

City of Richmond

*City Hall
900 East Broad Street*



Meeting Minutes

Tuesday, August 27, 2024

3:30 PM

To access the meeting via Microsoft Teams, please use the following link: <https://tinyurl.com/5m6b8938>
5th Floor Conference Room of City Hall

Commission of Architectural Review

[PDRPRES
2024.049](#)

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

Absent -- 1 - * Commissioner Coleen Bulter Rodriguez

OTHER BUSINESS

Approval of Minutes

No minutes were approved at this meeting.

None

Secretary's Report

Administrative Approval Report

Enforcement Report

CONSENT AGENDA

A motion was made by Commissioner Nutt, seconded by Commissioner Hill, to move Item #2 4002 Hermitage Road to the Consent Agenda.

The motion carried by the following vote:

Yes: (6) BOOTSMA, EASTERLING, HILL, MOORE, NUTT, STRIFFLER

No: (2) DANESE, GRIER

Excused: (1) RODRIGUEZ

Recused: (0)

A motion was made by Commissioner Hill, seconded by Commissioner Easterling, to mover Item #4 2316 West Grace Street to the Consent Agenda.

The motion carried by the following vote:

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

STRIFFLER

No: (0)

Excused: (1) RODRIGUEZ

Recused: (0)

A motion was made by Commissioner Danese, seconded by Commissioner Nutt, to move Item #5 2903 East Marshall Street to the Consent Agenda; however the motion failed due to lack of support from the other Commissioners.

1. [COA-152521-2024](#) 2605 E. Franklin Street - Construct a rear staircase, fence, gate, and screen-in a rear multi-story porch.

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

A motion was made by Commissioner Danese, seconded by Commissioner Striffler to approve this application as submitted 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

Recused -- 1 - Commissioner Catherine Easterling_

2. [COA-147348-2024](#) 4002 Hermitage Road - Construct a new two-story building.

Attachments: [Application & Plans \(5/28/2024\)](#)
[Application & Plans \(Conceptual Review 2/27/2024\)](#)
[Staff Report \(Conceptual Review 2/27/2024\)](#)
[Staff Report \(5/28/2024\)](#)
[Application & Plans](#)
[Staff Report](#)

A motion was made by Commissioner Danese, seconded by Commissioner Striffler to approve this application for the reasons stated in the staff report provided the following conditions are met: approval of the project contingent on the final height of 25 feet being permitted by the Special Use Permit; and final window, door, roofing, siding, and gutter specifications be submitted for administrative review and approval.

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

Recused -- 1 - Commissioner Catherine Easterling_

4. [COA-152520-2024](#) 2316 W. Grace Street - Construct a rear garage.

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

A motion was made by Commissioner Danese, seconded by Commissioner Striffler to approve this application for the reasons stated in the staff report provided the following conditions are met: the standing seam metal roof not be corrugated; and any new privacy fence or retaining wall be submitted for administrative review and approval.

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

Recused -- 1 - Commissioner Catherine Easterling_

REGULAR AGENDA

3. [COA-152217-2024](#) 413-415 N. Arthur Ashe Boulevard - Construct a semi-attached pair of two story garages.

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

A motion was made by Commissioner Bootsma, seconded by Commissioner Grier, to approve this application with conditions for the reasons stated in the staff report provided that the following conditions are met: The large garage doors be a simple design without faux hardware; and final gutter and downspout specifications be submitted with the final review.

The motion carried by the following vote:

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

5. [COA-152522-2024](#) 2903 E. Marshall Street - Rehabilitate an existing building, replace vinyl windows with new vinyl windows, and alter the size of existing masonry openings.

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

A motion was made by Commissioner Danese, seconded by Commissioner Nutt, to partially approve this application with conditions for the reasons stated in the Staff Report. Specifically, the Commission denied infilling any portion of the existing masonry openings on the building with brick or framing; the proposed replacement vinyl windows; and the installation of light posts in the front yard. The Commission approved the following with conditions: replacement windows

be wood or aluminum clad wood, fit within the original masonry openings, and have a one-over-one light configuration to match the appearance of the original windows documented in the historic photograph; all architectural features of the porch including the turned posts, corbels, brackets, and spindle work be repaired or replaced with an exact match; front porch railings match the historic turned pickets and be inset into the top and bottom banisters, or the picket must match the existing square pickets; new decking boards be installed perpendicular to the face of the building and be tongue and groove; and all unpainted masonry must remain unpainted.

The motion carried by the following vote:

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

CONCEPTUAL REVIEW

None

Adjournment

The meeting was adjourned at 4:45pm