



**Property** (location of work)

Property Address: \_\_\_\_\_ Current **Zoning**: \_\_\_\_\_

Historic District: \_\_\_\_\_

Application is submitted for: (check one)

- ☐ **Alteration**  
☐ **Demolition**  
☐ **New Construction**

**Project Description** (attach additional sheets if needed):

\_\_\_\_\_  
**Applicant/Contact Person:** \_\_\_\_\_

Company: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

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

**Property Owner:** \_\_\_\_\_

If Business Entity, name and title of authorized signee: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

Billing Contact?

**\*\*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:  \_\_\_\_\_ Date: \_\_\_\_\_

# Certificate of Appropriateness Application Instructions

Staff Contact: (804)-646-6569 | [alex.dandridge@rva.gov](mailto: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](http://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 5<sup>th</sup> 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](http://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.



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January 13<sup>th</sup>, 2025

City of Richmond Department of Planning and Development Review  
Commission of Architectural Review  
Mr. Alex Dandridge, Secretary  
City Hall, 900 East Broad Street  
Richmond, VA 23219

**RE: Certificate of Appropriateness at 2201 Venable Street & 817 N 22<sup>nd</sup> Street**

Members of the Commission,

This memorandum shall serve as the applicant's statement for an application to be reviewed by the Commission of Architectural Review (the "CAR") for the proposed construction of three new single-family dwellings configured as one single-family detached dwelling on the property known as 2201 Venable Street and two single-family attached dwellings on the property known as 817 N 22<sup>nd</sup> Street (the "Property"). This project was previously reviewed at the July 23<sup>rd</sup> and September 24<sup>th</sup> meetings of the CAR.

The Property is located at the corner of Venable and N 22<sup>nd</sup> Streets and lies in Richmond's Union Hill City Old and Historic District. Existing structures in the district are noted as being known for a variety of architectural styles and materials as well as a range of land uses. The Property is currently undeveloped and is adjacent to a single-family detached dwelling to the west along Venable Street and a two-family detached ("duplex") dwelling to the rear fronting N 22<sup>nd</sup> Street.

The Property owner is proposing to construct a total of three, single-family dwellings on the Property. A single-family detached dwelling, addressing the corner of Venable and N 22<sup>nd</sup> Street would be located on the parcel at 2201 Venable while two, single-family attached dwellings would front onto N 22<sup>nd</sup> Street at 817 N 22<sup>nd</sup>. These would each be three stories in height with a two-story porch fronting Venable Street at the corner of Venable and N 22<sup>nd</sup> on the detached dwelling.



Figure 1: November 2024 revised elevations fronting N 22nd St.

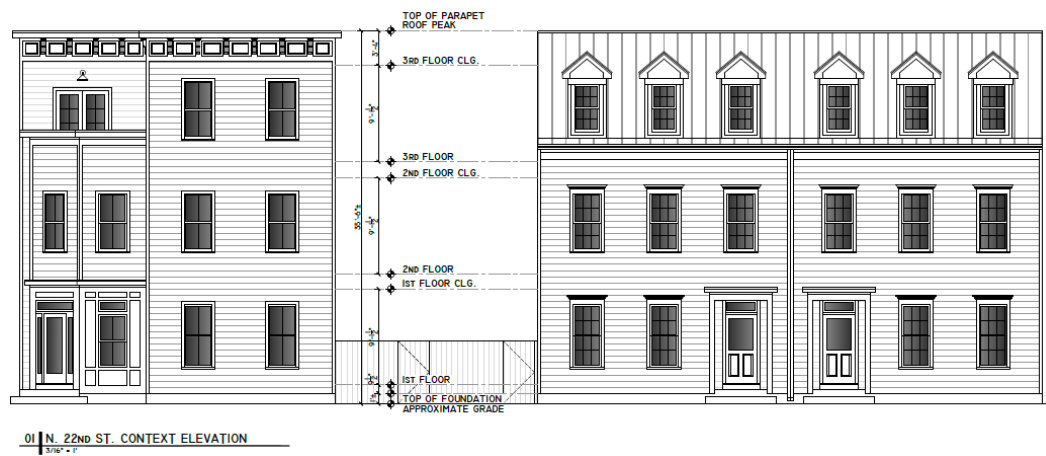


Figure 2: September revised elevations fronting N 22nd St.



Figure 3: Initial elevations along N 22nd Street

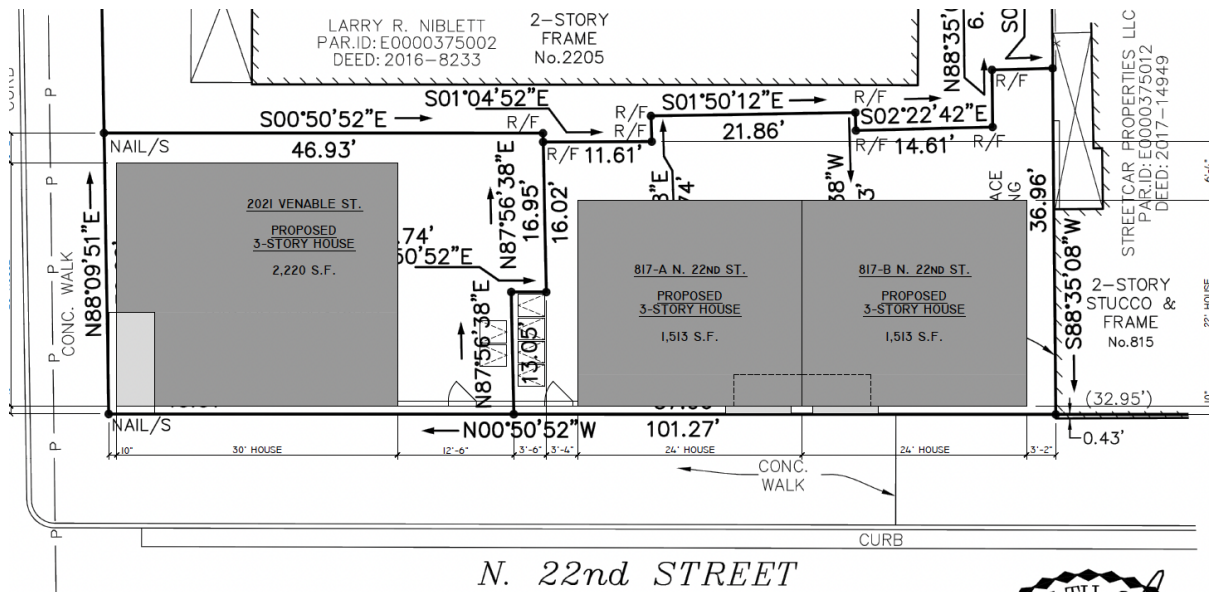
### **Conceptual Review and Changes:**

This project was previously reviewed at the July, September, and November 2024 CAR meetings. Based on the comments from Staff and Commissioners, the applicant has revised the design to address the comments.

The dwelling at 2201 Venable was initially submitted as a three-story residential design fronting the corner of Venable and N 22<sup>nd</sup> Streets. The design was revised based on the conceptual review to meet the comments which generally suggest a design which is compatible with the commercial building located at the southwest corner of Venable and 21<sup>st</sup> Streets, currently occupied by Fat Rabbit Bakery. However, comments from the Commission at the September final review meeting suggested a more traditional residential look was more appropriate.

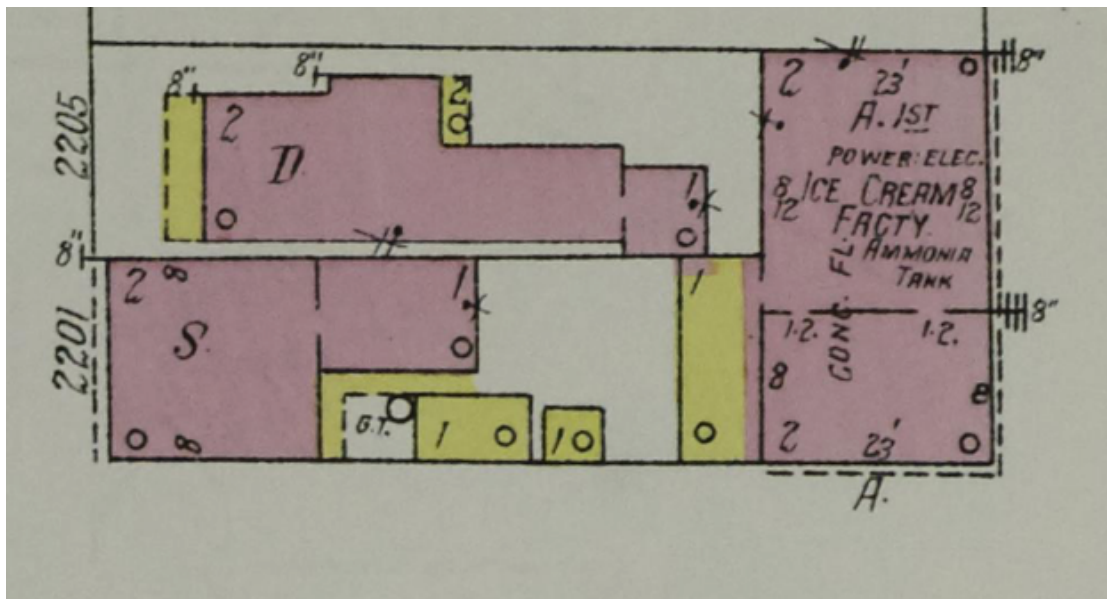
As the applicant had received a wide range of suggested design changes which seemed to be conflicting, a meeting was setup with CAR Staff and a revised design was submitted based on that discussion. This led to the most recent design which included the removal of the angled corner entrance and third floor terrace and replacement with an entrance fronting Venable Street within a two-story porch at the corner of Venable and N 22<sup>nd</sup>. The two-story porch is a feature found in both historic and newer dwellings which have been approved by CAR. The proposed design allows for desirable outdoor living space while both addressing the primary frontage and providing a secondary, but distinctive, feature along the N 22<sup>nd</sup> frontage. Further, the proposed design allows for the full use of the small lot while also creating the visual appearance of a traditional three-bay dwelling along Venable Street.

The most recent design was recommended for approval with Staff conditions at the November CAR meeting. At that meeting however, Commissioners made a wide range of comments and deferred the proposal again. These comments were varied and when pressed by the Chairman to create conditions as part of the deferral of the project, the Commission was unable to do so. As Sec. 30-930.6(g) of the Code of the City of Richmond states that *"The Commission of Architectural Review shall state clearly its reasons for approval, denial, modification, or deferral of an application..."* the applicant is now resubmitting the previously submitted application and requesting approval with Staff conditions.

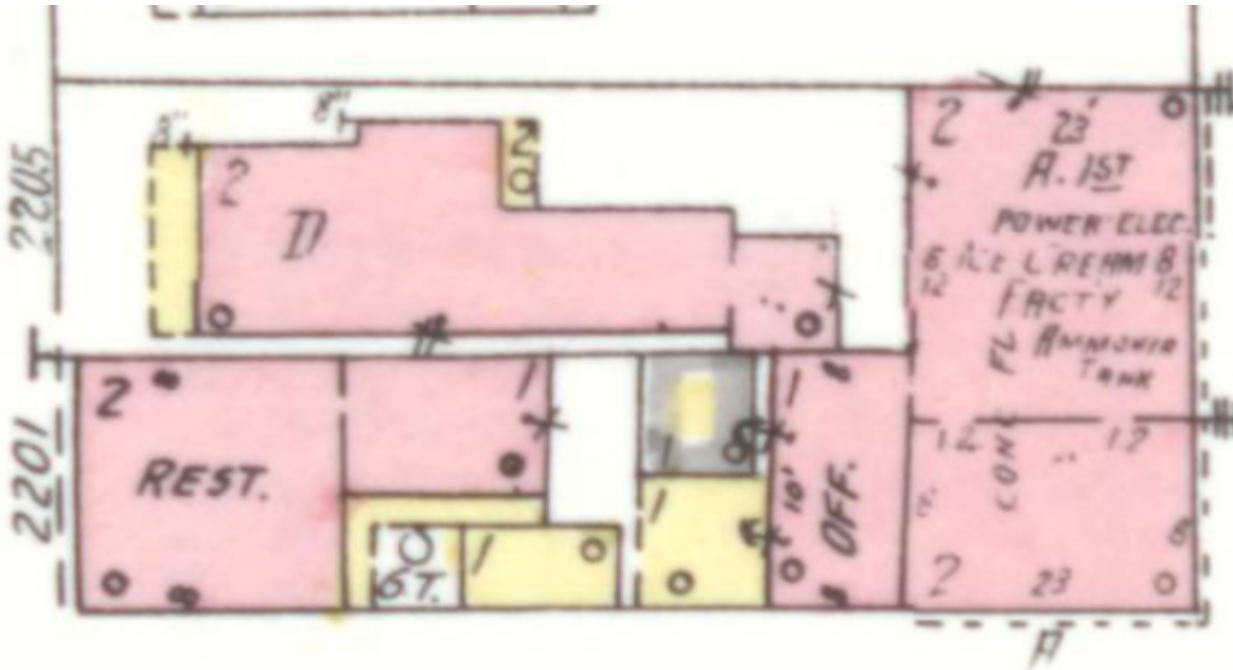


### Siting:

According to the 1925 Sanborn Map, the Property was historically a single lot occupied with a two-story building located at the Venable and N 22<sup>nd</sup> property lines.



The 1952 Sanborn map shows the parcel being further improved with a series of frame and brick buildings along the N 22<sup>nd</sup> Street Frontage.



The siting of the proposed dwelling is consistent with the historic use of the Property and the development pattern in the area. The dwelling located at the corner of Venable and N 22<sup>nd</sup> with the siting along the Venable and N 22<sup>nd</sup> Street frontages is consistent with the historical use of the Property.

#### **Form:**

The proposed dwelling has been designed to reflect the historic lot configuration of the Property and to be consistent with traditional row house forms found in the area. The proposed design was created to meet the CAR Guidelines and have been approved elsewhere in the Union Hill and other City Old and Historic Districts. The proposed dwelling features a design which appeals to the current homebuyer along with details which reflect the historic nature of the neighborhood.

#### **Scale:**

The proposed construction of the new dwelling is consistent with the scale and character of the proposed site layout and existing neighborhood and will appear appropriate from street level. Dwellings in the area are of a range of heights with three story dwellings

located nearby along Cedar Street. The proposed density is also consistent with the historic use of corner parcels within Union Hill.

### **Height, Width, Proportion, & Massing**

At three stories, the proposed dwelling is comparable in height with other structures on the block. The massing provides an appropriate transition from the single family attached and detached dwellings fronting Venable to the recently approved three-story dwellings at 2111-2119 Venable.

### **Exterior Cladding/Doors and Windows/Materials**

Exterior cladding, doors and windows, foundation, and roofing are as noted on the attached plans. The items were selected to be consistent with CAR requirements and other dwellings within the Union Hill Old and Historic District. A finish schedule including doors and windows is provided for the proposed dwellings.

The proposed design is compatible with the historical fabric of the block as it recognizes the siting, scale, form, and massing of the structures on the block and the recommendation of Approval with conditions from CAR Staff. As noted by the CAR's *Handbook and Design Review Guidelines*, the Union Hill City Old and Historic District is characterized by a wide variety of architectural styles. The proposed dwelling provides modern architectural style offering a new and desirable housing opportunity within the area while remaining consistent with the fabric of the historic district. Furthermore, many of the design elements of the proposed dwelling can be found on historically significant dwellings throughout the Union Hill district. The proposed single-family dwelling addresses the unique considerations of the lot size, shape, and underlying zoning while also acknowledging the historical characteristics of the Union Hill Neighborhood.



We thank you for the care and assistance in reviewing our application. Should you have any questions after reviewing this request, please feel free to contact me at [will@bakerdevelopmentresources.com](mailto:will@bakerdevelopmentresources.com) or (864) 377-9140.

Sincerely,

A handwritten signature in black ink, appearing to read 'William Gillette', with a stylized, cursive script.

William Gillette, AICP  
Baker Development Resources, LLC



PROJECT CONTACTS:

DEVELOPER:  
KEEL CUSTOM HOMES  
CONTACT: CASEY WHITE  
804-869-8600

ARCHITECT:  
CHRISTOPHER WOLF  
CHRIS WOLF ARCHITECTURE, PLLC  
804-514-7644

# THREE NEW 3-STORY SINGLE-FAMILY HOUSES IN RICHMOND'S UNION HILL NEIGHBORHOOD

NEW HOUSES AT 2201 VENABLE ST.  
AND 817 N. 22ND ST.

2201 VENABLE ST. & 81/ N. 22ND ST.  
RICHMOND, VIRGINIA 23223

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## DRAWING INDEX

## DRAWINGS

[illegible]

NOT FOR  
CONSTRUCTION

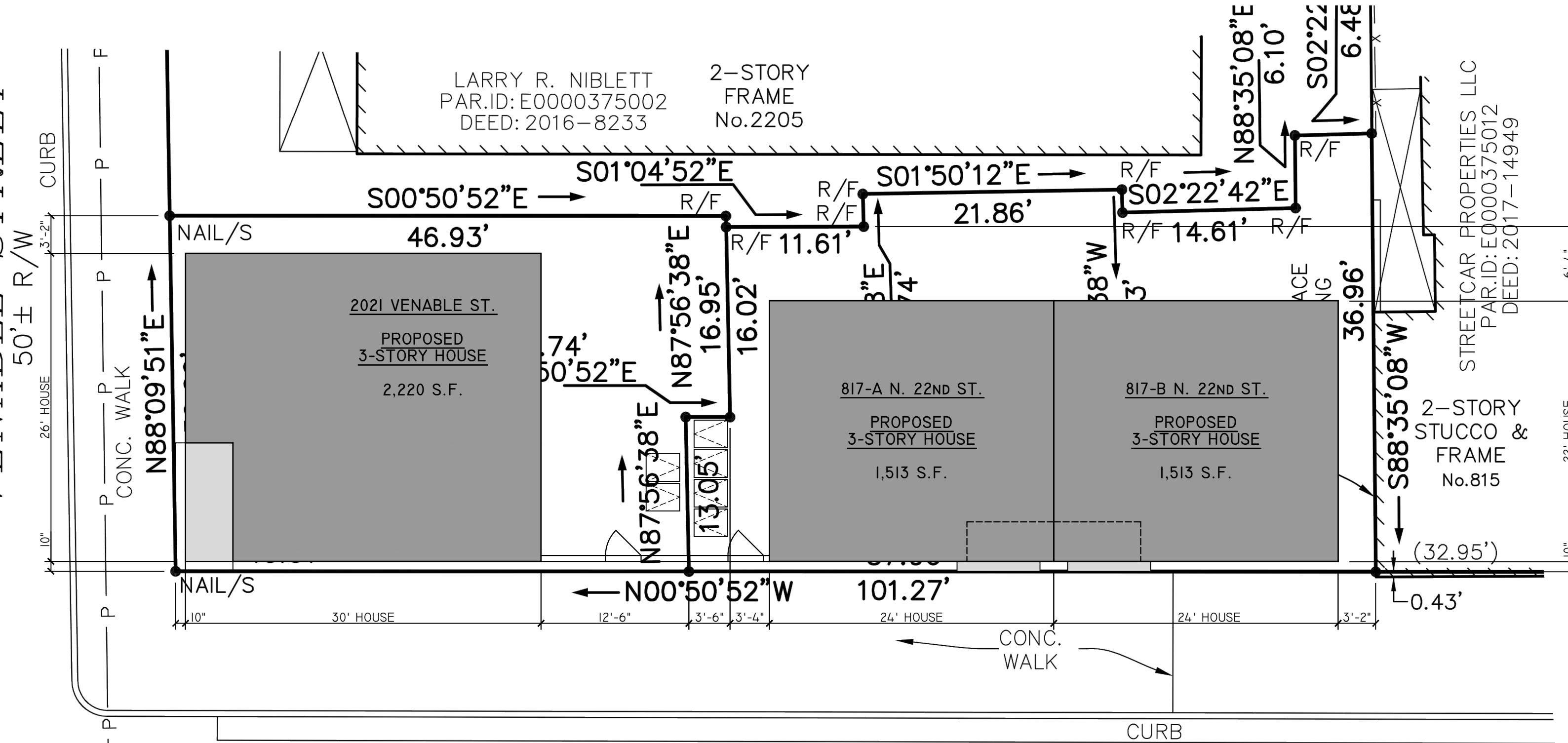
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C.A.R. 3RD SUBMITTAL

DATE/MARK:  
10.25.2024

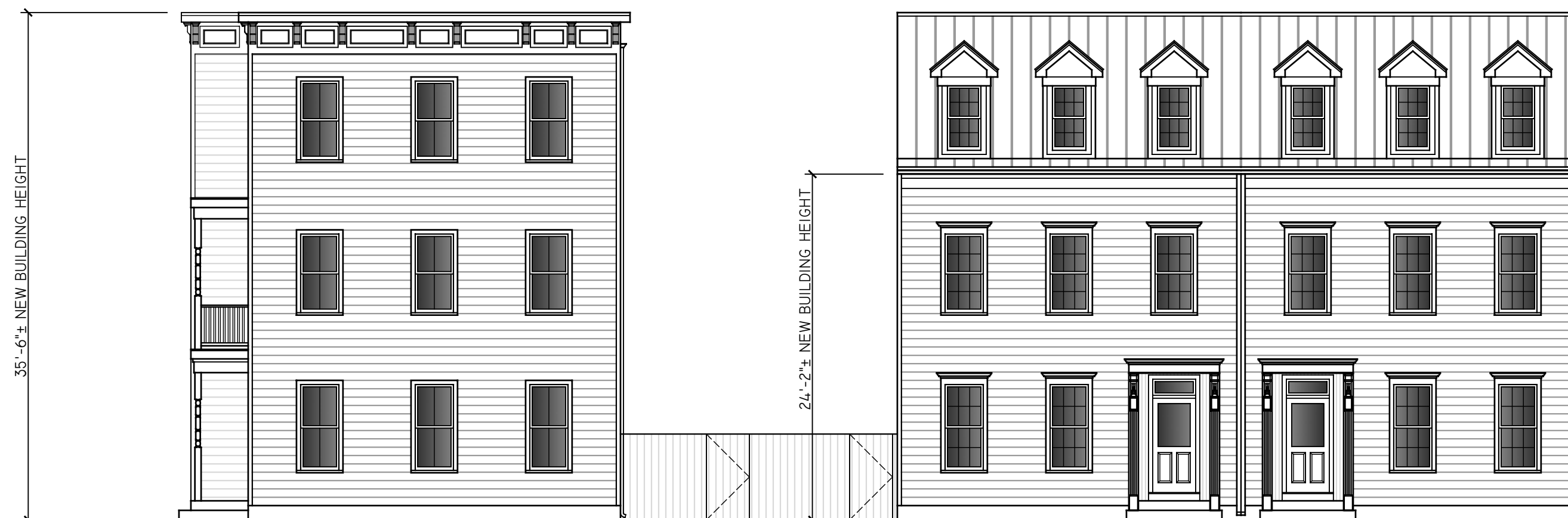
COVER SHEET

CS

VENABLE STREET



01 | ARCHITECTURAL SITE PLAN  
1/8" = 1'



02 | N. 22ND ST. CONTEXT ELEVATION  
1/8" = 1'



815 N. 22ND ST.  
22'-8"± HOUSE HEIGHT

NOT FOR  
CONSTRUCTION

SET/REVISION:  
C.A.R. 3RD SUBMITTAL

DATE/MARK:  
10.25.2024

SITE PLAN & VENABLE  
ST. CONTEXT ELEV.

CI.I

PROJECT CONTACTS:  
DEVELOPER:  
KEEL CUSTOM HOMES  
CONTACT: CASEY WHITE  
804-869-8600

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2201 VENABLE ST. & 817 N. 22ND ST.  
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$$1/8'' = 1'$$


LARRY R. NIBLETT  
PAR.ID:E0000375002  
DEED:2016-8233

LARR  
 PAR.ID  
 DEED

S00°50'52"  
 46.93'

2021 VENABLE ST.  
 PROPOSED  
 3-STORY HOUSE  
 2,220 S.F.

N. 22nd St.

**PROJECT CONTACTS:**

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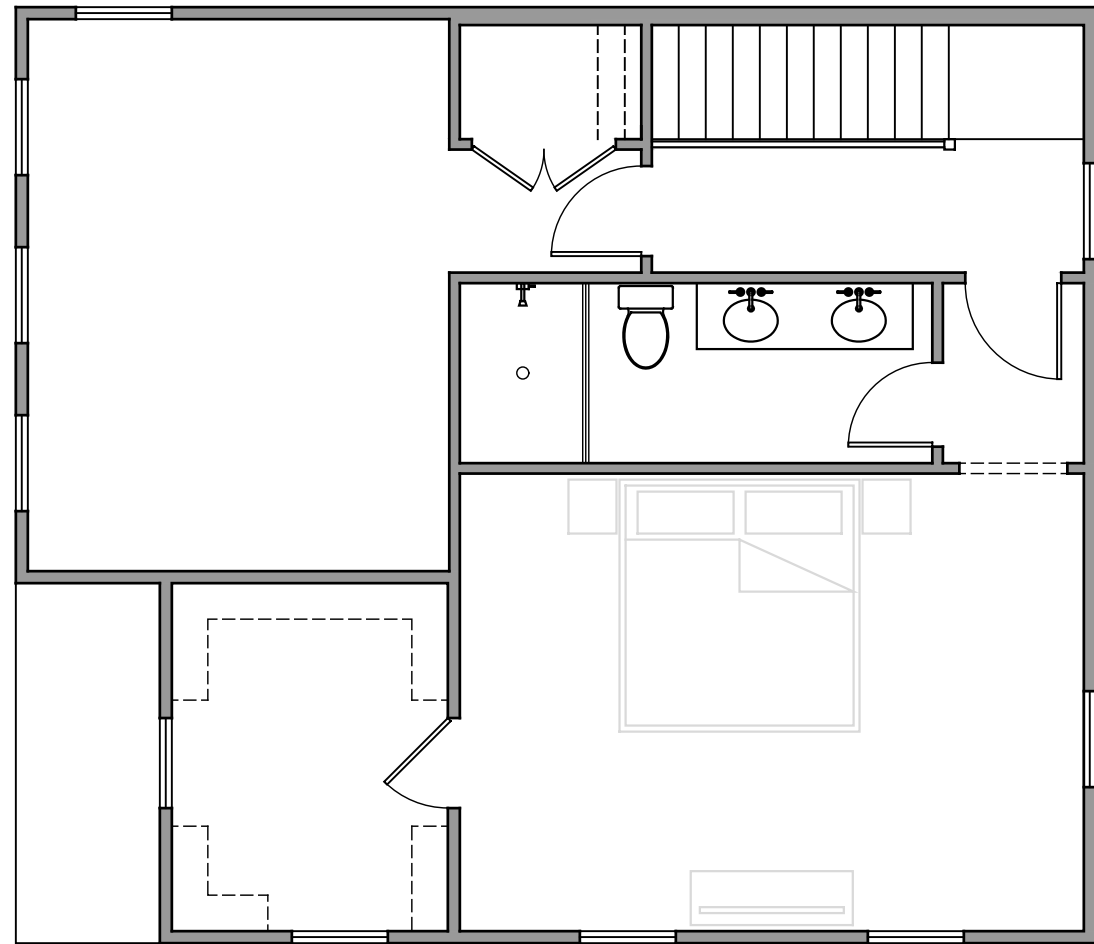
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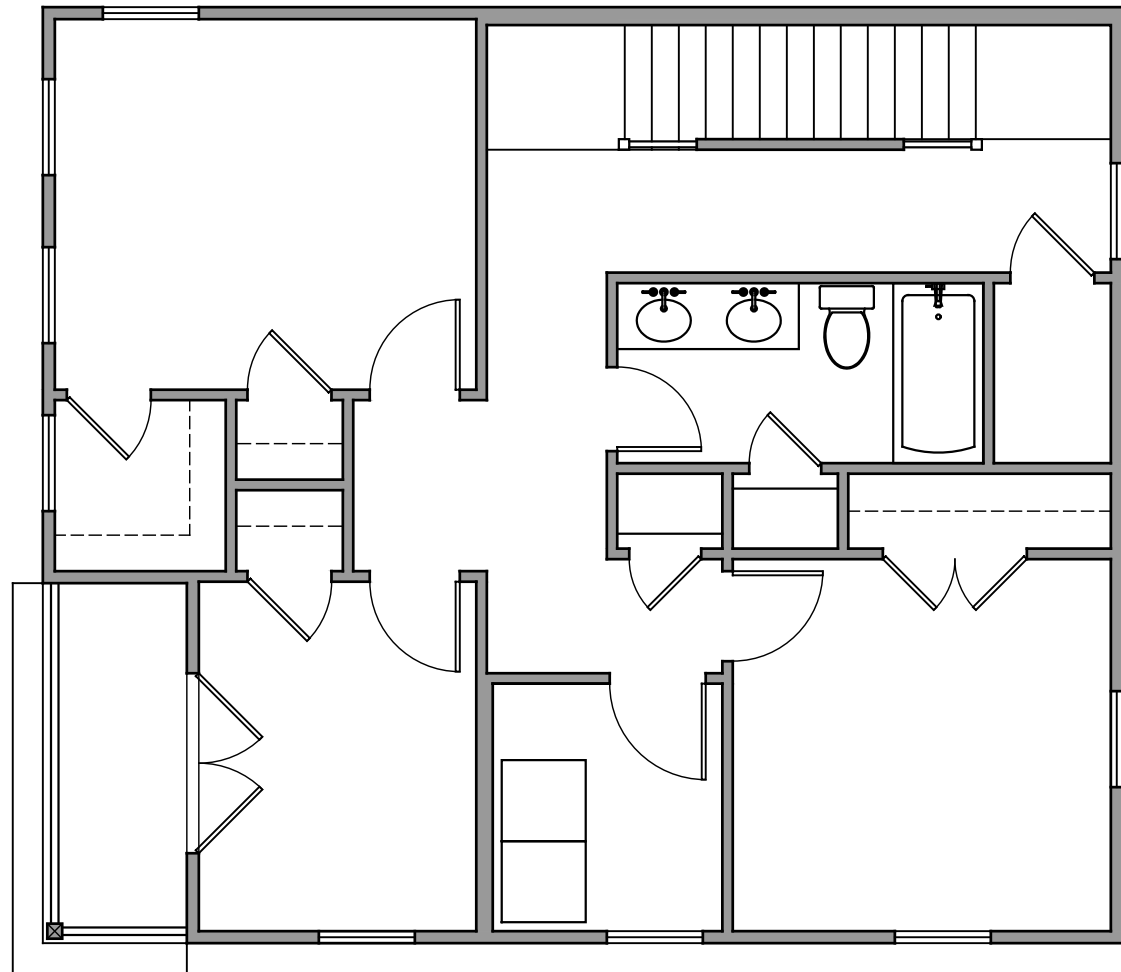
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N. 22ND STREET  
CONTEXT ELEVATION

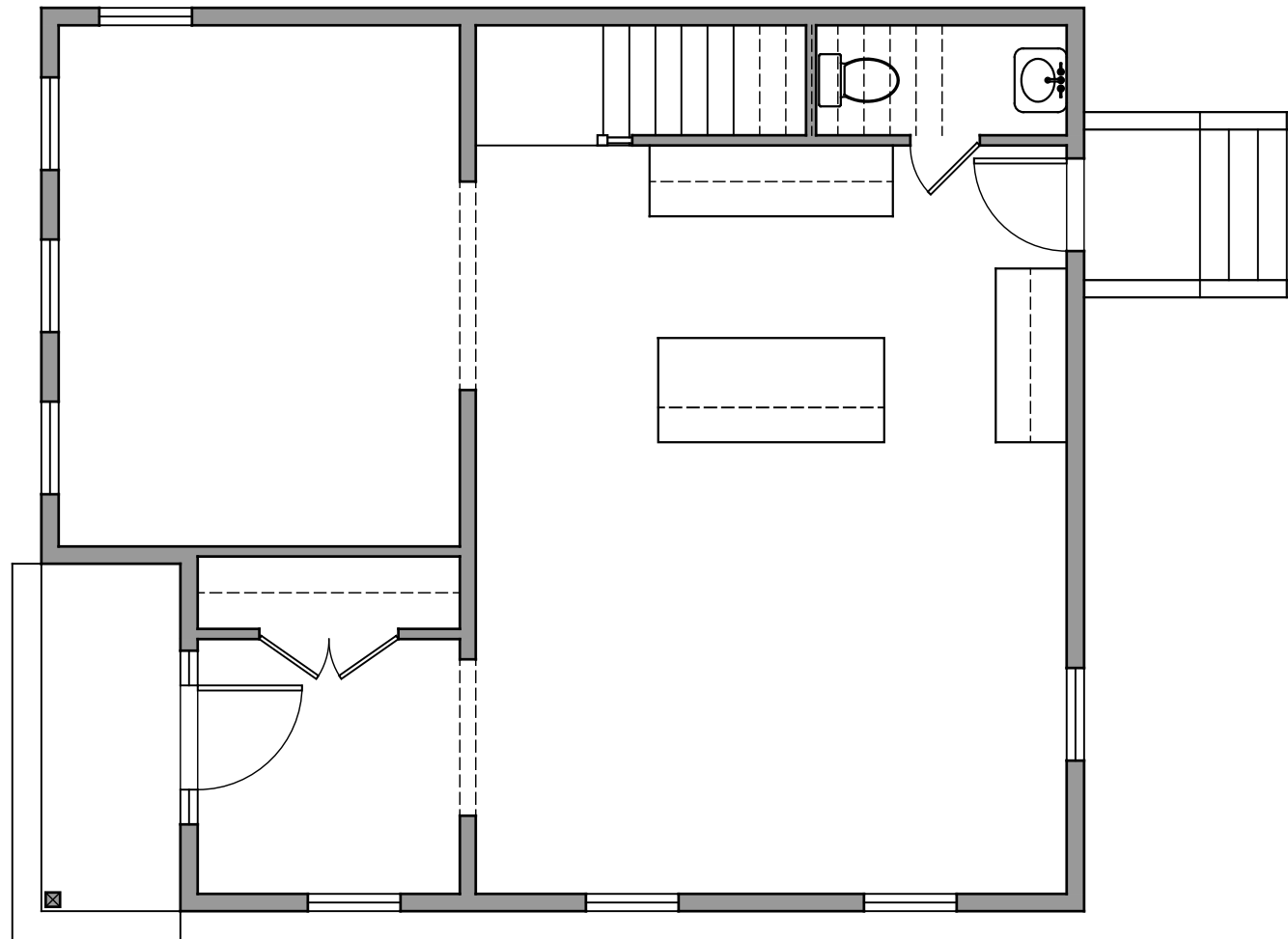
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3RD FLOOR PLAN

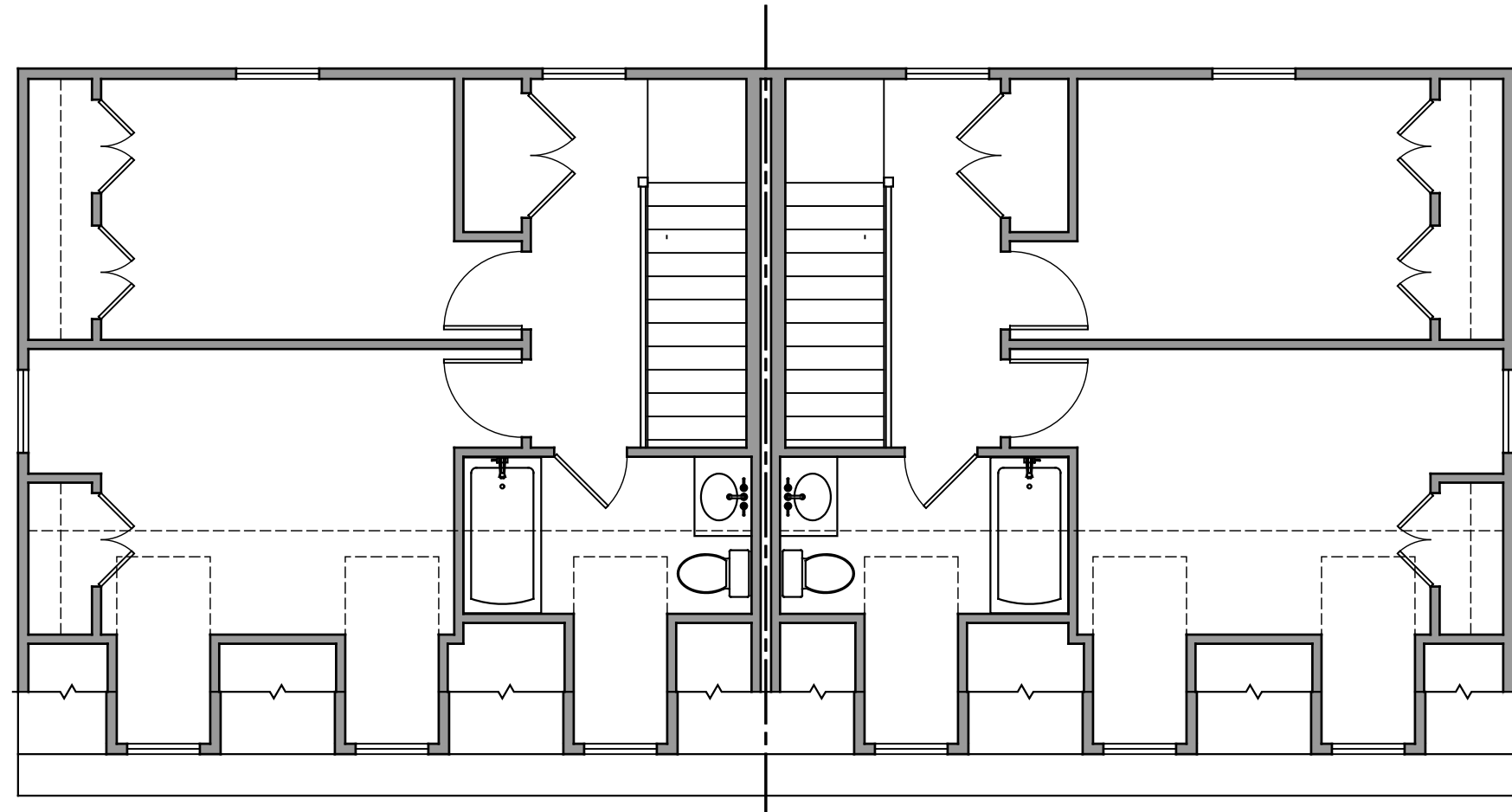


2ND FLOOR PLAN

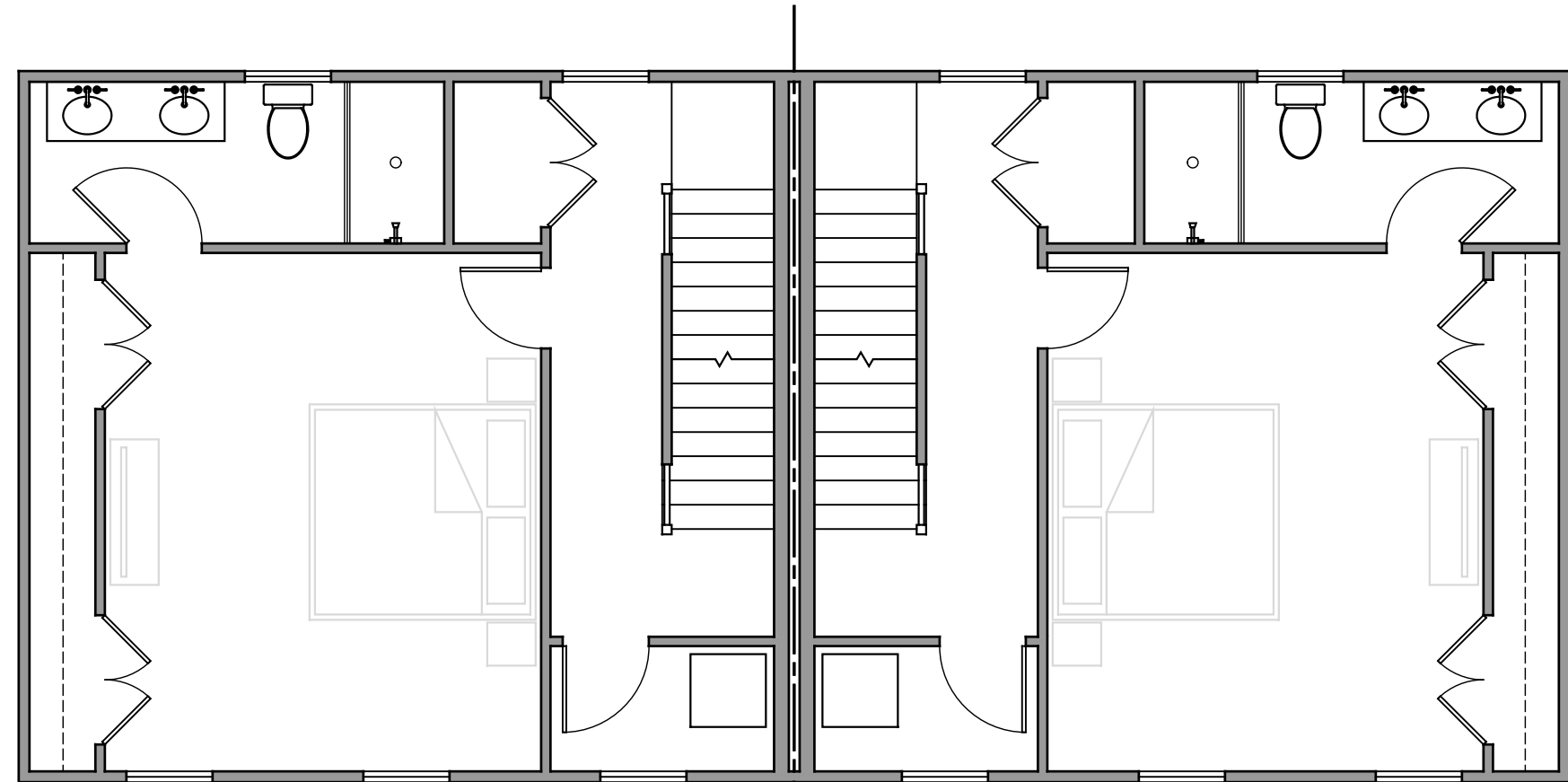


1ST FLOOR PLAN

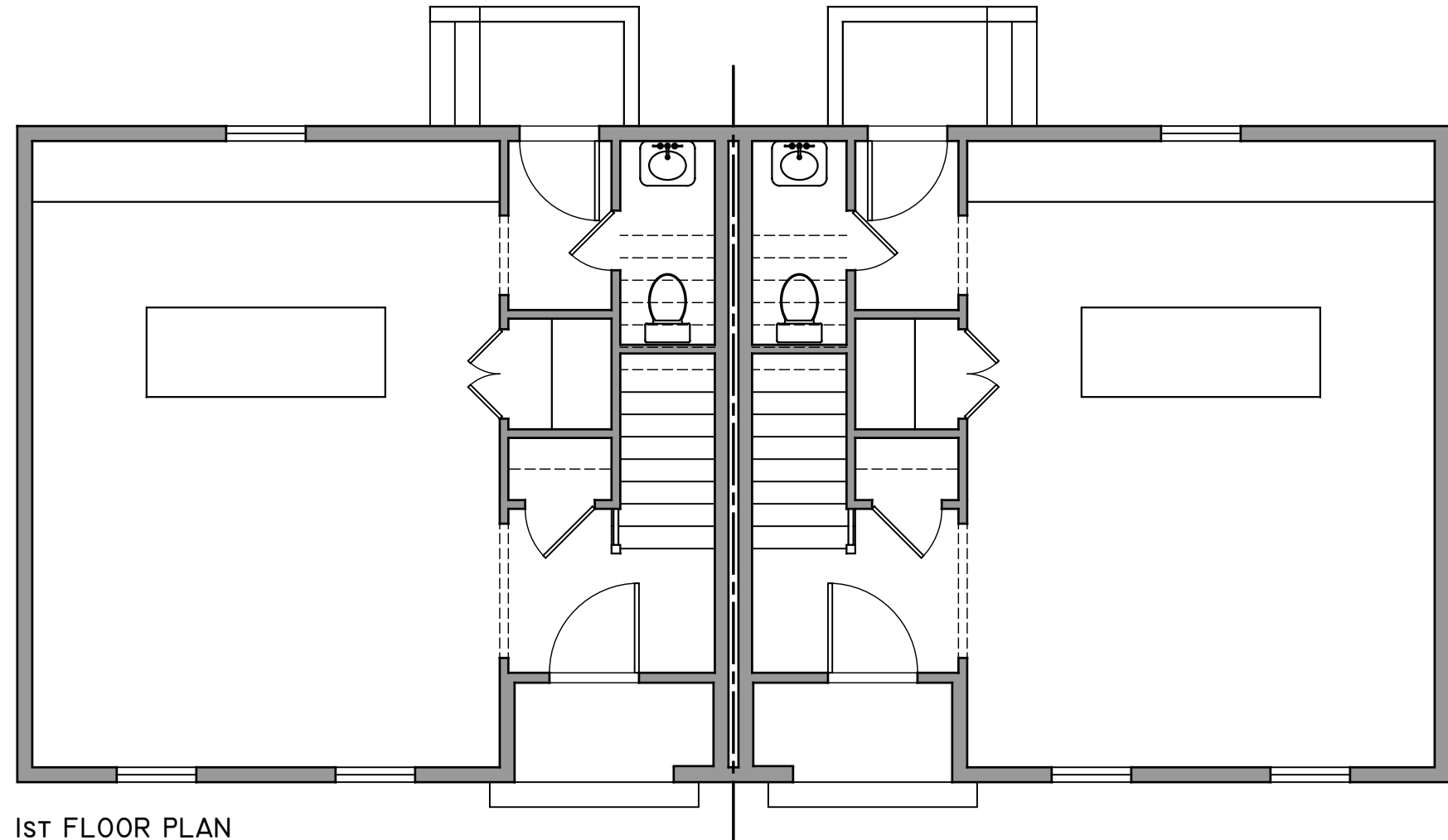
01 | 2201 VENABLE ST. FLOOR PLANS  
3/16" = 1'



3RD FLOOR PLAN



2ND FLOOR PLAN



1ST FLOOR PLAN

02 | 817 N. 22ND ST. FLOOR PLANS  
3/16" = 1'

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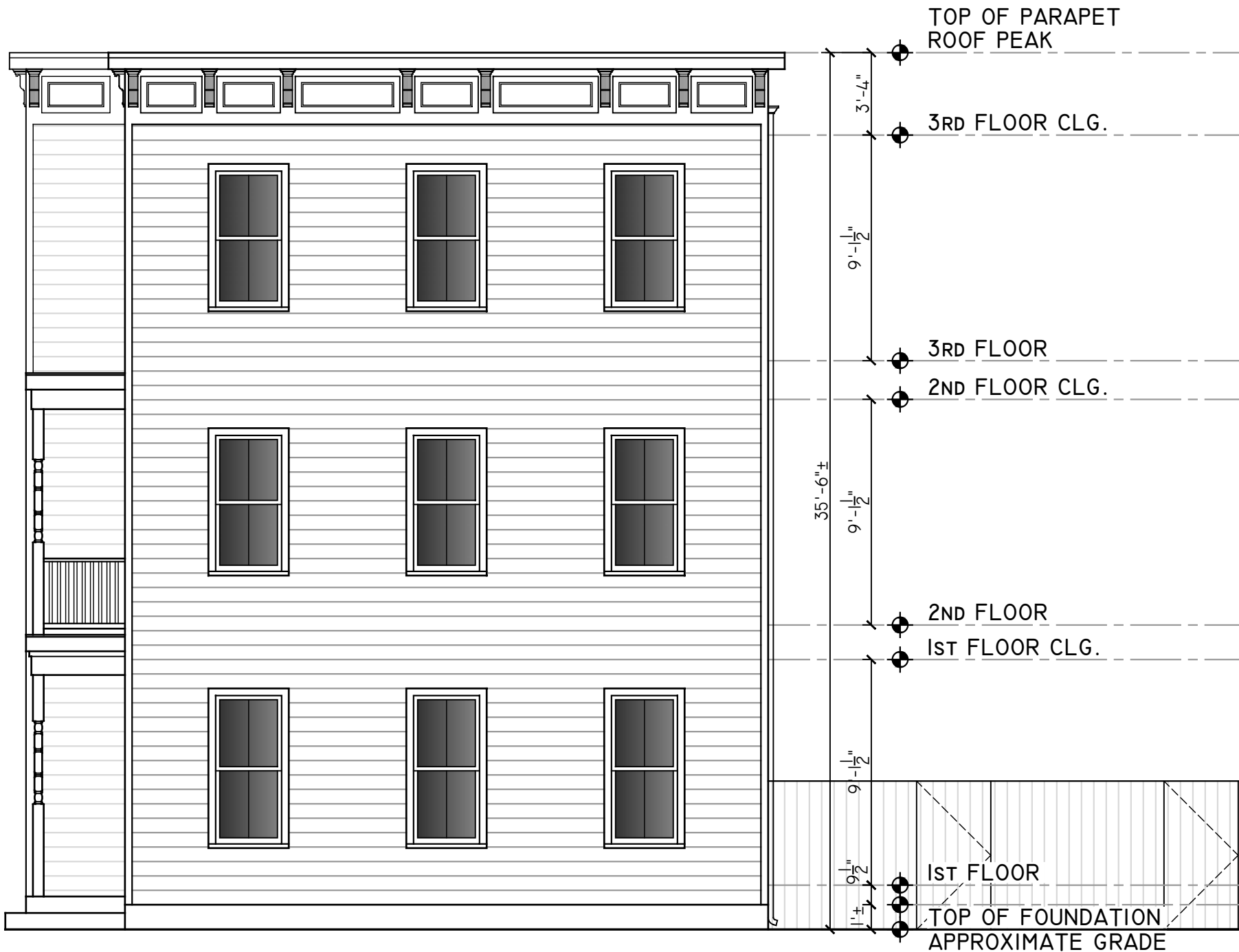
FLOOR PLANS

AI.1



02 | VENABLE ST. ELEVATION

3/16" = 1'



01 | N. 22ND ST. CONTEXT ELEVATION

3/16" = 1'

2201 VENABLE ST. - EXTERIOR FINISH SCHEDULE		
NO.	COMPONENT/MATERIAL	COLOR/FINISH
01	PARGED FOUNDATION	GRAY/TAN
02	CONCRETE FRONT PORCH STAIRS/LANDINGS	NATURAL CONCRETE
03	HARDIE 7" EXPOSURE LAP SIDING	COLOR T.B.D.
04	FRONT DOOR FEATURE AREA - HARDIE FLAT PANEL/TRIM	COLOR T.B.D.
05	COMPOSITE/HARDIE TRIM	PAINTED ARCTIC WHITE
06	COMPOSITE/HARDIE SOFFITS	PAINTED ARCTIC WHITE
07	WOOD DOORS	PAINTED   COLOR T.B.D.
08	C.A.R.-COMPLIANT WINDOWS (S.D.L. ALUM-CLAD WOOD)	PREFINISHED
09	ITALIANATE CORNICE & BRACKETS	PAINTED ARCTIC WHITE
10	UPPER ROOF - TPO	FACTORY WHITE
11	ALUMINUM GUTTER & DOWNSPOUTS	PREFINISHED WHITE
12	REAR DECK/RAILINGS TO MATCH FRONT PORCH	-
13	WALL-MOUNTED LANTERNS AT DOORS	PREFINISHED BLACK

1. ALL MATERIALS & COLORS MUST MEET GENERAL C.A.R. REQUIREMENTS.
2. EXTERIOR ELEVATION NOTES ARE TYPICAL ACROSS ALL EXTERIOR ELEVATIONS UNLESS NOTED OTHERWISE.
3. GRADES SHOWN APPROXIMATE. V.I.F.

817 N. 22ND. ST. - EXTERIOR FINISH SCHEDULE		
NO.	COMPONENT/MATERIAL	COLOR/FINISH
01	PARGED FOUNDATION	GRAY/TAN
02		
03	HARDIE 7" EXPOSURE LAP SIDING	COLOR T.B.D.
04	COMPOSITE/HARDIE TRIM	PAINTED ARCTIC WHITE
05	COMPOSITE/HARDIE SOFFITS	PAINTED ARCTIC WHITE
06	WOOD DOORS	PAINTED   COLOR T.B.D.
07	C.A.R.-COMPLIANT WINDOWS (S.D.L. ALUM-CLAD WOOD)	PREFINISHED
08	FRONT MANSARD ROOF - 16" STANDING SEAM METAL	PREFINISHED   COLOR T.B.D.
09	UPPER ROOF - TPO	FACTORY WHITE
10	FRONT PORCH ROOF - EPDM	FACTORY BLACK
11	ALUMINUM GUTTER & DOWNSPOUTS	PREFINISHED WHITE
12	FRONT PORCH RAILINGS - WOOD 'RICHMOND RAIL'	PAINTED ARCTIC WHITE
13	TREATED WOOD REAR DECK/RAILINGS	NATURAL TREATED WOOD
14	WALL-MOUNTED LANTERNS AT DOORS	PREFINISHED BLACK

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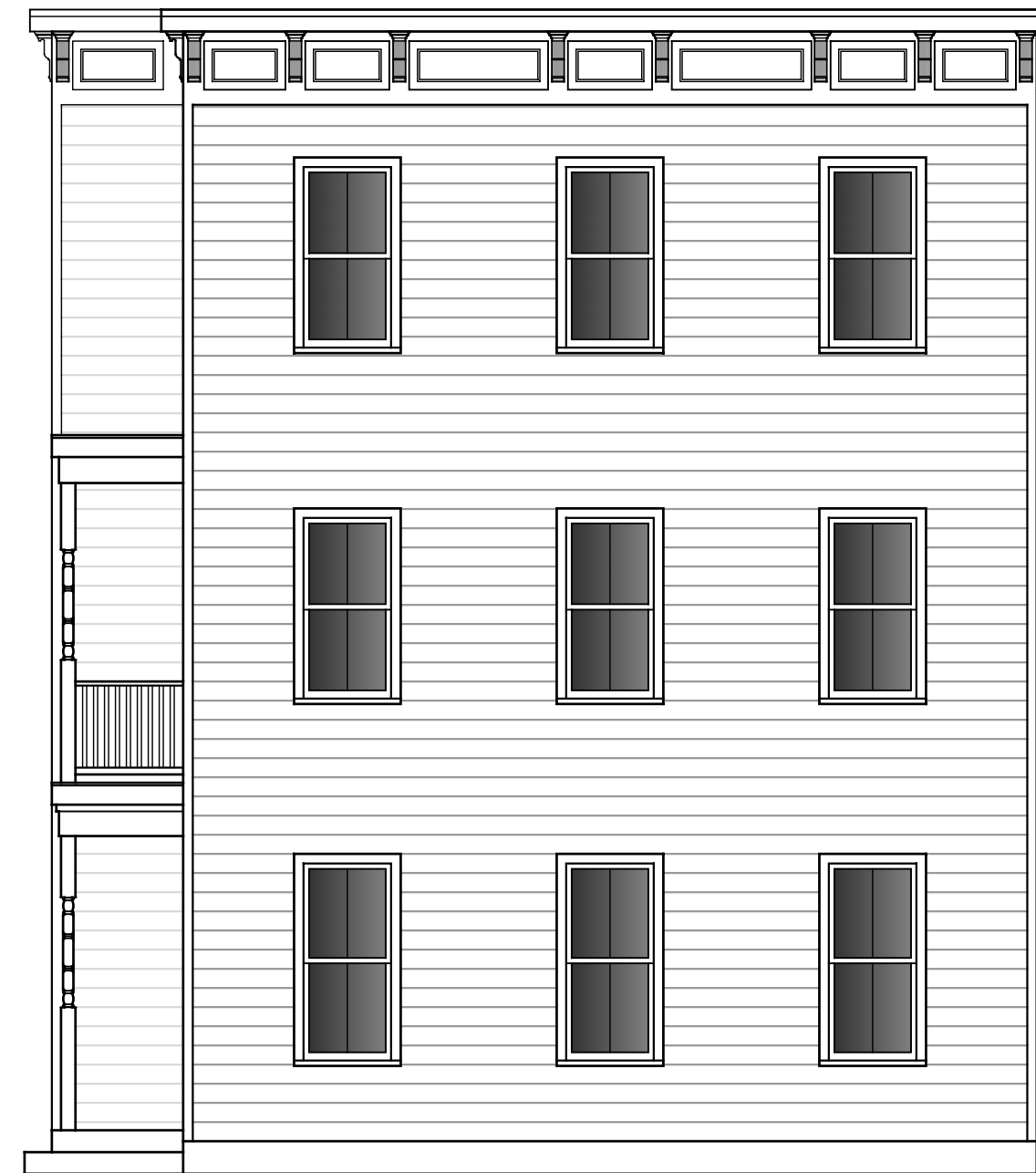
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STREET ELEVATIONS

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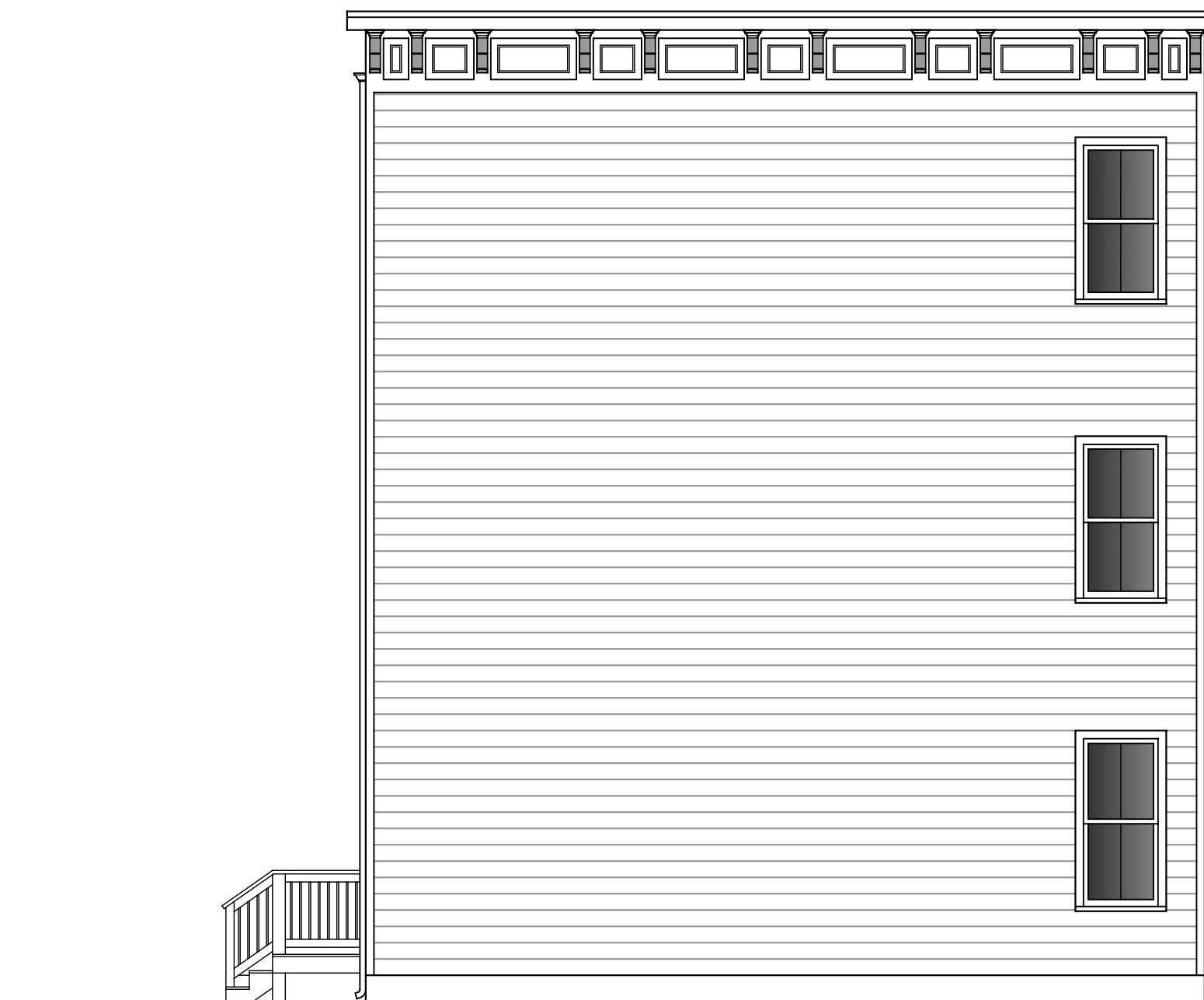
02 | VENABLE ST. ELEVATION  
3/16" = 1'



01 | N. 22ND ST. ELEVATION  
3/16" = 1'



04 | REAR ELEVATION  
3/16" = 1'



03 | LEFT SIDE ELEVATION  
3/16" = 1'

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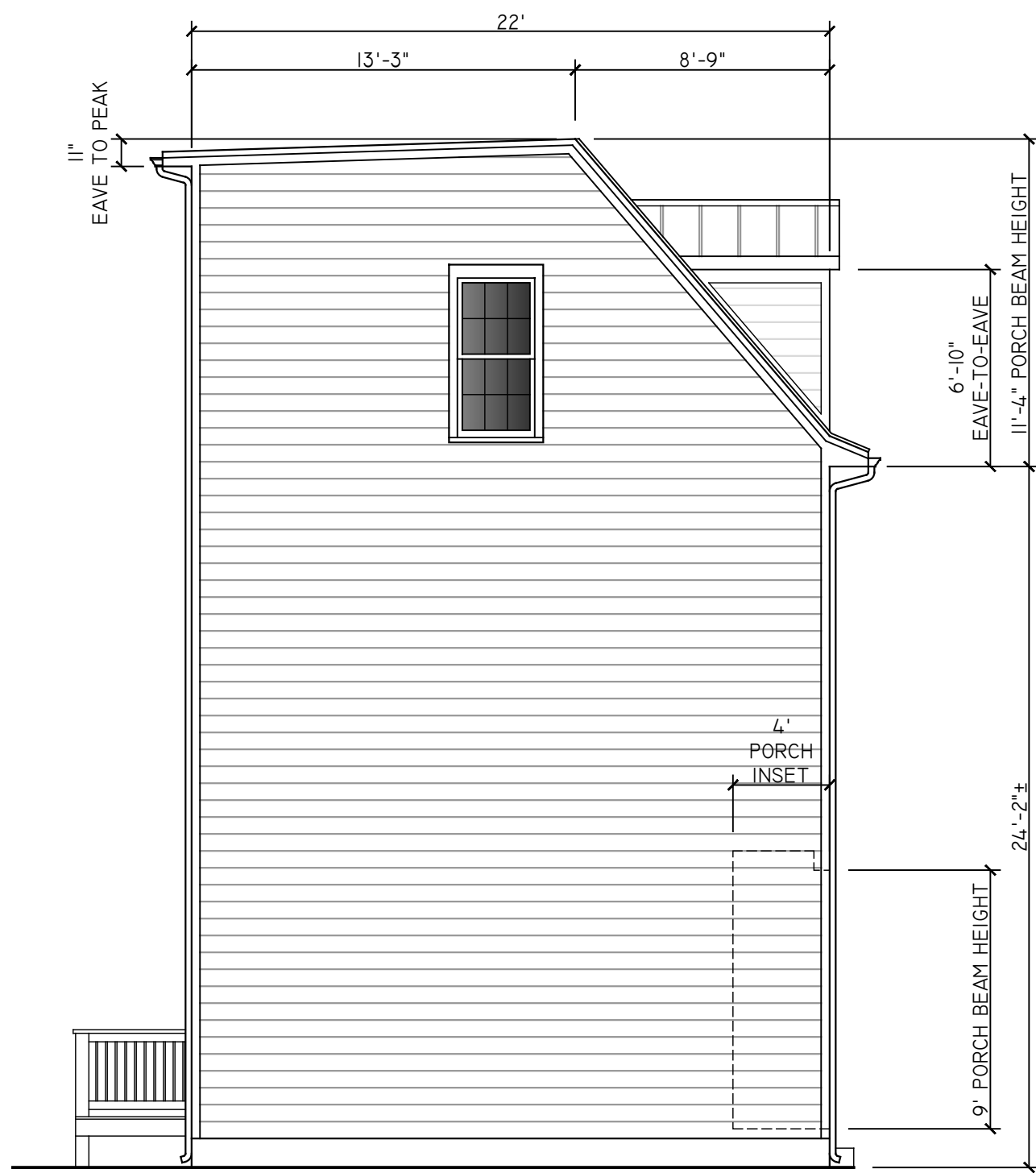
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2201 VENABLE ST.  
EXTERIOR ELEVATIONS

A2.1



02 | LEFT SIDE ELEVATION  
3/16" = 1'



01 | FRONT (N. 22ND ST.) ELEVATION  
3/16" = 1'



04 | RIGHT SIDE ELEVATION  
3/16" = 1'

04 | ENTRY DETAIL  
3/8" = 1'



03 | REAR ELEVATION  
3/16" = 1'

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A2.2