



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: _____

Historic District: _____

Applicant Information

☒ Billing Contact

Name: _____

Email: _____

Phone: _____

Company: _____

Mailing Address: _____

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): _____

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 Jean Wight, Jonathan Wight Date _____



CERTIFICATE OF APPROPRIATENESS

ALTERATION AND ADDITION CHECKLIST

Well in advance of the COA application deadline contact staff to discuss your project, and if necessary, to make an appointment to meet with staff for a project consultation.

Complete all applicable sections and submit with the COA application form. Staff can assist you in determining what items are required for your scope of work. An incomplete application may cause delays in processing or may be deferred to the next agenda. Application materials must clearly represent current and proposed conditions. Refer to Standards for Rehabilitation outlined in Section 30.930.7(b) of the City Code, as well as, the *Richmond Old and Historic Districts Handbook and Design Review Guidelines*.

PROPERTY ADDRESS: 2306 E. Grace St., Richmond, VA 23223

BUILDING TYPE

- | | |
|---|--|
| <input checked="" type="checkbox"/> single-family residence | <input type="checkbox"/> garage |
| <input type="checkbox"/> multi-family residence | <input type="checkbox"/> accessory structure |
| <input type="checkbox"/> commercial building | <input type="checkbox"/> other |
| <input type="checkbox"/> mixed use building | |
| <input type="checkbox"/> institutional building | |

ALTERATION TYPE

- | | |
|--|---|
| <input checked="" type="checkbox"/> addition | <input type="checkbox"/> roof |
| <input type="checkbox"/> foundation | <input type="checkbox"/> awning or canopy |
| <input type="checkbox"/> wall siding or cladding | <input type="checkbox"/> commercial sign |
| <input type="checkbox"/> windows or doors | <input type="checkbox"/> ramp or lift |
| <input type="checkbox"/> porch or balcony | <input type="checkbox"/> other |

WRITTEN DESCRIPTION

- ☒ property description, current conditions and any prior alterations or additions
- ☒ proposed work: plans to change any exterior features, and/or addition description
- ☐ current building material conditions and originality of any materials proposed to be repaired or replaced
- ☒ proposed new material description: attach specification sheets if necessary

PHOTOGRAPHS place on 8 ½ x 11 page, label photos with description and location (refer to photograph guidelines)

- ☒ elevations of all sides
- ☐ detail photos of exterior elements subject to proposed work
- ☐ historical photos as evidence for restoration work

DRAWINGS (refer to required drawing guidelines)

- | | | |
|--|--|---|
| <input type="checkbox"/> current site plan | <input type="checkbox"/> list of current windows and doors | <input checked="" type="checkbox"/> current elevations (all sides) |
| <input type="checkbox"/> proposed site plan | <input checked="" type="checkbox"/> list of proposed window and door | <input checked="" type="checkbox"/> proposed elevations (all sides) |
| <input checked="" type="checkbox"/> current floor plans | <input type="checkbox"/> current roof plan | <input type="checkbox"/> demolition plan |
| <input checked="" type="checkbox"/> proposed floor plans | <input checked="" type="checkbox"/> proposed roof plan | <input type="checkbox"/> perspective and/or line of sight |
| <input type="checkbox"/> legal "plat of survey" | | |

REFER TO ATTACHMENTS

Created 7/2016

2306 E. GRACE STREET
CONSTRUCTION OF NEW 2nd FLOOR ENCLOSURE
OVER EXISTING REAR PORCH

OVERVIEW: On September 25, 2007 The Commission of Architectural Review granted a Certificate of Appropriateness for the replacement of a non-original rear porch with the now covered one-story porch.

(Prior owners had demolished the second story of the porch, leaving a back doorway “to the air”.)

Consistent with the Secretary of the Interior Standards for Rehabilitation we retained that doorway, and to meet code were required to put a balustrade railing above the lower porch at the second floor level, effectively resulting in a double porch effect even though the access was closed off from the interior by a closet.

After years of considerable repairs and restoration to the property, we are now able to finish the project by opening up that second-story door to usable space.

It is our intent to add a room above the current rear porch, and enclose it mostly with windows to repeat the patterns of the porch below.

JURISDICTION:

The porch will not be visible from any street, but will be from the alley behind us.

GUIDELINES: (See Pages 46-47 – addressing those portions of relevance, below.)

Siting & Form: The addition is both subordinate in size to the building, located at the rear, well set back, and more so than the neighboring out-buildings to either side of this property. Equally, there are both double covered porches to either side of us, and whole enclosed extensions.

Height, Width, Proportion & Massing: The addition will have the same “foot print” as is currently in place. The roof height will be well below the face of the brick peaked roof of the north face to maintain the Jack-Arched window above, and very much below the primary roof. The proportions of the windows are to follow the scale and rhythm of the open areas of the porch below.

Materials & Colors: The standing seam roof, gutters and down spouts will all be copper, as we have done for the entire home. The windows will be painted aluminum clad double glazed. Manufactured wood products will be used for the panels and structural elements. The entirety of the external paint color will match the existing shade of white, previously approved.

ADDITIONAL INFORMATION: Attached are elevation drawings and photographs.



Commission of Architectural Review

CITY OF RICHMOND
900 EAST BROAD STREET
RICHMOND VIRGINIA 23219
(804) 646-6335

CERTIFICATE OF APPROPRIATENESS

This certificate is issued pursuant to Chapter 114, Article IX, Division 4 of the Richmond City Code (Old and Historic Districts) to the applicant:

Jonathan & Jean Wight
2306 E. Grace Street
Richmond, VA 23223

For the property at: 2306 E. Grace Street

with respect to the exterior architectural features as described in the application for this certificate and the information and plans filed with the application for this property, pursuant to the following resolution adopted by the Commission of Architectural Review and recorded in the minutes of the Commission:

RESOLUTION: WHEREAS, the applicant proposes to replace a non-original rear porch with a new 13'x6"xq12'0" covered one-story porch, and

WHEREAS, the application is approved as submitted.

NOW, THEREFORE, LET IT BE RESOLVED THAT THE Commission approves the work as being in conformity with the intent of Division 4 Section 114-930 of the Richmond City Code.

The applicant shall comply with all City Codes in the execution of this project. The certificate shall be valid for a period of one year from the date of issuance.


Saul Gleiser D.
Secretary, CAR
Commission of Architectural Review

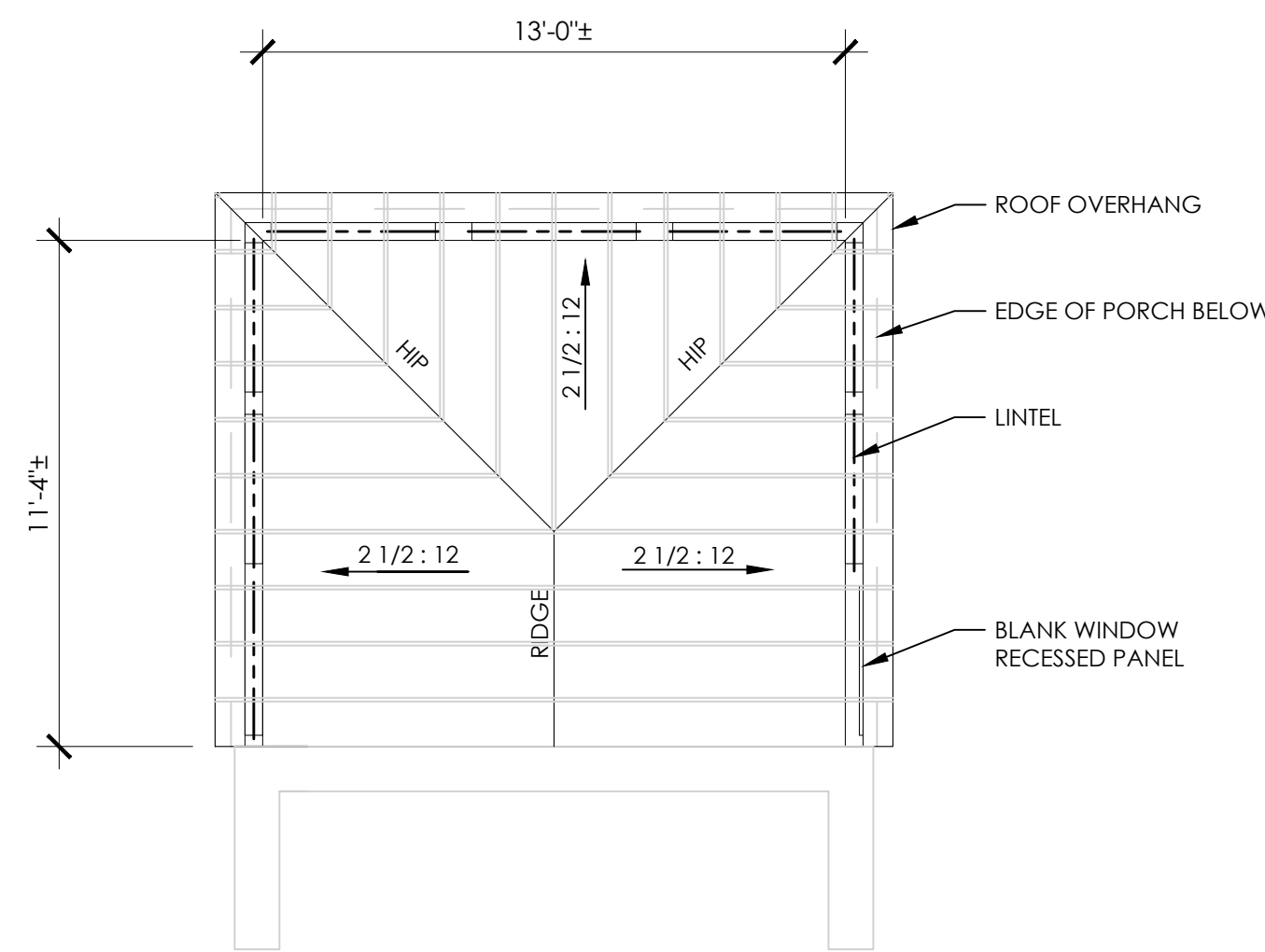
SGD/pjn
Enclosures

Date of Issuance: September 25, 2007

Document Date: October 25, 2007

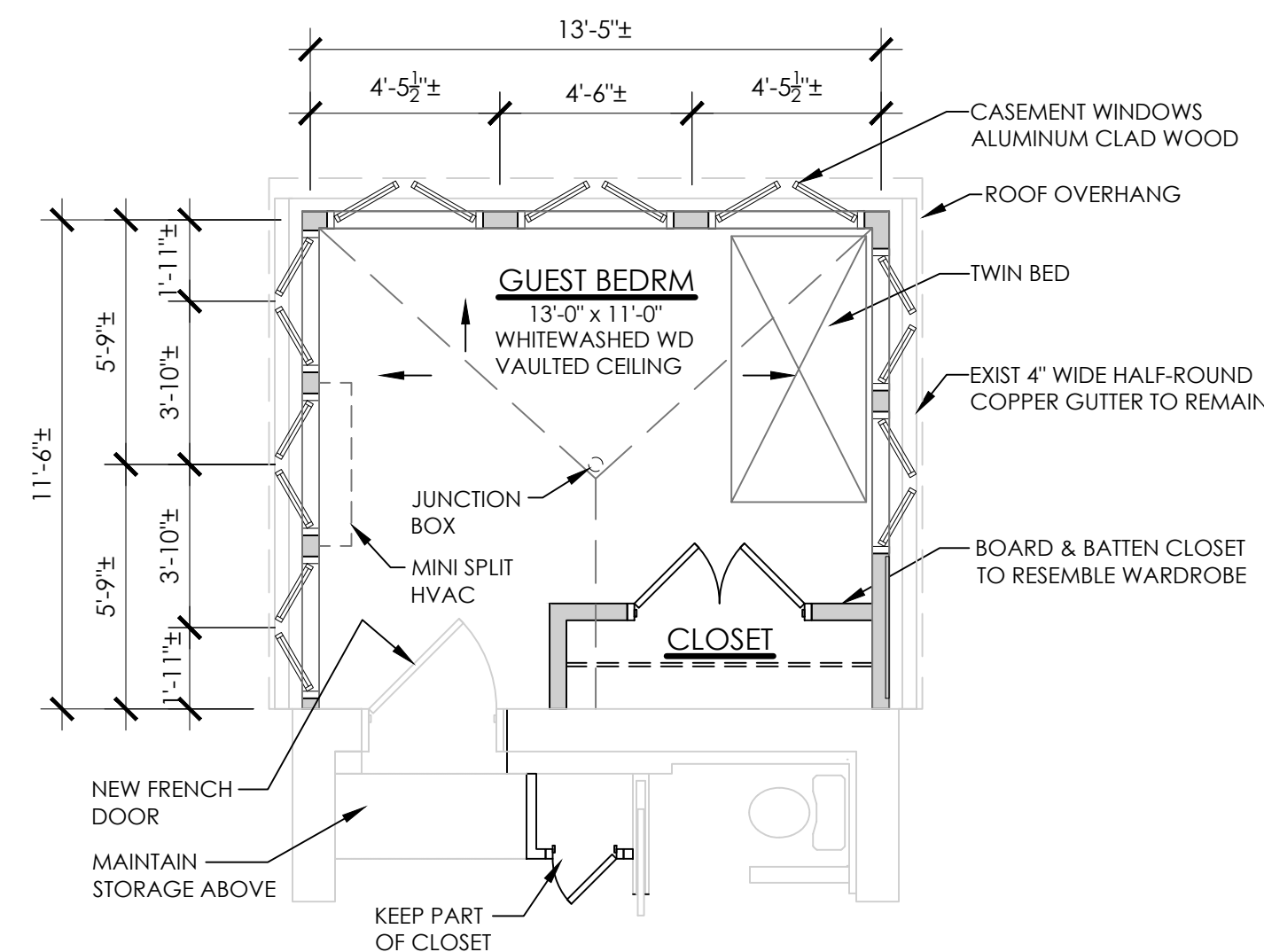
Certificate No. 07-122

BUILDING COPY
APPROVED
DEC 06 2007
This certificate is valid for one year from the date of issuance. The applicant must submit a final report to the Commission of Architectural Review within the one-year period. The Commission may extend the validity of this certificate if the applicant submits a request for an extension. The Commission may also revoke this certificate if the applicant fails to comply with the requirements of the Richmond City Code.



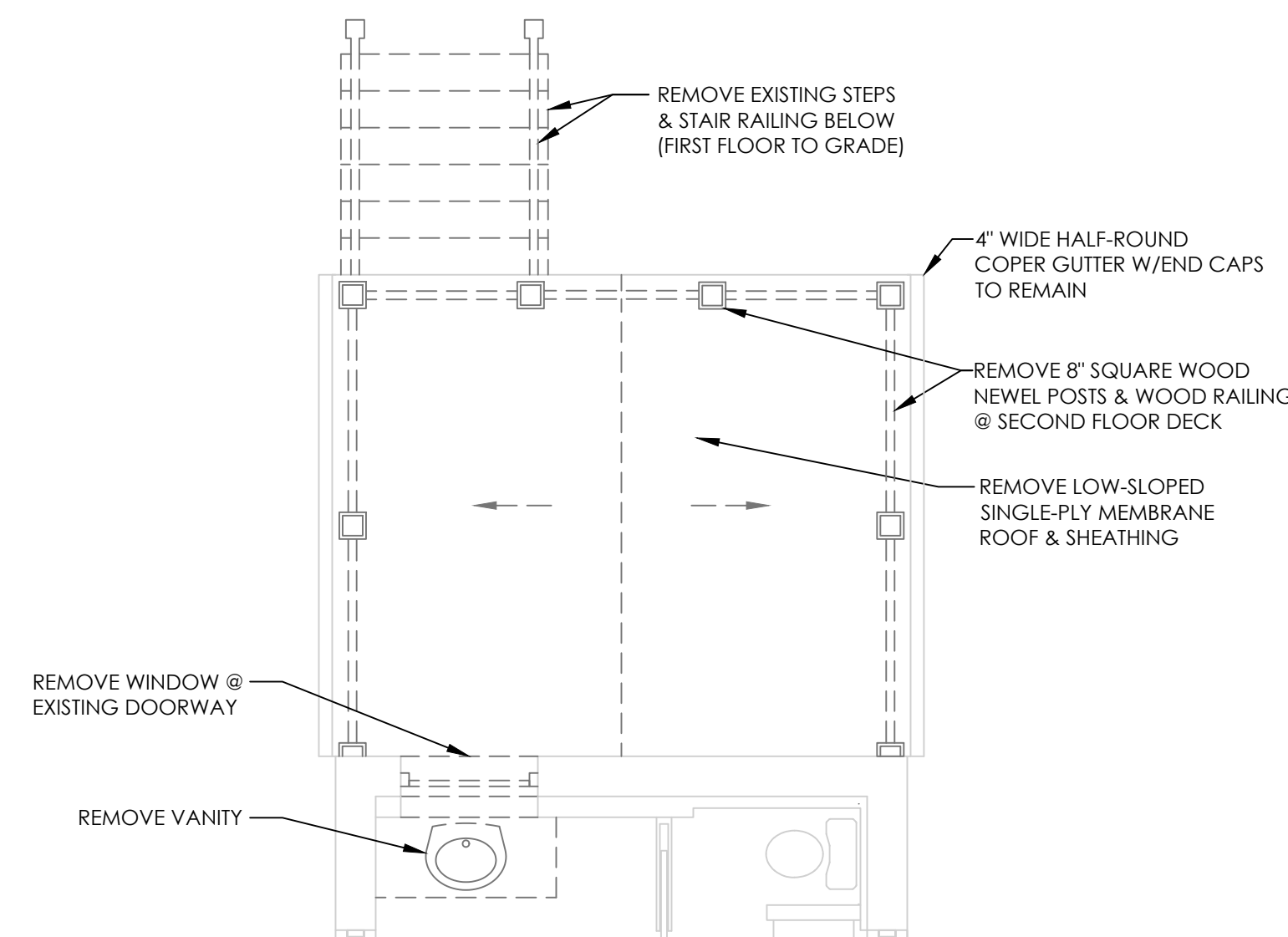
Proposed Roof Plan

SCALE: 1/4" = 1' - 0"



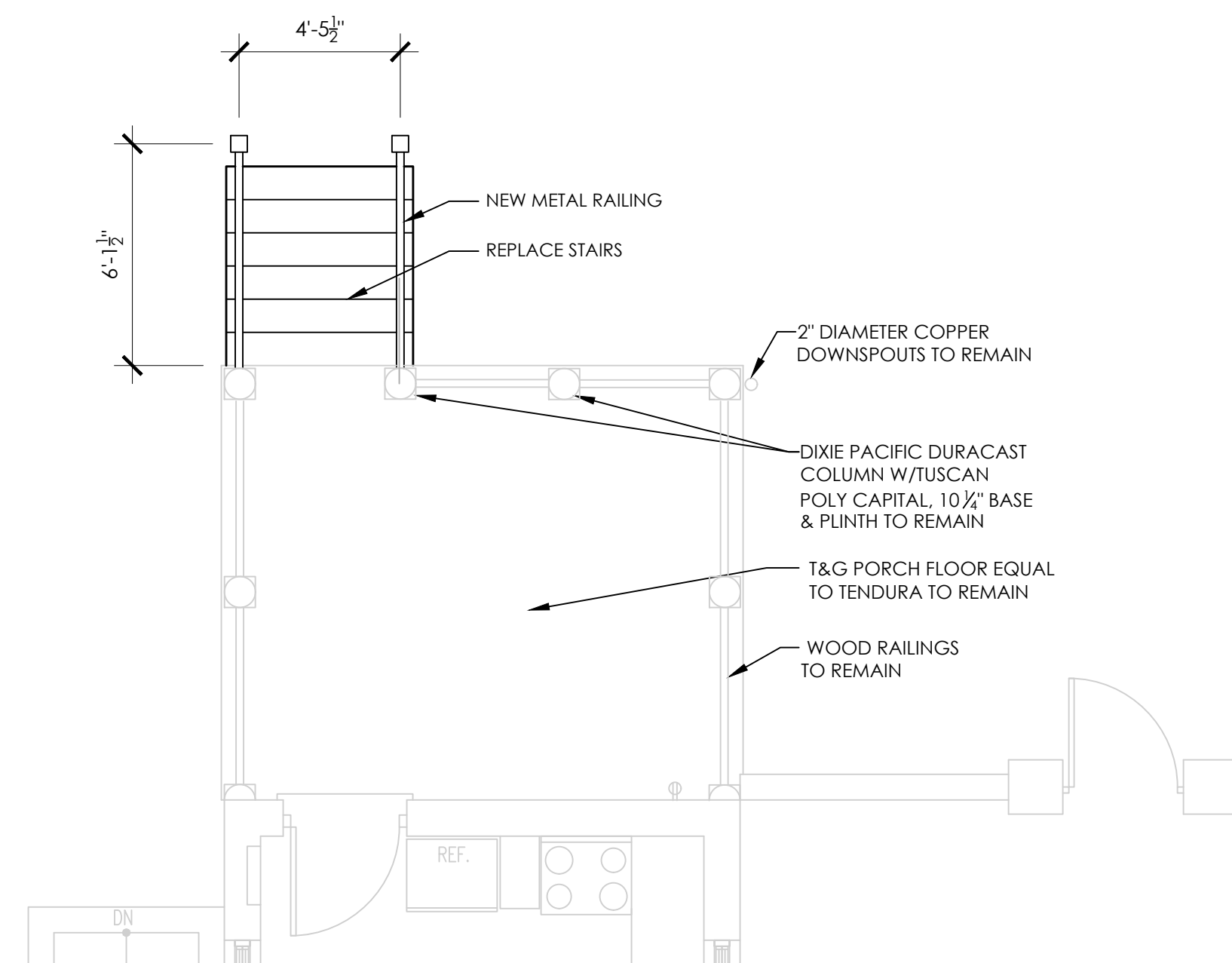
Propose Bedroom Plan

SCALE: 1/4" = 1' - 0"



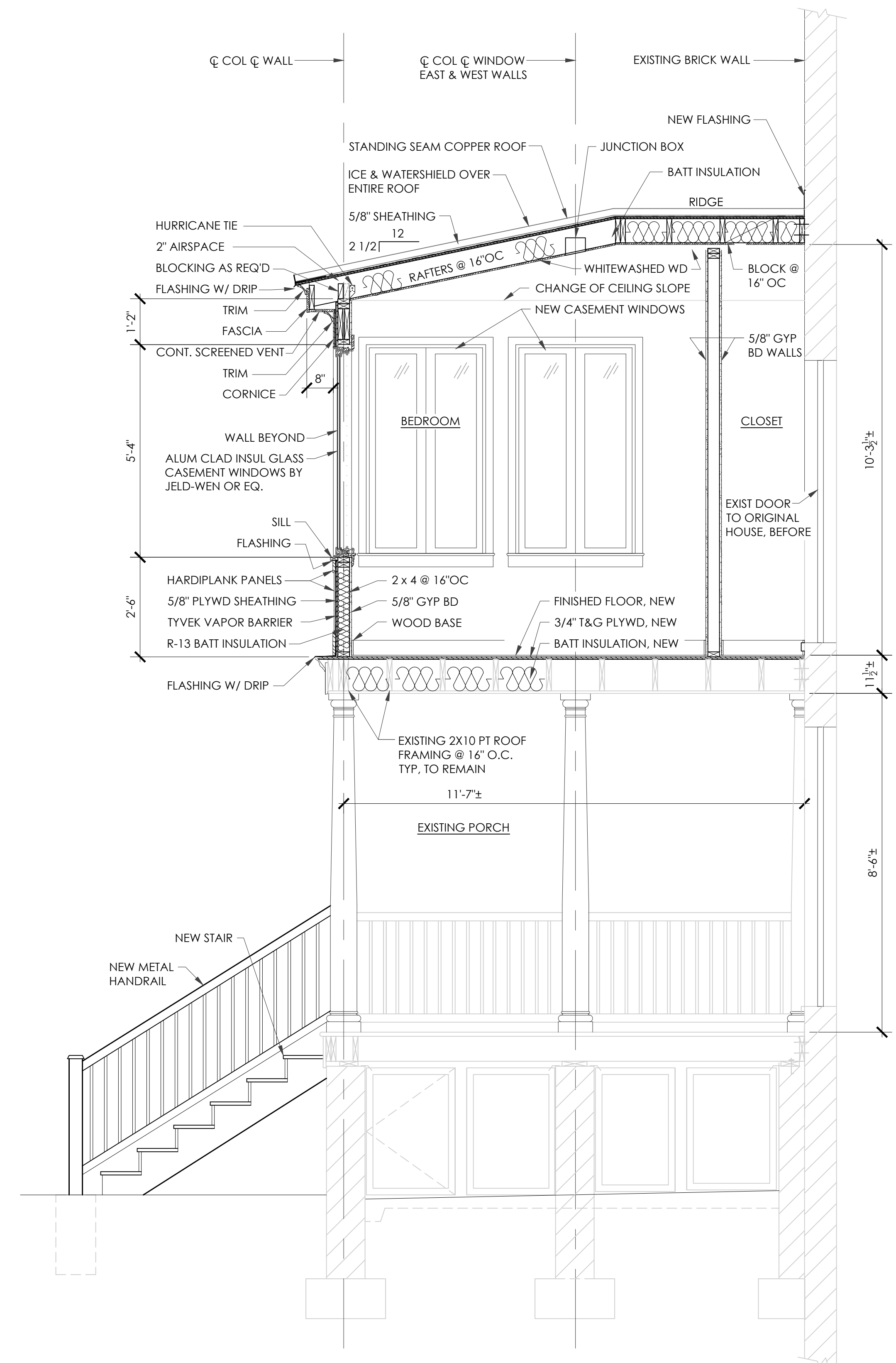
Demolition Plan

SCALE: 1/4" = 1' - 0"



First Floor Plan

SCALE: 1/4" = 1' - 0"



PORCH SECTION

SCALE: 1/2" = 1' - 0"

WRIGHT RESIDENCE

2306 EAST GRACE STREET
RICHMOND, VIRGINIA

Joseph F. Yates
ARCHITECTS

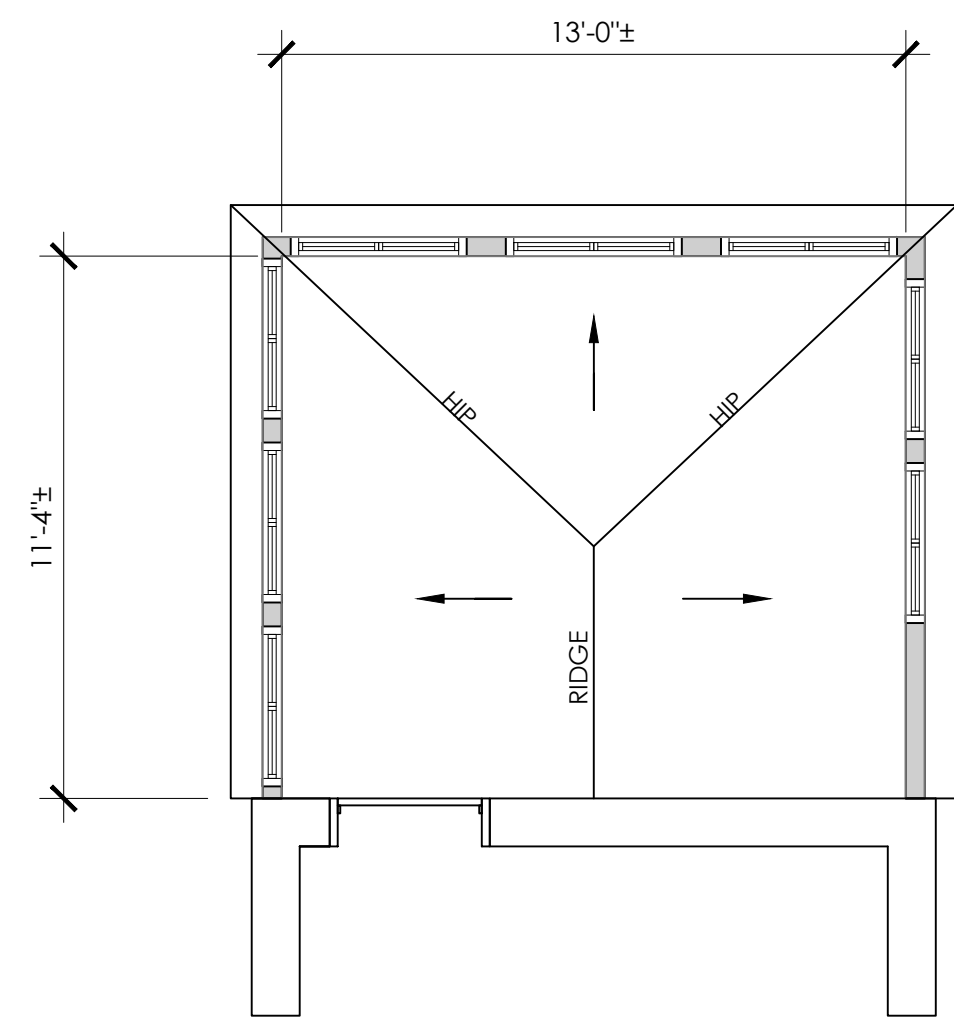
804-839-3747
joe@jfyarchitects.com

Set Date:
OCT 19, 2021
Revisions:

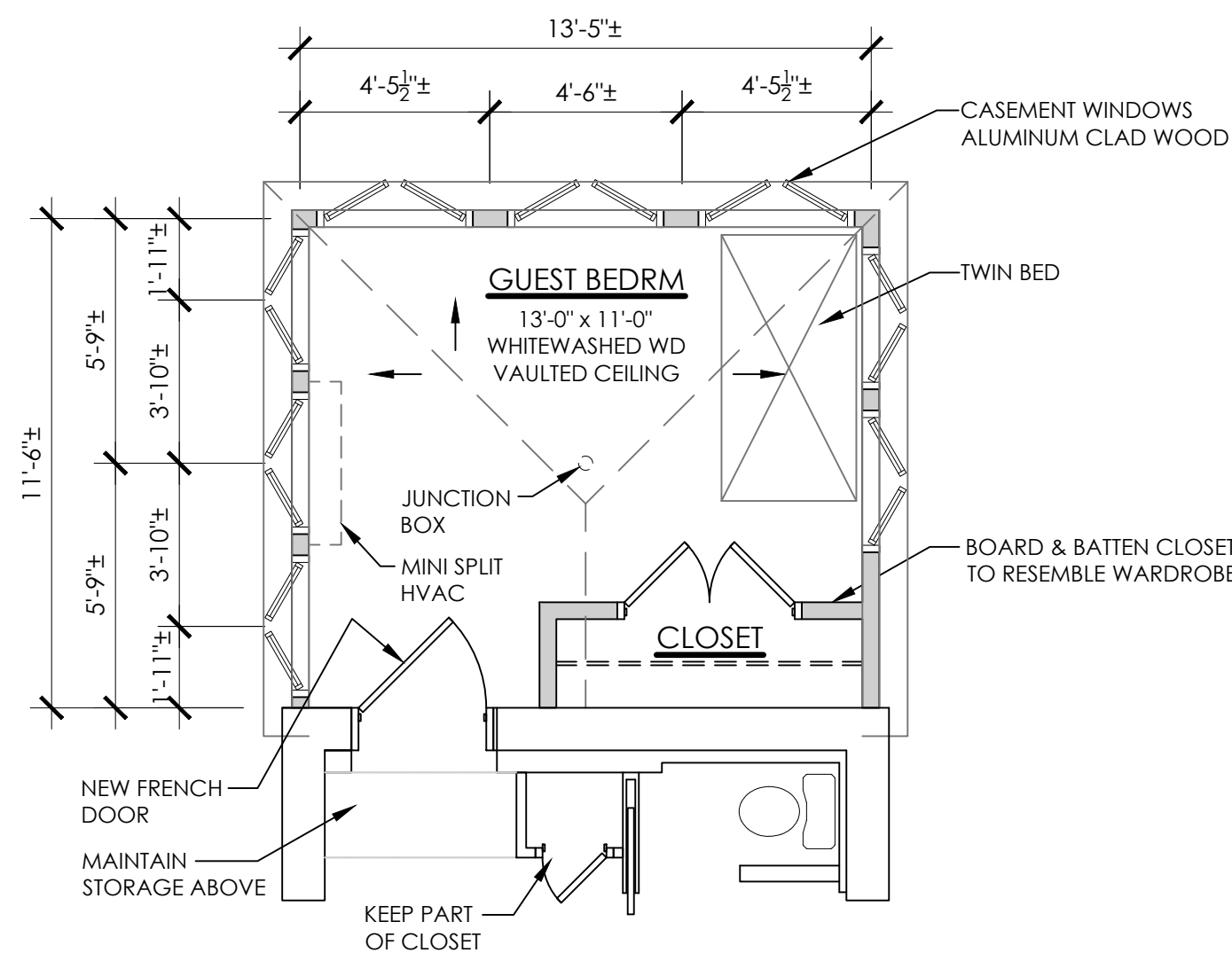
Project No.:
2007-14

A1

PROGRESS PRINT - NOT FOR CONSTRUCTION



Proposed Roof Plan
SCALE: 1/4" = 1' - 0"



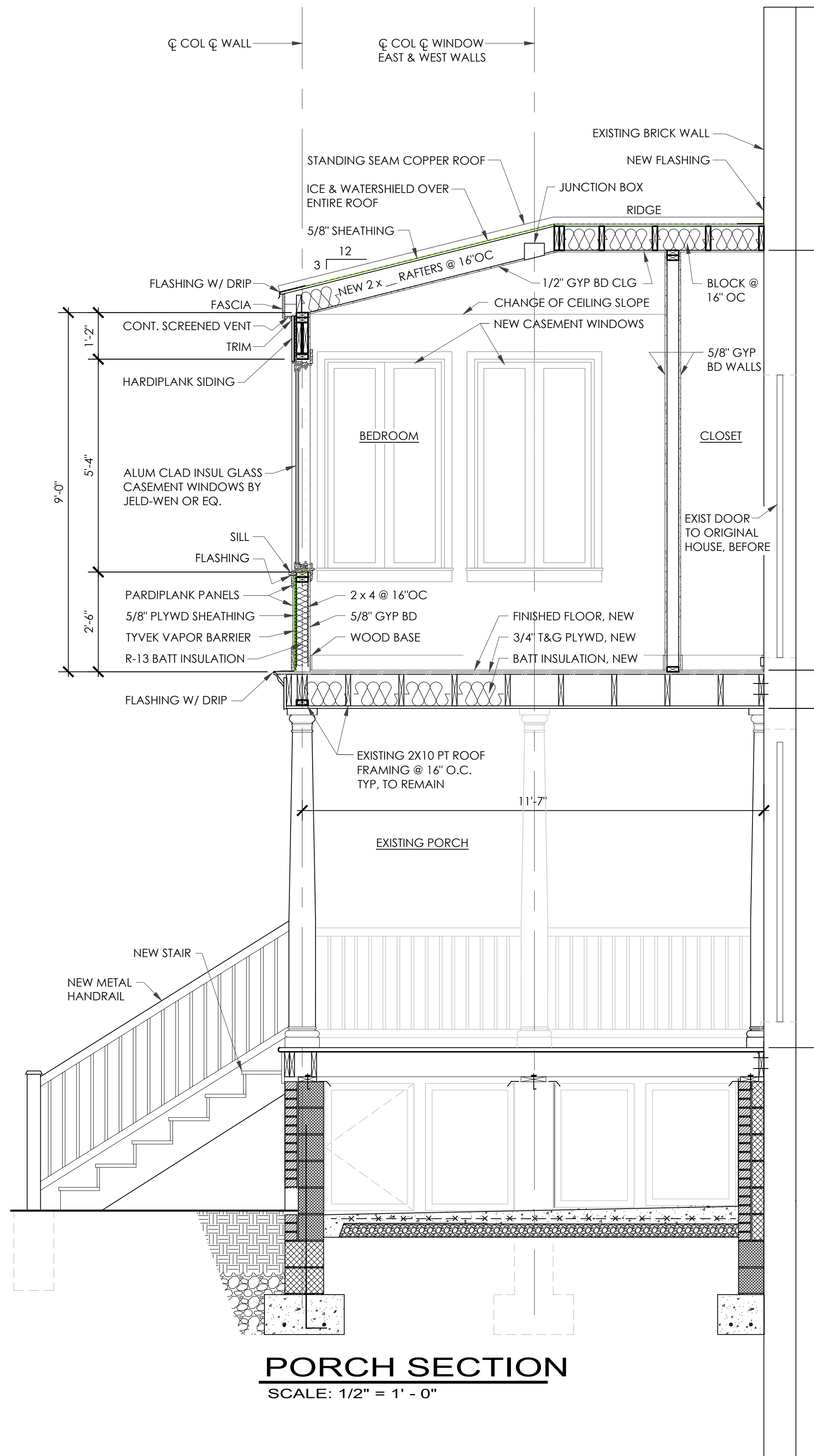
Proposed Floor Plan
SCALE: 1/4" = 1' - 0"



WEST ELEVATION
SCALE: 1/4" = 1' - 0"



NORTH ELEVATION
SCALE: 1/4" = 1' - 0"



PORCH SECTION
SCALE: 1/2" = 1' - 0"

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804-839-3747
joe@jfyarchitects.com

Set Date:
OCT 15, 2021
Revisions:

Project No.:
2007-14

A1



EAST ELEVATION

SCALE: 1/4" = 1' - 0"



NORTH ELEVATION

SCALE: 1/4" = 1' - 0"



WEST ELEVATION

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Set Date:
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Revisions:

Project No.:
2007-14

A2

From: [Jean Wight](#)
To: [Routman, Emily - Vendor](#)
Cc: [Jean Wight](#); [Joe Yates](#); [Jonny Wight](#)
Subject: Application for COA - 2306 E. GRACE - WIGHT
Date: Wednesday, October 27, 2021 2:47:58 PM

CAUTION: This message is from an external sender - Do not open attachments or click links unless you recognize the sender's address and know the content is safe.

Emily-

Here are the photos I have to supplement our application

Jean Wight

Existing Conditions - Note the door we retained. Also the “Jack-Arched” attic venting window that will not be obscured by our plans.



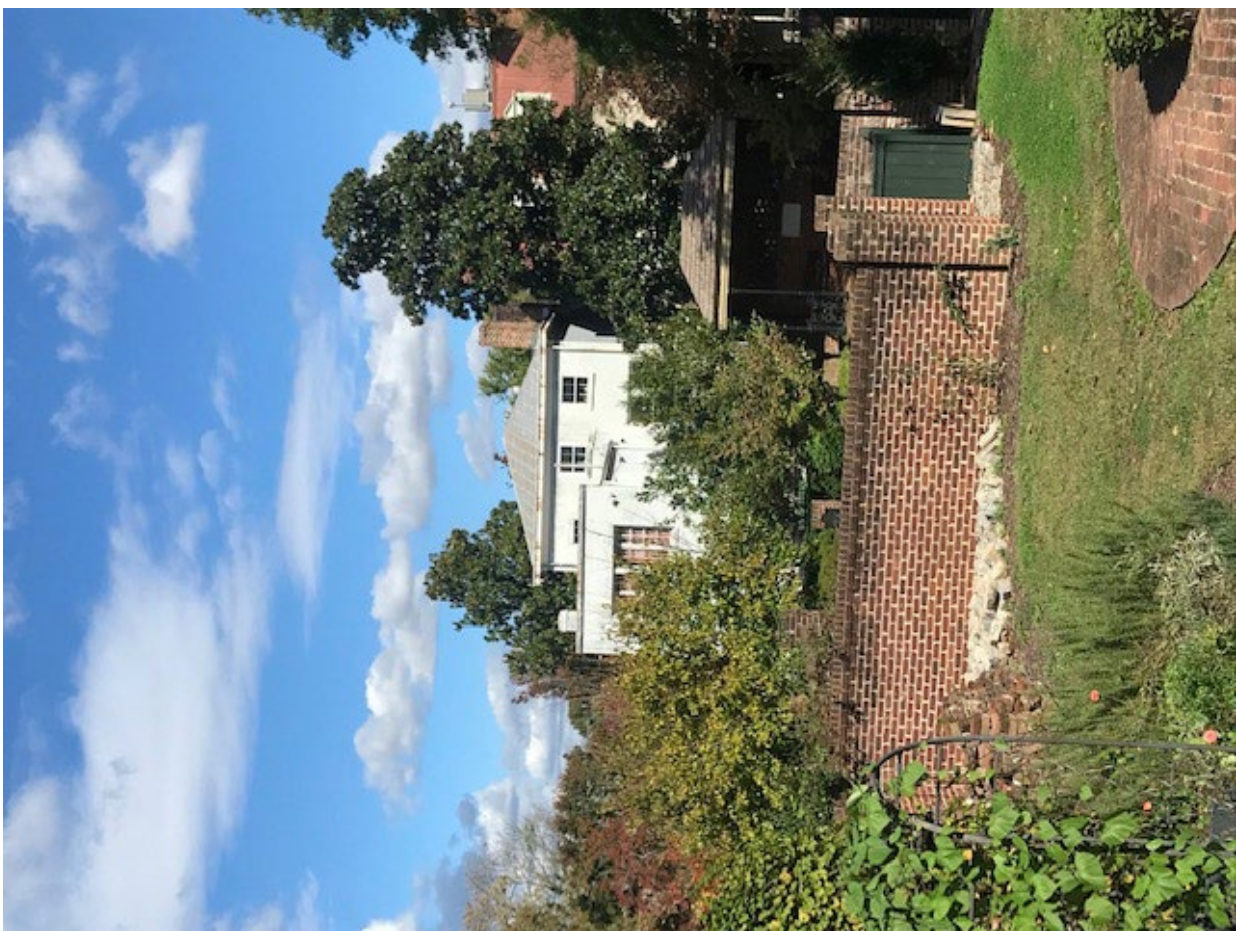
Existing Conditions from our yard - note the ample setback from the alley.



Existing condition- note the massing of the primary roofs.



An example of the visual scale of properties from the alleyway. Our proposal is smaller in mass, and considerably more discrete.



View from alley.



View from alley.



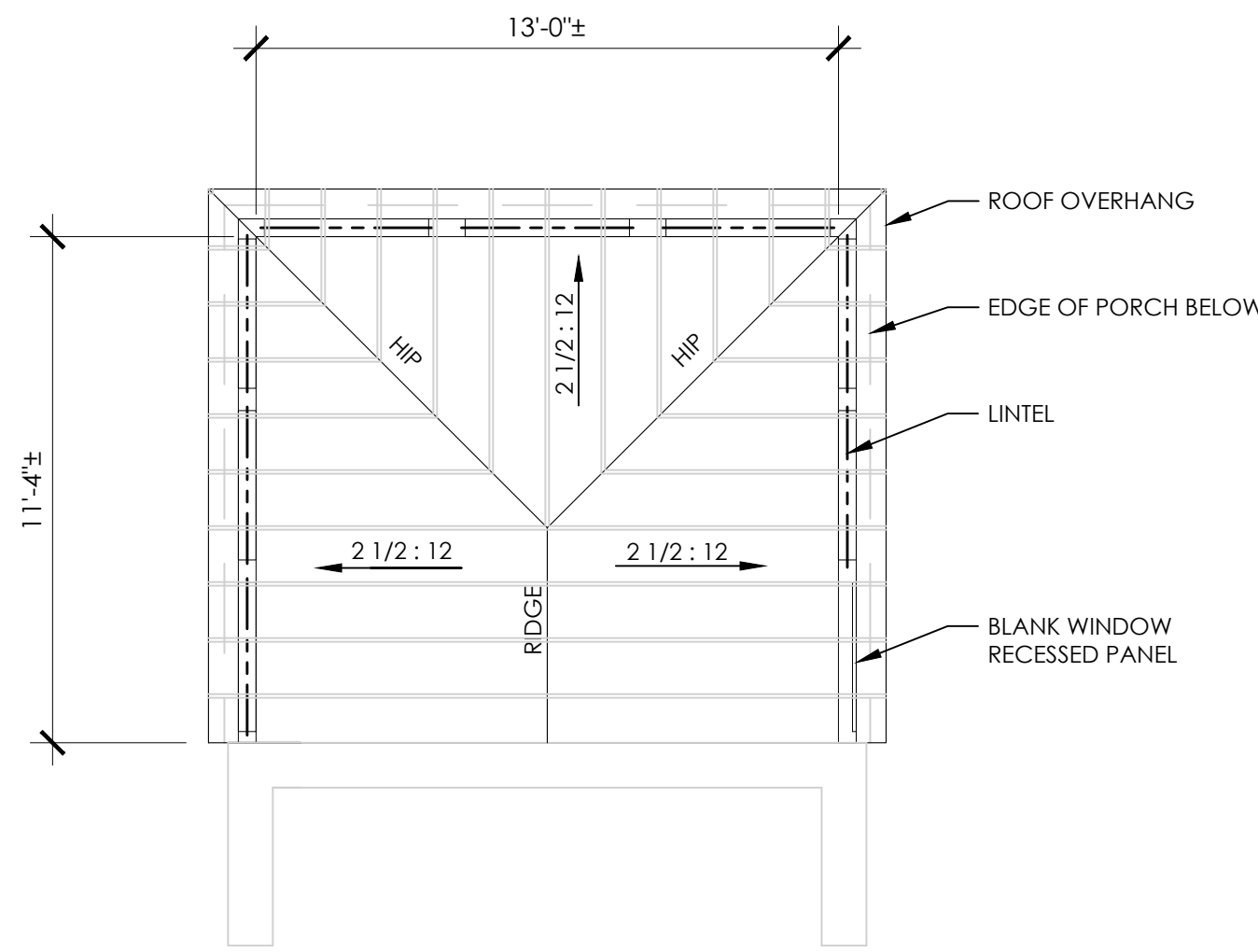
View from alley.



Alley view.

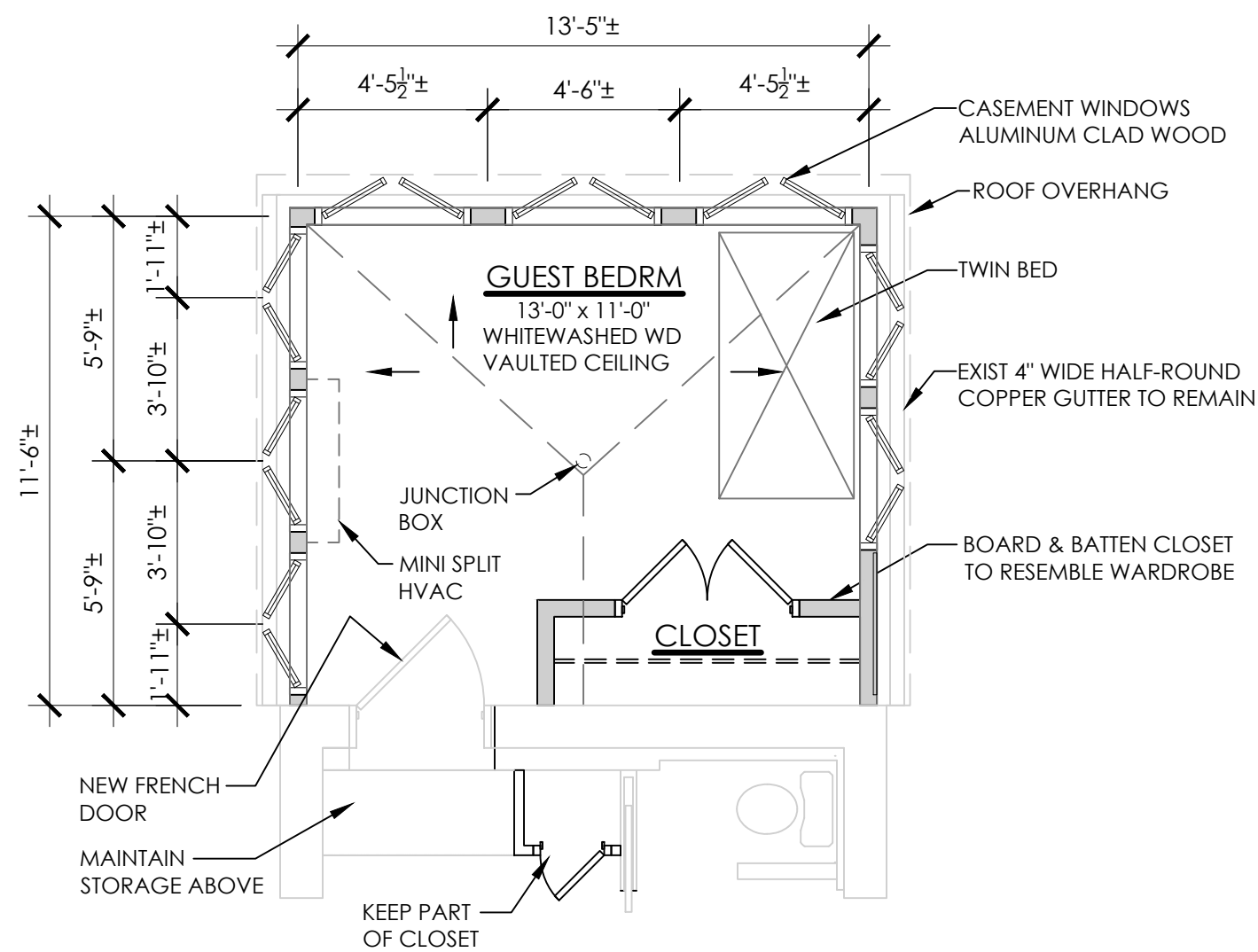


Sent from my iPhone



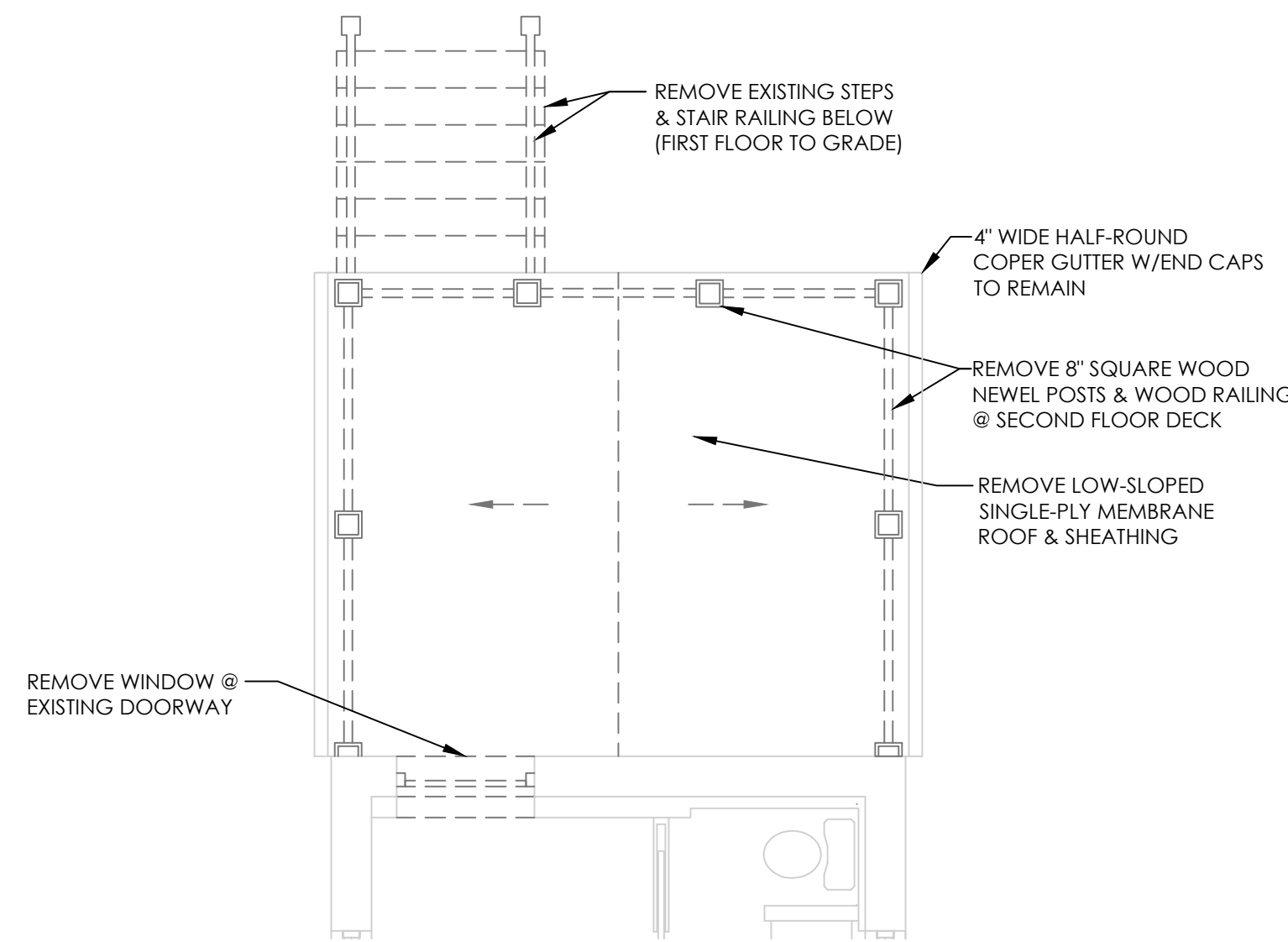
Proposed Roof Plan

SCALE: 1/4" = 1' - 0"



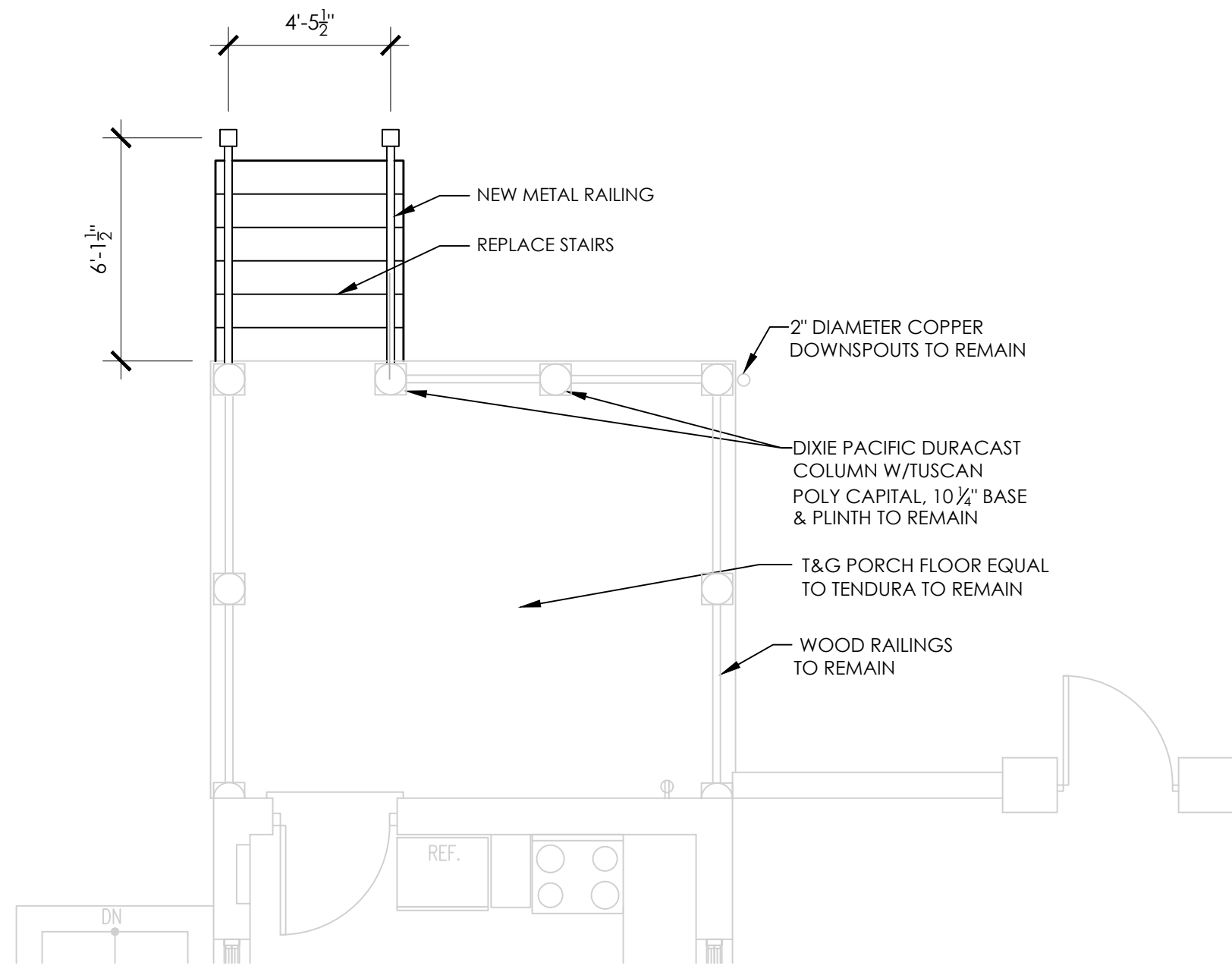
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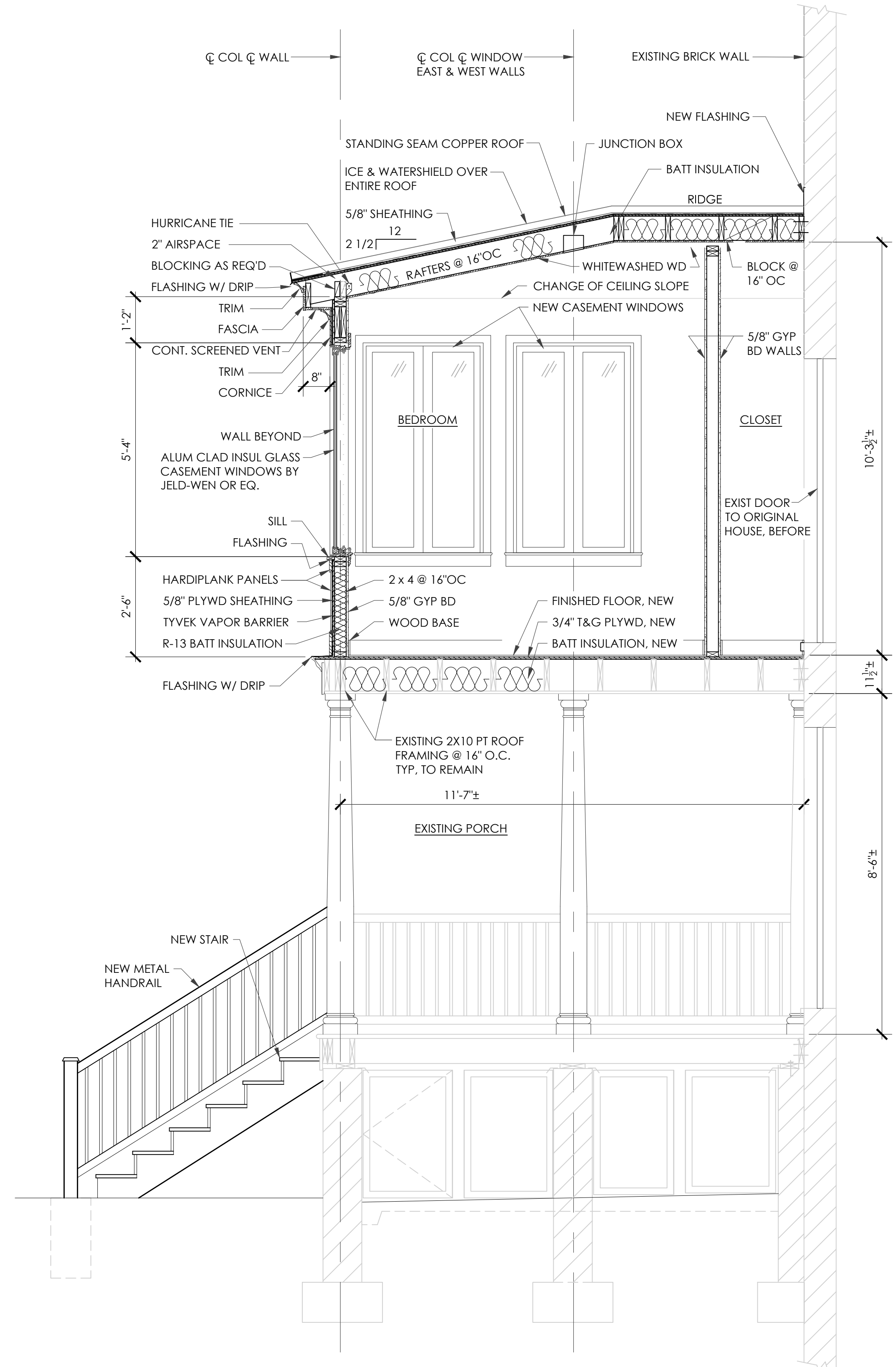
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PORCH SECTION

SCALE: 1/2" = 1' - 0"

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A1

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A2