

Certificate of Appropriateness
BAR #25-0099
310 4th Street NE #201, TMP 330205L00
North Downtown ADC District
Owner: Court Square LLC; Great Eastern Management Co.
Applicant: Caitlin Byrd Schafer
Project: Roof over existing patio (north elevation)

Ms. Schafer,

The CoA for the above referenced project was approved by the City of Charlottesville Board of Architectural Review on August 19, 2025. The following action was taken:

Mr. Timmerman made the following motion to approve the application:

Having considered the standards set forth within the City Code, including the ADC District Design Guidelines, I move to find the proposed patio roof at 310 4th Street NE satisfies the BAR's criteria and is compatible with this property and other properties in this ADC District, and that the BAR approves the application as submitted.

Seconded by Mr. Zehmer. **Vote: 9-0**

For specifics of the discussion, the recording may be retrieved from the [City of Charlottesville's Board of Architectural Review YouTube channel](#).

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).

Sincerely,
Kate



Kate Richardson
Historic Preservation & Design Planner II
Neighborhood Development Services
City of Charlottesville
434.970.3515 | richardsonka@charlottesville.gov

**City of Charlottesville
Board of Architectural Review
Staff Report
August 19, 2025**



Certificate of Appropriateness Application

BAR # 25-0099

310 4th Street NE, #201; TMP 330205L00

North Downtown ADC District

Owner: Court Square LLC; Great Eastern Management Co.

Applicant: Caitlin Byrd Schafer

Project: Roof over existing patio (north elevation)



Background

Year Built: 1998

District: North Downtown ADC District

Status: Contributing

Previous BAR actions

(See Appendix)

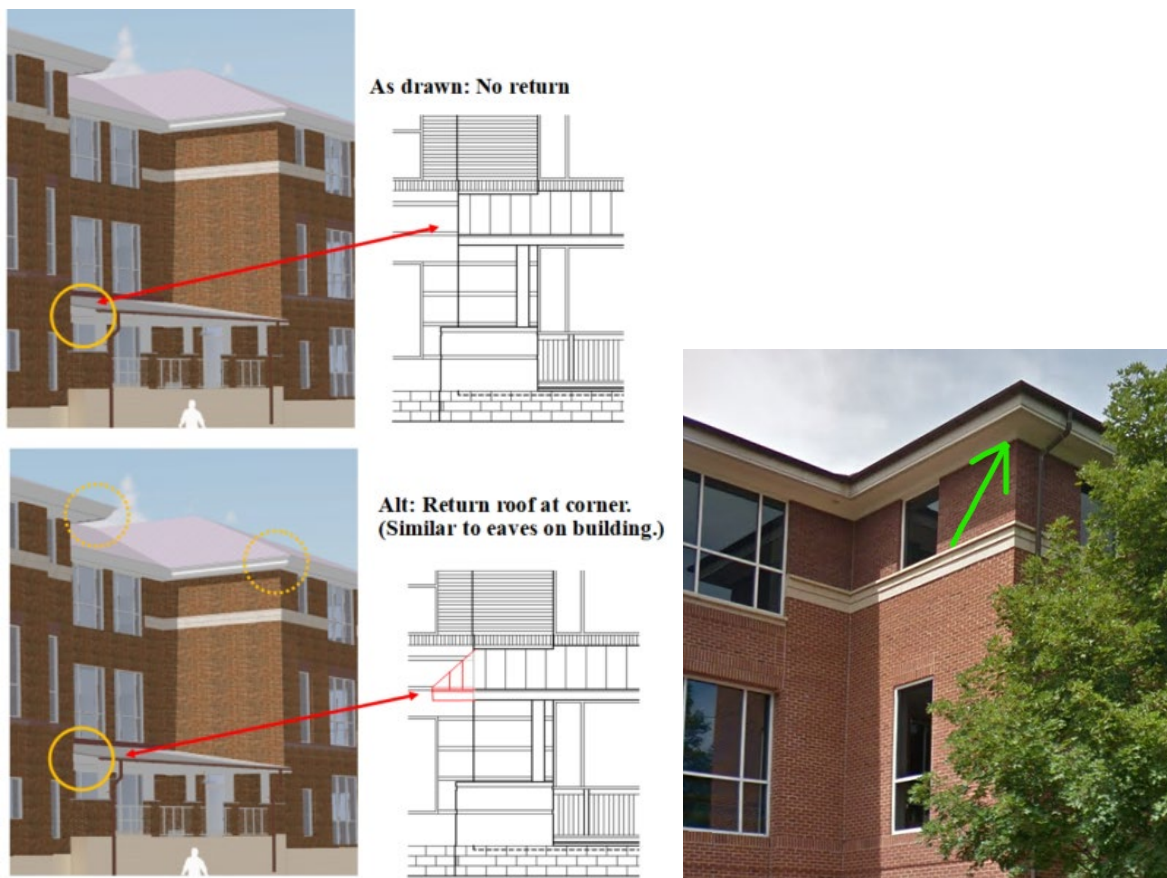
Application

- Applicant submitted: Henningsen Kestner Architects drawings *310 Fourth Street NE – Covered Patio*, dated August 19, 2025, 11 sheets.

CoA for installation of a roof and columns at the existing patio facing East High Street.

Discussion and Recommendations

Staff recommends approval of the CoA, with the BAR providing direction on whether the northeast corner of the new roof (see below) should be installed as designed or have a return with an overhanging eave similar to that on the existing building. Staff acknowledges this is not a historic structure; therefore, this is primarily an aesthetic question and not related to a specific provision of the design guidelines. In brief, is the eave detail for this porch roof necessary for the building to remain compatible with the North Downtown ADC District? [See figures next page.]



Suggested Motion

Approval: Having considered the standards set forth within the City Code, including the ADC District Design Guidelines, I move to find the proposed patio roof at 310 4th Street NE satisfies the BAR’s criteria and is compatible with this property and other properties in this ADC District, and that the BAR approves the application [as submitted].

Or, [as submitted with the following conditions...]

Denial: Having considered the standards set forth within the City Code, including the ADC District Design Guidelines, I move to find the patio roof at 310 4th Street NE does not satisfy the BAR’s criteria and is not compatible with this property and other properties in this ADC District, and that for the following reasons the BAR denies the application: ...

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 Design Review Guidelines for New Construction and Additions:

[Chapter 3 New Construction and Additions](#)

J. Porches

- 1) Porches and other semi-public spaces are important in establishing layers or zones of intermediate spaces within the streetscape.

Appendix

Prior BAR Actions

January 21, 1997 (300 E High Street) BAR approved the new office building with conditions.

June 15, 1999 (300 E High Street) – BAR approved an amendment to allow the wall mounted lights to remain white, required the freestanding lamp posts to be painted black.

December 20, 2016 - BAR liked the proposal for residential use, requested more detail: enlarged view of one of the balconies, show how columns and brick walls work together, site plan, 3D perspectives in its setting, materiality. Mr. Schwarz moved to accept the applicant's request for deferral. Mr. Balut seconded. Motion passed (8-0)

February 22, 2017- BAR approved the proposed exterior balconies and lighting with the following modifications: to see the fin walls thickened to a module at or above 18 inches at the base, and a submission at a later date of the final design for the ramp area to be approved administratively.

March 2017- Additional drawings, including a perspective of the ramp at the northwest corner, a section of the balconies, and an elevation of the screen walls, were circulated by email for administrative approval. The BAR did not reach a consensus.

May 17, 2017 - BAR approves the application as submitted.

August 21, 2018 – BAR held preliminary discussion on proposed renovation of existing building, construction of three-story additions at the east and west facades. No action was taken.

October 16, 2018 - Proposed renovation of existing building, construction of three-story additions. BAR accepted applicant's request for deferral.

December 18, 2018 – BAR approved (6-2) CoA for proposed renovation of existing building, construction of three-story additions.



310 Fourth Street NE - Covered Patio
Board of Architectural Review

August 19, 2025

HK
HENNINGSEN KESTNER
ARCHITECTS

Project Overview:

This project includes a new roof and columns on the existing exterior patio at 310 Fourth Street NE. The patio is located on the north side of the building facing High Street. The patio will remain as is with no changes to the existing finishes or the storefront and doors. The roof addition will make the patio more usable and water tight.

Project Compatibility with Surrounding Area:

A covered exterior entry space is present on many of the buildings across High Street from this building. This includes the historic homes in the 200 block and the Charlottesville/Albemarle County Court Buildings. The standing seam metal roof is compatible with not only the existing roof but the surrounding historic properties. The classic color palette is also in keeping with the historic nature of this area and Court Square.

Addressing the Pedestrian Scale:

The patio sits directly above the south sidewalk along High Street. The patio roof addition on the first floor will bring a more pedestrian scale to the existing three story building. It will further activate this side of the building and create more visual interest from the street.



Site Map

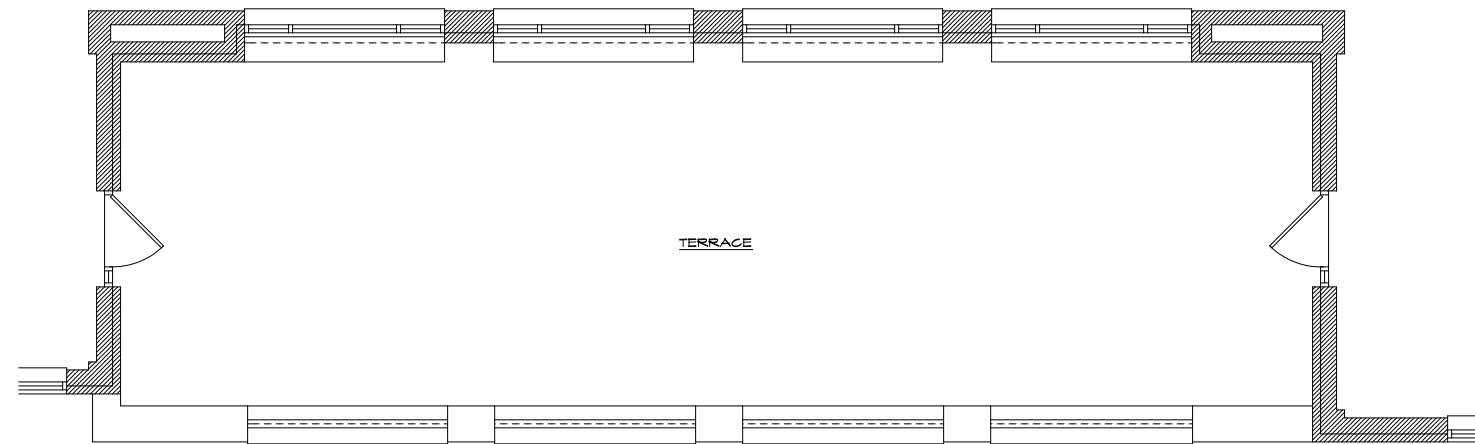


Existing Conditions

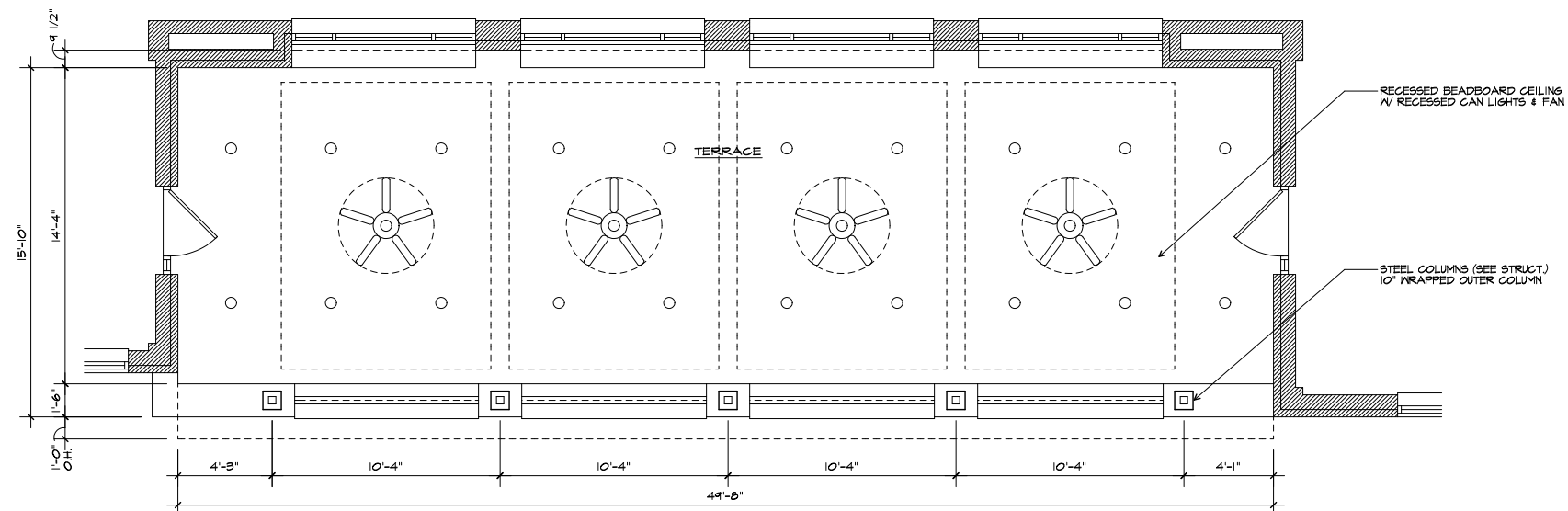


310 Fourth Street NE - Covered Patio
Board of Architectural Review

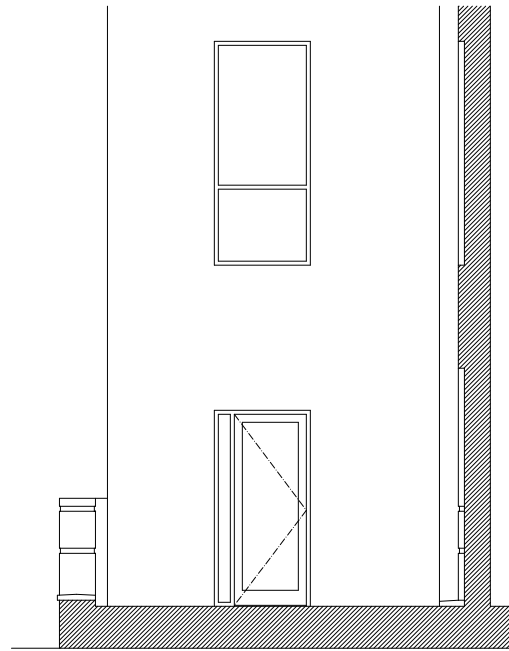
August 19, 2025



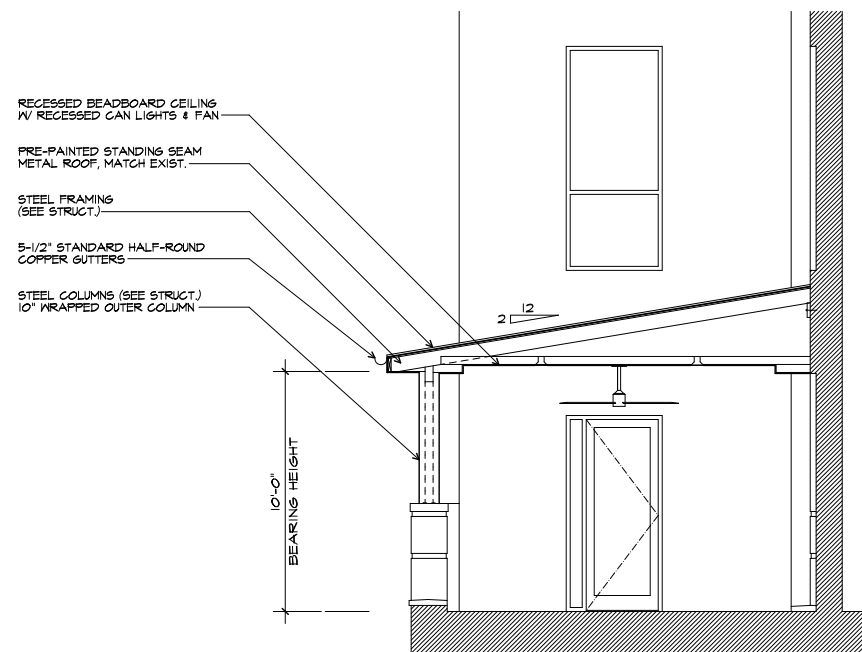
Existing Patio Plan



Proposed Patio Plan



Existing Section



Proposed Section



Proposed Patio Elevation

310 Fourth Street NE - Covered Patio
Board of Architectural Review

August 19, 2025



High Street Perspective

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Patio Perspective

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Sidewalk Perspective

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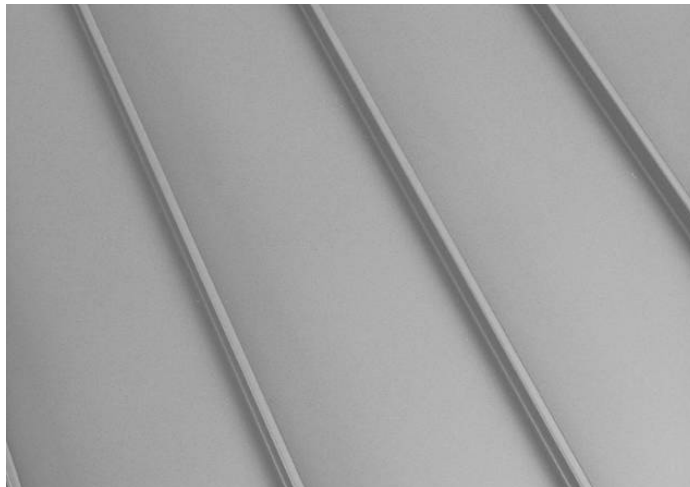


High Street Perspective

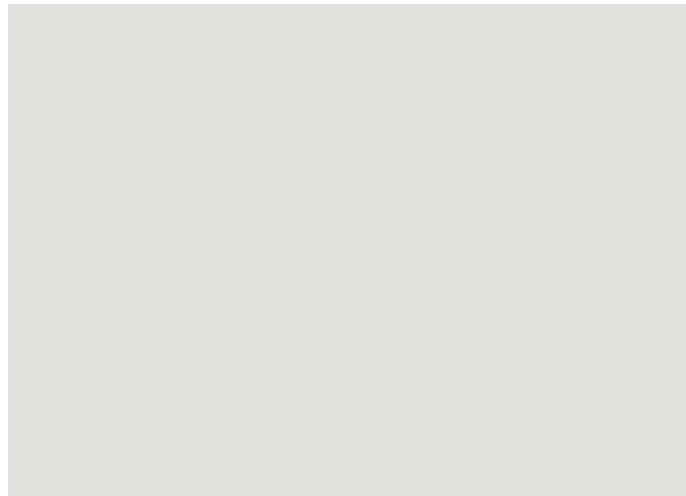
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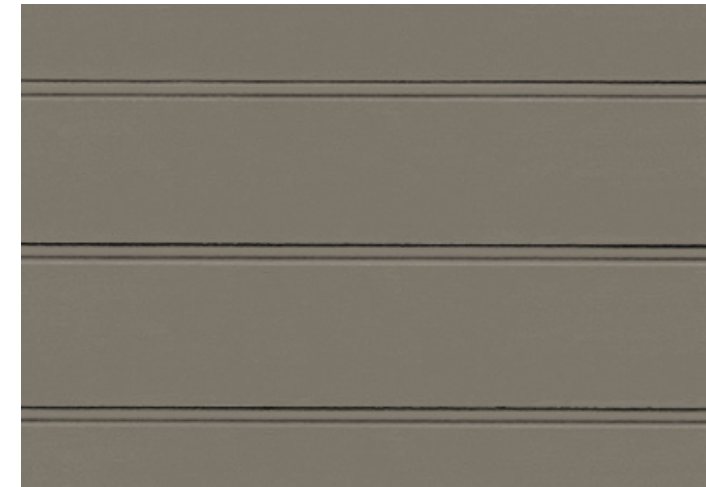
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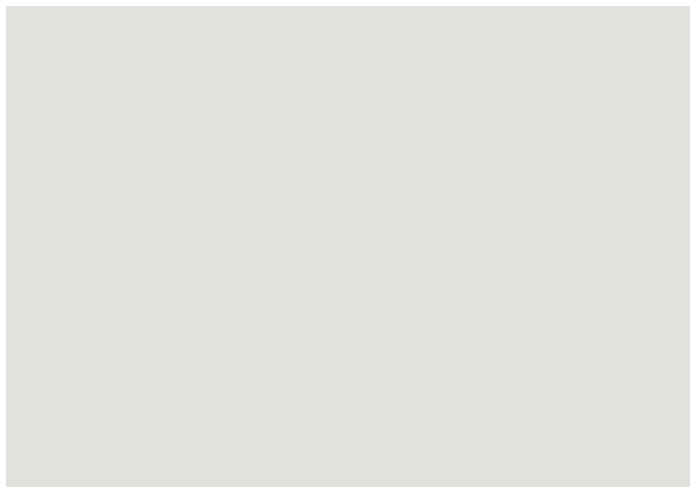
**Silversmith - Standing Seam Metal Roofing
Profile to Match Existing**
Atas



White Smooth - Column Wrap
Hardie Trim



Anonymous - Fiber Cement Beadboard
Allura



White Smooth - Trim/Fascia/Soffit
Hardie Trim



Copper Gutters & Downspouts - Half Round
To Match Existing



1108 EAST HIGH STREET, CHARLOTTESVILLE, VA 22902
PHONE: 434.971.7202 | FAX: 434.295.2413 | HENNINGSENKESTNER.COM