



COMMISSION OF ARCHITECTURAL REVIEW

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

PROPERTY (location of work)

Address 3516 East Broad Street Richmond, VA 23223
Historic district Chimborazo Park

Date/time rec'd: _____
Rec'd by: _____
Application #: _____
Hearing date: _____

APPLICANT INFORMATION

Name Erin Webb
Company 3north
Mailing Address 201 West 7th Street Richmond, VA 23224

Phone 804-232-8900
Email ewebb@3north.com
Applicant Type: Owner Agent
 Lessee Architect Contractor
 Other (please specify):

OWNER INFORMATION (if different from above)

Name Dr. Michael Wind
Mailing Address 3516 East Broad Street Richmond, VA 23223

Company _____
Phone 804-347-9263
Email _____

PROJECT INFORMATION

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

Project Description: (attach additional sheets if needed)

Installing new Double Door w/ Sidelights in existing space between existing brick jambs and headers at the Rear Elevation (Alley Facing) of the Home.

ACKNOWLEDGEMENT OF RESPONSIBILITY

Compliance: If granted, you agree to comply with all conditions of the COA. Revisions to approved work require staff review and may require a new application and CAR approval. Failure to comply with 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.

Requirements: A complete application includes all applicable information requested on checklists to provide a complete and accurate description of existing and proposed conditions. Applicants 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 and application materials should be prepared in compliance with zoning.

Signature of Owner

Date 9/27/2019

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 in the office or on-site. The Commission of Architectural Review website has additional project guidance and forms:

<http://www.richmondgov.com/CommissionArchitecturalReview/index.aspx>

Division of Planning and Preservation 804.646.6335 Carey.Jones@Richmondgov.com
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SUBMISSION INSTRUCTIONS

Submit the following items to the Division of Planning and Preservation, Rm. 510, 900 E. Broad Street:

- One (1) signed and completed application – property owners signature required
- Eleven (11) copies of supporting documentation, as indicated on appropriate check-list, collated and stapled
- All plans and elevations should be printed **11x17** and all text easily legible
- One digital copy of the application and supporting documentation, depending on size emailed to staff or saved to a thumb drive or CD and delivered with the application materials.
- Applications are due by 12 PM (noon) on the deadline date (see table below).
- Exception: revisions to items deferred, denied or presented conceptually at the previous Commission meeting are due one week after the application due date. Please contact staff to confirm this date.
- **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 the agenda.
- 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 DUE DATES

- Commission meetings start at 3:30 PM in the 5th floor conference room of City Hall, 900 E. Broad Street. The owner and/or applicant is *encouraged to attend* the meeting.

2019 Commission Meeting Date	Application Deadline (Friday at noon unless otherwise noted)
January 22 nd	December 28 th , 2018
February 26 th	January 25 th
March 26 th	March 1 st
April 23 rd	March 29 th
May 28 th	April 26 th
June 25 th	May 31 st
July 23 rd	June 28 th
August 27 th	July 26 th
September 24 th	August 30 th
October 22 nd	September 27 th
November 26 th	October 25 th
December 17 th	November 22 nd

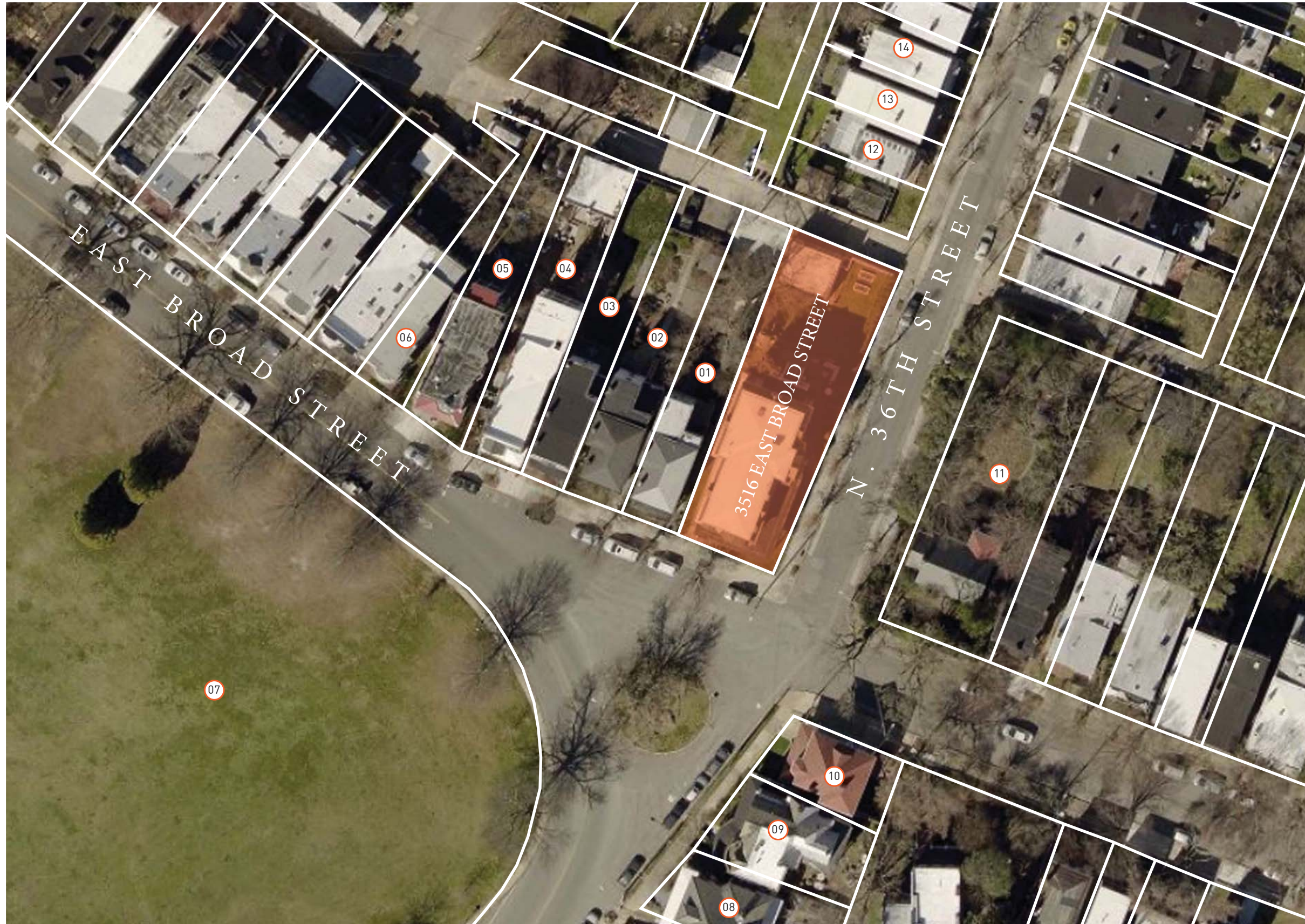
DOOR REPLACEMENT FOR

3516 EAST BROAD STREET

DR/M MICHAEL AND KRISTEN WIND



27 SEPTEMBER 2019



KEY NOTES

- 01 3514 E. BROAD STREET
SARAH C HUGGINS
- 02 3512 E. BROAD STREET
CAROL M AND MARTIN C BRYAN
- 03 3510 E. BROAD STREET
WANDA H CANADA
- 04 3508 E. BROAD STREET
MARY S WAYNE
- 05 3506 E. BROAD STREET
ARCHER PROPERTY MANAGEMENT LLC
- 06 3504 E. BROAD STREET
AMY LYNN YARCICH AND BRIAN COX
- 07 CITY OF RICHMOND RECREATION
AND PARKS
- 08 211 N. 36TH STREET
KARL AND ELAINE GEFFKEN
- 09 213 N. 36TH STREET
SANDRA W COLEMAN
- 10 215 N. 36TH STREET
ANDREW LA FRATTA AND ELIZABETH
JACKSON
- 11 3600 E. BROAD STREET
PAUL M KEEVIL AND LINDA LAUBY
- 12 312 N. 36TH STREET
DOUGLAS DUKE
- 13 314 N. 36TH STREET
DIANE WISNER
- 14 316 N. 36TH STREET
ALLISON .R. LUDEMAN





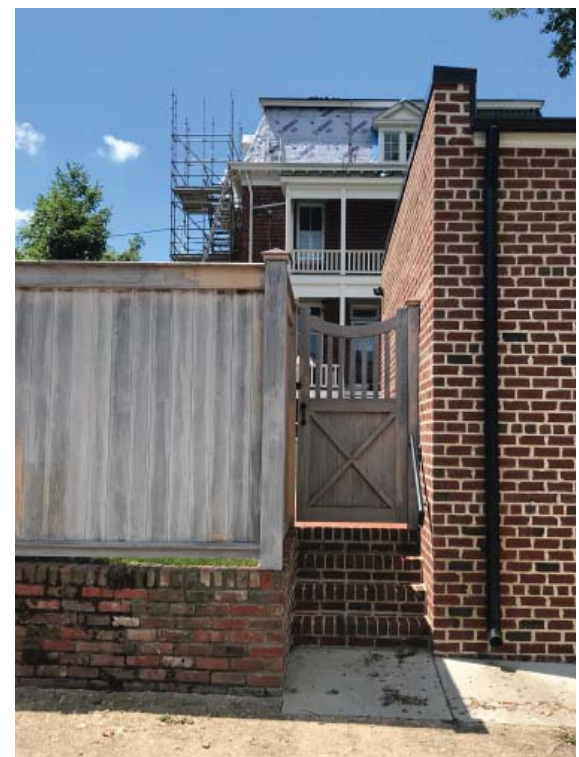
FRONT ELEVATION (NO WORK)



VIEW OF REAR ELEVATION FROM STREET



VIEW OF REAR ELEVATION FROM ALLEY



VIEW OF REAR ELEVATION FROM ALLEY

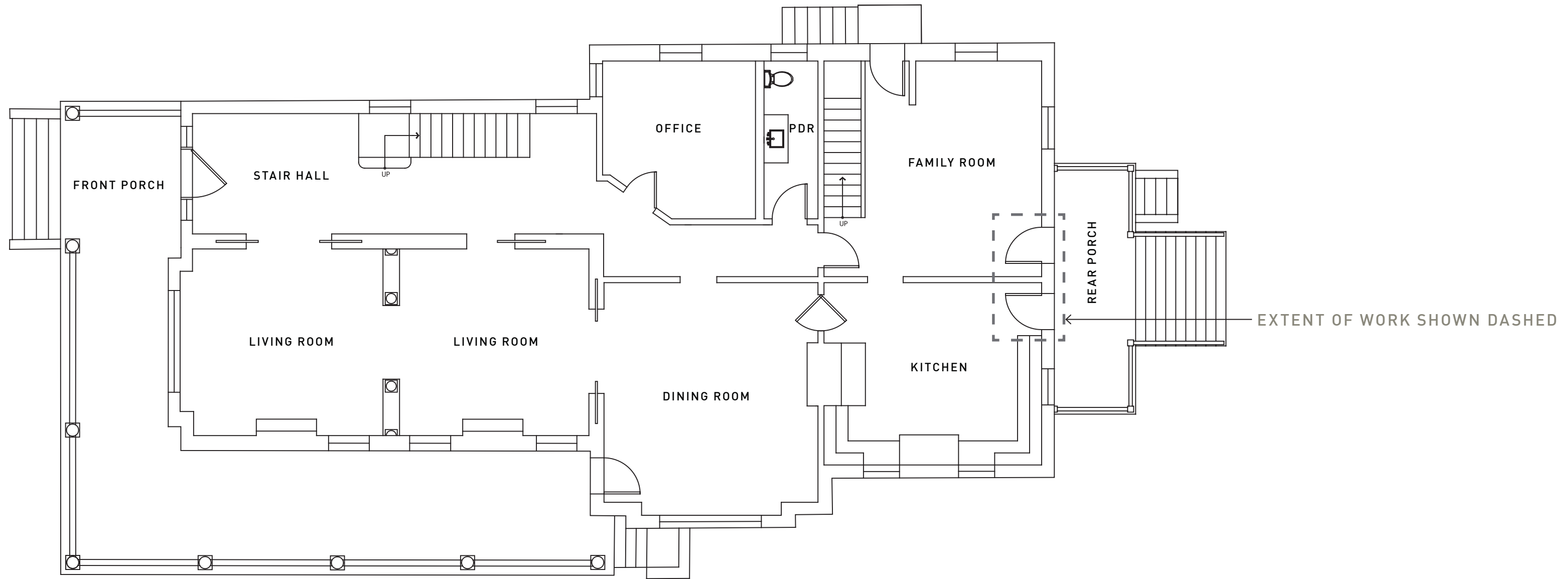


EXISTING REAR ELEVATION



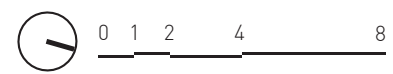
EXISTING REAR DOORS

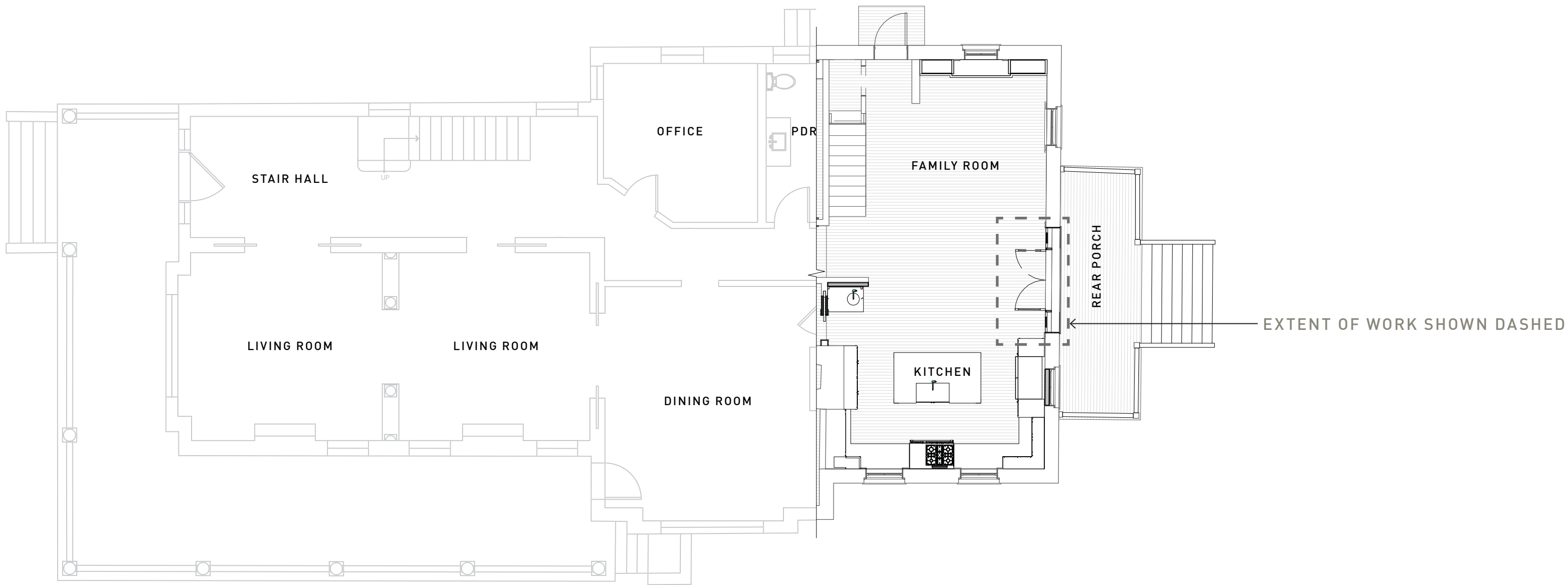






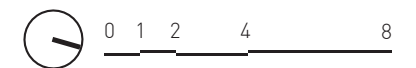
EXTENT OF WORK SHOWN DASHED





3NORTH

DOOR REPLACEMENT FOR DR/M MICHAEL AND KRISTEN WIND
PROPOSED PLAN



3NORTH

DOOR REPLACEMENT FOR DR/M MICHAEL AND KRISTEN WIND
PROPOSED REAR ELEVATION