

**COMMISSION OF ARCHITECTURAL REVIEW  
STAFF REPORT  
June 28, 2016 Meeting**

1. **CAR No. 16-091** (K. Bobo)

**604 North 22<sup>nd</sup> Street  
Union Hill Old and Historic District**

**Project Description:** **Replace five windows on the front façade.**

**Staff Contact:** **M. Pitts**

The applicant requests approval to replace five 6/6 wood windows with new 6/6 simulated divided lite, aluminum clad, wood windows on the front façade of a home in the Union Hill Old and Historic District. The applicant is proposing to maintain the visual appearance of the existing windows, and the new windows will fill the existing openings.

The home is Greek Revival style structure constructed in 1848. The applicant states that the existing windows are not original to the home, are screwed closed, and do not function properly. Staff supports the statement that the windows are not original to the structure as staff has located photographic evidence that the structure has been altered through the years including changes to the windows. A photograph of the home from Historic Richmond Foundation's Church Hill Survey in 1977 shows that the home was converted to a duplex, openings were altered, and an inaccurate front full façade porch was present on the structure. Since the time of the survey and prior to the establishment of the Union Hill Old and Historic District, the structure was restored to convey its original Greek Revival appearance which included the installation of new 6/6 windows.



HRF Church Hill Survey (1977)



Staff Visit (6/10/16)

**Staff recommends approval of the project.** The *Richmond Old and Historic Districts Handbook and Design Review Guidelines* state that all original windows should be retained (pg. 65, #1) and that the architectural appearance of original windows should be used as a model for new windows (pg. 65, #10). As the existing windows are not original windows and do not function properly, staff supports the removal of these windows. Staff supports the proposed replacement windows as they are an appropriate material and muntin configuration for the Greek Revival structure and are modeled after the existing windows.

It is the assessment of staff that the application is consistent with the Standards for Rehabilitation in Section 30-930.7(b) 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.