

**COMMISSION OF ARCHITECTURAL REVIEW
STAFF REPORT
August 25, 2015 Meeting**

1. **CAR No. 15-100** (C. & R. Maclauchlan) **7 North 29th Street
St. John's Church Old and Historic District**

Project Description: **Install a new window on the 2nd story
and modify a window on the 1st story**

Staff Contact: **K. Chen**

The applicant requests approval to alter the rear façade of a residence in the St. John's Church Old and Historic District by installing a new window on the second story. The construction of a 2nd story porch and the installation of a new window on the 1st story were approved at the April 28, 2015 Commission of Architectural Review Meeting and a Certificate of Appropriateness issued on June 1, 2015. They are also asking to modify the 1st story window approved in April from a pair of smaller windows to a single, 1/1 double-hung sash of similar size to the adjacent historic window. It was determined at that time that the 1st story of the rear elevation is not visible from the public right-of-way.

Staff recommends approval of the project as submitted. The *Richmond Old and Historic Districts Handbook and Design Review Guidelines* state that new windows on secondary elevations will be considered by the commission on a case-by-case basis (pg. 65). The new 2nd story window is differentiated from the historic windows in size and lintel configuration but is aligned with the new window on the 1st story supporting the traditional ranked arrangement of windows.

It is the assessment of staff that the application is consistent with the Standards for New Construction in Section 114-930.7(c) of the City Code, as well as with the *Richmond Old and Historic Districts Handbook and Design Review Guidelines*, specifically the pages cited above, adopted by the Commission for review of Certificates of Appropriateness under the same section of the code.