



# 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](http://www.rva.gov/planning-development-review/commission-architectural-review)



## Property (location of work)

Address: 2906 E Franklin Street  
St. John's Church  
Historic District: \_\_\_\_\_

## Applicant Information Billing Contact

Name: Will Gillette / Mark Baker  
Email: markbaker@bakerdevelopmentresources.com  
Phone: (804)874-6275  
Company: Baker Development Resources  
530 East Main Street, Suite 730  
Mailing Address: Richmond, VA 23219

Applicant Type:  Owner  Agent  Lessee  
 Architect  Contractor  
Other (specify): \_\_\_\_\_

## Owner Information Billing Contact

Same as Applicant  
Name: CASTRO, NICOLAS D  
Email: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Company: \_\_\_\_\_  
Mailing Address: 2904 E FRANKLIN ST  
RICHMOND, VA 23223

**\*\*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):  
Removal of the replacement front windows and installation of two (2) French doors.

## 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 \_\_\_\_\_

Date \_\_\_\_\_

1/28/22

# 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](http://www.rva.gov/planning-development-review/commission-architectural-review)

**Staff Contact:** (804)-646-6569 | [alex.dandrige@rva.gov](mailto:alex.dandrige@rva.gov) | [alyson.oliver@rva.gov](mailto: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](http://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



January 28, 2022

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: 2906 E Franklin Street (E000-0578/007)**

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 a new single-family detached dwelling on the property known as 2906 E Franklin Street (the "Property").

The Property is located on the north side of E Franklin Street between N 29<sup>th</sup> and N 31<sup>st</sup> Streets and lies in Richmond's St. John's Church City Old and Historic District. Existing structures in the district are known for a variety of architectural styles and materials as well as a range of land uses. While dwellings in the St. John's Church City Old and Historic District offer excellent examples of historic architecture, due to the topography of the area, the majority of properties in the immediate vicinity of 2906 E Franklin are developed with recent construction or are currently vacant.

The Property owner is proposing to construct a three-story, single-family detached dwelling on the Property. The dwelling would contain 3 bedrooms and 2 ½ bathrooms in approximately 2,200 square feet of finished floor area. The dwelling has been designed with a

floorplan which offers a modern and open living area and kitchen on the first floor. Two bedrooms and a full bathroom will be located on the second floor. The third floor is stepped back to allow for a forward-facing outdoor terrace which is accessible from an interior loft. The primary bedroom will be located at the rear of the third floor and will contain a large closet and en-suite bathroom.

**Siting:**

The Property is located between existing detached dwellings located at 2904 and 2908 E Franklin Street. The property to the west at 2904 E Franklin contains a two-story dwelling constructed c. 1900. To the east lies a three-story dwelling constructed in 2017. The design and siting of the proposed dwelling has been configured to respect the existing dwellings in the area while also acknowledging the narrowness of the parcel and the changes in topography in the area.

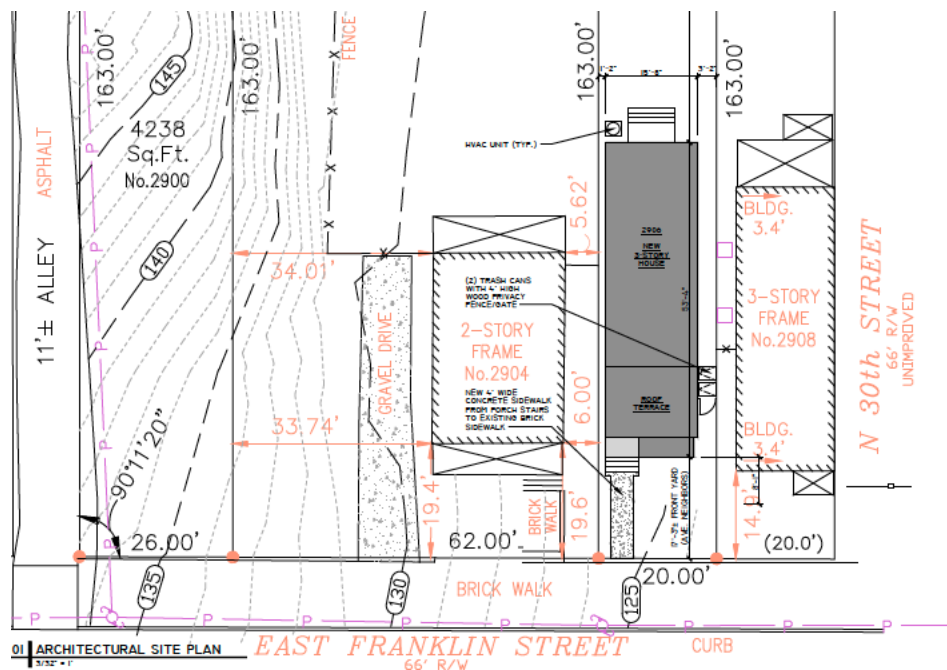


Figure 1: Site plan of proposed dwelling

The dwelling will be set back from the street 17' 3" which recognizes the siting of the dwellings to the east and west. The siting of the new dwelling is compatible with the underlying zoning and with other dwellings within the area.

**Form:**

The proposed dwelling has been designed to be reflective of the existing lot configuration and to be consistent with other row house forms found in the area while also responding to the underlying R-6 zoning requirements.

Townhome-style dwellings are the primary housing typology fronting E Franklin Street in this block. The proposed dwelling features a modern design which appeals to the current homebuyer in a traditional townhome style which reflects the neighborhood. The vertical board and batten siding, smooth Hardie panels between the windows, and quality building materials convey a sense of modernity to the façade. The combination of design and materials create a structure which acknowledges the needs of the modern homebuyer while remaining sensitive to the historic fabric of the neighborhood as a whole.

**Scale:**

The proposed dwelling is consistent with the scale and character of the proposed site layout and existing neighborhood and will appear appropriate from street level. The third floor is set back from the front of the dwelling to limit the sense of height of the building from street level. This set-back, combined with the variations in materials and colors add human-scale elements to the design and address the street creating a more attractive and pedestrian oriented street front.

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

A contextual exhibit is included with this request. At three stories, the proposed dwelling is comparable in height with the other structures on the block and with the underlying R-6 zoning regulations. Existing structures along E Franklin Street are range from two to three

stories. The proposed design of the dwelling, with its third-floor setback, allow for compatibility with adjacent homes which are of different heights and elevations due to the grade of the underlying landscape.

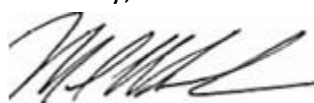
### **Exterior Cladding/Doors and Windows/Materials**

Exterior cladding, doors and windows, foundation, and roofing are as noted on the attached plans. Cementitious siding was chosen for its durability, desirable aesthetics, and consistency with CAR requirements and other dwellings within the St. John's Church Old and Historic District. A finish schedule including doors and windows is provided for the proposed dwellings.

The proposed design would be compatible with the historical fabric of the block as it recognizes the siting, scale, form, and massing of the contributing structures on the block. The proposed dwelling provides modern architectural style offering new and desirable housing opportunities within the area while remaining consistent with the townhome style of dwelling frequently found within the historic district. The proposed single-family detached dwelling addresses the unique considerations of the lot size, topography, and underlying zoning while also acknowledging the historical characteristics of the 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 [markbaker@bakerdevelopmentresources.com](mailto:markbaker@bakerdevelopmentresources.com) or (804)874-6275.

Sincerely,



Mark R. Baker

Baker Development Resources, LLC



**PROJECT CONTACTS:**

DEVELOPER:  
CASEY WHITE  
804-869-8600

CONTRACTOR:  
KIWI DEVELOPMENT  
804-869-8600

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

NEW 3-STORY SINGLE-FAMILY DETACHED HOUSE  
IN RICHMOND'S HISTORIC CHURCH HILL NEIGHBORHOOD

# 2906 E. FRANKLIN ST. HOUSE

2906 EAST FRANKLIN STREET  
RICHMOND, VIRGINIA 23223

NEW 3-STORY SINGLE-FAMILY DETACHED HOUSE  
IN RICHMOND'S HISTORIC CHURCH HILL NEIGHBORHOOD

## 2906 E. FRANKLIN ST. HOUSE

2906 EAST FRANKLIN STREET  
RICHMOND, VIRGINIA 23223

**DRAWING INDEX**

**DRAWINGS**

NO.	SHEET TITLE
CS	COVER SHEET
CI.1	ARCHITECTURAL SITE PLAN
XI.1	CONTEXT PHOTOS
AI.1	FLOOR PLANS
A2.0	CONTEXT FRONT ELEVATION
A2.1	FRONT ELEVATION & EXTERIOR MATERIAL SCHEDULE
A2.2	RIGHT SIDE ELEVATION
A2.3	REAR ELEVATION
A2.4	LEFT SIDE ELEVATION



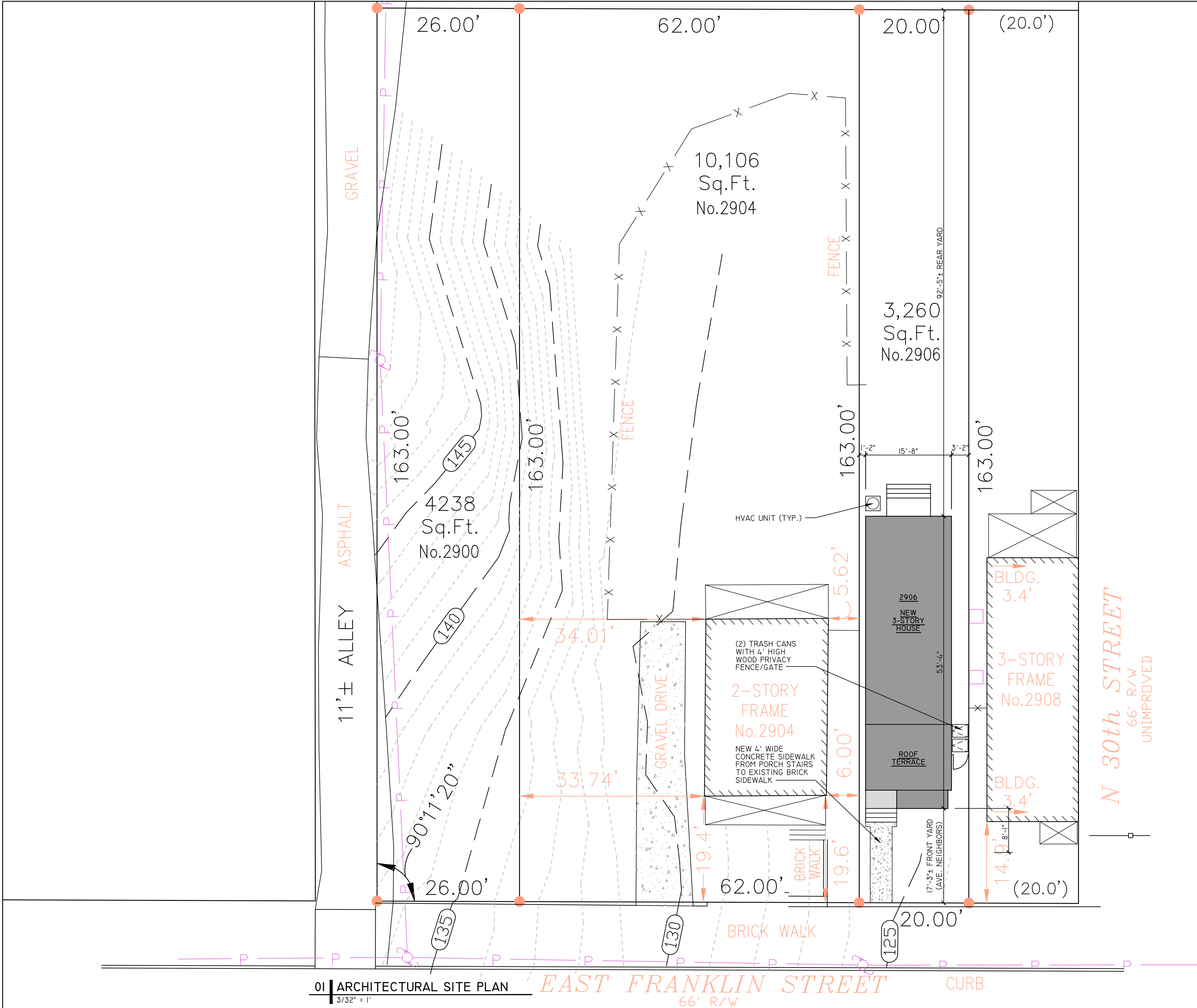
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C.A.R. CONCEPTUAL  
REVIEW SET

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01.27.2022

COVER SHEET

# CS





01 ARCHITECTURAL SITE PLAN  
3/32" = 1'

EAST FRANKLIN STREET  
66' R/W

PROJECT CONTACTS:  
DEVELOPER:  
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804-869-8600  
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**2906 E. FRANKLIN ST. HOUSE**  
2906 EAST FRANKLIN STREET  
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NOT FOR  
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ARCHITECTURAL  
SITE PLAN  
**CI.I**





N 29TH ST. HOUSE NEXT TO 2900 LOT



3000-3006 E. FRANKLIN ST. HOUSES



3008-3012 E. FRANKLIN ST. HOUSES



2900 E. FRANKLIN ST. LOT



2904-2908 E. FRANKLIN ST. - PROJECT LOT



PROJECT BLOCK



3005 E. FRANKLIN ST.



ACROSS STREET FROM LOT



N 29TH ST. HOUSE ACROSS STREET

PROJECT CONTACTS:

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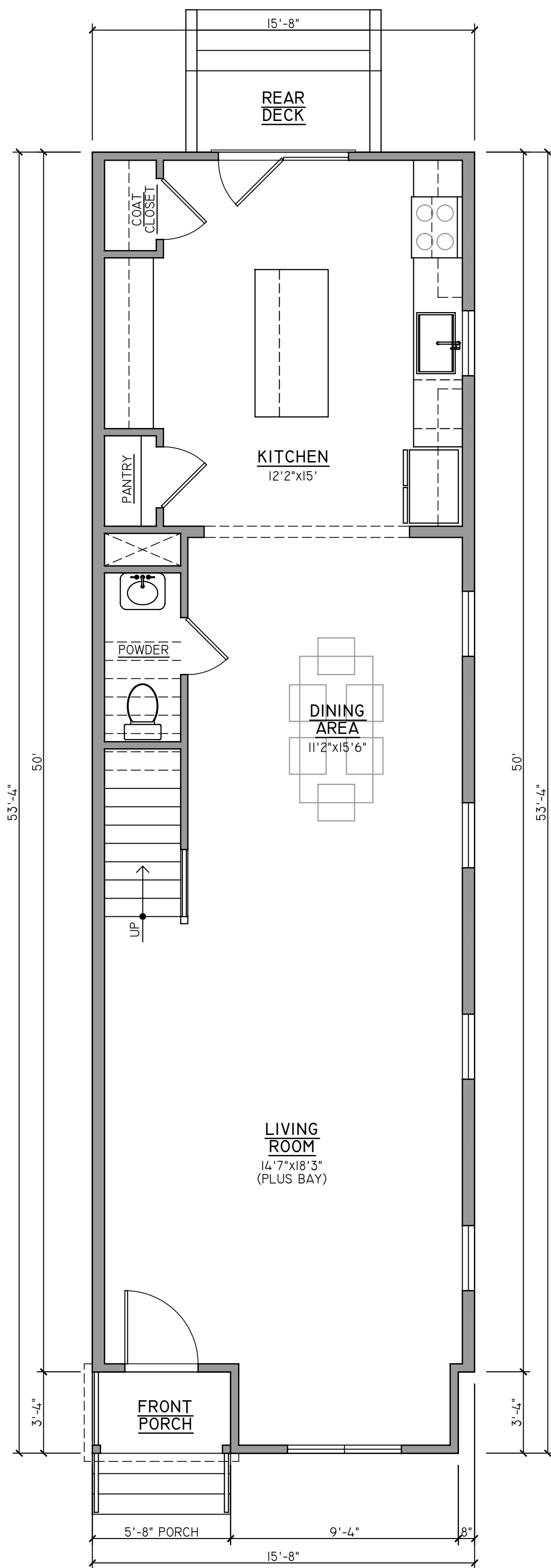
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AREA PHOTOS

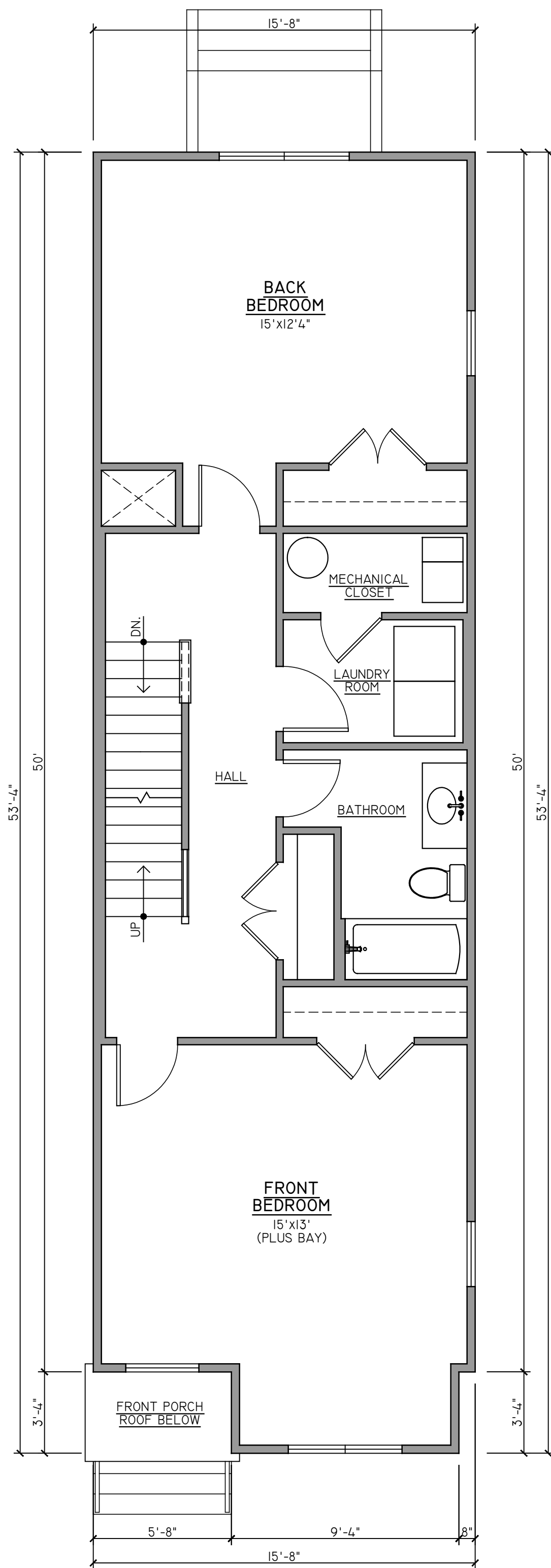
**XI.1**





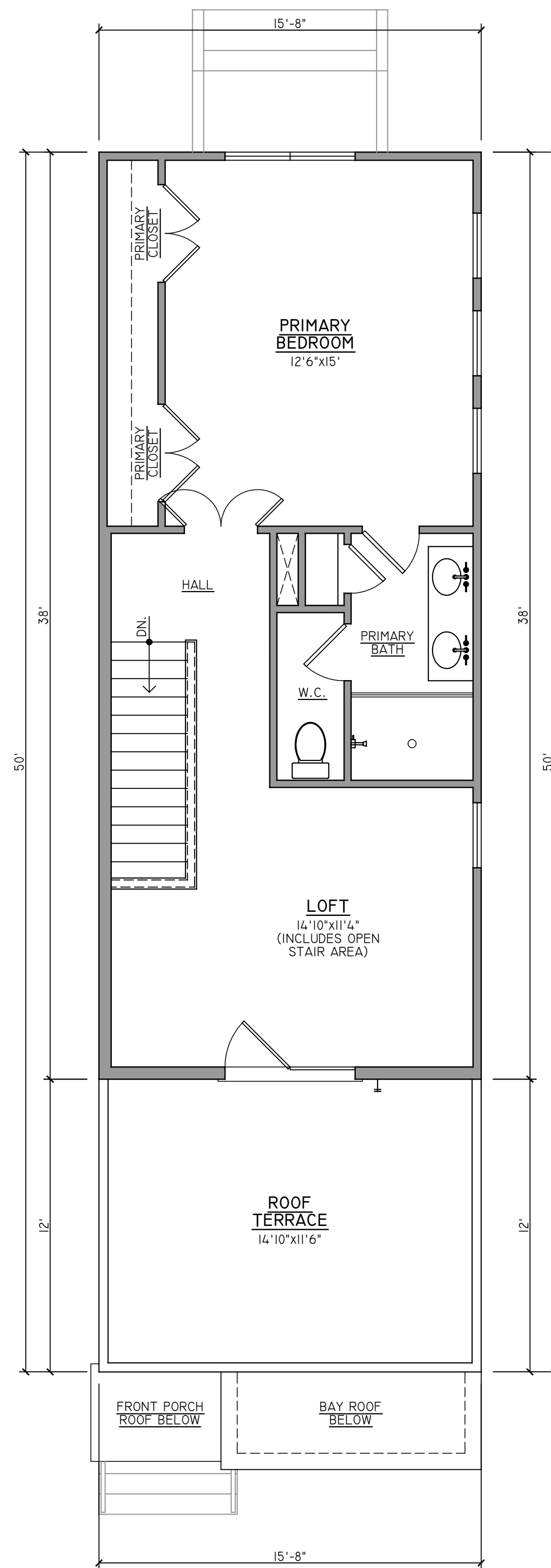
01 | FIRST FLOOR PLAN

1/4" = 1'



02 | SECOND FLOOR PLAN

1/4" = 1'



03 | THIRD FLOOR PLAN

1/4" = 1'

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FIRST, SECOND, & THIRD  
FLOOR PLANS

**A.I.I**





2904



2906



2908

01 | CONTEXT ELEVATION  
1/4" = 1"

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CONTEXT ELEVATION

**A2.0**



**EXTERIOR FINISH SCHEDULE**

NO.	COMPONENT/MATERIAL	COLOR/FINISH
01	PARGED FOUNDATION	DARK GRAY
02	FRONT PORCH - T&G COMPOSITE DECKING	MATCH PARGED FOUNDATION COLOR
03	HARDIE 6" EXPOSURE HORIZONTAL LAP SIDING	ARCTIC WHITE
04	FRONT SIDING FEATURE	IRON GRAY OR BLACK HARDIE PANEL/TRIM
05	COMPOSITE TRIM	PAINTED WHITE
06	SOLID WOOD & GLASS DOORS	PER SCHEDULE, PAINTED DEEP RED
07	WINDOWS	PER SCHEDULE
08	MAIN ROOF - TPO	FACTORY WHITE
09	METAL ROOF TRIM	DARK GRAY/BLACK
10	ALUMINUM BOX GUTTERS DOWNSPOUTS	PREFINISHED WHITE
11	REAR DECK P.T. WOOD FRAMING WITH P.T. DECKING & MODERN RAIL (SELECTION T.B.D.)	RAIL & PORCH FRAMING SURROUND PAINTED WHITE
12	WALL-MOUNTED DOWN LIGHT OVER ALL DOORS	BLACK

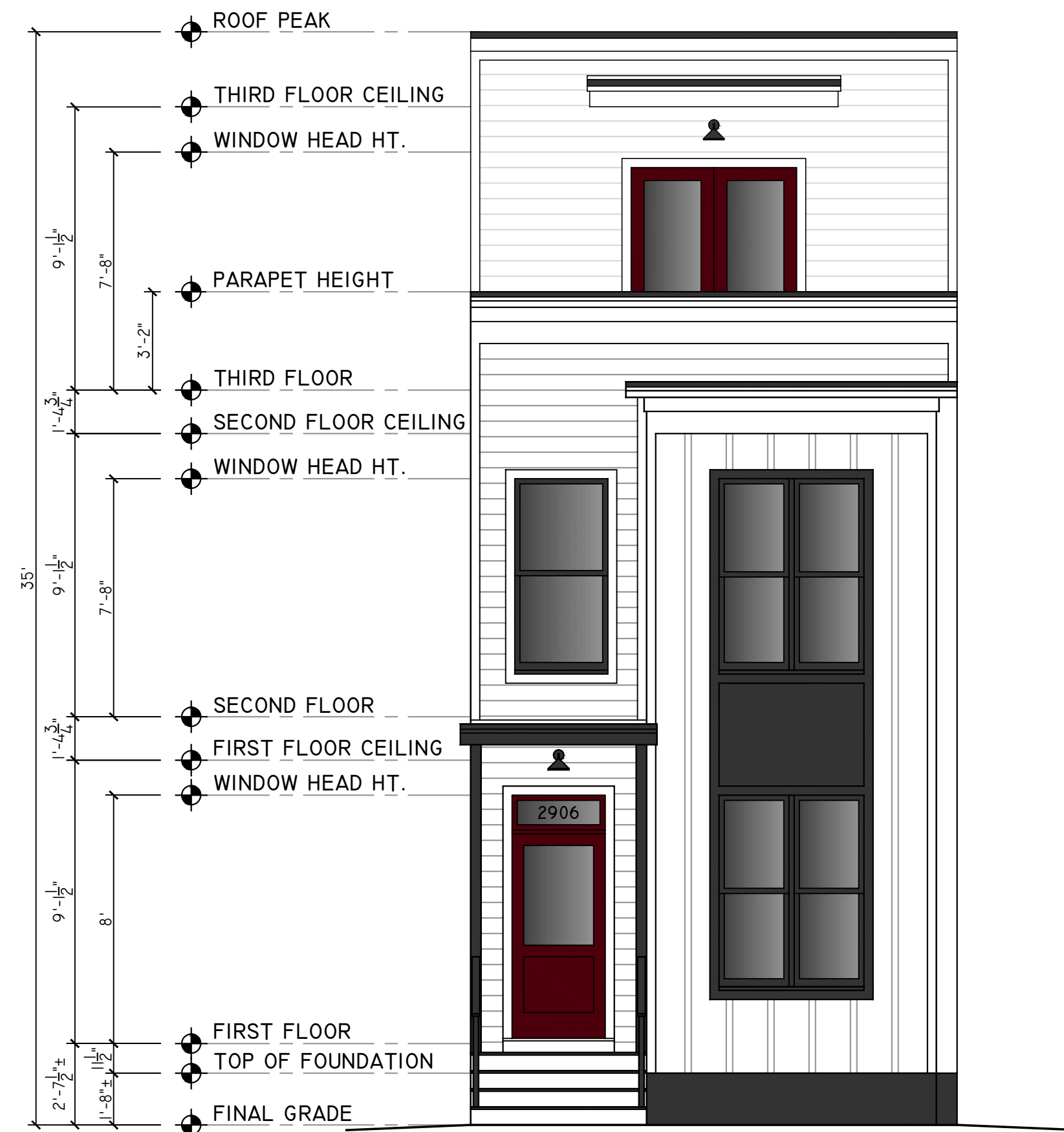
ALL MATERIALS & COLORS MUST MEET GENERAL C.A.R. REQUIREMENTS.

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01 | FRONT ELEVATION

1/4" = 1'

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FRONT EXTERIOR  
ELEVATION

**A2.1**



01 RIGHT SIDE ELEVATION  
1/4" = 1'

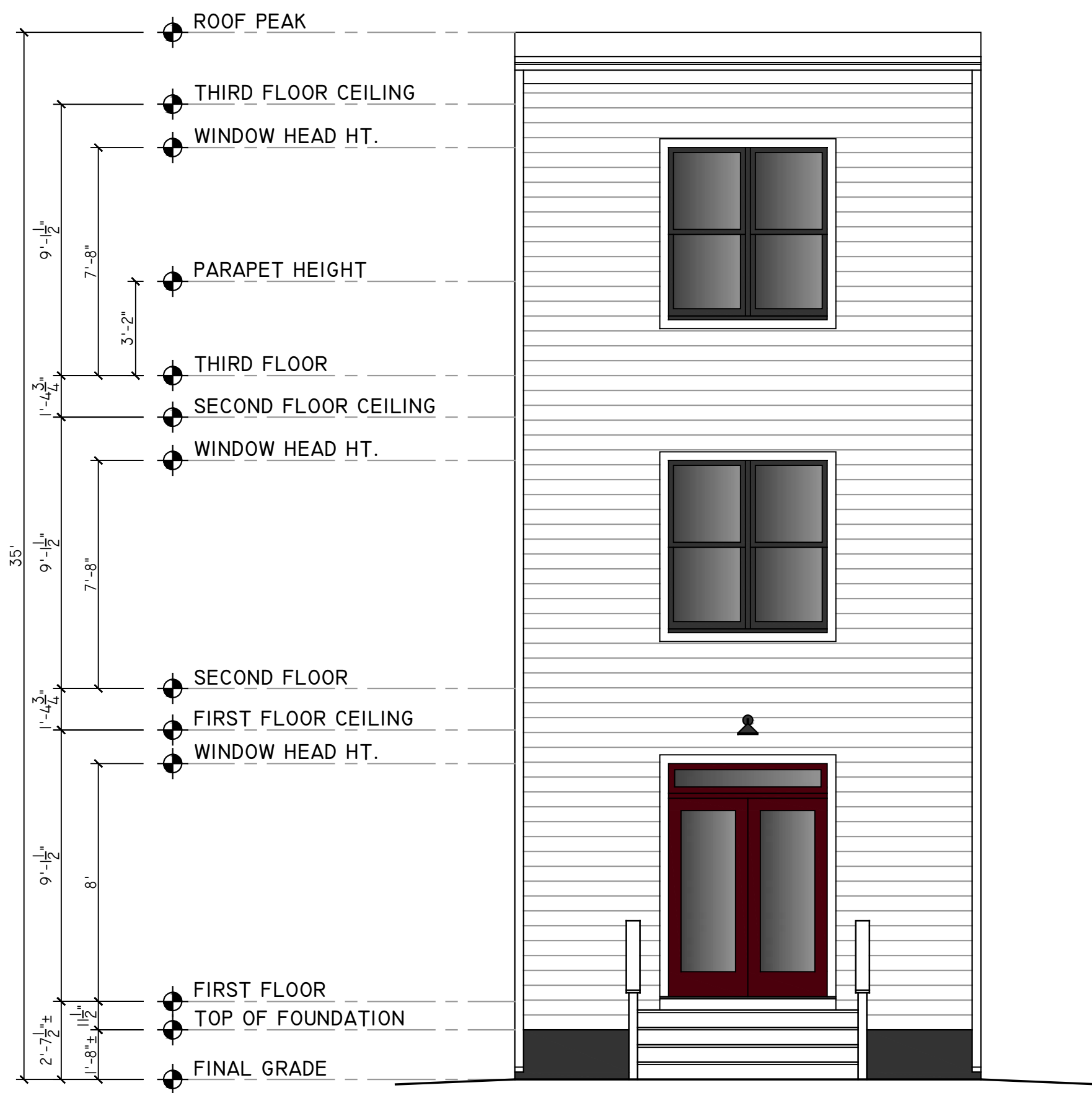
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RIGHT SIDE  
 EXTERIOR ELEVATION  
**A2.2**



01 REAR ELEVATION  
1/4" = 1'

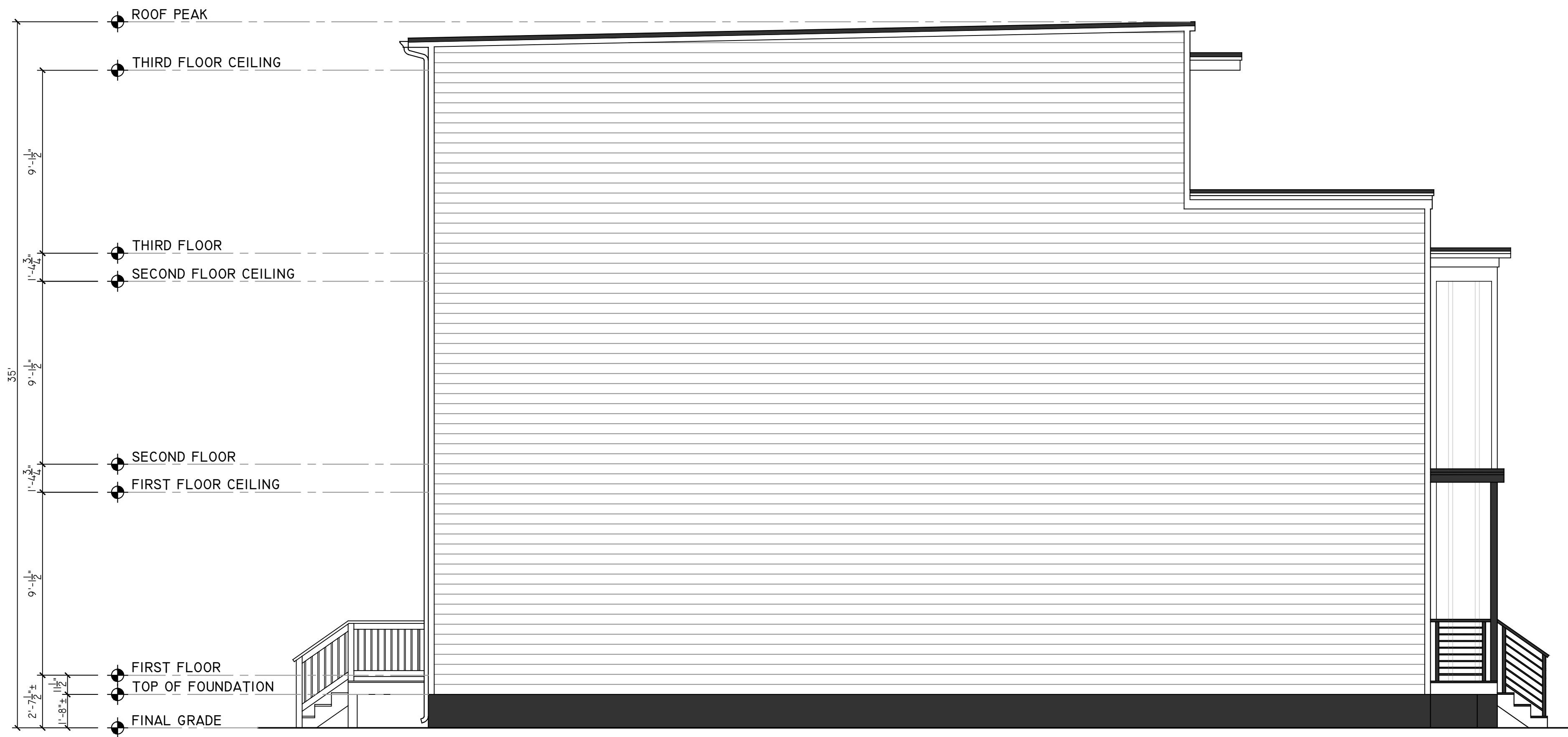
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REAR EXTERIOR  
 ELEVATION  
**A2.3**



01 | LEFT SIDE ELEVATION  
1/4" = 1'

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LEFT SIDE  
 EXTERIOR ELEVATION

**A2.4**