



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 Brad Oberteil John J. Oberteil Date 1/25/23

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



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: 610 N 27th Street, Richmond VA 23223

BUILDING TYPE

- | | |
|---|--|
| <input checked="" type="checkbox"/> single-family residence | <input type="checkbox"/> garage |
| <input type="checkbox"/> multi-family residence | <input type="checkbox"/> accessory structure |
| <input type="checkbox"/> commercial building | <input type="checkbox"/> other |
| <input type="checkbox"/> mixed use building | |
| <input type="checkbox"/> institutional building | |

ALTERATION TYPE

- | | |
|---|---|
| <input type="checkbox"/> addition | <input type="checkbox"/> roof |
| <input type="checkbox"/> foundation | <input type="checkbox"/> awning or canopy |
| <input checked="" type="checkbox"/> wall siding or cladding | <input type="checkbox"/> commercial sign |
| <input checked="" type="checkbox"/> windows or doors | <input type="checkbox"/> ramp or lift |
| <input type="checkbox"/> porch or balcony | <input type="checkbox"/> 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)

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

ESTIMATE

Exterior Home Solutions
3108 N Parham Rd Suite 402B
Richmond, VA 23294
(804) 346-2800

Contact Us:
Ruben Escoto
Admin-Owner
(804) 647-2303
ruben@exteriorhomesolutionsrva.com



John Kosut
Project Consultant
(804) 930-7095
john@exteriorhomesolutionsrva.com

Gabriel & Brad Olmsted
610 North 27Th St
RichmondVA23223
(804) 972-0308
the_olmsteads@outlook.com

Estimate #	2831
Date	12/6/2022

Item	Description	Unit of Measure	Qty	Cost	Price	Amount
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Item	Description	Unit of Measure	Qty	Cost	Price	Amount
Hardie Siding	<p>-Left and right side only. -Remove existing siding and dispose of properly. Tear out transom windows and lower double hung on left side and bedroom window on right side, insulate, and cover over with substrate. Cut out and frame double hung window opening in hallway/stairs left side and transom window right side bedroom. Remove kitchen window and close off. Remove back left window, frame sampler and reduce height by approximately 8". -Cut holes and install two customer provided gable vents. -Inspect existing sheathing or frame for any damage or irregularities that require correction before the installation of Hardie wrap. -Install Hardie wrap water barrier to the siding surface. -Install Hardie Plank 8 1/4, 7" reveal Statemnt Collection Cedar lap siding, color: Cobblestone with matching corners. -Install all Hardie trim accessories. -Paint any head nails using JamesHardie's nails head touch-up kit. -Siding installation according to James Hardie's installation best practices. -Install kick out flashing as needed. -Install proper flashings and caulk matching caulk. -Provide dumpster and remove all job related debris. -Installed by Hardie Elite installers. -Job is GUARANTEED to pass any James Hardie installation audit. 30 year transferable manufacturer warranty.</p>	Items	1.00	\$0.00	\$34,370.00	\$34,370.00
Windows	<p>Remove 8 existing windows. Install 8 double hung replacement and 2 new construction (1 transom and 1 double hung) Pella Lifestyle windows,black outside, black inside, vinyl mesh screens, two grid pattern, low E coating and Argon gas. Wrap trim with Monterey Taupe smooth polyester aluminum. Tempered in front bottom sashes. Caulk the interior and exterior of each window with color matching caulk.</p> <p>Lifetime transferable manufacturer warranty.</p>	Items	1.00	\$0.00	\$21,350.00	\$21,350.00
Painting	<p>Scrape, sand and prepare prime where needed all areas front of house including fascia, porch ceiling, columns and railings. Putty and caulk accordingly. Cover any potential drip areas. Apply two coats of Sherwin Williams paint.</p>	Items	1.00	\$0.00	\$3,500.00	\$3,500.00

Item	Description	Unit of Measure	Qty	Cost	Price	Amount
Painting	Scrape, sand and prepare prime where needed all areas back of house including fascia. Putty and caulk accordingly. Cover any potential drip areas. Apply two coats of Sherwin Williams paint.	Items	1.00	\$0.00	\$1,800.00	\$1,800.00

610 North 27Th St

Sub Total	\$61,020.00
Total	\$61,020.00

T E R M S A N D C O N D I T I O N S

If needed, \$85 per sheet to install 1/2" x 4x8 OSB sheets. Approximately 60 sheets = \$5100.
 \$3.00 per square foot for fiberglass batts wall insulation. Approximately 2000' = \$6000.
 Free corbel install with project.
 Customer to provide.

610 N. 27th Street

Church Hill North Historic District

Project Description:

1. Proposed addition of 1 stairwell double hung window on secondary south elevation and 1 transom window on secondary north elevation (details below).
2. Proposed removal of 2 transom windows and 2 double hung windows on secondary south elevation and removal of 2 double hung windows on secondary north elevation (details below).
3. Proposed replacement of all existing double hung windows (excepting two floor-to-ceiling windows on the first floor of the public facing primary east elevation). Details below.
4. Proposed replacement of existing wood and Masonite siding on secondary south elevation with James Hardie plank. Proposed replacement of aluminum siding on secondary north elevation with James Hardie plank (details below).
5. Proposed replacement of 8 corbels on public-facing primary east elevation.
6. Proposed color change of entire structure in line with approved CAR color palette.

Property and materials description:

Two-story single-family Greek Vernacular home. Proposed siding and window specs are attached.

1a. Proposed addition of 1 stairwell double-hung window on the secondary south elevation. Pella, wood, Lifestyle Series, same trim style/width as existing. Same size as existing window.



PELLA® LIFESTYLE SERIES
Wood Double-Hung Window

3.96 ★★★★★ [1482 Reviews](#)

Pella Lifestyle Series aluminum-clad wood double-hung windows have two sashes that raise and lower for ventilation. This classic style is a great option for nearly any home — from traditional to modern. With the natural beauty of wood and the most desired features and options, double-hung windows can be customized to meet your home's unique needs.

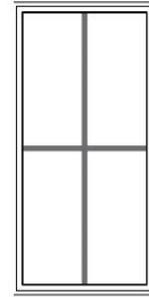
- Dual-pane glass for excellent energy efficiency.
- Optional integrated security sensors for added peace of mind.
- Style solutions for every home with our most popular features and options, including paints, stains, grilles and more.
- Product #300001



Single Unit



2-Wide



Custom



Addition of a double hung window to match existing (two transom windows in between to be removed)

1b. Proposed addition of 1 transom window on secondary north elevation. Pella, wood, Lifestyle Series transom window. Same trim style/width as existing.



Addition of a transom window (double hung to be removed)

2a. Proposed removal of 2 vinyl transom windows and 2 vinyl double-hung windows on secondary south elevation.



Removal of four vinyl windows

2b. Proposed removal of 2 vinyl double-hung windows on secondary north elevation.



Removal of
two vinyl
windows

3a. Proposed replacement of 8 existing vinyl double-hung windows with new wood double-hung windows. Pella, wood, lifestyle series. Same trim style/width as existing.

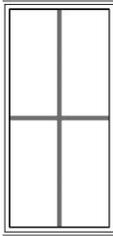


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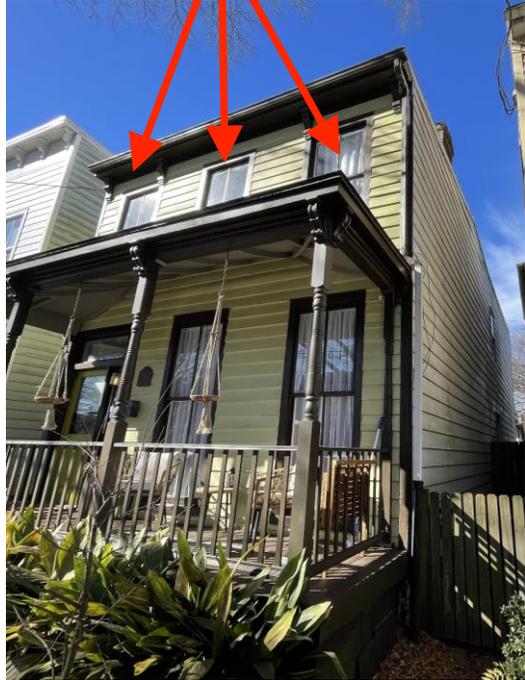
- Dual-pane glass for excellent energy efficiency.
- Optional integrated security sensors for added peace of mind.
- Style solutions for every home with our most popular features and options, including paints, stains, grilles and more.
- Product #300001



Custom



Locations of 8 existing windows to be replaced with Pella Lifestyle Series double-hung wood windows



4a. Proposed replacement of wood and Masonite siding with James Hardie Plank siding on secondary south elevation. Color to be Cobblestone from the James Hardie Signature Collection, consistent with the CAR approved neutral color palette.



Cobble Stone

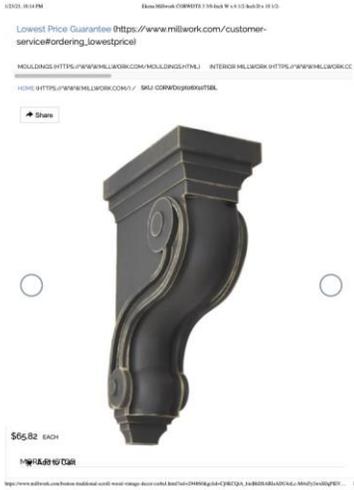


4b. Proposed replacement of aluminum siding with James Hardie Plank siding on secondary north elevation. Color to be Cobblestone from the James Hardie Signature Collection, consistent with the CAR approved neutral color palette.

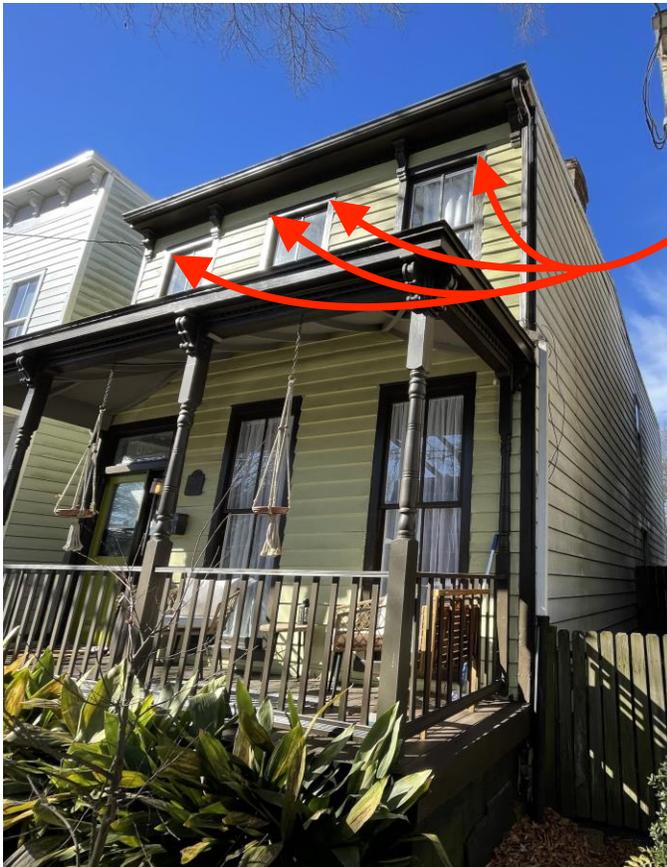


Cobble Stone

5a. Proposed replacement of 8 corbels on public facing east elevation. Currently 4 of the 8 corbels are missing. Due to unavailability of historic materials, an appropriate wood alternative has been selected. Replacement corbels will be painted Monterey Taupe from the James Hardie Signature Collection, consistent with the CAR approved neutral color palette.



Monterey Taupe



Missing corbels

6a. Proposed paint color for all siding to be James Hardie Cobblestone. Window, door, and fascia trim are to be James Hardie Monterey Taupe. Front and back door, porch hand railings, and front porch posts are to be black.



Cobble Stone



Monterey Taupe





























