

**From:** Scala, Mary Joy  
**Sent:** Thursday, December 29, 2016 1:42 PM  
**To:** Mary Williams Wolf (mwolf@wolfjosey.com)  
**Cc:** 'bfjstephenson@aol.com'  
**Subject:** BAR Action - 1880 University Circle - Dec 20, 2016

December 29, 2016

Wolf/Josey Landscape Architects  
ATTN: Mary Wolf  
310 2<sup>nd</sup> Street NE Suite F  
Charlottesville, VA 22902

**RE: Certificate of Appropriateness Application**

BAR 16-12-02  
1880 University Circle  
Tax Parcel 060089000  
Scott and Beth Stephenson, owner/ Mary Wolf, Wolf Josey Landscape Architects, applicant  
Landscape Plan

Dear Applicant,

The above referenced projects were discussed before a meeting of the City of Charlottesville Board of Architectural Review (BAR) on December 20, 2016. The following action was taken:

**Having considered the standards set forth within the City Code, including City Design Guidelines for Site Design and Elements, Ms Knott moved to find that the proposed landscape changes satisfy the BAR's criteria and are compatible with this property and other properties in the Rugby Road-University Circle-Venable Neighborhood ADC District, and that the BAR approves the application as submitted, with additional details provided for administrative review, including the choice of replacement tree and its location. Ms Earnst seconded. The motion passed (8-0).**

This certificate of appropriateness shall expire in 18 months (June 20, 2018), 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.

If you have any questions, please contact me at [434-970-3130](tel:434-970-3130) or [scala@charlottesville.org](mailto: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](mailto:scala@charlottesville.org)

**CITY OF CHARLOTTESVILLE  
BOARD OF ARCHITECTURAL REVIEW  
STAFF REPORT  
December 20, 2016**



**Certificate of Appropriateness Application**

BAR 16-12-02

1880 University Circle

Tax Parcel 060089000

Scott and Beth Stephenson, owner/ Mary Wolf, Wolf Josey Landscape Architects, applicant  
Landscape Plan

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**Background**

This property (1880 University Circle) is a non-contributing structure in the Rugby Road-University Circle-Venable Neighborhood ADC District. The survey is attached.

November 17, 2015 - Schwarz moved to find that the proposed changes (add dormers, new front porch, and other exterior changes) satisfy the BAR's criteria and are compatible with this property and other properties in the Rugby Road- University Circle-Venable Neighborhood ADC District, and that the BAR approves the application as submitted (7-0), but would like the applicant to investigate looking at the proportions of the porch columns and dormer windows a little further.

**Application**

The applicant is requesting to make changes to the landscaping. The proposed landscape for the front and back yards are as follows.

Front yard: The walls and paving in the front of the property will remain. New plantings will replace all the existing plants which are in poor condition. Due to its proximity to the house and site walls, the large falsecypress tree in the northwestern corner of the house is proposed to be removed. According to the applicant the tree has grown out of scale with the house and there is evidence of cracking in the walls from the tree roots. It will be replaced with a smaller ornamental flowering tree such as a Japanese maple or Kousa dogwood. A 2' boxwood will be added atop the upper retaining wall and new foundation plantings will be installed along the house. English ivy will be replaced over time with other groundcover. A 4'-6' holly hedge will be added along the south property line.

Back Yard: All existing walls will remain. An existing brick and concrete terrace will be resurfaced with bluestone and enlarged. An existing brick stair in poor condition will be rebuilt in bluestone. Bamboo will be cleared and shrubs and perennials will be added. A new 6' wood fence will be constructed along the south property line.

**Criteria, Standards 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**

- (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;
- (7) When reviewing any proposed sign as part of an application under consideration, the standards set forth within Article IX, Sections 34-1020, et seq. shall be applied; and
- (8) Any applicable provisions of the city's Design Guidelines (see Sec. 34-288(6)).

### **Pertinent Guidelines for Site Design and Elements**

#### *B. Plantings*

*Plantings are a critical part of the historic appearance of the residential sections of Charlottesville's historic districts. The character of the plantings often changes within each district's sub-areas as well as from district to district. Many properties have extensive plantings in the form of trees, foundation plantings, shrub borders, and flowerbeds. Plantings are limited in commercial areas due to minimal setbacks.*

- 1. Encourage the maintenance and planting of large trees on private property along the streetfronts, which contribute to an "avenue" effect.*
- 2. Generally, use trees and plants that are compatible with the existing plantings in the neighborhood.*
- 3. Use trees and plants that are indigenous to the area.*
- 4. Retain existing trees and plants that help define the character of the district, especially street trees and hedges.*
- 5. Replace diseased or dead plants with like or similar species if appropriate.*
- 6. When constructing new buildings, identify and take care to protect significant existing trees and other plantings.*
- 7. Choose ground cover plantings that are compatible with adjacent sites, existing site conditions, and the character of the building.*
- 8. Select mulching and edging materials carefully and do not use plastic edgings, lava, crushed rock, unnaturally colored mulch or other historically unsuitable materials.*

#### *C. Walls & Fences*

*There is a great variety of fences and low retaining walls in Charlottesville's historic districts, particularly the historically residential areas. While most rear yards and many side yards have some combination of fencing and landscaped screening, the use of such features in front yards varies. Materials may relate to materials used on the structures on the site and may include brick, stone, wrought iron, wood pickets, or concrete.*

- 1. Maintain existing materials such as stone walls, hedges, wooden picket fences, and wrought-iron fences.*
- 2. When a portion of a fence needs replacing, salvage original parts for a prominent location.*

3. Match old fencing in material, height, and detail.
4. If it is not possible to match old fencing, use a simplified design of similar materials and height.
5. For new fences, use materials that relate to materials in the neighborhood.
6. Take design clues from nearby historic fences and walls.
7. Chain-link fencing, split rail fences, and vinyl plastic fences should not be used.
8. Traditional concrete block walls may be appropriate.
9. Modular block wall systems or modular concrete block retaining walls are strongly discouraged, but may be appropriate in areas not visible from the public right-of-way.
10. If street-front fences or walls are necessary or desirable, they should not exceed four (4) feet in height from the sidewalk or public right-of-way and should use traditional materials and design.
11. Residential privacy fences may be appropriate in side or rear yards where not visible from the primary street.
12. Fences should not exceed six (6) feet in height in the side and rear yards.
13. Fence structure should face the inside of the fenced property.
14. Relate commercial privacy fences to the materials of the building. If the commercial property adjoins a residential neighborhood, use brick or painted wood fence or heavily planted screen as a buffer.
15. Avoid the installation of new fences or walls if possible in areas where there are no fences or walls and yards are open.
16. Retaining walls should respect the scale, materials and context of the site and adjacent properties.
17. Respect the existing conditions of the majority of the lots on the street in planning new construction or a rehabilitation of an existing site.

#### *E. Walkways & Driveways*

*Providing circulation and parking for the automobile on private sites can be a challenging task, particularly on smaller lots and on streets that do not accommodate parking. The use of appropriate paving materials in conjunction with strategically placed plantings can help reinforce the character of each district while reducing the visual impact of driveways.*

1. Use appropriate traditional paving materials like brick, stone, and scored concrete.
2. Concrete pavers are appropriate in new construction, and may be appropriate in site renovations, depending on the context of adjacent building materials, and continuity with the surrounding site and district.
3. Gravel or stone dust may be appropriate, but must be contained.
4. Stamped concrete and stamped asphalt are not appropriate paving materials.
5. Limit asphalt use to driveways and parking areas.
6. Place driveways through the front yard only when no rear access to parking is available.
7. Do not demolish historic structures to provide areas for parking.
8. Add separate pedestrian pathways within larger parking lots, and provide crosswalks at vehicular lanes within a site.

#### **Discussion and Recommendations**

The landscape for this house has become dilapidated and overgrown. The changes that have been submitted by the applicant fit the ADC Guidelines. Since the large falsecypress tree is going to be taken down, an arborist report should be included in the application. Also, the replacement for this tree should be a similar size species, and if possible, a native species to Virginia. The master tree list with acceptable substitutes can be found on the City of Charlottesville's website.

The proposed 6 foot fence appropriately ends at the front façade of the house. The finish on the fence should be specified.

**Suggested Motion**

Having considered the standards set forth within the City Code, including City Design Guidelines for Site Design and Elements, I move to find that the proposed landscape changes satisfy the BAR's criteria and are compatible with this property and other properties in the Rugby Road- University Circle-Venable Neighborhood ADC District, and that the BAR approves the application as submitted, (or with the following modifications...).

## 1880 University Circle



<b>STREET ADDRESS:</b>	1880 University Circle
<b>MAP &amp; PARCEL:</b>	6-89
<b>PRESENT ZONING:</b>	R-1U
<b>ORIGINAL OWNER:</b>	
<b>ORIGINAL USE:</b>	Residential – single family
<b>PRESENT USE:</b>	Residential – single family
<b>PRESENT OWNER:</b>	Jones, Catesby P. & Sylvia W. Trustee
<b>ADDRESS:</b>	7414 Spring Village Drive, Apt. 106 Springfield, Va. 22150
<b>DATE/ PERIOD:</b>	1957
<b>STYLE:</b>	Cape Cod
<b>HEIGHT IN STORIES:</b>	1.0 stories
<b>DIMENSIONS AND LAND AREA:</b>	2525 sq ft/0.138 acres
<b>SOURCES:</b>	Charlottesville City Records and 2004 Architectural Survey
<b>CONTRIBUTING:</b>	No

### ARCHITECTURAL DESCRIPTION

This 1-story, 3-bay, gable-roofed, brick Cape Cod-style dwelling was constructed in 1957. Because of its landscaping and good design, it blends nicely into the University Circle neighborhood, although it is a non-contributing resource in the District because of its age.



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 Email scala@charlottesville.org

RECEIVED

NOV 29 2016

NEIGHBORHOOD DEVELOPMENT SERVICES

Please submit ten (10) hard copies and one (1) digital copy of application form and all attachments.
Please include application fee as follows: New construction project \$375; Demolition of a contributing structure \$375;
Appeal of BAR decision \$125; Additions and other projects requiring BAR approval \$125; Administrative approval \$100.
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 Scott and Beth Stephenson Applicant Name Mary Wolf/Wolf Josey L.A.
Project Name/Description Residential Landscape Parcel Number 060089000
Project Property Address 1880 University Circle,

Applicant Information

Address: 310 2nd St. SE, Suite F
Charlottesville, VA 22902
Email: m.wolf@wolfjosey.com
Phone: (W) 434 825-1678 (C) 434 466-7472

Signature of Applicant

I hereby attest that the information I have provided is, to the best of my knowledge, correct.

Mary Wolf 11/29/2016
Signature Date

Mary Wolf 11/29/16
Print Name Date

Property Owner Information (if not applicant)

Address: 1536 Stonegate Way
Atlanta, GA 30327
Email: bfjstephensen@aol.com
\*Phone: (W) (312) 341-9006 (C) 312 318 4382

Property Owner Permission (if not applicant)

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

Signature Date

Print Name Date

Do you intend to apply for Federal or State Tax Credits for this project? no

\* owner's representative

Description of Proposed Work (attach separate narrative if necessary): Landscape renovation; see attached.

List All Attachments (see reverse side for submittal requirements):

Description of property and work, photos, landscape plan.

For Office Use Only

Received by: J. A. Barnore
Fee paid: 125.00 Cash/Ck. # 1173
Date Received: 11/29/2016

Approved/Disapproved by: \_\_\_\_\_

Date: \_\_\_\_\_

Conditions of approval: \_\_\_\_\_

Revised 2016

PI6-0180

## Scala, Mary Joy

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**From:** Mary Williams Wolf <mwolf@wolfjosey.com>  
**Sent:** Wednesday, December 14, 2016 2:22 PM  
**To:** Scala, Mary Joy  
**Subject:** Re: 1880 University Circle

The wood is simply pressure treated wood but the fence is only along the south side in the back of the property.

For cost reasons we were not staining the wood. But if staining is required, we would use a solid stain such as Cabot dark slate, trying to match the neighboring fence on the north which was recently stained from natural to a dark blue/green.

I will get an arborist report just in case.

Thanks,  
Mary

On Dec 14, 2016, at 1:59 PM, "Scala, Mary Joy" <[scala@charlottesville.org](mailto:scala@charlottesville.org)> wrote:

They may not ask for it since you are a landscape architect.  
They usually require that wood fences be stained or painted. Is it a special kind of wood?

**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](mailto:scala@charlottesville.org)

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**From:** Mary Williams Wolf [<mailto:mwolf@wolfjosey.com>]  
**Sent:** Wednesday, December 14, 2016 1:27 PM  
**To:** Scala, Mary Joy  
**Subject:** Re: 1880 University Circle

Hi Mary Joy,  
We do not have an arborist report. Is that required?

The fence is going to be a natural wood finish which will weather dark gray/brown.

Thanks,  
Mary

On Dec 14, 2016, at 12:53 PM, "Scala, Mary Joy" <[scala@charlottesville.org](mailto:scala@charlottesville.org)> wrote:





# BARTLETT TREE EXPERTS

1185 Five Springs Road, Charlottesville, VA 22902 • Telephone 434-971-3020 • Fax 434-971-1331

12/16/16

Ms. Mary Wolf  
Wolf Josey Landscape Architects  
310 2nd St. SE, Suite F  
Charlottesville, VA 22902

Mary,

This letter is in reference to the large 34" Western Redcedar at the left front of 1880 University Circle. I inspected the site and tree on Thursday 12/15/16. I found the tree to be in fair health and would estimate the tree dates to the construction of the house or perhaps a little before.

Due to the small space between the house and street and the retaining walls the tree is essentially growing in a large pot. I would estimate that 80-90% of the trees roots lie within the soil held behind the retaining walls. As the tree has aged, the roots have filled the "container" and are now likely pushing against and the walls. There is damage to the stone retaining walls likely due to the tree roots. Removing the tree and replacing it w/ a smaller maturing species would be advisable to preserve the existing walls.

Sincerely,

Michael Abbott  
Arborist and Local Manager – Bartlett Tree Experts  
ISA Board Certified Master Arborist  
MS in Forestry

THE F.A. BARTLETT TREE EXPERT COMPANY  
SCIENTIFIC TREE CARE SINCE 1907

**History and Description of Existing Site**

The house at 1880 University Circle lies in the Rugby Road-University Circle-Venable neighborhood local historic district. It is a one story brick house built in the Cape Cod style in 1957. While it is considered by the city to blend well into the neighborhood, it is not a contributing resource to the historic district because of its age.

The house has two stone retaining walls in the front that terrace down to the street. The walls are in poor condition but stable. The back of the house is also terraced with a stone wall. The existing plantings in the front are primarily English ivy, azaleas and a large falsecypress tree. The back of the house is primarily planted with camellias. Bamboo from the neighboring yard has overtaken the upper terrace.

**Proposed Landscape Plan:**

**Front Yard:** The walls and paving in the front of the property will remain. New plantings will replace all of the existing plants which are in poor condition. Due to its close proximity to the house and site walls, the large falsecypress tree in the northwestern corner of the house is proposed to be removed. The tree has grown out of scale with the house and there is evidence of cracking in the walls from tree roots. It will be replaced with a smaller ornamental flowering tree such as a Japanese maple or Kousa dogwood. A 2' boxwood hedge will be added atop the upper retaining wall and new foundation plantings will be installed along the house. English ivy will be replaced over time with other groundcovers. A 4' - 6' holly hedge will be added along the south property line.

**Back Yard:** All existing walls will remain. An existing brick and concrete terrace will be resurfaced with bluestone and enlarged. An existing brick stair in poor condition will be rebuilt in bluestone. Bamboo will be cleared and shrubs and perennials will be added. A new 6' wood fence will be constructed along the south property line.



View of south neighboring property (40 University Circle)



View of existing landscape and stone walls at 1880 University Circle



View of north neighboring property (44 University Circle)

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NOV 29 2016

NEIGHBORHOOD DEVELOPMENT SERVICES

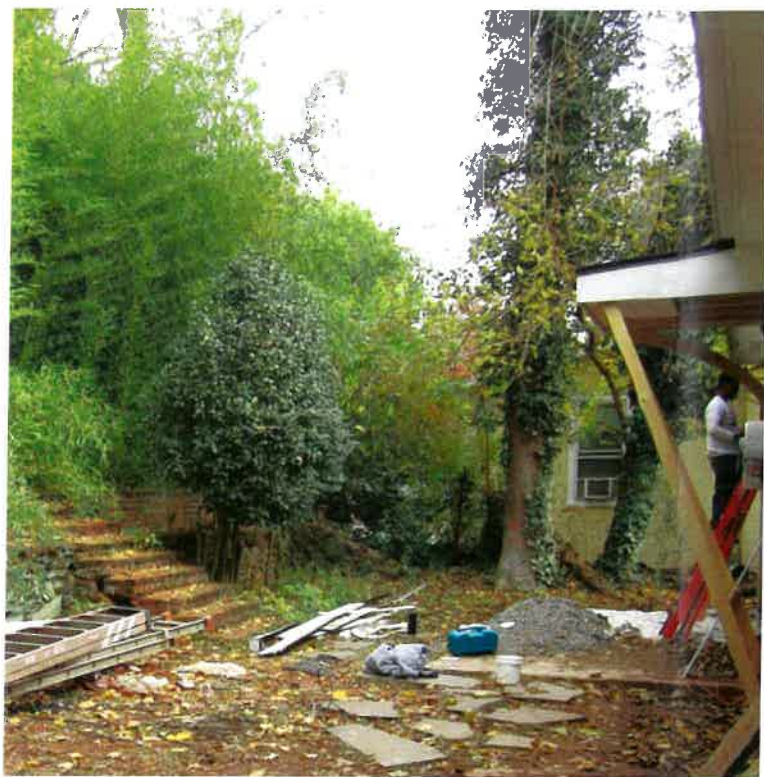
Wolf | Josey  
LANDSCAPE ARCHITECTS

**Description of Existing Conditions and Proposed**

1880 University Circle  
11.29.16



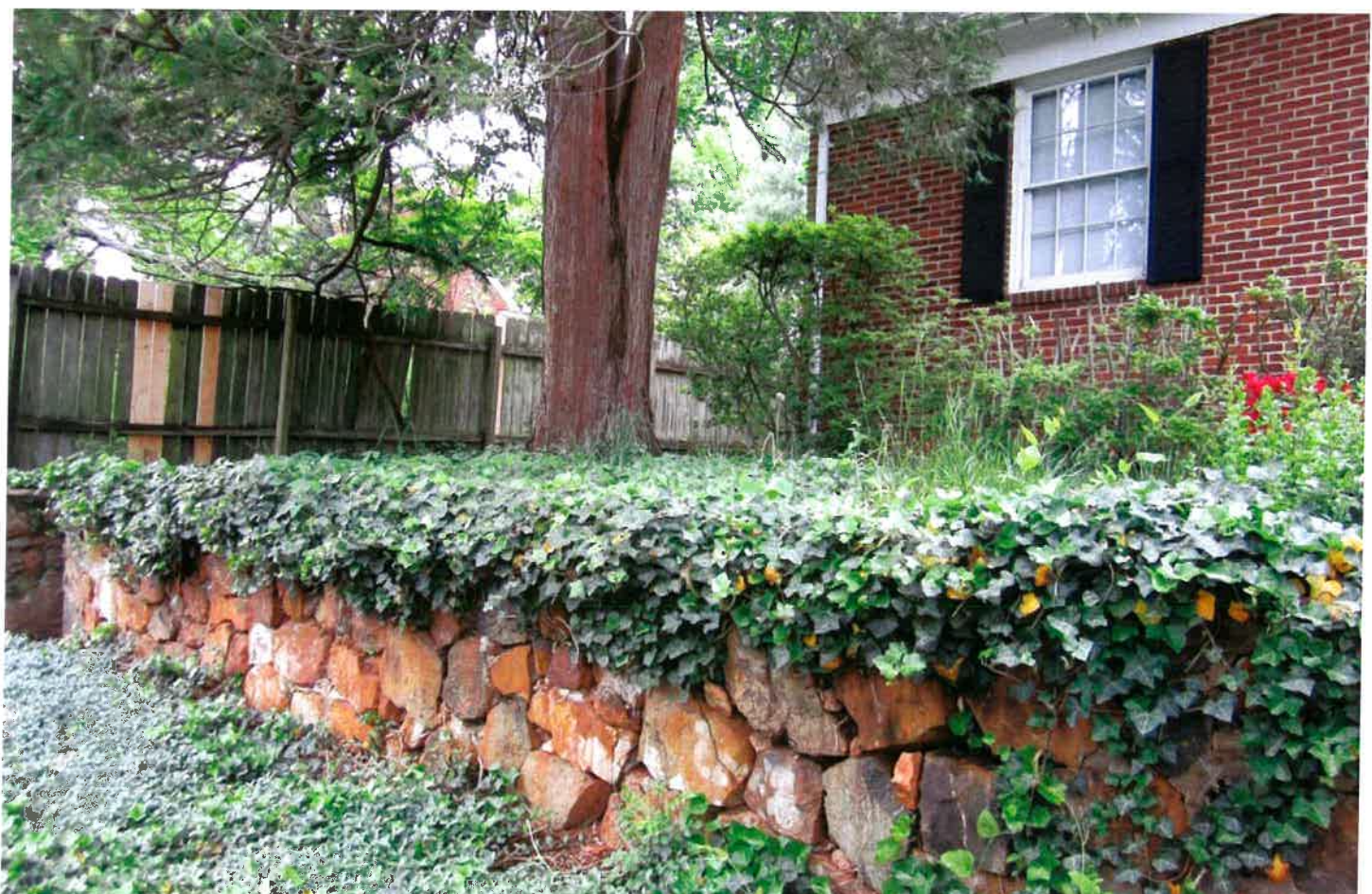
Rear yard wall, steps, and terrace



Stone retaining wall at chamaecyparis



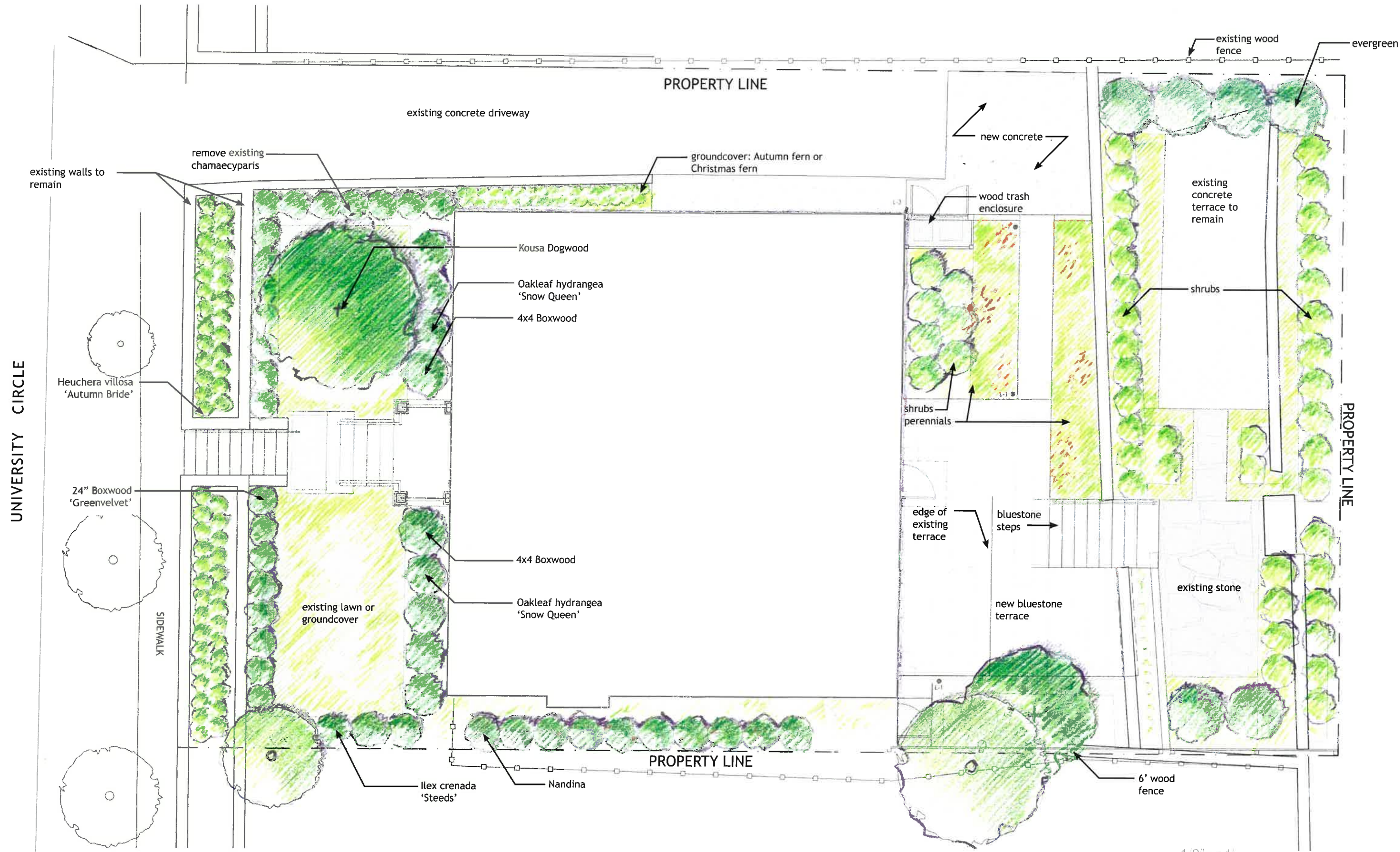
Front yard steps and walls



View of chamaecyparis and proximity to house

**SITE PHOTOS: Existing Conditions**

1880 University Circle  
11.29.16



**PROPOSED LANDSCAPE PLAN**

1880 University Circle  
11.29.16