



# COMMISSION OF ARCHITECTURAL REVIEW

## APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

### PROPERTY (location of work)

Address \_\_\_\_\_

Historic district \_\_\_\_\_

Date/time rec'd: _____
Rec'd by: _____
Application #: _____
Hearing date: _____

### APPLICANT INFORMATION

Check if Billing Contact

Name \_\_\_\_\_

Phone \_\_\_\_\_

Company \_\_\_\_\_

Email \_\_\_\_\_

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

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

### OWNER INFORMATION (if different from above)

Check if Billing Contact

Name \_\_\_\_\_

Company \_\_\_\_\_

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

Phone \_\_\_\_\_

\_\_\_\_\_

Email \_\_\_\_\_

### 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 payment of the application fee. Applicants 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 and application materials should be prepared in compliance with zoning.

Signature of Owner \_\_\_\_\_

Date \_\_\_\_\_

# 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 in the office or on-site. The Commission of Architectural Review website has additional project guidance and required checklists:

<http://www.richmondgov.com/CommissionArchitecturalReview/index.aspx>

Staff Contact: 804.646.6335 Carey.Jones@Richmondgov.com
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## SUBMISSION INSTRUCTIONS

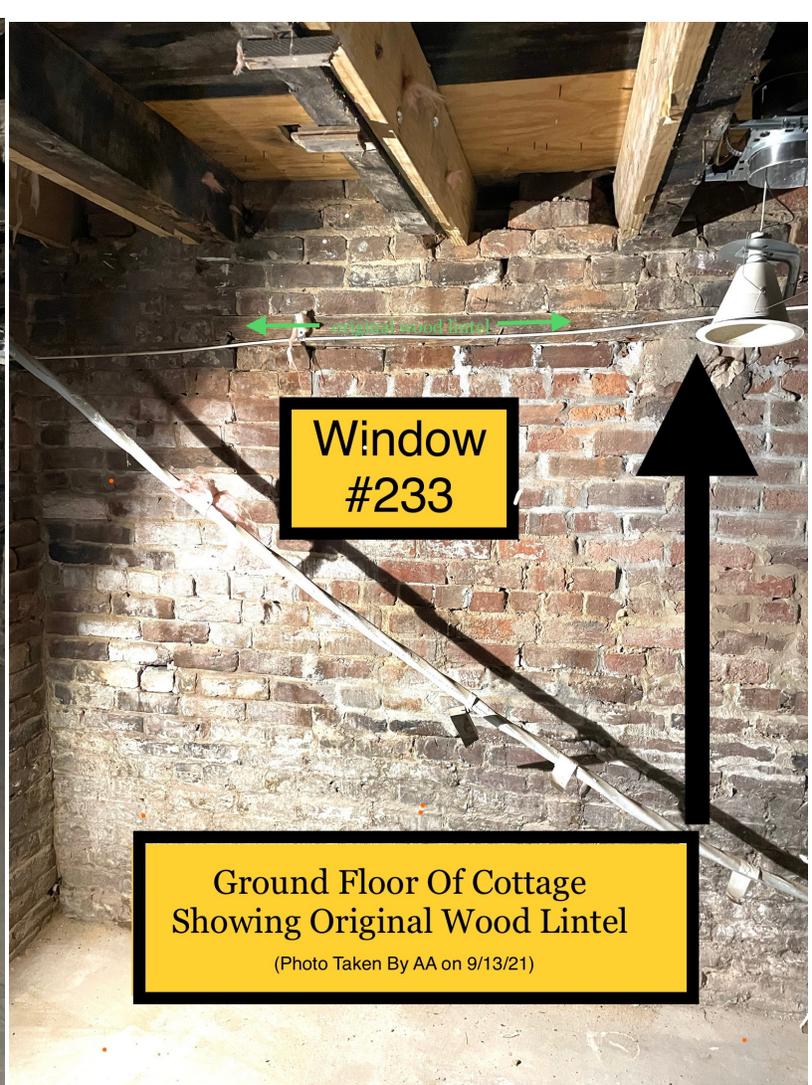
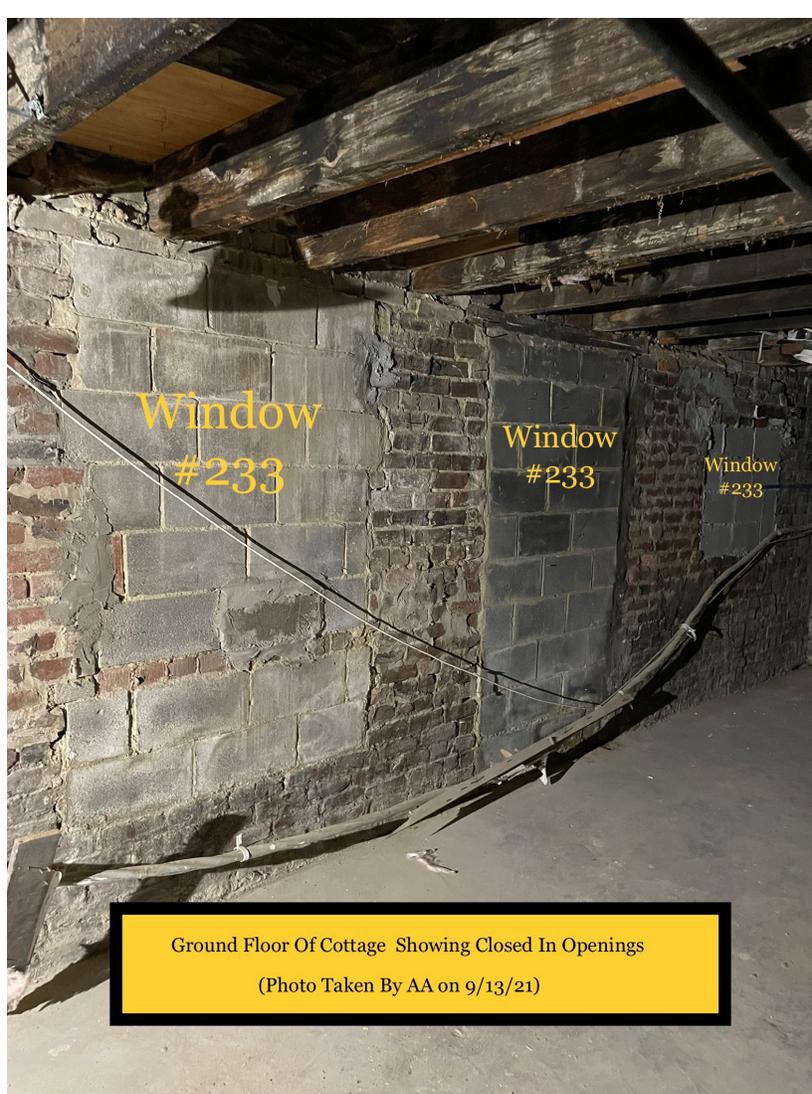
**Certain exterior work can be administratively approved by Staff. Please contact staff for a preliminary determination of the level of review required prior to submitting an application.**

Submit the following items to the Division of Planning and Preservation, 900 E. Broad Street, Rm. 510:

- One (1) signed and completed application – property owner's signature required
- One (1) copy of supporting documentation, as indicated on appropriate checklist, collated and stapled. All plans and elevations must be printed **11x17** and all text easily legible.
- One digital copy of the application and supporting documentation, submitted via email or OneDrive.
- Application fee, as required, will be invoiced. 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 the 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 in December when it meets on the third Tuesday.
- The hearing of applications starts at 4:00 PM in the 5th floor conference room of City Hall, 900 E. Broad Street. 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: <http://www.richmondgov.com/CommissionArchitecturalReview> or contact staff.
- **Exception:** Revisions to applications that have been deferred or conceptually reviewed at a Commission 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.



# 2506 East Marshall Street

## CAR Application Plans

### Owner

Alan & Barbra Alder  
8 North Lombardy Street  
Richmond, VA 23220

### Property Information

Parcel ID E0000384021  
Zoning R-63  
Use Residential  
Setbacks Front Yard = 15' maximum  
Side Yard = 3 feet  
Rear Yard = 5 feet  
Lot Coverage < 65%

### Engineer

Obsidian, Inc.  
Charles R. Field, P.E.  
417 North 22nd Street  
Richmond, VA 23223  
804.647.1589  
obsidianrva@gmail.com

### Scope of Work

Scope of work will generally consist of the renovation to an existing structure to include the construction of an exterior landing and stairs and the installation of new windows and doors in accordance with these plans and the Virginia Residential Code, 2015.

### Table of Contents - CAR

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CAR7	Side Elevation
CAR8	Side Elevation
CAR9	Cottage Exterior Rendering
CAR 10	Schedules



Print plans at 11" x 17",

**Obsidian, Inc.**  
417 North 22nd Street  
Richmond, VA 23223  
804.647.1589  
obsidianrva@gmail.com

rev. 8/30/21  
August 27, 2021

**Title Sheet**  
2506 E. Marshall Street  
Alan & Barbra Alder

CAR1



Rev.	Date	Description
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Rev.	Date	Description

NOTES: THIS PROPERTY IS LOCATED IN F.E.M.A. FLOOD ZONE "X".  
 CURRENT OWNER: ELIZABETH BARDIN & CALVIN MACK BARNETT, JR ID 2014-6753



20' +/- PUBLIC ALLEY

99.00' TO THE EAST LINE OF N. 25TH STREET

WOOD PRIVACY FENCE ON LINE S49°59'59"E

33.00' WEST

0.6' WEST

BRICK GARAGE

OVERHEAD UTILITIES

0.3' WEST

VINYL PRIVACY FENCE

RUTH A B & EDWARD C BARDEN, JR  
 DB 409 PG 1475  
 TM# E0000384023

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 TM# E0000384020

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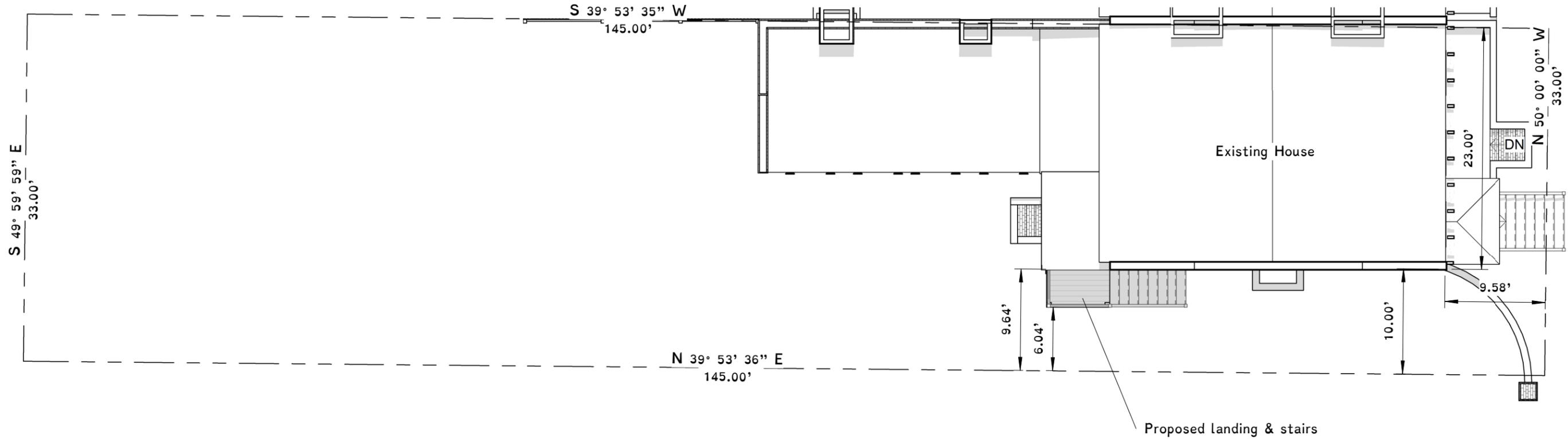
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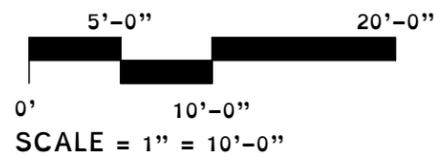
145.00'

14



Print plans at 11" x 17",

Rev.	Date	Description



**Obsidian, Inc.**  
 417 North 22nd Street  
 Richmond, VA 23223  
 804.647.1589  
 obsidianrva@gmail.com

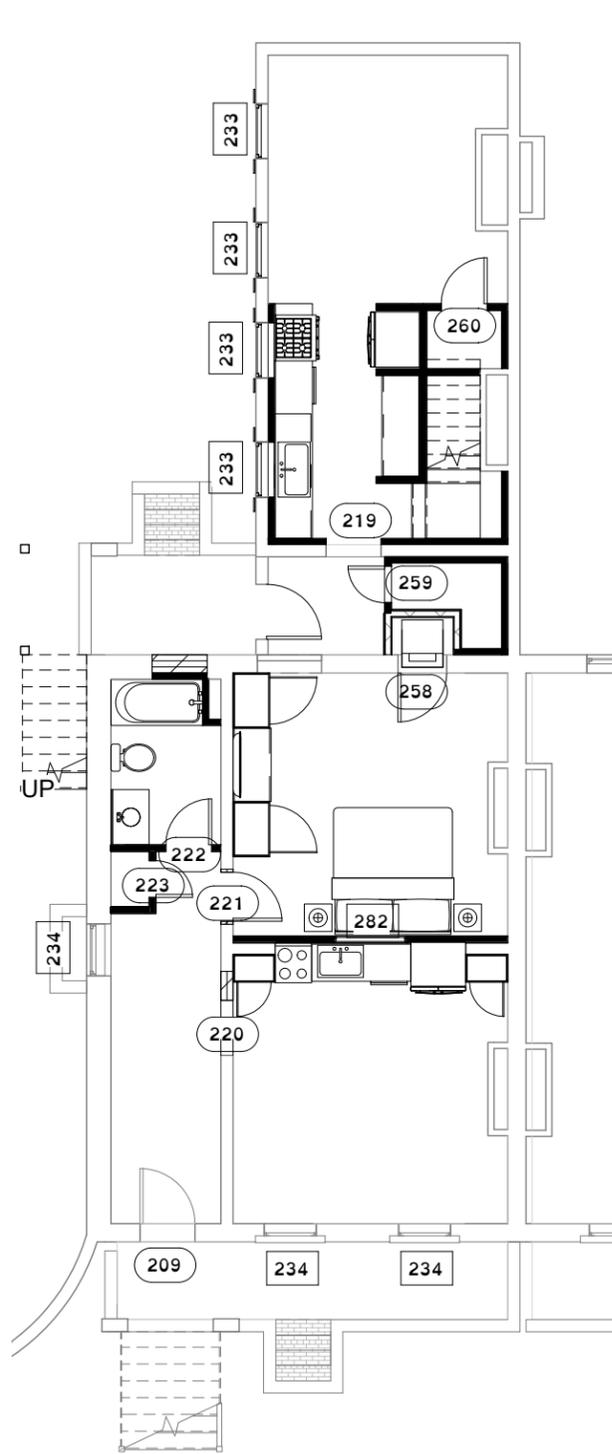
**Proposed Site Plan**  
 2506 E. Marshall Street  
 Alan & Barbra Alder

rev. 8/30/21  
 August 27, 2021

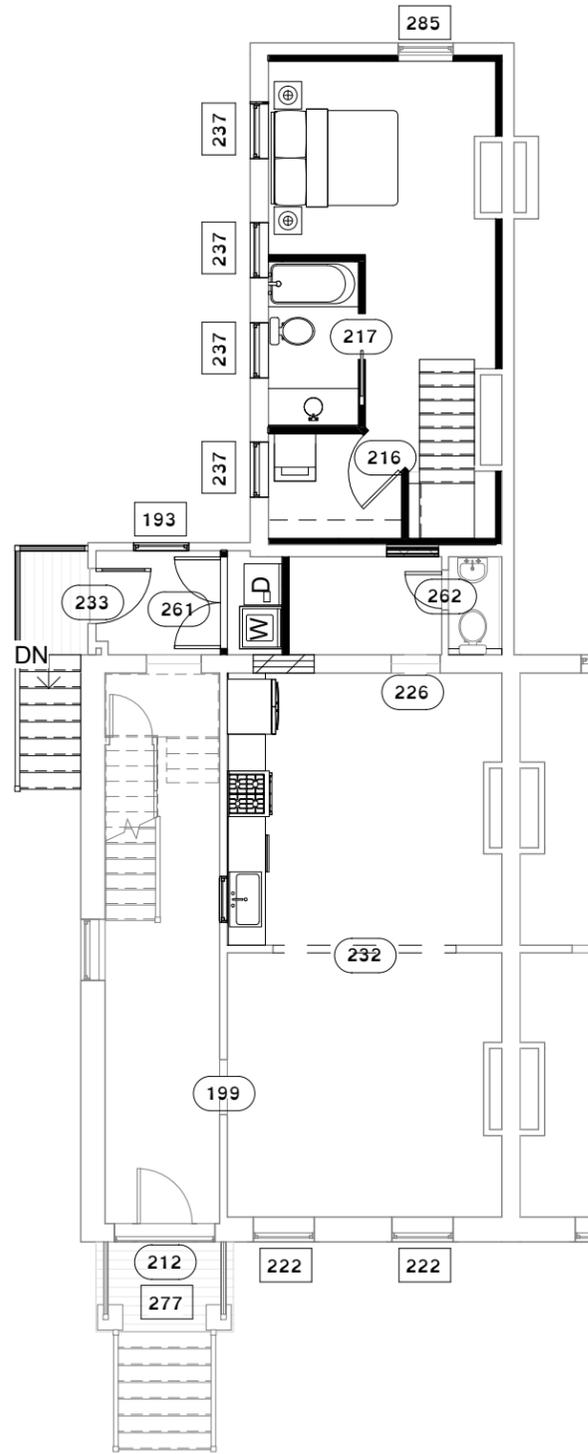
CAR3



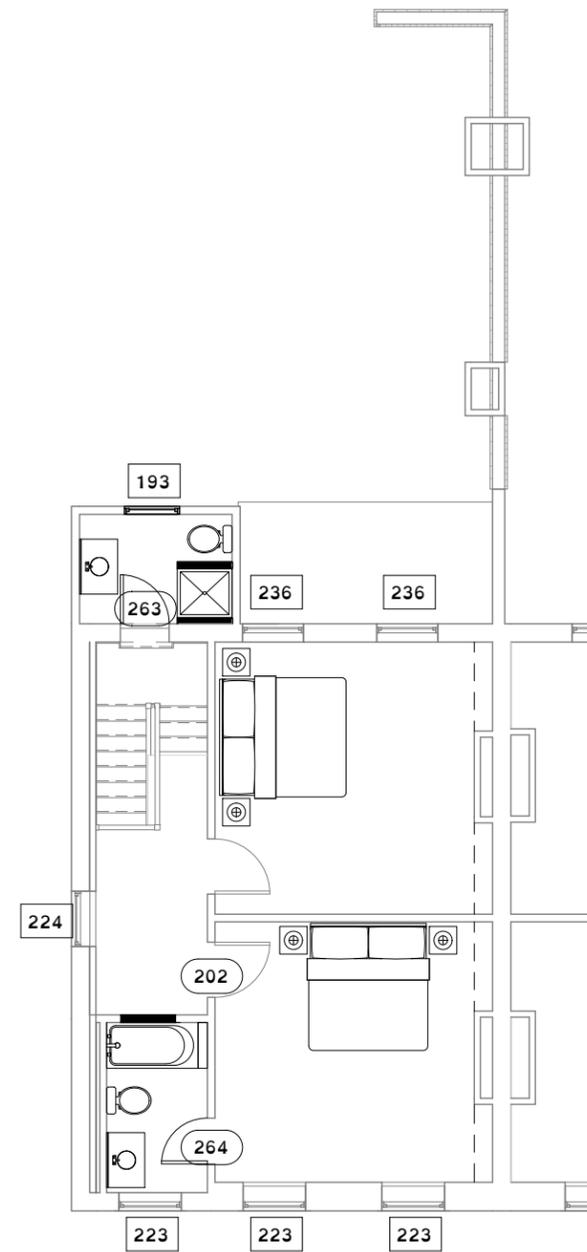
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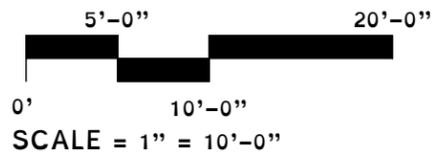
1 Ground Level - Proposed  
1" = 10'-0"



2 1st Floor - Proposed  
1" = 10'-0"



3 2nd Floor - Proposed  
1" = 10'-0"

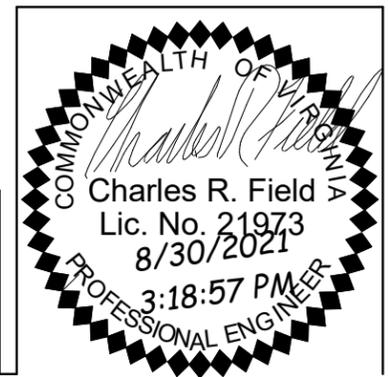


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**Floor Plans**  
2506 E. Marshall Street  
Alan & Barbra Alder

CAR4

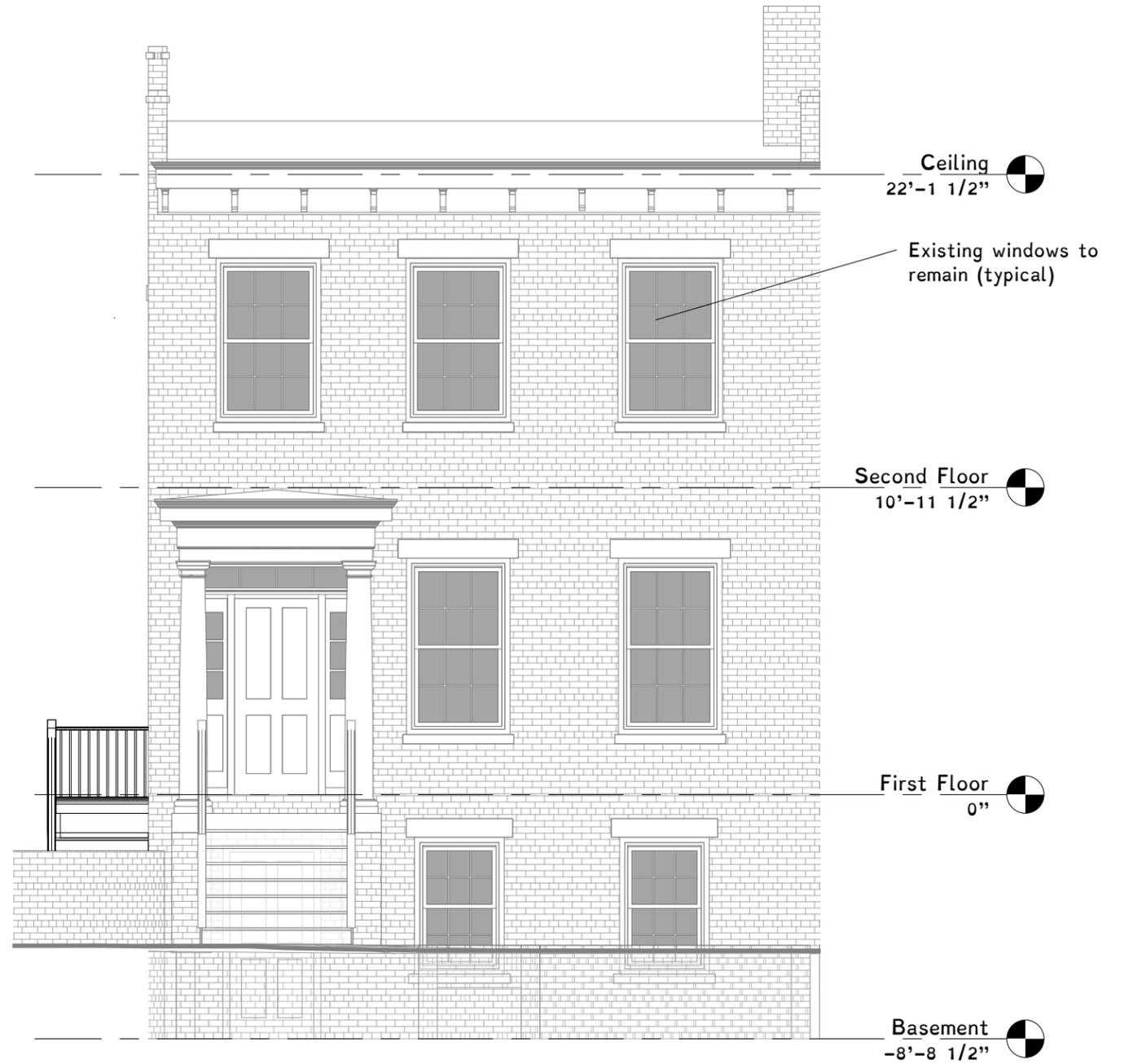


Rev.	Date	Description

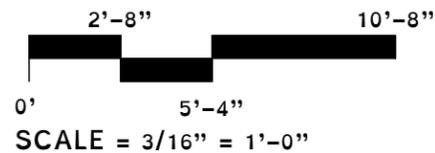
Print plans at 11" x 17",



1 Existing South  
3/16" = 1'-0"



2 Proposed South  
3/16" = 1'-0"



Rev.	Date	Description

**Obsidian, Inc.**  
417 North 22nd Street  
Richmond, VA 23223  
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obsidianrva@gmail.com

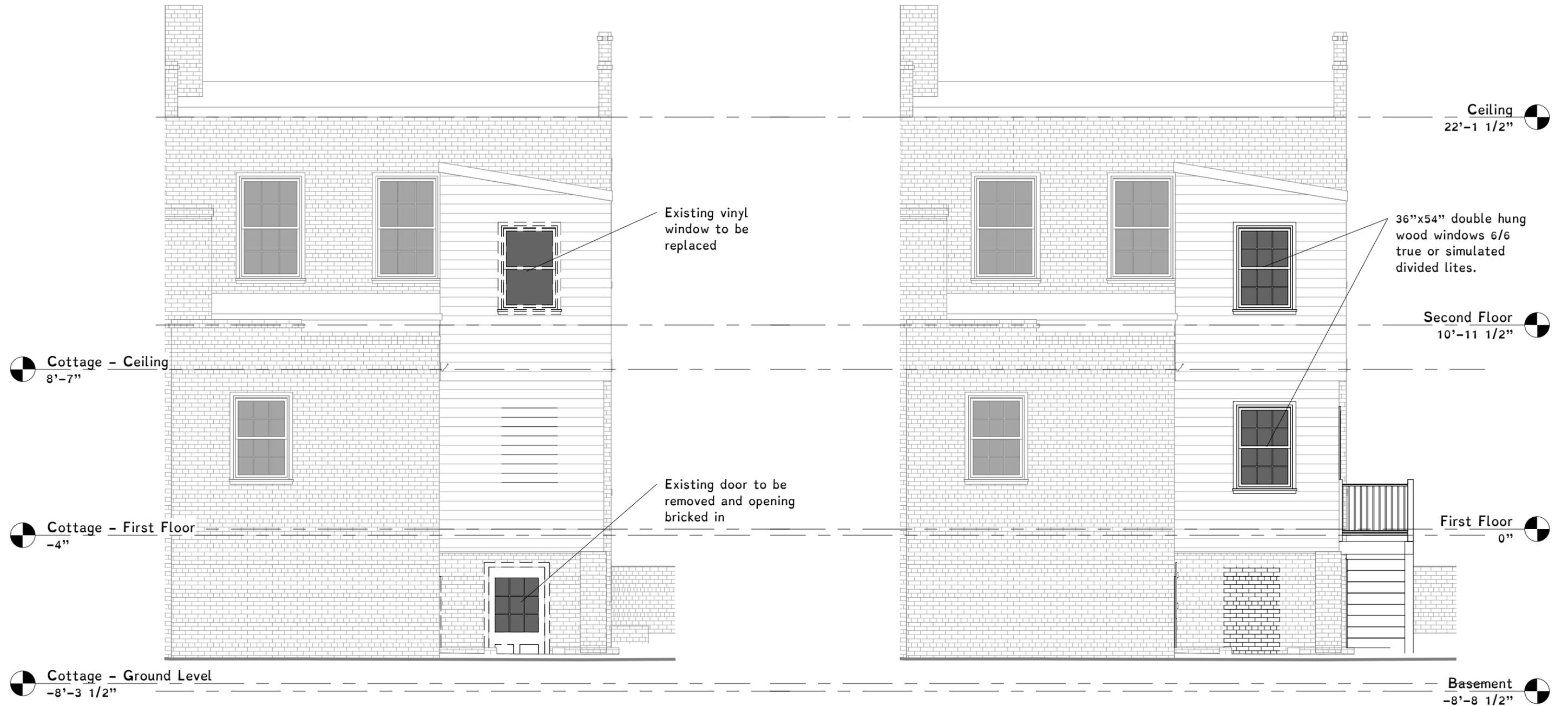
**Front Elevations**  
2506 E. Marshall Street  
Alan & Barbra Alder  
rev. 8/30/21  
August 27, 2021

CAR5





Print plans at 11" x 17",



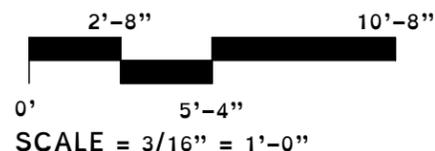
Existing vinyl window to be replaced

Existing door to be removed and opening bricked in

36"x54" double hung wood windows 6/6 true or simulated divided lites.

1 Existing North  
3/16" = 1'-0"

2 Proposed North  
3/16" = 1'-0"



**Obsidian, Inc.**  
 417 North 22nd Street  
 Richmond, VA 23223  
 804.647.1589  
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**Rear Elevations**  
 2506 E. Marshall Street  
 Alan & Barbra Alder  
 rev. 8/30/21  
 August 27, 2021



Rev.	Date	Description

CAR6

Existing vinyl windows to be removed. New wood windows installed in place to match original opening size

Previously removed original window to be replaced in kind (typical)

Existing door to be replaced

Ceiling  
22'-1 1/2"

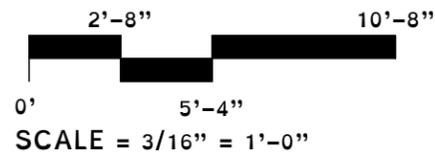
Second Floor  
10'-11 1/2"

First Floor  
0"

Basement  
-8'-8 1/2"

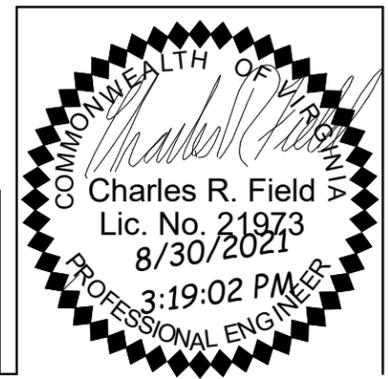
Print plans at 11" x 17",

1 Existing West  
3/16" = 1'-0"



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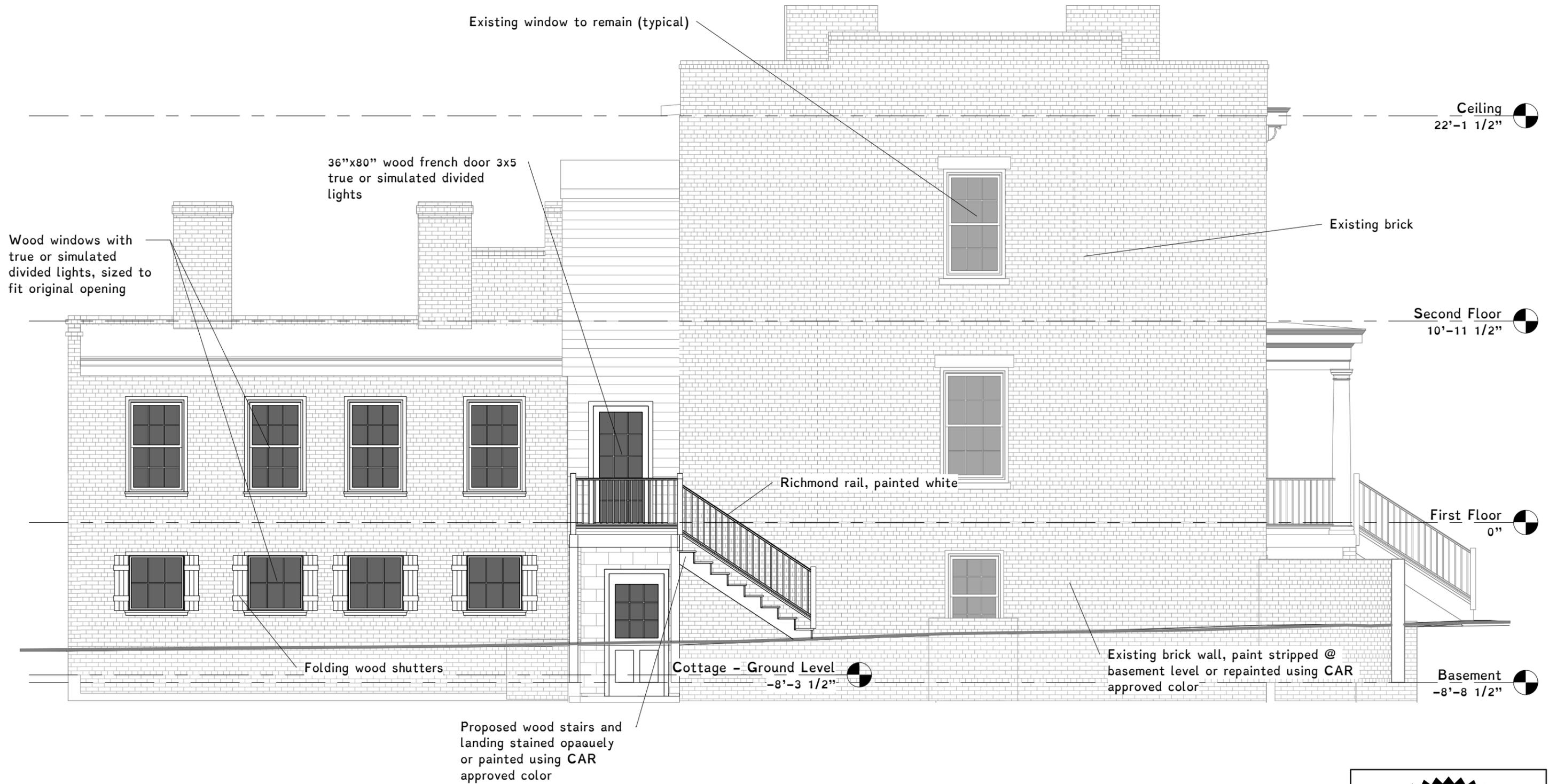
**Side Elevation**  
2506 E. Marshall Street  
Alan & Barbra Alder  
rev. 8/30/21  
August 27, 2021



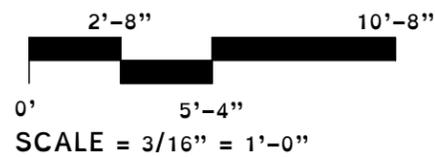
Rev.	Date	Description

CAR7

Print plans at 11" x 17",



Rev.	Date	Description

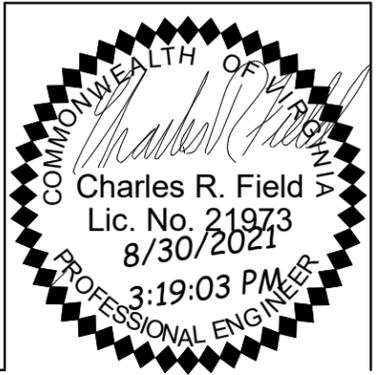


**Obsidian, Inc.**  
 417 North 22nd Street  
 Richmond, VA 23223  
 804.647.1589  
 obsidianrva@gmail.com

**Side Elevation**  
 2506 E. Marshall Street  
 Alan & Barbra Alder

rev. 8/30/21  
 August 27, 2021

CAR8





Existing

Proposed Rendering

Print plans at 11" x 17",

Rev.	Date	Description

**Obsidian, Inc.**  
 417 North 22nd Street  
 Richmond, VA 23223  
 804.647.1589  
 obsidianrva@gmail.com

**Cottage Exterior Rendering**  
 2506 E. Marshall Street  
 Alan & Barbra Alder  
 rev. 8/30/21  
 August 27, 2021

COMMONWEALTH OF VIRGINIA  
*Charles R. Field*  
 Charles R. Field  
 Lic. No. 21973  
 8/30/2021  
 3:19:05 PM  
 PROFESSIONAL ENGINEER

CAR9

### Door Schedule

Type Mark	Phase Created	Count	Family	Width	Height
<b>Basement</b>					
126	New Construction	2	Cased Opening	3'-0"	6'-8"
192	New Construction	1	Single-Panel 6	2'-6"	6'-8"
196	New Construction	1	Single-Panel 6	2'-0"	6'-8"
197	New Construction	1	Single-Panel 6	2'-8"	6'-8"
233	Existing	1	Single- Exterior windowed door	3'-0"	6'-8"
298	Existing	1	Cased Opening	10'-5"	6'-8"
306	Existing	2	Single-Panel 4	3'-0"	6'-8"
309	New Construction	1	Single-Panel 4	2'-0"	6'-8"
310	New Construction	1	Single-Panel 4	2'-8"	6'-8"
<b>Cottage - Ground Level</b>					
233	New Construction	1	Single- Exterior windowed door	3'-0"	6'-8"
305	New Construction	1	Single-Panel 4	2'-6"	6'-8"
<b>Cottage - First Floor</b>					
194	New Construction	1	Single-Panel 6	2'-10"	6'-8"
238	New Construction	1	Single Pocket Door	2'-6"	6'-8"
302	New Construction	1	Single-Glass	3'-0"	6'-8"
<b>First Floor</b>					
98	New Construction	1	Double-Panel 2	5'-0"	6'-8"
126	Existing	3	Cased Opening	3'-0"	6'-8"
131	Existing	1	Cased Opening	2'-8"	6'-8"
196	New Construction	1	Single-Panel 6	2'-0"	6'-8"
233	Existing	1	Single- Exterior windowed door	3'-0"	6'-8"
279	Existing	2	Single-Panel 6	2'-4"	6'-8"
280	Existing	1	Cased Opening	10'-0"	6'-8"
297	Existing	1	Cased Opening	2'-2"	6'-8"
311	Existing	2	Single-Panel 4	3'-0"	7'-0"
312	New Construction	1	Cased Opening	10'-0"	8'-0"
<b>Landing</b>					
197	New Construction	1	Single-Panel 6	2'-8"	6'-8"
<b>Second Floor</b>					
131	Existing	1	Cased Opening	2'-8"	6'-8"
192	New Construction	1	Single-Panel 6	2'-6"	6'-8"
193	Existing	5	Single-Panel 6	3'-0"	6'-8"

### Window Schedule

Phase Created	Type Mark	Family	Level	Count	Width	Height
<b>Basement</b>						
Existing	222	Window-Double-Hung	Basement	1	3'-4"	5'-11"
Existing	234	Window-Double-Hung	Basement	4	2'-10"	4'-6"
Existing	235	Window-Sauare Opening	Basement	1	0"	0"
Existing	236	Window-Double-Hung	Basement	1	3'-4"	5'-6"
Existing	280	Window-Double-Hung	Basement	2	2'-10"	4'-6"
New Construction	282	Window-Fixed	Basement	1	4'-0"	3'-0"
<b>Cottage - Ground Level</b>						
New Construction	233	Window-Casement-Single	Cottage - Ground Level	4	3'-0"	3'-0"
<b>Cottage - First Floor</b>						
New Construction	193	Window-Double-Hung	Cottage - First Floor	1	3'-0"	4'-6"
New Construction	237	Window-Double-Hung	Cottage - First Floor	4	3'-0"	5'-0"
Existing	285	Window-Double-Hung	Cottage - First Floor	1	3'-0"	4'-6"
<b>First Floor</b>						
Existing	222	Window-Double-Hung	First Floor	5	3'-4"	5'-11"
Existing	236	Window-Double-Hung	First Floor	1	3'-4"	5'-6"
Existing	276	Sidelights 2	First Floor	4	1'-0"	7'-0"
Existing	277	Window-Fixed	First Floor	2	5'-6"	1'-0"
Existing	279	Window-Double-Hung	First Floor	2	3'-4"	5'-11"
New Construction	283	Window-Double-Hung	First Floor	1	2'-6"	4'-6"
<b>Landing</b>						
New Construction	193	Window-Double-Hung	Landing	1	3'-0"	4'-6"
<b>Second Floor</b>						
Existing	223	Window-Double-Hung	Second Floor	3	3'-5"	5'-6"
Existing	224	Window-Double-Hung	Second Floor	2	3'-0"	5'-7"
Existing	236	Window-Double-Hung	Second Floor	5	3'-4"	5'-6"
Existing	278	Window-Double-Hung	Second Floor	3	3'-5"	5'-6"

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**Schedules**  
 2506 E. Marshall Street  
 Alan & Barbra Alder

rev. 8/30/21  
 August 27, 2021

CAR 10

