



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 Zite 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



Existing Front Elevation of 3103-3105 East Marshall St.



Historic Front Elevation of 3103-3105 East Marshall St.



DESIGN / BUILD SERVICES
 PREPARED BY:
 ESS
 CONTRACTOR
 LIC# 2705151307
 SCJ@ESS-PS.CO
 804-304-3201

**3101 EAST MARSHALL ST -
 MIXED USED DEVELOPMENT**

OWNER: DATA PRO INVESTMENTS
 3101 - 3105 EAST MARSHALL ST., RICHMOND,
 VIRGINIA 23223

| Layout Page Table | |
|-------------------|--|
| Label | Title |
| 001 | Contextural Pictures / Cover Page |
| 002 | Survey |
| 003 | SUP Zoning Notes |
| 004 | Aerial Existing Prospective Views |
| 005 | Aerial Context Top Views |
| 006 | SUP/CAR Exterior Material Selection |
| 008 | SUP/CAR Elevations |
| 009 | SUP/CAR Proposed Prospectives Elevation |
| 010 | SUP/CAR Proposed Line of Sight |
| 010 | Door & Window Schedule |
| 011 | SUP/CAR Proposed Basement / Foundation Layout |
| 012 | SUP/CAR Proposed SUP/CAR Arch. Layout 2nd Flr. |
| 013 | SUP/CAR Proposed SUP/CAR Arch. 3rd Flr. |
| 014 | SUP/CAR Proposed SUP/CAR Roof Plan |
| 015 | Existing Basement |
| 016 | Existing 1st Floor |
| 017 | Existing 2nd Floor |
| 018 | Existing Roof Layout |
| | |
| | |

DATE:

11/4/2021

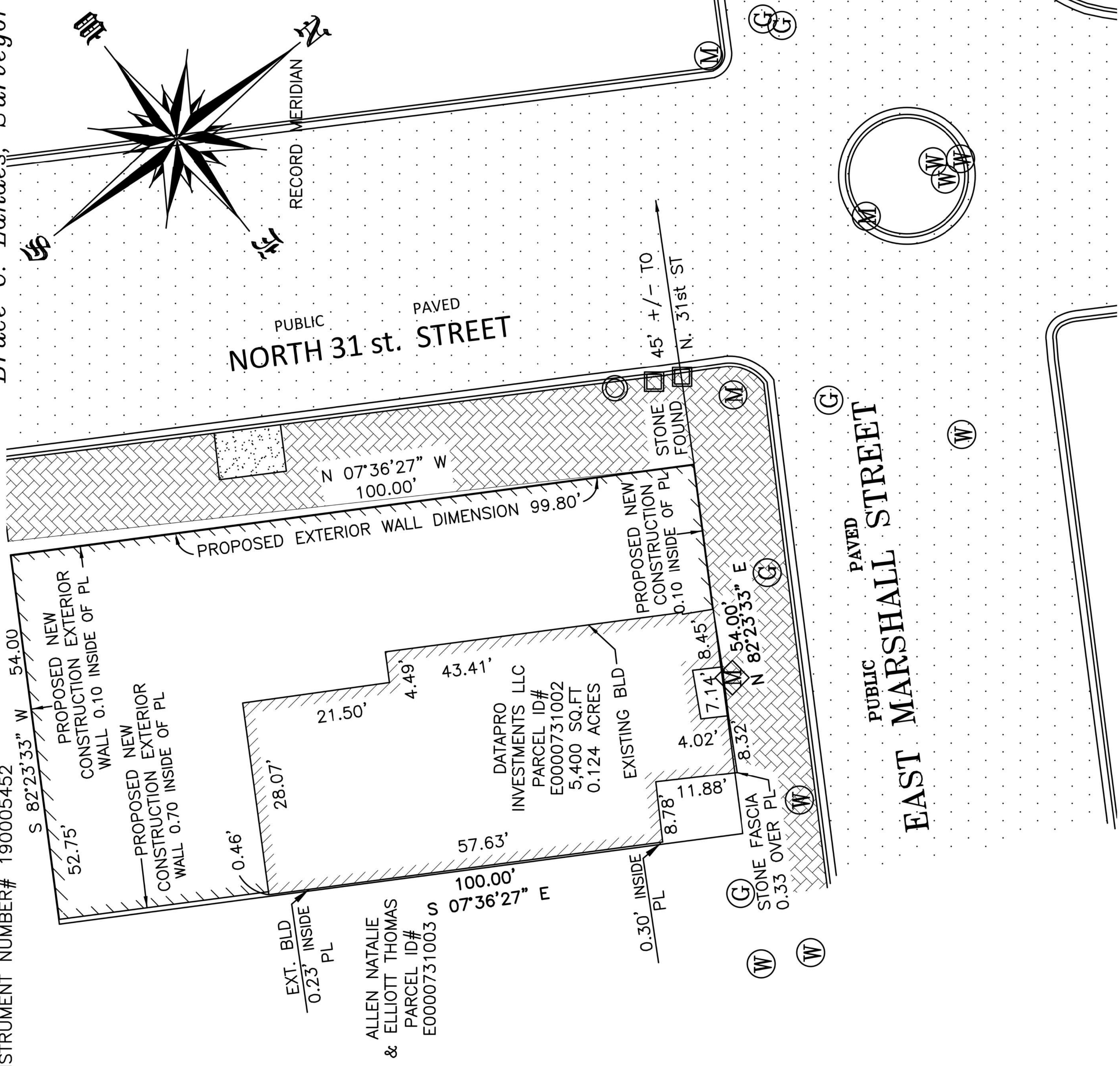
SUP Rev. # 6

SHEET:

001

RE: DATAPRO INVESTMENTS, LLC
INSTRUMENT NUMBER# 190005452

Bruce C. Landes, Surveyor



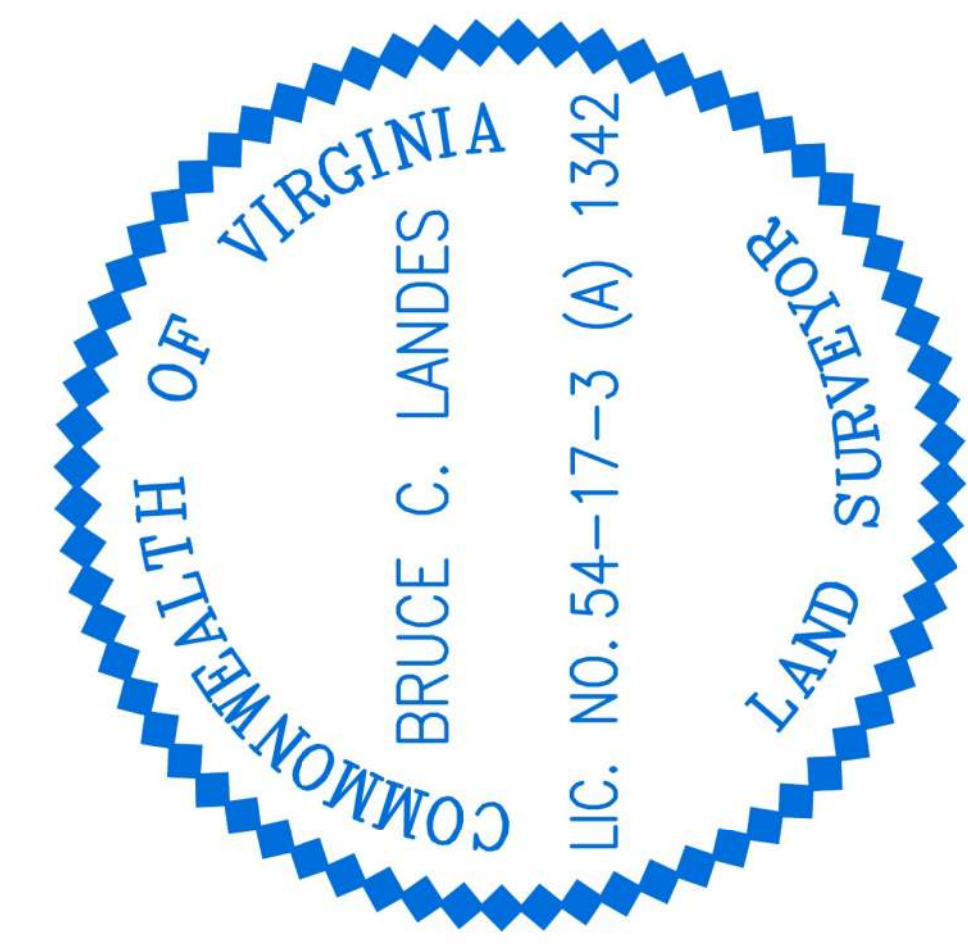
ALLEN NATALIE
& ELLIOTT THOMAS
PARCEL ID#
E0000731003 S

DATAPRO INVESTMENTS LLC
PARCEL ID#
E0000731002
5,400 SQ.FT
0.124 ACRES

COMPILED SPECIAL PURPOSE PLAN
FOR REVIEW NOT FOR CONSTRUCTION

COMPILED SPECIAL PURPOSE PLAN
FOR REVIEW NOT FOR CONSTRUCTION
AT

3101, 3103, 3105
EAST MARSHALL STREET
RICHMOND, VA 23223
CITY OF RICHMOND, VA
NOVEMBER 09, 2020 SCALE 1" = 20'



Handwritten signature

FILE: RICHMOND CITY

Landmark-Fleet Surveyors, P.C.
8014 MIDLOTHIAN TURNPIKE, SUITE 103
RICHMOND, VA. 23235 PH. 804-327-0333
LANDESRUCE@GMAIL.COM

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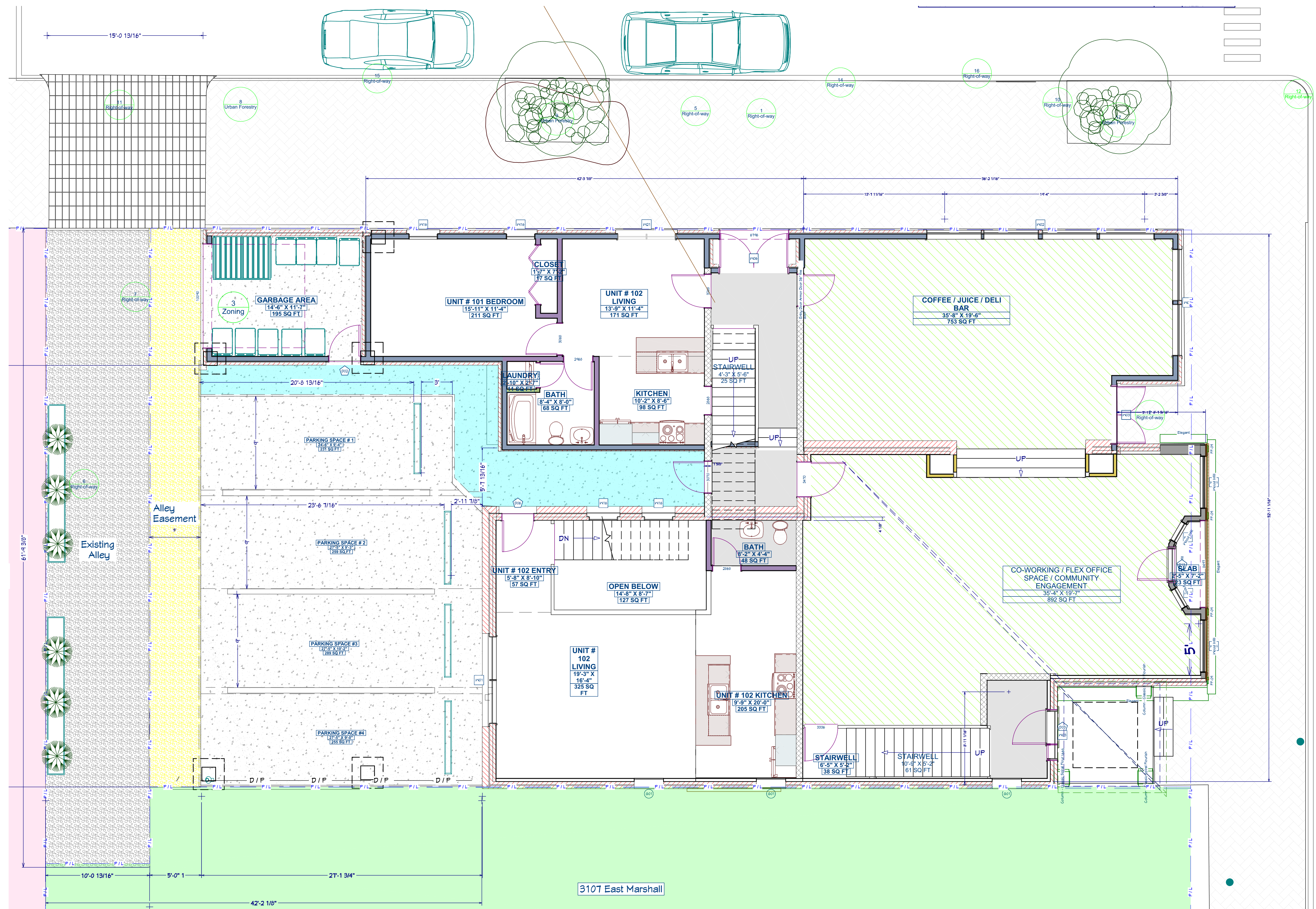
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002

3101 EAST MARSHALL ST -
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DESIGN / BUILD SERVICES
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| SUP REVIEWED REQUIREMENTS | |
|---------------------------|---|
| 1 Right-of-way | REMOVE CONCRETE APRON OPTION # 1 INSTALL NEW BRICK PAVERS AND GRANITE CURBING |
| 2 Right-of-way | INSTALL NEW PAVERS TO MATCH EXISTING |
| 3 Zoning | PROVIDE WEEKLY WASTE MANAGEMENT SERVICE FOR RESIDENTIAL TENANT TRASH AND RECYCLE COLLECTION (1) SIX-YARD DUMPSTER (3) RECYCLE BINS |
| 5 Right-of-way | REMOVE CONCRETE APRON OPTION # 2 INSTALL TREES AND GREENSCAPE/ GRANITE CURBING |
| 6 Right-of-way | CONCRETE BARRIER PLANTERS |
| 7 Right-of-way | MODIFIED LOCATION OF TRASH COLLECTION TO ENSURE THERE'S SUFFICIENT SPACE FOR ACCESS TO COLLECTION AND LOADING AREAS. |
| 8 Urban Forestry | REMOVE AND RELOCATE EXISTING TREE, AND PLANTER BOX (NEW LOCATION AND SPECIES TO BE DETERMINED BY URBAN FORESTRY). |
| 9 Urban Forestry | PROVIDE TEMPORARY PROTECTION FENCE AROUND EXISTING FLOWER BED. |
| 10 Right-of-way | PROVIDE TEMPORARY PROTECTION FENCE AROUND EXISTING SIGNPOST & SIGNAGE. |
| 11 Right-of-way | REMOVE EXISTING BRICK ALLEY APRON DURING CONSTRUCTION, INSTALL NEW 14' CONCRETE REINFORCED APRON WIDE WITH RADIUS CORNERS, INSTALL NEW PINE HALL (GEORGIAN EDGE) COLOR BUFF, RETURN ALL OLD BRICKS TO EAST RICHMOND ROAD LAND FILL |
| 12 Right-of-way | REMOVE PAVERS INSTALL ADA COMPLIANT CORNER NEEDS TO BE APPROVED BY ROW BEFORE CONSTRUCTION |
| 14 Right-of-way | INSTALL NEW GRANITE CURBING |
| 15 Right-of-way | PROTECT EXISTING GRANITE CURBING |
| 16 Right-of-way | PROTECT EXISTING GRANITE CURBING |
| 17 Urban Forestry | PROVIDE TEMPORARY PROTECTION FENCE AROUND EXISTING FLOWER BED. |



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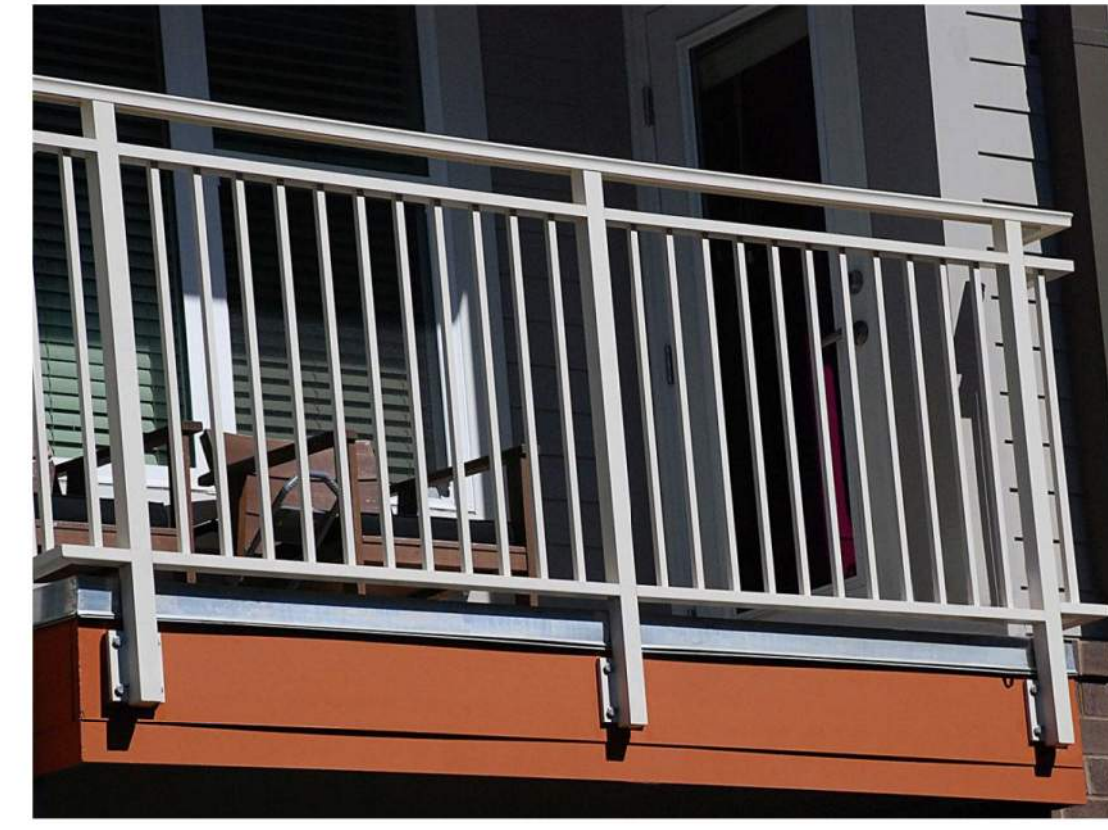
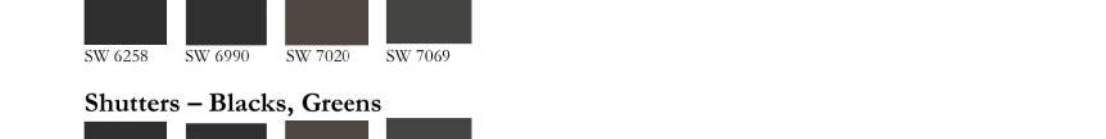
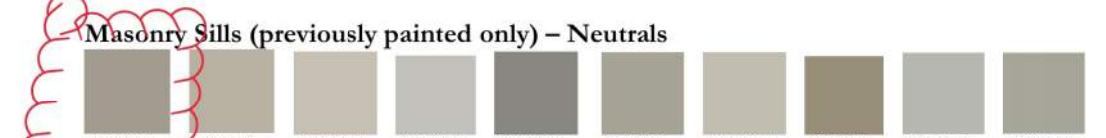
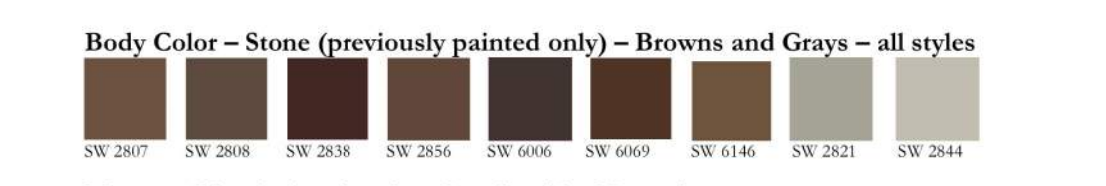
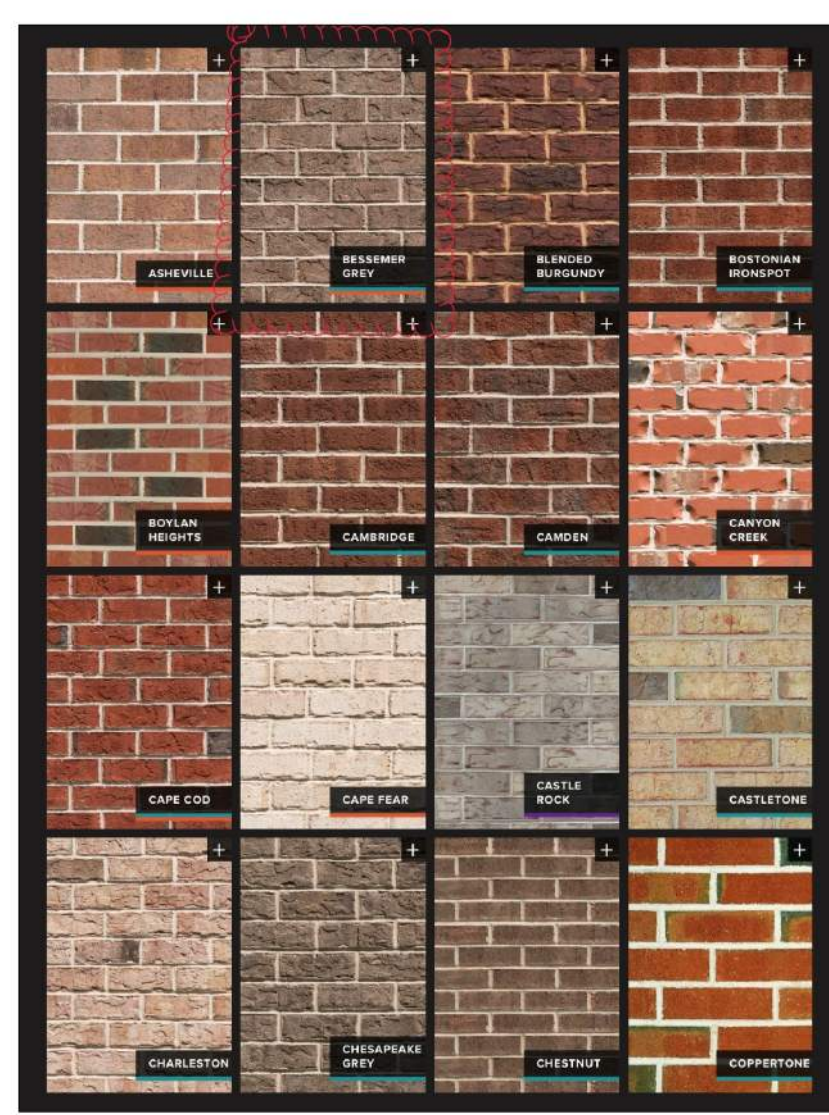
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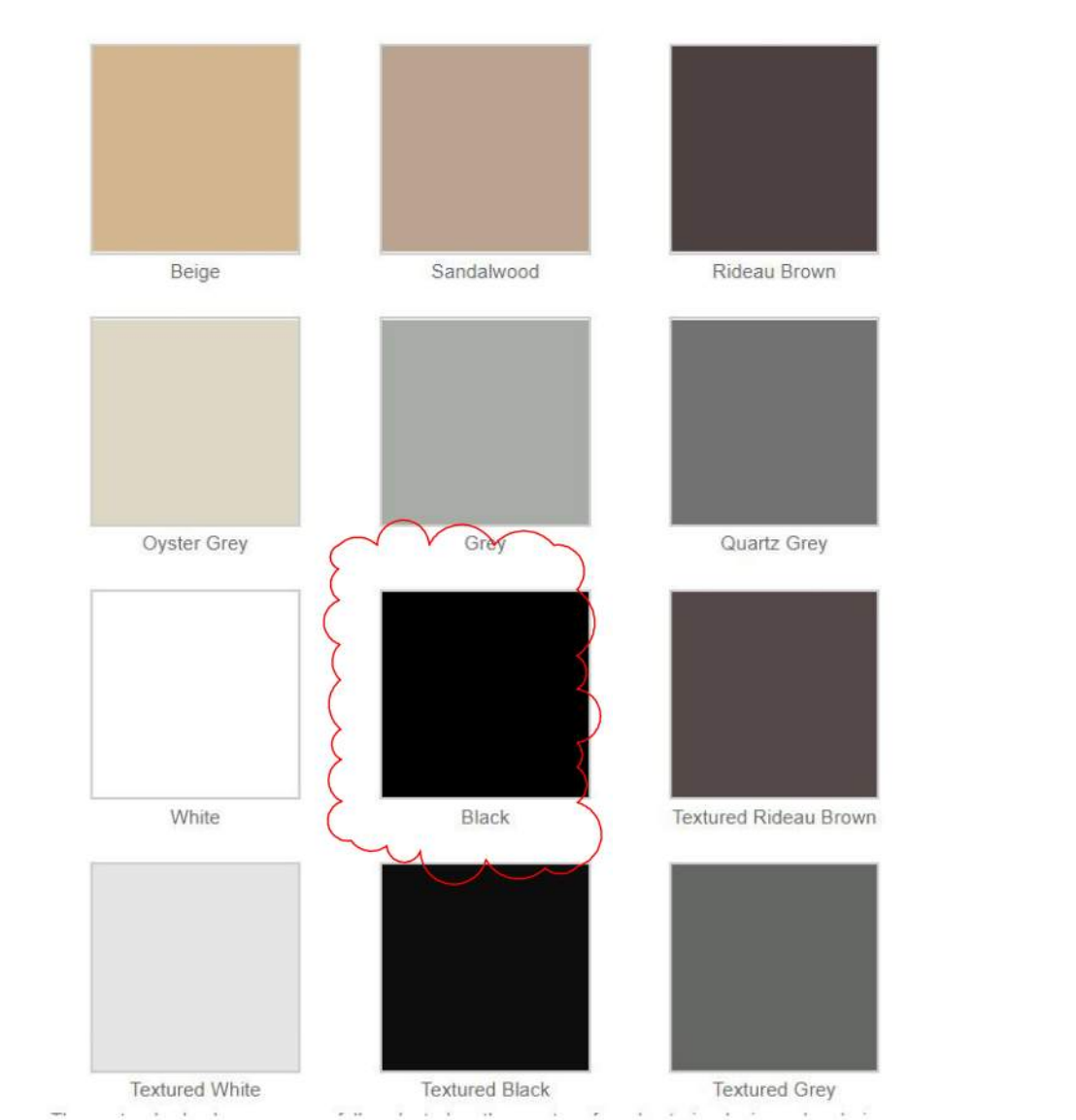
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005



Standard Durarail Deck Railing Colors
Durarail Guard Rail and Fence Systems are available in 12 standard deck railing colors:



*Available on Architect Series products only.

James Hardie Siding Products with ColorPlus[®] Technology

The complete James Hardie ColorPlus[®] palette allows for multiple color combinations that expand your design options.

Flank Panel and Shingle Colors

Trim

ColorPlus Technology

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SHEET:

006



North Elevation



West Elevation



South Elevation



East Elevation

EXTERIOR FINISHES KEY

| | |
|---|--|
| ① | BRICK (COLOR : BESSEMER GREY) MORTAR (COLOR : WIR2521 SLATE) |
| ② | TREX COMPOSITE DECKING (COLOR : TRANSCEND ISLAND MIST) |
| ③ | TRUJELITE 6W 700 CURTAIN WALL SYSTEM - (COLOR : DARK BRONZE) |
| ④ | ALUMINUM RAILS 42" HIGH (COLOR : SATIN BLACK RIVERA 1- C31) |
| ⑤ | HARDIE PANEL (COLOR : SILVER GRAY 6W40049) |
| ⑥ | HARDIE SOFFIT CEILING (COLOR : LIGHT MIST) |
| ⑦ | EXTERIOR FASCIA & TRIM (COLOR : WHITE) |
| ⑧ | EXTERIOR RIM BOARD & TRIM (COLOR : WHITE) |
| ⑨ | HARDIE BOARD LAP SIDING (COLOR: ROYCROFT MIST GRAY 6W-2844) |
| ⑩ | STEEL GARBAGE DOORS 2" HIGH (COLOR : SATIN BLACK RIVERA 1- C31) |
| ⑪ | SECURITY GATE 2" HIGH (COLOR : SATIN BLACK RIVERA 1- C31) |
| ⑫ | PARAPET WALLS EXTERIOR : HARDIEPANEL REVEAL SMOOTH (COLOR : SILVER GRAY 6W40049) PANEL LAYOUT WILL BE COORDINATED WITH WINDOW PLACEMENT TO INSURE THAT ALL PANELS ARE CENTERED AND EQUALLY SPACE VERTICALLY AND HORIZONTALLY . INTERIOR SIDE FULLY ADHERED TO WITH METAL PARAPET CAP. |
| ⑬ | 31ST STREET ELEVATION AND AND NEW STOREFRONT WILL REPLICATE THE HISTORIC STOREFRONT - ALL EXTERIOR TRIM, WINDOW & DOOR OPENINGS (COLOR : PEWTER TANKARD 6W-0023) |
| ⑭ | HARDIEPANEL REVEAL SMOOTH (COLOR : SILVER GRAY 6W40049) PANEL LAYOUT WILL BE COORDINATED WITH WINDOW PLACEMENT TO INSURE THAT ALL PANELS ARE CENTERED AND EQUALLY SPACE VERTICALLY AND HORIZONTALLY . |
| ⑮ | EXISTING WINDOWS - WINDOW COLOR : WHITE / TRIM COLOR : WHITE) |
| ⑯ | POINT-UP EXISTING BRICK AND MORTAR |
| ⑰ | PROTECT AND PRESERVE EXISTING SLATE ROOF |
| ⑱ | IN-FILL ALL EXISTING WINDOWS WITH MATCHING SALVAGED BRICKS |
| ⑲ | 18" MASONRY COLUMN |
| ⑳ | UNDERGROUND STORM DRAIN |
| ㉑ | ALL CHIMNEYS WILL BE RESTORED AND CAPPED |
| ㉒ | IN-FILL ALL EXISTING WINDOWS ON EAST ELEVATION WITH MATCHING SALVAGED BRICKS RECESSED 2" INTO OPENING |
| ㉓ | ALL EXISTING EXTERIOR CORNICE, CAPITALS AND TRIM WILL BE RESTORED |
| ㉔ | ALL GUTTERS WILL BE BUILT-IN |

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SHEET:

008



East Prospective



North Prospective



South Prospective



West Prospective

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Marshall St. Line of Sight



31st St. Line of Sight



Roof



31st St. Line of Sight

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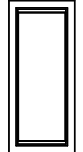

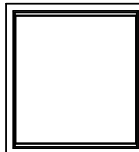
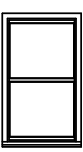

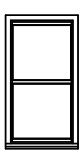

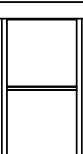
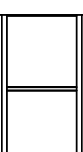
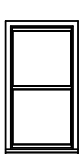
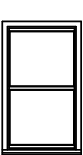
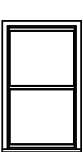
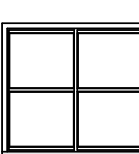
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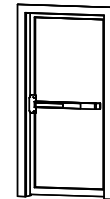
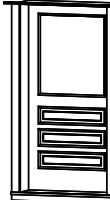
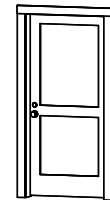
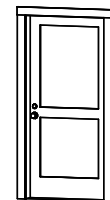
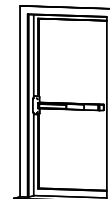
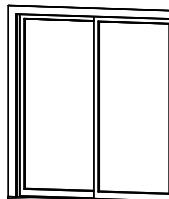
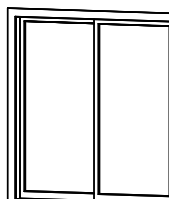
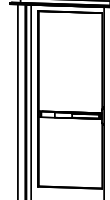
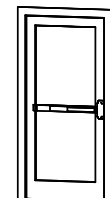
11/4/2021







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SHEET:

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| WINDOW SCHEDULE | | | | | | | |
|---|--------------|-----|------------------|-------|------------------|-------------|-------------|
| 3D ELEVATION | NUMBER LABEL | QTY | DIMENSIONS | FLOOR | CASING, EXTERIOR | DESCRIPTION | FRAME TYPE |
|  | W01 | 1 | 101 1/8"X24 1/8" | 1 | STOCK | MULLED UNIT | VINYL FRAME |
|  | W02 | 2 | 28"X67 1/4" | 1 | STOCK | FIXED GLASS | WOOD FRAME |
|  | W03 | 1 | 84"X17" | 1 | STOCK | FIXED GLASS | WOOD FRAME |
|  | W04 | 2 | 60 13/16"X67" | 1 | STOCK | FIXED GLASS | WOOD FRAME |
|  | W05 | 16 | 33 3/8"X60"DH | 2 | STOCK | DOUBLE HUNG | METAL FRAME |
|  | W06 | 1 | 38"X42" | 3 | STOCK | FIXED GLASS | WOOD FRAME |
|  | W07 | 4 | 30 3/8"X60"DH | 3 | STOCK | DOUBLE HUNG | METAL FRAME |
|  | W12 | 2 | 64 7/16"X30" | 3 | STOCK | FIXED GLASS | METAL FRAME |
|  | W13 | 1 | 38"X12"DH | 2 | STOCK | DOUBLE HUNG | WOOD FRAME |
|  | W14 | 3 | 38"X18"DH | 2 | STOCK | DOUBLE HUNG | WOOD FRAME |
|  | W15 | 4 | 30 3/8"X60"DH | 2 | STOCK | DOUBLE HUNG | METAL FRAME |
|  | W16 | 4 | 33 3/8"X60"DH | 1 | STOCK | DOUBLE HUNG | METAL FRAME |
|  | W18 | 12 | 33 3/8"X60"DH | 3 | STOCK | DOUBLE HUNG | METAL FRAME |
|  | W21 | 1 | 66 3/4"X60" | 1 | STOCK | MULLED UNIT | METAL FRAME |

| DOOR SCHEDULE | | | | | | |
|---|-------------------------|--------|-----|---------|--------|--------------|
| 3D PERSPECTIVE | DESCRIPTION | NUMBER | QTY | WIDTH | HEIGHT | FLOOR FINISH |
|  | EXT. HINGED-GLASS PANEL | D02 | 1 | 36" | 80" | 1 |
|  | EXT. HINGED-DOOR EGG | D03 | 1 | 40" | 82" | 1 |
|  | EXT. HINGED-DOOR P03 | D04 | 2 | 36" | 80" | 2 |
|  | EXT. HINGED-DOOR P03 | D05 | 2 | 36" | 80" | 3 |
|  | EXT. HINGED-GLASS PANEL | D06 | 1 | 36 1/8" | 80" | 1 |
|  | EXT. SLIDER-GLASS PANEL | D08 | 2 | 12" | 80" | 2 |
|  | EXT. SLIDER-GLASS PANEL | D09 | 2 | 12" | 80" | 3 |
|  | EXT. HINGED-GLASS PANEL | D10 | 1 | 36" | 80" | 1 |
|  | EXT. HINGED-GLASS PANEL | D16 | 1 | 36" | 80" | 3 |

| WINDOW SCHEDULE | | | | | | |
|---|--------------|-----|---------------------|-------|------------|--|
| 3D ELEVATION | NUMBER LABEL | QTY | DIMENSIONS | FLOOR | CASING, EX | |
|  | W01 | 1 | 123 3/4"X86" | 1 | STOCK | |
|  | W02 | 1 | 264 5/16"X86" | 1 | STOCK | |
|  | W03 | 1 | 66"X112 1/4" | 1 | STOCK | |
|  | W04 | 1 | 78"X224 7/8" | 2 | STOCK | |
|  | W05 | 1 | 66 7/16"X229 11/16" | 3 | STOCK | |
|  | W06 | 1 | 78"X112 1/4" | 1 | STOCK | |

DESIGN / BUILD SERVICES
 PREPARED BY:
 ESS
 CONTRACTOR
 LIC# 2705151307
 SCJ@ESS-PS.CO
 804-304-3201

**3101 EAST MARSHALL ST -
 MIXED USED DEVELOPMENT**
 OWNER: DATA PRO INVESTMENTS
 3101 - 3105 EAST MARSHALL ST., RICHMOND,
 VIRGINIA 23223

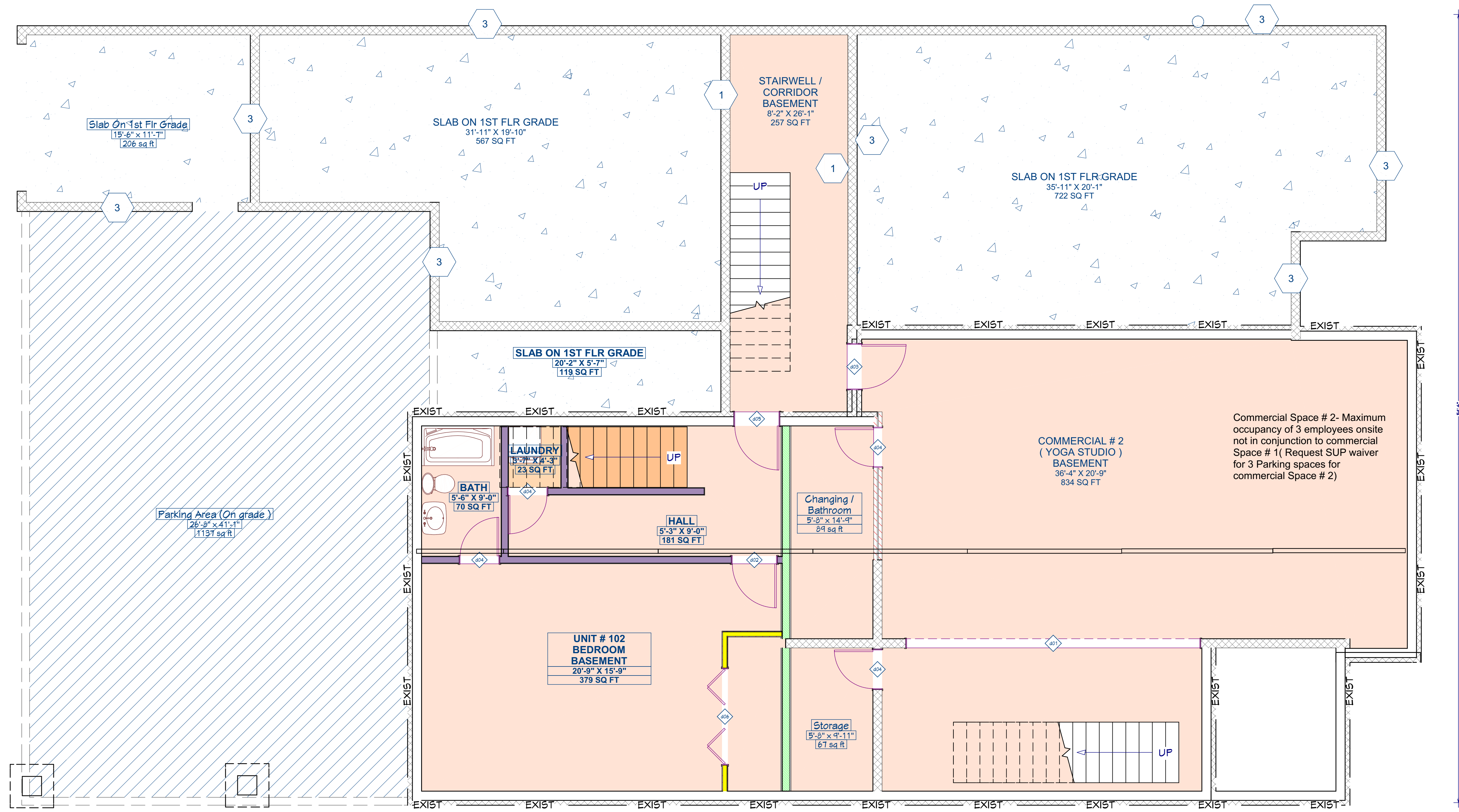
DATE:

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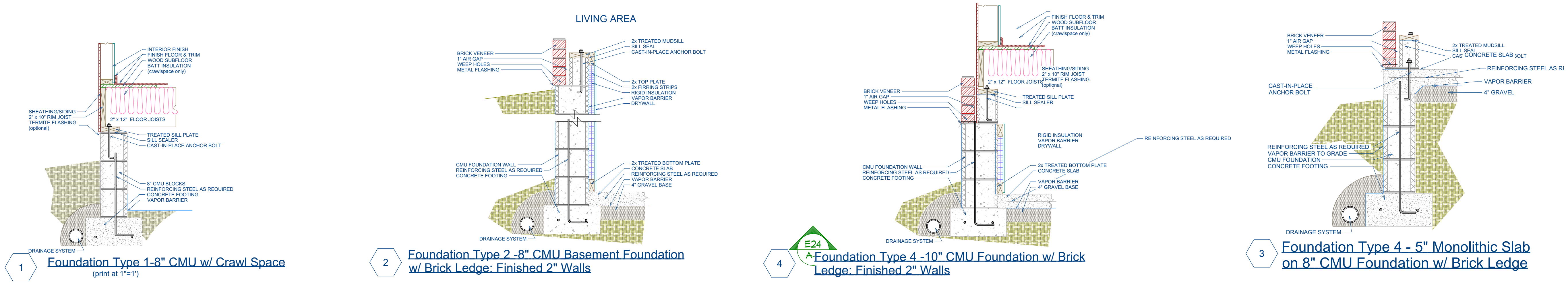
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Foundation / Basement layout
 1/4 in = 1 ft

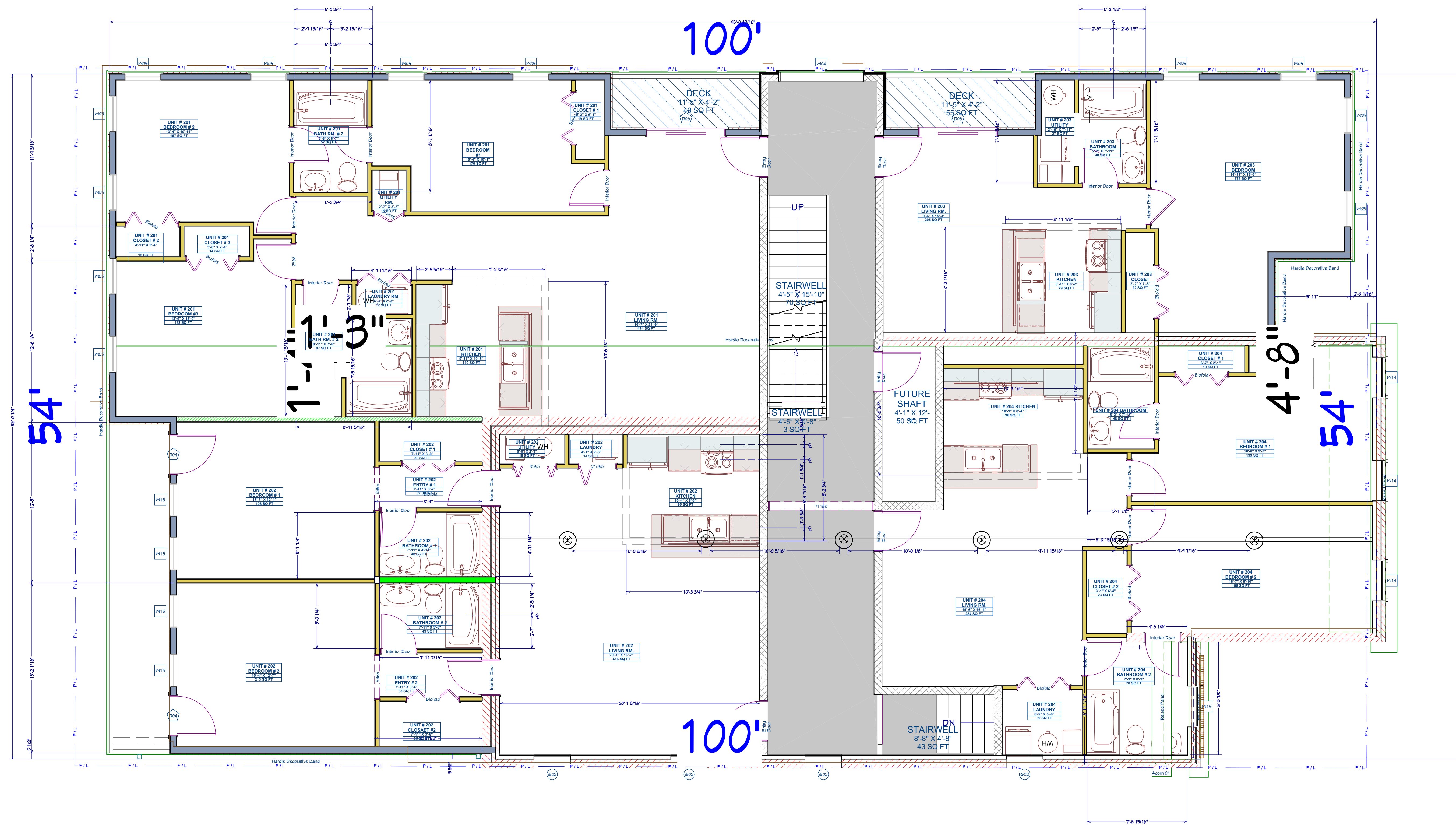
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2nd Floor Layout
 1/4 in = 1 ft

**3101 EAST MARSHALL ST -
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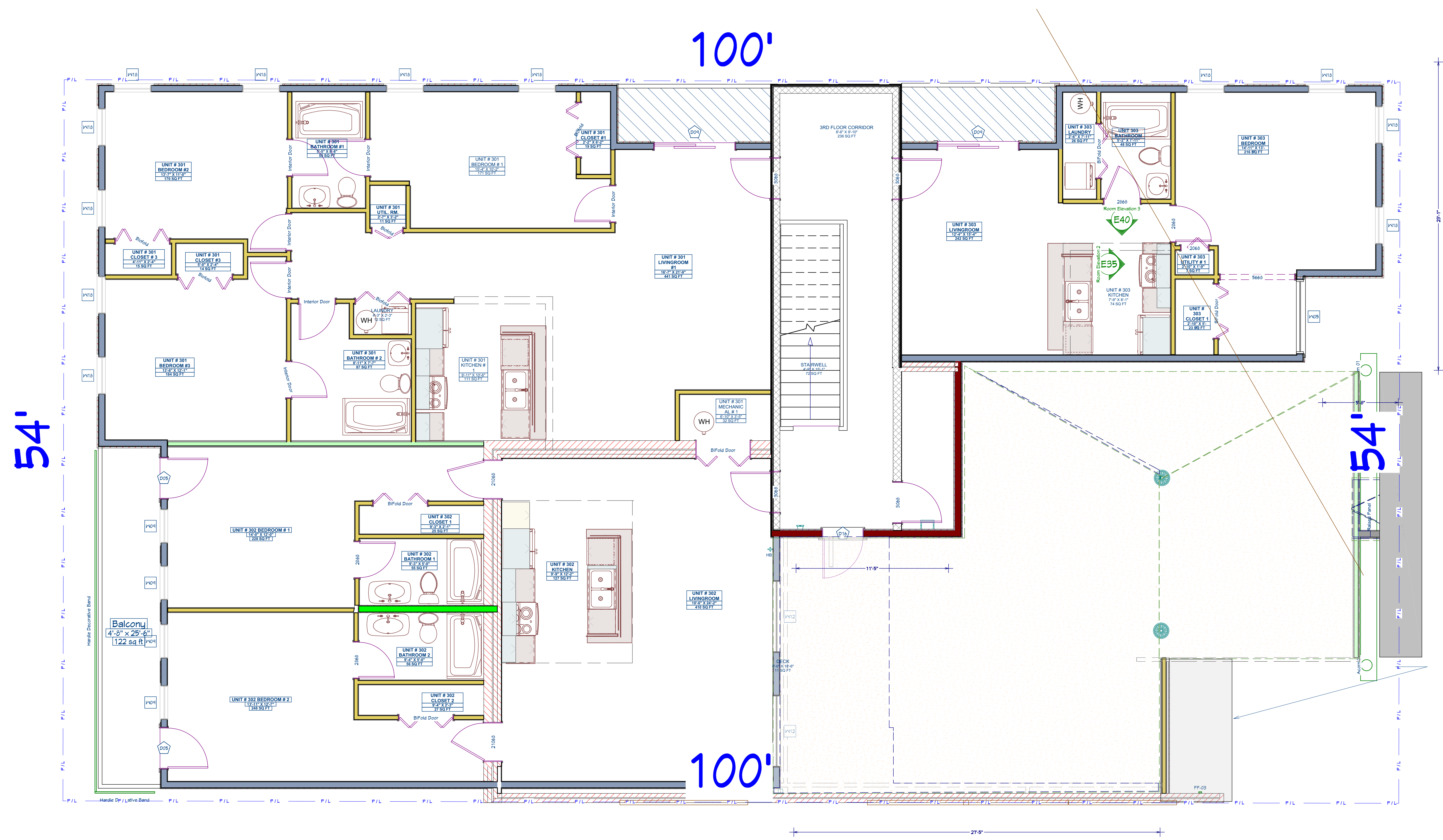
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**3101 EAST MARSHALL ST -
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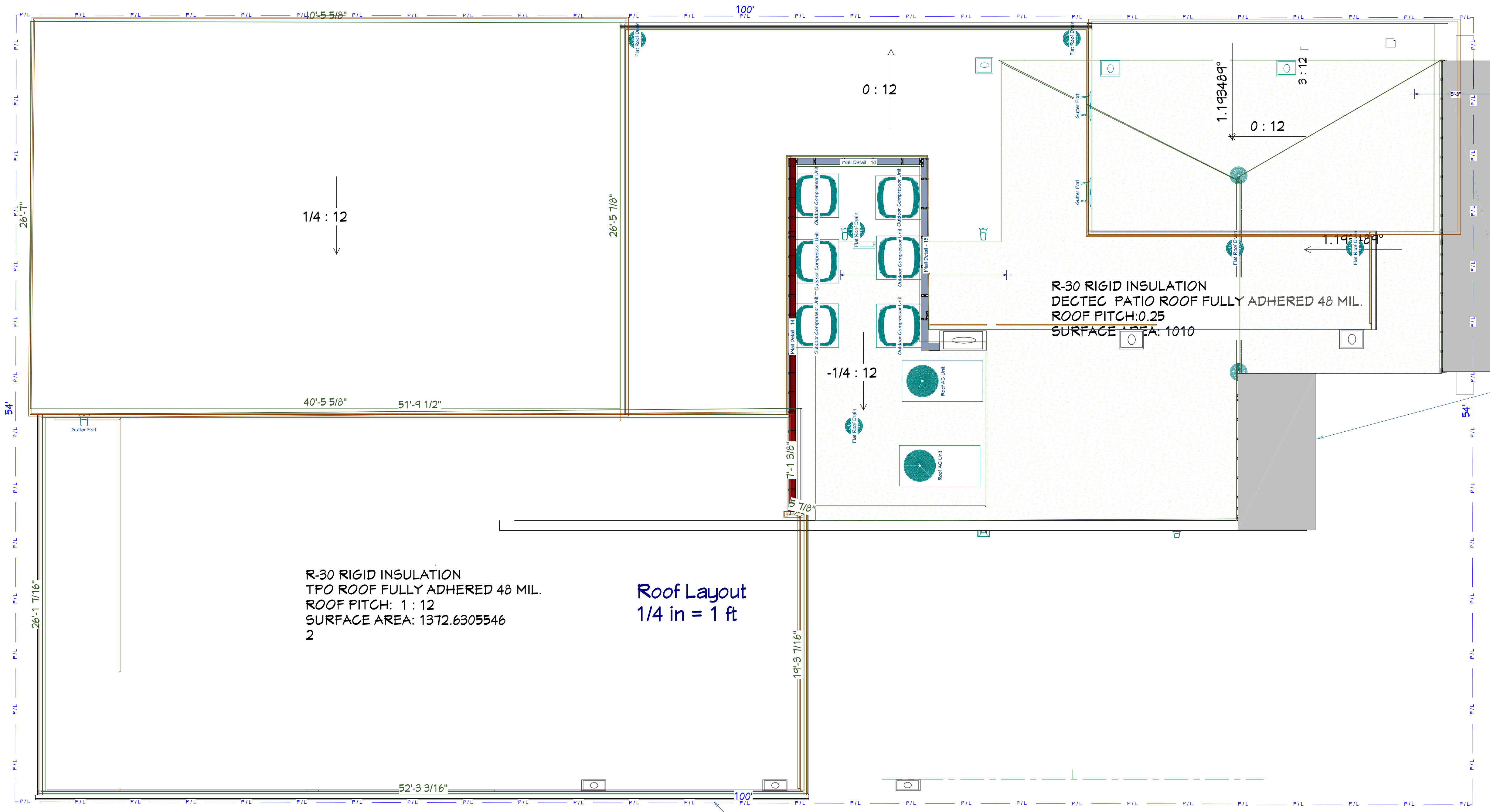
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 VIRGINIA 23223



3rd Floor Layout
 1/4 in = 1 ft



DESIGN / BUILD SERVICES
 PREPARED BY:
 ESS
 CONTRACTOR
 LIC# 2705151307
 SCJ@ESS-PS.CO
 804-304-3201



| NO. | SYMBOL | NUMBER | DESCRIPTION |
|-----|--------|--------|-------------------------|
| A01 | | 11 | CHIMNEY TOP |
| A02 | | 10 | CURB-SIDE GARBAGE CAN |
| A03 | | 3 | DOWNSPOUT |
| A04 | | 1 | EGRESS LADDER 2 |
| A05 | | 5 | FLAT ROOF DRAIN |
| A06 | | 2 | GUTTER DRAIN |
| A07 | | 5 | GUTTER PORT |
| A10 | | 6 | OUTDOOR COMPRESSOR UNIT |
| A32 | | 2 | ROOF AC UNIT |

Attic

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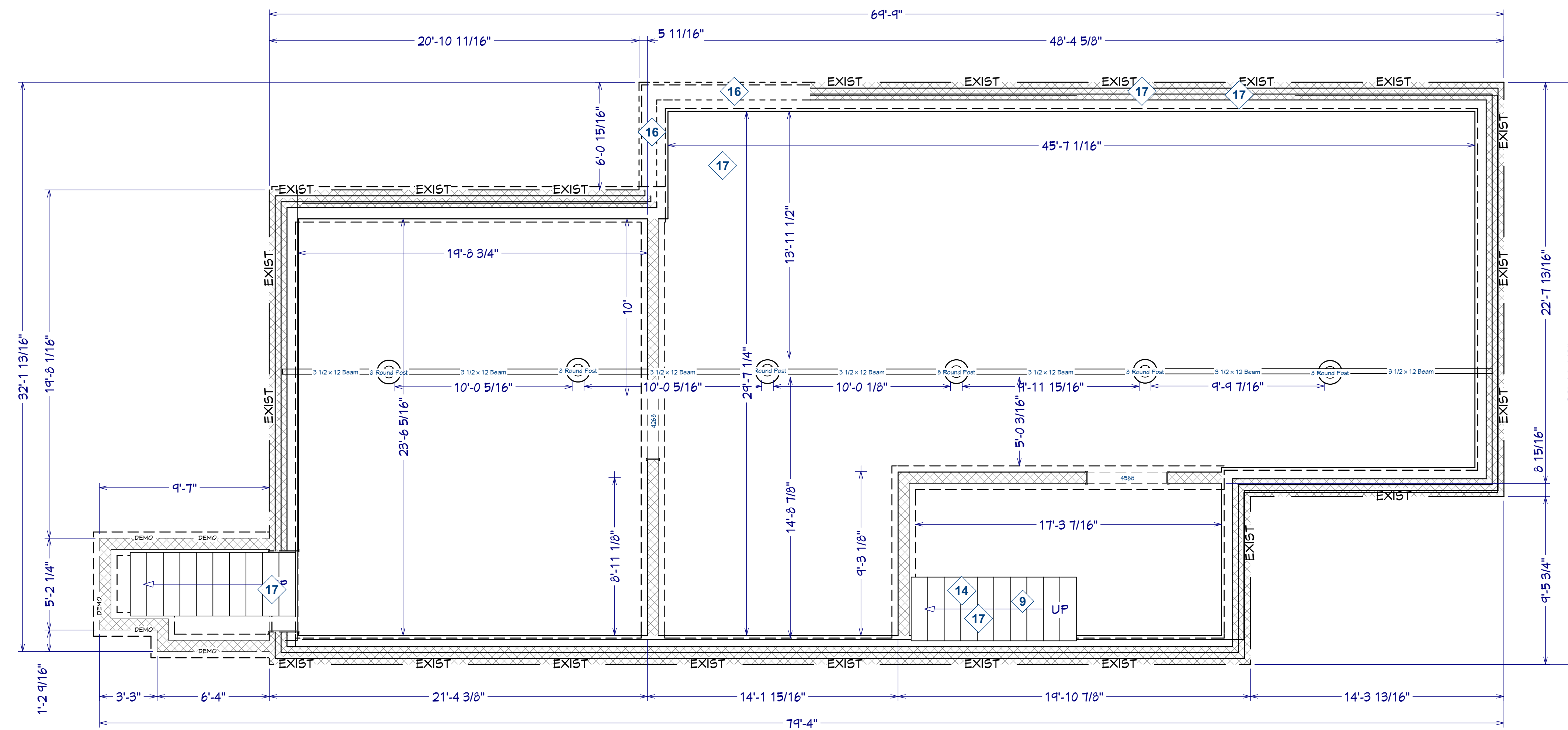
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014



Existing Basement Layout
 1/4 in = 1 ft

DEMOLITION NOTES

| | |
|----|--|
| 1 | REMOVE REAR DECK, STAIRS, LANDING & WOOD FRAMED ROOF. |
| 2 | DEMO FLOOR BEAM IN CORRIDOR / INSTALL POCKETS |
| 3 | REMOVE EXISTING WINDOW OPENING, REMOVE ALL FRAME, LINTEL AND SILL. PREP AND TOOTH MASONRY JOINTS FOR NEW MASONRY INFILL. |
| 4 | REMOVE EXISTING ROOF, EXTERIOR & INTERIOR WALLS TO EXISTING FLOOR SYSTEM. |
| 5 | REMOVE ALL EXISTING EXTERIOR WALL FINISH WALLS TO EXISTING FRAMING. REMOVE ALL ASSOCIATED TRIM, RECEPTACLES, SWITCHES ETC, INSULATION. |
| 6 | REMOVE EXISTING VENEER FINISH & EXIST MASONRY WALL AS INDICATED, PREP OPENING FOR NEW STOREFRONT. |
| 7 | REMOVE EXISTING WINDOW OPENING, REMOVE ALL FRAME, LINTEL AND SILL. FRAME OPENING IN ON BOTH SIDES TO NEW FINISHES. |
| 8 | REMOVE EXISTING INTERIOR PARTITION WALLS AS INDICATED, INCLUDING ALL ASSOCIATED TRIM, RECEPTACLES, SWITCHES, ETC |
| 9 | REMOVE EXISTING WOOD STAIR AND ALL ASSOCIATED FRAMING. PATCH/REPAIR EXISTING SUBSTRATE FOR NEW FINISHES. |
| 10 | REMOVE ALL EXISTING CARPET AND/OR TILE FINISH FLOORING ON EXISTING SUB-FLOOR THROUGHOUT THE ENTIRE BUILDING. |
| 11 | REMOVE EXISTING CEILING FINISHES AND FRAMING TO UNDERSIDE OF EXISTING FLOOR SYSTEM THROUGHOUT THE ENTIRE BUILDING |
| 12 | REMOVE ALL EXISTING HVAC EQUIPMENT AND ALL ASSOCIATED TRIM, CONDUIT, WIRING, GRILLS, ETC. PATCH/REPAIR EXISTING SUBSTRATES AND PREP FOR NEW FINISHES |
| 13 | REMOVE EXISTING ELECTRICAL EQUIPMENT AND ALL ASSOCIATED CONDUIT AND WIRING |
| 14 | REMOVE EXISTING FINISH FLOOR, SUBSTRATE AND FRAMING FOR NEW STAIR |
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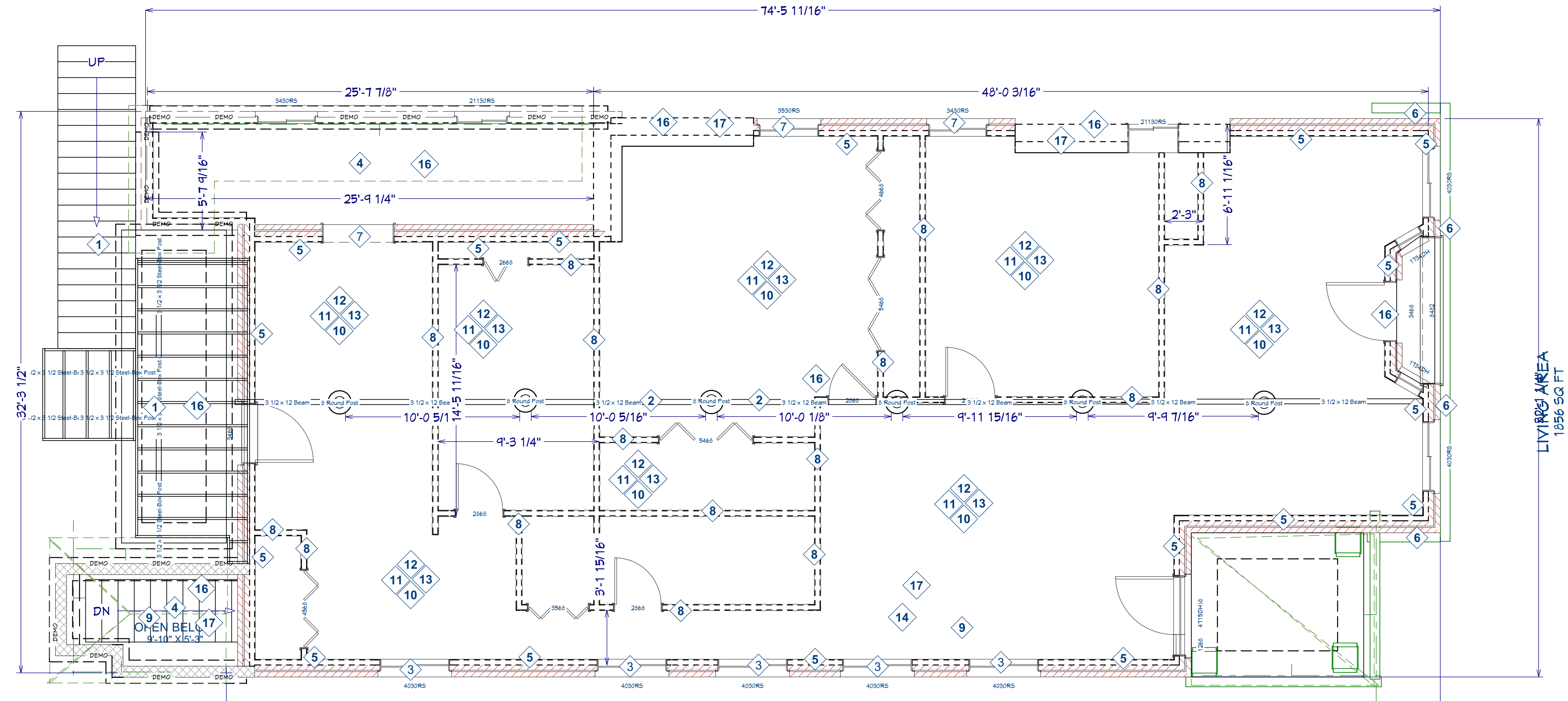
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015



Existing 1st Floor Layout
 1/4 in = 1 ft

DEMOLITION NOTES

| | |
|----|--|
| 1 | REMOVE REAR DECK, STAIRS, LANDING & WOOD FRAMED ROOF. |
| 2 | DEMO FLOOR BEAM IN CORRIDOR / INSTALL POCKETS |
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| 4 | REMOVE EXISTING ROOF, EXTERIOR & INTERIOR WALLS TO EXISTING FLOOR SYSTEM. |
| 5 | REMOVE ALL EXISTING EXTERIOR WALL FINISH WALLS TO EXISTING FRAMING. REMOVE ALL ASSOCIATED TRIM, RECEPTACLES, SWITCHES ETC, INSULATION. |
| 6 | REMOVE EXISTING VENEER FINISH & EXIST MASONRY WALL AS INDICATED, PREP OPENING FOR NEW STOREFRONT. |
| 7 | REMOVE EXISTING WINDOW OPENING, REMOVE ALL FRAME, LINTEL AND SILL. FRAME OPENING IN ON BOTH SIDES TO NEW FINISHES. |
| 8 | REMOVE EXISTING INTERIOR PARTITION WALLS AS INDICATED, INCLUDING ALL ASSOCIATED TRIM, RECEPTACLES, SWITCHES, ETC |
| 9 | REMOVE EXISTING WOOD STAIR AND ALL ASSOCIATED FRAMING. PATCH/REPAIR EXISTING SUBSTRATE FOR NEW FINISHES. |
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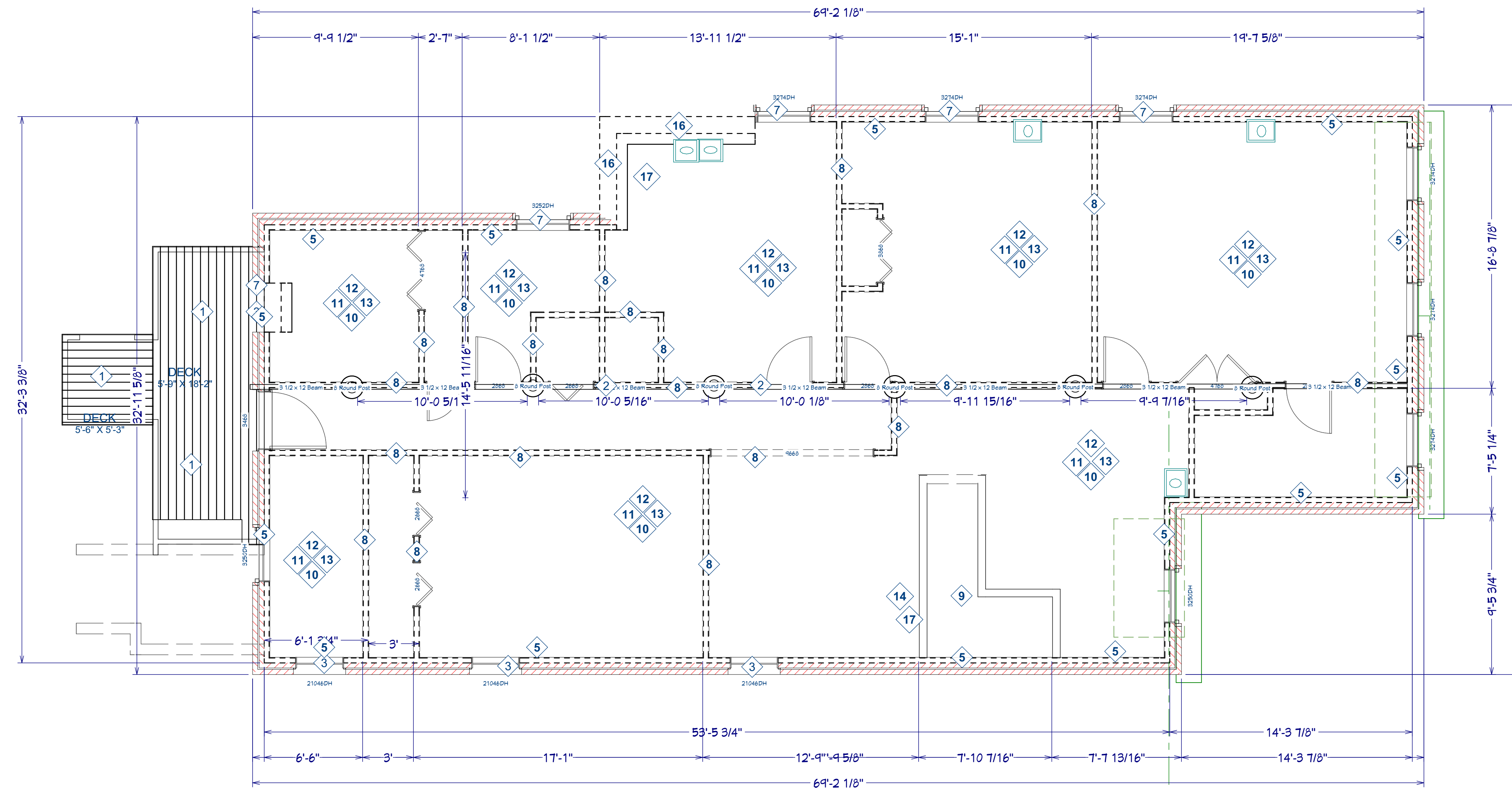
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016



Existing 2nd Floor layout
 1/4 in = 1 ft

DEMOLITION NOTES

| | |
|----|--|
| 1 | REMOVE REAR DECK, STAIRS, LANDING & WOOD FRAMED ROOF. |
| 2 | DEMO FLOOR BEAM IN CORRIDOR / INSTALL POCKETS |
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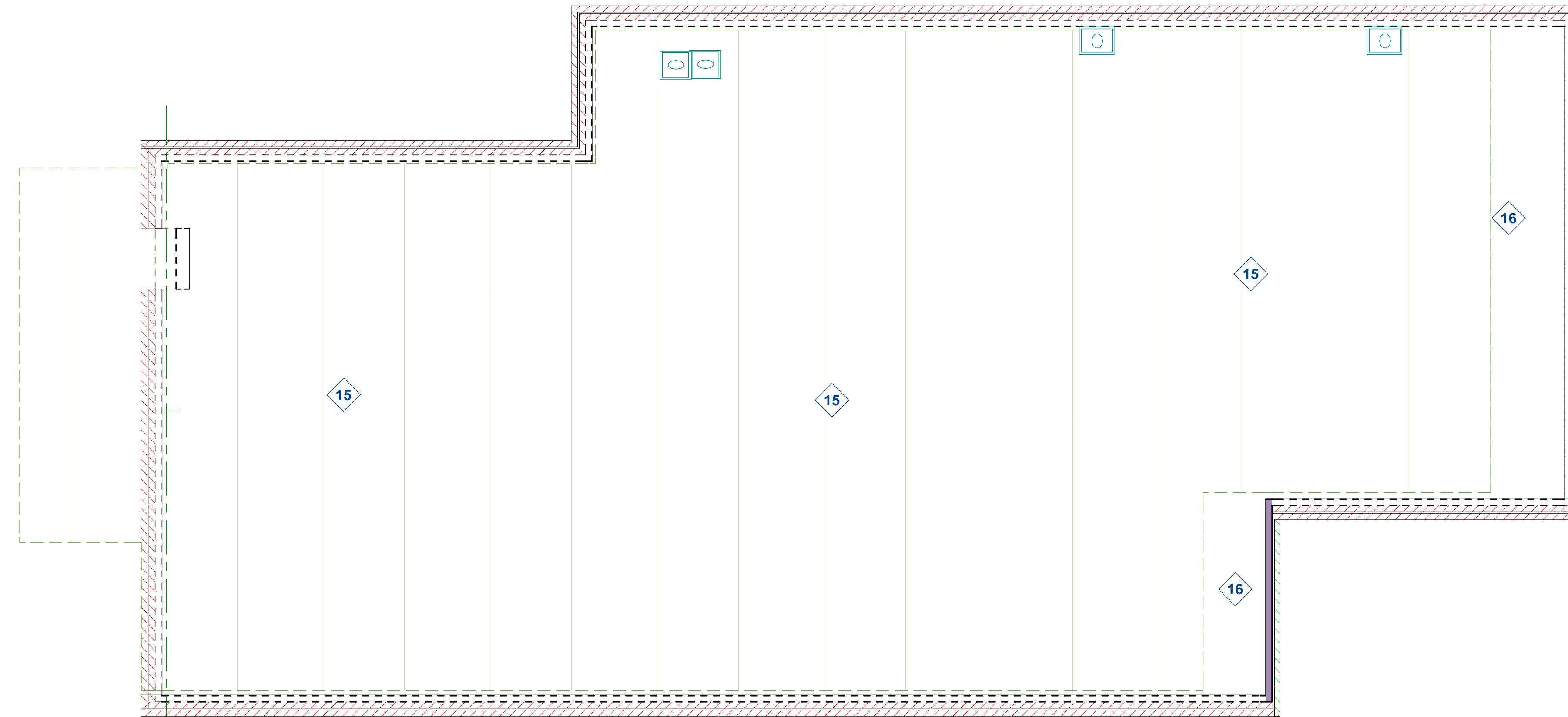
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017



Existing Roof Layout
 1/4 in = 1 ft

DEMOLITION NOTES

| | |
|----|--|
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