



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: _____ Current **Zoning**: _____

Historic District: _____

Application is submitted for: (check one)

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

Project Description (attach additional sheets if needed):

Applicant/Contact Person: _____

Company: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: (____) _____

Email: _____

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

Property Owner: _____

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

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

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: _____ **Date:** _____

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.



CERTIFICATE OF APPROPRIATENESS

DEMOLITION 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 in office or on site.

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 Demolition outlined in Section 30.930.7(d) of the City Code, as well as, the *Richmond Old and Historic Districts Handbook and Design Review Guidelines*.

PROPERTY ADDRESS: 2228 Cedar St.

WRITTEN DESCRIPTION

☒ property description, current conditions and any prior alterations or additions

PHOTOGRAPHS place on 8 ½ x 11 page, label photos with description and location

☒ elevations (all sides)

☒ interior views that show structural damage and/or deterioration

DRAWINGS

☒ legal "plat of survey" showing improvements

DOCUMENTATION

☐ evidence of any consideration by the owner of uses and adaptive reuses, relocation or re-sale of the property

☐ rehabilitation cost estimates, itemized and detailed

☐ comparison costs of rehabilitation of the existing building, demolition of the building and new construction

☒ report by a licensed structural engineer on the feasibility of rehabilitation

☐ evidence that the building does or does not contribute to the historic character of the Old and Historic District

☒ complete architectural plans and drawings of the intended future use of the property (See CAR New Construction checklist)

☐ plans to reuse or recycle -- list of building materials to be salvaged



CERTIFICATE OF APPROPRIATENESS

NEW CONSTRUCTION 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 in the office or on site.

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 New Construction outlined in Section 30.930.7(c) of the City Code, as well as, the *Richmond Old and Historic Districts Handbook and Design Review Guidelines*.

PROPERTY ADDRESS: 2228 Cedar St.

NEW BUILDING TYPE

- ☒ single-family residence
- ☐ multi-family residence
- ☐ commercial building
- ☐ mixed use building
- ☐ institutional building
- ☐ garage
- ☐ accessory structure
- ☐ other

DRAWINGS (refer to required drawing guidelines)

- ☒ floor plans
- ☒ elevations (all sides)
- ☒ roof plan
- ☐ list of windows and doors, including size, material, design
- ☒ context drawing showing adjacent buildings
- ☐ perspective
- ☒ site plan
- ☒ legal plat of survey

WRITTEN DESCRIPTION

- ☒ describe new structure including levels, foundation, siding, windows, doors, roof and details
- ☐ state how the *Richmond Old and Historic Districts Handbook and Design Review Guidelines* informed the proposed work, site specific pages and sections of the *Guidelines* that apply
- ☐ 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)

- ☐ site as seen from street, from front and corners, include neighboring properties

City of Richmond Dept of Planning & Development Review
Commission of Architectural Review
City Hall, 900 East Broad St.
Richmond, VA 23219

RE: COA Application: 2228 Cedar St.

Members of the Commission,

I am writing regarding some unfortunate findings related to previously approved COA-158299-2024 (12/17/2024) located at 2228 Cedar St.

After receiving approval to renovate this building, we began interior demolition under building permit: BLDR-143046-2024 to remove interior partitions and expose the existing structure with a goal of finalizing our permit plans for the entire renovation. Upon completion of this interior demolition, we noticed a number of highly questionable structural conditions which led to the following steps being taken:

- Multiple site visits with architect and structural engineer between 1/3/25 and 1/15/25
- Multiple site visits with licensed subcontractors between 1/3/25 and 1/15/25
- Louisa Engineering (SE) issued a report and letter of unsafe structure conditions on 1/19/25
- Site visit was conducted with Mr. David Alley, Mr. Alex Dandridge, and Ms. Kimberly Chen on 2/27/2025
- Draft copy of revised plans for new construction homes were provided informally to Mr. Dandridge and Ms. Chen on 3/19/2025 for a discussion
- Received feedback from Mr. Dandridge and Ms. Chen on 3/26/25 via Zoom conference call, which was incorporated into the final submission provided here today.

The summary of the events above is that while any number of the structural issues discovered on site could be anticipated and remediated in the normal course of a historic renovation, the sheer volume of issues raises some concern. However, as the group mentioned above walked the building on 2/27/25 the biggest issue leading to the need for demolition was the deteriorating basement and foundation walls - leaving nothing of value to support any structural rebuild and repairs above. From there, a collaborative approach was taken over the next few weeks to help present the best possible option for the future state considering the historic fabric of this community, and this building.

I am proposing to remove the existing structure on site and construct (2) new single family attached dwellings.

As you can see in the attached elevations, great care was taken to propose new homes which pay respect to the previous size, shape, materials, and overall appearance of the historic structure.

Thank you all very much for your consideration, and I look forward to speaking with you at the meeting. Feel free to contact me at chris.pollock50@gmail.com or (484) 429-4283.

Sincerely,

Chris Pollock
UEBB, LLC

Louisa Engineering, LLC.
1065 Jouett School Road
Mineral, Virginia 23117

Cell: 804.512.4865

Email: john@louisaengineering.com

January 19, 2025

Mr. Chris Pollock
UEBB LLC
7602 Hampshire Rd.
Richmond, VA 23229

RE: Structural Condition Assessment for 2228 Cedar St., Richmond VA

Louisa Engineering LLC (LE) made a site visit to the 2228 Cedar St. (photo #1) on January 9, 2025 along with yourself and Emily York – registered architect for this project. It was presented to me that portions of the house could have been built around 1840 utilizing construction techniques of the era. It is believed that an addition was added at some later date.

The current building is a 2-story wood framed structure partially over a basement and partially over a crawl space.

Reasonable care was taken to make observations and offer recommendations which are based on visual observations only. We did not test the soil. The interior finishes have been removed.

Observations and Discussion

Basement/ Foundation

The foundation construction detail is unknown. Typically, in this era, double wythe brick foundation walls were laid in direct contact with the earth. There is not a wider concrete foundation as we build today. Therefore, bearing capacity of the foundation is unknown.

The foundation walls appear to be double wythe bricks. Many of the bricks are gone and many are crumbling. (Photo #2) Based on the poor condition of the foundation it is inconceivable that the foundation would meet the requirements of building code to resist intended gravity and lateral loads. It is the opinion of this engineer that the foundation is structurally unsound and would have to be replaced. Also, much of the structural wood bearing elements on the masonry are rotten and would have to be replaced. (Photo #3)

First and Second Floors

These floors are supported by 2 x 6 floor joists, spanning nearly 14'. Today's code requires 2 x 10 floor joists up to 14'. Therefore, all the floor joists are grossly undersized. Hence the floors are "bouncy" when one walks across them. (Photos #4, #9). The ceiling joists in the addition are not connected properly to the wall studs (Photo #5).

Roof Structure

The roof is constructed of 4x3 rafters and ceiling joists. (Photo #6) These appear to be connected with diagonal web members similar to what we would call a wood truss. The rafters are spaced at varying dimension of 28" to 30". The structural supporting capacity of these roof elements is unknown and would be difficult to analyze. Other anomalies are shown in (Photos #7 & #8) where we see single top plates and discontinuous studs. There appears to be charring of the wood from a past fire. Due to all of these issues, Louisa Engineering LLC deems this roof structurally unsound.

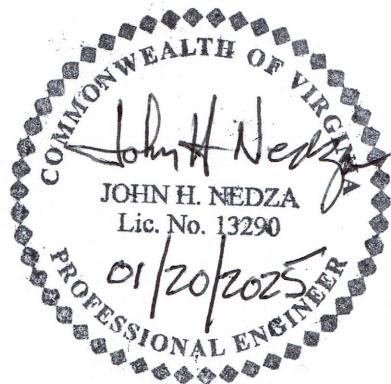
Exterior Walls

There are inadequate braced walls in the structure therefore resistance to lateral forces, such as wind and seismic in nil. One would have to install 7/16" OSB to the exterior walls studs to achieve code required braced walls.

Conclusion

It is the opinion of Louisa Engineering LLC that the entire house is structural unsound and currently would not be able to meet the requirements of the VCC or VRC 2021 building codes. The foundation, walls, floors and roof are all unsafe. Therefore, we consider this structure a threat to public safety and recommend it to be demolished.

Sincerely,
John H. Nedza, PE
Structural Engineer



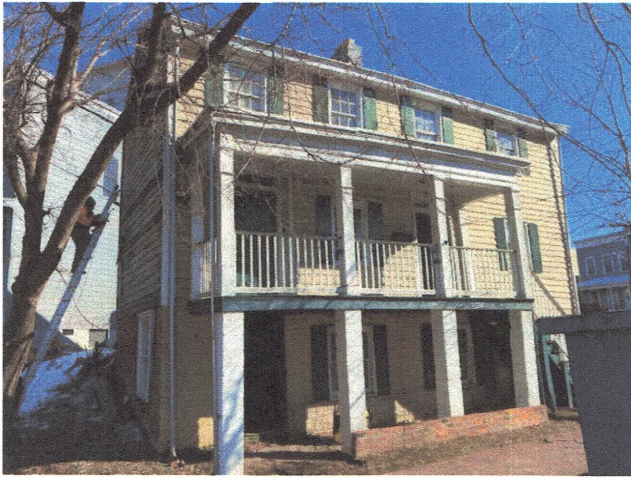


Photo #1 – Front of House



Photo #2 – Crumbling Foundation. Brick missing.



Photo #3 – Rotten, charred and undersized beams in basement.



Photo #4 – Undersized floor joists. No sheathing or moisture barrier on exterior walls.



Photo #5 – Improper ceiling joist connections to studs. Above these, Roof Rafters 2 x 6 at 36" oc



Photo #6 – Strength of roof trusses unknown. Truss spacing 28" – 30". Top chords 4" x 3"



Photo #7 – Rotten wood single top plates, Fire Charr.

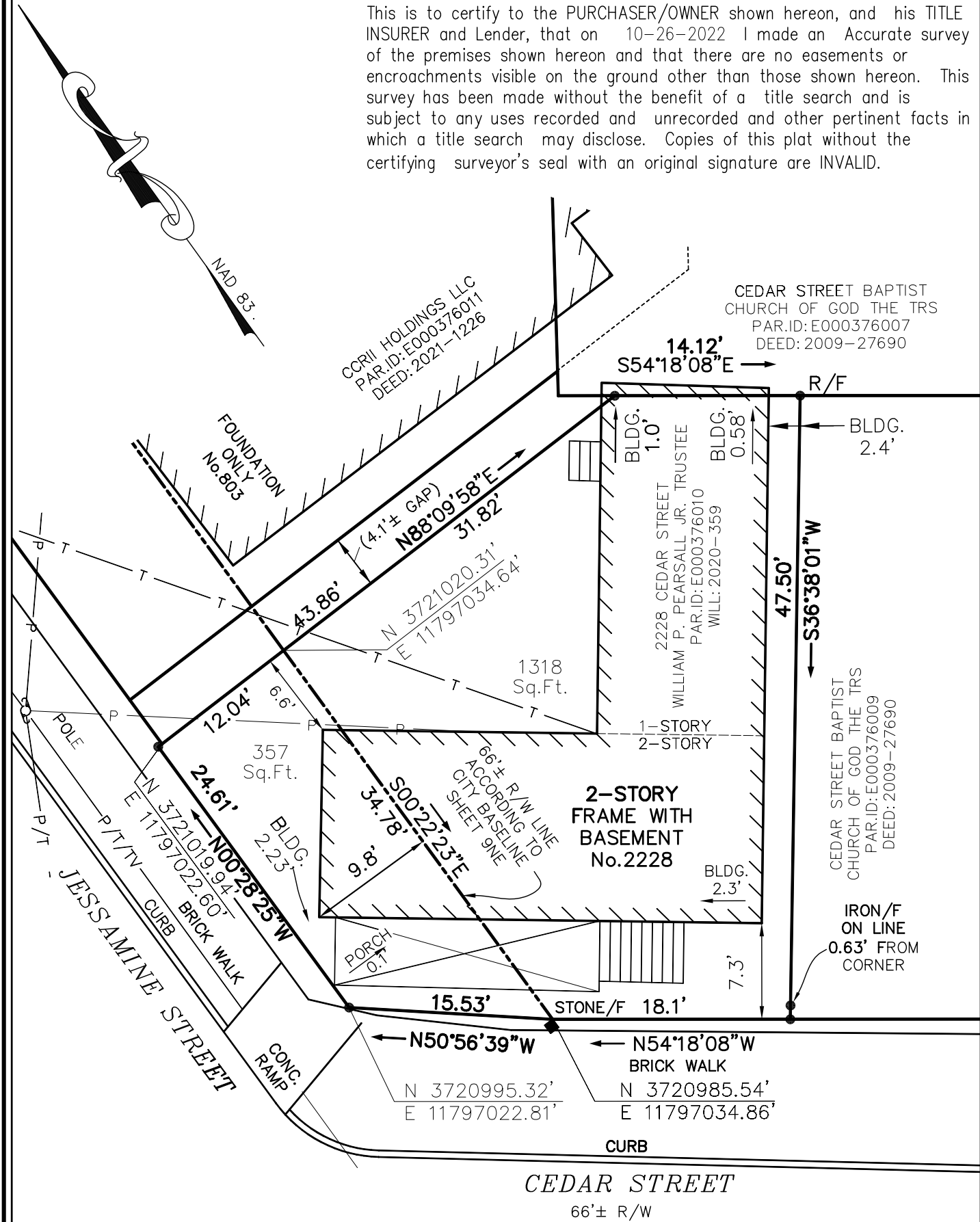


Photo #8 – Discontinuous studs.



Photo #9 – First Floor Undersize floor joists, long spans

This is to certify to the PURCHASER/OWNER shown hereon, and his TITLE INSURER and Lender, that on 10-26-2022 I made an Accurate survey of the premises shown hereon and that there are no easements or encroachments visible on the ground other than those shown hereon. This survey has been made without the benefit of a title search and is subject to any uses recorded and unrecorded and other pertinent facts in which a title search may disclose. Copies of this plat without the certifying surveyor's seal with an original signature are INVALID.



MAP SHOWING THE IMPROVEMENTS ON
No. 2228 CEDAR STREET
IN THE CITY OF RICHMOND, VA.

Virginia Surveys

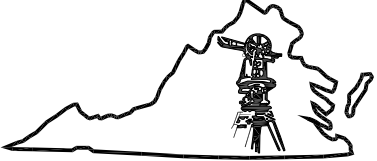
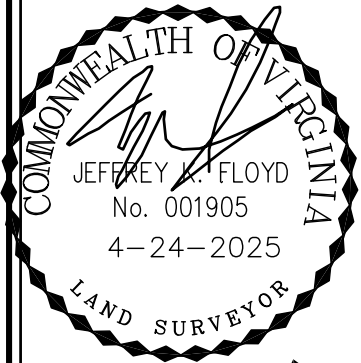
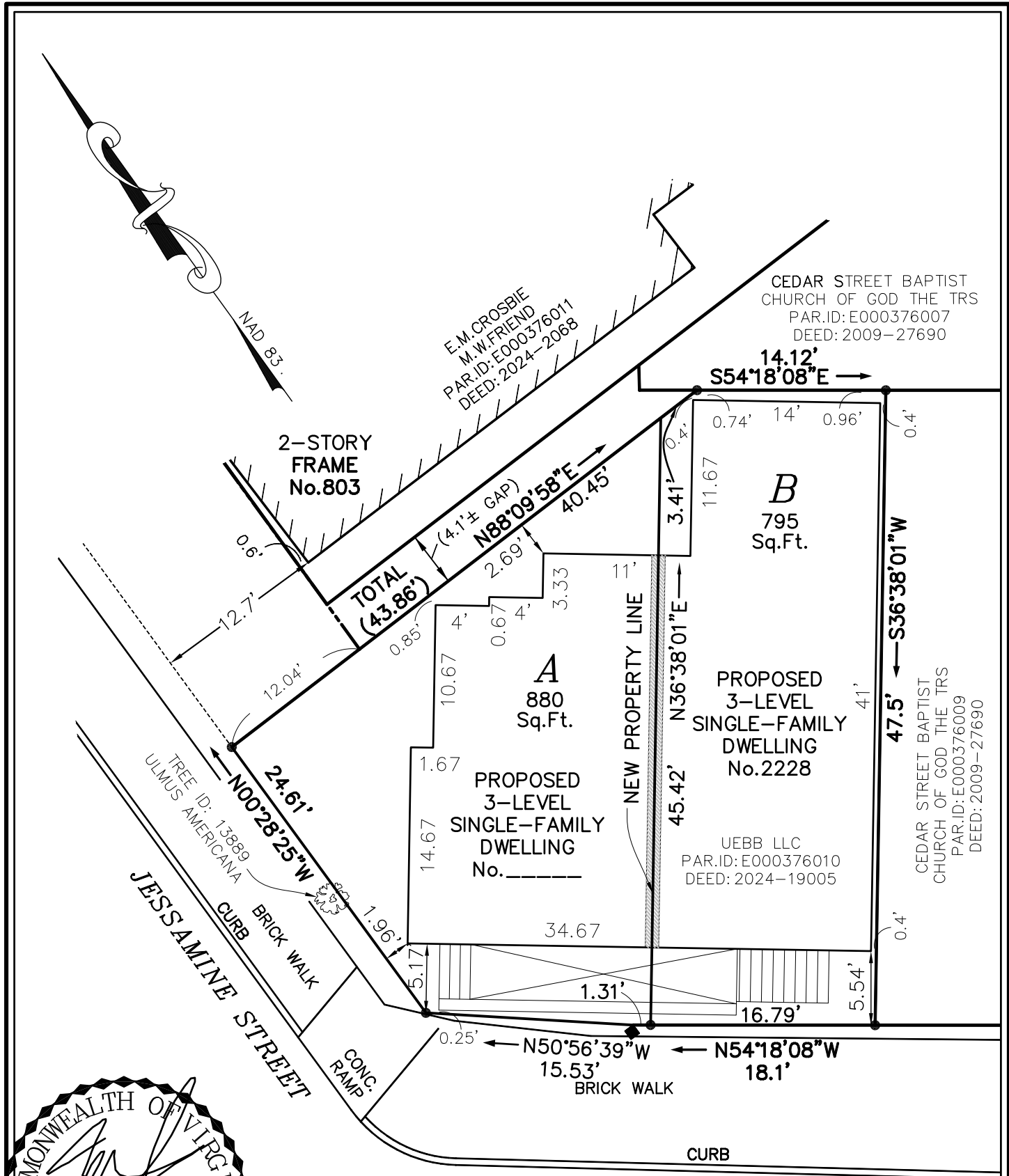
P.O. BOX 118
CHESTERFIELD, VA 23832

(804) 748-9481
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REVISED: 2-13-2023
REVISED: 2-7-2023
DATE: 1-25-2023

CERTIFIED BY JEFFREY K. FLOYD
VIRGINIA CERTIFICATE NO. 001905

SCALE: 1"=10'
JOB NO. 210814474



Virginia Surveys

P.O. BOX 118
CHESTERFIELD, VA 23832
(804) 748-9481
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SKETCH SHOWING THE PROPOSED
DIVISION & IMPROVEMENTS ON
No.2228 CEDAR STREET
IN THE CITY OF RICHMOND, VA.

DATE: 4-24-2025
CERTIFIED BY JEFFREY K. FLOYD
VIRGINIA CERTIFICATE NO. 001905
SCALE: 1"=10'
JOB NO. 250416759



NOMAD
STUDIO

C. POLLOCK

2228 CEDAR STREET

RICHMOND VA 23223

NO.	DATE	NOTE
04.21.2025	CAR REVIEW	

REVISIONS

STRUCTURAL ENGINEER
LOUISA ENGINEERING INC
847 JOUETT SCHOOL RD
MINERAL, VA 23117
p (804) 512.4826
e JOHN@LOUISAENGINEERING.COM

ENGINEERS

SEAL

CAR REVIEW
NOT FOR
CONSTRUCTION

SEAL

2501.1

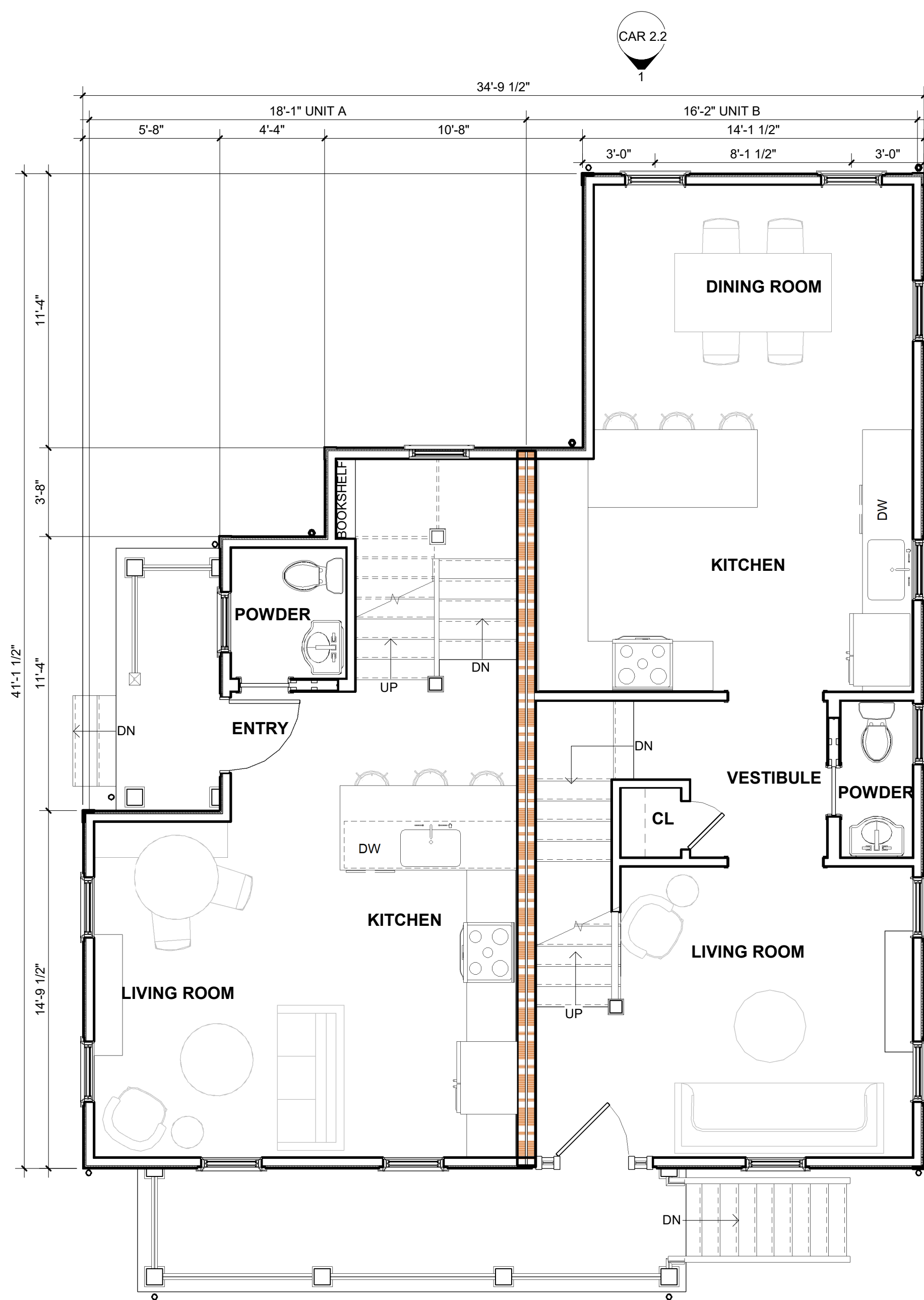
PROJECT NO

LOWER LEVEL
AND 1ST
FLOOR PLANS

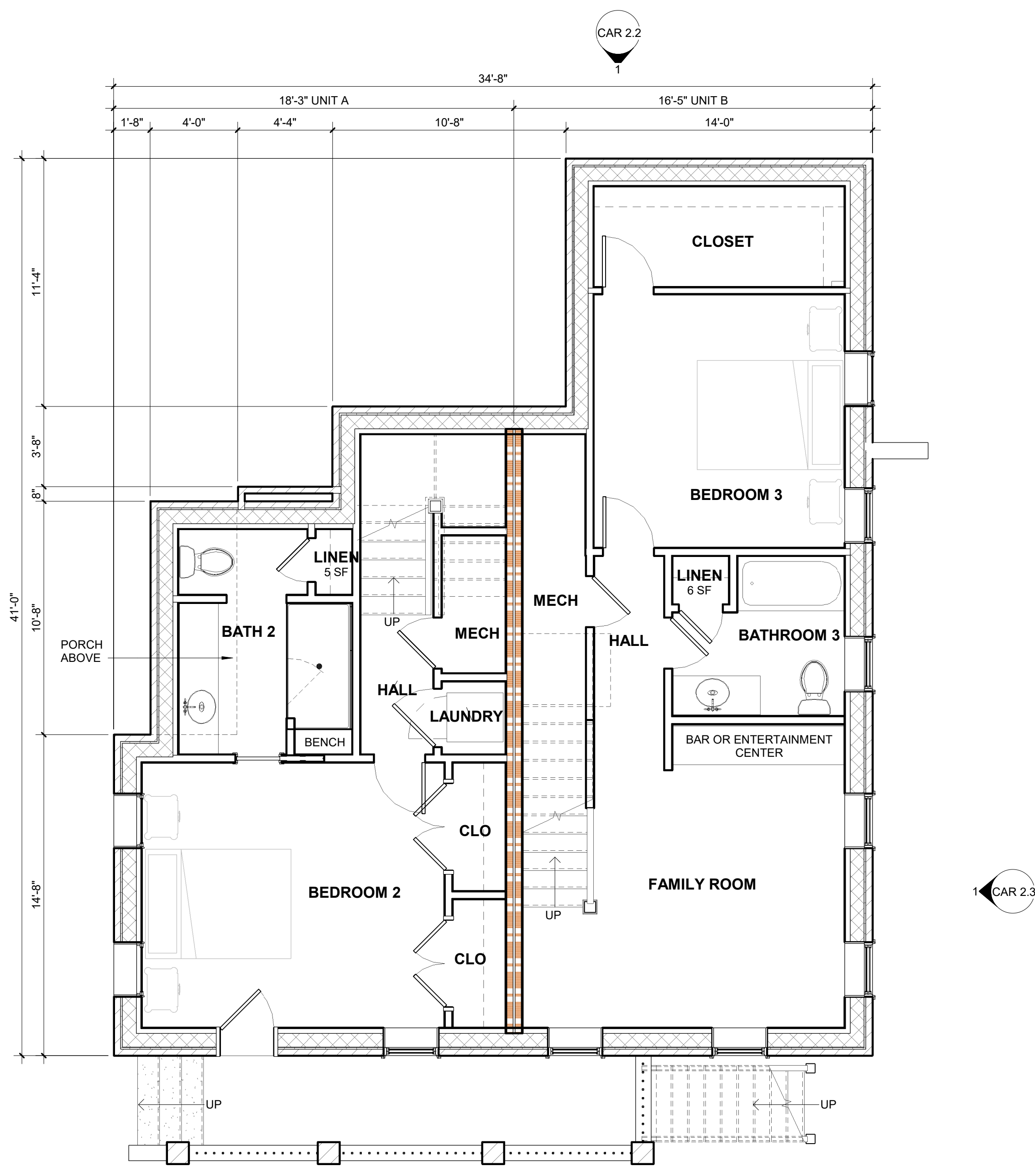
SHEET TITLE

CAR 1.1

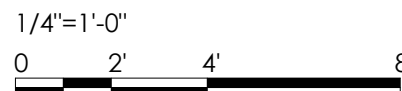
SHEET NUMBER



2 1ST FLOOR PLAN
CAR 1.1 1/4" = 1'-0"



1 LOWER LEVEL FLOOR PLAN
CAR 1.1 1/4" = 1'-0"





NOMAD
STUDIO

C. POLLOCK

2228 CEDAR STREET

RICHMOND VA 23223

△ NO.	DATE	NOTE
	04.21.2025	CAR REVIEW

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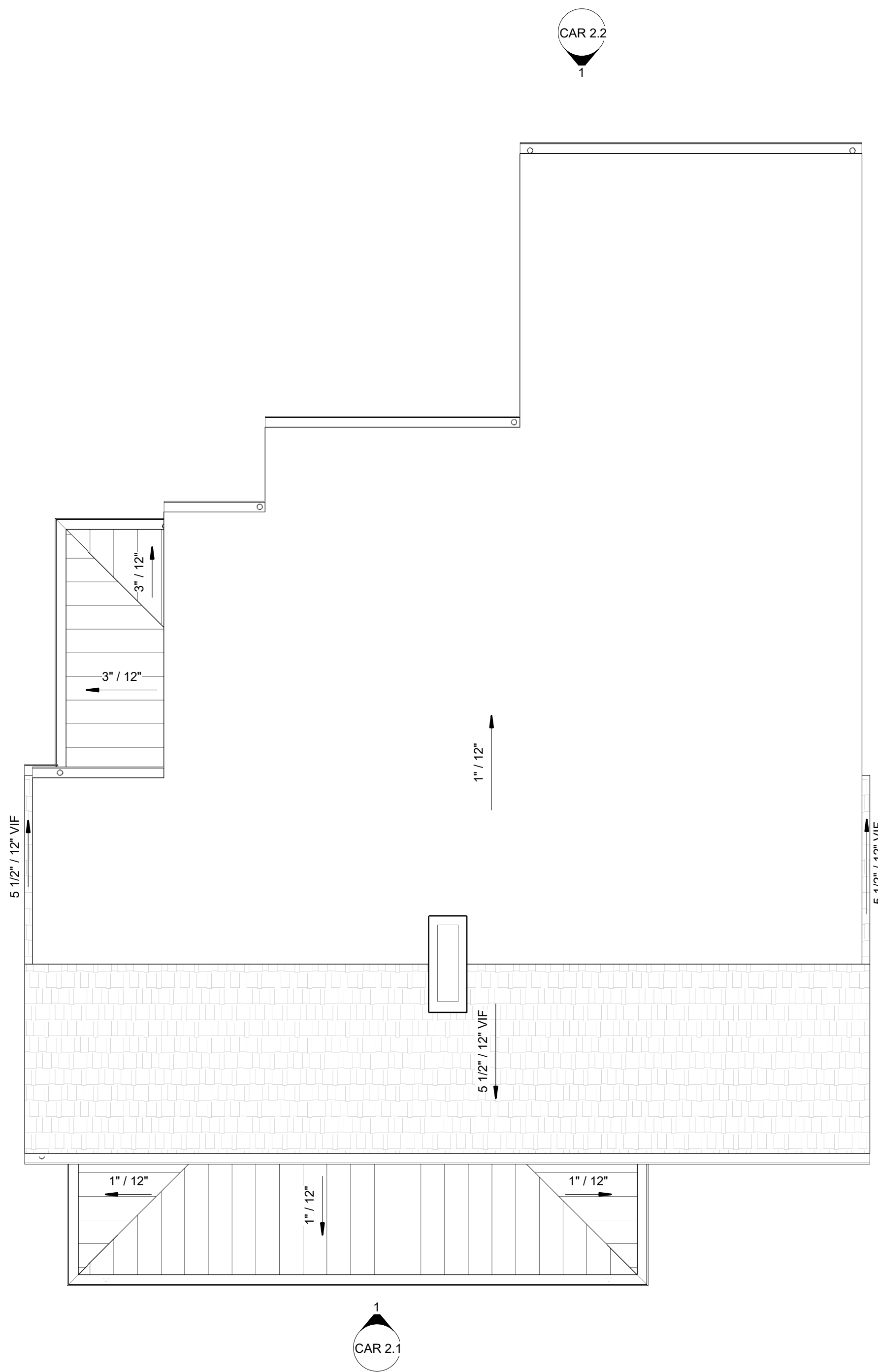
PROJECT NO

SECOND
FLOOR PLAN
AND ROOF
PLAN

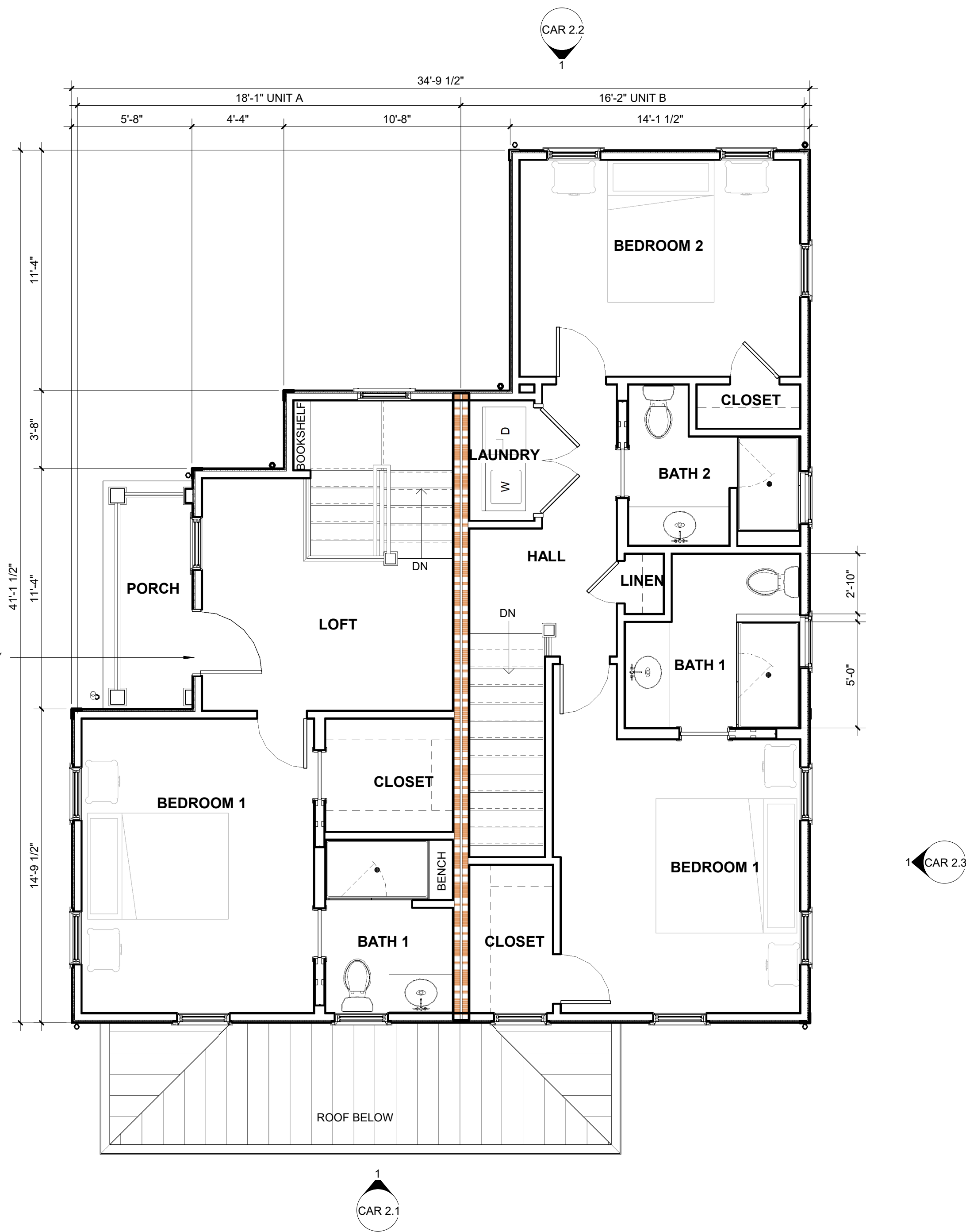
SHEET TITLE

CAR 1.2

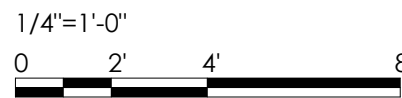
SHEET NUMBER



2 ROOF PLAN
CAR 1.2 1/4" = 1'-0"



1 2ND FLOOR PLAN
CAR 1.2 1/4" = 1'-0"





3 EXISTING CEDAR ELEVATION PHOTOGRAPH
CAR 2.1 1/4" = 1'-0"



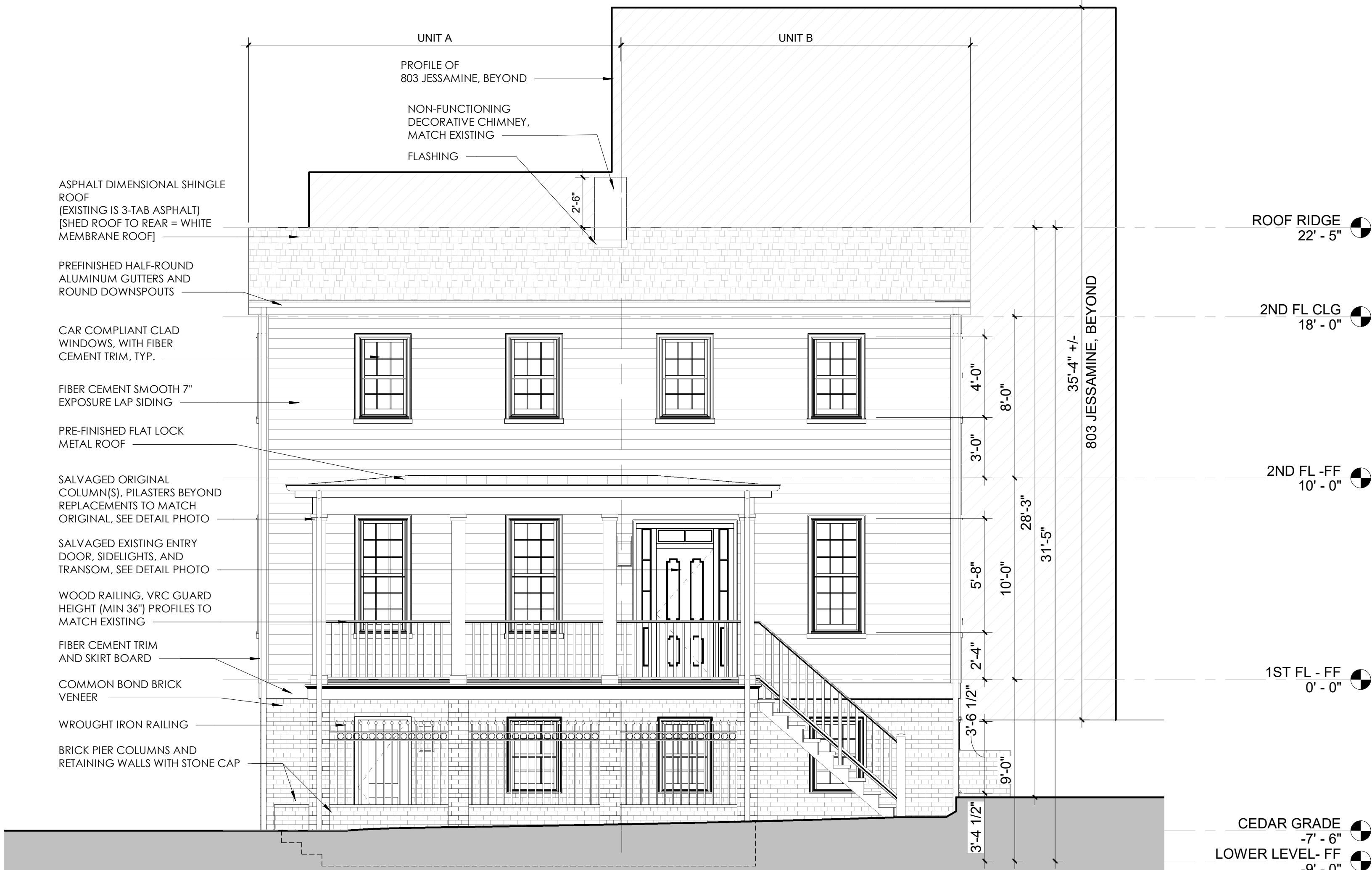
2 APPROVED CAR REHAB CEDAR ELEVATION - NOV. 2024
CAR 2.1 1/4" = 1'-0"



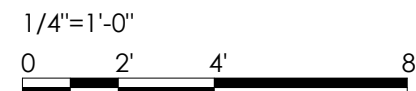
4 DETAIL - FRONT DOOR
CAR 2.1 1/8" = 1'-0"



5 DETAIL - PORCH
CAR 2.1 1/8" = 1'-0"



1 PROPOSED REPLACEMENT CEDAR ELEVATION
CAR 2.1 1/4" = 1'-0"



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STUDIO

C. POLLOCK

2228 CEDAR STREET

RICHMOND VA 23223

NO. DATE NOTE
04.21.2025 CAR REVIEW

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ENGINEERS

SEAL

CAR REVIEW
NOT FOR
CONSTRUCTION

SEAL

2501.1

PROJECT NO

CEDAR STREET
ELEVATION

SHEET TITLE

CAR 2.1

SHEET NUMBER

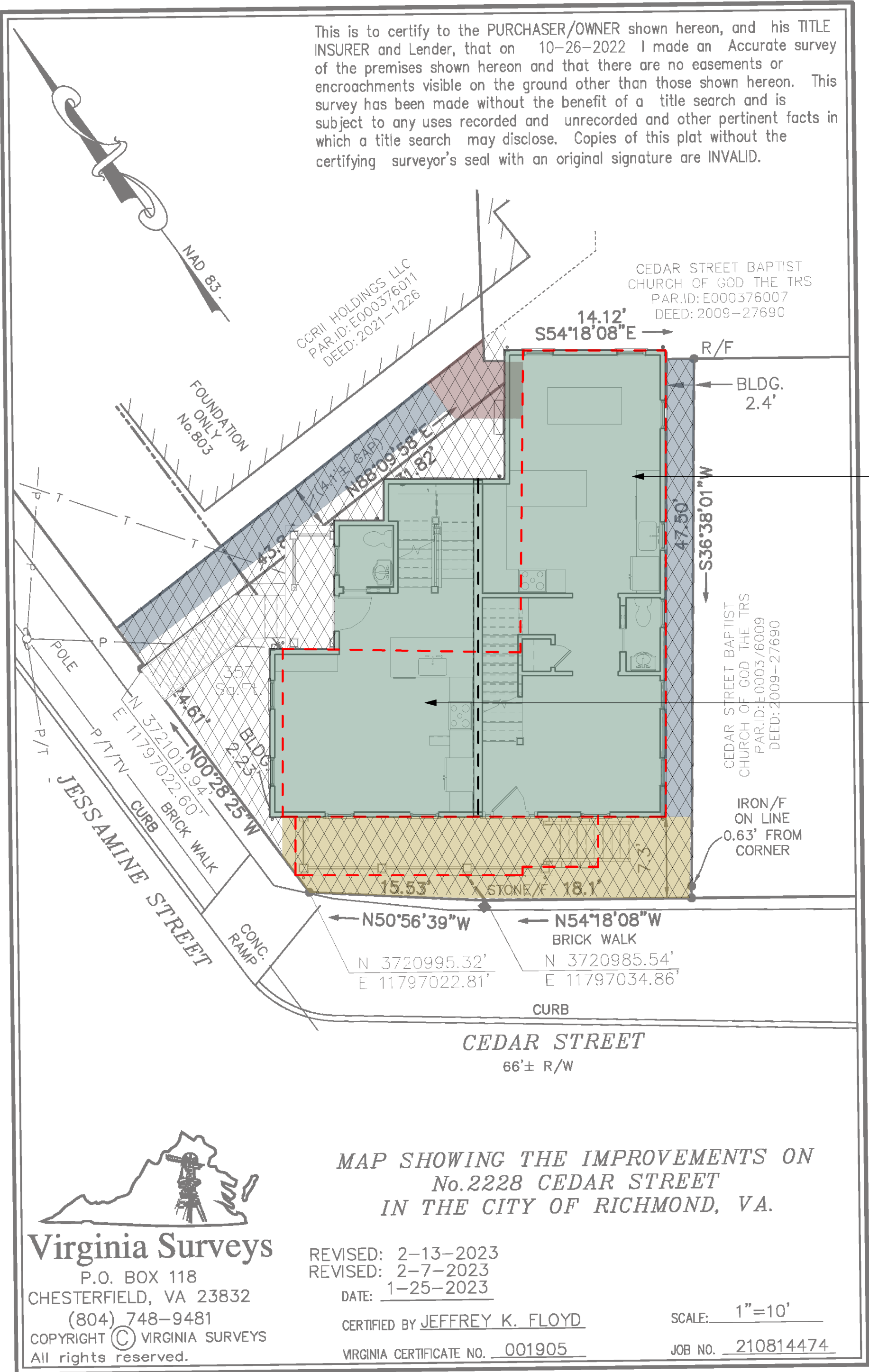
COLOR LEGEND

- EXISTING BUILDING FOOTPRINT
- MAX. FRONT YARD SETBACK = 15'-0"

*NOTE: REPLACEMENT BUILDING TO MATCH EXISTING 7.3'
- MIN SIDE YARD SETBACK = 3'-0"
- MIN REAR YARD SETBACK = 5'-0"
- PROPOSED BUILDING FOOTPRINT
- MINIMUM USABLE OPEN SPACE = 500 SF

HATCH INDICATES = 657 SF

*NOTE: USABLE OPEN SPACE CAN INCLUDE EXTERIOR BALCONIES, TERRACES, AND PATIOS NOT COVERED BY ENCLOSED BUILDING SPACE.



PLAT MAP WITH ZONING OVERLAYS

1/8" = 1'-0"



1 REAR ELEVATION

CAR 2.2 1/4" = 1'-0"

1/4"=1'-0"
0 2 4 8



NOMAD
STUDIO

C. POLLOCK

2228 CEDAR STREET

RICHMOND VA 23223

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	04.21.2025	CAR REVIEW

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ENGINEERS

SEAL

CAR REVIEW
NOT FOR
CONSTRUCTION

SEAL

2501.1

PROJECT NO

REAR
ELEVATION
AND PLAT
MAP

SHEET TITLE

CAR 2.2

SHEET NUMBER



NOMAD
STUDIO

C. POLLOCK

2228 CEDAR STREET

RICHMOND VA 23223

NO.	DATE	NOTE
04.21.2025	CAR REVIEW	

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ENGINEERS

SEAL

CAR REVIEW
NOT FOR
CONSTRUCTION

SEAL

2501.1

PROJECT NO

SIDE
ELEVATIONS

SHEET TITLE

CAR 2.3

SHEET NUMBER



2 LEFT ELEVATION
CAR 2.3 1/4" = 1'-0"

1 RIGHT ELEVATION
CAR 2.3 1/4" = 1'-0"