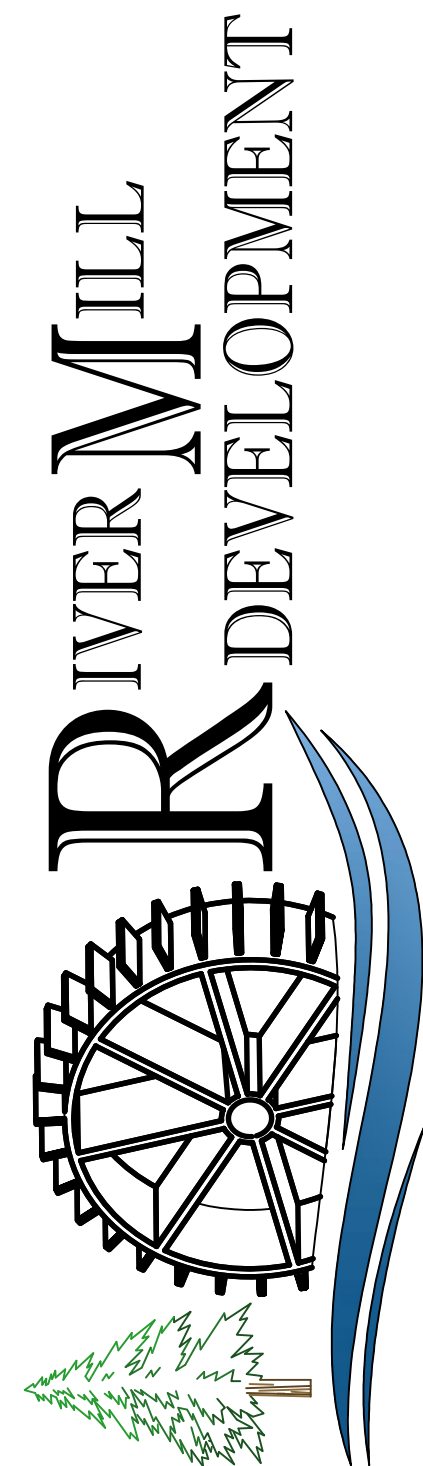
$$1/4'' = 1'-0''$$

DATE:

9-01-2022

SHEET:

A2.2





PRIVATE PARKING
3025 E. FRANKLIN ST.
AUTHORIZED PARKING ONLY
TOWING ENFORCED BY
USA TOWING
CALL 800-200-8800
VIOLATIONS IN THE LICENSED AND ACTED BY OFFICE

3025