



# COMMISSION OF ARCHITECTURAL REVIEW

## APPLICATION / CERTIFICATE OF APPROPRIATENESS

**PROPERTY** (Location of Work)

Address 811 Jessamine Street, Richmond Va 23223

Historic District Union Hill

**PROPOSED ACTION**

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

**OWNER**

Name Jessamine Richmond Va Land Trust  
 Company Sunshine Housing LLC  
 Mailing Address 10283 Still Spring Ct.  
Mechanicsville VA, 23116  
 Phone 804-339-8603  
 Email mbingersoll7@gmail.com  
 Signature *Melissa B. Catron*  
 Date 1/27/17

**APPLICANT** (if other than owner)

Name Luke Catron  
 Company \_\_\_\_\_  
 Mailing Address 10283 Still Spring Ct.  
Mechanicsville Va, 23116  
 Phone 804-339-8603  
 Email lcatron1@gmail.com  
 Signature *Luke Catron*  
 Date 1/27/17

**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:

Date/Time 11:07 9 1 JAN 16 2017 10:28 am ECE VED Complete  Yes  No

By ECE VED JAN 27 2017

Hello all,

I wanted to start the letter by saying sorry, when we started the project at 811 Jessamine street we did not know it was in a area where we needed the approval from the city to do the exterior renovation. When we bought it we judged by all the homes on the block which most had vinyl siding, and vinyl windows. Right when we found out we immediately stopped and have been working with Marianne Pitts ever since who has been very helpful throughout the process and guided us in the selections we should make. We are applying for 2 renovations we need to do to the home of which I will detail below.

1. The chimney in the back of the home was taken out. This was completed before we knew that we were in the Union Hill district. The reason why we took it out was the mortar throughout the chimney was deteriorated so much that when you saw the chimney in the home all of the bricks were falling out and the chimney coming out of the roof line was so bad that you could push it over with your hand. My contractor recommended that instead of trying to fix it that it would be better to take it out to allow for more space throughout the home and the chimney was no longer structurally sound.
2. The second item is the windows in the home. If you drive by now we have vinyl windows in, this was also done before we knew that we were in the union hill district. We have now been working with Marianne and the Pella representative in Richmond to figure out a window that will work. I had him send a description below and we can have a sample of the window available upon request. Description: The Pella Architect Series Wood window is the top tier product in the Pella Window line. The product comes in Aluminum Clad exterior or Wood Exterior. The product offers ITL simulated divided light with non glare foam spacer. This window has been used and approved in many historical areas of Richmond/Williamsburg/and Charlottesville. The Architect Series offers many options on grille patterns/sizes/and shapes to match the style that was previously on the home.

I hope that this letter had detailed any questions you may have about the renovation, please do not hesitate to contact me and I would be more than happy to meet at the property and do a walk through.

Thank You