

Scala, Mary Joy

From: Matt Watson <matt@countryclubprep.com>
Sent: Tuesday, September 09, 2014 10:02 AM
To: Scala, Mary Joy
Cc: Miller, Melanie; chris Kabbash (chriskabbash@nestrealtygroup.com)
Subject: Re: BAR Appeal

Thank you, Mary Joy. Steve and I have decided not to pursue the appeal. Please remove us from the docket.

Thanks,
Matt

On Wed, Sep 3, 2014 at 12:48 PM, Scala, Mary Joy <scala@charlottesville.org> wrote:

I believe this appeal was postponed until September 15. Do you still want to pursue the appeal on that date?

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

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**CITY OF CHARLOTTESVILLE
BOARD OF ARCHITECTURAL REVIEW
STAFF REPORT
March 18, 2014**



Certificate of Appropriateness Application (approval Feb 2014)

BAR 14-02-01

17 Elliewood Avenue

Tax Parcel 090089000

CKW, LLC, Owner/ Matthew McClellan, Applicant

Retail Upfit - Country Club Prep

Background

17 Elliewood Avenue is a contributing structure in The Corner ADC District. It was constructed c 1920 as a dwelling with a 3-bay front façade and center entrance. The shed-roofed addition was added before 1920.

The tenants, mostly restaurants, have changed frequently in recent years, but no applications have been made to the BAR.

February 18, 2014 - The BAR approved (9-0) as discussed replacing the glazing in the two first-floor windows with a single clear pane of glass (keeping the original size opening); and also the changes to the doors and the new awning, with details of awning to be approved by staff.

Application

The use of the building will be changed to a retail clothing store, Country Club Prep.

The applicant is again seeking approval to add two new bay window projections on either side of the entrance door, in order to create display windows, and a new, single-pane glass entry door. The applicant is now proposing to restore most of the elements of the original façade.

There is an existing Dutch door in the front of the shed addition that was originally a window. This will be restored to the original double-hung window. Original or matching shutters will be re-installed on all the original windows on the front façade.

New steps will be added from the sidewalk to the terrace to align with the front entry door.

As previously proposed, a new canvas awning with signage on the front flap will be added over the entrance.

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 Review Guidelines for Rehabilitations

B. FACADES AND STOREFRONTS

Over time, commercial buildings are altered or remodeled to reflect current fashions or to eliminate maintenance problems. Often these improvements are misguided and result in a disjointed and unappealing appearance. Other improvements that use good materials and sensitive design may be as attractive as the original building and these changes should be saved. The following guidelines will help to determine what is worth saving and what should be rebuilt.

- 1) Conduct pictorial research to determine the design of the original building or early changes.*
- 2) Conduct exploratory demolition to determine what original fabric remains and its condition.*
- 3) Remove any inappropriate materials, signs, or canopies covering the façade.*
- 4) Retain all elements, materials, and features that are original to the building or are contextual remodelings, and repair as necessary.*
- 5) Restore as many original elements as possible, particularly the materials, windows, decorative details, and cornice.*
- 6) When designing new building elements, base the design on the "Typical elements of a commercial façade and storefront" (see drawing next page).*
- 7) Reconstruct missing or original elements, such as cornices, windows, and storefronts, if documentation is available.*
- 8) Design new elements that respect the character, materials, and design of the building, yet are distinguished from the original building.*
- 9) Depending on the existing building's age, originality of the design and architectural significance, in some cases there may be an opportunity to create a more contemporary façade design when undertaking a renovation project.*
- 10) Avoid using materials that are incompatible with the building or within the specific districts, including textured wood siding, vinyl or aluminum siding, and pressure-treated wood,*
- 11) Avoid introducing inappropriate architectural elements where they never previously existed.*

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.*
- 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.*

D. Entrances, Porches, and Doors

Entrances and porches are often the primary focal points of a historic building. Their decoration and articulation help define the style of the structure. Entrances are functional and ceremonial elements for all buildings. Porches have traditionally been a social gathering point as well as a transition area between the exterior and interior of a residence.

The important focal point of an entrance or porch is the door. Doors are often a character-defining feature of the architectural style of a building. The variety of door types in the districts reflects the variety of styles, particularly of residential buildings.

- 1. The original details and shape of porches should be retained including the outline, roof height, and roof pitch.*
- 2. Inspect masonry, wood, and metal on porches and entrances for signs of rust, peeling paint, wood deterioration, open joints around frames, deteriorating putty, inadequate caulking, and improper drainage, and correct any of these conditions.*
- 3. Repair damaged elements, matching the detail of the existing original fabric.*
- 4. Replace an entire porch only if it is too deteriorated to repair or is completely missing, and design to match the original as closely as possible.*
- 5. Do not strip entrances and porches of historic material and details.*
- 6. Give more importance to front or side porches than to utilitarian back porches.*
- 7. Do not remove or radically change entrances and porches important in defining the building's overall historic character.*
- 8. Avoid adding decorative elements incompatible with the existing structure.*
- 9. In general, avoid adding a new entrance to the primary facade, or facades visible from the street.*
- 10. Do not enclose porches on primary elevations and avoid enclosing porches on secondary elevations in a manner that radically changes the historic appearance.*
- 11. Provide needed barrier-free access in ways that least alter the features of the building.*
 - a. For residential buildings, try to use ramps that are removable or portable rather than permanent.*
 - b. On nonresidential buildings, comply with the Americans with Disabilities Act while minimizing the visual impact of ramps that affect the appearance of a building.*
- 12. The original size and shape of door openings should be maintained.*
- 13. Original door openings should not be filled in.*
- 14. When possible, reuse hardware and locks that are original or important to the historical evolution of the building.*
- 15. Avoid substituting the original doors with stock size doors that do not fit the opening properly or are not compatible with the style of the building.*
- 16. Retain transom windows and sidelights.*
- 17. When installing storm or screen doors, ensure that they relate to the character of the existing door.*
 - a. They should be a simple design where lock rails and stiles are similar in placement and size.*
 - b. Avoid using aluminum colored storm doors.*
 - c. If the existing storm door is aluminum, consider painting it to match the existing door.*
 - d. Use a zinc chromate primer before painting to ensure adhesion.*

Discussion and Recommendations

1. The center door and transom are not original – there was originally a double door. It is appropriate to change the door and add a canvas awning.
2. The door in the shed addition was originally a window. It is appropriate to change back to a window that more closely matches the original proportions visible in the 1980 photograph.
3. It appears that the two flanking windows may be original 6/6 windows. The Guidelines suggest retaining original window openings, but this may be a case where it is appropriate to create a new storefront design by adding display windows. The proposed retail use would be a good addition to Elliewood.
4. The building would greatly benefit by a centered walkway directly to the front entrance.

Suggested Motion

Having considered the standards set forth within the City Code, including City Design Guidelines for Rehabilitations, I move to find that the proposed new retail upfit satisfies the BAR's criteria and is compatible with this property and other properties in The Corner ADC district, and that the BAR approves the application as submitted (or with the following modifications...).

**CITY OF CHARLOTTESVILLE
BOARD OF ARCHITECTURAL REVIEW
STAFF REPORT
February 18, 2014**



Certificate of Appropriateness Application

BAR 14-02-01
17 Elliewood Avenue
Tax Map 9 Parcel 89
CKW, LLC, Owner/ Matthew McClellan, Applicant
Retail Upfit

Background

17 Elliewood Avenue is a contributing structure in The Corner ADC District. It was constructed c 1920 as a dwelling with a 3-bay front façade and center entrance. The shed-roofed addition was added before 1920.

The tenants, mostly restaurants, have changed frequently in recent years, but no applications have been made to the BAR.

Application

The use of the building will be changed to a retail clothing store, Country Club Prep.

The applicant is seeking approval to add two new bay window projections on either side of the entrance door, in order to create display windows. The projections will be constructed of Hardie siding and painted trim material, with asphalt shingle roofs to match existing.

The front door is proposed to be changed to a 15-light door. The sidelight will remain. A new canvas awning with signage on the front flap will be added over the entrance.

There is an existing door in the front of the shed addition that was originally a window. This is proposed to be changed to a square, 16-pane window, with infill below to match existing.

An alternate front elevation shows an alternate design for the two display windows, and a new glass door to replace the existing door in the shed addition.

A new freestanding sign will replace the existing freestanding sign. Two alternate designs are shown.

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 Review Guidelines for Rehabilitations

B. FACADES AND STOREFRONTS

Over time, commercial buildings are altered or remodeled to reflect current fashions or to eliminate maintenance problems. Often these improvements are misguided and result in a disjointed and unappealing appearance. Other improvements that use good materials and sensitive design may be as attractive as the original building and these changes should be saved. The following guidelines will help to determine what is worth saving and what should be rebuilt.

- 1) Conduct pictorial research to determine the design of the original building or early changes.
- 2) Conduct exploratory demolition to determine what original fabric remains and its condition.
- 3) Remove any inappropriate materials, signs, or canopies covering the façade.
- 4) Retain all elements, materials, and features that are original to the building or are contextual remodelings, and repair as necessary.
- 5) Restore as many original elements as possible, particularly the materials, windows, decorative details, and cornice.
- 6) When designing new building elements, base the design on the "Typical elements of a commercial façade and storefront" (see drawing next page).
- 7) Reconstruct missing or original elements, such as cornices, windows, and storefronts, if documentation is available.
- 8) Design new elements that respect the character, materials, and design of the building, yet are distinguished from the original building.
- 9) Depending on the existing building's age, originality of the design and architectural significance, in some cases there may be an opportunity to create a more contemporary façade design when undertaking a renovation project.
- 10) Avoid using materials that are incompatible with the building or within the specific districts, including textured wood siding, vinyl or aluminum siding, and pressure-treated wood,
- 11) Avoid introducing inappropriate architectural elements where they never previously existed.

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.
- 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.

D. Entrances, Porches, and Doors

Entrances and porches are often the primary focal points of a historic building. Their decoration and articulation help define the style of the structure. Entrances are functional and ceremonial elements for all buildings. Porches have traditionally been a social gathering point as well as a transition area between the exterior and interior of a residence.

The important focal point of an entrance or porch is the door. Doors are often a character-defining feature of the architectural style of a building. The variety of door types in the districts reflects the variety of styles, particularly of residential buildings.

1. *The original details and shape of porches should be retained including the outline, roof height, and roof pitch.*
2. *Inspect masonry, wood, and metal on porches and entrances for signs of rust, peeling paint, wood deterioration, open joints around frames, deteriorating putty, inadequate caulking, and improper drainage, and correct any of these conditions.*
3. *Repair damaged elements, matching the detail of the existing original fabric.*
4. *Replace an entire porch only if it is too deteriorated to repair or is completely missing, and design to match the original as closely as possible.*
5. *Do not strip entrances and porches of historic material and details.*
6. *Give more importance to front or side porches than to utilitarian back porches.*
7. *Do not remove or radically change entrances and porches important in defining the building's overall historic character.*
8. *Avoid adding decorative elements incompatible with the existing structure.*
9. *In general, avoid adding a new entrance to the primary facade, or facades visible from the street.*
10. *Do not enclose porches on primary elevations and avoid enclosing porches on secondary elevations in a manner that radically changes the historic appearance.*
11. *Provide needed barrier-free access in ways that least alter the features of the building.*
 - a. *For residential buildings, try to use ramps that are removable or portable rather than permanent.*
 - b. *On nonresidential buildings, comply with the Americans with Disabilities Act while minimizing the visual impact of ramps that affect the appearance of a building.*
12. *The original size and shape of door openings should be maintained.*
13. *Original door openings should not be filled in.*
14. *When possible, reuse hardware and locks that are original or important to the historical evolution of the building.*
15. *Avoid substituting the original doors with stock size doors that do not fit the opening properly or are not compatible with the style of the building.*
16. *Retain transom windows and sidelights.*
17. *When installing storm or screen doors, ensure that they relate to the character of the existing door.*
 - a. *They should be a simple design where lock rails and stiles are similar in placement and size.*
 - b. *Avoid using aluminum colored storm doors.*
 - c. *If the existing storm door is aluminum, consider painting it to match the existing door.*
 - d. *Use a zinc chromate primer before painting to ensure adhesion.*

Discussion and Recommendations

1. The center door and transom are not original – there was originally a double door. It is appropriate to change the door and add a canvas awning.
2. The door in the shed addition was originally a window. It is appropriate to change back to a window, but the new window should more closely match the original 2/2 proportions visible in the 1980 photograph.
3. It appears that the two flanking windows may be original 6/6 windows. The Guidelines suggest retaining original window openings, but this may be a case where it is appropriate to create a new storefront design by adding display windows. The proposed retail use would be a good addition to Elliewood. All new windows should be wood or aluminum clad wood. If SDL's are used, the muntins should be permanently affixed on the exterior.
4. The proposed signage is appropriate and requires two separate sign permits.
5. No site work is proposed, but the building would greatly benefit by a centered walkway directly to the front entrance.

Suggested Motion

Having considered the standards set forth within the City Code, including City Design Guidelines for Rehabilitations, I move to find that the proposed new retail upfit satisfies the BAR's criteria and is compatible with this property and other properties in The Corner ADC district, and that the BAR approves the application as submitted (or with the following modifications...).

CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA



Agenda Date:	September 15, 2014
Action Required:	Yes
Presenters:	Melanie Miller, Chair, Board of Architectural Review (BAR) Mary Joy Scala, Preservation & Design Planner, NDS
Staff Contacts:	Mary Joy Scala, Preservation & Design Planner, NDS Jim Tolbert, Director NDS
Title:	17 Elliewood Avenue - Appeal of BAR Decision

Background:

Update: At the City Council meeting on May 19, 2014 a motion to uphold the BAR decision failed (2-2). A second motion to table the discussion until the next meeting when five Council members would be present passed (4-0). Two viewpoints expressed were: (1) the BAR acted appropriately based on the ADC Design Guidelines and the character of the older building added value to the business; and (2) the applicant should be encouraged to design an appropriate storefront with more glazing that was necessary to allow retail to work.

The format for an appeal of a Board of Architectural Review decision is: (1) staff report; (2) applicants' presentation; and (3) the BAR's position presented by the Chair of the BAR.

The zoning ordinance requires that an applicant shall set forth, in writing, the grounds for an appeal, including the procedure(s) or standard(s) alleged to have been violated or misapplied by the BAR, and/or any additional information, factors or opinions he or she deems relevant to the application. The applicant, or his agent, and any aggrieved person, shall be given an opportunity to be heard on the appeal.

In any appeal the city council shall consult with the BAR and consider the written appeal, the criteria set forth within section 34-276 or 34-278, as applicable, and any other information, factors, or opinions it deems relevant to the application.

Discussion:

The applicants are appealing a decision of the BAR to deny their request to enlarge two existing first-floor windows and to add projecting storefronts to the window openings for retail display at 17 Elliewood Avenue, a contributing structure that was built before 1920 in The Corner Architectural Design Control (ADC) District.

On February 18, 2014, the BAR did not approve a request for two larger display window structures, but approved (9-0) replacing the glazing in the two first-floor windows with a single clear pane of glass (keeping the original size opening); and also approved changes to the doors and a new awning, with details of awning to

be approved by staff.

On March 18, 2014 the BAR approved (5-0) certain retail upfit changes, including adding shutters, converting a door to a window in the shed addition, and removing the sidelight on the main entrance, but not the changes to the two window openings, because the changes would be inconsistent with the ADC Design Guidelines.

Community Engagement:

The abutting owners were required to be notified of the application. No public comment has been received.

Alignment with City Council's Vision and Priority Areas:

Upholding the BAR's decision aligns with Council's vision for *Charlottesville Arts and Culture*. Charlottesville cherishes and builds programming around the evolving research and interpretation of our historic heritage and resources. Also, re-using rather than demolishing a historic building is a sustainable choice that aligns with Council's Vision for *A Green City*.

Budgetary Impact:

None.

Recommendation:

The BAR did not approve the requests due to a guideline that states, "*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.*" The BAR discussed allowing the applicant to install larger display window structures if he did not enlarge the original size of the window openings. But they rejected that idea because they realized that, once the window opening was encapsulated, changes could then be made to it without approval.

Staff suggested that this may be a case where it may be appropriate to create a new storefront design by adding display windows. But the BAR felt it was significant that this building was originally a dwelling, and that it still retains that relatively unaltered residential appearance rather than a more commercial storefront appearance.

Alternatives:

1. If City Council agrees with the appellant, then Council should vote to overturn the BAR decision. The owner could then proceed to enlarge the original window openings per the March 18 request.
2. If City Council agrees with the BAR decision to deny enlarging the original window openings, then Council should vote to uphold the decision. The applicant would then have the option to make further appeal to the Circuit Court.

Attachments: PDF: February 18, 2014 and March 18, 2014 BAR Staff Reports and
17 Elliewood Avenue Historic Survey Information

Scala, Mary Joy

From: Scala, Mary Joy
Sent: Tuesday, May 20, 2014 9:26 AM
To: BAR
Subject: 17 Elliewood Appeal

Bob Fenwick moved to support BAR's decision on the windows but the motion failed with a 2-2 vote. Huja was not there.

Then Kristin Szakos moved to reconsider the item at their next meeting when they would have 5 members present.

The applicant's architect, Matthew McClellan, may be contacting you individually to discuss design options.

Kathy Galvin encouraged them to look at a more traditional storefront design.

Fenwick and Dede Smith wished them success, but wanted them to use the current window configuration.

Mary Joy Scala, AICP

Preservation and Design Planner
City of Charlottesville
Department of Neighborhood Development Services
City Hall - 610 East Market Street
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Charlottesville, VA 22902
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scala@charlottesville.org

Scala, Mary Joy

From: Galvin, Kathy
Sent: Monday, May 19, 2014 1:16 PM
To: Scala, Mary Joy
Cc: Tolbert, Jim; Council; Jones, Maurice; Ellis, David; Watts, Aubrey; Melanie Miller (melanie@retailservicesconsulting.com)
Subject: Re: Elliewood facade appeal

This is exactly the info I needed Mary Joy. Thanks so much.
Kathy

Sent from my iPad

On May 19, 2014, at 1:13 PM, "Scala, Mary Joy" <scala@charlottesville.org> wrote:

Kathy,

The BAR is supposed to determine if a proposal (1) meets standards (Sec. 34-276) and ADC Guidelines and (2) is compatible with the historic, cultural and architectural character of the district; the BAR is not supposed to redesign a submittal.

On appeal, City Council must consult with the BAR and consider the written appeal, the same standards, and any other relevant information, factors, or opinions. The BAR's decision was absolutely appropriate, based on the window guidelines. But City Council may consider additional factors.

I think you are asking how to proceed if Council wants to allow the applicant to enlarge the existing window openings. I would suggest sending it back to the BAR so they can approve a revised design in keeping with that intent. If City Council wants to suggest a design for the applicant to take to the BAR, you may, but I don't think Council can or should require the applicant to go back with a specific design.

Mary Joy

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: Galvin, Kathy
Sent: Monday, May 19, 2014 9:30 AM
To: Scala, Mary Joy
Cc: Tolbert, Jim; Council; Jones, Maurice; Ellis, David; Watts, Aubrey
Subject: Fwd: Elliewood facade appeal

**CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA**



Agenda Date:	May 19, 2014
Action Required:	Yes
Presenters:	Melanie Miller, Chair, Board of Architectural Review (BAR) Mary Joy Scala, Preservation & Design Planner, NDS
Staff Contacts:	Mary Joy Scala, Preservation & Design Planner, NDS Jim Tolbert, Director NDS
Title:	17 Elliewood Avenue - Appeal of BAR Decision

Background:

The **format** for an appeal of a Board of Architectural Review decision is: (1) staff report; (2) applicants' presentation; and (3) the BAR's position presented by the Chair of the BAR.

The zoning ordinance requires that an applicant shall set forth, in writing, the grounds for an appeal, including the procedure(s) or standard(s) alleged to have been violated or misapplied by the BAR, and/or any additional information, factors or opinions he or she deems relevant to the application. The applicant, or his agent, and any aggrieved person, shall be given an opportunity to be heard on the appeal.

In any appeal the city council shall consult with the BAR and consider the written appeal, the criteria set forth within section 34-276 or 34-278, as applicable, and any other information, factors, or opinions it deems relevant to the application.

Discussion:

March 18

The applicants are appealing a decision of the BAR to deny their request to enlarge two existing first-floor windows and to add projecting storefronts to the window openings for retail display at 17 Elliewood Avenue, a contributing structure that was built before 1920 in The Corner Architectural Design Control (ADC) District.

↳ as a dwelling ↪ rooming house commercial

On **February 18**, 2014, the BAR did not approve a request for two larger display window structures, but approved (9-0) replacing the glazing in the two first-floor windows with a single clear pane of glass (keeping the original size opening); and also approved changes to the doors and a new awning, with details of awning to be approved by staff.

2 versions - multi-pane

3

On **March 18**, 2014 the BAR approved (5-0) certain retail upfit changes, including adding shutters, converting a door to a window in the shed addition, and removing the sidelight on the main entrance, but not the changes to the two window openings, because the changes would be inconsistent with the ADC Design Guidelines.

** 1 version - large, modern large opening*

2

Appeal shows both

** Keep orig. size opening but encapsulate*

Community Engagement:

The abutting owners were required to be notified of the application. No public comment has been received.

Alignment with City Council’s Vision and Priority Areas:

Upholding the BAR’s decision aligns with Council’s vision for *Charlottesville Arts and Culture*. Charlottesville cherishes and builds programming around the evolving research and interpretation of our historic heritage and resources. Also, re-using rather than demolishing a historic building is a sustainable choice that aligns with Council’s Vision for *A Green City*.

Budgetary Impact:

None.

Recommendation:

The BAR did not approve the requests due to a guideline that states, “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.” The BAR discussed allowing the applicant to install larger display window structures if he did not enlarge the original size of the window openings. But they rejected that idea because they realized that, once the window opening was encapsulated, changes could then be made to it without approval.

Staff suggested that this may be a case where it may be appropriate to create a new storefront design by adding display windows. But the BAR felt it was significant that this building was originally a dwelling, and that it still retains that relatively unaltered residential appearance rather than a more commercial storefront appearance.

Alternatives:

1. If City Council agrees with the appellant, then Council should vote to overturn the BAR decision. The owner could then proceed to enlarge the original window openings per the March 18 request.
2. If City Council agrees with the BAR decision to deny enlarging the original window openings, then Council should vote to uphold the decision. The applicant would then have the option to make further appeal to the Circuit Court.

— send back to BAR to appear in decision w keeping w Councils intent.
 or could construct what the BAR approved.

Attachments: PDF: February 18, 2014 and March 18, 2014 BAR Staff Reports and 17 Elliewood Avenue Historic Survey Information



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 4 p.m.

Owner Name CKW, LLC Applicant Name MATTHEW MCCLELLAN
Project Name/Description COUNTRY CLUB PREP RETAIL UPFIT Parcel Number 090089000
Property Address 17 ELLIEWOOD AVE., CHARLOTTESVILLE, VA 22903

Applicant Information

Address: 1645 KEITH VALLEY RD
CHARLOTTESVILLE, VA 22901
Email: INFO@MDESIGNARCH.COM
Phone: (W) 434.227.1711 (H) _____
FAX: _____

Property Owner Information (if not applicant)

Address: 17B ELLIEWOOD AVE.
CHARLOTTESVILLE, VA 22903
Email: CHRISKABBASH@NESTREALTYGROUP.COM
Phone: (W) 434.566.1978 (H) _____
FAX: _____

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. (Signature also denotes commitment to pay invoice for required mail notices.)

[Signature] 01/27/14
Signature Date

MATTHEW MCCLELLAN 01/27/2014
Print Name Date

Property Owner Permission (if not applicant)

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

[Signature] 1/27/2014
Signature Date

CHRIS KABBASH 01/27/2014
Print Name Date

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

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

COVER SHEET W/ PROJECT DESCRIPTION AND CONTENTS; SITE & VICINITY MAPS; SIGHT & AJECTENT
PROPERTY PHOTOS; FLOOR PLANS, ELEVATIONS, AND 3D VIEW FOR 2 ALTERNATE OPIONS; SIGNAGE OPTIONS
AND AWNING STYLES.

For Office Use Only

Received by: [Signature]
Fee paid: 125.00 Cash/Ck. # 1005
Date Received: 1/28/14

Approved/Disapproved by: _____
Date: _____
Conditions of approval: _____



VIRGINIA HISTORIC LANDMARKS COMMISSION

HISTORIC DISTRICT SURVEY FORM

File No. 104-130-45
Negative no(s). 7297

Page 1 of 2

Street address 17 Elliewood Ave.

Town/City Charlottesville

Historic name _____ Common name _____

- Material**
- wood frame (siding: weatherboard, shingle, aluminum, bricktex, _____)
 - brick (bond: Flemish, stretcher, _____-course American, _____)
 - stone (random rubble, random ashlar, coursed ashlar, _____)
 - log (siding: weatherboard, shingle, aluminum, bricktex, _____)
 - stucco cast iron
 - concrete block terra cotta
 - enameled steel glass and metal
 - other: _____

Number of Stories	Roof Type	Roof Material
<input type="checkbox"/> 1 <input type="checkbox"/> 2½ <input type="checkbox"/> 1½ <input type="checkbox"/> 3 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> _____	<input type="checkbox"/> shed <input type="checkbox"/> mansard <input checked="" type="checkbox"/> gable <input type="checkbox"/> gambrel <input type="checkbox"/> pediment <input type="checkbox"/> parapet <input type="checkbox"/> hipped <input type="checkbox"/> flat <input type="checkbox"/> other: _____	<input type="checkbox"/> slate <input type="checkbox"/> tile <input type="checkbox"/> wood shingle <input type="checkbox"/> pressed tin <input checked="" type="checkbox"/> composition <input type="checkbox"/> not visible <input type="checkbox"/> standing seam metal <input type="checkbox"/> other: _____

Dormers	Number of bays — Main facade
<input checked="" type="checkbox"/> 0 <input type="checkbox"/> 3 <input type="checkbox"/> shed <input type="checkbox"/> hipped <input type="checkbox"/> 1 <input type="checkbox"/> 4 <input type="checkbox"/> gable <input type="checkbox"/> _____ <input type="checkbox"/> 2 <input type="checkbox"/> _____ <input type="checkbox"/> pedimented	<input type="checkbox"/> 1 <input type="checkbox"/> 4 <input type="checkbox"/> 7 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 5 <input type="checkbox"/> 8 <input checked="" type="checkbox"/> 3 Main Block <input type="checkbox"/> 6 <input type="checkbox"/> _____

Porch	Stories	Bays	General description
<input type="checkbox"/> yes <input checked="" type="checkbox"/> no	<input type="checkbox"/> 1 <input type="checkbox"/> 3 <input type="checkbox"/> 2 <input type="checkbox"/> _____	<input type="checkbox"/> 1 (center) <input type="checkbox"/> 2 <input type="checkbox"/> 4 <input type="checkbox"/> 1 (side) <input type="checkbox"/> 3 <input type="checkbox"/> _____	

Building type

<input checked="" type="checkbox"/> detached house	<input type="checkbox"/> garage	<input type="checkbox"/> government	<input type="checkbox"/> industrial
<input type="checkbox"/> detached town house	<input type="checkbox"/> farmhouse	<input type="checkbox"/> commercial (office)	<input type="checkbox"/> school
<input type="checkbox"/> row house	<input type="checkbox"/> apartment building	<input checked="" type="checkbox"/> commercial (store)	<input type="checkbox"/> church
<input type="checkbox"/> double house	<input type="checkbox"/> gas station	<input type="checkbox"/> railroad	<input type="checkbox"/> _____

Style/period **Vernacular** Date *Ca. 1910-35* Architect/builder _____

Location and description of entrance **Central entry with architrave surround and double-leaf doors.**



Miscellaneous descriptive information (plan, exterior and interior decoration, cornice/eave type, window type and trim, chimneys, additions, alterations)

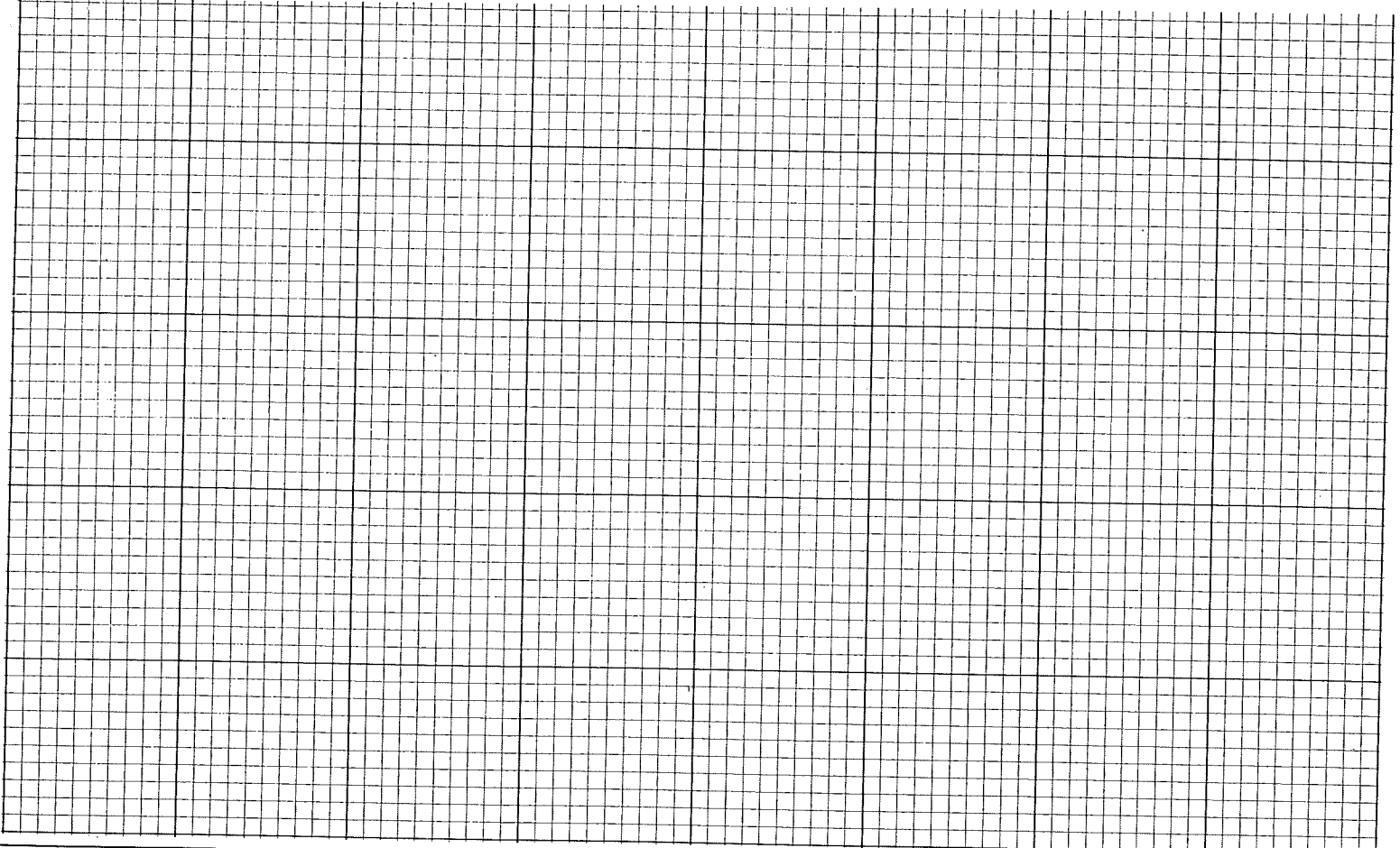
This typical vernacular house of the period features a shed-roofed one-story side wing. The decorative shutters may be original.

The exterior of the building remains unaltered despite its conversion to commercial property.

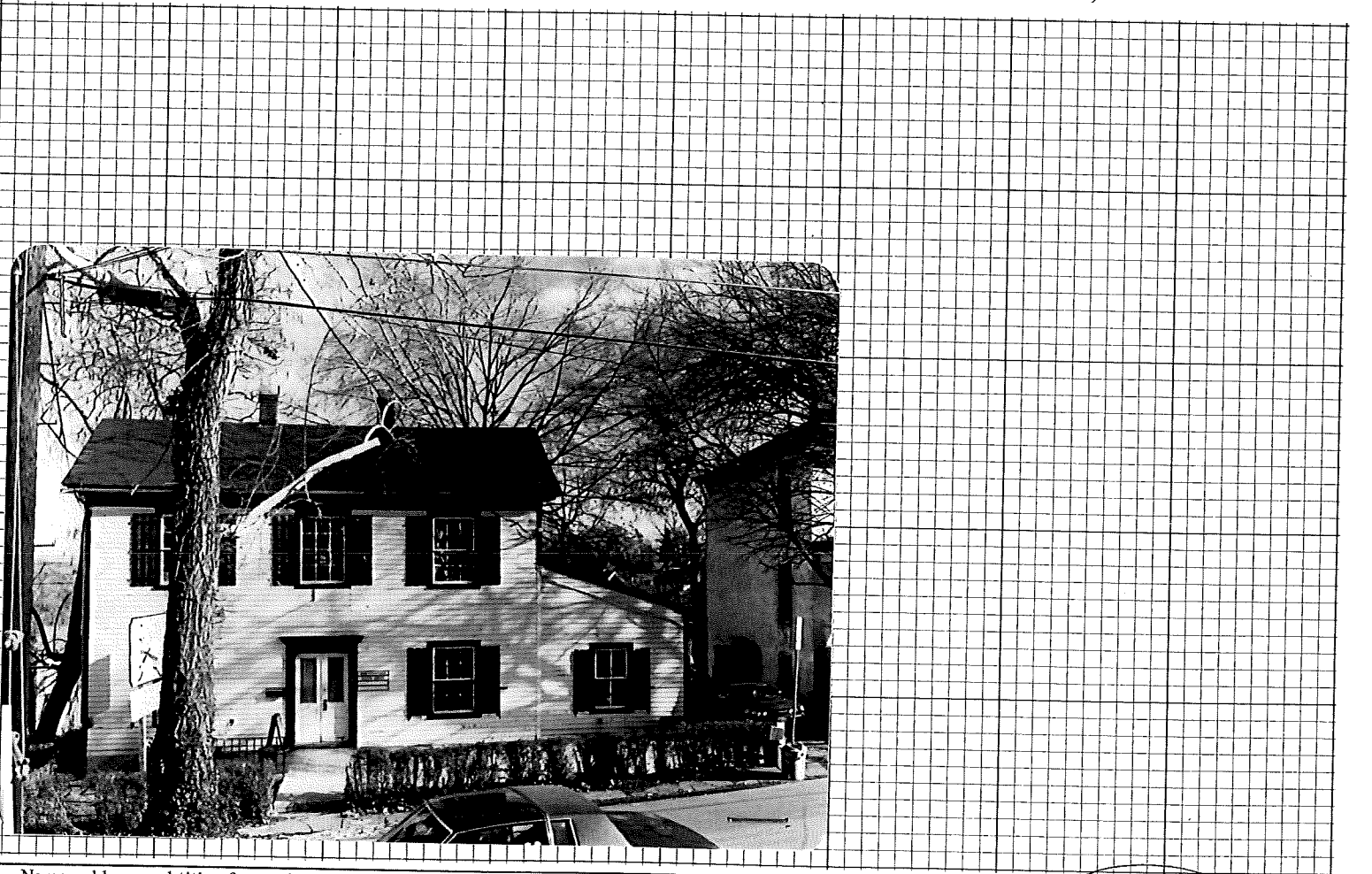
Historical information

This former dwelling now houses several shops, including: 1) The Gu'far Shoppe, a musical-instrument store; 2) University Travel, a travel agency; 3) Ragged Mountain Running Shop, a sporting goods store and 4) Slogans, a graphic-design shop.

Source Sanborn maps.
 Surveyed by Jefffo'De11, VHLC Date 9-83



Site plan (Locate and identify outbuildings, dependencies and significant topographical features.)

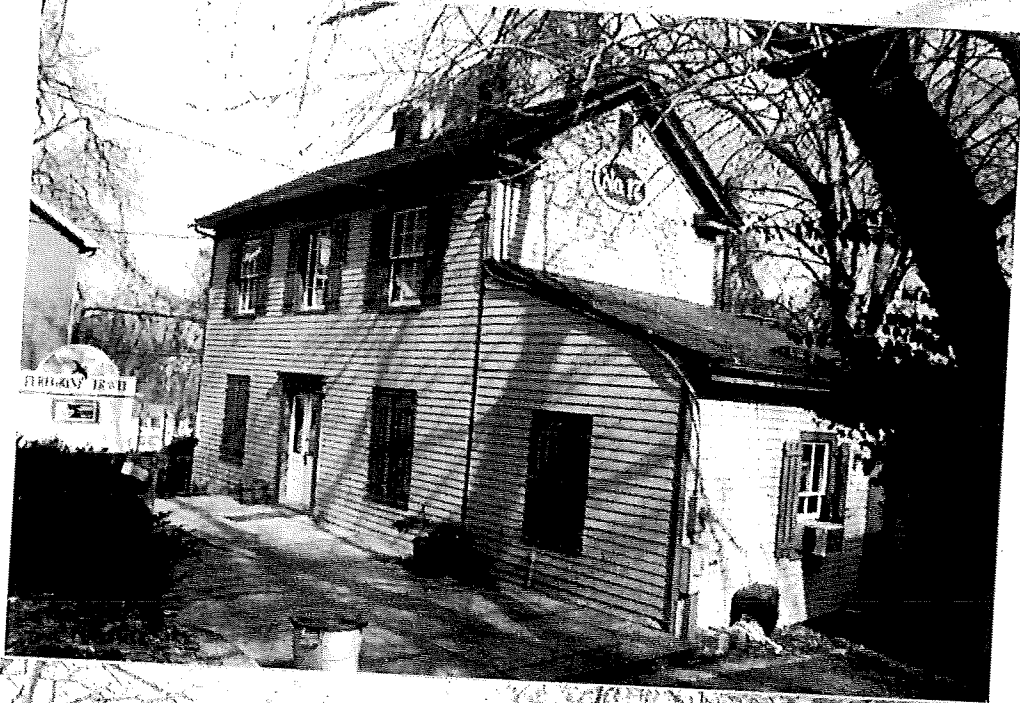


Name, address and title of recorder

B.L. Boshen U. of Va Grad. Student

Date

3-7-80



1996
photos

PRIMARY RESOURCE EXTERIOR COMPONENT DESCRIPTION

Component	#	Comp Type/Form	Material	Material Treatment
Chimney	2	Interior	Brick	
Cornice	0	Boxed	Wood	W/ Returns
Foundation	0	Continuous	Concrete	Block
Roof	0	Gable	Asphalt	Shingle
Walls	0	Frame	Wood	Weatherboard
Window(s)	0	Sash, double-hung	Wood	Six-over-six

INDIVIDUAL RESOURCE INFORMATION

SEQUENCE NUMBER: 1.0

WUZIT: Commercial Building

Primary Resource? Yes

Estimated Date of Construction: 1910 ca

Source of Date: Site Visit/Written

Architectural Style: Other

Description:

Rectangular two-story building originally constructed as a dwelling, with two brick interior chimneys topped by corbelled caps; three-bay front facade with central entrance; single pile; boxed, molded cornice with returns, above frieze board; corner boards; entrance displays Classical Revival treatment, with paired panelled doors, top halves glazed (probably later); one-story, frame, shed-roofed addition at southwest side, one bay wide and three bays deep, added between 1913 and 1920 (Sanborn 1907, 1910, 1913, 1920, 1929, 1941).

Condition: Good-Excellent

Threats to Resource: None Known

Additions/Alterations Description:

House originally had one-story front porch at center bay of front facade, which survived through 1941; southwest addition built between 1913 and 1920 (Sanborn 1913, 1920, 1929, 1941). Doors at entrance probably later, and Classical Revival entrance surround may also be later. Windows have later board blinds on front facade, and one window on side of addition.

Number of Stories: 2.0

Interior Plan Type:

Accessed? No

Interior Description:

Relationship of Secondary Resources to Property:

None

DHR Historic Context: Commerce/Trade

Significance Statement:

This building was built between 1907 and 1913 as a residence. It continued to be used as a dwelling through 1941, although it may have functioned as a rooming house, as did many houses on Elliewood Avenue. Its exterior represents a well-preserved example of a popular dwelling form dating from the turn-of-the-century era. It is the only building of its kind on Elliewood Avenue, and belongs to a class of frame vernacular dwellings from its period of construction, of which there are other examples in the historic

district, ranging from cottages to larger dwellings such as this one (O'Dell 1983; Sanborn 1913, 1920, 1929, 1941; O'Dell, et al., 1984).

GRAPHIC DOCUMENTATION

Medium	Medium ID #	Frames	Date
B&W 35mm Photos	14642	8 - 10	2/25/1996

BIBLIOGRAPHIC DATA

Sequence #: 1.0 Bibliographic Record Type: Survey, Other
Author:

Citation Abbreviation:

Virginia Historic Landmarks Commission (VHLC) Survey

Notes:

N.d., surveyor not named. VHDR Archives.

Sequence #: 1.1 Bibliographic Record Type: Survey, Other

Author: O'Dell, Jeffrey M.

Citation Abbreviation:

Virginia Historic Landmarks Commission (VHLC) Survey

Notes:

Sept. 1983. VDHR Archives.

Sequence #: 1.2 Bibliographic Record Type: Map

Author: Sanborn Map Company

Citation Abbreviation:

Sanborn Fire Insurance Maps, Charlottesville, VA

Notes:

Published by Sanborn Map Company, 1907, 1913, 1920, 1929, 1941.

University of Virginia Library Government Documents.

Sequence #: 1.3 Bibliographic Record Type: NRHP Form

Author: O'Dell, J.M., w/Charlottesville Community Development staff

Citation Abbreviation:

Rugby Road-University Corner Historic District NR Nomination

Notes:

1984. VDHR Archives.

CULTURAL RESOURCE MANAGEMENT EVENTS

Date: 3/ 2/1996

Cultural Resource Management Event: Reconnaissance Survey

Organization or Person: Smead, Susan E.

ID # Associated with Event:

CRM Event Notes or Comments:

MAILING ADDRESS

Honorif:

First :

Last :

Suffix :

Title :

Company: RMW Properties Inc.

Address: 6 North Farmington Heights

City : Charlottesville

State: VA

COLLEGE PARK APARTMENTS

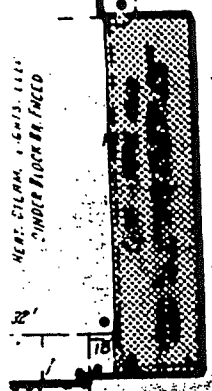
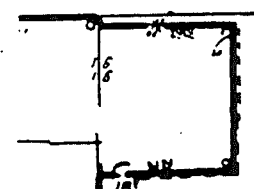
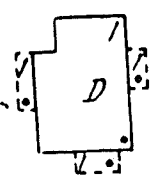
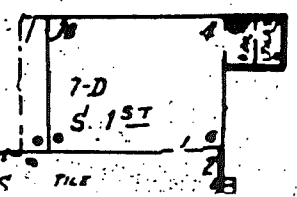
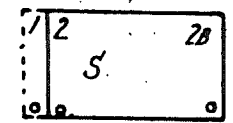
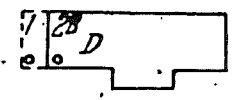
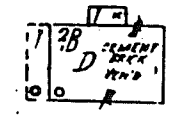
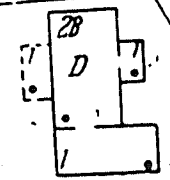
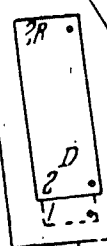
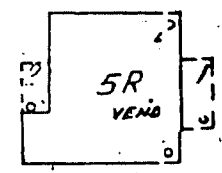
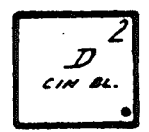
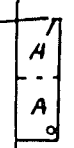
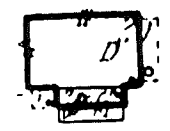
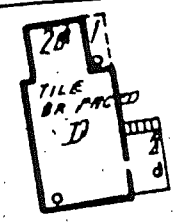
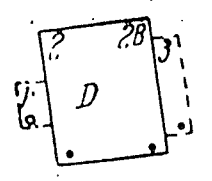
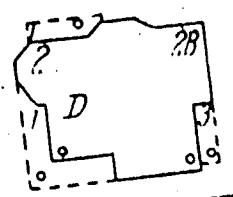
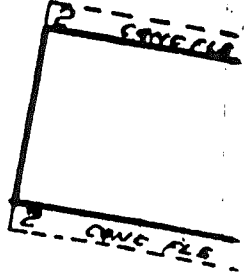
30 FAMILY UNITS
CONSTN. NOTE: C.B. BR. F. WALLS
CONC. FLS. 12"

CHANCELLOR

E WOOD AV.

7-CARS

City of Charlottesville
site plan - n.t.s.
6/96 S.E. Smead
P A R K I N G



127

125 126 127 128

123 120

121 29'

122

03

17

17

16

16

30'

12

12

10

9

9

7

5



RECEIVED

APR 01 2014

NEIGHBORHOOD DEVELOPMENT SERVICES

April 1, 2014

Ms. Paige Rice,
Clerk of the City Council
City of Charlottesville
PO Box 911, City Hall
Charlottesville, VA 22902

**17 Elliewood Avenue
Appeal to City Council**

Dear Ms. Rice,

In accordance with section 34-285 (c) of the Ordinances of the City of Charlottesville, I am writing to appeal the BAR action taken on March 18, 2014 concerning 17 Elliewood Avenue.

Applicant: Country Club Prep ("CCP") is a clothing retailer based in Atlanta, GA. CCP was founded by and is wholly owned by three graduates of the University of Virginia School of Law.

Background: At the February meeting of the Board of Architectural Review ("BAR"), CCP presented an application to install retail windows in the space known as 17 Elliewood Avenue, Charlottesville, VA 22903. The BAR was reluctant to approve the request, but provided CCP with suggestions that would make the proposal more tenable. On March 18, 2014, CCP again appeared before the BAR, presenting significant concessions relating to restoration of the property, including but not limited to re-fitting the facade with historically accurate shutters (currently there are no shutters) and converting a space that is currently an external door into a period-correct window. CCP again presented its proposal for the installation of retail windows. The BAR opposed the suggestion, citing regulations that prohibit the expansion of existing window openings on historical structures. As a fallback position, at the suggestion of the BAR, CCP presented alternate drawings for retail windows that would maintain the existing size of the window openings, but would create enough depth for use as retail displays (see the attached proposed plans).

The idea initially held favor with the board, but this compromise was also ultimately denied. The reasoning provided for the denial was that, once the external display windows were installed, the existing window openings would become part of the internal structure, and accordingly no longer fall within the jurisdiction of the BAR. Thus, the proposed design was not problematic; instead, the sticking point was that the BAR did not want to relinquish control over subsequent, as yet unvoiced and un contemplated improvements to the would-be internal window structure.

Grounds for Appeal and Summary of Arguments:

1. Improper Procedure: The BAR's basis for its denial of CCP's proposal is improper. CCP's proposed retail windows do not contravene existing regulations regarding window renovation. The BAR acted outside the scope of its authority by denying the application due to

concerns as to what might happen to the original window openings once they become internal components of the structure. Such speculation is not an adequate ground for the denial of CCP's application.

2. **Economics:** Retail display windows and natural light are integral to the success of retail tenants. This point is likely uncontested, but CCP is happy to provide documentary and photographic evidence of these points during the course of the appeal.

3. **Stability:** Over the past 14 years, CCP has observed the carousel of restaurants and bars that have cycled through the spaces on the Corner - on Elliewood in particular. CCP seeks to become an anchor retailer for the space and the district, but to do so requires some flexibility in outfitting the space with certain standard retail amenities: namely, retail display windows. CCP is more than willing to put additional work into the space to restore its appearance to one that is more historically accurate than its current state, and CCP has offered to do so in return for the ability to install retail windows (see plans for details, including but not limited to period-accurate shutters and windows).

4. **Fairness:** Many of the facades of structures on both Elliewood and University have been altered in much more dramatic fashion than CCP's proposal contemplates (see attachments). The existing tenants in those locations were able to bolster their economic prospects by adapting the space (within reason) to their business requirements. CCP is asking for leave to do the same.

Country Club Prep appreciates the council's consideration of this matter and looks forward to discussing the matter further.

Regards,



J. Matthew Watson
Owner, Country Club Prep
678-372-3880
mail@countryclubprep.com

Please find the enclosed attachments:

- BAR Ruling dated March 18, 2014 (email notification received 3/26/14)
- BAR Staff report dated March 15, 2014
- BAR Application for Certificate of Appropriateness submitted February 25, 2014.
This attachment has been slightly modified to include additional supporting images and drawings for the purpose of this appeal.

Matthew McClellan

From: Scala, Mary Joy <scala@charlottesville.org>
Sent: Wednesday, March 26, 2014 11:44 AM
To: chris Kabbash (chriskabbash@nestrealtygroup.com)
Cc: 'mbmcclellan@outlook.com'
Subject: BAR Action March 18, 2014 - 17 Elliewood Avenue

March 26, 2014

CKW, LLC
c/o Chris Kabbash
17B Elliewood Avenue
Charlottesville, VA 22903

Dear Applicant,

The above referenced project was discussed before a meeting of the City of Charlottesville Board of Architectural Review (BAR) on March 18, 2014. The following action was taken:

The BAR approved (5-0) the proposed new retail upfit changes to shutters, conversion of door to window in the shed addition, and changes to sidelight on main entrance, but not the changes to the two window openings.

The BAR did not approved the request for two window openings because it would have conflicted with the guidelines.

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

This certificate of appropriateness shall expire in 18 months (September 18, 2015), 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



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 4 p.m.

Owner Name CKW, LLC Applicant Name MATTHEW MCCLELLAN
Project Name/Description COUNTRY CLUB PREP RETAIL UPFIT Parcel Number 090089000
Property Address 17 ELLIEWOOD AVE., CHARLOTTESVILLE, VA 22903

Applicant Information

Address: 1645 KEITH VALLEY RD
CHARLOTTESVILLE, VA 22901
Email: INFO@MDESIGNARCH.COM
Phone: (W) 434.227.1711 (H) _____
FAX: _____

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.)

[Signature] 1/27/14
Signature Date

Property Owner Information (if not applicant)

Address: 17B ELLIEWOOD AVE.
CHARLOTTESVILLE, VA 22903
Email: CHRISKABBASH@NESTREALTYGROUP.COM
Phone: (W) 434.566.1978 (H) _____
FAX: _____

MATTHEW MCCLELLAN 01/27/2014
Print Name Date

Property Owner Permission (if not applicant)

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

[Signature] 1/27/2014
Signature Date

CHRIS KABBASH 01/27/2014
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): SEE ATTACHED

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

COVER SHEET W/ PROJECT DESCRIPTION AND CONTENTS; SITE & VICINITY MAPS; SIGHT & AJECTENT
PROPERTY PHOTOS; FLOOR PLANS, ELEVATIONS, AND 3D VIEW FOR 2 ALTERNATE OPIONS; SIGNAGE OPTIONS
AND AWNING STYLES.

For Office Use Only
Received by: [Signature]
Fee paid: 12500 Cash/Ck. # 1005
Date Received: 1/28/14
Approved/Disapproved by: _____
Date: _____
Conditions of approval: _____

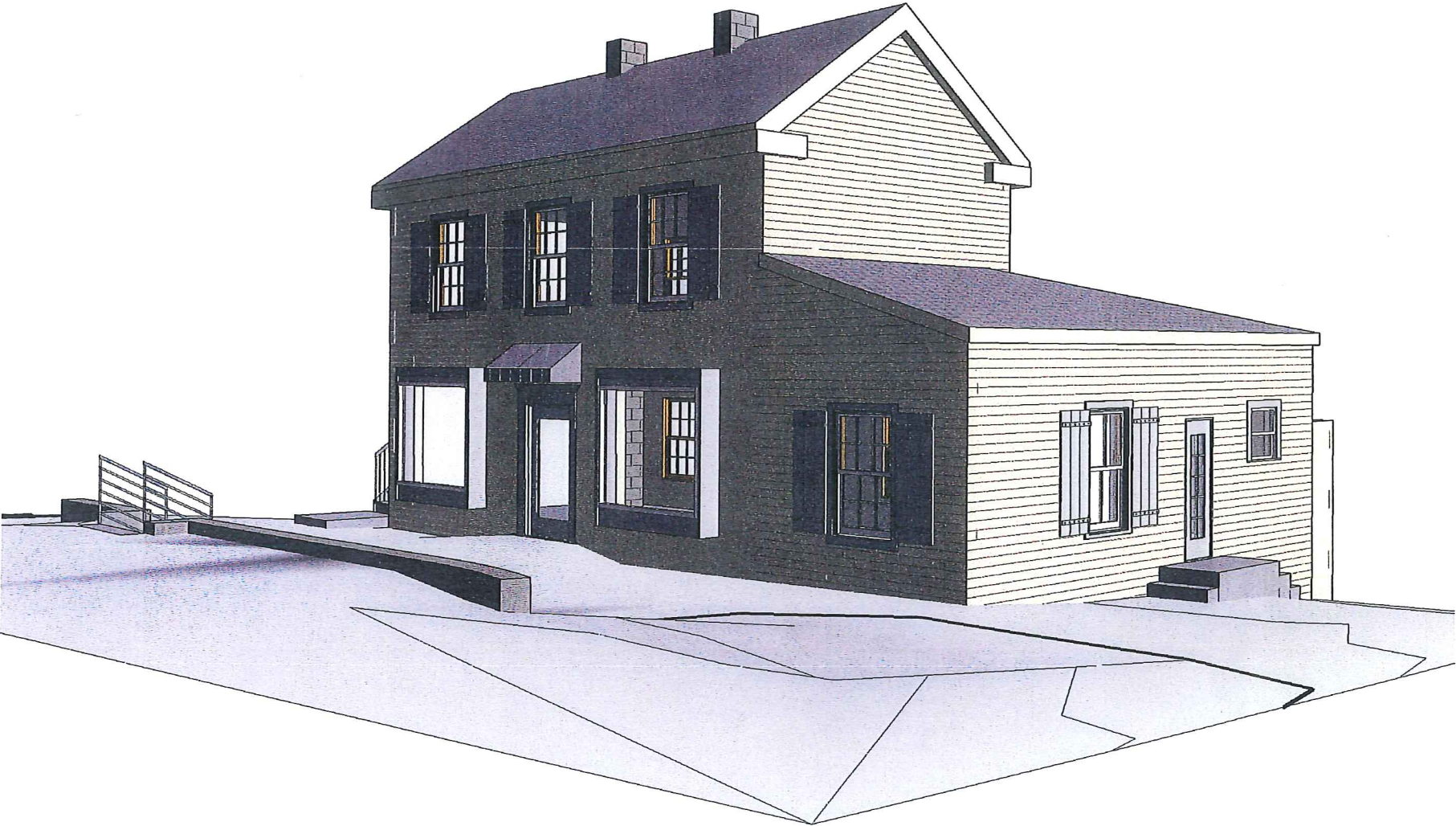
COUNTRY CLUB PREP

17 Elliwood Avenue

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- 4 Detailed Site Photos
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- 7 Front Elevation - Proposed
- 8 3D Isometric View
- 9 3D Perspective Views & Stair Images

- 10 Alternative Concept - Floor Plan
- 11 Alternative Concept - Front Elevation
- 12 Alternative Concept - 3D Isometric View

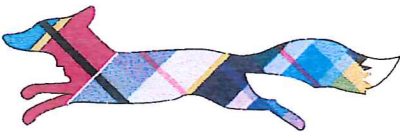


Project Description

The original structure at 17 Elliwood Ave, built in 1910, included the 2-story portion with a gable roof, and a 1-story addition with a shed roof was added onto the building at a later date. The Structure stands on 0.072 acres and is zoned for mixed use in the Corner District. Its main level housed, until recently, Buttz BBQ restaurant. The current building owner wishes to lease the main level of the building to the retail client, Country Club Prep, for the purpose of opening a clothing store. The proposed changes to the building facade include the addition of contemporary display windows and a new single-pane glass front entry door. The current solid Dutch door on the front facade would be restored to the original double hung window. In addition to restoring the original window on the first floor shed addition, the original or matching shutters would be reinstalled on all the original windows on the front facade. Sitework would include installation of steps leading down from the sidewalk to the existing brick terrace, aligned with the main entry door.

Prepared by:
Matthew McClellan, Architect NCARB, LEED AP BD+C
M Design LLC, 1645 Keith Valley RD, Charlottesville, VA 22901

Contents & Project Description

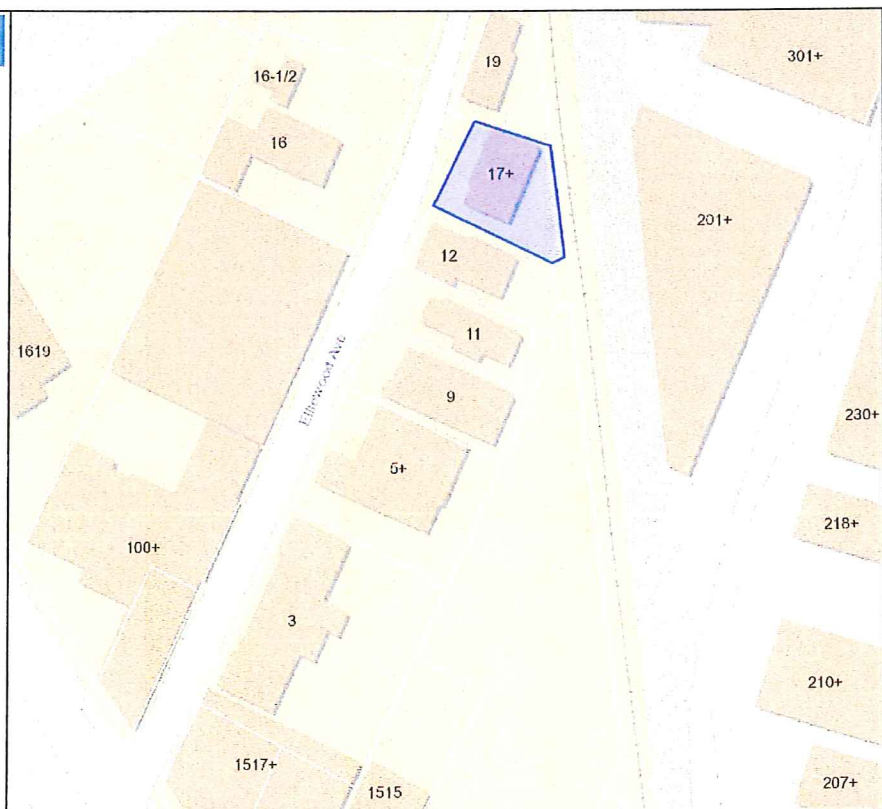


COUNTRY CLUB PREP
17 ELLIEWOOD AVE., CHARLOTTESVILLE VA

Legend

Legend

Parcels
Addresses



Title: 17 elliewood 2

Date: 1/22/2014

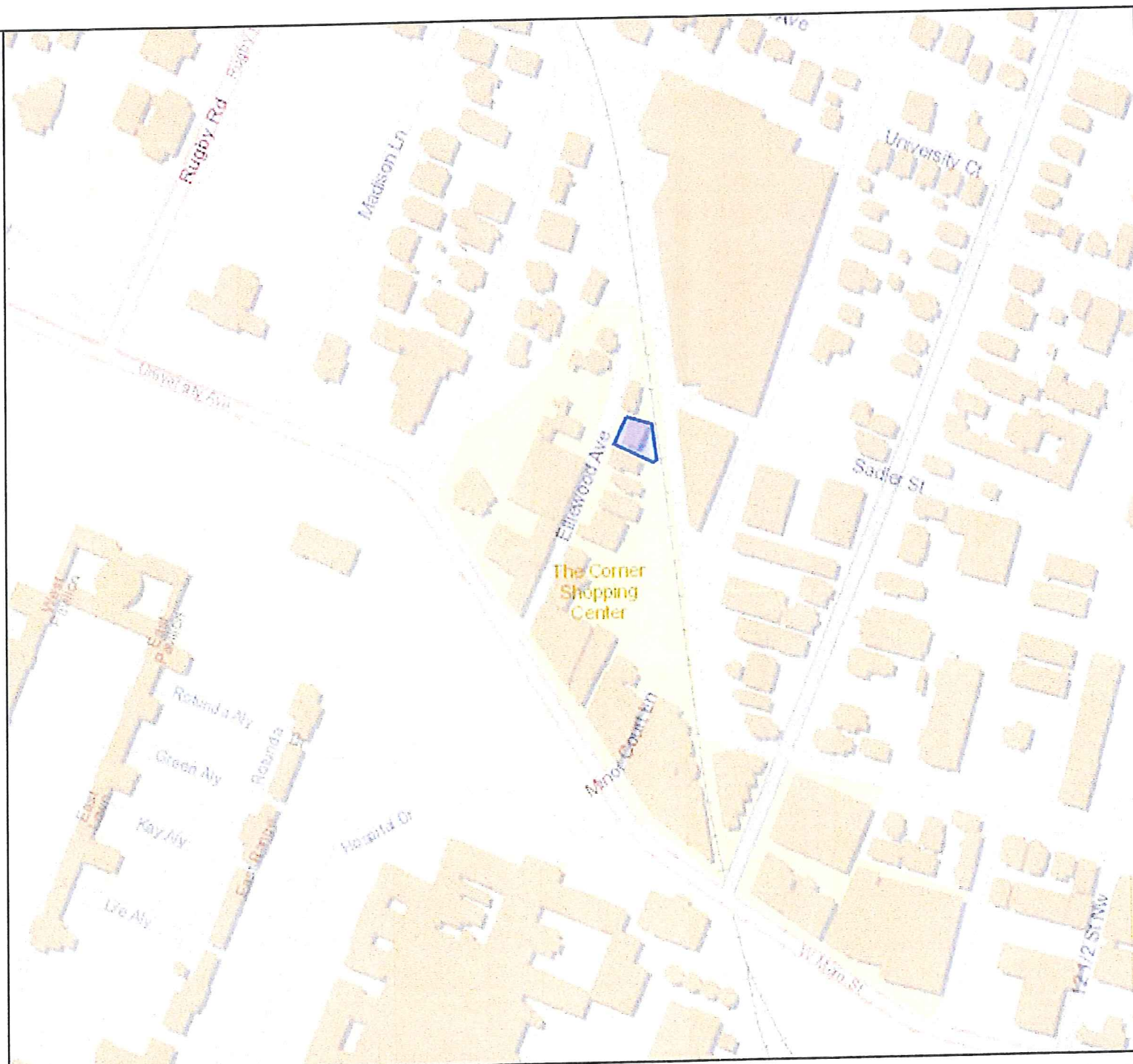
DISCLAIMER: This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and Charlottesville is not responsible for its accuracy or how current it may be.



Feet
0 20 40 60 80
Map Scale: 1:1,000



Feet
0 100 200 300 400
Map Scale: 1:4,000

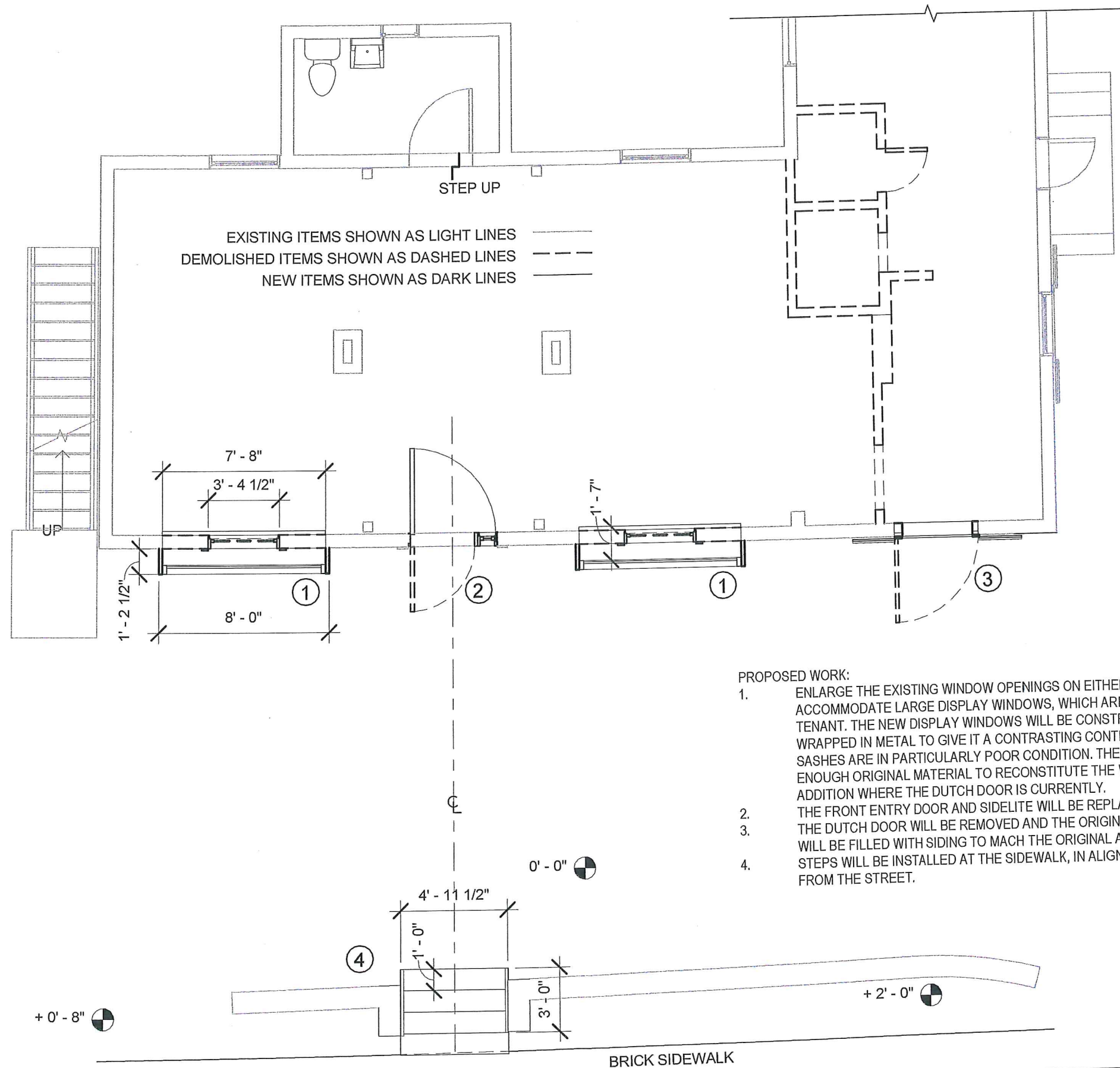


Title: 17 elliewood

Date: 1/22/2014

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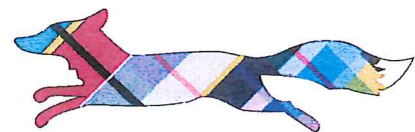




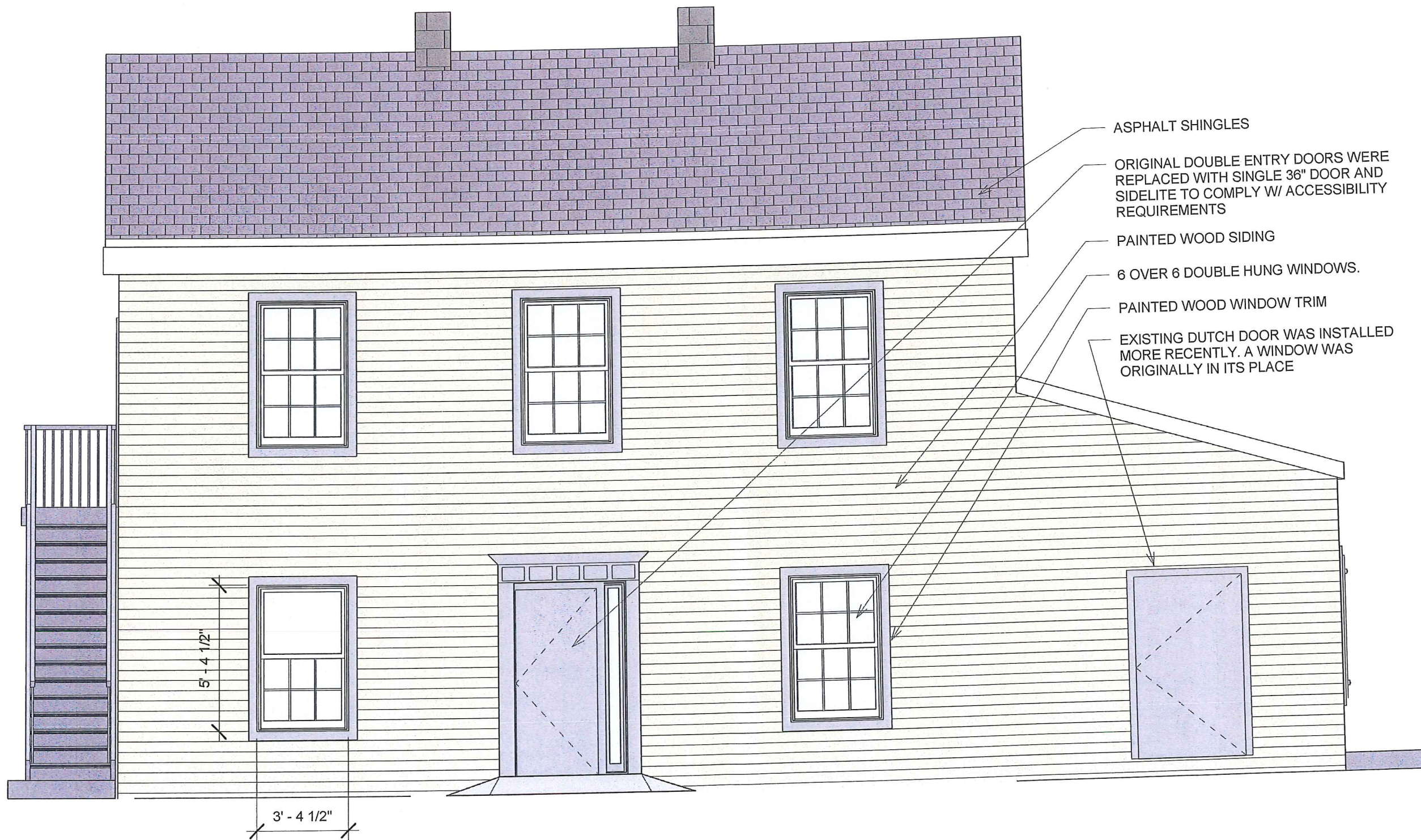
PROPOSED WORK:

1. ENLARGE THE EXISTING WINDOW OPENINGS ON EITHER SIDE OF THE CENTRAL ENTRY DOOR IN ORDER TO ACCOMMODATE LARGE DISPLAY WINDOWS, WHICH ARE ESSENTIAL FOR THE FINANCIAL SUCCESS OF A NEW RETAIL TENANT. THE NEW DISPLAY WINDOWS WILL BE CONSTRUCTED OF WOOD FRAMING WITH STOREFRONT GLAZING AND WRAPPED IN METAL TO GIVE IT A CONTRASTING CONTEMPORARY APPEARANCE. THE EXISTING WINDOW FRAME AND SASHES ARE IN PARTICULARLY POOR CONDITION. THE PARTS FROM BOTH EXISTING WINDOWS SHOULD PROVIDE ENOUGH ORIGINAL MATERIAL TO RECONSTITUTE THE WINDOW THAT ORIGINALLY OCCUPIED THE SPACE IN THE SHED ADDITION WHERE THE DUTCH DOOR IS CURRENTLY.
2. THE FRONT ENTRY DOOR AND SIDELITE WILL BE REPLACED WITH A GLASS DOOR OF THE SAME SIZE AS THE OPENING.
3. THE DUTCH DOOR WILL BE REMOVED AND THE ORIGINAL WINDOW WILL BE RESTORED. THE VOID BELOW THE WINDOW WILL BE FILLED WITH SIDING TO MATCH THE ORIGINAL AND PAINTED TO MATCH.
4. STEPS WILL BE INSTALLED AT THE SIDEWALK, IN ALIGNMENT WITH THE ENTRY DOOR, TO ALLOW FOR BETTER ACCESS FROM THE STREET.

Floor Plan - Proposed Work



COUNTRY CLUB PREP
 17 ELLIEWOOD AVE., CHARLOTTESVILLE VA



ASPHALT SHINGLES

ORIGINAL DOUBLE ENTRY DOORS WERE REPLACED WITH SINGLE 36" DOOR AND SIDELITE TO COMPLY W/ ACCESSIBILITY REQUIREMENTS

PAINTED WOOD SIDING

6 OVER 6 DOUBLE HUNG WINDOWS.

PAINTED WOOD WINDOW TRIM

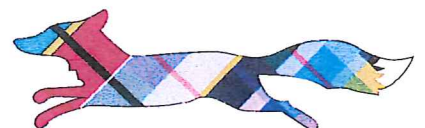
EXISTING DUTCH DOOR WAS INSTALLED MORE RECENTLY. A WINDOW WAS ORIGINALLY IN ITS PLACE

5' - 4 1/2"

3' - 4 1/2"

1 Existing West Elevation
1/4" = 1'-0"

Front Elevation - Existing





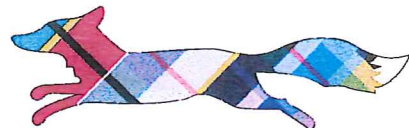
- RESTORE SHUTTERS TO ORIGINAL WINDOWS ON FRONT FACADE
- NEW CANVAS AWNING OVER DOOR
- NEW GLASS DOOR TO FIT EXIST OPENING
- METAL STOREFRONT ENCLOSURE
- NEW STOREFRONT DISPLAY WINDOW - EACH SIDE OF DOOR
- REUSE EXIST. WINDOW PARTS FROM EXIST. WINDOWS FLANKING ENTRY DOOR IN EXISTING DOOR OPENING - INFILL BELOW TO MATCH EXIST.

7'-9"
8'-0"

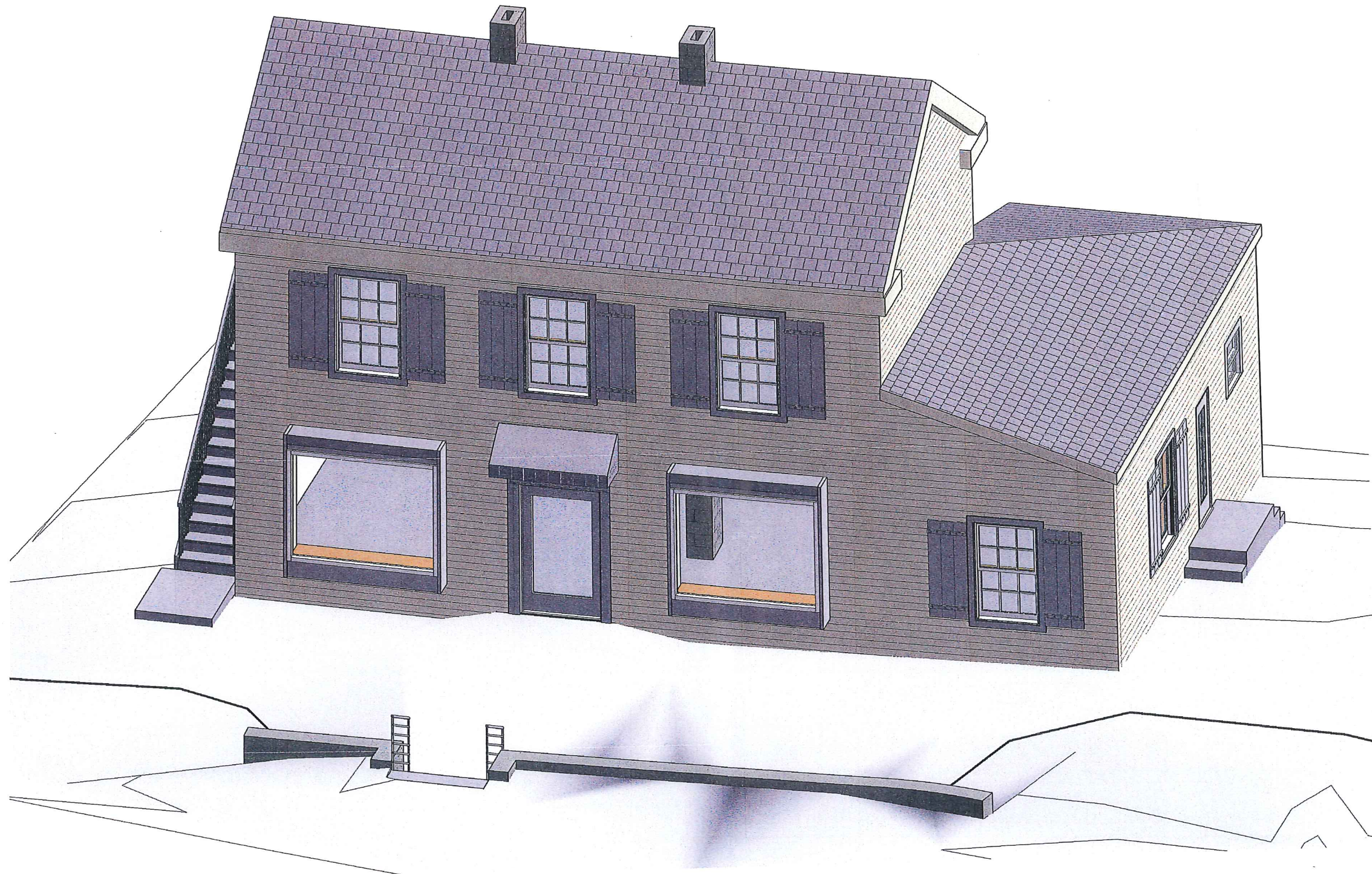
COUNTRY CLUB PREP

4
S-1

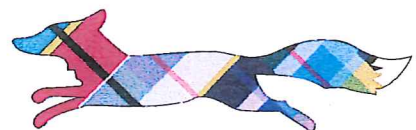
Front Elevation - Proposed



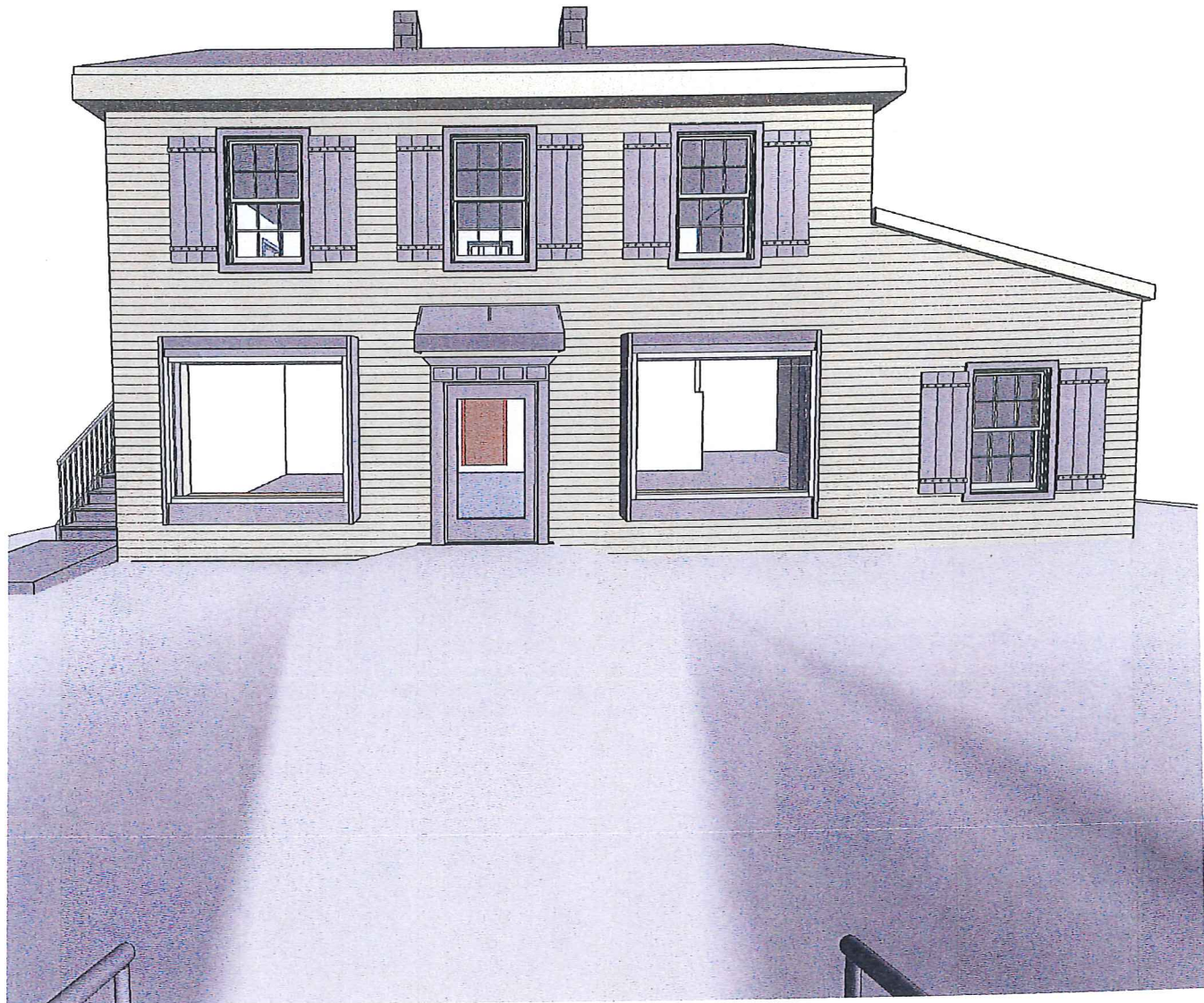
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17 ELLIEWOOD AVE., CHARLOTTESVILLE VA



3D Isometric View



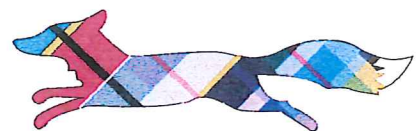
COUNTRY CLUB PREP
17 ELLIEWOOD AVE., CHARLOTTESVILLE VA



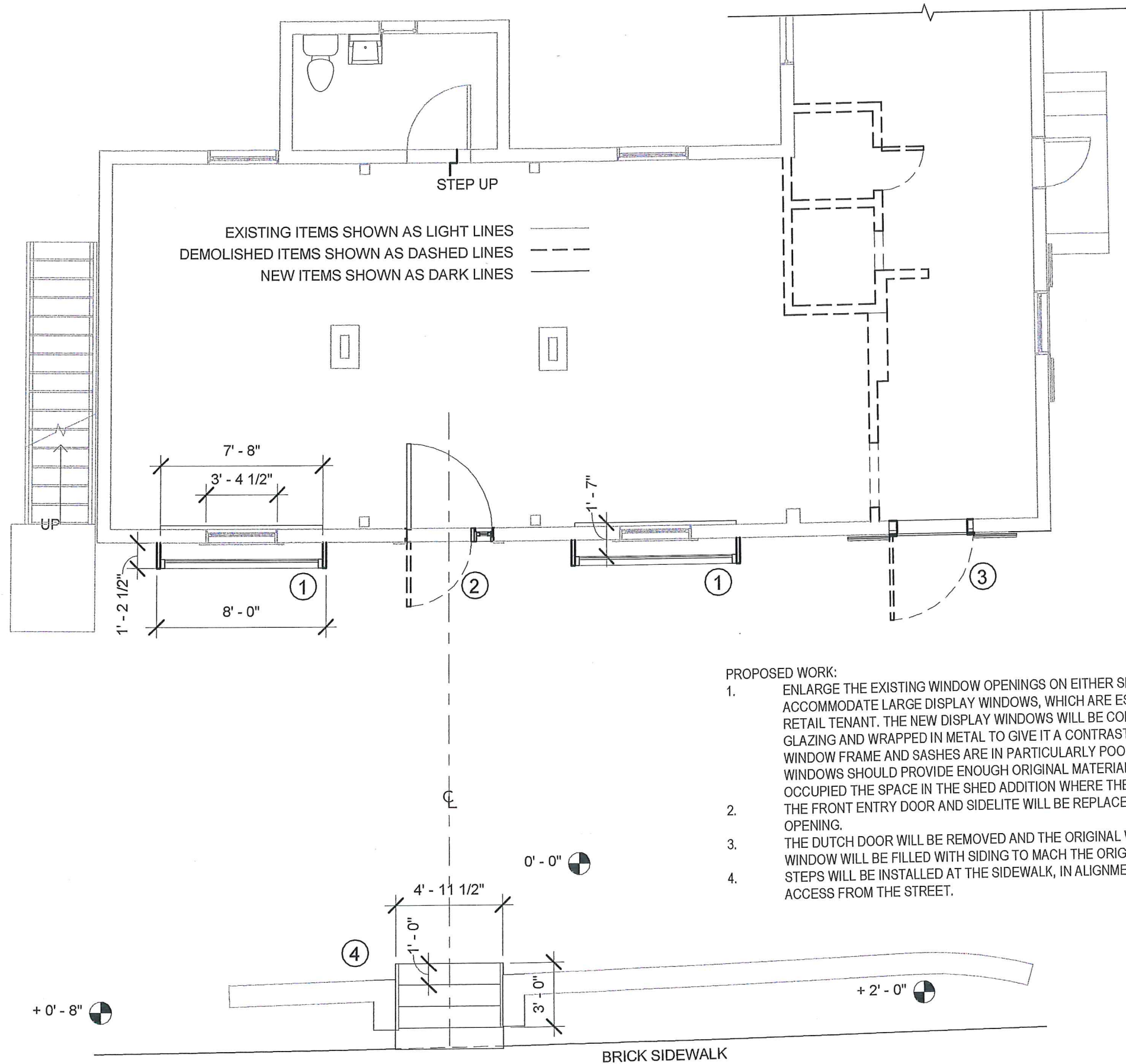
PRECEDENT IMAGES FOR STAIRS IN RETAINING WALL

EXIST RETAINING WALL AT 17 ELLIEWOOD AVE

3D Perspective Views & Stair Images



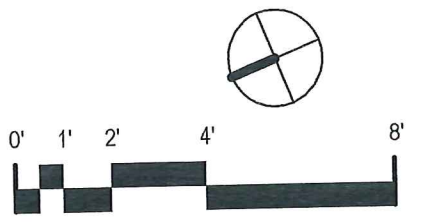
COUNTRY CLUB PREP
17 ELLIEWOOD AVE., CHARLOTTESVILLE VA



EXISTING ITEMS SHOWN AS LIGHT LINES
 DEMOLISHED ITEMS SHOWN AS DASHED LINES
 NEW ITEMS SHOWN AS DARK LINES

PROPOSED WORK:

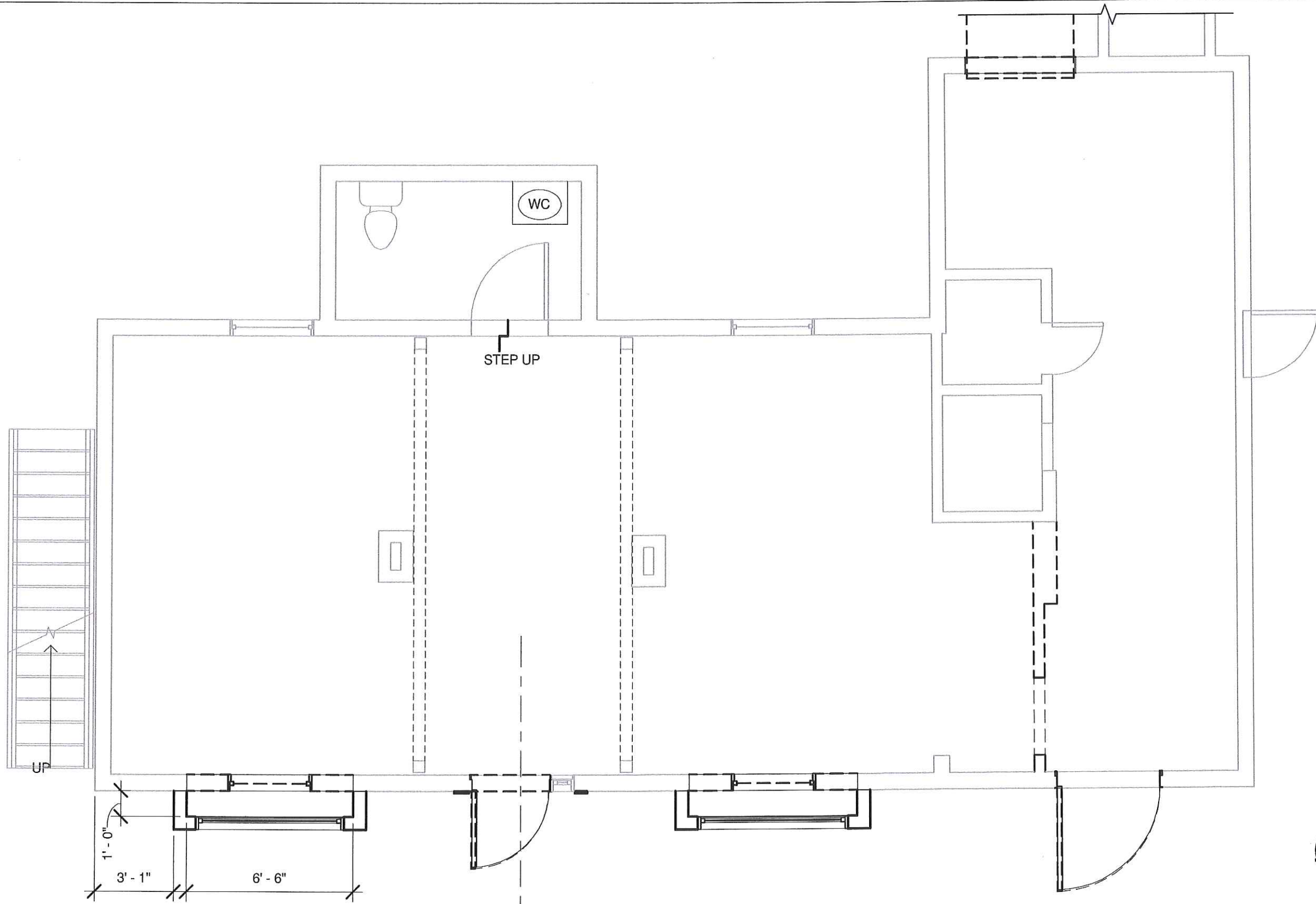
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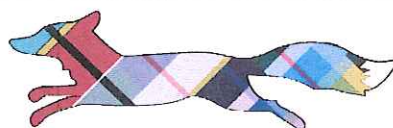
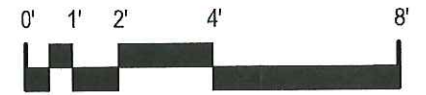
COUNTRY CLUB PREP
 17 ELLIEWOOD AVE., CHARLOTTESVILLE VA

Alt Concept - Floor Plan

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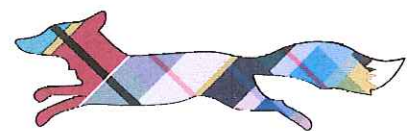


EXISTING ITEMS SHOWN AS LIGHT LINES
 DEMOLISHED ITEMS SHOWN AS DASHED LINES
 NEW ITEMS SHOWN AS DARK LINES



COUNTRY CLUB PREP
 17 ELLIEWOOD AVE., CHARLOTTESVILLE VA

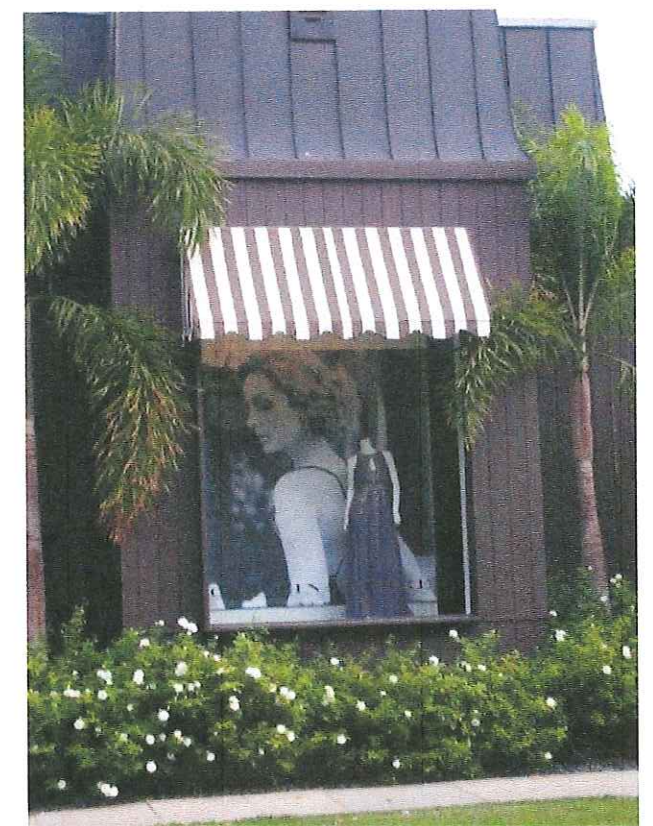
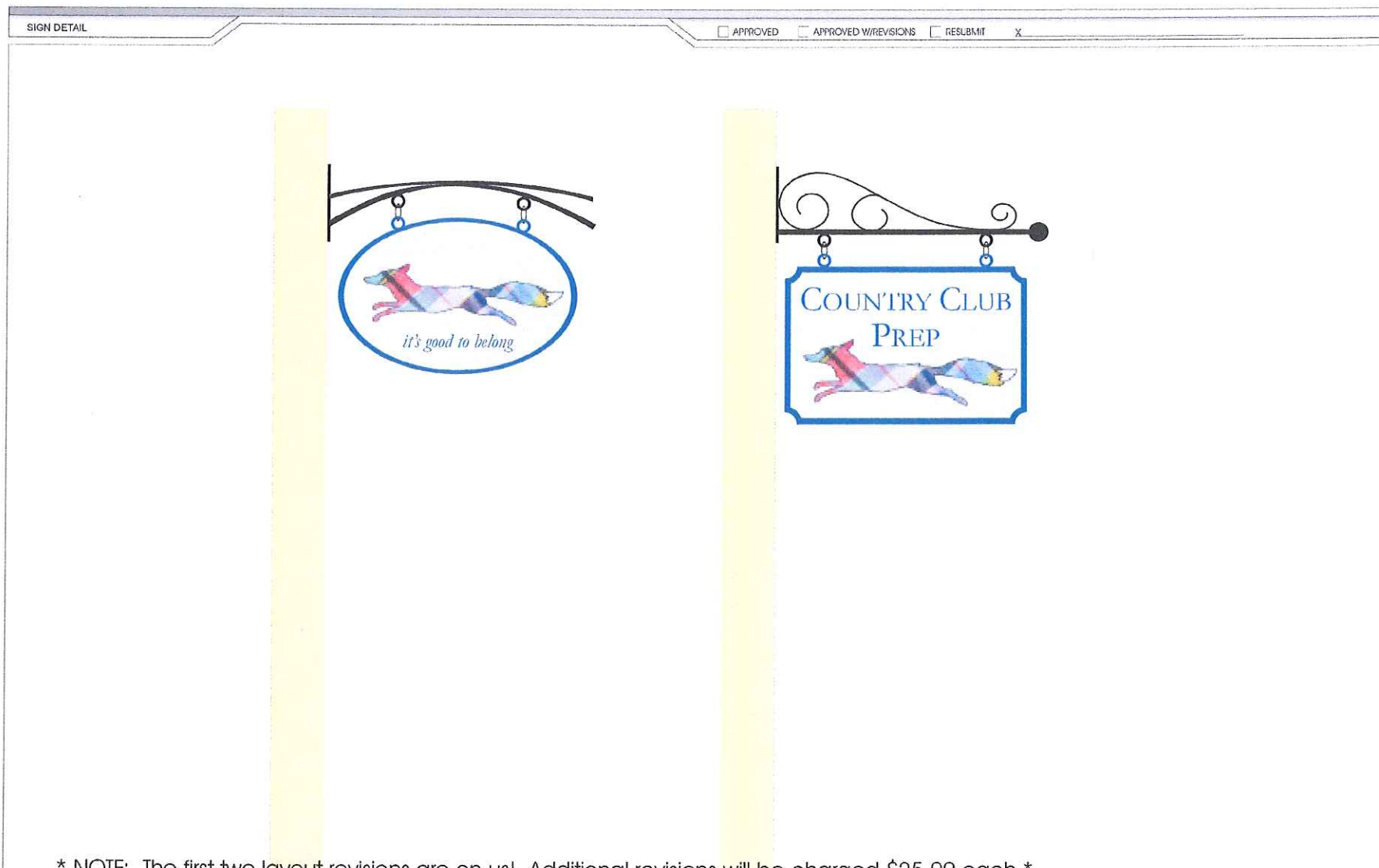
Alt. Floor Plan



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17 ELLIEWOOD AVE., CHARLOTTESVILLE VA

Alt. 3D View

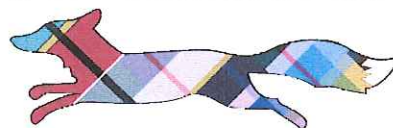
9



* NOTE: The first two layout revisions are on us! Additional revisions will be charged \$25.00 each.*

Client: Location: Phone/Email:	SIGN PLACEMENT MAY CHANGE We cannot guarantee exact placement. All sizes and dimensions are theoretical for client's conception of project and are not to be understood as being exact size of exact scale.	Drawing scale: Proportional Drawing location: Revision #:	Layout by: Kirby Giffith phone: (800)482-6603 x111 fax: (434)974-6998 kirby@hlva.com	HIGHTECH SIGNS 2165 Seminoe Trail Charlottesville, VA 22901	<input checked="" type="checkbox"/> Preliminary Drawing <input type="checkbox"/> Final Drawing PAGE 1 OF 1
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single plate glass
 (which is monotypical in modern, car-oriented display windows vs a pedestrian environment like the corner.

Front Elevation - Proposed



19 ELLIEWOOD AVE.



17 ELLIEWOOD AVE.



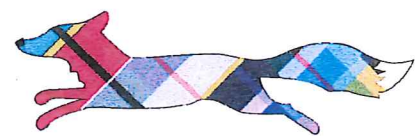
12 ELLIEWOOD AVE.



17 ELLIEWOOD AVE. ADDITIONAL VIEWS



EXAMPLES OF DISPLAY WINDOWS AND RETAIL ENTRIES - CORNER DISTRICT





THE UPPER SASH OF THIS WINDOW IS NOT ORIGINAL TO THE BUILDING.



THE ENTRY DOOR AND SIDELITE ARE NOT ORIGINAL



THE UPPER SASH OF THIS WINDOW IS NOT ORIGINAL TO THE BUILDING.



THIS DUTCH DOOR IS NOT ORIGINAL TO THE BUILDING



EXISTING PATIO - PROPOSING TO INSTALL STEPS AT RETAINING WALL IN LINE WITH MAIN ENTRY, USING PAVERS MATCHING THE RETAINING WALL MATERIAL. SEE IMAGES ON PAGE 9.

