



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: _____

Historic District: _____

Applicant Information

Billing Contact

Owner Information

Billing Contact

Name: _____

Same as Applicant

Email: _____

Name: _____

Phone: _____

Email: _____

Company: _____

Phone: _____

Mailing Address: _____

Company: _____

Mailing Address: _____

Applicant Type: Owner Agent Lessee

Architect Contractor

Other (specify): _____

****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):

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 _____ Date _____

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

alex.dandrige@rva.gov

Good morning Alex:

I hope all is well. Per our discussion last week, I am requesting an Administrative Approval for addition of a new garage on our property at 3820 Hermitage Road.

We received CAR's approval for Application No. 15-116 on October 30, 2015, however, project was delayed.

Attached please find the new application and concept plans highlighting the modifications to the original concept plans. Modifications are listed below.

- 1- Modified the brick exterior to fiber cement board and batten (1st level), fiber cement shingle (2nd level) painted CAR approved color.
- 2- Removed the 2nd floor porch and exterior stair and added a 1st floor port-cochere.
- 3- Modified window placements.
- 4- Modified garage doors.

3820 Hermitage Road

CAR Application Plans

Owner

Manuchehr & Rebecca Amiroleimani
3820 Hermitage Road
Richmond, VA 23227

Engineer

Obsidian, Inc.
Charles R. Field, P.E.
417 North 22nd Street
Richmond, VA 23223
804.647.1589
obsidianrva@gmail.com

Property Information

Parcel ID N0170364011
Zoning R-1
Use Residential
Setbacks Front Yard = 35 feet
Side Yard = 10 feet
Rear Yard = 10 feet
Lot Coverage < 20%

Scope of Work

Scope of work will generally consist of the construction of a two-story detached garage.

Table of Contents - CAR

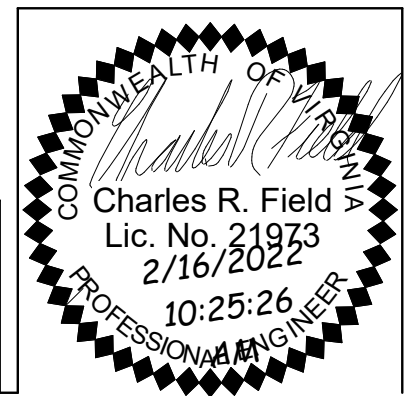
CAR G.1 Cover Sheet
CAR V.1 Survey Plat
CAR V.2 Site Plan
CAR A.1 Floor Plan
CAR A.2 East Elevation
CAR A.3 West Elevation
CAR A.4 North Elevation
CAR A.5 South Elevation



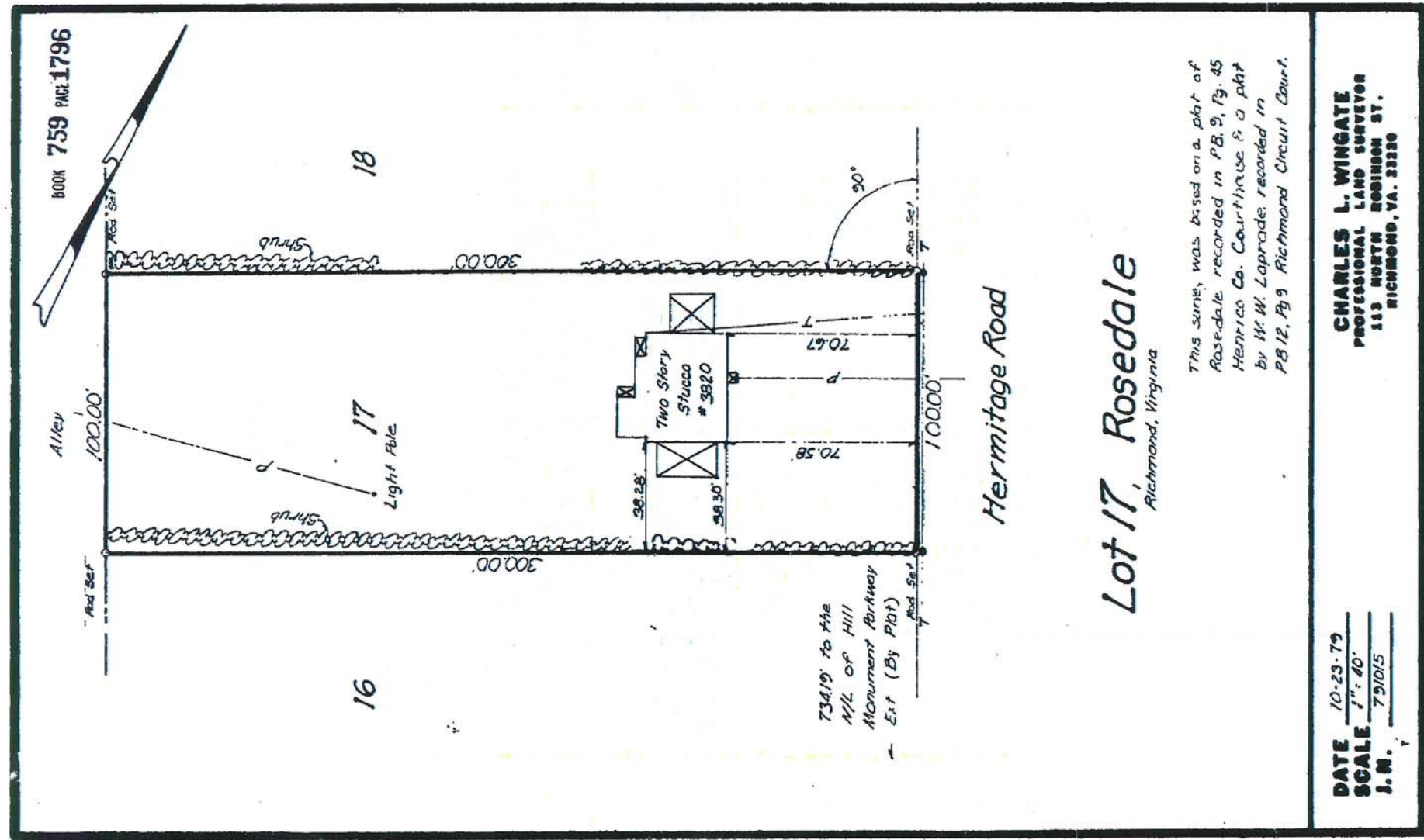
Print plans at 11" x 17",

Obsidian, Inc.
417 North 22nd Street
Richmond, VA 23223
804.647.1589
obsidianrva@gmail.com

Cover Sheet
3820 Hermitage Road - Detached Garage Plans
Manuchehr and Rebecca A Amirsoleimani
February 16, 2022
CAR G.1



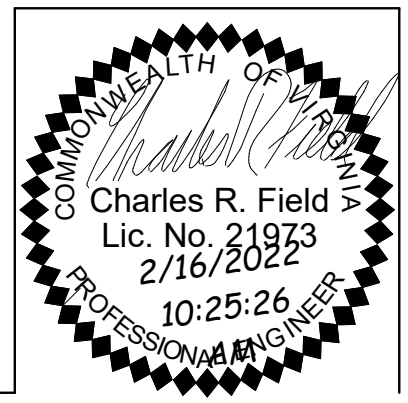
Rev.	Date	Description
------	------	-------------



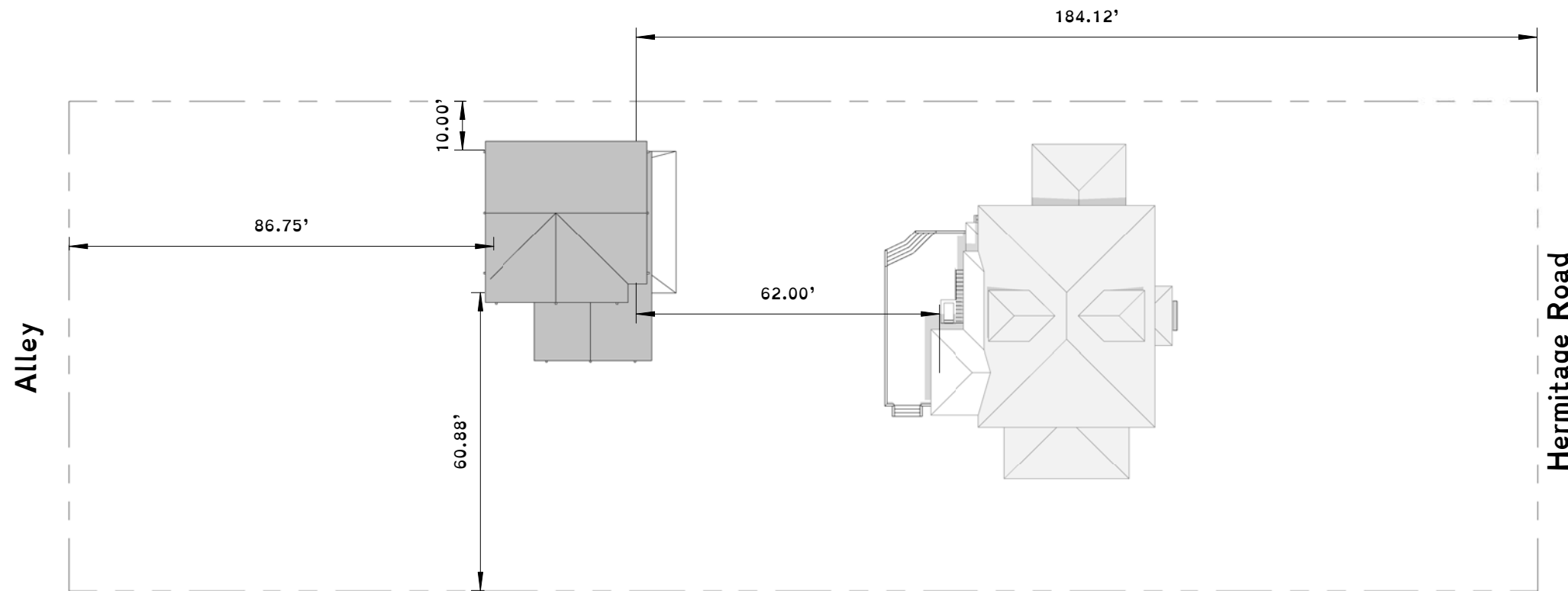
Rev.	Date	Description
------	------	-------------

Obsidian, Inc.
417 North 22nd Street
Richmond, VA 23223
804.647.1589
obsidianrva@gmail.com

Survey Plat
3820 Hermitage Road - Detached Garage Plans
Manuchehr and Rebecca A Amirsoleimani
February 16, 2022
CAR V.1

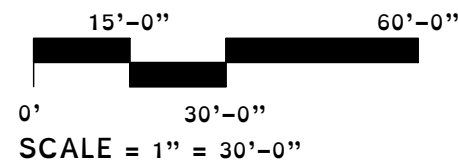


Print plans at 11" x 17",



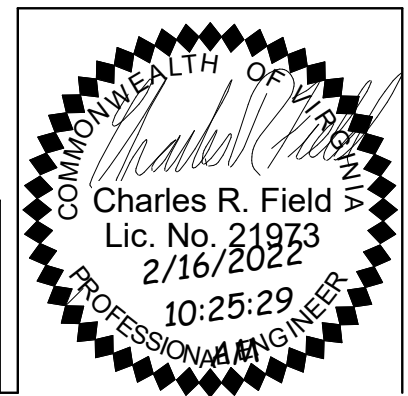
Perspective from Road

Rev.	Date	Description

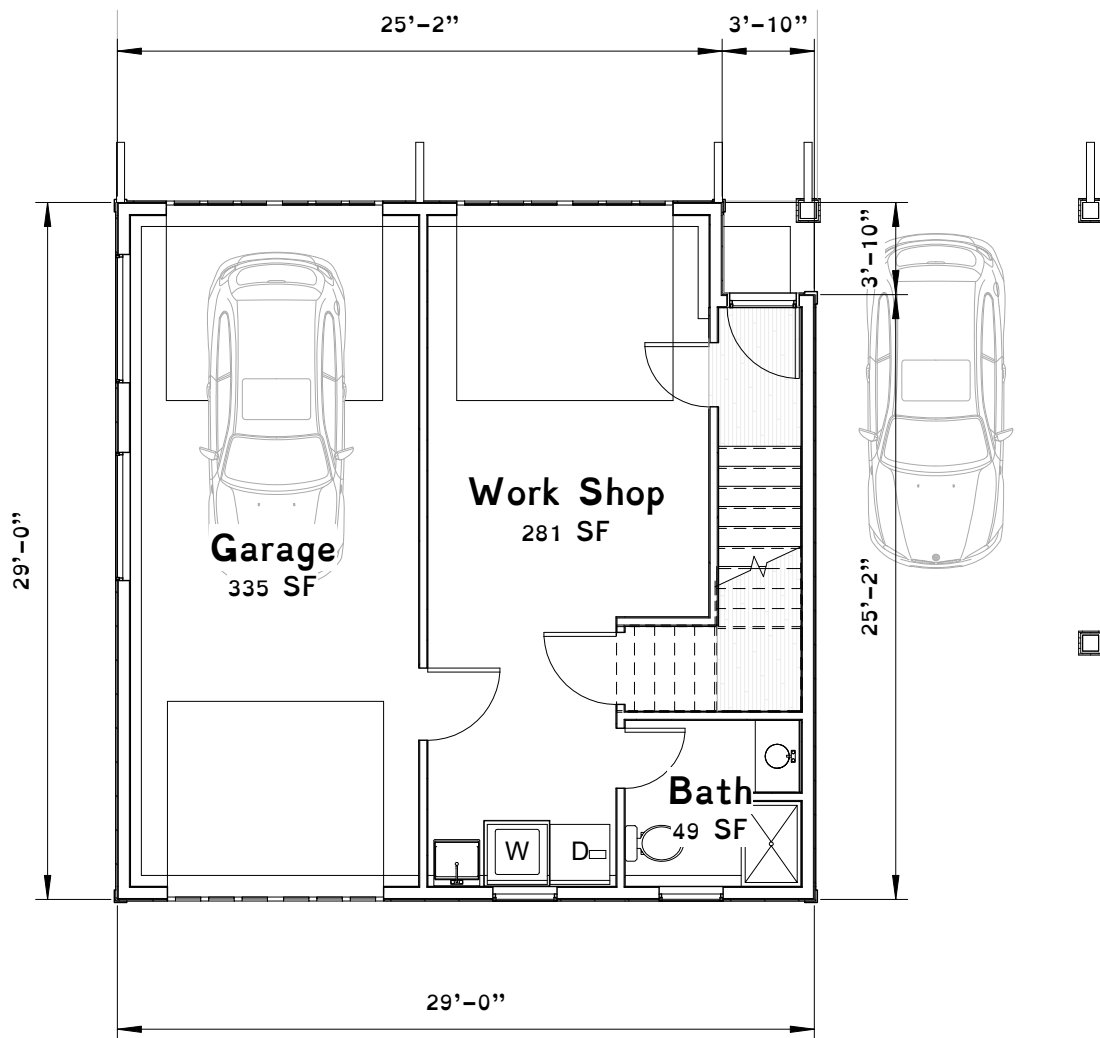


Obsidian, Inc.
 417 North 22nd Street
 Richmond, VA 23223
 804.647.1589
 obsidianrva@gmail.com

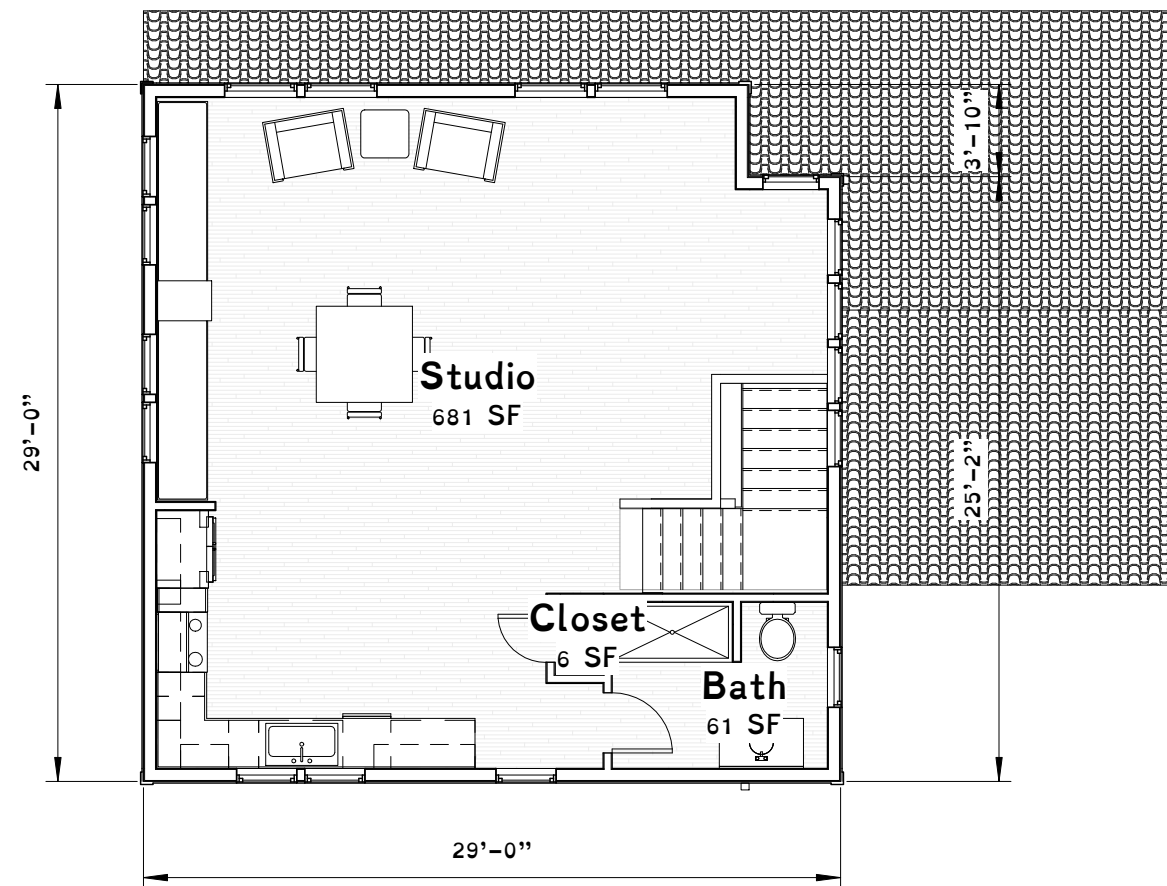
Site Plan
 3820 Hermitage Road - Detached Garage Plans
 Manuchehr and Rebecca A Amirsoleimani
 February 16, 2022
 CAR V.2



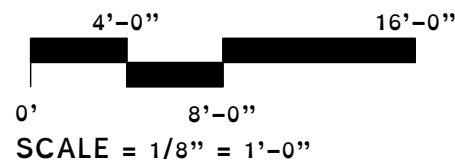
Print plans at 11" x 17",



1 1st Floor - Proposed
1/8" = 1'-0"



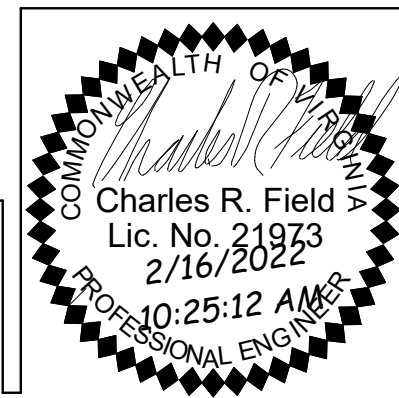
2 2nd Floor - Proposed
1/8" = 1'-0"



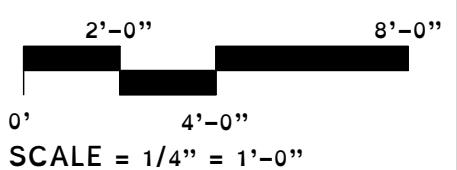
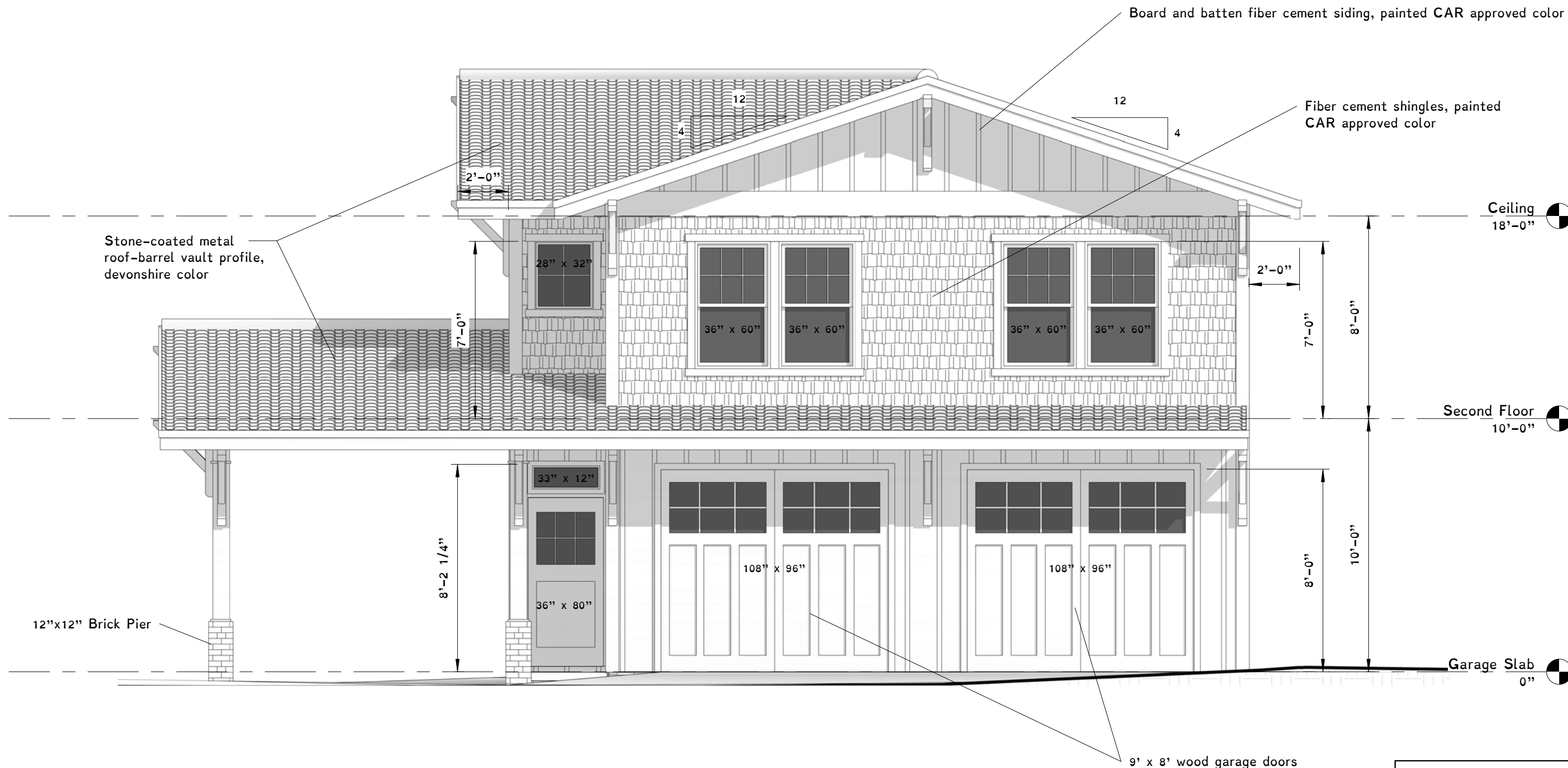
Rev.	Date	Description

Obsidian, Inc.
417 North 22nd Street
Richmond, VA 23223
804.647.1589
obsidianrva@gmail.com

Floor Plan
3820 Hermitage Road - Detached Garage Plans
Manuchehr and Rebecca A Amirsoleimani
February 16, 2022
CAR A.1

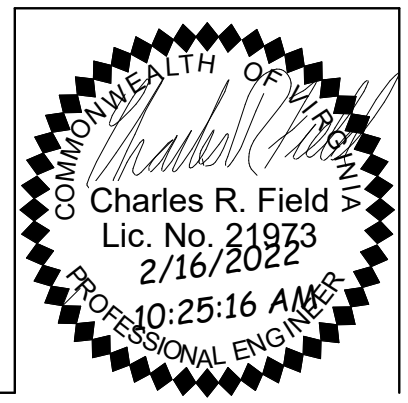


Print plans at 11" x 17",



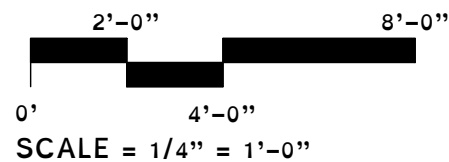
Obsidian, Inc.
 417 North 22nd Street
 Richmond, VA 23223
 804.647.1589
 obsidianrva@gmail.com

East Elevation
 3820 Hermitage Road - Detached Garage Plans
 Manuchehr and Rebecca A Amirsoleimani
 February 16, 2022
 CAR A.2



Rev.	Date	Description

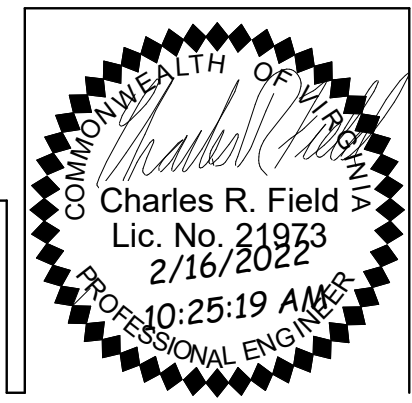
Print plans at 11" x 17",



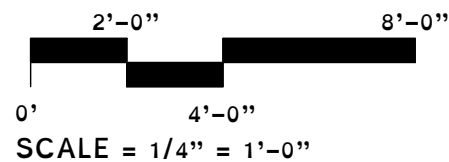
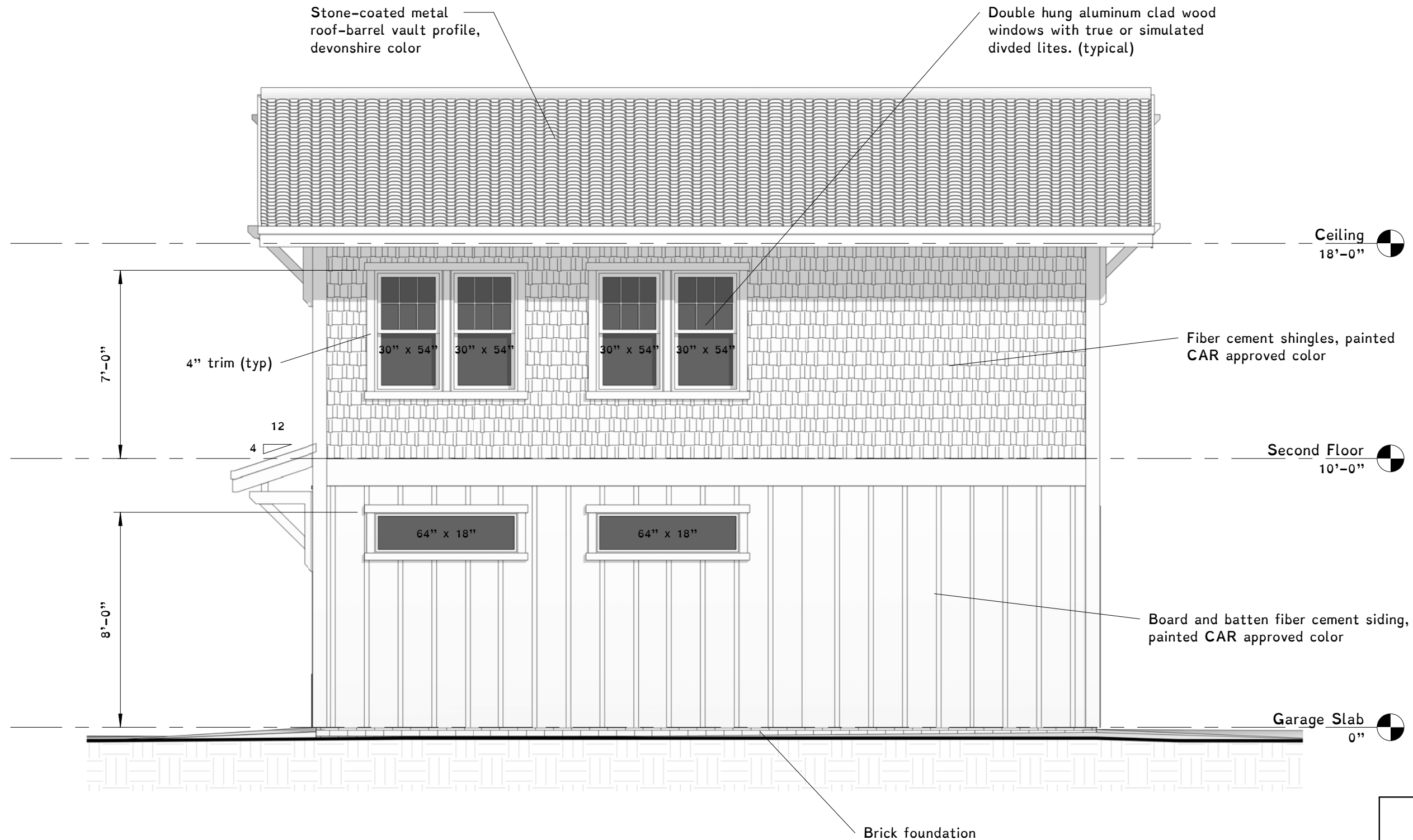
Rev.	Date	Description

Obsidian, Inc.
 417 North 22nd Street
 Richmond, VA 23223
 804.647.1589
 obsidianrva@gmail.com

West Elevation
 3820 Hermitage Road - Detached Garage Plans
 Manuchehr and Rebecca A Amirsoleimani
 February 16, 2022
 CAR A.3



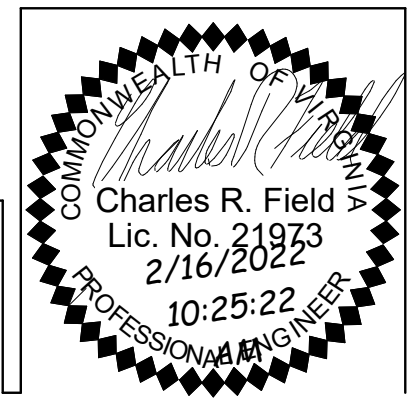
Print plans at 11" x 17",



Rev.	Date	Description

Obsidian, Inc.
 417 North 22nd Street
 Richmond, VA 23223
 804.647.1589
 obsidianrva@gmail.com

North Elevation
 3820 Hermitage Road - Detached Garage Plans
 Manuchehr and Rebecca A Amirsoleimani
 February 16, 2022
 CAR A.4



Stone-coated metal
roof-barrel vault profile,
devonshire color

Casement aluminum clad wood windows
with true or simulated divided lites.



Fiber cement shingles, painted
CAR approved color

Ceiling
18'-0"

Second Floor
10'-0"

7'-0"

9'-0"

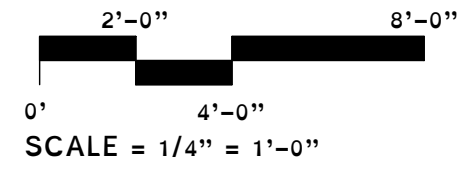
30"x36" Bracket (typ)

Garage Slab
0"

12x12 brick pier

Board and batten fiber cement siding, painted
CAR approved color

Print plans at 11" x 17",



Obsidian, Inc.
417 North 22nd Street
Richmond, VA 23223
804.647.1589
obsidianrva@gmail.com

South Elevation
3820 Hermitage Road - Detached Garage Plans
Manuchehr and Rebecca A Amirsoleimani
February 16, 2022
CAR A.5

Rev.	Date	Description

