



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: _____

Historic District: _____

Applicant Information

Billing Contact

Owner Information

Billing Contact

Name: _____

Same as Applicant

Email: _____

Name: _____

Phone: _____

Email: _____

Company: _____

Phone: _____

Mailing Address: _____

Company: _____

Mailing Address: _____

Applicant Type: Owner Agent Lessee

Architect Contractor

Other (specify): _____

****Owner must sign at the bottom of this page****

Project Information

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

Project Description (attach additional sheets if needed):

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 _____ Date _____

Certificate of Appropriateness Application Instructions

In advance of the application deadline, please contact staff to discuss your project, application requirements, and if necessary, to make an appointment to meet with staff for a project consultation. The CAR website has additional project guidance and required checklists: www.rva.gov/planning-development-review/commission-architectural-review

Staff Contact: (804)-646-6569 | alex.dandrige@rva.gov | alyson.oliver@rva.gov

Submission Instructions

Certain exterior work can be administratively approved by Staff. Please contact staff via email with the project address in the subject line. Submit the following items via email to staff:

- One (1) signed and completed application (PDF) – property owner's signature required
- One (1) copy of supporting documentation, as indicated on appropriate checklist (PDF)
- Application fee, if required, will be invoiced via the City's Online Permit Portal. Payment of the fee must be received before the application will be scheduled. Please see fee schedule brochure available on the CAR website for additional information.
- **Application deadlines are firm.** All materials must be submitted by the deadline to be considered at the following Commission meeting. Designs must be final at the time of application; revisions will not be accepted after the deadline. Incomplete and/or late applications will not be placed on that month's agenda.
- A complete application includes a signed application form, related checklist, legible plans, drawings, elevations, material specifications, and payment of the required fee as described in Sec. 30-930.6(b).
- The Commission will not accept new materials, revisions, or redesigns at the meeting. Deferral until the following month's meeting may be necessary in such cases to allow for adequate review by staff, Commissioners, and public notice, if required.

Meeting Schedule and Application Due Dates

- The CAR meets on the fourth Tuesday of each month, except for December when it meets on the third Tuesday.
- The hearing of applications starts at 4:00pm via Microsoft Teams. The owner and/or applicant is encouraged to attend the meeting.
- All applications are due at 12 noon the Friday after the monthly CAR meeting, except in December, when applications are due the following Monday. For a list of meeting dates and submission deadline dates for each meeting please visit www.rva.gov/planning-development-review/commission-architectural-review or contact staff.
- Exception: Revisions to applications that have been deferred or conceptually reviewed at a CAR meeting can be submitted nine (9) business days after that meeting in order to be reviewed at the following meeting. Please contact staff to confirm this date.

Fees

- **Full Demolition:** \$1,500
- **New construction/addition to a building other than for a single- or two-family dwelling or accessory building, including multi-family or mixed-use developments:** \$500
- **New construction/addition to a single- or two-family dwelling, or accessory building:** \$250
- **Amendments to previous certificates of appropriateness (COAs) concerning non-structural alterations, changes to signage, and changes to plans:** \$150
- **Extension of a certificate of appropriateness (COA):** \$25

2430 Venable Street CAR Application Plans

Owner

Logan Bernard & Mary Fife
7906 Mill River Lane
Chesterfield, VA 23832

Property Information

Parcel ID E0000471029
Zoning UB-PE3
Use Urban Business
Setbacks Front Yard = 0 feet
Side Yard = 0 feet
Rear Yard = 0 feet
Lot Coverage --

Engineer

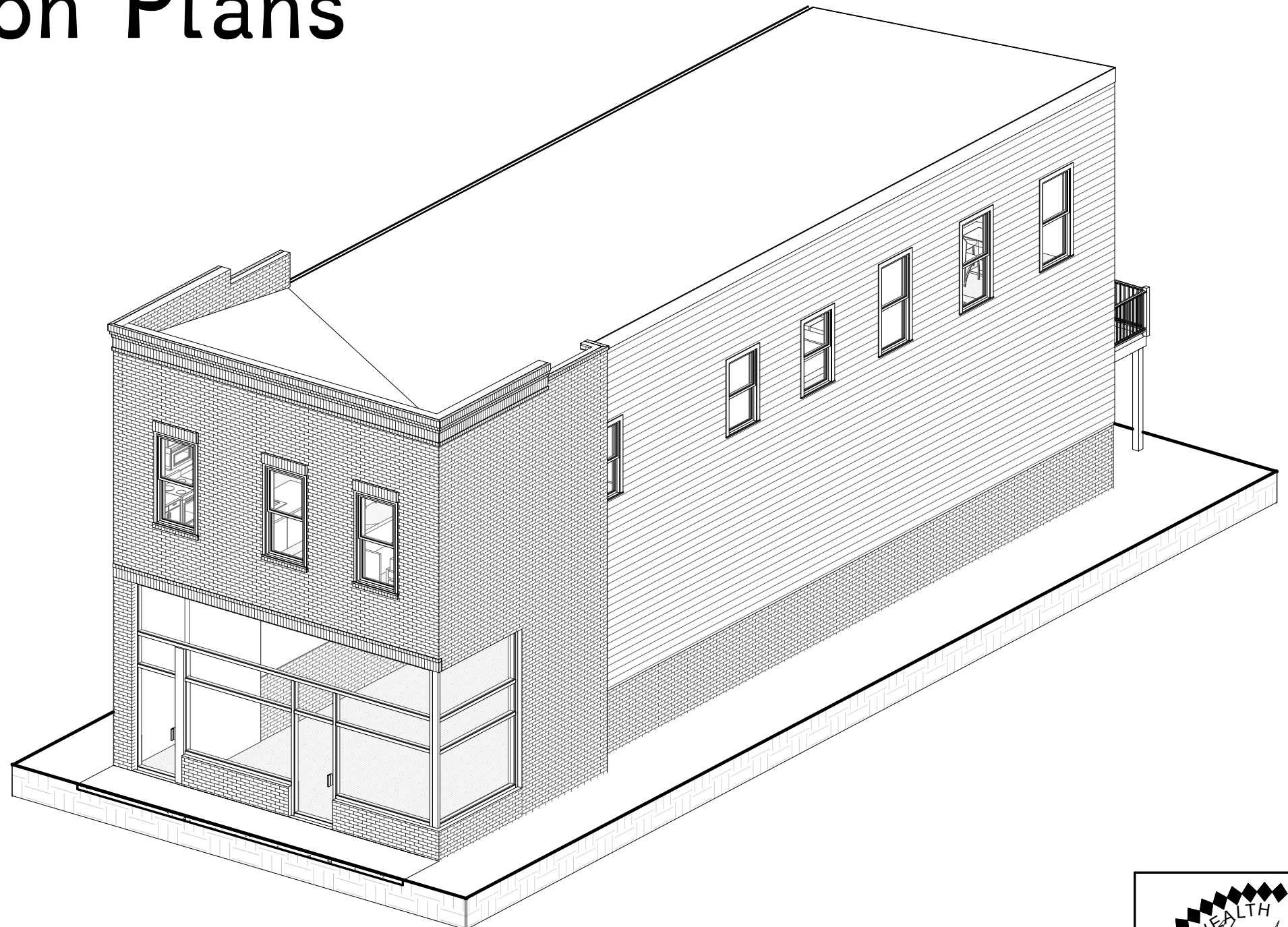
Obsidian, Inc.
Charles R. Field, P.E.
515 North 22nd Street
Richmond, VA 23223
804.647.1589
obsidianrva@gmail.com

Table of Contents - CAR

CAR 1	Cover Sheet
CAR 2	Survey Plat
CAR 3	Site Plan
CAR 4	Elevations
CAR 5	Elevations
CAR 6	Elevations
CAR 7	Elevations
CAR 8	Plans
CAR 9	Plans
CAR 10	ISO Views
CAR 11	Street Views

Scope of Work

The building will be renovated. The upstairs will be converted into two apartments and the downstairs will be prepared for future tenant upfit. The windows are missing and boarded up. They will be replaced to match the original openings and locations. The vinyl siding will be replaced with Hardie Plank siding. A wood deck will be added to the rear.



Print plans at 11" x 17",

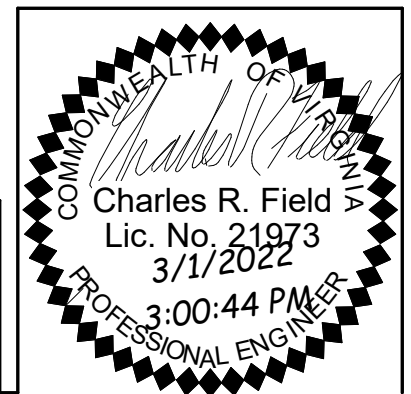
Rev.	Date	Description

Obsidian, Inc.
515 North 22nd Street
Richmond, VA 23223
804.647.1589
obsidianrva@gmail.com

rev. 3/1/22
October 25, 2021

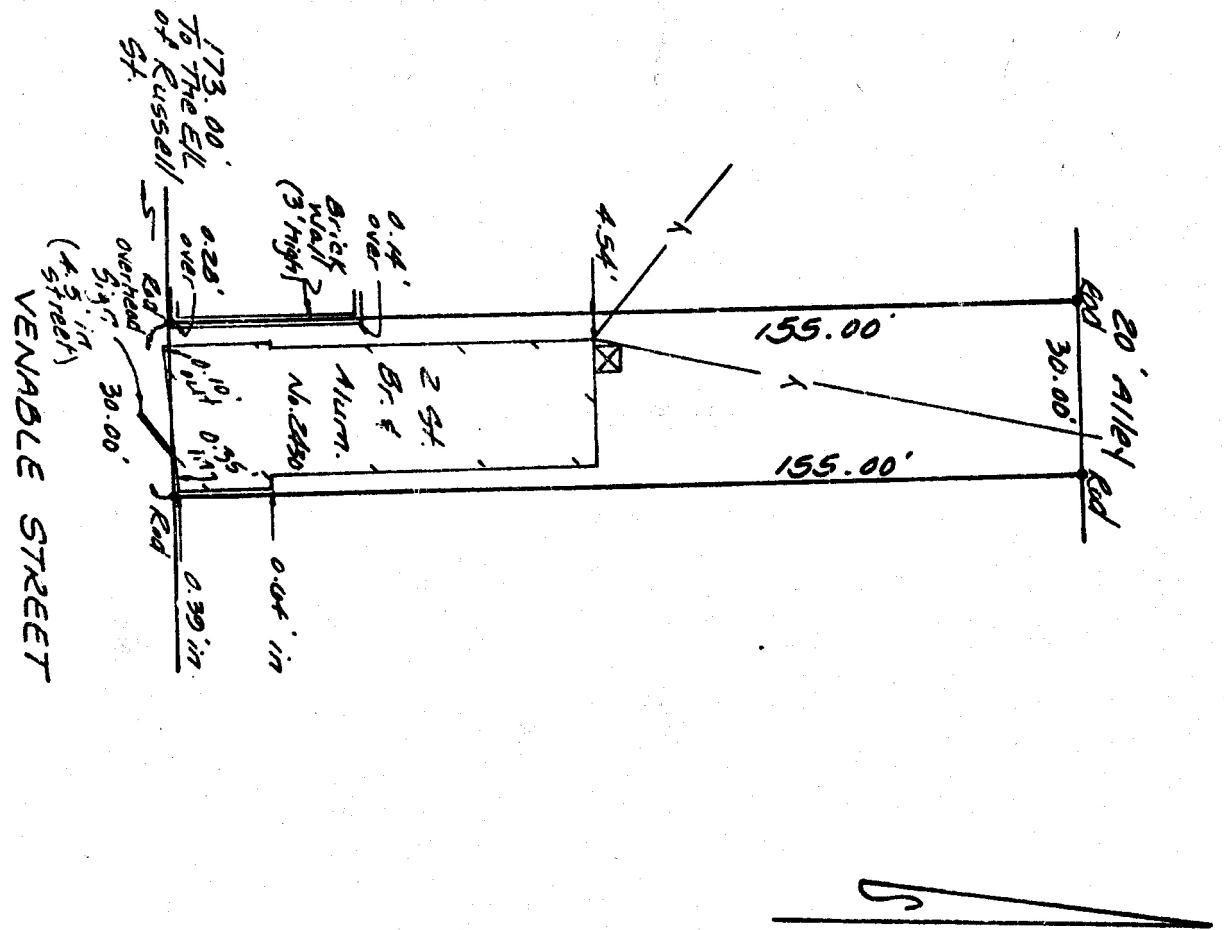
Cover Sheet
2430 Venable Street
Bernard Logan

CAR 1





PLAT OF
 NO. 2430 VENABLE STREET
 RICHMOND, VIRGINIA.



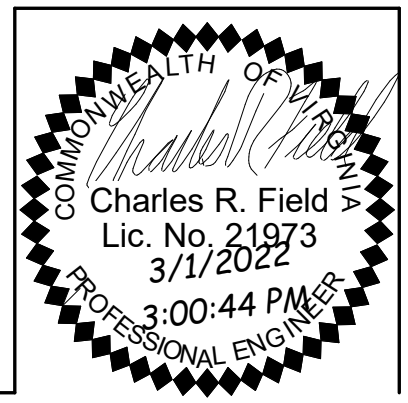
Power Lines:
 Underground ()
 Overhead (-)
 Telephone Lines:
 Underground ()
 Overhead (-)

This is to certify that on 8-19-82
 I made an accurate field survey of the premises shown
 hereon; that all improvements 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.

New () % Complete _____
 Old () % _____
 By [Signature]

DATE: Aug. 19, 1982
 DRAWN BY: S.E.P.
 SCALE: 1" = 30'
 BY: J.P.S.
 BOOK NO: 418

GEO. M. STEPHENS, JR.
 CERTIFIED LAND SURVEYOR, LTD.
 RICHMOND, VIRGINIA
 #520 & #74
 MEMBER: ACSM & VAS



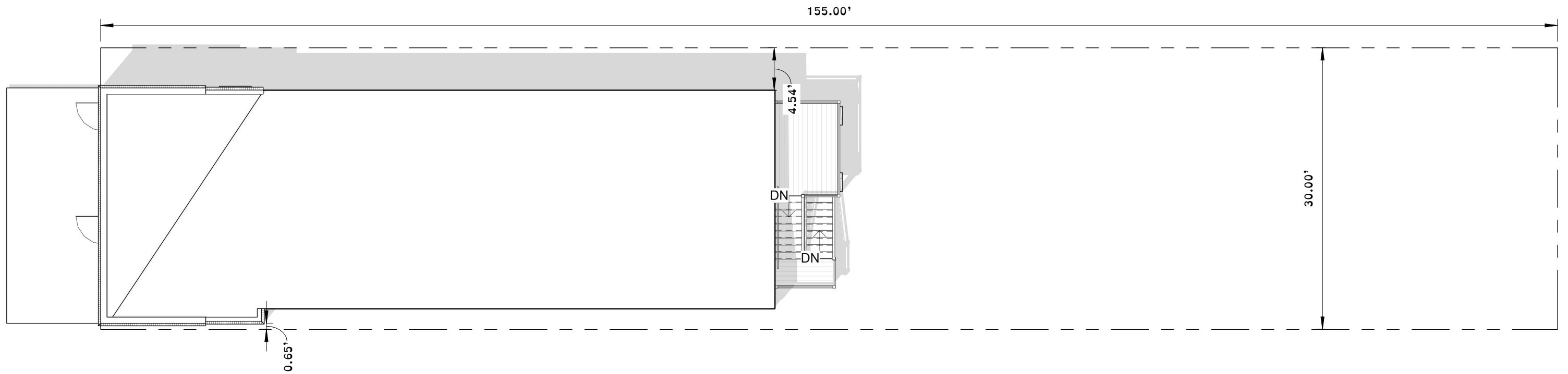
Obsidian, Inc.
 515 North 22nd Street
 Richmond, VA 23223
 804.647.1589
 obsidianrva@gmail.com

Survey Plat
 2430 Venable Street
 Bernard Logan

rev. 3/1/22
 October 25, 2021

CAR 2

Rev.	Date	Description



1 Site Plan
3/32" = 1'-0"

Print plans at 11" x 17",

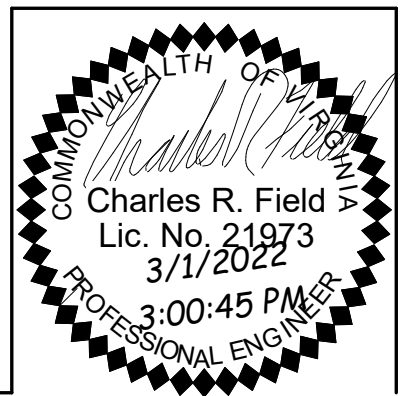
Rev.	Date	Description

Obsidian, Inc.
515 North 22nd Street
Richmond, VA 23223
804.647.1589
obsidianrva@gmail.com

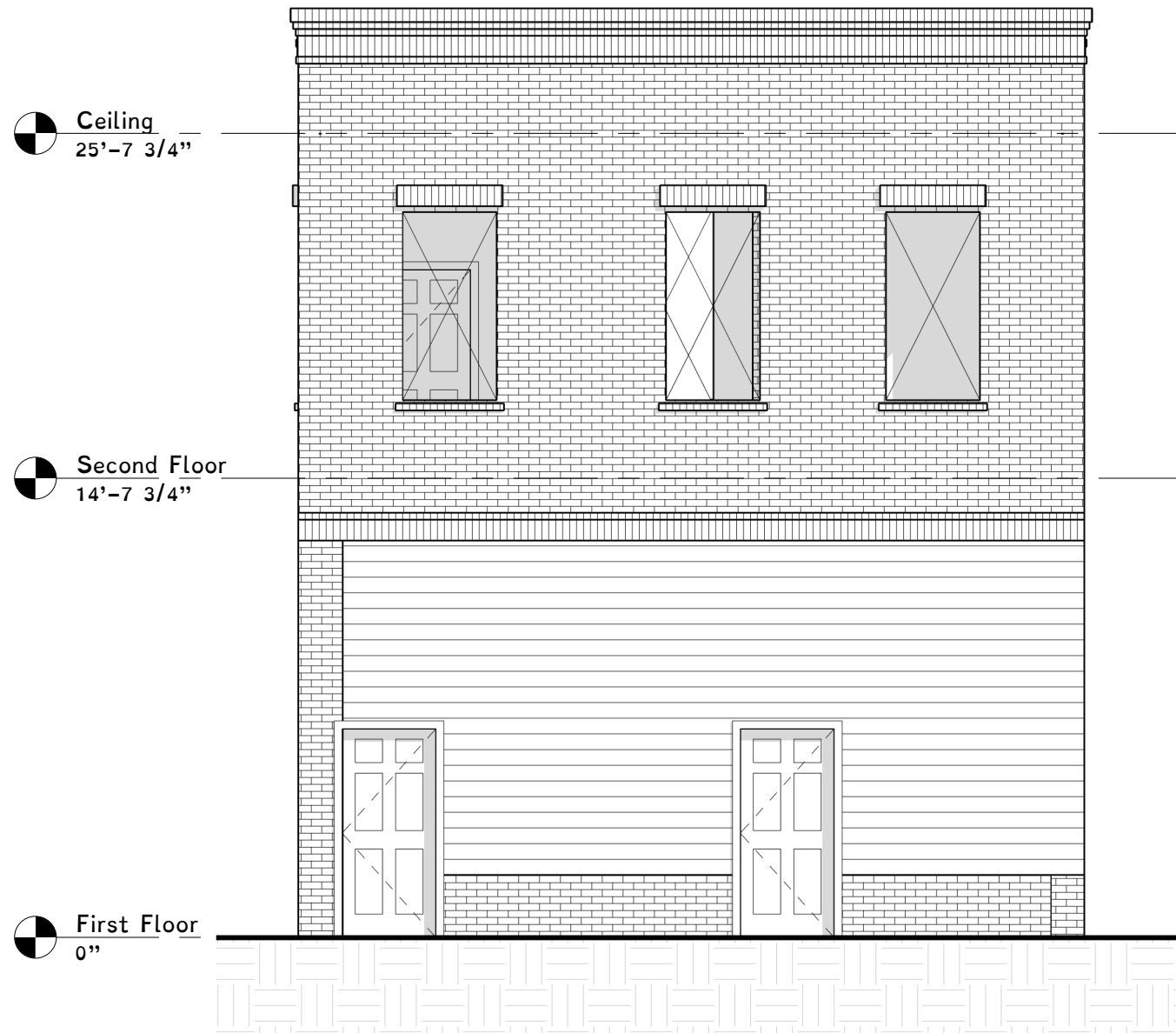
Site Plan
2430 Venable Street
Bernard Logan

rev. 3/1/22
October 25, 2021

CAR 3



Print plans at 11" x 17",

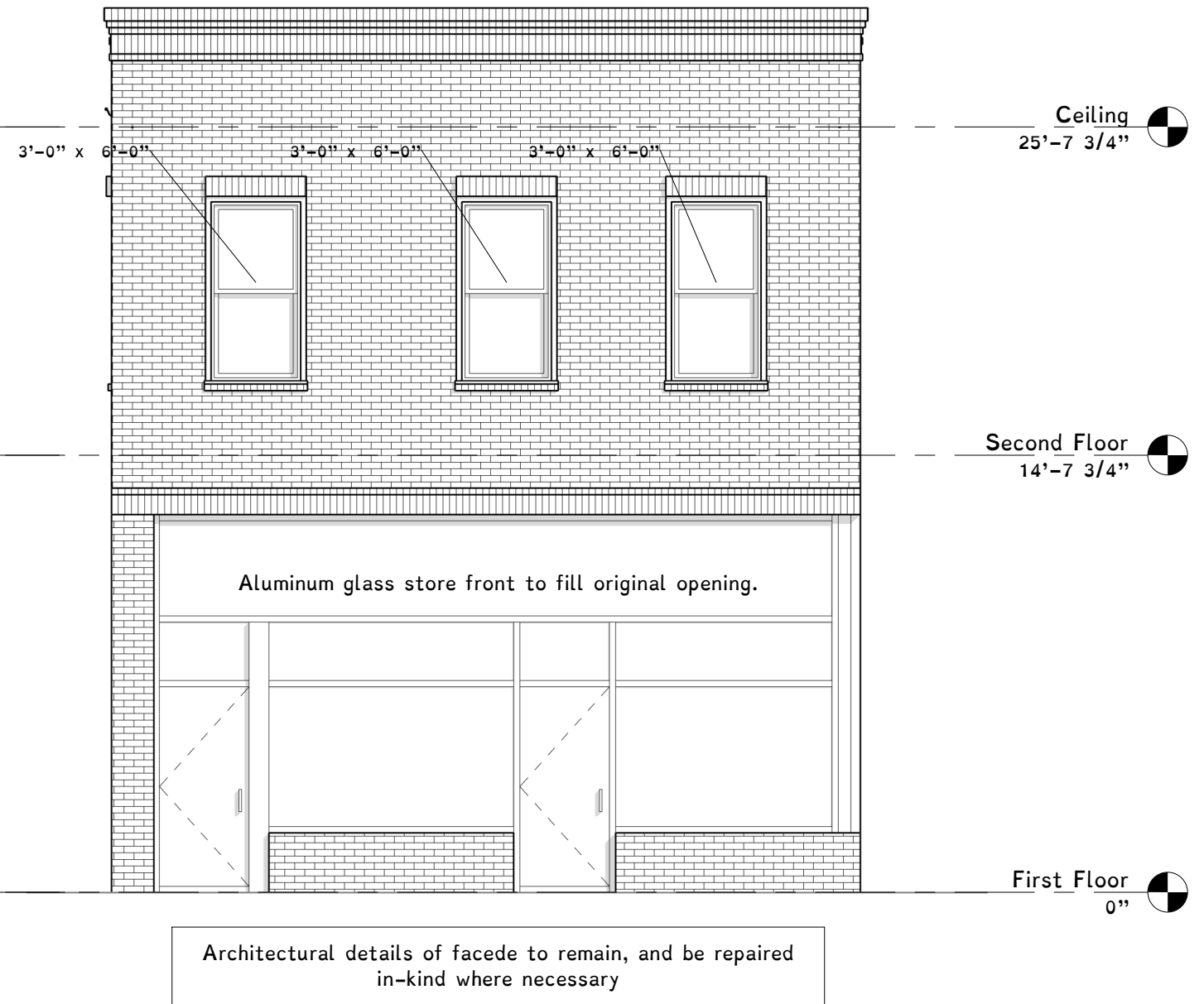


1 Existing South
3/16" = 1'-0"

Notes

1. All double hung replacement windows shall be wood clad with true divided lites.
2. The store front window system will be Kawneer Trifab VersaGlaze 451/451T

Rev.	Date	Description

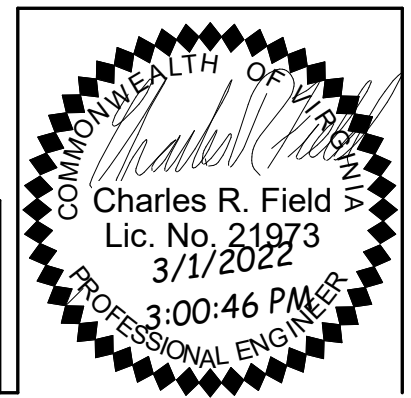


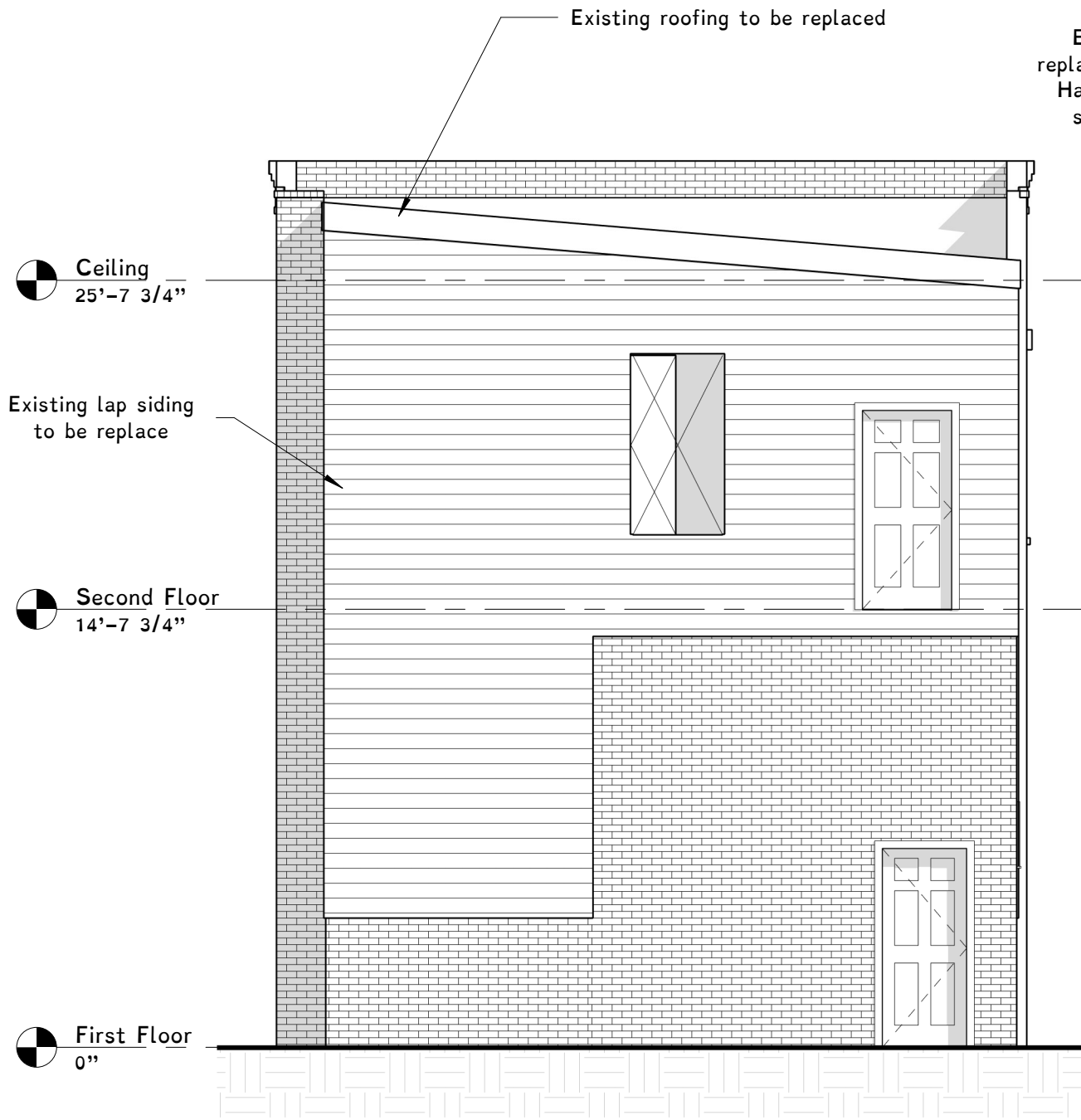
2 Proposed South
3/16" = 1'-0"

Obsidian, Inc.
515 North 22nd Street
Richmond, VA 23223
804.647.1589
obsidianrva@gmail.com

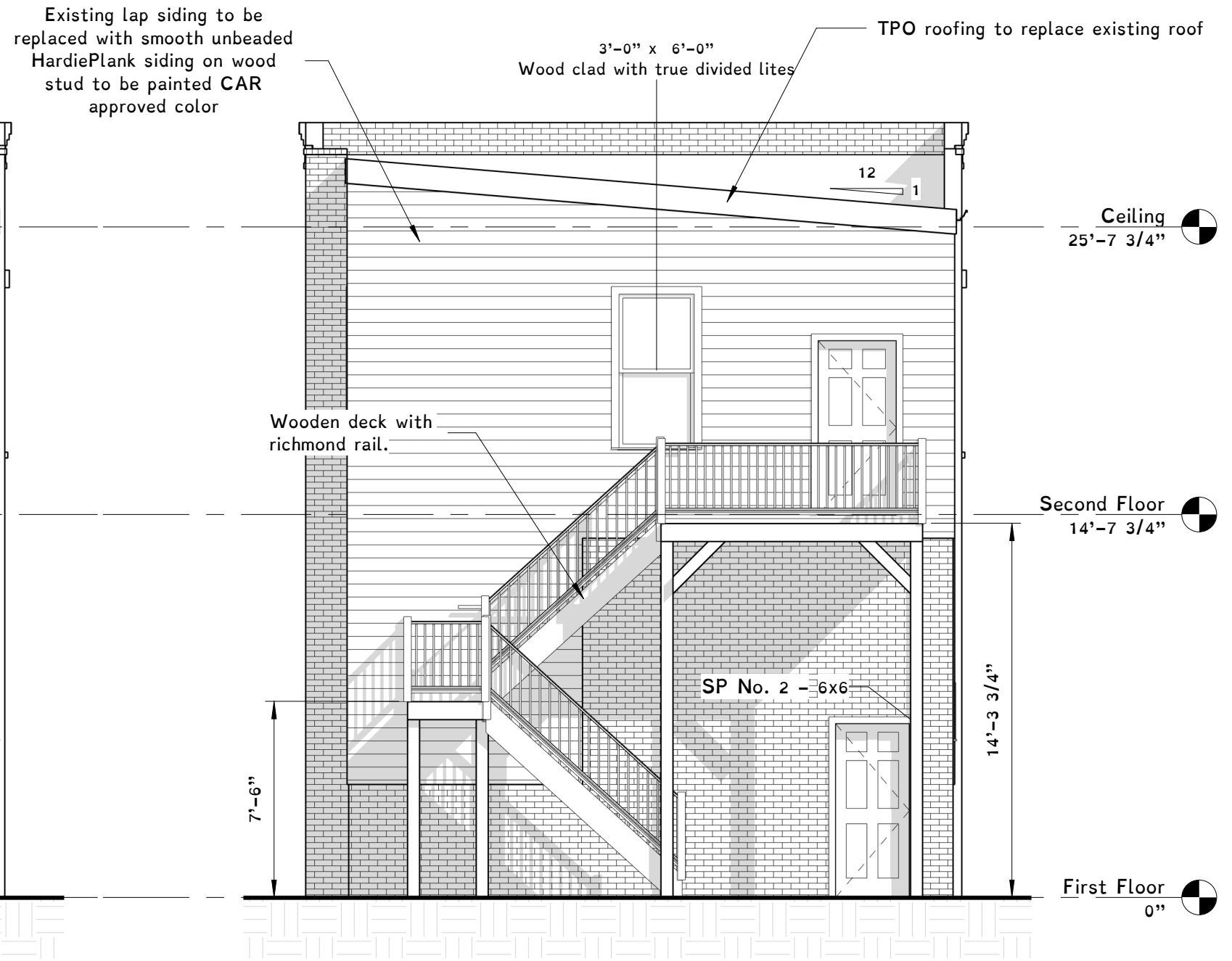
Elevations
2430 Venable Street
Bernard Logan
rev. 3/1/22
October 25, 2021

CAR 4





1 Existing North
3/16" = 1'-0"



2 Proposed North
3/16" = 1'-0"

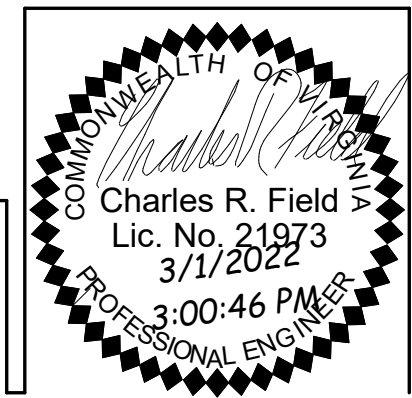
Print plans at 11" x 17",

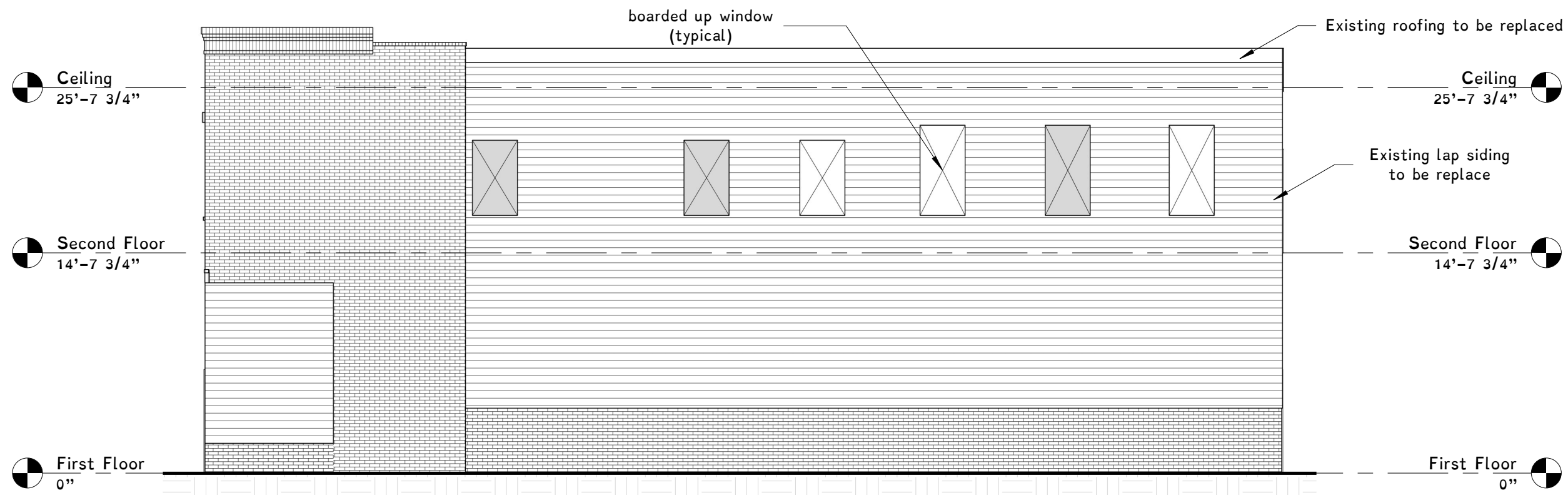


Rev.	Date	Description

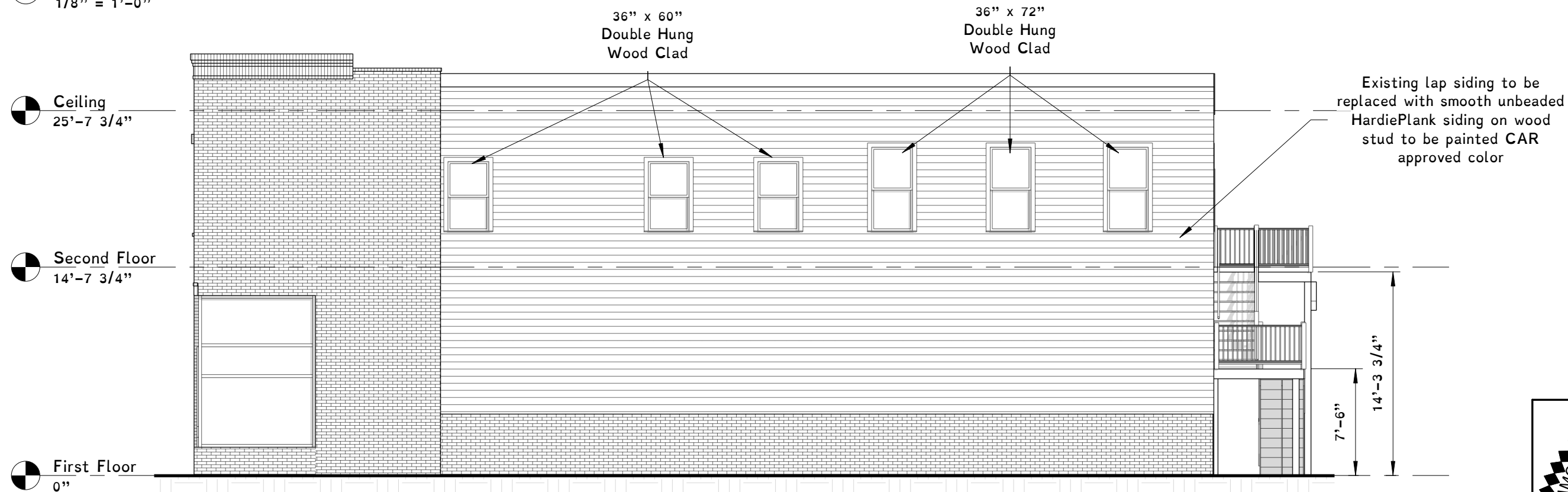
Obsidian, Inc.
515 North 22nd Street
Richmond, VA 23223
804.647.1589
obsidianrva@gmail.com

Elevations
2430 Venable Street
Bernard Logan
rev. 3/1/22
October 25, 2021
CAR 5





1 Existing East
1/8" = 1'-0"



2 Proposed East
1/8" = 1'-0"

Print plans at 11" x 17",

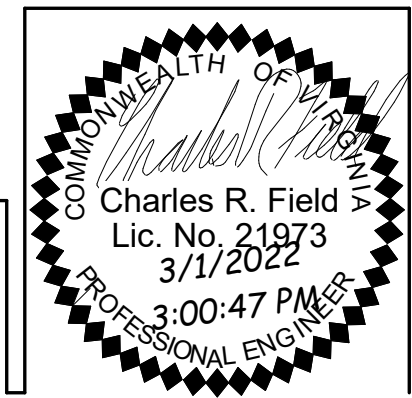


Obsidian, Inc.
515 North 22nd Street
Richmond, VA 23223
804.647.1589
obsidianrva@gmail.com

Elevations
2430 Venable Street
Bernard Logan

rev. 3/1/22
October 25, 2021

CAR 6



Rev.	Date	Description

Existing roofing to be replaced

Existing lap siding to be replace

Ceiling
25'-7 3/4"

Second Floor
14'-7 3/4"

First Floor
0"

1 Existing West
1/8" = 1'-0"

36" x 72"
Double Hung
Wood Clad

TPO roofing to replace existing roof

Existing lap siding to be replaced with smooth unbeaded HardiePlank siding on wood stud to be painted CAR approved color

Ceiling
25'-7 3/4"

Second Floor
14'-7 3/4"

First Floor
0"

14'-3 3/4"

7'-6"

2 Proposed West
1/8" = 1'-0"

Print plans at 11" x 17",

Rev.	Date	Description

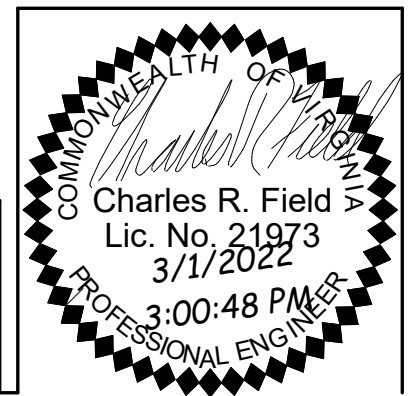


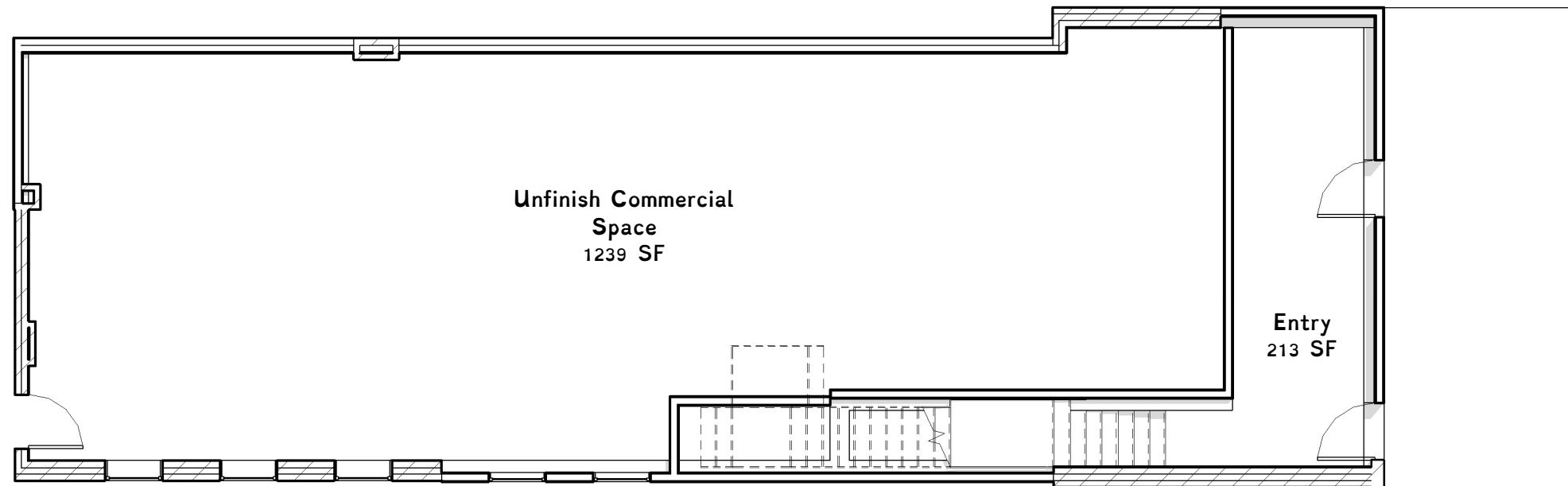
Obsidian, Inc.
 515 North 22nd Street
 Richmond, VA 23223
 804.647.1589
 obsidianrva@gmail.com

rev. 3/1/22
 October 25, 2021

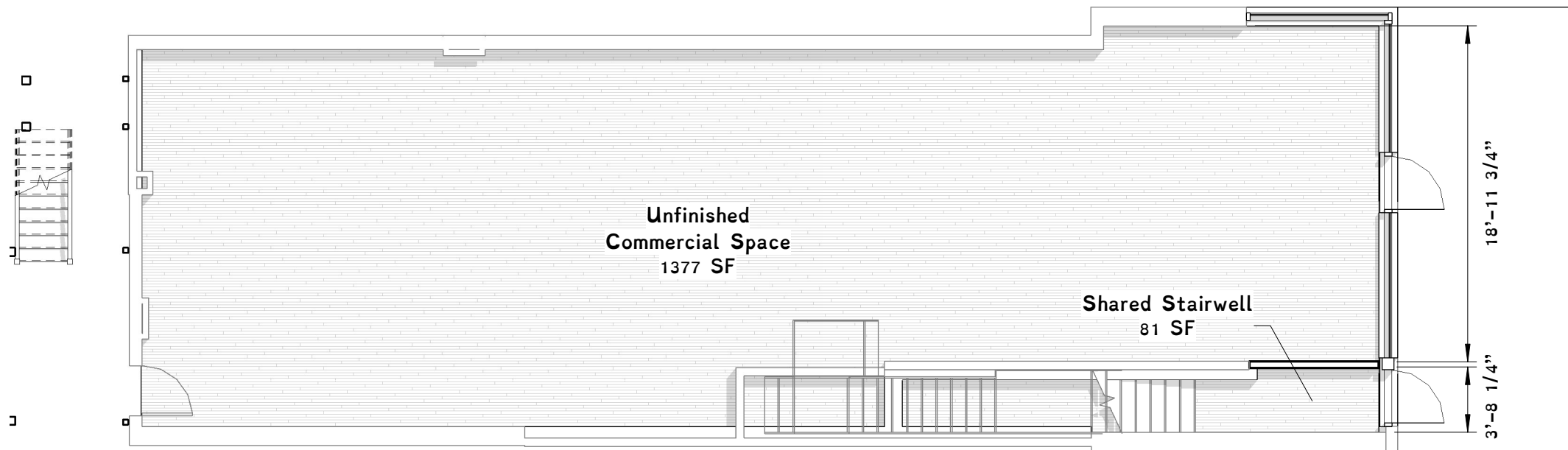
Elevations
 2430 Venable Street
 Bernard Logan

CAR 7





1 1st Floor - Existing
1/8" = 1'-0"



2 1st Floor - Proposed
1/8" = 1'-0"

Print plans at 11" x 17",

Rev.	Date	Description

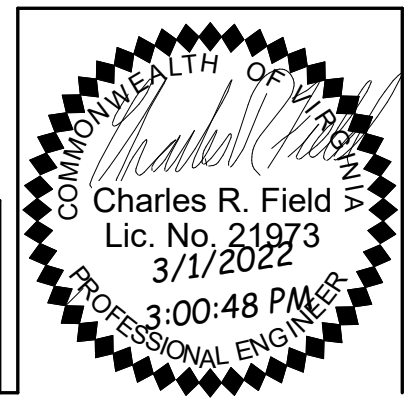


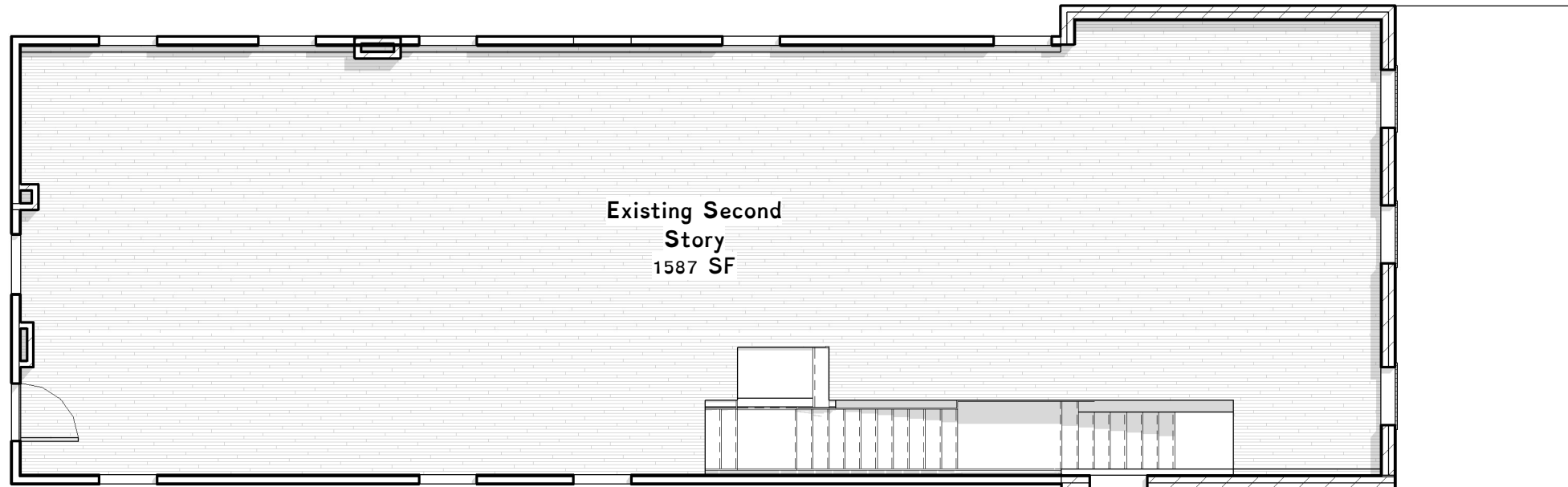
Obsidian, Inc.
515 North 22nd Street
Richmond, VA 23223
804.647.1589
obsidianrva@gmail.com

Plans
2430 Venable Street
Bernard Logan

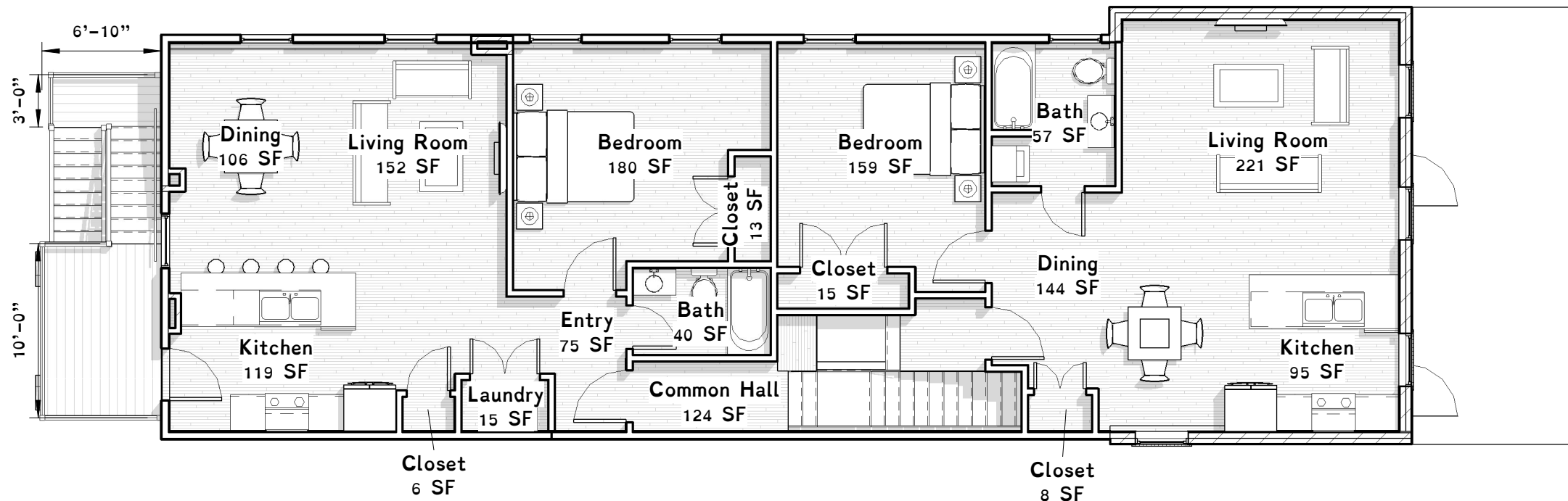
rev. 3/1/22
October 25, 2021

CAR 8





1 **2nd Floor - Existing**
1/8" = 1'-0"



2 **2nd Floor - Proposed**
1/8" = 1'-0"

Print plans at 11" x 17",

Rev.	Date	Description

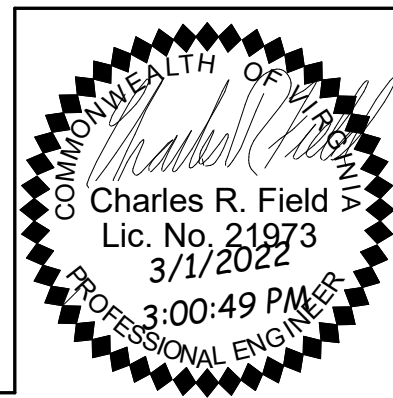


Obsidian, Inc.
515 North 22nd Street
Richmond, VA 23223
804.647.1589
obsidianrva@gmail.com

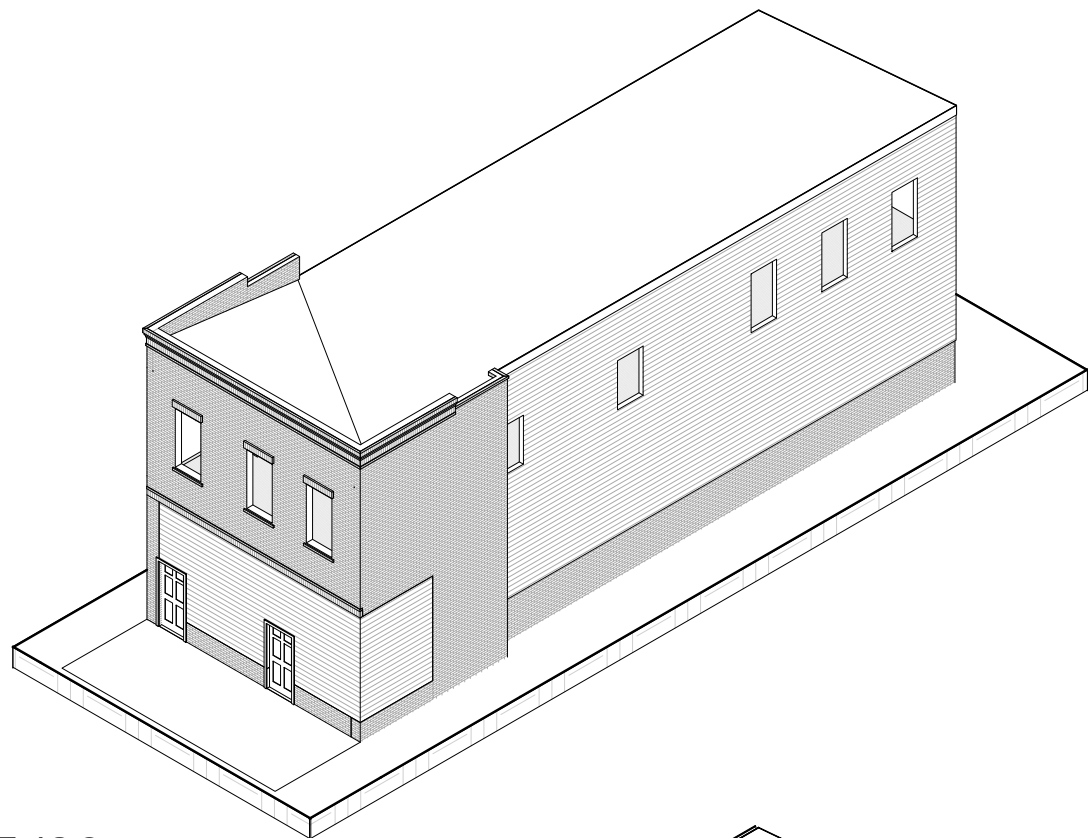
Plans
2430 Venable Street
Bernard Logan

rev. 3/1/22
October 25, 2021

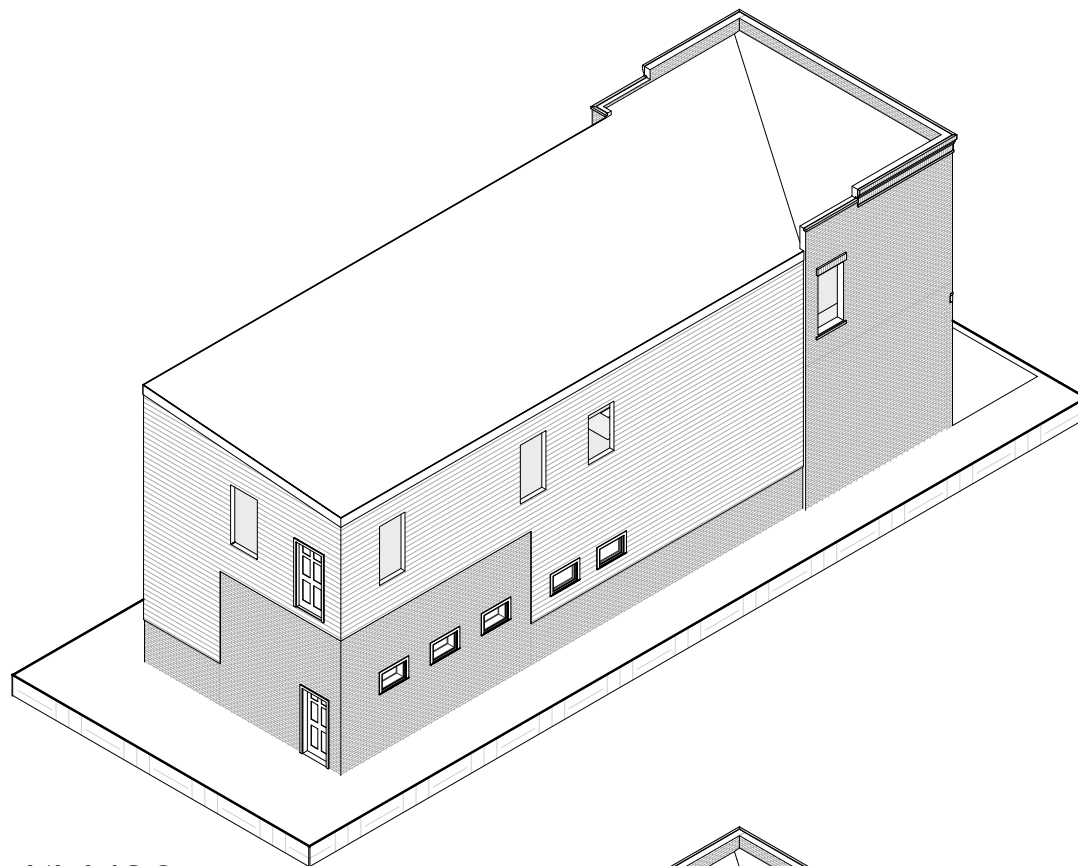
CAR 9



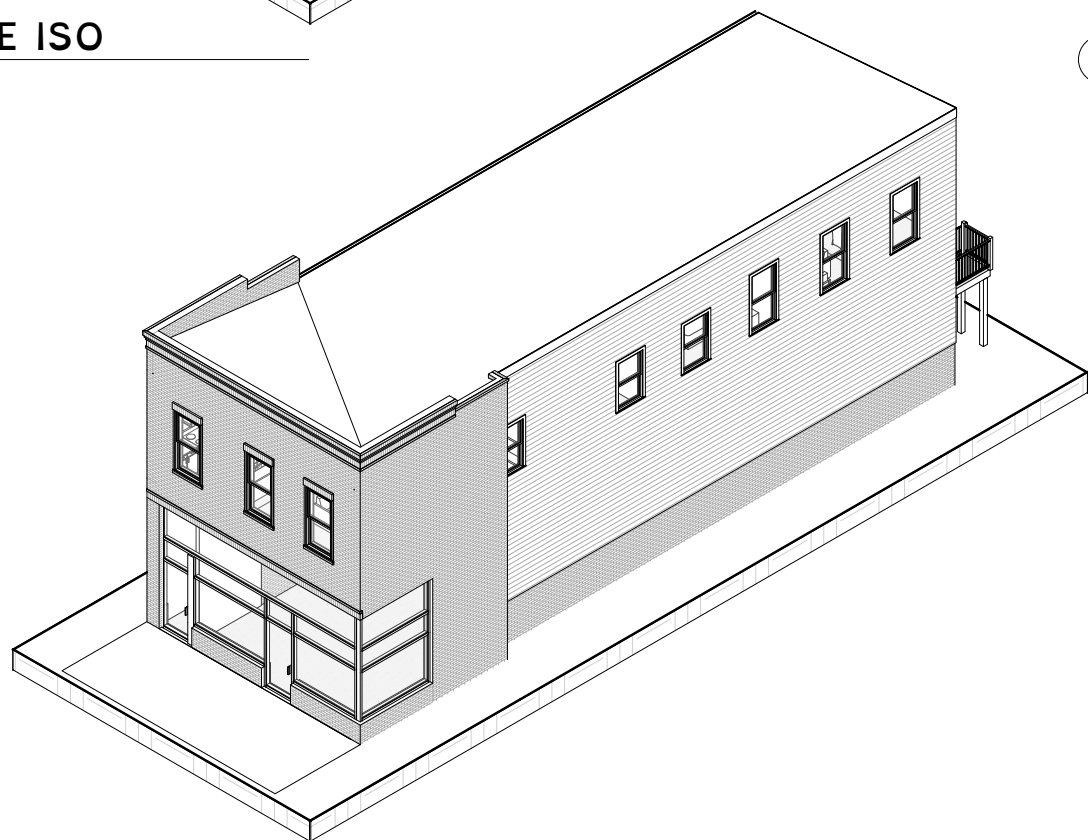
Print plans at 11" x 17",



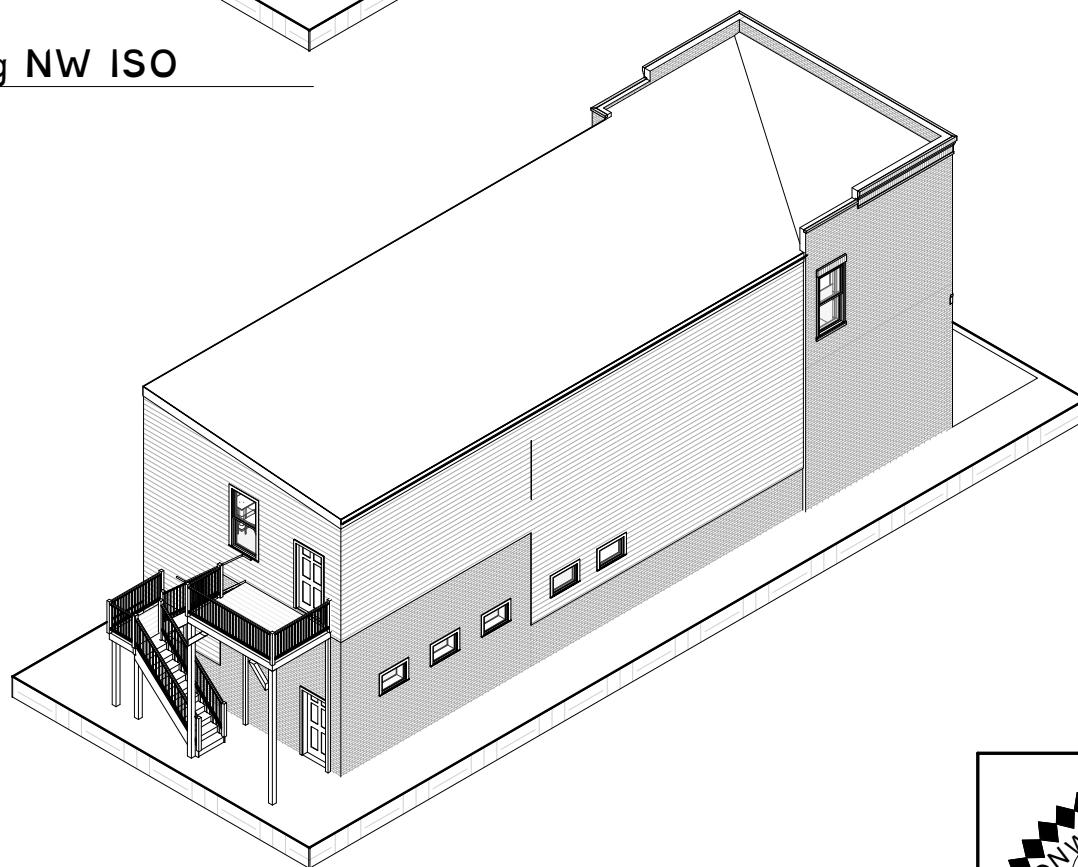
2 Existing SE ISO



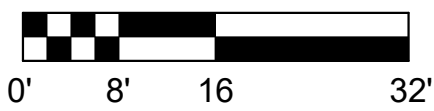
1 Existing NW ISO



4 Proposed SE ISO



3 Proposed NW ISO



Rev.	Date	Description

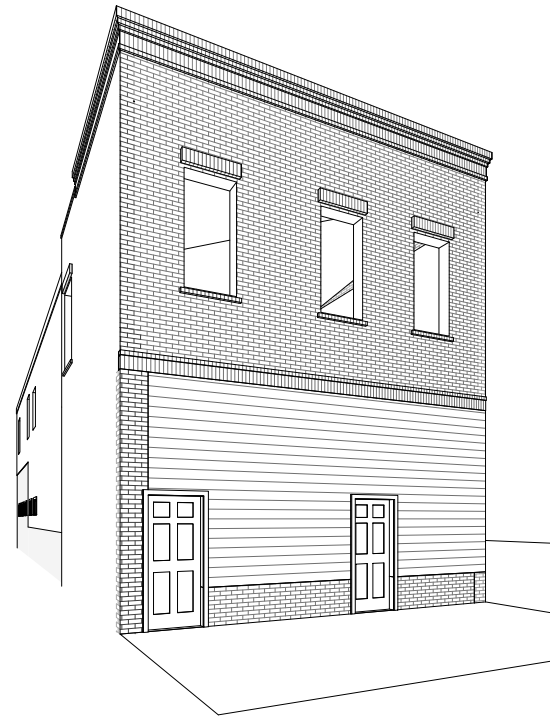
Obsidian, Inc.
 515 North 22nd Street
 Richmond, VA 23223
 804.647.1589
 obsidianrva@gmail.com

ISO Views
 2430 Venable Street
 Bernard Logan

rev. 3/1/22
 October 25, 2021

CAR 10





2 Existing Street View



1 Existing Street View



4 Existing Street View



3 Proposed Street View

Print plans at 11" x 17",

Rev.	Date	Description

Obsidian, Inc.
 515 North 22nd Street
 Richmond, VA 23223
 804.647.1589
 obsidianrva@gmail.com

Street Views
 2430 Venable Street
 Bernard Logan

rev. 3/1/22
 October 25, 2021

CAR 11

