



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: 2915 Monument Ave

Historic District: Monument Avenue Historic District

Applicant Information [checked] Billing Contact

Name: Colin Elliott

Email: celliott@medalistprop.com

Phone: 804-201-7832

Company: Medalist Diversified REIT, Inc.

Mailing Address: 2915 Monument Ave Richmond, VA 23221

Applicant Type: [checked] Owner [] Agent [] Lessee

[checked] Architect [] Contractor

Other (specify):

Owner Information [checked] Billing Contact

[checked] Same as Applicant

Name:

Email:

Phone:

Company:

Mailing Address:

Owner must sign at the bottom of this page

Project Information

Project Type: [checked] Alteration [] Demolition [] New Construction (Conceptual Review Required)

Project Description (attach additional sheets if needed):

Please see attached sheets.

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 [Signature] Date 3/30/2023

JOSEPH F. YATES, ARCHITECTS

A Professional Corporation

2501 Monument Avenue, Suite 301, Richmond, Virginia
23220

LETTER OF TRANSMITTAL

DATE: March 31, 2023 JOB NO.: 2023-04

ATTENTION: Alex Dandridge

RE: Renovations to Garage at 2915 Monument Ave.

To: Comm. of Architectural Review

900 E. Broad Street, Rm. 510

Richmond, Virginia 23219

WE ARE SENDING YOU Attached Under separate cover via _____ the following items:

Shop Drawings Prints Plans Samples Specifications
Copy of letter Change Order _____

COPIES	DATE	NO.	DESCRIPTION
Half-size print	3/31/23		A1 - Existing Floor plan and elevations, D1 - Demolition Plans, A1- Proposed Floor Plan, Front, Rear and Side Elevations
1	3/30/23		Application for Certificate of Appropriateness
1	3/30/23		Certificate of Appropriateness – Check List
1	3/31/23		Check for \$250.00
3			Existing condition photographs

THESE ARE TRANSMITTED as checked below:

For Approval	Submit Specified Item	Resubmit ____ copies for approval
<input checked="" type="checkbox"/> For Your Use	Revise & Resubmit	Submit ____ copies for distribution
<input checked="" type="checkbox"/> As Requested	No Exception Taken	Make Corrections Noted
<input checked="" type="checkbox"/> Review & Comment	_____	

For bids DUE _____ Prints Returned after Loaned to Us

REMARKS:

Alex:

Please review and let us know if you need additional information.

We request the final colors be approved administratively.

Joe Yates

COPY TO: File

SIGNED: Joseph F. Yates

If enclosures are not as noted, kindly notify us at once.



CERTIFICATE OF APPROPRIATENESS

ALTERATION AND ADDITION CHECKLIST

Well in advance of the COA application deadline contact staff to discuss your project, and if necessary, to make an appointment to meet with staff for a project consultation.

Complete all applicable sections and submit with the COA application form. Staff can assist you in determining what items are required for your scope of work. An incomplete application may cause delays in processing or may be deferred to the next agenda. Application materials must clearly represent current and proposed conditions. Refer to Standards for Rehabilitation outlined in Section 30.930.7(b) of the City Code, as well as, the *Richmond Old and Historic Districts Handbook and Design Review Guidelines*.

PROPERTY ADDRESS: 2915 Monument Avenue, Richmond VA, 23221

BUILDING TYPE

- | | |
|--|--|
| <input type="checkbox"/> single-family residence | <input checked="" type="checkbox"/> garage |
| <input type="checkbox"/> multi-family residence | <input type="checkbox"/> accessory structure |
| <input type="checkbox"/> commercial building | <input type="checkbox"/> other |
| <input type="checkbox"/> mixed use building | |
| <input type="checkbox"/> institutional building | |

ALTERATION TYPE

- | | |
|---|---|
| <input checked="" type="checkbox"/> addition | <input checked="" type="checkbox"/> roof |
| <input checked="" type="checkbox"/> foundation | <input type="checkbox"/> awning or canopy |
| <input checked="" type="checkbox"/> wall siding or cladding | <input type="checkbox"/> commercial sign |
| <input type="checkbox"/> windows or doors | <input type="checkbox"/> ramp or lift |
| <input type="checkbox"/> porch or balcony | <input type="checkbox"/> other |

WRITTEN DESCRIPTION

- property description, current conditions and any prior alterations or additions
- proposed work: plans to change any exterior features, and/or addition description
- current building material conditions and originality of any materials proposed to be repaired or replaced
- proposed new material description: attach specification sheets if necessary

PHOTOGRAPHS place on 8 ½ x 11 page, label photos with description and location (refer to photograph guidelines)

- elevations of all sides
- detail photos of exterior elements subject to proposed work
- historical photos as evidence for restoration work

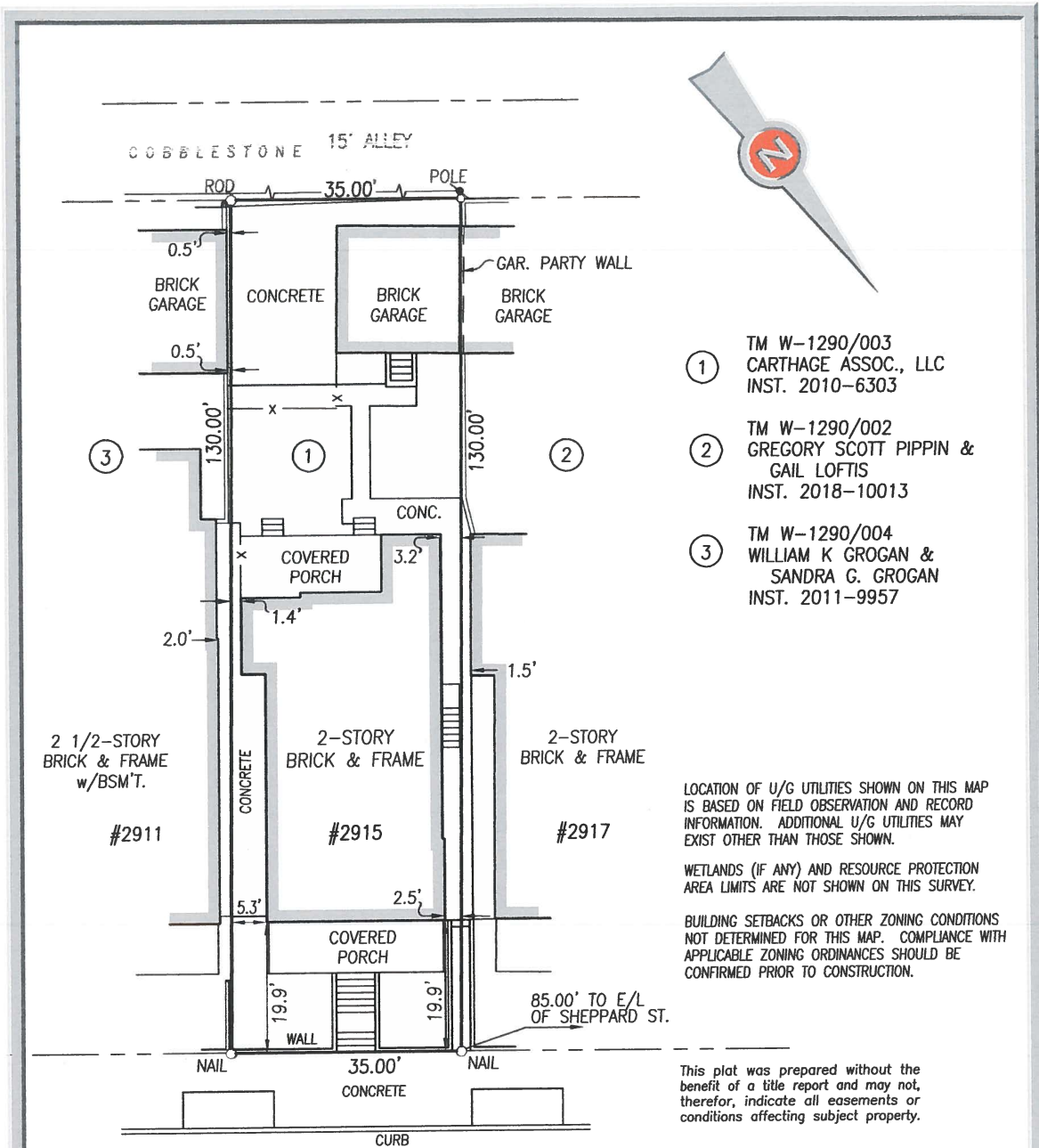
DRAWINGS (refer to required drawing guidelines)

- | | | |
|--|--|---|
| <input checked="" type="checkbox"/> current site plan | <input type="checkbox"/> list of current windows and doors | <input checked="" type="checkbox"/> current elevations (all sides) |
| <input type="checkbox"/> proposed site plan | <input type="checkbox"/> list of proposed window and door | <input checked="" type="checkbox"/> proposed elevations (all sides) |
| <input checked="" type="checkbox"/> current floor plans | <input type="checkbox"/> current roof plan | <input type="checkbox"/> demolition plan |
| <input checked="" type="checkbox"/> proposed floor plans | <input type="checkbox"/> proposed roof plan | <input type="checkbox"/> perspective and/or line of sight |
| <input checked="" type="checkbox"/> legal "plat of survey" | | |

Commission of Architectural Review Project Description

2915 Monument Ave Garage Renovation

Renovation of existing garage. Current structure has structurally unsound roof and wall facing east that was improperly rebuilt without CAR approval. Renovations will include four additional feet of width and a new shed roof in the same style as the current defective structure. Renovations will also include a new sectional overhead door and a brick wall built along the property line, consistent with both adjacent properties located at 2911 Monument Ave and 2917 Monument Ave. Per the attached photos, the property previously had a fence along the property line by the alleyway.



- ① TM W-1290/003
CARTHAGE ASSOC., LLC
INST. 2010-6303
- ② TM W-1290/002
GREGORY SCOTT PIPPIN &
GAIL LOFTIS
INST. 2018-10013
- ③ TM W-1290/004
WILLIAM K GROGAN &
SANDRA G. GROGAN
INST. 2011-9957

LOCATION OF U/G UTILITIES SHOWN ON THIS MAP IS BASED ON FIELD OBSERVATION AND RECORD INFORMATION. ADDITIONAL U/G UTILITIES MAY EXIST OTHER THAN THOSE SHOWN.

WETLANDS (IF ANY) AND RESOURCE PROTECTION AREA LIMITS ARE NOT SHOWN ON THIS SURVEY.

BUILDING SETBACKS OR OTHER ZONING CONDITIONS NOT DETERMINED FOR THIS MAP. COMPLIANCE WITH APPLICABLE ZONING ORDINANCES SHOULD BE CONFIRMED PRIOR TO CONSTRUCTION.

This plat was prepared without the benefit of a title report and may not, therefore, indicate all easements or conditions affecting subject property.



PURCHASERS: COLIN & JUILLETTE ELLIOTT

**SURVEY SHOWING IMPROVEMENTS
ON PROPERTY LOCATED AT
2915 MONUMENT AVENUE
CITY OF RICHMOND, VIRGINIA**

This is to certify that on 7/29/22
I made an accurate field survey of the premises shown hereon, that all improvements and easements known or visible are shown hereon, that there are no encroachments by improvements either from adjoining premises or from subject premises upon adjoining premises other than as shown hereon.

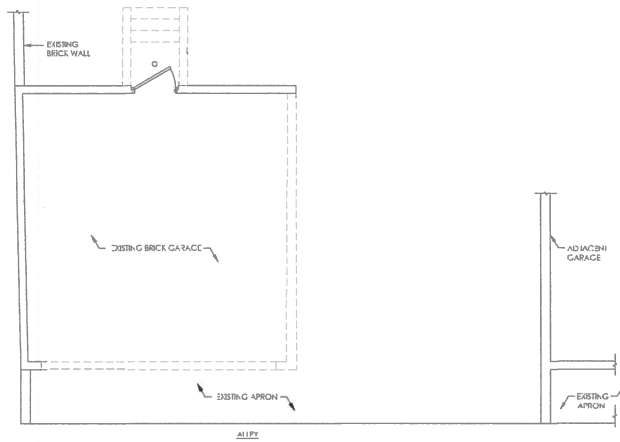


Bruce Robertson Land Surveying, P.C.

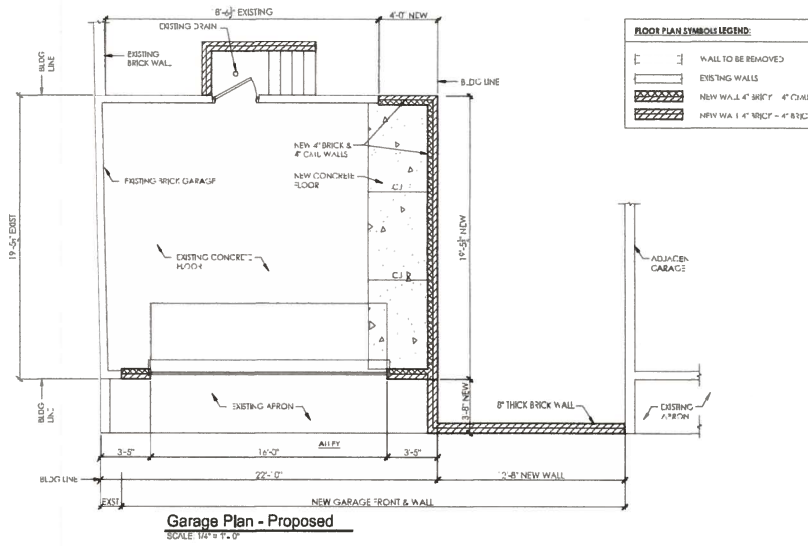
P.O. Box 35311 Richmond, Virginia Phone (804)218-2801

Date: 7/31/22
Scale: 1"=20'

JN 22219

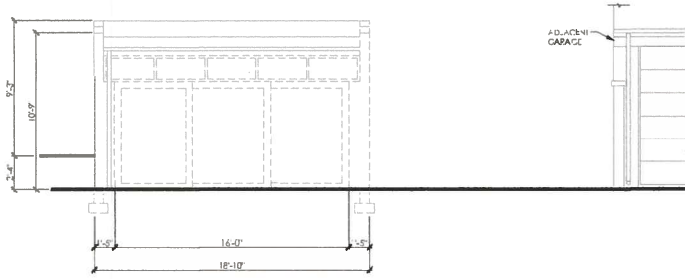


Garage Plan - Demolition
SCALE: 1/4" = 1'-0"

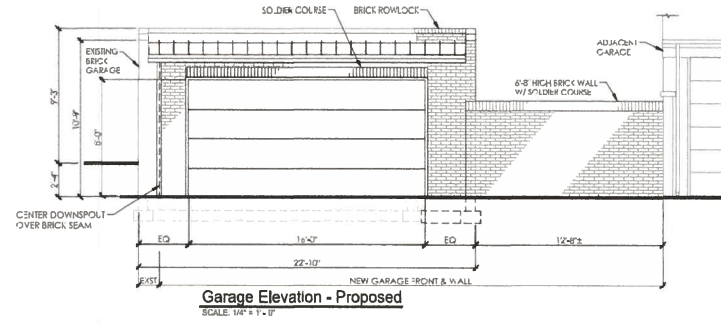


FLOOR PLAN SYMBOLS LEGEND:

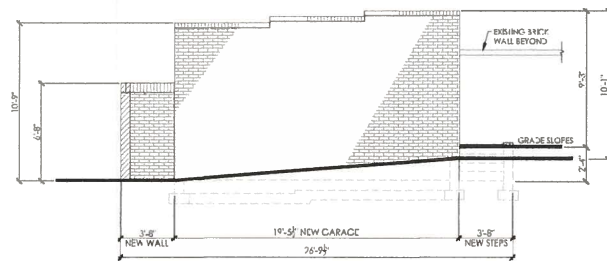
[Symbol: Dashed line]	WALL TO BE REMOVED
[Symbol: Solid line]	EXISTING WALLS
[Symbol: Hatched pattern]	NEW WALL 4" BRICK - 4" CHAS
[Symbol: Diagonal hatched pattern]	NEW WALL 4" BRICK - 4" BRICK



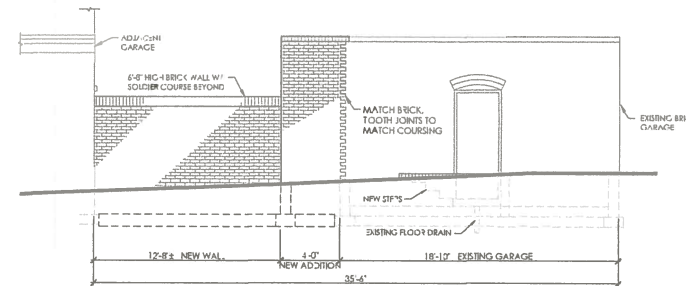
Garage Elevation - Demolition
SCALE: 1/4" = 1'-0"



Garage Elevation - Proposed
SCALE: 1/4" = 1'-0"



Side Elevation - Proposed
SCALE: 1/4" = 1'-0"



Rear Elevation - Proposed
SCALE: 1/4" = 1'-0"

PROGRESS PRINT - NOT FOR CONSTRUCTION

Elliott Garage
2915 Monument Avenue
RICHMOND, VIRGINIA

Joseph F. Yates
ARCHITECTS
804-839-3747
joe@jfyarchitects.com

Set Date: MAR 31, 2023
Revisions:

Project No.: 2023-04

CAR A1





ADT

29

021

Property of
City of
Richmond













