

**Packet Guide  
City of Charlottesville  
Board of Architectural Review  
Work Session  
March 18, 2025 5:30 p.m.  
In-person Meeting in the Neighborhood Development Conference Room**



**5:30 PM - Work Session begins.**

**A. Matters from Public**

**B. Consent Agenda**

**1. Special Use Permit Request - Recommendation to City Council**

Planning #PL-25-0027

Commercial Permit #BC-25-0033

401 Ridge Street, Tax Parcel 290132000

Ridge Street ADC District

Owner: Barbara S & Alan D. Jenkins

Applicant: Andrew Jenkins

Request: Special Use Permit to allow commercial general lodging for up to 10 guest rooms. Change of permitted use only. No exterior alterations proposed.

**C. Work Session**

**2. Project Update**

BAR # HST24-0047

1000 Wertland Street, TMP 100038000

(1010 Wertland St; 129 10th St NW; Portion of 1105 W. Main St.)

West Main Street ADC District

Owner: UVA Foundation

Applicant: Elizabeth Chapman; Grimm + Parker Architects

Project: Multi-story residential building

**3. Staff Consultation & Questions**

**Staff Documentation**

a. Hyperlinks & Laserfiche (update)

b. Minutes and Action Memos - dissemination and archiving.

**4. Application procedures & Workflows**

**5. Certified Local Government Training Requirements**

**D. Adjourn (8:00)**

**Special Use Permit Request - Recommendation to City Council**

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Application components (please click a bookmark below to go directly to the report page):

- [Staff Report](#)

**City of Charlottesville  
Board of Architectural Review  
Staff Report  
March 18, 2025**



**Special Use Permit Recommendation**

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**Background:**

*Year Built:* c1891

*District:* Ridge Street ADC District

*Status:* Contributing

Constructed as the parsonage for the Presiding Elder of the Methodist Church, the two-story brick dwelling replaced an earlier house constructed prior to 1845. The design follows an irregular Queen Anne massing. A high hipped, standing-seam metal roof is accented by iron cresting along its ridge, with wide gables over projecting side bays on the facade and both sides. Heavy boxed-cornice with returns, and a wide cornice board. Each gable features shingles and eyebrow attic vents.

[Historical survey 401 Ridge Street \[link\].](#)

**Prior BAR Review**

n/a

**Application**

Applicant has requested a Special Use Permit (SUP) to allow at 401 Ridge Street a commercial general lodging use of up to 10 guest rooms for a bed and breakfast. **The SUP proposes no alterations to the property or to the exterior of the existing c1891 structure.**

Per Chapter 34, Section 5.2.14.C.1.b., when a property subject to a SUP request is within an ADC District, the Administrator will refer the application to the BAR for review as to whether the proposed use will have an adverse impact on the district, and for recommendation as to reasonable conditions which, if imposed, would mitigate any such impacts. The BAR must submit a written report of its findings in support of its recommendation City Council.

### **Discussion**

The requested SUP addresses a use to be allowed on the property; **no alterations associated with that use are currently proposed to the site or to the exterior of the existing c1891 structure.** The BAR has authority to review only exterior alterations to designated property. With no alterations proposed, the BAR's recommendation to Council should be motion (below) stating the proposed use will not adversely impact the property or the Ridge Street ADC District.

**Suggested Motions** (Approved motion will be submitted City Council for consideration in their review of the requested SUP.)

*Finding of no adverse impact:* Based on the information submitted addressing only the proposed use, with no alterations associated with the SUP being currently proposed to the site or to the exterior of the existing c1891 structure, I move to recommend to City Council the requested Special Use Permit for 401 Ridge Street to allow operation of a B&B will not adversely impact this property or the Ridge Street ADC District. Furthermore, it should be understood that at any later exterior alterations at this property--with or without this SUP--will require BAR review and approval, per Chapter 34, Sections 5.2.6. and/or 5.2.7.