



# COMMISSION OF ARCHITECTURAL REVIEW

## APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

PROPERTY (location of work)

Address 3309 Monument Ave.,

Historic district Monument Ave.,

Date/time rec'd: 6/27/18 2:27  
Rec'd by: AM  
Application #: COA-037946-2018  
Hearing date: 7/24/2018

### APPLICANT INFORMATION

Name DANE CHO

Phone 804 240 4676

Company \_\_\_\_\_

Email cands2005@gmail.com

Mailing Address P.O. Box 29786

Applicant Type (circle one) Owner,

RICH. VA. 23242

Agent, Lessee, Architect, Contractor,  
Other (please specify): \_\_\_\_\_

### OWNER INFORMATION (if different from above)

Name \_\_\_\_\_

Company \_\_\_\_\_

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

Phone \_\_\_\_\_

\_\_\_\_\_

Email \_\_\_\_\_

### PROJECT INFORMATION

Review Type:  Conceptual Review  Final Review

Project Type:  Alteration  Demolition  New Construction  
(Conceptual Review Required)

Project Description: (attach additional sheets if needed)

Demolish existing porch + sunroom, construct rear addition, construct 2-car garage.

### ACKNOWLEDGEMENT OF RESPONSIBILITY

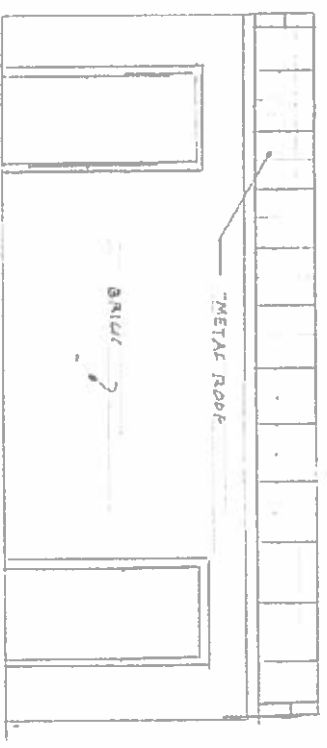
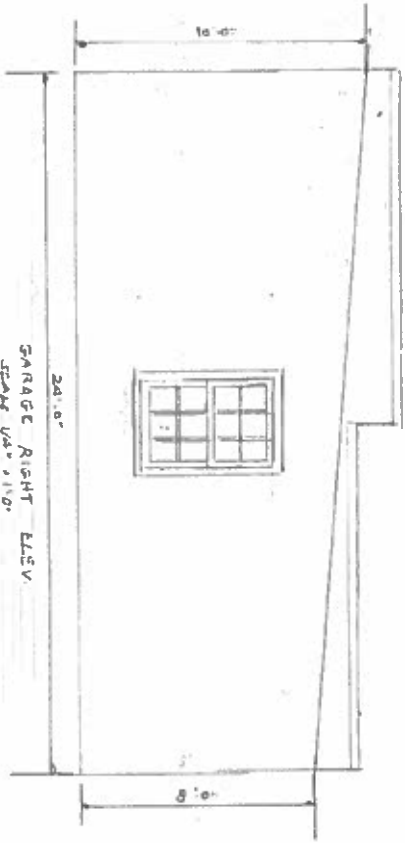
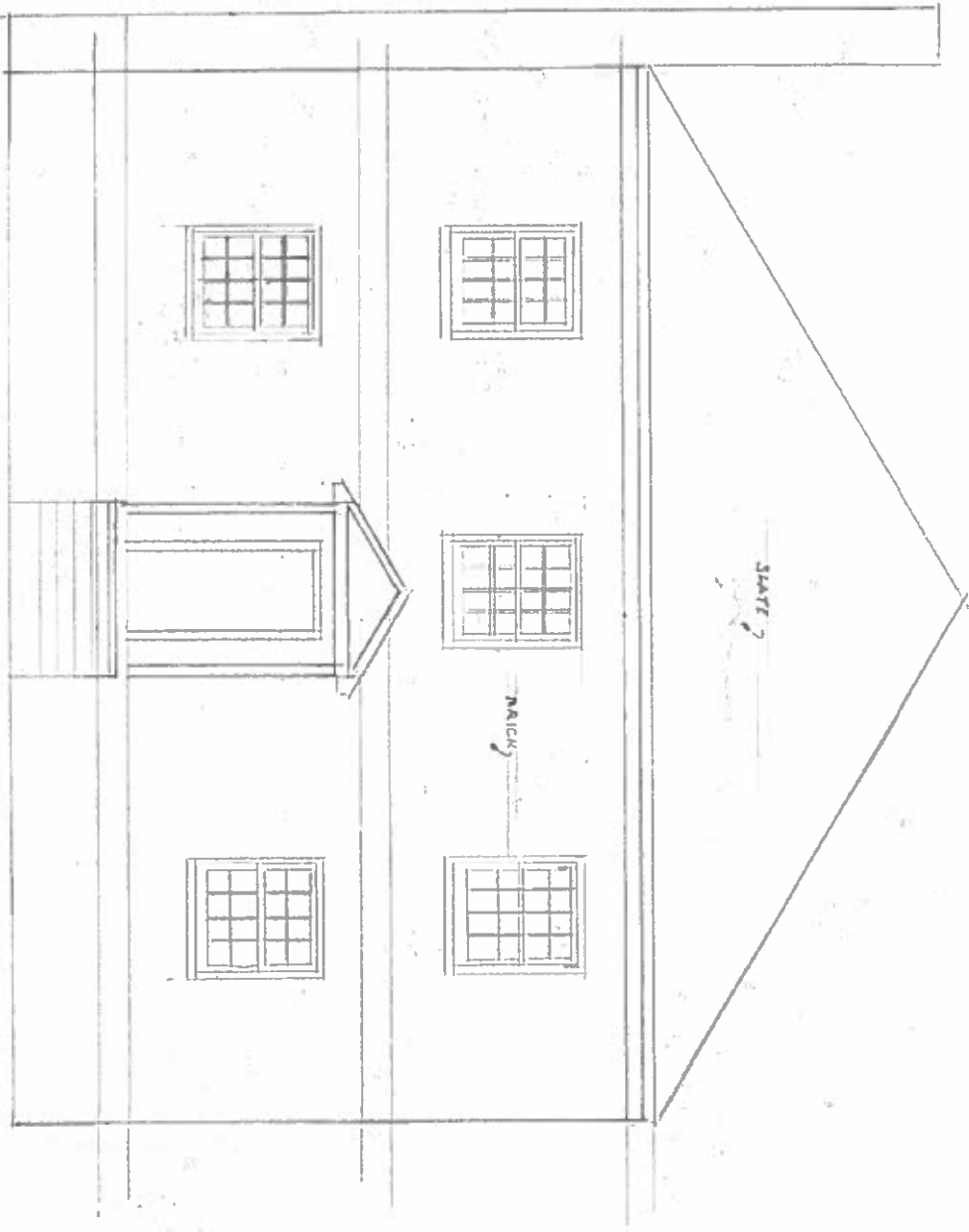
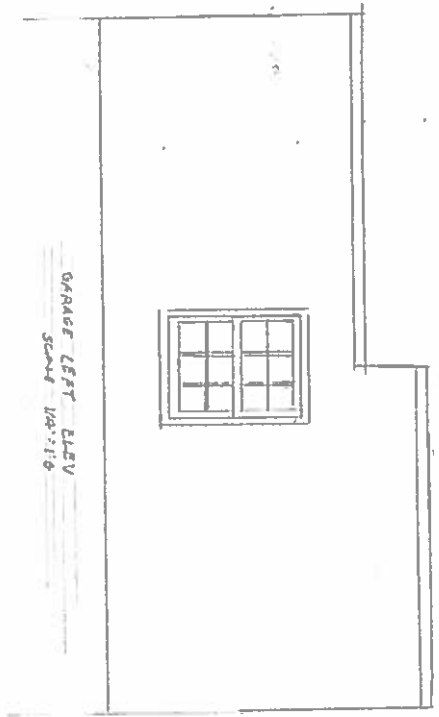
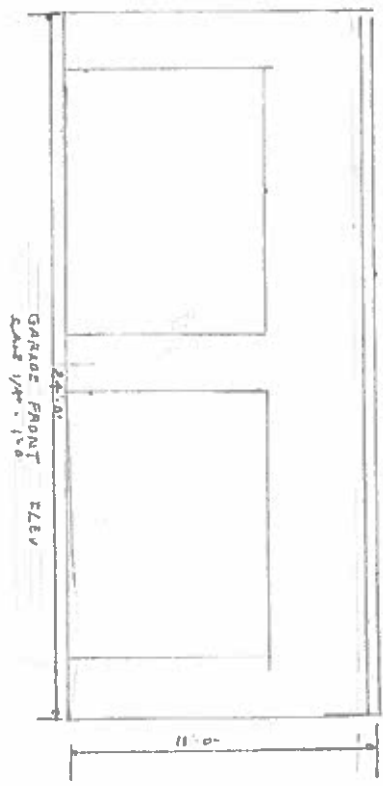
**Compliance:** If granted, you agree to comply with all conditions of the COA. Revisions to approved work require staff review and may require a new application and CAR approval. Failure to comply with the COA may result in project delays or legal action. The COA is valid for one (1) year and may be extended for an additional year, upon written request.

**Requirements:** A complete application includes all applicable information requested on checklists to provide a complete and accurate description of existing and proposed conditions. Preliminary review meeting or site visit with staff may be necessary to process the application. Owner contact information and signature is required. Late or incomplete applications will not be considered.

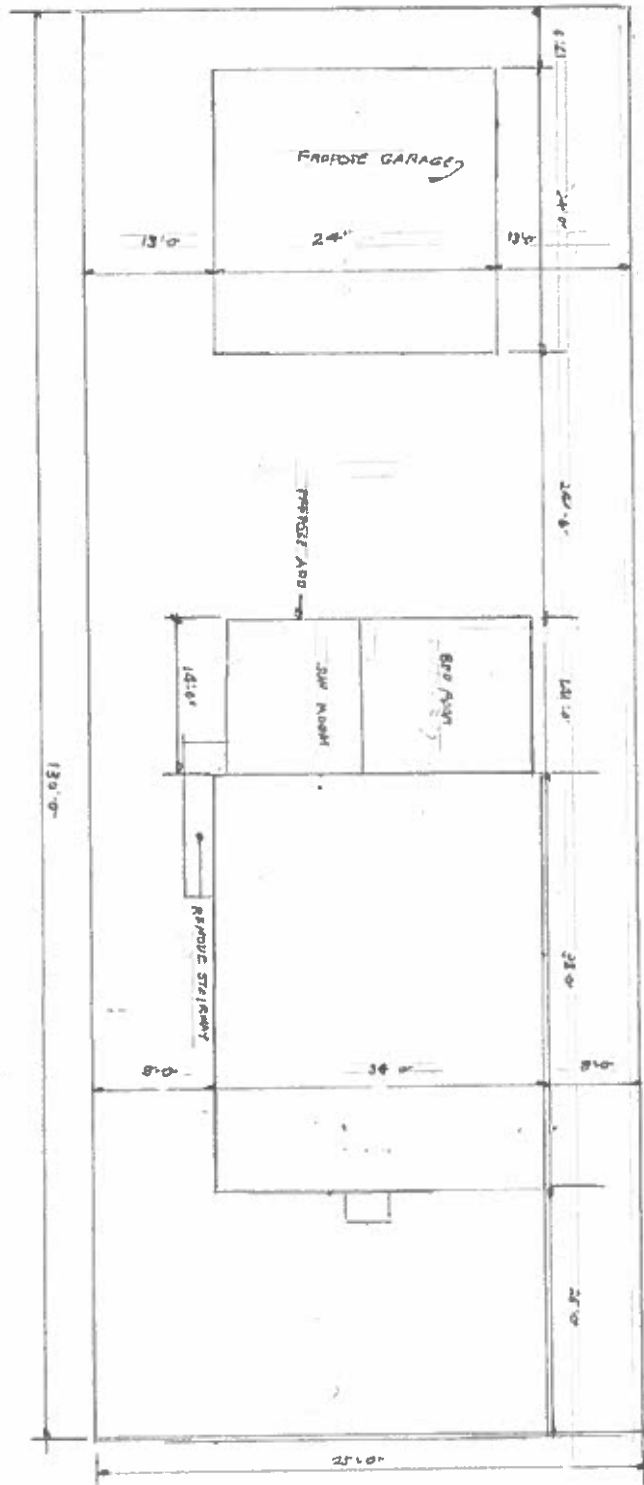
**Zoning Requirements:** Prior to CAR review, it is the responsibility of the applicant to determine if zoning approval is required and application materials should be prepared in compliance with zoning.

Signature of Owner Dane Cho

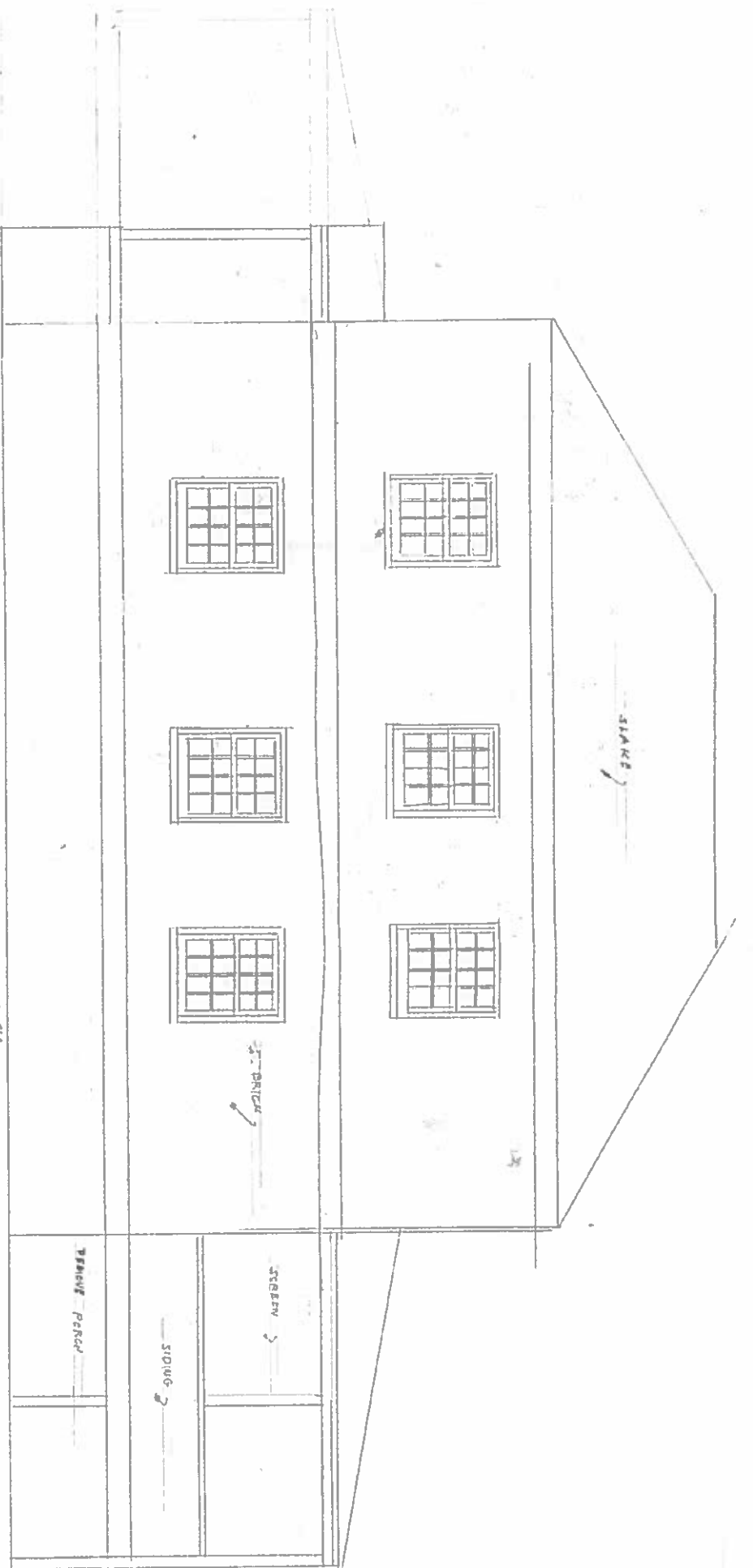
Date 6.27.18







3309 MONUMENT AVE.  
 PLOT PLAN  
 SCALE 1/8" = 1'-0"



EXISTING HOODED NIGHT SIDE ELEV  
SCALE 1/4" = 1'-0"

EXISTING PORCH

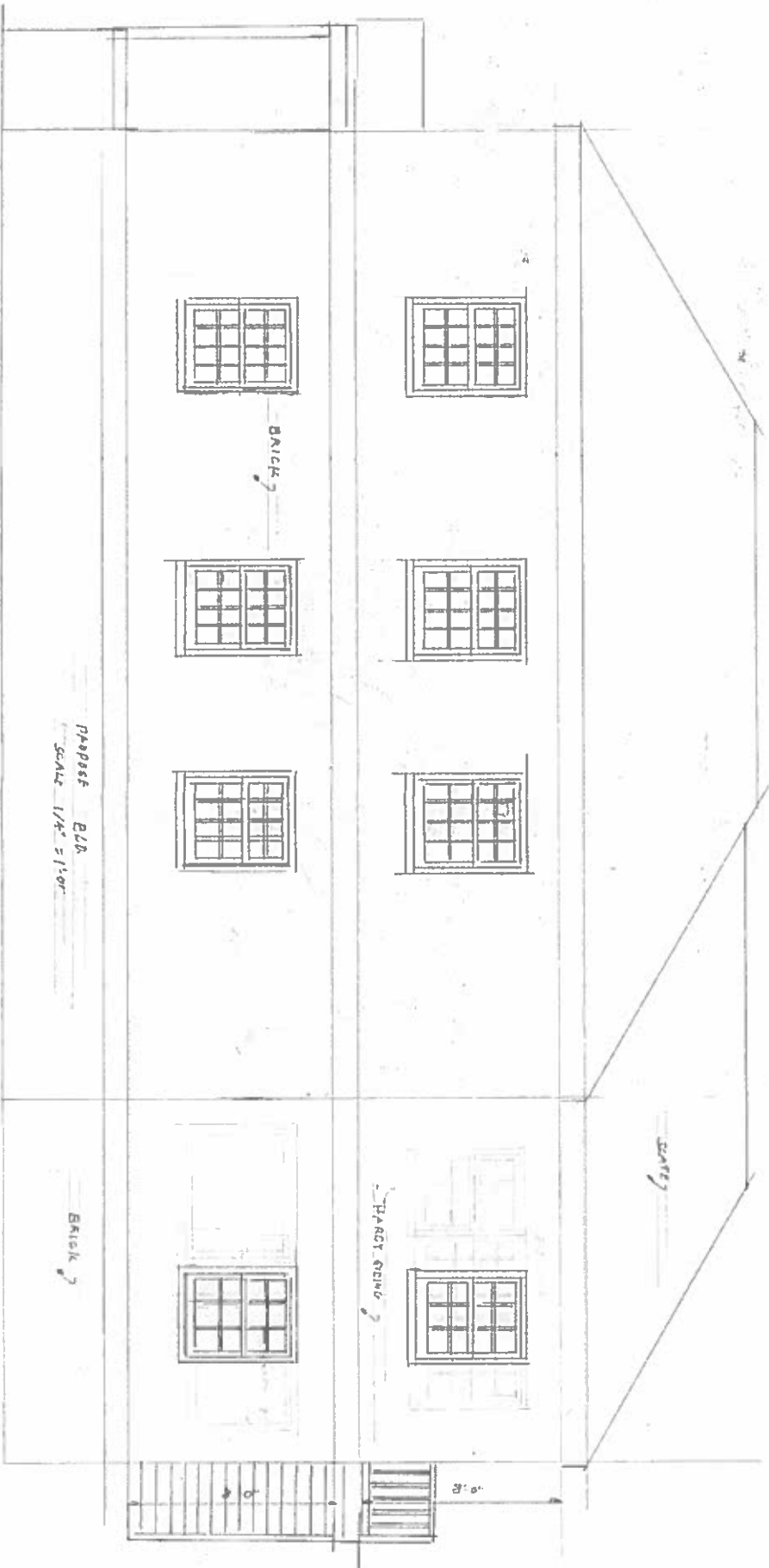
NEW PORCH

STONE

SCREEN

BRICK

BRICK



PROPOSED HOODED NIGHT SIDE ELEV  
SCALE 1/4" = 1'-0"

PROPOSED ADDITION

BRICK

BRICK

BRICK

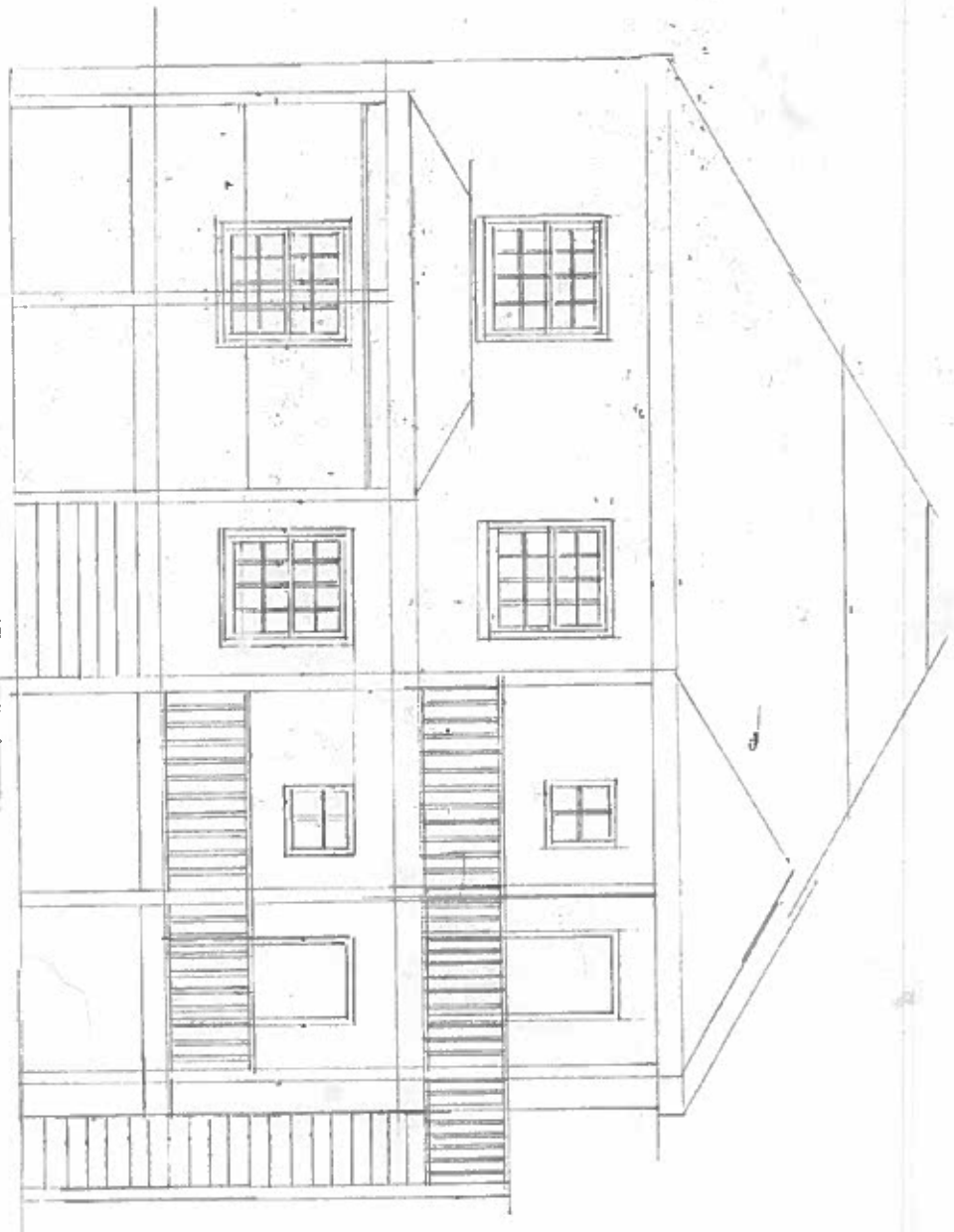
BRICK

BRICK

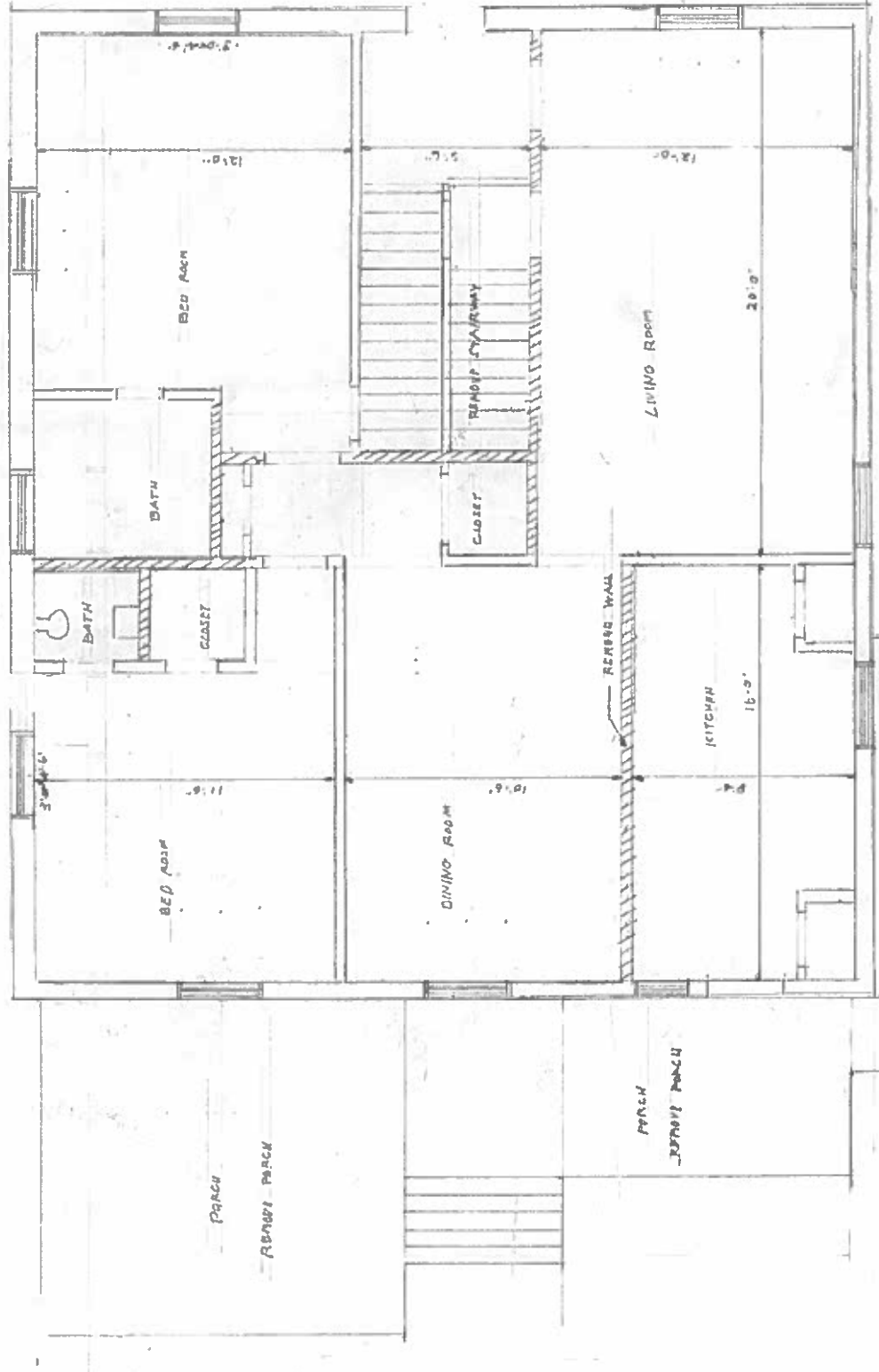
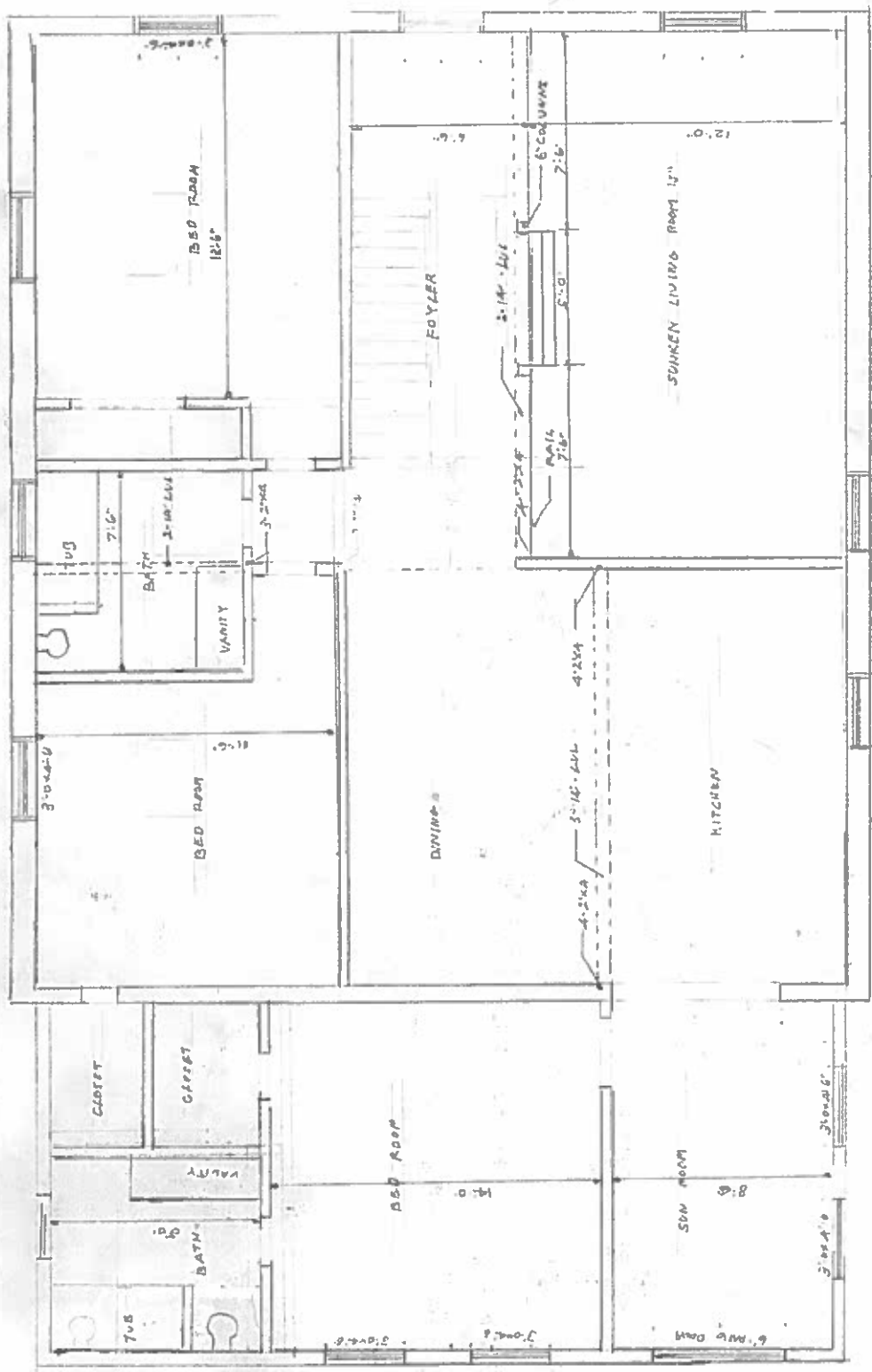
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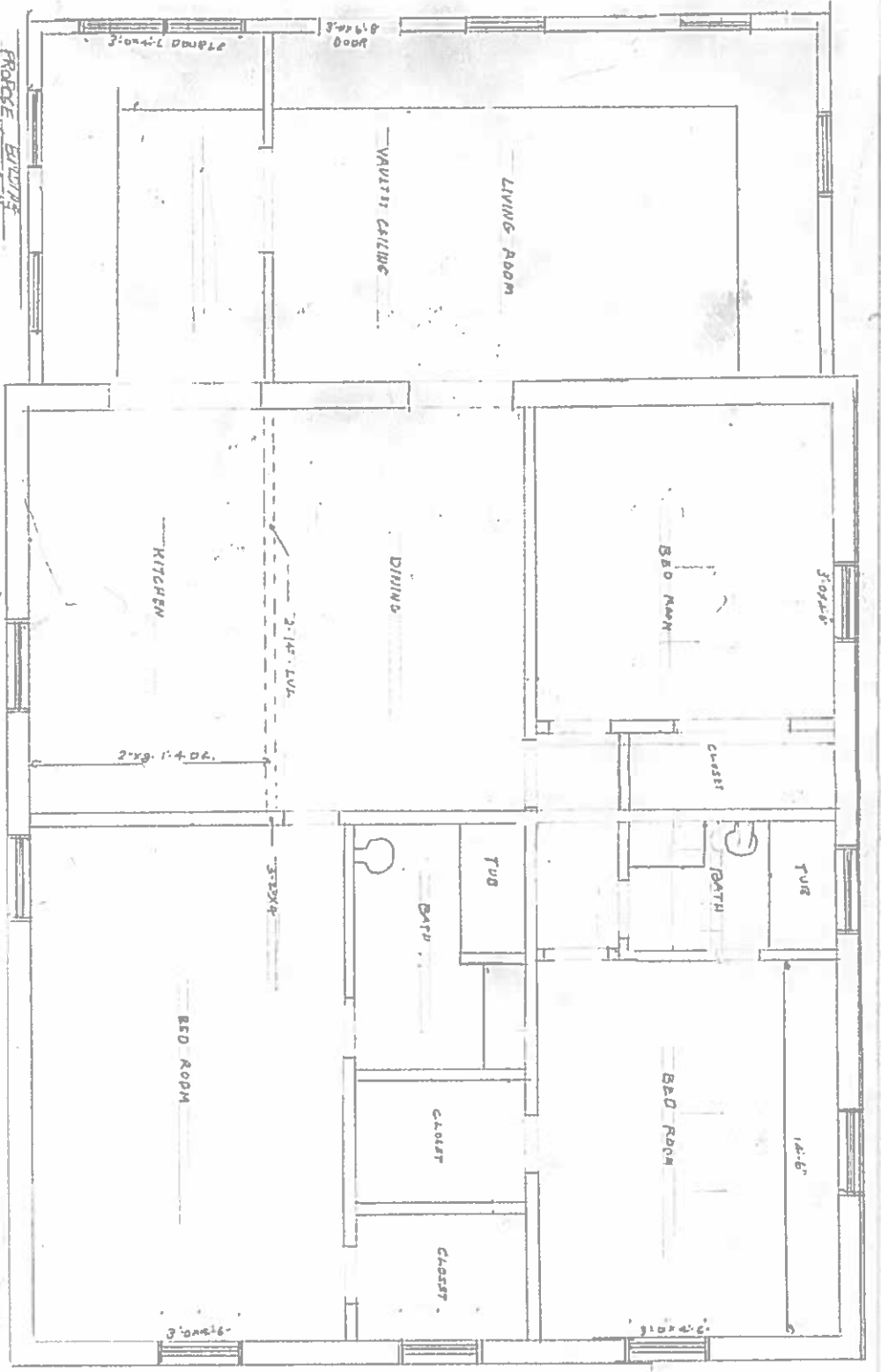
EXISTING ROOM ELEV  
Scale 1/8" = 1'-0"



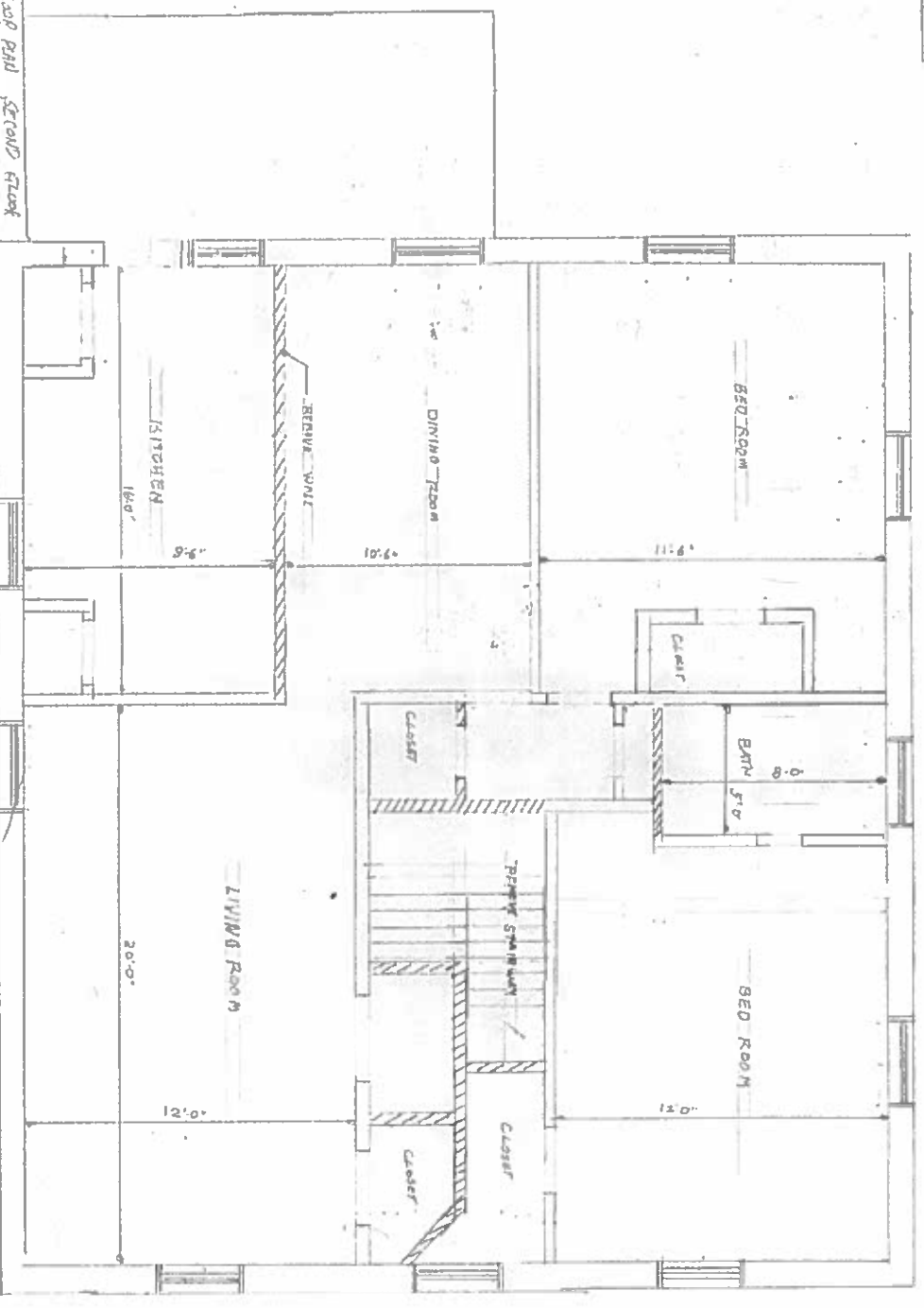
EXISTING FLOOR PLAN FIRST FLOOR  
SCALE 1/8" = 1'-0"

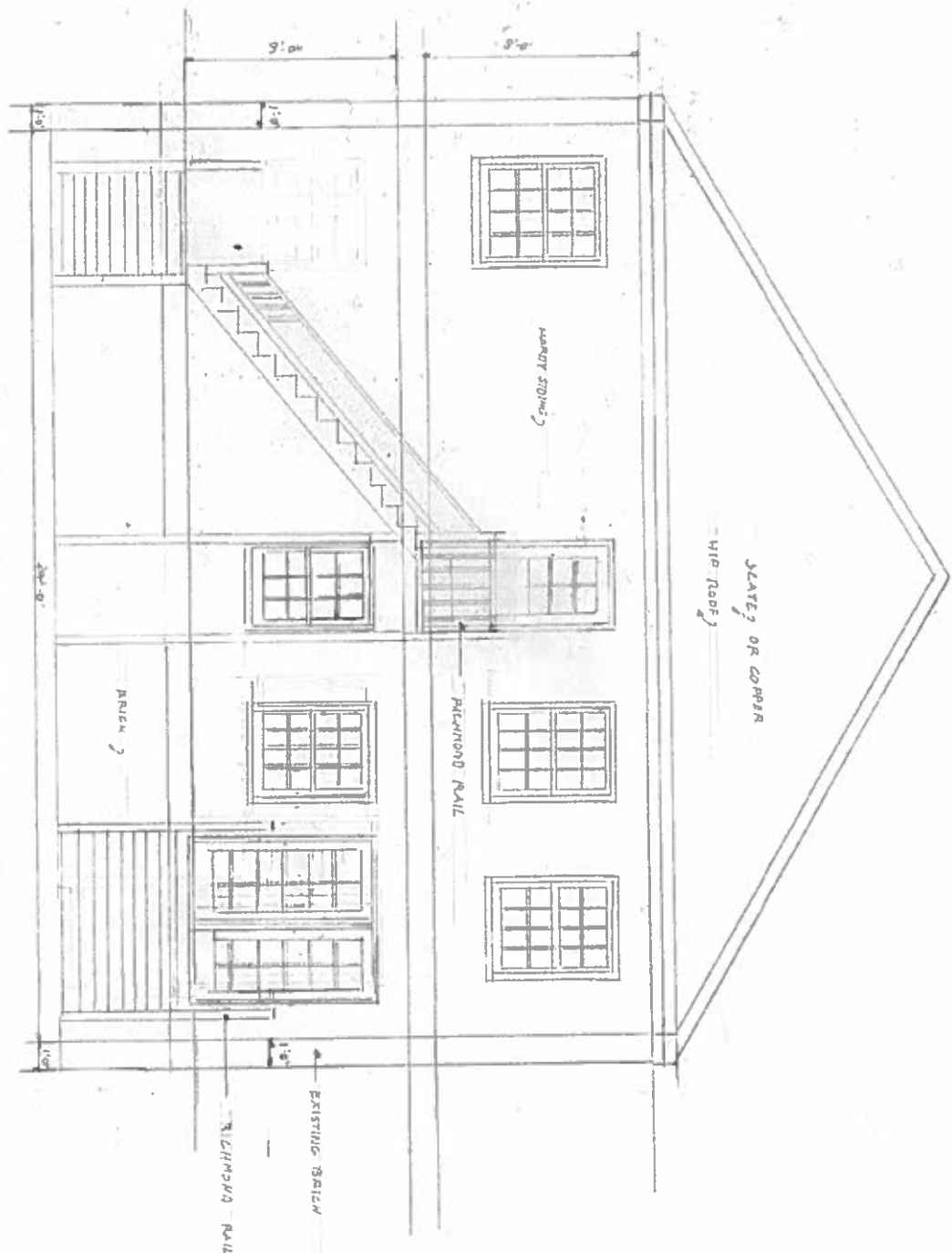


PROPOSE BUILDING  
SCALE 1/4" = 1'-0"  
SECOND FLOOR



EXISTING BUILDING PLAN  
SCALE 1/4" = 1'-0"  
SECOND FLOOR





PROPOSED REAR ELEV.  
SCALE 1/8" = 1'-0"

**From:** [Kim Cho](#)  
**To:** [Jones, Carey L. - PDR](#)  
**Subject:** Re: 3309 Monument Avenue, Commission of Architectural Review Application  
**Date:** Tuesday, August 14, 2018 4:17:36 PM

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Here are the information in the meantime :

Existing roof height 34'  
New addition height 33'  
Window opening 3'x4'6"  
( Old and new same)  
Sill. 3'4"  
Off floor( same new and old )  
Head height 6'8"  
( same new and old )

Is it possible someone can write in?

Or you can just print this info?

I'm not sure when I can make it to city how long do I have?

On Tue, Aug 14, 2018 at 4:00 PM Jones, Carey L. - PDR  
<[Carey.Jones@richmondgov.com](mailto:Carey.Jones@richmondgov.com)> wrote:

Ms. Cho –

I received the additional plans you delivered to our office this afternoon. Thank you for providing the revised plans, we can see that you have updated them based on the feedback from the Commission members during the conceptual review.

We would like some additional information on the plans. Notably, the height of the existing roof and the proposed rear addition and dimensions for the window openings, also with the existing and proposed sill and head heights.

I understand that you already delivered 12 copies of the plans to our office. You are welcome to come pick them up and add this information on. Alternatively, you can come by with a revised set for our review before you make the copies.

Thank you,

Carey

Carey L. Jones

Secretary to the Commission of Architectural Review

Planning and Preservation, Department of Planning and Development Review