



**Property** (location of work)

Property Address: 1908 Princess Anne Ave, Richmond, VA 23223 Current Zoning: R63  
Historic District: City Old and Historic District

Application is submitted for: (check one)

- Alteration**
- Demolition**
- New Construction**

**Project Description** (attach additional sheets if needed):

Jefferson Green Condominium Association community courtyard lighting project. Application to add solar outdoor string lighting. See attached for description.

**Applicant/Contact Person:** Kimberly Reitzel President of HOA

Company: Jefferson Green Condominium Association  
Mailing Address: 1908 Princess Anne Ave  
City: Richmond State: VA Zip Code: 23223  
Telephone: (602) 361-8396  
Email: ksreitzel@gmail.com  
Billing Contact? Yes  Applicant Type (owner, architect, etc.): Owner

**Property Owner:** Kimberly Reitzel

If Business Entity, name and title of authorized signee: \_\_\_\_\_  
Mailing Address: 1904 Princess Anne Ave  
City: Richmond State: VA Zip Code: 23223  
Telephone: (602) 361-8396  
Email: ksreitzel@gmail.com  
Billing Contact? Yes   
**\*\*Owner must sign at the bottom of this page\*\***

**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. 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. Application materials should be prepared in compliance with zoning.

Property Owner Signature:  Date: April 26, 2024





MUSKET BROWN 59

ROYAL BROWN 62

Ply Gem  
**MASTIC**  
SIDING & ACCESSORIES

- ✓ 14. Fyp... BKT
- ✓ 13. Shutters black 72
- ✓ 12. PV

1/2

EA	2.00
EA	4.00
EA	6.00
EA	8.00
EA	10.00
EA	12.00
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EA	94.00
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EA	98.00
EA	100.00

187.55  
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Takeoff



**From:** [ks reitzel](mailto:ksreitzel@gmail.com)  
**To:** [Delaroderie, Anne A - PDR](#)  
**Subject:** Fwd: JGCA Lighting Project Proposal  
**Date:** Friday, April 26, 2024 7:34:10 PM  
**Attachments:** [JGCA Architectural Letter.docx](#)  
[JGCA Architectural Application.pdf](#)

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You don't often get email from ksreitzel@gmail.com. [Learn why this is important](#)

**CAUTION:** This message is from an external sender - Do not open attachments or click links unless you recognize the sender's address and know the content is safe.

Hi Anne,

This email was kicked back to me from trying to send it to Alex Dandridge. Please forward to the person it should be directed to. Thank you.

Kimberly Reitzel

----- Forwarded message -----

**From:** ks reitzel <[ksreitzel@gmail.com](mailto:ksreitzel@gmail.com)>  
**Date:** Fri, Apr 26, 2024 at 7:26 PM  
**Subject:** JGCA Lighting Project Proposal  
**To:** <[alex.dandridge@rva.com](mailto:alex.dandridge@rva.com)>

Per my email correspondence as stated below, I have since filled out a COA application and have photos for your review. Attached is the signed application, a cover letter, and a file with the photos for your consideration.

Our property is the Jefferson Green Condominiums located at 1902-1906 Princess Anne Ave. We are at the end of the street across from Jefferson park. Because we are at the end of the street and it is dark, we unfortunately have constant vehicles parked with individuals inside or idling at various times throughout the night and early morning, with many using our dark courtyard area for various activities. Our proposal is that we would like to put up **solar led string lighting (see attached photo)** in our shared courtyard. This is a very dark area of our property and is not only for aesthetics, but for safety. I have been working with a company and have decided that the best way to accomplish the look we're wanting is to place three **brown poles (see attached photo)** into the ground with pre-manufactured stakes that will go down approx 2 ft into the ground and be approx 10 ft apart. There will be NO concrete blocks or buckets holding the poles. The **lights will run in a "W" pattern (see attached photo)** from unit 1 above the double window to pole 1, from pole 1 to unit 2 above the double window, from unit 2 to pole 2, from pole 2 to unit 3 above the double window, from unit 3 to pole 3. Sounds more complicated than it will be. The lighting will be very comparable to many of our neighbors and surrounding historic areas and will be professionally installed.

Thank you for your time and attention to our proposed project. I look forward to your reply.

Sincerely,

Kimberly Reitzel







Jefferson Green Condominium Association  
1908 Princess Anne Ave  
Richmond, VA 23223  
Kimberly Reitzel President HOA  
[ksreitzel@gmail.com](mailto:ksreitzel@gmail.com)  
602-361-8396

April 17 2024

Commission of Architectural Review  
Certificate of Appropriateness Application  
900 E. Broad Street, Room 510  
Richmond, VA 23219

**May 28<sup>th</sup> Meeting for your consideration**

Jefferson Green Condominium Association community courtyard lighting project. Lighting to be added to illuminate a dark common area for safety and ambiance. Application to add solar outdoor string lighting in a zig zag pattern across the main common courtyard to the east of the property. To be attached to a total of 3 ea brown in color aluminum 10' poles planted inground in the shrub area on the east side of the courtyard and a total of 3 ea small contact points one on each condo above each window respectively located on west side of courtyard. Work will be preformed by : Wilber Alfaro with HH Contracting LLC, [whhomeimprovementsllc@gmail.com](mailto:whhomeimprovementsllc@gmail.com), 410-582-6420. Please see attached photos for your viewing.

Thank you for your consideration. I look forward to hearing from you.

Sincerely,

Kimberly Reitzel



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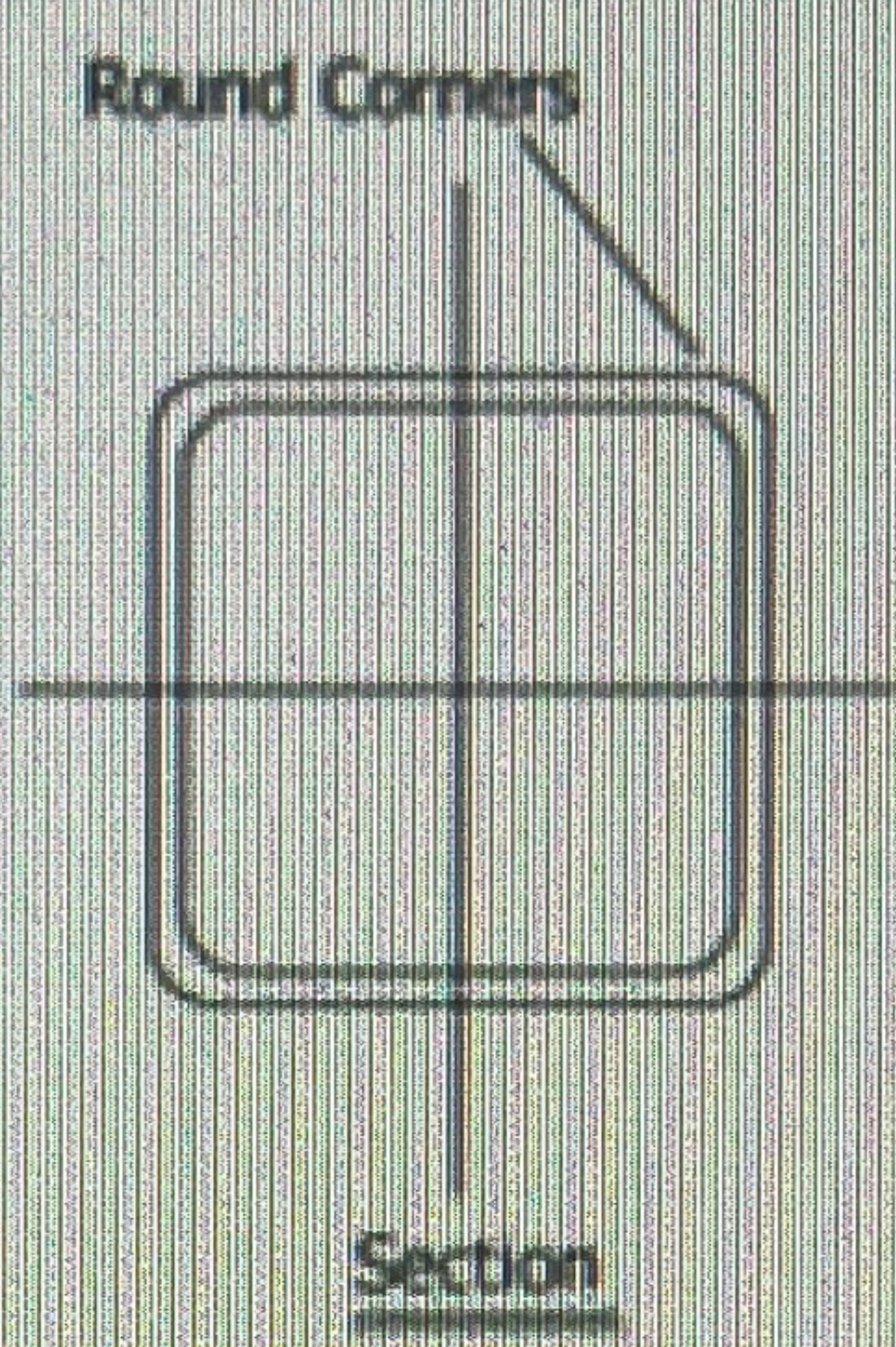
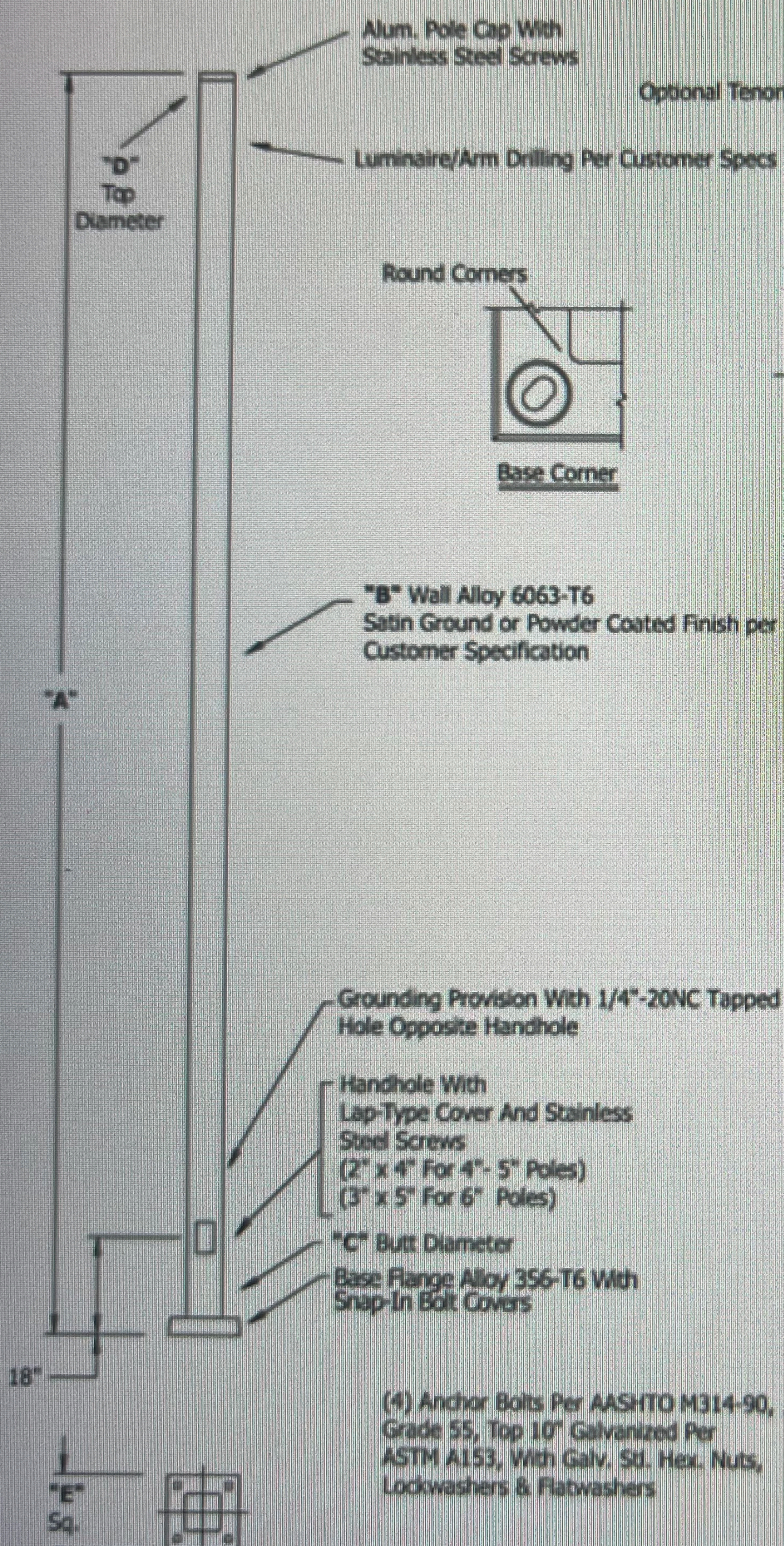
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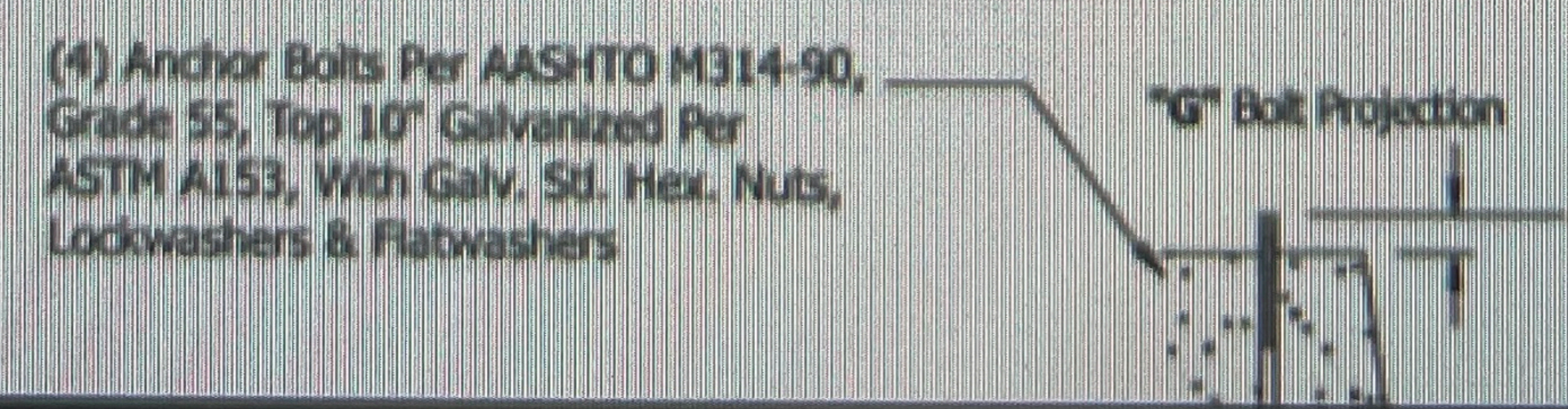
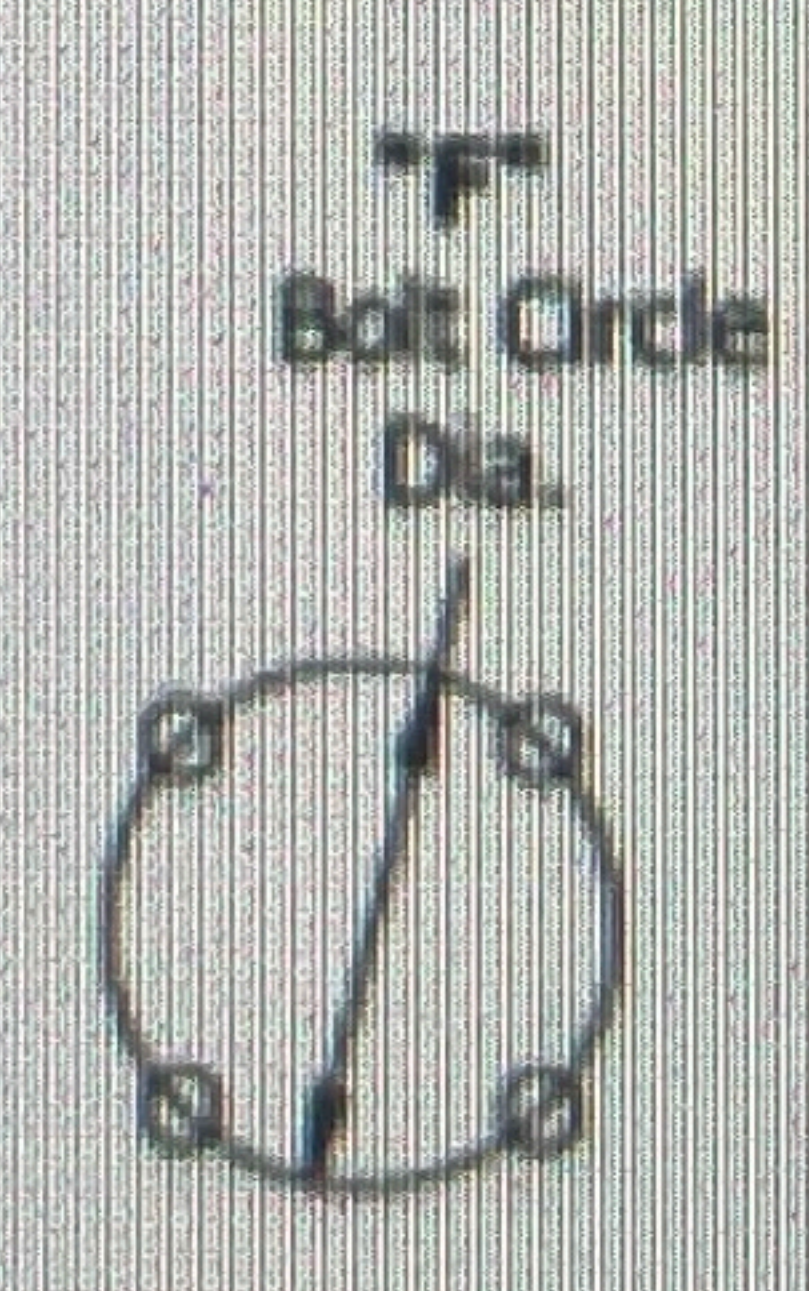


...ing to make a straight line





A	Mounting Height:	12 ft	Maximum EPA
B	Wall Thickness:	.125 in	70 MPH: 13.4
C	Butt Diameter:	4 in	80 MPH: 9.7
D	Top Diameter:	4 in	90 MPH: 7.1
E	Base Diameter:	9.875 in	100 MPH: 5.2
F	Bolt Circle:	8.5-9.5 in	110 MPH: 3.9
G	Bolt Projection:	1.5 in	
	Bolt Size:	.75 x 17 x 3	
	Net Weight:	38	
	Luminary Weight:	100	





Brightech Ambience Pro Solar Powered Outdoor String Lights - Commercial Grade Patio Lights with 27 Ft Edison Bulbs - Shatterproof LED Solar String Lights - 1W LED, Warm White Light

Amazon's **Choice**

in Outdoor String Lights b...

