

**COMMISSION OF ARCHITECTURAL REVIEW
STAFF REPORT
July 25, 2017, Meeting**

1. **COA-019805-2017** (C. Kadash) **2501 East Franklin Street
St. John's Church Old and Historic District**

Project Description: **Replace transom window.**

Staff Contact: **C. Jeffries**

The applicant requests approval to replace an existing transom window above the entry door to a residential condominium unit in a former warehouse in the St. John's Church Old and Historic District. The applicant wishes to install an operable window which matches the current inoperable window. The applicant also states that the unit currently does not have an operable window and this change would allow some ventilation into the unit.

Staff recommends approval of the project as submitted. Staff supports the replacement of the transom window. The proposed window will generally match the architectural appearance of the current window, which is consistent with the Commission's Guidelines for windows (page 67, #8). Staff notes that it is possible that the current window is not original as the door was replaced when the structure was converted to residential use in the early 2000's.

It is the assessment of staff that the application is consistent with the Standards for Rehabilitation and New Construction outlined in Sections 30-930.7(b) and (c) of the City Code, as well as with the *Richmond Old and Historic Districts Handbook and Design Review Guidelines*, specifically the page cited above, adopted by the Commission for review of Certificates of Appropriateness under the same section of the code.