

City of Richmond

*City Hall
900 East Broad Street*



Meeting Minutes

Tuesday, November 28, 2023

3:30 PM

Virtual Meeting Link: <https://tinyurl.com/2hfctw8v>

5th Floor Conference Room of City Hall

Commission of Architectural Review

[PDRPRES](#) Public Access and Participation - Commission of Architectural Review
[2023.077](#)

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

Call to Order

The meeting was called to order at 3:30p.m.

Roll Call

Present -- 9 - * Commissioner Ashleigh N. Brewer, * Commissioner Andrew Moore, * Commissioner Sean Wheeler, * Commissioner Kathleen Morgan, * Commissioner Lawrence Pearson, * Commissioner John Grier, * Commissioner Mitch Danese, * Commissioner Larry Nutt and * Coleen Bulter Rodriguez

Approval of Minutes

June 2023

A motion was made by Commissioner Rodriguez, Seconded by Commissioner Brewer, to approve the June 2023 Meeting Minutes.

The motion carried by the following vote:

- Aye --** 3 - Commissioner Ashleigh N. Brewer, Commissioner Sean Wheeler and Coleen Bulter Rodriguez
- Excused --** 4 - Commissioner Kathleen Morgan, Commissioner Lawrence Pearson, Commissioner John Grier and Commissioner Mitch Danese
- Recused --** 2 - Commissioner Andrew Moore and Commissioner Larry Nutt

July 2023

A motion was made by Commissioner Moore, seconded by Commissioner Wheeler, to approve the July 2023 Meeting Minutes.

The motion carried by the following vote:

- Aye --** 3 - Commissioner Andrew Moore, Commissioner Sean Wheeler and Commissioner Lawrence Pearson
- Excused --** 3 - Commissioner Kathleen Morgan, Commissioner John Grier and Commissioner Mitch Danese
- Recused --** 3 - Commissioner Ashleigh N. Brewer, Commissioner Larry Nutt and Coleen Bulter Rodriguez

August 2023

A motion was made by Commissioner Brewer, seconded by Commissioner Wheeler to approve the August 2023 Meeting Minutes.

The motion carried by the following vote:

- Aye** -- 6 - Commissioner Ashleigh N. Brewer, Commissioner Andrew Moore, Commissioner Sean Wheeler, Commissioner Lawrence Pearson, Commissioner Larry Nutt and Coleen Bulter Rodriguez
- Excused** -- 2 - Commissioner Kathleen Morgan and Commissioner John Grier
- Recused** -- 1 - Commissioner Mitch Danese

Secretary's Report

Administrative Approval Report

Enforcement Report

CONSENT AGENDA

None

REGULAR AGENDA

1. [COA-137121-2023](#) 313 N. 32nd Street - Replace an existing concrete curb and stairs with brick.

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

The applicant wanted to replace an existing concrete curb and stairs with brick.

The applicant/owner owns 311, 313 and the next vacant lot. He shared a letter from a neighbor who supports the project. The owner says he did not consider changing the width of the steps.

Commissioner Moore made a motion to approve the application with Staff Conditions.

Commissioner Rodriguez said she wished the issue had been noticed earlier and she thinks the porch could have been altered.

Commissioner Wheeler noticed concrete as a contributing feature on several blocks along 32nd Street.

The Commission voted to approve the project with Staff Conditions.

A motion was made by Commissioner Moore, seconded by Commissioner Brewer, to partially approve the application with the following conditions:

The concrete wall and steps be realigned and repaired/replaced in-kind with concrete. New wall and steps to match the existing dimensions.

The Commission denied the request to use brick for the new retaining wall and steps.

The motion carried by the following vote:

Aye -- 7 - Commissioner Ashleigh N. Brewer, Commissioner Andrew Moore, Commissioner Kathleen Morgan, Commissioner John Grier, Commissioner Mitch Danese, Commissioner Larry Nutt and Coleen Bulter Rodriguez

No -- 1 - Commissioner Sean Wheeler

Recused -- 1 - Commissioner Lawrence Pearson

2. [COA-138395-2023](#) 514 W. Marshall Street - Rehabilitate an existing dwelling and construct a rear addition.

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

The applicant proposes rehabilitating the dwelling and constructing a rear addition.

Commissioner Rodriguez asked about the doors on the rear in relation to DHR guidelines.

Commissioner Moore asked about the window configurations on the façade.

Mr. Collier, the applicant & owner, said DHR thinks the second-floor windows are original and requested the other windows be one-over-one.

Mr. Hershey is the owner of 518 West Marshall Street. He asked about the start and completion dates for the project.

Commissioner Morgan commented about DHR approvals in coordination with CAR projects. Mr. Dandridge said this project is only before the Commission since the addition is considered new construction.

The Commission approved the project with Staff Conditions.

A motion was made by Commissioner Moore, seconded by Commissioner Rodriguez, to approve the application for the reasons stated in the Staff Report provided that the following conditions are met:

That paint colors for the front porch be submitted to staff for Administrative Review and Approval; that decking boards that are deteriorated beyond repair be replaced in-kind to match the width and profile (tongue and groove), and be installed perpendicular to the face of the building; that the lap siding be either fiber cement siding or wood. Final material submitted to staff for review and approval; that the new deck have a finished appearance with no exposed hardware; that the railings on the new decks not be “nailed-up” pickets, but be a finished design such as “Richmond Rail”. Final railing design be submitted to staff for review and approval; that the applicant submit photographs of the existing windows that need to be replaced, and a description of the replacement windows for Administrative Review and Approval; that the applicant submit plans, description, and photographs of the proposed new fence; and that any subsequent conditions issued by the Virginia Department of Historic Resources be submitted to Staff for Administrative Review and Approval.

The motion carried by the following vote:

3. [COA-138398-2023](#) 2501 E. Broad Street - Install metal coping on a parapet wall.

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

The applicant proposed installing metal coping on a parapet wall.

The owner/applicant has owned the property for 29 years. Her office is on the first floor and two apartments are on the second floor.

Commissioner Rodriguez asked the applicant if she consulted a mason.

The applicant said that she has consulted a mason for the chimney but did not discuss coping.

Commissioner Morgan said the brick could be very old and softy and the cause of the problem. Coping could be a non-obtrusive option to stop water infiltration.

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

New coping should be limited in the amount it overhangs the street facing side of the parapet wall, have a low profile, and be minimally visible. Coping to match the profile of the adjacent building or the bank building across East Broad Street.

Aye -- 9 - Commissioner Ashleigh N. Brewer, Commissioner Andrew Moore, Commissioner Sean Wheeler, Commissioner Kathleen Morgan, Commissioner Lawrence Pearson, Commissioner John Grier, Commissioner Mitch Danese, Commissioner Larry Nutt and Coleen Bulter Rodriguez

CONCEPTUAL REVIEW

4. [COA-138396-2023](#) 2111-2119 Venable Street - Construct 20 new single family attached townhomes.

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

The Commission reviewed this item in an advisory capacity.

Commissioner Danese: Consider an English Basement as a way to incorporate a third-floor but also allow for additional height.

Commissioner Moore: Concerned about Height. Encourages Applicant to look at the 2300 Block of Venable Street which features historic buildings that are uniform in design and front both Venable Street and Burton Street. They are uniform in design but feature pedestrian scale elements. Would like to see full elevations of each proposed unit. It will be necessary to understand how the units/groupings will relate to one another and also to the existing context of the block.

Commissioner Nutt: Would like to see more porches, as they are an integral part of the block. Has concerns about the height. Setting back the third story could help.

Commissioner Rodriguez: Is not as concerned about the height, as there are a few

other taller buildings in the immediate area. Would be ok with the height if there was more diversity in architectural style of the individual units.

Commissioner Brewer: Has concerns about the proposed height. She supports the use of an English Basement or even a setback third floor.

Commissioner Grier: Consider rotating the unit on Burton and 22nd Street to front 22nd Street. Would like to see more varied designs.

Commissioner Morgan: Consider groupings of two rather than having some that are in groupings in three. Would like to see more varied designs. Favors the use of an English Basement over the setback third floor; overall is concerned about the height. The units need a more robust front porch feature.

Commissioner Pearson: Variety in design is needed. One idea could be to mix up the roof forms of the units. Perhaps even varying the heights between two and three stories.

Ms. Lambert said the parcel is shaped like a big cookie cut-out. She believes it is really important to think about the massing and size of the project.

Ms. Fields had concerns with the proposal. She said it is important to preserve their character of Union Hill.

Mr. Corbin was concerned with parking and density. He is concerned about the bus route on Venable Street and said people are constantly speeding through the neighborhood.

Mr. Moseley lives across the street from the proposed project. He requested the Commission to reconsider the project. He is concerned about excessive density. He believes a project of this scale needs a parking plan.

Mr. Collier owns property in the area. He wants to see high quality materials and is concerned about the height of the proposed buildings.

The Commission reviewed this item in an advisory capacity.

Adjournment

The meeting was adjourned at 5:32p.m.