

August 21, 2025

Certificate of Appropriateness
BAR # HST24-0042
116 West Jefferson Street, Tax Parcel 330183000
Downtown ADC District
Owner: West Jefferson Properties, LLC
Applicant: Joshua Batman
Project: Rear porches & exit stairs



Mr. Batman,

The CoA for the above referenced project was approved by the City of Charlottesville Board of Architectural Review on August 18, 2026. The following action was taken:

Ms. Lewis made the following motion:

Having considered the standards set forth within the City Code, including the ADC District Design Guidelines, I move to find the proposed treatment for the rear exit stairs at 116 West Jefferson Street satisfies the BAR's criteria and is compatible with this property and other properties in the District, and that the BAR approves the application as submitted with the following conditions:

- The applicant may [select] option 1 or option 2 with the caveat that option 2 would need to have the panels painted, and that the applicant has the option to do carpentry cut-outs on the solid wood panels;
- The original rear porch columns shall be retained on site for potential reuse and reinstatement as part of any future restoration of the property.

The motion was seconded by Mr. Schwarz and passed 9-0.

For specifics of the discussion, see the Board of Architectural Review's YouTube channel: <https://youtu.be/Ral6tt96XOA?list=PLSKqYabjF44UhoEZrMWdDF9znV1CnINUUV>

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 do not hesitate to contact our office.

Sincerely,
Kate



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

**City of Charlottesville
Board of Architectural Review
Staff Report
August 18, 2026**



Certificate of Appropriateness Application

BAR # 24-0042

116 West Jefferson Street, TMP 330183000

North Downtown ADC District

Owner: Jefferson Street Properties, LLC

Applicant: Joshua Batman; Kristin Cory, architect.

Project: Rear porches: egress stairs



Background:

Year Built: 1913 (the rear structure is contemporary)

District: North Downtown ADC District

Status: Contributing

The Revercomb House follows the Colonial Revival style. The front porch was removed in 1974. The rear porch was removed in 2024 to meet building code egress requirements.

Prior BAR Reviews

See Appendix.

Application

- Submittal: Hauscraft drawings *116 W. Jefferson St*, dated July 28, 2026, 15 sheets.

Request CoA for approval of rear porches and modified trim details due to alterations necessary to accommodate code-required egress stairs.

The applicant's submittal reflects the entirety of the planned rehabilitations and alterations to the original house and the contemporary structure behind it. The BAR has previously approved CoA's for that work. This review is singularly limited to the modifications to the balconies at the rear (south) elevation of the 1913 house.

Discussion

Due to structural requirements to modify the existing rear porches to accommodate emergency egress stairs, the turned posts of the original porch were removed in the fall of 2024. During the January 22, 2025 BAR meeting, the applicant submitted revised plans for egress stairs which were compatible with the building code. With several structural and trim details left to be resolved, and to appropriately

incorporate BAR feedback, the applicant requested to defer the CoA application to a later date. [Link to meeting minutes excerpt.]

Recommendation

Two finish treatments are proposed for the lower stair assembly. Staff recommends Option 1, which employs painted screening in lieu of cedar shiplap, as this approach delivers a measurable degree of visual permeability within the stair enclosure.

Additionally, and in response to BAR Chair comments read into the record at the January 22, 2025 meeting, staff included a condition requiring the original porch columns be stored on site should a future restoration be attempted.

Finally, while not the subject request, staff recommends the BAR include in its motion a condition requiring the recently installed mechanical units at the east side yard (see Appendix) be properly screened or, if necessary, relocated so they can be screened.

Suggested Motions

Approval: Having considered the standards set forth within the City Code, including the ADC District Design Guidelines, I move to find the proposed treatment for the rear exit stairs at 116 West Jefferson Street satisfies the BAR’s criteria and is compatible with this property and other properties in the District, and that the BAR approves the application as submitted.

Or, as submitted with the following conditions:

- Mechanical units at the east side yard will be properly screened or, if necessary, relocated so they can be screened.
- The original rear porch columns shall be retained on site for potential reuse and reinstatement as part of any future restoration of the property.

Denial: Having considered the standards set forth within the City Code, including the ADC District Design Guidelines, I move to find proposed treatment for the rear exit stairs at 116 West Jefferson Street does not satisfy the BAR’s criteria and is not compatible with this property and other properties in the District, and that for the following reasons the BAR denies the application as submitted: [...].

Criteria, Standards and Guidelines of the City Code, under Major Historic Review

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 to this request.]

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

Links

[Chapter 1 Introduction \(Part 1\)](#)

[Chapter 1 Introduction \(Part 2\)](#)

[Chapter 2 Site Design and Elements](#)

[Chapter 3 New Construction and Additions](#)

[Chapter 4 Rehabilitation](#)

Chapter II – *Site Design and Elements*

H. Utilities and Other Site Appurtenances

- 1. Plan the location of overhead wires, utility poles and meters, electrical panels, antennae, trash containers, and exterior mechanical units where they are least likely to detract from the character of the site.
- 2. Screen utilities and other site elements with fences, walls, or plantings.
- 3. Encourage the installation of utility services underground.
- 4. Antennae and communication dishes should be placed in inconspicuous rooftop locations, not in a front yard.
- 5. Screen all rooftop mechanical equipment with a wall of material harmonious with the building or structure.

Appendix

Prior BAR Reviews

January 2011 – BAR approved CoA for fencing under the rear porch and breezeway.

January 20, 2021 – BAR deferred the request. Applicant unable to attend the meeting.

February 17, 2021 – BAR approved CoA with conditions. (BAR # 21-01-06) Reconstruction of the north porch and misc. alterations to the contemporary rear addition.
Staff report and application: [116 West Jefferson BAR Feb 2021](#)

December 20, 2022 - BAR approved CoA with conditions. (BAR # 22-12-02) Reconstruction of the north porch and misc. alterations to the contemporary rear addition.
Staff report and application: [116 West Jefferson BAR Dec 2022](#)

December 2024 – Following a discussion re: the alterations for the necessary egress stairs at the rear, the BAR requested the applicant present for formal review drawings of the proposed stairs and related trim.

January 2025 – BAR reviewed and provided comments (BAR # 24-0042 See meeting minutes excerpt, attached.); Applicant elected to defer. Staff report and application: [116 West Jefferson BAR Jan 2025](#)

Rear elevation
ca1980



2021



Mechanical units at side yard, November 2024





116 W. JEFFERSON STREET PROJECT SUMMARY

THE RENOVATION OF 116 W JEFFERSON STREET IS AN ADAPTIVE REUSE OF A BEAUTIFUL HISTORIC HOME INTO A BOUTIQUE HOTEL. THE HOME WAS CONVERTED INTO OFFICE SPACE IN THE MIDDLE OF THE LAST CENTURY AND ITS USE AS AN OFFICE BECAME OBSOLETE DURING THE PANDEMIC. THE OWNER HAS A DEEP CONNECTION TO CHARLOTTESVILLE AND IS EXCITED TO RETURN THE HOME TO A RESIDENTIAL USE AS A BOUTIQUE HOTEL. AFTER REVIEW WITH THE HEAD BUILDING OFFICIAL IT WAS DETERMINED A SECOND MEANS OF EMERGENCY EGRESS WAS REQUIRE TO CHANGE TO THE DESIRED USE. THE EXIT STAIR IS MEANT TO PAY HOMMAGE TO THE EXISTING PORCH AND PROVIDE EMERGENCY EGRESS. WE HAVE WORKED WITH KRISTIN CORY, THE ARCHITECT, TO DESIGN THE STAIR BEFORE YOU TONIGHT.

THE ASK

- CERTIFICATE OF APPROPRIATENESS FOR THE EXIT STAIR DESIGN
- WE RECOGNIZE THERE HAS BEEN A LONG TIME BETWEEN SUBMISSIONS. THE OWNER WAS NOT ABLE TO OBTAIN FINANCING FOR THE PURSUIT OF APPROVAL AND CONSTRUCTION UNTIL NOW.
- WE HAVE ENDEAVORED TO ADDRESS PREVIOUS CONCERNS FROM THE BOARD OF ARCHITECTURAL REVIEW, NAMELY;
 - STORAGE OF THE EXISTING POSTS ON SITE FOR FUTURE OWNERS (WE HAVE PROPOSED STORING THEM IN THE MECHANICAL/UNFINISHED STORAGE AREA IN THE BASEMENT LEVEL.
 - RENDERINGS TO SHOW THE PROPOSAL
 - LANDSCAPING AROUND THE NEW EXIT STAIR
 - TRIM DETAILS AND FINISHES
 - PROPOSED LIGHTING.
- WE HAVE TWO OPTIONS FOR YOUR CONSIDERATION. WE PREFER OPTION 2, BUT WE ARE OK WITH EITHER AND VALUE THE OPINIONS OF THE BOARD.
- IF THERE ARE MORE CONCERNS WE ARE ASKING FOR CONDITIONAL APPROVAL TO PROCEED WITH PARTS THAT ARE APPROVED AND THE OPPORTUNITY TO RESUBMIT ON ITEMS NOT APPROVED.



CONDITION AT PURCHASE

JEFFERSON ST. PROPERTIES

116 W. JEFFERSON ST.
CHARLOTTESVILLE, VA 22902

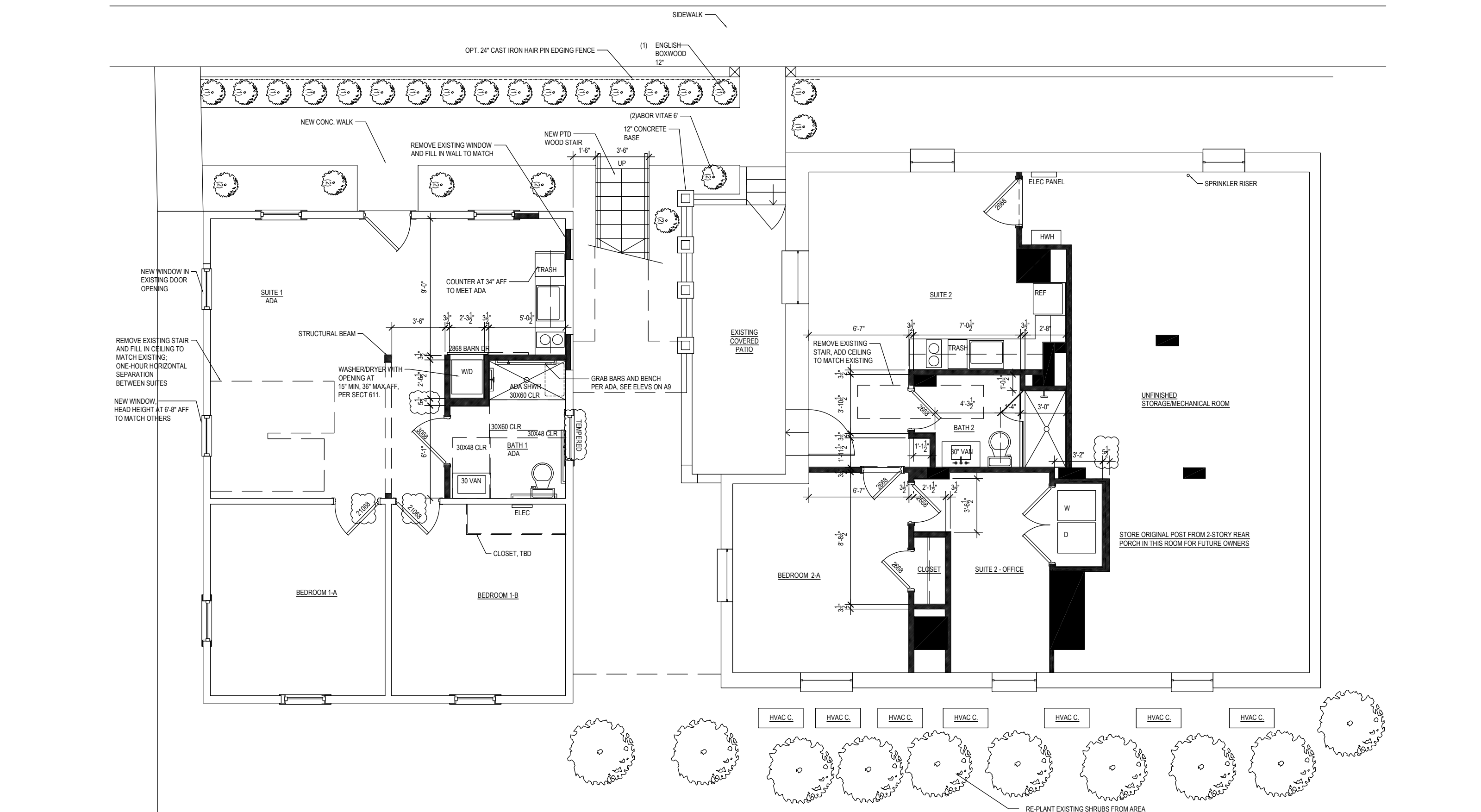
SHEET 3
DATE: 07.28.2026



CURRENT CONDITION

JEFFERSON ST. PROPERTIES

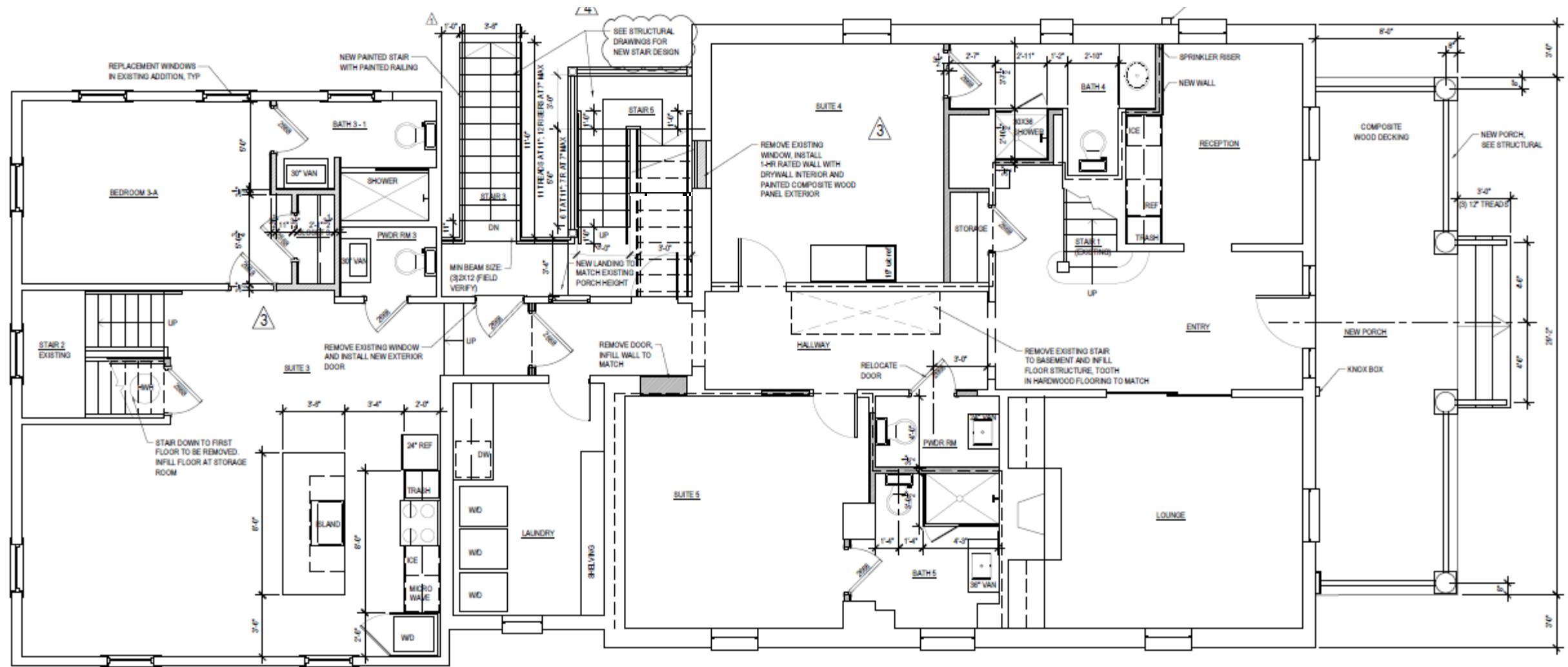
116 W. JEFFERSON ST.
CHARLOTTESVILLE, VA 22902



1 GROUND FLOOR STAIR & LANDSC.PLAN

GROUND FLOOR STAIR & LANDSCAPING PLAN

JEFFERSON ST. PROPERTIES



2
A2
FIRST FLOOR PLAN
1/4" = 1'-0"

1

1ST FL PLAN

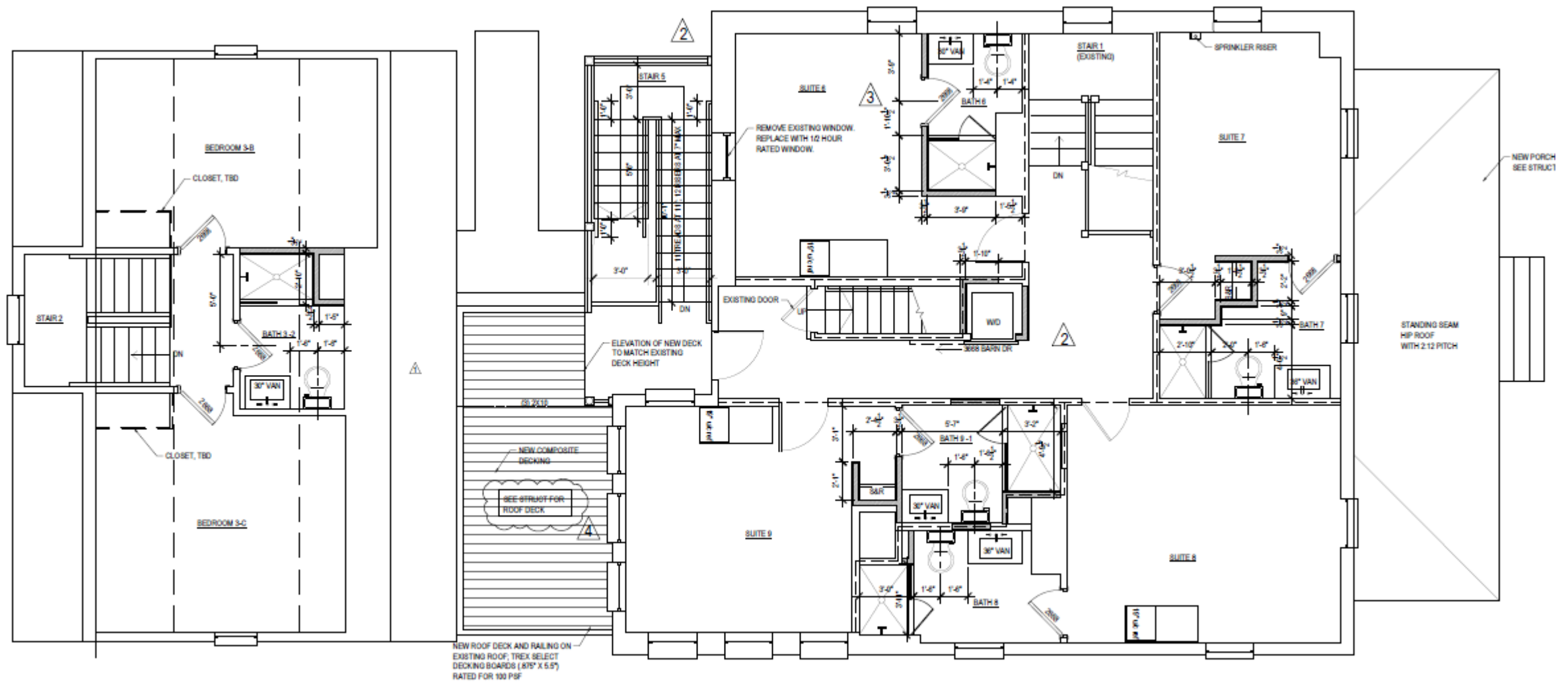
1ST FLOOR STAIR

JEFFERSON ST. PROPERTIES

116 W. JEFFERSON ST.
CHARLOTTESVILLE, VA 22902

SHEET 6

DATE: 07.28.2026



2
A3
SECOND FLOOR PLAN
1/4" = 1'-0"

1

2ND FLOOR PLAN

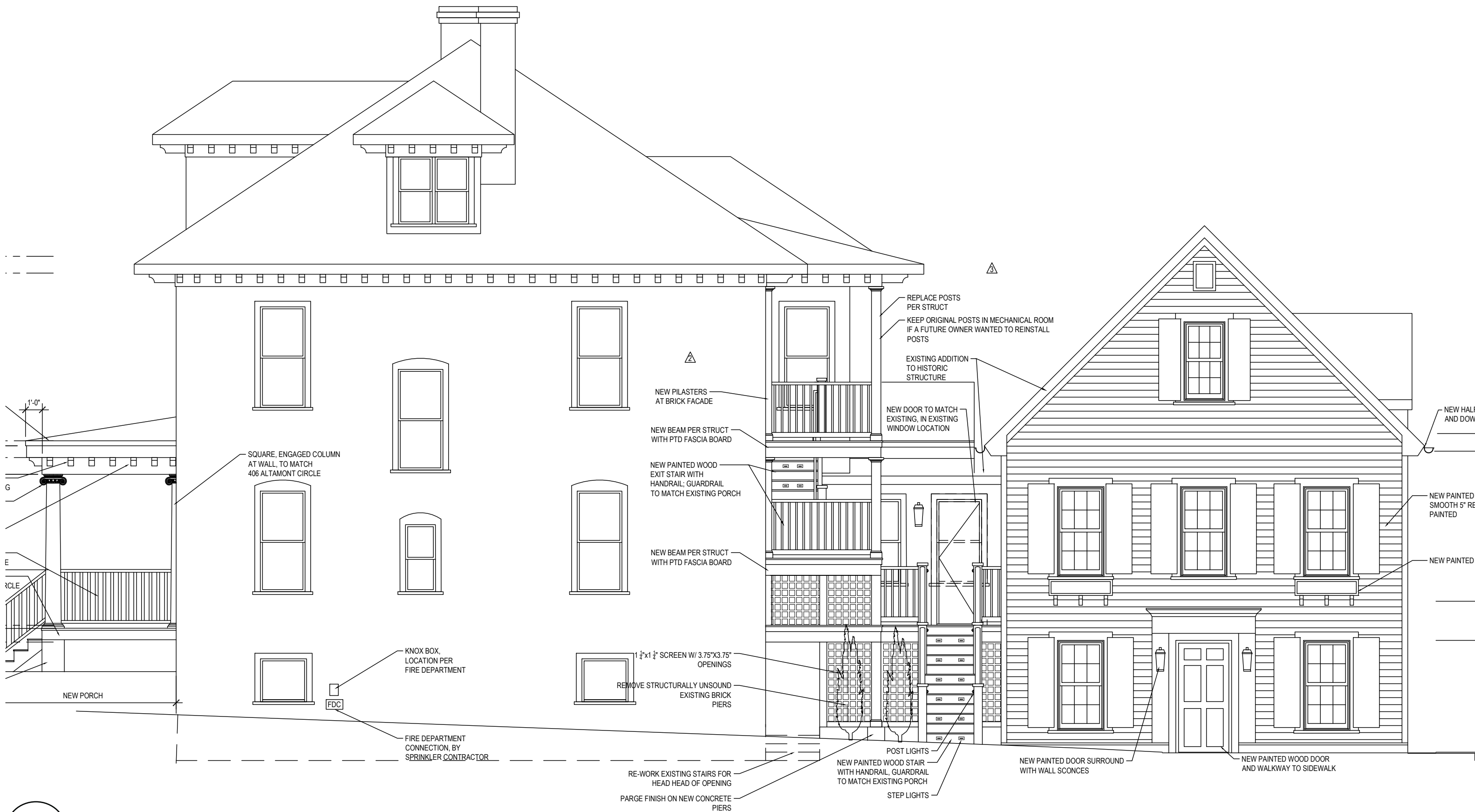
2ND FLOOR STAIR

JEFFERSON ST. PROPERTIES

116 W. JEFFERSON ST.
CHARLOTTESVILLE, VA 22902

SHEET 7

DATE: 07.28.2026



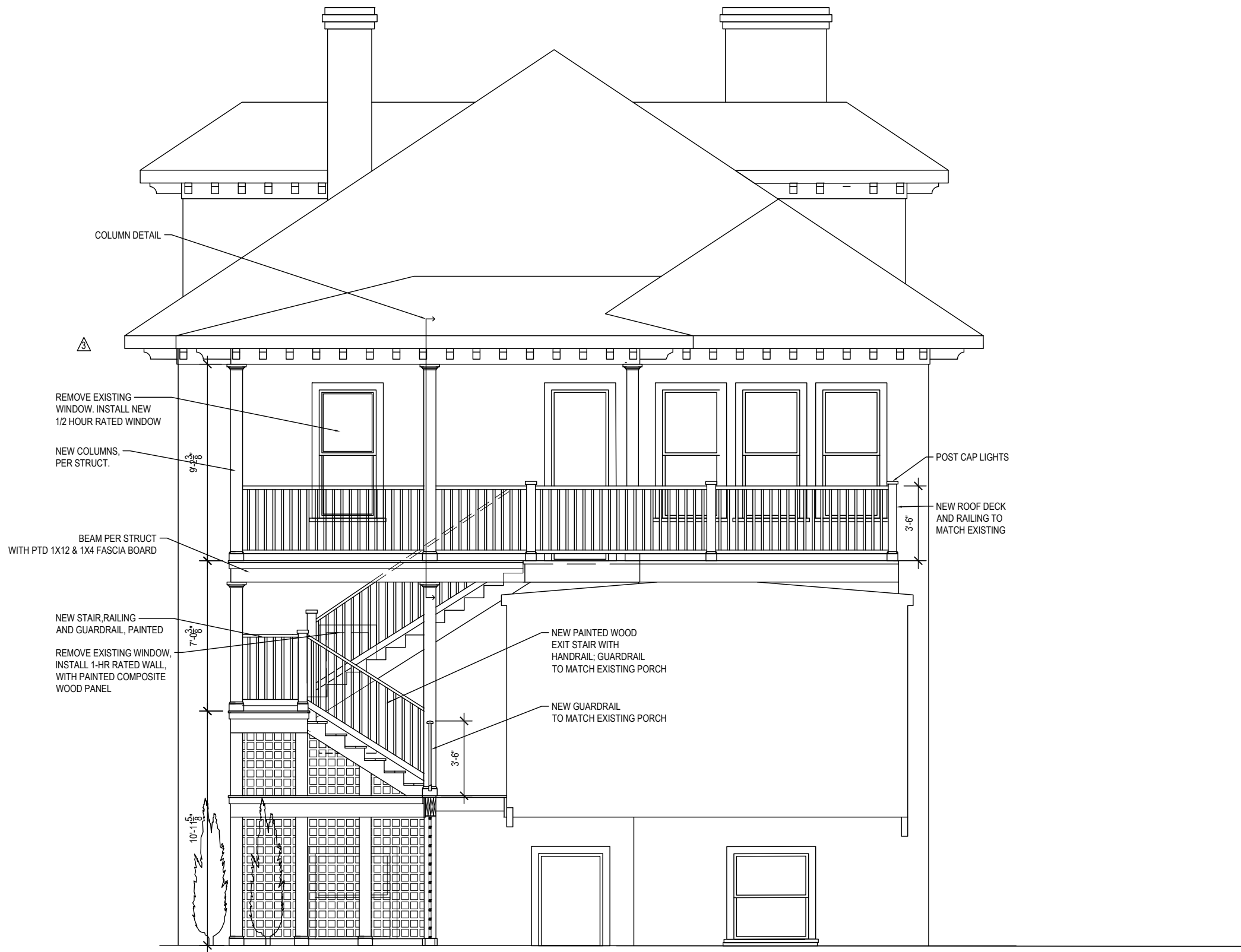
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OPT 1 2ND STREET ELEVATION

2ND STREET STAIR EL.

JEFFERSON ST. PROPERTIES

116 W. JEFFERSON ST.
CHARLOTTESVILLE, VA 22902



1

OPT 1 PARTIAL SOUTH ELEVATION

PARTIAL SOUTH EL. STAIR

JEFFERSON ST. PROPERTIES

116 W. JEFFERSON ST.
CHARLOTTESVILLE, VA 22902



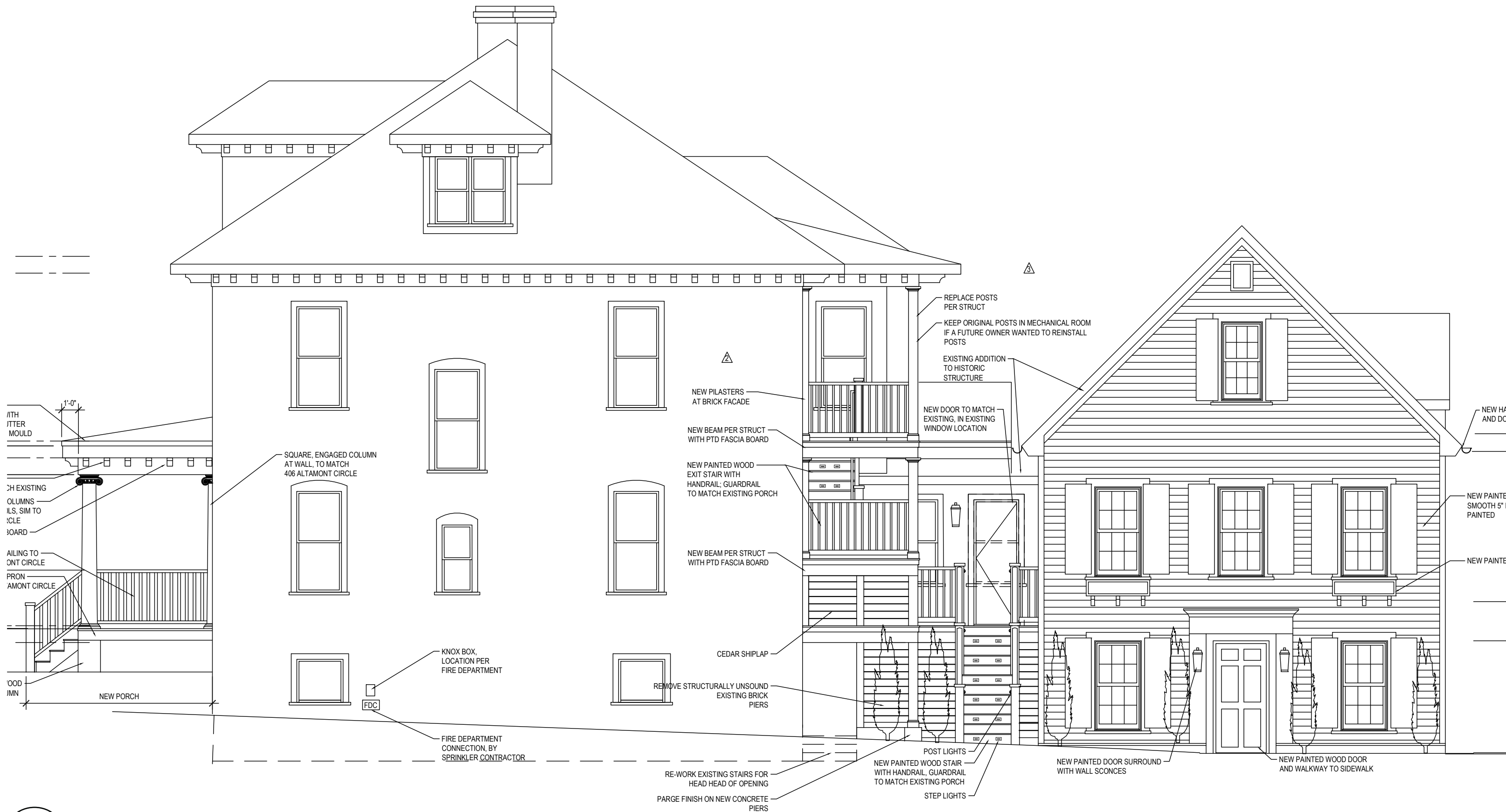
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OPT 1 RENDERING

OPTION 1 RENDERING

JEFFERSON ST. PROPERTIES

116 W. JEFFERSON ST.
CHARLOTTESVILLE, VA 22902



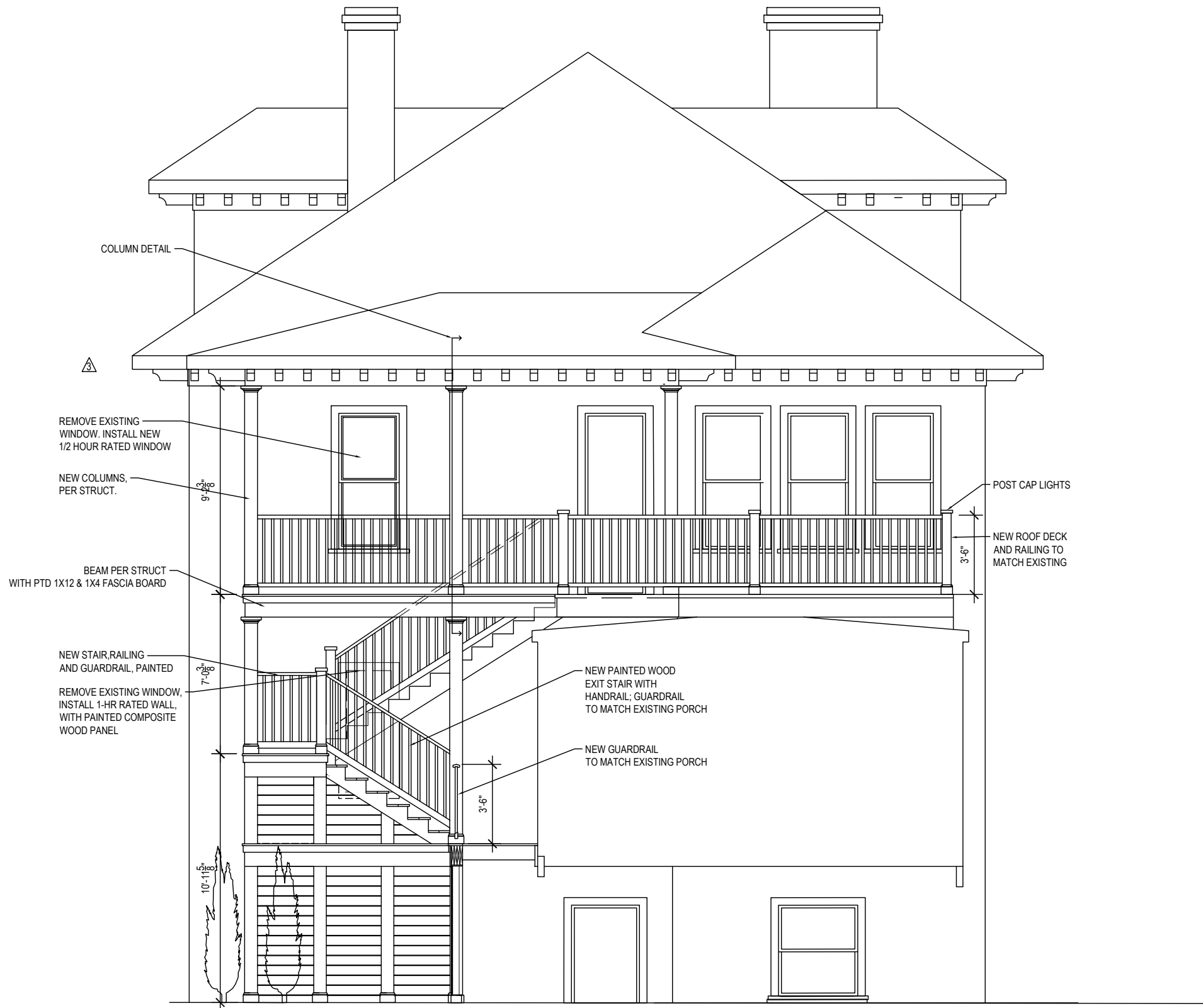
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OPT 2 2ND STREET ELEVATION

2ND STREET STAIR EL.

JEFFERSON ST. PROPERTIES

116 W. JEFFERSON ST.
CHARLOTTESVILLE, VA 22902



1

OPT 2 PARTIAL SOUTH ELEVATION

PARTIAL SOUTH EL. STAIR

JEFFERSON ST. PROPERTIES

116 W. JEFFERSON ST.
CHARLOTTESVILLE, VA 22902



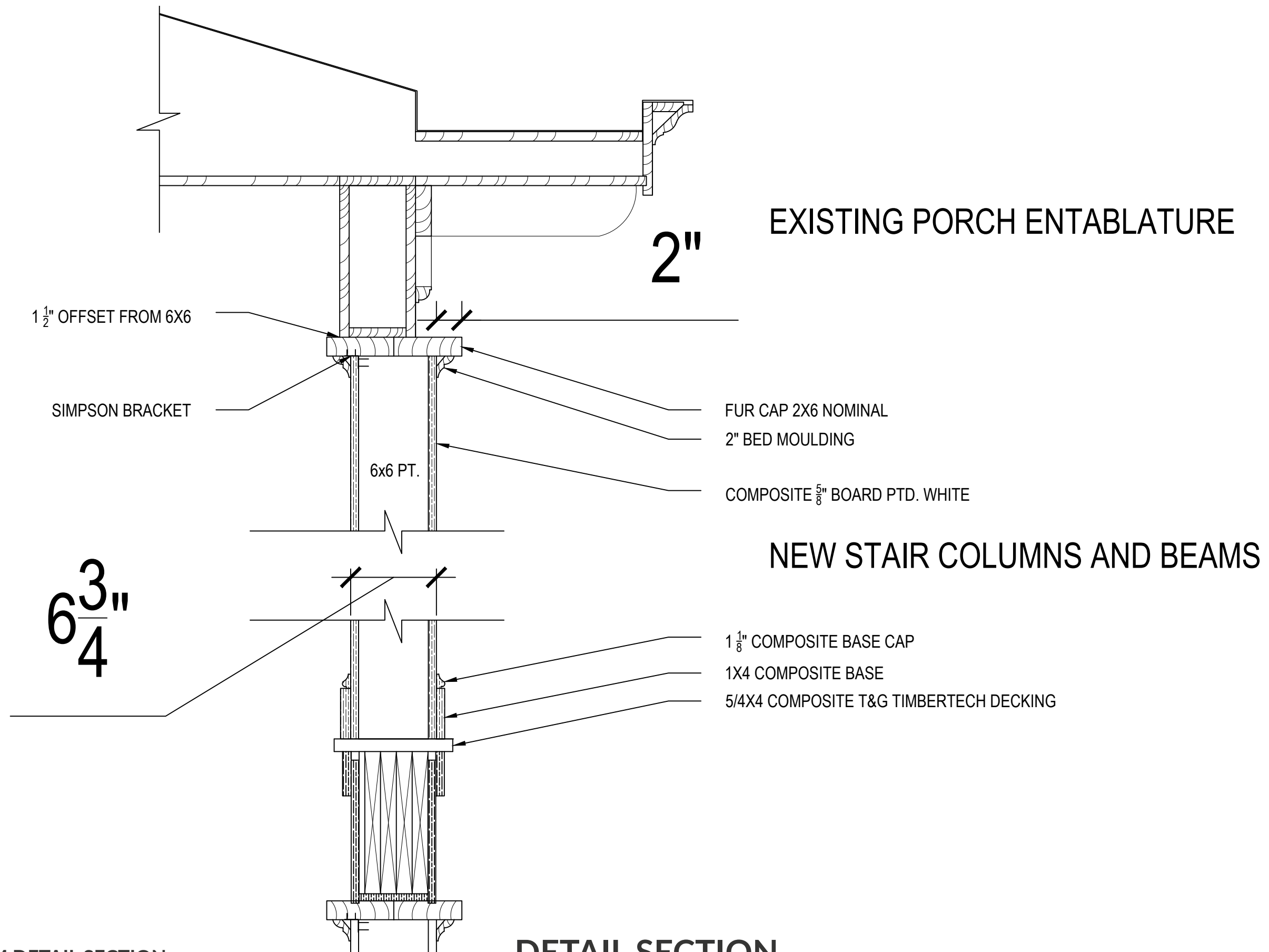
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OPT 2 RENDERING

OPTION 2 RENDERING

JEFFERSON ST. PROPERTIES

116 W. JEFFERSON ST.
CHARLOTTESVILLE, VA 22902



1

POST & TRIM DETAIL SECTION

DETAIL SECTION

JEFFERSON ST. PROPERTIES

116 W. JEFFERSON ST.
CHARLOTTESVILLE, VA 22902



1

RAILING

2

STAIR TREAD

3

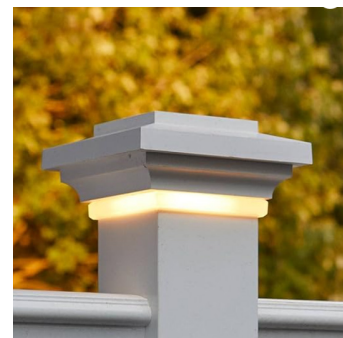
DECKING



HALF MOON CAST
BRASS DECK LIGHT



MAXXIMA 2-PACK STEP LIGHTS
75-LUMEN 3-WATT WHITE
LINE VOLTAGE HARDWIRED
LED OUTDOOR PATH LIGHT



TIMBERTECH DECKLITES LED
POST CAP LIGHT MODULE -
5.5" X 5.5" KIT (5000 K)



4

LIGHT FIXTURES

5

OPT 2 CEDAR SHIPLAP

MATERIALS & FIXTURES

JEFFERSON ST. PROPERTIES

116 W. JEFFERSON ST.
CHARLOTTESVILLE, VA 22902