



DEPARTMENT OF
**PLANNING AND
DEVELOPMENT
REVIEW**

Commission of Architectural Review
Certificate of Appropriateness Application
900 E. Broad Street, Room 510
Richmond, VA 23219
804-646-6569

Property (location of work)

Property Address: 1212 W Franklin Street

Current Zoning: R-6

Historic District: Monument Avenue

Application is submitted for: (check one)

- ☒ **Alteration**
☐ **Demolition**
☐ **New Construction**

Project Description (attach additional sheets if needed):

Rehabilitate existing porch and second story sun room located at the rear of the dwelling.

Applicant/Contact Person: Will Gillette

Company: Baker Development Resources

Mailing Address: 530 East Main Street, Suite 600

City: Richmond State: VA Zip Code: 23219

Telephone: (864) 377-9140

Email: will@bakerdevelopmentresources.com

Billing Contact? Yes Applicant Type (owner, architect, etc.): Agent

Property Owner: SWIFT, WILLIAM G

If Business Entity, name and title of authorized signer: _____

Mailing Address: 1030 W FRANKLIN ST STE 9

City: RICHMOND State: VA Zip Code: 23220

Telephone: () _____

Email: _____

Billing Contact? _____

****Owner must sign at the bottom of this page****

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. 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. Application materials should be prepared in compliance with zoning.

Property Owner Signature: William Swift

Date: 6/26/25

Certificate of Appropriateness Application Instructions

Staff Contact: (804)-646-6569 | alex.dandridge@rva.gov

Before You Submit

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.

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.

Submission Requirements

Please submit applications to 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 signature required.
- Supporting documentation, as indicated on the [checklist](#), which can be found under the 'Application Information' tab on the website.
- Payment of application fee, if required. Payment of the fee must be received before the application will be scheduled. An invoice will be sent via the City's Online Permit Portal. Please see [fee schedule](#) available on the CAR website for additional information.

A complete application includes a signed application form, legible plans, drawings, elevations, material specifications, and payment of the required fee as described in the City Code of Ordinances 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 Information and Application Due Dates

- The Commission meets on the fourth Tuesday of each month, except for December when it meets on the third Tuesday.
- Application hearings start at 4:00pm. Meetings are held in person at City Hall in the 5th floor conference room. Participation via Microsoft Teams is available. It is strongly recommended that at least one person, either the owner or applicant, attend the meeting in person.
- 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.
- 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.
- New construction will be required to go through a conceptual review. The conceptual review is non-binding.
- Applicants are encouraged to reach out to any relevant civic associations and immediate neighbors for new construction or large-scale projects prior to submitting to the Commission of Architectural Review.

SYMBOLS

REFER TO RESPECTIVE DRAWINGS FOR SYMBOLS NOT INDICATED BELOW.

DRAWING TITLE

DRAWING NO. / LETTER

DRAWING DESCRIPTION

A1

A1.1

1/8" = 1'-0"

DRAWING SCALE

DRAWING SHEET REFERENCE

COLUMN GRID

NUMBERS AT VERTICAL GRIDS (LEFT TO RIGHT)

1

LETTERS AT HORIZONTAL GRIDS (TOP TO BOTTOM)

A

DIMENSIONS

DIMENSION TO WORK POINT

DIMENSION TO COMPONENT

DIMENSION TO GRIDLINE

WP

1"

1"

BUILDING SECTION

SECTION NUMBER

A1

A1.1

SHEET REFERENCE

A1.1

WALL SECTION

SECTION NUMBER

A1

A1.1

SHEET REFERENCE

A1.1

EXTERIOR ELEVATION

ELEVATION NUMBER

1

SHEET REFERENCE

A2.1

INTERIOR ELEVATION

ELEVATION NUMBER

1

SHEET REFERENCE

A7.1

DETAIL KEY

DETAIL NUMBER

A1.1

SHEET REFERENCE

A1.1

AREA TO BE DETAILED

CEILING HEIGHT

KEYNOTE

DATUM WORKPOINT

10'-0" AFF

X

NORTH ARROW

REVISION

CENTERLINE

?

℄

EARTH

GRAVEL

STONE

CONCRETE / PRECAST

BRICK

CONCRETE MASONRY

PLYWOOD

SAND / MORTAR / GYP

STEEL

BATT INSULATION

CONTINUOUS BLOCKING

BLOCKING

GLASS

WOOD

RIGID INSULATION

ALUMINUM

A/C

ADJ

AFF

ALT

ALUM

ARCH

BD

BLKG

BOT, BO

BRK

CAB

CEM

CFCI

CIP

CJ

CL

CLG

CMU

CO

COL

CONC

CORR

CPT

CUFT

DIA

DIAG

DIM

DIST

DN

DS

DWG(S)

[E], EXIST

EA

EJ

EL

ELEC

EQ

EQUIP

ETR

EXP

EXT

FEC

FE

FIN

FL FLR

FT

FTG

GA

GALV

GC

GWB, GYP

HDWD

HM

HOR

HT

INCL

INSUL

INT

JAN

JOINT

L

LAV

LT

LVT, LVP

LUXURY VINYL TILE, LUXURY VINYL PLANK

MASONRY

MAXIMUM

MECH

MEP

MFR

MIR

MISC

MLDG

MNT

N

NIS

NOM

NTS

OC

OCFI

OFOI

OPP

PERP

PLAM

PLAS

PNT

PSF

PSI

RAD

REF, REFER

REQ'D

RM

RO

S

SC

SIM

STD

STL

STN

STR, STRUCT

T/G

TBD, TBS

THK

TO

TYP

UNO

VIF

W

W/

W/O

WC

WWF

WELDED WIRE FABRIC

AIR CONDITIONING

ADJACENT, ADJUSTABLE

ABOVE FINISHED FLOOR

ALTERNATE

ALUMINUM

ARCHITECTURAL

BOARD

BLOCKING

BOTTOM, BOTTOM OF

BRICK

CABINET

CEMENT

CONTRACTOR FURNISHED, CONTRACTOR INSTALLED

CAST IN PLACE

CONTROL JOINT

CENTERLINE

CEILING

CONCRETE MASONRY UNIT

CASED OPENING

COLUMN

CONCRETE

CORRIDOR, CORRUGATED

CARPET

CUBIC FEET

DIAMETER

DIAGONAL

DIMENSION

DISTANCE

DOWN

DOWN SPOUT

DRAWING(S)

EXISTING

EACH

EXPANSION JOINT

ELEVATION

ELECTRICAL

EQUAL

EQUIPMENT

EXISTING TO REMAIN

EXPOSED

EXTERIOR

FLOOR DRAIN

FIRE EXTINGUISHER, FIRE CABINET

FINISH

FLOOR

FEET

FOOTING

GAUGE

GALVANIZED

GENERAL CONTRACTOR

GYPSON WALL BOARD

HARDWOOD

HOLLOW METAL

HORIZONTAL

HEIGHT

INCLDUE[]E, []ED, []ING, []INCL

INSULATE[]E, []ED, []ING, []ITION

INTERIOR

JANITOR

JOINT

LENGTH

LAVATORY

LIGHT

LUXURY VINYL TILE, LUXURY VINYL PLANK

MASONRY

MAXIMUM

MECHANICAL

MECHANICAL, ELECTRICAL, PLUMBING

MANUFACTURER

MINIMUM, MINUTE(S)

MIRROR

MISCELLANEOUS

MOLDING

MOUNT

NORTH

NOT IN SCOPE

NOMINAL

NOT TO SCALE

ON CENTER

OWNER FURNISHED, CONTRACTOR INSTALLED

OWNER FURNISHED, OWNER INSTALLED

OPPOSITE

PERPENDICULAR

PLASTIC LAMINATE

PLASTER

PAINT

POUNDS PER SQUARE FOOT

POUNDS PER SQUARE INCH

RADIUS

REFER, REFER TO

REQUIRED

ROOM

ROUGH OPENING

SOUTH

SEALED CONCRETE

SIMILAR

SOLID SURFACE

STANDARD

STAINLESS STEEL

STONE

STRUCTURAL

TONGUE & GROOVE

TO BE DECIDED, TO BE SELECTED

THICKNESS

TOP OF

TYPICAL

UNLESS NOTED OTHERWISE

VERIFY IN FIELD

WEST, WIDE, WIDTH

WITH

WITHOUT

WALL COVERING, WATER CLOSET

WOOD

WELDED WIRE FABRIC

ABBREVIATIONS

FRAMING LOADS + SPECIFICATIONS

FLOOR:	40 PSF LIVE LOAD 10 PSF DEAD LOAD
SLEEPING AREAS:	30 PSF LIVE LOAD
CEILING:	20 PSF LIVE LOAD 15 PSF DEAD LOAD
ROOF:	20 PSF LIVE LOAD 15 PSF DEAD LOAD
ROOF DESIGN WIND SPEED:	115 MPH ULTIMATE
TRUSSES:	TC AND BC DEAD LOAD OF 10 PSF EACH
LVL BEAMS:	2200 PSI MIN AND E VALUE OF 2.0, UNO
SOIL BEARING CAPACITY:	ASSUMED 1500 PSF

FRAMING AND ASSEMBLIES:

- ALL FRAMING LUMBER TO BE #2 GRADE SOUTHERN PINE LUMBER OR BETTER, UNO.
- WALL FRAMING SHALL BE IN COMPLIANCE WITH REQUIREMENTS PER CURRENT CODES AND REQUIREMENTS ESTABLISHED BY THE AHJ.
- CEILING JOIST SPANS ARE BASED ON TABLE R802.5.1 (2) AND ARE DESIGNED FOR ATTICS WITH LIMITED STORAGE. REFER TO FOUNDATION SHEET OR SPANS.
- CONTRACTOR TO CONFIRM THE SIZE, SPACING, AND SPECIES OF ALL FRAMING MEMBERS.
- ALL EXTERIOR WALLS AND CEILING/ROOF TO BE INSULATED BY CODE.
- ENGINEERED WOOD PRODUCTS TO BE ENGINEERED BY MANUFACTURER OR SUPPLIER.
- FLOOR SHEATHING SHALL BE IN ACCORDANCE WITH SECTION R503.1 AND TABLE R503.1. TYPICAL FLOOR SHEATHING TO BE MIN 3/4" THICK SET PERPENDICULAR TO JOISTS.
- DRAFT-STOPPING IS REQUIRED PER SECTION R502.12. WHEN THERE IS USABLE SPACE BOTH ABOVE AND BELOW THE CONCEALED SPACE OF A FLOOR/CEILING ASSEMBLY, DRAFT-STOPS SHALL BE INSTALLED SO THAT THE CONCEALED SPACE DOES NOT EXCEED 1,000SF. DRAFT-STOPPING SHALL BE INSTALLED TO DIVIDE THE SPACE EVENLY. DRAFT-STOPPING IS REQUIRED TO SUPPORT CEILINGS UNDER THE ROOF SYSTEM AND WHEN THE FLOOR FRAMING IS CONSTRUCTED OF TRUSS TYPE OPEN WEB OR PERFORATED MEMBERS.
- GARAGE WALLS SHALL BE COVERED PER SECTION R302.6. TYPICAL GARAGE WALLS AND ATTIC SPACE/CEILING ASSEMBLIES ARE TO BE COVERED WITH A MIN 1/2" GYPSUM WALLBOARD. PROVIDE COMPLIANT INSULATION BETWEEN GARAGE AND RESIDENCE SPACES.
- INSTALL FLASHING WHERE ALL ROOFS ABUT WALLS, AND AT ROOF VALLEYS, SADDLES, AND CRICKETS.

CONCRETE AND FOUNDATIONS:

- ALL SLABS ON GRADE SHALL BE 3000 PSI MIN AND SHALL BEAR ON 4" COMPACTED GRANULAR FILL WITH 6X6 MIN WELDED WIRE MESH (WWM)
- PROVIDE PROPER EXPANSION AND CONTROL JOINTS.
- PROVIDE REINFORCING WHERE NEEDED ACCORDING TO APPLICABLE BUILDING CODES, REQUIREMENTS, AND DESIGN.
- PROVIDE FOUNDATION ANCHORAGE PER R403.1.6.
- VERIFY DEPTH OF FOOTINGS TO ENSURE THEY ARE ERECTED BELOW THE FROST LINE.
- 8" MINIMUM REQUIRED BETWEEN FINISHED GRADE AND BOTTOM OF SIDING.

STRUCTURAL AND LOAD-BEARING MEMBERS:

- CONTRACTOR TO CONFIRM THE SIZE, SPACING, AND SPECIES OF ALL STRUCTURAL MEMBERS. ALL LVLS - 2.0E.
- ALL BEAMS TO BE SUPPORTED IN WALLS WITH JACK STUDS - (2) 2X6 MIN, UNO.
- THE END OF JOISTS, BEAMS, AND GIRDERS SHALL NOT HAVE LESS THAN 1 1/2" BEARING ON WOOD OR METAL AND NOT LESS THAN 3" ON MASONRY OR CONCRETE UNLESS WHERE SUPPORTED ON A 1X4 RIBBON STRIP AND NAILED TO THE ADJACENT STUD OR BY USE OF APPROVED JOIST HANGERS.
- JOISTS UNDER BEARING PARTITIONS SHALL BE IN COMPLIANCE WITH SECTION R502.4. SAWN LUMBER FLOOR JOISTS ARE TO BE DOUBLED WHEN UNDER 1-STORY PARALLEL BEARING PARTITIONS AND SHALL BE PLACED 4" APART TO ACCOMMODATE PLUMBING. SAWN LUMBER JOISTS ARE TO BE TRIPLED WHEN UNDER 2-STORY PARALLEL BEARING PARTITIONS AND SHALL BE INSTALLED 4" APART TO ACCOMMODATE PLUMBING. WHERE PARTITIONS ARE LOCATED BETWEEN FLOOR JOISTS, PROVIDE FULL HEIGHT BLOCKING @ 48" OC BETWEEN JOISTS.
- MULTI-PLY LVL BEAMS TO BE SCREWED TOGETHER, TYP.
- FOLLOW BRACING GUIDELINES SUBMITTED BY MANUFACTURER/SUPPLIER.
- WALLS SUPPORTING ROOF BRACES SHALL HAVE A MINIMUM 3 STUDS, UNO UNDER EACH POINT LOAD AND ARE TO BEAR ON MEMBERS DESIGNED TO CARRY THE LOAD TO THE FOUNDATION.
- USE HURRICANE TIES AT ALL RAFTER TO WALL CONNECTIONS.

WIND ZONE:

- INSTALL WINDOWS AS PER CODE. REQUIREMENTS WILL VARY FROM DOUBLE INSULATED VINYL TO IMPACT RESISTANT DOUBLE INSULATED VINYL WINDOWS.
- CONTRACTOR RESPONSIBLE FOR ANCHORAGE OF BOTTOM OF PLATE AND WALL STUDS TO FOUNDATION IN COMPLIANCE WITH THE GOVERNING ADDITION OF IRC 703.1.2.

GLAZING:

- SAFETY GLAZING IS REQUIRED PER CODE INCLUDING BUT NOT LIMITED TO THE FOLLOWING: (R308)
 - GLAZING IN SWINGING DOORS, EXCEPT JALOUSIES
 - GLAZING IN FIXED AND SLIDING PANEL DOORS
 - GLAZING IN STORM DOORS
 - GLAZING IN UNFRAMED DOORS
 - GLAZING IN DOORS AND ENCLOSURES FOR BATHTUBS AND SHOWERS WHOSE BOTTOM EDGE IS LESS THAN 60" ABOVE THE WALKING/STANDING SURFACE
 - GLAZING IN FENCES OR STAIRWAYS, LANDINGS, AND RAMPS
 - GLAZING WITHIN 60" OF THE BOTTOM TREAD OF A STAIRWAY
 - GLAZING WITHIN 24" OF THE DOOR IN THE CLOSED POSITION, PROVIDING THE WINDOW IS LESS THAN 60" ABOVE THE FLOOR.

OPENINGS:

- R311.1 MEANS OF EGRESS SHALL PROVIDE A CONTINUOUS AND UNOBSTRUCTED PATH OF VERTICAL AND HORIZONTAL EGRESS TRAVEL FROM ALL PORTIONS OF THE DWELLING TO THE REQUIRED EGRESS DOOR WITHOUT REQUIRING TRAVEL THROUGH A GARAGE. THE REQUIRED EGRESS DOOR SHALL OPEN DIRECTLY INTO A PUBLIC WAY OR TO A YARD OR COURT THAT OPENS TO A PUBLIC WAY.
- PER CODE, A MINIMUM NET CLEAR OPENING OF 5.7 SF- 24" MIN AND 20" WIDE MINIMUM- AND A MAXIMUM SILL HEIGHT OF 44" AFF IS REQUIRED FOR ALL EMERGENCY ESCAPE AND RESCUE WINDOWS.
 - EXCEPTION: GRADE FLOOR OR BELOW GRADE OPENINGS SHALL HAVE A NET CLEAR OPENING OF NOT LESS THAN 5 SQ FEET.
 - EXCEPTION VEBC 705.3.3: EXISTING OPERABLE WINDOW WITH CLEAR OPENING AREA NO LESS THAN 4 SF AND MIN OPENING HEIGHT AND WIDTH OF 22 INCHES AND 20 INCHES, RESPECTIVELY, SHALL BE ACCEPTED AS AN EMERGENCY ESCAPE/RESCUE OPENING.
- THE WINDOW DIMENSIONS SHOWN ON THIS PLAN MAY VARY DEPENDING ON THE CHOSEN MANUFACTURER. CONTRACTOR MUST VERIFY SELECTED WINDOWS MEET THE MINIMUM REQUIREMENTS. PROVIDE WINDOW WELLS BELOW GRADE LEVELS, WHERE REQUIRED.
- COMPLIANCE IS REQUIRED FOR EXIT DOORS, STAIRS, RAMPS AND LANDING. THERE SHALL BE A FLOOR ON EACH SIDE OF EACH EXTERIOR DOOR EXCEPT WHERE A STAIR OF TWO OR FEWER RISERS IS LOCATED. THE WIDTH OF EACH LANDING SHALL NOT BE LESS THAN THE WIDTH OF THE DOOR SERVED. EVERY LANDING SHALL BE A MIN OF 36" IN EACH DIRECTION OF TRAVEL.
- DOORS SEPARATING THE GARAGE AND RESIDENCE ARE TO BE 20 MIN FIRE RATED, MINIMUM, RATED OR SOLID WOOD AND NOT LESS THAN 1 3/8" THICK.
- INSTALL FLASHING ABOVE ALL EXTERIOR DOORS AND WINDOWS.

FIRE SAFETY:

- COMPLIANCE WITH SECTION R314-315 FOR SMOKE AND CO2 DETECTORS IS REQUIRED. SMOKE DETECTORS SHALL BE LISTED IN ACCORDANCE WITH CURRENT UL AND HARDWIRED, INTERCONNECTED, AND ARCH FAULT PROTECTED WITH A BATTERY BACKUP.
- FIRE BLOCKING IS REQUIRED AND SHALL BE PROVIDED TO CUT OFF ALL CONCEALED DRAFT OPENINGS AND FORM AN EFFECTIVE FIRE BARRIER BETWEEN STORIES.

RAILINGS AND GUARDRAILS:

- HANDRAILS TYPE I AND GUARDRAILS AT ALL EXTERIOR AND INTERIOR LOCATIONS ARE TO BE CONTINUOUS AND A MIN OF 36" IN HEIGHT, BE ABLE TO WITHSTAND 200 LBS OF FORCE, AND NOT ALLOW A SPHERE GREATER THAN 4" DIA TO PASS THROUGH.
- WALL-MOUNTED OR GUARD-MOUNTED HANDRAILS ARE TO BE 34-36" IN HEIGHT WITH MAX SPACING BETWEEN PICKETS NOT GREATER THAN 4".
- GUARDRAILS MUST BE INSTALLED WHERE CHANGE IN HEIGHT BETWEEN LEVELS ALONG A STAIR PATH IS GREATER THAN 30". GUARDRAILS SHALL BE 36" MIN IN HEIGHT AND NOT ALLOW A SPHERE GREATER THAN 4" DIA TO PASS THROUGH.

GENERAL NOTES

THE CONTRACTOR SHALL READ THE FOLLOWING NOTES, AND BEAR RESPONSIBILITY FOR CONVEYING ALL TERMS AND CONDITIONS:

- ALL WORKS SHALL CONFORM TO THE CURRENT EDITION OF APPLICABLE BUILDING CODES AND ORDINANCES IN THE EVENT OF CONFLICT WHERE METHOD OF STANDARDS OR INSTALLATION OF THE MATERIALS SPECIFIED DO NOT EQUAL OR EXCEED THE REQUIREMENTS OF THE LAW OR ORDINANCES, THE LAWS OR ORDINANCES SHALL GOVERN. NOTIFY ARCHITECT AND OWNER OF ANY CONFLICTS.
- CONTRACTOR SHALL SECURE AND PAY FOR THE REQUIRED CONSTRUCTION PERMITS, FEES, LICENSES, AND INSPECTIONS NECESSARY FOR THE PROPER EXECUTION OF THE WORK.
- CONTRACTOR AND SUB-CONTRACTORS SHALL TAKE AND MAINTAIN WORKMAN'S COMPENSATION INSURANCE, AND PUBLIC LIABILITY AND PROPERTY DAMAGE INSURANCE ACCEPTABLE TO THE OWNER AND LOCAL GOVERNING AUTHORITIES HAVING JURISDICTION.
- SITE INFORMATION SHOWN ON THE DRAWINGS IS PROVIDED BY THE OWNER WITH OVERLAY OF ARCHITECTS NEW WORK INFORMATION. EXISTING CONDITIONS INDICATED ON THE DRAWINGS ARE PROVIDED FOR INFORMATION ONLY AND ARE NOT TO BE UNDERSTOOD AS AN ACCURATE ACCOUNTING OF THE EXISTING FIELD CONDITIONS. INVESTIGATE UTILITY LOCATIONS AND HAVE RELEVANT UTILITY ENTITIES MARK THEIR LINES IN THE FIELD PRIOR TO COMMENCING WORK.
- THE ARCHITECT SHALL NOT BE RESPONSIBLE WHEN CONSTRUCTION DEVIATES FROM THESE DRAWINGS OR FROM WRITTEN RECOMMENDATIONS. CHANGES TO THE PLAN(S) BY THE OWNER AND/OR CONTRACTOR SHALL BE THE RESPONSIBILITY OF THE PERSONS MAKING SUCH CHANGES.
- DO NOT MOVE OR RELOCATE STRUCTURAL ELEMENTS WITHOUT PERMISSION FROM THE A/E. PENETRATIONS THROUGH STRUCTURAL ELEMENTS ARE NOT PERMITTED, UNO.
- PLANS, SPECIFICATIONS, CODES, AND STANDARDS ARE MINIMUM REQUIREMENTS.
- IF ANY ERRORS, INCONSISTENCIES, OR OMISSIONS IN THE CONTRACT DOCUMENTS ARE RECOGNIZED BY THE CONTRACTOR(S), THE CONTRACTOR SHALL REPORT TO THE DESIGNER IN WRITING SUCH ERROR, INCONSISTENCY, OR OMISSION BEFORE PROCEEDING WITH THE WORK. IF THE CONTRACTOR FAILS TO GIVE SUCH NOTICE AND KNOWINGLY PROCEEDS WITH THE INCORRECT WORK, HE SHALL CORRECT ANY SUCH ERRORS, INCONSISTENCIES, OR OMISSIONS AT NO ADDITIONAL COST TO THE OWNER.
- INSTALL ALL MANUFACTURED MATERIALS AND EQUIPMENTS IN SCOPE IN ACCORDANCE WITH THE MANUFACTURER'S SPECIFICATIONS.
- THE CONTRACTOR SHALL SUPERVISE AND DIRECT THE WORK AND IS SOLELY RESPONSIBLE FOR CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES, AND PROCEDURES, AND FOR COORDINATING TRADES FOR ALL PORTIONS OF THE WORK. THE ARCHITECT SHALL NOT HAVE CONTROL OVER OR RESPONSIBILITY OF THE CONTRACTOR'S FAILURE TO CARRY OUR THE WORK IN ACCORDANCE WITH THE CONTRACT DOCUMENTS.
- CONTRACTOR SHALL PROCURE FINAL CERTIFICATE OF OCCUPANCY UPON SUBSTANTIAL COMPLETION OF THE PROJECT AND FORWARD TO THE OWNER. CONTRACTOR SHALL REMOVE AND LEGALLY DISPOSE OF ALL MATERIALS FROM THE JOB SITE, PROVIDE A THOROUGH CLEANING OF THE SPACE AND/OR PREMISES, TEST APPLICABLE SYSTEMS, AND LEAVE READY FOR OCCUPANCY.
- THE WORKMANSHIP AND MATERIALS SHALL BE GUARANTEED FOR ONE YEAR AFTER FINAL APPROVAL IN THE FORM OF WRITTEN GUARANTEE. THE GUARANTEE SHALL COVER ALL OF THE GENERAL AND SUB CONTRACTORS' WORK RELATIVE TO IN THE DRAWINGS AND SPECIFICATIONS CONTAINED HEREIN AS WELL AS DEFECTS IN MATERIALS.

CONSTRUCTION NOTES

GENERAL

- THE WORD PROVIDE, AS USED HEREIN, SHALL BE INTERPRETED IN THE BROADEST SENSE, INCLUDING BUT NOT LIMITED TO FURNISHING AND INSTALLING ALL MATERIALS, EQUIPMENT, DEVICES, APPURTENANCES, LABOR, TRANSPORTATION AND ALL OTHER SERVICES REQUIRED FOR A COMPLETE FUNCTIONAL, OPERATIONAL AND USABLE ITEM OR SYSTEM, ALL IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS AND THE PROJECT DRAWINGS AND SPECIFICATIONS.
- DO NOT SCALE THE DRAWINGS. CONTRACTOR TO USE DIMENSIONS SHOWN ON THE DRAWINGS AND ACTUAL FIELD MEASUREMENTS.
- EXTERIOR DIMENSIONS ARE TO FACE OF BRICK STRUCTURE OR TO FINISHES FACE OF EXTERIOR MATERIALS UNO.
- INTERIOR DIMENSIONS ARE TAKEN TO FINISHED FACE OF GWB, FACE OF MASONRY WALL, OR CENTERLINE OF COLUMN, UNO. DIMENSION DISCREPANCIES: NOTIFY OWNER OF DISCREPANCIES GREATER THAN 2".
- VERIFY LOCATIONS, LEVELS, DISTANCES, AND FEATURES OF THE SITE AND RELATED IMPROVEMENTS, NOTIFY OWNER OF ANY DISCREPANCIES OR CONDITIONS ADVERSELY AFFECTING THE DESIGN PRIOR TO PROCEEDING WITH THE WORK.

ARCHITECTURAL

- SUBMIT THE FOLLOWING PRODUCTS INDICATED FOR NEW WORK TO THE OWNER FOR REVIEW, SELECTION, AND/OR APPROVAL.
 - FLOORING MATERIALS
 - WALL AND FLOOR TILE, WHERE APPLICABLE.
 - ASSOCIATED FLOORING ACCESSORIES INCLUDING, BUT NOT LIMITED TO, DOOR THRESHOLDS
 - DOORS AND ASSOCIATED HARDWARE, INCLUDING PRODUCT DATA AND/OR SHOP DRAWINGS AS APPLICABLE.
 - WINDOW ASSEMBLIES, INCLUDING PRODUCT DATA AND/OR SHOP DRAWINGS AS APPLICABLE.
 - CABINETS TYPES, INCLUDING FINISHES, SHOP DRAWINGS AND CONSTRUCTION DETAILS, ASSOCIATED COUNTERTOPS, AND HARDWARE.
 - WALL AND BASE TRIM, WHERE APPLICABLE
 - CEILING MATERIALS INCLUDING HARDWARE, GRILLES, AND DIFFUSERS
 - LIGHT FIXTURES
 - FINISHES FOR WIRING DEVICES, FACEPLATES, AND ASSOCIATE HARDWARE
 - PAINT COLORS AND SHEENS FOR WALLS, TRIM, DOORS, AND APPLICABLE CEILING SURFACES.
 - EXTERIOR FINISH MATERIALS SUCH AS SIDING, GUTTERS AND DOWNSPOUTS, SHUTTERS, SHINGLES, METAL SEAM ROOFING, TRIM, BRICK OR STONE MASONRY UNITS.
- ALL PENETRATIONS THROUGH FLOOR SLABS SUCH AS PIPING, CONDUIT, AND DUCTS SHALL BE PACKED AND SEALED OFF IN ACCORDANCE WITH THE RATING OF THE FLOOR ASSEMBLY
- PROVIDE WOOD BLOCKING BEHIND FINISHED WALL AND CEILINGS TO SUPPORT AND ATTACH EQUIPMENT SUCH AS PLUMBING FIXTURES, RAILINGS, MILLWORK, CASEWORK, AND ACCESSORIES.
- PROVIDE PRESSURE TREATED WOOD AT ALL LOCATIONS WHERE WOOD IS EXPOSED TO THE EXTERIOR OR WHERE WOOD COMES IN CONTACT WITH CONCRETE OR SOIL.
- ALL INTERIOR WALL THICKNESS SHOWN ARE 4.5" UNO, 6" BEARING WALLS INDICATED PER PLAN.
- BATHROOM VANITY COUNTERTOPS SHOWN AS 1'-10" DEEP, TYP UNO.
- KITCHEN AND UTILITY COUNTERTOPS SHOWN AS 2'-1" DEEP, TYP UNO.
- ALL APPLIANCES SHALL BE OFCI, UNO.
- ALL CHANGE OF FLOORING MATERIALS SHALL OCCUR UNDER THRESHOLD OF DOOR. TRANSITION STRIPS CENTERED ON DOOR FRAME, UNO.

MECHANICAL, ELECTRICAL, PLUMBING

- ALL HVAC, PLUMBING, AND ELECTRICAL WORK TO BE DESIGN-BUILD. THE CONTRACTOR IS RESPONSIBLE FOR INCLUDING STAMPED DRAWINGS, PERMITS, AND ASSOCIATED FEES AS REQUIRED.
- COORDINATE WITH ELECTRICAL AND PLUMBING CONTRACTORS FOR ALL REQUIRED ROUGH-INS.
- ALL TOILETS SHALL BE VENTED ACCORDING TO CURRENT BUILDING CODE REQUIREMENTS.
- LOCATIONS FOR ELECTRICAL OUTLETS, SWITCHING, AND LIGHTING FIXTURES SHALL BE CONFIRMED VIA WALK THROUGH WITH HOME OWNER WITH GENERAL CONTRACTOR. FINAL INSTALLATION OF POWER AND LIGHTING SHALL SATISFY MINIMUM CODE REQUIREMENTS PER IRC CH39 FOR ELECTRICAL DEVICES, AND IRC CH40 FOR SWITCHES AND LUMINAIRES.
- ALL SINKS AND LAVATORIES SHALL HAVE HOT AND COLD WATER SERVICE, TIE INTO EXISTING WATER HEATER OR PROVIDE NEW WATER HEATER(S) DESIGN-BUILD AS NEEDED.
- FLOORS WITH FLOOR DRAINS SHALL BE SUFFICIENTLY PITCHED TO THE FLOOR DRAINS.
- BATHTUB AND SHOWER SPACES SHALL BE CONSTRUCTED IN ACCORDANCE TO SECTION R307.2 BATHTUB AND SHOWER WALLS/FLOORS ABOVE BATHTUBS WITH SHOWER HEADS AND IN SHOWER COMPARTMENTS SHALL BE FINISHED WITH A NON ABSORBENT SURFACE. SUCH WALL SURFACES SHALL EXTEND TO A HEIGHT OF NOT LESS THAN 6" AFF. ALL BATHROOMS WITH NO VENTING WINDOW SHALL HAVE AN EXHAUST FAN VENTED TO THE OUTSIDE.
- HOSE BIBS, LOCATIONS, AS DIRECTED BY OWNER OR AS INDICATED, SHALL BE FREEZE PROOF WITH A BACK FLOW PREVENTER.
- THERE SHALL BE NO EXPOSED PIPE, CONDUITS, DUCTS, VENTS, ET AL, ALL SUCH LINES SHALL BE CONCEALED OR FURRED AND FINISHED UNLESS NOTED AS EXPOSED ON DRAWINGS.
- PROVIDE GALVANIC ISOLATION BETWEEN DISSIMILAR METALS.
- SWITCH PLATES, OUTLET PLATES AND VENT COVER PLATES TO BE UNIFIED IN LOOK AND COLOR AS APPROVED BY OWNER.
- ALIGN AND GANG MULTIPLE LIGHT SWITCHES AND/OR DIMMERS, COVER WITH SINGLE PLATE WHERE FEASIBLE.
- OUTLET AND JUNCTION BOXES SHALL BE ONE-PIECE GALVANIZED SHEET STEEL WITH APPROPRIATE COVER PLATE FOR USE IN LOCATION INDICATED.
- CONFIRM AND COORDINATE LOCATION OF ACCESS PANELS IN PARTITIONS WITH OWNER PRIOR TO FRAMING.
- ATTIC SPACES MUST PROVIDE 1 SF VENTILATION PER 150 SF OF AREA UNLESS CONDITIONS SPACE.
- DRYER VENT SHALL BE 25" MAX IN LENGTH.
- ALL RETURN AIR GRILLES ARE TO BE LOCATED TO COMPLY WITH SECTION M1402 OF THE IRC.
- PROVIDE PIPE SLEEVES AS REQUIRED FOR ALL INCOMING SERVICES INTO THE BUILDING AND FOR ALL OTHER MECHANICAL PENETRATIONS WITHIN THE STRUCTURE. LOCATIONS OF SUCH SLEEVES SHALL BE COORDINATE PRIOR TO CONSTRUCTION OF FOUNDATIONS, FLOOR SLABS, EXTERIOR AND INTERIORS WALLS, AND ROOF ASSEMBLIES.

1212 W FRANKLIN STREET

PERMIT SET 05/30/2025

PROJECT DATA

OWNER / APPLICANT		APPLICABLE CODES	
BILL SWIFT 7602 HAMPSHIRE ROAD HENRICO, VA 23229		2021 VIRGINIA UNIFORM STATEWIDE BUILDING CODE [IRC 2021]	
ZONING		PROJECT DESCRIPTION	
R-6		EXISTING PRIVATE RESIDENCE, CIRCA 1919, WITH 3-LEVEL MAIN STRUCTURE AND DETACHED 1-STORY GARAGE, ACCESSIBLE FROM REAR ALLEY. EXTERIOR RENOVATION TO CONSIST OF REPAIRS TO FINISH MATERIALS AS NEEDED WITH SPECIFIC EMPHASIS ON THE EXISTING 2ND FLOOR SLEEPING PORCH TO THE REAR. INTERIOR RENOVATION TO CONSIST OF UPDATED PRIMARY AND GUEST BATHROOMS ON SECOND FLOOR, UPDATED KITCHEN LAYOUT AND CABINERY, AND GENERAL UPDATES TO ELECTRICAL AND MECHANICAL SYSTEMS.	
STRUCTURE SIZE			
EXISTING BASEMENT	UNCONDITIONED	383 SF	
EXISTING MAIN LEVEL	CONDITIONED	1,261 SF	
EXISTING SECOND FLOOR	CONDITIONED	1,192 SF	
EXISTING SECOND FLOOR SUNPORCH	UNCONDITIONED	124 SF	
TOTAL SQ FT		2,960 SF	

DRAWING INDEX

SHEET NUMBER	SHEET NAME
C1	PROJECT INFORMATION
A1.1	DEMOLITION PLANS
A1.2	NEW WORK PLANS
A1.4	LIGHTING PLANS
A2.1	ELEVATIONS + DETAILS

NOMAD

DESIGN STUDIO

HOMEOWNER

BILL SWIFT

PRIVATE

RESIDENCE

1212 W FRANKLIN STREET

RICHMOND, VA

23220

△ NO. DATE NOTE

6.12.2025 ISSUED FOR PERMIT

REVISIONS

ENGINEERS

SEAL

COMMONWEALTH OF VIRGINIA

EMILY L YORK

Lic No. 015667

06/12/2025

ARCHITECT

SEAL

25.15

PROJECT NO

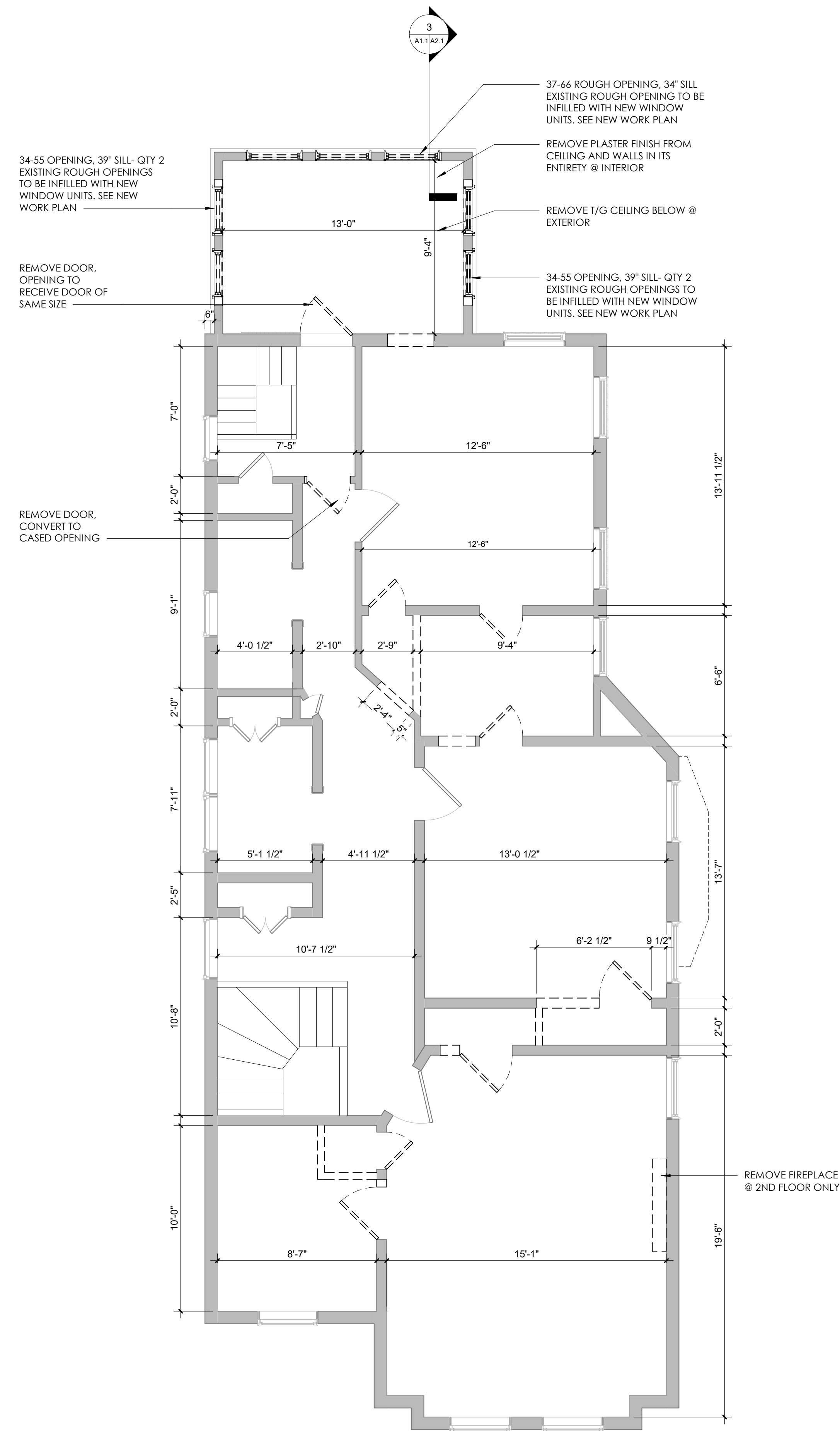
PROJECT INFORMATION

SHEET TITLE

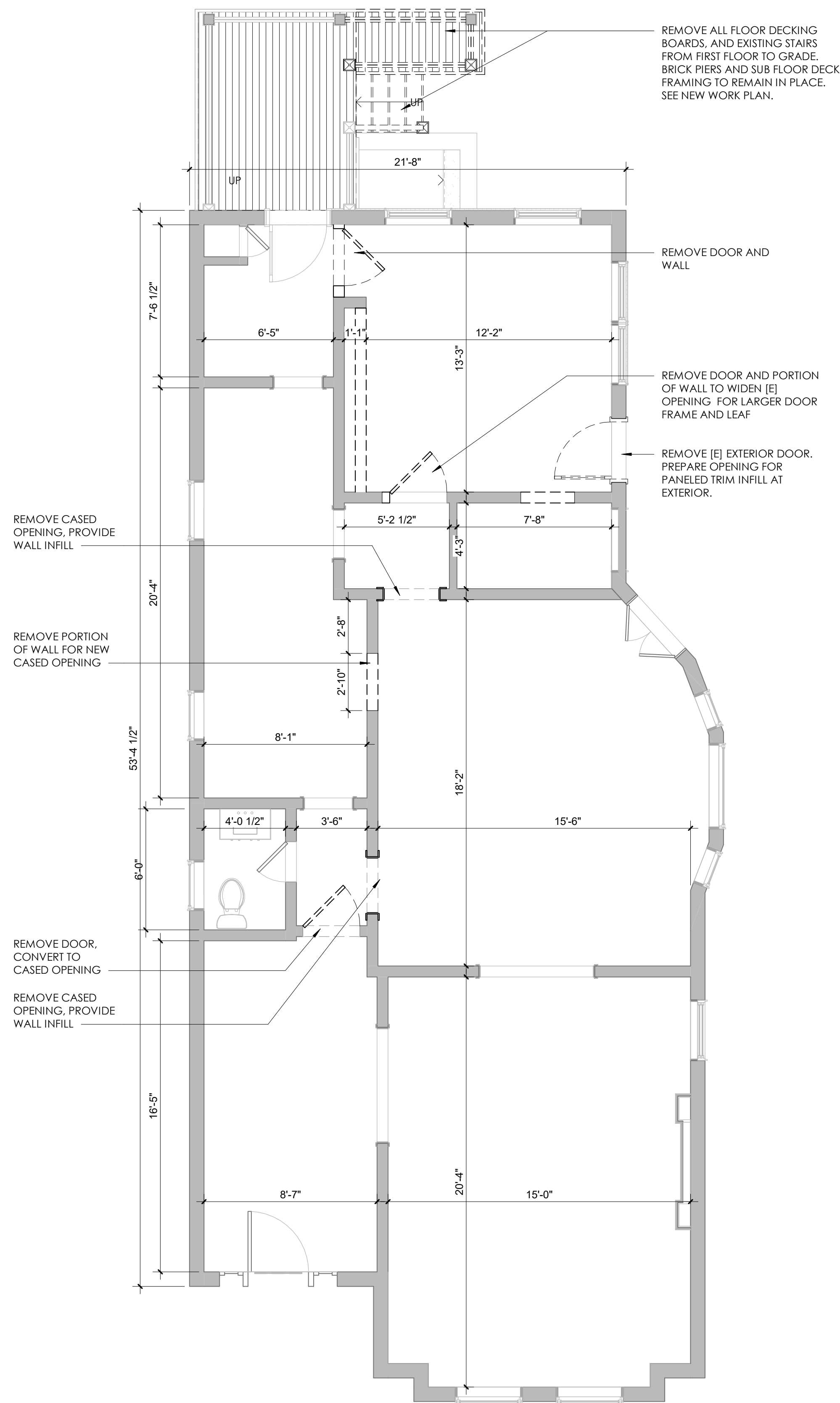
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SHEET NUMBER

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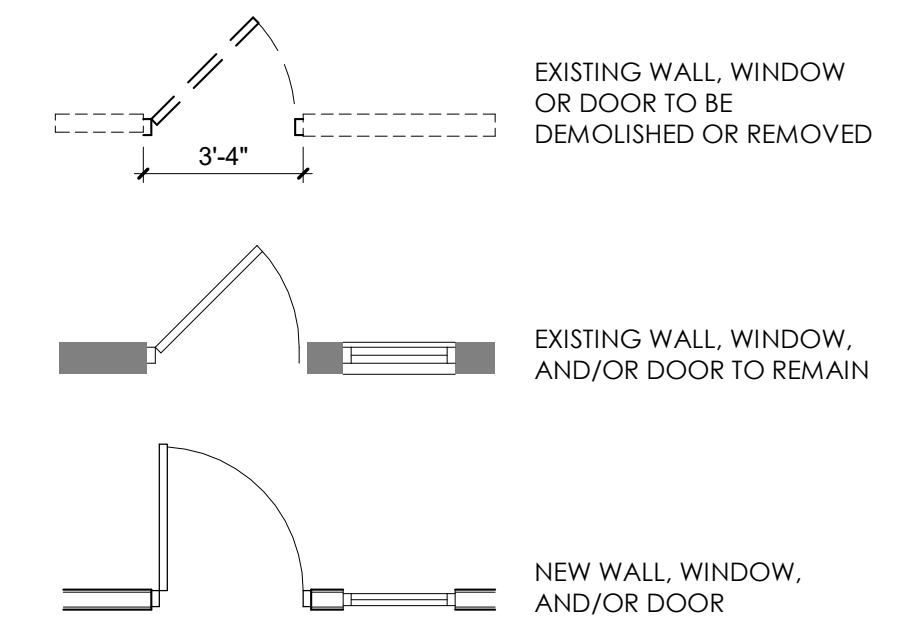


2 SECOND FLOOR DEMOLITION PLAN
A1.1 1/4" = 1'-0"



1 FIRST FLOOR DEMOLITION PLAN
A1.1 1/4" = 1'-0"

FLOOR PLAN LEGEND


 NO WORK (NOT APPLICABLE)

EXISTING ELEMENTS TO REMAIN

1234 DOOR/WINDOW TAG [W X H IN INCHES]

DESIGNATIONS:

- DH DOUBLE HUNG
- F FIXED
- C CASEMENT
- ED EXTERIOR DOOR
- FG FRENCH DOOR (FULL GLASS)
- PKT POCKET DOOR
- CO CASED OPENING

42  DUPLX OUTLET
DED: DEDICATED
#: HEIGHT
GFI: GROUND FAULT INTERRUPTER
1, TYPICAL: OUTLETS INSTALLED AT 18" OC AFF UNO
2, PANTRY: OUTLETS ABOVE COUNTERS TO BE
INSTALLED HORIZONTALLY
3, PANTRY: COORD. OUTLET HEIGHT WITH
APPLIANCES INDICATED

\$	LIGHT SWITCH
\$3	LIGHT SWITCH, 3-WAY
\$E	LIGHT SWITCH, EXISTING
(SD)	SMOKE DETECTOR

WALL ASSEMBLIES

GENERAL MATERIALS

2. INTERIOR WALLS: NEW CONSTRUCTION

A. 2X4" WD STUDS @ 16" OC, TYP UNO;
*6" STUDS ONLY WHERE NOTED

B. 1/2" GYPSUM BOARD INTERIOR, EACH SIDE

3. CEILINGS

A. 2X JOISTS @ 16" OC

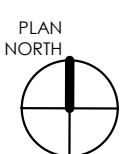
B. 1/2" GYPSUM BOARD

GENERAL NOTES- DEMOLITION

1. DO NOT SCALE THE DRAWINGS, CONTRACTOR TO USE DIMENSIONS SHOWN ON THE DRAWINGS AND ACTUAL FIELD MEASUREMENTS.
2. VERIFY EXISTING BUILDING INFORMATION SHOWN (DIMENSIONS, ELEVATIONS, ETC.) AND NOTIFY THE ARCHITECT OF DISCREPANCIES.
3. THE OWNER RESERVES THE RIGHT TO KEEP ANY MATERIALS THAT ARE DESIGNATED FOR REMOVAL. COORDINATE REMOVAL WITH OWNER. CAREFULLY REMOVE ITEMS IDENTIFIED TO BE KEPT BY OWNER AND STORE AT THE LOCATION DESIGNATED BY OWNER.
4. COORDINATE DEMOLITION WITH OTHER WORK. PERFORM DEMOLITION AND REMOVAL OF EXISTING ELEMENTS IN THEIR ENTIRETY UNLESS OTHERWISE INDICATED TO PERFORM CONSTRUCTION. DEMOLITION SHALL INCLUDE ASSOCIATED MECHANICAL, ELECTRICAL AND PLUMBING SERVICES WHETHER OR NOT SPECIFICALLY INDICATED.
5. WHEN ENCOUNTERING ANY PREVIOUSLY INSTALLED, UNREFERENCED, OR UNDOCUMENTED FINISHES BENEATH FINISHES SCHEDULED FOR DEMOLITION, MINIMIZE DAMAGE TO THE UNDERLYING FINISH AND NOTIFY THE OWNER FOR ADDITIONAL DIRECTION. COORDINATE DEMOLITION WITH REMAINING CONSTRUCTION.
6. REMOVE OR FIELD CUT OPENINGS TO MATCH ADJACENT FINISHES IN EXISTING WALLS, PARTITIONS, FLOORS, AND CEILINGS SHALL HAVE CLEAN SAW CUT EDGES AND PREPARED TO RECEIVE NEW WORK. SALVAGED MASONRY SHALL BE KEYED-IN TO MATCH EXISTING.
7. WHEN STRUCTURAL CONDITIONS ARE UNCOVERED WHICH ARE NOT AS SHOWN ON THE DRAWINGS, STOP THE WORK AND NOTIFY THE ARCHITECT IMMEDIATELY.
8. PROVIDE SHORING, FORM WORK AND BRACING REQUIREMENTS FOR DEMOLITION OF EXISTING CONSTRUCTION.
9. PATCH AND REFINISH WALLS AND FLOORS TO MATCH ADJACENT SURFACES WHERE WINDOWS, DOORS, MECHANICAL, FLUITS, ELECTRICAL EQUIPMENT AND CEILING, LIGHT FIXTURES, FINISHES, ETC. ARE REMOVED.
10. REPAIR OR PATCH FLOORS, WALLS, CEILINGS, ETC. DAMAGED OR DISTURBED DURING WORK. FINISH TO MATCH ADJACENT CONSTRUCTION.
11. LEVEL AND PATCH SUBFLOOR TO CREATE A GRADUAL FLOOR TRANSITION; FLOAT ALL FLOOR TILE TO ALIGN AND BE FLUSH.
12. CAP PIPES SPECIFIED TO BE DEMOLISHED BEHIND WALLS TO REMIND OR AT NEW FLOOR JOINT OR TO NEW FLOOR FINISHES WHEN INSTALLED.
13. INTERIOR FINISHES: REMOVE ADHESIVES, MORTAR SETTING BEDS, ETC. WHERE WALL AND FLOOR FINISHES ARE REMOVED. EXISTING AND NEW SUBFLOORS SHALL BE PREPARED PER MANUFACTURER'S RECOMMENDATIONS FOR SCHEDULED FINISHES. ADJACENT SURFACES SHALL BE RETURNED TO "NEW" CONDITION AND MATCH ADJACENT SURFACE IN FORM, COLOR, AND TEXTURE.
13. REMOVE WALL FIXTURES, WALLS, CEILING OR ACCESSORIES IN SPECIFIED AREAS OF DEMOLITION. COORDINATE SALVAGE, STORAGE, AND DISPOSAL OF THESE ITEMS WITH OWNER.

1/4"=1'-0"

0 2' 4' 8'

A horizontal scale bar with alternating black and white segments. It is marked with '0', '2'', '4'', and '8'' from left to right. The segments between 0 and 2, 2 and 4, and 4 and 8 are each divided into four equal parts, representing 6 inches each.

NOMAD
DESIGN STUDIO

HOMEOWNER
BILL SWIFT

PRIVATE
RESIDENCE

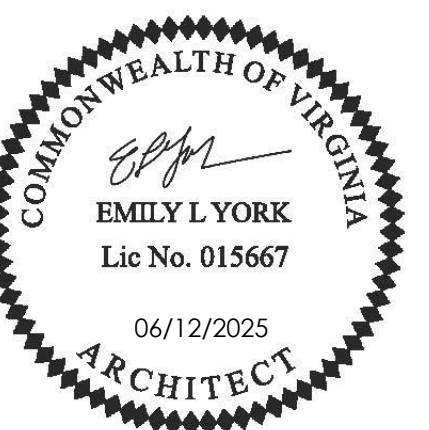
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23220

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REVISIONS

ENGINEERS

EAL



EAL

25.15

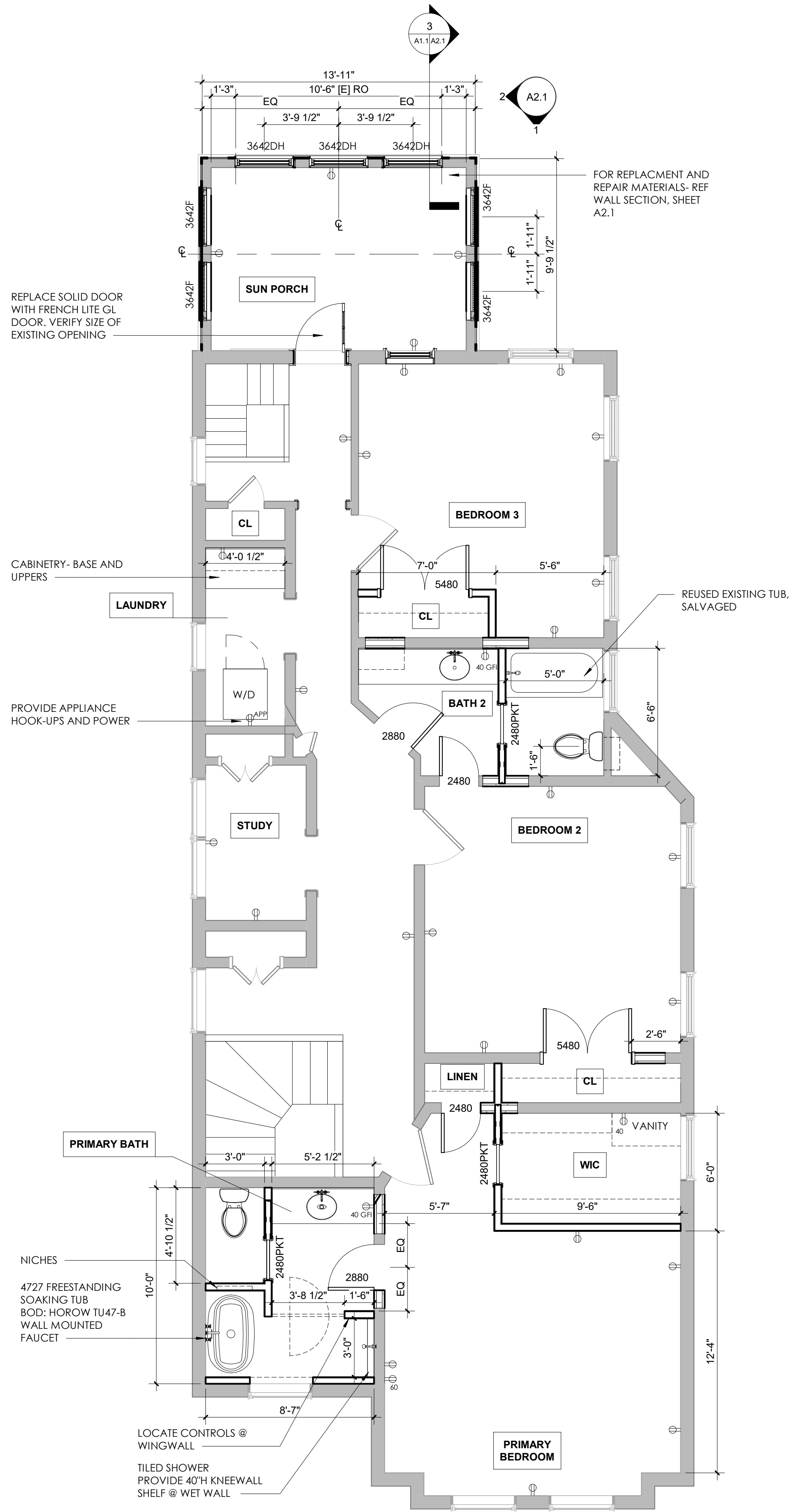
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DEMOLITION PLANS

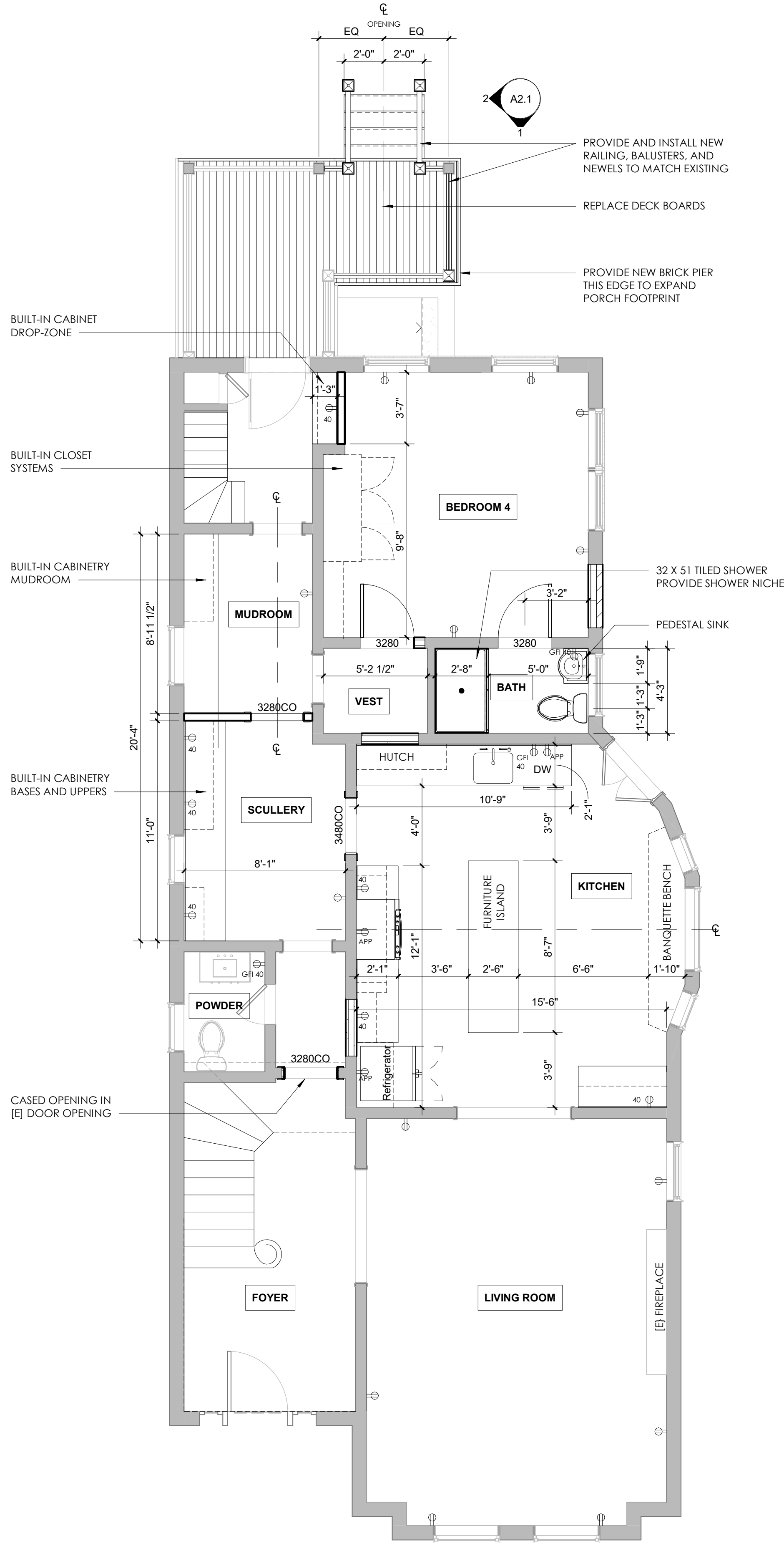
SHEET TITLE

A1.1

SHEET NUMBER



2 SECOND FLOOR NEW WORK PLAN
A1.2 1/4" = 1'-0"

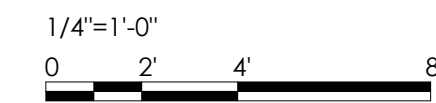


1 FIRST FLOOR NEW WORK PLAN
A1.2 1/4" = 1'-0"

FLOOR PLAN LEGEND

- EXISTING WALL, WINDOW OR DOOR TO BE DEMOLISHED OR REMOVED
- EXISTING WALL, WINDOW, AND/OR DOOR TO REMAIN
- NEW WALL, WINDOW, AND/OR DOOR
- NO WORK (NOT APPLICABLE)
- EXISTING ELEMENTS TO REMAIN
- 1234 DOOR/WINDOW TAG (W X H IN INCHES)
- DESIGNATIONS:
- DH DOUBLE HUNG
- F FIXED
- C CASEMENT
- ED EXTERIOR DOOR
- FG FRENCH DOOR (FULL GLASS)
- PKT POCKET DOOR
- CO CASED OPENING
- DUPLUX OUTLET
DED: DEDICATED
#: HEIGHT
GFI: GROUND FAULT INTERRUPTER
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3. PANTRY: COORD. OUTLET HEIGHT WITH APPLIANCES INDICATED
- \$ LIGHT SWITCH
\$3 LIGHT SWITCH, 3-WAY
\$E LIGHT SWITCH, EXISTING
SD SMOKE DETECTOR

- WALL ASSEMBLIES
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*6" STUDS ONLY WHERE NOTED
B. 1/2" GYPSUM BOARD INTERIOR, EACH SIDE
3. CEILINGS
A. 2X JOISTS @ 16" OC
B. 1/2" GYPSUM BOARD



HOMEOWNER
BILL SWIFT

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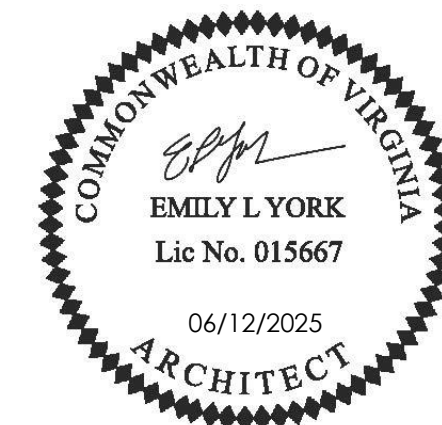
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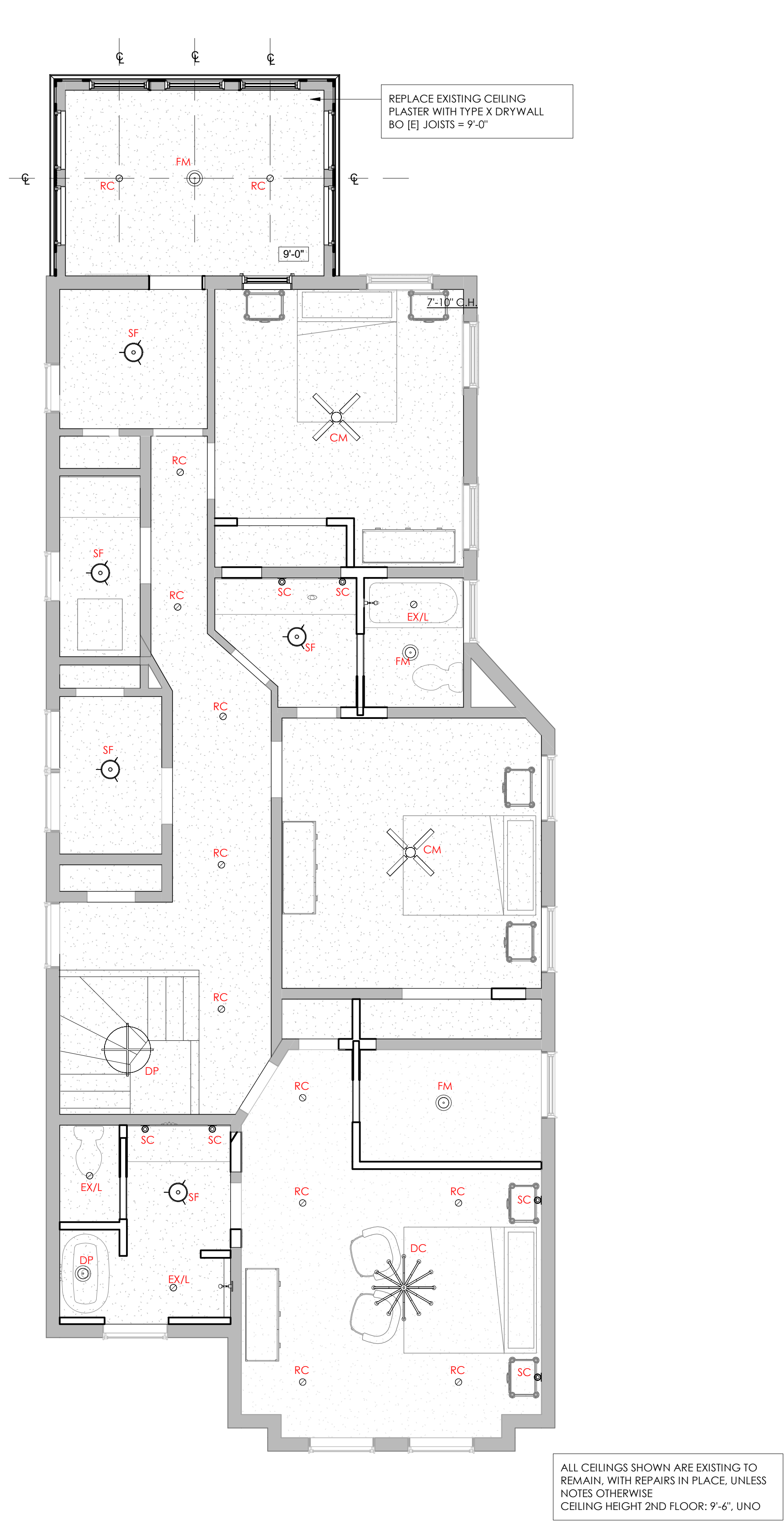
NEW WORK
PLANS

SHEET TITLE

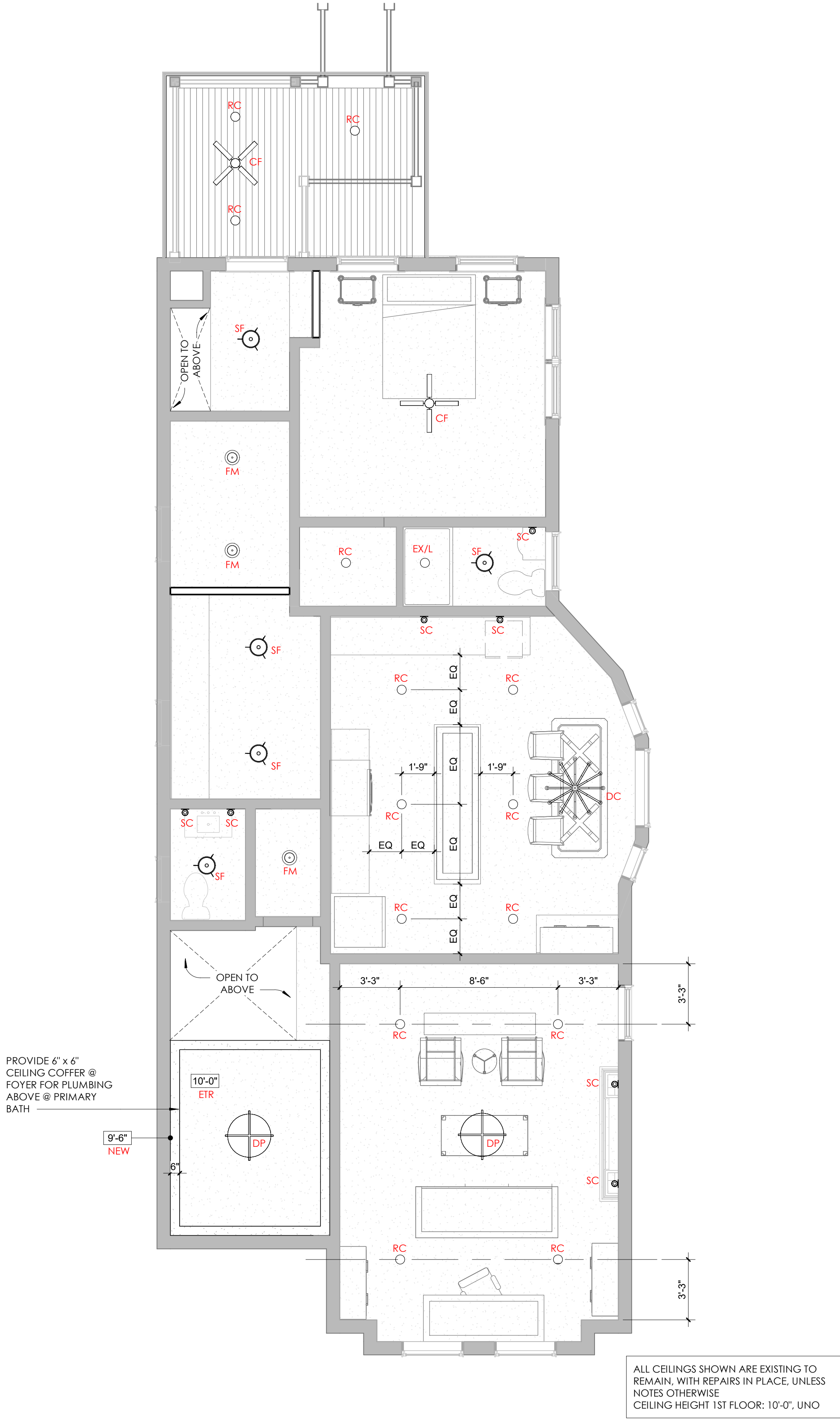
A1.2

SHEET NUMBER

1 SECOND FLOOR CEILING PLAN
A1.4 1/4" = 1'-0"



2 FIRST FLOOR CEILING PLAN
A1.4 1/4" = 1'-0"



LIGHT FIXTURE LEGEND

- RC RECESSED LED CAN LIGHT
- EX/L RECESSED EXHAUST LIGHT COMBO
- CF CEILING FAN
- DC DECORATIVE PENDANT
- DP DECORATIVE FLUSH-MOUNT FIXTURE
- FM DECORATIVE SEMI-FLUSH FIXTURE
- SF DECORATIVE SEMI-FLUSH FIXTURE
- SC INTERIOR SCONCE
- UT UTILITY FIXTURE, FLUSH MOUNT
- EX SC EXTERIOR SCONCE

NOTE: LIGHT FIXTURE SELECTIONS BY OWNER;
SUBMIT SPECS FOR REVIEW AND APPROVAL

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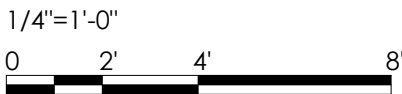
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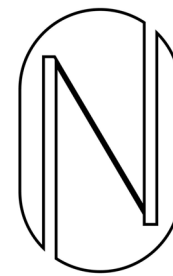
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PROJECT NO

LIGHTING
PLANS
SHEET TITLE

A1.4
SHEET NUMBER





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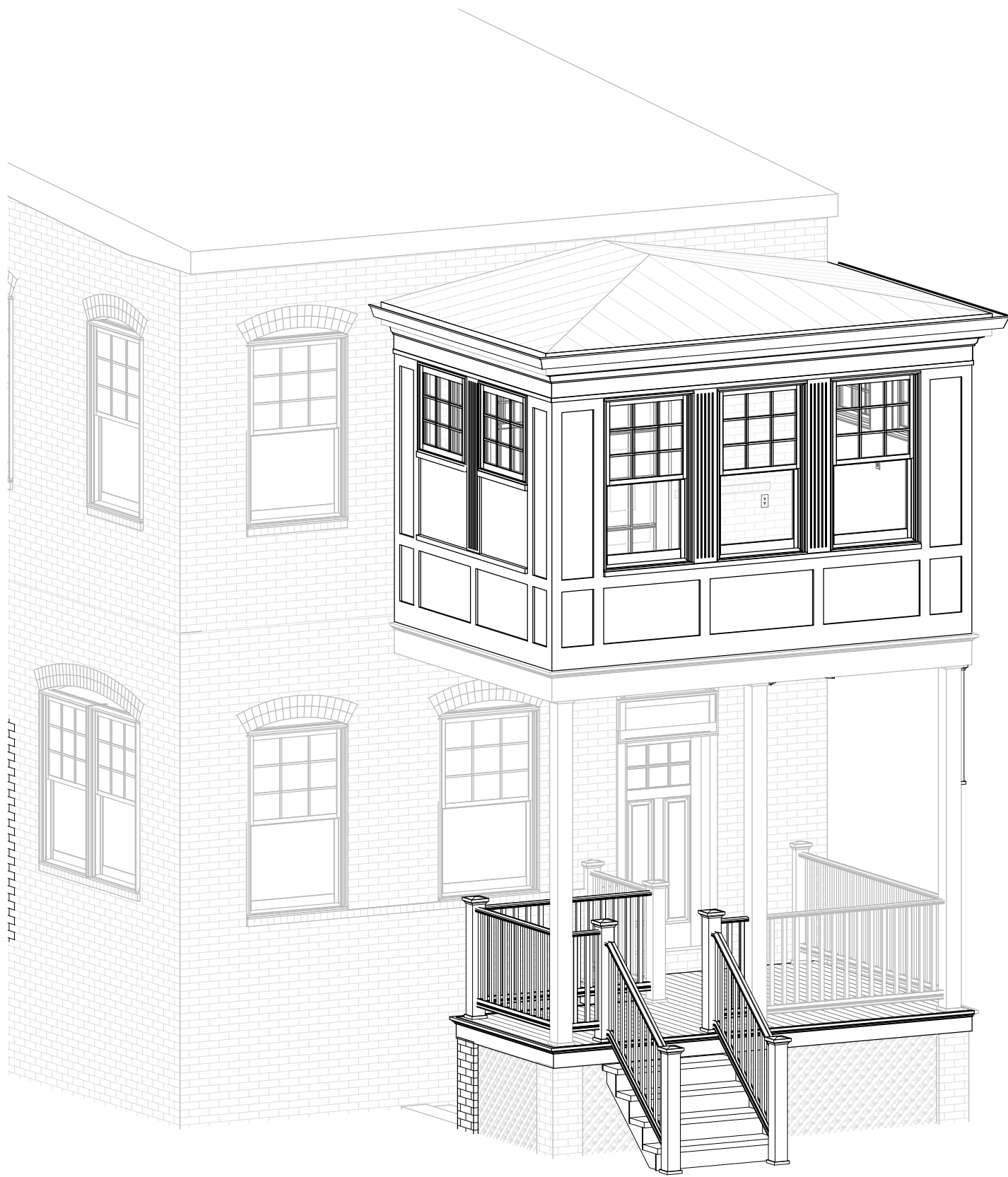
PROJECT NO.

ELEVATIONS
+ DETAILS

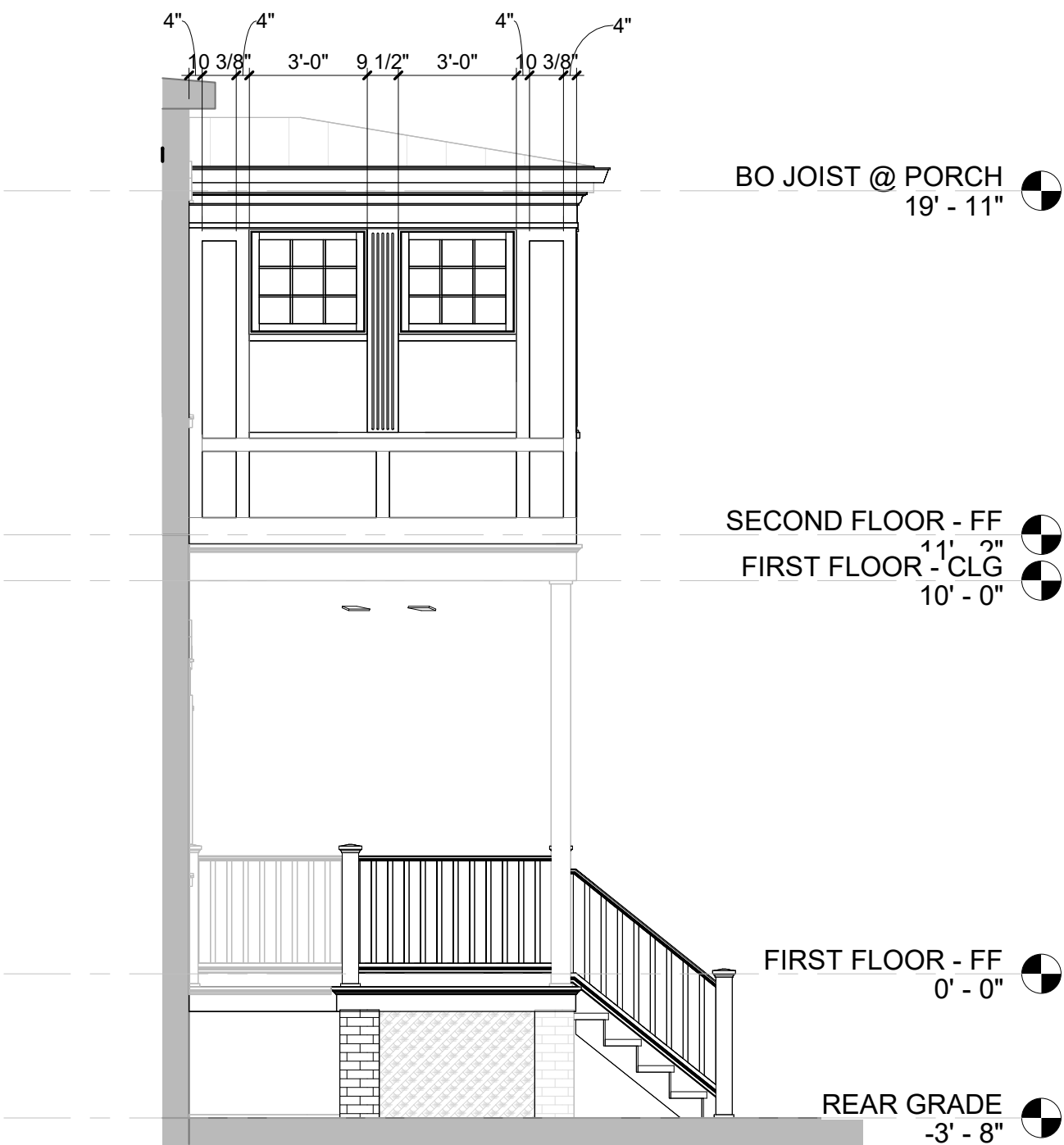
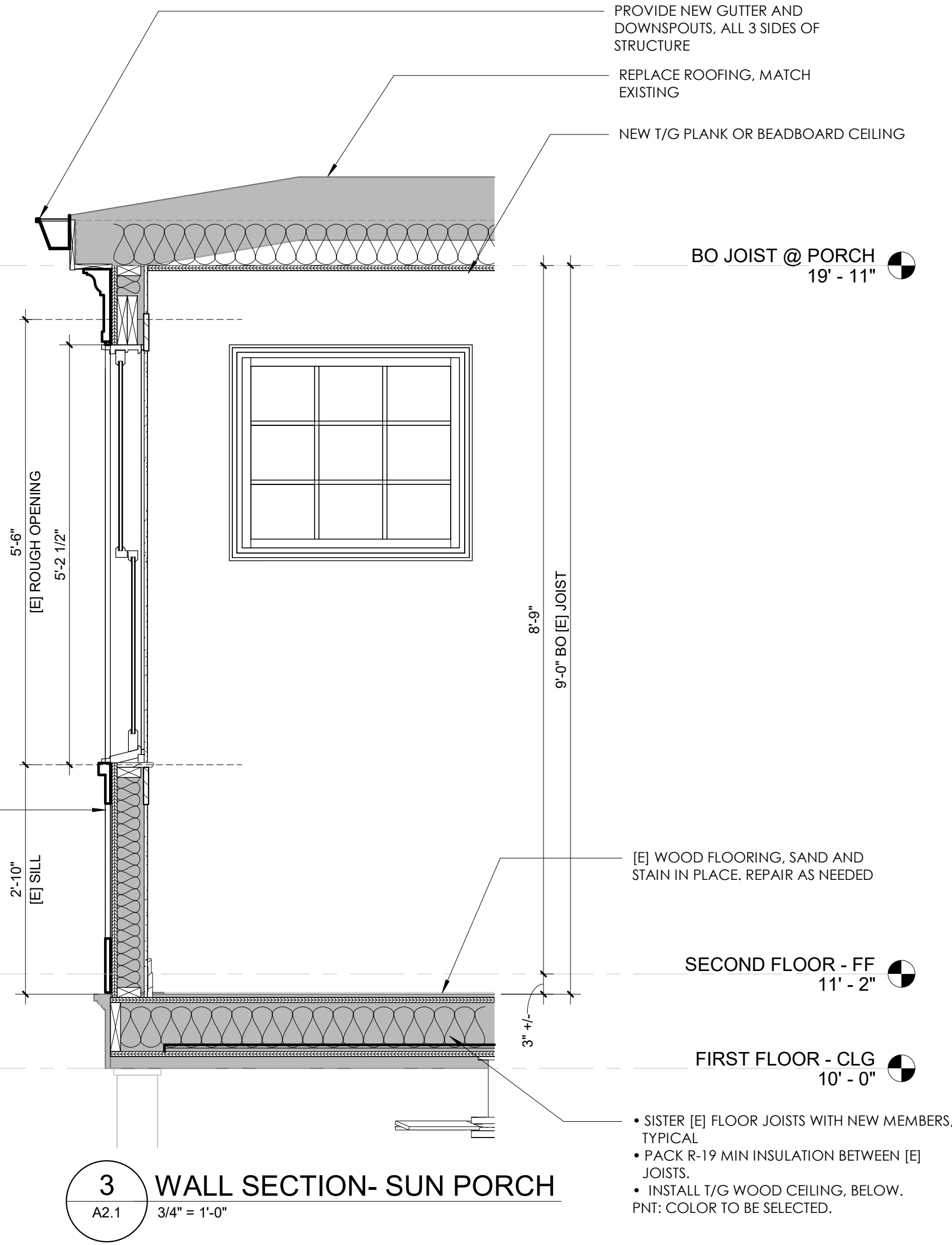
SHEET TITLE

A2.1

SHEET NUMBER



AXON- REAR PORCH



EXISTING INTERIOR
CONDITIONS AT 2ND
FLOOR PORCH



EXISTING INTERIOR
CONDITIONS AT 2ND
FLOOR PORCH



EXISTING WINDOW
GRILL PROFILE,
TYPICAL

NOTE EXISTING WINDOW TRIM AT
PORCH STRUCTURE

EXISTING CONDITIONS