



**Board of Architectural Review (BAR)  
Conservation District - 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 Email [scala@charlottesville.org](mailto:scala@charlottesville.org)

Please submit ten (10) hard copies and one (1) digital copy of application form and all attachments.

Please include application fee as follows: New construction project \$375; Demolition of a contributing structure \$375; Appeal of BAR decision regarding new construction or demolition \$125. Make checks payable to the City of Charlottesville.

No fee required for: Additions and other projects requiring BAR approval and not listed above; Administrative approvals; Appeals of BAR decisions if the original application was not subject to an application fee.

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.

Project Name/Description	<u>Park Street</u>	Parcel Number	<u>Lot 2, Section A, Lyon's Place</u>
Project Address/Location	<u>632 Park Street Charlottesville, Va</u>		
Owner Name	<u>Kaitlyn Marie Henry</u>	Applicant Name	<u>Rick Uhler - Uhler and Company</u>

**Applicant Information**

Address: 7957 Plank Road  
Afton, Va 22920  
Email: Rick@uhlerandcompany.com  
Phone: (W) (434) 760-1061 (H) \_\_\_\_\_

**Property Owner Information (if not applicant)**

Address: 200 Garrett Street Apt 508  
Charlottesville, Va 22902  
Email: chenry@stonypointdb.com  
Phone: (W) (540) 353-0183 (H) \_\_\_\_\_

**Signature of Applicant**

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

[Signature] 1-30-18  
Signature Date

Rick Uhler 1-30-18  
Print Name Date

**Property Owner Permission (if not applicant)**

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

[Signature] 1-30-18  
Signature Date

Kaitlyn Henry 1-30-18  
Print Name Date

Description of Proposed Work (attach separate narrative if necessary): Landscape front yard and replace fence  
add wood privacy fence to right side yard and rear yard, add dry stacked stone retaining wall around driveway,  
re-pave driveway

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

Landscape Plan, Front Aluminum fence selection, wooden privacy fence selection, pictures of property

**For Office Use Only**

Received by: [Signature]  
Fee paid: 2500 Cash/Ck. # 3000  
Date Received: 1/30/18

Approved/Disapproved by: \_\_\_\_\_

Date: \_\_\_\_\_

Conditions of approval: \_\_\_\_\_

**CONSERVATION DISTRICT ORDINANCE:** You can review the *Historic Conservation Overlay Districts* regulations in the City of Charlottesville Zoning Ordinance starting with Section 34-335 online at [www.charlottesville.org](http://www.charlottesville.org) or at [Municode.com](http://Municode.com) for the City of Charlottesville.

**DESIGN GUIDELINES:** Please refer to the current *Historic Conservation Districts Design Guidelines* online at [www.charlottesville.org](http://www.charlottesville.org).

**SUBMITTAL REQUIREMENTS:** Per Sec 34-345, the applicant shall submit sufficient information to make a determination whether further review and a certificate of appropriateness is required. If the director determines that review and approval by the BAR is required, then the applicant shall submit a complete application that includes the following information:

- (1) A written description of proposed exterior changes;
- (2) A general sketch plan of the property including: the location of existing structures; property and setback lines; and any proposed new construction, additions or deletions, parking areas, and fences;
- (3) The total gross floor area of the existing building and of any proposed additions;
- (4) Elevation drawings depicting existing conditions and proposed exterior changes;
- (5) Photographs of the subject property in context of the buildings on contiguous properties;
- (6) In the case of a demolition request where structural integrity is at issue, the applicant shall provide a structural evaluation and cost estimates for rehabilitation, prepared by a professional engineer. The director may waive the requirement for a structural evaluation and cost estimates in the case of an emergency, or if the building is the primary residence of the applicant.

## Mess, Camie

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**From:** Mess, Camie  
**Sent:** Tuesday, February 27, 2018 12:07 PM  
**To:** 'Rick@uhlerandcompany.com'  
**Cc:** Werner, Jeffrey B  
**Subject:** BAR Action- February 21, 2018 - 632 Park Street

February 27, 2018

### Certificate of Appropriateness

BAR 18-01-04  
632 Park Street  
Tax Parcel 520114000  
Kaitlyn Marie Henry, Owner/ Rick Uhler, Uhler and Company, Applicant  
Front yard landscaping, repave driveway, new fence and retaining wall

Dear Applicant,

The above referenced project was discussed before a meeting of the City of Charlottesville Board of Architectural Review (BAR) on February 21, 2018. The following action was taken:

**Gastinger moved: Having considered the standards set forth within the City Code, including City Design Guidelines for Site Design and Elements, and for rehabilitation I move to find that the proposed landscaping, new fences, walkways, and driveway cut satisfies the BAR's criteria and guidelines and is compatible with this property and other properties in the North Downtown ADC district, and that the BAR approves the application as submitted with the following clarifications to be submitted and circulated for administrative approval:**

- **an updated plan of the turn-around with dimensions to be clarified and explained so this is clearly a turn around and will not accommodate/be used as a parking space**
- **soften the edges of the turn around**
- **updated location of the stone retaining wall (F) on landscaping plan**
- **a larger specimen street or canopy tree be included in the front yard, with the species and location to be determined by the owner**
- **provide a plant species key to the landscaping plan**

**This is a provisional approval pending the updated plan submittal. Mohr seconded. Approved (5-0).**

This certificate of appropriateness shall expire in 18 months (August 21, 2019), 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. You may request an extension of the certificate of appropriateness before this approval expires for one additional year for reasonable cause.

If you have any questions, please contact Jeff Werner at 434-970-3130 or [wernerjb@charlottesville.org](mailto:wernerjb@charlottesville.org).

Sincerely yours,

Camie Mess

**Camie Mess**  
Assistant Preservation and Design Planner

City of Charlottesville Neighborhood Development Services  
610 E. Market Street, P.O. Box 911, Charlottesville, Virginia 22902  
Phone: (434) 970-3398  
E-mail: [messc@charlottesville.org](mailto:messc@charlottesville.org)

**CITY OF CHARLOTTESVILLE  
BOARD OF ARCHITECTURAL REVIEW  
STAFF REPORT  
February 21, 2018**



**Certificate of Appropriateness Application**

BAR 18-01-04

632 Park Street

Tax Parcel 520114000

Kaitlyn Marie Henry, Owner / Rick Uhler, Uhler and Company, Applicant

Landscaping changes

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**Background**

632 Park Street is a contributing property in North Downtown ADC District, built in 1928. Also known as the Walker-Fogleman House, it was built in the Colonial Revival style. The simple three bay, brick structure is nicely articulated with a handsome fanlight doorway and triangular pedimented hood and Greek Key moulding in the cornice. The house is a central hall plan with fine interior woodwork. It was constructed by the Charlottesville Lumber company when the prominent contractor R.E. Lee Sr. was with the company. (Historic survey attached)

June 20, 2017- BAR approved the following (6-0):

- addition of the dormers
- roof replacement with a synthetic slate
- window replacement (dating from the 1980s and 1990s), not on the original portion of the house
- door replacement as described in application
- shutters and trim repairing or replacement, with repair required on the cornice trim
- addition of new basement windows on the north elevation
- replace the bow window with four doors and a single door and balcony with a triple window
- repair or replace shutters to match the existing

September 19, 2017- Applicant agreed to repair, rather than replace, all the windows in the original part of the house. Schwarz moved to accept the applicant's deferral for the front porch. Balut seconded. Motion was approved (6-0).

Schwarz moved: Having considered the standards set forth within the City Code, including City Design Guidelines for Rehabilitations, I move to find that the proposed window removal on the north side of the original house satisfies the BAR's criteria and guidelines and is compatible with this property and other properties in the North Downtown ADC district, and that the BAR approves the request, with the caveat that the brick (infill) is recessed. Sarafin seconded. The motion was approved (5-1, with Miller opposed).

Applicant may re-submit the deferred items when ready to be scheduled at a BAR meeting.

Applicant requested a deferral for the **design of the porch and the repair/replacement of the windows in the original part of the house.**

(An excerpt from the June 2017 minutes is attached.)

January 17, 2018 - Gastinger moved: Having considered the standards set forth within the City Code, including City Design Guidelines for Site Design and Elements, I move to find that the

proposed changes to the garage satisfy the BAR's criteria and guidelines and is compatible with this property and other properties in the North Downtown ADC district, and that the BAR approves the garage as submitted. The BAR also requests a revised landscaping plan to come back to the BAR for approval. Schwarz seconded. Approved (6-0.)

Note: 632 Park Street Application was filled out on a Conservation District form, but it is in fact in an Architecturally Design Controlled District.

### **Application**

This is the revised landscaping plan that the BAR requested which includes changes to site elements, such as plantings, a bluestone walkway and terrace, wood privacy fence for the right and rear yard, and most notably a vehicular turning space in the front yard.

### **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 Site Design and Elements**

##### **B. PLANTINGS**

*Plantings are a critical part of the historic appearance of the residential sections of Charlottesville's historic districts. The character of the plantings often changes within each district's sub-areas as well as from district to district. Many properties have extensive plantings in the form of trees, foundation plantings, shrub borders, and flowerbeds. Plantings are limited in commercial areas due to minimal setbacks.*

- 1. Encourage the maintenance and planting of large trees on private property along the streetfronts, which contribute to an "avenue" effect.*
- 2. Generally, use trees and plants that are compatible with the existing plantings in the neighborhood.*

3. *Use trees and plants that are indigenous to the area.*
4. *Retain existing trees and plants that help define the character of the district, especially street trees and hedges.*
5. *Replace diseased or dead plants with like or similar species if appropriate.*
6. *When constructing new buildings, identify and take care to protect significant existing trees and other plantings.*
7. *Choose ground cover plantings that are compatible with adjacent sites, existing site conditions, and the character of the building.*
8. *Select mulching and edging materials carefully and do not use plastic edgings, lava, crushed rock, unnaturally colored mulch or other historically unsuitable materials.*

### **C. WALLS AND FENCES**

*There is a great variety of fences and low retaining walls in Charlottesville's historic districts, particularly the historically residential areas. While most rear yards and many side yards have some combination of fencing and landscaped screening, the use of such features in front yards varies. Materials may relate to materials used on the structures on the site and may include brick, stone, wrought iron, wood pickets, or concrete.*

1. *Maintain existing materials such as stone walls, hedges, wooden picket fences, and wrought-iron fences.*
2. *When a portion of a fence needs replacing, salvage original parts for a prominent location.*
3. *Match old fencing in material, height, and detail.*
4. *If it is not possible to match old fencing, use a simplified design of similar materials and height.*
5. *For new fences, use materials that relate to materials in the neighborhood.*
6. *Take design clues from nearby historic fences and walls.*
7. *Chain-link fencing, split rail fences, and vinyl plastic fences should not be used.*
8. *Traditional concrete block walls may be appropriate.*
9. *Modular block wall systems or modular concrete block retaining walls are strongly discouraged, but may be appropriate in areas not visible from the public right-of-way.*
10. *If street-front fences or walls are necessary or desirable, they should not exceed four (4) feet in height from the sidewalk or public right-of-way and should use traditional materials and design.*
11. *Residential privacy fences may be appropriate in side or rear yards where not visible from the primary street.*
12. *Fences should not exceed six (6) feet in height in the side and rear yards.*
13. *Fence structure should face the inside of the fenced property.*
14. *Relate commercial privacy fences to the materials of the building. If the commercial property adjoins a residential neighborhood, use brick or painted wood fence or heavily planted screen as a buffer.*
15. *Avoid the installation of new fences or walls if possible in areas where there are no fences or walls and yards are open.*
16. *Retaining walls should respect the scale, materials and context of the site and adjacent properties.*
17. *Respect the existing conditions of the majority of the lots on the street in planning new construction or a rehabilitation of an existing site.*

### **E. WALKWAYS AND DRIVEWAYS**

*Providing circulation and parking for the automobile on private sites can be a challenging task, particularly on smaller lots and on streets that do not accommodate parking. The use of appropriate paving materials in conjunction with strategically placed plantings can help reinforce the character of each district while reducing the visual impact of driveways.*

1. *Use appropriate traditional paving materials like brick, stone, and scored concrete.*

2. *Concrete pavers are appropriate in new construction, and may be appropriate in site renovations, depending on the context of adjacent building materials, and continuity with the surrounding site and district.*
3. *Gravel or stone dust may be appropriate, but must be contained.*
4. *Stamped concrete and stamped asphalt are not appropriate paving materials.*
5. *Limit asphalt use to driveways and parking areas.*
6. *Place driveways through the front yard only when no rear access to parking is available.*
7. *Do not demolish historic structures to provide areas for parking.*
8. *Add separate pedestrian pathways within larger parking lots, and provide crosswalks at vehicular lanes within a site.*

### **Discussion and Recommendations**

When looking at the proposed landscape plan the BAR should discuss if the proposed landscaping and plant choices fit within the guidelines and are compatible with the landscaping characteristics of the neighborhood.

Also, it should be noted if the vehicular turning space in the front yard is approved, it will be the first of its kind in the neighborhood, and would therefore be creating a precedent. The BAR should discuss if this particular characteristic fits in the neighborhood.

### **Suggested Motions**

Having considered the standards set forth within the City Code, including City Design Guidelines for Site Design and Elements, I move to find that the proposed landscaping, new fences, walkways, and driveway cut satisfies (or does not satisfy) the BAR's criteria and guidelines and is (or is not) compatible with this property and other properties in the North Downtown ADC district, and that the BAR approves (or denies) the request as submitted (or with the following modification...)



Previous Conditions:



Current Conditions:



632 Park Street Front Elevation



632 Park Street Rear Elevation



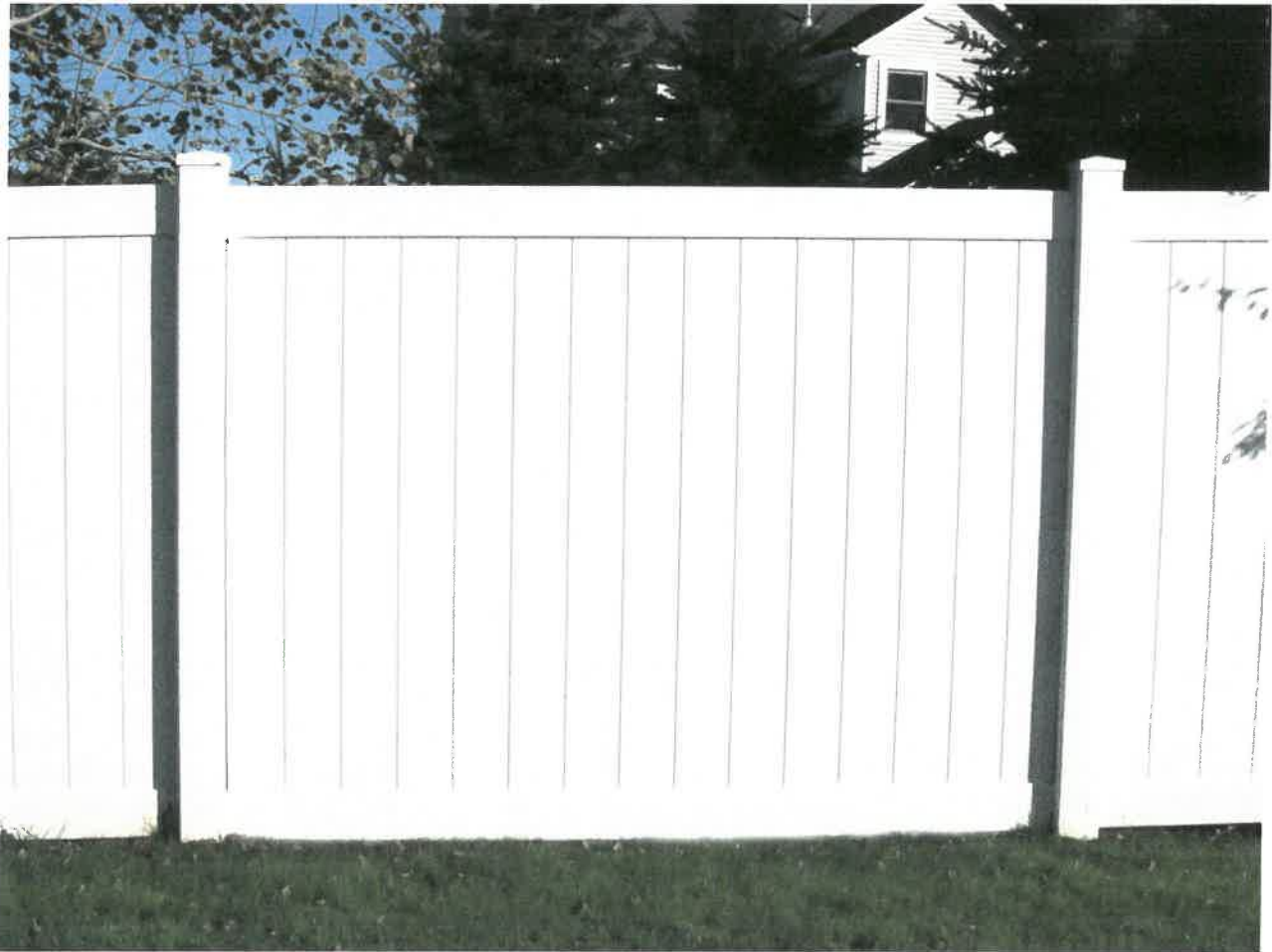


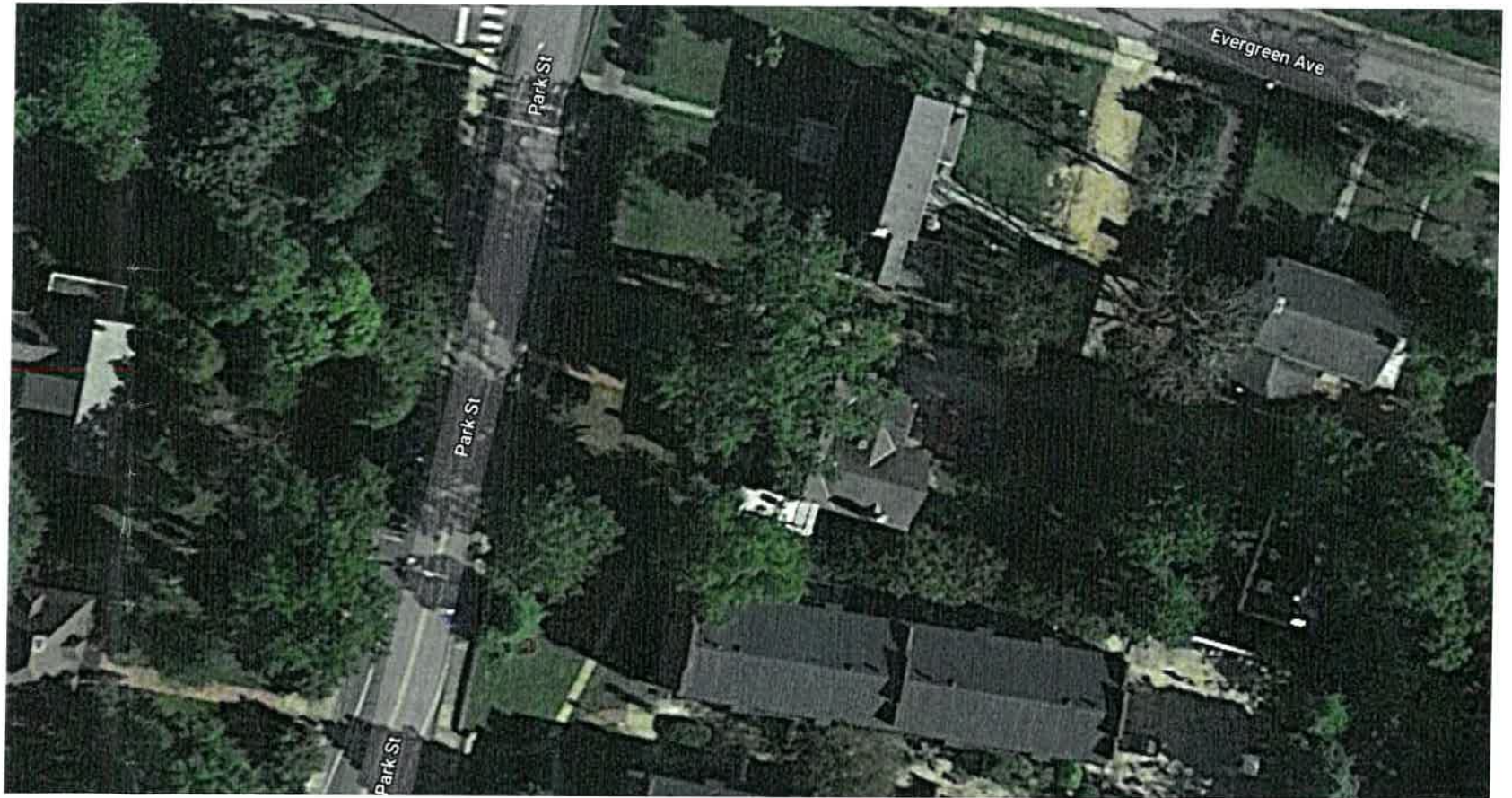
**Black Aluminum Fence**

Style 11



Wood Privacy Fence for Right and Rear Yard



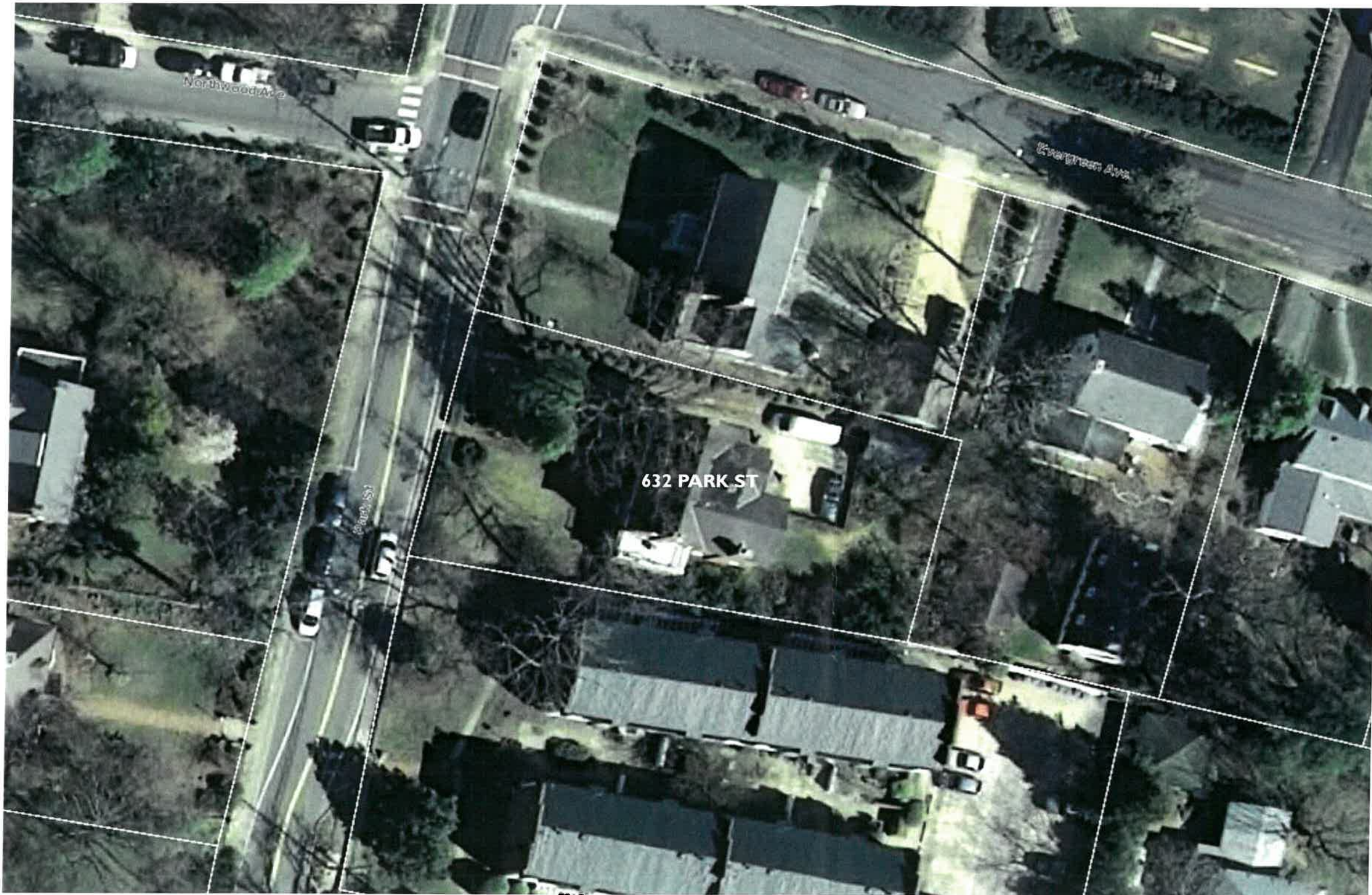


waterstreetstudio  
landscape architecture | civil engineering  
418 E Main Street 434.295.8177 Charlottesville, VA 22902

**RECEIVED**  
FEB 09 2018  
NEIGHBORHOOD DEVELOPMENT SERVICES

**HENRY RESIDENCE**  
LANDSCAPE MASTER PLAN  
7 | FEBRUARY | 2018

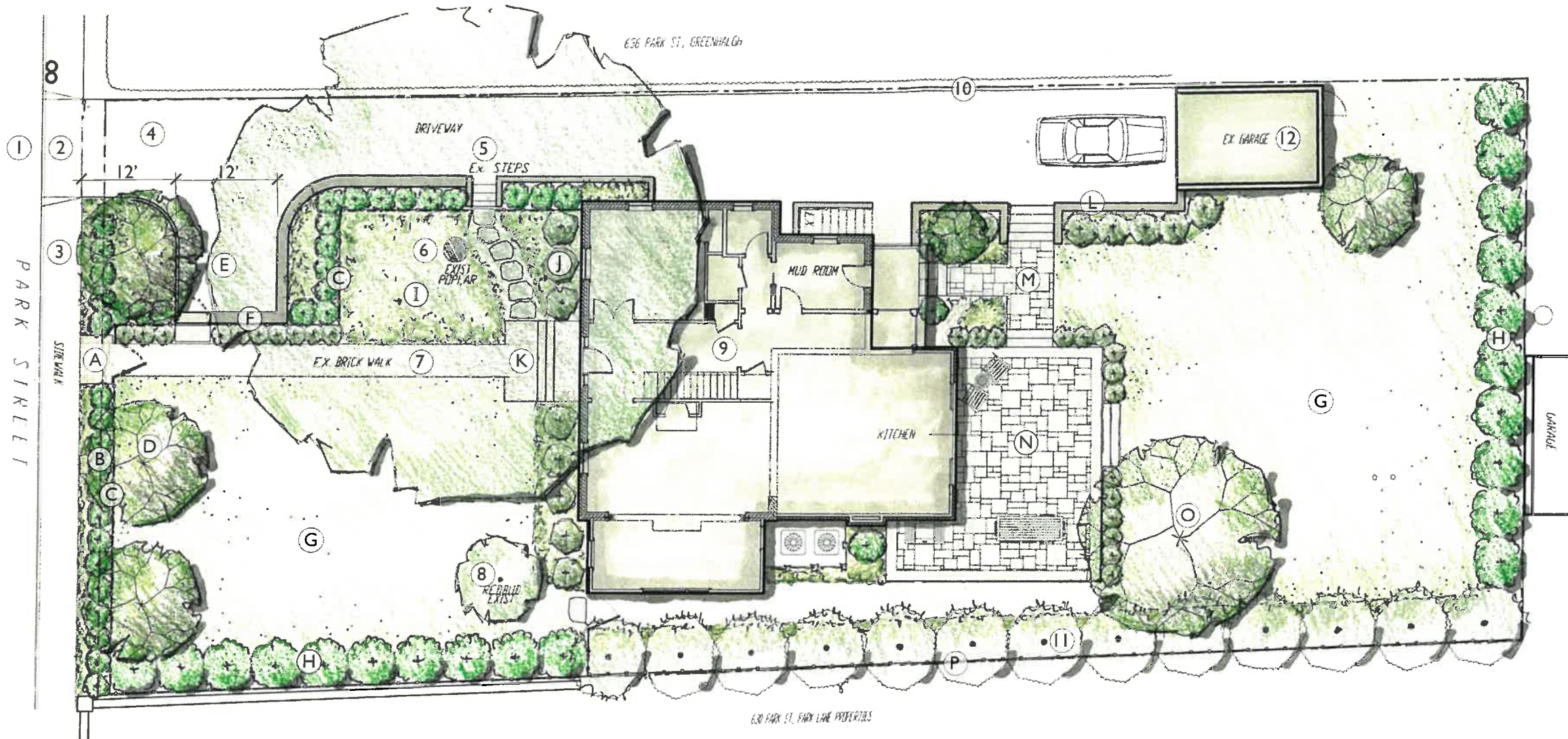




ADDRESS 632 PARK STREET  
 PARCEL # #520114000  
 ZONING R-1H  
 ACREAGE .3 ACRES  
 OWNER KAITLYN MARIE HENRY

2013 AERIAL VIEW





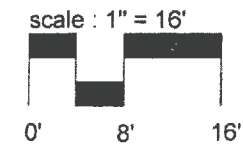
**Legend**

**Existing Features**

- 1 -Park Street
- 2 -Curb Cut
- 3 -Sidewalk
- 4 -Driveway To Be Improved
- 5 -Steps
- 6 -Poplar Tree
- 7 -Brick Walkway
- 8 -Redbud Tree
- 9 -Residence
- 10 -Property Boundary
- 11 -Evergreen Tree Hedge
- 12 -Garage

**Proposed Features**

- A -Brick Landing w/ Gate
- B -4' Evergreen Shrubs, Typ.
- C -4' Fence, Typ.
- D -Small Deciduous Flowering Tree
- E -Vehicular Turning Space, ~12'x15'
- F -Dry-stacked Stone Wall
- G -Lawn, Typ.
- H -5-6' Shrub Hedge
- I -Perennial Groundcover, Typ.
- J -Flowering Shrub, Typ.
- K -Expanded Landing To Match Walk
- L -Concrete Wall
- M -Bluestone Walk
- N -Bluestone Terrace
- O -Deciduous Shade Tree
- P -Privacy Fence on Boundary







730 Park St



802, 806, 810 Park St



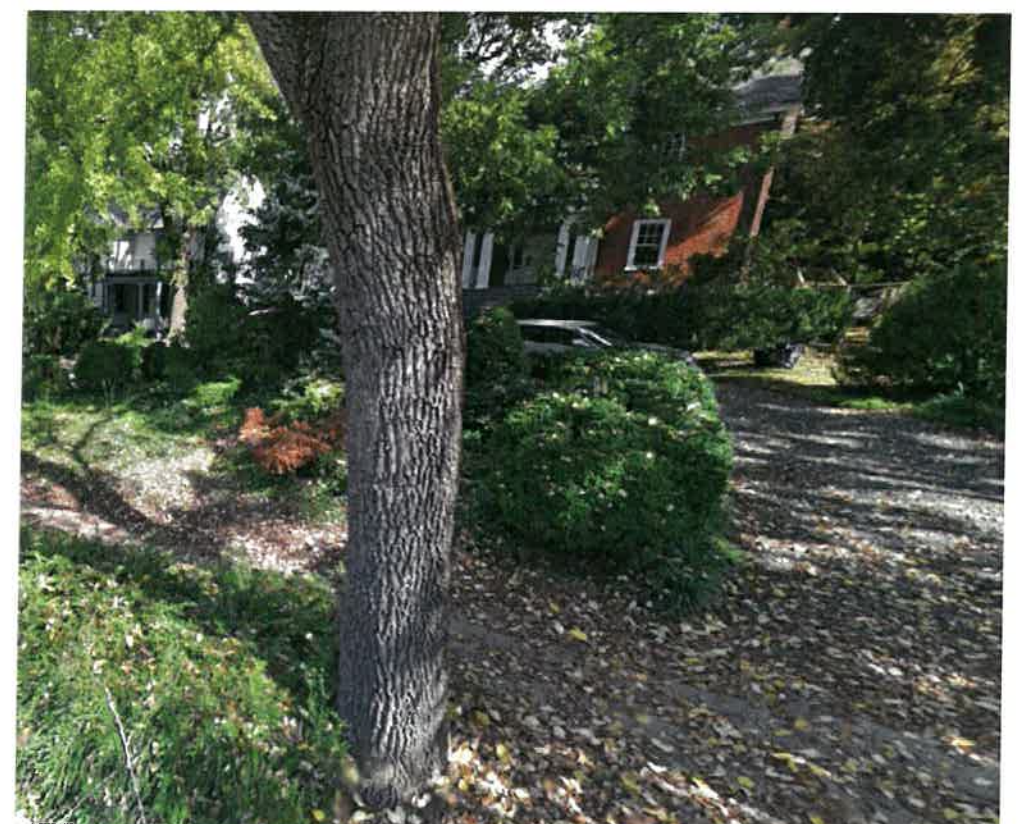
743, 745 Park St



709 Park St



616 Park St



532 Park St.





Low Dry-Stacked Stone Wall, Prime & Seal Driveway



Low Cobble Curb, Asphalt Driveway



Brick Walkway



Groundcover Planting



Dogwood Tree



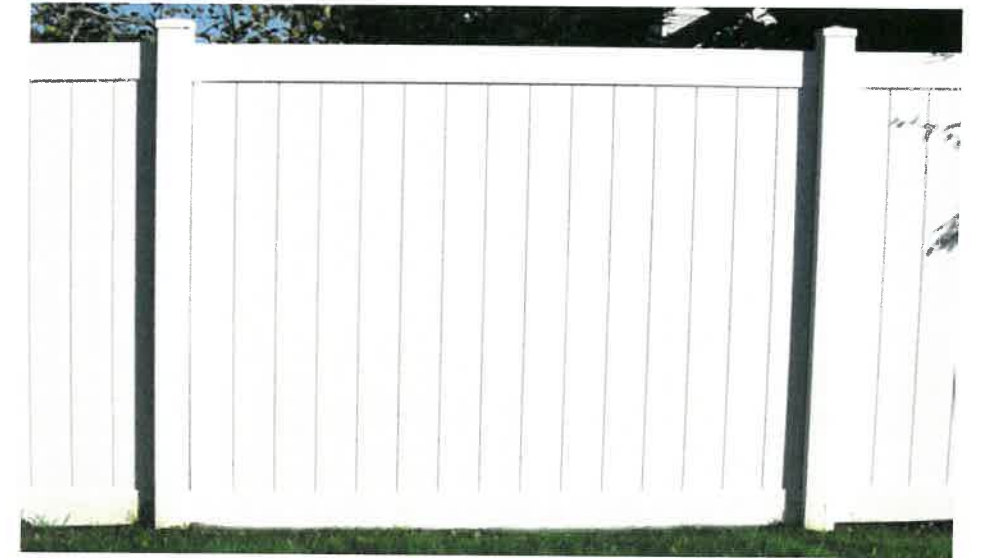
Green Mountain Boxwood Hedge



Evergreen Hedge With Fence



Black Aluminum Fence



Privacy Fence