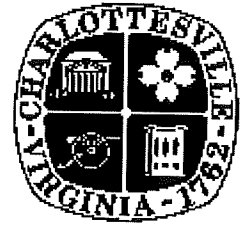


**CITY OF CHARLOTTESVILLE
BOARD OF ARCHITECTURAL REVIEW
STAFF REPORT
March 19, 2013**



Preliminary Discussion

BAR 13-03-04

118 10 ½ Street NW

Tax Map 100 Parcel 45

John M. Anderson Construction, Applicant

Diane Tanous, Owner

Improve parking and site improvements, add bath and enlarge kitchen

Background

This property is a contributing structure in the West Main Street ADC district. The original house was built sometime between 1883 and 1893 and then expanded in the 1920s. The house has had alterations since it was last surveyed in 1996, including the construction of a wrap-around side porch and the application of vinyl siding. See the attached survey and photographs for details.

Application

The applicant would like to discuss several exterior alterations and site improvements on the property. Two additions are being proposed to the rear of the building, a handicapped bathroom and an extension of the existing kitchen space. These additions add a total of 88 square feet to the finished floor area of the building. The existing gas meter will be removed and replaced in a new location on the south side of the structure. The first floor side addition will be clad in siding to match the current vinyl siding (this portion of the house is currently stucco or plaster and is visible from the front, rear, and southern side of the house). At the rear of the structure two windows will be taken out by the construction of the new handicapped bathroom and kitchen extension.

Site improvements include designating handicapped spaces, removing the chain link fence that runs along all sides of the property, and erecting a sign near the 10th Street NW parking lot entrance at the rear of the building. Two options for construction of a post and hanging sign are given. The sign will be made out of MDO panel with an aluminum post.

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;

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

(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 Design Review Guidelines – Rehabilitation

C. WINDOWS

- 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.
- 16) Storm windows should match the size and shape of the existing windows and the original sash configuration. Special shapes, such as arched top storms, are available.
- 17) Storm windows should not damage or obscure the windows and frames.

- 18) Avoid aluminum-colored storm sash. It can be painted an appropriate color if it is first primed with a zinc chromate primer.
- 19) The addition of shutters may be appropriate if not previously installed but if compatible with the style of the building or neighborhood.
- 20) In general, shutters should be wood (rather than metal or vinyl) and should be mounted on hinges. In some circumstances, appropriately dimensioned, painted, composite material shutters may be used.
- 21) The size of the shutters should result in their covering the window opening when closed.
- 22) Avoid shutters on composite or bay windows.
- 23) If using awnings, ensure that they align with the opening being covered.
- 24) Use awning colors that are compatible with the colors 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.

L. Rear of Buildings

The area behind commercial buildings is often forgotten and neglected. This area may be a utilitarian space for deliveries and storage of discarded goods. However, in some cases the rear of the building may provide the opportunity for a secondary entrance, particularly if oriented to a public alley. The appearance of the back area then becomes important to the commercial district and to the individual business. Customers may be provided with direct access from any parking area behind the building. In these cases, the back entrance becomes a secondary entrance to the store and is the first contact the customer makes with the business.

- 1) Meet all handicapped accessibility requirements.
- 2) Consolidate and screen mechanical and utility equipment in one location when possible.
- 3) Consider adding planters or a small planting area to enhance and highlight the rear entrance, and create an adequate maintenance schedule for them.
- 4) Retain any historic door or select a new door that maintains the character of the building and creates an inviting entrance.
- 5) Note building and ADA codes when and if changing dimensions or design of entrance.
- 6) Windows define the character and scale of the original façade and should not be altered.
- 7) If it is necessary to replace a window, follow the guidelines for windows earlier in this chapter.
- 8) If installation of storm windows is necessary, follow the guidelines for windows earlier in this chapter.
- 9) Remove any blocked-in windows and restore windows and frames if missing.
- 10) Security grates should be unobtrusive and compatible with the building.
- 11) Avoid chain-link fencing.
- 12) If the rear window openings need to be covered on the interior for merchandise display or other business requirements, consider building an interior screen, and maintain the character of the original window's appearance from the exterior.

- 13) Ensure that the design of the lighting relates to the historic character of the building.
- 14) Consider installing signs and awnings that are appropriate for the scale and style of the building.
- 15) Design and select systems and hardware to minimize impact on the historic fabric of the building.
- 16) Ensure that any fire escapes meet safety regulations and that no site elements inhibit proper egress.
- 17) Ensure that any rear porches are well maintained; and if used as upper floor entrance(s), are well lit and meet building codes while retaining their historic character.

Signs, Awnings, Vending, and Cafes

A. Signs

Signs are a vital part of commercial areas. A balance should be struck between the need to call attention to individual businesses and the need for a positive image of the entire district. The character of signs shall be harmonious to the character of the structure on which they are placed. Consider the relationship of surrounding buildings, compatible colors, appropriate materials, the style and size of the lettering and graphics, and the type of lighting. Signs can complement or detract from the character of a building depending on their design, placement, number, and condition. Historically significant signs on buildings should be retained if possible, even if the business is no longer in existence. See the Zoning Ordinance for specific sign regulations in each historic district. The following are recommended guidelines.

1. Types of Signs and Typical Locations

2. Placement

f. Freestanding signs, in general, are not an appropriate sign type in commercial areas of Downtown and the West Main Street corridor except for use in the front yard of a residence that has been converted to commercial or office use on a site where the building is set back deeply on the lot. In this case, freestanding signs should be no higher than 12 feet.

5. Size

- a. All the signs on a commercial building should not exceed 50 square feet.
- b. Average height of letters and symbols should be no more than 12 inches on wall signs, 9 inches on awning and canopy signs, and 6 inches on window signs.
- c. Projecting signs should be a maximum of 10 square feet per face.
- d. Window signs should obscure no more than 20 percent of the window glass.
- e. Flat wall signs should not exceed 18 inches in height and should not extend more than 6 inches from the surface of the building.

6. Design

- a. Signs should be designed and executed by sign professionals who are skilled at lettering and surface preparation.

7. Shape

- a. Shape of signs for commercial buildings should conform to the area where the sign is to be located.
- b. Likewise, a sign can take on the shape of the product of service provided, such as a shoe for a shoe store.

8. Materials

- a. Use traditional sign materials, such as wood, glass, gold leaf, raised metal or painted wood letters, and painted wood letters on wood, metal, or glass.
- b. Newer products, such as painted MDO may also be used.
- c. Do not use shiny plastic products.
- d. Window signs should be painted or have decal flat letters and should not be three-dimensional.

9. Color

- a. Use colors that complement the materials and color of the building, including accent and trim colors.
- b. A maximum of three colors are recommended, although more colors can be appropriate.

Site Design

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 structures 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 a 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.

F. PARKING AREAS & LOTS

Most of the parking areas in the downtown consist of public or private surface lots or parking decks. Along West Main Street, Wertland Street, and the Corner, some larger lots have parking areas contained within the individual site.

- 1) If new parking areas are necessary, construct them so that they reinforce the street wall of buildings and the grid system of rectangular blocks in commercial areas.
- 2) Locate parking lots behind buildings.
- 3) Screen parking lots from streets, sidewalks, and neighboring sites through the use of walls, trees, and plantings of a height and type appropriate to reduce the visual impact year-round.
- 4) Avoid creating parking areas in the front yards of historic building sites.
- 5) Avoid excessive curb cuts to gain entry to parking areas.
- 6) Avoid large expanses of asphalt.
- 7) On large lots, provide interior plantings and pedestrian walkways.
- 8) Provide screening from adjacent land uses as needed.
- 9) Install adequate lighting in parking areas to provide security in evening hours.
- 10) Select lighting fixtures that are appropriate to a historic setting.

Discussion and Recommendations

The house has undergone many alterations through time and little of the original material is visible from the exterior. The windows and doors are all replacements. The exposed brick chimneys at either end may be original to the 1890s core of the house.

The applicant and BAR could discuss materials for the new siding and fence as well as the site improvements in more detail.

14633
14634

Date 2.1996 File No. 104-325

Name Moon-Pleasants House

Town (118 10 $\frac{1}{2}$ St NW)

County Charlottesville

Photographer Dan Pezani

Contents 5 ext. views



543
104-325

STREET ADDRESS: 118 10 1/2 Street, NW
MAP & PARCEL: 10-46
CENSUS TRACT AND BLOCK:
PRESENT ZONING: B-3
ORIGINAL OWNER: J. Esten Moon & Thomas S. Moon
ORIGINAL USE: Residence
PRESENT USE: Rental Property (Residence)
PRESENT OWNER: John H. Pleasants, Jr.
ADDRESS: 909 Ridge Street
Charlottesville, Virginia 22901
HISTORIC NAME: Moon-pleasants House
DATE/PERIOD: c. 1883-1893, 1920's
STYLE: Vernacular
HEIGHT (TO CORNICE) OR STORIES: 2 Storeys
DIMENSIONS AND LAND AREA: 51' x 73' (3725 sq. ft.)
CONDITION: Fair
SURVEYOR: Bibb
DATE OF SURVEY: Summer 1986
SOURCES: City/County Records
1877 Gray Map of Charlottesville
Sanborn Map Co. - 1896, 1920, 1929-57

ARCHITECTURAL DESCRIPTION

This side hall plan house is two storeys tall and 2 unequal bays wide. The front section is single pile, but a 2-storey wing which covers the entire rear elevation makes the house double pile. Part of its first storey is probably original. The house is set on a low brick foundation. The walls are covered with wooden shingles painted a brick olive green with deep cream trim. The low-pitched T-shaped gable roof is covered with standing seam metal. It has projecting eaves and verges and exposed rafter ends. There is a brick exterior end chimney with a small cap and one set of weatherings at the south end of the front section. There are two small chimneys in the rear wing. Windows are double-sash, 2-over-2 light, with plain trim. A one-storey veranda covers the facade. It has a low hip roof covered with composition roofing with boxed cornice, a plain frieze, chamfered square posts, a simple balustrade, and a concrete floor. There is a single-light transom over the 6-paneled entrance door at the northern end of the facade. A 2-storey addition with a low-pitched shed roof covers the southern side of the rear section of the house. It has almost square 6-light hinged-sash windows. There is a door with a small and primitive entrance porch on its southern elevation. A one-storey shed-roofed back porch has been enclosed. All of these additions are wooden-shingled.

HISTORICAL DESCRIPTION

J. Esten Moon & Thomas S. Moon purchased a lot on University Street (West Main) in 1879 (ACDB 74-344, 81-130). Tax records show no buildings on the lot at that time, although the Gray map appears to show two in 1877. According to tax records, something was built in 1885, and there was more construction on this lot and an adjacent one at Tenth and West Main in 1891 and 1893. The 1896 Sanborn Map shows

104-325

the two houses at 110 and 118 10 1/2 Street and a sawmill on the other lot. Thomas S. Moon received this house when they divided the property in 1903 (City DB 14-63), and he sold it to his sister (?) Pochuntas Pleasants in 1920 (DB 36-218, 45-250). From the Sanborn Maps, it appears that she enlarged the rear wing before 1929. Her family occupied the house for many years and it is now owned by her son John H. Pleasants, Jr., and is used as rental property (DB 232-457).

P13-0035



**Board of Architectural Review (BAR)
Certificate of Appropriateness**

RECEIVED

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

FEB 28 2013

NEIGHBORHOOD DEVELOPMENT SERVICES

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 4 p.m.

| | |
|---|---|
| Owner Name <u>Mrs. Diane Tanous</u> | Applicant Name <u>John M Anderson Constr.</u> |
| Project Name/Description <u>Well House Cafe/ Addition</u> | Parcel Number <u>TM 10 107 45</u> |
| Property Address <u>118 10 1/2 st. NW</u> | |

Applicant Information

Address: 736 1st street south
Charlottesville, Va 22902
Email: John Anderson Const @ Embury mail.com
Phone: (W) 434-296-5182 (H) _____
FAX: 434-296-5182

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.)

John M Anderson Jr 2/25/13
Signature Date
John M Anderson, Jr.
Print Name Date

Property Owner Information (if not applicant)

Address: _____
Email: tanous@Embury-mail.com
Phone: (W) _____ (H) 434-989-1485
FAX: _____

Property Owner Permission (if not applicant)

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

Diane Tanous 2-25-13
Signature Date
Diane Tanous 2-25-13
Print Name Date

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

Description of Proposed Work (attach separate narrative if necessary): Add handicap bath and enlarge kitchen area. Improve parking and other site improvements

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

Prelim Site Plan 1 of 1, ELEVATIONS 1 of 3, Elev & Plan 2 of 3, Plan 3 of 3
Pictures of existing building
Proposed Sign Detail

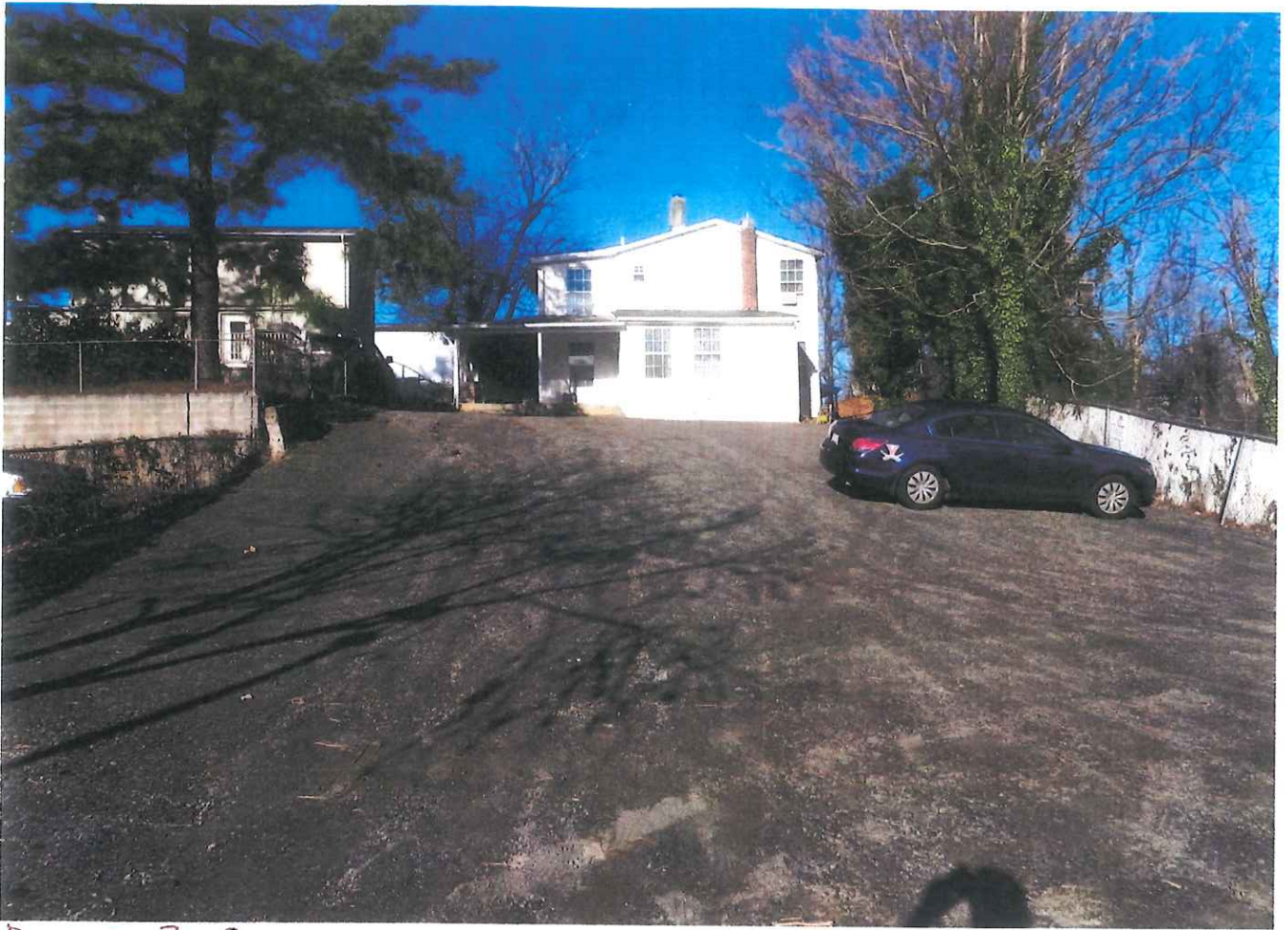
| | |
|---|--------------------------------|
| For Office Use Only | Approved/Disapproved by: _____ |
| Received by: <u>P. Carrington</u> | Date: _____ |
| Fee paid: <u>125.00</u> Cash/Ck. # <u>12799</u> | Conditions of approval: _____ |
| Date Received: <u>2-28-13</u> | _____ |



Picture 1 : Front



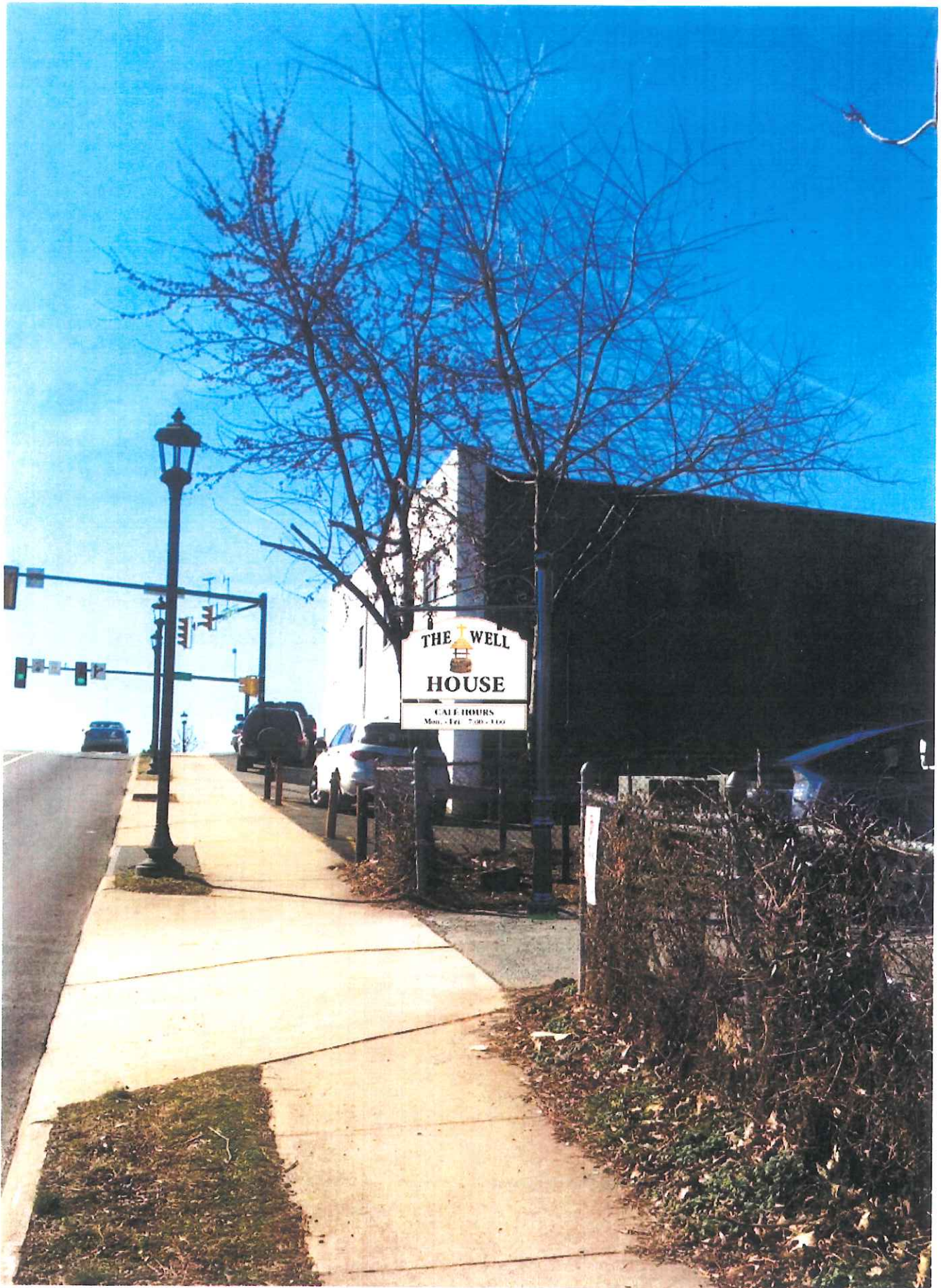
Picture 7 : Side



Picture 3: Rear

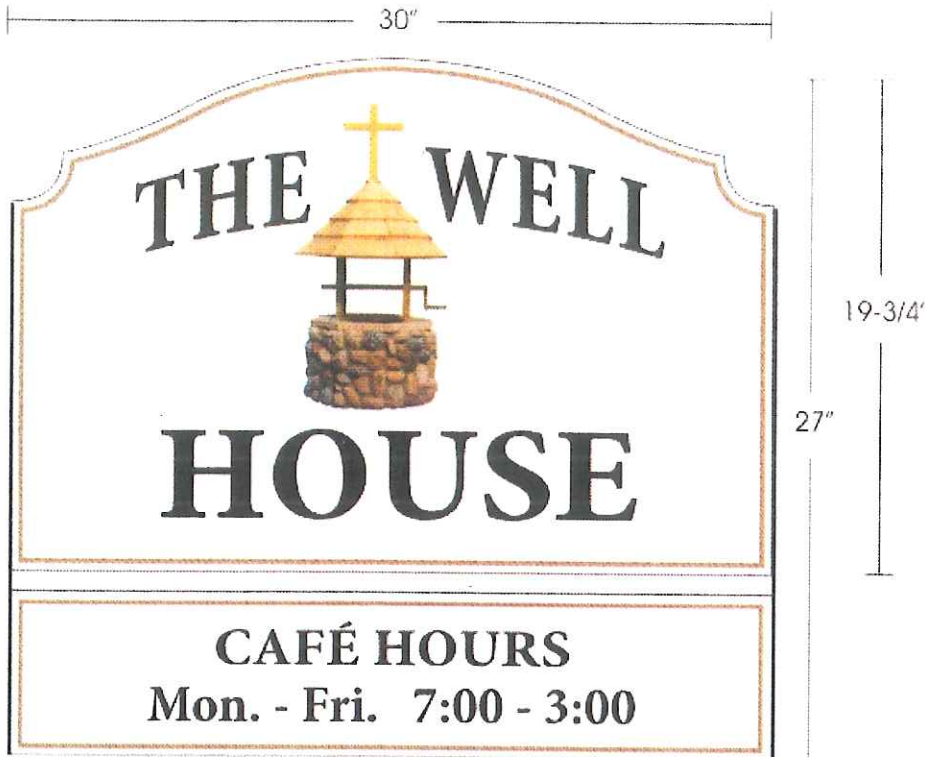


Picture 4: Porch



Picture 5: Proposed Sign Location

Proposed Sign Plan for 118 10-1/2 Street NW / Zoning: Mixed Use - MSN

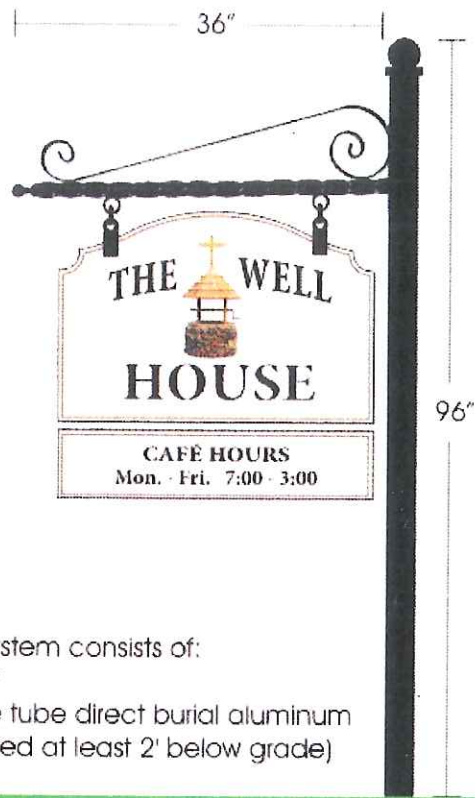


Sign Construction: 3/4" MDO
 Finish: Paint / Vinyl
 Face(s): 2 - Sided
 Dimensions (Overall): 24"x26"
 Lighting: Ground

Property of:



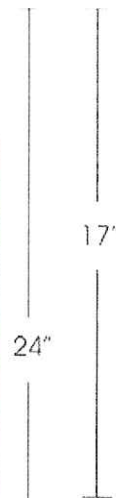
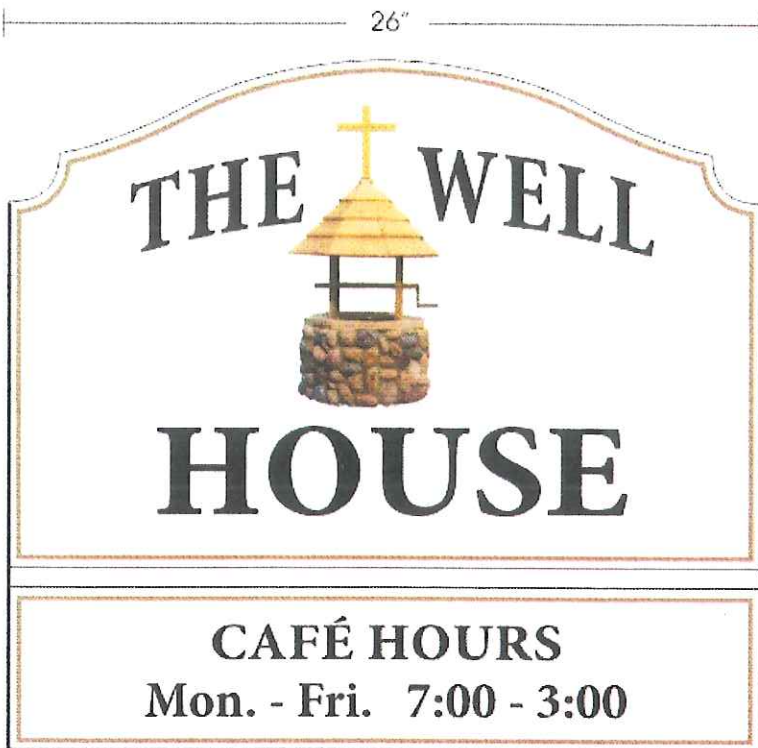
77 Zion Park Court
 Troy, VA 22974
 434-591-4514



Single Sign Post System consists of:
 A 36" Arm Bracket
 10' tall x 3" square tube direct burial aluminum post (typically buried at least 2' below grade)

Sign Drawing 1

Proposed Sign Plan for 118 10-1/2 Street NW / Zoning: Mixed Use - MSN

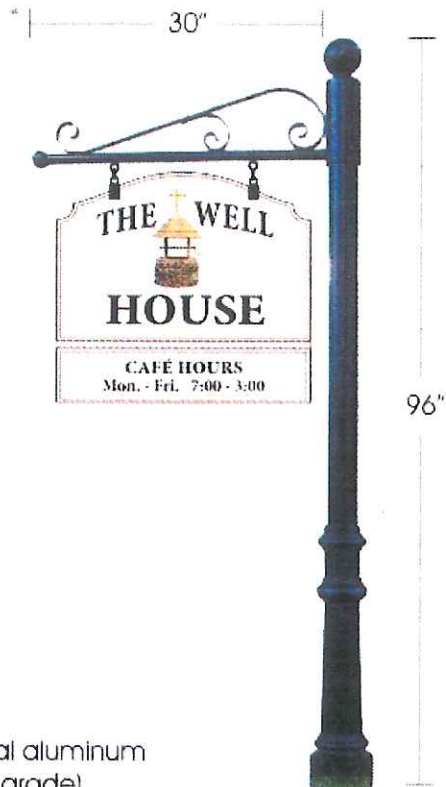


Sign Construction: 3/4" MDO
 Finish: Paint / Vinyl
 Face(s): 2 - Sided
 Dimensions (Overall): 24"x26"
 Lighting: Ground

Property of:

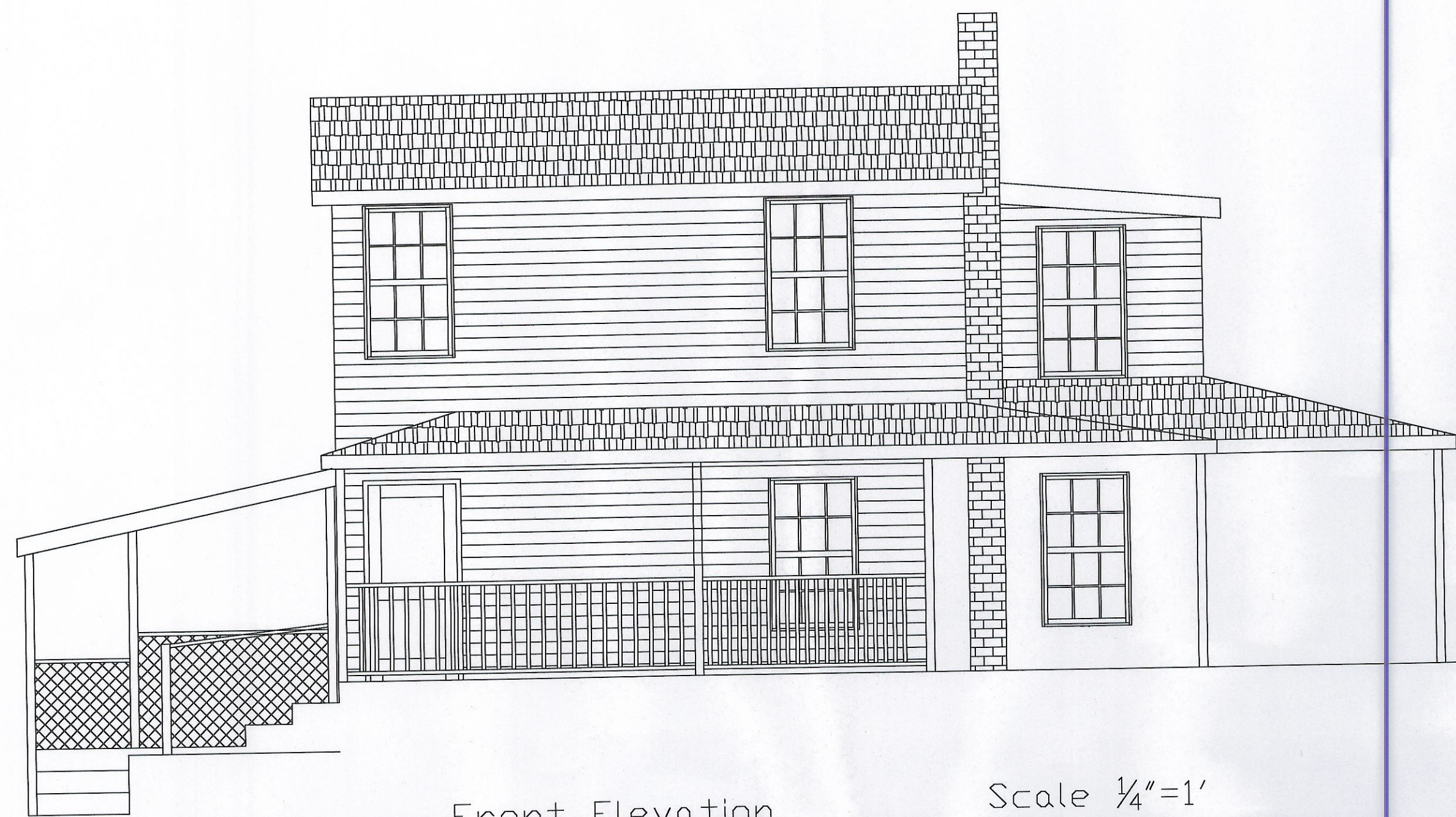


77 Zion Park Court
 Troy, VA 22974
 434-591-4514



Single Sign Post System consists of:
 A 30" Arm Bracket
 10' tall x 3" diameter round direct burial aluminum post (typically buried at least 2' below grade)
 24" tall slip over cast aluminum base cover that slides down to ground level

Sign Drawing 2



Front Elevation
Existing

Scale 1/4"=1'



Front Elevation
New

Scale 1/4"=1'



Right Side Elevation
Existing

Scale 1/4"=1'



Right Side Elevation
New

Scale 1/4"=1'

General Notes

| No. | Revision/Issue | Date |
|-----|----------------|------|
| | | |

Firm Name and Address
John Anderson Jr. PE
John M. Anderson Construction
736 1st St. South
Charlottesville, Va.

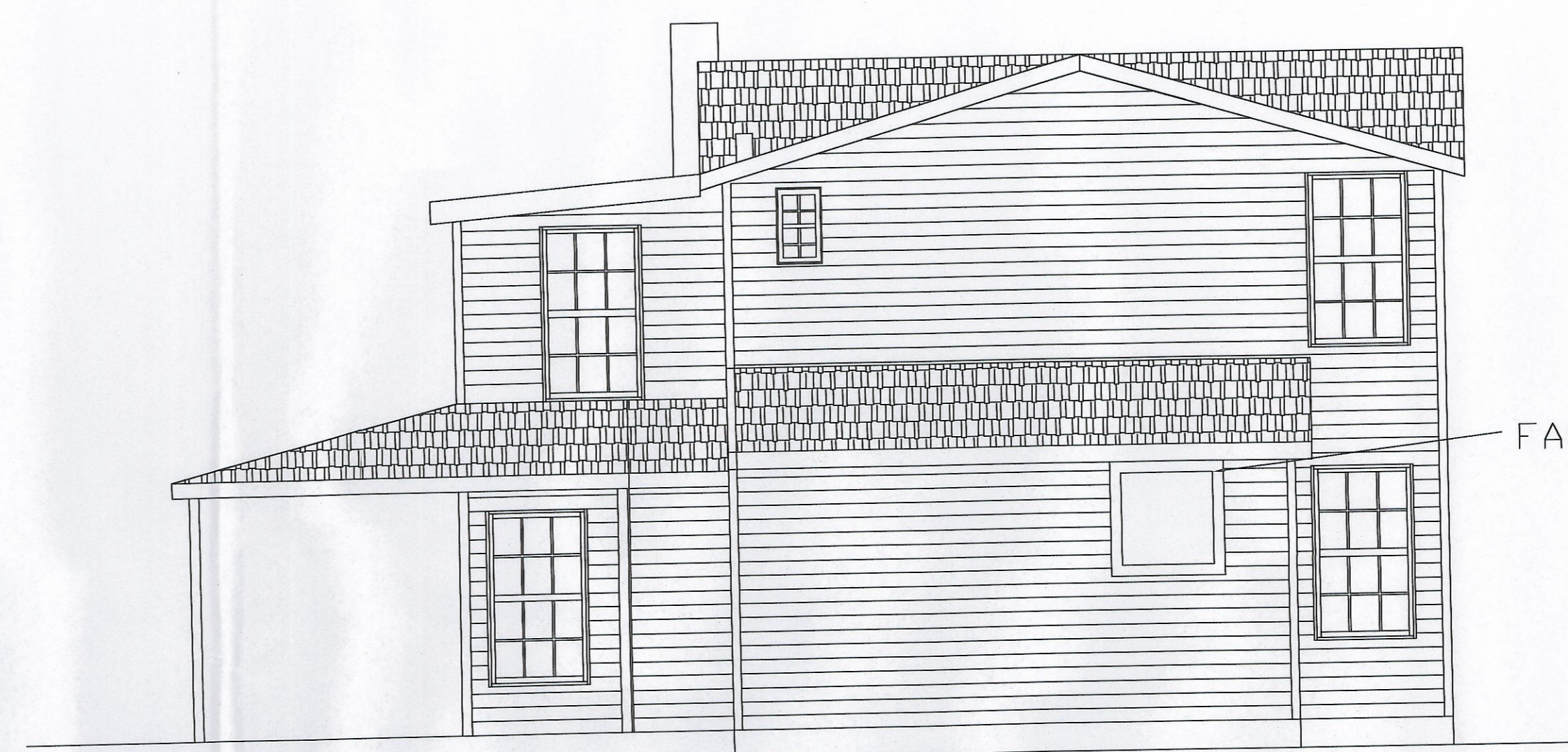
Project Name and Address
Well House Cafe
118 NW 10 1/2 st
Charlottesville,
va.

| | |
|----------------|--------|
| Project | Sheet |
| Date 2-28-13 | 1 of 3 |
| Scale As Noted | |



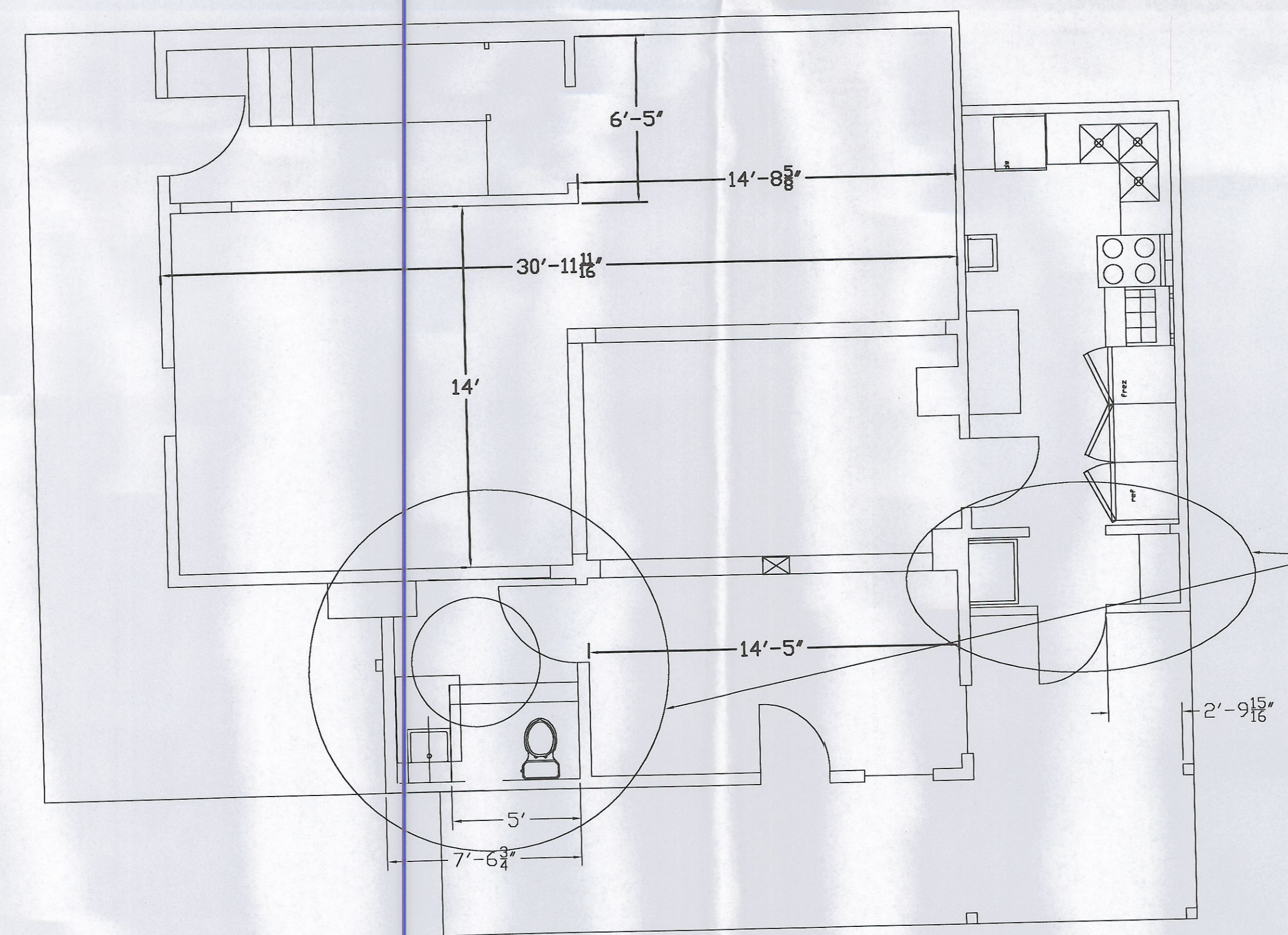
Rear Elevation existing

Scale 1/4"=1'



Rear Elevation New

Scale 1/4"=1'



Proposed Additions to Finished First Floor

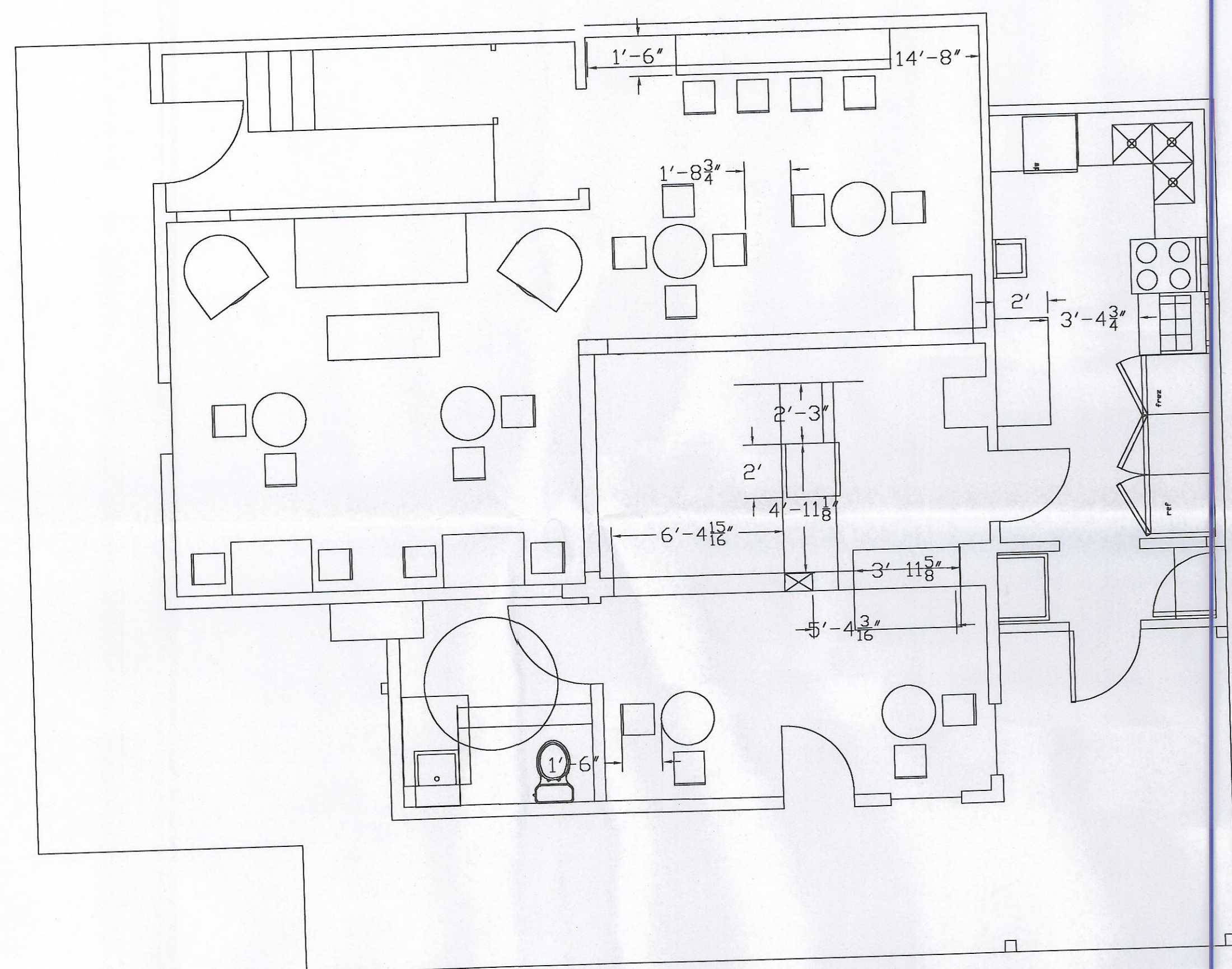
scale 1/4"=1'

| No. | Revision/Issue | Date |
|-----|----------------|------|
| | | |

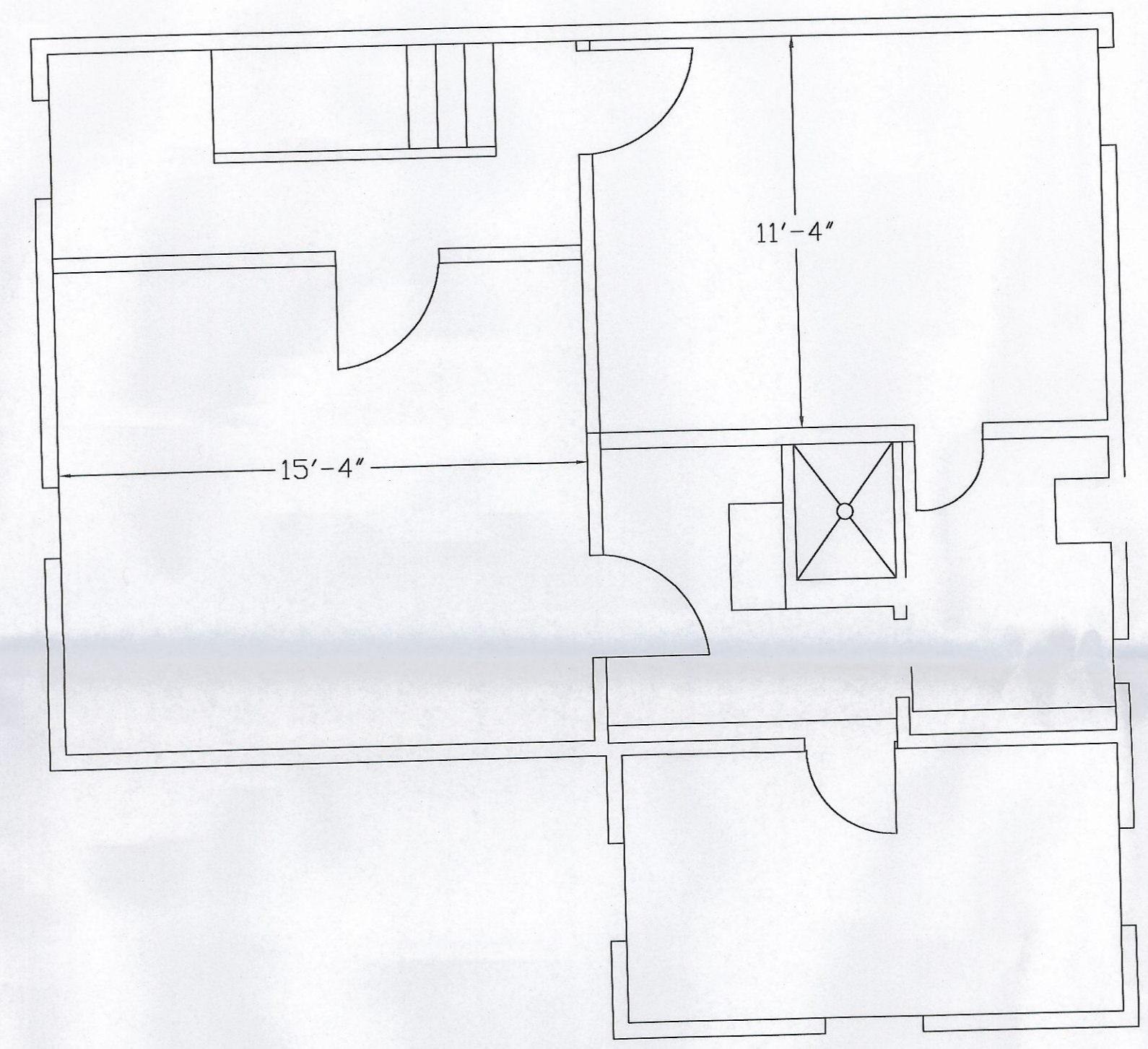
Firm Name and Address
 John Anderson Jr. PE
 John M. Anderson Construction
 736 1st St. South
 Charlottesville, Va.

Project Name and Address
 Well House Cafe
 118 NW 10 1/2 st
 Charlottesville,
 Va.

| | |
|----------------|--------|
| Project | Sheet |
| Date 2-28-13 | 2 of 3 |
| Scale As Noted | |



Proposed First Floor Seating scale 1/4"=1'



Second Floor scale 1/4"=1'

| No. | Revision/Issue | Date |
|-----|----------------|------|
| | | |

Firm Name and Address
 John Anderson Jr. PE
 John M. Anderson Construction
 736 1st St. South
 Charlottesville, Va.

Project Name and Address
 Well House Cafe
 118 NW 10 1/2 st
 Charlottesville,
 va.

| | |
|----------------|--------|
| Project | Sheet |
| Date 2-28-13 | 3 of 3 |
| Scale As Noted | |

CITY OF CHARLOTTESVILLE

"A World Class City"

Department of Neighborhood Development Services

City Hall Post Office Box 911
Charlottesville, Virginia 22902
Telephone 434-970-3182
Fax 434-970-3359
www.charlottesville.org



AFFIDAVIT OF MAILING

To File: 118 10 1/2 Street NW (BAR 13-03-04)

I, Kristin Rourke, being first duly sworn, hereby certify that I mailed the attached letter, by first class United States Mail, to the addresses shown on this affidavit on March 5, 2013.

Signed:

Kristin Rourke

ADDRESSES

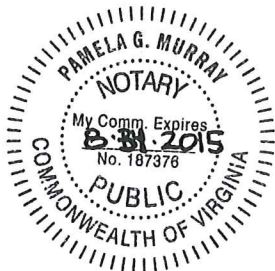
See Attachments

STATE OF VIRGINIA

CITY OF CHARLOTTESVILLE, to-wit:

The foregoing instrument was acknowledged before me this 13th day of MARCH 2013, by Kristin Rourke.

My Commission Expires: AUGUST 31, 2015.



pamelagmurray
Notary Public

CITY OF CHARLOTTESVILLE

"A World Class City"

Department of Neighborhood Development Services

City Hall Post Office Box 911
Charlottesville, Virginia 22902
Telephone 434-970-3182
Fax 434-970-3359
www.charlottesville.org



March 1, 2013

Dear Sir or Madam:

This letter is to notify you that the following application has been submitted for review by the City of Charlottesville Board of Architectural Review on property that is either abutting or immediately across a street from your property, or that has frontage on the same city street block.

Preliminary Discussion

BAR 13-03-04

118 10 ½ Street NW

Tax Map 100 Parcel 45

John M. Anderson Construction, Applicant

Diane Tanous, Owner

Improve parking and site improvements, add bath and enlarge kitchen

The Board of Architectural Review (BAR) will consider these applications at a meeting to be held on **Tuesday, March 19, 2013, starting at 5:30 pm in City Council Chambers, City Hall.** Enter City Hall from the Main Street pedestrian mall entrance and go up to 2nd floor.

An agenda with approximate times and additional application information will be available on the BAR's home page accessible through <http://www.charlottesville.org> If you need more information, please do not hesitate to contact me at 434-970-3130 or scala@charlottesville.org.

Sincerely yours,

A handwritten signature in cursive script that reads 'Mary Joy Scala'.

Mary Joy Scala, AICP
Preservation and Design Planner

CURTIS-ALEXANDER LLC
P O BOX 685
CHARLOTTESVILLE,VA 22902

INGE, THOMAS F JR & LILLIAN E
1527 RUTLEDGE AVENUE
CHARLOTTESVILLE, VA 22903

KNAUF, HARRY D JR & ERNESTINE C
2709 NORTHFIELD RD
CHARLOTTESVILLE, VA 22901

STUDIO HOUSE LLC
214 W WATER ST STE 100
CHARLOTTESVILLE, VA 22902

UNIVERSITY OF VIRGINIA FOUNDATION
P O BOX 400218
CHARLOTTESVILLE, VA 22904

WOOD, TILMAN D & DAVID G
971 PAYNE MILL
ROADTROY, VA 22974

WOODARD PROPERTIES, LLC
224 14TH STREET NW
CHARLOTTESVILLE, VA 22903