

**From:** Scala, Mary Joy  
**Sent:** Tuesday, August 25, 2015 2:47 PM  
**To:** 'Clark Gathright'; hunter@huntercraigcompany.com  
**Subject:** BAR Action- August 18, 2015 - 1413-1/2 University Ave

August 25, 2015

Tiger Investments, LLC  
575 Alderman Rd,  
Charlottesville, VA 22904

**Certificate of Appropriateness Application**

BAR 15-08-02

1413 ½ University Ave.

Tax Parcel 090075000

Hunter E. Craig, Tiger Investments LLC, Owner/Clark Gathright, Applicant

Replace existing wood windows with new wood windows with double glazing and fabricated to match existing windows.

Dear Applicant,

The above referenced project was discussed before a meeting of the City of Charlottesville Board of Architectural Review (BAR) on August 18, 2015. The following action was taken:

**The BAR approved (6-1, with Ms. Miller opposed) to repair windows A-H, and to repair window J, and to replace the remaining windows, raising their sills above the roof membrane. The BAR requested an elevation drawing of the replacement windows in relation to the roof (comparing existing and proposed) to be circulated to the BAR for administrative approval.**

**Please submit the requested elevation drawing before further work.**

This certificate of appropriateness shall expire in 18 months (February 18, 2017), 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](mailto:scala@charlottesville.org).

Sincerely yours,

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

**CITY OF CHARLOTTESVILLE  
BOARD OF ARCHITECTURAL REVIEW  
STAFF REPORT  
August 18, 2015**



**Certificate of Appropriateness Application**

BAR 15-08-02

1413 ½ University Avenue

Tax Parcel 090075000

Tiger Investments LLC, Owner/ Clark Gathright, P.E., Applicant

Replace existing wood windows with new wood windows with double glazing and fabricated to match the existing windows.

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**Background**

The Chancellor Building is a nicely detailed mid-19<sup>th</sup> century, brick veneered, commercial building that is a contributing structure located in the Corner ADC District.

See attached Architectural and Historic Survey.

February 24, 1998 – (1415 University Ave Espresso Royale Café) The BAR approved application to remodel with conditions.

March 17, 1998 – (1415 University Ave Espresso Royale Café) The BAR denied a request for metal security grates.

April 21, 1998 – (1415 University Ave Espresso Royale Café) The BAR approved retaining all three upper glass ½ circle window panes with condition that the windows are structurally sound.

August 19, 2003 – (1415 University Ave Qdoba Grill) –The BAR unanimously approved a wall sign as shown on the attached photo, with the stipulation that the letters fit into the spaces without obscuring the triglyphs, and approved a projecting sign as submitted. Staff is permitted to approve minor amendments to the signs.

The BAR unanimously denied the use of the glazed grills based on Design Review Guidelines for façade improvements, # 8.

The BAR failed to approve a motion to allow three curved awnings based on Design Review Guidelines for façade improvements, # 3 and # 8.

The BAR unanimously denied the proposal to remove the remaining marble based on Design Review Guidelines for façade improvements, # 4, and required that the missing marble be replaced with marble that matches the existing, subject to staff approval.

October 21, 2003 – (1415 University Ave Qdoba Grill) - The BAR approved revised façade design, including a single, rectangular awning in “terra cotta” color cloth; stained cherry wood doorway; “gold flicker” paint color. The replacement marble may be approved administratively.

March 15, 2011– (1411 University Ave Jack Wills) the applicant attended the BAR meeting for a certificate of appropriateness application on replacing the storefront, door, awning, and signage. The BAR accepted (7-0) the applicant’s request for deferral.

[There was unanimous support for the direction of the application, but a number of questions still need to be worked out: the decision on whether it is viable to keep the leaded glass should be made by members of the BAR, including Mr. Hogg. Expertise in repair of leaded glass available locally. Dark awning color is preferred but white storefront is likely acceptable. Use historic images to

resolve the vertical and horizontal alignments and relationship between the storefront infill, the door location, and the tripartite condition above. Maybe eliminate the horizontal sign and limit signage to one arched panel instead. Keep the awnings within the masonry. Bolt hanging sign into mortar, not brick. More detail how awning attaches to thin horizontal bar. Detail panelized condition of bulkhead below storefront windows.]

April 19, 2011 – (1411 University Ave Jack Wills) The BAR approved (8-0) the façade renovation with the following conditions, to allow discovery and preparation of construction drawings:

1. A BAR member and/or staff shall be present when the arched windows are opened up to inspect the quality and condition of the glass;
2. The BAR does not approve ribbed, clear glass at the moment, as part of this approval;
3. The applicant shall return to the BAR with a wall section through the façade, from the cornice down to the street, including where all the materials sit in the wall plane, and including the attachment of the awning and details of the awning;
4. Resubmit to staff an accurate line drawing, for the record, of the façade showing the panels at the base below the storefront windows, and the door to remain centered under the most - left arched window.

May 17, 2011 -(1411 University Ave Jack Wills) The BAR approved the application as submitted (8-0) [including the infill of three rear windows] with a friendly reminder that the bracket sign should be installed into mortar joints rather than brick; and the BAR gave staff permission to approve a darker awning color administratively if the applicant requests it.

July 21, 2015 - The BAR approved (9-0) the application for façade renovations as submitted with the recommendation that the awning have dark green and beige stripes similar to that of Garret Hall.

## **Application**

The applicant is requesting to replace all the existing wood, double-hung windows located on the second floor, a total of 18 windows, and wood trim with new wood, double-glazed, simulated divided lite windows fabricated to match the existing window dimensions. The window units will be field measured and custom-fabricated by Pella. The profiles of the exterior trim and wood sills will be matched with custom millwork.

## **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 will be used as it was historically or will be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectured features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archaeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale, proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will 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 Design Guidelines for Rehabilitations**

#### **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 are 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.*

### **Discussion and Recommendations**

Regarding any window replacement, the BAR should determine:

- (1) If it is appropriate to replace the windows, based on the location, age, and significance of the building and windows, and the condition of the windows; and
- (2) If appropriate, then what type of replacement window is permitted in each specific case. In this case,

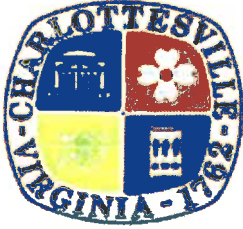
- Replacement windows or sashes will be wood, with custom millwork
- The pattern of lights should match the existing pattern in most cases, and the dimensions of the window, sashes, and muntins should match the original as closely as possible. These windows would be custom fabricated by Pella.
- All existing exterior window trim must be retained. In this case it will be replaced.
- The glass must be clear.

The BAR should take into consideration the current condition of the existing windows, as well as the applicant's custom fabrication and millwork for the replacement windows when deciding how to proceed.

Staff has requested photos of all the windows proposed to be replaced. The applicant offered additional information in an attached email.

**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 window renovation satisfies/does not satisfy the BAR's criteria and guidelines and is compatible/not compatible with this property and other properties in the Corner ADC district, and that the BAR approves/denies the application as submitted.



# 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 3:30 p.m.

Owner Name Tiger Investments, LLC Applicant Name Clark Gathright, P.E.  
Project Name/Description Chancellor Building Window Replacement Parcel Number T.M.9 Parcel 7.5  
Property Address 1413 1/2 University Avenue

### Applicant Information

Address: 100 10<sup>th</sup> St NE Suite 200  
Charlottesville, VA 22902  
Email: cgathright@dgarchs.com  
Phone: (W) 971-8272 (H)   
FAX:

### Property Owner Information (if not applicant)

Address: 1900 Arlington Blvd. Suite A  
Charlottesville, VA 22903  
Email: hunter@huntercraze.com  
Phone: (W) 974-4503 (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] 7/28/15  
Signature Date

Clark Gathright 7/28/15  
Print Name Date

### Property Owner Permission (if not applicant)

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

[Signature] 7/28/15  
Signature Date

Clark Gathright 7/28/15  
Print Name Date

Description of Proposed Work (attach separate narrative if necessary): Remove existing wood windows and replace with new wood windows with double-glazing, and fabricated to match the existing windows.

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

<b>For Office Use Only</b>	Approved/Disapproved by: _____
Received by: <u>O. Eubank</u>	Date: _____
Fee paid: <u>125.00</u> Cash/Ck. # <u>1934</u>	Conditions of approval: _____
Date Received: <u>7/28/15</u>	_____

## Chancellor Building Window Replacement



Chancellor Building, 1403-15 University Avenue

### General Project Description:

The Chancellor Building is a historic building located in the Corner ADC District. As part of the current interior renovations, the Owner proposes to replace the existing wood double-hung windows and wood trim with new wood, double-glazed, simulated divided lite windows, fabricated to match the existing window dimensions. The window units will be field measured and custom-fabricated by Pella. The exterior trim and wood sills will profiles will be matched with custom millwork.



*Excerpt from The Corner District Survey:*

1403-15 UNIVERSITY AVENUE  
STREET ADDRESS: 1403-15 University Avenue  
MAP & PARCEL: 9-075  
PRESENT ZONING: B-6  
ORIGINAL OWNER: Clement P. or Marcellus McKennie  
ORIGINAL USE: Barber Shop or Tailor's Shop  
PRESENT USE: Corner Market, T-Shirt Factory,  
White Spot, Freeman-Victorius  
Frames  
PRESENT OWNER: Timberlake, William M And Mary  
Perry  
ADDRESS: 306 Church Avenue  
Hartsville SC 29550  
HISTORIC NAME: McKennie-Cook Building  
DATE/ PERIOD: 1891  
STYLE: Vernacular With Georgian Details  
HEIGHT IN STORIES: 2 Stories  
DIMENSIONS AND LAND AREA: 12,741.00 sq. ft  
CONDITION: Good  
SURVEYOR: Bibb  
DATE OF SURVEY: Fall 1980  
SOURCES: Charlottesville City Records/  
Sanborn Map Co.  
CONTRIBUTING: Yes

ARCHITECTURAL DESCRIPTION

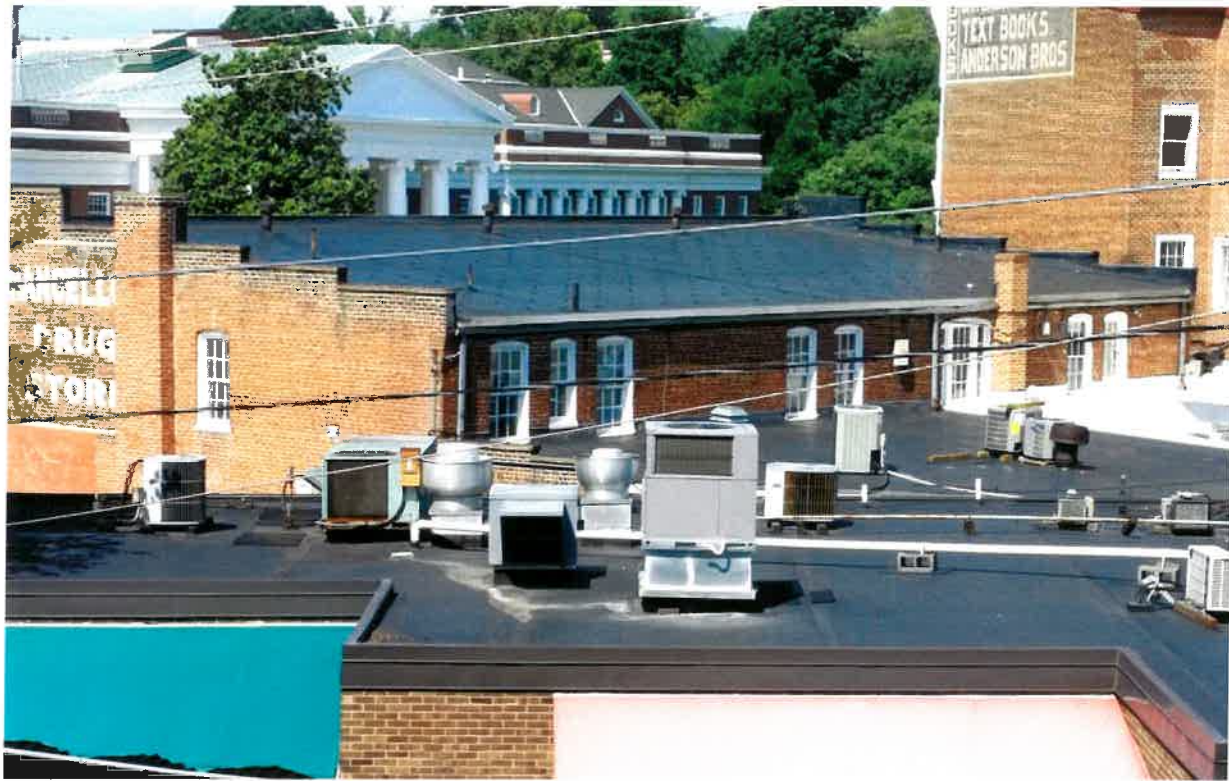
1403-15 UNIVERSITY AVENUE: This appears to be a nineteenth century frame building that was brick veneered in 1927. A photograph c. 1920 appears to show the present storefronts with a continuous bracketed wooden cornice on a very low parapet. The small triangular-shaped building is now brick veneered in stretcher bond above a marble foundation. The three principal storefronts have paneled side entrance recesses, paneled spandrels below the display windows (#1405 has retained its multi-light display window.), and individual wooden storefront entablatures supported on three Tuscan plasters. There is a small jack-arched window to the east of the third storefront. A round-arched brick entry with marble floor has been built onto the clipped corner at the east end of the building.

HISTORICAL DESCRIPTION

A one-story frame building stood on the site of the western two-thirds of this building when John E. Gibbon purchased the property from the estate of Dr. Marcellus McKennie in 1891 (ACBD 95-393). McKennie had inherited it from his father C. P. McKennie, who purchased it in 1835 as part of a larger tract (ACBD 32-142). Tax records indicate that there were no buildings on the tract before 1850. The 1896 Sanborn map shows that this was a duplex store building and that by 1896 a third unit had been added in the triangular eastern corner of the lot. Gibbon sold it to S. C. Chancellor in 1897 (ACDB 108-460). M. Timberlake, Inc., bought it from Chancellor's estate in 1923 (City DB 45-5) and sold it two years later to Howard B. Cook (DB 51-131). Tax records show that improvements were added in 1927. This probably included the enlarging and brick veneering of this building. M. Timberlake Inc., bought it back in 1933 (DB 79-411) and sold it to Marshall Timberlake in 1937 (DB 94-118). It is still owned by the Timberlake family (WB 5-400; DB 134-70). Barbers, tailors, small lunch rooms, and gift shops have been the usual occupants of the store rooms.

SIGNIFICANCE

This is probably one of the first commercial buildings on the Corner. It has been brick veneered, but the storefronts have retained much mid-19<sup>th</sup> century fabric.



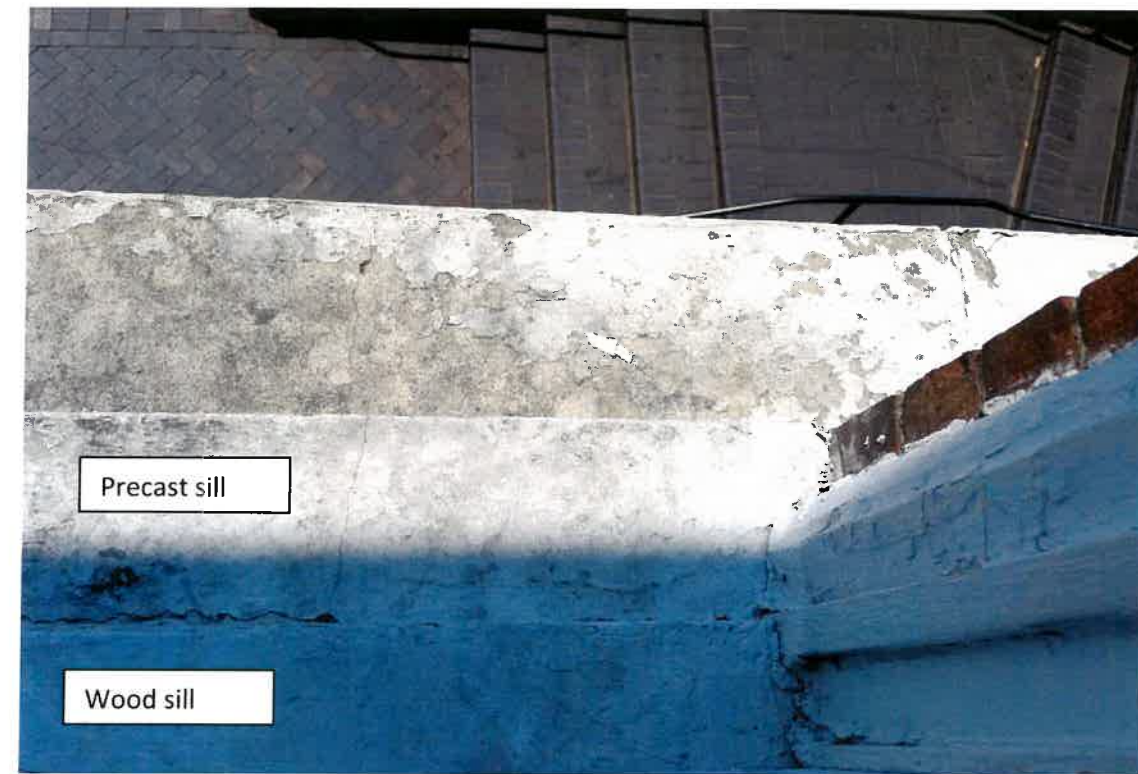
View of east and north side of building - Note arch-top trim



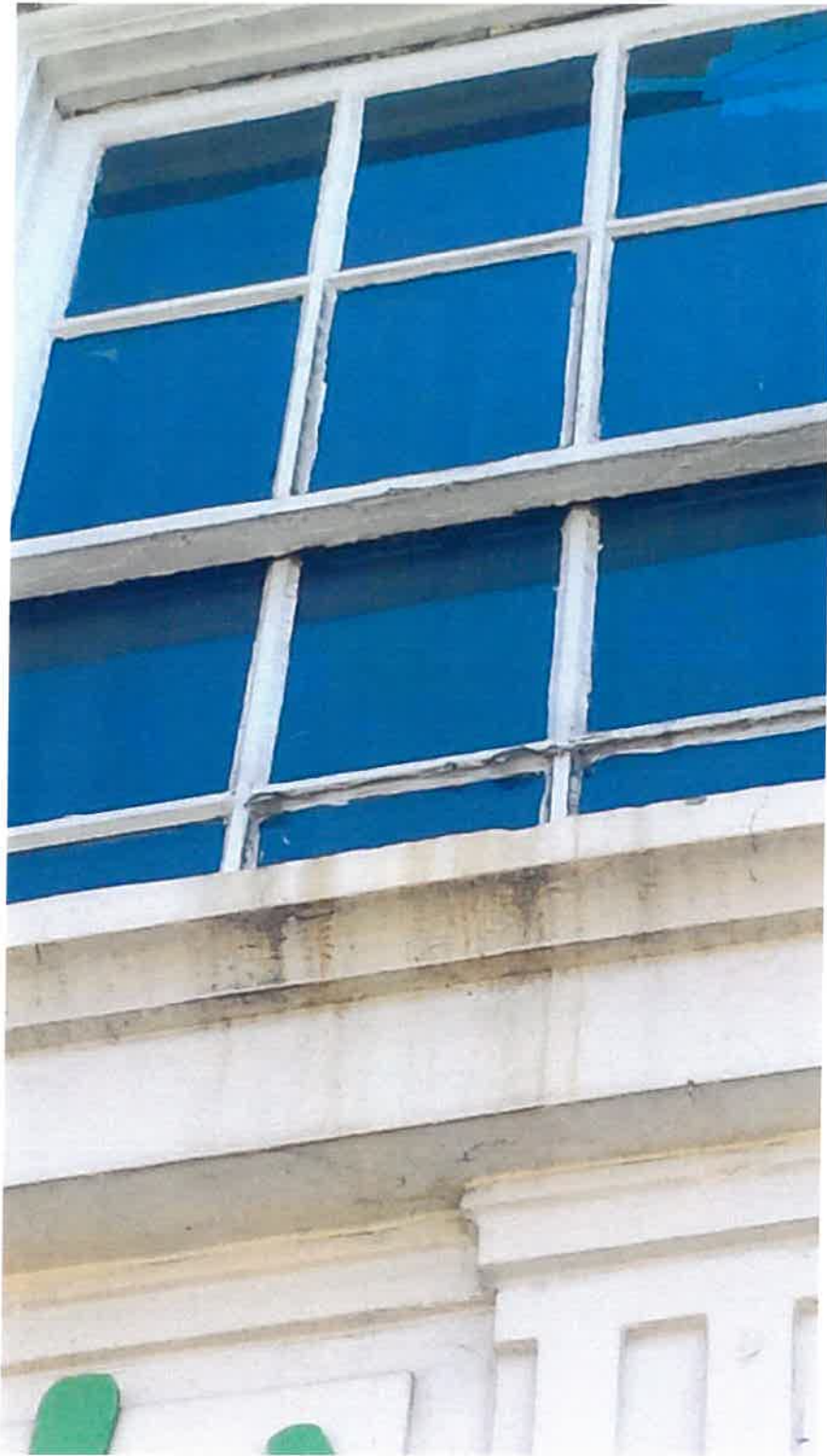
View of west side of building



Poor condition of sash and stool.



Sill and trim condition - Replace wood sill and trim precast sill to remain



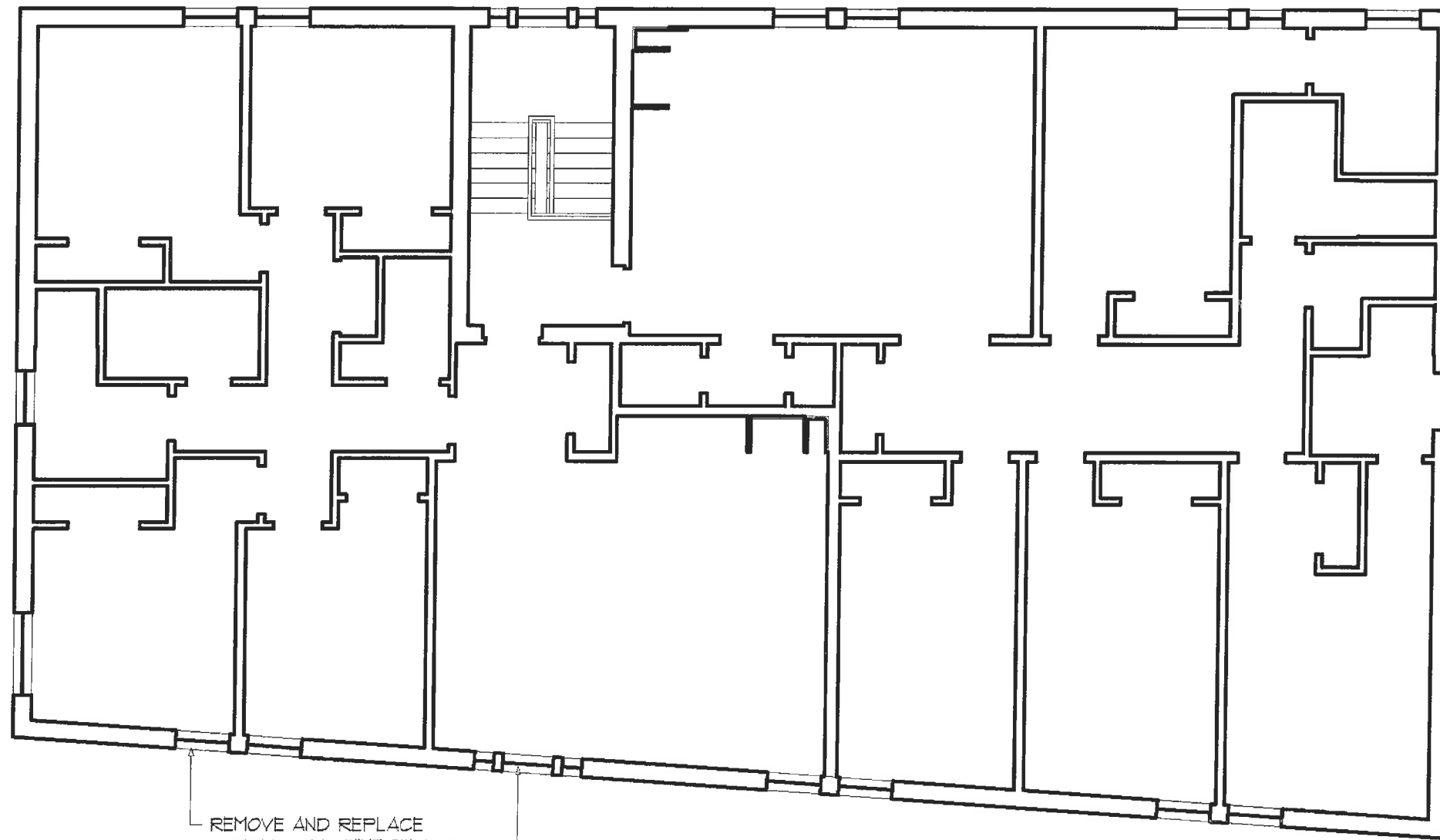
Disrepair of exterior glazing



Sash cords are missing at most windows



Many sashes are screwed together



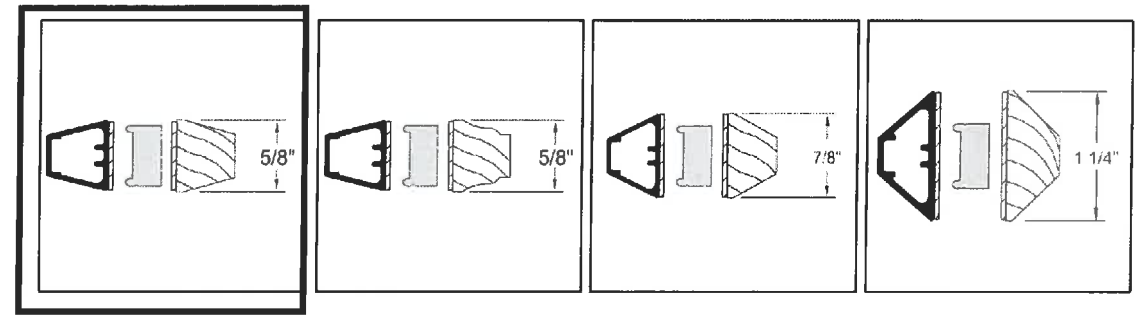
REMOVE AND REPLACE  
DOUBLE-HUNG WINDOW, TYP.

NEW FLOOR PLAN - SECOND STORY OF CHANCELLOR BUILDING

SCALE 1/8" = 1'-0"

Integral Lite Technology (ILT) Widths and Profiles

CLAD



Proposed Pella Details for simulated putty-glazed mullions.

\* - Full elevations and section details will be generated from Pella field measurements.

# Architectural And Historic Survey



## Identification

STREET ADDRESS: 1411-1415 University Avenue	HISTORIC NAME: Chancellor Building
MAP & PARCEL: 9-75	DATE / PERIOD: Before 1891 and/or 1920
CENSUS TRACT AND BLOCK:	STYLE:
PRESENT ZONING: B-2	HEIGHT (to cornice) OR STORIES: 2
ORIGINAL OWNER: J. P. McKennie or S. C. Chancellor	DIMENSIONS AND LAND AREA: 9627 sq. ft. (triangular lot)
ORIGINAL USE: Bookstore?	CONDITION: Good
PRESENT USE: Newsstand; Framing Shop; Drug Store	SURVEYOR: Bibb
PRESENT OWNER: Landon and William M. Timberlake	DATE OF SURVEY: Fall 1980
ADDRESS: 306 Church Ave., Martinsville, SC 29550	SOURCES: City/County Records Sanborn Map Co. - 1896, 1907, 1920, 1969 Eddins, Around The Corner After World War I

## ARCHITECTURAL DESCRIPTION

The Chancellor Building is two storeys tall and four bays wide, with a stair entrance in the narrower second bay and a storefront in each of the other bays. Construction is of pressed brick laid in 5-course American-with-Flemish bond on the facade and ordinary brick laid in 5-course American bond elsewhere. The foundation is of coursed cut stone. There are piers of rusticated brick at the corners of the facade and between the bays. The pier between the third and fourth bays is narrower than the others and is not rusticated at the second level. Each of the three storefronts has a stone entablature with triglyphs. The arcaded storefront in the western bay (#1415) is original; there is fluted wooden paneling above, and leaded multi-light transoms below, the three wooden round arches with cartouches. The wall is faced with marble below the display windows, and there is a recessed central entrance. The other two storefronts are no longer arcaded, and both have recessed side entrances and plain rectangular transoms over doors and display windows. The stair entrance has a stone hood on consoles above a pair of single-light doors with stone architrave and dentiled cornice. A sign replaces the transom. An early picture appears to show a stone roof balustrade on the hood. Raised two steps above street level within the vestibule, a pair of interior doors with sidelights and transom give access to a stair hall with a two-flight open-well stair. Interior doors and windows have cornices and plain surrounds. There is a pair of double-sash, 6-over-6 light windows with stone lintels and end blocks in each of the larger bays at the second level. Above the stair entrance there is a segmental-headed tripartite window with stone arch, keystone, and end blocks. The facade is crowned by a stone parapet entablature with geometric decoration on the frieze and the name CHANCELLOR in raised letters above the stair entrance. There is a triglyph with a sort of flat pendant above each pier. A pedestal at each end of the facade is all that remains of the roof balustrade. Side and rear windows are segmental-arched. The window at the rear of the stair hall matches the one on the facade.

## HISTORICAL DESCRIPTION

A narrow two-storey brick building stood on this site when John E. Gibbon purchased the property from the estate of Dr. Marcellus McKennie in 1891 (ACDB 95-393). McKennie had inherited it from his father J. P. McKennie, who purchased it in 1835 as part of a larger tract (ACDB 32-142). Tax records indicate that there were no buildings on the tract before 1850. When Gibbon sold it to S. C. Chancellor in 1897, the deed mentioned "a brick building in which G. W. Oliver's Book Store is now kept" (ACDB 103-460). John Larowe's pool hall occupied the building in the early years of this century. Tax records and the Sanborn maps indicate that the present building was erected in 1920, probably incorporating the older building. Chancellor's Drug Store, which had previously occupied a store room in the Anderson Brothers Building, has now occupied the western store room (#1415) of this building for half a century. The store room was gutted by fire in the 1950's, destroying a handsome marble soda fountain. M. Timberlake, Inc., bought the building from Chancellor's estate in 1923 (City DB 45-5) and sold it to Howard B. Cook two years later (DB 51-131), but bought it back in 1933 (DB 79-411). It is still owned by the Timberlake family.

## SIGNIFICANCE

This nicely detailed early 20th century commercial building is one of the finest on the Corner. Chancellor's Drug Store has been an institution on the Corner for over half a century.

UTM: 17/719395/4212395

# Architectural And Historic Survey



## Graphics



APP SHEET PROTECTOR PS-5

APP SHEET PROTECTOR

## Mess, Camie

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**From:** Clark Gathright <cgathright@dgarchs.com>  
**Sent:** Tuesday, August 11, 2015 9:47 AM  
**To:** Mess, Camie  
**Subject:** RE: Auguat BAR Application for 1413 1/2 University Avenue

Camie:

All of the second story windows will be replaced. The pictures include all of the windows, at least in part, in the submittal. (The building exterior is difficult to photograph due to the adjacent buildings). I provided a note on the second floor plan to remove and replace double-hung windows, typ. All of the second floor windows are double-hung windows.

Pella is noted as the supplier on the front sheet. Typical Pella details are provided on the last sheet. Clear glass is intended.

I hope the pictures of the existing condition of the windows will provide sufficient argument for replacement – rottted sashes, broken sash cords, etc.... Of course, the owner is interested in energy-savings benefits as well.

Pella will also provide a window sample for me, hopefully in time for the meeting.

Let me know if you need any more information.

Thanks,

Clark Gathright

100 10th Street NE, Suite 200  
Charlottesville, VA 22902  
434.971.8848

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**From:** Mess, Camie [mailto:messc@charlottesville.org]  
**Sent:** Monday, August 10, 2015 3:38 PM  
**To:** Clark Gathright  
**Subject:** Auguat BAR Application for 1413 1/2 University Avenue

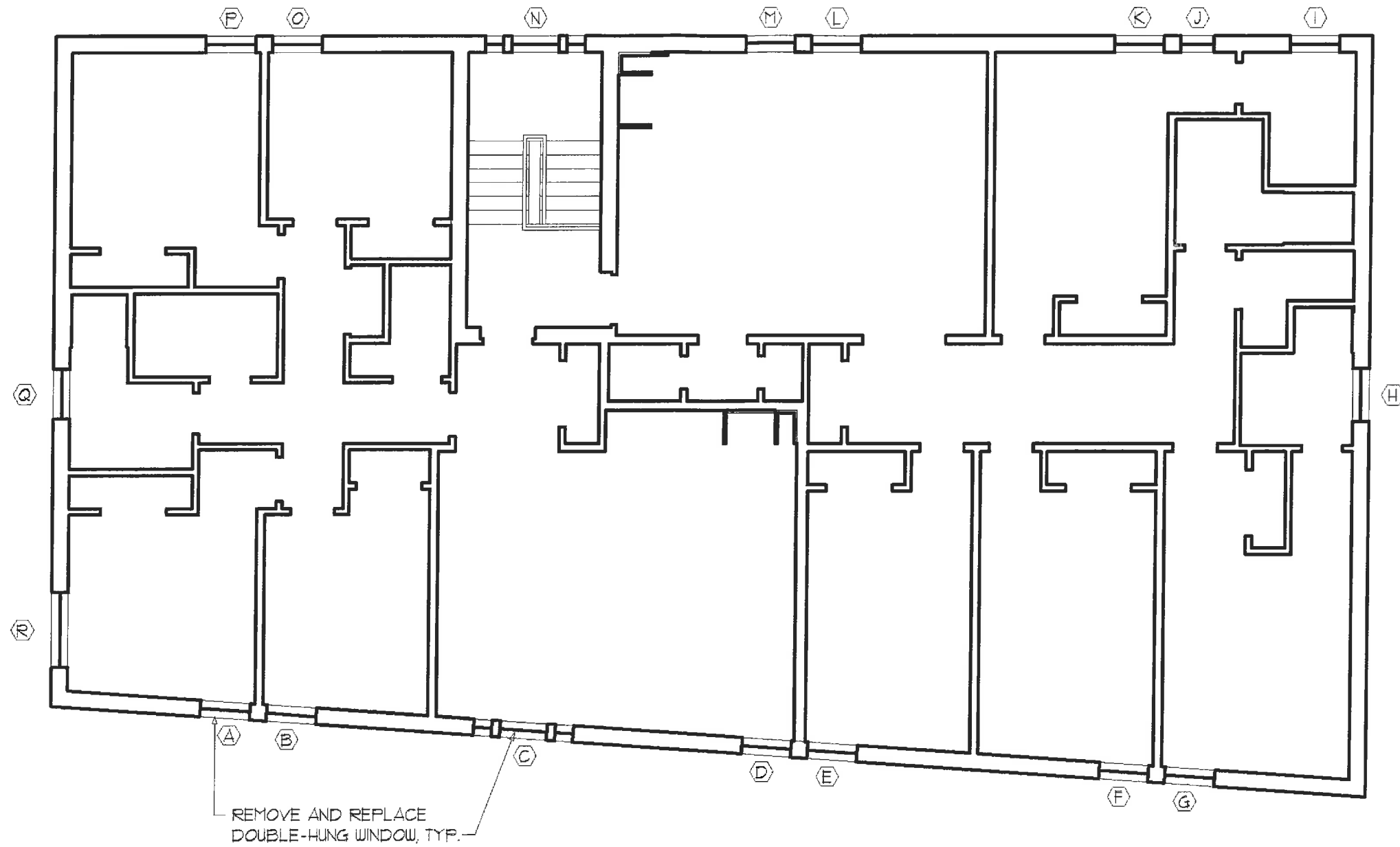
Dear Clark,

Recently, the BAR has taken an interest in the repair, rather than replacement of original windows, because of this, more detailed information is needed to supplement the application you have turned in for the August BAR.

1. Which specific windows on the second story are you planning on replacing? If it is all of them, exterior elevation photographs of the windows being replaced are needed. Also, if you could note them on the second story floor plan, that would be helpful visual reference to include in the application.
2. What company is making the windows? Please specify that the glass will be clear.
3. The BAR may ask for more justification as to why you need to replace the windows, rather than repair them.

Cheers,  
Camie





WINDOW LOCATIONS, SECOND STORY OF CHANCELLOR BUILDING

SCALE 1/8" = 1'-0"

NOTE: EXTERIOR PHOTOS NOT SHOWN FOR D, E, H, Q AND R DUE TO INACCESSIBILITY

**RECEIVED**

AUG 12 2015

NEIGHBORHOOD DEVELOPMENT SERVICES



Window A



Window B



Window C



Window D

(Windows D&E obscured by scaffolding)



Window F



Window G



Rear Elevation



Window I



Window J



Window K



Window L



Window M



Window N



Window O



"Window" P