



# COMMISSION OF ARCHITECTURAL REVIEW

## APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

### PROPERTY (location of work)

Address 2301 BURTON ST.  
Historic district UNION HILL

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

### APPLICANT INFORMATION

Name Affordable Gutters & Vinyl Siding, LLC  
Company P.O. Box 1775  
Glen Allen, VA 23060  
Mailing Address 40 RON CRUMPTON JR.

Phone 804 539-3174  
Email JPRC@OYAMBO.COM  
Applicant Type:  Owner  Agent  
 Lessee  Architect  Contractor  
 Other (please specify): \_\_\_\_\_

### OWNER INFORMATION (if different from above)

Name JEAN LEE ROOKS  
Mailing Address 2301 BURTON ST.

Company \_\_\_\_\_  
Phone 644-9062  
Email N/A

### 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 DOUBLE FINE CLAPBOARD SIDING

### 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 [Signature] Date 7-18-2019