

From: Scala, Mary Joy
Sent: Wednesday, August 17, 2011 4:18 PM
To: 'TomRomer@aol.com'; 'ellwood@aol.com'
Subject: BAR Actions August 16, 2011

August 17, 2011

Tom Romer
1117 Richlands Drive
Charlottesville, VA 22903

RE: Certificate of Appropriateness Application
BAR 11-08-01
635 W Main Street
Tax Map 32 Parcel 162
Tom Romer, Applicant/ Random Associates, Owner
Replace windows

Dear Applicant,

The above referenced project was discussed before a meeting of the City of Charlottesville Board of Architectural Review (BAR) on August 16, 2011.

The following action was taken:

Approved (6-0) on the condition that the low-e glass or low-e film applied is clear glass and not visibly tinted.

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 one year (August 16, 2012), 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. 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.

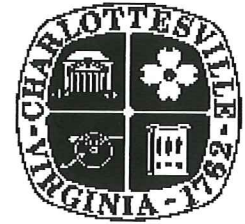
If you have any questions, please contact me at 434-970-3130 or scala@charlottesville.org.

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
August 16, 2011**



Certificate of Appropriateness Application

BAR 11-08-01
635 W Main Street
Tax Map 32 Parcel 162
Tom Romer, Applicant/ Random Associates, Owner
Replace windows

Background

The Shepherd Building (1913, 1967, 1983) is a contributing structure in the West Main Street ADC District. (Historic survey attached)

Application

The applicant proposes to replace six 1/1 windows with 1/1 windows made of vinyl-clad Fibrex, including:

- The middle three windows that face west on 7th Street NW on the second floor (Apt B), which are believed to be original to the building but are in poor condition, according to the applicant.
- Three additional second floor windows (Apt 3), which are believed to date from the 1982 renovation. They have insulated glass but are also deteriorated. One is a small foyer window that faces rear (north). The other two comprise a double window that faces 7th Street. The brick mold on this double window is proposed to be replaced.

The applicant's intent is to replace the other windows in the building over the next two years.

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

Pertinent Design Review Guidelines for Rehabilitation

p. 4.4 & 4.5
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) False muntins and internal removable grilles do not present an historic appearance and should not be used.*
- 14) 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.*
- 15) 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.*
- 16) Storm windows should not damage or obscure the windows and frames.*
- 17) Avoid aluminum-colored storm sash. It can be painted an appropriate color if it is first primed with a zinc chromate primer.*
- 18) Use shutters if compatible with the style of the building or neighborhood.*
- 19) Shutters should be wood (rather than metal or vinyl) and should be mounted on hinges.*
- 20) The size of the shutters should result in their covering the window opening when closed.*
- 21) Avoid shutters on composite or bay windows.*

- 22) *If using awnings, ensure that they align with the opening being covered.*
- 23) *Use awning colors that relate to the colors of the building.*

Discussion and Recommendations

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 general,
 - Replacement windows or sashes should either be wood or, in some cases, aluminum-clad wood. Vinyl windows are rarely permitted.
 - 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.
 - All existing exterior window trim must be retained.

The BAR has approved the Fibrex material at least twice on Park Street, using Andersen Renewal windows with the original window casings. The applicant's Andersen Woodright cut sheet describes the exterior of the window as Fibrex, a wood and vinyl composite. This material may be painted but does not have to be painted. The cut sheet also describes that the frame has vinyl cladding, which is not an appropriate material. Staff is uncertain whether these two windows are comparable.

Staff asked the applicant to bring a glass sample to the meeting, since his intent is to have a coated, low-e glass. The Guidelines require clear glass.

The BAR should also clarify the details regarding replacing the brick mold.

Suggested Motion

Having considered the standards set forth within the City Code, including City Design Guidelines for Rehabilitation, I move to find that the six proposed new replacement windows satisfy the BAR's criteria and are compatible with this property and other properties in this district, and that the BAR approves the application as submitted (or with the following conditions....)

Architectural And Historic Survey



Identification

STREET ADDRESS: 635 West Main Street
 MAP & PARCEL: 32-162
 CENSUS TRACT AND BLOCK:
 PRESENT ZONING: B-2
 ORIGINAL OWNER: Sarah L. Shepherd
 ORIGINAL USE: Retail Store
 PRESENT USE: Unoccupied
 PRESENT OWNER: Random Associates
 ADDRESS: 1400 Rugby Road
 Charlottesville, VA 22903

HISTORIC NAME: Shepherd Building (Mary L. Holland Shop)
 DATE / PERIOD: 1913, 1967, 1983
 STYLE: Vernacular
 HEIGHT (to cornice) OR STORIES: 2 storeys
 DIMENSIONS AND LAND AREA: 22' x 84' (1848 sq. ft.)
 CONDITION: Undergoing restoration
 SURVEYOR: Bibb
 DATE OF SURVEY: Winter 1983
 SOURCES: City Records
 Ch'ville City Directories

ARCHITECTURAL DESCRIPTION

Buildings such as this with a second storey porch over the storefront were common along West Main Street in the early years of this century when merchants lived over their stores. This small building is the last survivor. It is two storeys tall and three bays wide. Wall construction is of brick laid in 6-course American bond. In the eastern bay of the facade, a door with a tall transom gives access to the stair to the second storey living quarters. There is a display window in the center bay, with a band of transom-sized fixed-sash windows above it and the store entrance in the western bay. This latter door also has a short 3-light transom. The porch at the second level has a wooden floor, a simple balustrade, square posts, and a plain frieze. A shed roof covered with metal, with rafter ends exposed on the facade, slopes to the rear of the building. Access to the second storey porch is by a door in the center bay with one light over a panel. The tall windows are double-sash, 1-over-1 light, with architrave trim. Fenestration on the western elevation is irregular, and two additional windows were added at the first level when the store room was converted into an apartment. A 2-storey addition, also constructed of brick laid in 6-course American bond, covers the rear elevation.

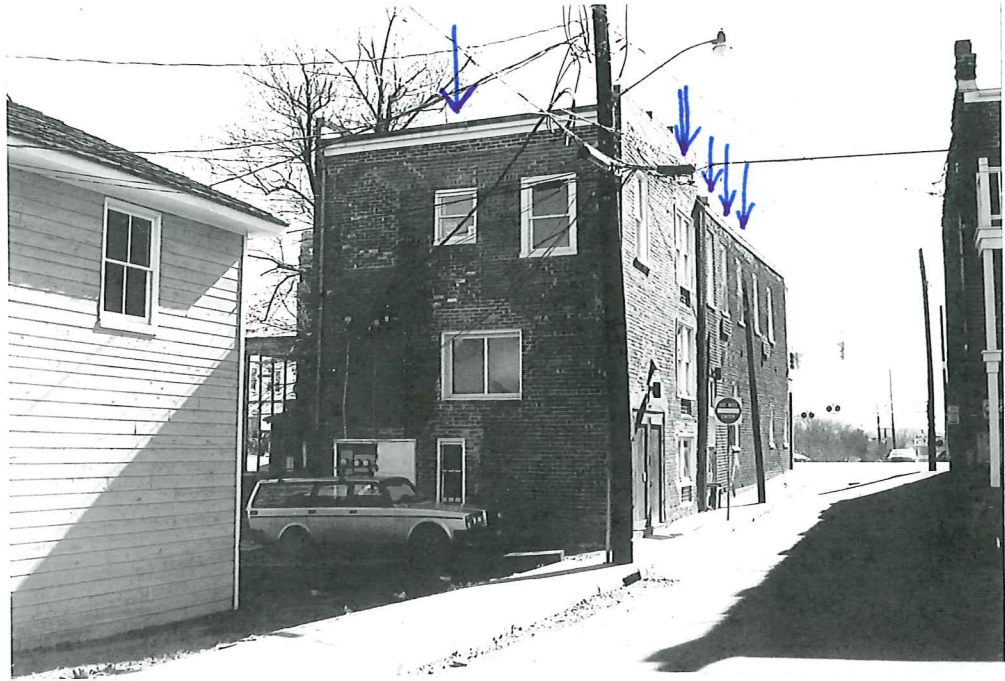
HISTORICAL DESCRIPTION

Mrs. Sarah L. Shephard purchased this lot in 1913 (City DB 25-383), and tax records show that the building was constructed immediately. J. B. Shepherd purchased it from her estate in 1928 (WB 3-207, DB 61-174). The Peoples Realty Corporation bought it in 1936 (DB 90-441) and sold it in 1944 to Dr. M. T. Garrett (DB 118-252). From the mid-1930's until 1967, Mary L. Holland conducted the last millinery shop in Charlottesville in this building. After Miss Holland retired, Dr. Garrett sold the building in 1967 (DB 292-348) to Jennie Graham Jordan, who converted the store room into living quarters and used the building as a rooming house. Carrington Montague bought it in 1980 (DB 413-210) and sold it the next year to Random Associates (DB 425-706) who are now restoring it.



HISTORI

VELOPMENT





635

633

635 W. MAIN FRONT ↑
REAR ↓

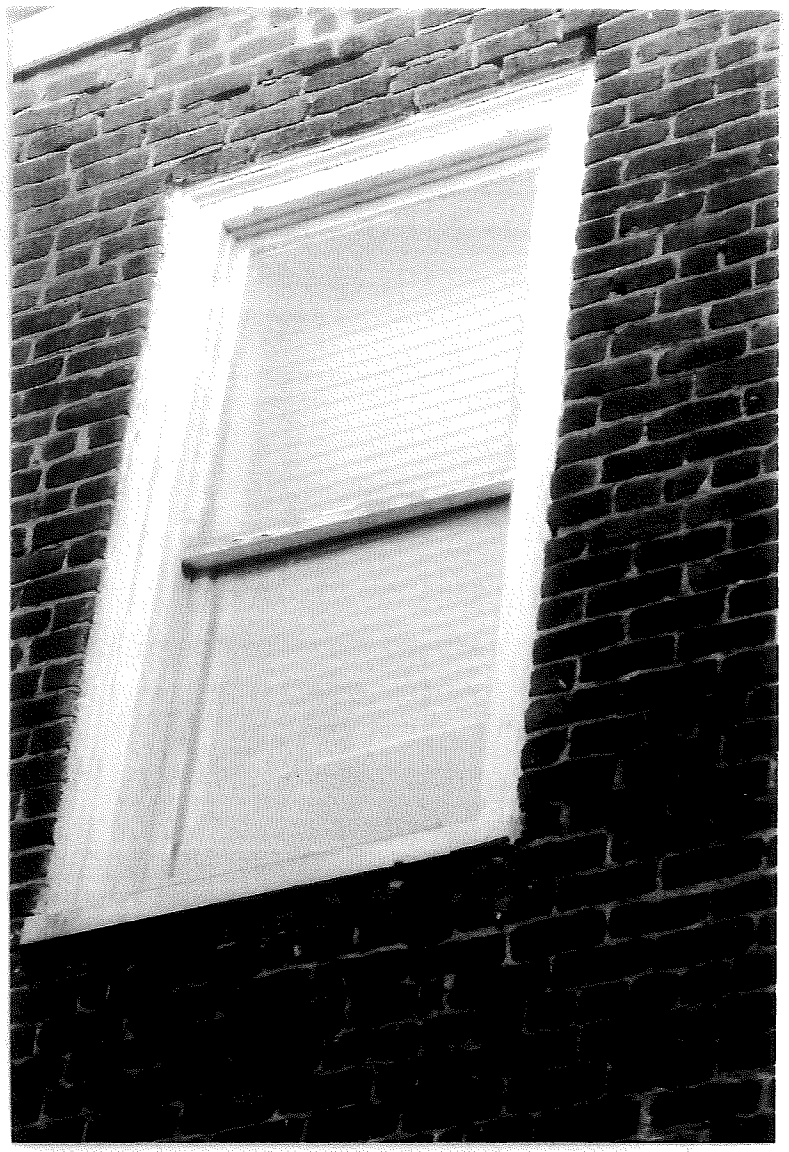
side ↓



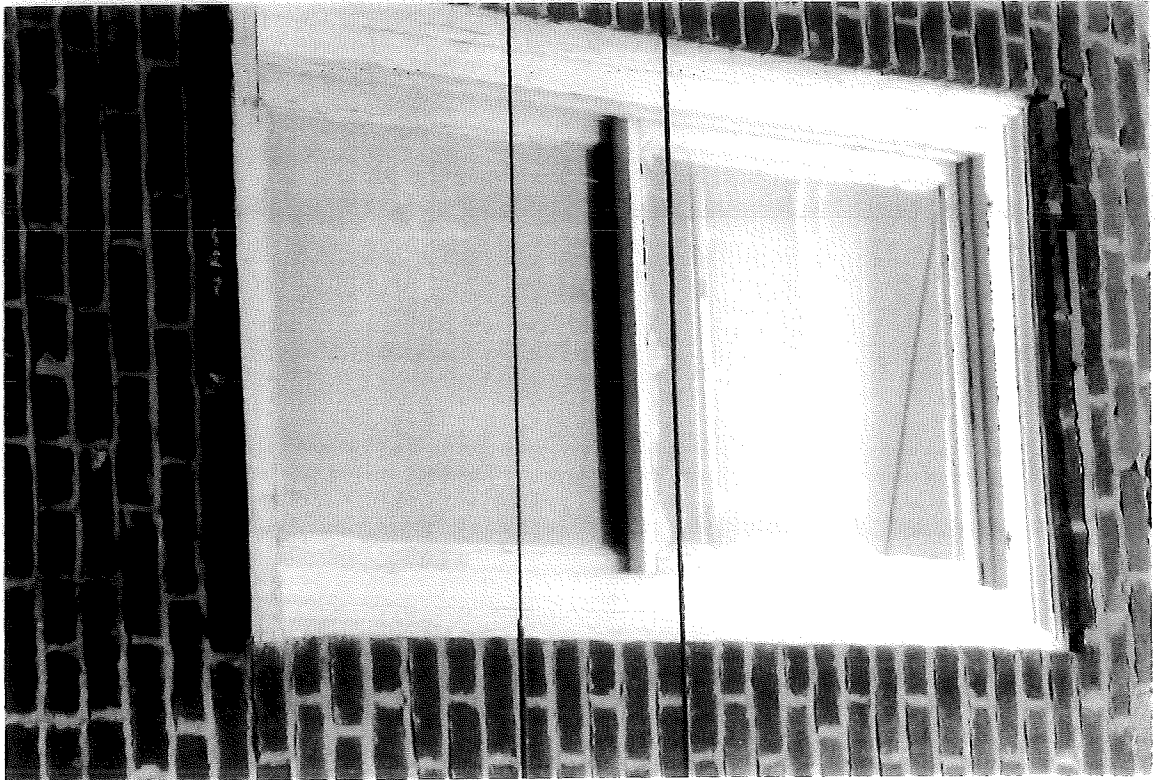
7th ST ↑

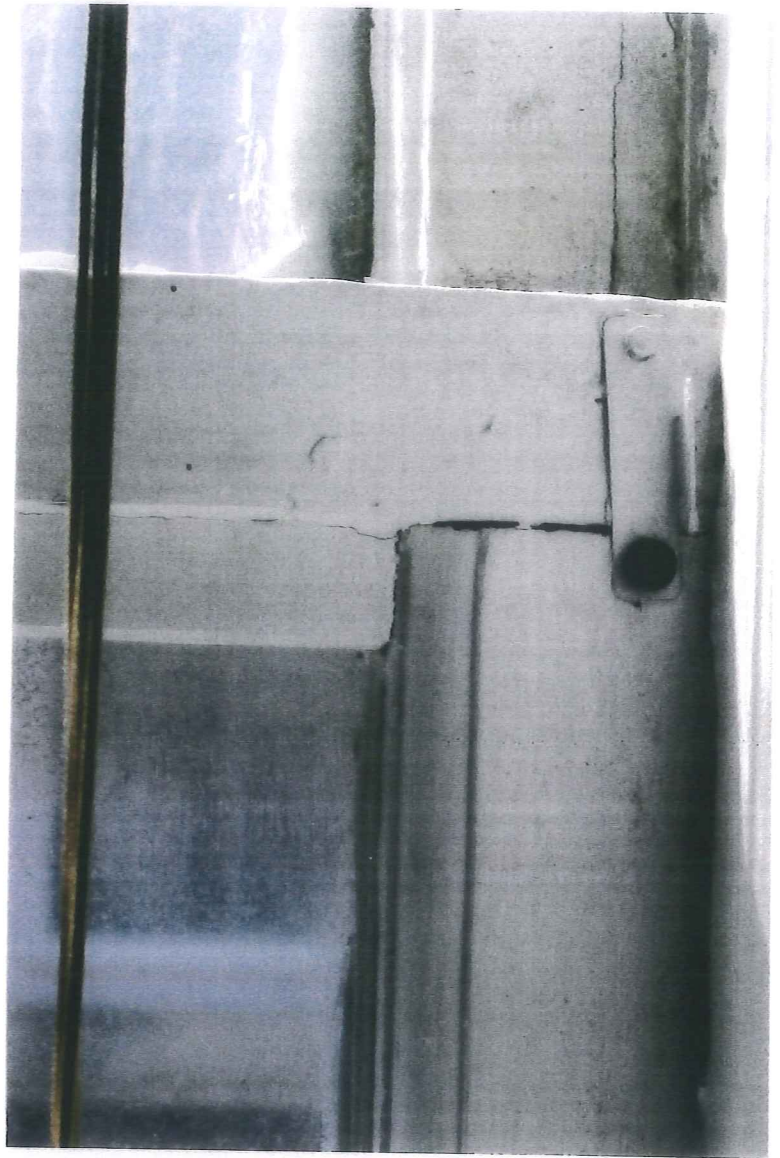


Neighboring Buildings



EXTERIOR
OF 3
WINDOWS
OF
APT. B





INTERIOR
OF
3 windows
OF APT. B





INTERIOR SHOTS OF 3
WINDOWS IN APT. 3

ROT
evident
in
window
FRAME



EXTERIOR
SHOT OF
2 windows
OF Apt.
3





Board of Architectural Review (BAR) Certificate of Appropriateness

RECEIVED

Please Return To: City of Charlottesville
Department of Neighborhood Development Services
P.O. Box 911, City Hall
Charlottesville, Virginia 22902
Telephone (434) 970-3130 Fax (434) 970-3359

JUL 26 2011

NEIGHBORHOOD DEVELOPMENT SERVICES

P 11-0126

Please submit ten (10) copies of application form and all attachments.

For a new construction project, please include \$350 application fee. For all other projects requiring BAR approval, please include \$100 application fee. For both types of projects, the applicant must pay \$1.00 per required mail notice to property owners. The applicant will receive an invoice for these notices, and project approval is not final until the invoice has been paid. 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.

Project Name/Description Window Replacement Parcel Number 320162000
 Address/Location 635 WEST MAIN STREET
 Owner Name RANDOM ASSOCIATES LLC Applicant Name Tom Romer

Applicant Information

Address: 1117 Richlands Dr
Charlottesville VA 22903
Email: TomRomer@aol.com
Phone: (W) 434 531 1070 (H) SAME
FAX: 434 817 7410

Property Owner Information (if not applicant)

Address: 928 Rosser Lane
Charlottesville VA 22903
Email: EJWood@aol.com
Phone: (W) 434 977 9833 (H) _____
FAX: 434 817 7410

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] 7-26-11
Signature Date

Property Owner Permission (if not applicant)

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

[Signature] 7/26/11
Signature Date

Description of Proposed Work (attach separate narrative if necessary): Replace 3 one over one single pane windows with new Aluminum clad insulated glass one over one units. Replace 3 one over one Insulated glass units with new insulated glass Aluminum clad units

Attachments (see reverse side for submittal requirements): _____

For Office Use Only

Received by: Bsw
Fee paid: 100.00 Cash/Ck. # 1215
Date Received: 7/26/2011

Approved/Disapproved by: _____

Date: _____

Conditions of approval: _____

P 11-0126

APPLICATION FOR WINDOW REPLACEMENT
RANDOM ASSOCIATES
635 WEST MAIN STREET

Narrative description:

The windows to be replaced are all one over one double sash units. There are no historic features or embellishments to the windows whose replacement is requested.

The first three are in Apartment B and face Seventh Street NW. The units are believed to be original with the building, are single-glazed units and are in poor condition. The sash units fit poorly in their channels, have been repaired crudely over the years, and leak air and water. Most sash cords have been broken making operation in their current state difficult.

Additionally, as single glazed units with no energy-saving features found in modern sashes, they produce a large amount of solar gain from the strong afternoon sun as they are western facing. The new units will be double paned with low-e rating. Maintenance of the existing units from the exterior is difficult due to their being on the second floor, the narrow sidewalk and street, and the existence of guy wires and utility poles, making the placement of ladders awkward and dangerous. The requested replacement units will be aluminum clad which will minimize the need for maintenance and which will have removable sash units, making it possible to perform maintenance from the inside.

The second group of three windows are for Apartment 3, the top apartment in the back of the building. These windows appear to date from the renovation of the building in the early 1980's. Although they are insulated glass, they are not low-e rated and have deteriorated over the years, with fogging between the panes. These windows do not operate well as the mechanism for raising and lowering has become sticky. Even when closed, they do not provide a tight fit between the sash and its frame.

For all six windows, full size screens will be installed with the new windows, allowing the tenants to take advantage of shoulder seasons when cooling and heating needs are minimal.

rough opening
or sill pan

Item #: 0001

Line Item Qty:

3

Initial:

Location:

Existing Opening Size: 34" W x 69 3/4" H Unit Size: 33 5/8" W x 69 1/2" H



400 Series, WDHI Single Insert Units
Unit Code/Item Size: WDHI 33 5/8" x 69 1/2" - 0 Deg
Existing Opening Dimension: 34" x 69 3/4"
Operation/Handing: AA
Unit Sill Angle: 0 Degrees - Flat (for 0 to 4 Degrees Sill)
Exterior Color: White
Interior Color: Pre-finished White
Glass Type (Top): High Performance SmartSun Low-E4 Glass
Glass Type (Bottom): High Performance SmartSun Low-E4 Glass
Insect Screens: Insect Screen, White
Hardware: Traditional - Finger Lift with screws (Pair)
Hardware Finish: White

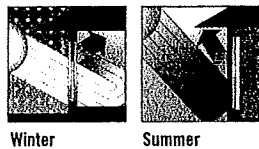
Comments:

Performance

The Woodwright™ double-hung window may look old-fashioned, but its engineering, construction and materials are state-of-the-art. You can count on this window to withstand the elements and keep its good looks with little or no maintenance.

GLASS

A High-Performance™ Low-E glass is 35% more energy efficient than ordinary dual-pane glass in winter and 41% more efficient in summer. It can provide substantial energy savings. Other glass options are also available.



Winter

Summer



Products with the ENERGY STAR® label are designed to use less energy, help you save money on utility bills, and help protect the environment.

WEATHERSTRIPPING

B Multiple weatherstripping systems help provide a barrier against wind, rain and dust. The combination of spring tension vinyl, rigid vinyl and flexible bulb weatherstripping is efficient and effective.

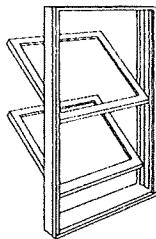
EXTERIOR PROTECTION

C Perma-Shield® vinyl cladding protects the frame — beautifully. Best of all, it's low-maintenance and long-lived — you never have to paint it.

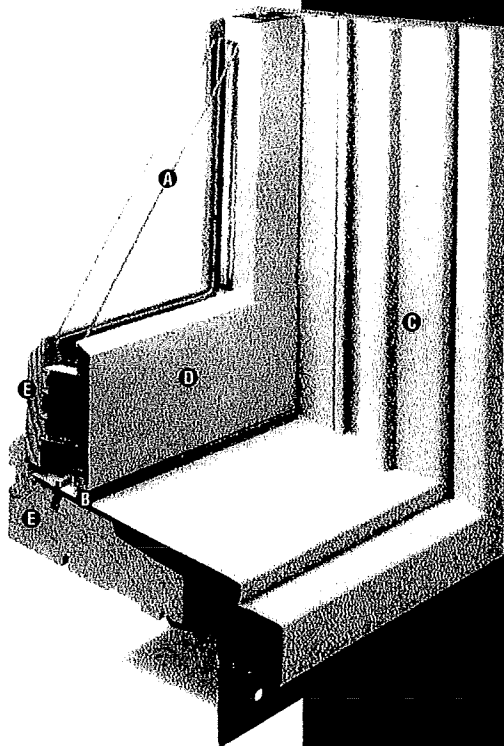
D The sash exterior is made from patented Fibrex® material. The unique properties of this high-tech composite provide long-lasting protection and performance.

NATURAL WOOD FRAME AND SASH

E Wood frame and sash parts provide a thermal barrier that stands up to heat and cold. For added reliability we treat the frame and sash parts with wood preservative. In-sash balancers allow you to secure the window through the side jambs during installation.



Patented tilt-wash system helps preserve the window's traditional appearance while making cleaning easy from the inside.



BUILT, BACKED AND SERVICED LIKE NO OTHERS.

Like all Andersen® products, the Woodwright double-hung window features a 20-year limited warranty on glass and a 10-year limited warranty on non-glass parts. It's fully transferable, non-prorated and backed by one of the largest, best-trained service organizations in the country. See your Andersen dealer for details.



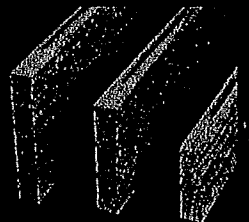
Custom Sizes

Custom sizing makes the Woodwright double-hung window ideal for window replacement and renovation. Virtually any height and width you need between the smallest and largest on these charts can be made — down to 1/8" increments.

Accessories

EXTENSION JAMBS

Factory-applied extension jambs are available in pine, oak, maple and primed white for 6-9/16" wall thicknesses. They can be applied to either 3 sides (stool and apron applications) or 4 sides (picture frame casing).



Extension jambs added to a basic jamb width of 4-1/2" are available for the following wall thicknesses:

- 5-1/4"
- 6-9/16"
- 7-1/8"

Some sizes may be pine veneer. Flanges are reversible to accommodate the following wall thicknesses:

- 4-1/2"
- 4-1/8"

INSECT SCREENS

Andersen® Perma-Clean® insect screens are available in White, Sandtone, Terratone, Forest Green and Stone color.

Scala, Mary Joy

From: TomRomer@aol.com
Sent: Thursday, August 11, 2011 12:56 PM
To: Scala, Mary Joy
Subject: follow-up on yesterday's phone call

I talked to the salesman at Better Living regarding the window specifications.

The Andersen 400 series is "fiberglass clad" not aluminum clad as I stated. He said that this product with the fiberglass cladding had been approved and installed at 420 Park Street, which is a prominent historic building and one in which the windows are more visible to the neighborhood.

He is providing me with a "salesman's" sample of the product which I will bring to the hearing. It will also show the glass.

Thanks for your call yesterday. All guidance for having a successful application is appreciated.

Tom