

# City of Richmond

*City Hall  
900 East Broad Street*



## Meeting Minutes

Tuesday, October 22, 2024

3:30 PM

5th Floor Conference Room of City Hall

**Commission of Architectural Review**

[PDRPRES  
2024.057](#) 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 3:30pm

**Roll Call**

**Present --** 8 - \* Commissioner Coleen Bulter Rodriguez, \* Commissioner Andrew Moore, \* Commissioner John Grier, \* Commissioner Mitch Danese, \* Commissioner Gina Marie Hill, \* Commissioner Erik Bootsma, \* Commissioner Emily Striffler and \* Commissioner Catherine Easterling\_

**Absent --** 1 - \* Commissioner Larry Nutt

**Approval of Minutes**

No minutes were approved at this meeting.

**Secretary's Report**

Administrative Approval Report

Enforcement Report

**CONSENT AGENDA**

A motion was made by Commissioner Danese, seconded by Commissioner Striffler, to move Item #3 2108.5 East Broad Street to the Consent Agenda. The motion carried by the following vote:

Yes: (8) BOOSTMA, (M) DANESE, EASTERLING, GRIER, HILL, MOORE, NUTT, RODRIGUEZ, (S) STRIFFLER

No: (0)

Excused: (1) NUTT

Recused: (0)

A motion was made by Commissioner Moore, seconded by Commissioner Easterling, to move Item #4 2120 M Street to the Consent Agenda. Due to other Commissioners raising concerns during the discussion of this motion, Commissioner Moore withdrew his motion, and Commissioner Easterling withdrew her second.

A motion was made by Commissioner Striffler, seconded by Commissioner Rodriguez, to approve the revised Consent Agenda.

The motion carried by the following vote:

Yes: (8) BOOSTMA, DANESE, (S) EASTERLING, GRIER, HILL, MOORE, NUTT, RODRIGUEZ, (M) STRIFFLER

No: (0)

Excused: (1) NUTT

Recused: (0)

1. [COA-155452-2024](#) 2904 East Franklin Street - Construct a shed in a rear yard.

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

**A motion was made by Commissioner Striffler, seconded by Commissioner Rodriguez to approve the application for the reasons stated in the Staff Report provided that the following conditions are met: the shed be painted a color that compliments the primary building on the site.**

**The motion carried by the following vote:**

**Aye --** 8 - Commissioner Coleen Bulter Rodriguez, Commissioner Andrew Moore, Commissioner John Grier, Commissioner Mitch Danese, Commissioner Gina Marie Hill, Commissioner Erik Bootsma, Commissioner Emily Striffler and Commissioner Catherine Easterling\_

2. [COA-155354-2024](#) 2720 East Broad Street - Construct a new rear privacy fence with painted brick piers with wooden pickets in between.

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

**A motion was made by Commissioner Striffler, seconded by Commissioner Rodriguez to approve the application for the reasons stated in the Staff Report provided that the following conditions are met: applicant work with staff to submit final material and color for brick piers, gate and fencing for administrative approval.**

**The motion carried by the following vote:**

**Aye --** 8 - Commissioner Coleen Bulter Rodriguez, Commissioner Andrew Moore, Commissioner John Grier, Commissioner Mitch Danese, Commissioner Gina Marie Hill, Commissioner Erik Bootsma, Commissioner Emily Striffler and Commissioner Catherine Easterling\_

## **REGULAR AGENDA**

3. [COA-155372-2024](#) 2108.5 East Broad Street - Construct a new single-family dwelling.

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

**A motion was made by Commissioner Striffler, seconded by Commissioner Rodriguez to approve this application for the reasons state in the Staff Report provided that the following conditions are met: the face of the building align with the neighboring historic building, and that this alignment be clearly shown to the permit plans.**

**The motion carried by the following vote:**

**Aye --** 8 - Commissioner Coleen Bulter Rodriguez, Commissioner Andrew Moore, Commissioner John Grier, Commissioner Mitch Danese, Commissioner Gina Marie Hill, Commissioner Erik Bootsma, Commissioner Emily Striffler and Commissioner Catherine Easterling\_

4. [COA-155369-2024](#) 2120 M Street - Construct an Accessory Dwelling Unit in a rear yard.

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

**A motion was made by Commissioner Hill, seconded by Commissioner Striffler to approve this application provided that the following conditions are met: the concrete curb be repaired/replaced in-kind to match the existing in color, height, and width.**

**The motion carried by the following vote:**

**Aye --** 8 - Commissioner Coleen Bulter Rodriguez, Commissioner Andrew Moore, Commissioner John Grier, Commissioner Mitch Danese, Commissioner Gina Marie Hill, Commissioner Erik Bootsma, Commissioner Emily Striffler and Commissioner Catherine Easterling\_

## **CONCEPTUAL**

5. [COA-155363-2024](#) 2003 West Grace Street - Construct a new rear Accessory Dwelling Unit.

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

**The Commission reviewed this application in an advisory capacity. A recording of the meeting is available at the following link:  
<https://richmondva.legistar.com/MeetingDetail.aspx?ID=1144753&GUID=5291649E-ED8F-4535-971D-B097FF067F76&Options=&Search=>**

**Below is a summary of the Commission's discussion:**

**Bootsma: Understands the contemporary twist on the design but would like to see more detailing. He questioned if the setback second story was necessary given the surrounding context having examples of two-story accessory buildings fronting the alley without a setback second story. Footprint of building could be adjusted to meet setback requirements if there isn't a setback. Could make the building narrower if it was a flush two-stories.**

**Rodriguez: Believes that the ADU should not have a second-story setback. She does not mind the contemporary design of the building.**

**Easterling: Finds the design successful. Believes that the size, form, materials, and windows are compatible with the site and surrounding district. Believed that the second story setback is successful but would also be fine with a flush two-stories fronting the alley. Commissioners Striffler and Hill echoed Easterlings comments.**

**Moore:** Believes that the proposal is reasonable. His biggest objection was the cantilevered overhang on the house-facing elevation; however, that will be removed in the revised plans. Believes that the design is compatible and sympathetic to the surrounding historic context. He could be fine with the alley side having the proposed second story setback or being a flush two-stories.

## **Adjournment**

The meeting was adjourned at 5:22pm.