

Agenda
City of Charlottesville
Board of Architectural Review
Regular Meeting
May 20, 2025 5:30 p.m.
Hybrid Meeting (In-person in Council Chambers and virtual via Zoom)



Welcome to this Regular Monthly Meeting of the Charlottesville Board of Architectural Review. Staff will introduce each item, followed by the applicant's presentation, which should not exceed ten minutes. The Chair will then ask for questions from the public, followed by questions from the BAR. After questions are closed, the Chair will ask for comments from the public. For each application, members of the public are each allowed three minutes to ask questions and three minutes to offer comments. Speakers shall identify themselves and provide their address. Comments should be limited to the BAR's purview; that is, regarding only the exterior aspects of a project. Following the BAR's discussion and prior to taking action, the applicant will have up to three minutes to respond.

Noted times are approximate only.

5:00 Pre-Meeting Discussion (NDS conference room, 610 E. Market Street.)

5:30 Regular Meeting

A. Matters from the public not on the agenda [or on the Consent Agenda]

B. Consent Agenda (Note: Any consent agenda item may be pulled and moved to the regular agenda if a BAR member wishes to discuss it, or if any member of the public is present to comment on it. Pulled applications will be discussed at the beginning of the meeting.)

1. Meeting minutes April 15, 2025. [Draft version attached; Video recording available [here](#).]
2. **Certificate of Appropriateness Application**
BAR #25-0076
218 West Market Street, TMP 330276000
Downtown ADC District
Owner: Cavalier Hospitality LLC
Applicant: Jeff Levien
Project: Demolition of contributing structure
Note: BAR previously approved a demolition CoA, which recently expired.

C. Deferred Items

N/A

D. New Items

- (5:40) 3. **Certificate of Appropriateness Application**
BAR #25-0079
759 Belmont Ave, TMP 580172000
North Downtown ADC District
Owner: Viewmont Associates LLC
Applicant: Dan Bracey on behalf of Elaine Oakey
Project: Chimney removal

- (5:55) 4. **Certificate of Appropriateness Application**
BAR #25-0077
540 Park Street, TMP 520183000
North Downtown ADC District
Owner: Patrick & Jessica Fenn
Applicant: Douglas Croker
Project: Window replacements
- (6:30) 5. **Certificate of Appropriateness Application**
BAR # 25-0068
1301 Wertland Street, TMP 040303000
Wertland Street ADC District
Owner: 1301 Wertland LLC JSB
Applicant: Edward Carrington, Seven Development
Project: Demolition of contributing structure
- (6:50) 6. **Certificate of Appropriateness Application**
BAR # 25-0078
Downtown Mall – 4th St. E & 2nd St. W.
Owner: City of Charlottesville
Applicant: Riaan Anthony, Director, Parks & Rec
Project: Repairs to Mall vehicular crossings at 4th Street East and 2nd Street West
- (7:20) 7. **Certificate of Appropriateness Application**
BAR # 24-0038
218 West Market Street, TMP 330276000
Downtown ADC District
Owner: Cavalier Hospitality LLC
Applicant: Bob Pineo, Design Develop
Project: Construction of multi-story hotel

E. Other Business

- (7:45) 8. **Staff questions and updates**
- Martha Jefferson House – door replacement (1600 Gordon Ave.)
 - 144 Chancellor Street update re: Demo CoA appeal
 - New NRHP listings & nomination –
 - James Minor House (1817 Fendall Ave.)
 - Campbell Hall (UVa School of Architecture)
 - Thomas & Alena Hammond House (1708 Yorktown Dr.)
- (8:10) 9. **Staff discussion**
- Window replacement: Identify scenarios and circumstances from prior requests.
 - Pedestrian light fixtures

F. Adjourn (8:30)

**BAR MINUTES
CITY OF CHARLOTTESVILLE
BOARD OF ARCHITECTURAL REVIEW**

Regular Meeting

April 15, 2025

**Hybrid Meeting (In person at City Council Chambers & virtual
via Zoom)**



Welcome to this Regular Monthly Meeting of the Charlottesville Board of Architectural Review. Staff will introduce each item, followed by the applicant's presentation, which should not exceed ten minutes. The Chair will then ask for questions from the public, followed by questions from the BAR. After questions are closed, the Chair will ask for comments from the public. For each application, members of the public are each allowed three minutes to ask questions and three minutes to offer comments. Speakers shall identify themselves and provide their address. Comments should be limited to the BAR's purview; that is, regarding only the exterior aspects of a project. Following the BAR's discussion and prior to taking action, the applicant will have up to three minutes to respond.

Members Present: Carl Schwarz, Kate Tabony, Roger Birle, Jerry Rosenthal, Cheri Lewis, David Timmerman, Ron Bailey

Staff Present: Patrick Cory, Kate Richardson, Jeff Werner, Remy Trail

Pre-Meeting:

Mr. Rosenthal asked why the 300 Court Square CoA application had expired. Ms. Lewis answered the question. There was a change in the group that originally applied for the CoA. 300 Court Square does have a weird property line and encroachment. There were also questions and discussion about 712 Ridge Street and 516 Ridge Street. Staff did go over the reasons why the two CoA applications from Ridge Street were on the Consent Agenda. Nothing will be pulled from the Consent Agenda.

Mr. Timmerman called the meeting to order at 5:32 PM.

A. Matters from the public not on the agenda.

No Public Comments

B. Consent Agenda (Note: Any consent agenda item may be pulled and moved to the regular agenda if a BAR member wishes to discuss it, or if any member of the public is present to comment on it. Pulled applications will be discussed at the beginning of the meeting.)

1. Meeting minutes February 26 & March 18, 2025.

2. Certificate of Appropriateness Application

BAR #25- permit number pending

712 Ridge Street, TMP 250067000

Ridge Street ADC District

Owner: Chinh Le & Vanita Gupta

Applicant: Chinh Le

Project: Driveway (BAR discussed March 2024.)

3. Certificate of Appropriateness Application

BAR # 25-0065
516 Ridge Street; TMP 290273000
Ridge Street ADC District
Owners/Applicants: Claire & Logan McKinley
Project: Window Replacements (CoA approved Feb 2018 has expired.)

4. Certificate of Appropriateness Application

BAR #25-0072
300 Court Square, TMP 530096100
Downtown ADC District
Owner: Eagle Tavern, LLC
Applicant: Candace DeLoach/Barry Moss
Project: Portico addition and rear deck (CoA approved Dec 2022 has expired.)

Motion To Approve Consent Agenda – Mr. Schwarz – Second by Mr. Bailey – Motion passes 7-0.

Having considered the standards set forth within the City Code, including the ADC District Design Guidelines, I move to find the proposed driveway and related site improvements at 712 Ridge Street satisfy the BAR’s criteria and are compatible with this property and other properties in this ADC District, and that the BAR approves the application as submitted.

Having considered the standards set forth within the City Code, including the ADC District Design Guidelines, I move to find the proposed window replacements at 516 Ridge Street satisfies the BAR’s criteria and is compatible with this property and other properties in this ADC District, and that the BAR approves the application as submitted.

Having considered the standards set forth within the City Code, including the ADC District Design Guidelines, I move to find the proposed exterior alterations, portico addition and rear deck at 300 Court Square satisfies the BAR’s criteria and is compatible with this property and other properties in this ADC District, and that the BAR approves the application as submitted, with the following conditions:

- **Approval of the lime wash in-concept; however, applicant will prepare a physical sample for BAR approval. Staff will make a later recommendation should approval of the color require a separate, formal CoA request.**
- **For the exterior lighting, all lamping will be dimmable, have a Color Temperature not exceeding 3,000K, and a Color Rendering Index not less than 80, preferably not less than 90, and lighting should be shielded to prevent glare to the sidewalk.**
- **For removal and infill of the remaining two windows on the north elevation, infill the openings with brick, but have a grout line indicating where the windows used to be. Do not tooth-in the infill into the adjacent brick, Infill panels to be set back ¼’ to ½”.**
- **All setback encroachments are subject to City zoning, specifically relative to the east portico, the awning at the north entrance, and any projections out into the right of way, and anything in the sidewalk (including proposed uplighting). Per prior discussions with the applicant, it is understood that any encroachments into the public right of way must be resolved with the City through the appropriate process; that is, an approved CoA does not prevail over setback and/or other zoning requirements.**
- **The proposed flagpoles are omitted.**
- **The decorative bracket (photo 17) is allowed, provided it meets applicable City requirements. However, all signage will require a separate sign permit(s).**
- **Mechanical units will be screened per the note approved with the December 20, 2022 CoA. [See Appendix of this staff report.]**

- Bermuda shutters on the 2nd and 3rd floor windows at the rear of the building are allowed only on the south elevation of 300 Court Square (the 1854 building) and the west and south elevations of 100 Court Square (the 1880 Annex).
- Per Code Sec. 34-5.2.7.E.2., the issuance of a CoA “cannot, in and of itself, authorize any construction, reconstruction, alteration, repair, demolition, or other improvements or activities requiring a building permit. Where a building permit is required, no activity authorized by a [CoA] is lawful unless conducted in accordance with the required building permit and all applicable building code requirements.”

C. Deferred Items

NA

D. New Items

NA

E. Other Business

Staff questions, comments, updates

- CoA extension requests – Policy update
 - An application for 218 West Market Street was submitted but was determined to not be complete.
 - According to legal, if someone wants a CoA extension, only one CoA extension is allowed.
 - If a CoA expires, the applicant will need to submit a CoA application again.
 - 144 Chancellor Street appeal to Council – Pending
 - Will be on the City Council agenda for the first Council Monday meeting in May.
 - Staff administrative requests: Clarify BAR consultation per Code Sec.34.5.2.6.A.1.a. and b.
 - Unless an application is fully complete, staff will not bring the application forward for a BAR decision to approve or deny.
 - Incomplete applications have been brought forth for BAR feedback and suggestions in preliminary informal discussions.
 - The Administrator may approve Certificates of Appropriateness through Minor Historic Review for the following:
 - a. Applications that have previously been reviewed by the Board of Architectural Review (BAR), if the BAR has authorized final review by the Administrator.
 - b. Applications for new construction of accessory buildings or additions or alterations to primary structures determined to be minor structures or alterations by the BAR.
- [...]

- Admin (minor) CoA reviews and pending major CoA requests
- Brief training session re: HC Districts (30 minutes)
 - There are 8 ADC (Architectural Design Control) Districts in the city.
 - There are 3 Historic Conservation Districts in the city: Martha Jefferson, Woolen Mills, and Rugby Road.
 - There are 77 Individual Protected Properties outside of the ADC Districts.
 - There are several IPP properties in Historic Conservation Districts that are evaluated on the ADC District Guidelines.
 - If a district is on the National Register but not on the local designation, it does not mean that the BAR has purview over these properties.
 - There is close alignment with those districts on the national register and the local districts. There are some districts (Belmont) that are on the national register but not locally designated.
 - Entrance corridors review is done by the Planning Commission, which serves as the Entrance Corridor Review Board.

- The Historic Conservation District Guidelines are much shorter and limited when compared to the ADC District Guidelines.
- Within each Historic Conservation Districts, there are character defining architectural features for each district.
- Staff did go over the different architectural characteristics of the 3 Historic Conservation Districts within the city.
- There have not been many projects in the Historic Conservation Districts. The main purposes of Historic Conservation Districts are to ‘tap the brakes’ on demolitions and some level of review of new construction.
- Something in a historic conservation district that is not visible from the street does not come before the BAR for review.
- The BAR will be starting review and updates of the Historic Conservation District Guidelines.
- The BAR will need to look at the Guidelines and determine what changes or tweaks need to be made to the Historic Conservation District Guidelines.
- If a neighborhood wants to become a historic district, a historical survey of the neighborhood needs to be done and is the first step.

5. Staff Questions/Discussion

- A big project on the north side of West Main Street will possibly be coming forward. It is just after you cross the bridge. This project does sit above the 10th and Page Neighborhood.
- A demolition application for a house for 1301 Wertland Street will be coming forward for the BAR meeting in May. It is one of the oldest houses in the city.
- At the end of Wertland and 10th, there are 3 houses in a row that could possibly be demolished or razing for another development.
- There is a proposed bowling alley going in on the northwest corner of Dairy Central. There are some non-permanent things that they would like to do.
- Another project was a proposed stained-glass window for a church at the intersection of Ridge and West Main Street. Staff is leaning towards the proposed stained-glass window meeting the sign regulations.

F. Adjourn

Adjournment

The meeting was adjourned at 6:56 PM.