

From: Scala, Mary Joy
Sent: Tuesday, May 26, 2015 3:57 PM
To: Property Management (PropertyManagement@dzshq.com)
Cc: Tressie Daniels (tressiedenise@gmail.com)
Subject: 150 Chancellor Street BAR Action - May 19, 2015

May 26, 2015

Delta Zeta National Housing Corp.
202 E Church St
Oxford, OH 45056

Certificate of Appropriateness Application

BAR 15-04-02
150 Chancellor Street
Tax Parcel 090109000
Delta Zeta National Housing Corp., Owner/John J. Grottschall for Zeta Corp., Applicant
Replace windows; add new HVAC system

Dear Applicant,

The above referenced project was discussed before a meeting of the City of Charlottesville Board of Architectural Review (BAR) on May 19, 2015. The following action was taken:

The BAR approved (9-0) all the HVAC work as submitted [with all ground units and conduits located in the rear] and with an inventory of the windows to come back to the BAR with a revised recommendation how the applicant wants to proceed with repair vs. replacement. Mr. Mohr offered to assist by meeting on site, and Mr. Sarafin offered tax credit advice.

Please let staff know when you are ready to proceed back to the BAR with your revised window request. We require at least two weeks prior to the BAR meeting to provide notice. The following pertains to the HVAC approval:

In accordance with Charlottesville City Code 34-285(b), this decision may be appealed to the City Council in writing within ten working days of the date of the decision. Written appeals, including the grounds for an appeal, the procedure(s) or standard(s) alleged to have been violated or misapplied by the BAR, and/or any additional information, factors or opinions the applicant deems relevant to the application, should be directed to Paige Barfield, Clerk of the City Council, PO Box 911, Charlottesville, VA 22902.

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Upon completion of the project, please contact me for an inspection of the improvements included in this application. If you have any questions, please contact me at 434-970-3130 or scala@charlottesville.org.

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Sincerely yours,

**CITY OF CHARLOTTESVILLE
BOARD OF ARCHITECTURAL REVIEW
STAFF REPORT
May 19, 2015**



Certificate of Appropriateness Application (deferred from April)

BAR 15-04-02

150 Chancellor Street

Tax Parcel 090109000

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Background

150 Chancellor Street is a contributing structure in The Corner ADC district. It is a brick Colonial Revival building, originally a residence, then a rooming house, constructed c. 1910. The house was renovated and the front porch was rebuilt in 1980 after being purchased for use as a sorority house. The historic survey form is attached.

July 20, 2010 - The BAR approved (6-0) an application to re-roof the house, and replace shingles on dormers with hardi siding as submitted, with a condition to use smooth (not wood-grained) Hardi siding on the dormer sides.

April 21, 2015 - The BAR deferred the application (8-0) for a month because the applicant was not in attendance.

Application

The applicant proposes to install a new, ductless mini-split HVAC system. There will be exterior units on the rear and possibly sides; and vertical sleeves on the rear wall encasing tubing, drain and electrical wires.

They also propose to replace all the 46 existing windows with custom-sized, wood, double hung Jeld-Wen replacement sashes with SDL's.

Criteria and Guidelines

Review Criteria Generally

Sec. 34-284(b) of the City Code states that,

In considering a particular application the BAR shall approve the application unless it finds:

- (1) That the proposal does not meet specific standards set forth within this division or applicable provisions of the Design Guidelines established by the board pursuant to Sec.34-288(6); and*
- (2) The proposal is incompatible with the historic, cultural or architectural character of the district in which the property is located or the protected property that is the subject of the application.*
- (3)*

Pertinent Standards for Review of Construction and Alterations include:

- (1) Whether the material, texture, color, height, scale, mass and placement of the proposed addition, modification or construction are visually and architecturally compatible with*

the site and the applicable design control district;

(2) The harmony of the proposed change in terms of overall proportion and the size and placement of entrances, windows, awnings, exterior stairs and signs;

(3) The Secretary of the Interior Standards for Rehabilitation set forth within the Code of Federal Regulations (36 C.F.R. §67.7(b)), as may be relevant;

(4) The effect of the proposed change on the historic district neighborhood;

(5) The impact of the proposed change on other protected features on the property, such as gardens, landscaping, fences, walls and walks;

(6) Whether the proposed method of construction, renovation or restoration could have an adverse impact on the structure or site, or adjacent buildings or structures;

(8) Any applicable provisions of the City's Design Guidelines.

Pertinent Guidelines for Rehabilitation include:

C. WINDOWS

Windows add light to the interior of a building, provide ventilation, and allow a visual link to the outside. They also play a major part in defining a building's particular style. Because of the wide variety of architectural styles and periods of construction within the districts, there is a corresponding variation of styles, types, and sizes of windows.

Windows are one of the major character-defining features on buildings and can be varied by different designs of sills, panes, sashes, lintels, decorative caps, and shutters. They may occur in regular intervals or in asymmetrical patterns. Their size may highlight various bay divisions in the building. All of the windows may be the same or there may be a variety of types that give emphasis to certain parts of the building.

- 1) Prior to any repair or replacement of windows, a survey of existing window conditions is recommended. Note number of windows, whether each window is original or replaced, the material, type, hardware and finish, the condition of the frame, sash, sill, putty, and panes.*
- 2) Retain original windows when possible.*
- 3) Uncover and repair covered up windows and reinstall windows where they have been blocked in.*
- 4) If the window is no longer needed, the glass should be retained and the back side frosted, screened, or shuttered so that it appears from the outside to be in use.*
- 5) Repair original windows by patching, splicing, consolidating or otherwise reinforcing. Wood that appears to be in bad condition because of peeling paint or separated joints often can be repaired.*
- 6) Replace historic components of a window that are beyond repair with matching components.*
- 7) Replace entire windows only when they are missing or beyond repair.*
- 8) If a window on the primary façade of a building must be replaced and an existing window of the same style, material, and size is identified on a secondary elevation, place the historic window in the window opening on the primary façade.*
- 9) Reconstruction should be based on physical evidence or old photographs.*
- 10) Avoid changing the number, location, size, or glazing pattern of windows by cutting new openings, blocking in windows, or installing replacement sash that does not fit the window opening.*
- 11) Do not use inappropriate materials or finishes that radically change the sash, depth of reveal, muntin configuration, reflective quality or color of the glazing, or appearance of the frame.*

- 12) *Use replacement windows with true divided lights or interior and exterior fixed muntins with internal spacers to replace historic or original examples.*
- 13) *If windows warrant replacement, appropriate material for new windows depends upon the context of the building within a historic district, and the age and design of the building. Sustainable materials such as wood, aluminum-clad wood, solid fiberglass, and metal windows are preferred. Vinyl windows are discouraged.*
- 14) *False muntins and internal removable grilles do not present an historic appearance and should not be used.*
- 15) *Do not use tinted or mirrored glass on major facades of the building. Translucent or low (e) glass may be strategies to keep heat gain down.*

Pertinent Guidelines for Site Design include:

H. UTILITIES & OTHER SITE APPURTENANCES

Site appurtenances, such as overhead utilities, fuel tanks, utility poles and meters, antennae, exterior mechanical units, and trash containers, are a necessary part of contemporary life. However, their placement may detract from the character of the site and building.

1. *Plan the location of overhead wires, utility poles and meters, electrical panels, antennae, trash containers, and exterior mechanical units where they are least likely to detract from the character of the site.*
2. *Screen utilities and other site elements with fences, walls, or plantings.*
3. *Encourage the installation of utility services underground.*
4. *Antennae and communication dishes should be placed in inconspicuous rooftop locations, not in a front yard.*
5. *Screen all rooftop mechanical equipment with a wall of material harmonious with the building or structure.*

Discussion and Recommendations

The house is well-maintained.

Regarding the HVAC upgrades, all the exterior mechanical units should be located in the rear, or if located on the sides, then they should be screened. The location and number of exterior conduits should be confirmed. Perhaps they can be painted brown.

Regarding any window replacement, the BAR should determine:

- (1) If it is appropriate to replace the windows, based on the location, age, and significance of the building and windows, and the condition of the windows; and
- (2) If appropriate, then what type of replacement window is permitted in each specific case. In general,
 - Replacement windows or sashes should either be wood, or in some cases, aluminum-clad wood. Vinyl windows are rarely permitted.
 - The pattern of lights should match the existing pattern in most cases, and the dimensions of the window, sashes, and muntins should match the original as closely as possible.
 - All existing exterior window trim must be retained.
 - The glass must be clear.

In this case, the existing windows may be original.

Wood replacement windows would be appropriate. The existing masonry openings will not be changed in size; and the muntins will match existing light patterns.

At the April meeting, the BAR said they would not want to see any exterior conduits on the sides of the building.

The BAR suggested that the applicant should look into repairing the windows using historic tax credits for rehabilitation, rather than replacing them. The BAR also asked for more details regarding the replacement sashes they were being asked to consider. The applicant has submitted additional information about the Jeld-Wen replacement sash kits.

Suggested Motions:

Having considered the standards set forth within the City Code, including City Design Guidelines for Site Design and for Rehabilitation, I move to find the proposed window replacement [or proposed window repair] and HVAC upgrades satisfy the BAR's criteria and are compatible with this property and other properties in The Corner ADC District and that the BAR approves the application as submitted (or with the following modifications...).

From: Tressie Daniels [mailto:tressiedenise@gmail.com]
Sent: Wednesday, May 06, 2015 11:15 AM
To: Scala, Mary Joy; PropertyManagement@dzshq.com
Subject: Fwd: window cut sheets for 150 Chancellor

Ms. Scala, I am forwarding the response from our window supplier regarding all the questions the BAR had. I hope this will help. We are meeting with window repair person tomorrow also. Thank you so much for all your time in helping us get things in order.

----- Forwarded message -----

From: Ost, Aaron <Aaron.Ost@probuild.com>
Date: Wed, May 6, 2015 at 11:07 AM
Subject: RE: window cut sheets for 150 Chancellor
To: Property Management <PropertyManagement@dzshq.com>
Cc: "Tressie Daniels (tressiedenise@gmail.com)" <tressiedenise@gmail.com>

Good morning Marci / Tressie,

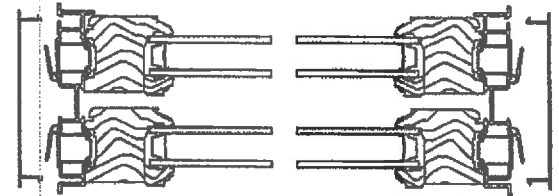
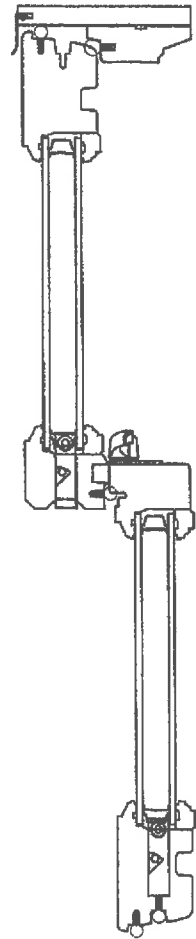
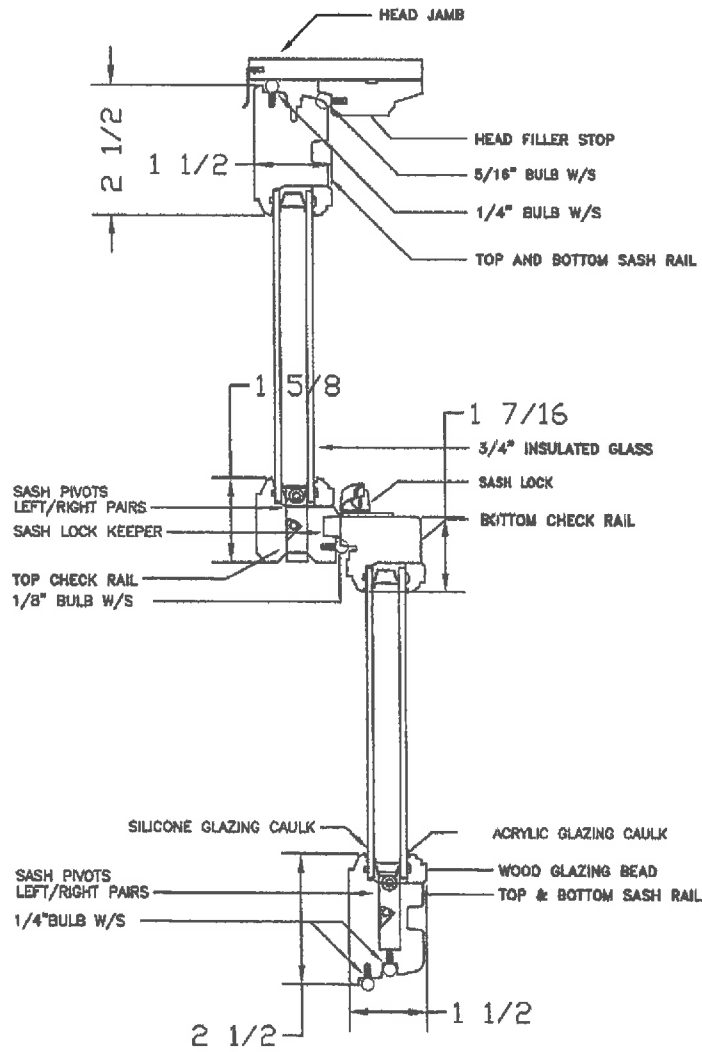
I apologize for the delay in getting this over to you yesterday but I did not receive anything back from the vendor in time to get it to you. I am enclosing a product detail brochure as well as a siteline sash kit cut sheet with cross sections. This should help out some with the information they are looking for. I don't think I will be able to get in a sample sash pack kit before the next meeting however I do have a jobsite very close to UVA and the Delta Zeta House (1 mile away) that I can easily show the windows in full working order as an example. I would also be willing to see whomever is needed in regards to approval before the next BAR meeting to get prior approval beings that I cannot make the next meeting due to prior commitments. I know there was some concern over whether to repair the existing windows or go with replacement windows. I think that after they see a full review of what we are proposing to do then they will be very pleased. This option is basically the best of both worlds using the existing frames with new jambliners, balances, and dual pane insulated glass sashes. It is the best least invasive way to replace windows. I am also enclosing a video of the sash pack installation. This is an older video and some things have changed but the basic installation and removal is pretty much the same process. There is an additional video explaining the benefit of going with the Jeld-Wen product with their Auralast Pine wood preservation process. This information should be enough to get a very good idea of what we are proposing and I am available to meet onsite to show examples as well as to provide any additional assistance in making the decision.

Thanks again,
Aaron

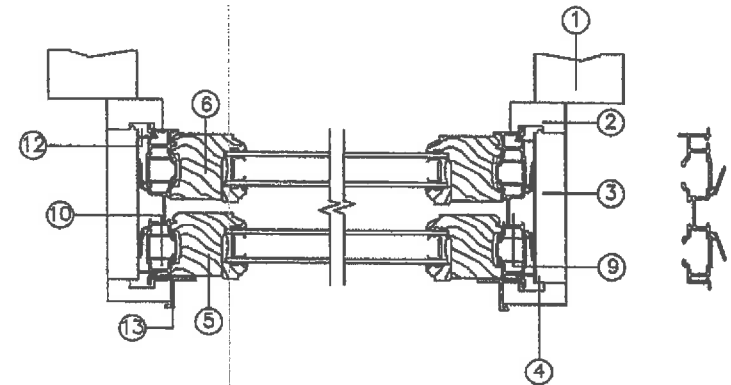
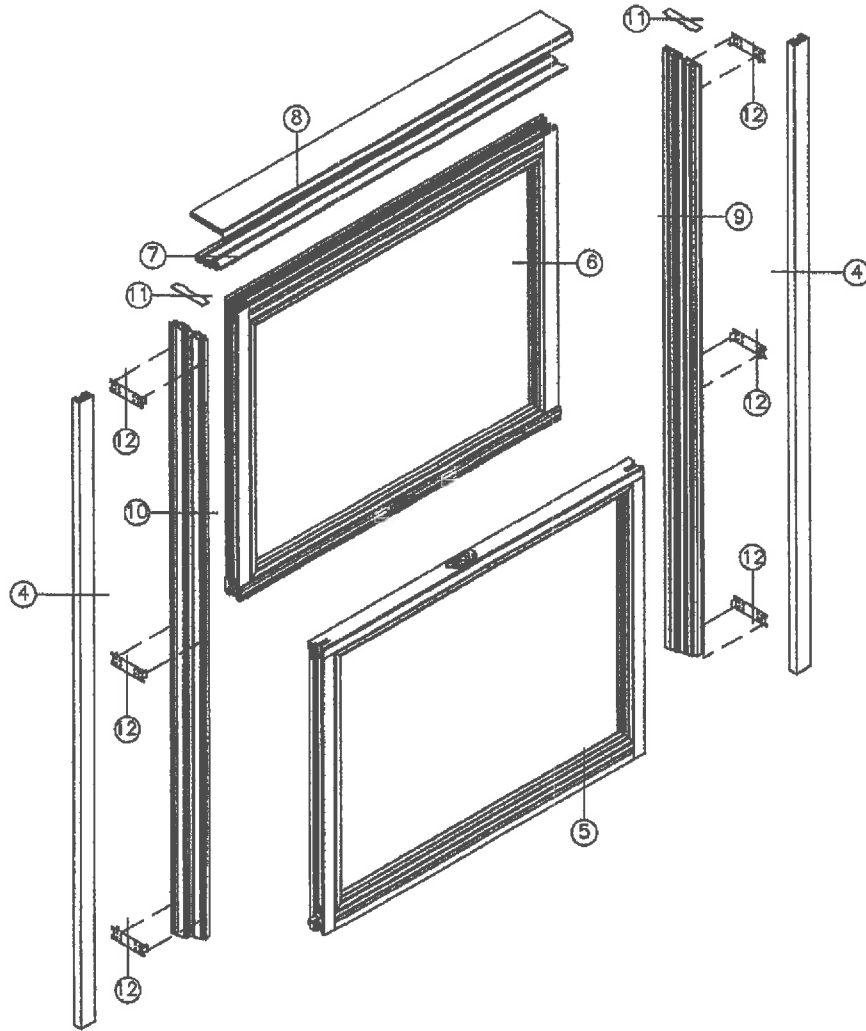


Aaron Ost
Pro-Build Charlottesville
Outside Sales
Cell: [540-294-0410](tel:540-294-0410)
1200 Stoney Ridge Rd.
Charlottesville, VA 22902
Store: [434-973-5356](tel:434-973-5356)
Fax: [434-973-8354](tel:434-973-8354)
www.probuild.com

SECTION DETAIL



SASH REPLACEMENT KIT



HORIZONTAL SECTION

NO. NAME OF PART

1. EXISTING CASING
2. EXISTING EXTERIOR STOP
3. EXISTING FRAME
4. EXISTING INTERIOR STOP
5. BOTTOM SASH
6. TOP SASH
7. HEAD STOP W/ BULB WEATHER STRIPPING
8. PINE HEAD FILLER W/ WEATHER STRIP FLANGE
9. LEFT JAMB LINER
10. RIGHT JAMB LINER
11. LEFT AND RIGHT KISS CUT HEAD JAMB PAD #731233
12. SASHPACK CLIP

JELD-WEN
WINDOWS & DOORS

SITELINE EX

WOOD DOUBLE-HUNG SASH REPLACEMENT KIT



IN WITH THE NEW

With a Sash Replacement Kit, homeowners keep the existing window frame and simply replace the sashes. This is a convenient and cost effective alternative to replacing an entire window.



Sash Replacement Kit Includes:

- » One upper sash with weatherstrip
- » One lower sash with weatherstrip
- » Wood head parting stop
- » One pair of vinyl jamb liners with balance hardware
- » Common and finishing nails
- » Metal jamb liner brackets with nails
- » Two foam head jamb liner gaskets

Custom and Standard Sizes • Aesthetic Options

EASY TO INSTALL • ENERGY

Glass Options

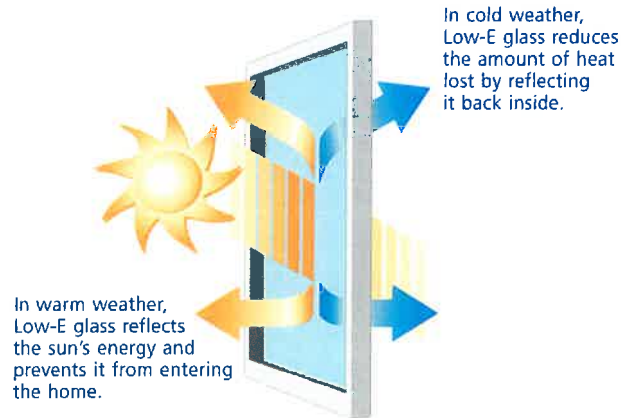
Low-E and LoE³-366 Insulating Glass

High-performance Low-E insulating glass comes standard and helps lower energy costs, allows homes to stay cooler in the summer and warmer in the winter, prevents fading of interior furnishings, and reduces condensation. It also delivers greater visible light transmittance than tinted glass.

We also offer optional LoE³-366, which provides even more protection against heat loss and fading, as well as greater energy savings.

Most windows and patio doors with Low-E glass are ENERGY STAR® qualified. ENERGY STAR products help Americans save energy, save money and reduce their carbon footprints. ENERGY STAR criteria for windows are based on the U-factor and Solar Heat Gain Coefficient (SHGC) combinations that provide significant energy efficiency for a given climate zone.

It's easy! Just tell your JELD-WEN dealer you want JELD-WEN windows that are ENERGY STAR qualified for your climate zone. For more information, visit www.jeld-wen.com/energyefficiency.



Additional Glass Options

Our optional glass types include: energy efficient, self-cleaning Neat™ glass; tempered glass for added safety; high-altitude glass, which prevents bowing in higher elevations; tinted glass for areas with lots of direct sun and textured glass, which lets in light while maintaining privacy.

EFFICIENT • EASY TO CLEAN

Clad Colors

Our wood windows with aluminum clad exteriors feature protective metal cladding with a baked-on finish that doesn't need to be repainted over time. We provide a number of clad color options that will complement your home.

Standard Clad Colors*



Optional Clad Colors*



**Colors shown here may not match our clad colors exactly.*

Divided Lites

Divided lite options include simulated divided lites (SDL) for an authentic look, full-surround grilles (FS) that can be removed for easy cleaning, and



maintenance-free grilles between the glass (GBG). Many widths are available in both wood and aluminum, as well as in either a Bead or Putty profile.

TESTED RELIABILITY

Replacing The Old With All New Reliability

Transform the look of your home by replacing your old windows with new JELD-WEN® Sitrine EX wood double-hung sash replacement kit.



AuraLast—The Worry-Free Wood®



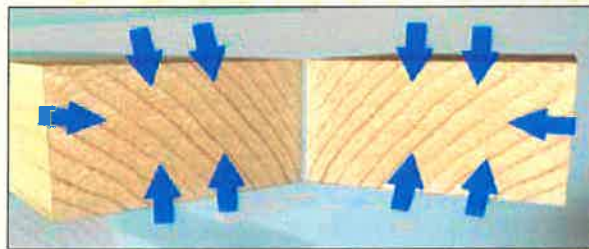
Only JELD-WEN makes windows with AuraLast—The Worry-Free Wood® which has a 20-year guarantee against wood rot and termites. AuraLast is 100% real wood and offers durable, surface-to-core protection.

20YR
WARRANTY

100%
WOOD

100%
WORRY-FREE

Other manufacturers use typical dip-treatment methods, which only protect the outer surface of the wood. AuraLast's vacuum pressure process provides virtually 100% penetration of the protective ingredients.



Virtually 100% Surface to Core Protection

Visit jeld-wen.com/auralast for more information

Easy to Install • Energy Efficient • Easy to Clean



The JELD-WEN website is your ultimate resource for learning about our reliable windows and doors. It has all the product information and design advice you need. Visit us at jeld-wen.com today.



Official window and door provider of Major League Soccer



JELD-WEN is proud to support a better way to build



Made in the USA

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11-662 03/13 (SB 1M)

Scala, Mary Joy

From: Tressie Daniels <tressiedenise@gmail.com>
Sent: Wednesday, May 27, 2015 7:51 AM
To: Scala, Mary Joy; PropertyManagement@dzshq.com
Subject: Re: 150 Chancellor Street BAR Action - May 19, 2015

Dear Ms. Scala,

We appreciate all that you have done to assist us with this process.

We are proceeding with the installation of the heating and air conditioning units as approved by The Board.

We have decided not to fight for the new windows as we feel that The Board's opinion is pretty set on repair. We are looking into repairing the windows and replacing the storm windows since we will have to keep those. It is still our opinion that window replacement was the best course for the livability, energy conservation and maintaining the historical profile of the building. However, we respect the decision of The Board to want to keep what is original to the house.

We appreciate the offer of assistance with tax credits and would like to have that help. Even though we are now repairing the windows, we will welcome any members of The Board and local historical society to come and tour our house this summer.

We will keep you updated on the improvements and will let you know when all is completed so you can come and see how it all turned out.

Thank you again for all your help.

Sincerely,

Tressie D

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May 26, 2015

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Oxford, OH 45056

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Sincerely yours,

Mary Joy Scala, AICP

Preservation and Design Planner