



# Certificate of Appropriateness Application Instructions

Staff Contact: (804)-646-6569 | [alex.dandridge@rva.gov](mailto: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](http://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 5<sup>th</sup> 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](http://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.



May 1, 2026

City of Richmond Department of Planning and Development Review  
Commission of Architectural Review  
Mr. Alex Dandridge, Secretary  
City Hall, 900 East Broad Street  
Richmond, VA 23219

**RE: Certificate of Appropriateness at 874 -876 Jessamine Street**

Members of the Commission,

This memorandum shall serve as the applicant's statement for an application to be reviewed by the Commission of Architectural Review (the "CAR") for the proposed construction of a new three-story multifamily dwelling on the properties known as 874 and 876 Jessamine Street (the "Property"). This project was previously reviewed at the June 24, 2025, November 25, 2025, and February 26, 2026 meetings of the CAR.

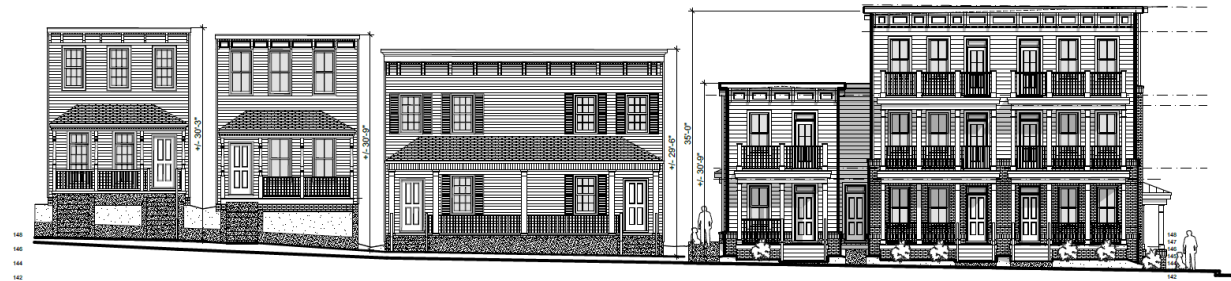
The Property is located on the eastern line of Jessamine Street between Venable and Carrington Streets, is currently vacant and lies in Richmond's Union Hill City Old and Historic District. Existing structures in the district are known for a variety of architectural styles and materials as well as a range of land uses. This block consists of a range of dwellings including single-family attached and detached dwellings as well as large multifamily dwellings. Historic dwellings in the area tend to be of a range of designs and materials with historic dwellings in the block being of frame construction with lap siding containing full-width front porches. The topography of Jessamine Street slopes down from Venable toward Carrington Streets and some dwellings are elevated from the street while others are constructed on a more typical foundation.

The Property owner is proposing to construct a three-story, multifamily dwelling on the Property. The proposed siting would retain the informal alley located at the rear of the Property and accessible from Carrington Street. The dwelling design recognizes the existing dwellings in

the block as well as previously approved designs and utilizes high quality materials including brick and cementitious siding.



*Figure 1: May 2026 elevations fronting N 22nd St. (same as previous submittal)*



*Figure 2: December 2025 revised elevations fronting N. 22nd St.*



*Figure 3: November 2025 revised elevations fronting N. 22nd St.*



*Figure 4: Initial submittal elevations fronting N. 22nd St.*

### **CAR Review and Changes:**

This project was previously reviewed at the June 2025, November 2025, and February 2026 CAR meetings. Based on comments from staff and the Commission over the course of the review, the applicant revised the design along Jessamine Street to include the following:

Along Jessamine Street, the proposed building was previously revised to address comments from the June conceptual review regarding the scale and massing of the structure and its relationship with the existing single-family attached dwelling at 872 Jessamine Street. While the one-story reduction of the section of the building closest to the adjacent property at 872 Jessamine Street was generally well received at the November meeting, concerns remained over the Jessamine Street façade. Based on comments from the Commission at the November meeting, the grade elevations along the perimeter of the site were verified and dimensioned heights were added to the street scape view to provide context elevations that account for grade changes. Additionally, basic landscaping and the addition of a brick watertable and watertable accent were added to the elevation and plan views to improve the perception of scale. Furthermore, a full cornice on both the two-story and three-story sections of the Jessamine Street facade was included to better define the top of the building. Lastly, the spacing of the window and door on the two-story section was adjusted to be less compressed. Lastly, the window spacing on the Jessamine Street façade was adjusted to be evenly spaced and not disrupt the established district fenestration patterns or skew the façade proportions. At the February meeting, these revisions were well received and there was no additional feedback on the Jessamine Street elevations.



RIGHT SIDE ELEVATION - SIDE ENTRY - NON-ADA (CARRINGTON ST)

*Figure 5: May 2026 revised elevations fronting Carrington St.*



RIGHT SIDE ELEVATION - SIDE ENTRY - NON-ADA (CARRINGTON ST)

SCALE: 1/8" = 1'-0"

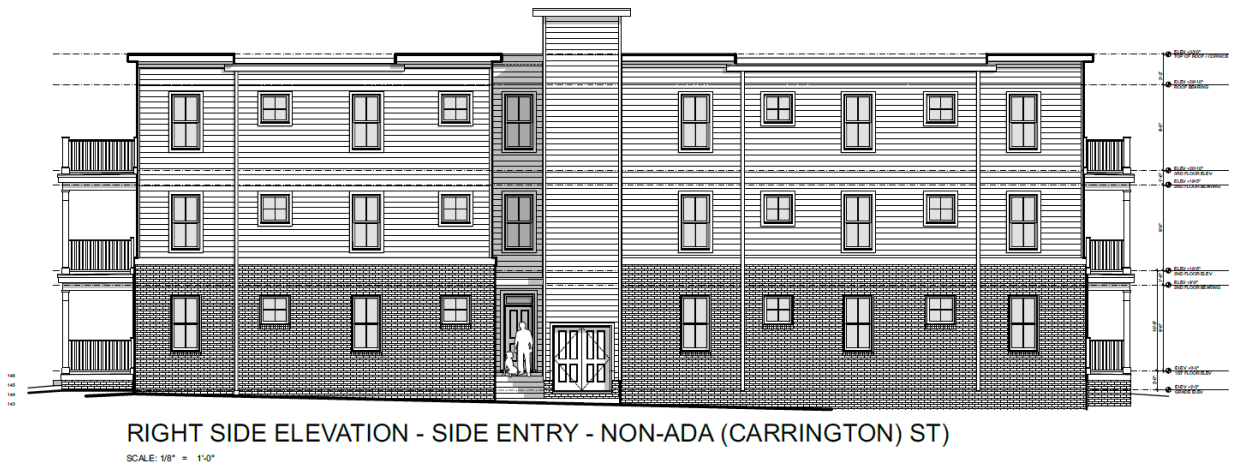
*Figure 6: December 2025 revision fronting Carrington St.*



RIGHT SIDE ELEVATION - SIDE ENTRY - NON-ADA (CARRINGTON) ST)

SCALE: 1/8" = 1'-0"

*Figure 7: November 2025 revision fronting Carrington St.*



*Figure 8: Initial elevations fronting Carrington St.*

While revisions have been made to the Carrington façade over the course of the review, Commissioners at the February meeting continued to have concerns about the massing of the Carrington façade and trash location.

The Carrington Street elevation was previously revised to address scale, materiality, and pedestrian scale elements. Previous revisions included the addition of corner bump-outs to break up the massing of the façade, the addition of a lower covered entry roof as well as a high rowlock/soldier water table and a low soldier course water table accent band on the first floor. Basic landscaping was also illustrated and all windows on the Carrington Avenue façade were revised to be the same size. Lastly, with the building built with a typical crawlspace, a low slope roof that sheds water side to side was implemented to help reduce building height.

To address the concerns at the February meeting, the plans have been further revised to remove one of the bays on the Carrington side of the building to provide more symmetry of the building façade. Additionally, the building was reduced by 11'-10" to reduce the massing and to reorient the proposed trash area further away from the adjacent property. The previous revision proposed a dumpster near the adjacent property line and the latest revision proposes eight (8) super cans closer to the property line with Carrington Street that will be picked up by private service. This revision also allows for enhanced rear porch space for the units in the rear.

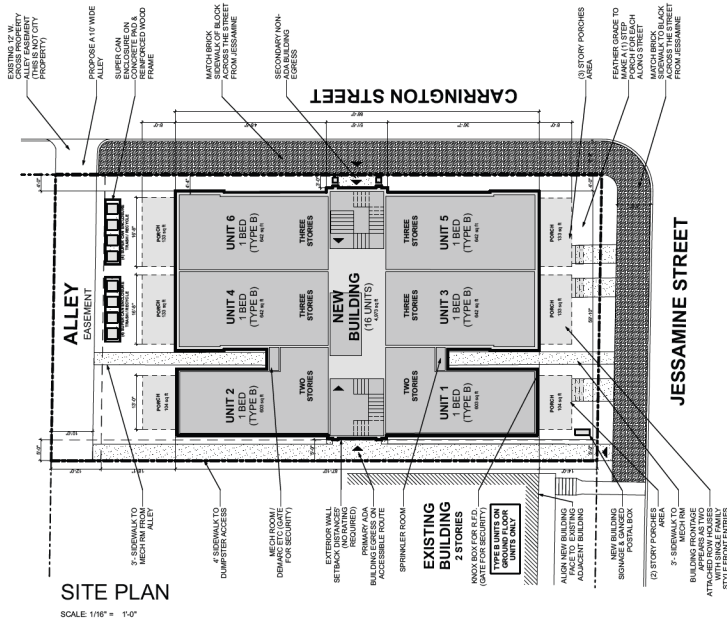


Figure 9: May 2026 submittal site plan

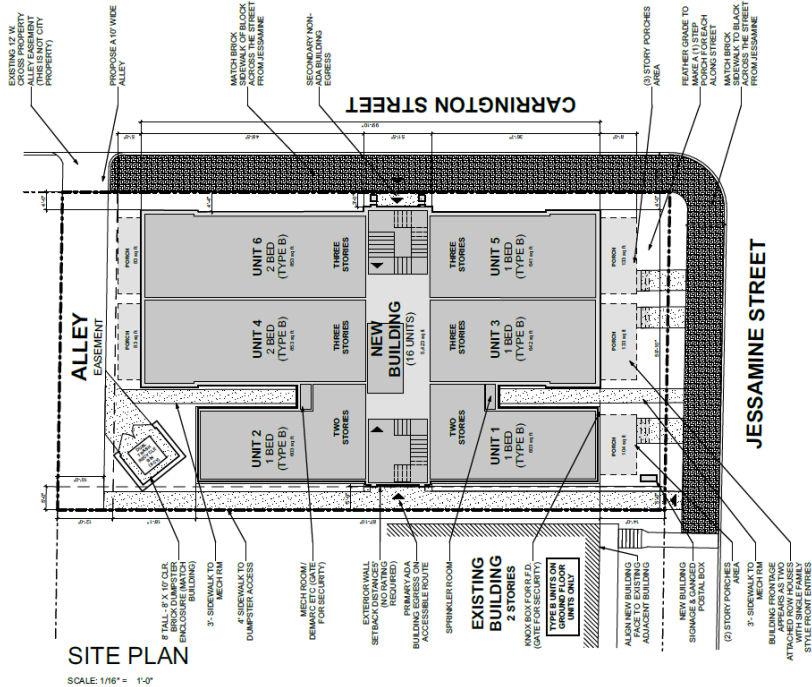


Figure 10: December 2026 submittal site plan

**Siting:**

The proposed dwelling would front Jessamine Street and be aligned with the existing dwelling located at 872 Jessamine Street. The siting of the new dwelling is compatible with

others within the area and will present a consistent street frontage along Jessamine Street while filling in a “missing tooth” in the block.

**Form:**

The dwelling has been designed in a manner which is consistent with the form of other historic structures in the neighborhood and recently approved designs in the district. The proposed design would reference the existing single-family homes in the block with access provided to the first-floor units via the sidewalk and wide front porches fronting Jessamine Street. A combination of two- and three-bay designs, front doors with transom windows, traditional brick and lap siding construction, and a brick foundation carry features from the existing homes in the area consistent with the CAR guidelines.

**Scale:**

The proposed dwelling is consistent with the scale and character of the existing neighborhood and will appear appropriate from street level. Dwellings in the block range from two to four-stories in height with some two-story dwellings elevated from street height while other buildings are located at grade.

**Height, Width, Proportion, & Massing**

The proposed dwelling is compatible in height with other structures on the block. Existing structures range from two to four stories. A brick face around the building and discreet porches breaks up the overall massing of the design and reference a more traditional townhome form.

**Exterior Cladding/Doors and Windows/Materials**

Exterior cladding, doors and windows, foundation, and roofing are as noted on the attached plans. These items were selected to be consistent with CAR requirements and nearby dwellings. All finishes including doors and windows would be as noted on the provided plans.

The proposed design would be compatible with the historical fabric of the block as it recognizes the siting, scale, form, and massing of the existing structures on the block and reflects new construction recently reviewed and approved by the CAR within the block. The proposed dwelling is consistent with the fabric of the historic district while offering a variety of housing opportunities within the area. Furthermore, many of the design elements of the proposed dwelling can be found on historically significant dwellings throughout the Union Hill district.

We thank you for your care and assistance in reviewing our application. Should you have any questions after reviewing this request, please feel free to contact me at [syd@bakerdevelopmentresources.com](mailto:syd@bakerdevelopmentresources.com) or (804) 237-9130.

Sincerely,

A handwritten signature in black ink that reads "Syd Shoaf". The signature is written in a cursive, flowing style.

Syd Shoaf  
Baker Development Resources, LLC



## LOCATION BIRDSEYE VIEW

SCALE: 1:0.67

SK-01

5/1/26

PROJECT NO.: 25001

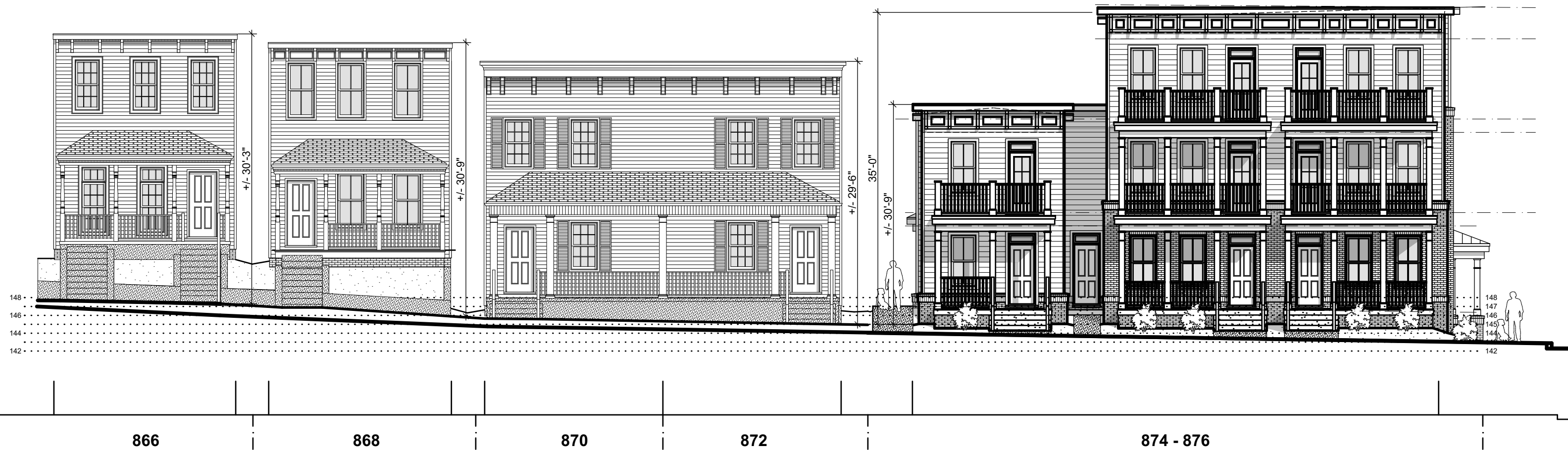
EXISTING CONDITIONS STREETSCAPE VIEW

874-876 JESSAMINE STREET RESIDENCES

RICHMOND, VIRGINIA



mario di marco  
ARCHITECTS



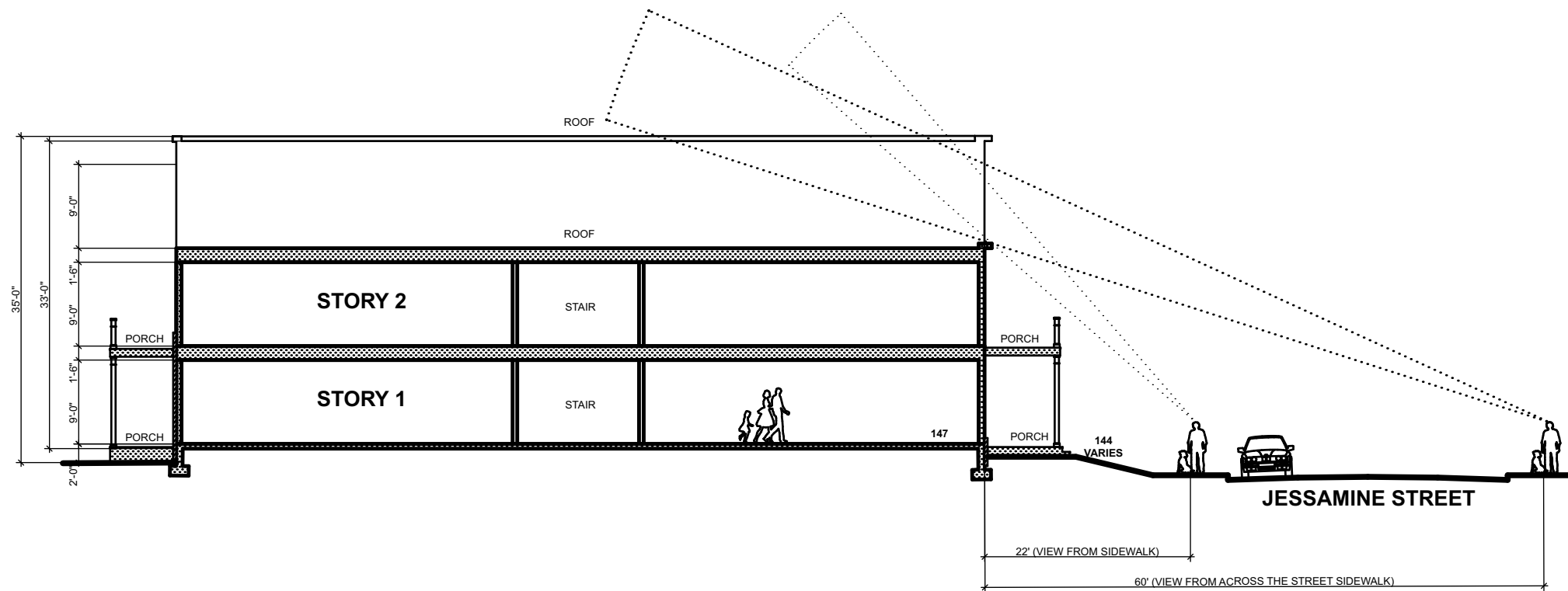
SK-02

5/1/26

PROJECT NO.: 25001

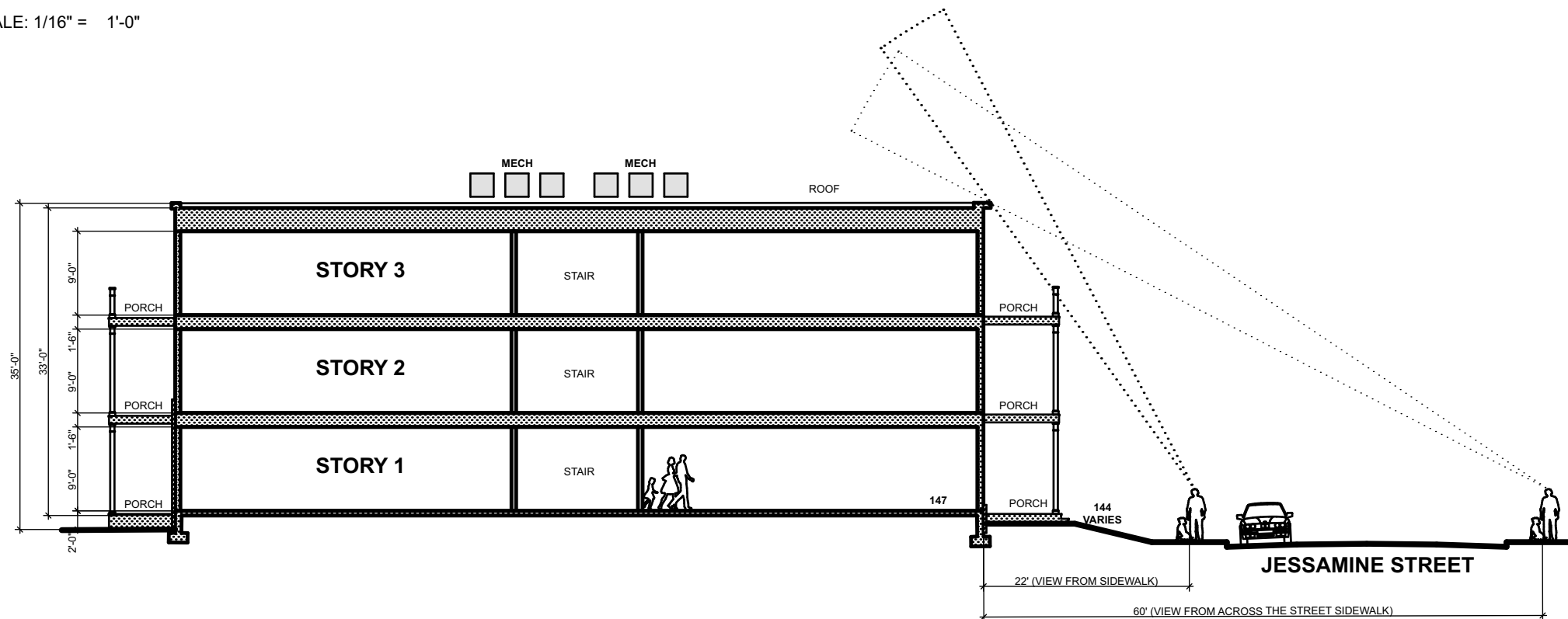
PROPOSED STREETScape  
 874-876 JESSAMINE STREET RESIDENCES  
 RICHMOND, VIRGINIA





## PROPOSED BUILDING SIDEWALK SIGHTLINE - 3 STORY BUILDING SECTION

SCALE: 1/16" = 1'-0"



## PROPOSED BUILDING SIDEWALK SIGHTLINE - 2 STORY BUILDING SECTION

SCALE: 1/16" = 1'-0"

SK-03

5/1/26

PROJECT NO.: 25001

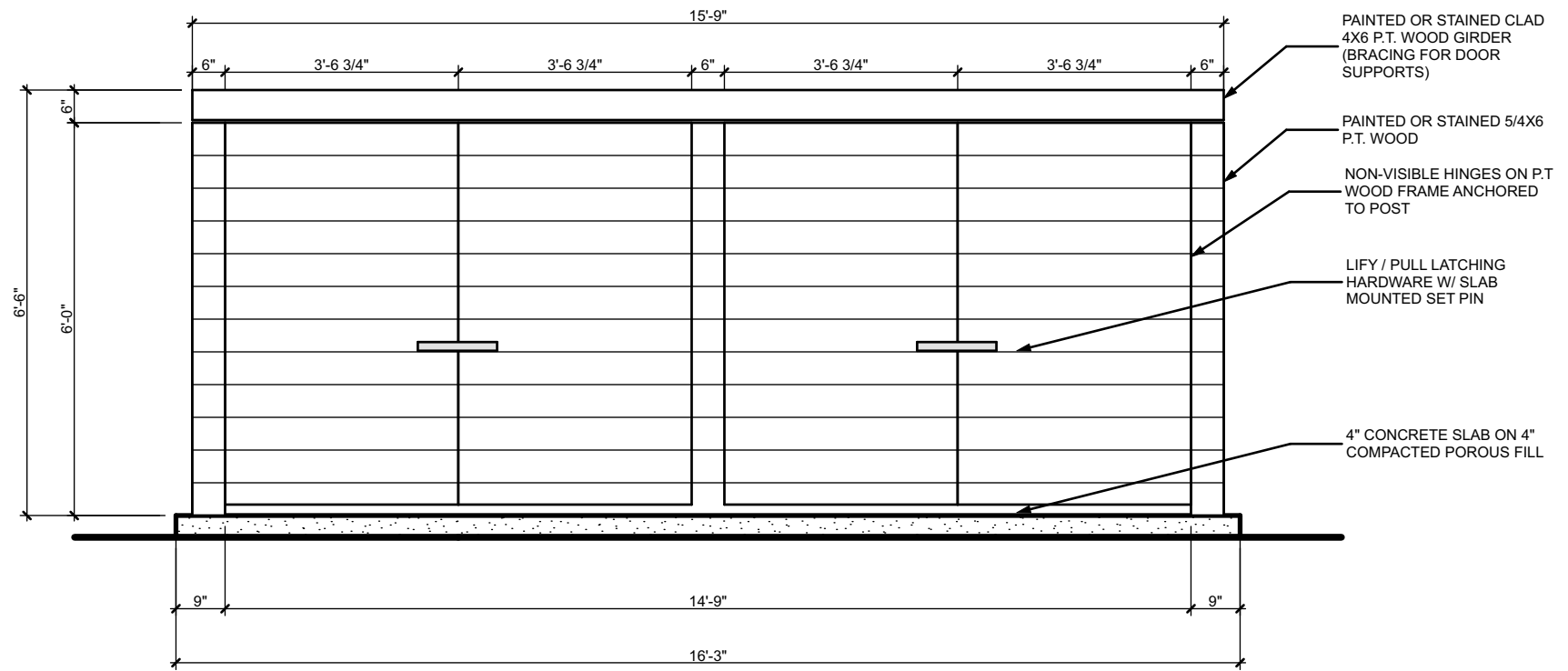
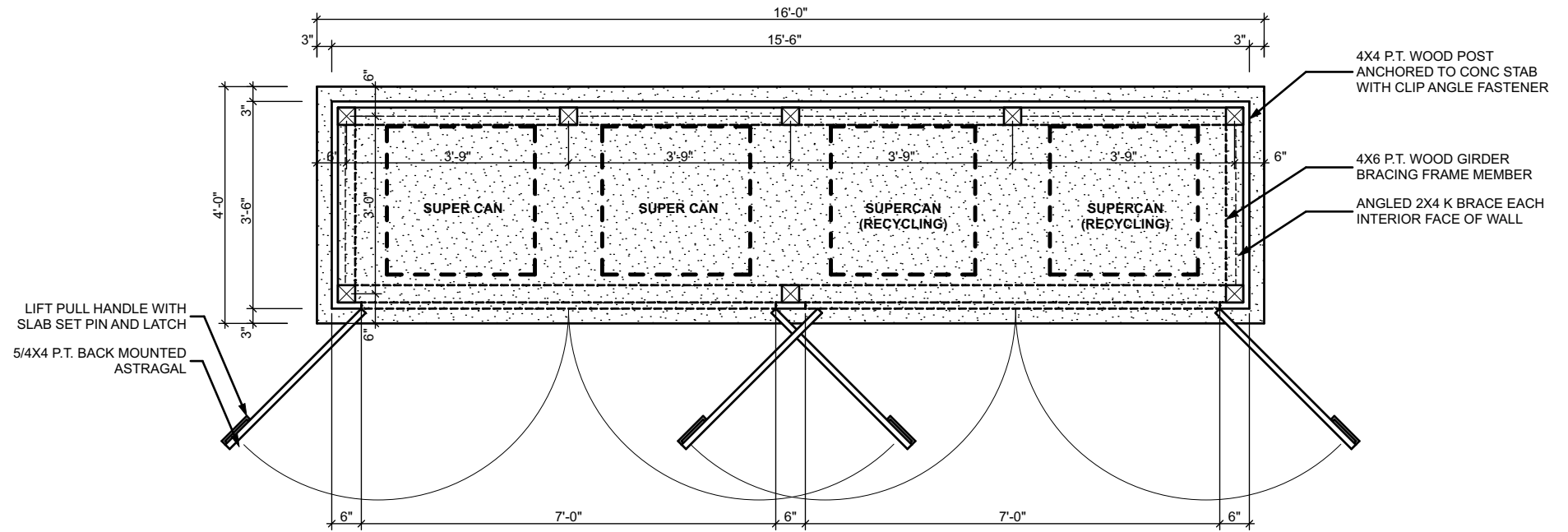
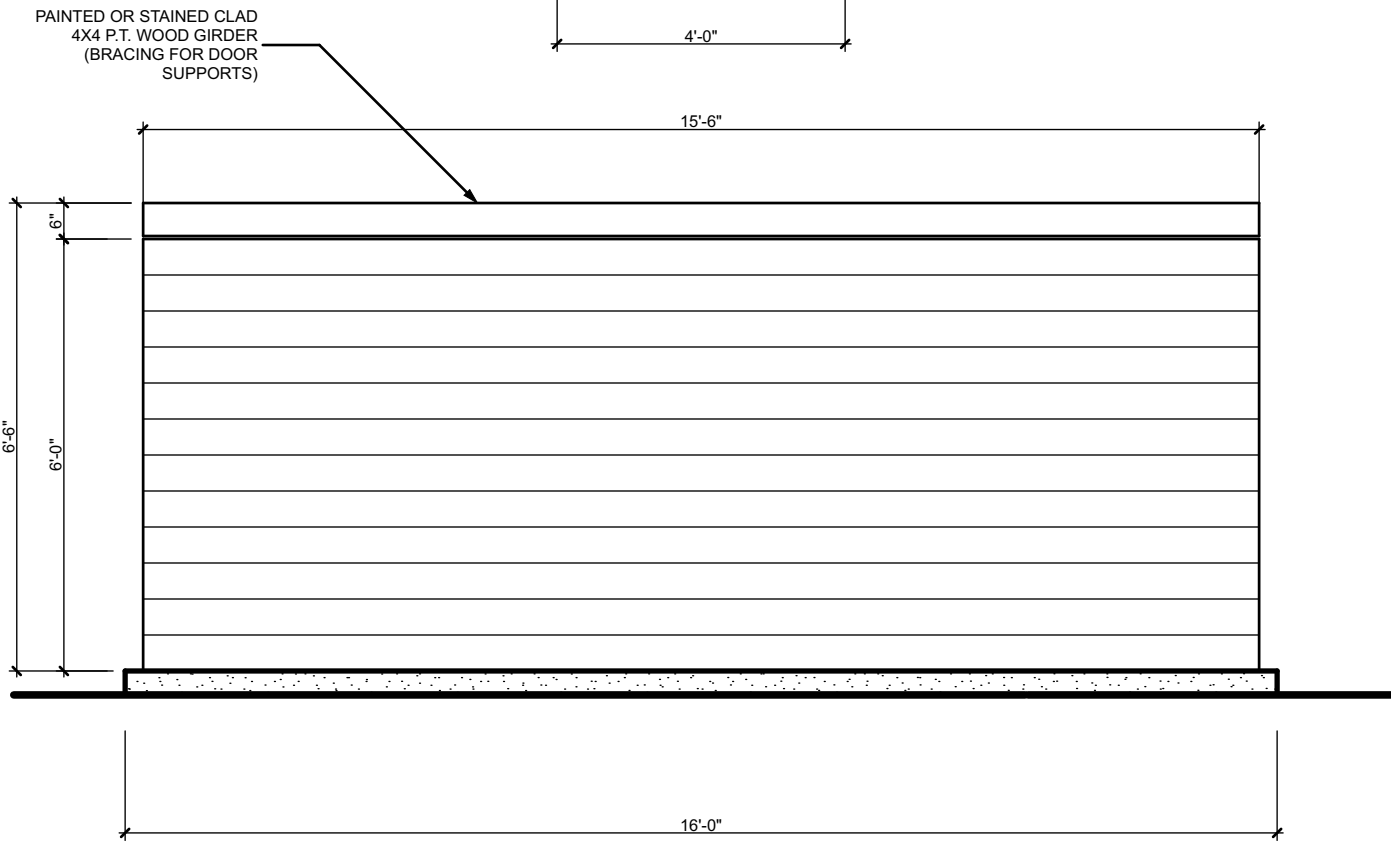
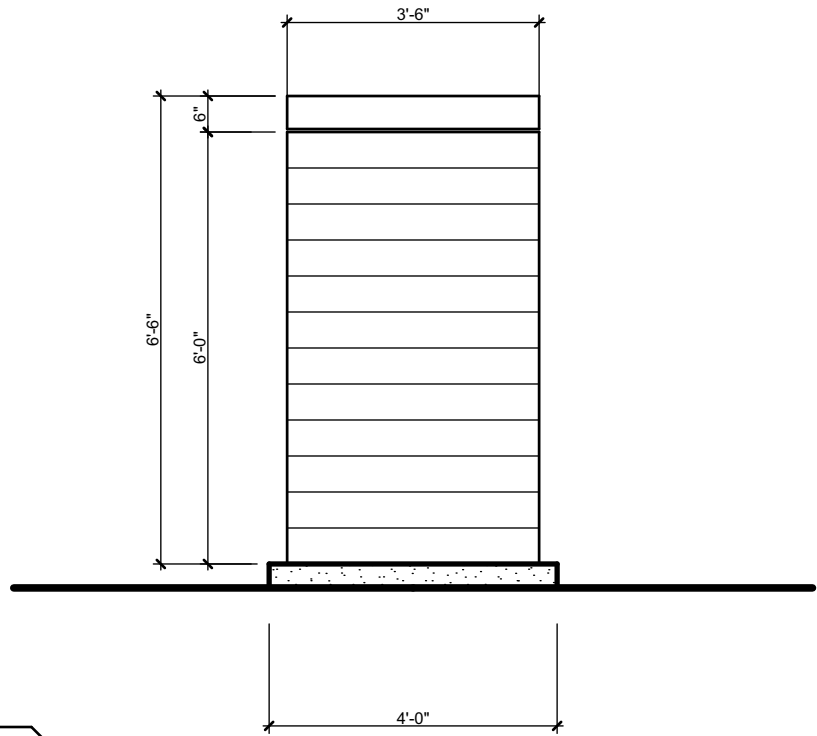
### BUILDING SIGHT LINE

874-876 JESSAMINE STREET RESIDENCES

RICHMOND, VIRGINIA



mario di marco  
ARCHITECTS



# TRASH ENCLOSURE SCREEN

SCALE: 3/8" = 1'-0"

SK-04

5/1/26

PROJECT NO.: 25001

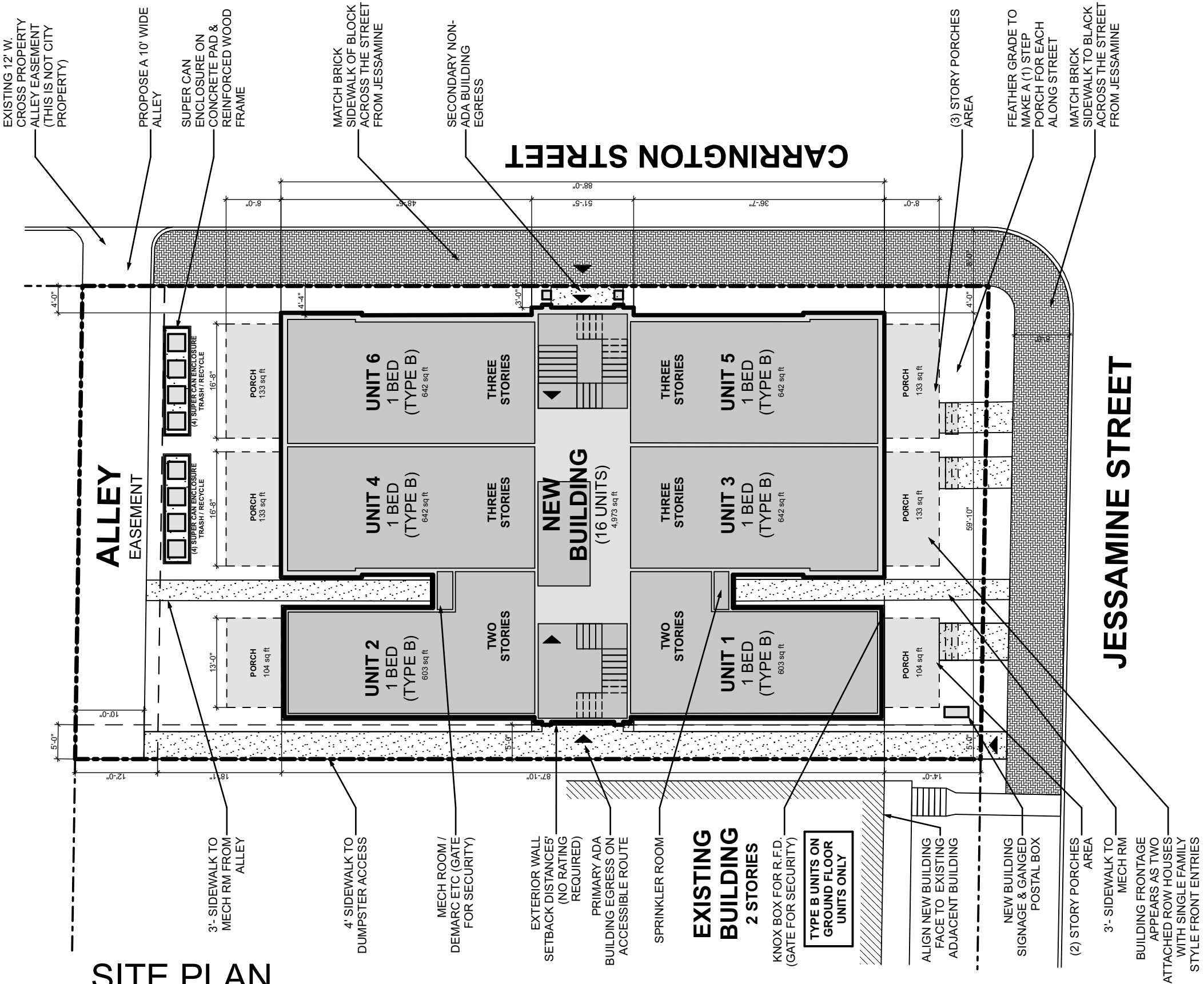
## TRASH ENCLOSURE

874-876 JESSAMINE STREET RESIDENCES

RICHMOND, VIRGINIA



mario di marco  
ARCHITECTS



# SITE PLAN

SCALE: 1/16" = 1'-0"

BUILDING INFORMATION:	
STORIES:	3 / 2 PARTIAL
AREA PER FLR:	
AREA FLR 3:	3,274 GSF
AREA FLR 2:	4,973 GSF
AREA FLR 1:	4,973 GSF
TOTAL AREA:	13,220 GSF
UNIT COUNT:	16
UNIT TYPE:	(16) ONE BEDROOM

UNIT INFORMATION:			
	UNITS	CONDITIONED	OUTDOOR
<b>FLOOR 1</b>			
101	1 - B	617	104
102	1 - B	617	104
103	1 - B	642	133
104	1 - B	642	133
105	1 - B	642	133
106	1 - B	642	133
SUBTOTAL		3,802	740
<b>FLOOR 2</b>			
201	1	617	104
202	1	617	104
203	1	642	133
204	1	642	133
205	1	642	133
206	1	642	133
SUBTOTAL		3,802	740
<b>FLOOR 3</b>			
303	1	642	133
304	1	642	133
305	1	642	133
306	1	642	133
SUBTOTAL		2,568	532
<b>TOTALS:</b>	<b>16</b>	<b>10,172</b>	<b>2,012</b>

SK-05  
5/1/26

PROJECT NO.: 25001

## PROPOSED SITE PLAN 874-876 JESSAMINE STREET RESIDENCES RICHMOND, VIRGINIA



# FIRST FLOOR PLAN

SCALE: 1/8" = 1'-0"

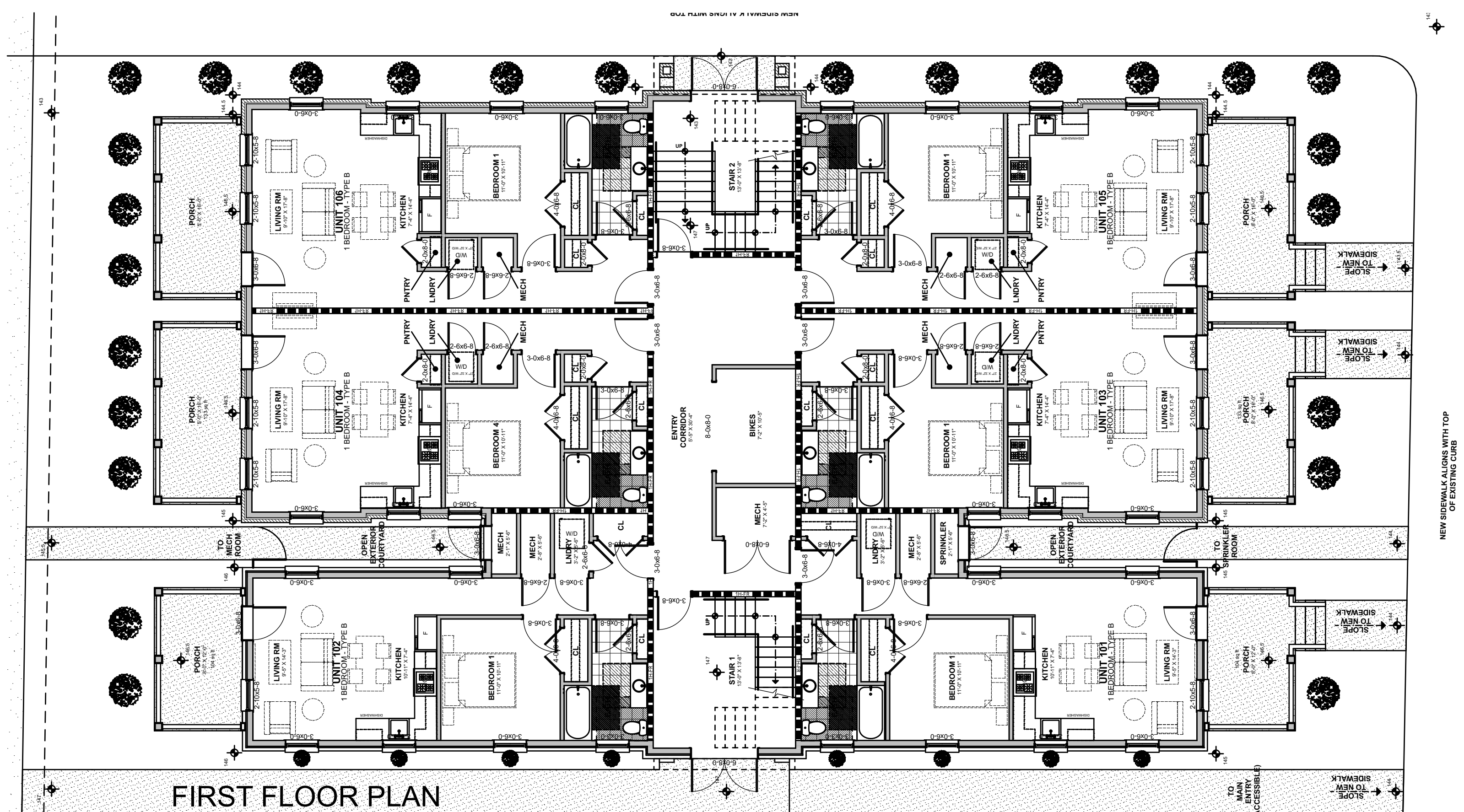
SK-06

5/1/26

PROJECT NO.: 25001

## PROPOSED FIRST FLOOR PLAN 874-876 JESSAMINE STREET RESIDENCES

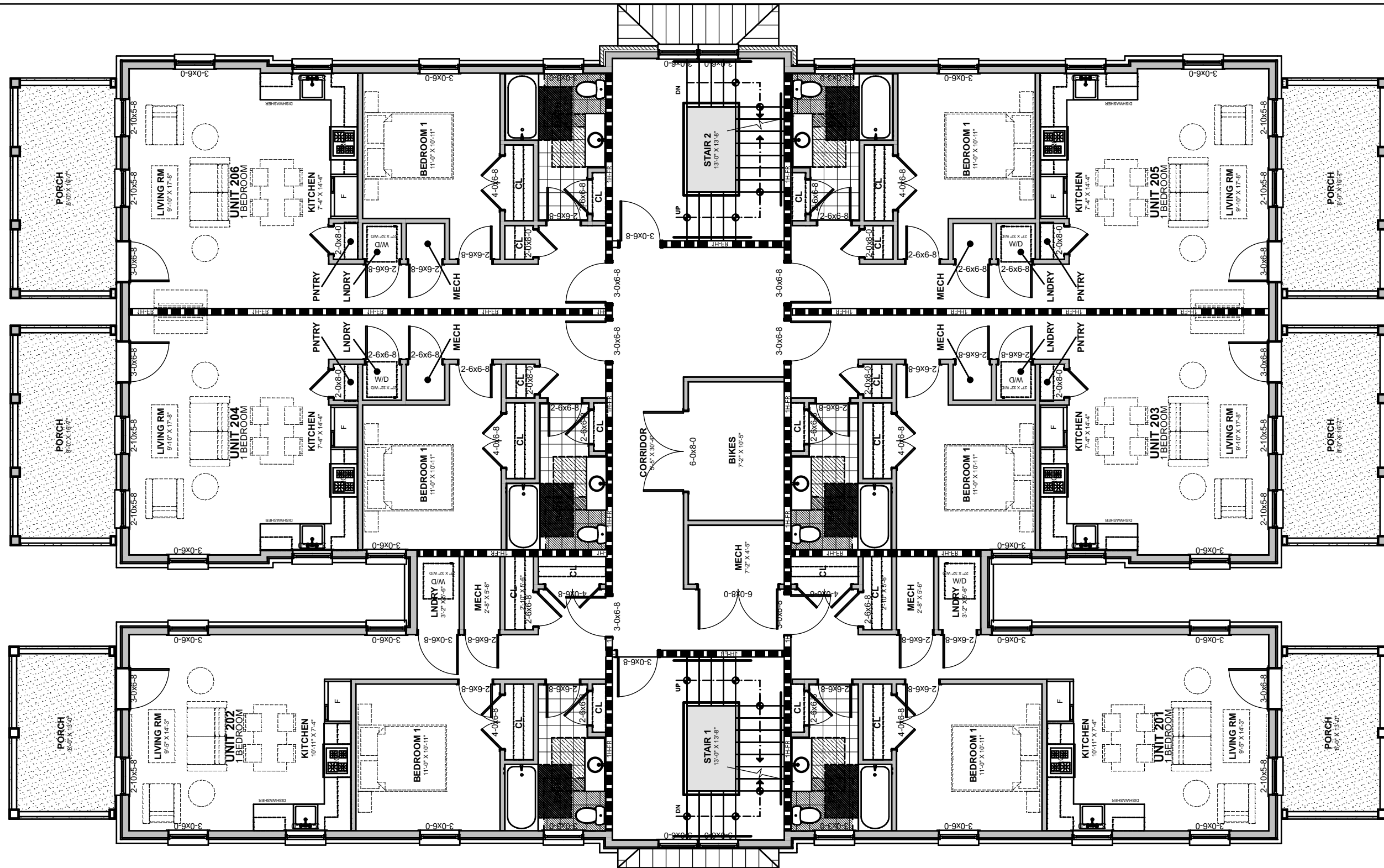
RICHMOND, VIRGINIA



NEW SIDEWALK ALIGNS WITH TOP OF EXISTING CURB

NEW SIDEWALK ALIGNS WITH TOP





# SECOND FLOOR PLAN

SCALE: 1/8" = 1'-0"

SK-07  
5/1/26

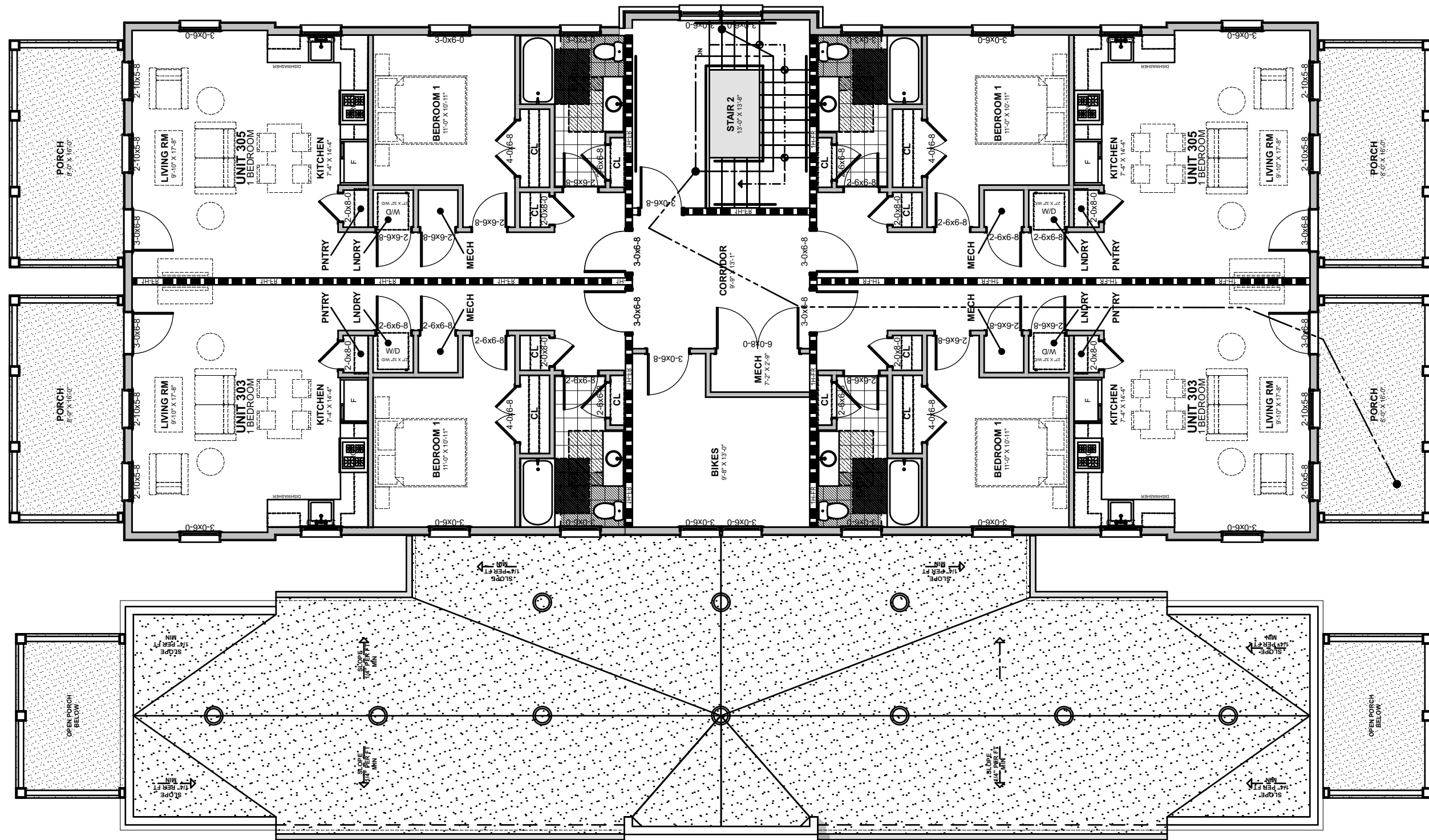
PROJECT NO.: 25001

## PROPOSED SECOND FLOOR PLAN 874-876 JESSAMINE STREET RESIDENCES

RICHMOND, VIRGINIA



mario di marco  
ARCHITECTS



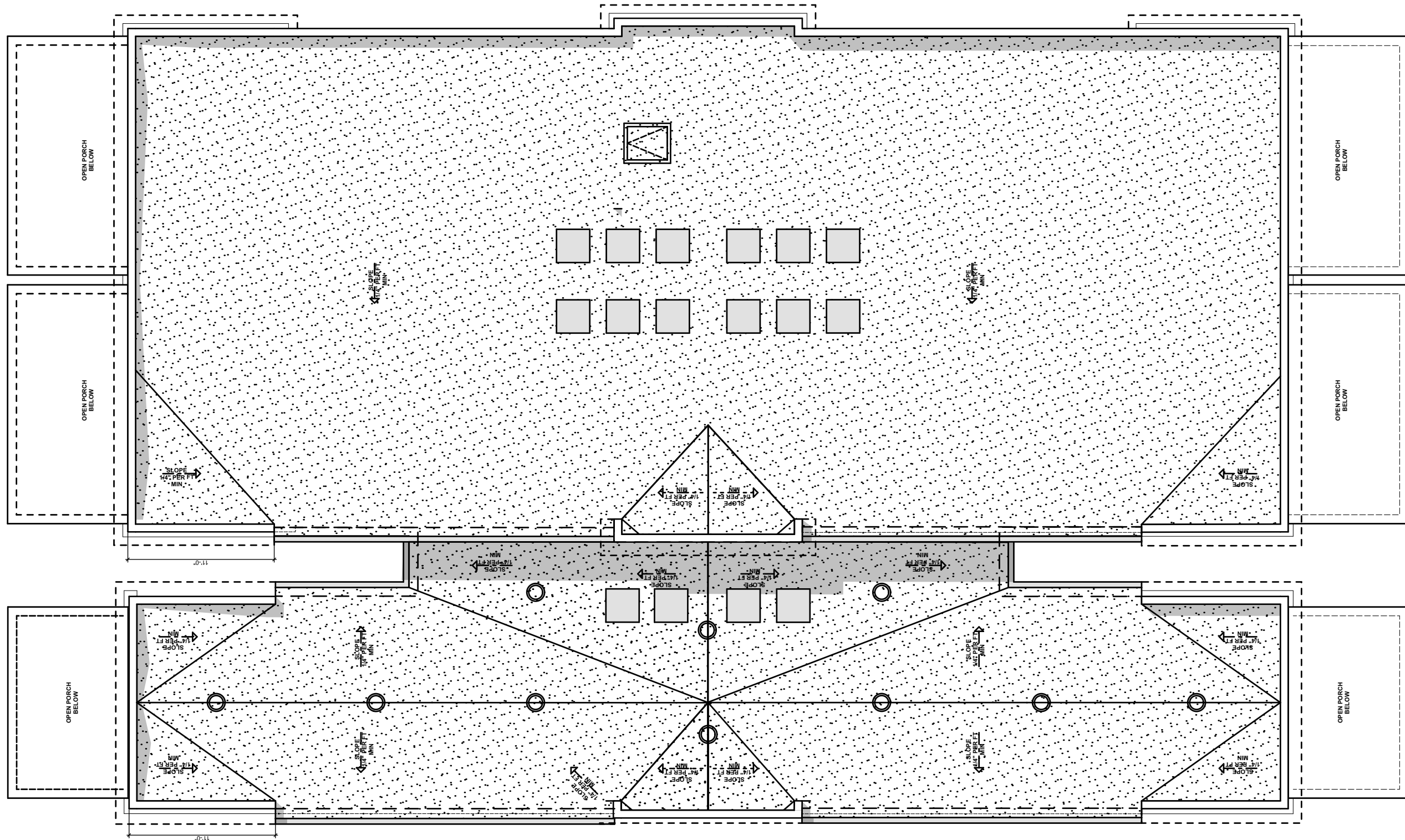
# PROPOSED THIRD FLOOR PLAN

SCALE: 1/8" = 1'-0"

SK-08  
5/1/26  
PROJECT NO.: 25001

PROPOSED THIRD FLOOR PLAN  
874-876 JESSAMINE STREET RESIDENCES  
RICHMOND, VIRGINIA





# ROOF PLAN

SCALE: 1/8" = 1'-0"

SK-09

5/1/26

PROJECT NO.: 25001

PROPOSED ROOF PLAN  
 874-876 JESSAMINE STREET RESIDENCES  
 RICHMOND, VIRGINIA





# PROPOSED FRONT ELEVATION - JESSAMINE STREET

SCALE: 3/16" = 1'-0"

**CAR PRE-APPROVED DESIGN  
GUIDELINES COLOR PALETTE  
TO BE IMPLEMENTED**

SK-10  
5/1/26  
PROJECT NO.: 25001

## PROPOSED FRONT ELEVATION (JESSAMINE STREET VIEW)

874-876 JESSAMINE STREET RESIDENCES

RICHMOND, VIRGINIA



mario di marco  
ARCHITECTS



RIGHT SIDE ELEVATION - SIDE ENTRY - NON-ADA (CARRINGTON ST)

SCALE: 1/8" = 1'-0"

SK-11

5/1/26

PROJECT NO.: 25001

PROPOSED RIGHT SIDE ELEVATION (CARRINGTON AVE VIEW)

874-876 JESSAMINE STREET RESIDENCES

RICHMOND, VIRGINIA



mario di marco  
ARCHITECTS



## LEFT SIDE ELEVATION (MAIN ADA ENTRY)

SCALE: 1/8" = 1'-0"

SK-12

5/1/26

PROJECT NO.: 25001

PROPOSED LEFT SIDE ELEVATION (MAIN ADA ENTRY)

874-876 JESSAMINE STREET RESIDENCES

RICHMOND, VIRGINIA



mario di marco  
ARCHITECTS



# PROPOSED REAR ELEVATION

SCALE: 3/16" = 1'-0"

SK-13

5/1/26

PROJECT NO.: 25001

PROPOSED REAR ELEVATION (ALLEY VIEW)

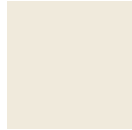
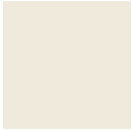
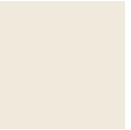

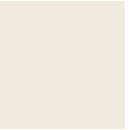




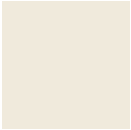
874-876 JESSAMINE STREET RESIDENCES

RICHMOND, VIRGINIA



mario di marco  
ARCHITECTS

## Exterior Paint Schedule

	<b>-Windows &amp; Brick Mould</b>
	•Classic Light Buff SW0050 - Satin
	<b>-Window &amp; Door Trim</b>
	•Classic Light Buff SW0050 - Satin
	<b>-Patio &amp; Storefront Doors</b>
	•Classic Light Buff SW0050 - Satin
	<b>-First Floor Front Doors</b>
	•Parisian Patina SW9041 - Gloss
	<b>-Fascia, Porch Posts, Brackets, Soffits &amp; Trim</b>
	•Classic Light Buff SW0050 - Satin
	<b>-Cementitious Siding - Hardiboard</b>
	•Classic Light Buff SW0050 - Satin
	<b>-Porch Deck &amp; Edge Trim</b>
	• Downing Stone SW2821 - Satin
	<b>-Porch Ceiling</b>
	•SW6478 - Satin
	<b>-Exposed Metal Standing Seam Roof</b>
	•MBCI - Copper Metallic
	<b>-Roof &amp; drain leaders and gutters</b>
	•Classic Light Buff SW0050 - Satin



**-Face Brick, Soldier Course, Rowlock Sill, Watertable, and Accent Band**

•General Shale - Raleigh Court