



CERTIFICATE OF APPROPRIATENESS

ALTERATION AND ADDITION CHECKLIST

Well in advance of the COA application deadline contact staff to discuss your project, and if necessary, to make an appointment to meet with staff for a project consultation.

Complete all applicable sections and submit with the COA application form. Staff can assist you in determining what items are required for your scope of work. An incomplete application may cause delays in processing or may be deferred to the next agenda. Application materials must clearly represent current and proposed conditions. Refer to Standards for Rehabilitation outlined in Section 30.930.7(b) of the City Code, as well as, the *Richmond Old and Historic Districts Handbook and Design Review Guidelines*.

PROPERTY ADDRESS: 18 W Leigh St.

BUILDING TYPE

- single-family residence
- multi-family residence
- commercial building
- mixed use building
- institutional building

- garage
- accessory structure
- other

ALTERATION TYPE

- addition
- foundation
- wall siding or cladding
- windows or doors
- porch or balcony
- roof
- awning or canopy
- commercial sign
- ramp or lift
- other

WRITTEN DESCRIPTION

- property description, current conditions and any prior alterations or additions
- proposed work: plans to change any exterior features, and/or addition description
- current building material conditions and originality of any materials proposed to be repaired or replaced
- proposed new material description: attach specification sheets if necessary

PHOTOGRAPHS place on 8 ½ x 11 page, label photos with description and location (refer to photograph guidelines)

- elevations of all sides
- detail photos of exterior elements subject to proposed work
- historical photos as evidence for restoration work

DRAWINGS (refer to required drawing guidelines)

- current site plan
- proposed site plan
- current floor plans
- proposed floor plans
- legal "plat of survey"
- list of current windows and doors
- list of proposed window and door
- current roof plan
- proposed roof plan
- current elevations (all sides)
- proposed elevations (all sides)
- demolition plan
- perspective and/or line of sight

Alterations Check List

Written Descriptions

Property description, current conditions and any prior alterations or additions.

Queen Anne style, multi-family residence. Built in 1895. No separate access to upstairs apartment from the back of the house. Addition added to house before the 1940s. House is in need of several repairs and needs porch and staircase added for access to upstairs apartment.

Proposed work: plans to change any exterior features, and/or addition description.

Porch and staircase is to be added to back of house to allow separate access to upstairs apartment from the parking area of the house. This will be a covered porch along the back of the house and a staircase coming down the back left of the property (when facing the house from the front). Plans are attached. Also plan to add porch sconce and new mailboxes to right of door (pictures attached). House is to be repainted in mainly the same colors it is currently except porch ceilings. Brick is to be repointed in a few areas.

Current building material conditions and originality of any materials proposed to be repaired or replaced.

House is brick with stone lentils and wood porches and windows. Back porch held together by nails and screws. Front brick is painted red, trim is painted white, and porch is painted blue grey. All other brick is not painted. Back porch and back of house windows are painted blue grey or white (see pictures).

Proposed new material description: attach specification sheets if necessary.

Treated lumber is to be used for all parts of the porch and staircase. Concrete footings will be poured. Porch will be through-bolted to house. Nails and screws will be used to hold wood parts together. All colors of the house will stay the same except the porch ceilings will be painted "Tidewater" color.

VIP @ CORNER

REAR WALL

EXIT DOOR

TOP

OF BRICK WALL

2x2 PICKETS

4x4

EXISTING ROOF LINE

FABRIC ROOF

8' FACIA OR MATERIAL HOUSE

4x4

2x2 PICKETS

2x2

EXIST WIND

1x2 RIGID

APPROX LOCATION RIGHT SIDE OF BUILDING

1x2

4x6

LANDING

APPROX LOC

LOCATION OF SIDE OF BUILD

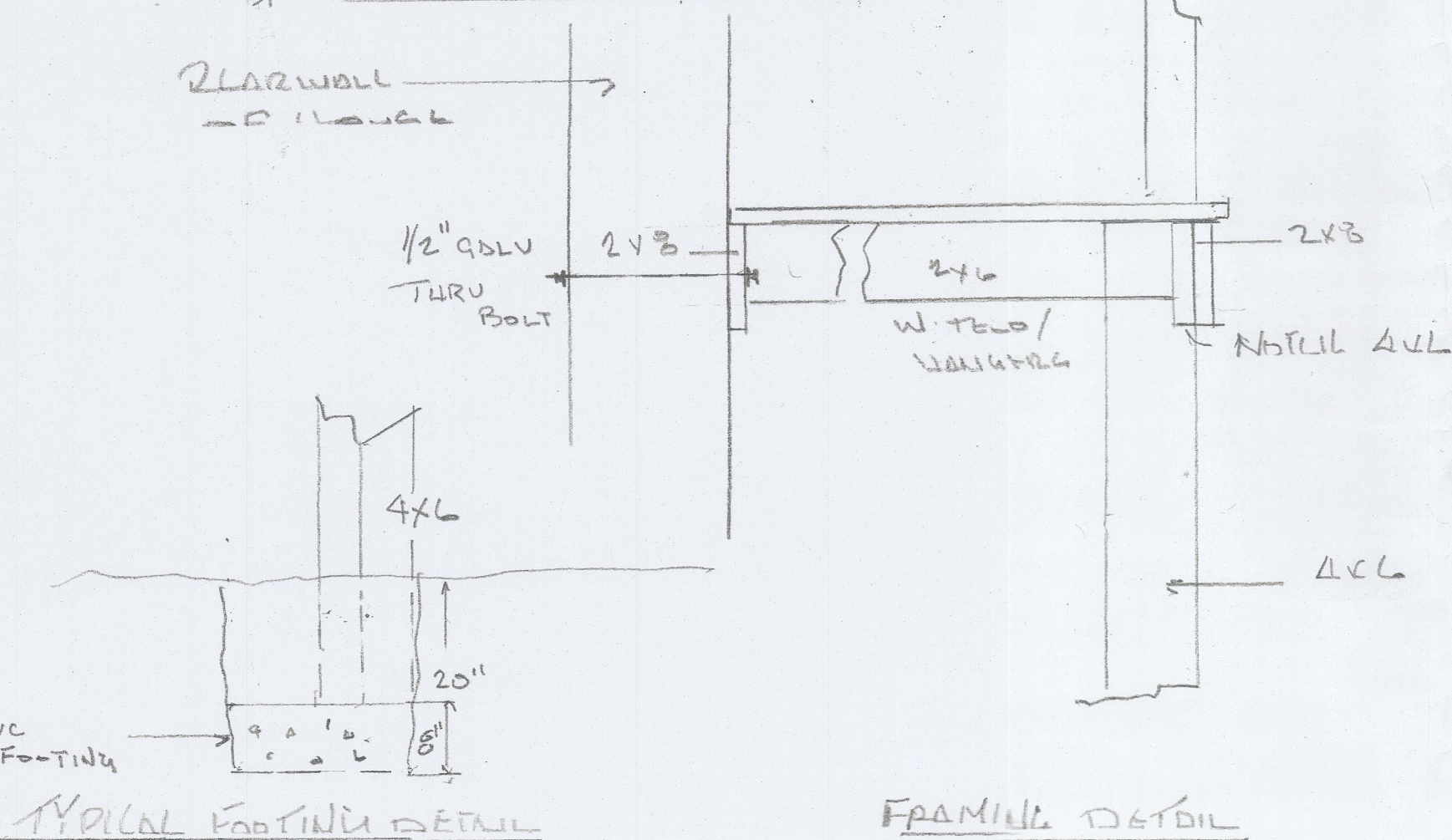
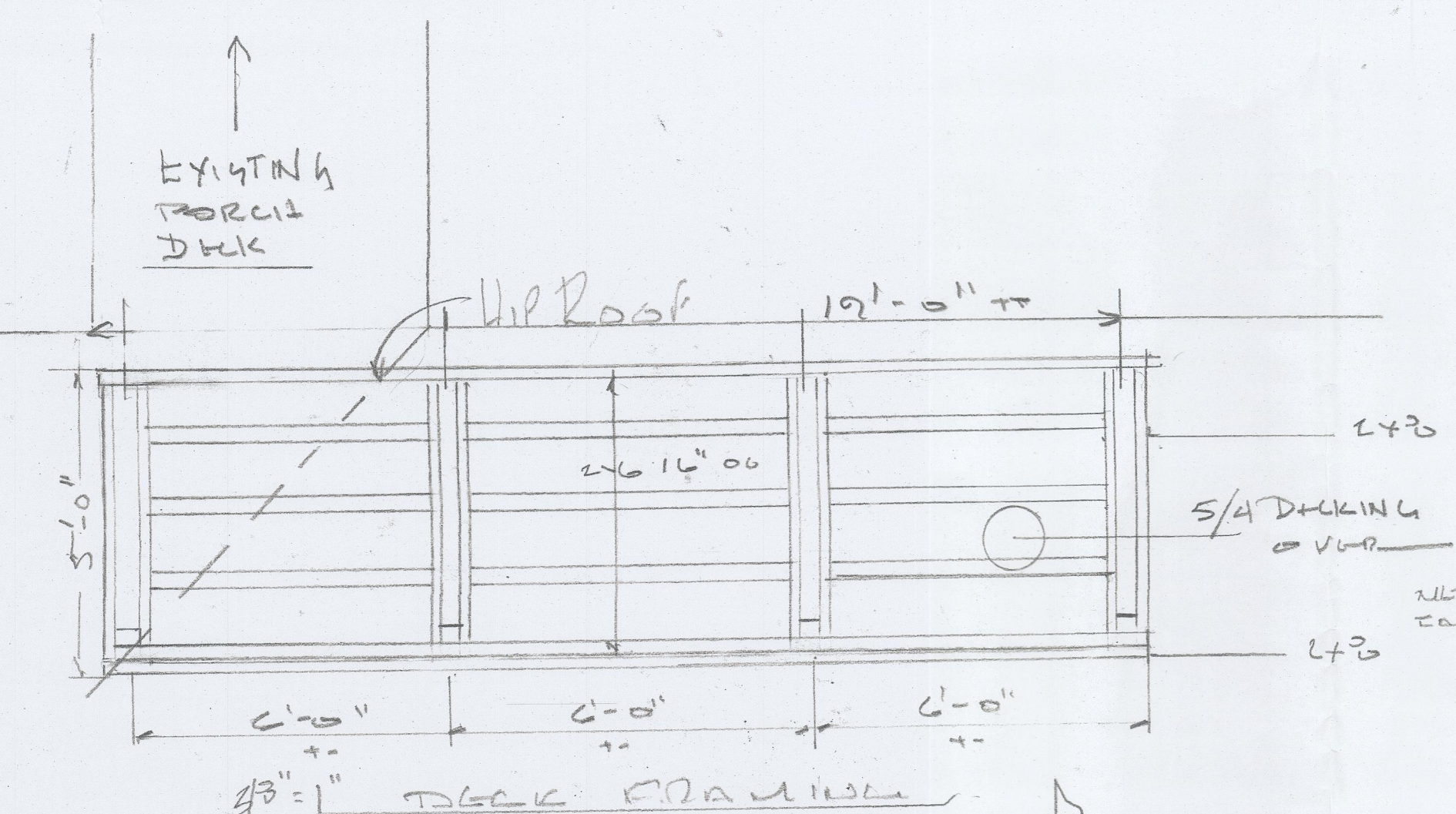
EXISTING OLD BRICK WALL 12" T

FOOTING

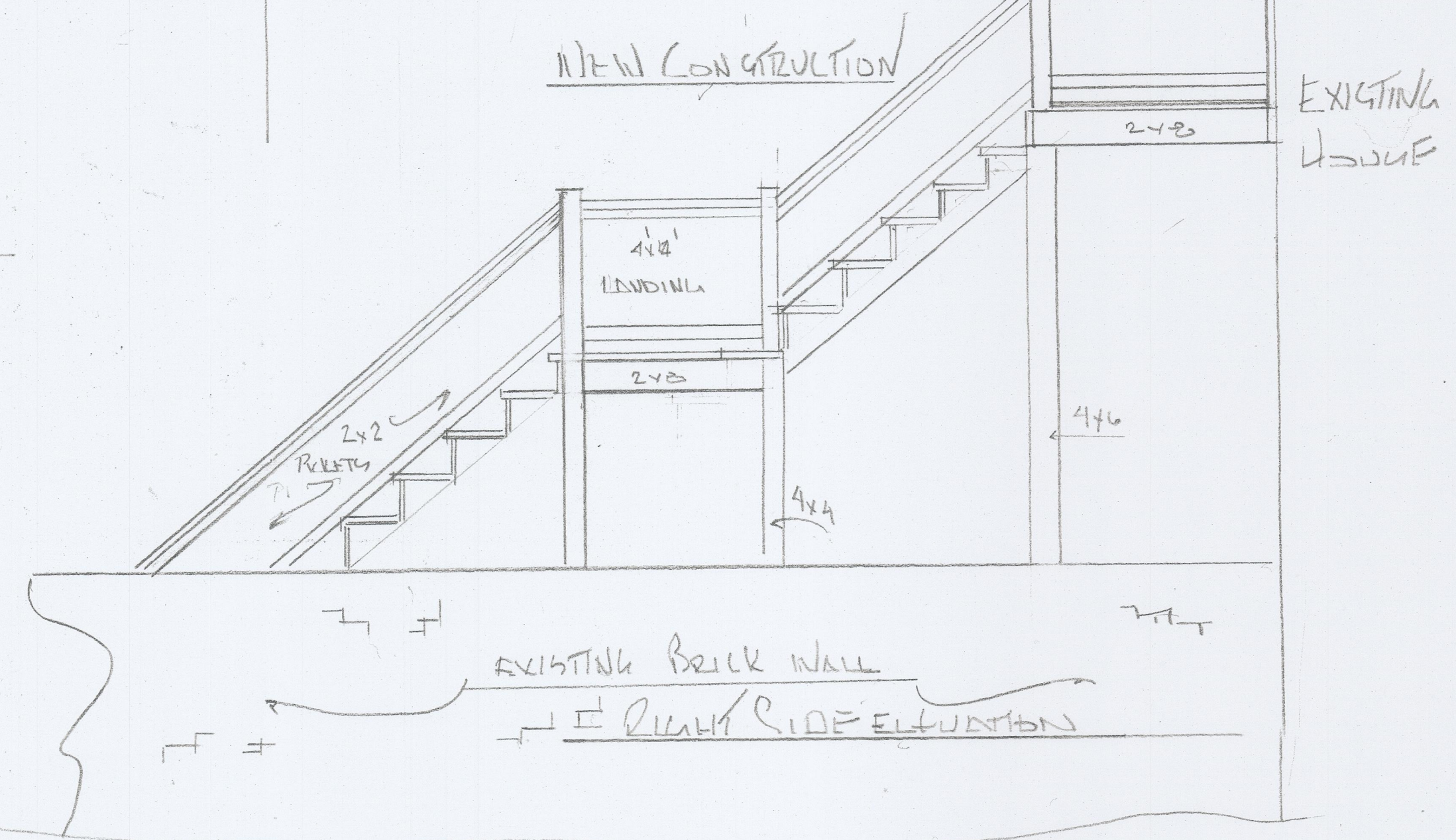
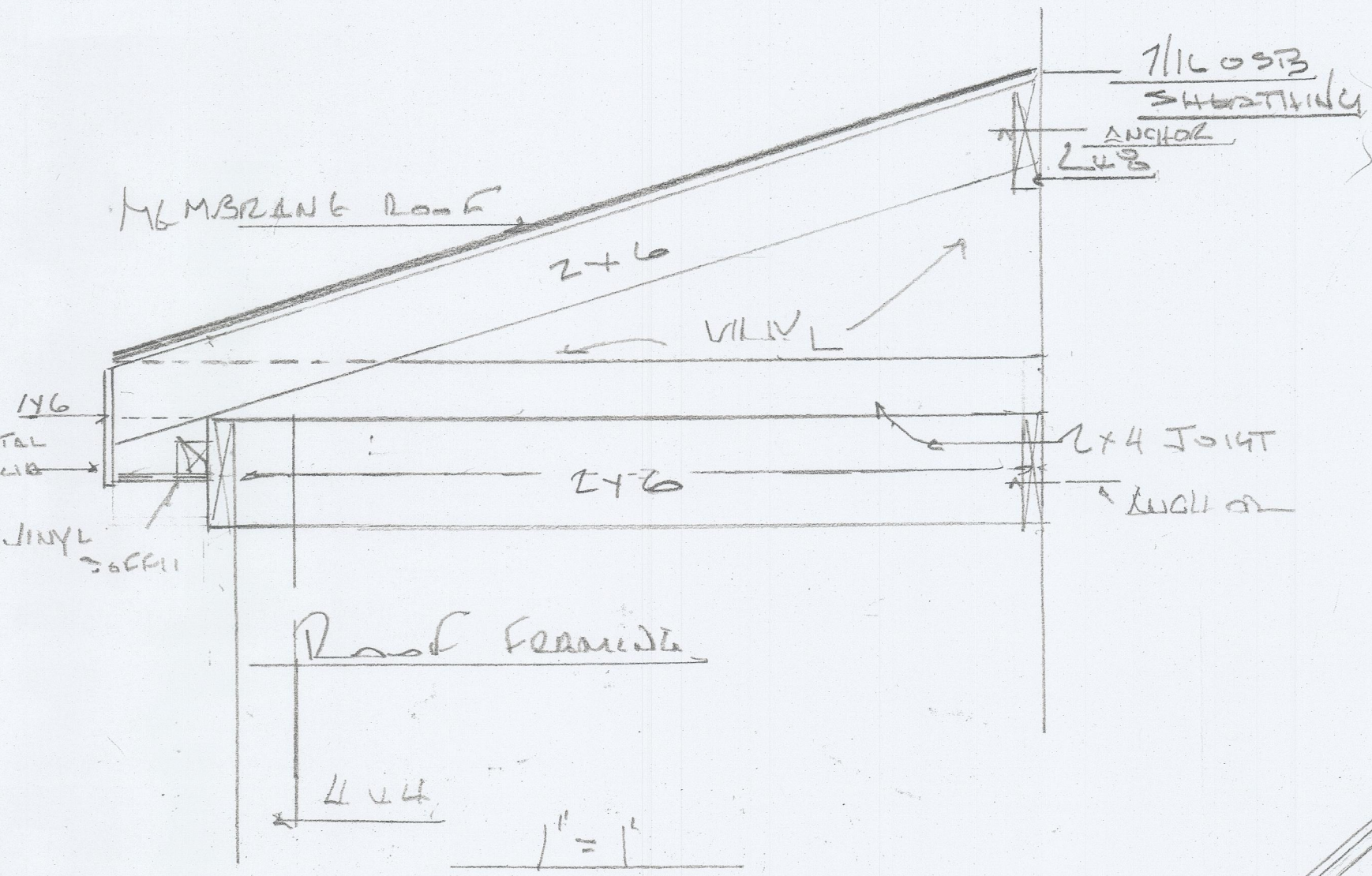
LEFT SIDE ELEVATION

10 W. LEIGH ST

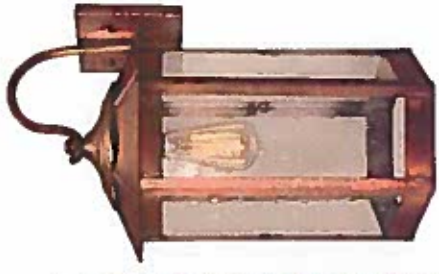
REAR ELEVATION



18 W LEIGH ST
RENOVATION REAR PORCH
NEW CONSTRUCTION

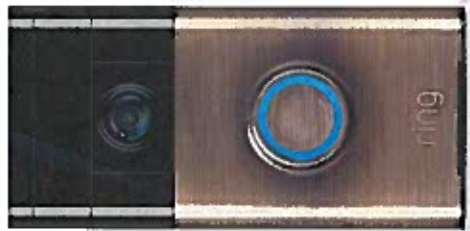






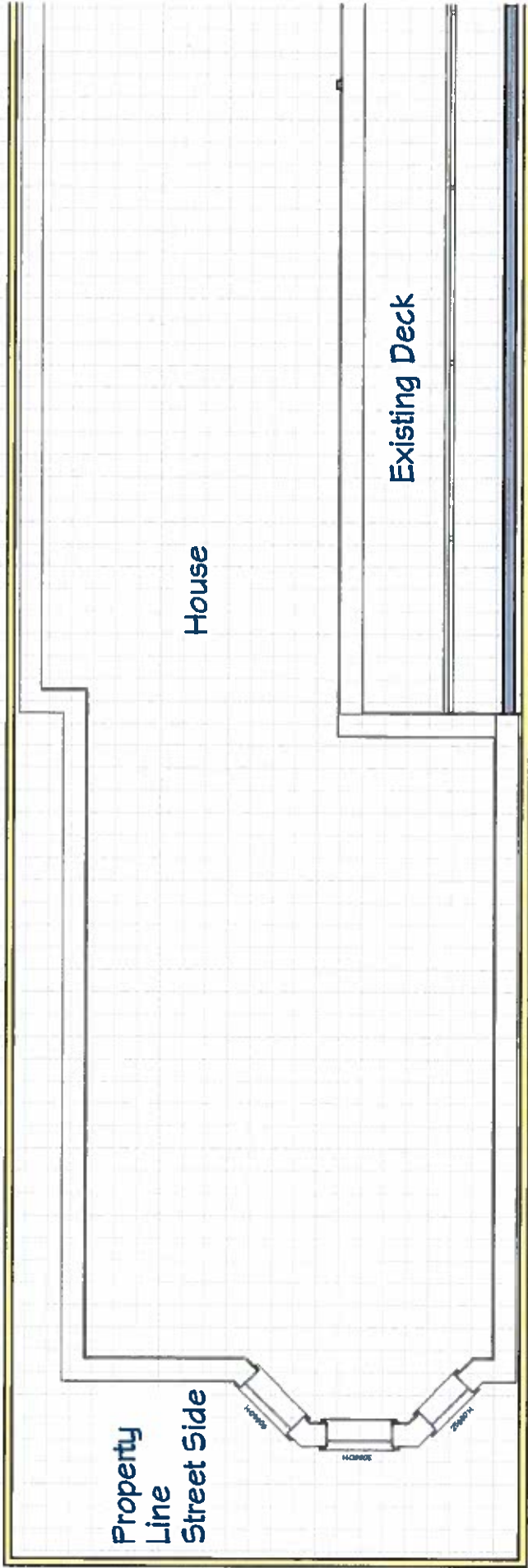


Scence
Mailbox
Video Doorbell



Site Plan 1

Neighbor to Southwest



House

Existing Deck

Property Line
Street Side

Neighbor to Northeast

Site Plan 2A

Heat Pumps to be Under Deck



Stairs to be added



Deck to be added



Existing Brick Wall



Property Line, Alley Side

Brick Wall to be Repaired and
Wood Fence to be Added



Site Plan 2B

Heat Pumps to be Under Deck



Trees to Screen
Heat Pumps

Deck to be added

Stairs to be added



Existing Brick Wall

Property Line, Alley Side

Brick Wall to be Repaired and
Wood Fence to be Added

