

**Action/Summary Memo
City of Charlottesville
Board of Architectural Review
Work Session
March 18, 2025 5:30 p.m.
In-person in the Neighborhood Development Conference Room**



Note: The primary goal of this session was to provide updates for BAR members regarding on-going projects and applications, as well as to discuss staff workflows for the conduction of board business.

5:30 PM - Work Session began.

A. Matters from Public

Geneve Keller addressed the members to urge vigilance when considering demolition requests.

B. Consent Agenda

Mr. Zehmer asked for a motion to approve the consent agenda. Mr. Schwarz so moved; Mr. Bailey seconded. **Vote: 8-0**

1. Special Use Permit Request - Recommendation to City Council

Planning #PL-25-0027

Commercial Permit #BC-25-0033

401 Ridge Street, Tax Parcel 290132000

Ridge Street ADC District

Owner: Barbara S & Alan D. Jenkins

Applicant: Andrew Jenkins

Request: Special Use Permit to allow commercial general lodging for up to 10 guest rooms. Change of permitted use only. No exterior alterations proposed.

Finding of no adverse impact: Based on the information submitted addressing only the proposed use, with no alterations associated with the SUP being currently proposed to the site or to the exterior of the existing c1891 structure, I move to recommend to City Council the requested Special Use Permit for 401 Ridge Street to allow operation of a B&B will not adversely impact this property or the Ridge Street ADC District. Furthermore, it should be understood that at any later exterior alterations at this property--with or without this SUP--will require BAR review and approval, per Chapter 34, Sections 5.2.6. and/or 5.2.7.

C. Work Session

2. Project Update

BAR # HST24-0047

1000 Wertland Street, TMP 100038000

(1010 Wertland St; 129 10th St NW; Portion of 1105 W. Main St.)

West Main Street ADC District

Owner: UVA Foundation

Applicant: Elizabeth Chapman; Grimm + Parker Architects

Project: Multi-story residential building

Note: Separate two-on-one meetings were held earlier in the day with four BAR members and the development team at the Grimm + Parker office. A brief account of the work session discussion follows:

- The development team summarized the numerous limiting factors and constraints on the project, most importantly impacting unit number and square footage, which is a set parameter.
- In response to feedback from neighborhood meetings, the building's inner courtyard was specifically designed to be a private and safe space for the community; "just for them".
- BAR members expressed they did not see much responsiveness to their design recommendations and comments over the past year of preliminary discussions, specifically in regards to: massing, scale, and materiality.
- The presence of the proposed structure on the Wertland street side remains of particular concern and is generally out of step with the neighborhood and the ADC district guidelines.
- The applicant will return with another design iteration in the coming month(s).

3. Staff Consultation & Questions

Staff Documentation

- ~~a. Hyperlinks & Laserfiche (update)~~
- ~~b. Minutes and Action Memos (dissemination and archiving)~~

4. Application procedures & Workflows

- a. Review of BAR Bylaws. (Agenda item added by staff.)

Discussion of Bylaws: members expressed they were generally content with the document as is, and that it does an outstanding job of summarizing procedures. Several minor revisions and suggestions were discussed to maintain brevity and clarity, but no major action was taken beyond the correction of one incorrect VA Code reference.

5. Certified Local Government Training Requirements

Members fulfilled a portion of their CLG training by attending this work session.

D. Adjourn (7:56 PM)