

Certificate of Appropriateness  
BAR #HST25-0054  
321 East Main St, TMP 330226000  
Downtown ADC District  
Owner: 321-323 East Main Street, LLC  
Applicant: Jazmine Mays / Thalhimer  
Project: Install door at side entrance (4<sup>th</sup> Street, NE)

The CoA for the above referenced project was approved by the City of Charlottesville Board of Architectural Review on January 22, 2025. The following action was taken:

Mr. Bailey moved to approve the consent agenda, and this was seconded by Ms. Lewis. Please note that approval of the consent agenda results in approval of the following:

Having considered the standards set forth within the City Code, including City's ADC District Design Guidelines, I move to find that the proposed door installation at 321 East Main Street satisfies the BAR's criteria and is compatible with this property and other properties in the Downtown ADC District, and that the BAR approves the application as submitted.

**Motion:** Mr. Bailey **Second:** Ms. Lewis **Vote:** 7-0

For specifics of the discussion, the meeting video is on-line at:  
<https://boxcast.tv/channel/vabajtzezuYv3iclkx1a?b=smalwch0nzfeo4l9idjm>

Per the provisions of City Code, this CoA is valid for 18 months from the date of BAR approval; upon written request and for reasonable cause, the director of NDS or the BAR may extend that period by one year; and this CoA does not, in and of itself, authorize any work or activity that requires a building permit or compliance with other provisions of the City Code.

If you have any questions, please contact me or Jeff Werner ([wernerjb@charlottesville.gov](mailto:wernerjb@charlottesville.gov)).

Sincerely,  
Kate



Kate Richardson  
Historic Preservation & Design Planner II  
Neighborhood Development Services  
City of Charlottesville  
434.970.3515 | [richardsonka@charlottesville.gov](mailto:richardsonka@charlottesville.gov)

**City of Charlottesville  
Board of Architectural Review  
Staff Report  
January 22, 2025**



**Certificate of Appropriateness**

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**Background**

Year Built: 1956

District: Downtown ADC District

Status: Contributing

Originally the Miller and Rhodes Department Store, designed by Carneal and Johnston (Richmond) and Stainback and Scribner (Charlottesville). Exterior alterations in 1998, 2004, and 2005. See images in Appendix.

**Prior BAR Reviews**

(See Appendix)

**Application**

- Submittal: Dodson Glass and Mirror proposal for 321 East Main, dated 11/26/2024, with elevation and photos.

CoA request to install a commercial, glazed door with metal frame within an existing masonry opening at a side entrance on 4<sup>th</sup> Street, NE. Glass to be clear.

**Discussion**

Staff recommends approval of this CoA.

**Suggested motion**

***Approval [with approval of the consent agenda]:*** Having considered the standards set forth within the City Code, including City's ADC District Design Guidelines, I move to find that the proposed

door installation at 321 East Main Street satisfies the BAR's criteria and is compatible with this property and other properties in the Downtown ADC District, and that the BAR approves the application as submitted.

### **Criteria, Standards, and Guidelines**

Note re: BAR authority: Per Code, the BAR is charged only with the authority to approve or deny a design review CoA, following an evaluation applying the criteria under Code Sec. 34-5.2.7. Major Historic Review. The BAR does not evaluate a proposed use. Additionally, per Code Sec. 34-5.2.7.E.2., the issuance of a CoA "cannot, in and of itself, authorize any construction, reconstruction, alteration, repair, demolition, or other improvements or activities requiring a building permit. Where a building permit is required, no activity authorized by a [CoA] is lawful unless conducted in accordance with the required building permit and all applicable building code requirements."

### **Review Criteria Generally**

Per Chapter 34, Div. 5.2.7. C.2:

- a. In considering a particular application the BAR will approve the application unless it finds:
  - i. That the proposal does not meet specific standards set forth within this Section or applicable provisions of the City's design guidelines; and
  - ii. The proposal is incompatible with the historic, cultural or architectural character of the district in which the property is located or the IPP that is the subject of the application.
- b. The BAR will approve, approve with conditions, or deny applications for Certificates of Appropriateness in accordance with the provisions of this Section.
- c. The BAR, or City Council on appeal, may require conditions of approval as are necessary or desirable to ensure that any new construction or addition is compatible with the scale and character of the Architecture Design Control District, Individually Protected Property, or Historic Conservation District. Prior to attaching conditions to an approval, due consideration will be given to the cost of compliance with the proposed conditions as well as the goals of the Comprehensive Plan. Conditions may require a reduction in height or massing, consistent with the City's design guidelines and subject to the following limitations: [not germane]

### **Standards for Review and Decision**

Per Chapter 34, Div. 5.2.7. D.1:

- a. Review of the proposed construction, reconstruction, alteration or restoration of a building or structure is limited to exterior architectural features, including signs, and the following features and factors:
  - i. 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 District;
  - ii. The harmony of the proposed change in terms of overall proportion and the size and placement of entrances, windows, awnings, exterior stairs, and signs;
  - iii. 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;
  - iv. The effect of the proposed change on the adjacent building or structures;
  - v. The impact of the proposed change on other protected features on the property, such as gardens, landscaping, fences, walls, and walks;
  - vi. Whether the proposed method of construction, renovation, or restoration could have an adverse impact on the structure or site, or adjacent buildings or structures;

- vii. When reviewing any proposed sign as part of an application under consideration, the standards set forth within Div. 4.11. Signs will be applied; and
- viii. Any applicable provisions of the City's design guidelines.

## **Pertinent ADC District Design Guidelines**

### Chapter III: New Construction & Additions

#### **I. Windows & Doors**

...

- 1) Glass shall be clear. Opaque spandrel glass or translucent glass may be approved by the BAR for specific applications.

### Chapter IV: Rehabilitation

#### **B. Facades & Storefronts**

- 1) Conduct pictorial research to determine the design of the original building or early changes.
- 2) Conduct exploratory demolition to determine what original fabric remains and its condition.
- 3) Remove any inappropriate materials, signs, or canopies covering the façade.
- 4) Retain all elements, materials, and features that are original to the building or are contextual remodelings, and repair as necessary.
- 5) Restore as many original elements as possible, particularly the materials, windows, decorative details, and cornice.
- 6) When designing new building elements, base the design on the "Typical elements of a commercial façade and storefront" (see drawing next page).
- 7) Reconstruct missing or original elements, such as cornices, windows, and storefronts, if documentation is available.
- 8) Design new elements that respect the character, materials, and design of the building, yet are distinguished from the original building.
- 9) Depending on the existing building's age, originality of the design and architectural significance, in some cases there may be an opportunity to create a more contemporary façade design when undertaking a renovation project.
- 10) Avoid using materials that are incompatible with the building or within the specific districts, including textured wood siding, vinyl or aluminum siding, and pressure-treated wood.
- 11) Avoid introducing inappropriate architectural elements where they never previously existed.

## **Appendix**

### **Prior BAR Reviews**

July 20, 2004- the BAR approved (4-2) the partial demolition of selected features: The pediment may be removed, but all cast stone/ precast concrete detailing from that point down must be retained, including the pilasters, columns and storefront surrounds. The cornice may be removed. The circular openings must remain, but the classical detailing and the divided lights in the circular windows may be removed. The 4th Street canopy may be removed. The BAR approved unanimously (6-0) deferral of application for changes to the building.

August 17, 2004 - BAR approved (5-1) the removal of the architrave, the round window over the 4th Street entrance, the larger window near that entrance, the storefronts and entrance doors on the mall, and removal of all the classical detail on the round windows, including those on the west elevation.

BAR approved unanimously (6-0) the application in terms of material, texture, color, height, and scale of modifications, particularly the choices of materials that are architecturally compatible with the district and with salient architectural features remaining of the original building design. The BAR asked that the applicant bring back to them a larger sample of the finish on the aluminum storefront at their next meeting.

December 21, 2004 - BAR accepted a larger aluminum sample.

January 18, 2005 - BAR approved a brick band and spandrel glass as presented, with a redesign of 4th Street to return to BAR for approval. The BAR did not approve (?) the proposed elimination of the Main Street canopy.

January 26, 2005 - BAR informally endorsed a proposed design for 4th Street.

February 15, 2005 - BAR approved (7-0) the proposal as submitted, specifically the revised entryway design including a new canopy on 4th Street. The BAR also clarified its January 18, 2005 motion to confirm that the BAR intended to approve the elimination of the canopy on Main Street.

March 20, 2018 – BAR approved a mural (north elevation), which was not installed.

Prior to 2004/2005 alterations



2018 (Google)





321 East Main Street - New door at side (4th St NE)

BAR January 22, 2025

Dodson Glass and Mirror, Inc.  
1117 East Market Street  
Charlottesville Virginia 22902  
(434) 973-7534 / Fax (434) 973-7651

Project Name: 321 East Main St  
Frame Set Name: Frame Set 1  
Metal Group: M450 CG/SS/OG STOPS UP  
Required: 1 Back Member Color: #17 CLEAR : PERMANODIC

PROPOSAL

321 East Main

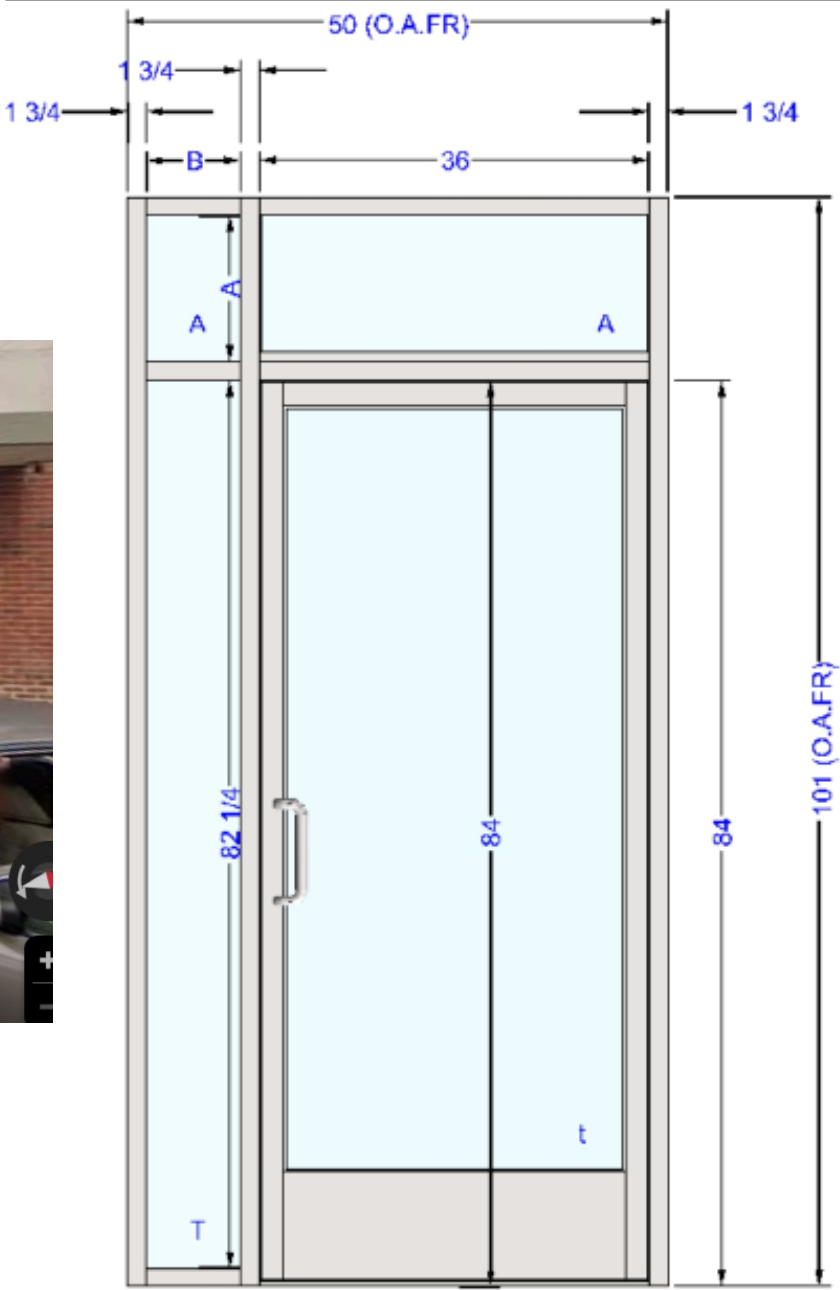
11/26/2024

Attn: Dominique

Dodson Glass & Mirror proposes to provide and install a new door and sidelight in clear anodized storefront. The storefront profile will be 1 3/4" x 4 1/2" with no thermal break. The door will have narrow stiles, a 10" bottom rail, continuous hinge, rim panic, electric strike, pull, key cylinder, sweep, threshold and surface closer. All glass in door sidelight and transom will be 1/4" tempered glass.



4th Street NE, looking west



A=13 1/2 B=8 3/4