

## Scala, Mary Joy

---

**From:** Scala, Mary Joy  
**Sent:** Tuesday, September 13, 2016 8:26 AM  
**To:** 'Rosalyn Keesee'  
**Cc:** Bret Holden  
**Subject:** RE: Sigma Chi

I am willing to administratively approve the elimination of two rear windows as proposed. You may proceed.

### 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](mailto:scala@charlottesville.org)

---

**From:** Rosalyn Keesee [mailto:[rmkeesee@gmail.com](mailto:rmkeesee@gmail.com)]  
**Sent:** Wednesday, September 07, 2016 1:14 PM  
**To:** Scala, Mary Joy  
**Cc:** Bret Holden  
**Subject:** Sigma Chi

Good afternoon Mary Joy -

As we are looking more closely at the interior furnishings of the Sigma Chi addition, we realized that there is a small change we would like to make to the rear elevation of the Chapter Room. To provide interior wall space for furniture and equipment, we would like to eliminate two of the windows facing the rear of the property. We are not proposing any change to the street elevation. We think the elimination of two windows does not detract from the aesthetics of the building and it would greatly enhance the functionality of the space. Attached you will find a PDF with 2 drawings: 1. the current elevation showing the window configuration as approved; and 2. the proposed revised elevation with the two windows eliminated. We are hoping this is a change that can be handled administratively. Please review the attached PDF and advise.

Thank you very much -

Rosalyn Keesee  
c | 434.962.9153  
c | [rmkeesee@gmail.com](mailto:rmkeesee@gmail.com)

Number	Date	Revised By	Description

PSI Chapter of Sigma Chi  
508 Piverton St., Charlottesville, VA 22903

EXTERIOR ELEVATIONS

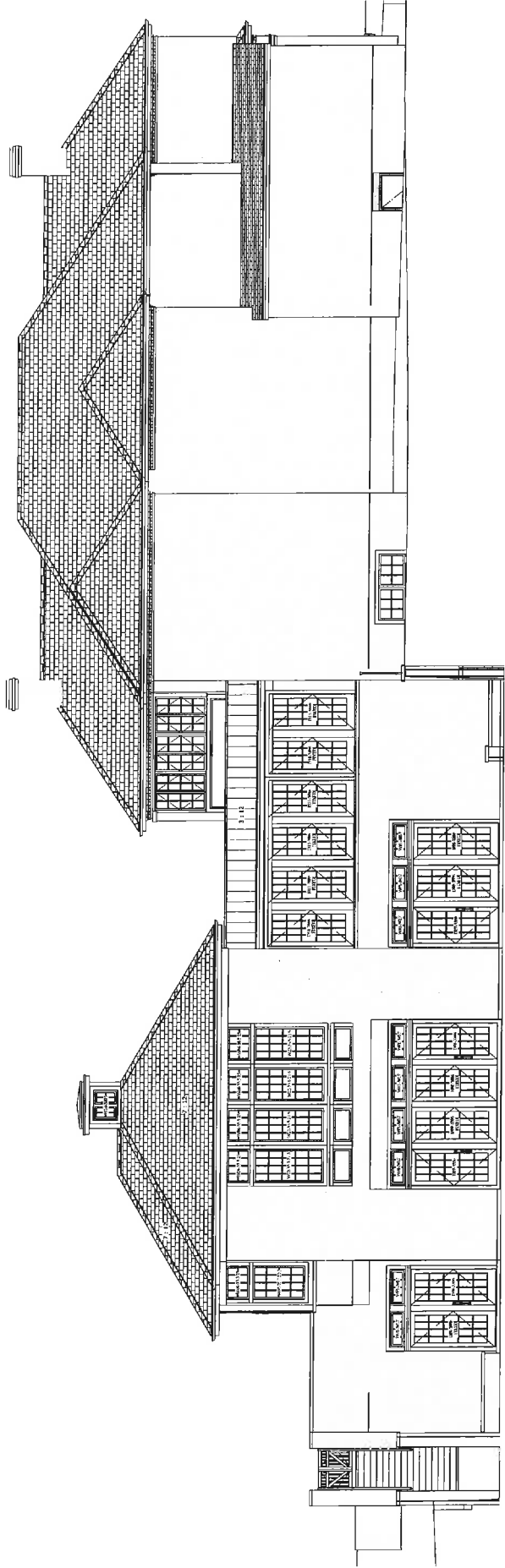
JEFF MININGER  
DESIGNS  
525 Maple Ave., Waynesboro, VA 22980  
Phone 540.343.0192

DATE:  
4/21/16

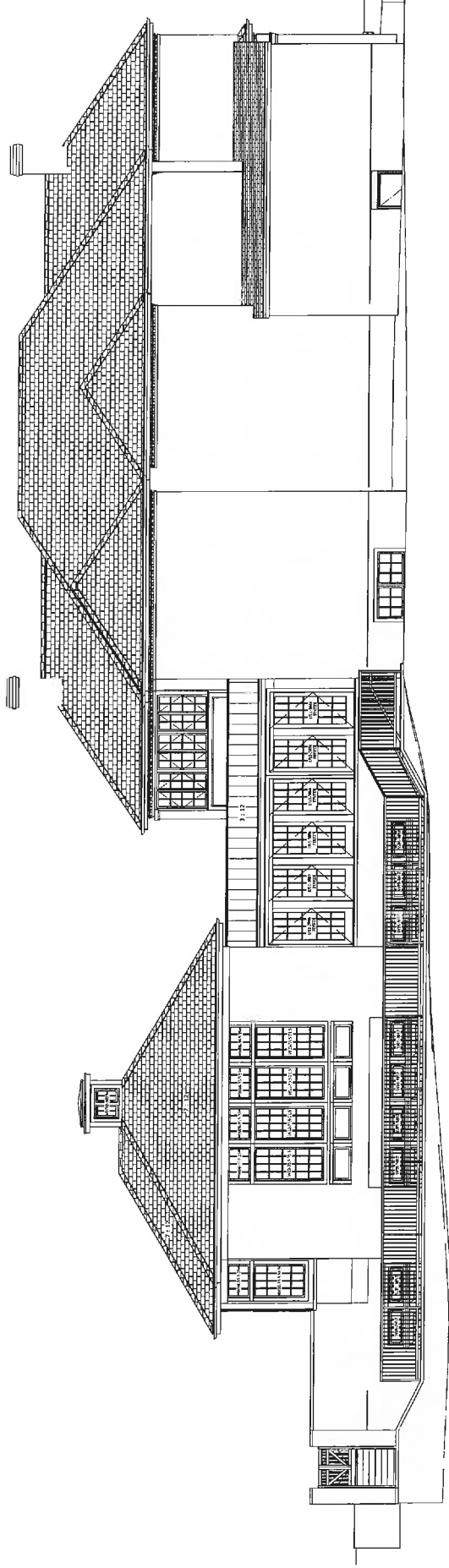
SCALE:  
1/4" = 1'

PAPER SIZE:  
ARCH D (36" x 48")

SHEET:  
A2.02



Exterior Elevation 03 Clipped - East Facing (Back)



Exterior Elevation 04 - East Facing (Back)

CURRENT

Revised Exterior Elevation 04 - East Facing (Back)