

Actions
City of Charlottesville
Board of Architectural Review
Regular Meeting
June 17, 2025 5:30 p.m.
Hybrid Meeting (In-person in Council Chambers and virtual via Zoom)



Welcome to this Regular Monthly Meeting of the Charlottesville Board of Architectural Review. Staff will introduce each item, followed by the applicant's presentation, which should not exceed ten minutes. The Chair will then ask for questions from the public, followed by questions from the BAR. After questions are closed, the Chair will ask for comments from the public. For each application, members of the public are each allowed three minutes to ask questions and three minutes to offer comments. Speakers shall identify themselves and provide their address. Comments should be limited to the BAR's purview; that is, regarding only the exterior aspects of a project. Following the BAR's discussion and prior to taking action, the applicant will have up to three minutes to respond.

Pre-Meeting Discussion
Regular Meeting

- A. Matters from the public not on the agenda [or on the Consent Agenda]**
- B. Consent Agenda** (Note: Any consent agenda item may be pulled and moved to the regular agenda if a BAR member wishes to discuss it, or if any member of the public is present to comment on it. Pulled applications will be discussed at the beginning of the meeting.)

Note: Meeting minutes for May 20, 2025 will be submitted at the subsequent meeting; please see the [BAR May 2025 video](#) if needed.

- 1. **Certificate of Appropriateness Application**
BAR #25-0083
120 West High Street, TMP 330184000
North Downtown ADC District
Owner: Christ Episcopal Church
Applicant: Devin Donnelly
Project: Partial demo, rear porch and storage area.

Mr. Schwarz moved to approve the Consent Agenda, and it was seconded by Mr. Bailey.
Vote: 7-0

Having considered the standards set forth within the City Code, including the ADC District Design Guidelines, I move to find the demolition of the rear porch at the brick house formerly 103 West Jefferson Street 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, and the BAR recommends any salvageable elements be retained on-site, should a future recreation of the porch be considered, or be incorporated as a design elements in any new work at this location.

C. Deferred Items

- 2. **Certificate of Appropriateness Application**
BAR #25-0077
540 Park Street, TMP 520183000
North Downtown ADC District
Owner: Patrick & Jessica Fenn
Applicant: Douglas Croker
Project: Window replacements

Mr. Schwarz 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 that the proposed window replacements at 540 Park Street satisfy the BAR's criteria and are compatible with this property and other properties in this ADC District, and that the BAR approves the application as submitted with the clarification that [it is acceptable to] either remove or retain the [exterior] transom on the first floor window.

Seconded by Ms. Lewis. **Vote: 7-0**

*Note: As the next applicant and team had not yet arrived, the BAR moved forward Agenda item #6. At 6:04pm the Board returned to item #3.

3. **Certificate of Appropriateness Application**

BAR # 24-0038
218 West Market Street, TMP 330276000
Downtown ADC District
Owner: Cavalier Hospitality LLC
Applicant: Bob Pineo, Design Develop
Project: Construction of multi-story hotel

Mr. Zehmer 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 hotel at 218 West Market Street 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 with the following clarifications and conditions:

- We support the landscape design showing Sentinel Gingko trees on Old Preston Avenue noting the conflict with sub-grade street utilities.
- [Prior to staff approving a building permit.] The applicant shall provide [for the BAR record] a diagram showing the locations of the typical details for windows matching the design intent. [Specifically, the intent being the depth of the brick and stucco returns as shown on the renderings]. It is the BAR's understanding that the stucco return should be no less than 2". The planar windows should have a depth of a typical brick, which our understanding is 3". That the windows on the Old Preston [Avenue] façade at the street level shall fill the column bays. [Specifically, the full width of the masonry opening.]
- Exterior lighting will require BAR review and a CoA.
- The BAR expects the final result to have a similar level of brick detailing as is shown on the renderings.

Seconded by Mr. Bailey. **Vote: 6-0** [One member withdrew from the discussion.]

D. New Items

N/A

E. Other Business

4. **Pre-Application Conference**

BAR #25-0081

555 17th Street NW, TMP #050059000

Rugby Road - University Cir - Venable ADC District

Owner: Pipson Properties LLC

Applicant: Wolf Ackerman Architects / Fred Wolf

Project: Rear Addition

5. **Pre-Application Conference**

BAR #25-0084

202, 204, and 208 7th Street SW

204 & 208 7th Street SW - Individually Protected Properties

Owners:

202: Monticello Media LLC

204: William Lynch & 204-7 LLC

208: Michael J. Christian

Applicant: Mitchell-Matthews Architects

Project: New multi-story, mixed-use building

6. Staff questions/discussion

- 517 Lexington Ave. ADU

- The BAR asked staff to prepare this application for the July meeting.

~~Windows—processes, examples~~

Sub-committee for ~~bylaws~~ procedures and processes review

- The members discussed holding a series of work sessions on specific topics (ex: window replacement review) to best provide guidance and feedback on any future updates to the Design Guidelines.

F. Adjourned - 9:43 PM