

City of Richmond Code of Ordinances

Chapter 114, Article IX, Division 4

DIVISION 4. OLD AND HISTORIC DISTRICTS

Sec. 114-930.3. Commission of Architectural Review.

(d) *Responsibilities and duties.* The commission of architectural review shall have the power and authority to issue or deny certificates of appropriateness for construction, alteration, reconstruction, repair, restoration, or demolition within any old and historic districts. In addition, the commission shall have the duty to:

- (1) Hold regular meetings for consideration of certificates of appropriateness and other meetings as needed to carry out the responsibilities set forth in this section.
- (2) Assist and advise the city council, the mayor, the chief administrative officer, the planning commission, the board of zoning appeals, property owners and individuals in matters involving historic resources relating to appropriate land use, zoning, and other issues.
- (3) Maintain documentation on historic resources throughout the city.
- (4) Undertake studies for the planning commission and the city council on historic resources of the city for the master plan and other planning efforts.
- (5) Document and recommend to the planning commission and city council the creation and amendment of old and historic districts.
- (6) Adopt architectural guidelines and architectural standards applicable to properties located in old and historic districts.
- (7) Adopt guidelines for the delegation to the secretary of the review and approval of applications for certificates of appropriateness.
- (8) Sponsor educational and informational activities, which publicize historic preservation efforts which include but are not limited to speaking engagements, publications, press releases, and audio and visual presentations.
- (9) Investigate and recommend districts, buildings, structures, and sites of historic, architectural or cultural importance to the city, the commonwealth, or the United States of America which should be preserved and protected and report on these historic resources to the mayor, chief administrative officer, city council or planning commission.