



DEPARTMENT OF
**PLANNING AND
DEVELOPMENT
REVIEW**

Commission of Architectural Review
Certificate of Appropriateness Application
900 E. Broad Street, Room 510
Richmond, VA 23219
804-646-6569

Property (location of work)

Property Address: 2709 Monument Avenue (23220) Current Zoning:

Historic District: Monument Avenue

Application is submitted for: (check one)

- ☒ **Alteration**
☐ **Demolition**
☐ **New Construction**

Project Description (attach additional sheets if needed):

Add two small awnings to the outside doors that lead into the back Chapel hall and from the Courtyard playground

Applicant/Contact Person: Alexandra Hamp

Company: First Baptist Church

Mailing Address: 2709 Monument Avenue

City: Richmond State: Virginia Zip Code: 23220

Telephone: (804) 355-8637

Email: hamp@fbcrichmond.org

Billing Contact? ☒ Yes ☐ No Applicant Type (owner, architect, etc.): Owner

Property Owner: First Baptist Church

If Business Entity, name and title of authorized signee: Bonnie Wilmoth, Facilities Manager

Mailing Address: Same as above

City: _____ State: _____ Zip Code: _____

Telephone: ()

Email: _____

Billing Contact?

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

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. 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. Application materials should be prepared in compliance with zoning.

Property Owner Signature:  Date: 7.2.24

Awning Advantage Inc dba Roberts Awnings
1791 Midway Ave. Petersburg, VA 23803
(804) 733-6012

www.rawnings.com



Quote 7160 #1

2 New Awnings

SALES REP INFO
Chris Noyes
Sales
chris@rawnings.com
(804) 733-6012

QUOTE DATE
02/15/2024
QUOTE DUE DATE
03/16/2024
QUOTE EXPIRY DATE
03/16/2024

TERMS
50% Down / 50% upon completion

REQUESTED BY
First Baptist Preschool
2709 Monument Avenue
The Fan District, Richmond, VA 23220

CONTACT INFO
Alex Hamp
hamp@fbcrichmond.org
(804) 543-1640

#	ITEM	QTY	UOM	U.PRICE	DISC	DISC.PRICE	TOTAL (EXCL. TAX)	TAXABLE
1	New Awning on Front door Provide labor and materials to manufacture and install 1 new awning going front door. Dimensions to be 7-11 wide x 2-0 drop x 5-0 projection with 0-6 rigid valance. Material to be Firesist and color to be Black.	1	Unit	\$1,866.6667	10.0%	\$1,680.00	\$1,680.00	N
2	Labor	1	Unit	\$250.00	0.0%	\$250.00	\$250.00	N
3	New Awning on Side door Provide labor and materials to manufacture and install 1 new awning going side door. Dimensions to be 6-0 wide x 3-0 drop x 5-4 projection with 0-6 rigid valance. Material to be Firesist and color to be Black.	1	Unit	\$1,866.6667	10.0%	\$1,680.00	\$1,680.00	N
4	Labor	1	Unit	\$250.00	0.0%	\$250.00	\$250.00	N

Renderings



Door from
Playground
off Monument
Ave.

Renderings

Chris Noyes <chris@rawnings.com>

Thu 2/15/2024 2:58 PM

To: Alex Hamp <hamp@fbcrichmond.org>



Door to
Chapel
on
ramp
Side of
Bell
Tower
on
Monument

Pics

Comcast <6vahamps@comcast.net>

Tue 7/2/2024 11:51 AM

To: Alex Hamp <hamp@fbcrichmond.org>



View
from
Courtyard



view
from
monument
sidewalk



View
from
Monument



View
from
Courtyard

Sent from my iPhone