



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: 509 N 29th Street

Historic District: Church Hill North

Applicant Information Billing Contact

Name: Dr. Amanda George

Email: amanda.george@vcuhealth.org

Phone: (804) 357-3759

Company: _____

Mailing Address: 509 N 29th Street

Richmond, VA 23223

Applicant Type: Owner Agent Lessee

Architect Contractor

Other (specify): _____

Owner Information Billing Contact

Same as Applicant

Name: Dr. Amanda George

Email: amanda.george@vcuhealth.org

Phone: (804) 357-3759

Company: _____

Mailing Address: 509 N 29th Street

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):

See attached documents

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

Amanda L. George

Date

12/29/22

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

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



Office Address:

12747 Oak Lake Court
Midlothian, VA 23112

(804) 744.8480 (phone)

www.ParagonRVA.com

Office@ParagonRVA.com

OUR PROPOSAL

I. Exterior Renovation as Specified

Description of Work: Renovate the exterior areas of the home by replacing window trim, band trim, drip cap trim, outside corner trim, rear porch roof trim, rear porch roof ceiling, rear entry door, front porch roof trim, front main roof trim, front entry door, front porch roofing, front deck stair and front deck stair railing as specified.

- **Location:** Exterior of the Home, specifically as shown in the attached images.
- **Preparation:** Homeowner to obtain any neighborhood approvals if necessary and provide documented approvals if required.
- **Demolition:** As Lead was previously discovered, the EPA required Lead RRP protocol will need to be followed during demolition process which will include safety protection for crew including suits, gloves, goggles and respirators, additional materials including plastic, adhesive tape and caution tape and additional labor for demolition and documentation. Remove the existing gutter on the rear porch and downspouts as necessary and set aside for reinstallation. Remove the existing window trim, band trim, drip cap trim, outside corner trim, rear porch roof trim, rear porch roof ceiling, rear entry door, front porch roof trim, front main roof trim, front entry door, front porch roofing, front porch lap siding directly above roofing, front deck stair and front deck stair railing as specifically shown in the attached images and dispose of and haul away. Inspect the substrate to check for any irregularities that may need to be addressed prior to new material installation.
- **Trim Installation:** Install 5/4 x 4 PVC Trim (color – PVC White) to replace window trim on three sides of the six (6) windows. Using high quality aluminum trim coil (color – White), clad the existing windows sills of the six (6) windows. Install 5/4 x 10 PVC Trim (color – PVC White) to replace middle band trim on the three (3) sides of newer addition. Install PVC Drip Cap Trim (color – PVC White) to replace drip cap trim above renovated window trim and band trim. Install 5/4 x 4 PVC Trim (color – PVC White) to replace outside corners on newer addition. Install 4/4 x 6 PVC Trim (color – PVC White) to replace rake boards and fascia board on rear porch. Install 4/4 PVC Trim (color – PVC White) to replace porch beam fascia on rear porch. Install beaded vinyl soffit (color – White) for decorative rear porch ceiling to laminate existing ceiling. Install low-maintenance soffit using either HardieTrim solid panels or PVC trim used in place to mimic soffit for rear porch and front porch. Install 4/4 x 6 PVC Trim (color – PVC White) to replace fascia board on front porch. Install PVC Crown Moulding (color – PVC White) to replace crown on front porch. Install 4/4 PVC Trim (color – PVC White) to replace porch beam fascia on front porch. Install PVC Bed Moulding Trim (color – PVC White) to replace porch beam and soffit transition moulding. Install 4/4 x 6 PVC Trim (color – PVC White) to replace fascia board on front main eave. Install PVC Crown Moulding (color – PVC White) to replace crown on front main eave.
- **Roof Installation:** Install the required flashings at house wall. Install 1/2" insulated foam board over roof decking boards as required using fasteners short enough in length to not protrude through roof decking for negative aesthetic. Install ethylene propylene

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diene monomer (EPDM) membrane (color – Black) as low-slope roofing for front porch roof. Install HardiePlank 8-1/4” Lap Siding with ColorPlus Technology (style – Select Cedarmill, color – Monterey Taupe) to replace what was removed specifically for house wall flashing for front porch.

- **Door Installation:** Install butyl flashing tape to the door opening to prevent water infiltration. Following the manufacturers installation requirements, install the selected door solution as shown and as specified below for front and rear entry doors. Install expanding foam between door frame and existing stud opening to prevent air infiltration. Install exterior and interior trim as specified in the specifications.
- **Stair Installation:** Install two (2) concrete footings to properly support stair system to grade. Install preservative treated wood 2x8 stair headers, 2x12 stair stringers, 2x6 stair tread supports and 4x4 bottom stair support (color – Unfinished) to frame new 6’ wide stair system using the required exterior grade hangers, brackets and fasteners. Install TimberTech’s PRO Terrain Collection Composite 5/4 x 6 Shouldered Decking (color – Silver Maple) as double stair treads using exterior grade screws. Install 4/4 x 8 PVC Trim (color – PVC White) as stair risers using concealed fasteners. Install 4/4 x 16 PVC Trim (color – PVC White) as stair stringer fascia using concealed fasteners. Install four (4) TimberTech’s Impression Rail Express Aluminum 3” Rail Posts (color – White) with standard caps and skirts to replace what was removed. Install TimberTech’s Impression Rail Express Aluminum Railing System (color – White) with Classic Top Rail and Rectangular Balusters to replace what was removed.
- **Finishing:** Reinstall the existing gutter on the rear porch and downspouts to replace what was removed. Caulk and seal the exterior as required using an all-weather, permanently flexible, mildew and UV resistant sealant.

Includes 1) labor and materials for the work outlined above.

Excludes 1) any structural or cosmetic repairs or modifications to the Home, Porch, Deck, Stair or Railing other than those specified above, 2) any electrical, plumbing, gas, HVAC, cable, internet, phone, irrigation or landscaping including removal, repair, replacement or relocation of any of these, 3) any painting, staining or sealing unless specified above, 4) any repairs or replacements to integrated gutters, k-style gutters or downspouts unless specified and 5) any work or materials not directly outlined above.



OUTSIDE VIEW



INSIDE VIEW

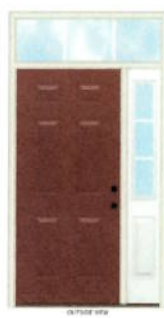
QUOTE INFORMATION

Job: George
PO #SCOTT
Order #9357632-2

DETAILS
Legacy Single Entry Door in PermaTech Composite Frame
Right Hand Swing - Inset Locking Unit
2 Panels 48" Style 20 Gauge Smooth 5 Jet Clear
CamLock Tech S&A
Snow White Interior and Exterior

Hardware
Georgien Co. Next - P. 140 Only (2 3/8" Backset)
Titan Lock - Deadbolt - (Pkg Only) (1 3/4" Backset)
Titan Keyed Entry Plates

Frame
Snow White White Inside Frame
1 Puller w/ Inset Mount White Tails
Mill Finish 2x4 Ripe Siding (The exterior)
Satin Nickel Ball Bushing 1 1/2" H x 1/2" W
Security Panel
Polar Katchall 3 1/2" Cast - Snow White
Inglar Quarter Round (3 1/4" x 1 1/4" x 1/4") - Snow White



OUTSIDE VIEW



INSIDE VIEW

QUOTE INFORMATION

Job: George
PO #SCOTT - GEORGE
Order #9357632-2

DETAILS
Legacy Single Entry Door in PermaTech Composite Frame
Left Hand Swing - Inset Locking Unit
Inset Door
1/2" Style 20 Gauge Smooth 5 Jet Clear
Snow White Interior and Exterior

Knob Set Selection
Titan 1 1/2" Inset Locking (Snow White)

Rectangular Transoms
Titan 1 1/2" Inset Locking (Snow White)
Titan 1 1/2" Inset Locking (Snow White)

Hardware
Georgien Co. Next - P. 140 Only (2 3/8" Backset)
Titan Lock - Deadbolt - (Pkg Only) (1 3/4" Backset)
Titan Keyed Entry Plates

Frame
Snow White White Inside Frame
1 Puller w/ Inset Mount White Tails
Mill Finish 2x4 Ripe Siding (The exterior)
Satin Nickel Ball Bushing 1 1/2" H x 1/2" W
Security Panel
Polar Katchall 3 1/2" Cast - Snow White
Inglar Quarter Round (3 1/4" x 1 1/4" x 1/4") - Snow White

ENERGY

U-Value (Insulation)	0.24	0.09
Air Infiltration (ACH50)	0.16	-

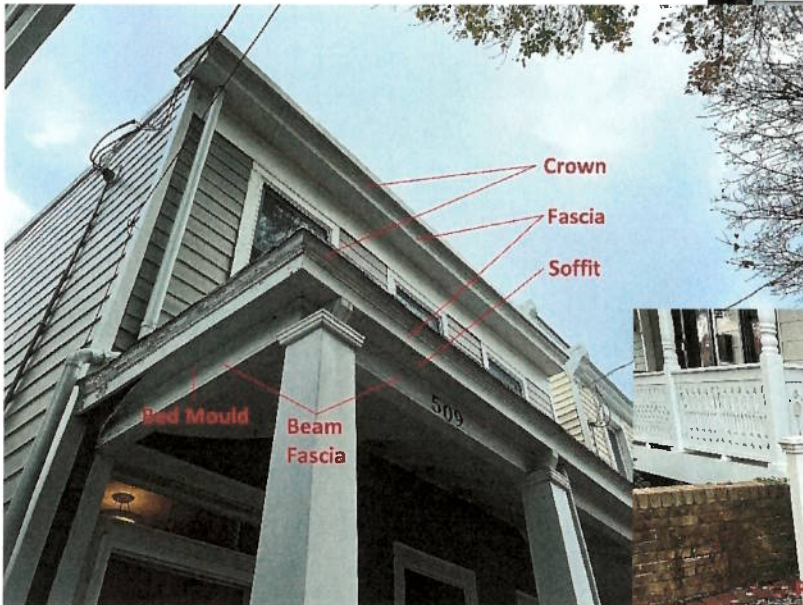
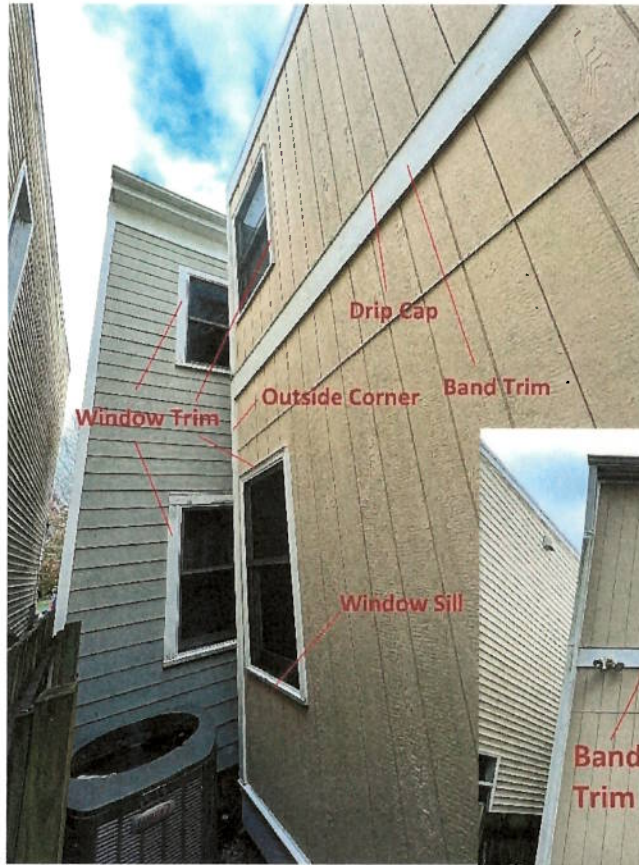
150 PSI ST-UP - Insulated in All 51 States

ENERGY

U-Value (Insulation)	0.17	0.01
Air Infiltration (ACH50)	0.00	-

150 PSI ST-UP - Insulated in All 51 States

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