

Watkins, Robert

From: Watkins, Robert
Sent: Thursday, February 17, 2022 7:57 AM
To: Bill Chapman
Cc: Werner, Jeffrey B
Subject: February BAR Action - 207 14th Street NW

SUP Recommendation

BAR 22-02-05
207 14th Street, NW; TMP 090070100
Rugby Rd-University Cir-Venable ADC District (non-contributing)
Owner: University Limited Partnership
Applicant: Bill Chapman
Project: SUP to allow use as a hotel

Dear Bill,

The above referenced project was discussed before a meeting of the City of Charlottesville Board of Architectural Review (BAR) on February 15, 2022. The following action was taken:

*Cheri Lewis moves to approve the consent agenda.
Ron Bailey seconds motion. Motion passes unanimously (9-0).*

A recommendation for a Special Use Permit was approved for your project as a result of it being on the consent agenda. Please also find the suggested motion for approval from the staff report:

Approval: Having considered the standards set forth within the City Code, including the ADC District Design Guidelines, I move to recommend to City Council that, based on the information submitted, the proposed Special Use Permit for 207 14th Street will not adversely impact the Rugby Road-University Circle-Venable Neighborhood ADC District and that any later, related alterations to the site or structure will require BAR design review and an approved CoA.

If you would like to hear the specifics of the discussion, the meeting video is on-line at:
<https://boxcast.tv/channel/vabajtzezyv3iclqx1a?b=tycoam74nerhajuktwgz> .

If you have any questions, please contact me at watkinsro@charlottesville.gov.

Sincerely,
Robert

Robert Watkins
Assistant Historic Preservation and Design Planner
Neighborhood Development Services
PO Box 911
Charlottesville, VA 22902

City of Charlottesville
Board of Architectural Review
Staff Report
February 15, 2022



Special Use Permit (SP) – BAR recommendation

BAR 22-02-05

207 14th Street, NW; TMP 090070100

Rugby Rd-University Cir-Venable ADC District (non-contributing)

Owner: University Limited Partnership

Applicant: Bill Chapman

Project: SP 22-00003 to allow use as a hotel. (currently apartments.)



Background

Year Built: 1964 (constructed as a hotel)

District: Rugby Road-University Circle-Venable ADC District

Status: Non-contributing

Prior BAR Reviews

n/a

Application

- Submittal: City of Charlottesville Application for Special Use Permit for *14th Street Hotel*, located at 207 14th Street, NW (9 pages).

The property is currently used as multifamily condos. **The special use permit (SP) will allow the exiting building to be used as a hotel with one apartment.** The property is zoned B-1, and hotel uses require an approved SP. No modifications to the building footprint or any significant alterations proposed; however, several parking spaces on the east side (facing 14th Street) will be removed to accommodate a pickup/drop-off lane. (Prior to that work being initiated, a CoA is required.)

Per City Code Section 34-157(7), for a special use permit request for a property within an ADC District, Council shall refer the application to the BAR for recommendations as to whether the proposed use will have an adverse impact on the district, and for recommendations as to reasonable conditions which, if imposed, would mitigate any such impacts.

Discussion and Recommendation

In evaluating this SUP request, the Planning Commission and, ultimately, City Council will take into consideration the BAR's recommendation on whether or not the SP, if approved, would adversely impact Rugby Road-University Circle-Venable Neighborhood ADC District and, if so, any proposed conditions to mitigate the impact. The BAR may request that the Planning Commission and City Council consider including these design recommendations as conditions of approval for the SP.

The BAR's recommendation is not a function of how the site will be used or occupied, but an evaluation of the requested SP relative to the criteria within the ADC Design Guidelines. For this project, the request is to allow the building to be used as a hotel. Future alterations are noted in the application; however, they are not the subject of the SP request. As such, a recommendation on this SP neither constitutes a CoA for or indicates pending BAR approval of any referenced and/or planned alterations. Staff recommends the BAR approve the motion below.

Suggested Motion

Approval: Having considered the standards set forth within the City Code, including the ADC District Design Guidelines, I move to recommend to City Council that, based on the information submitted, the proposed Special Use Permit for 207 14th Street will not adversely impact the Rugby Road-University Circle-Venable Neighborhood ADC District and that any later, related alterations to the site or structure will require BAR design review and an approved CoA.

Criteria, Standards, and Guidelines

Review Criteria Generally

Sec. 34-284(b) of the City Code states that, in considering a particular application the BAR shall approve the application unless it finds:

- (1) That the proposal does not meet specific standards set forth within this division or applicable provisions of the Design Guidelines established by the board pursuant to Sec. 34-288(6); and
- (2) The proposal is incompatible with the historic, cultural or architectural character of the district in which the property is located or the protected property that is the subject of the application.

Pertinent Standards for Review of Construction and Alterations include:

- (1) Whether the material, texture, color, height, scale, mass and placement of the proposed addition, modification or construction are visually and architecturally compatible with the site and the applicable design control district;
- (2) The harmony of the proposed change in terms of overall proportion and the size and placement of entrances, windows, awnings, exterior stairs and signs;
- (3) The Secretary of the Interior Standards for Rehabilitation set forth within the Code of Federal Regulations (36 C.F.R. §67.7(b)), as may be relevant;
- (4) The effect of the proposed change on the historic district neighborhood;
- (5) The impact of the proposed change on other protected features on the property, such as gardens, landscaping, fences, walls and walks;
- (6) Whether the proposed method of construction, renovation or restoration could have an adverse impact on the structure or site, or adjacent buildings or structures;

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

Relevant City Code Sections:

Sec. 34-157. - General standards for issuance. [re: Special Use Permits]

a) In considering an application for a special use permit, the city council shall consider the following factors:

[...]

7. When the property that is the subject of the application for a special use permit is within a design control district, city council shall refer the application to the BAR or ERB, as may be applicable, for recommendations as to whether the proposed use will have an adverse impact on the district, and for recommendations as to reasonable conditions which, if imposed, that would mitigate any such impacts. The BAR or ERB, as applicable, shall return a written report of its recommendations to the city council.

Sec. 34-162. - Exceptions and modifications as conditions of permit. [re: Special Use Permits]

- a) In reviewing an application for a special use permit, the city council may expand, modify, reduce or otherwise grant exceptions to yard regulations, standards for higher density, parking standards, and time limitations, provided:
 1. Such modification or exception will be in harmony with the purposes and intent of this division, the zoning district regulations under which such special use permit is being sought; and
 2. Such modification or exception is necessary or desirable in view of the particular nature, circumstances, location or situation of the proposed use; and
 3. No such modification or exception shall be authorized to allow a use that is not otherwise allowed by this chapter within the zoning district in which the subject property is situated.
- b) The planning commission, in making its recommendations to city council concerning any special use permit application, may include comments or recommendations regarding the advisability or effect of any modifications or exceptions.
- c) The resolution adopted by city council to grant any special use permit shall set forth any such modifications or exceptions which have been approved.

ADC District Design Guidelines

[Chapter 1 Introduction \(Part 1\)](#)

[Chapter 1 Introduction \(Part 2\)](#)

[Chapter 2 Site Design and Elements](#)

[Chapter 3 New Construction and Additions](#)

[Chapter 4 Rehabilitation](#)

[Chapter 5 Signs, Awnings, Vending, and Cafes](#)

[Chapter 6 Public Improvements](#)

[Chapter 7 Moving and Demolition](#)

[Index](#)

1/20/2022

To: Dannon O'Connell, Neighborhood Planner
re: Special use Permit application for 207 14th Street NW
From: Bill Chapman, Developer/applicant
3 Gildersleeve Wood, Charlottesville 22903
434-242-7901/bill@oakhurstinn.com

RECEIVED
FEB 01 2022
NEIGHBORHOOD DEVELOPMENT SERVICES

Project Narrative:

Bill Chapman (occasional developer and founder/manager of the Oakhurst Inn) is hoping to renovate 207 14th Street for hotel use. The hotel will have 19 rooms, one residential apartment, and a small office. Although the property was built as a hotel/motel in 1964, it was later converted to apartment use. The developer needs a Special Use Permit to make this change back to hotel.

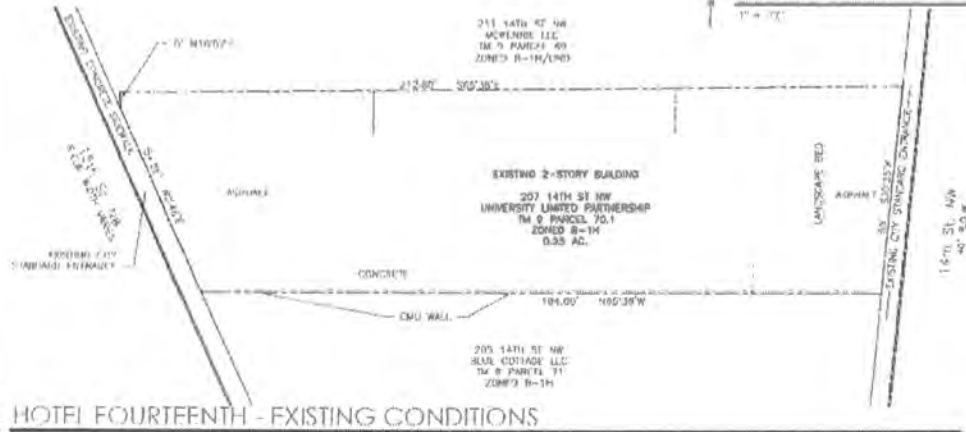
(The developer believes a "by-right" use would be 15 "inn" rooms rented nightly and five apartments rented for periods of longer than 30 days. However, a pure "hotel" use is a better reflection of our plans so we are going through this entitlement process.)

Upgrades are largely mechanical and cosmetic. We will not add any height or footprint to the building. All new HVAC and bathrooms are planned. Site work is limited to converting a small six-car lot in front to a loading/drop off area, with a one-way drive aisle entering from the north and exiting at the south. There is virtually no landscaping on the ¼ acre site.

There are currently (usually) 15 cars on the site (six on 14th Street and 9 on 15th Street). We plan to use the 14th Street Garage for valet parking so onsite parking would be limited to drop-offs/check-ins and parking to 1-2 staff members. With 19 rooms, 60% occupancy, and average length of stay 1.5 nights, we anticipate nine arrivals per day.



VICINITY MAP



HOTEL FOURTEENTH - EXISTING CONDITIONS



HOTEL FOURTEENTH - PROPOSED SITE PLAN

The building is currently leased as apartments and those leases end on various dates May-September 2022. We would commence a historic renovation in the summer and fall and open in in early 2023.

Historic preservation is at the heart of what we do and we believe the property presents an opportunity to showcase Mid-Century Modern design not typically associated with development in Charlottesville.

"Before" photo and "after" rendering here (*actual name of hotel tbd*):



Map below shows the new hotel in relation to Oakhurst Inn and the University. The “corner” district (reflected by Starbucks and CVS on this map) has 65 or so businesses and half of those are restaurants within easy walking distance. We plan on offering room service from one or two.



Charlottesville’s draft comprehensive plan does not offer specific support for hotels but Hotel use is allowed by SUP in the B-1 zone. Generally, we feel that the project embodies these goals from the mixed “Objectives for Mixed-Use Areas” section of the comp plan:

- Facilitate economic activity in the City.
- Develop buildings and public spaces that are human-scaled and contribute to placemaking & Charlottesville’s authentic community identity.
- Promote and encourage design elements that enhance community livability such as active uses at the ground floor level along key street frontages.”

Of course the renovated property would be in compliance with all USBC provisions.

Compared to the current use as apartments, we cannot think of any adverse neighborhood impacts.

There were no in-person or Zoom attendees (other than applicant and city staff) at our community meeting held on January 17th to discuss this change.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'Bill Chapman', written in a cursive style.

Bill Chapman, applicant



City of Charlottesville

Application for Special Use Permit

Project Name: 14th ST HOTEL

Address of Property: 207 14th St NW cville 22903

Tax Map and Parcel Number(s): 090070100 - 0900702100

Current Zoning District Classification: B-1H

Comprehensive Plan Land Use Designation: _____

Is this an amendment to an existing SUP? Yes

If "yes", provide the SUP #: _____

Applicant: William CHAPMAN

Address: 3 gildersleeve wood charlottesville 22903

Phone: 434-242-7901 Email: bill@oakhurstinn.com

Applicant's Role in the Development (check one):

☐ Owner ☐ Owner's Agent ☐ Designer ☒ Contract Purchaser

Owner of Record: UNIVERSITY Limited partnership

Address: 1134 E High St charlottesville VA 22902

Phone: 977-2650 Email: canl@alcornproperties.com

Reason for Special Use Permit:

☐ Additional height: _____ feet

☐ Additional residential density: _____ units, or _____ units per acre

☒ Authorize specific land use (identify) "HOTEL"

☐ Other purpose(s) (specify City Code section): _____

(1) Applicant's and (2) Owner's Signatures

(1) Signature [Signature] Print WM CHAPMAN Date 1-19-22

Applicant's (Circle One): LLC Member LLC Manager Corporate Officer (specify) _____

Other (specify): _____

(2) Signature _____ Print _____ Date _____

Owner's (Circle One): LLC Member LLC Manager Corporate Officer (specify) _____

Other (specify): _____

(see owner signature attached)

3022-0003



City of Charlottesville

Application for Special Use Permit

Project Name: 14th ST HOTEL

Address of Property: 207 14th ST NW cville 22903

Tax Map and Parcel Number(s): 090070100 - 0900702100

Current Zoning District Classification: TB-1H

Comprehensive Plan Land Use Designation: _____

Is this an amendment to an existing SUP? No

If "yes", provide the SUP #: _____

Applicant: William CHAPMAN

Address: 3 GILDERLEE WOOD CHARLOTTESVILLE 22903

Phone: 434-242-7901 Email: bill@oakhurstinn.com

Applicant's Role in the Development (check one):

☐ Owner ☐ Owner's Agent ☐ Designer ☒ Contract Purchaser

Owner of Record: UNIVERSITY LIMITED PARTNERSHIP

Address: 1174 E High ST CHARLOTTESVILLE VA 22902

Phone: 977-2650 Email: carl@alcornproperties.com

Reason for Special Use Permit:

☐ Additional height: _____ feet

☐ Additional residential density: _____ units, or _____ units per acre

☒ Authorize specific land use (identify) "HOTEL"

☐ Other purpose(s) (specify City Code section): _____

(1) Applicant's and (2) Owner's Signatures

(1) Signature [Signature] Print WM CHAPMAN Date 1-19-22

Applicant's (Circle One): LLC Member LLC Manager Corporate Officer (specify) _____

Other (specify): _____

(2) Signature [Signature] Print CHRISTOPHER J. SCHWAB Date 1-21-22

Owner's (Circle One): LLC Member LLC Manager Corporate Officer (specify) _____

Other (specify): _____



City of Charlottesville

Pre-Application Meeting Verification

Project Name: 14th ST HOTEL

Pre-Application Meeting Date: 11/23/21

Applicant's Representative: BILL CHAPMAN

Planner: DANNON O'CONNELL

Other City Officials in Attendance:

BRENT DUNCAN

STEVE WATSON

ROY NESTER

The following items will be required supplemental information for this application and must be submitted with the completed application package:

1. _____
2. _____
3. _____
4. _____
5. _____

Planner Signature: Dannon O'Connell 1/31/2022



City of Charlottesville

Application Checklist

Project Name: 14th St Hotel

I certify that the following documentation is ATTACHED to this application:

- ☐ 34-158(a)(1): a site plan (ref. City Code 34-802(generally); 34-1083(communications facilities) *N/A*
- ☐ 34-158(a)(3): Low-impact development (LID) methods worksheet (required for developments that include non-residential uses, and developments proposing 3 or more SFDs or TFDs) *N/A*
- ☐ 34-158(a)(4): a building massing diagram, and building elevations (required for applications proposing alteration of a building height or footprint, or construction of any new building(s)) *N/A*
- ☐ 34-158(a)(5) and 34-12: affordable housing data. (i) how many (if any) existing dwelling units on the property are an "affordable dwelling unit" by the city's definitions? (ii) Will existing affordable units, or equivalent affordable units, remain following the development? (iii) What is the GFA of the project? GFA of residential uses? GFA of non-residential uses? *N/A*
- ☒ 34-157(a)(1) Graphic materials that illustrate the context of the project, and a narrative statement as to compatibility with existing patterns of use and development
- ☒ 34-157(a)(2) Narrative statement: applicant's analysis of conformity with the Comprehensive Plan
- ☒ 34-157(a)(3) Narrative statement: compliance with applicable USBC provisions
- ☒ 34-157(a)(4) Narrative statement identifying and discussing any potential adverse impacts, as well as any measures included within the development plan, to mitigate those impacts
- ☒ 34-158(a)(6): other pertinent information (narrative, illustrative, etc.)
- ☒ All items noted on the Pre-Application Meeting Verification.

Applicant

Signature

Print

William CHAPMAN

Date

1/21/22

By Its: _____

(For entities, specify: Officer, Member, Manager, Trustee, etc.)

complete



City of Charlottesville

Community Meeting

Project Name: 14th ST NW HOTEL

Section 34-41(c)(2) of the Code of the City of Charlottesville (adopted 2015) requires applicants seeking rezonings and special use permits to hold a community meeting. The purpose of a community meeting is to provide citizens an opportunity to receive information about a proposed development, about applicable zoning procedures, about applicable provisions of the comprehensive plan, and to give citizens an opportunity to ask questions. No application for a rezoning shall be placed on any agenda for a public hearing, until the required community meeting has been held and the director of neighborhood development services determines that the application is ready for final review through the formal public hearing process.

By signing this document, the applicant acknowledges that it is responsible for the following, in connection to the community meeting required for this project:

1. Following consultation with the city, the applicant will establish a date, time and location for the community meeting. The applicant is responsible for reserving the location, and for all related costs.
2. The applicant will mail, by U.S. mail, first-class, postage pre-paid, a notice of the community meeting to a list of addresses provided by the City. The notice will be mailed at least 14 calendar days prior to the date of the community meeting. The applicant is responsible for the cost of the mailing. At least 7 calendar days prior to the meeting, the applicant will provide the city with an affidavit confirming that the mailing was timely completed.
3. The applicant will attend the community meeting and present the details of the proposed application. If the applicant is a business or other legal entity (as opposed to an individual) then the meeting shall be attended by a corporate officer, an LLC member or manager, or another individual who can speak for the entity that is the applicant. Additionally, the meeting shall be attended by any design professional or consultant who has prepared plans or drawings submitted with the application. The applicant shall be prepared to explain all of the details of the proposed development, and to answer questions from citizens.
4. Depending on the nature and complexity of the application, the City may designate a planner to attend the community meeting. Regardless of whether a planner attends, the City will provide the applicant with guidelines, procedures, materials and recommended topics for the applicant's use in conducting the community meeting.
5. On the date of the meeting, the applicant shall make records of attendance and shall also document that the meeting occurred through photographs, video, or other evidence satisfactory to the City. Records of attendance may include using the mailing list referred to in #1 as a sign-in sheet (requesting attendees to check off their name(s)) and may include a supplemental attendance sheet. The City will provide a format acceptable for use as the supplemental attendance sheet.

Applicant: Bill Chapman

By:

Signature

Print

WR Chapman

Date

1/19/21

Its:

(Officer, Member, Trustee, etc.)



City of Charlottesville

Owner's Authorizations

(Not Required)

Right of Entry- Property Owner Permission

I, the undersigned, hereby grant the City of Charlottesville, its employees and officials, the right to enter the property that is the subject of this application, for the purpose of gathering information for the review of this Special Use Permit application.

Owner: _____ Date: _____

By (sign name): _____ Print Name: _____

Owner's: LLC Member LLC Manager Corporate Officer (specify): _____

Other (specific): _____

Owner's Agent

I, the undersigned, hereby certify that I have authorized the following named individual or entity to serve as my lawful agent, for the purpose of making application for this special use permit, and for all related purposes, including, without limitation: to make decisions and representations that will be binding upon my property and upon me, my successors and assigns.

Name of Individual Agent: _____

Name of Corporate or other legal entity authorized to serve as agent: _____

Owner: _____ Date: _____

By (sign name): _____ Print Name: _____

Circle one:

Owner's: LLC Member LLC Manager Corporate Officer (specify): _____

Other (specific): _____

permission could be obtained but would need
to be scheduled to honor lease provisions
please call Bill Chapman 434-242-7901



City of Charlottesville

Disclosure of Equitable Ownership

Section 34-8 of the Code of the City of Charlottesville requires that an applicant for a special use permit make complete disclosure of the equitable ownership "real parties in interest" of the real estate to be affected. Following below I have provided the names and addresses of each of the real parties in interest, including, without limitation: each stockholder or a corporation; each of the individual officers and directors of a corporation; each of the individual members of an LLC (limited liability companies, professional limited liability companies); the trustees and beneficiaries of a trust, etc. Where multiple corporations, companies or trusts are involved, identify real parties in interest for each entity listed.

Name Bernard SCHWAB Address 95 Key West Dr cville
Name Kathy Grave Address 1134 E High St cville
Name Carl SCHWAB Address 1134 E High St cville
Name John SCHWAB Address 1134 E High St cville

Attach additional sheets as needed.

Note: The requirement of listing names of stockholders does not apply to a corporation whose stock is traded on a national or local stock exchange and which corporation has more than five hundred (500) shareholders.

Applicant: Bill CHAPMAN

By:

Signature [Signature] Print WM CHAPMAN Date 1-19-22

Its: _____ (Officer, Member, Trustee, etc.)

Contract purchaser:

William CHAPMAN
3 gilder sleeve wood
charlottesville VA
22903



City of Charlottesville

Fee Schedule

Project Name: 14th St HOTEL

Application Type	Quantity	Fee	Subtotal
Special Use Permit (Residential)		\$ 1,500	
Special Use Permit (Mixed Use/Non-Residential)		\$ 1,800	1800
Mailing Costs per letter		\$1 per letter	
Newspaper Notice		Payment Due Upon Invoice	
TOTAL			1800

Office Use Only

Amount Received: _____ Date Paid _____ Received By: _____

Amount Received: _____ Date Paid _____ Received By: _____

Amount Received: _____ Date Paid _____ Received By: _____

Amount Received: _____ Date Paid _____ Received By: _____



City of Charlottesville

LID Checklist

Project Name: 14th St HOTEL

LID Measure	LID Checklist Points	Points
Compensatory Plantings (see City buffer mitigation manual). 90% of restorable stream buffers restored.	5 points or 1 point for each 18% of the total acreage	N/A
Pervious pavers for parking and driveways with stone reservoir for storage of 0.5 inches of rainfall per impervious drainage area. Surface area must be >1,000 ft. ² or ≥ 50% of the total parking and driveway surface area.	7 points or 1 point for each 7% of parking and driveway surface area.	
Shared parking (must have legally binding agreement) that eliminates >30% of on-site parking required.	5 points or 1 point for each 6% of parking surface eliminated.	
Impervious Disconnection. Follow design manual specifications to ensure adequate capture of roof runoff (e.g. cisterns, dry wells, rain gardens)	8 points	
Bioretention. Percent of site treated must exceed 80%. Biofilter surface area must be ≥ 5% of impervious drainage area.	8 points or 1 point for each 10% of site treated.	
Rain gardens. All lots, rain garden surface area for each lot ≥ 200 ft. ² .	8 points or 1 point for each 10% of lots treated.	
Designed/constructed swales. Percent of site treated must exceed 80%, achieve non-erosive velocities, and able to convey peak discharge from 10 year storm.	8 points or 1 point for each 10% of site treated.	
Manufactured sand filters, filter vaults (must provide filtering rather than just hydrodynamic). Percent of site treated must exceed 80%. Sizing and volume for water quality treatment based on manufacturer's criteria.	8 points or 1 point for each 10% of site treated.	
Green rooftop to treat ≥ 50% of roof area	8 points	
Other LID practices as approved by NDS Engineer.	TBD, not to exceed 8 points	
Off-site contribution to project in City's water quality management plan. This measure to be considered when on site constraints (space, environmentally sensitive areas, hazards) limit application of LID measures. Requires pre-approval by NDS Director.	5 points	
Total Points		

Applicant's Signature

Signature [Signature]

Print 1/25/22

William Chapman
Date