



Property (location of work)

Property Address: 3202 Monument Ave, Richmond, VA 23221 Current Zoning: _____
Historic District: Monument Ave

Application is submitted for: (check one)

- Alteration
- Demolition
- New Construction

Project Description (attach additional sheets if needed):

Addition of a second story to an existing 20' x 20' brick garage abutting the alley at 3202 Monument Ave, for use as an office and mother-in-law suite. Narrative, plans, and supporting documents attached.

Applicant/Contact Person: Daniel Crisler

Company: _____
Mailing Address: 3202 Monument Ave
City: Richmond State: VA Zip Code: 23221
Telephone: (214) 883-7394
Email: Daniel.s.crisler@gmail.com
Billing Contact? Yes Applicant Type (owner, architect, etc.): Lessee

Property Owner: Steven Craig Minyard

If Business Entity, name and title of authorized signee: _____
Mailing Address: 6958 Heatherknoll Dr.
City: Dallas State: TX Zip Code: 75248
Telephone: (972) 979-1240
Email: craigminyard@verizon.net
Billing Contact? No
****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: 3/29/2024

To the Commission of Architectural Review:

Attached is our application for a certificate of appropriateness for a second-story addition to the detached garage at 3202 Monument Avenue. The current structure is a brick, 20' x 20' square garage on the northwest corner of the property abutting the alley.

As work-from-home parents of two small children, we would like to add an office space away from the noise of the main house, and add space for family and friends to visit. There are several outbuildings of the approximate height we propose in the 3100, 3200, 3300, and 3400 blocks of Monument Avenue and Grace Street (photos and addresses attached), so we feel this structure is an appropriate addition to our alley.

The proposed addition will be built directly on top of the existing garage and will not alter the footprint of the original building. The building will be clad in smooth Hardie Plank and will feature a flat, TPO roof. Both of these materials and roof styles are common in the surrounding alleys (photos attached). The Hardie Plank will be painted White Hyacinth (SW0046) and window and door trims will match the white trim on the main house and first floor of the garage. We have taken care to keep any new external elements (HVAC, stairs) on the south side of the building, out of sight when viewing the building from the alley.

Another benefit of placing the addition atop the existing garage structure is it will allow us to add windows to the north side, facing the alley, without fear of breaking. This will be more aesthetically pleasing for passers-by and allow for more natural light inside.

In the interest of security, we will move the pedestrian door from the east-facing wall of the southeast corner to the south-facing wall of the southeast corner, but will leave a recessed impression of the existing door in the brick in reference to the original construction.

We have consulted with our neighbors on either side and behind us, and all are in favor of the project moving forward. We look forward to speaking with you further, and are grateful for your consideration.

Regards,

Daniel Crisler
(214) 883-7394

Rev.	Date	Description

March 20, 2024

Floor Plan
 3202 Monument Avenue
 Daniel Crisler

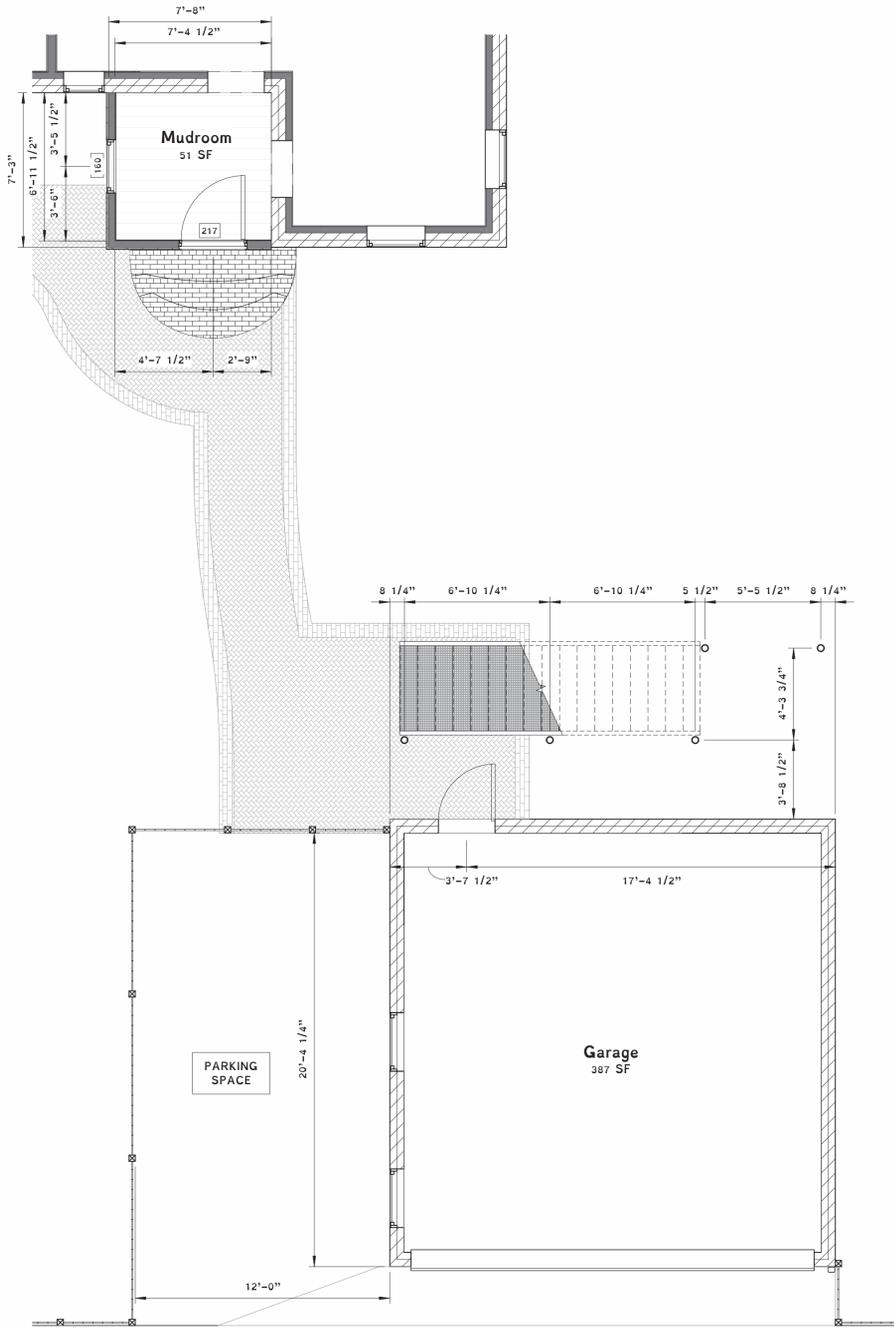
City of Richmond, VA

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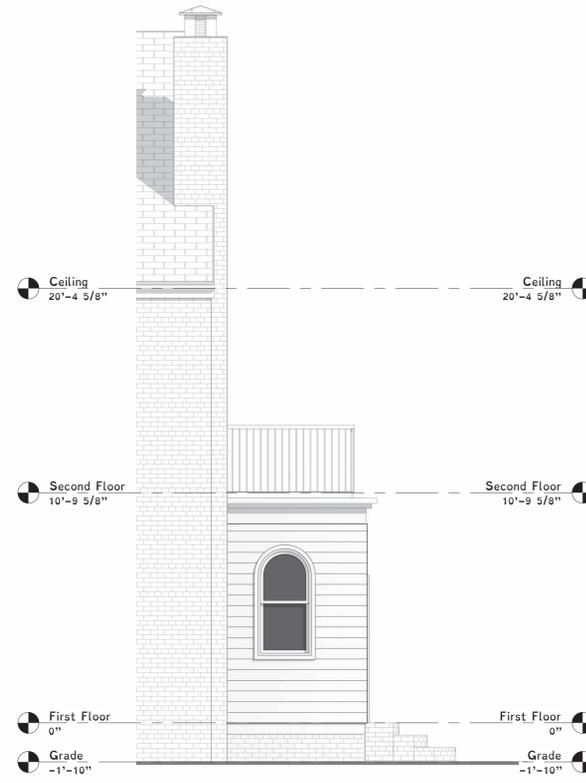
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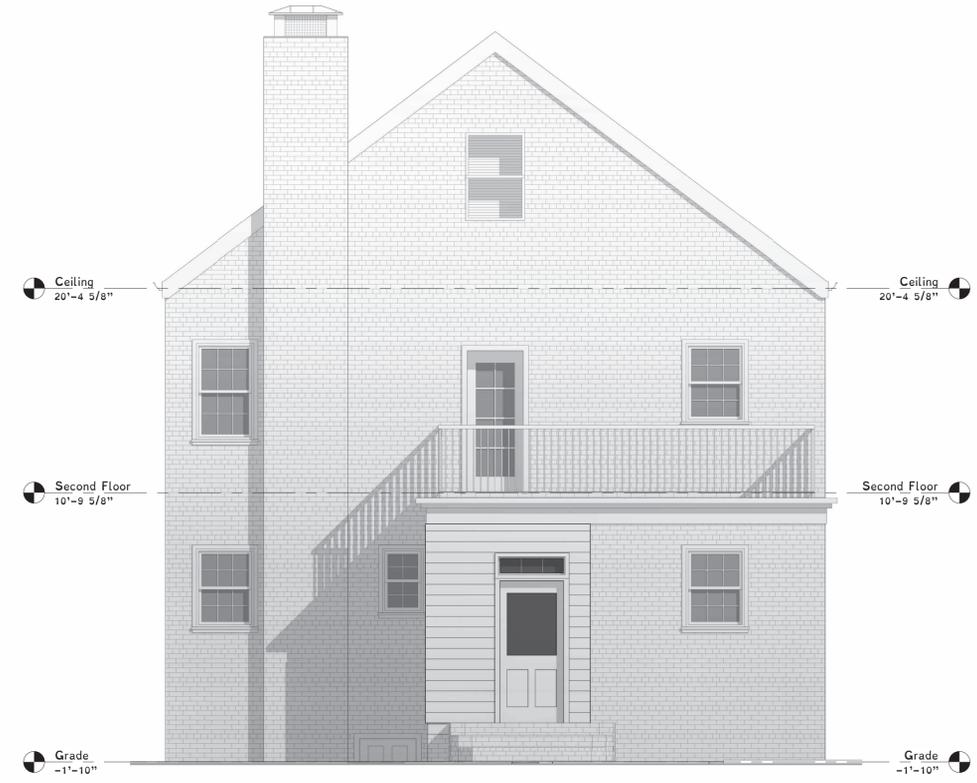
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 A Professional Engineering Practice
 417 North 22nd Street
 Richmond, VA 23223
 804.647.1589



1 1st Floor - Proposed
 1/4" = 1'-0"



3 Proposed West
 1/4" = 1'-0"



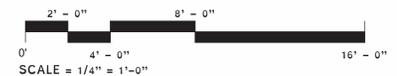
2 Proposed South
 1/4" = 1'-0"

Door Schedule

Mark	Family	Width	Height	Header	Casing Quantity
Grade	218	Single- Exterior windowed door	2'-8"	6'-8"	32'-0"
First Floor	215	Cased Opening	2'-8"	6'-8"	32'-0"
	216	Cased Opening	2'-8"	6'-8"	32'-0"
	217	Single- Exterior windowed door	3'-0"	6'-8"	32'-8"
ADU Second Floor	208	Single- Exterior windowed door	2'-8"	6'-8"	32'-0"
	209	Single- Exterior windowed door	2'-8"	6'-8"	32'-0"
	211	Single Pocket Door	2'-8"	6'-8"	32'-0"
	212	Single Pocket Door	2'-8"	6'-8"	32'-0"
	213	Single-Panel 6	2'-0"	6'-8"	30'-8"
	214	Single-Panel 6	2'-6"	6'-8"	31'-8"
					319'-0"

Window Schedule

Type Mark	Family	Count	Width	Height	Sill Height	Header	Casing Quantity	Sill Quantity
First Floor	160	Window-Double-Hung-Arc h-Head	1	2'-6"	5'-0"	3'-2"	12'-6"	3'-2"
	260	Window-Fixed	1	3'-2 1/2"	11"	6'-11"	5'-0 1/2"	3'-10 1/2"
ADU Second Floor	236	Window-Double-Hung	1	2'-6"	5'-0"	2'-0"	12'-6"	3'-2"
	236	Window-Double-Hung	1	2'-6"	5'-0"	2'-0"	12'-6"	3'-2"
	262	Window-Double-Hung	1	2'-0"	4'-0"	3'-0"	10'-0"	2'-8"
	187	Window-Double-Hung	1	2'-6"	4'-0"	3'-0"	10'-6"	3'-2"
	262	Window-Double-Hung	1	2'-0"	4'-0"	3'-0"	10'-0"	2'-8"
	262	Window-Double-Hung	1	2'-0"	4'-0"	3'-0"	10'-0"	2'-8"
	187	Window-Double-Hung	1	2'-6"	4'-0"	3'-0"	10'-6"	3'-2"
							93'-6 1/2"	27'-8 1/2"



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Floor Plan
 3202 Monument Avenue
 Daniel Crisler

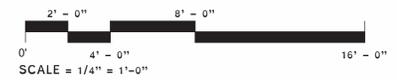
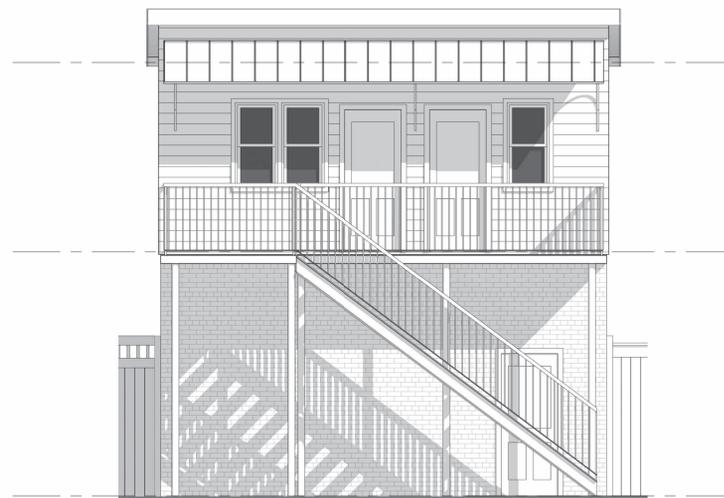
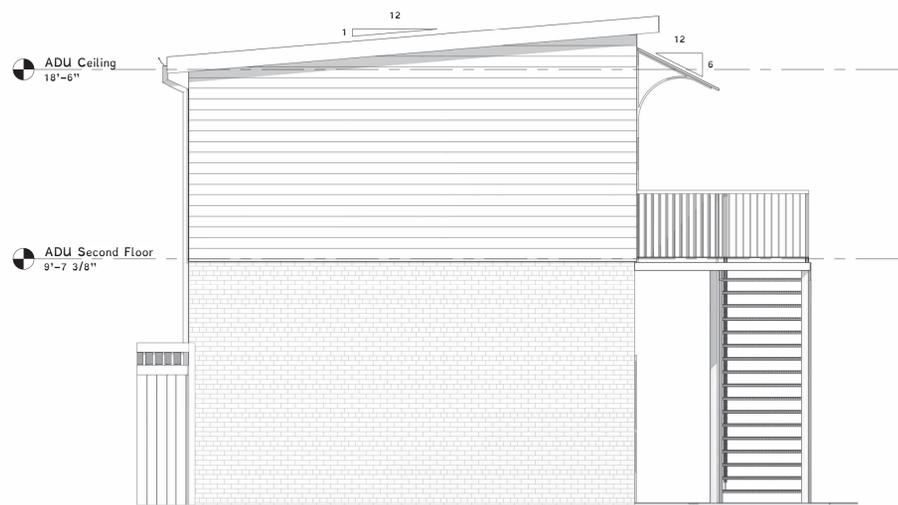
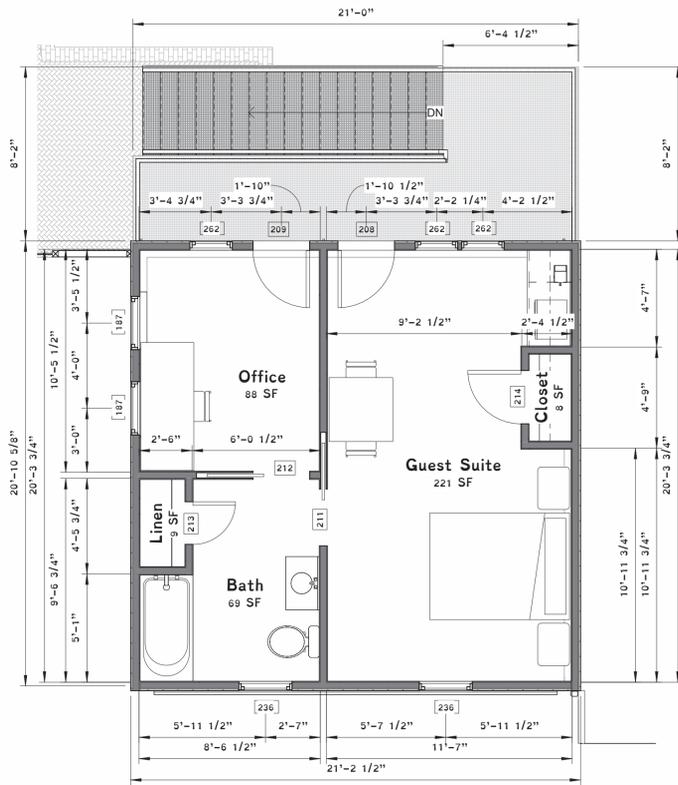
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Exterior Perspective Renderings

3202 Monument Avenue
Daniel Crisler

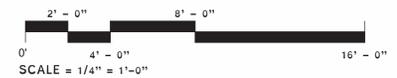
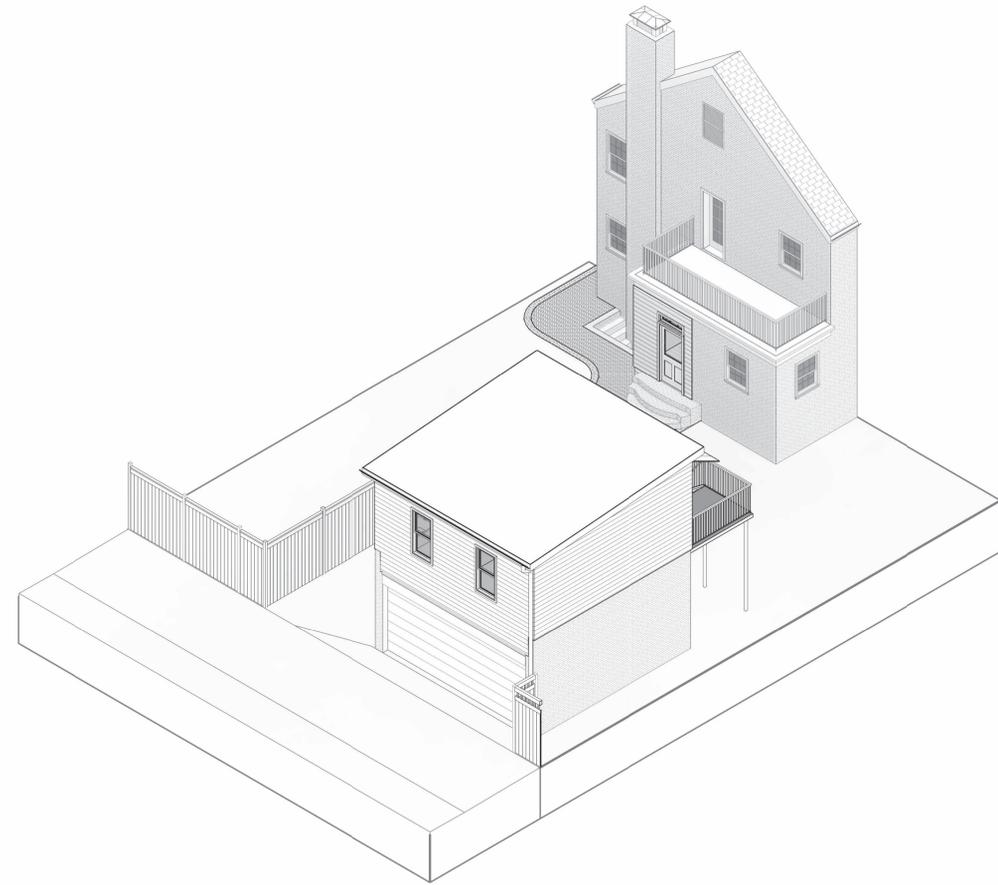
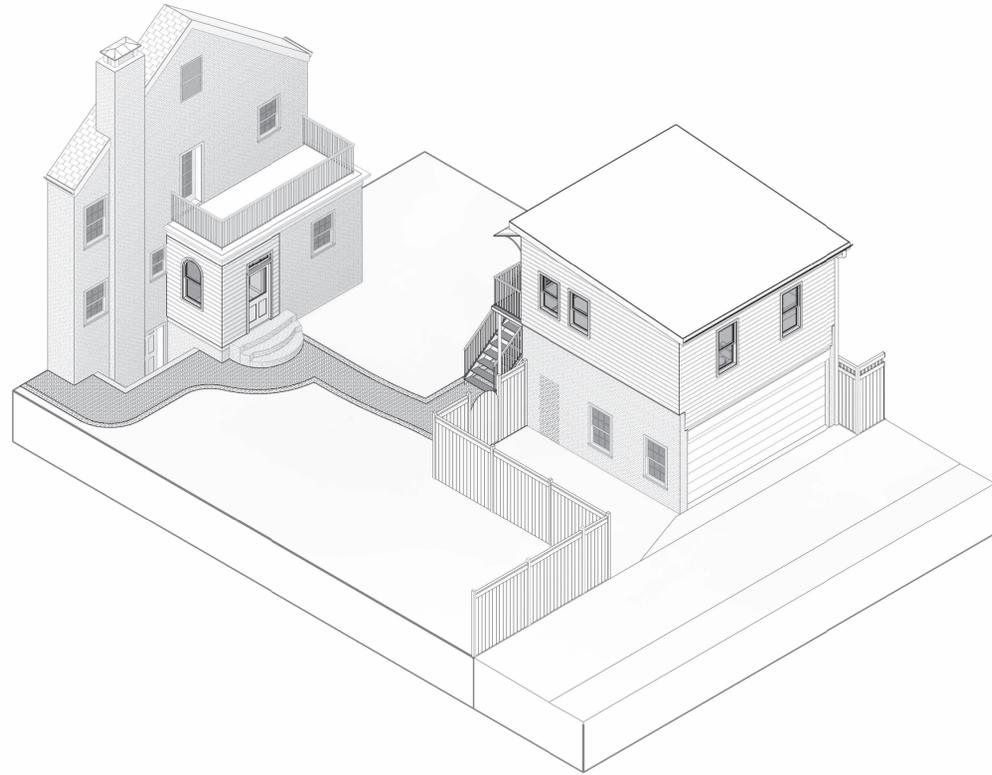
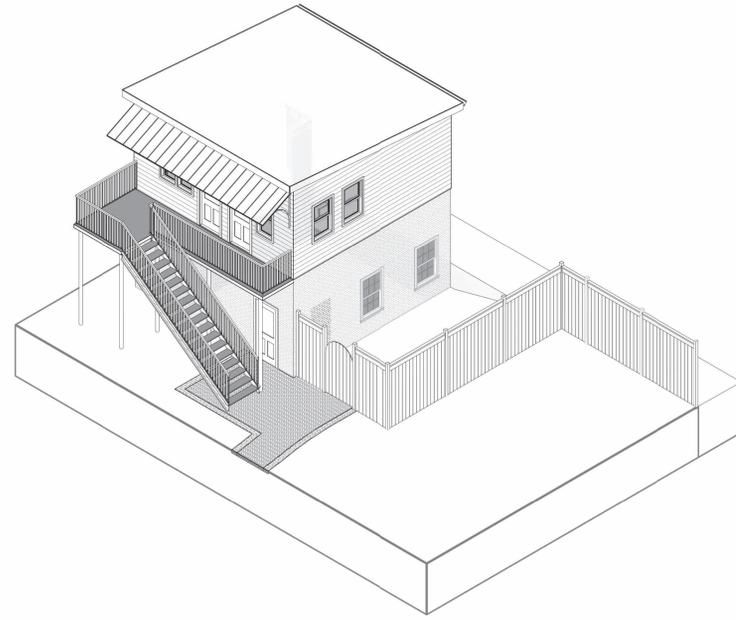
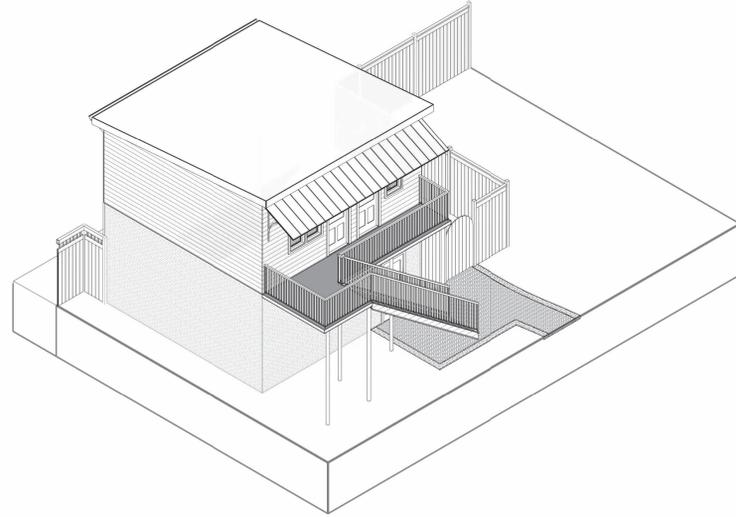
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Two - Story Garage at
3170 Monument Ave
(two houses away from
3202 Monument)



Garage ADU at 3300 Grace St





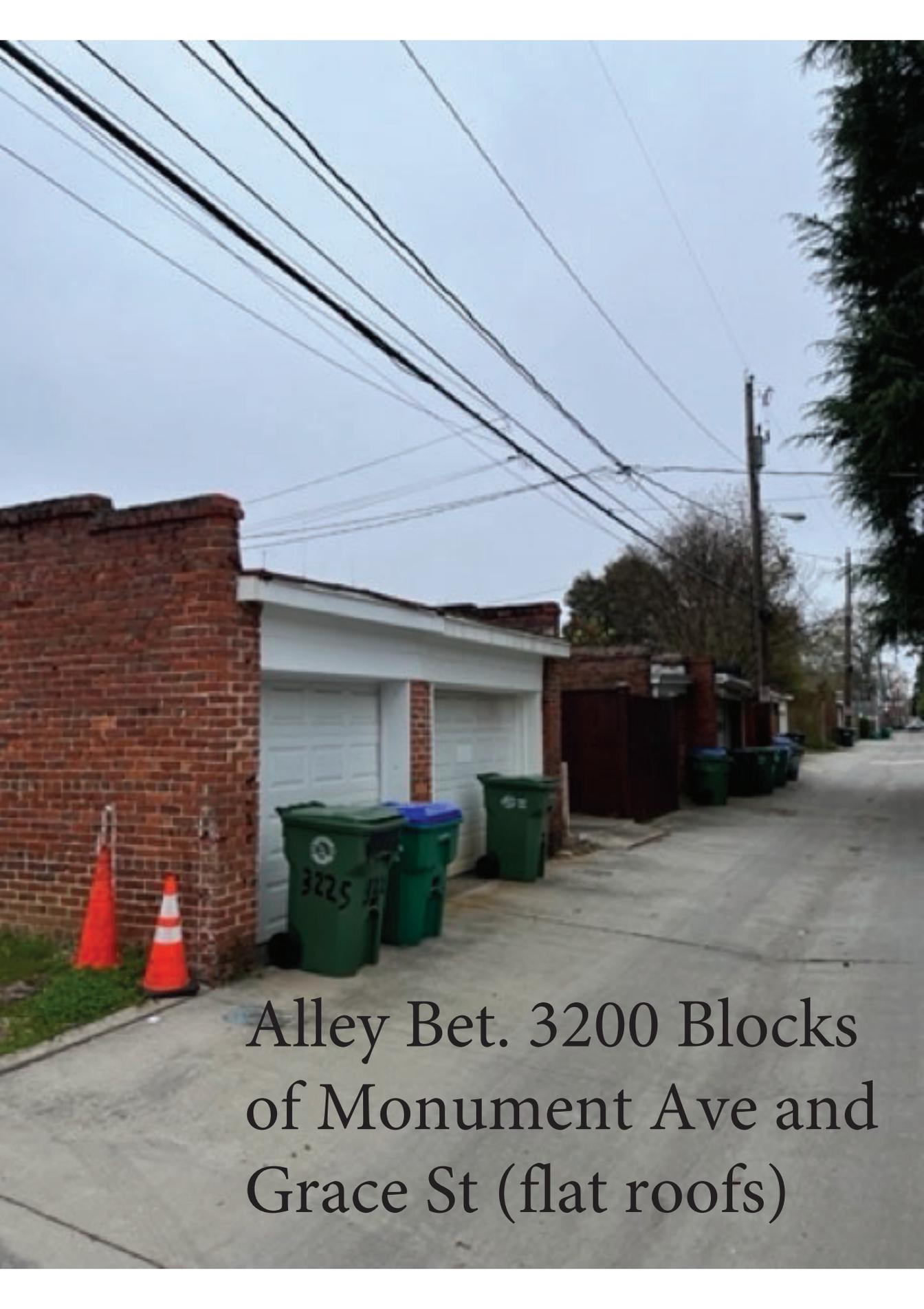
Garage ADU at
3300 Grace St

3142 Monument



ADU 3301
Monument





Alley Bet. 3200 Blocks
of Monument Ave and
Grace St (flat roofs)

Flat roof on garage at south
end of Monument Ave 3200
block alley



Flat roof at 3210 Monument Ave



Flat Roof at 3208 Monument Ave

