

# City of Richmond

*City Hall  
900 East Broad Street*



## Meeting Minutes

**Tuesday, July 23, 2024**

**3:30 PM**

**5th Floor Conference Room of City Hall**

## **Commission of Architectural Review**

[PDRPRES  
2024.042](#)

Public Access and Participation Instructions - Commission of Architectural Review

**Attachments:** [Public Access and Participation Instructions -COMMISSION OF ARCHITECTURAL REVIEW.pdf](#)

## Call to Order

The meeting was called to order at 3:30pm

## Roll Call

**Present --** 9 - \* Commissioner Andrew Moore, \* Commissioner Lawrence Pearson , \* Commissioner Lawrence Pearson , \* Commissioner John Grier, \* Commissioner Mitch Danese, \* Commissioner Larry Nutt, \* Commissioner Gina Marie Hill, \* Commissioner Erik Bootsma and \* Commissioner Emily Striffler

**Absent --** 1 - \* Commissioner Coleen Bulter Rodriguez

## Approval of Minutes

No minutes were approved at this meeting.

## Secretary's Report

## Resolutions of Appreciation

Lawrence Pearson

A motion was made by Commissioner Moore, seconded by Commissioner Striffler, to approve this Resolution of Appreciation for Commissioner Lawrence Pearson.

The motion carried by the following vote:

Yes: (6) BOOTSMA, DANESE, HILL, MOORE (M), NUTT, PEARSON, STRIFFLER (S)  
No: (0)  
Excused: (2) GRIER, RODRIGUEZ  
Recused: (1) PEARSON

Sean Wheeler

A motion was made by Commissioner Moore, seconded by Commissioner Pearson, to approve this Resolution of Appreciation for Commissioner Sean Wheeler.

The motion carried by the following vote:

Yes: (7) BOOTSMA, DANESE, HILL, MOORE (M), NUTT, PEARSON (S), STRIFFLER  
No: (0)  
Excused: (2) GRIER, RODRIGUEZ  
Recused: (0)

Kathleen Morgan

A motion was made by Commissioner Moore, seconded by Commissioner Pearson, to

approve this Resolution of Appreciation for Commissioner Kathleen Morgan.

Yes: (7) BOOTSMA, DANESE, HILL, MOORE (M), NUTT, PEARSON (S), STRIFFLER

No: (0)

Excused: (2) GRIER, RODRIGUEZ

Recused: (0)

## New and Existing Commissioner Introductions

## CONSENT AGENDA

A motion was made by Commissioner Nutt, seconded by Commissioner Danese, to move Item #10 2810 E. Leigh Street to the Consent Agenda.

The motion carried by the following vote:

Yes: (8) BOOTSMA, DANESE, GRIER, HILL, MOORE, NUTT, PEARSON, STRIFFLER

No: (0)

Excused: (1) RODRIGUEZ

Recused: (0)

A motion was made by Commissioner Danese, seconded by Commissioner Moore, to move Item #4 3820 Hermitage Road to the Regular Agenda.

The motion carried by the following vote:

Yes: (8) BOOTSMA, DANESE, GRIER, HILL, MOORE, NUTT, PEARSON, STRIFFLER

No: (0)

Excused: (1) RODRIGUEZ

Recused: (0)

**A motion was made by Commissioner Striffler, seconded by Commissioner Nutt, to approve the amended Consent Agenda.**

**The motion carried by the following vote:**

**Aye -- 8 -** Commissioner Andrew Moore, Commissioner Lawrence Pearson, Commissioner John Grier, Commissioner Mitch Danese, Commissioner Larry Nutt, Commissioner Gina Marie Hill, Commissioner Erik Bootsma and Commissioner Emily Striffler

1. [COA-150784-2024](#) 2235 West Grace Street - Replace brick stairs with concrete and construct a concrete curb.

**Attachments:** [Application & Plans](#)  
[Staff Report](#)

**A motion was made by Commissioner Striffler, seconded by Commissioner Nutt to approve this application for the reasons stated in the staff report provided the following conditions are met: The new concrete retaining wall match the width and height of the curb at 2237 West Grace Street; The selected paving materials be simple and no more than two such materials be used in construction.**

**The motion carried by the following vote:**

**Aye --** 8 - Commissioner Andrew Moore, Commissioner Lawrence Pearson , Commissioner John Grier, Commissioner Mitch Danese, Commissioner Larry Nutt, Commissioner Gina Marie Hill, Commissioner Erik Bootsma and Commissioner Emily Striffler

2. [COA-150679-2024](#) 2709 Monument Avenue - Install awnings.

**Attachments:** [Application & Plans](#)  
[Staff Report](#)

**A motion was made by Commissioner Striffler, seconded by Commissioner Nutt, to approve this application for the reasons stated in the staff report provided the following conditions are met: The awning mounted hardware to be installed directly into the mortar joints to avoid damage to the historic masonry; Applicant to work with staff for final placement, design, and materials**

**The motion carried by the following vote:**

**Aye --** 8 - Commissioner Andrew Moore, Commissioner Lawrence Pearson , Commissioner John Grier, Commissioner Mitch Danese, Commissioner Larry Nutt, Commissioner Gina Marie Hill, Commissioner Erik Bootsma and Commissioner Emily Striffler

3. [COA-150676-2024](#) 618 North 25th Street - Construct a new iron fence with brick piers.

**Attachments:** [Application & Plans](#)  
[Staff Report](#)

**A motion was made by Commissioner Striffler, seconded by Commissioner Nutt, to approve this application for the reasons stated in the staff report provided the following conditions are met: The fence adhere to the zoning ordinance; The fence materials relate to materials commonly found in the neighborhood.**

**The motion carried by the following vote:**

**Aye --** 8 - Commissioner Andrew Moore, Commissioner Lawrence Pearson , Commissioner John Grier, Commissioner Mitch Danese, Commissioner Larry Nutt, Commissioner Gina Marie Hill, Commissioner Erik Bootsma and Commissioner Emily Striffler

10. [COA-150675-2024](#) 2810 East Leigh Street - Install front yard hardscaping and a ramp.

**Attachments:** [Application & Plans](#)  
[Staff Report](#)

**A motion was made by Commissioner Striffler, seconded by Commissioner Nutt to approve this application for the reasons stated in the staff report provided the following conditions are met: Final fencing used for screening the trashcans be submitted to staff for administrative review and approval; Final railing design, material, and color for the ramp be submitted to staff for administrative review and approval.**

**The motion carried by the following vote:**

Aye -- 8 - Commissioner Andrew Moore, Commissioner Lawrence Pearson , Commissioner John Grier, Commissioner Mitch Danese, Commissioner Larry Nutt, Commissioner Gina Marie Hill, Commissioner Erik Bootsma and Commissioner Emily Striffler

## **REGULAR AGENDA**

4. [COA-150518-2024](#) 3820 Hermitage Road - Enclose a side covered porch.

**Attachments:** [Application & Plans](#)  
[Staff Report](#)

**A motion was made by Commissioner Danese, seconded by Commissioner Hill, to approve this application for the reasons stated in the staff report provided the following conditions are met: The enclosure be constructed in a way that protects and preserves the existing historic architectural features as much as possible; a revised drawing be submitted to Staff for administrative review that shows the enclosure's window trim detail, and that the new windows will be located beneath the beam atop the columns.**

**The motion carried by the following vote:**

Aye -- 8 - Commissioner Andrew Moore, Commissioner Lawrence Pearson , Commissioner John Grier, Commissioner Mitch Danese, Commissioner Larry Nutt, Commissioner Gina Marie Hill, Commissioner Erik Bootsma and Commissioner Emily Striffler

5. [COA-150664-2024](#) 409 North 23rd Street - Re-clad an existing, rear, metal shed in fiber cement siding.

**Attachments:** [Application & Plans](#)  
[Staff Report](#)

**A motion was made by Commissioner Danese, seconded by Commissioner Nutt, to deny this application for the reasons stated in the Staff Report.**

**The motion carried by the following vote:**

Aye -- 8 - Commissioner Andrew Moore, Commissioner Lawrence Pearson , Commissioner John Grier, Commissioner Mitch Danese, Commissioner Larry Nutt, Commissioner Gina Marie Hill, Commissioner Erik Bootsma and Commissioner Emily Striffler

6. [COA-146156-2024](#) 2802 East Clay Street - Replace deteriorated wood siding with fiber cement siding.

**Attachments:** [Application & Plans \(April 2024\)](#)  
[Staff Report \(April 2024\)](#)  
[Application & Plans](#)  
[Staff Report](#)  
[HRF Comments](#)

**A motion was made by Commissioner Striffler, seconded by Commissioner Nutt, to approve this application for the reasons stated in the staff report provided the**

following conditions are met: Staff recommends approval of the use of smooth Hardiplank siding on the primary elevation. Staff recommends that the fiber cement siding match the width of the previous wood siding and that any wooden window trim be retained and repaired and not wrapped in another material like aluminum or vinyl.

The motion carried by the following vote:

**Aye --** 8 - Commissioner Andrew Moore, Commissioner Lawrence Pearson, Commissioner John Grier, Commissioner Mitch Danese, Commissioner Larry Nutt, Commissioner Gina Marie Hill, Commissioner Erik Bootsma and Commissioner Emily Striffler

7. [COA-150999-2024](#) 3103 E. Broad Street - Replace wood siding with fiber cement siding on a primary elevation.

**Attachments:** [Application](#)  
[Staff Report](#)

**Approval with Conditions**

A motion was made by Commissioner Nutt, seconded by Commissioner Hill, to deny this application for the reasons stated in the Staff Report.

The motion carried by the following vote:

**Aye --** 7 - Commissioner Andrew Moore, Commissioner John Grier, Commissioner Mitch Danese, Commissioner Larry Nutt, Commissioner Gina Marie Hill, Commissioner Erik Bootsma and Commissioner Emily Striffler

**Excused --** 1 - Commissioner Lawrence Pearson

8. [COA-149484-2024](#) 3029 Monument Avenue - Demolition of remaining two bays of a four-bay brick garage.

**Attachments:** [Application & Plans \(June 2024\)](#)  
[Staff Report \(June 2024\)](#)  
[Application & Plans](#)  
[Staff Report](#)

A motion was made by Commissioner Bootsma, seconded by Commissioner Hill, to approve this application for the reasons stated in the staff report provided the following conditions are met: The eastern wall, northern wall, and southern wall be retained, repaired, or reconstructed to the height of the existing brick wall, and that any salvageable bricks removed during the demolition be used for construction/repair of the wall.

The motion carried by the following vote:

**Aye --** 6 - Commissioner Andrew Moore, Commissioner Lawrence Pearson, Commissioner Larry Nutt, Commissioner Gina Marie Hill, Commissioner Erik Bootsma and Commissioner Emily Striffler

**No --** 2 - Commissioner John Grier and Commissioner Mitch Danese

9. [COA-150700-2024](#) 2720 West Grace Street - Replace an original barrel tile roof with a synthetic material, and replace the existing windows.

**Attachments:** [Application & Plans](#)  
[Staff Report](#)

A motion was made by Commissioner Danese, seconded by Commissioner Nutt, to approve this application for the reasons stated in the staff report provided the following conditions are met: Approval of the replacement windows, with the following conditions: that the new windows match the dimension, pane configuration, and muntin and sash width of the original; be installed without altering the existing opening; and that existing wooden window trim be retained or repaired and not wrapped in vinyl or aluminum; authentic clay tile be used for the replacement of the existing clay tile roof, and use colors that match the existing as closely as possible, final color and material specifications submitted to Staff for chair and Vice Chair approval; Staff recommends against the use of composite tile on the front portion of the roof; Staff recommends that all wooden architectural elements be repaired, or replaced in kind to match the existing design, material, and dimension; Staff recommends that the new bronze-colored aluminum gutter match the existing dimensions and profile as closely as possible, and that all downspouts be rounded. Original decorative scuppers must be retained; Repointing be done with a lime-based mortar that matches the color and composition of the existing mortar; New mortar joints match the width and profile of the existing joints, and not be flush with the face of the brick.

The motion carried by the following vote:

Aye -- 8 - Commissioner Andrew Moore, Commissioner Lawrence Pearson, Commissioner John Grier, Commissioner Mitch Danese, Commissioner Larry Nutt, Commissioner Gina Marie Hill, Commissioner Erik Bootsma and Commissioner Emily Striffler

## **CONCEPTUAL REVIEW**

11. [COA-150671-2024](#) 2316 West Grace Street - Construct a rear garage.

**Attachments:** [Application & Plans](#)  
[Staff Report](#)

The Commission reviewed this application in an advisory capacity. A recording of the meeting is available at the following link:  
[https://richmondva.granicus.com/player/clip/4118?view\\_id=1&redirect=true](https://richmondva.granicus.com/player/clip/4118?view_id=1&redirect=true)

12. [COA-150617-2024](#) 413-415 North Arthur Ashe Boulevard - Construct a semi-attached pair of two story garages.

**Attachments:** [Application & Plans](#)  
[Staff Report](#)

The Commission reviewed this application in an advisory capacity. A recording of the meeting is available at the following link:  
[https://richmondva.granicus.com/player/clip/4118?view\\_id=1&redirect=true](https://richmondva.granicus.com/player/clip/4118?view_id=1&redirect=true)

13. [COA-150916-2024](#) 817 North 22nd Street - Construct two semi-attached, three story dwellings.

**Attachments:** [Application & Plans](#)

[Staff Report](#)

The Commission reviewed this application in an advisory capacity. A recording of the meeting is available at the following link:

[https://richmondva.granicus.com/player/clip/4118?view\\_id=1&redirect=true](https://richmondva.granicus.com/player/clip/4118?view_id=1&redirect=true)

14. [COA-150915-2024](#) 2201 Venable Street - Construct a new three story dwelling.

**Attachments:** [Application & Plans](#)

[Staff Report](#)

The Commission reviewed this application in an advisory capacity. A recording of the meeting is available at the following link:

[https://richmondva.granicus.com/player/clip/4118?view\\_id=1&redirect=true](https://richmondva.granicus.com/player/clip/4118?view_id=1&redirect=true)

## Adjournment

The meeting was adjourned at 6:45pm