



Commission for Architectural Review Application for Certificate of Appropriateness

900 E. Broad Street, Room 510
Richmond, VA 23219 | (804)-646-7550
www.rva.gov/planning-development-review/commission-architectural-review



Property (location of work)

Address: 404 N. 23rd Street
Historic District: Church Hill North

Applicant Information Billing Contact

Name: Greg Shron
Email: greg@centercreekhomes.com
Phone: (804) 362-7727
Company: Center Creek Homes
Mailing Address: 11 S. 12th #115
Richmond, VA 23219

Applicant Type: Owner Agent Lessee
 Architect Contractor Other (specify):

Owner Information Billing Contact

Same as Applicant
Name: _____
Email: _____
Phone: _____
Company: _____
Mailing Address: _____

****Owner must sign at the bottom of this page****

Project Information

Project Type: Alteration Demolition New Construction (Conceptual Review Required)

Description (attach additional sheets if needed):

Construction of a 1,532 sf two story home with an english basement on a vacant lot.

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 an application. 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 and application materials should be prepared in compliance with zoning.

Signature of Owner 

Date 08/27/2021

Certificate of Appropriateness Application Instructions

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

Staff Contact: (804)-646-7550 | Emily.Routman@richmondgov.com

Submission Instructions

Certain exterior work can be administratively approved by Staff. Please contact 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's signature required
- One (1) copy of supporting documentation, as indicated on appropriate checklist (PDF)
- Application fee, if required, will be invoiced via the City's Online Permit Portal. Payment of the fee must be received before the application will be scheduled. Please see fee schedule brochure available on the CAR website for additional information.
- **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.
- A complete application includes a signed application form, related checklist, legible plans, drawings, elevations, material specifications, and payment of the required fee as described in 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.

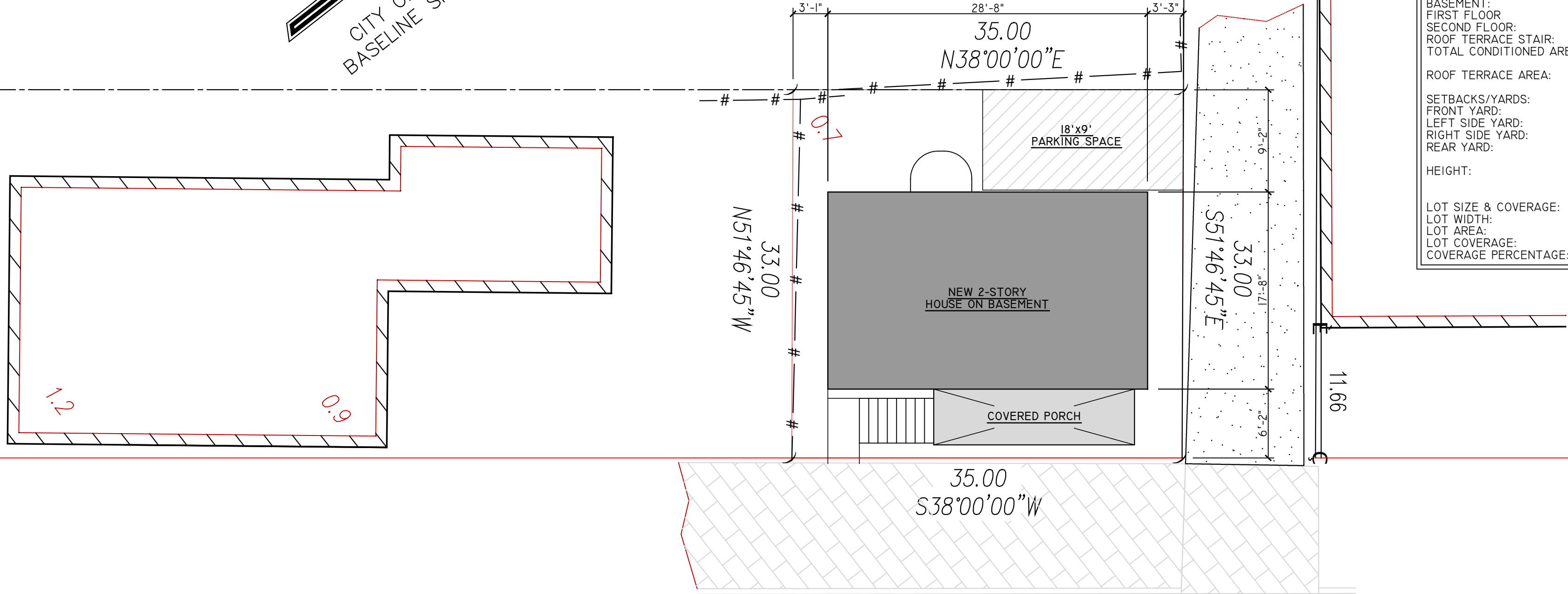
Meeting Schedule and Application Due Dates

- The CAR meets on the fourth Tuesday of each month, except for December when it meets on the third Tuesday.
- The hearing of applications starts at 4:00pm via Microsoft Teams. The owner and/or applicant is encouraged to attend the meeting.
- 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.
- Exception: 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.

Fees

- Full Demolition: **\$1,500**
- New construction/addition to a building other than for a single- or two-family dwelling or accessory building, including multi-family or mixed-use developments: **\$500**
- New construction/addition to a single- or two-family dwelling, or accessory building: **\$250**
- Amendments to previous certificates of appropriateness (COAs) concerning non-structural alterations, changes to signage, and changes to plans: **\$150**
- Extension of a certificate of appropriateness (COA): **\$25**

CITY OF RICHMOND
BASELINE SHEET 9 S.E.



ZONING INFORMATION:

LOT ZONED R-8

HOUSE CONDITIONED AREA:	506 S.F.
BASEMENT:	506 S.F.
FIRST FLOOR:	506 S.F.
SECOND FLOOR:	506 S.F.
ROOF TERRACE STAIR:	14 S.F.
TOTAL CONDITIONED AREA:	1,532 S.F.
ROOF TERRACE AREA:	422 S.F.

SETBACKS/YARDS:

FRONT YARD:	10'-2"
LEFT SIDE YARD:	3'-2"±
RIGHT SIDE YARD:	3'-2"±
REAR YARD:	5'-2"±

HEIGHT:

2 STORIES
(31'-3")

LOT SIZE & COVERAGE:

LOT WIDTH:	35'
LOT AREA:	1,155 S.F.
LOT COVERAGE:	506 S.F.
COVERAGE PERCENTAGE:	43.8%



PROJECT CONTACTS:

DEVELOPER:
CC RICHMOND II, LP
C/O CENTER CREEK HOMES
GREG SHRON
804-362-7727

ARCHITECT:
CHRIS WOLF
CHRIS WOLF ARCHITECTURE, PLLC
804-514-7644

01 ARCHITECTURAL SITE PLAN
1/8" = 1'



SIDE OF 2220 E. MARSHALL ST.



PROPOSED 404 N. 23RD ST.



406 N. 23RD ST.

408 N. 23RD ST.

02 CONTEXT ELEVATION
1/8" = 1'

NEW 2-STORY WITH BASEMENT, SINGLE-FAMILY, DETACHED HOUSE
IN RICHMOND'S HISTORIC CHURCH HILL NEIGHBORHOOD

404 N. 23RD ST. HOUSE

404 N. 23RD STREET
RICHMOND, VIRGINIA 23223

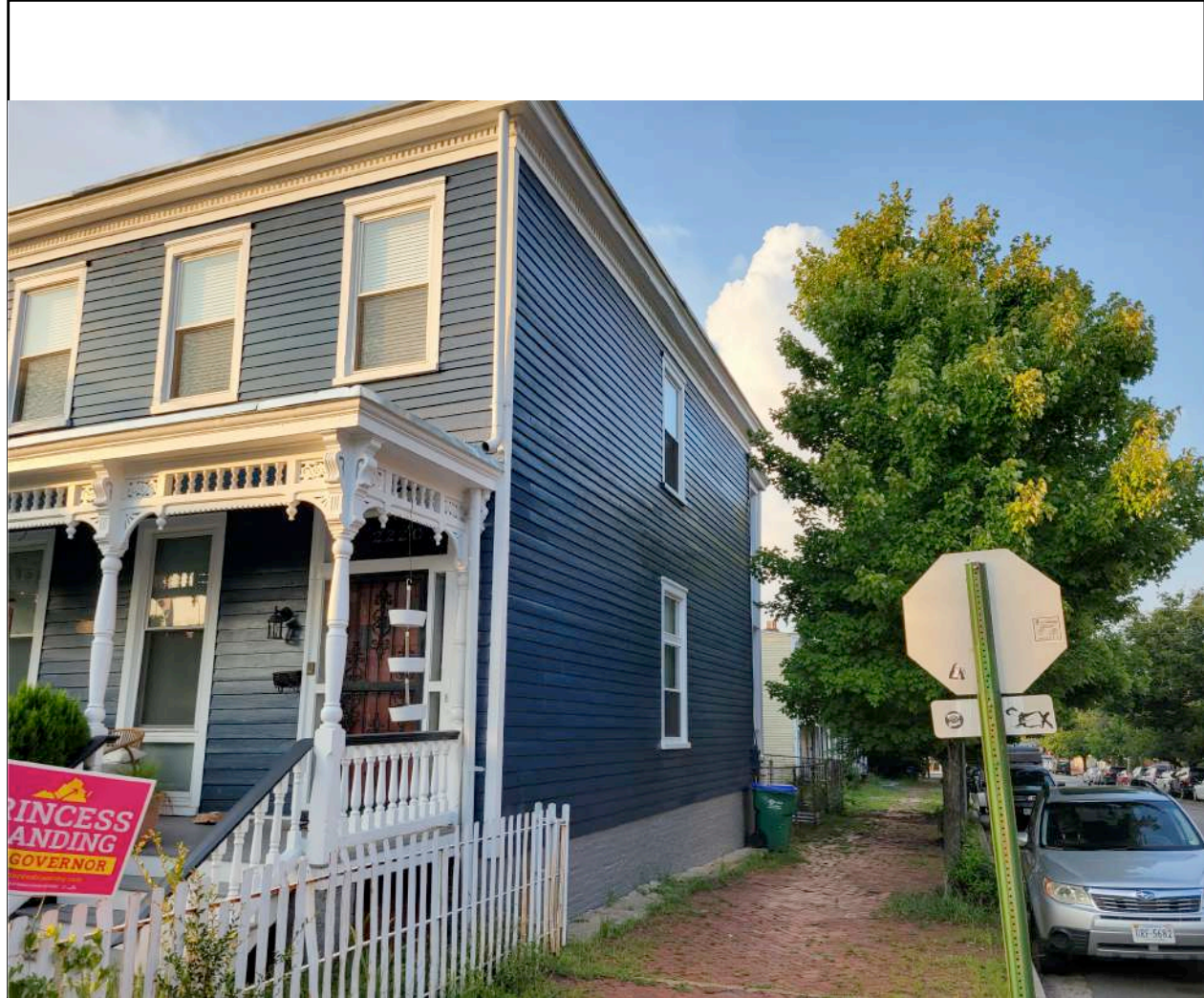
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SET/REVISION:
C.A.R. CONCEPTUAL
DESIGN REVISION

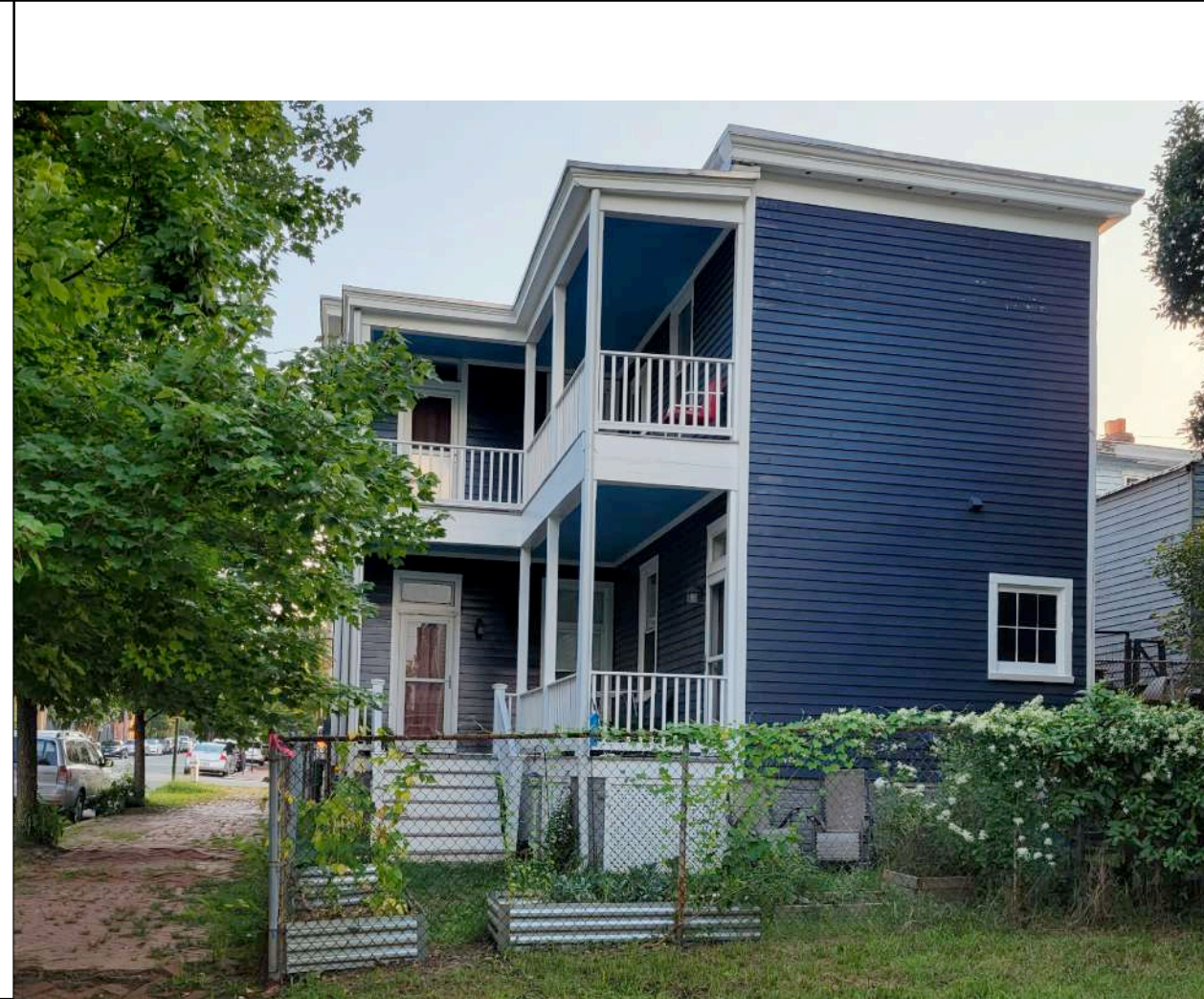
DATE/MARK:
09.03.2021

ARCH. SITE PLAN,
SITE MAP, ZONING INFO

CI.2



2200 E. MARSHALL ST. (NEIGHBORING)



2200 E. MARSHALL ST. - REAR (NEIGHBORING)



404 N. 23RD ST. - SITE LOT



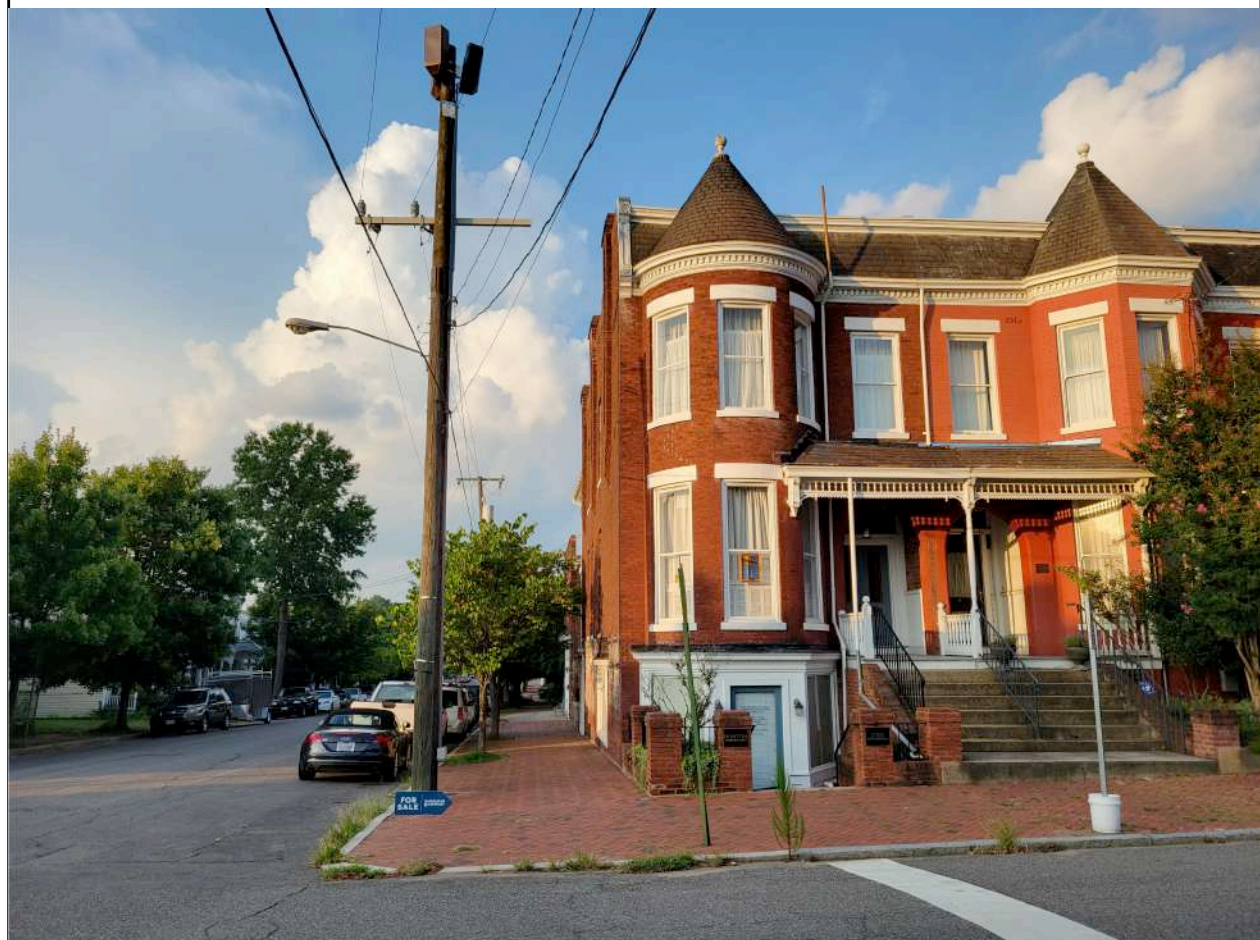
408-410 N 23RD ST.



PROJECT LOT - REAR VIEW



405-409 N 23RD ST.



2300 E. MARSHALL ST. - FRONT



2300 E. MARSHALL ST. - SIDE



412-414 N 23RD ST.



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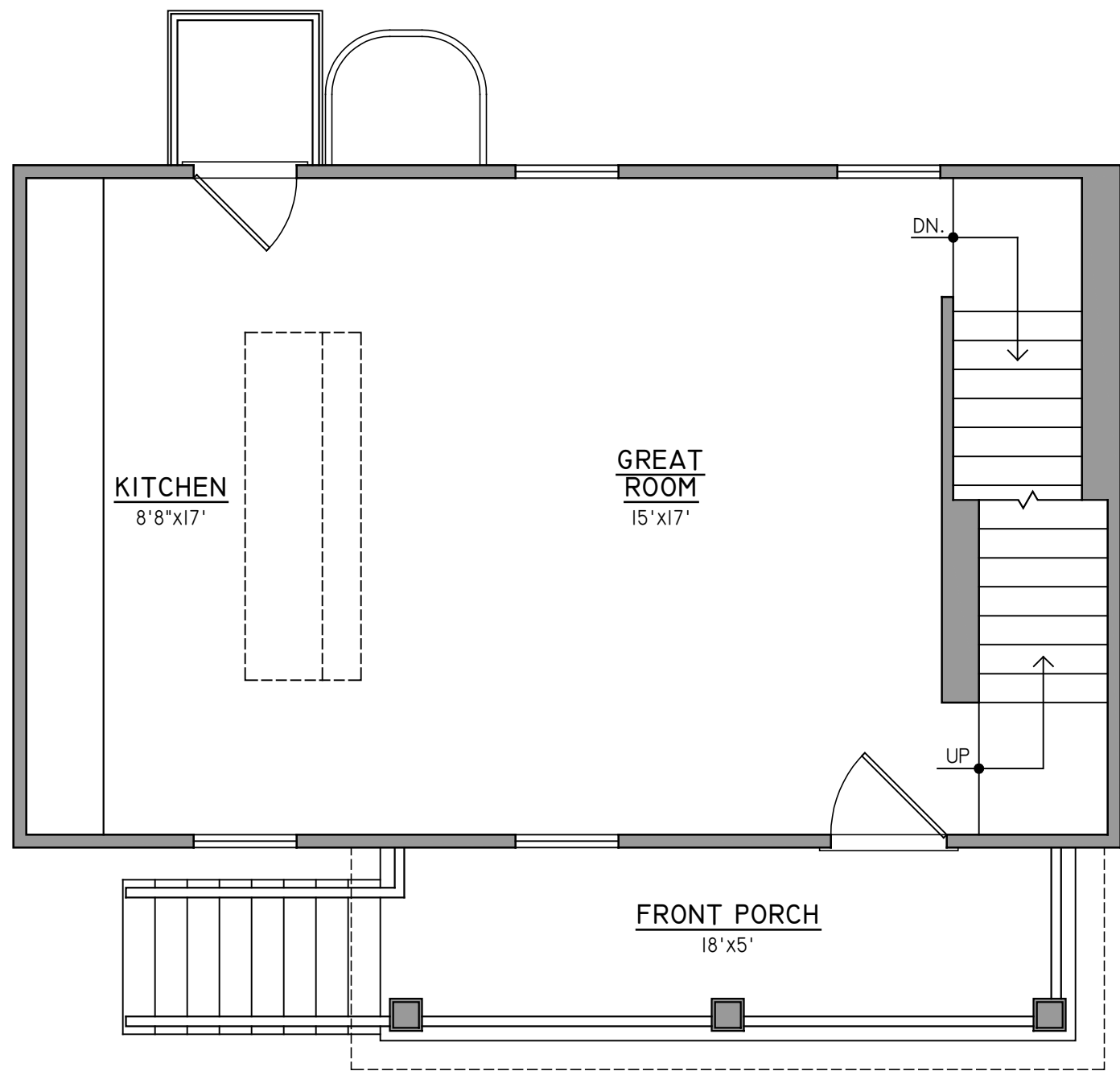


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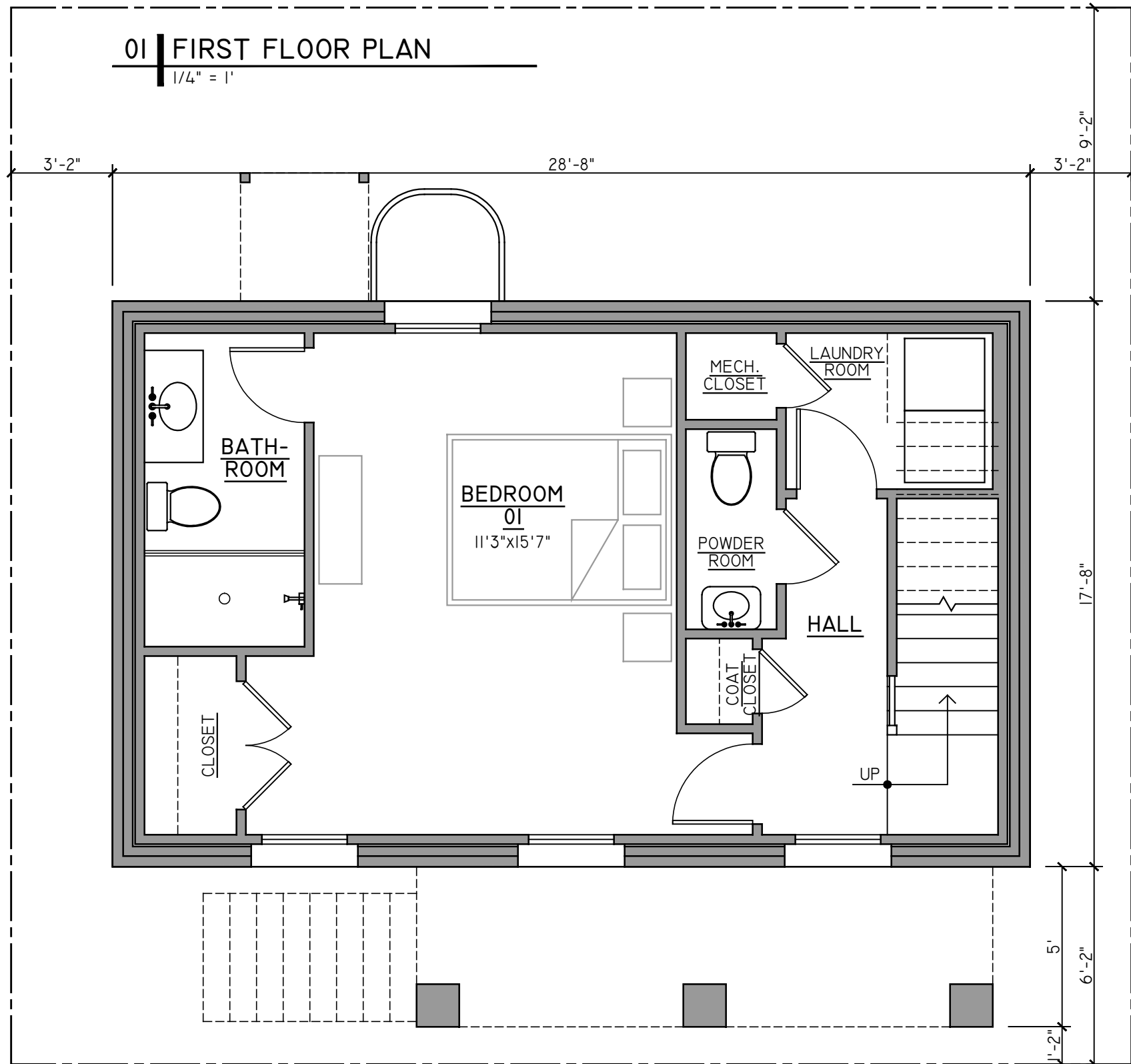
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AREA PHOTOS

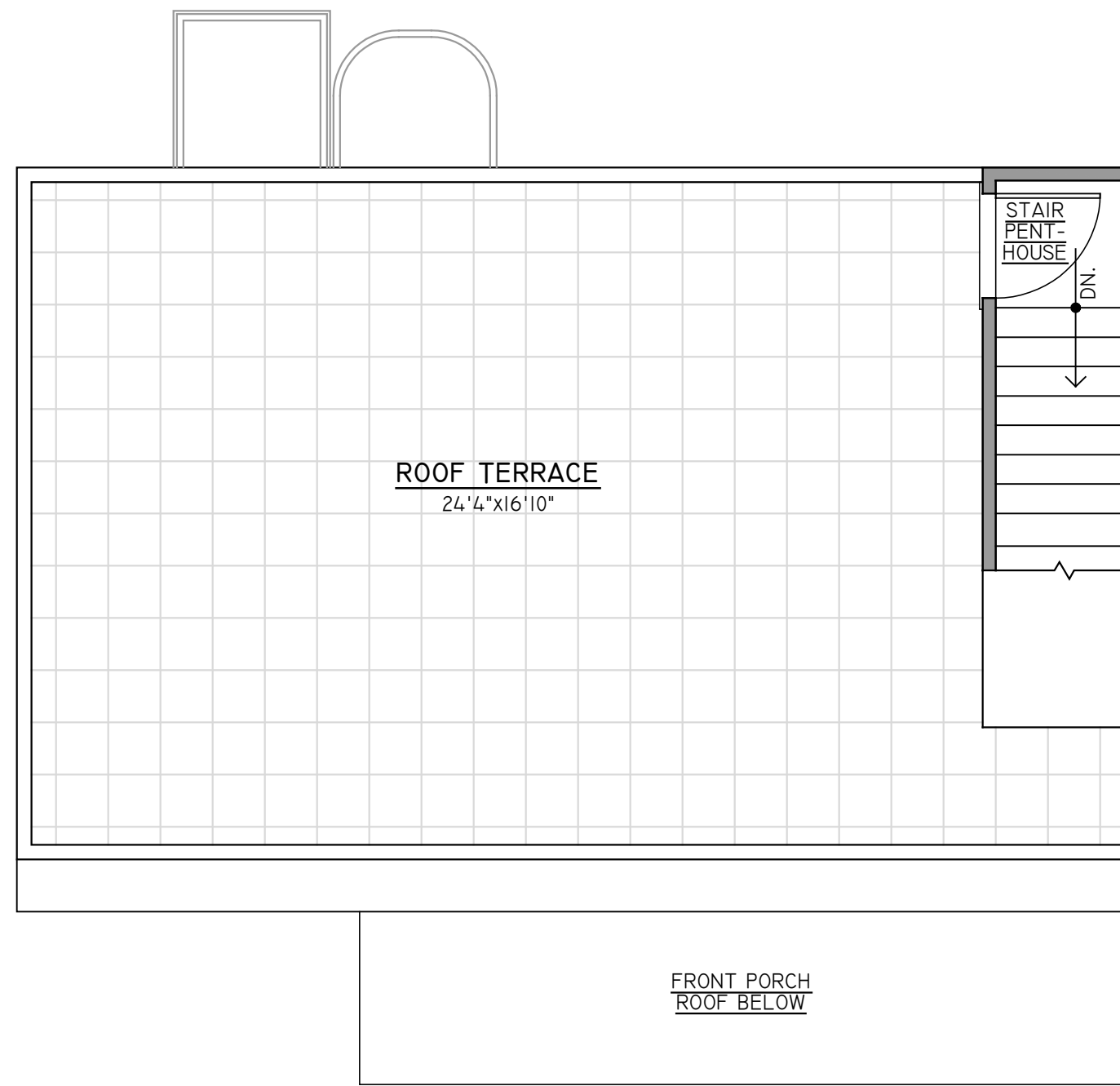
XI.1



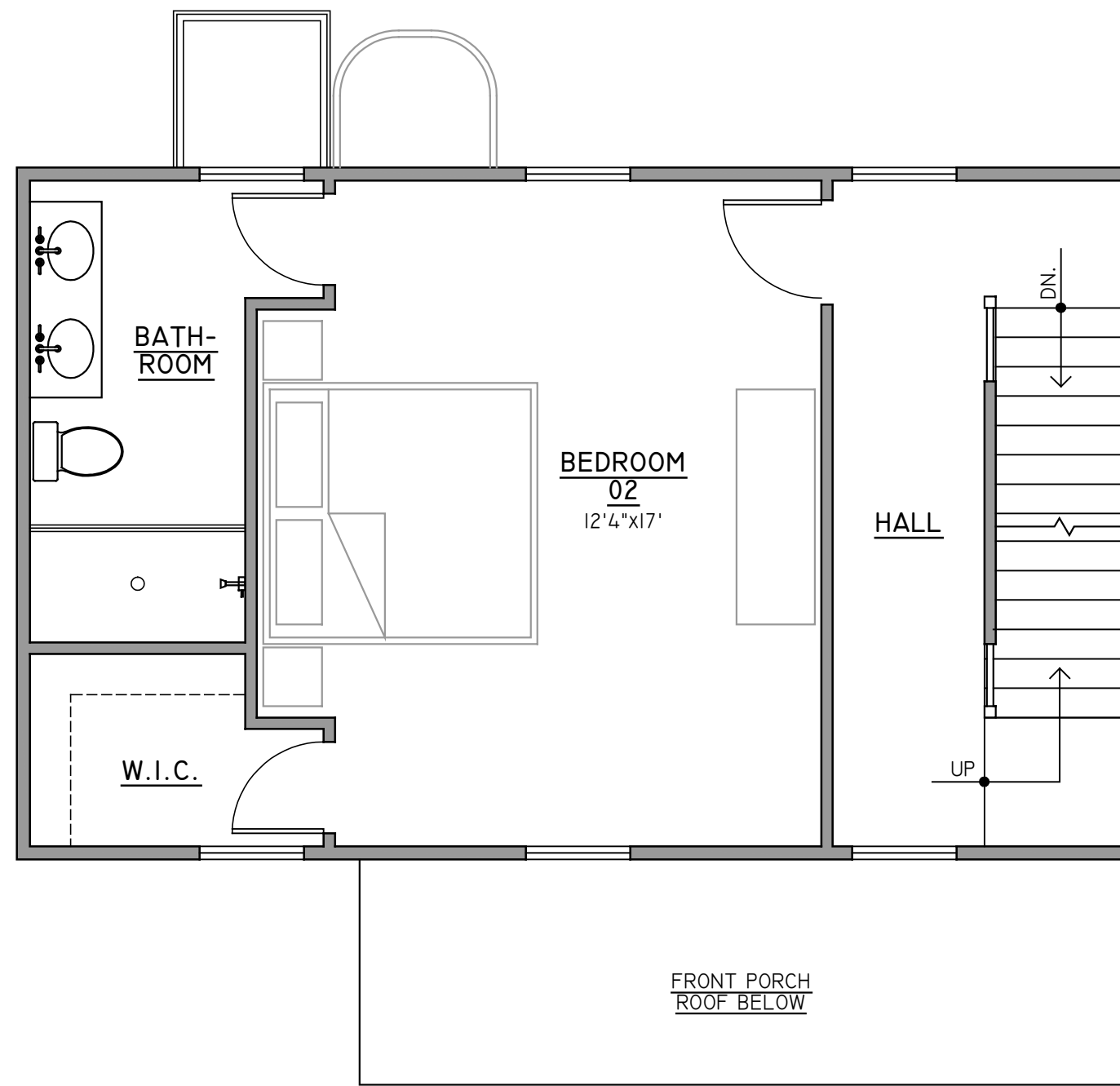
01 | FIRST FLOOR PLAN
1/4" = 1'



00 | BASEMENT PLAN
1/4" = 1'



03 | ROOF TERRACE PLAN
1/4" = 1'



02 | SECOND FLOOR PLAN
1/4" = 1'



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FLOOR PLANS

AI.I

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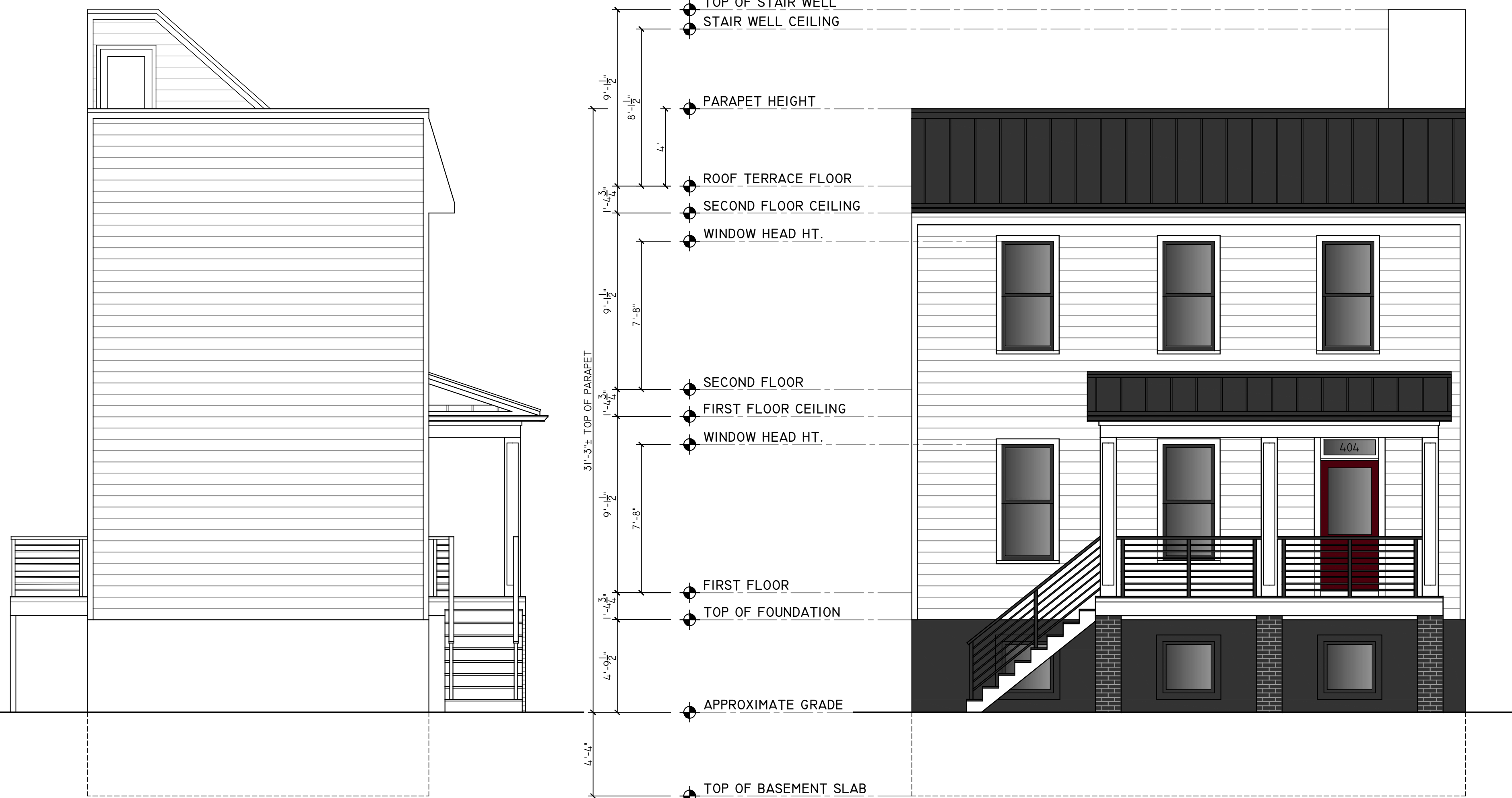
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EXTERIOR FINISH SCHEDULE

NO.	COMPONENT/MATERIAL	COLOR/FINISH
01	PARGED FOUNDATION	DARK GRAY/BLACK
02	BRICK PORCH PIERS	COLOR T.B.D.
03	HARDIE 7" EXPOSURE LAP SIDING	ARCTIC WHITE
04	COMPOSITE/HARDIE TRIM	ARCTIC WHITE
05	COMPOSITE/HARDIE SOFFITS	ARCTIC WHITE
06	DOORS	COLOR T.B.D.
07	WINDOWS	FACTORY BLACK
08	MANSARD & PORCH ROOF - 16" WIDE STANDING SEAM	PETERSEN AGED BRONZE
09	MAIN ROOF - "DURADEK" OR SIMILAR	COLOR/PATTERN T.B.D.
10	ALUMINUM GUTTER & DOWNSPOUTS	PREFINISHED WHITE
11	FRONT PORCH: P.T. WOOD FRAMING WRAPPED IN COMPOSITE TRIM, T&G COMPOSITE DECKING	WHITE FRAMING WRAP WITH PEWTER GRAY DECKING
12	FRONT PORCH RAILING: HORIZONTAL STEEL	PAINTED BLACK
13	FRONT PORCH COLUMNS: 10" BOX WITH RECESS	PAINTED WHITE

1. ALL MATERIALS & COLORS MUST MEET GENERAL C.A.R. REQUIREMENTS.
2. EXTERIOR ELEVATION NOTES ARE TYPICAL ACROSS ALL EXTERIOR ELEVATIONS UNLESS NOTED OTHERWISE.
3. GRADES SHOWN APPROXIMATE. V.I.F.



02 | LEFT SIDE ELEVATION
1/4" = 1'

01 | FRONT ELEVATION
1/4" = 1'

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FRONT & LEFT SIDE
EXTERIOR ELEVATIONS

A2.1

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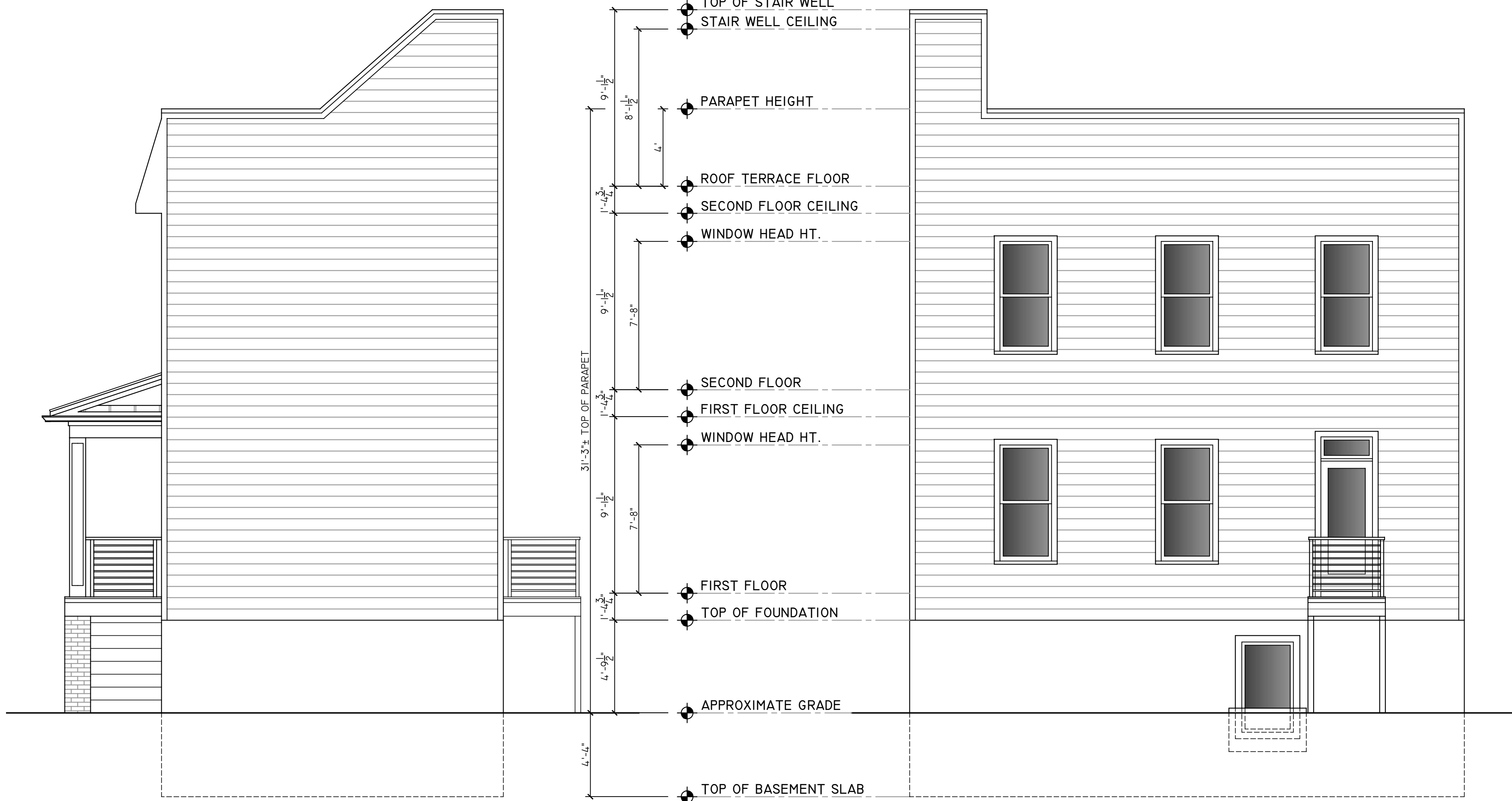
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REAR & RIGHT SIDE
EXTERIOR ELEVATIONS

A2.2



02 | RIGHT SIDE ELEVATION
1/4" = 1'

01 | REAR ELEVATION
1/4" = 1'