



DEPARTMENT OF
**PLANNING AND
DEVELOPMENT
REVIEW**

**BOARD OF
ZONING APPEALS**

July 7, 2026

Tracee Martin
3215 Stuart Avenue #27
Richmond, VA 23221

Baker Development Resources
530 East Main Street, Suite 600
Richmond, VA 23219
Attn: Syd Shoaf

To Whom It May Concern:

RE: BZA 26-2026

You are hereby notified that the Board of Zoning Appeals will hold a public hearing on **Wednesday, August 5, 2026 at 1:00 PM** in the 5th Floor Conference Room, City Hall, 900 E. Broad Street to consider an application for a building permit to construct an addition to an existing single-family (detached) dwelling at 3201 GROVE AVENUE (Tax Parcel Number W000-1458/010), located in an R-6 (Single-Family Attached Residential) District. This meeting will be open to in-person participation with a virtual option. The public will have the option to provide their comments by teleconference/videoconference via Microsoft Teams, or in writing via email as indicated below.

Please be advised that the applicant or applicant's representative is required to participate in the subject public hearing either by teleconference/videoconference or in person. For teleconference participation call 804-316-9457 and entering code **804 768 629#**. For video access by computer, smart phone or tablet visit <https://richmondva.legistar.com/Calendar.aspx>. Select the Board of Zoning Appeals drop-down and 2026 drop-down, click meeting details for August 5, 2026 meeting and then click video access. In the event you have difficulty accessing a public hearing you may contact Mr. William Davidson at 804-396-5350 or by email at Chuck.Davidson@rva.gov for assistance. The Board of Zoning Appeals Rules of Procedure provides that in the case of an application for a variance or a special exception, the applicant, proponents or persons aggrieved under §15.2-2314 of the Code of Virginia, shall be permitted a total of six (6) minutes each to present their case. The Board of Zoning Appeals will withhold questions until the conclusion of the respective presentations. For the purposes of the record it also requested that before addressing the Board you identify yourself and spell your name.

Finally, when you submitted your application to the zoning office you were given an handout entitled, Suggestions for Presenting Your Case to the Board, which indicated that you should discuss your request with your neighbor(s) and neighborhood

BZA 26-2026
Page 2
July 7, 2026

association(s) prior to appearing before the Board of Zoning Appeals. Contact information for civic group(s) can be found by navigating to the Civic Group webpage of the City's website at <https://www.rva.gov/planning-development-review/civic-groups>. Once there, you can search for your property using the interactive map. A dialogue box will provide you with the names of all civic groups within which your property may lie. Once you have those group names, simply scroll down the page to the appropriate group(s) to find the contact information for each. The Board understands that given the current situation it is not practical to conduct face-to-face discussions with either your neighbors or neighborhood association(s) but the Board requests that you make a good faith effort to provide them with relevant information regarding your case.

If you have any questions regarding the Board's procedures or any issue involving presentation of your case, please feel free to contact me.

Very truly yours,

A handwritten signature in dark ink, reading "Roy W. Benbow". The signature is fluid and cursive, with the first name "Roy" being the most prominent.

Roy W. Benbow, Secretary
Phone: (804) 240-2124
E-mail: Roy.Benbow@rva.gov

cc: Zoning Administrator

Notice of this meeting is being sent to the persons whom the Board of Zoning Appeals believes to be property owners in the immediate vicinity of the property concerned in this application. This notice is for their information only, and there is no need for them to appear unless they so desire. The Board will, however, welcome such views as any persons care to express during the hearing on this application.

Bearman Gonzalo M L & Donna S
3226 Grove Ave
Richmond, VA 23221

Brown Beverly
3216 Grove Ave
Richmond, VA 23221

Byrd Gretchen C
3210 Floyd Ave
Richmond, VA 23221

Dealto Revocable Trust Trustees
3228 Grove Ave
Richmond, VA 23221

Denson Deborah A
3207 Grove Ave
Richmond, VA 23220

Dombrovskiy Konstantin
3222 Grove Ave
Richmond, VA 23221

Draper Jennie E
3204 Floyd Avenue
Richmond, VA 23221

Duckworth Paul F Jr And Katherine F
Trustees Trust
3156 Floyd Ave
Richmond, VA 23221

Eubank A H
608 N Arthur Ashe Blvd Apt 4
Richmond, VA 23220

Grimes Emily Irby
3154 Floyd Ave
Richmond, VA 23221

Grinnan Marybeth Hessian
108 N Auburn Ave
Richmond, VA 23221

Grizzle Stuart B
3202 Floyd Ave
Richmond, VA 23221

Hamilton O Franklin Iii And Linda S
Ringwood
3149 Grove Ave
Richmond, VA 23221

Jkn Batt Llc
3300 Grove Ave
Richmond, VA 23221

Kohlhepp Adam J Iii & Watkins Virginia T
3212 Floyd Ave
Richmond, VA 23221

Lee Cora Katherine And Jones Torin Patrick
3224 Grove Ave
Richmond, VA 23221

Loving William D And Robert J Tabor
3220 Grove Ave
Richmond, VA 23221

Mccool Louise Hallberg And Daniel
Michael
3232 Grove Ave
Richmond, VA 23221

Mccrea Grove Llc
Po Box 333
Rectortown, VA 20140

Orr Richard L & Kim Valentino
3145 Grove Ave
Richmond, VA 23221

Powers Patrick & Margaret Anne
3200 Floyd Ave
Richmond, VA 23221

Prince Jacquelynne B
2136 River Sound Dr
Knoxville, TN 37922

Richard Gary J
3205 Grove Ave
Richmond, VA 23221

Roane Mark W And Melody L Trustees Trust
3230 Grove Ave
Richmond, VA 23221

Robertson Kathy D And Tipton James H
112 N Auburn Ave
Richmond, VA 23221

Salomon Dalal M Trustee Dalal Salomon
Revocable Trust
3211 Grove Ave
Richmond, VA 23221

Sethi Ashish
2907 Royal Crest Dr
Midlothian, VA 23113

Sper Jane Revocable Trust Trustee
3218 Grove Ave
Richmond, VA 23221

Stamper Ventures Llc
7202 River Rd
Henrico, VA 23229

Sterling Emily S
3209 Grove Ave
Richmond, VA 23221

Till Kelly L And Ronald
3213 Grove Avenue
Richmond, VA 23221

Traub Adam David
103 N Auburn Ave
Richmond, VA 23221

Wade Nicholas R
106 N Auburn Ave
Richmond, VA 23221

Yavorsky Michael J & Kristin
110 N Auburn Ave
Richmond, VA 23221

City of Richmond, VA Report

Property Owner	
Name:	MARTIN TRACEE
Mailing Address:	3215 STUART AVE #27 RICHMOND, VA 23221
Parcel Use:	R Two Story+ (2.5, 3.0, 3+)
Neighborhood:	214

Property Information	
Property Address:	3201 Grove Ave
PIN	W0001458010
Size:	0.248 Acres, 10800.000 Square Feet
Property Description:	0080.00X0135.00 0000.000

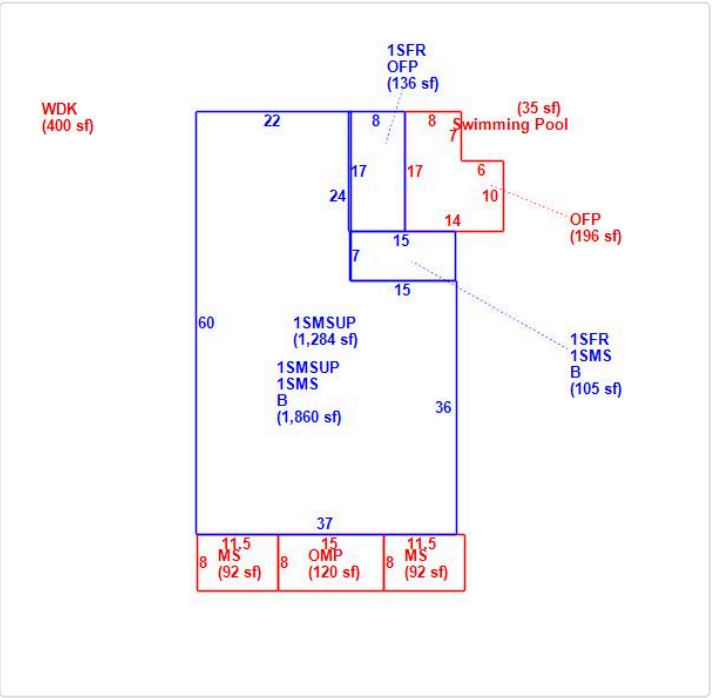
Current Assessment			
Year	Land	Improvements	Total
2026	\$336,000	\$1,218,000	\$1,554,000

Deed Transfers					
Recordation Date	Book	Page	Deed Type	Consideration	Grantee ⓘ
12/19/2025	ID2025	20914	BS	\$2,075,000	MARTIN TRACEE
12/6/2024	ID2024	19252	BS	\$2,050,000	ROBERTSON LAUREN A & NATHAN R
4/18/2018	ID2018	7527	BS	\$1,237,000	TAYLOR TIMOTHY S AND JULIE J
3/18/2010	ID2010	4734	BS	\$775,000	MCNULTY PATRICK D AND RACHEL
7/17/2009	ID2009	16024	DF	\$600,000	WAYNE SANDRA L TRUSTEE
7/12/2004	ID2004	22912	DG	\$0	GILLIAM JOHN H & HARTSOOK ROY L
6/13/2003	ID2003	21671	BS	\$880,000	GILLIAM JOHN H, HARTSOOK ROY L & ATRI PADMINI B
8/31/1999	ID9900	24519	BS	\$320,000	WURDEMAN JOHN H & KATHLEEN A
3/3/1993	00337	0938	N/A	\$0	ROSS RALPH P & ANGELA P
1/14/1992	000290	00137	N/A	\$180,000	Not Available
1/11/1989	000190	01248	N/A	\$85,000	Not Available
1/13/1987	000109	01279	N/A	\$85,000	Not Available
1/1/1900	000109	01279	N/A	\$85,000	Not Available

Residential Card 1 Details

Story	Style	Total Liv	Year Built
2.5	2.25, 2.5 Sty+ Oldest	5,350	1913

Model:	RESIDENTIAL	Rooms:	Beds: 6
Interior Wall:	Drywall	Bathrooms:	Full: 5 Half: 2
Interior Wall 2:		Central AC:	Central air
Exterior Wall:	Common Brick	Heat/Cool:	Forced Air
Exterior Wall 2:	Masonry	Floor Cover:	Hardwood
Roof Type:	Gable	Floor Cover 2:	Hardener and sealer, concrete
Roof Cover:	Slate or tile	Floor Cover 3:	N/A



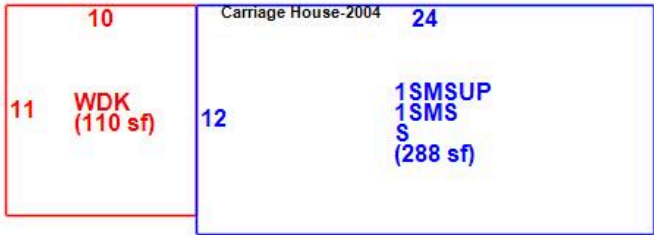
Building Sub-Areas (sq ft)

Code	Description	Gross Area	Living Area
1SFR	1 Story Frame - Fin	241	241
1SMS	1 Story Masonry - Fin	1,965	1,965
1SMSUP	1 Story Masonry - Upper - Fin	3,144	3,144
B	Bsmt	1,965	0
MS	Stoop - Masonry	184	0
OFP	Porch - Open - Frame	136	0
OFP	Porch - Open - Frame	196	0
OMP	Porch - Open - Masonry	120	0
WDK	Deck - Wood	400	0
Totals		8,351	5,350

Residential Card 2 Details

Story	Style	Total Liv	Year Built
2.0	1sty - Oldest	576	1913

Model:	RESIDENTIAL	Rooms:	Beds: 2
Interior Wall:	Drywall	Bathrooms:	Full: 1 Half: 0
Interior Wall 2:		Central AC:	Central air
Exterior Wall:	Common Brick	Heat/Cool:	Forced Air
Exterior Wall 2:		Floor Cover:	Hardwood
Roof Type:	Gable	Floor Cover 2:	N/A
Roof Cover:	Composition shingle	Floor Cover 3:	N/A



Building Sub-Areas (sq ft)

Code	Description	Gross Area	Living Area
1SMS	1 Story Masonry - Fin	288	288
1SMSUP	1 Story Masonry - Upper - Fin	288	288
S	Slab	288	0
WDK	Deck - Wood	110	0
Totals		974	576

Outbuildings

Code	Description	Sub Code-Description	Size
POOL	Swimming Pool	Fiberglass	680.00 SF

Assessment History

Year	Land	Improvements	Total
2025	\$336,000	\$1,204,000	\$1,540,000
2024	\$330,000	\$1,140,000	\$1,470,000
2023	\$288,000	\$1,130,000	\$1,418,000
2022	\$210,000	\$1,037,000	\$1,247,000
2021	\$180,000	\$1,067,000	\$1,247,000
2020	\$180,000	\$1,067,000	\$1,247,000
2019	\$180,000	\$1,016,000	\$1,196,000
2018	\$180,000	\$961,000	\$1,141,000
2017	\$170,000	\$956,000	\$1,126,000
2016	\$130,000	\$924,000	\$1,054,000
2015	\$130,000	\$899,000	\$1,029,000
2014	\$150,000	\$813,000	\$963,000
2013	\$162,000	\$582,000	\$744,000
2012	\$162,000	\$582,000	\$744,000
2011	\$162,000	\$606,000	\$768,000
2010	\$162,000	\$606,000	\$768,000
2009	\$162,000	\$987,200	\$1,149,200
2008	\$129,400	\$1,052,600	\$1,182,000
2007	\$129,400	\$1,052,600	\$1,182,000
2006	\$108,000	\$1,052,600	\$1,160,600
2005	\$85,000	\$892,000	\$977,000

Map

RICHMOND BOARD OF ZONING APPEALS APPLICATION FORM



**THE RICHMOND ZONING ADMINISTRATION OFFICE
ROOM 110, CITY HALL, 900 EAST BROAD STREET
RICHMOND, VIRGINIA 23219
(804) 646-6340**

TO BE COMPLETED BY THE APPLICANT

PROPERTY Trace Martin **PHONE: (Home) () (Mobile) ()**
OWNER: 3215 Stuart Avenue #27 **FAX: () (Work) ()**
(Name/Address) Richmond, VA, 23221 **E-mail Address:** _____

OWNER'S REPRESENTATIVE:
(Name/Address) Baker Development Resources **PHONE: (Home) () (Mobile) (804) 237-9130**
Syd Shoaf **FAX: () (Work) ()**
530 E Main Street, Suite 600 **E-mail Address:** _____
Richmond, VA 23219

TO BE COMPLETED BY THE ZONING ADMINISTRATION OFFICE

PROPERTY ADDRESS(ES): 3201 Grove Avenue
TYPE OF APPLICATION: ☐ VARIANCE ☒ SPECIAL EXCEPTION ☐ OTHER _____
ZONING ORDINANCE SECTION NUMBERS(S): 30-300, 30-412.5
APPLICATION REQUIRED FOR: A building permit to construct an addition to an existing Detached Single Family Dwelling.
TAX PARCEL NUMBER(S): W000-1458/010 **ZONING DISTRICT:** R-6 Single Family Attached Residential District
REQUEST DISAPPROVED FOR THE REASON THAT: The front yard and side yard requirements are not met. A front yard setback of 15 feet is required along N Auburn Ave, zero feet is proposed. A side yard setback of 5 feet is required, 1 foot is proposed.
DATE REQUEST DISAPPROVED: June 1, 2026 **FEE WAIVER: YES ☐ NO: ☒**
DATE FILED: June 1, 2026 **TIME FILED:** 10:50 a.m. **PREPARED BY:** Tom McGalliard **RECEIPT NO.** BZAR-186887-2026
AS CERTIFIED BY: [Signature] **(ZONING ADMINISTRATOR)**

I BASE MY APPLICATION ON:
SECTION 17.20 PARAGRAPH(S) _____ **OF THE CHARTER OF THE CITY OF RICHMOND**
SECTION 15.2 -2309.2 ☐ **OF THE CODE OF VIRGINIA** **[OR]**
SECTION 1040.3 PARAGRAPH(S) 1 **OF THE ZONING ORDINANCE OF THE CITY OF RICHMOND**

TO BE COMPLETED BY APPLICANT

I have received the handouts, Suggestions for Presenting Your Case to the Board & Excerpts from the City Charter ☒
I have been notified that I, or my representative, must be present at the hearing at which my request will be considered.
SIGNATURE OF OWNER OR AUTHORIZED AGENT: Syd Shoaf **DATE:** 06/18/2026

***** TO BE COMPLETED BY THE SECRETARY TO THE BOARD OF ZONING APPEALS *****

CASE NUMBER: BZA 26-2026 **HEARING DATE:** August 5, 2026 **AT** 1:00 **P.M.**

BOARD OF ZONING APPEALS CASE BZA 26-2026
150' Buffer

APPLICANT(S): Tracee Martin

PREMISES: 3201 Grove Avenue
(Tax Parcel Number W000-1458/010)

SUBJECT: A building permit to construct an addition
to an existing single-family (detached) dwelling.

REASON FOR THE REQUEST: Based on Sections 30-412.5(1)a, 30-412.5(1)b & 30-630.1(a)(1)
of the Zoning Ordinance for the reason that:
The front yard and side yard (setback) requirements are not met.





BOARD OF ZONING APPEALS PRESENTATION SUGGESTIONS

CITY OF RICHMOND, VIRGINIA

When presenting your request for a variance or exception to the Board of Zoning Appeals, it is important that you consider the points outlined below. The City Charter requires that every decision of the Board must be based upon a finding of fact that the Board must determine from sworn testimony, together with pertinent evidence, presented at its public hearing. It is essential that the Board receive thorough and complete information in order for it to adequately consider your case and make an informed decision.

1. The powers and duties of the Board of Zoning Appeals (BZA) are specified in Section 17.20 of the City Charter and Article X, Division 5, of the Zoning Ordinance. The Zoning Office will assist you in identifying how your case should be filed. If you have questions regarding your case filing, please contact the Zoning Administration Office (804-646-6340) or at PDRZoningAdministration@Richmondgov.com. Please review the applicable provisions of the City Charter or the Zoning Ordinance thoroughly and address them when presenting your case to the Board to show that the applicable requirements have been satisfied.
2. The Board of Zoning Appeals is a quasi-judicial board whose decisions are controlled by statutory law and also take into consideration applicable case law that has been handed down by the Richmond Circuit Court and the Virginia Supreme Court. The Board suggests that if you have any legal questions regarding statutory or case law as it may apply to your application, that those legal issues should be discussed with an attorney before you make your final decision to submit an application to the Board.
3. The Board considers it essential that you discuss your case with nearby residents (notification letters are sent to all property owners within a 150-foot radius of your property) and any nearby civic association(s). Information regarding your neighborhood association(s) and/or contact person(s) may be obtained [here](#). Once on the page, you can search for your property using the interactive map. A dialogue box will provide you with the names of all civic groups within which your property may lie. Once you have those group names, scroll down the page to the appropriate group(s) to find the contact information for each.

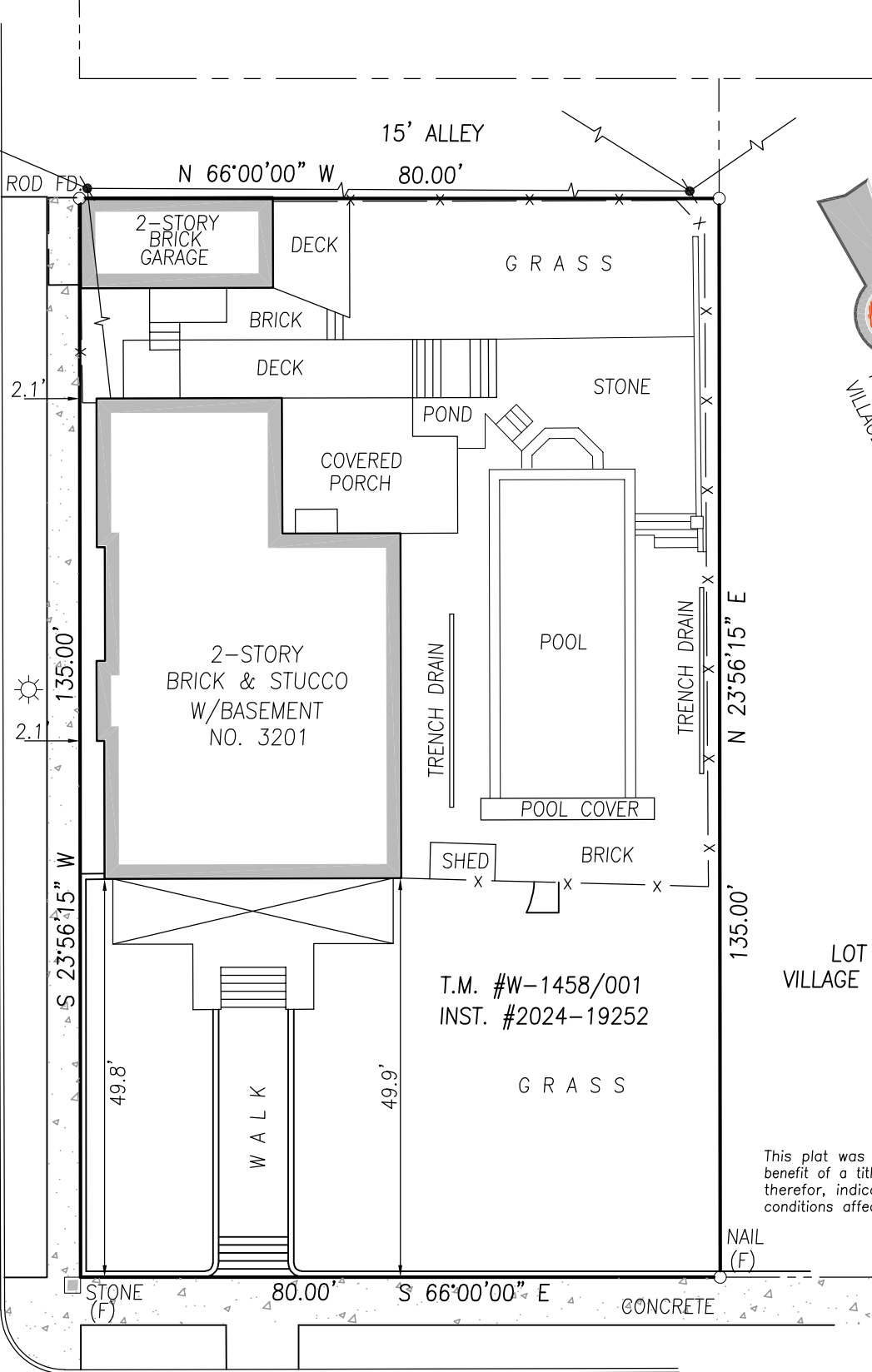
Be advised that if you fail to discuss your request with your neighbors and neighborhood association(s), you should anticipate that your case will be continued until the Board's next regularly scheduled meeting. It is highly recommended that you contact your neighborhood association as soon as possible to determine their meeting schedule in order to be sure you allow yourself enough time to talk to all concerned parties prior to the hearing before the Board. The Board's Rules of Procedure require payment of a one-hundred fifty dollar (\$150) continuance fee if the applicant must request a continuance for the reason that the applicant failed to discuss their case with their neighbor(s) or neighborhood association(s).

4. **You are also strongly encouraged to discuss your pending case with the Secretary of the Board, Roy Benbow at (804) 240-2124 well before the hearing.** The BZA Secretary can be helpful by explaining the BZA public hearing requirements and process.
5. Utilizing photographs, plans, maps, diagrams and such other written or graphic evidence as needed to fully explain your request can be a great help to the Board in understanding your request and thereby improve your chances for success. Remember . . . a picture is worth a thousand words.
6. Note that, although the Board is not authorized to grant a waiver from the zoning regulations based on financial circumstances alone, it may be a factor to be taken into consideration along with other facts in a case. If your case involves such a factor, please provide the Board with complete and relevant financial information for its review.
7. The Board's hearings are informal, although all testimony is taken under oath. You are not required to be represented by an attorney in presenting your case. However, if you choose, you may have legal representation and/or may utilize such technical experts or other persons to testify on your behalf as you feel are needed to adequately explain your request to the Board.

Acknowledgement of Receipt by Applicant or Authorized Agent: Syd Shoaf.

AUBURN AVENUE

CURB



LOCATION OF U/G UTILITIES BASED ON FIELD OBSERVATION. ADDITIONAL U/G UTILITIES MAY EXIST OTHER THAN THOSE SHOWN.

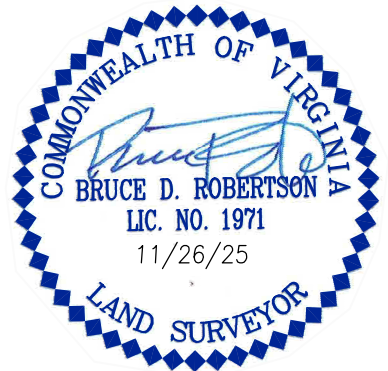
BUILDING SETBACKS OR OTHER ZONING CONDITIONS NOT DETERMINED FOR THIS MAP. COMPLIANCE WITH APPLICABLE ZONING ORDINANCES SHOULD BE CONFIRMED PRIOR TO CONSTRUCTION.

WETLANDS (IF ANY) AND RESOURCE PROTECTION AREA LIMITS ARE NOT SHOWN ON THIS SURVEY.

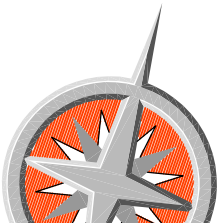
PURCHASER: TRACEE MARTIN

**SURVEY SHOWING IMPROVEMENTS
ON PROPERTY LOCATED AT
3201 GROVE AVENUE
CITY OF RICHMOND, VIRGINIA**

GROVE AVENUE



This is to certify that on 11/24/25
I made an accurate field survey of the premises shown
hereon, that all improvements and easements known or
visible are shown hereon, that there are no encroach-
ments by improvements either from adjoining premises
or from subject premises upon adjoining premises other
than as shown hereon.



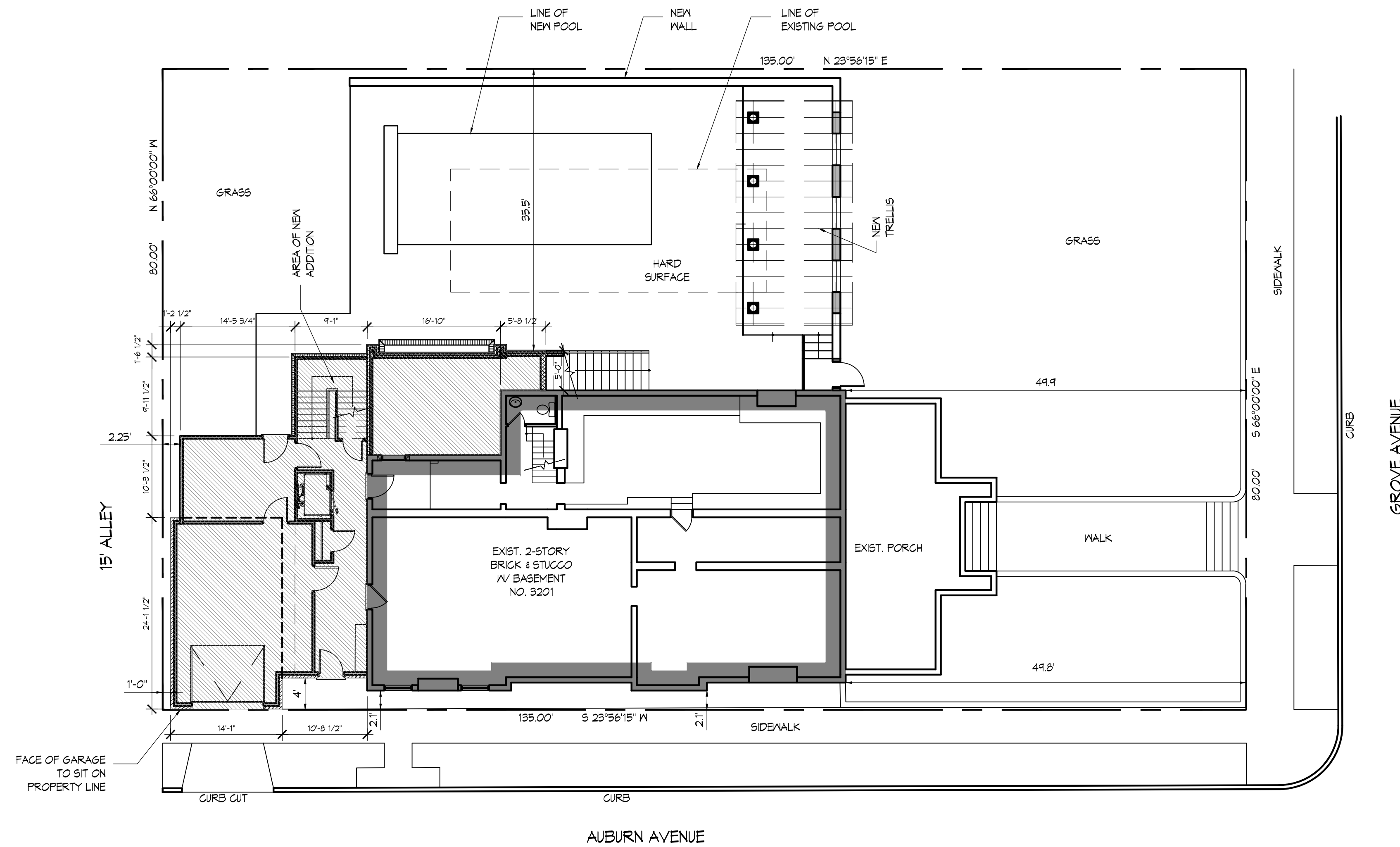
Bruce Robertson Land Surveying, P.C.

1519 Huguenot Rd., Suite 100, Midlothian, VA 23113

Phone: 804-330-2801

Date: 11/26/25
Scale: 1"=20'

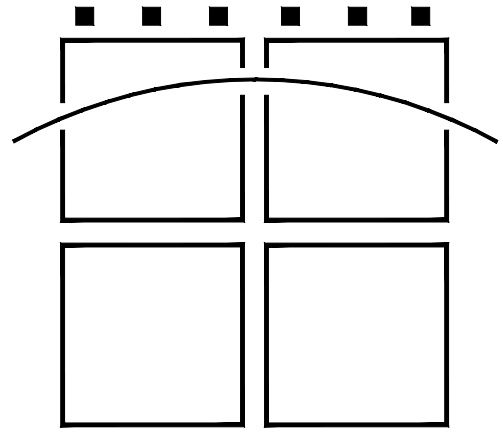
JN 25322



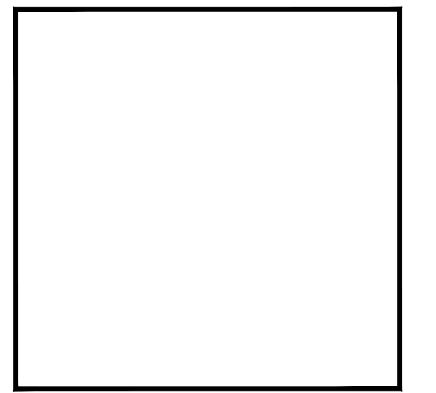
SCHEMATIC SITE PLAN

1" = 10'
EXIST. LOT COVERAGE: 24.21%
NEW LOT COVERAGE: 29.44%

CITY / COUNTY
APPROVAL



McAllister + Foltz
Architecture, P.C.
401 Southlake Boulevard
Richmond, Virginia 23236
Telephone: (804) 794-7317

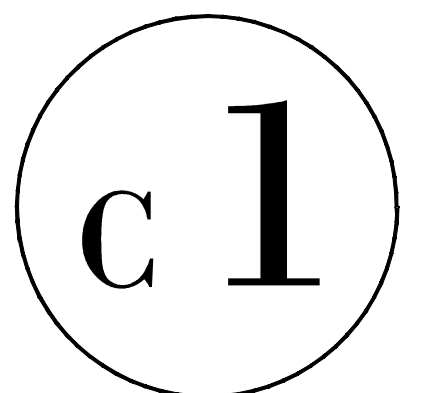


Mathes Residence Renovation and Addition

3201 Grove Avenue
Richmond, Virginia

COMM NO.	DRAWN BY:
25046	
ISSUED	REVISED
06-18-2026	

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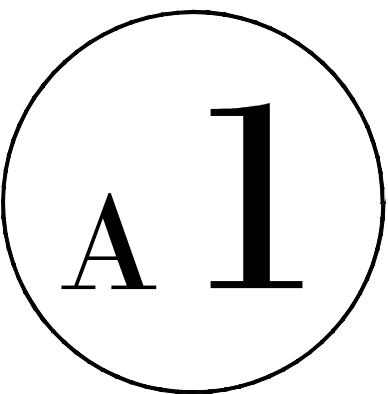


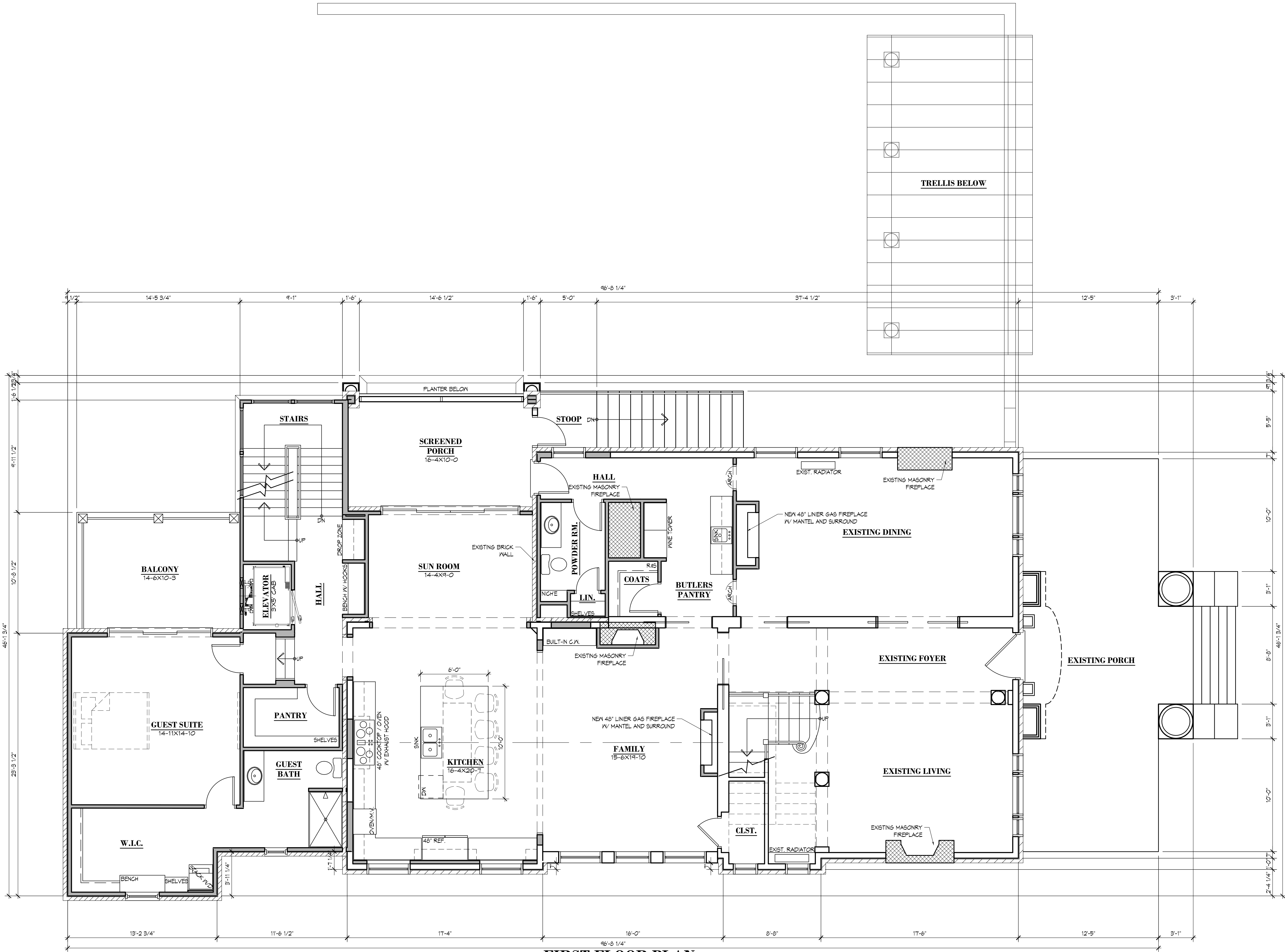
Maths Residence Renovation and Addition

3201 Grove Avenue
Richmond, Virginia

COMM NO. 25046	DRAWN BY:
ISSUED 06-01-2026	REVISED

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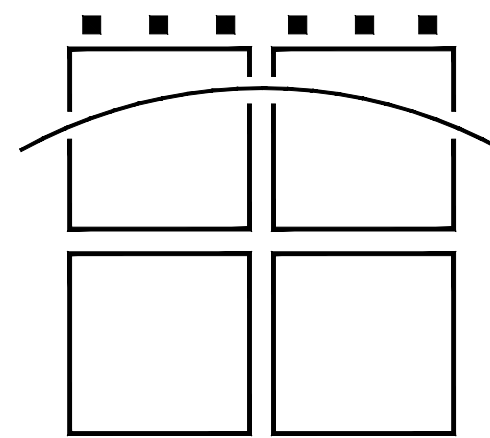




FIRST FLOOR PLAN

1/4" = 1'-0"

CITY / COUNTY
APPROVAL

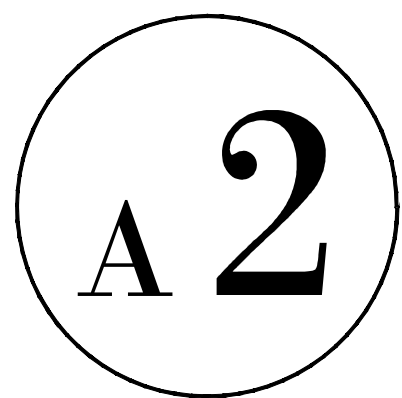


McAllister + Foltz
Architecture, P.C.
401 Southlake Boulevard
Richmond, Virginia 23236
Telephone: (804) 794-7317

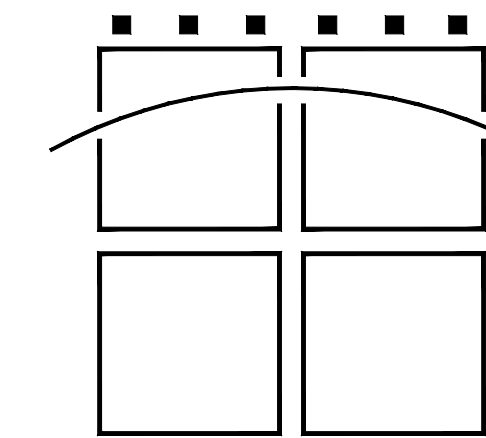
Mathes Residence
Renovation and Addition
3201 Grove Avenue
Richmond, Virginia

COMM NO.	DRAWN BY:
25046	
ISSUED	REVISED
06-01-2026	

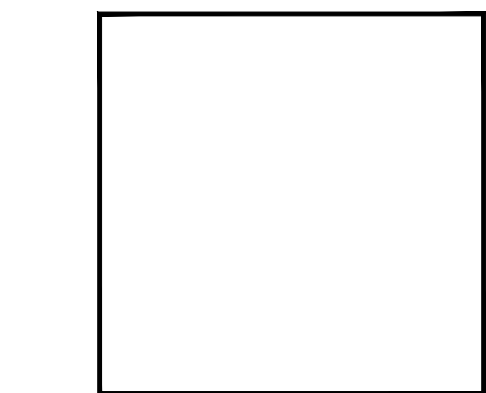
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CITY / COUNTY
APPROVAL



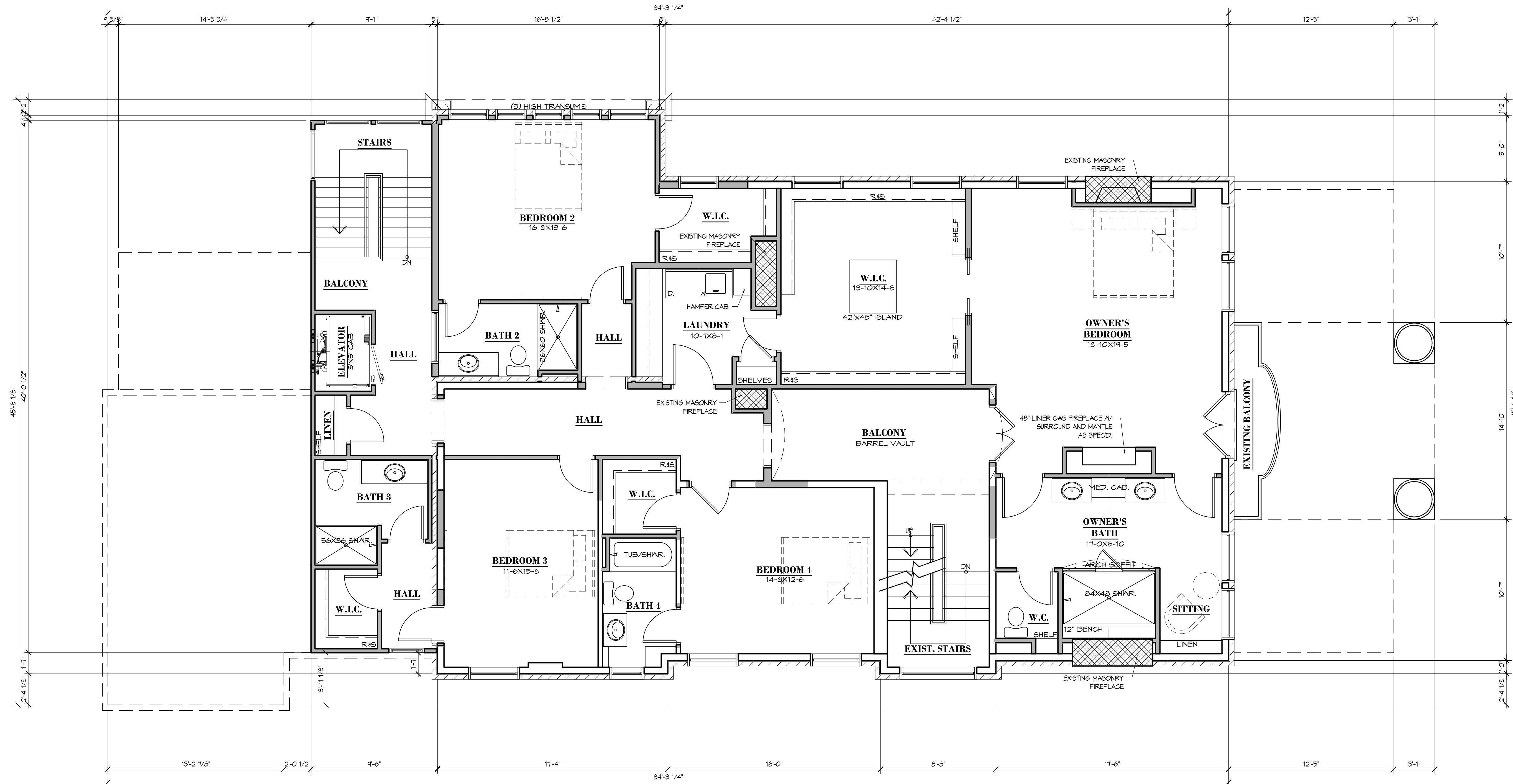
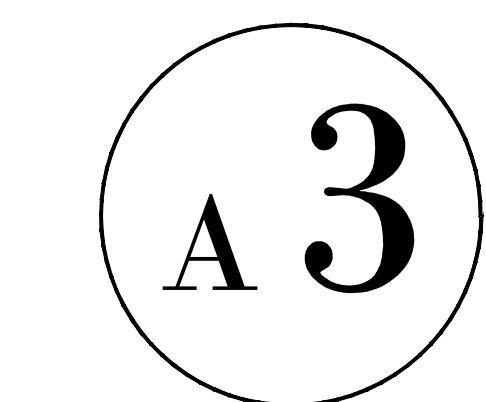
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401 Southlake Boulevard
Richmond, Virginia 23236
Telephone: (804) 794-7317



Mathes Residence
Renovation and Addition
3201 Grove Avenue
Richmond, Virginia

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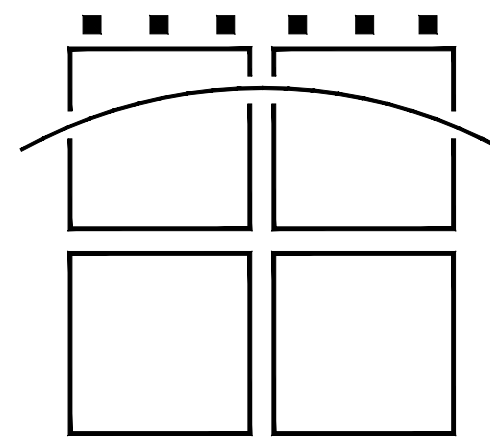
SECOND FLOOR PLAN
1/4" = 1'-0"



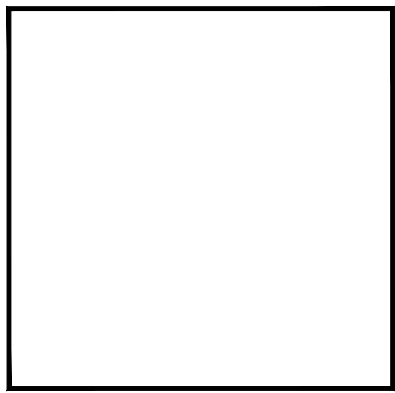
LEFT SIDE ELEVATION

1/4" = 1'-0"

CITY / COUNTY
APPROVAL



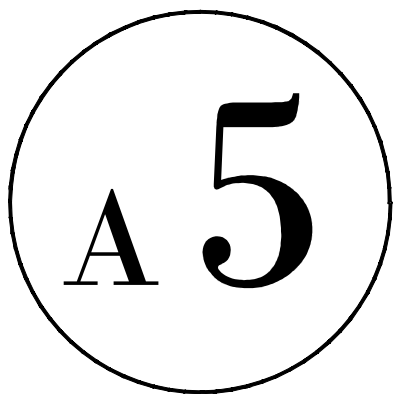
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Richmond, Virginia 23236
Telephone: (804) 794-7317



Mathes Residence
Renovation and Addition
3201 Grove Avenue
Richmond, Virginia

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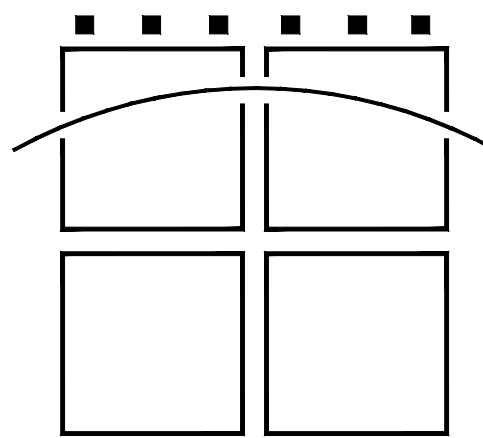
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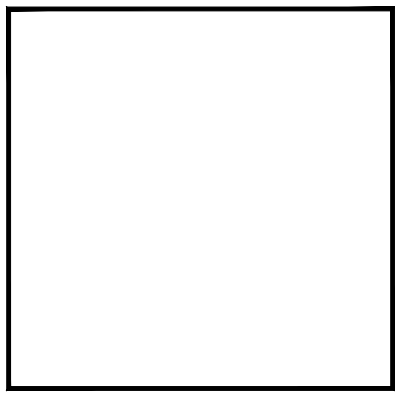


RIGHT SIDE ELEVATION
1/4" = 1'-0"

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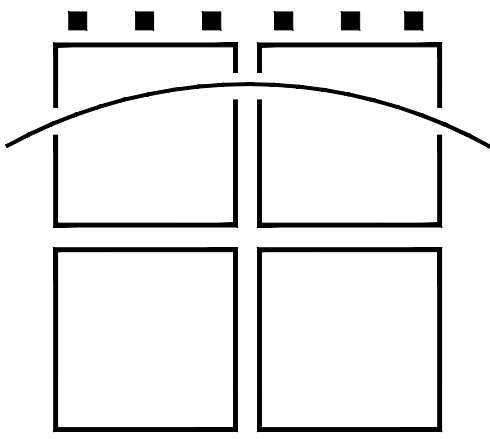
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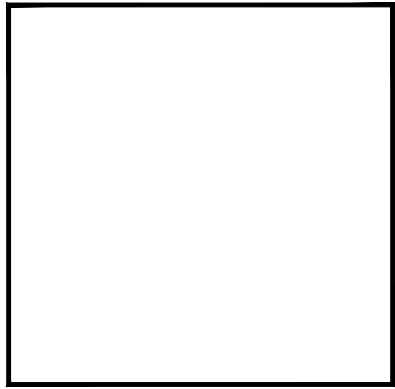
REAR ELEVATION

1/4" = 1'-0"

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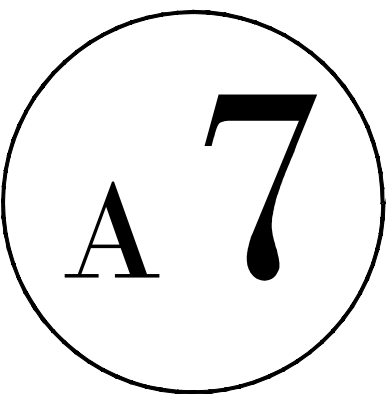
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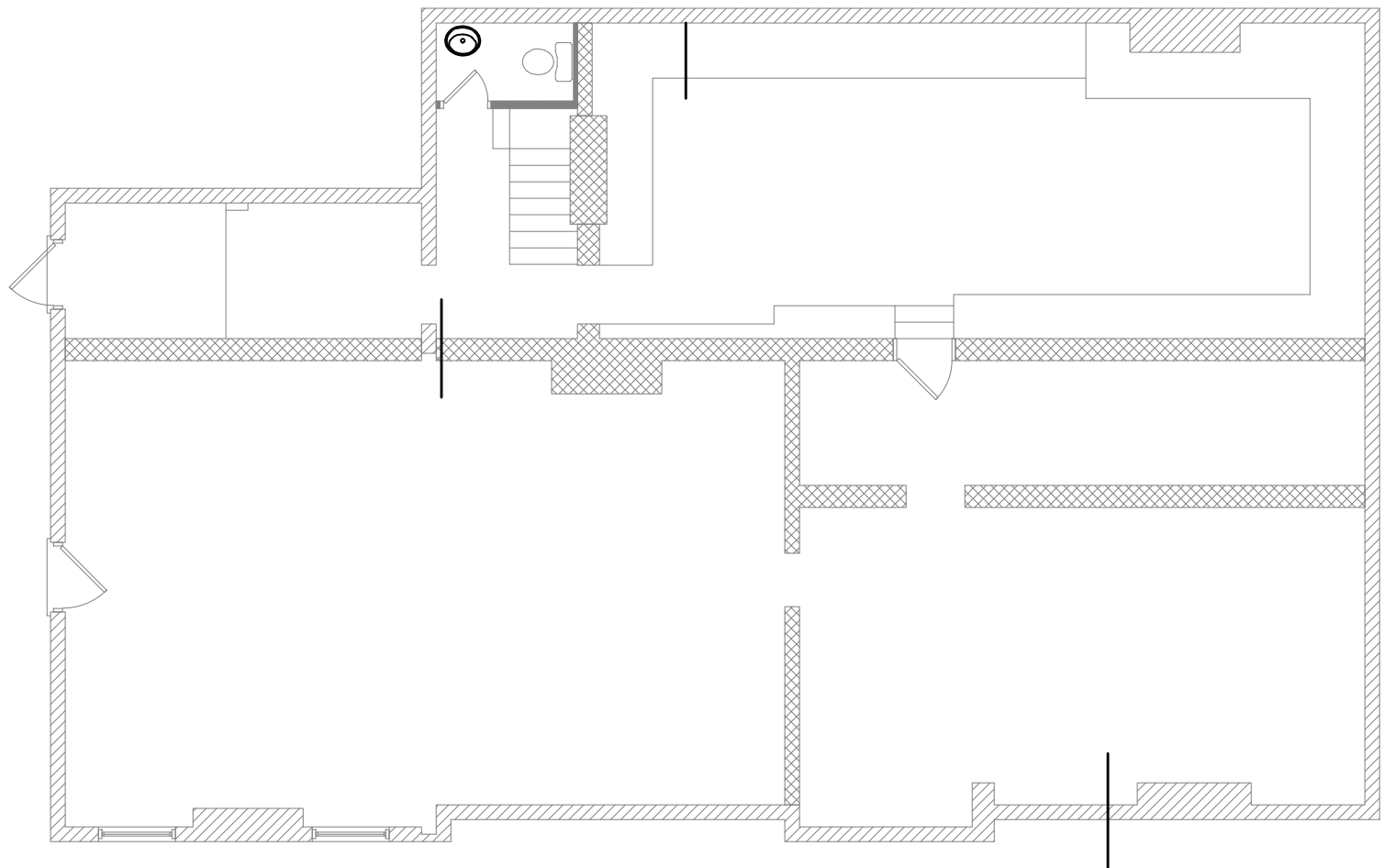
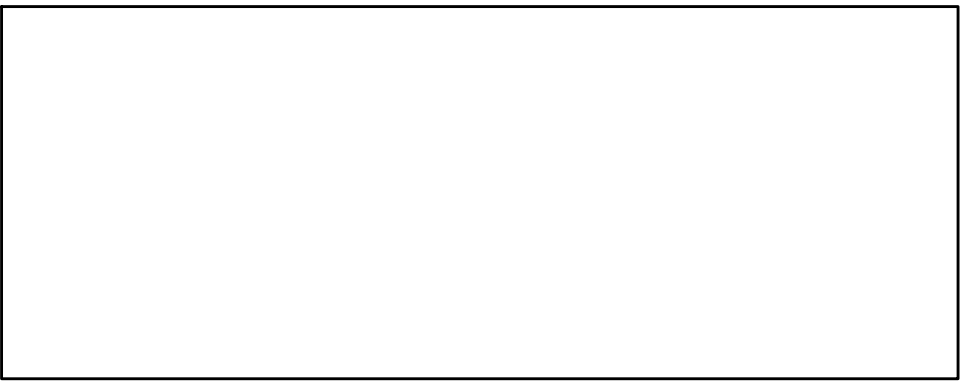
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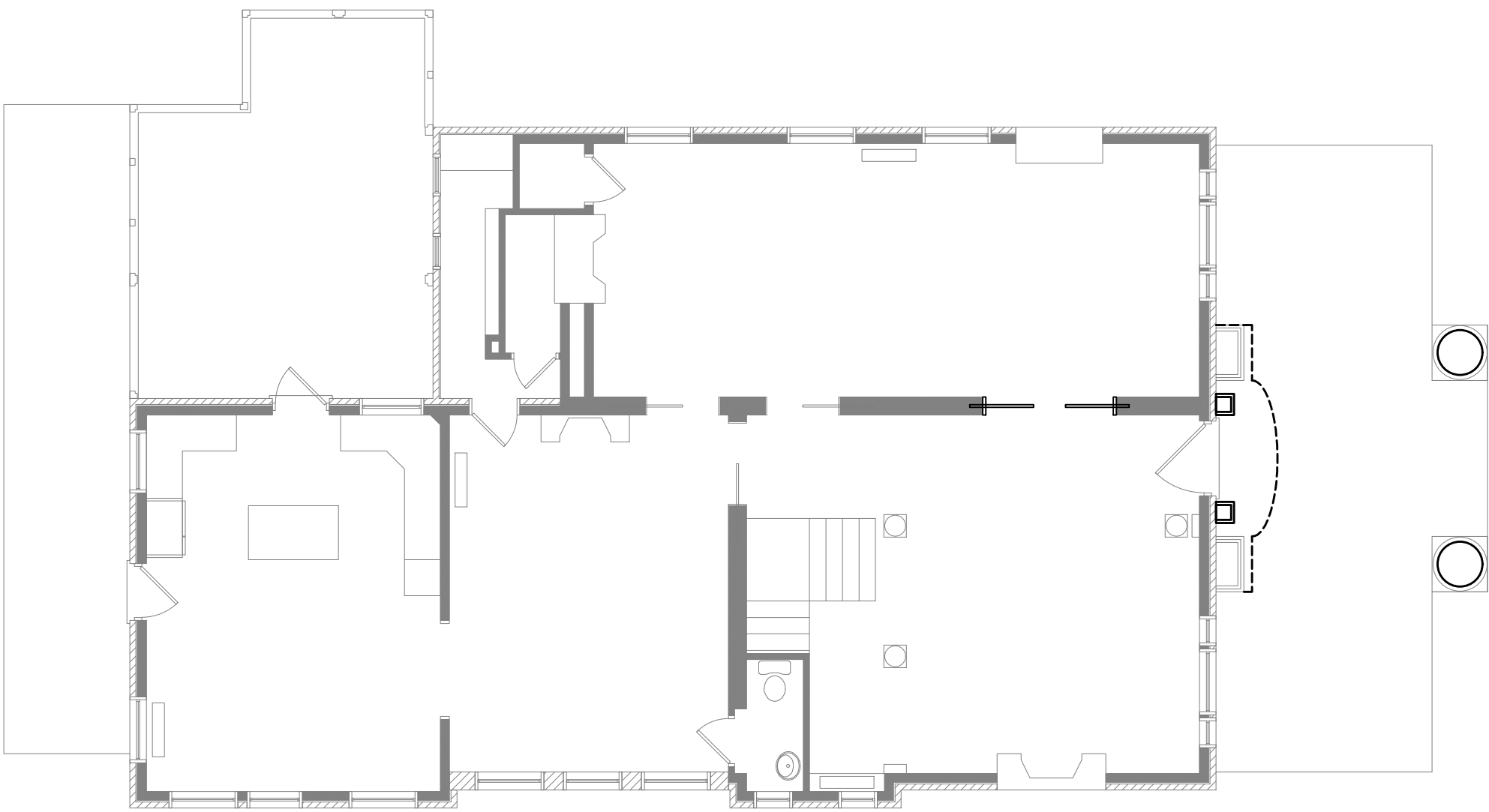
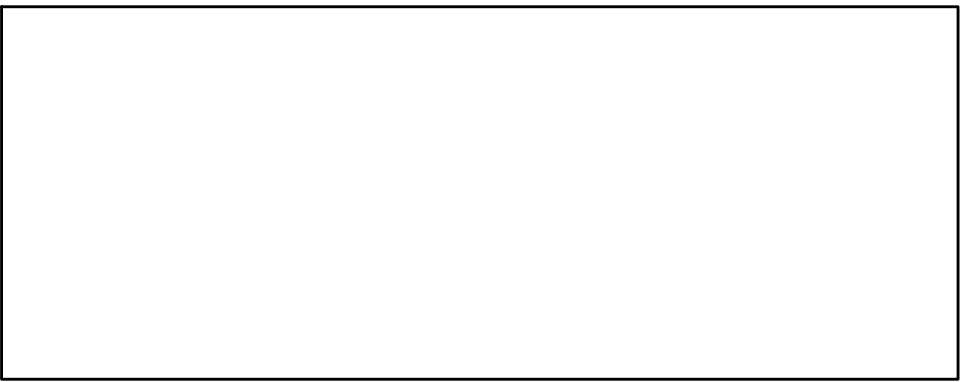
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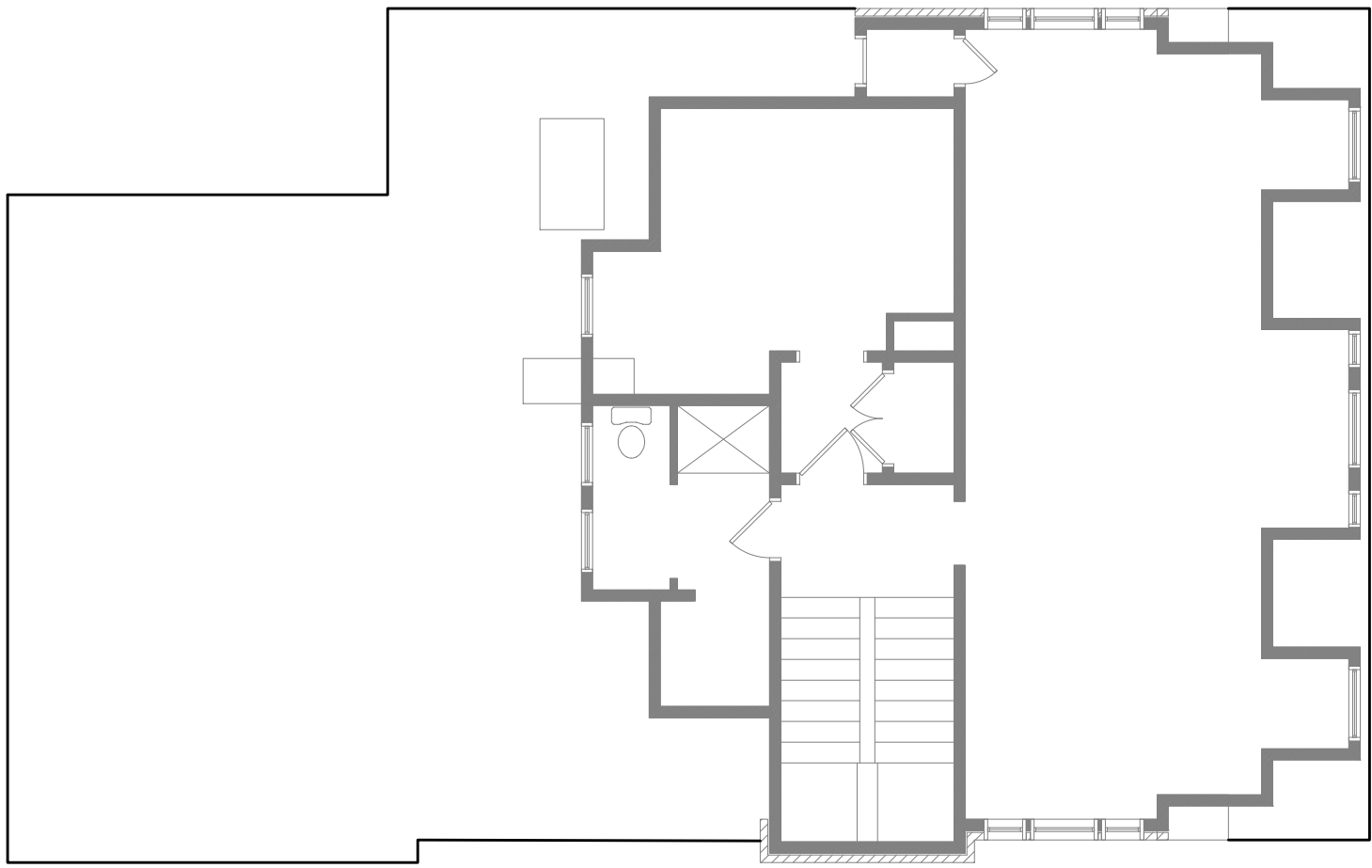
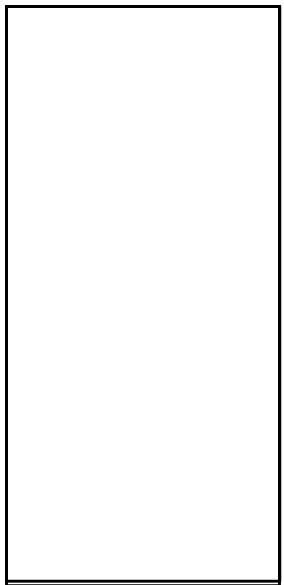
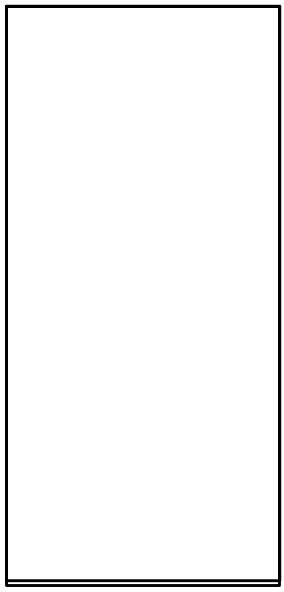
EXISTING BASEMENT FLOOR PLAN

1/8" = 1'-0"



EXISTING FIRST FLOOR PLAN

1/8" = 1'-0"



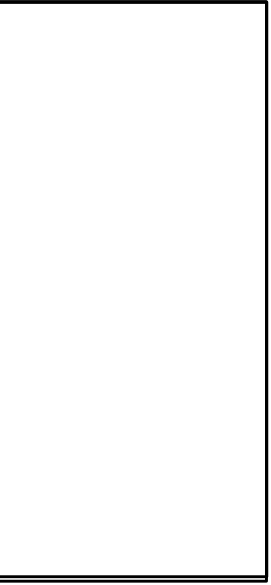
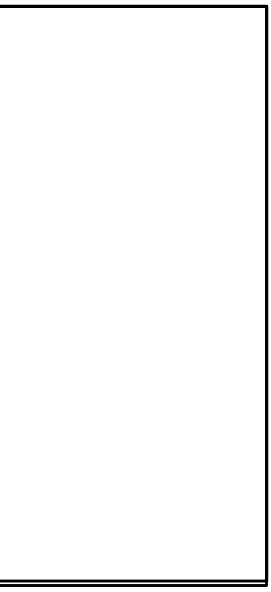
EXISTING THIRD FLOOR PLAN

1/8" = 1'-0"

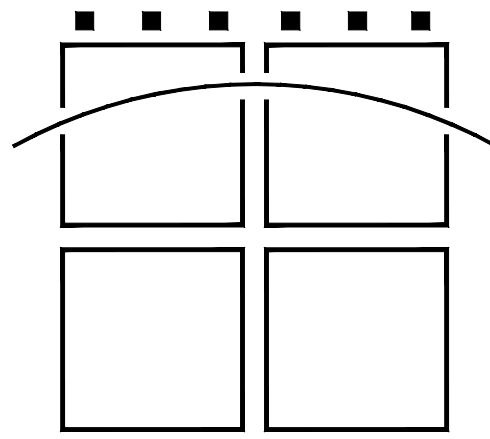


EXISTING SECOND FLOOR PLAN

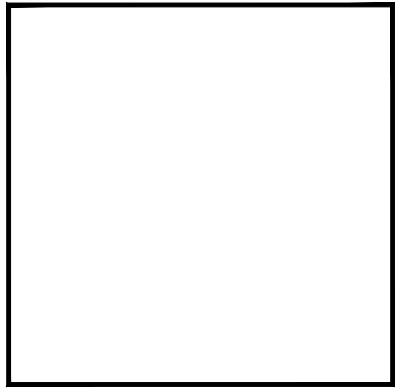
1/8" = 1'-0"



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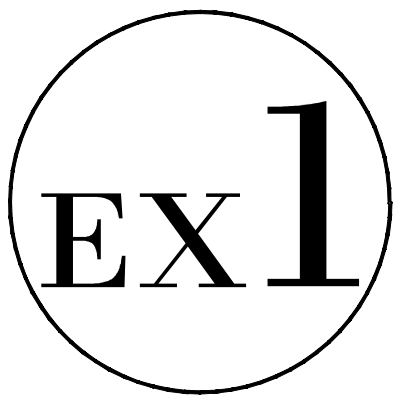
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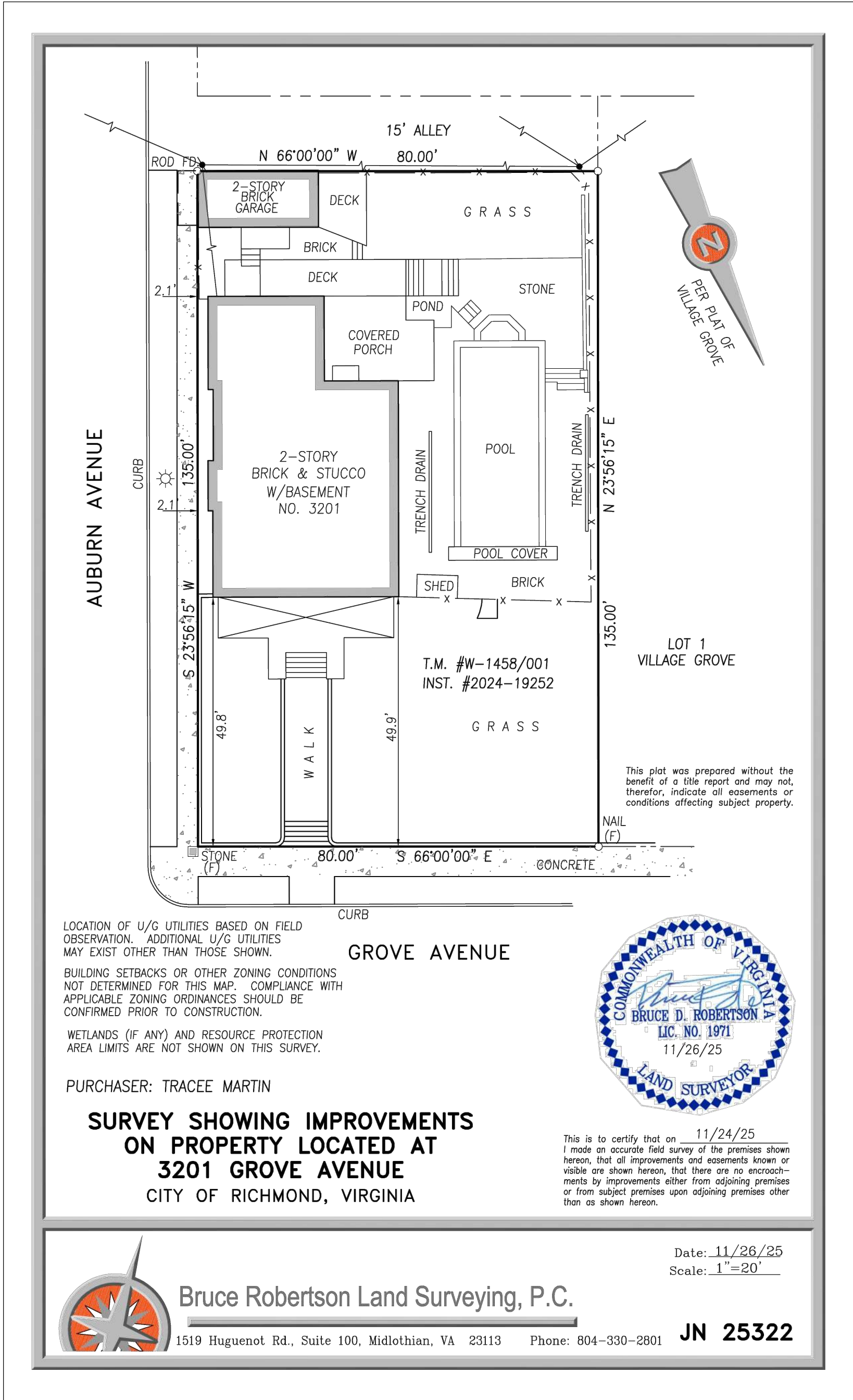


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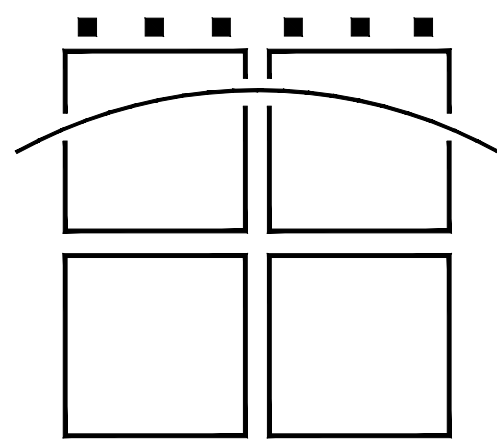
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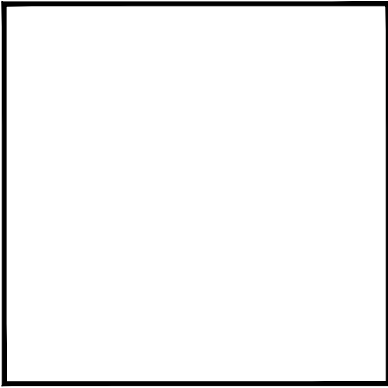




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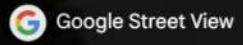
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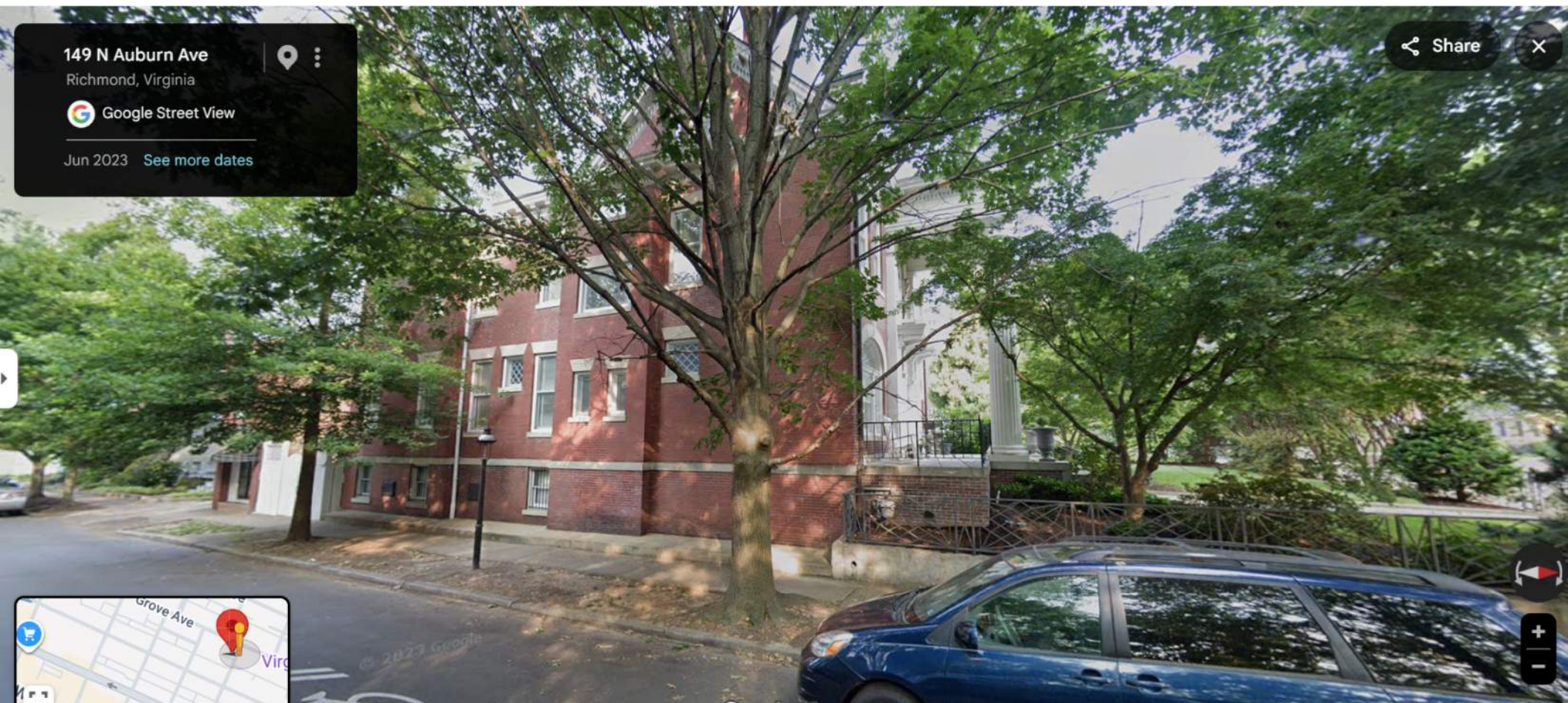
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