



Commission for Architectural Review

Application for Certificate of Appropriateness

900 E. Broad Street, Room 510
Richmond, VA 23219 | (804)-646-6569
www.rva.gov/planning-development-review/commission-architectural-review



Property (location of work)

Address: _____

Historic District: _____

Applicant Information

Billing Contact

Owner Information

Billing Contact

Name: _____

Same as Applicant

Email: _____

Name: _____

Phone: _____

Email: _____

Company: _____

Phone: _____

Mailing Address: _____

Company: _____

Mailing Address: _____

Applicant Type: Owner Agent Lessee

Architect Contractor

Other (specify): _____

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

Project Information

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

Project Description (attach additional sheets if needed):

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 an application materials should be prepared in compliance with zoning.

Signature of Owner _____ Date _____

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)-646-6569 | alex.dandrige@rva.gov | alyson.oliver@rva.gov

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



April 29th, 2022
Revised July 29th, 2022

City of Richmond Department of Planning and Development Review
Commission of Architectural Review
City Hall, 900 East Broad Street
Richmond, VA 23219

RE: Commission of Architectural Review: 961 Pink Street (E0000-470/032)

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 two-family detached dwelling and accessory structure on the property known as 961 Pink Street (the "Property").

The Property is located on the east side of Pink Street between Carrington and Venable Streets and lies in Richmond's Union Hill City Old and Historic District. Existing structures in the district are noted as being known for a variety of architectural styles and materials as well as a range of land uses. While dwellings in the Union Hill Old and Historic District offer excellent examples of 19th and early 20th century architecture, many properties in the immediate vicinity along Carrington and Pink Streets are developed with recent construction or are currently vacant.

The Property owner is proposing to construct a two-story, two-family detached dwelling and accessory structure on the Property. The two-family dwelling would contain 2 units, configured as flats, each unit containing 2 bedrooms and 2 bathrooms in roughly 990 square feet of finished floor area. Each unit would contain an open kitchen and living area at the front

of the dwelling and bedrooms, with en suite baths, toward the rear. Each unit would have access to a full width, covered porch at the front of the dwelling. The accessory structure would be located separate from the dwelling on the 'flag' portion of the lot and would contain a two-car garage on the first floor and one bedroom, one bathroom dwelling unit above. The second floor of the accessory unit has been designed with two dormer windows to provide additional visual interest for the exterior and a more open feel within the unit.

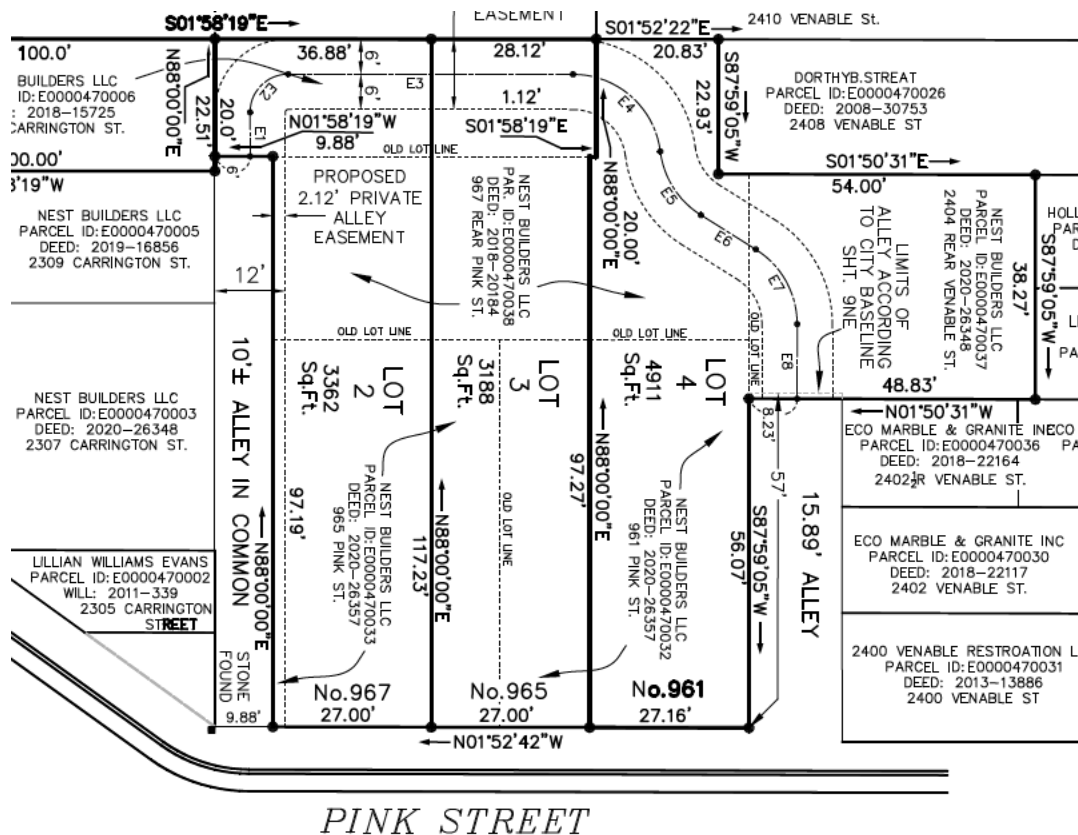


Figure 1: Existing parcel layout along Pink Street

Siting:

The lot lines of the four contiguous parcels including 961 Pink Street, 965 Pink Street, 967 Rear Pink Street, and 2404 Rear Venable Street were recently combined to create three distinct parcels on the block. The new configuration of these lots, by-right and according to normal zoning standards, as three lots with frontage on Pink Street creates a configuration more in keeping with the surrounding development pattern. In this new configuration, the

address for the parcel in question would be 961 Pink Street. The proposed reconfiguration showing the proposed dwellings at 967, 965, and 961 Pink Street, along with the proposed accessory unit, is depicted below in Figure 2.

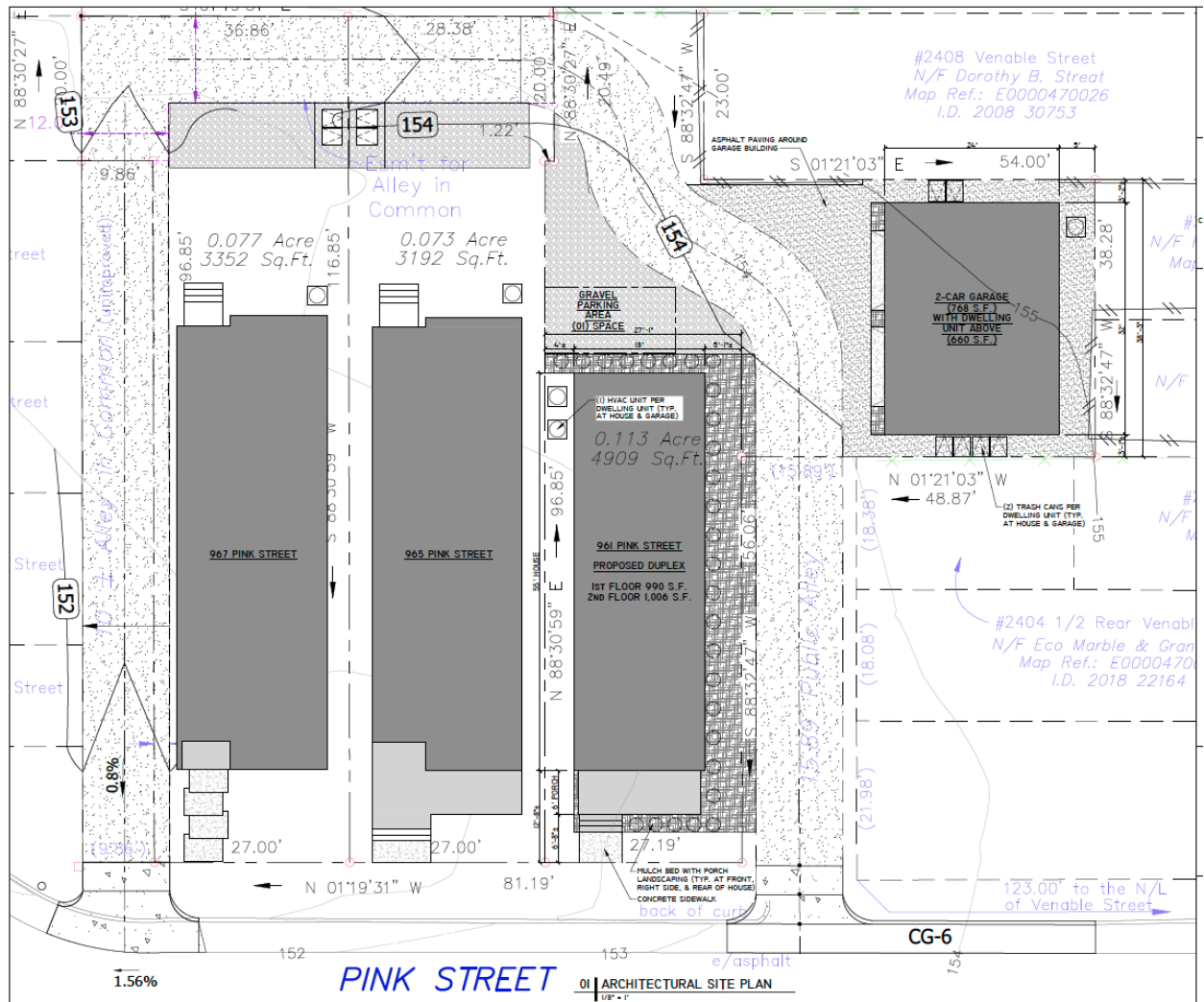


Figure 2: New parcel layout and proposed dwelling along Pink Street

The dwelling will be set back from the street to recognize the siting of the proposed dwellings to the north along Pink Street along with those at the triangular intersection of Pink and Carrington Streets. The siting of the new dwelling is compatible with the underlying zoning and with other dwellings within the area.

Form:

The proposed dwelling has been designed to acknowledge the historic dwellings in the area and to remain compatible with the nearby dwellings in the block face which have been approved by the CAR.



Figure 3: Sanborn map showing original layout of dwellings along Pink Street.

Two-family detached dwellings can be found throughout the neighborhood and in the immediate area including the newly constructed two-family detached dwelling at 966 Pink Street. A front single entrance to the structure will give the appearance of a single-family detached dwelling from the street. The full-width front porches and gabled roof are reminiscent of other dwellings in the neighborhood and also in keeping with the CAR approved designs in the area. Architectural flourishes, including caps and pedestals on the porch columns, distinctive features along the cornice, and a unique 3-window design within the gable in the façade provide for a dwelling which successfully blends modern design with the traditional facade which is desired by many home buyers. This well thought out combination of contemporary and traditional design will permit the proposed dwelling to reflect the historic dwellings in the area and to remain compatible with the new dwellings in the area as it

continues to transition. When combined with the new dwellings to the north, this creates a combination of dwelling styles that is not only consistent with the Union Hill Neighborhood, which is noted as being distinct for its “wide variety of architectural styles” within the Old and Historic District guidelines but is also consistent with the new Richmond 300 Master Plan which recommends the City “allow and encourage a variety of architectural styles.”

Scale:

The proposed construction of the new dwelling is consistent with the scale and character of the proposed site layout and existing neighborhood and will appear appropriate from street level. The full-width front porch and second-story balcony add human-scale elements to the design and address the street creating pedestrian-oriented street front which had previously been missing from the block face.



Figure 4: Existing dwellings along the west frontage of Pink Street between Carrington and Venable Streets.

Height, Width, Proportion, & Massing

A contextual exhibit is included with this request. At two stories, the proposed dwelling is comparable in height with the other structures on the block which are generally two stories but range up to four stories. The proposed three bay window layout respects the general design of dwellings in the area while also providing a desirable façade and adequate light to the dwelling.

Exterior Cladding/Doors and Windows/Materials

Exterior cladding, doors and windows, foundation, and roofing are as noted on the attached plans. Cementitious siding was chosen for its durability, desirable aesthetics, and to ensure continuity with other dwellings in the block face. Three bays of windows and transoms above the front facing doors further reflect the newly approved dwellings in the area while also acknowledging the historical dwellings within Union Hill. These items were selected to be consistent with CAR and City requirements while also creating a high-quality finished product that reflects the needs of the current homebuyer.



Figure 5: Facade of dwelling submitted for final CAR approval at 965 Pink Street



Figure 6: Dwelling approved in 2021 by the CAR at 2307 Carrington Street within the Union Hill neighborhood

Revisions Following May 24 Conceptual Review

Following the May 24th conceptual review of the proposed dwelling and accessory building, the applicant updated the design to reflect the comments of Staff and Commissioners. The three windows located in gable of the dwelling have been replaced with a single window at the request of commissioners. Several commissioners requested a “less busy” façade suggesting 1/1 or 2/2 windows which the applicant noted and modified the design to include 2/2 windows and replaced the transoms with a single pane of glass. At the rear of the dwelling, the applicant has added bay windows on the second floor to break up the overall façade of the dwelling and provide more visual interest at the request of the commission. With the removal of the trellis, the applicant has chosen to show additional plantings are also shown on the new site plan. It is worth noting that this landscaping is part of the Special Use Permit which applies to the Property and which will therefore be required to be installed at the time of construction.

The accessory dwelling in the rear of the parcel has also been updated to reflect the comments of the commission. The width of the dormer windows on the accessory structure were increased at the request of the commission. It was also recommended that the trellis feature be either removed or extended to cover the full width of the structure. The applicant chose to retain the trellis but increased the feature to utilize the full width of the accessory building. This decision was based on discussions with the nearby neighbors who noted a preference for keeping greenspace in the proposed design.

In conclusion, the proposed design would be compatible with the newly approved dwellings in the area by retaining similar design, features, and materials. It would also maintain compatibility with the historical fabric of the neighborhood as it recognizes the siting, scale, form, and massing of the contributing structures in the neighborhood. As noted by the CAR’s *Handbook and Design Review Guidelines*, the Union Hill City Old and Historic District is characterized by a wide variety of architectural styles. The proposed dwelling provides traditional architectural style, consistent with the fabric of the historic district, while also offering variations in the types of housing provided in the neighborhood in accordance with the

new, award winning, Richmond 300 Master Plan. Furthermore, many of the design elements of the proposed dwelling can be found on historically significant dwellings throughout the Union Hill district. The proposed two-family detached dwelling and accessory structure address the unique considerations of the lot size, shape, and underlying zoning while also acknowledging the historical characteristics of the Union Hill Neighborhood.

We thank you for the care and assistance in reviewing our application. Should you have any questions after reviewing this request, please feel free to contact me at markbaker@bakerdevelopmentresources.com or (804)874-6275.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mark R. Baker', with a stylized, cursive script.

Mark R. Baker

Baker Development Resources, LLC



PROJECT CONTACTS:
DEVELOPER:
NEST BUILDERS
CONTACT- AMANDA SEIBERT
804-698-9142
ARCHITECT:
CHRIS WOLF
CHRIS WOLF ARCHITECTURE, PLLC
804-514-7644

NEW TWO-FAMILY HOUSE & DETACHED GARAGE WITH DWELLING UNIT
IN RICHMOND'S HISTORIC UNION HILL NEIGHBORHOOD

961 PINK ST. DUPLEX & GARAGE

961 PINK STREET
RICHMOND, VIRGINIA 23223

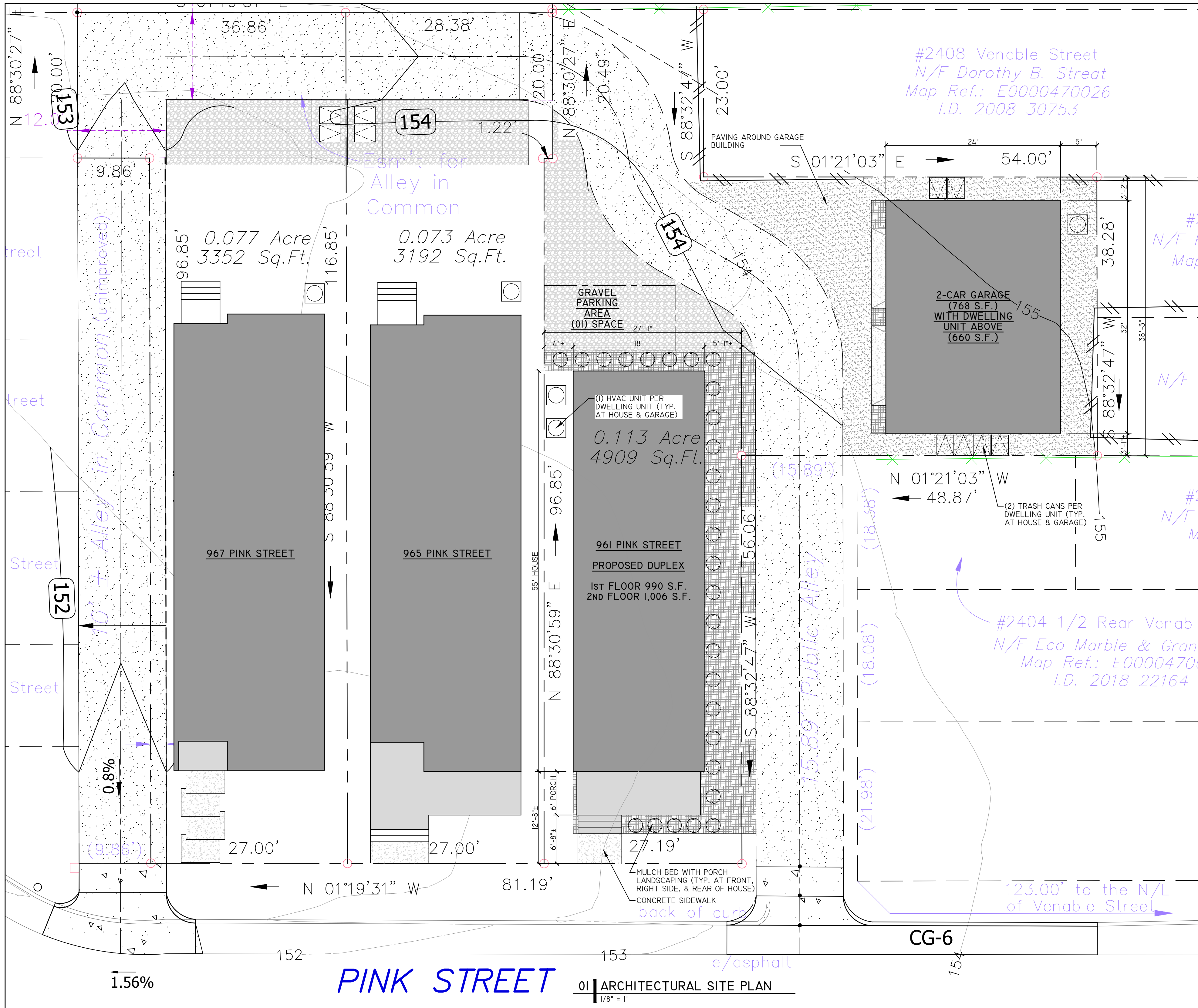
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DRAWING INDEX	
DRAWINGS	
NO.	SHEET TITLE
CS	COVER SHEET
CI.1	ARCHITECTURAL SITE PLAN
AI.1	FIRST & SECOND FLOOR PLANS
A2.1	FRONT & RIGHT SIDE EXTERIOR ELEVATIONS & EXTERIOR FINISH SCHEDULE
A2.2	REAR & LEFT SIDE EXTERIOR ELEVATIONS
G1.1	GARAGE FIRST & SECOND FLOOR PLANS
G2.1	GARAGE EXTERIOR ELEVATIONS

NOT FOR
CONSTRUCTION

SET/REVISION:
C.A.R. SECOND REVIEW
DATE/MARK:
07.29.2022

COVER SHEET
CS

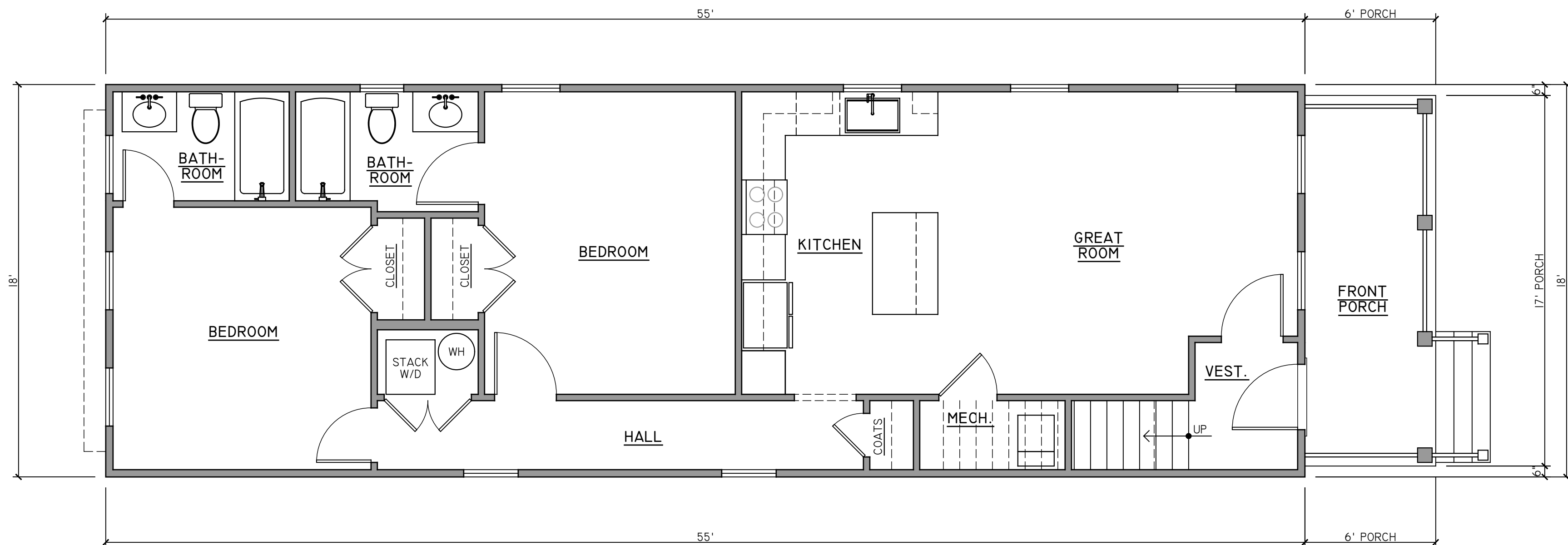
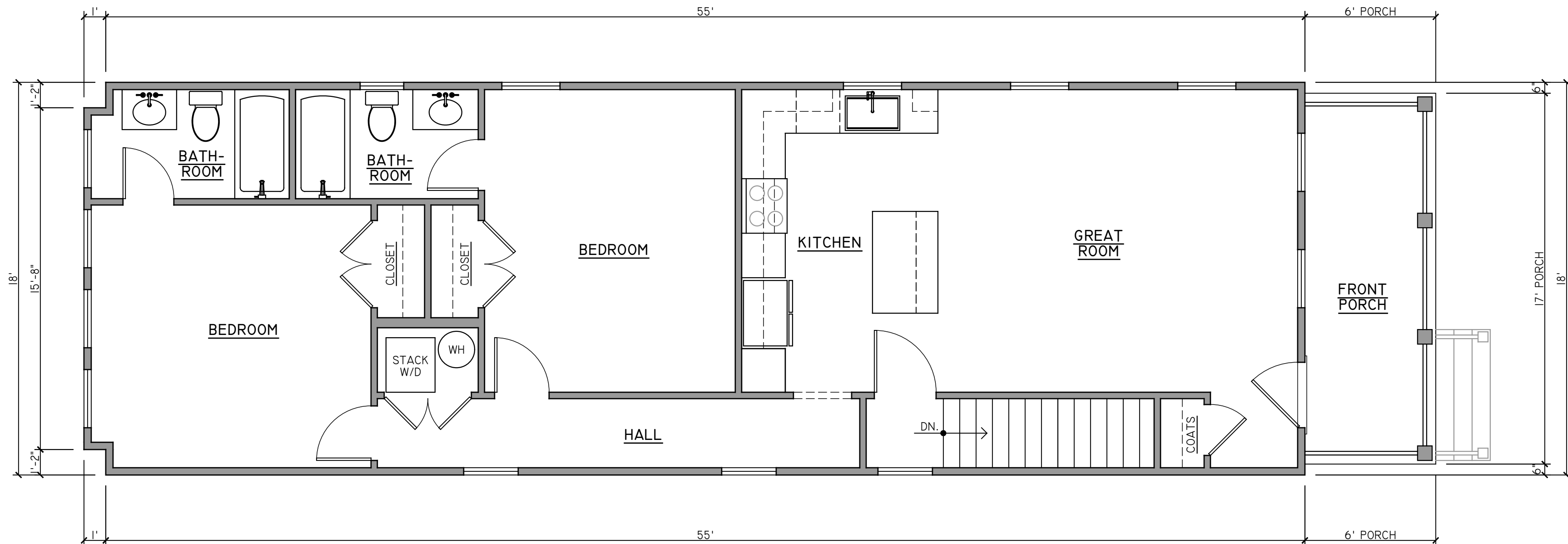


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ARCHITECTURAL
SITE PLAN
CI.I



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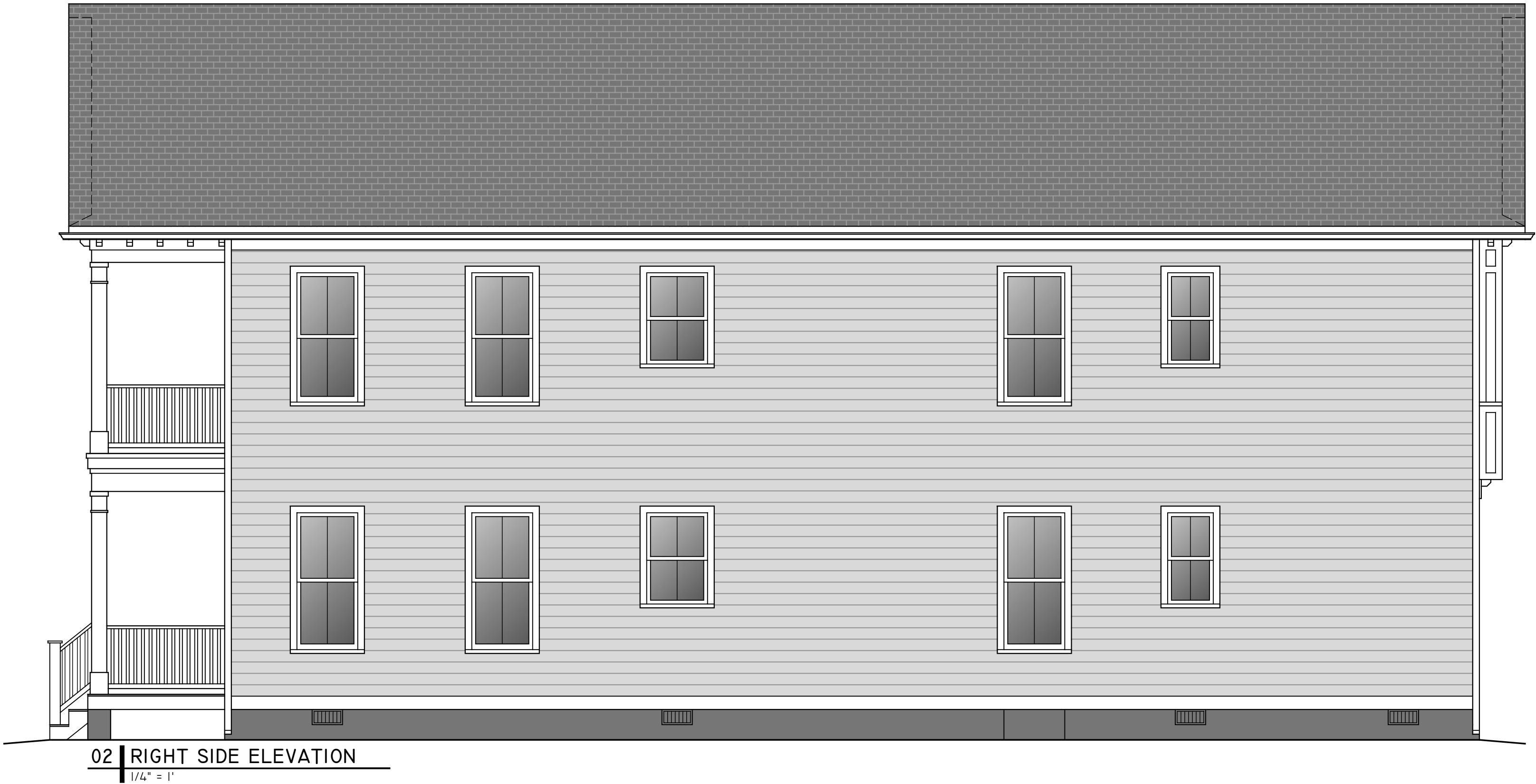
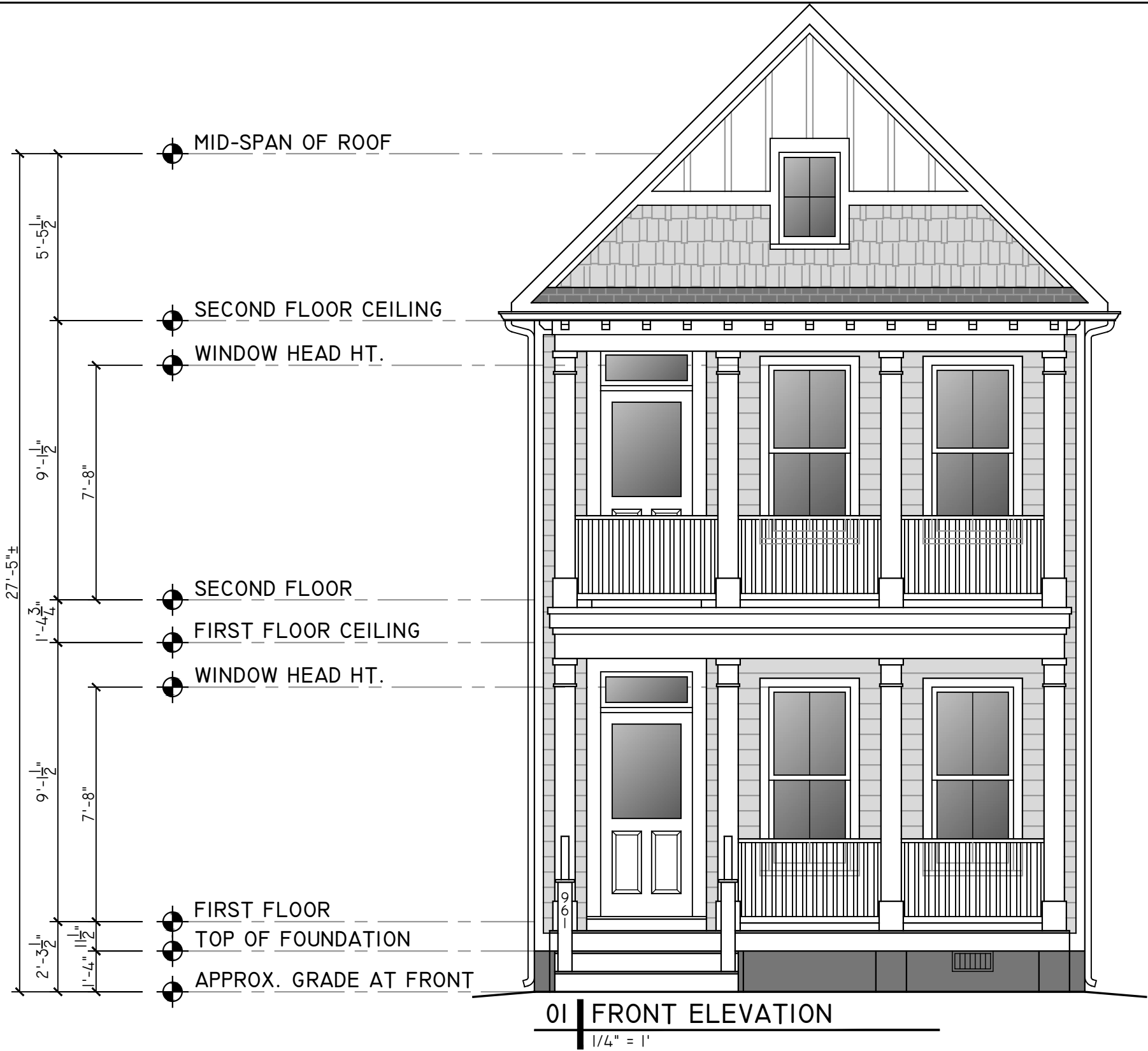
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FIRST & SECOND
FLOOR PLANS

AI.1

EXTERIOR FINISH SCHEDULE (HOUSE & GARAGE BUILDINGS)		
NO.	COMPONENT/MATERIAL	COLOR/FINISH
01	FOUNDATION & PORCH PIERS - PARGED BLOCK	GRAY/BLACK
02	HARDIEPLANK LAP SIDING	COLOR T.B.D.
03	HARDIE SHINGLE SIDING	COLOR T.B.D.
04	HARDIE BOAR & BATTEN SIDING	COLOR T.B.D.
05	SYNTHETIC TRIM	PAINTED ARCTIC WHITE
06	SYNTHETIC-WRAPPED DROPPED BEAMS	PAINTED ARCTIC WHITE
07	HARDIE SOFFIT	PAINTED ARCTIC WHITE
08	PARTIAL GLASS ENTRY DOOR	PAINTED WHITE
09	CLAD WOOD WINDOWS	WHITE
10	8" SQUARE PORCH COLUMNS	PAINTED WHITE
11	FRONT PORCH- SYNTH. WRAP STAIRS, COMP. DECKING	PAINTED- WHITE WRAP; GRAY DECKING
12	PORCH RAILINGS - WOOD "RICHMOND" RAIL	PAINTED WHITE
13	ALUMINUM GUTTER & DOWNSPOUTS	PREFINISHED WHITE
14	ARCHITECTURAL 3-TAB ASPHALT SHINGLE ROOF	GRAY

EXTERIOR FINISH NOTES:
1. EXTERIOR ELEVATION NOTES ARE TYPICAL ACROSS ALL EXTERIOR ELEVATIONS UNLESS NOTED OTHERWISE.
2. GRADES SHOWN APPROXIMATE. V.I.F.
3. G.C. COORDINATE ALL MATERIALS/PRODUCT SELECTIONS WITH DEVELOPER.
4. ALL SELECTIONS MUST MEET C.A.R. REQUIREMENTS & BE APPROVED BY C.A.R..



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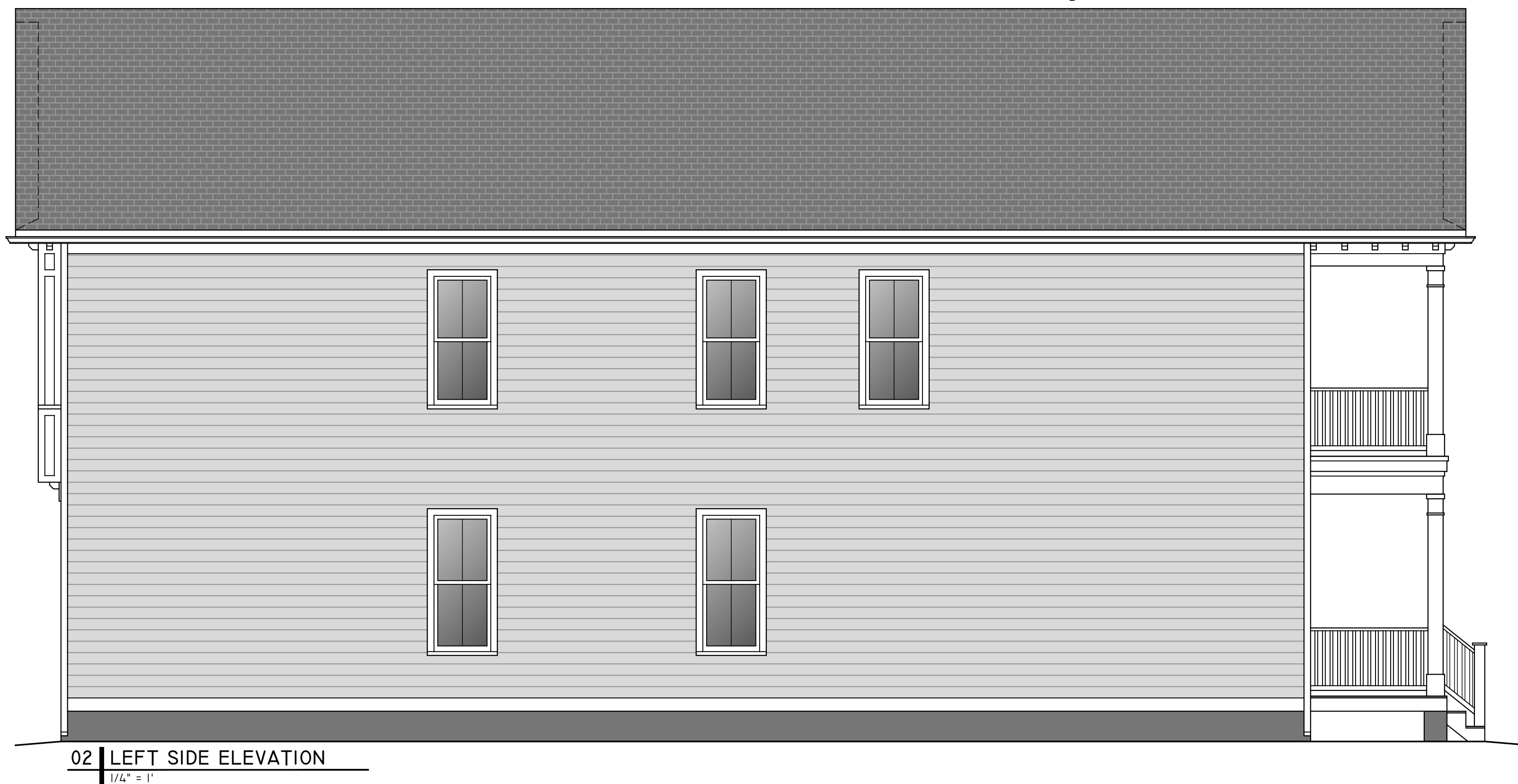
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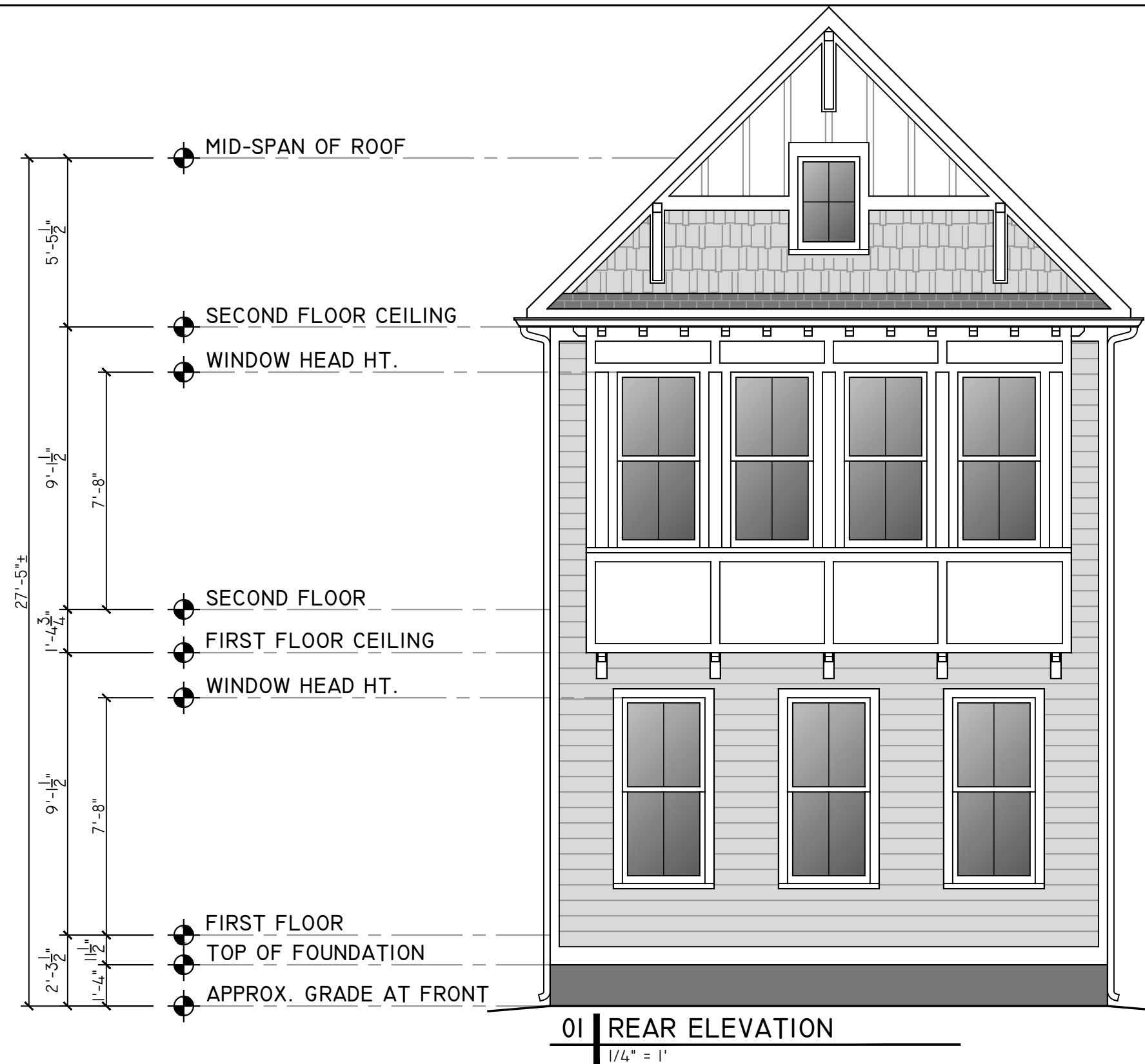
FRONT & RIGHT
EXTERIOR ELEVATIONS

A2.1



02 | LEFT SIDE ELEVATION

1/4" = 1'



01 | REAR ELEVATION

1/4" = 1'

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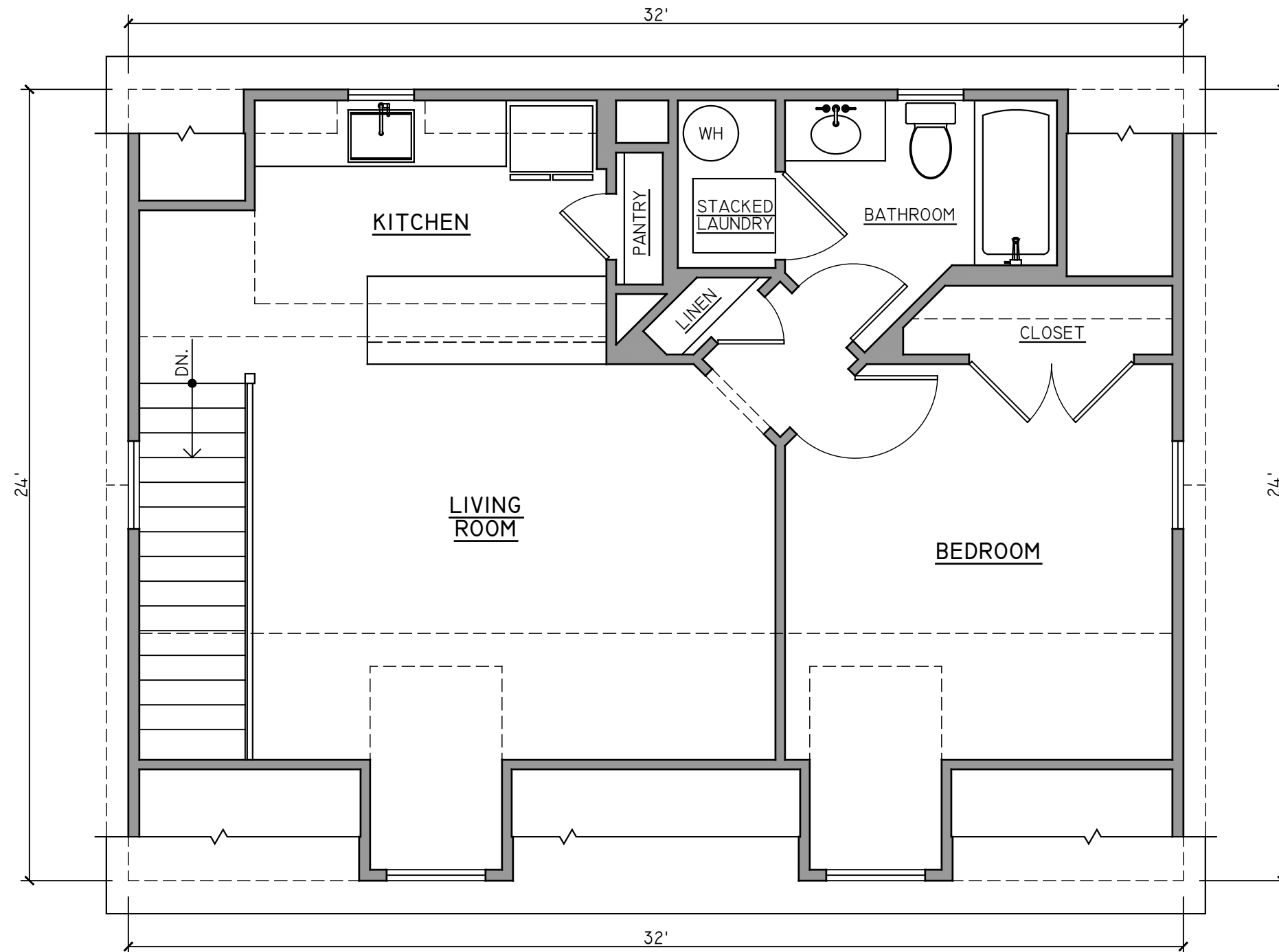
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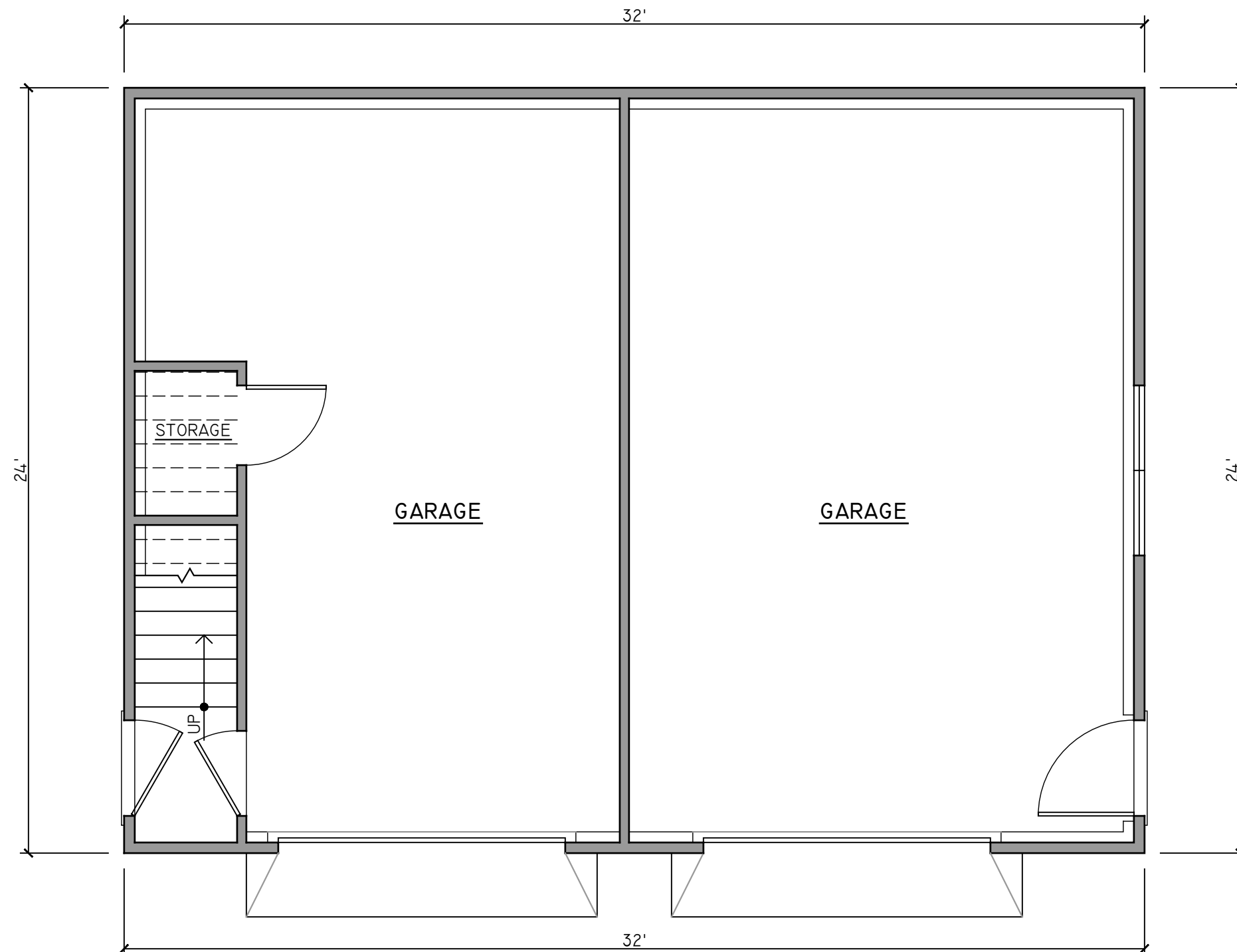
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REAR & LEFT
EXTERIOR ELEVATIONS

A2.2



02 | GARAGE SECOND FLOOR PLAN - APARTMENT
1/4" = 1'



01 | GARAGE 1ST FLOOR PLAN
1/4" = 1'

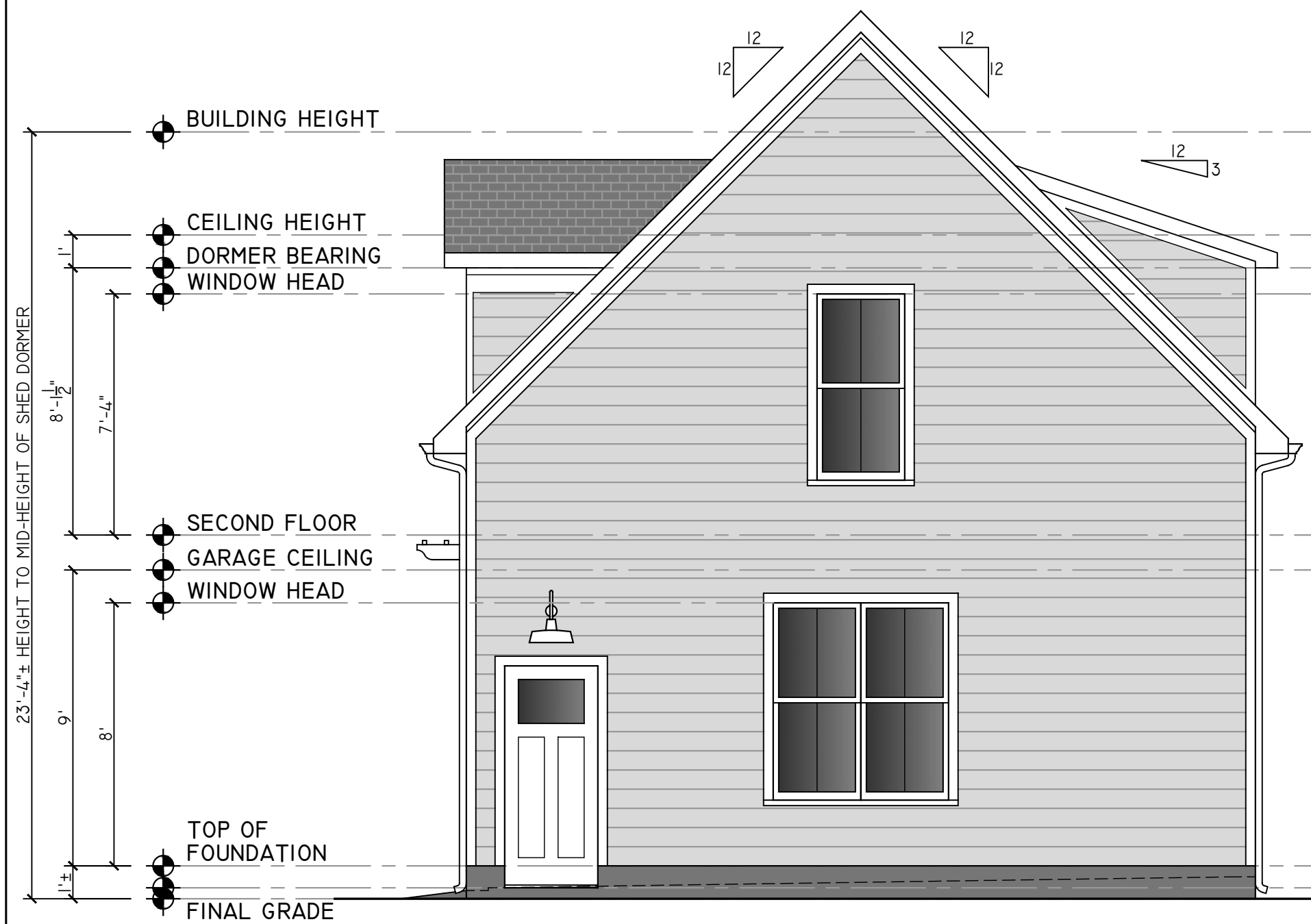
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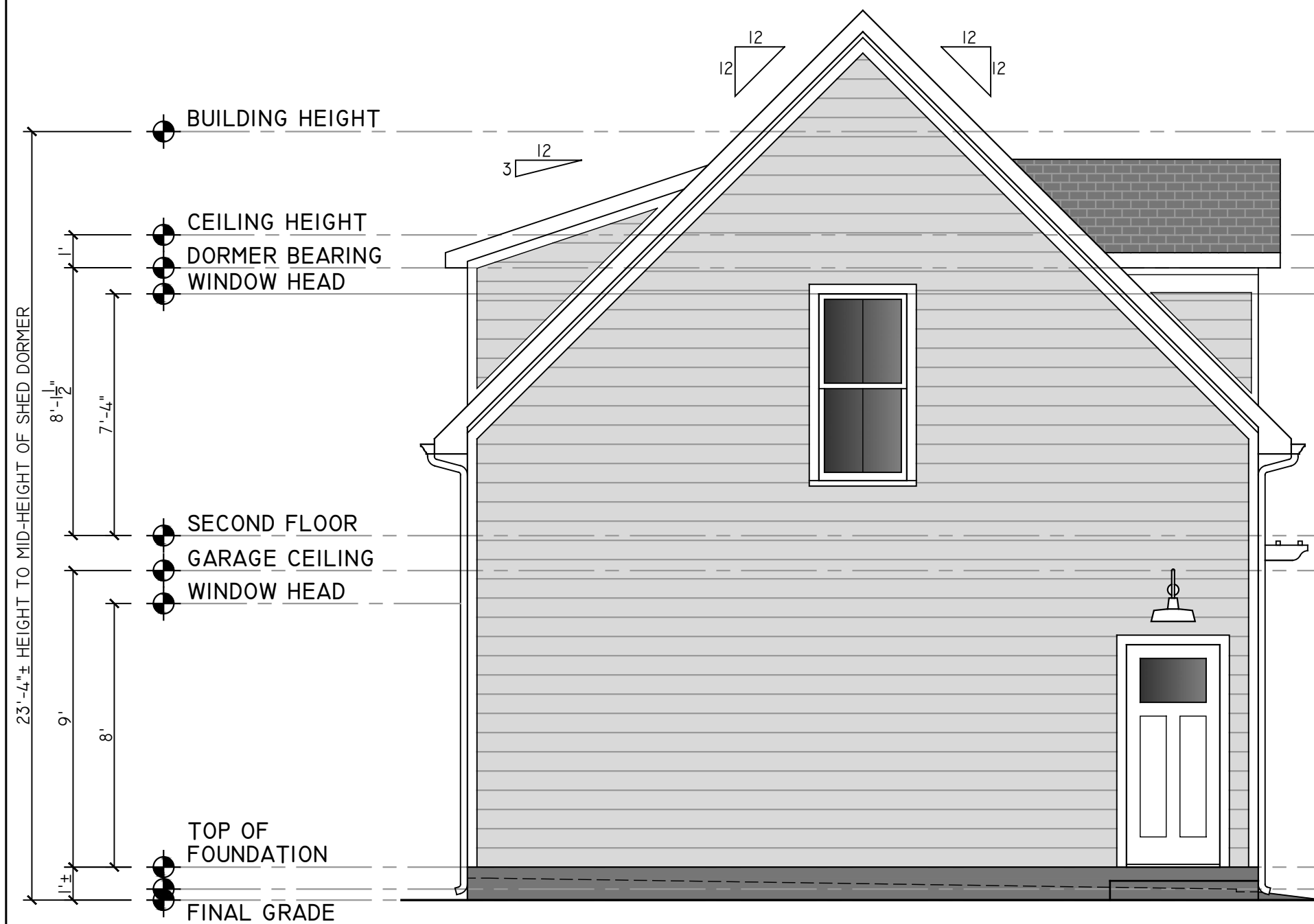
GARAGE FLOOR PLANS
GI.1



02 | RIGHT (PINK ST.) ELEVATION
1/4" = 1'



01 | FRONT (ALLEY) ELEVATION
1/4" = 1'



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



03 | REAR ELEVATION
1/4" = 1'

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