

## Scala, Mary Joy

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**From:** Elliott, Tom  
**Sent:** Tuesday, September 16, 2014 2:24 PM  
**To:** Scala, Mary Joy  
**Subject:** FW: request for a meeting regarding a renovation project  
**Attachments:** 20140916134559758.pdf

MJ: Just a heads up if you don't already know, Silk Mill bld wanting to make an accessible route to this entrance

Tom Elliott, Building Code Official  
610 East Market Street, POB 911  
Charlottesville, VA 22902  
[NDS CONTACT DIRECTORY](#)  
P (434) 970-3318  
F (434) 970-3359

[2009 Commonwealth of Virginia Codes](#)

Check on the status of any building permit in Charlottesville:

<http://permits.charlottesville.org/>

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**From:** Willard Scribner [mailto:wscribner@smbw.com]  
**Sent:** Tuesday, September 16, 2014 1:54 PM  
**To:** Vineyard, William  
**Cc:** Paul LeRoy; Lou Wolf; Sierra Roman; Rick Fischl; Elliott, Tom  
**Subject:** RE: request for a meeting regarding a renovation project

That is the exact area we are talking about. We envision needing to rework the sidewalks approaching the entry to ramp them up at an ADA compliant slope to provide access to the front door. The existing concrete cheek walls flanking the front door would remain, as would all the other materials, details and features of the front façade. We need to lift the elevation of the landing in front of the door up by roughly seven inches, and would try to do that while holding any new concrete work away from those low flanking walls so that they remain visible. Aside from that any work done would be related to restoration of damage and deterioration to the original entry design.

A crude sketch is attached, a more accurate and detailed drawing will be ready in a matter of days.

Again, thank you for your help with this project. Will

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**From:** Vineyard, William [mailto:VINEYARDW@charlottesville.org]  
**Sent:** Tuesday, September 16, 2014 12:45 PM  
**To:** Willard Scribner  
**Cc:** Paul LeRoy; Lou Wolf; Sierra Roman; Rick Fischl; Elliott, Tom  
**Subject:** RE: request for a meeting regarding a renovation project

Will,

Assuming the area in the picture is in question will not be an issue with Mary Joy and engineering staff.

Let us know if you require more information.



W Francis Vineyard  
DEPUTY CODE OFFICIAL/  
PLANS EXAMINER  
City of Charlottesville  
610 E MARKET STREET  
CHARLOTTESVILLE VA 22903  
Fax (434)970-3359  
[NDS Contact Directory](#)  
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**From:** Willard Scribner [<mailto:wscribner@smbw.com>]  
**Sent:** Monday, September 15, 2014 5:04 PM  
**To:** Vineyard, William  
**Cc:** Paul LeRoy; Lou Wolf; Sierra Roman; Rick Fischl; Elliott, Tom  
**Subject:** RE: request for a meeting regarding a renovation project  
**Importance:** High

Thank you Francis. We will coordinate with you and Mr. Elliott for next week.

We understood that the building was designated as an historic structure, and propose no changes to the exterior beyond minor masonry patching and similar repairs. We will want to discuss with your office how/if we can affect minor changes to the entry-level slab to render the front entry accessible, which may necessitate sloping the sidewalk along the south façade to get up to floor level. Would this be a discussion with Mary Joy Scala?

Thank you, Will

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**From:** Vineyard, William [<mailto:VINEYARDW@charlottesville.org>]  
**Sent:** Monday, September 15, 2014 3:33 PM

**To:** Willard Scribner  
**Cc:** Paul LeRoy; Lou Wolf; Sierra Roman; Rick Fischl; Elliott, Tom  
**Subject:** RE: request for a meeting regarding a renovation project

Dear Will,

Unfortunately even for a short visit, this Thursday is not available owing to our pre-arranged schedules.

The Building Official Tom Elliott (copied) can accommodate you in the mornings all next week. I can help in the afternoon except for Thursday next week.

If convenient we can answer questions in reply to this email.

As a kind reminder this mixed use building is a historic designated structure and will require approval by the architectural review board for any exterior alterations.

Let us know how we can be of further assistance.

Sincerely,

Francis

W Francis Vineyard  
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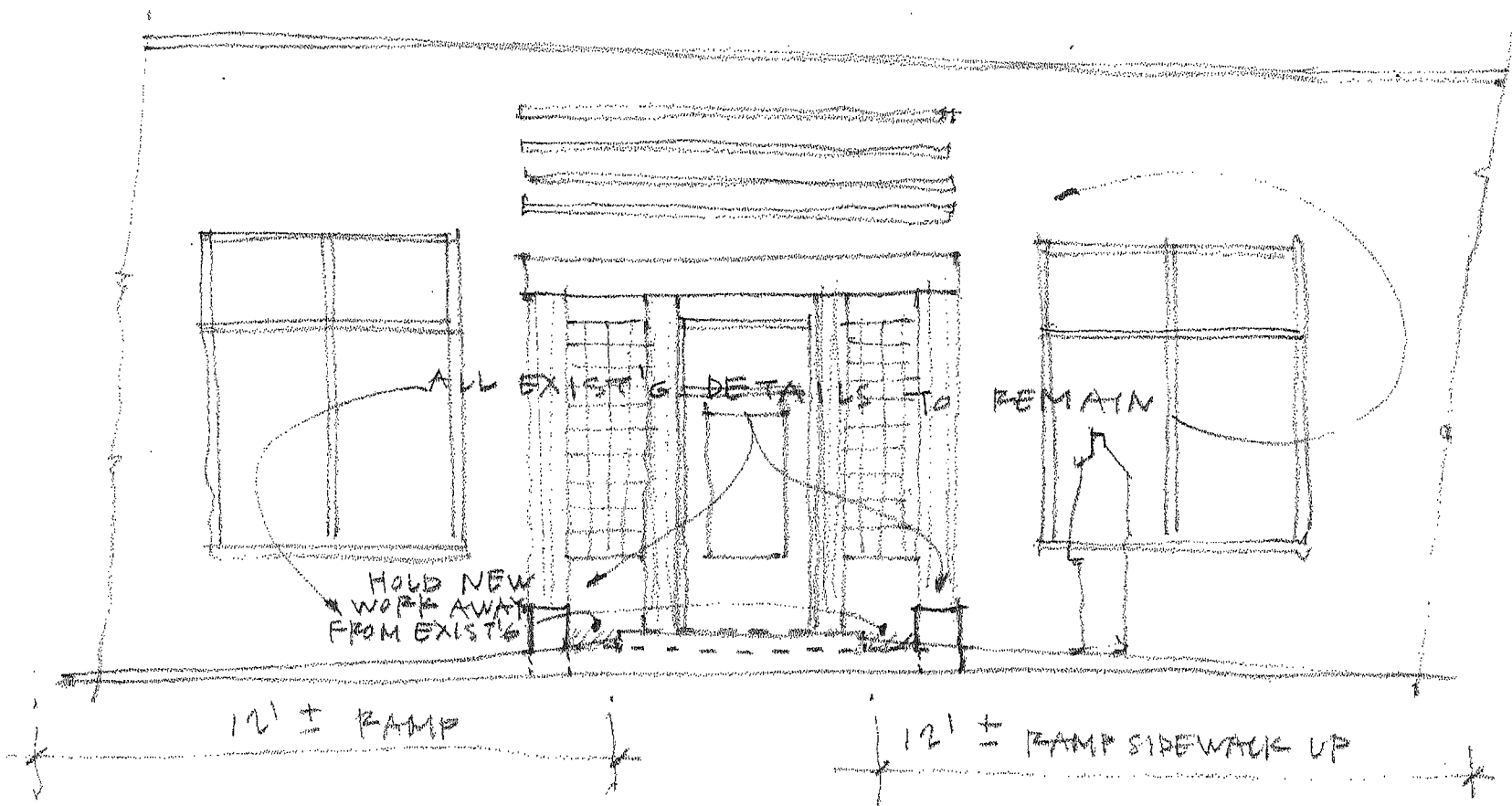
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**From:** Willard Scribner [<mailto:wscribner@smbw.com>]  
**Sent:** Monday, September 15, 2014 2:47 PM  
**To:** Vineyard, William  
**Cc:** Paul LeRoy; Lou Wolf; Sierra Roman; Rick Fischl  
**Subject:** request for a meeting regarding a renovation project  
**Importance:** High

Mr. Vinyard: We are architects from Richmond working on a renovation project at 700 Harris Street. This is a 12,000 sf +/- interior renovation, converting the space from a manufacturing use to a B-business use. The space will house a small office suite with a laboratory component. We have construction documents that are approximately 80% complete and would appreciate the opportunity to meet with you or one of your plans reviewers to be certain that we are addressing the egress and life safety issues in accordance with your office's view of the project. We will be in Charlottesville on Thursday, September 18 from roughly 11:00 to 5:00. Would you or one of your colleagues have thirty minutes for a discussion of our plans and assumptions? Our client and contractor are hoping to file for a demolition permit in the next two to three weeks, and we would like to lay the groundwork for that filing.

Thank you for your assistance.

Best wishes, Will Scribner



ALL EXIST'G DETAILS TO REMAIN

HOLD NEW WORK AWAY FROM EXIST'G

12' ± RAMP

12' ± RAMP SIDEWALK UP