

From: Scala, Mary Joy
Sent: Wednesday, September 23, 2015 5:07 PM
To: Georgeann Wilcoxson (gwilcox1@aol.com)
Subject: BAR Action – September 15, 2015 – Drop In Center, 123 4th Street NW

September 23, 2015

GeorgeAnn Wilcoxson
123 4th Street NW
Charlottesville, VA 22902

Certificate of Appropriateness Application

BAR 15-09-02

123 4th Street NW

Tax Parcel 320185000

Georgeann Wilcoxson, Applicant/Drop-In Center, Owner

Replace rusted tin roof with asphalt shingles, replace windows, and add exterior siding

Dear Applicant,

The above referenced project was discussed before a meeting of the City of Charlottesville Board of Architectural Review (BAR) on September 15, 2015. The following action was taken:

Although the roof replacement does not satisfy the BAR's criteria, and is not compatible with this property and other properties in the Downtown ADC district, the BAR approves (8-0) the change to the roof material [from standing seam metal roof to asphalt shingles] with the request that staff reports in the future shall reflect a standing seam metal roof once the shingle roof needs to be replaced; and the other components of the application are denied at this time, but a switch to mini-splits, HVAC, and other interior recommendations by LEAP are approved and encouraged, and a change in the back of the house for any wood siding to be insulated and replaced with Hardi siding if needed.

This certificate of appropriateness shall expire in 18 months (March 15, 2017), unless within that time period you have either: been issued a building permit for construction of the improvements if one is required, or if no building permit is required, commenced the project. The expiration date may differ if the COA is associated with a valid site plan. You may request an extension of the certificate of appropriateness *before this approval expires* for one additional year for reasonable cause.

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.

Sincerely yours,

Mary Joy Scala, AICP
Preservation and Design Planner

Mary Joy Scala, AICP
Preservation and Design Planner
City of Charlottesville
Department of Neighborhood Development Services
City Hall – 610 East Market Street
P.O. Box 911
Charlottesville, VA 22902
Ph 434.970.3130 FAX 434.970.3359
scala@charlottesville.org

**CITY OF CHARLOTTESVILLE
BOARD OF ARCHITECTURAL REVIEW
STAFF REPORT
September 15, 2015**



Certificate of Appropriateness Application

BAR 15-09-02

123 4th Street NW

Tax Parcel 320185000

Gerogeann Wilcoxson, Applicant/Drop-In Center, Owner

Replace rusted tin roof with asphalt shingles, replace windows, and add exterior siding

Background

123 4th Street NW is a contributing structure in the Downtown ADC district. The City Assessor's records show that this brick house was built in 1925. The 1920 Sanborn Map shows a frame building was located on this parcel in 1920. There is no other historic survey information available.

Application

The Drop In center is requesting BAR approval for three projects.

- The change from standing seam metal roof to green shingle roof is being requested after the fact.
- They are requesting replacement of all the existing windows with wood windows.
- They are requesting to wrap the side and back walls with vinyl siding, as recommended by LEAP.

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.*

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.*

G. ROOF

- 1) *When replacing a standing seam metal roof, the width of the pan and the seam height should be consistent with the original. Ideally, the seams would be hand crimped.*
- 2) *If pre-painted standing seam metal roof material is permitted, commercial-looking ridge caps or ridge vents are not appropriate on residential structures.*
- 3) *Original roof pitch and configuration should be maintained.*
- 4) *The original size and shape of dormers should be maintained.*
- 5) *Dormers should not be introduced on visible elevations where none existed originally.*
- 6) *Retain elements, such as chimneys, skylights, and light wells that contribute to the style and character of the building.*
- 7) *When replacing a roof, match original materials as closely as possible.*
 - a. *Avoid, for example, replacing a standing-seam metal roof with asphalt shingles, as this would dramatically alter the building's appearance.*
 - b. *Artificial slate is an acceptable substitute when replacement is needed.*
 - c. *Do not change the appearance or material of parapet coping.*
- 8) *Place solar collectors and antennae on non-character defining roofs or roofs of non-historic adjacent buildings.*
- 9) *Do not add new elements, such as vents, skylights, or additional stories that would be visible on the primary elevations of the building.*

J. SYNTHETIC SIDING

A building's historic character is a combination of its design, age, setting, and materials. The exterior walls of a building, because they are so visible, play a very important role in defining its historic appearance. Wood clapboards, wood shingles, wood board-and-batten, brick, stone, stucco or a combination of the above materials all have distinctive characteristics. Synthetic materials can never have the same patina, texture or light reflective qualities.

These modern materials have changed over time but have included asbestos, asphalt, vinyl, aluminum, and artificial stucco and have been used to artificially create the appearance of brick, stone, shingle, stucco, and wood siding surfaces.

- 1) *Avoid applying synthetic siding. In addition to changing the appearance of a historic building, synthetic siding can make maintenance more difficult because it covers up potential problems that can become more serious. And synthetic siding, once it dents or fades, needs painting just as frequently as wood.*
- 2) *Remove synthetic siding and restore original building material, if possible.*

Discussion and Recommendations

Roof

The Guidelines say to avoid replacing a standing seam metal roof with asphalt shingles, as this would dramatically alter the building's appearance. If the BAR determines that the shingles do not significantly alter the building's appearance, then the new roof could be approved.

Windows

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.

It is not clear if the window air conditioning units would be removed as part of the window replacement. If so, the appearance of the building would be greatly improved. Wood replacement windows would be appropriate. The existing masonry openings should not be changed in size; and the muntins should match existing light patterns.

Siding

It is difficult to insulate a brick building because adding interior insulation will cause moisture problems. However, covering brick with any type of siding is an extreme measure. The new windows will help to make the house more energy-efficient. Staff does not recommend covering the brick on any side of the building. The non-brick walls on the rear could be covered with a sustainable siding, such as Hardie.

Suggested Motions:

Having considered the standards set forth within the City Code, including City Design Guidelines for Rehabilitation, I move to find the proposed roof replacement satisfies (does not satisfy) the BAR's criteria and is (is not) compatible with this property and other properties in the Downtown ADC District and that the BAR approves (denies) the application as submitted.

Having considered the standards set forth within the City Code, including City Design Guidelines for Rehabilitation, I move to find the proposed window replacement satisfies the BAR's criteria and is compatible with this property and other properties in the Downtown ADC District and that the BAR approves the application as submitted (or approves with the following modifications...).

Having considered the standards set forth within the City Code, including City Design Guidelines for Rehabilitation, I move to find the proposed siding does not satisfy the BAR's criteria and is not compatible with this property and other properties in the Downtown ADC District and that the BAR denies the application as submitted (or approves with the following modifications...).



Roof view

Parcel ID	Card	Address	Index Order	ADDRESS
320185000	01 of 01	123 4TH ST NW	Index Value	4TH ST NW



Zoom 100%	Picture	Front
Date 05/16/2002	Year: 2003	Seq: 1

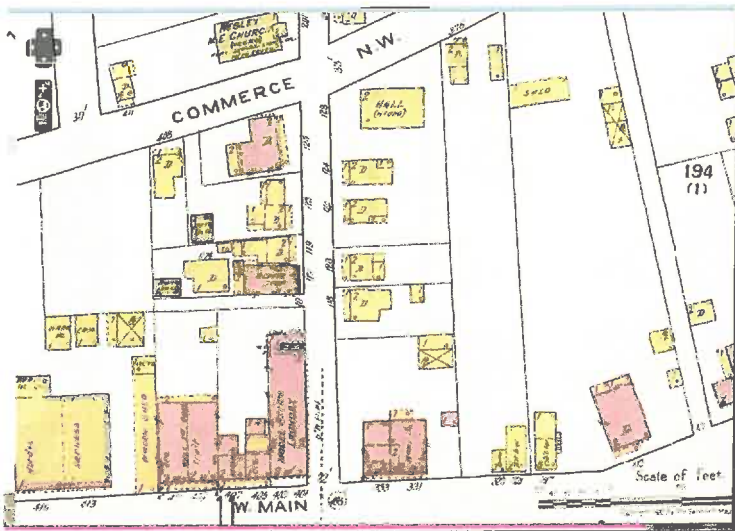
2003



2012



Current GIS Map



1920 Sanborn Map



Board of Architectural Review (BAR) Certificate of Appropriateness

Please Return To: City of Charlottesville
Department of Neighborhood Development Services
P.O. Box 911, City Hall
Charlottesville, Virginia 22902
Telephone (434) 970-3130 Fax (434) 970-3359

Please submit ten (10) copies of application form and all attachments.
For a new construction project, please include \$375 application fee. For all other projects requiring BAR approval, please include \$125 application fee. For projects that require only administrative approval, please include \$100 administrative fee. Make checks payable to the City of Charlottesville.
The BAR meets the third Tuesday of the month.
Deadline for submittals is Tuesday 3 weeks prior to next BAR meeting by 3:30 p.m.

Owner Name DROP-IN CENTER, INC. Applicant Name Georgeann Wilcoxson
Project Name/Description Sustainable Improvement Parcel Number 185 Tax Map 32
Property Address 123 4th St. NW Charlottesville, VA 22903

Applicant Information

Address: 123 4th St. NW
Charlottesville, VA 229
Email: gwilcox51@aol.com
Phone: (W) 434.295.6029 (H) _____
FAX: _____

Property Owner Information (if not applicant)

Address: ABOVE
Email: _____
Phone: (W) _____ (H) _____
FAX: _____

Do you intend to apply for Federal or State Tax Credits for this project? _____

Signature of Applicant

I hereby attest that the information I have provided is, to the best of my knowledge, correct. (Signature also denotes commitment to pay invoice for required mail notices.)

Georgeann Wilcoxson
Signature _____ Date _____

Georgeann Wilcoxson 8-25-2015
Print Name _____ Date _____

Property Owner Permission (if not applicant)

I have read this application and hereby give my consent to its submission.

Alice V. Anderson 8-25-15
Signature _____ Date _____

BOARD PRESIDENT
Alice V. Anderson 8-25-15
Print Name _____ Date _____

Description of Proposed Work (attach separate narrative if necessary): Attached

List All Attachments (see reverse side for submittal requirements): One Attachment
Description and Photos

For Office Use Only

Received by: _____	Approved/Disapproved by: _____
Fee paid: _____ Cash/Ck. # _____	Date: _____
Date Received: _____	Conditions of approval: _____

DATE: July 29, 2015

TO: Board of Architectural Review (BAR)

FROM: Drop-in Center, Inc. 123 NW 4th St.
Charlottesville, VA 22901

RE: Request for Certificate of Appropriateness

The Drop-in Center, Inc. is a non-profit established in 1997 to maintain ownership of the 123 4th St. NW property for the purpose of housing On Our Own of Charlottesville, Inc. It is a Recovery Resource Center for persons with mental illness and substance use disorders. The program is now celebrating 25 years of operation. On Our On recently was selected as one of 12 peer-run organizations in the country recognized for innovation in developing evidence-based best practices in the field of peer support providers. It was the first peer-run mental health organization in the state. Its operations run on funds provided by the Virginia Department of Behavioral Health and Developmental Services, Region Ten, Western state Hospital, donations from businesses and religious groups, United Way, the city of Charlottesville through a recent ABRT grant, and a few private donors. The staff and volunteers are Charlottesville residents who are in recovery from mental illness including substance use disorders. Staff work for minimal salaries and much of the services provided are done by carefully managed and trained volunteers. Rent and utilities paid to support the building are taken from program funds.

The Board has long been concerned about the deteriorating state of the building and the high cost of heating and cooling as well as concern about the environmental irresponsibility of its poor insulation. Two years ago the Board had a study done by LEAP to serve as a basis for a building improvement plan. We used the plan to seek funding for each of the priorities cited. We were told that most urgent issues were the rusting roof and the heat loss primarily through the brick walls and secondarily through the 22 old windows.

We removed the rusted metal roofing, repaired the rotted wood, added insulation, and replaced the roofing with asphalt shingles in the same color as the painted roof that had continually rusted out and allowed water to damage and leak through the second floor ceilings, despite numerous patching and painting applications in prior years. We replaced the rusting gutters in the exact pattern they had been in, channeling the run off into the city drainage provided years ago. We would not have replaced the roof with shingles had we been aware of any restriction.

We planned to replace all 22 windows with thermal windows and received funding for this project from BAMA Works for this fiscal year, to be completed along with the exterior insulation for which we received a CDBG from the city. We stopped all planned work when we received notice that the building is a component of a historic district. The Board received its first notice (mailed to us May 26, 2015 and received by our Board President on June 1). On June 4 Craig Fabio came to OOO to inspect the repairs and explain that we could not carry out our planned repairs and improvements because our building is part of the historic district and must have certificates of appropriateness in order to do so.

We therefore request the Board of Architectural Review to grant us a Certificate of Appropriateness for the following. Mary Joy Scala has helped us understand that this request requires a waiver of some of the

BAR guidelines. We believe that our proposal follows the guidelines of keeping the visible aspects of the building in an appearance consistent with what it was when we purchased it in 1996, and we propose to follow the existing BAR regulations regarding replacement of windows. All that we propose is far more consistent than most of the surrounding buildings where historic elements have been radically changed for commercial purposes.

We know that the purpose to which we put the building is far more consistent with the use of the building during the historic period that Charlottesville is attempting to preserve. That is, our services provide health care for decedents of people who were displaced by the removal of the Vinegar Hill residents and businesses. Our building at that time was the home and dental office of an African American dentist who served the Vinegar Hill community and his wife who taught in Jefferson School.

We therefore request a Certificate of Appropriateness to allow us to:

- 1) Replace the rusted out tin roof with asphalt shingles, adding insulation as needed to seal the building from the top and upper sides. (Work that was completed before we were notified of our status as being in a restricted historic district.)
- 2) Replace the 22 rotting windows with wooden, thermal windows similar to those in the city hall building. Current appearance will be duplicated.
- 3) Add exterior, insulated siding to the back and sides only as described in the CDBG grant proposal we received for this fiscal year.

Following are details of the construction we propose:

1) Roof (construction that was completed October 2014)

This consisted of removing the existing metal roof which had been repaired numerous times with different materials. Installed new roof decking with ½ inch exterior plywood with 30 year architectural shingles on top. Color is green to match historic roof. Installed insulation in roof area where none existed before. Also repaired the rotting soffits and installed new gutter to match same pattern and drain line as historic.

2) Windows

Windows will be wood replacement windows insulated with low e glass with panes to match existing historic look. (We will secure additional funding to pay for the added cost of wood rather than vinyl planned for the BAMAWorks grant.)

3) Siding

Leaving the front with visible historic brick, we propose to wrap the sides and back walls which are now a combination of brick, wood, and concrete in different places, which have been added over the years before we purchased the building. To protect the existing brick, wood and stucco from further water damage, and to insulate the building in a manner that will prevent a condensation point anywhere inside the brick and other walls, we will wrap the house, leaving front porch with visible brick protected by the porch roof, in Tyvek house wrap; strip the building with 2x4" furring strips (mechanically fastened to brick, preserving the brick as much as possible); add 1 ½" insulation board between furring strip framing; install double thick vinyl siding including all trim (each panel 12x12 feet with 6" yellow board appearance –same as current color); (Integrate with new soffits and windows.)

Note: We have researched other ways of insulating the building walls and have been told by architects and builders that insulating from inside the building will cause more damage to the brick portion of the building.

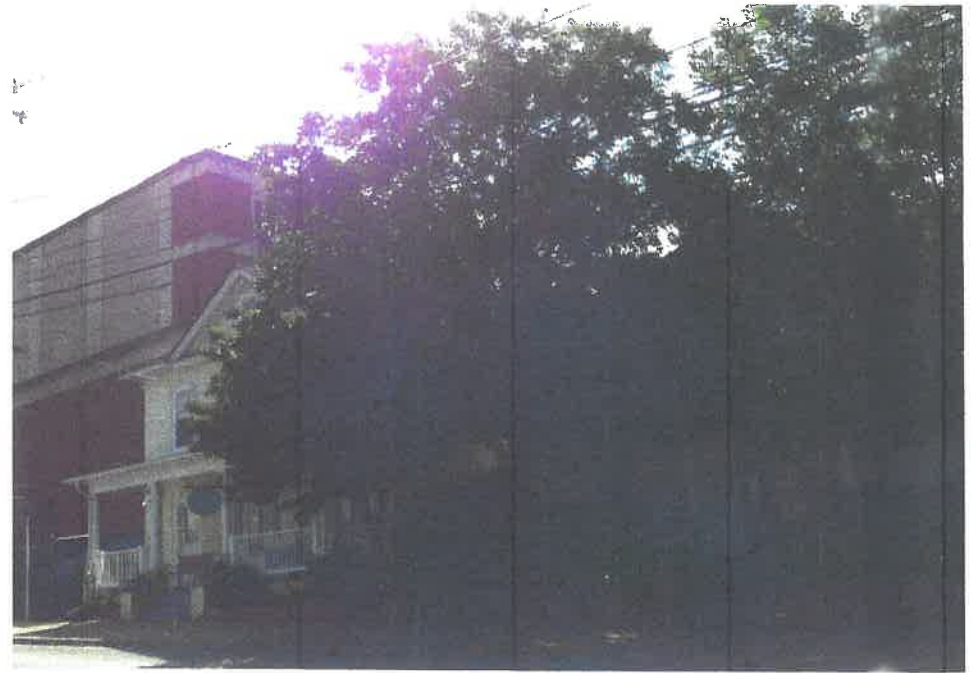
The following pages show in clockwise order from top left:

1. Front, South side, back, North side of building (north side is close to next house, south faces Centurylink back lot, and back faces private parking lot with commercial property behind it and no views)
2. Sample of windows, all have rotting wood
3. Deteriorating brick from exposure to water
4. Adjoining structures: Centurylink building that faces Main St., back, north (rental residence and barber shop), view across street new parking and high rise hotel going up).









DROP IN

123 4th St NW
32-185

Scala, Mary Joy

From: Scala, Mary Joy
Sent: Friday, June 05, 2015 11:43 AM
To: 'Georgeann Wilcoxson'
Cc: Thackston, Melissa Celi; McHugh, Kathy; OnOurOwnDirector@gmail.com; Alice Anderson; Fabio, Craig; Brodhead, Read
Subject: RE: On Our Own - Pending and Completed Work 123 4th Street NW
Attachments: BAR Certificate of Appropriateness.pdf

Dr, Wilcoxson,

Thank you for your response.

Your property is a contributing structure in the Downtown Architectural Design Control district. Any exterior change on any side of the building or property first requires approval from the Board of Architectural Review (BAR).

I regret to learn you replaced the roof without approval from the BAR, which is a zoning violation Sec.34-275. In order to correct the violation, you must make application now to the BAR and request the change from standing seam metal to asphalt shingle. That change in material is not recommended by the ADC Design Guidelines, so the BAR may not approve the application, but your making application is the first step to correct the violation. Please submit the attached application form with \$125 fee no later than Tuesday June 30, to be heard at the BAR's Tuesday July 21 evening meeting. If you want to include other requested, future changes in the same application, I would advise that.

In addition, the roof replacement may require a building permit that was not obtained before the roof was performed. You should contact Florin Moldovan in the Building Inspections department, moldovanf@charlottesville.org who is familiar with the violation.

I would suggest setting up a meeting with me to discuss your proposed future changes to the building or property, to make sure they would meet the guidelines. I say this because the proposal I received from Melissa Thackston for your CDBG funding (inquiring if the BAR had approved it) was to cover the brick with vinyl siding, which is not in keeping with the guidelines. Also, if you are going to request replacement of the windows, the condition of the existing windows must be documented as being beyond repair, and the proposed replacement type must meet guidelines. Replacement vinyl windows are not recommended for historic buildings.

Please let me know if you have questions. I look forward to hearing from you.

Mary Joy Scala, AICP

Preservation and Design Planner
City of Charlottesville
Department of Neighborhood Development Services
City Hall - 610 East Market Street
P.O. Box 911
Charlottesville, VA 22902
Ph 434.970.3130 FAX 434.970.3359
scala@charlottesville.org

From: Georgeann Wilcoxson [<mailto:gwilcox1@aol.com>]
Sent: Thursday, June 04, 2015 4:30 PM
To: Fabio, Craig
Cc: Scala, Mary Joy; Thackston, Melissa Celi; McHugh, Kathy; OnOurOwnDirector@gmail.com; Alice Anderson
Subject: Re: On Our Own - Pending and Completed Work

Thank you, Mr. Fabio.

As I mentioned in my phone call to you, we are run by volunteers and while we have sought to understand all requirements from the city and for having a safe and clean property, none of our Board or staff was aware there were any restrictions we are not honoring. On several occasion we have researched zoning requirements for our property and its use.

On Monday the President of the Board brought me a post card that had come to OOO telling us of our historic district status. I immediately contacted our contractor who is planning to do the work identified on the LEAP study we had done about 18 months ago. I told him I would contact Ms. Scala as directed on the post card and find out what we need to do to comply before we can proceed on the remaining improvements recommended by LEAP.

We are very proud of the historic nature of our building, and we work hard to secure funds to maintain and improve it. We believe that the work we do at On Our Own provides urgently needed services for families and descendants of Vinegar Hill residents who were displaced during the urban renewal projects of the sixties. Our work is more in keeping with the life of the African American dentist and teacher who lived and served their neighbors in our house during the historic era that is being preserved than the activities of the high rise hotel going up across the street from us. Or most of the other buildings that now stand in what was Vinegar Hill.

The roof we just replaced was metal, painted green. We replaced it with green shingles, which our research indicates are easier and less expensive to maintain, thus preserving the building.

The siding and insulation process we plan for the the exterior, which is being funded by a CDBG grant we are gratefully receiving from the city, will use yellow siding, as close as we can get to the present appearance.

The windows we plan to put in with the grant we expect from BAMAworks will be as close as we can get to the original windows, but they will be energy efficient.

We plan to secure the LEAP recommended heat and cooling source which will replace our old gas furnace and electric space heaters, thus saving money and wasted energy.

Please let me know what process we need to follow to comply with any regulations we were not aware of.

Thank you,

Georgeann Wilcoxson, PhD
Management and Staff Development Consultant (volunteer)
434.295.6929

Sent from my iPhone

On Jun 4, 2015, at 12:45 PM, "Fabio, Craig" <FABIO@charlottesville.org> wrote:

My apologies, I mistyped Dr. Wilcoxson's email. It is corrected now.

Craig A. Fabio
Asst. Zoning Administrator

From: Fabio, Craig
Sent: Thursday, June 04, 2015 12:43 PM
To: Scala, Mary Joy; Thackston, Melissa Celi; McHugh, Kathy; 'OnOurOwnDirector@gmail.com';

'GWilcox1@AOL.com'

Subject: On Our Own - Pending and Completed Work

Good afternoon,

If **you** are receiving this email you have an interest in the completed and pending exterior work at 123 4th Street NW. The property is owned by Drop-In Center, Inc. and operated by On Our Own.

On this email:

Mary Joy Scala
Preservation and Design Planner/BAR Staff Representative
City of Charlottesville
434.970.3130

Melissa Thackston
Grants Coordinator
City of Charlottesville
434.970.3093

Kathy McHugh
Housing Specialist
City of Charlottesville
434.970.3315

Erin Tucker
Executive Director
On Our Own
434.466.5604

Dr. Georgeann Wilcoxson
Management & Staff Development Consultant
Drop-In Center
434.295.6029

Beginning in November of 2014 and finishing up this month the existing tin roof was replaced with gray shingles. To my knowledge there was no Certificate of Appropriateness issued by the Board of Architectural Review (BAR). Most likely a building permit would not have been required for roof replacement. The plan is to start additional work in August of 2015, the scope of which is indicated in the CDBG application.

Please feel free to contact me if there are questions or concerns.

Sincerely,

Craig A. Fabio
Asst. Zoning Administrator
City of Charlottesville

Fabio@Charlottesville.org
434.970.3732



ON OUR OWN Energy Assessment

123 4th St NW, Charlottesville, VA 22903
(434) 979-2440



Present: Georgeann Wilcoxson, Cristy Bodie, Teri Kent and Guy Caroselli

Date: June 6th, 2014

Note: Please feel free to call on us if you need further explanation on one of our findings in the report. Guy Caroselli's cell phone number is 434-906-9408.

Description: The facility is a solid masonry two-story building constructed in 1912 that is atop a small walk out basement and very narrow crawlspace area. A one-story addition out back and a two-story extension have been added. The drop-in center is a nonprofit and rents the dwelling exclusively to "On Our Own." Both are 501c3 organizations. There can be as many as three group meetings being held simultaneously with about 25 people per group.

The building is heated by a 1997 Utica boiler that seems to be fairly efficient and is outfitted with an electronic ignition device and automatic vent damper. We believe it is a two-pipe system and there is no regular maintenance to the system. There is no dedicated cooling aside from a half-dozen window AC units. There is evidence of a space heater being used upstairs during the winter months. The DHW tank is a 40 gallon electric unit that was just recently replaced. The area that is being conditioned is estimated at 2360 sq ft. with 9 foot ceilings and a total volume of 21,240 cubic feet.

Main concerns/recommendations are those that would address short-term (low to mid cost items) and then a set of recommendations for a deeper long-range plan. The owners/renters plan on using the LEAP evaluation to do some fundraising and create a comprehensive building improvement plan. They plan on being good stewards and act as green and as energy efficient as possible.

Energy profile:

Base electric = \$73/month or \$878/year

Base gas = \$8/ month or \$96/year

Cooling is \$314/year

Heating is \$175/year electric and \$2,200 gas or \$2,376/year

Totals are about \$3,664/year divided by 2.360 sq ft. = \$1.55/ sq ft.

FINDINGS:

Health & Safety:

- Consider a regular maintenance plan (since non currently exists)
- A lot of paint and VOCs are being stored in the basement.
- There needs to be smoke and CO detectors at the location where the natural gas boiler resides.
- There is evidence of asbestos on some of the boiler piping leading into the crawl space that would have to be mitigated.
- There is old knob and tube wiring in both the basement and in the attic that may be active and in need of updating.

Moisture:

- There is no vapor barrier in the crawlspace and it appears that full access is very limited because of height constraints.
- There is evidence of soffit and fascia damage on the front of the building from an old internal drain system.
- There is wetting evidence in the upstairs bath behind the radiator and directly under the window.

Air sealing:

- We would estimate the building to be two to three times as leaky as it needs to be.
- The rim joist where accessible is open to masonry cavities above and the same is happening along most of the perimeter in the crawl space.
- There is a huge by-pass behind the paneled wall in the kitchen that is connected to the exterior and possibly roof.
- The attic stairway with passive grill over the door is definitely connected to the attic, which could be adversely affecting the heating/cooling of the building.
- The upstairs room off the bathroom is unheated and its door could be addressed to help minimize conditioned space.
- The basement Bilco door needs a lot of attention and either should be replaced, or, repaired, weather-stripped and insulated.
- If window AC units are going to remain in place as part of the cooling scheme, then the midrails of the windows should have foam gasketing.
- The front door needs weather-stripping.

Insulation:

- The back 1' overhang should be checked what insulation currently exists (e.g. densely packed cellulose) in the floor and in the walls.
- In the attic the pressure and thermal boundary should be continued where the original attic abuts the newer addition.
- The two front knee-wall areas should be finished with foam where they run into the square flat areas.
- The two front knee wall flats should be air sealed and covered with 12-14" of cellulose.
- The entire back attic should be air sealed the floor densely packed with cellulose and 10-12" of insulation added.
- The stairway stairs should be densely packed, the side walls foamed and the door addressed.
- One story metal roof may be densely packed from one roof top vent or from below through temporary access.

HVAC:

- The boiler should be serviced about once every two years and its efficiency could be improved a bit from adding an outdoor reset.
- Any exposed boiler piping could be reinsulated and the radiators outfitted with temperature control valves after the shell issues have been addressed.
- It could serve as an effective back up if money was no object and the building was outfitted with high efficiency mini split systems.

Ventilation:

- The lower bath fans duct extends too far out of the building and should be cut off flush to wall and a good exterior closure unit added.
- We found an opened window while the AC was running. Consider adding a cycling switch or one that is controlled by humidity levels to incorporate appropriate run times.
- Block/remove vent over door and do not use attic fan, scheme does not make sense and is actually increasing cooling load and building exchange rate.

Appliances/Lighting:

- Check for plug load and use smart strips where possible.
- Continue to transition to LEDs as CFLs burn out.
- After treating moisture issues, adding new gutter scheme and extending downspouts
- Run an Energy Star dehumidifier in basement.

Other:

- Consider and implement good maintenance plan for building with clear guidelines and rules.
- Limit the storage of VOCs and or move to upstairs room off bathroom.





TOP Recommendations for On Our Own facility

1. Add smoke and CO detectors in boiler room.
2. Create maintenance plan for dwelling with posted guidelines.
3. Have asbestos and knob and tube evaluated for resolution.
4. Move VOCs and paint to upstairs room (off bath).
5. Address roof damage and add new external gutters where needed and extend downspouts.
6. Investigate wetting in upstairs bath
7. Install a vapor barrier in crawl AFTER asbestos is mitigated or encapsulated.
8. Buy foam gaskets and tighten up window AC units
9. Have front door weather-stripped.
10. Have Bilco door addressed and stairway bypass addressed.
11. Have rim joist sealed foamed and kitchen wall bypass fixed.
12. Move on to treating all attic spaces as required.
13. Have bump-out and back walls investigated.
14. Look into adding outdoor reset and TCV on radiators if keeping as part of heating scheme.
15. Vent bath fans properly and upgrade closure units add cycling switch.
16. Insulate boiler piping.
17. Consider transitioning to 4-5 minisplit systems and use boiler as back up.