



COMMISSION OF ARCHITECTURAL REVIEW

APPLICATION / CERTIFICATE OF APPROPRIATENESS

PROPERTY (Location of Work)

Address 718 N. 27th Street, Richmond, VA 23223

Historic District Church Hill North

PROPOSED ACTION

- Alteration (including paint colors)
- Addition
- Rehabilitation
- New Construction (Conceptual Review required)
- Demolition
- Conceptual Review
- Final Review

OWNER

Name Lydia Marek & Phillip Lockard

Company _____

Mailing Address 718 N. 27th St
Richmond, VA 23223

Phone | 540-250-2128

Email | lydiam8992@gmail.com

Signature *Lydia Marek / Phillip Lockard*

Date | MARCH 3, 2017

APPLICANT (if other than owner)

Name Lydia Marek & Phillip Lockard

Company _____

Mailing Address _____

Phone | _____

Email | _____

Signature _____

Date | _____

ACKNOWLEDGEMENT OF RESPONSIBILITY

Requirements: A complete application includes all applicable information requested on checklists to provide a complete and accurate description of existing and proposed conditions. Preliminary review meeting or site visit with staff may be necessary to process the application. Owner contact information and signature is required. Late or incomplete applications will not be considered.

Zoning Requirements: Prior to CAR review, it is the responsibility of the applicant to determine if zoning approval is required and application materials should be prepared in compliance with zoning.

Compliance: If granted, you agree to comply with all conditions of the COA. Revisions to approved work require staff review and may require a new application and CAR approval. Failure to comply with 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.

(Space below for staff use only)

Application received:

ECE VED

Date/Time _____

Complete Yes No

By MAR 06 2017



CERTIFICATE OF APPROPRIATENESS

ALTERATION AND ADDITION CHECKLIST

Well in advance of the COA application deadline contact staff to discuss your project, and if necessary, to make an appointment to meet with staff for a project consultation.

Complete all applicable sections and submit with the COA application form. Staff can assist you in determining what items are required for your scope of work. An incomplete application may cause delays in processing or may be deferred to the next agenda. Application materials must clearly represent current and proposed conditions. Refer to Standards for Rehabilitation outlined in Section 30.930.7(b) of the City Code, as well as, the *Richmond Old and Historic Districts Handbook and Design Review Guidelines*.

PROPERTY ADDRESS: 718 N. 27th Street, Richmond, VA 23223

BUILDING TYPE

- single-family residence
- multi-family residence
- commercial building
- mixed use building
- institutional building
- garage
- accessory structure
- other

ALTERATION TYPE

- addition
- foundation
- wall siding or cladding
- windows or doors
- porch or balcony
- roof
- awning or canopy
- commercial sign
- ramp or lift
- other

WRITTEN DESCRIPTION

- property description, current conditions and any prior alterations or additions
- proposed work: plans to change any exterior features, and/or addition description
- current building material conditions and originality of any materials proposed to be repaired or replaced
- proposed new material description: attach specification sheets if necessary

PHOTOGRAPHS place on 8 ½ x 11 page, label photos with description and location (refer to photograph guidelines)

- elevations of all sides
- detail photos of exterior elements subject to proposed work
- historical photos as evidence for restoration work

DRAWINGS (refer to required drawing guidelines)

- current site plan
- proposed site plan
- current floor plans
- proposed floor plans
- legal "plat of survey"
- list of current windows and doors
- list of proposed window and door
- current roof plan
- proposed roof plan
- current elevations (all sides)
- proposed elevations (all sides)
- demolition plan
- perspective and/or line of sight

Lydia Marek and Phillip Lockard
718 N. 27th Street
Richmond, VA 23223
Lydiam8992@gmail.com
540-250-2128

Written description of project:

We moved into a new build construction in May 2016. We already have a back porch and would like to simply screen it in due to the horrendous mosquito situation in Church Hill. No structural changes will be made and only the addition of screening materials and a screen door are being requested.

I am also including a picture of the back porch that we would like to request approval to screen in.

Many thanks.

Lydia Marek and Phillip Lockard

