



DEPARTMENT OF
**PLANNING AND
DEVELOPMENT
REVIEW**

Commission of Architectural Review
Certificate of Appropriateness Application
900 E. Broad Street, Room 510
Richmond, VA 23219
804-646-6569

Property (location of work)

Property Address: 606 N 1st St Richmond VA

Current Zoning: R63

Historic District: Jackson Ward

Application is submitted for: (check one)

☒ Alteration

☐ Demolition

☐ New Construction

Project Description (attach additional sheets if needed):

On additional sheets

Applicant/Contact Person: Chris Coiner

Company: Decem Design Build LLC

Mailing Address: [REDACTED]

City: Oilville

State: VA

Zip Code: 23129

Telephone: [REDACTED]

Email: [REDACTED]

Billing Contact? Yes Applicant Type (owner, architect, etc.): Owner

Property Owner: same

If Business Entity, name and title of authorized signee: Chris Coiner, sole member

Mailing Address: [REDACTED]

City: Oilville

State: VA

Zip Code: 23129

Telephone: [REDACTED]

Email: [REDACTED]

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: [Signature]

Date: 5/24/26

Certificate of Appropriateness Application Instructions

Staff Contact: (804)-646-6569 | alex.dandridge@rva.gov

Before You Submit

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.

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.

Submission Requirements

Please submit applications to 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 signature required.
- Supporting documentation, as indicated on the checklist, which can be found under the 'Application Information' tab on the website.
- Payment of application fee, if required. Payment of the fee must be received before the application will be scheduled. An invoice will be sent via the City's Online Permit Portal. Please see fee schedule available on the CAR website for additional information.

A complete application includes a signed application form, legible plans, drawings, elevations, material specifications, and payment of the required fee as described in the City Code of Ordinances 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 Information and Application Due Dates

- The Commission meets on the fourth Tuesday of each month, except for December when it meets on the third Tuesday.
- Application hearings start at 4:00pm. Meetings are held in person at City Hall in the 5th floor conference room. Participation via Microsoft Teams is available. It is strongly recommended that at least one person, either the owner or applicant, attend the meeting in person.
- 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.
- 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.
- New construction will be required to go through a conceptual review. The conceptual review is non-binding.
- Applicants are encouraged to reach out to any relevant civic associations and immediate neighbors for new construction or large-scale projects prior to submitting to the Commission of Architectural Review.

Window manufacturer

[Home](#) > [Windows](#) > [Double Hung](#) > Majesty Wood Double Hung Window

IMAGES

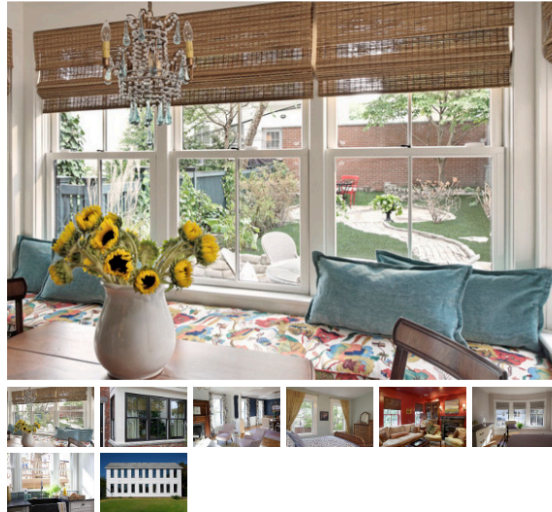
Majesty Double Hung

When the look of genuine wood is preferred, Majesty is your best choice.

The Majesty wood double hung window offers many design options – grids, hardware, and exterior colors – to fit in beautifully with your remodeling or new construction plans.

Because Majesty windows are custom made, that means no additional carpentry is required (unlike with other wood windows!) allowing for a more efficient installation and just the right fit.

GET HOMEOWNER GUIDE



<https://harveywindows.com/windows/double-hung/majesty-wood-double-hung-window>



606 N 1st Street proposal for CAR

Description of work summary

Rear of home

1. Remove existing structurally unsound stairs in rear
2. Alter/cut back roof line to match existing building lines
3. Add composite decked stairs and landing on rear to proposed dining entry (see plan for location) - color Trex Saddle
4. Convert existing window opening to an exterior door to provide access from the back yard to the dining space as shown on plans. New back door to be a wood door in the same sized opening.
5. Frame in triple window (2/0 W x2/8 T) on rear bath #2 and proposed primary closet. Use flat stock trim to fill the remaining original window space.
6. Frame in triple window (2/0 W x2/8 T) on rear bath #2 and proposed primary closet. Use flat stock trim to fill the remaining original window space.
7. Keep the existing door opening and transom window. These will not be operable, but will keep the original appearance.
8. Keep the existing door opening and transom window. These will not be operable, but will keep the original appearance.
9. Replace columns on the front porch with fiberglass tapered columns to match the existing diameter at top, middle, and bottom.

Front of home

10. Repair broken front door - color TBD and approved by staff
11. Repaint front brick facade - color to be approved by staff
12. Rebuild front porch brick piers in kind
13. Rounded downspouts for front porch built in gutters (built in gutters to remain)
14. Repair corbels on front of home
15. Repair/use mesh backing to close up existing roof vents on front of home
16. Widen front porch steps to match the brick side walk (5.5' W). To be replaced in kind with wood steps and painted (TBD and approved by staff)
17. Original column caps to be kept and preserved. 2 missing caps to be replaced with a similar style cap 3D printed caps. Material to be UV and weather resistant. Materials will be painted to match.
18. Railings to be repaired and base plate to be replaced in kind. Missing pickets to be installed with in kind pickets and others repaired as needed.
19. Replace rotted front porch beam trim with in kind trim.
20. Install missing decking boards to match existing.

Entire home

21. replace/install new aluminum clad windows - white, no grids - Harvey Majesty windows. Windows to remain the same size as current openings except for the windows mentioned above. Edit: front windows to be rebuilt in kind, sides and rear to have new aluminum clad windows.
22. Repoint and repair brick around the entire home. Repairs to be made in kind with lime mortar.
23. Cap existing chimney with masonry cap
24. Repair and replace existing fascia on sides/rear as needed in kind

1. Remove existing structurally unsound stairs in rear



2. Alter/cut back roof line to match existing building lines once stair removed



3. Add composite decked stairs and landing on rear to proposed dining entry (see plan for location) - color Trex Saddle



4. Convert existing window opening to an exterior door to provide access from the back yard to the dining space as shown on plans. New back door to be a wood door in the same sized opening.





5&6. Frame in triple window (2/0 W x2/8 T) on rear bath #2 and proposed primary closet. Use flat stock trim to fill the remaining original window space.





7&8. Keep the existing door opening and transom window. These will not be operable, but will keep the original appearance.

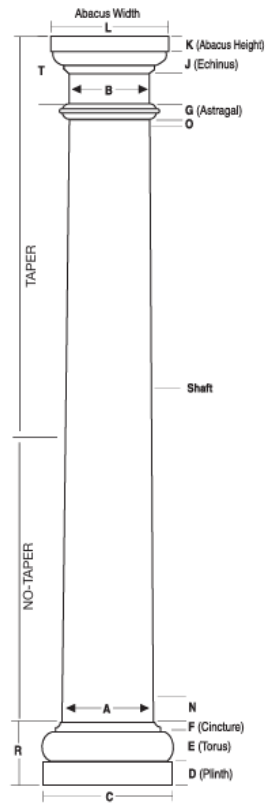


House next door



9. Replace columns on the front porch with fiberglass tapered columns to match the existing diameter at top, middle, and bottom.





10. Repair broken front door- color TBD and approved by staff



11. Repaint front brick facade - color to be approved by staff



12. Rebuild front porch brick piers in kind



13. Rounded downspouts for front porch built in gutters (built in gutters to remain)



14. Repair corbels on front of home



15. Repair/use mesh backing to close up existing roof vents on front of home



16. Widen front porch steps to match the brick sidewalk width (5.5' W). To be replaced in kind with wood steps and painted (TBD and approved by staff)



17. Original column caps to be kept and preserved. 2 missing caps to be replaced with a similar style cap 3D printed caps. Material to be UV and weather resistant. Materials will be painted to match.





18. Railings to be repaired and base plate to be replaced in kind. Missing pickets to be installed with in kind pickets and others repaired as needed.



19. Replace rotted front porch beam trim with in kind trim



20. Install missing decking boards to match existing.



21. replace/install new aluminum clad windows - white, no grids - Harvey Majesty windows. Windows to remain the same size as current openings except for the windows mentioned above. Edit: front windows to be rebuilt in kind, sides and rear to have new aluminum clad windows.



Window manufacturer

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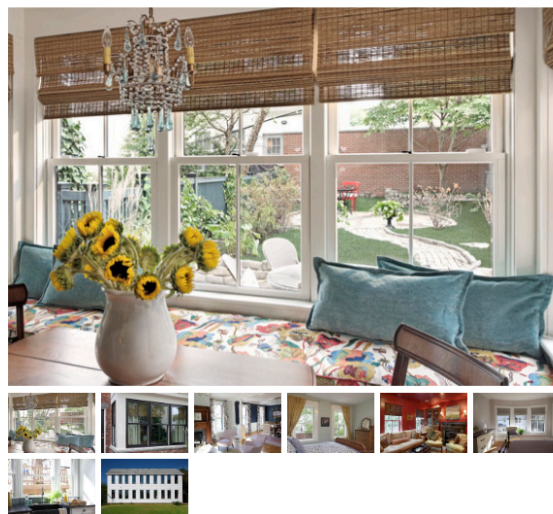
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22. Repoint and repair brick around the entire home. Repairs to be made in kind with lime mortar.





23. Cap existing chimney



24. Repair and replace existing fascia on sides/rear as needed in kind



Proposed renderings



