

## Mess, Camie

---

**From:** Mess, Camie  
**Sent:** Thursday, April 26, 2018 2:40 PM  
**To:** Lindsey Munson (lindsey@montessoriofville.org)  
**Cc:** Werner, Jeffrey B  
**Subject:** BAR Actions - March 20, 2018 - 1602 Gordon Avenue

April 25, 2018

### **Certificate of Appropriateness**

BAR 18-01-03  
1602 Gordon Avenue  
Tax Parcel 090013000  
Montessori Education Trust, Inc., Owner/ Lindsey Munson, Applicant  
New addition

Dear Applicant,

The above referenced project was discussed before a meeting of the City of Charlottesville Board of Architectural Review (BAR) on March 20, 2018. The following action was taken:

**Mohr moved: Having considered the standards set forth within the City Code, including City Design Guidelines for New Construction and Additions, and Site Design and Elements I move to find that the proposed addition and various site improvements 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 the following to come back to the BAR for circulation via e-mail and administrative approval:**

- **Adjusting the frieze board trim band, so it picks up the window heads**
- **Lengthening the small windows along the Ackley Ln.**
- **Reducing the window in the front of the building under the gable to a single much taller window**
- **Submitting a site plan (staff to circulate)**
- **The siding should not be wood grained**

**Gastinger seconded. Approved (7-0).**

This certificate of appropriateness shall expire in 18 months (September 20, 2019), 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. 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 Jeff Werner at 434-970-3130 or [wernerjb@charlottesville.org](mailto:wernerjb@charlottesville.org).

Sincerely yours,

Camie Mess

**CITY OF CHARLOTTESVILLE  
BOARD OF ARCHITECTURAL REVIEW  
STAFF REPORT  
March 20, 2018**



**Certificate of Appropriateness Application**

BAR 18-01-03

1602 Gordon Avenue

Tax Parcel 090013000

Montessori Education Trust, Inc., Owner/ Lindsey Munson, Applicant

New addition and various site improvements

---

**Background**

1602 Gordon Avenue, the Dabney-Thompson House, is a Victorian house built in 1894, which is a contributing structure in the Rugby Road-University Circle-Venable Neighborhood ADC District.

August 15, 2006 - The BAR voted unanimously to approve the sandbox location in the northwest corner; the planting beds in the east side and front yards; the peace pole in the front yard; and moving the existing black wrought iron fence toward Gordon Avenue to accommodate a small parking area in the west side yard, as submitted.

January 17, 2018 - Miller moved to accept the applicant's request for deferral. Balut seconded. Approved (6-0.)

**Application**

Construct a single story addition on the east and various site improvements including an accessible route to the new addition and changes to the landscaping.

The addition will be a single story addition on the east side of the lot. Building materials include lap siding and scallop siding, color to match the existing historical house, aluminum clad windows, and roof shingles to match existing.

Landscaping changes include:

- Remove
  - site stairs and block wall
  - holly bush
  - heat pump, screen fence, and landscape timber
  - boxwoods
  - planting beds
  - holly bushes and crepe myrtles

and

- Reconfigure stairs and create accessible walkway to addition
- Extend railing on retaining wall to match existing (black metal)
- Extend walkway
- Re-work fence and add gate
- Relocate garden to this area

## **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 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 Design Guidelines for Site Design and Elements include:**

#### **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*

#### **C. WALLS AND 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. 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*

#### **E. WALKWAYS AND 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.*

#### **Pertinent Design Review Guidelines for New Construction and Additions**

##### **P. ADDITIONS**

*The following factors shall be considered in determining whether or not to permit an addition to a contributing structure or protected property:*

*(1) Function and Size*

- a. Attempt to accommodate needed functions within the existing structure without building an addition.*
- b. Limit the size of the addition so that it does not visually overpower the existing building.*

*(2) Location*

- a. Attempt to locate the addition on rear or side elevations that are not visible from the street.*
- b. If additional floors are constructed on top of a building, set the addition back from the main façade so that its visual impact is minimized.*
- c. If the addition is located on a primary elevation facing the street or if a rear addition faces a street, parking area, or an important pedestrian route, the façade of the addition should be treated under the new construction guidelines.*

*(3) Design*

- a. New additions should not destroy historic materials that characterize the property.*
- b. The new work should be differentiated from the old and should be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.*

*(4) Replication of Style*

- a. A new addition should not be an exact copy of the design of the existing historic building. The design of new additions can be compatible with and respectful of existing buildings without being a mimicry of their original design.*
- b. If the new addition appears to be part of the existing building, the integrity of the original historic design is compromised and the viewer is confused over what is historic and what is new.*

*(5) Materials and Features*

- a. Use materials, windows, doors, architectural detailing, roofs, and colors that are compatible with historic buildings in the district.*

*(6) Attachment to Existing Building*

- a. Wherever possible, new additions or alterations to existing buildings should be done in such a manner that, if such additions or alterations were to be removed in the future, the essential form and integrity of the buildings would be unimpaired.*
- b. The new design should not use the same wall plane, roof line, or cornice line of the existing structure.*

**Discussion and Recommendations**

Staff recommends that the BAR look at the massing and location of the addition to see if it visually fits into the site. Staff feels the materials and features of the addition are appropriate.

In addition, staff suggests that the applicant submit a detailed landscape plan that shows the proposed landscape changes.

**Suggested Motions**

Having considered the standards set forth within the City Code, including City Design Guidelines for New Construction and Additions, and Site Design and Elements I move to find that the proposed addition and various site improvements 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...).



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

**RECEIVED**

**FEB 27 2018**

**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 Montessori Education Trust, INC. Applicant Name Lindsey Munson  
Project Name/Description The Montessori School of Charlottesville Parcel Number T.M. 9-13  
Project Property Address 1602 Gordon Avenue, Charlottesville, VA. 22903

**Applicant Information**

Address: 1602 Gordon Avenue  
Email: lindsey@montessoriofville.org  
Phone: (W) 434-295-0029 (C) \_\_\_\_\_

**Property Owner Information (if not applicant)**

Address: \_\_\_\_\_  
Email: \_\_\_\_\_  
Phone: (W) \_\_\_\_\_ (C) \_\_\_\_\_

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

**Signature of Applicant**

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

Lindsey Munson 12-21-2017  
Signature for Montessori Education Trust Date

Lindsey Munson 12-21-2017  
Print Name Date

**Property Owner Permission (if not applicant)**

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

Signature \_\_\_\_\_ Date \_\_\_\_\_

Print Name \_\_\_\_\_ Date \_\_\_\_\_

Description of Proposed Work (attach separate narrative if necessary): One story addition featuring a toddler classroom and adult classroom connecting to existing stair tower in the rear of the property.  
Also, site improvements to provide accessible route to new addition.

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

Project description, vicinity map, site plans, existing building photos, floor plans, building renderings

**For Office Use Only**

Received by: \_\_\_\_\_

Fee paid: \_\_\_\_\_ Cash/Ck. # \_\_\_\_\_

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

Revised 2016

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

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

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



RECEIVED

FEB 27 2018

NEIGHBORHOOD DEVELOPMENT SERVICES

Paul Tassell  
Staff Architect  
The Gaines Group, PLC.  
February 27, 2018

Carrie Mess  
Assistant Preservation and Design Planner  
City of Charlottesville Neighborhood Development Services  
610 East Market Street  
Charlottesville, Virginia 22902

Re: BAR submittal for Montessori School of Charlottesville  
1602 Gordon Avenue

Dear Carrie Mess:

Attached you find our revised submittal for the Montessori School of Charlottesville at 1602 Gordon Avenue. During our first meeting on January 17<sup>th</sup> we were advised to defer and resubmit. We have addressed those concerns and we also reached out to board members for their thoughts on our revised design. Below you will find general comments from board and our responses in green.

-Comment concerning removing the chamfered corners of building facing Gordon Avenue.  
*We have squared the chamfered corners of the building.*

-Comment concerning roof pitch  
*We increased the pitch of the roof to 12:12 under advisement from the board.*

-Comment concerning the plainness of the Ackley Lane elevation of the addition  
*We have re-spaced and resized windows along the elevation in a more appealing manner. We also have added some interest in the roof with a gable that is repeated in the addition and resembles gable ends of the existing school building.*

From these comments and others, the front elevation was redesigned and informally sent to board members for comment. The changes made also stemmed from the functionality of the toddler classroom and the safety of the children.

-The door exiting the toddler classroom has been relocated from the Ackley Lane side to the Gordon Avenue side. This solves concerns from the client for teacher visibility of both the classroom and the play ground along Gordon Avenue. It also solves a code issue of distances between required exit doors.

-A covered roof was added and is constructed to resemble the front porch of the existing school.

1430 Rolkin Court - Suite 302  
P.O. Box 6255  
Charlottesville, Virginia 22906  
P 434 979 5245  
F 434 979 9126

141 West Bruce St. - Suite 201  
Harrisonburg, Virginia 22801  
P 540 437 0012

[www.thegainsgroup.com](http://www.thegainsgroup.com)



-A pair of small windows was added above the porch that brings desirable northern light into the classroom. These windows are achieved by the use of a scissor roof truss construction.

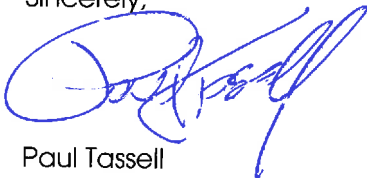
-Comment from board member about increasing the size of the upper windows in new design.  
*We feel that the scissor truss construction achieves the interior sloped ceiling while allowing the needed space for mechanical and electrical trades. We feel the square upper windows are appropriate in size mimicking common architectural features of surrounding buildings which are shown in the updated submittal.*

-Comment from board member about extending front gable to achieve front porch in new design.

*We feel this design change would ruin the northern light from the upper windows that is very desirable in a classroom or studio setting and is a better learning environment for the children.*

Thank you for your feedback and guidance on this project as we try to provide a great learning space for the MSC children.

Sincerely,



Paul Tassell  
Staff Architect

**MONTESSORI SCHOOL OF CHARLOTTESVILLE  
CLASSROOM ADDITION**



**APPLICANT:**  
Montessori School of Charlottesville (M.S.C.)  
**ADDRESS:**  
1602 Gordon Avenue, Venable Neighborhood

**PROJECT DESCRIPTION:**  
One story addition in the southeast portion of the site that will feature a toddler classroom, an adult meeting room, adult and toddler restrooms, connection to existing stair tower, and improved accessible exterior walkways

**MONTESSORI SCHOOL OF CHARLOTTESVILLE**  
**CLASSROOM ADDITION**

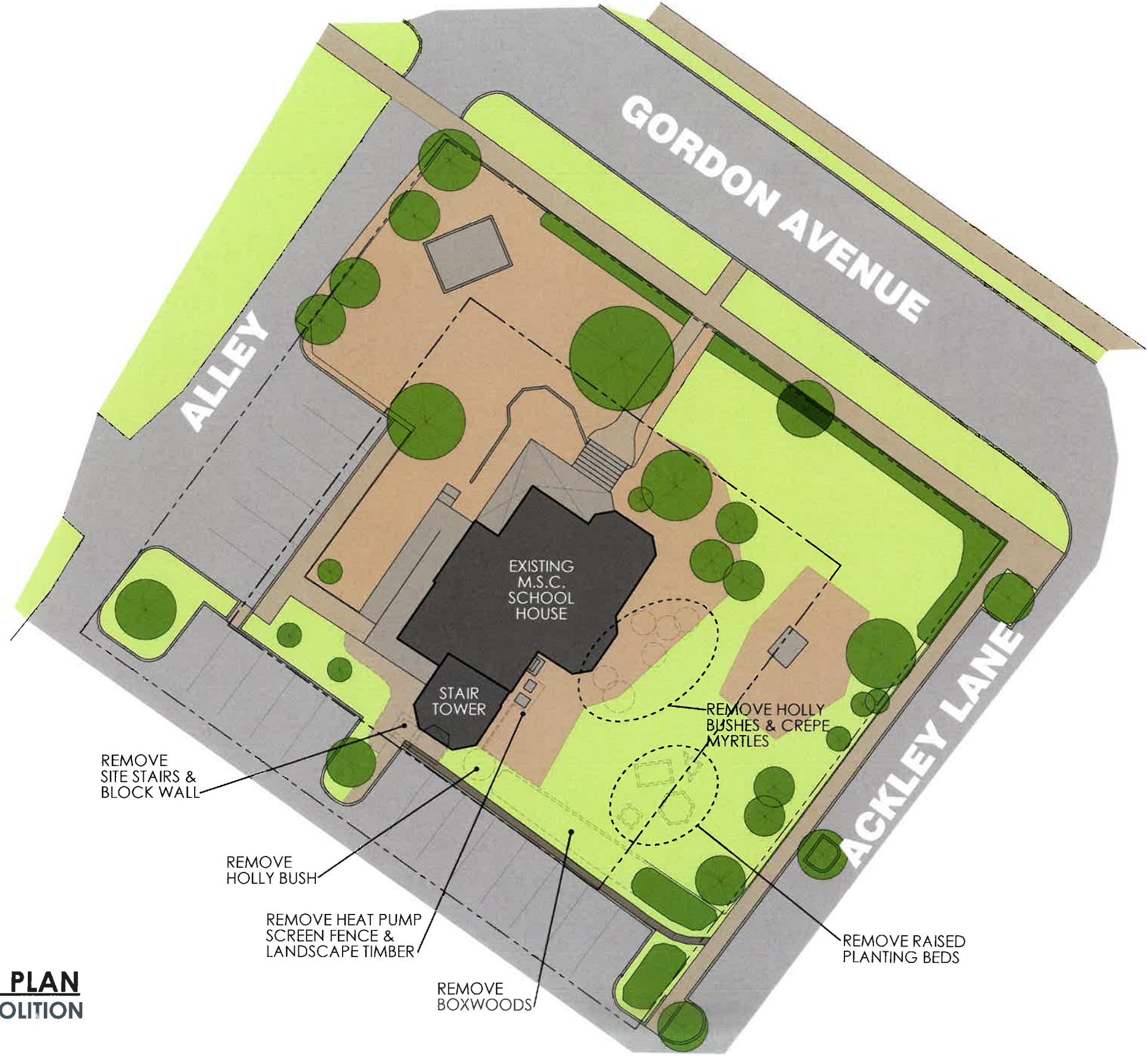


**SITE PLAN**  
**EXISTING CONDITIONS**

SITE STAIRS &  
STAIR TOWER  
ENTRANCE

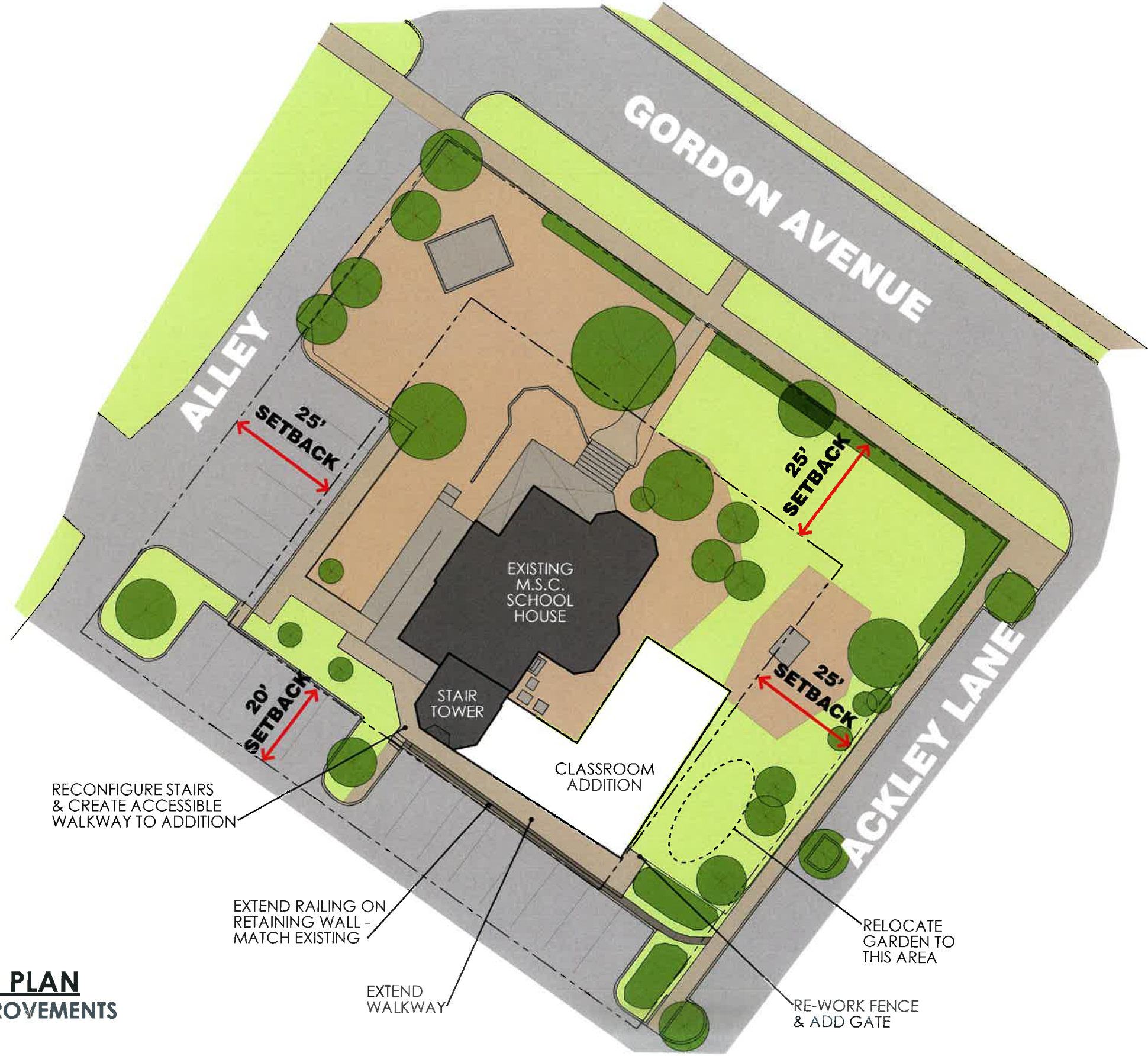
RAISED  
PLANTING  
BEDS

**MONTESSORI SCHOOL OF CHARLOTTESVILLE**  
**CLASSROOM ADDITION**



**SITE PLAN**  
**DEMOLITION**

**MONTESSORI SCHOOL OF CHARLOTTESVILLE**  
**CLASSROOM ADDITION**



**SITE PLAN**  
**IMPROVEMENTS**

RECONFIGURE STAIRS  
& CREATE ACCESSIBLE  
WALKWAY TO ADDITION

EXTEND RAILING ON  
RETAINING WALL -  
MATCH EXISTING

EXTEND  
WALKWAY

RELOCATE  
GARDEN TO  
THIS AREA

RE-WORK FENCE  
& ADD GATE

# MONTESSORI SCHOOL OF CHARLOTTESVILLE

## CLASSROOM ADDITION

### EXISTING IMAGES



#### VIEW FROM GORDON AVENUE

The original Victorian home was built in 1894 by UVA professor Richard Dabney. In the mid- 1970s, the structure served as the Central Outpatient Clinic of the Blue Ridge Comprehensive Community Health Center. During the 1990s, the structure was home to a learning center for educational testing of students. Following that, the property was owned by Westminster Daycare until it was acquired in 2006 by the Montessori School of Charlottesville.

#### VIEW FROM CORNER OF GORDON AVENUE & ACKLEY LANE

The Montessori School of Charlottesville, which was founded in 1976, is an independent non-denominational school open to children of all backgrounds. The school became a non-profit in 2002. Originally located solely at Cutler Lane, the school expanded in the summer of 2006, adding its campus at the 1602 Gordon Avenue property.



**MONTESSORI SCHOOL OF CHARLOTTESVILLE  
CLASSROOM ADDITION**

**EXISTING IMAGES**



**VIEW FROM GORDON AVENUE**

The original house boasts Victorian detailing including brackets at chamfered corners and spandrels in the gable. The siding transitions from horizontal lap siding to scallop siding in the gables.



**VIEW FROM ACKLEY LANE**

**MONTESSORI SCHOOL OF CHARLOTTESVILLE  
CLASSROOM ADDITION**

**EXISTING IMAGES**



**VIEW FROM ACKLEY LANE**

During the period of time the building was occupied by Westminster Daycare, a stair tower was added to the rear of the building. The addition is constructed of concrete block and clad in stucco. The color of the stucco matches the tan siding of the original house. The corners of the stair tower are chamfered to echo the design of the original house.



**VIEW FROM MARTHA JEFFERSON HOUSE**

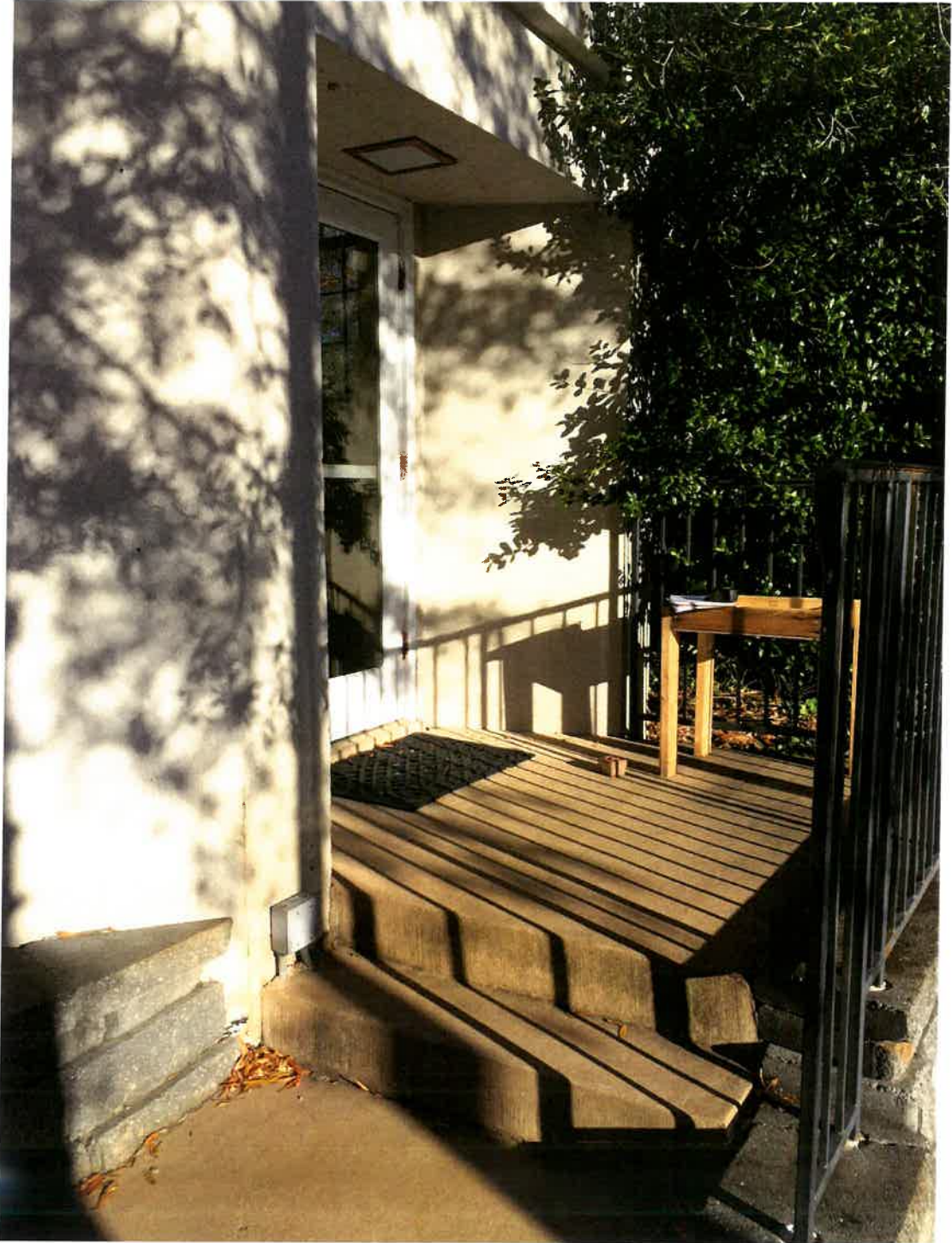
The Montessori School of Charlottesville uses this entrance through the stair tower as their main entrance for students in the morning. It provides access to the main floor and upstairs classrooms. The proposed addition will attach to this stair tower.





**VIEW OF STAIR TOWER ENTRANCE**

**VIEW OF STAIR TOWER ENTRANCE**



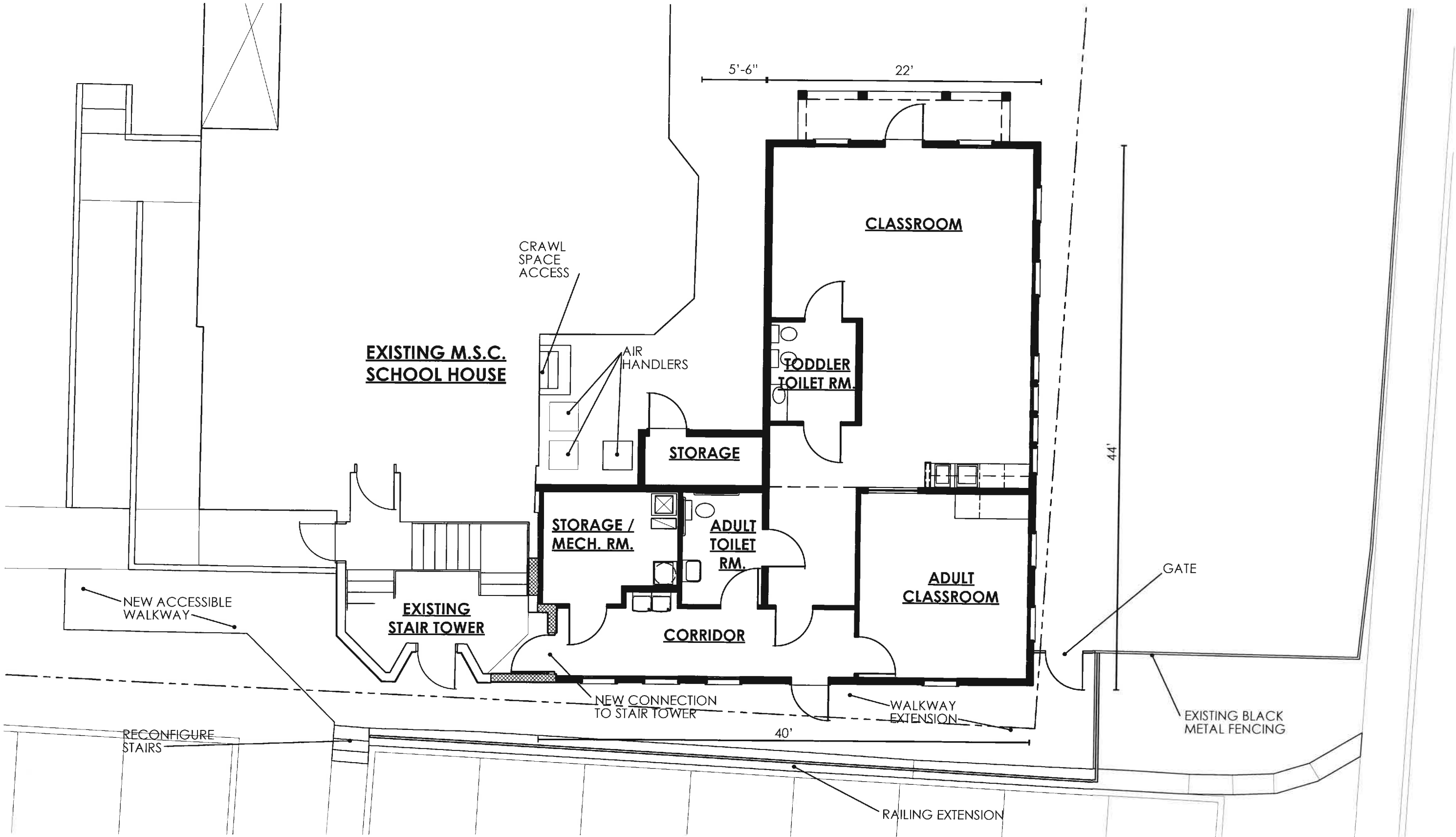
**MONTESSORI SCHOOL OF CHARLOTTESVILLE  
CLASSROOM ADDITION**

**ADJACENT BUILDINGS**



**ADJACENT BUILDINGS ON  
GORDON AVENUE BETWEEN 17TH STREET & 14TH STREET**

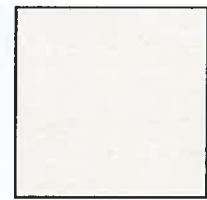
A majority of the surrounding properties are of the same scale as the proposed addition to M.S.C. Many of which have front or side entry, covered porches.



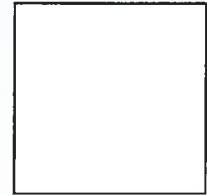
**FLOOR PLAN**

**MONTESSORI SCHOOL OF CHARLOTTESVILLE  
CLASSROOM ADDITION**

**PROPOSED BUILDING**



LAP SIDING COLOR -  
TO MATCH EXISTING  
SWIRLING SMOKE PPG# 1007-2



SCALLOP SIDING COLOR -  
TO MATCH EXISTING  
WHITE



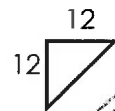
DOOR COLOR -  
TO MATCH EXISTING  
RED GUMBALL PPG# 1187-7

ROOF SHINGLES -  
MATCH EXISTING

CEMENTITIOUS  
SCALLOP SIDING -  
MATCH EXISTING

METAL ROOFING -  
MATCH EXISTING

CEMENTITIOUS LAP SIDING -  
MATCH EXISTING



EXISTING SCHOOL



**VIEW FROM GORDON AVE.**

EXISTING SCHOOL

ROOF SHINGLES -  
MATCH EXISTING

CEMENTITIOUS  
SCALLOP SIDING -  
MATCH EXISTING

CEMENTITIOUS LAP SIDING -  
MATCH EXISTING

ALUMINUM CLAD WINDOWS,  
SIMULATED DIVIDED LIGHT -  
MATCH EXISTING STYLE & COLOR

**VIEW FROM ACKLEY LANE**



**MONTESSORI SCHOOL OF CHARLOTTESVILLE  
CLASSROOM ADDITION**

**PROPOSED BUILDING**



**VIEW FROM MARTHA JEFFERSON HOUSE**



**VIEW FROM GORDON AVE.**

