



CERTIFICATE OF APPROPRIATENESS APPLICATION

DCD
1/13/86

Please Return To: Department of Community Development, P.O. Box 911, City Hall,
Charlottesville, Virginia 22902 Telephone (804) 971-3182

APPLICANT RESPONSIBLE FOR THE COMPLETION OF THIS SECTION

A. Information on Property Applied For:

Address: 211 W. Main
Charlottesville, Va. 22901

City Tax Map No.: _____ Parcel: _____

B. Applicant Information

Name: Peter Moyers Carpentry

Address: Rt 710
North Garden, Va 22959

Phone: (B) 971-9110 (H) 971-9110

C. Property Owner Information (If Not Applicant)

Name: Phyllis Koch-Sheras

Address: 340 Cedar Bluff Rd.
Charlottesville, Va

Phone: (B) 971-4701 (H) 973-3536

D. Federal Tax Credits: Do you intend to apply for Federal historic preservation tax credits for this project? (Y) (N) (Please note that approval of this application does not assure certification of rehabilitation work for Federal preservation tax incentives.)

E. Description of Proposed Work (Use Back if Necessary) - Please provide complete information in order to avoid having to come back to the board for subsequent approval.

Q01 Canyon Red (terra cotta) quarry tile application to entrance way for 211 W. Main.
24 sqft.

F. List Attached Information (Drawings and Site Plans to Scale, Photographs, etc.) - Please note that site plans must be approved by the Department of Community Development before submission to the board.

G. Property Owner Permission (If Not Applicant)

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

Phyllis Koch-Sheras
Signature _____ Date _____

H. Signature of Applicant

I hereby attest that the information I have provided is, to the best of my knowledge, correct.

David D. Rozyn 3-11-92
Signature _____ Date _____
for Peter Moyers Carpentry

FOR OFFICE USE ONLY

Received By: _____

Date: _____

Approved: _____ Disapproved: _____

Conditions of Approval: _____



CERTIFICATE OF APPROPRIATENESS APPLICATION

DCD
1/13/88

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REQUIREMENTS FOR A CERTIFICATE OF APPROPRIATENESS APPLICATION

Dear Applicant:

In order to expedite review of your application, we have prepared a partial listing of exterior alterations and additions or new building requirements and the exhibits necessary for each when submitting an application for a Certificate of Appropriateness to both the Board of Architectural Review and the Downtown Board of Architectural Review.

Once an application is received, we will review it and present the application to the appropriate Board. However, it is important to note that we cannot present an application to either Board unless all required exhibits are complete and have been received by the Department of Community Development office seven working days prior to the next regularly scheduled meeting. The Board of Architectural Review required eight (8) copies of each required exhibit and the Downtown Board of Architectural Review seven (7) copies.

If you have any questions on preparing your application, please feel free to call the Department of Community Development at (804) 971-3182 and we will be happy to assist you.

<u>Types and Kinds of Improvements</u>	<u>Exhibits Required</u>
1) <u>Change of Color</u> Repainting resulting in a <u>different color</u> .	1, 2, 3, 8.
2) <u>Awnings, Shutters, Canopies</u> Addition or deletion of <u>awnings, shutters, canopies</u> and similar appurtenances.	1, 2, 3, 6, 8.
3) <u>Exterior Materials</u> Application or use of exterior materials of a different kind, type, color, or texture on any exterior surface of the building than those already in use which would substantially cover one or more sides of the structure.	1, 2, 3, 8.
4) <u>Alterations Without a Building Permit</u> All improvements, alterations and renovations which can be accomplished <u>without obtaining a building permit</u> .	1, 2, 3, 8. Exhibit 5 and/or 6 may be required depending on the extent of the proposed changes.
5) <u>Outside Storage</u> <u>Outside storage</u> which does not require structural changes, such as a storage shed, dumpster enclosure, new or used car sales lot.	1, 2, 3, 8. Exhibits 4, 5 and 6 may be required, depending on the proposed project.

- 6) Exterior lights. 1, 2, 3, 5.
- 7) Signs. 1, 2, 3, 7, 8. Exhibits 4 and 6 may be required, depending on the type and size of the proposed signs.
- 8) New Construction
Construction of a new building and/or auxiliary structure. 1, 2, 3, 4, 5, 6, 8. Exhibits 9a and 9b may also be required for new construction.
- 9) Alteration and/or Addition
Any addition to or alteration of an existing structure. 1, 2, 3, 4, 5, 6, 8. Exhibits 9a and 9b may also be required for this type of work.
- 10) Change of Architectural Style
Change or alteration of a structure's architectural style. This would include changes in cornices, columns, windows, gutters, doors, trim, mouldings, porches, removal of one or more stories, alteration of roof line, etc. 1, 2, 3, 6, 8. Exhibits 9a and 9b may be required.
- 11) Landscaping. 1, 2, 3, 4. Exhibit 6 may be required, depending on the proposal.
- 12) All other items as defined in the Ordinance. 1, 2, 3, 8. Additional exhibits required will be determined prior to submission of application.

With respect to any of the types and kinds of improvements, the Director of Community Development may require additional exhibits if in his opinion such are necessary for a determination of appropriateness and may waive any exhibits which in his opinion are unnecessary.

EXHIBIT DESCRIPTION

- Exhibit No. 1: APPLICATIONS - A complete application for a Certificate of Appropriateness signed by the applicant and owner of the property (and a sign permit application when preparing to erect a sign.)
- Exhibit No. 2: LOCATION MAP - A location or vicinity map clearly showing the location of the project. Copies of a map to meet this requirement may be obtained from the Department of Community Development.
- Exhibit No. 3: PHOTOGRAPHS - Current color photographs of the property showing its present condition and area under consideration. The photographs must accurately represent the existing material, colors and textures of the items being considered. When requested, photographs of adjacent properties must be submitted.
- Exhibit No. 4: SITE PLAN - A site plan of the property showing all existing and proposed improvements. The plan shall show the size, location and species of all proposed plant materials. A schedule showing the type of plant, number, size at installation (height and spread), size at maturity (height and spread) and time required to reach maturity shall be included. In addition, the plan shall show any exterior lighting, provisions for trash storage and removal, location of air conditioning equipment, transformers, signs, fences, walls and any other equipment or construction.
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- Exhibit No. 5: MANUFACTURER'S CATALOG DATA - Manufacturer's catalog data or other material showing each type of exterior light fixture, its size, shape, lighting characteristics, color, type of mounting, type of pole and height of pole mounted lights. Catalog data must also be provided on all air conditioning equipment, signs, transformers and other visible devices and materials showing size, form, quantity, color, type of material, height, location and method of installation.
- Exhibit No. 6: ELEVATIONS - Elevations of the proposed change drawn to scale showing complete architectural details and including all exterior equipment and appurtenances located on the roof, in the walls and on the ground. All existing and proposed materials and finishes shall be identified, noted on the elevations, and keyed to the samples required in exhibit no. 8 below. The elevations should show accurately the placement of landscaping elements (showing their size and shape) when they are in close proximity to any structure. Elevations shall be prepared at the largest practical scale.
- Exhibit No. 7: SIGNS - A large scale drawing showing the size of the sign, details of construction, materials, colors, lighting, size, style and spacing of letters, method of support, clearance, height, projection, and proposed materials. All finishes shall be noted and keyed to the physical samples required in Exhibit No. 8 below. A sketch site plan is required showing the sign in relation to the building and its location.

Exhibit No. 8: SAMPLES OF MATERIALS - Physical samples of materials, items or devices to be installed accurately showing color, texture, and scale. Samples of proposed paint color must also be submitted. All samples shall be identified by listing the manufacturer's name, brand name, manufacturer's color and keyed to the required elevation.

Exhibit No. 9: ADDITIONAL ITEMS REQUIRED WHEN REQUESTED

a) Colored Perspective Rendering

A colored perspective rendering of the proposed project showing the form, style and scale of the project, all roof-top equipment and screening proposed, signs, landscaping and other architectural features. Such rendering shall be accurate as to both scale and color representation.

b) Floor Plans

Floor plans and details showing location of entrances, windows, walls, roof-top equipment, etc.

NOTE: Number of copies required of each exhibit are as follows:
Board of Architectural Review: 8 copies
Downtown Board of Architectural Review: 7 copies