




Commission of Architectural Review

6. COA-170347-2025	Final Review	Meeting Date: 8/26/2025
Applicant/Petitioner	Adam Morton	
Project Description	Remove 3-sided projecting bay on side elevation and replace with 6 over 6 window	
Project Location		
Address: 13 East Franklin Street		
Historic District: Zero Blocks East and West Franklin Street		
High-Level Details: The applicant proposes the removal of a three-sided projecting bay located on side elevation of the building. The bay extends from the first to the second story and features wood siding, decorative trim, and a molded entablature that match the building's historic architectural style. Sanborn maps from 1895 confirm that the bay has been a consistent feature of the building. The applicant states that the bay is structurally compromised, and photographs show the bay currently supported by two metal posts.		
Staff Recommendation	Deferral	
Staff Contact	Yara Iwaz, Yara.Iwaz@RVA.gov, (804)646-6031	
Previous Reviews	<ul style="list-style-type: none">N/A	
Staff Recommendations	<p>Staff finds that the three-sided projecting bay is a documented historic and character-defining feature of the property, and recommends deferral of the application, and further recommends that the applicant work with staff to propose more appropriate solutions.</p> <ul style="list-style-type: none">Allow the applicant to provide documentation to evaluate stabilization/repair alternatives rather than removal, and to work with staff to propose more appropriate solutionsPreserve the bay as both a historic and functional element integral to the property's design.Submit reinforcement alternatives of the bay's structural supports.Perform in-kind repair of trim and entablature if deteriorated.	

Staff Analysis

Guideline Reference	Reference Text	Analysis
Standards for Rehabilitation, p. 59	<i>5. Retain original windows including both functional and decorative elements such as frames, sash, muntins, glazing, sills, hood molds, paneled or decorated jambs and moldings, shutters and exterior blinds.</i>	<p>The three-sided projecting bay is a documented historic feature of the building. Sanborn Fire Insurance Maps from 1895 show the bay in place. The bay's trim and molded entablature match the rest of the house, confirming it as an original or early element integral to the façade's composition. It is visible from the public right-of-way and is a significant character-defining feature. Additionally, East Franklin Street features projecting bays as identifiable architectural features, on both main and side elevations.</p> <p><u>Staff recommends deferral of the application, to allow the applicant to provide documentation to evaluate stabilization/repair alternatives rather than removal, and to work with staff to propose more appropriate solutions.</u></p>
Standards for Rehabilitation, p. 59	<i>7. Repair damaged elements instead of replacing them. Use materials that match the original in type, or use physically and chemically compatible substitute materials that convey the same appearance as the surviving elements or sections. Use available documentation when reconstructing missing elements. Pictorial, historical or physical documentation can be helpful.</i>	<p>Three-sided bay windows are an identifiable architectural feature of 19th and early 20th-century residential architecture. Functionally, the projecting design expands the footprint of the interior space, and provides enhanced visibility to the main street by projecting outward from the exterior wall, allowing additional sightlines (notably on a side elevation). The bay's angled panes also introduce more daylight into the home compared to a flat façade window.</p> <p><u>Staff recommends preserving the bay as both a historic and functional element integral to the property's design.</u></p>
Building Elements, Windows, p. 69	<i>7. Windows should only be replaced when they are missing or beyond repair. Any reconstruction should be based on physical evidence or photo documentation.</i>	<p>The applicant cites structural instability and fire hazard as reasons for removing the bay. While staff acknowledges these concerns, the Guidelines emphasize repair and reinforcement before removal. No documentation has been submitted to demonstrate that the bay cannot be stabilized.</p> <p><u>Staff recommends deferral pending structural assessment and submittal of reinforcement alternatives.</u></p>
Standards for Rehabilitation, p. 59	<i>5. Retain original windows including both functional and decorative elements such as frames, sash, muntins, glazing, sills, hood molds, paneled or decorated jambs and moldings, shutters and exterior blinds.</i>	<p>The bay's entablature and trim match the rest of the house, most notably with the entryway porch, indicating it was designed as part of the original construction rather than as a later alteration. Removal would eliminate these historic details and flatten the architectural expression. Photos submitted by the applicant suggest potential damage to the trim detailing.</p> <p><u>Staff recommends exploring in-kind repair of trim and entablature if deteriorated.</u></p>

It is the assessment of staff that, with the conditions above, the application is consistent with the Standards for Rehabilitation and New Construction outlined in Section 30-930.7 (b) and (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.

Figures



Figure 1



Figure 2

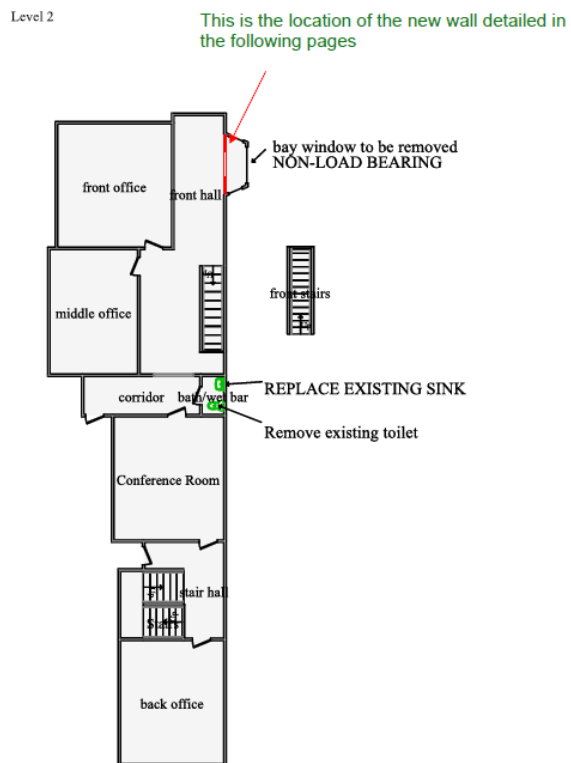


Figure 3

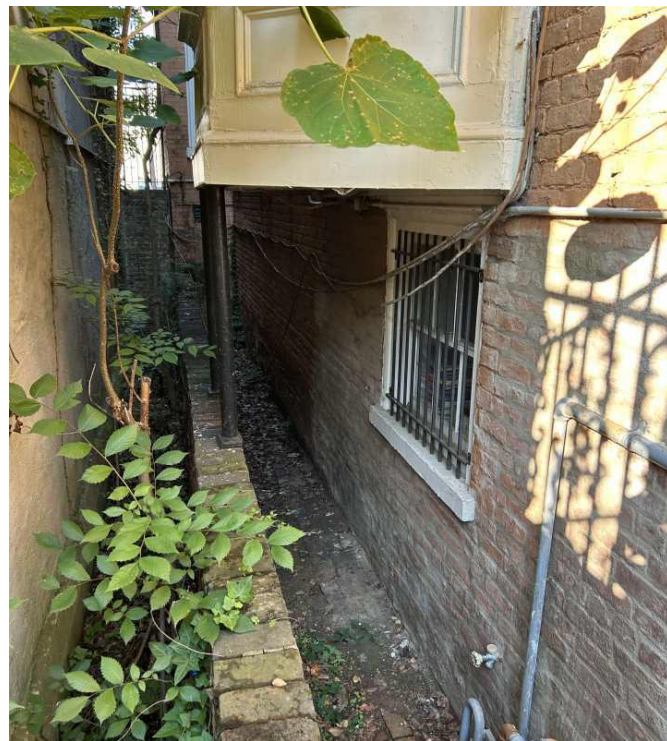


Figure 4

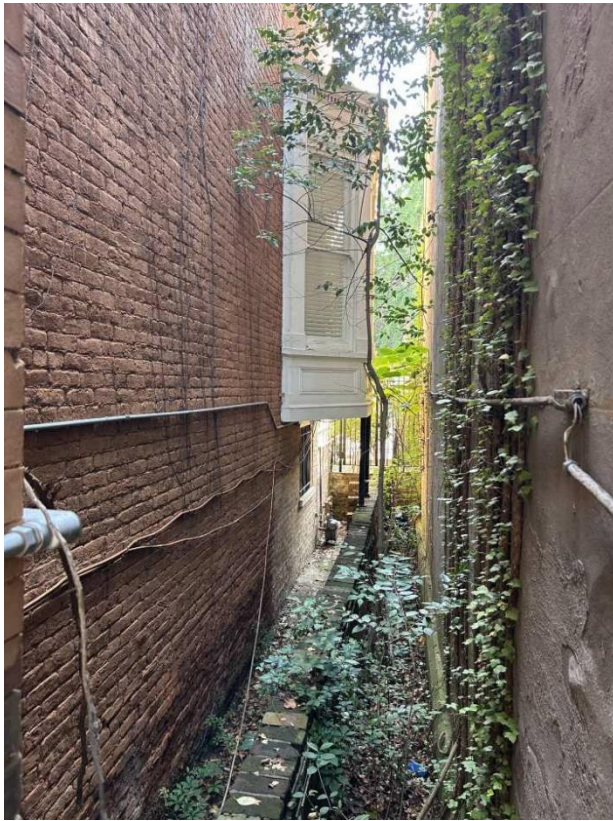


Figure 5



Figure 6

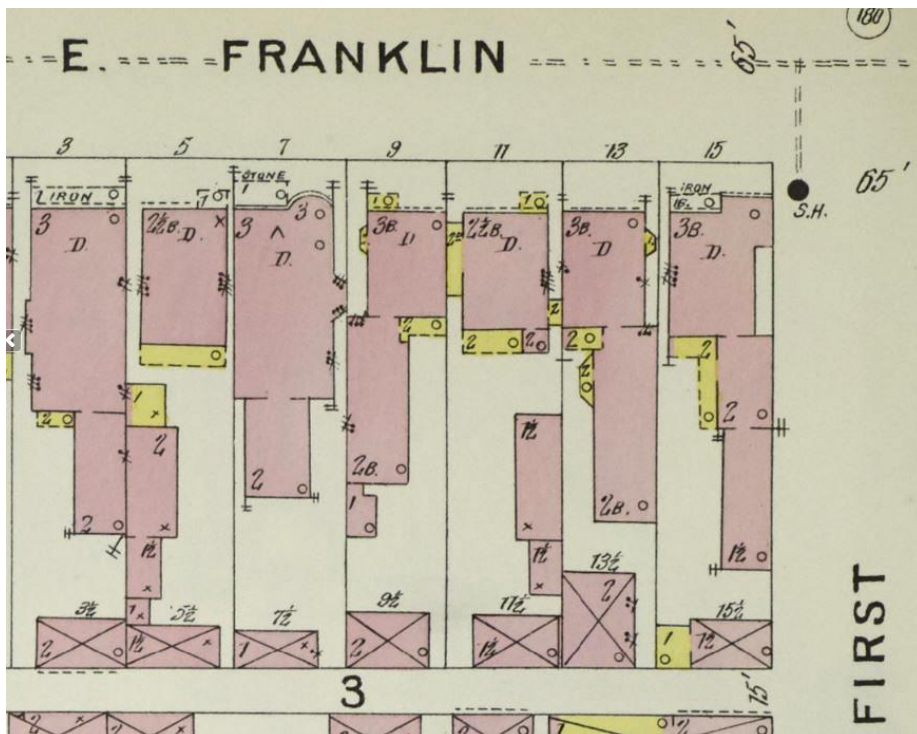


Figure 7