

## **Lasley, Timothy G**

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**From:** Lasley, Timothy G  
**Sent:** Thursday, July 19, 2018 10:01 AM  
**To:** 'carlae@purplecherry.com'  
**Cc:** Werner, Jeffrey B; Mess, Camie  
**Subject:** BAR Actions - July 17, 2018 - 404 East Main Street

July 19, 2018

### **Certificate of Appropriateness Application**

BAR 18-06-01

404 East Main Street; Tax Parcel 280046000

New Dominion Bookshop, Owner/ NDB Land Trust/ George B. McCadlum III and David W. Kudravetz Trustees, Applicant/  
Carla Edwards

Window replacement (South elevation)

Dear Applicant,

The above referenced project was discussed before a meeting of the City of Charlottesville Board of Architectural Review (BAR) on May 15, 2018. The following action was taken:

Motion: Schwarz moved having considered the standards set forth within the City Code, including City Design Guidelines for Rehabilitation, I move to find that the proposed window replacements satisfy the BAR's criteria and are compatible with this property and other properties in the Downtown ADC District, and that the BAR approves the application as submitted; windows to have 1-1/8" mullions.  
Balut seconded. Approved (7-0).

This certificate of appropriateness shall expire in 18 months (January 17, 2020), 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 me at 434-970-3130 or [wernerjb@charlottesville.org](mailto:wernerjb@charlottesville.org).

Sincerely yours,  
Jeff Werner

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**Tim Lasley**

Intern | Historic Preservation and Design Planning  
City of Charlottesville | Neighborhood Development Services  
University of Virginia | Class of 2020  
School of Architecture

Phone: (434)970-3185

Email: [lasleyt@charlottesville.org](mailto:lasleyt@charlottesville.org)



**CITY OF CHARLOTTESVILLE  
BOARD OF ARCHITECTURAL REVIEW  
STAFF REPORT  
July 17, 2018**



**Certificate of Appropriateness Application**

BAR 18-06-01

404 East Main Street

Tax Parcel 280046000

New Dominion Bookshop

Owner: NDB Land Trust/ George B. McCallum III and David W. Kudravetz Trustees

Applicant: Carla Edwards

Window Replacement

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**Background**

The present Keller Building--constructed in 1915 after fire destroyed the original, 1873 building--is a two-story contributing structure in the Downtown ADC District. The building features a three part façade consisting of the storefront, second floor windows, and cornice. The building practices traditional World War I era masonry techniques. (Historic survey attached)

June 19, 2018 - Motion: Part I Schwarz moved to accept the applicant's request for deferral.

Part II: Schwarz moved having considered the standards set forth within the City Code, including City Design Guidelines for Rehabilitation I move to find that the proposed window replacement and rehabilitations satisfy the BAR's criteria and are compatible with this property and other properties in the Downtown ADC District, and that the BAR approves only the application for replacement of the front window sash. Ball seconded. Approved (7-0.).



**Application**

Submitted by Applicant:

- Purple Cherry Architects window survey, dated June 29, 2018, six pages.
- Gaston & Wyatt letter of recommendation and explanation, dated June 26, 2018.

Request to replace all windows on the rear (south) elevation of the building. Request to allow new windows to be simulated divided lites with spacer bars, rather than true divided lites.

NOTE: The existing metal grilles (exterior) on two of the windows will be removed during rehabilitation and set back into place upon completion.

## **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) When reviewing any proposed sign as part of an application under consideration, the standards set forth within Article IX, sections 34-1020 et seq shall be applied; and*
- (8) Any applicable provisions of the City's Design Guidelines.*

### **Pertinent Guidelines for Rehabilitation**

#### **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 if 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.*

#### **L. REAR OF BUILDINGS**

*The area behind commercial buildings is often forgotten and neglected. This area may be a utilitarian space for deliveries and storage of discarded goods. However, in some cases the rear of the building may provide the opportunity for a secondary entrance, particularly if oriented to a public alley. The appearance of the back area then becomes important to the commercial district and to the individual business. Customers may be provided with direct access from any parking area behind the building. In these cases, the back entrance becomes a secondary entrance to the store and is the first contact the customer makes with the business.*

- 1) *Meet all handicapped accessibility requirements.*
- 2) *Consolidate and screen mechanical and utility equipment in one location when possible.*
- 3) *Consider adding planters or a small planting area to enhance and highlight the rear entrance, and create an adequate maintenance schedule for them.*
- 4) *Retain any historic door or select a new door that maintains the character of the building and creates an inviting entrance.*
- 5) *Note building and ADA codes when and if changing dimensions or design of entrance.*
- 6) *Windows define the character and scale of the original façade and should not be altered.*
- 7) *If it is necessary to replace a window, follow the guidelines for windows earlier in this chapter.*
- 8) *If installation of storm windows is necessary, follow the guidelines for windows earlier in this chapter.*

- 9) *Remove any blocked-in windows and restore windows and frames if missing.*
- 10) *Security grates should be unobtrusive and compatible with the building.*
- 11) *Avoid chain-link fencing.*
- 12) *If the rear window openings need to be covered on the interior for merchandise display or other business requirements, consider building an interior screen, and maintain the character of the original window's appearance from the exterior.*
- 13) *Ensure that the design of the lighting relates to the historic character of the building.*
- 14) *Consider installing signs and awnings that are appropriate for the scale and style of the building.*
- 15) *Design and select systems and hardware to minimize impact on the historic fabric of the building.*
- 16) *Ensure that any fire escapes meet safety regulations and that no site elements inhibit proper egress.*
- 17) *Ensure that any rear porches are well maintained; and if used as upper floor entrance(s), are well lit and meet building codes while retaining their historic character.*

### **Discussion and recommendation**

Staff finds the request to replace the rear windows and the use new windows with simulated divided lites with spacer bars to be appropriate within City Code and City Design Guidelines.

Staff commends the applicant for a thorough analysis and survey of the existing windows.

NOTE: On July 10, 2018, two BAR members and the Pres & Design Planner visited the building, examining the windows from the interior and exterior. There was agreement that the existing sash and frames are in very poor condition; that repairs would be cost prohibitive, likely requiring more new material than what could be retained of the existing. Additionally, they observed evidence of water infiltration that, in the course of replacing the window, should be addressed through new flashing and rehabilitation of the existing masonry. Staff will prepare a summary for the BAR to discuss and for consideration by the applicant.

### **Suggested Motion**

Having considered the standards set forth within the City Code, including City Design Guidelines for Rehabilitation, I move to find that the proposed window replacements satisfy the BAR's criteria and are compatible with this property and other properties in the Downtown ADC District, and that the BAR approves the application as submitted (or with the following modifications...).



TO: City of Charlottesville Board of Architectural Review  
C/O Jeff Werner

FROM: Purple Cherry Architects,  
On behalf of Hans Cailen von Briesen and R. Ted Weschler

DATE: June 26, 2018

SUBJECT: Certificate of Appropriateness Application #BAR 18-06-01 - Additional Information

Members of the Board of Architectural Review,

PCA would like to submit the following exhibits in further support of Certificate of Appropriateness Application #BAR 18-06-01. The attached documentation elaborates on our request that the BAR support full replacement of all windows at the rear of the building. It is our opinion and that of the owner, contractor, and window specialist that the current condition of the original, historical windows has deteriorated beyond the point where rehabilitation and restoration is reasonably feasible.

Please find the following Exhibits attached for your consideration:

1. Photos highlighting problematic conditions at each window (6 pages)
2. Detailed letter of explanation from Gaston & Wyatt (1 page)

Since our submission dated May 29, 2018, we have obtained additional information from Gaston & Wyatt identifying that the Marvin clad windows proposed for the rear window replacements are available with simulated divided lites with spacer bars rather than true divided lights. Since SDL replacement windows are acceptable under the Charlottesville Architectural Design Control District Design Guidelines, we respectfully request your consideration of simulated divided lights for these windows.

Thank you,

Carla Edmonds  
Purple Cherry Architects

# GASTON & WYATT

**To:** Greer & Associates  
710 Henry Avenue, Suite B  
Charlottesville, VA 22903  
Phone: 434-296-8722  
Direct: 434-960-4263

**Date:** 26-Jun-18

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**Attention:** Hans Cailen von Briesen  
**Project:** Old Dominion Bookstore

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Cailen,

In the matter of the windows on the Old Dominion Bookstore, Gaston & Wyatt has come to the conclusion that the windows cannot be restored and it would be the best course to replace them. There is easy to see and apparent rotting of the wood. There is likely more rot than the eye can see that is hidden by layers of paint. When you have wavy or bubbled paint it is true sign that water has been able to compromise the paint and likely has deteriorated the wood behind it. So, even if the apparent locations seem like they could be restored, there are hidden locations that would make the restoration task even greater.

It appears that the millwork has had some restoration attempts over the years that have now become apparent and starting to deteriorate again. You can only put so many band aids on wood before you have to totally replace it. Even if the windows were even close to being at a point to restore them, putting dutchman or some form of epoxy on them is surly just a band aid and will have to be redone sooner than one would want to. Replacement is a sure and lasting result. Gaston & Wyatt is totally in favor of repair and restoration rather than replacement when it makes sense. All of the conditions have to be "right" to warrant the restoration. This is not one of those cases.

Another reason that replacement would be the best course is, many of the joints that are holding the sash together have been "popped". Meaning that the glue and/or the fasteners that is holding the sash together has come loose. When this happens it is very difficult to get glue back in the joint without totally taking the sash apart which most of time proves to be such a chore that the parts get damaged during the process, requiring replacement.

Feel free to email, call or come by the GW office if you need any further information.

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Thank you,  
Keith Cutts  
Vice President  
Gaston & Wyatt LLC  
1317 Carlton Ave, Suite 100  
Charlottesville, VA 22902  
434-293-7357  
[kcutts@gastonwyatt.com](mailto:kcutts@gastonwyatt.com)



6/29/2018 12:44:46 PM



EXTERIOR CONDITIONS KEY



1



2



Purple Cherry  
Architects

**SUPPLEMENTAL  
DOCUMENTATION**  
REF #: BAR 18-06-01

18-018 NEW DOMINION  
BOOKSHOP  
SHEET 1/6





Purple Cherry  
Architects



3



4



5



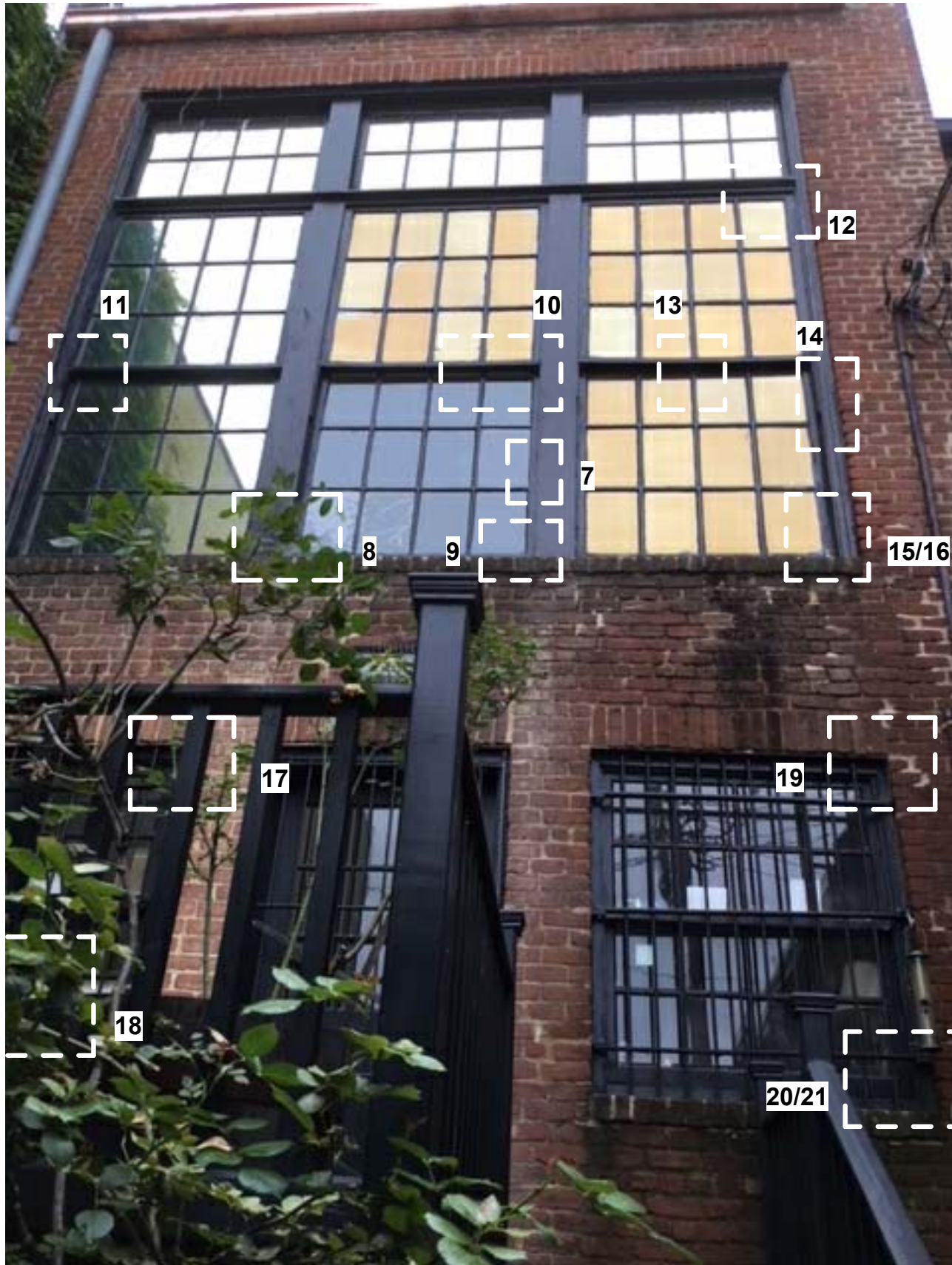
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**SUPPLEMENTAL  
DOCUMENTATION**  
REF #: BAR 18-06-01

18-018 NEW DOMINION  
BOOKSHOP  
SHEET 2/6



6/29/2018 12:45:03 PM



INTERIOR CONDITIONS KEY



7



8



Purple Cherry  
Architects

**SUPPLEMENTAL  
DOCUMENTATION**  
REF #: BAR 18-06-01

18-018 NEW DOMINION  
BOOKSHOP  
SHEET 3/6





Purple Cherry  
Architects



9



10



11



12

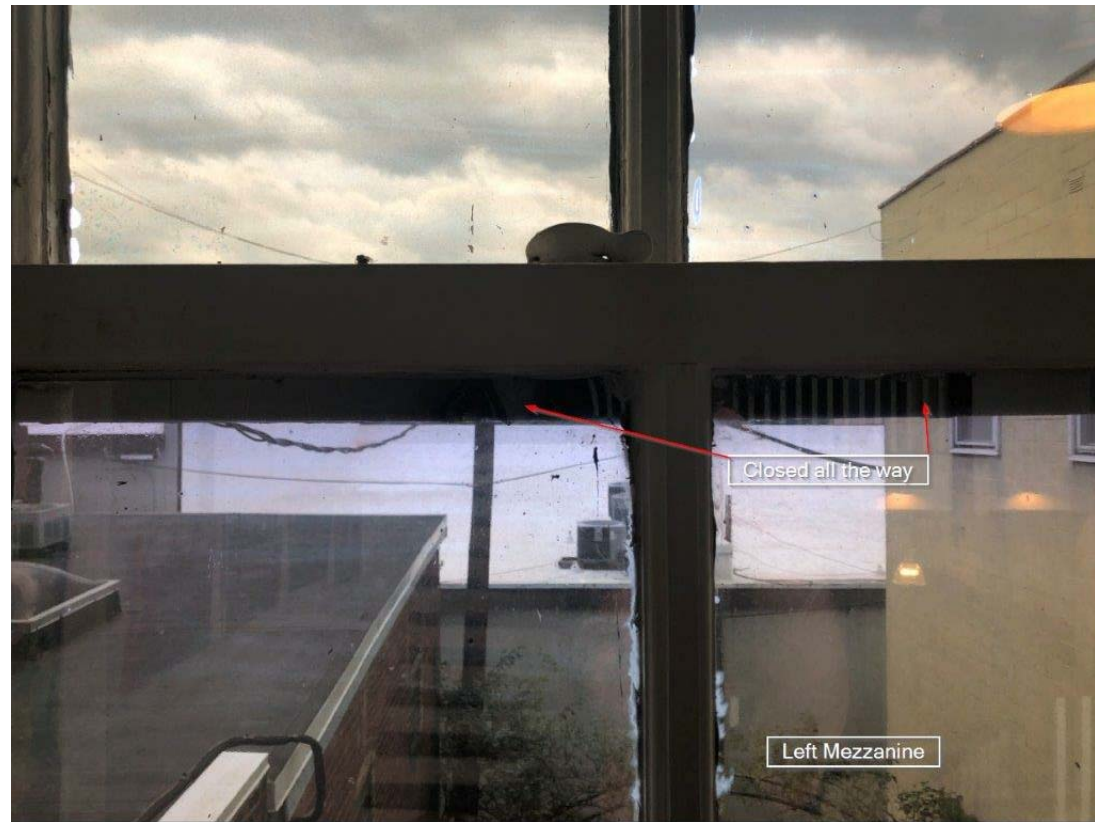
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DOCUMENTATION**  
REF #: BAR 18-06-01

18-018 NEW DOMINION  
BOOKSHOP  
SHEET 4/6





Purple Cherry  
Architects



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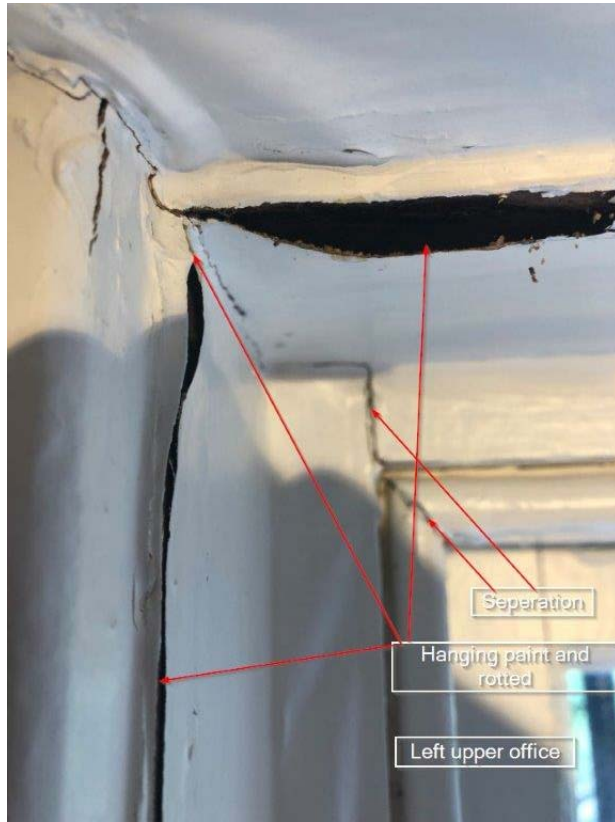


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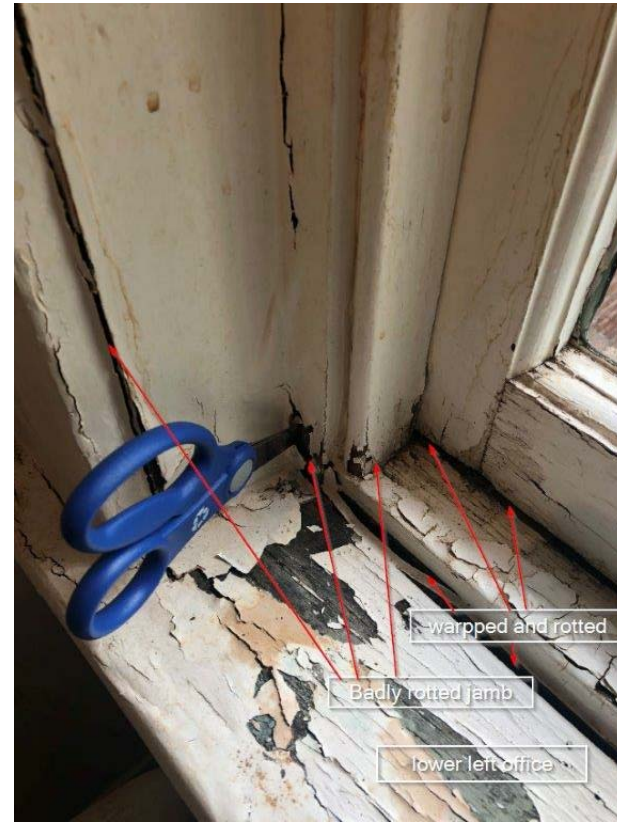
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REF #: BAR 18-06-01

18-018 NEW DOMINION  
BOOKSHOP  
SHEET 5/6





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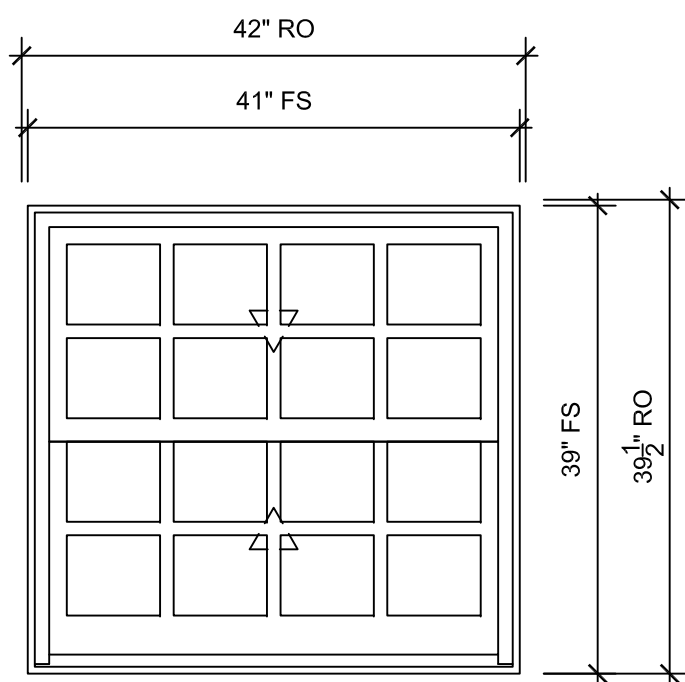
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Purple Cherry  
Architects

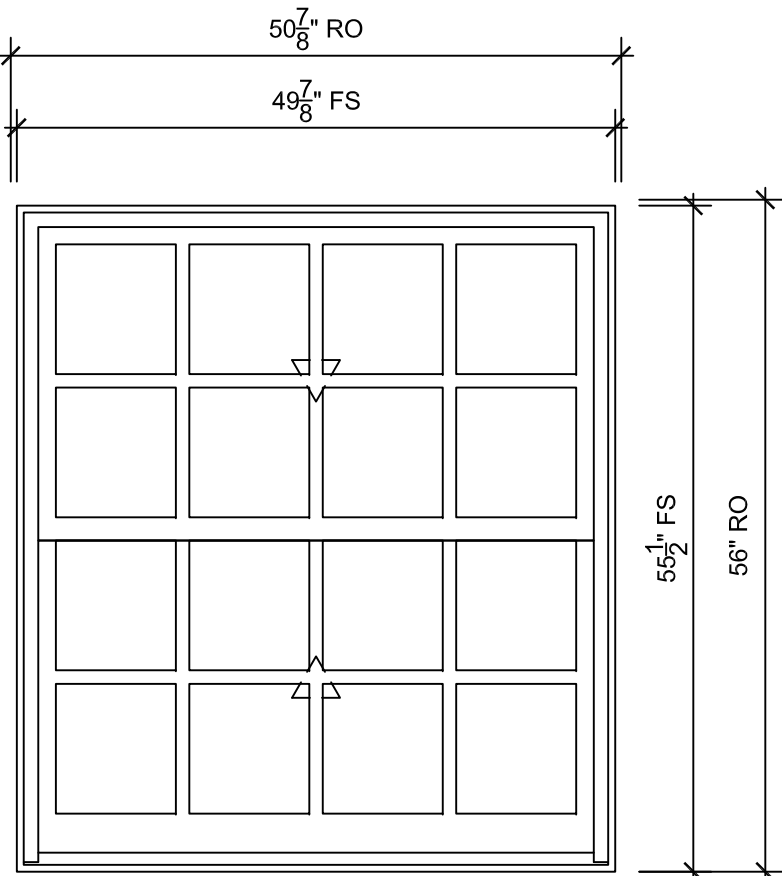
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18-018 NEW DOMINION  
BOOKSHOP  
SHEET 6/6



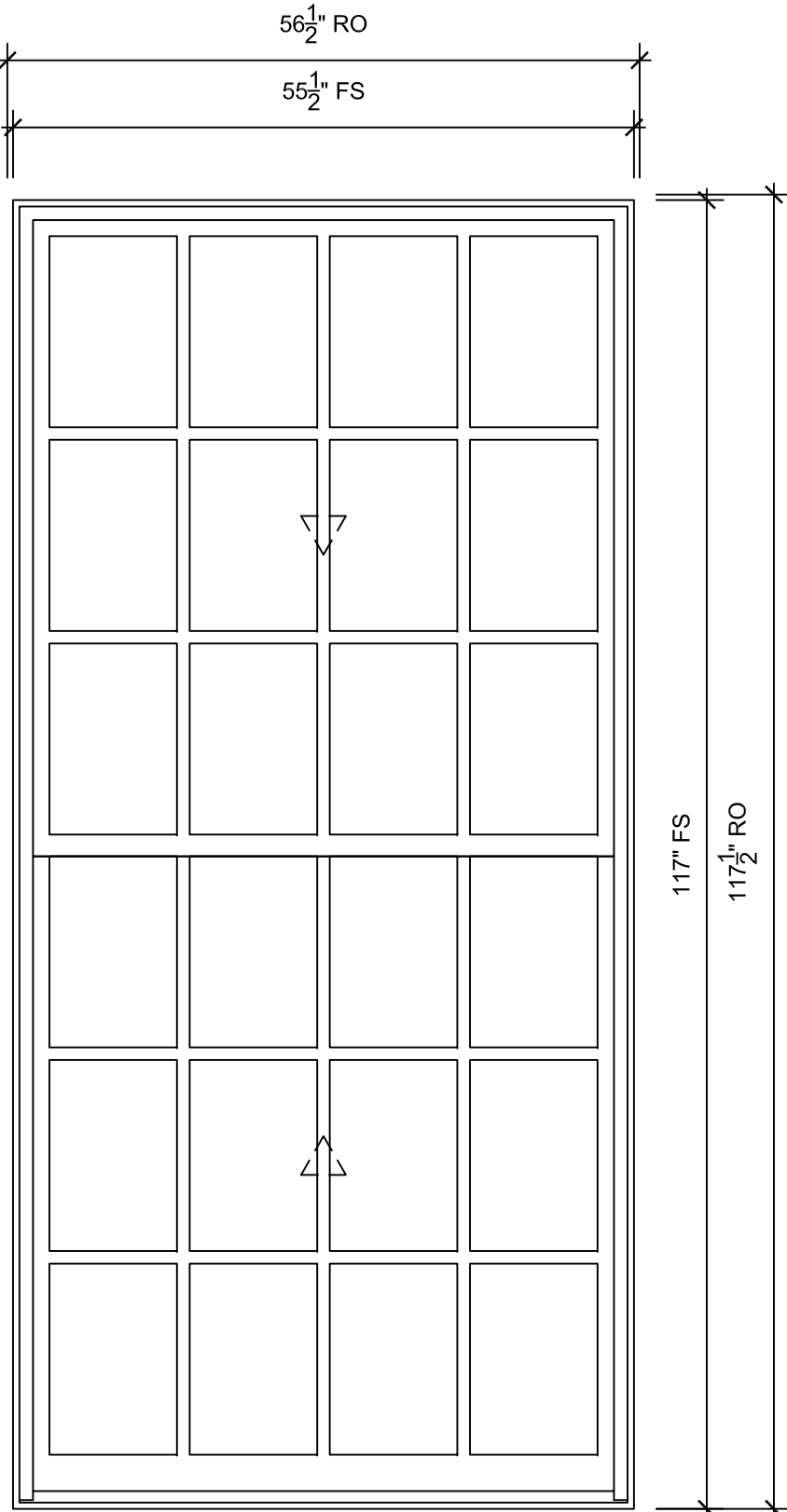
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⊕ Sill  
⊕ Checkrail  
⊕ Jamb  
⊕ Divided Lite



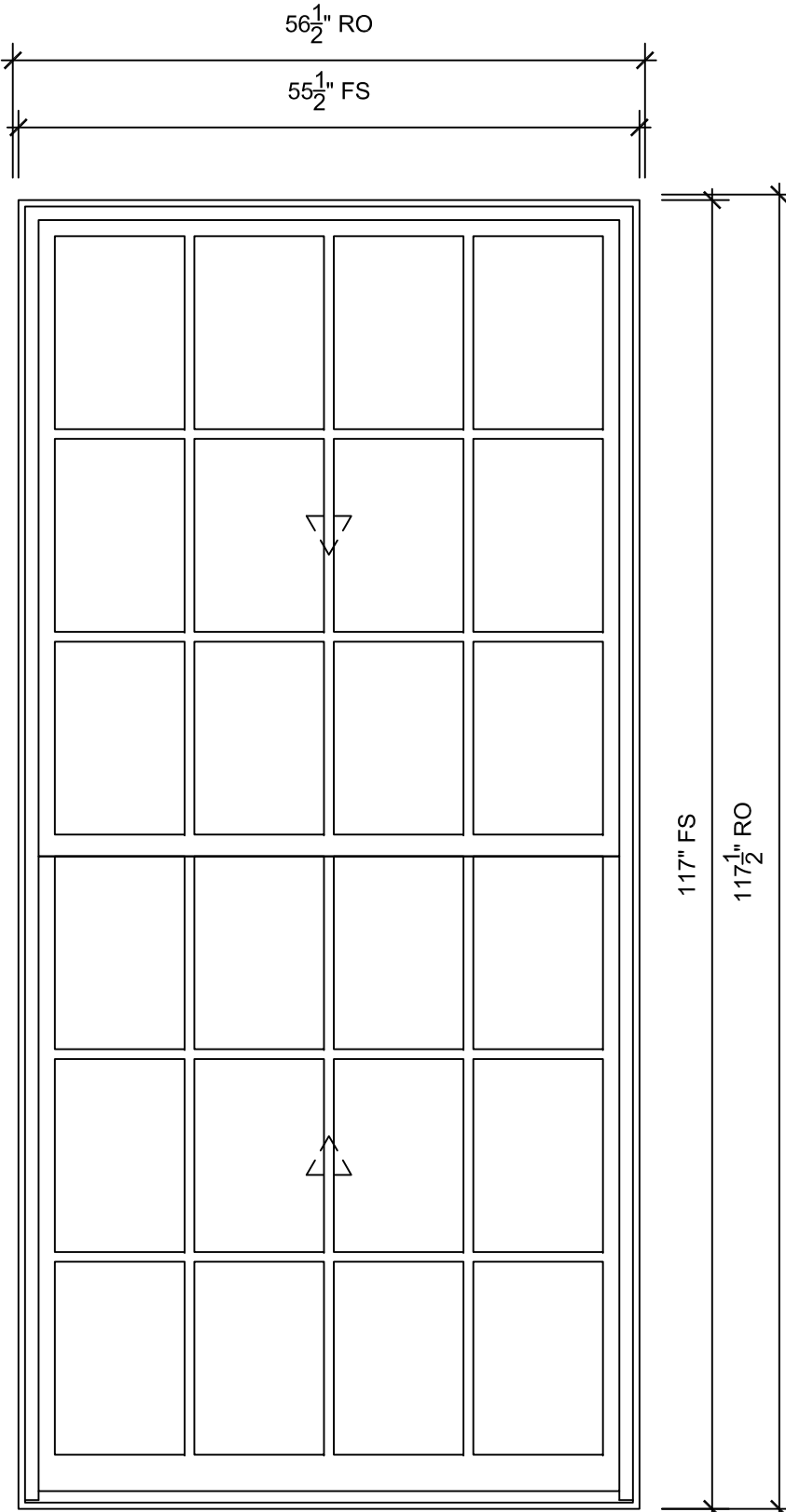
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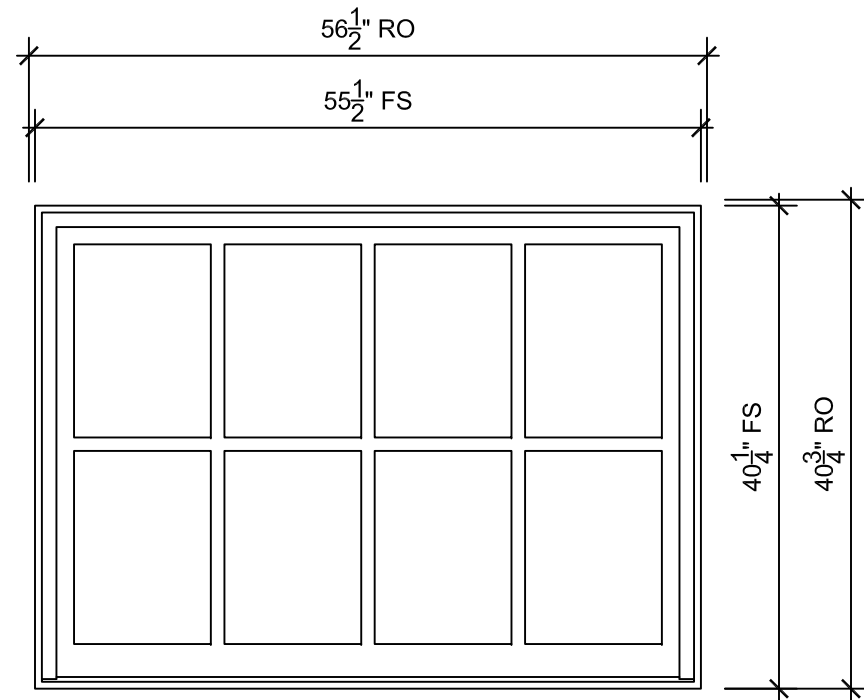
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⊕ Jamb  
⊕ Divided Lite



**SECOND 7/8" OPTION**  
SCALE: 3/4" = 1'-0"

Legend:  
⊕ Head  
⊕ Sill  
⊕ Checkrail  
⊕ Jamb  
⊕ Divided Lite



**SECOND TRANSOM**  
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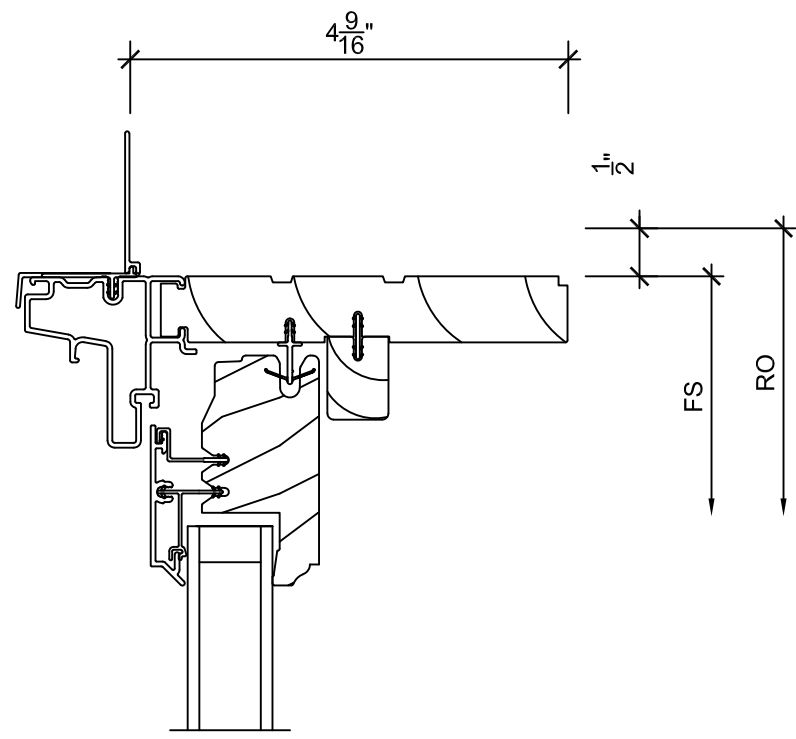
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FOR DESIGN INTENT ONLY, NOT FOR MANUFACTURE.

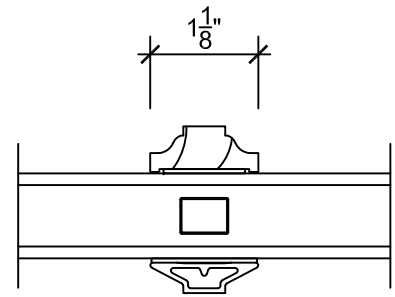
**ORDERING PRODUCTS WITH REFERENCE TO SHOP DRAWINGS:**  
Before ordering the Marvin Window and Door products illustrated within these shop drawings, a copy of these drawings accompanied by an approved signature of the purchaser must be returned to the Architectural Department of Marvin Windows and Doors, Inc., 10000 Westchase Parkway, Suite 400, Houston, Texas 77036. If the Marvin Windows and Doors products are ordered without reference to the approved shop drawings, Marvin Windows and Doors assumes no responsibility in guaranteeing product coordination with the drawings.

PROJ/JOB: GreeWesC 051018 / Weschler Clad  
DIST/DEALER: GASTON & WYATT INC  
DRAWN: MARK WINGERO  
QUOTE#: 28DDGPJ  
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CREATED: 06/12/2018  
REVISION:

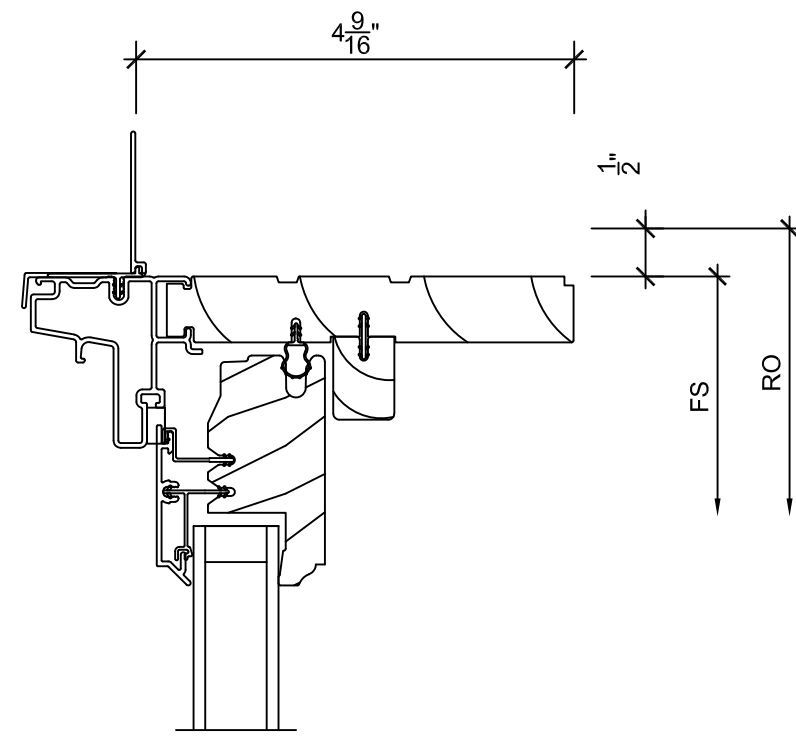




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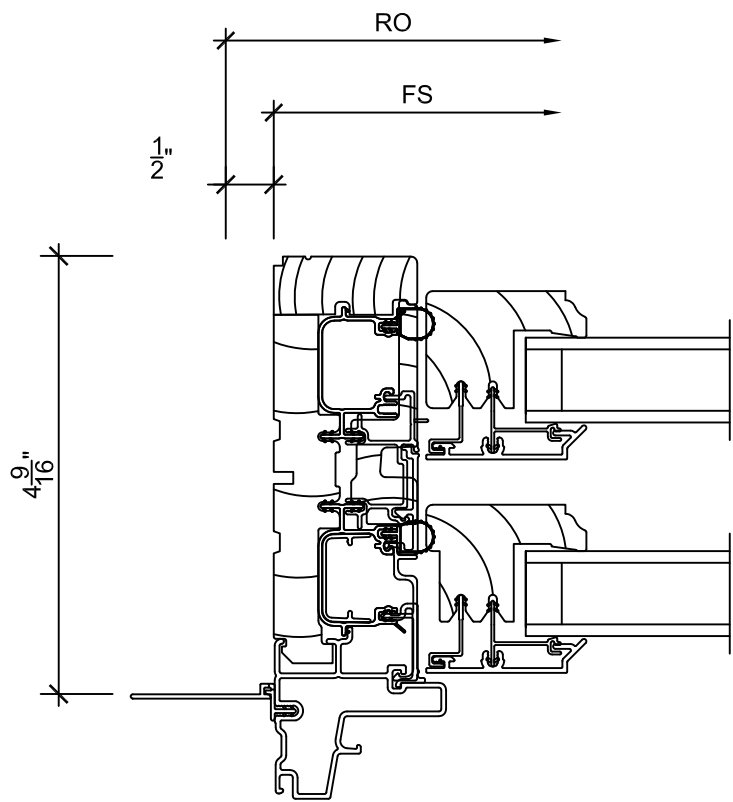


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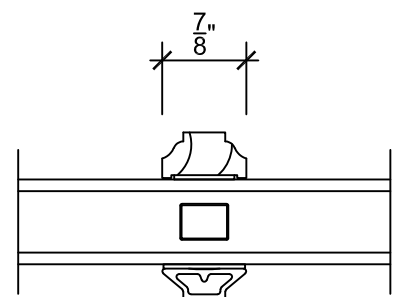


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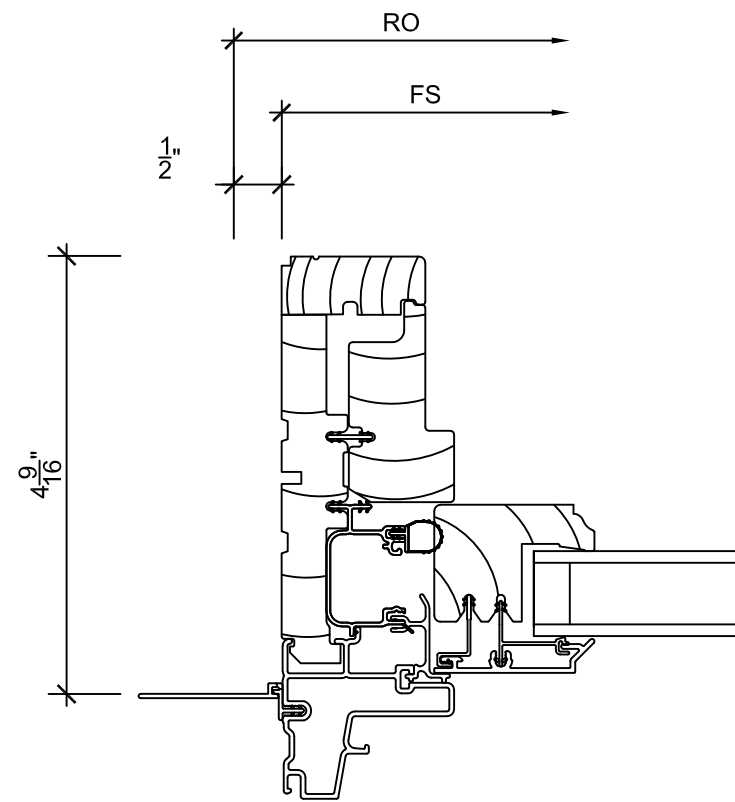
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2 Jamb SCALE: 6" = 1'-0"

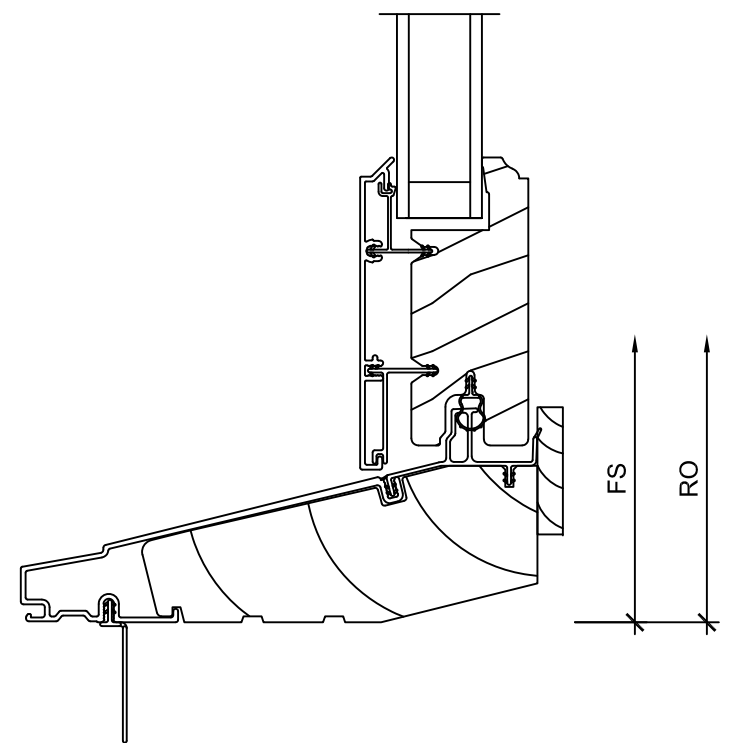


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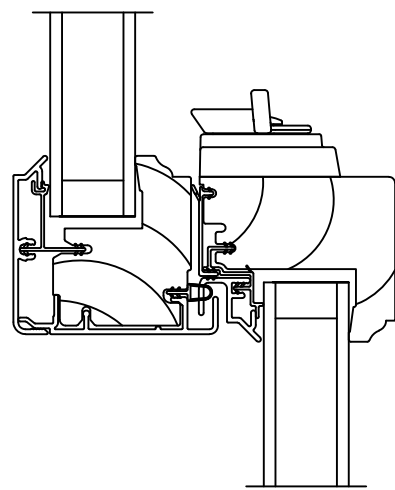


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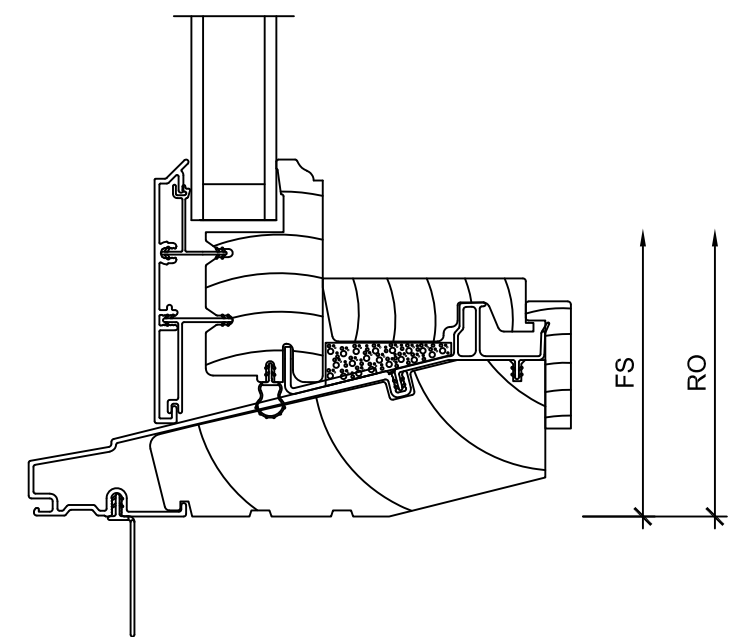
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2 Sill SCALE: 6" = 1'-0"



6  
2 Checkrail SCALE: 6" = 1'-0"



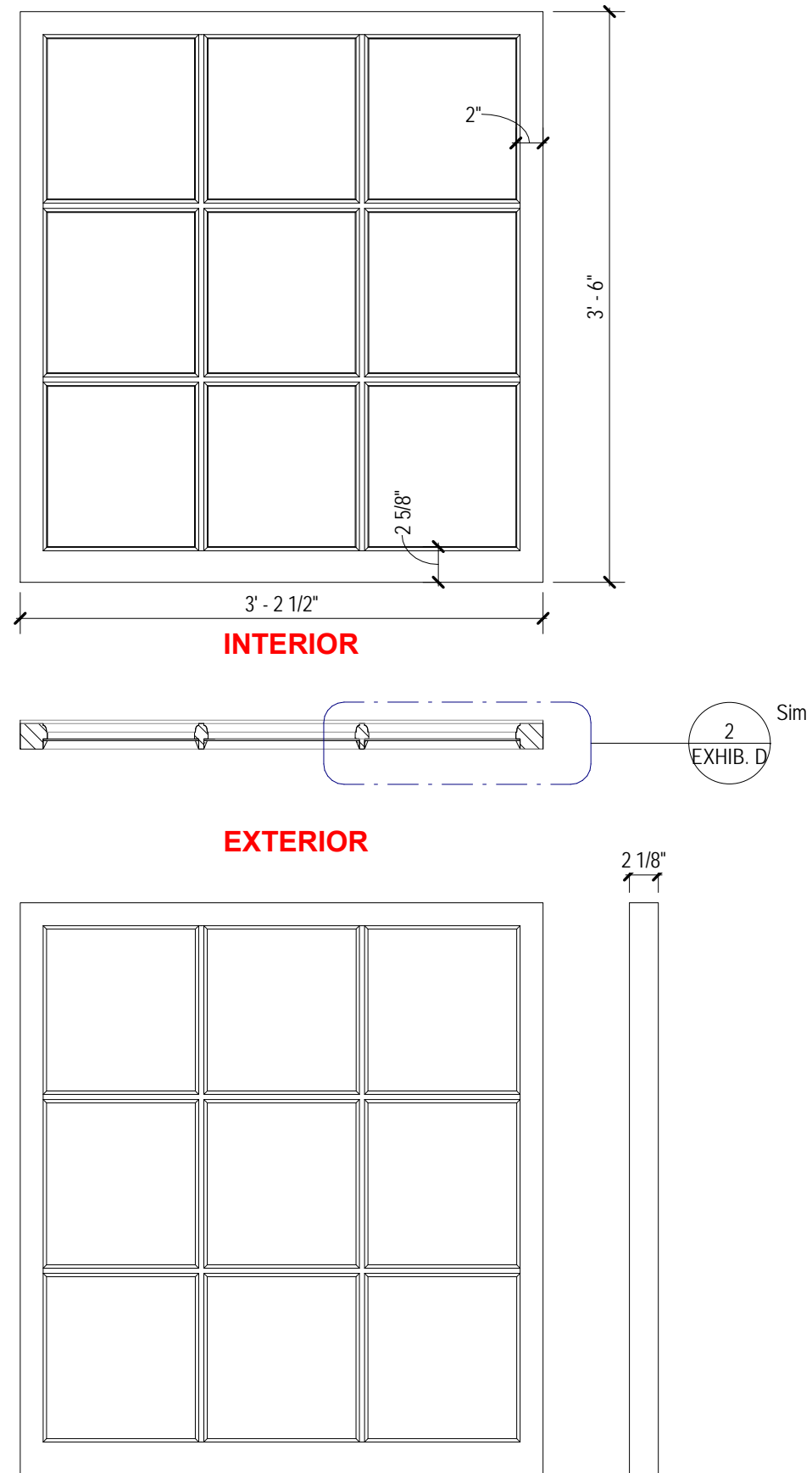
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Purple Cherry  
Architects

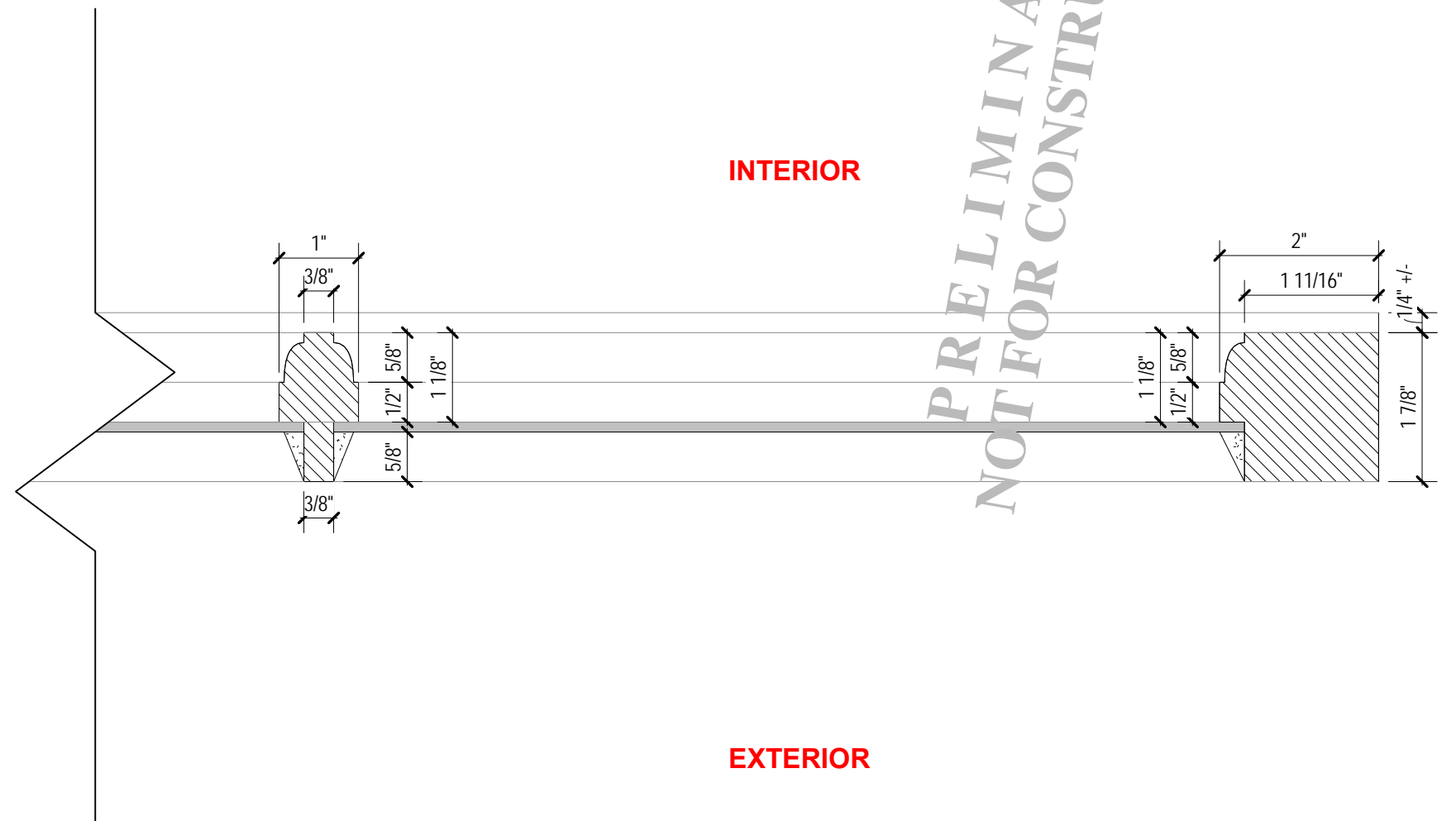


INTERIOR

EXTERIOR

EXISTING HISTORICAL FRONT SASH TO BE REPLICATED

1" = 1'-0"



INTERIOR

EXTERIOR

EXISTING HISTORICAL SASH PROFILES

6" = 1'-0"

18-018 NEW DOMINION  
BOOKSHOP