

From: Scala, Mary Joy
Sent: Wednesday, November 06, 2013 10:33 AM
To: 'Robert Nichols'
Cc: cwispelwey@nbwla.com
Subject: BAR Action October 15, 2013

November 6, 2013

Aaron Burr, LLC
408 Park Street
Charlottesville, VA 22902

Certificate of Appropriateness Application

BAR 13-10-03
310 E Market Street
Tax Map 33 Parcel 220
Aaron Burr, LLC, Owner/ Formwork Design, LLC, Robert Nichols Applicant
Close existing entrance, demolish steps, and replace windows

Dear Applicant,

The above referenced project was discussed before a meeting of the City of Charlottesville Board of Architectural Review (BAR) on October 15, 2013. The following action was taken:

The BAR approved (6-0) the window replacement, and accepted the applicant's request for deferral to explore changes to the existing entrance. The BAR suggested revisiting the design aspects of the door infill – perhaps something between what is there now and the proposal- at a minimum leaving the stairs in place. The BAR members are available to discuss ideas prior to formal re-submittal.

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 (April 15, 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 construction. 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.

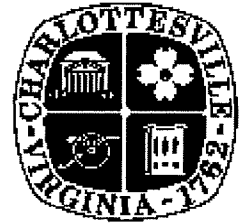
Upon completion of construction, please contact me for an inspection of the improvements included in this application. If you have any questions, please contact me at 434-970-3130 or scala@charlottesville.org.

Sincerely yours,

Mary Joy Scala, AICP
Preservation and Design Planner

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

**CITY OF CHARLOTTESVILLE
BOARD OF ARCHITECTURAL REVIEW
STAFF REPORT
October 15, 2013**



Certificate of Appropriateness Application

BAR 13-10-03

310 E Market Street

Tax Map 33 Parcel 220

Aaron Burr, LLC, Owner/ Formwork Design, LLC, Robert Nichols Applicant

Close existing entrance, demolish steps, and replace windows

Background

310 E Market Street (1907) is a contributing structure in the Downtown ADC District (survey attached).

Application

A new building owner prefers to move the main entrance to the courtyard. The applicant is requesting approval to demolish the existing concrete steps, and to remove the existing double doors and transom, and to infill the existing entrance. In addition, existing wood windows are proposed to be replaced with aluminum clad wood sashes in existing wood frames.

The new infill consists of a dark gray steel planting box with a fixed insulated glazing unit above. The existing painted concrete surround would be extended below the steel planter and a new sill cast to match the existing jamb.

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;

- 1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.*

2. *The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.*
3. *Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.*
4. *Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.*
5. *Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.*
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.*
7. *Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.*
8. *Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.*
9. *New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.*
10. *New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*

(4) The effect of the proposed change on the historic district neighborhood;

(5) The impact of the proposed change on other protected features on the property, such as gardens, landscaping, fences, walls and walks;

(6) Whether the proposed method of construction, renovation or restoration could have an adverse impact on the structure or site, or adjacent buildings or structures;

(8) Any applicable provisions of the City's Design Guidelines.

Pertinent Guidelines for Rehabilitation include:

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.*

....

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.*

Discussion and Recommendations

Upgrading the windows is appropriate. The guidelines recommend against altering the original entrance. Any changes proposed on the courtyard side would also require BAR approval.

Suggested Motion

Having considered the standards set forth within the City Code, including City Design Guidelines for Rehabilitations, I move to find that the proposal to demolish the existing concrete steps, remove the existing double doors and transom, infill the existing entrance with a planting box, and replace windows satisfies (does not satisfy) the BAR's criteria and is (is not) compatible with this property and other properties in the Downtown ADC District, and that the BAR approves (denies) the application as submitted (or with the following modifications....).



**VIRGINIA
HISTORIC LANDMARKS COMMISSION**

File no. 104-72 B
Negative no(s). 3064-27

SURVEY FORM

Historic name	Common name
County/Town/City <i>A.L. BERNAFFLE / CHARLOTTESVILLE</i>	
Street address or route number <i>310 E. MARKET ST.</i>	
USGS Quad <i>CHARLOTTESVILLE, EAST, VA</i>	Date or period
Original owner	Architect/builder/craftsmen
Original use	
Present owner	Source of name
Present owner address	Source of date
	Stories
Present use <i>OFFICE BUILDING</i>	Foundation and wall const'n
Acreage	Roof type

State condition of structure and environs *GOOD*

State potential threats to structure
Note any archaeological interest

Should be investigated for possible register potential? yes ___ no

Architectural description (Note significant features of plan, structural system and interior and exterior decoration, taking care to point out aspects not visible or clear from photographs. Explain nature and period of all alterations and additions. List any outbuildings and their approximate ages, cemeteries, etc.)

*BRICK (6 COURSE AMERICAN BOND); 2 STORIES; FLAT ROOF;
3 BAY. COMMERCIAL VERNACULAR. 1917 (KEYSTONE).
DOUBLE DOOR, PLATE GLASS RECESSED ENTRANCE IN MIDDLE
BAY. 111 SASH WINDOWS WITH STONE SILLS ON 1ST & 2ND
FLOOR. EXTERIOR END CHIMNEYS EAST AND WEST.
1 STORY, 3 BAY ADDITION TO EAST.*

Interior inspected?

Historical significance (Chain of title; individuals, families, events, etc., associated with the property.)



SAN BORN MAPS:
1896 : NA VACANT
1891 : VACANT

P13-0162



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

RECEIVED
SEP 24 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 AARON BURR LLC Applicant Name FORMWORK DESIGN LLC
Project Name/Description SYLVAN ARMS Parcel Number 33022 0000
Property Address 310 E MARKET ST

Applicant Information

Address: 620 FARRISH ST, STUDIO B
CHARLOTTESVILLE, VA 22902
Email: ROBERT@FORMWORKUSA.COM
Phone: (W) (434) 296-2223 (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] 9/24/13
Signature Date
Robert F. Nichols 9/24/13
Print Name Date

Property Owner Information (if not applicant)

Address: 408 PARK ST # D
Email: CWISPELWEY@NBWLA.COM
Phone: (W) (434) 981-1358 (H) _____
FAX: _____

Property Owner Permission (if not applicant)

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

[Signature] Sept 24, 2013
Signature Date
Thomas L. Woltz 9.24.2013
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): MODIFICATION OF EXISTING ENTRANCE AND WINDOW SASH REPLACEMENT. SEPARATE NARRATIVE IS ATTACHED.

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

For Office Use Only

Received by: BSW
Fee paid: 125.00 Cash/Ck. # 1977
Date Received: 9/24/2013

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

P13-0162



RECEIVED
SEP 24 2013
NEIGHBORHOOD DEVELOPMENT SERVICES

Only window replacement
approved; NOT door infill

310 EAST MARKET ST
THE SYLVAN ARMS BUILDING

CITY OF CHARLOTTESVILLE BOARD OF ARCHITECTURAL REVIEW
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

SEPT 24, 2013

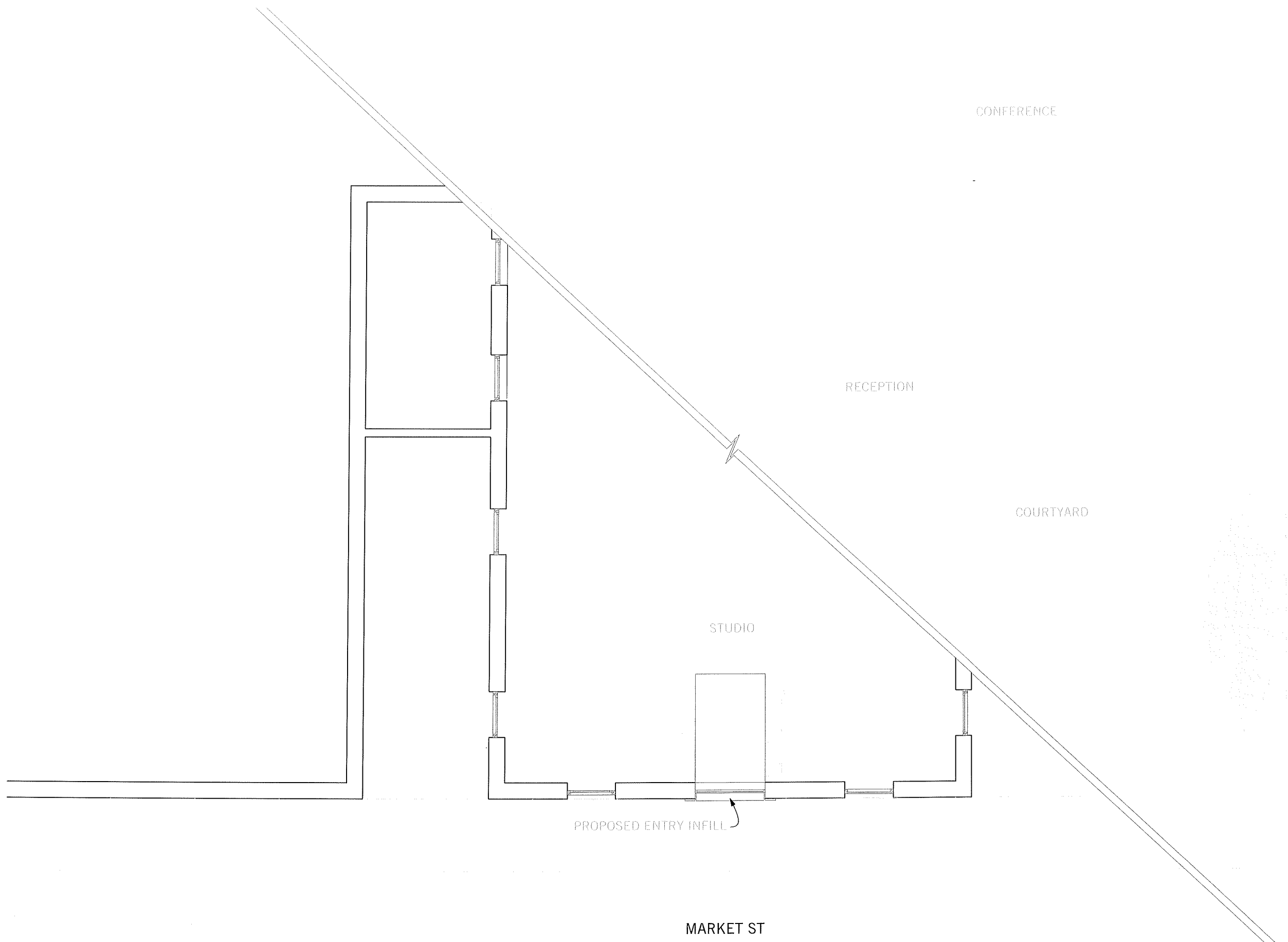
SYLVAN ARMS
310 E. Market Street

This document outlines proposed modifications to the exterior of the Sylvan Arms building located at 310 E. Market Street in downtown Charlottesville.

The 2-story building, constructed in 1907, consists of an original 30-foot deep portion of brick masonry bearing walls with timber frame interior structure. At an unknown later date (later than 1920 according to Sanborn maps), a 20-foot deep addition was built to the rear, with matching brick exterior walls and reinforced concrete interior structure. The building originally served as a location for telephone switching equipment. The Sylvan Arms was most recently used, since at least the 1970's, as a three-unit residential rental property on the top two floors with a commercial rental space in the basement level.

Proposed modifications to the building include new replacement window sashes and a modification of the existing entry door and stoop on the Market Street side of the building that would relocate the building entrance to the west side of the structure, accessed via the existing courtyard.

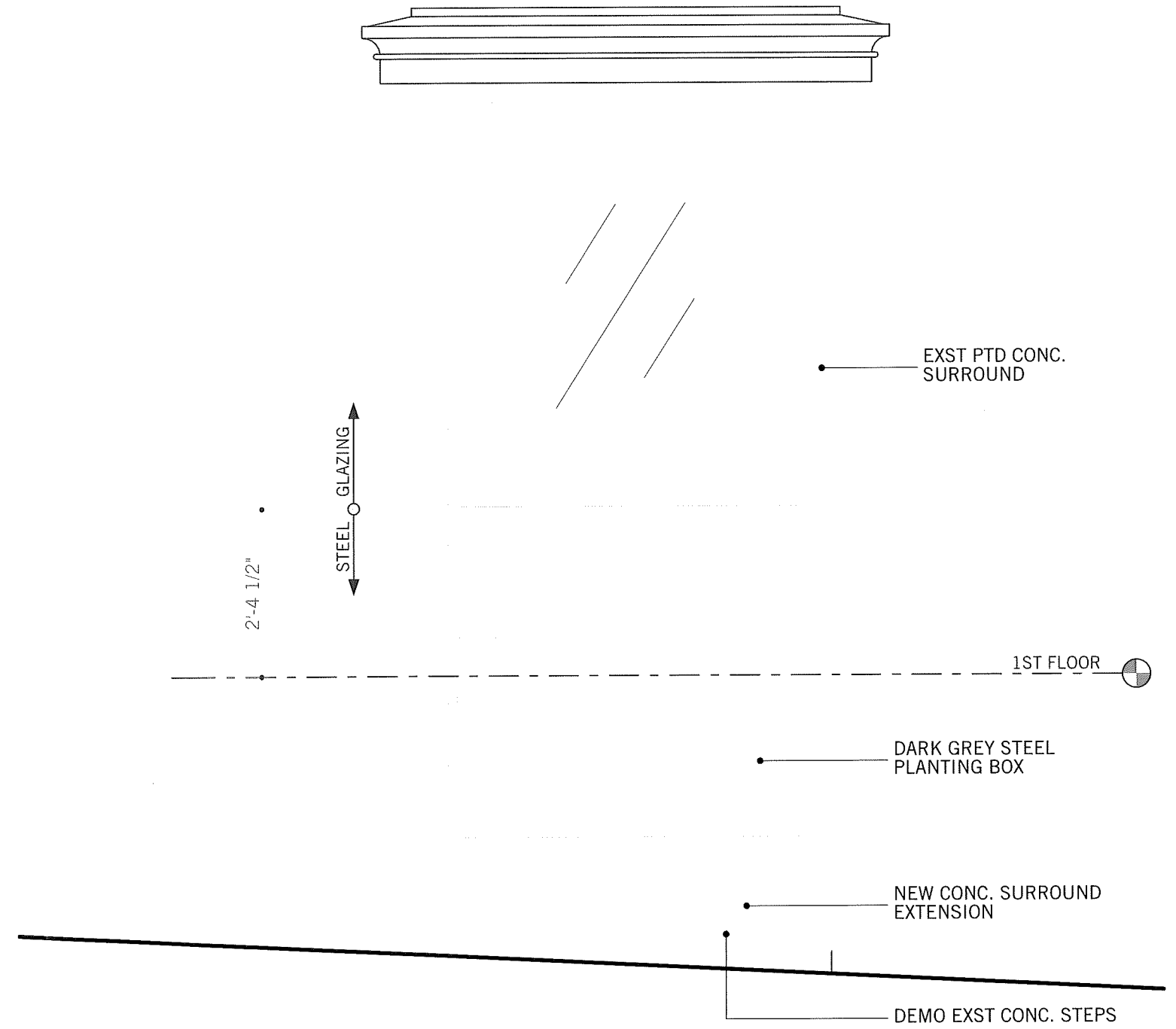
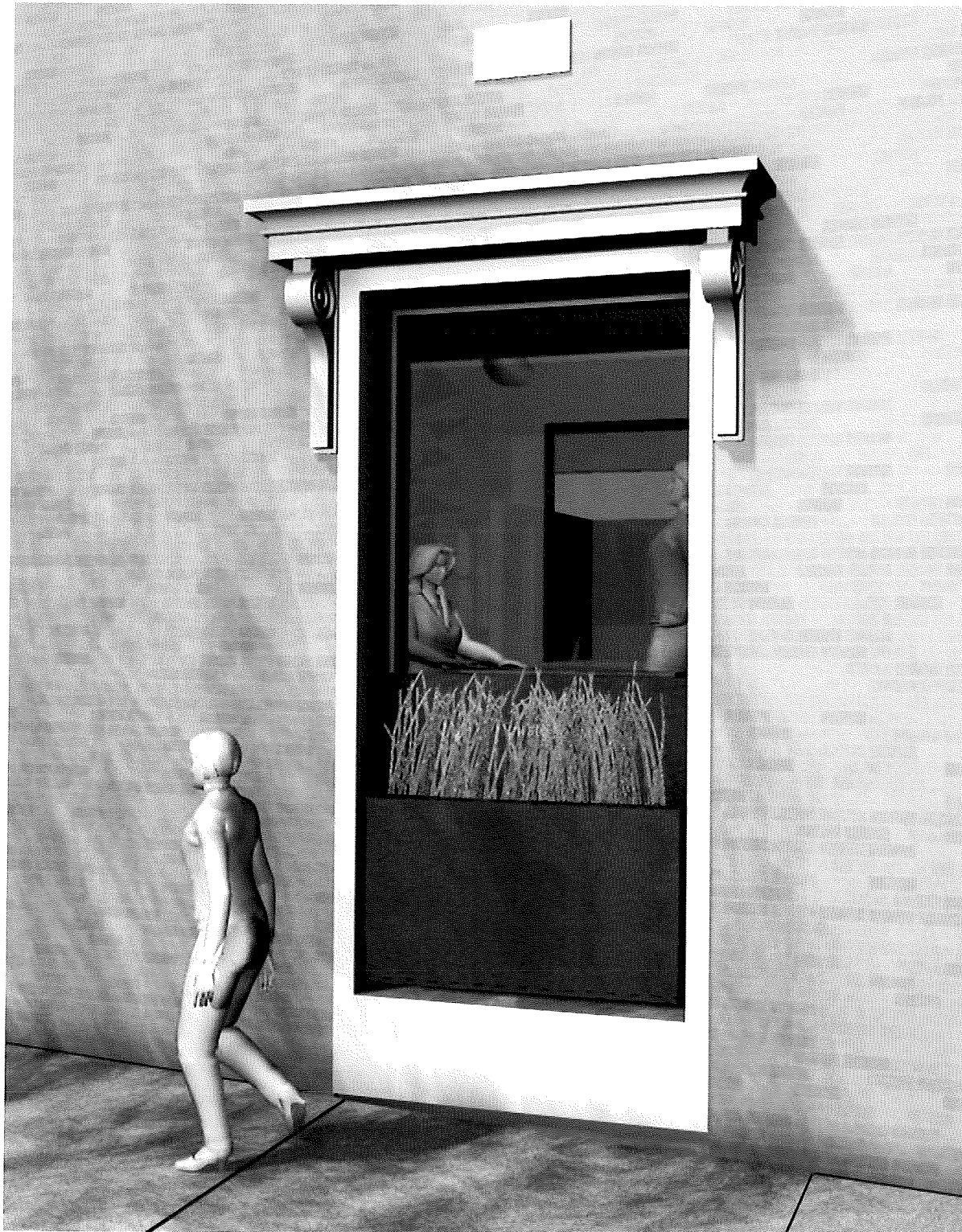
These proposed modifications come in response to a new use for the building which seeks to utilize all three floors as office space for a landscape architecture firm.

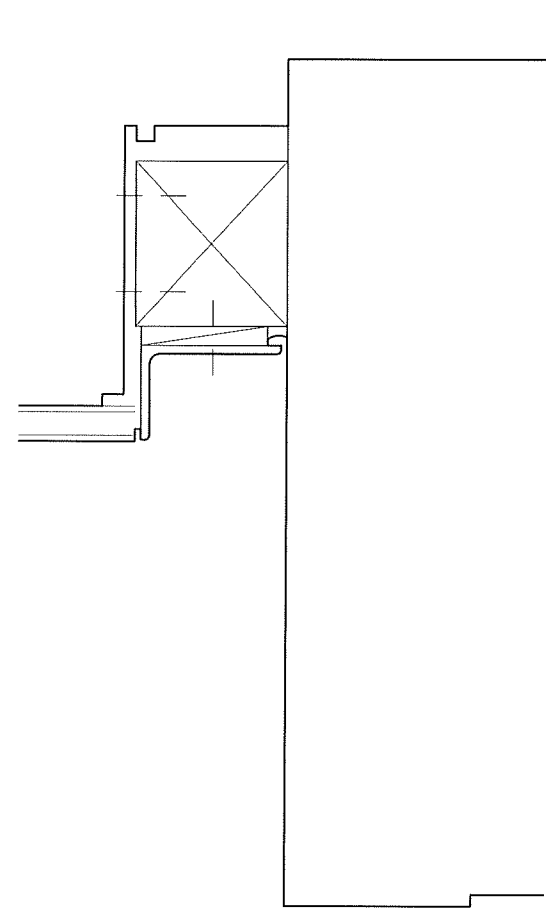




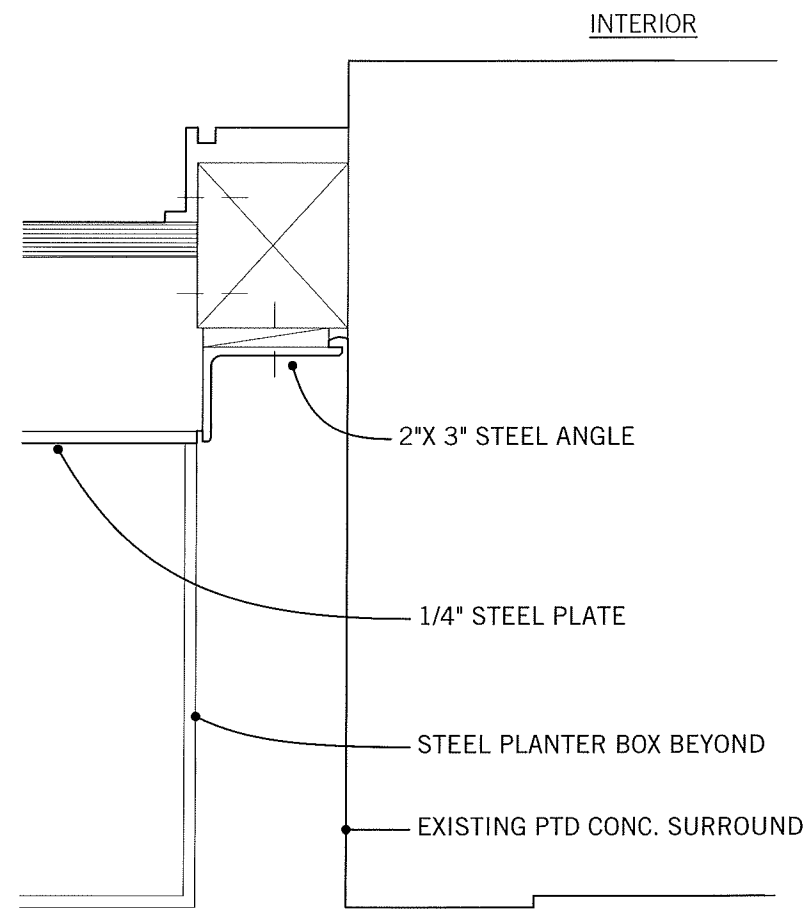
ALUMINUM-CLAD WOOD REPLACEMENT
SASHES IN EXISTING WOOD FRAMES

DARK GREY STEEL SIGN W/
ENGRAVED & PAINTED LETTERS



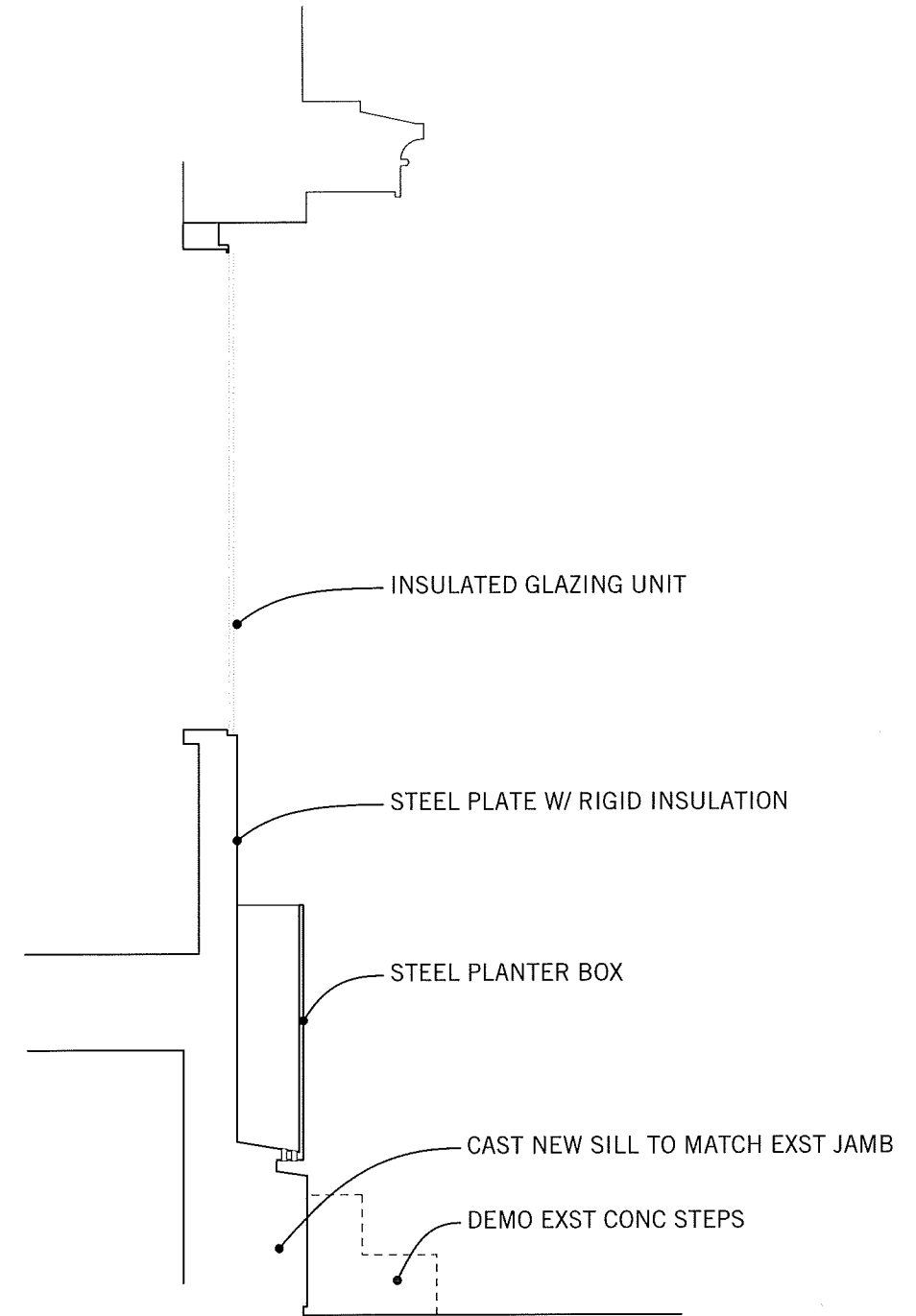


AT GLAZING



AT STEEL

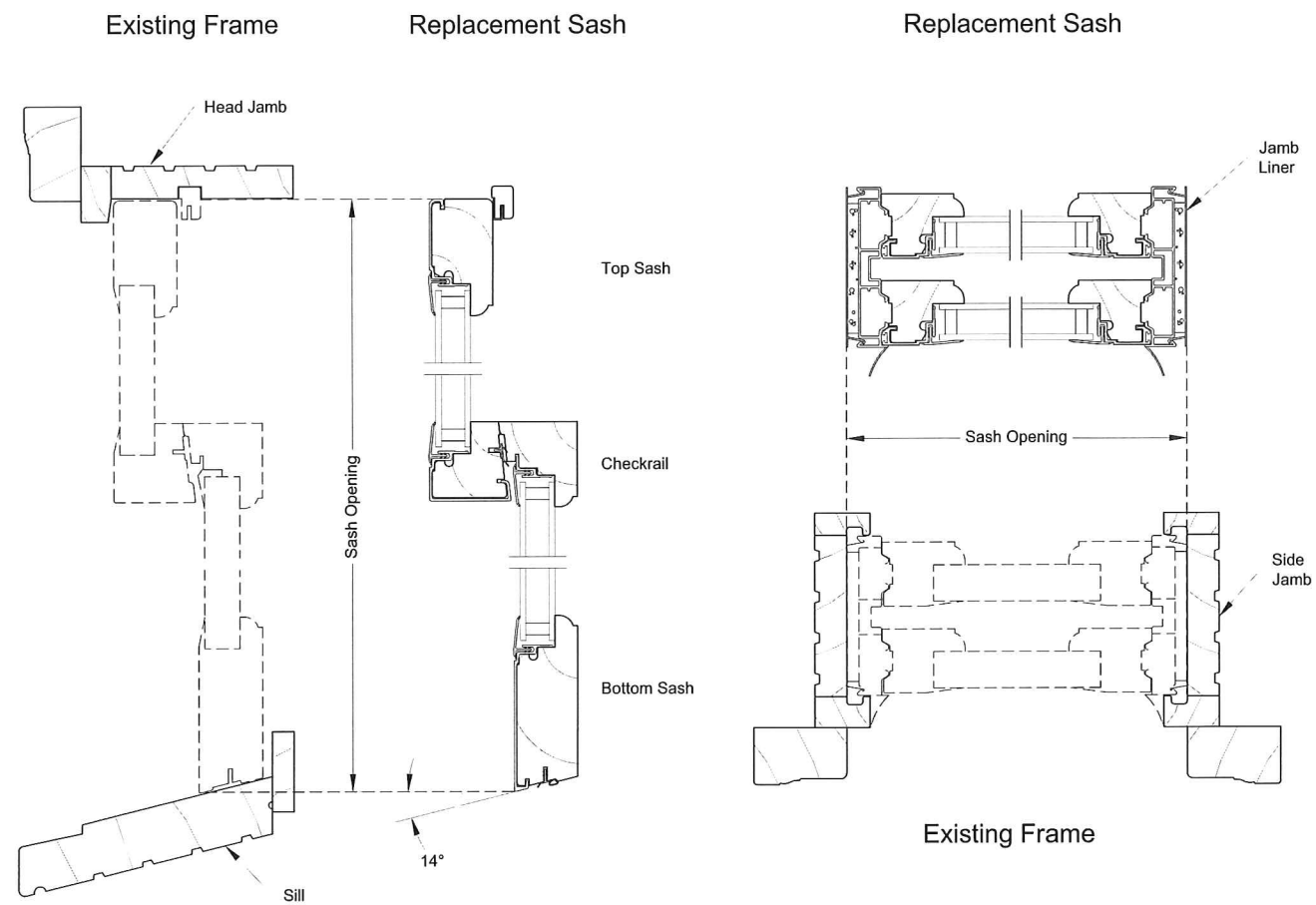
VITRINE JAMB DETAILS



VITRINE CROSS SECTION







ALUMINUM CLAD WOOD REPLACEMENT SASH DETAILS





310 E Market St

Scala, Mary Joy

From: Robert Nichols <robert@formworkusa.com>
Sent: Wednesday, October 09, 2013 5:09 PM
To: Scala, Mary Joy
Subject: Re: BAR agenda and staff report

Hi, Mary Joy.

I'm sorry I didn't respond to your earlier messages in time for the report. I was waiting for the results of some negotiations with existing tenants, which just concluded last night.

The Honeycomb space will remain occupied by the current tenant until May, 2014.

There is no work currently scheduled for the courtyard area. Any work that would take place in the courtyard (landscape or building) would be part of a separate phase. Changes in the courtyard area are anticipated but are not scheduled, budgeted or designed, thus there is nothing to apply for. An application to the BAR will be made once the owner decides to go ahead with changes in the courtyard and we develop a design.

All openings that originally had double-hung windows will receive double-hung windows. This includes original masonry openings that got filled in with brick at some point. There are small glazed areas of irregular shape that let light into the basement. These are not being replaced.

Best,

Robert

On Oct 9, 2013, at 2:21 PM, "Scala, Mary Joy" <scala@charlottesville.org> wrote:

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

<AGENDA 10-15-13.docx><310 E Market Street Oct 2013.docx>

ROBERT NICHOLS

FORMWORK

WWW.FORMWORKUSA.COM | 620 FARISH STREET, CHARLOTTESVILLE, VIRGINIA 22902 | 434-296-2223

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



October 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.

Certificate of Appropriateness Application

BAR 13-10-03

310 E Market Street

Tax Map 33 Parcel 220

Aaron Burr, LLC, Owner/ Formwork Design, LLC, Robert Nichols Applicant

Close existing entrance, demolish steps, and replace windows

The Board of Architectural Review (BAR) will consider these applications at a meeting to be held on **Tuesday, October 15, 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 hawksm@charlottesville.org.

Sincerely yours,

A handwritten signature in black ink that reads 'Mary Joy Scala'.

Mary Joy Scala, AICP
Preservation and Design Planner

BIRKIN, ASSOCIATES
1117 RICHLAND DRIVE
CHARLOTTESVILLE VA 22903

LOWRY, EDWARD ETAL TR-
BRANDYWINE LD
500 COURT SQ STE 300
CHARLOTTESVILLE VA 22902

KABBASH, CHARLES A
308 EAST MARKET STREET
CHARLOTTESVILLE VA 22902

MC ADAMS, EDWARD C
121-123 4TH STREET NE
CHARLOTTESVILLE VA 22902

KABBASH, CHARLES A
308 EAST MARKET STREET
CHARLOTTESVILLE VA 229025296

VHM CORPORATION
440 OAK CIRCLE
CHARLOTTESVILLE VA 229013219