

City of Richmond

*City Hall
900 East Broad Street*



Meeting Minutes

Tuesday, July 22, 2025

3:30 PM

5th Floor Conference Room of City Hall

Commission of Architectural Review

[PDRMIN
2025.005](#)

Public Access and Participation Instructions - Commission of Architectural Review

Attachments: [Public Access and Participation Instructions -COMMISSION OF ARCHITECTURAL REVIEW.pdf](#)

Call to Order

The meeting was called to order at 3:30p.m.

Roll Call

Present -- 6 - * Commissioner Coleen Bulter Rodriguez, * Commissioner Andrew Moore, * Commissioner John Grier, * Commissioner Larry Nutt, * Commissioner Emily Striffler and * Catherine Easterling

Absent -- 2 - * Commissioner Gina Marie Hill and * Commissioner Erik Bootsma

Approval of Minutes

There were no minutes for approval.

Secretary's Report

Administrative Approval Report

Enforcement Report

Monument Avenue Tree Preservation Plan Presentation

CONSENT AGENDA

1. [COA-169066-2025](#) 1212 West Franklin Street - Rehabilitate an existing rear porch and second-story sunroom.

Attachments: [Application & Plans](#)
[Staff Report](#)

A motion was made by Commissioner Striffler, seconded by Commissioner Rodriguez, to approve this application for the reasons stated in the Staff Report provided that the following conditions are met: final cladding material of the sunroom be either wood or a fiber cement material; final specification be submitted for administrative approval; new windows on sunroom be wood or aluminum clad wood with simulated divided lights; window trim, sills, and fluted mullions match the original as closely as possible in design and dimension; all exterior materials and building elements on the primary building and rear garage be repaired/retained including wooden architectural elements, roofing material, windows, doors, railings, etc. Any alterations or replacement of any exterior elements on the primary portion of the building or the rear garage must be submitted in a subsequent COA application for commission or staff review prior to completing work; and existing rear chimney adjacent to the frame addition be preserved.

The motion carried by the following vote:

- Aye --** 6 - Commissioner Coleen Bulter Rodriguez, Commissioner Andrew Moore, Commissioner John Grier, Commissioner Larry Nutt, Commissioner Emily Striffler and Catherine Easterling

REGULAR AGENDA

2. [COA-169014-2025](#) 2228 Cedar Street - Demolish an existing building on parcel and construct two new single-family attached buildings.

Attachments: [Application & Plans](#)
[Staff Report](#)

A motion was made by Commissioner Rodriguez, seconded by Commissioner Striffler, to approve this application for the reasons stated in the Staff Report provided that the following conditions are met: This approval is a new technology that has yet to be installed in a COHD, and should not be construed as precedent in future applications; and all underlying zoning requirements for the R-6 district be abided by.

The motion carried by the following vote:

- Aye --** 5 - Commissioner Coleen Bulter Rodriguez, Commissioner John Grier, Commissioner Larry Nutt, Commissioner Emily Striffler and Catherine Easterling
- Recused --** 1 - Commissioner Andrew Moore

3. [COA-165913-2025](#) 1201 West Franklin Street - Install a digital display board on integrated masonry wall of historic church.

Attachments: [Application & Plans \(May 2025\)](#)
[Staff Report \(May 2025\)](#)
[Application & Plans](#)
[Staff Report](#)

A motion was made by Commissioner Rodriguez, seconded by Commissioner Striffler, to approve this application for the reasons stated in the Staff Report provided that the following conditions are met: This approval is a new technology that has yet to be installed in a COHD, and should not be construed as precedent in future applications; and all underlying zoning requirements for the R-6 district be abided by.

The motion carried by the following vote:

- Aye --** 5 - Commissioner Coleen Bulter Rodriguez, Commissioner John Grier, Commissioner Larry Nutt, Commissioner Emily Striffler and Catherine Easterling
- Excused --** 1 - Commissioner Andrew Moore

4. [COA-169005-2025](#) 17 North Arthur Ashe Boulevard - Construct a new masonry and stone front porch.

Attachments: [Application & Plans](#)
[Staff Report](#)

A motion was made by Commissioner Striffler, seconded by Commissioner Rodriguez, to approve this application for the reasons stated in the Staff Report provided that the following conditions are met: approve the porch reconstruction as it is supported by photographic and documentary evidence indicating the presence of a full-width porch historically; approve of proposed materials; final material specifications and color selections to be submitted for staff review and approval; final details and turning profiles of the balustrade and posts to be submitted for staff review and approval; all construction and installation work shall follow best preservation practices; special care to be taken when anchoring the new balustrade to the existing historic columns to avoid damage; and ensure that historic fabric is retained wherever feasible.

The motion carried by the following vote:

Aye -- 6 - Commissioner Coleen Bulter Rodriguez, Commissioner Andrew Moore, Commissioner John Grier, Commissioner Larry Nutt, Commissioner Emily Striffler and Catherine Easterling

5. [COA-169071-2025](#) 3104 East Broad Street - Rehabilitate an existing building and construct a new rear addition.

Attachments: [Application & Plans](#)
[Staff Report](#)

A motion was made by Commissioner Striffler, seconded by Commissioner Moore, to approve this application for the reasons stated in the Staff Report provided that the following conditions are met: existing crown molding and dentils around the perimeter of the front porch roof, and the mansard roof be retained and repaired. If deteriorated beyond repair, elements should be replaced in-kind; materials submitted for staff approval; battens on either side of the façade's mansard roof be retained and repaired; new front door, side light, and transom fit within the existing, original masonry opening behind the face of the paneled door jambs, and the existing, original paneled door jambs be retained and repaired as necessary; new front door reflect historic documentation or one of the configurations seen on 3106-3116 East Broad Street; iron cresting be cleaned, repainted, and repaired as necessary; Any salvageable front porch elements including the columns, newel posts, and railings be retained and repaired; any replacement columns, newel posts, or railing match the existing in material and design, final materials selections submitted for administrative approval; new front porch decking boards be tongue and groove and be installed perpendicular to the face of the building; if the columns must be completely replaced, extant engaged columns be preserved and remain attached to the face of the building to serve as physical documentation; slate on the front mansard roof be repaired and preserved; stained-glass windows be retained, repaired, and protected during construction; windows on the façade be retained and repaired. The second story window above the primary entrance should be replaced with a wood/aluminum clad wood one-over-one windows to match the original in dimension; new windows be based of the design of the original windows and match in dimension, fitting the existing masonry openings proportionately; repointing be done with a lime-based mortar that matches the existing in color and composition. New mortar joints must match the existing in

depth and profile. The use of Portland cement is not permitted; and new addition's horizontal siding be wood or smooth, unbeaded fiber cement siding.

The motion carried by the following vote:

Aye -- 6 - Commissioner Coleen Bulter Rodriguez, Commissioner Andrew Moore, Commissioner John Grier, Commissioner Larry Nutt, Commissioner Emily Striffler and Catherine Easterling

6. [COA-169009-2025](#) 620 North Arthur Ashe Boulevard - Replace 11 windows and a storm door.

Attachments: [Application & Plans](#)
[Staff Report](#)

A motion was made by Commissioner Moore, seconded by Commissioner Nutt, to defer this application for the reasons stated in the staff report, and to allow the applicant additional time to work with Staff and Renewal by Andersen on possible replacement solutions.

The Motion carried by the following vote:

Aye -- 5 - Commissioner Coleen Bulter Rodriguez, Commissioner Andrew Moore, Commissioner Larry Nutt, Commissioner Emily Striffler and Catherine Easterling

No -- 1 - Commissioner John Grier

7. [COA-169126-2025](#) 2114 M Street - Rehabilitate a single family building and construct an addition.

Attachments: [Application & Plans](#)
[Staff Report](#)

A motion was made by Commissioner Striffler, seconded by Commissioner Rodriguez, to approve this application for the reasons stated in the staff report provided that the following conditions are met: approve foundation reconstruction and ensure appropriate protections for historic materials during construction; approve salvaging and reusing original wood siding on the primary elevations, and approve cement board siding on secondary elevations with final siding profile and color submitted for staff review; approve use of composite or fiber cement trim where necessary; limit use of PVC to secondary elevations; approve porch reconstruction using original elements where feasible; confirm final porch post and decorative bracket design for staff review; approve use of tongue-and-groove composite decking; approve wood 6-over-6 simulated divided lite windows with spacer bars on the front; approve aluminum-clad windows elsewhere. Final window specifications to be submitted for staff review. approve in-kind door replacement and removal of non-original rear door; approve replacement of the standing seam metal roof with compatible material and use of TPO membrane on flat roof additions; submit final roofing material for review; approve two subordinate rear additions with compatible design and materials; confirm all final colors and materials with staff. Approve minor roof height increase on Volume 1, ensuring volume hierarchy is maintained; approve rear shed construction; and approve restoration and expansion of brick paving, removal of chain link and CMU wall, and construction of new rear privacy fence. Confirm that new fence height complies with zoning regulations.

The Motion carried by the following vote:

- Aye --** 6 - Commissioner Coleen Bulter Rodriguez, Commissioner Andrew Moore, Commissioner John Grier, Commissioner Larry Nutt, Commissioner Emily Striffler and Catherine Easterling

CONCEPTUAL REVIEW

8. [ID.2017.465](#) 4204 Hermitage Road - Modify exterior features of an existing non-contributing building, and construct a new rear addition.

Attachments: [Application & Plans](#)
[Staff Report](#)

The Commission reviewed this application in an advisory capacity. A recording of the meeting can be found at the following link:
<https://richmondva.legistar.com/MeetingDetail.aspx?ID=1264000&GUID=4166A568-03B0-4A16-A431-84FB70D94DDA&Options=&Search=>

Below is a summary of what was discussed.

The Commission found the proposed alterations and addition to be compatible with the existing building and supported staff's assessment. Commissioners noted that the new building function represents an appropriate use of the space. The Commission supported the importance of expressing the building's new religious function, and emphasized that it should still retain characteristics reflective of Richmond's architectural identity, despite the building's non-contributing status. The Commission discussed the reversibility of proposed alterations, with some members highlighting reversibility as a best preservation practice that allows flexibility for future use, while others prioritized the quality and permanence of the alterations in support of the building's new function.

Adjournment

The meeting was adjourned at 5:49p.m.