



Commission of Architectural Review SUBMISSION APPLICATION

City of Richmond, Room 510 – City Hall
900 East Broad Street, Richmond, Virginia 23219
PHONE: (804) 646-6335 FAX: (804) 646-5789

12 COPIES OF SUPPORTING DOCUMENTATION ARE REQUIRED FOR PROCESSING YOUR SUBMISSION

LOCATION OF WORK: 2241 W Grace St DATE: 6/1/2014

OWNER'S NAME: Sarah Hodges TEL NO.: 804 316 1421

AND ADDRESS: 2241 W Grace St EMAIL: Sarahhodges@email.com

CITY, STATE AND ZIP CODE: Richmond VA 23220

ARCHITECT/CONTRACTOR'S NAME: N/A TEL. NO. _____

AND ADDRESS: _____ EMAIL: _____

CITY, STATE AND ZIP CODE: _____

Would you like to receive your staff report via email? Yes No

REQUEST FOR CONCEPTUAL REVIEW

I hereby request Conceptual Review under the provisions of Chapter 114, Article IX, Division 4, Section 114-930.6(d) of the Richmond City Code for the proposal outlined below in accordance with materials accompanying this application. I understand that conceptual review is advisory only.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

I hereby make application for the issuance of a certificate under the provisions of Chapter 114, Article IX, Division 4 (Old and Historic Districts) of the Richmond City Code for the proposal outlined below in accordance with plans and specifications accompanying this application.

DETAILED DESCRIPTION OF PROPOSED WORK (Required):

STATE HOW THE DESIGN REVIEW GUIDELINES INFORM THE DESIGN OF THE WORK

PROPOSED. (Include additional sheets of description if necessary, and 12 copies of artwork helpful in describing the project. The 12 copies are not required if the project is being reviewed for an administrative approval. See instruction sheet for requirements.)

Please see attached request.

Signature of Owner or Authorized Agent: X Sarah D Hodges
Name of Owner or Authorized Agent (please print legibly): Sarah Hodges

(Space below for staff use only)

Received by Commission Secretary
DATE 6/14/14

APPLICATION NO. 14-72
SCHEDULED FOR 7/22/14

Note: CAR reviews all applications on a case-by-case basis.

Sarah D. Hodges
2241 W. Grace Street
Richmond, VA 23220
June 9, 2014

Commission of Architectural Review
City of Richmond, Room 510- City Hall
900 East Broad Street
Richmond, VA 23219

Dear CAR members:

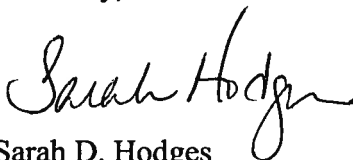
I recently received a notice at my home, asking for my submission of an Application for Certificate of Appropriateness. The notice is in regards to replacement windows in my home.

I moved into the home in 2008 with my now ex-husband, and son. The home was in need of many repairs and updates, having been neglected for some time. We worked on the home ourselves. One needed repair being the windows.

The majority of the windows were in very bad condition. Most of them had wood rot beyond repair, broken/missing pulleys, broken glass or in some circumstances had been replaced with plexiglass. The rainwater leakage seeped into the walls causing hidden damage that then necessitated repair. Even with existing storm windows, the movement of air was significant. We tried to repair the best we could and even "shrink wrapped" the inside with plastic. Shortly thereafter, my ex-husband had the windows replaced. Unfortunately, I do not have any information regarding the contractor or name/style of the windows, but will include pictures for you to view. I have thirty two windows in total within the house.

I've spoken with Mr. William Palmquist regarding the notice and am submitting my application to you for consideration. Thank you for your time.

Sincerely,



Sarah D. Hodges
sarahhodes@email.com
804-316-1421