

Packet Guide
City of Charlottesville
Board of Architectural Review
Regular Meeting
April 15, 2025 5:30 p.m.
Hybrid Meeting (In-person at Council Chamber and virtual via Zoom)



Pre-Meeting Discussion

Regular Meeting

A. Matters from the public not on the agenda [or on the Consent Agenda]

B. Consent Agenda

1. **Meeting minutes:** June 16, 2026. [Meeting video link.](#)
2. **Recommendation for Special Exception Permits**
Permit # PL-26-0126
835 West Main Street; Tax Parcel 310183000
843 West Main Street; Tax Parcel 310175000
847 West Main Street; Tax Parcel 310174000
West Main Street ADC District
Owners: Kim T. & Chris Dabney; Fluvanna Holdings, LLC
Applicant: Andree Sahakian & Brittani Sanders, LV Collective
3. **Certificate of Appropriateness Application**
BAR #26-0041
211 Ridge Street, Tax Parcel 290029000
Ridge Street ADC District
Owner: The Salvation Army
Applicant: Erin Hannagan
Project: Demolition of contributing structure

C. Deferred Items - N/A

D. New Items

4. **Certificate of Appropriateness Application**
BAR # 26-0039
221 E. Main Street, Tax Parcel 330235000
Downtown ADC District
Owners/Applicants: Guiseppe & Antonina Finazzo
Project: After-the-fact CoA/service counter in café space
5. **Certificate of Appropriateness Application**
BAR # 25-0095
835 West Main Street; Tax Parcel 310183000
843 West Main Street; Tax Parcel 310175000

847 West Main Street; Tax Parcel 310174000
West Main Street ADC District
Owners: Kim T. & Chris Dabney; Fluvanna Holdings, LLC
Applicant: Andree Sahakian & Brittani Sanders, LV Collective
Project: Landscape plan

E. Pre-Application Conferences [Including continued, preliminary discussions]

6. **Pre- Application Conference**
No formal action will be taken.

BAR # 26-0040
211 Ridge Street, Tax Parcel 29002900
Ridge Street ADC District
Owner: The Salvation Army
Applicant: Erin Hannagan
Project: Construction of two multi-story, mixed-use buildings.

F. Other Business [Including work sessions, staff questions/discussion, non-action items]

7. **BAR Training**

- Part II - scenario review

G. Adjourn

Recommendation for Special Exception Permits

Permit # PL-26-0126

835 West Main Street; Tax Parcel 310183000

843 West Main Street; Tax Parcel 310175000

847 West Main Street; Tax Parcel 310174000

West Main Street ADC District

Owners: Kim T. & Chris Dabney; Fluvanna Holdings, LLC

Applicant: Andree Sahakian & Brittani Sanders, LV Collective

Application components (please click a bookmark below to go directly to the report pages):

- [Staff Report](#)
- [Application Submittal](#)

Certificate of Appropriateness Application

BAR #26-0041

211 Ridge Street, Tax Parcel 290029000

Ridge Street ADC District

Owner: The Salvation Army

Applicant: Erin Hannagan

Project: Demolition of contributing structure

Application components (please click a bookmark below to go directly to report pages):

- [Staff Report](#)
- [Application Submittal](#)

Certificate of Appropriateness Application

BAR # 26-0039

221 E. Main Street, Tax Parcel 330235000

Downtown ADC District

Owners/Applicants: Guiseppe & Antonina Finazzo

Project: After-the-fact CoA/service counter in café space

Components (please click a bookmark below to go directly to report pages):

- [Staff Report](#)
- [Application Submittal](#)
- [Café Space Context Record](#)
- [Ch. 5 ADC Districts Design Guidelines](#)
- [Map of City of Charlottesville Outdoor Cafés](#)

Certificate of Appropriateness Application

BAR # 25-0095

835 West Main Street; Tax Parcel 310183000

843 West Main Street; Tax Parcel 310175000

847 West Main Street; Tax Parcel 310174000

West Main Street ADC District

Owners: Kim T. & Chris Dabney; Fluvanna Holdings, LLC

Applicant: Andree Sahakian & Brittani Sanders, LV Collective

Project: Landscape plan

Components (please click a bookmark below to go directly to report pages):

- [Staff Report](#)
- [Application Submittal](#)

Pre-application Conference

No formal action will be taken.

BAR # 26-0040

211 Ridge Street, Tax Parcel 29002900

Ridge Street ADC District

Owner: The Salvation Army

Applicant: Erin Hannagan

Project: Construction of two multi-story, mixed-use buildings.

Components (please click a bookmark below to go directly to report pages):

- [Staff Report](#)
- [Application Submittal](#)

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



Special Exception Permit – BAR Recommendation to Council

Planning # PL-26-0126 (related to BAR #25-0095)

847 West Main Street; TMP 310174000

843 West Main Street; TMP 310175000

835 West Main Street; TMP 310183000

West Main ADC District

Owners:

31-174 and 31-175: Kim T. & Chris Dabney

31-183: Fluvanna Holdings, LLC

Applicants: LV Collective, Andree Sahakian

Project: Proposed multi-story apartment building

Background

Year Built: 1972, single story, commercial structure at 843 West Main. Project site is predominantly a paved, surface parking lot.

District: West Main Street ADC District

Status: Non-contributing

Brief Summary

On June 16, 2026, the BAR approved a CoA for the design that included exterior elements for which this Special Exception Permit is necessary. The approved motion stated the design presented “satisfies the BAR’s criteria and is compatible with this property and other properties in this ADC District [...]” With that approval, the BAR established that those exterior elements will not have an adverse impact on the West Main ADC District. The proposed recommendation to Council (below) affirms that.

Prior BAR Reviews (related to this project only)

August 19, 2025 - BAR Pre-Application Conference.

May 19, 2026 - Preliminary Discussion. No action taken.

June 16, 2026 – BAR approved (9-0) a CoA for the proposed multi-story building, omitting the landscaping and hardscaping plan.

Link to submittal and staff report: [LV Collective - West Main June 2026](#)

Link to [meeting video](#).

Application

- Applicant submittals: Niles Bolton Associates letter and narrative dated August 4, 2026, 6 pages. (Refer to June 2026 BAR submittal for building elevations.)

Request for Special Exception Permits (SEP) for five items related to the proposed multi-story building. Per Chapter 34, Section 5.2.15.C.1.c., when a property subject to a request for a Special Exception Permit is within an ADC District, the Administrator will refer the application to the BAR for review as to whether the proposed exception will have an adverse impact on the district, and for

recommendation as to reasonable conditions which, if imposed, would mitigate any such impacts. The BAR must submit a written report of its findings in support of its recommendation to City Council.

Note: Only three of the requested exceptions (see below) are associated with exterior elements and therefore fall under the BAR's purview. The three exceptions are all at the SE corner of the site and a function of the grade change, where the level of the exterior plaza steps up and cannot be aligned with the interior level of the first floor (L1). The necessary adjustments to the exterior elevation were represented in the design reviewed by the BAR on June 16 and for which the BAR approved a CoA, (omitting the landscape and hardscape plans). In short, in approving the CoA, the BAR acknowledged that, as parts of the design as a whole, these three elements are consistent with the review criteria and will not adversely impact the district. (See images in the Appendix.)

1) Minimum Ground Story Height and 2) Finished Floor Elevation:

Due to the existing grade, which rises from west to east, the interior level of Floor 1 is more than 2-feet below the level of the exterior plaza at the SE corner. This results in the ground story height (as an exterior elevation) being less than the minimum height permitted and the floor level being future below grade than permitted.

2) Entrances: Due to the existing grade, the exterior plaza level is not aligned with the interior floor level. Without construction of interior or exterior stairs, the L1 floor level is not accessible from the plaza. Additionally, the mezzanine level in the Fitness Room further reduces the height for an entry. Entrances from the plaza are not feasible.

Discussion and Recommendation

The BAR will comment only on the three Special Exceptions associated with exterior design of the proposed multi-story building. These elements were represented in the design presented to the BAR on June 16, 2026, for which a CoA was approved. With that CoA, the BAR stated the design—and therefore these three elements--satisfies the BAR's review criteria and is compatible with this property and other properties in this ADC District. That is, these elements *will not adversely impact* the West Main ADC District.

Because the suggested recommendation to Council (motion below) is merely an affirmation of the approved CoA, staff recommends approval of the motion, without discussion, via approval of the Consent Agenda.

Suggested Motion

Finding of no adverse impact: Based on the information provide and addressing only the three items subject to a Special Exception Permit that are related to the exterior of the proposed multi-story building at 835-853 West Main and therefore the only items germane to the BAR's purview, I move the BAR recommend to City Council that granting the requested Special Exception Permits for these three items will not adversely impact this property or the West Main ADC District. Furthermore, these items were represented in the building design reviewed by the BAR on June 16, 2026, for which a Certificate of Appropriateness was approved.

Appendix

BAR motion to approve the requested CoA, June 16, 2023:

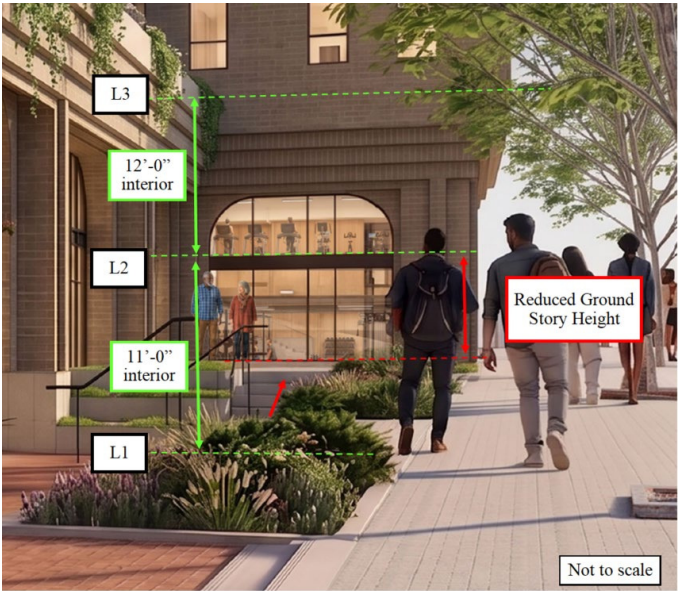
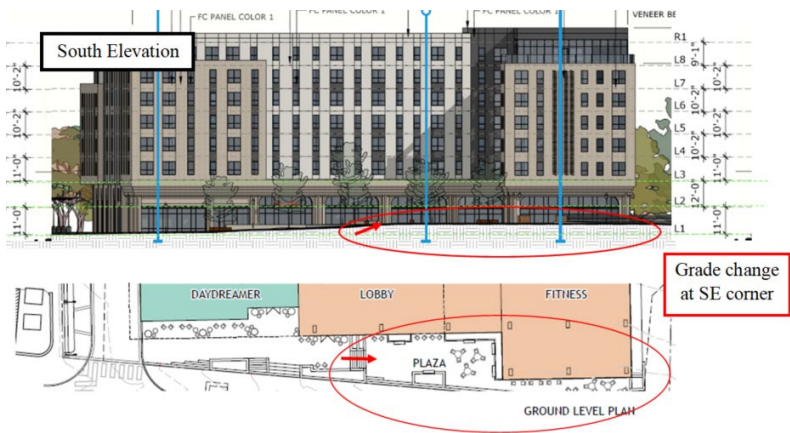
Mr. Zehmer made the following motion:

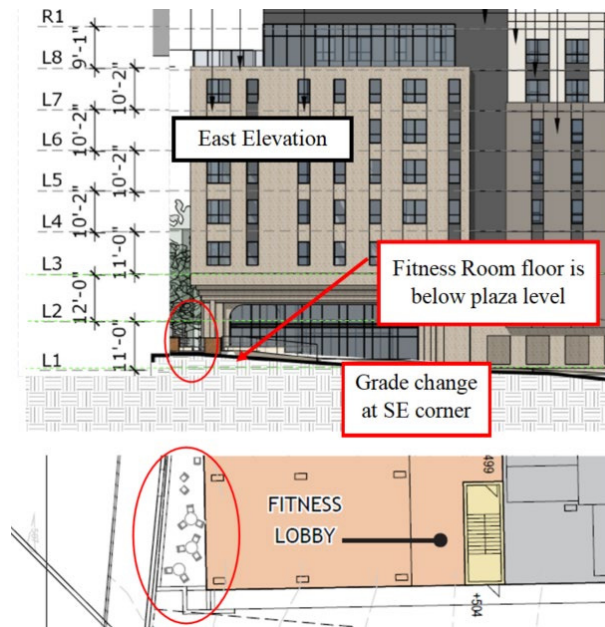
Having considered the standards set forth within the City Code, including City's ADC District Design Guidelines, I move to find that the proposed development at 835, 843, and 847 West Main Street satisfies the BAR's criteria and is compatible with this property and other properties in this ADC District, and that the BAR approves the application with the following conditions and omissions:

- Ground level mechanical equipment, utility meter boxes/panels, transformers, etc., will be appropriately screened per the design guidelines (Chapter 2, Section H). Screening will be indicated on the Final Site Plan and approved by BAR staff.
- Meters and panel boxes for utility, communications, and cable connections will be located preferably within the garage; if not, then in non-prominent locations on the side elevations only and appropriately screened. Screening will be indicated on the Final Site Plan and approved by BAR staff.
- Glass at street level storefronts (doors, windows, and transoms) must be clear, with a VLT of not less than 70%.
- Prior to a Permit allowing disturbance associated with the proposed development, a Phase I Archaeological Investigation of the three (3)-parcel site will be completed and provided to Staff for BAR's archive and recorded with the Virginia Department of Historic Resources.
- The following design elements are to be considered as removed from the applicant's submittal and are omitted from this CoA:
 - site plan;
 - sample plant pallet;
 - sample paving pallet;
 - site furnishings; and
 - site lighting.
 - The aforementioned site details [as indicated] on sheets 7, 8, 9, 10, 11, and 12 of the submittal.
- The omitted site elements (above) will be reviewed at a later date as a separate CoA request.
- Prior to BAR approval of the omitted site elements (and within the separate CoA request), the applicant will provide a new shade study examining the hours of 9AM, Noon, 3PM, and 6PM. The intent is to advise plant selection for the site, and to provide information to the public and Westhaven Citizen Planners to assist the selection of plantings within the Westhaven community. The hours listed should be added to the dates already submitted within the solar plan [sheet 13 of the submittal].
- To prevent bright light and glare emanating from the garage openings, lamping for the garage lighting [immediately inside any opening] will be dimmable, have a Color Temperature not exceeding 3,000K, and have a Color Rendering Index not less than 80, preferably not less than 90.

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

Images from June 16, 2026 BAR submittal.





NILES BOLTON ASSOCIATES

August 4, 2026

Carrie Rainey, AICP, RLA
City Planner
City of Charlottesville

Re: 843 W Main Special Exception Narrative
Charlottesville, Virginia
NBA Project No. 124129.00

Dear Carrie Rainey:

Due to The Owner's ongoing efforts to further integrate this project into the Westhaven masterplan by providing a pedestrian promenade on the west side of the building, and a public plaza on the W Main Street (south) side of the building, this project is seeking dimensional standard concessions which fall under the following Special Exception Permit (Section 5.2.15) categories: Division 2.10 and Division 4.5.

When reviewing the narrative, please note that the project falls under Section 2.4.2 CX-3 Corridor Mixed Use 3 District.

A Special Exception Permit Pre-Application conference occurred on July 1, 2026 with Niles Bolton Associates (Jennifer Hamilton and Katherine Uhrin), LV Collective (Andre Sahakian) and the City of Charlottesville (Carrie Rainey, Jeffrey Werner and Kate Richardson).

A description has been provided below for each Special Exception request, along with our team's analysis of the Criteria for Review and Decision in Section 34-5.2.15.D.1-2.

The project team is seeking to deviate from the ordinance for the following sections:

Exception Request for Section 2.10.11 - Ground Story Height

Per Section 2.4.2.B.3.F for non-residential spaces, the minimum ground floor height from finish grade is 14'. Due to existing grading conditions on the site, and to provide an accessible entry at level 1, the team requests an exception to the minimum ground floor height requirements for Section D as shown in Appendix A.1.

As indicated in Appendix A.1, the floor-to-floor height is 6'-3" from grade to level 2 at Section D due to the grade stepping up from 500' to 505.5' at the plan southeast corner. Section A, B, C and E meet the minimum ground floor height requirements as shown in Appendix A.1. Level 2 is proposed to extend Section D only to provide access to the amenity space on this level.

Atlanta
3060 Peachtree Rd. N.W.
Suite 600
Atlanta, GA 30305
404 365 7600

Alexandria
300 North Lee St.
Suite 502
Alexandria, VA 22314
703 836 0915

NILES BOLTON ASSOCIATES

Exception Request for Section 2.10.10 - Active Depth

Per Section 2.4.2.B.2.C, the active depth on primary streets is 15' minimum. The team is requesting an exception to the active depth at the segment of the building between the leasing lobby and fitness, as indicated in Appendix A.1.

The active depth varies from 18'-26', with an exception at the segment of the building between the leasing lobby and fitness so we can provide via a stair from level 1 to level 2, where the mezzanine is located. The Special Exception request complements the "Ground Story Height" exception narrative listed previously.

Exception Request for Section 2.10.11- Finished Floor Elevation

Per Section 2.4.2.B.3.G, the finished floor elevation is -2' minimum and 6' maximum for non-residential spaces. The team is requesting an exception to the finished floor elevation at Section B and C, as indicated in Appendix A.2. Due to the existing grading conditions on the site and the need to create accessible space on level 1, Section B and C are -5'-6" from the exterior grade, exceeding the -2' minimum requirement.

Exception Request for Section 2.10.13- Entrances

Per Section 2.4.2.B.5, street facing entry spacing shall be 40' maximum on primary streets. The team is requesting an exception to the entry spacing, as indicated in Appendix A.2, due to the existing grading conditions and the need to provide accessible entrances into the building from the public plaza.

To tie into the southwest corner existing grading, the main entry (Entrance A) and café entry (Entrance B) are located at the 500'-0" finished floor elevation for accessible access from the public plaza. As existing grading is higher on the southeast side of the site, it is not feasible to place entries to the building and still maintain accessible access to the public plaza.

Exception Request for Section 4.5.2- Required Bicycle Parking

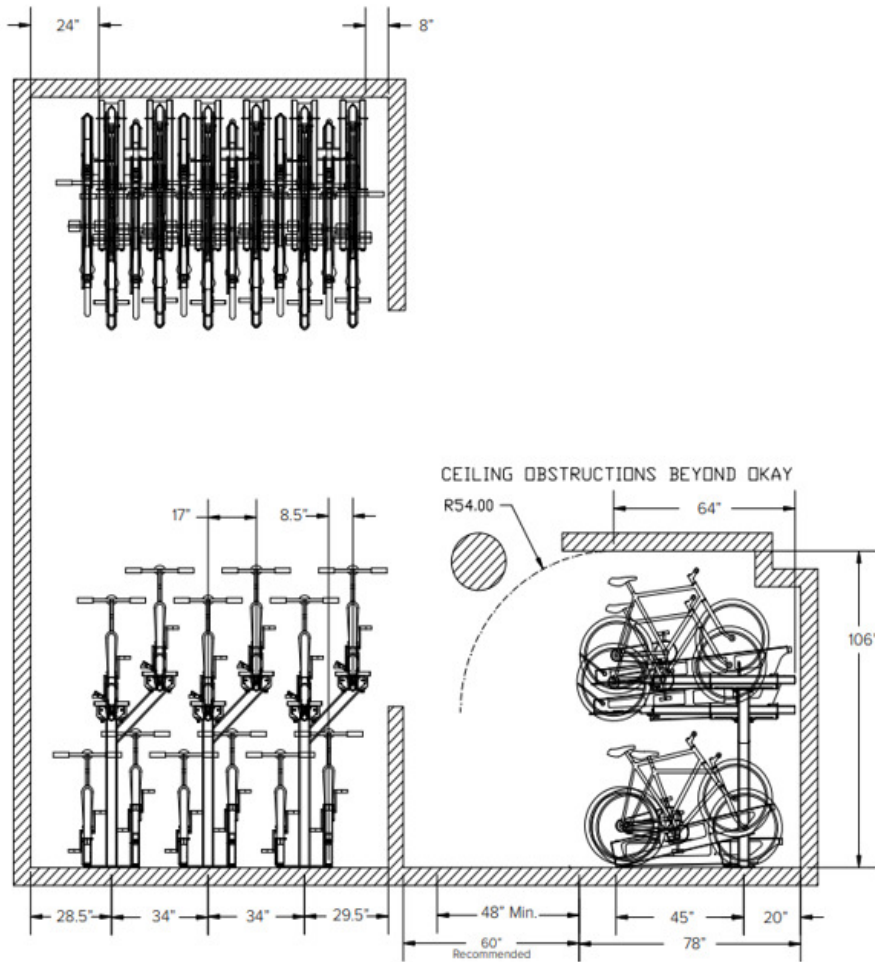
Per Section 4.5.2, the project is providing short-term and long-term bicycle parking to comply with Section 4.5.2.C.1 for residential household living.

Eighteen (18) short-term spaces will be provided outside of the building by the Civil Engineer to comply with the 1/10 unit minimum requirement.

182 long-term spaces will be provided inside the building. The team is requesting an exception to the minimum 2.5 feet wide and 6 feet long bicycle parking space requirement for the long-term bicycle parking spaces located inside the building by proposing a space saving product.

The team has successfully used the Dero Decker specification to double bike parking capacity for residential projects. Two bikes can stack on the two-tiered system, doubling capacity and saving space. The product has an e-bike charging option available and ADA cane detectable extensions for the lower trays. The dimensions are shown in the diagram below.

NILES BOLTON ASSOCIATES



In summary, the project team's analysis of the Criteria for Review and Decision in Section 34-5.2.15.D.1-2 is as follows:

1. The proposed public plaza intends to be harmonious with the existing and approved patterns of development by tying back to the Westhaven Master Plan by connecting to the pedestrian promenade on the west side of the building.
2. The proposed public plaza and building massing intends to support the goals and strategies of the Comprehensive Plan by activating the streetscape along W Main Street with planters, accessible entries to the building, and active program along the building elevation containing the following program: Daydreamer Café, leasing lobby, and fitness spaces.
3. The proposed project coordinates with existing grade to provide accessible entries to the building at the 500 finish floor elevation (FFE). To maintain an accessible level across the entirety of level 1, the building cannot reasonably accommodate entries to the building at the plan east side, due to the existing grade being over 5 feet taller than the main entry elevation. In lieu of an entry on the east side of the elevation, there is active programming (fitness and the leasing lobby) along the building face and a public plaza to engage the street front.

NILES BOLTON ASSOCIATES

We appreciate your review and consideration.

Please feel free to reach out to me directly with any comments or questions at 404.365.7600 or email kuhrin@nilesbolton.com.

Sincerely,

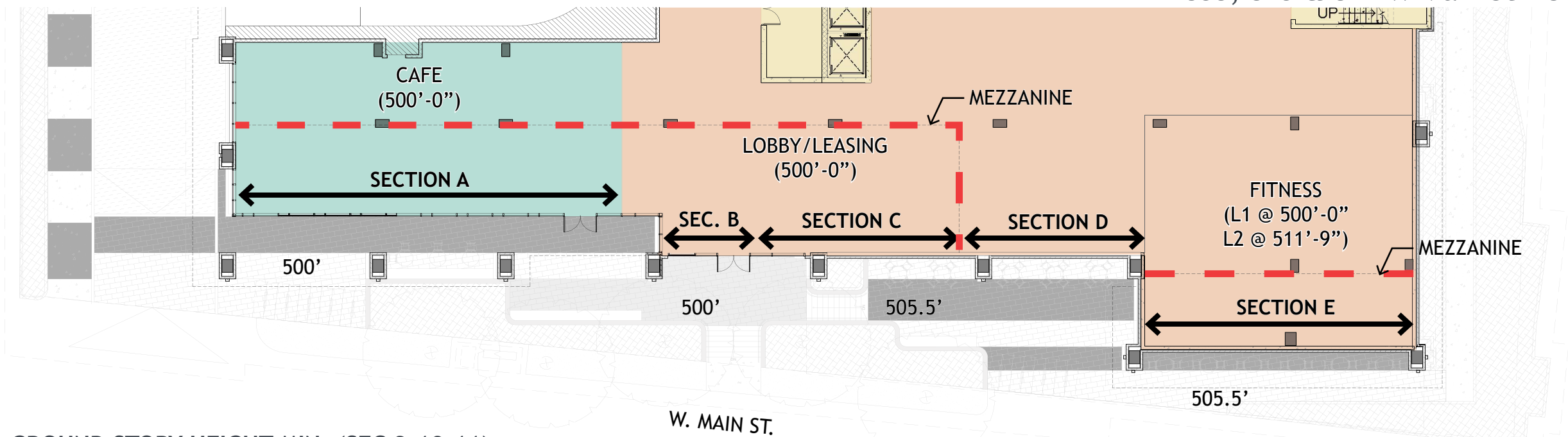
A handwritten signature in blue ink, appearing to read 'K. Uhrin', with a stylized flourish at the end.

Katherine Uhrin, AIA
Associate Principal

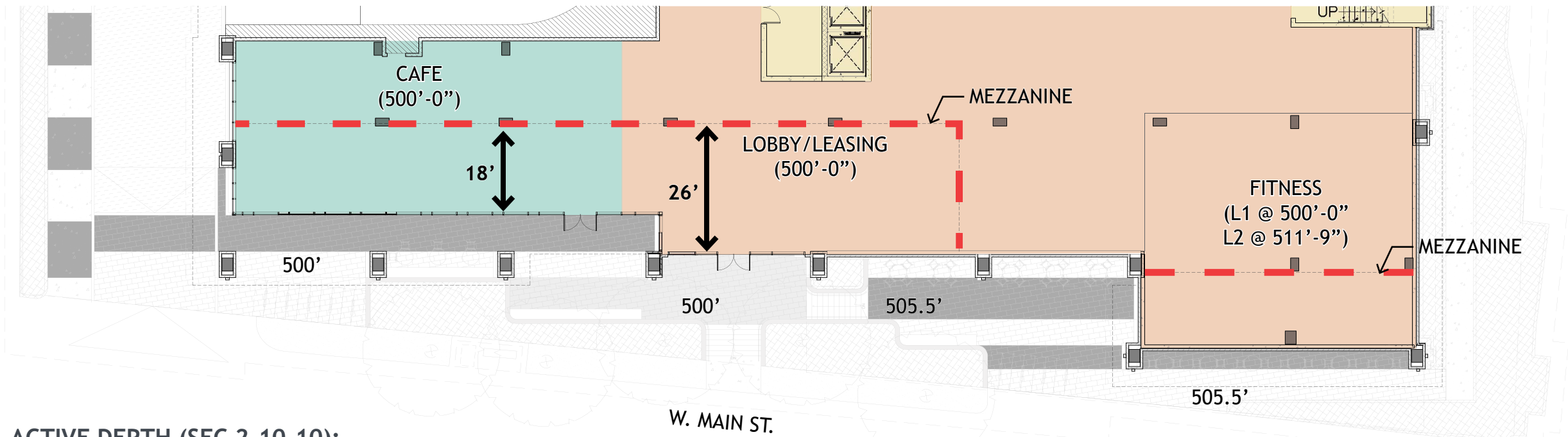
KMU/ntt

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Section 2.4.4 CX-8 Corridor Mixed Use 8: B.Building

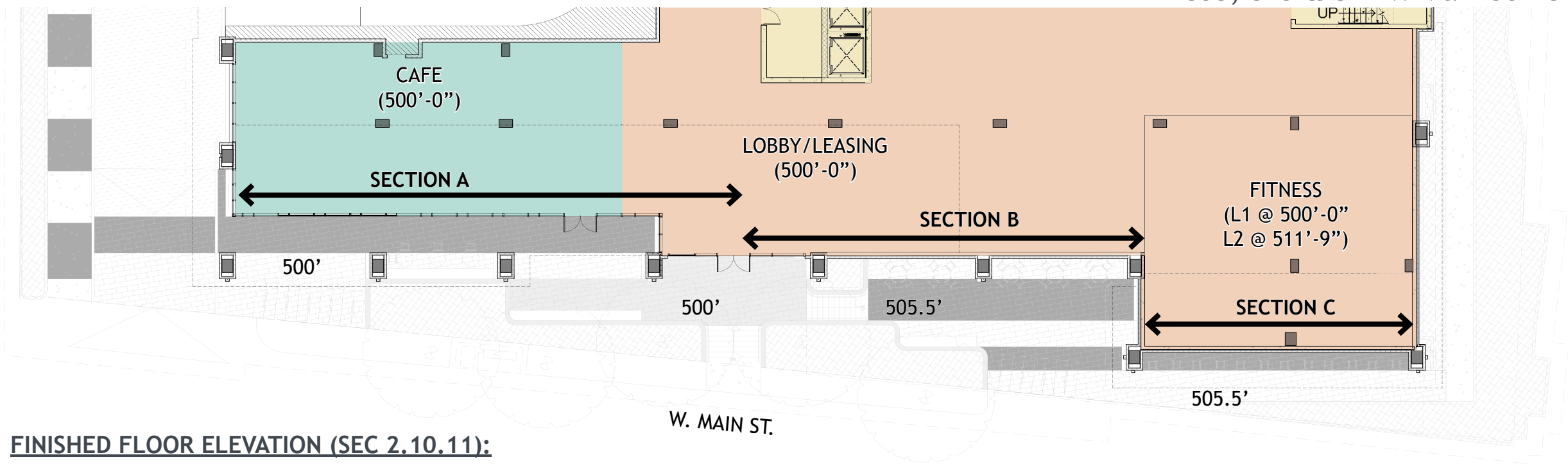


GROUND STORY HEIGHT MIN. (SEC 2.10.11):
 REQUIRED: 14" MINIMUM (NON-RESIDENTIAL)
 PROVIDED: SECTION A & B : 23'-5" FLOOR TO FLOOR
 SECTION C : 17'-11" FLOOR TO FLOOR
 SECTION D : 6'-3" FLOOR TO FLOOR
 SECTION E : 17'-11" FLOOR TO FLOOR

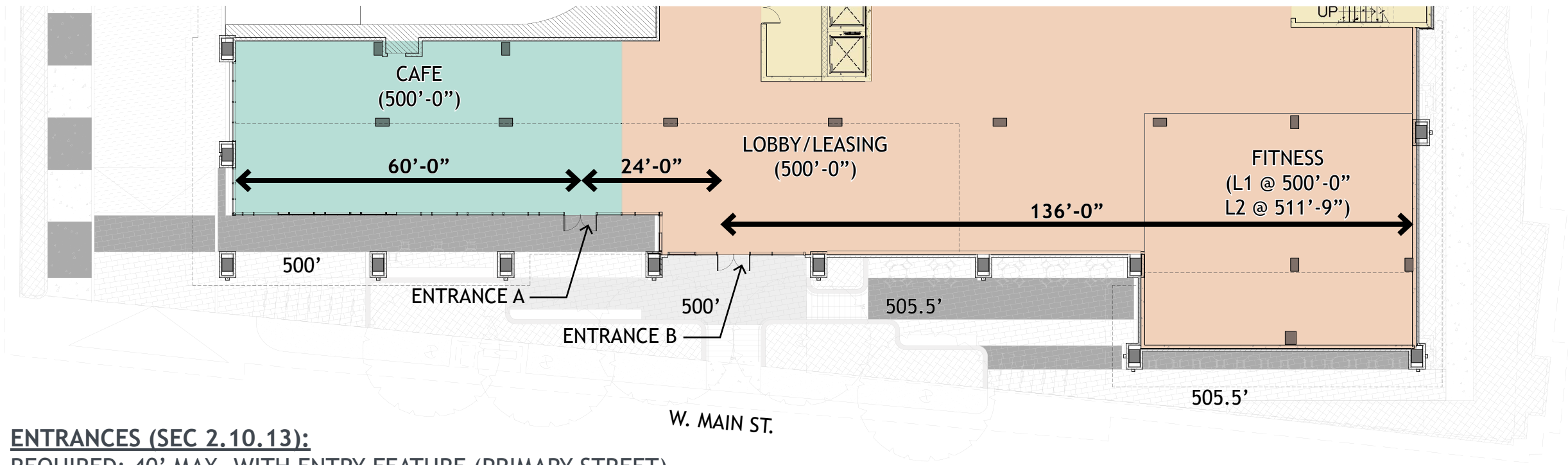


ACTIVE DEPTH (SEC 2.10.10):
 REQUIRED: 15' (PRIMARY STREET)
 PROVIDED: 18'-26', WITH THE EXCEPTION OF THE SEGMENT BETWEEN LOBBY, LEASING AND FITNESS.

Section 2.4.4 CX-8 Corridor Mixed Use 8: B.Building



FINISHED FLOOR ELEVATION (SEC 2.10.11):
REQUIRED: -2' / 6" (NON-RESIDENTIAL)
PROVIDED: SECTION A : 0' (FROM PLAZA)
SECTION B : -5'-6" (FROM PLAZA)
SECTION C : -5'-6" (FROM PLAZA)



ENTRANCES (SEC 2.10.13):
REQUIRED: 40' MAX. WITH ENTRY FEATURE (PRIMARY STREET)
PROVIDED: SEE DIAGRAM

**City of Charlottesville
Board of Architectural Review
Staff Report
September 15, 2026**



Certificate of Appropriateness Application

BAR 26-0041

207-211 Ridge Street, TMP 290029000

Ridge Street ADC District (contributing property)

Owner: The Salvation Army

Applicant: Mitchell Matthews Architects & Planners

Project: Building demolition



Background

Year Built: Chapel/primary building 1965. Transient shelter (rear) c1980; Addition (north) 1992.

District: Ridge Street ADC District

Status: *Contributing* (Note: By code, all structures in the Ridge Street ADC District are designated as contributing, regardless of year built or historic significance.)

The facility, constructed by the Salvation Army as a shelter and transient facility, includes a two-story, brick chapel and three-story brick building, both constructed in 1965, a two-story transient shelter (at the rear), constructed after 1974, likely in 1980, and a two-story brick addition (at the north side), constructed in 1992.

Brief Summary:

Demolition of three brick structures constructed in 1965, c 1972, and c 1980, respectively. BAR approved CoA in January 2023. That CoA expired, with renewal requested via the current CoA application. Staff recommends approval.

Prior BAR Actions:

January 18, 2023 – BAR approved CoA for phased and sequenced demolition of three brick structures constructed in 1965, c 1972, and c 1980, respectively.

Link to application and staff report: [Salvation Army Ridge Street - Demo CoA January 2023](#)

Link to meeting video: [BAR Mtg January 18 2023](#)

June 21, 2023 – BAR addressed two items related to the redevelopment of the site:

1. Recommendation to City Council that the SUP to modify the setback, build-to, and parking requirements will not adversely impact the Ridge Street ADC District, with the understanding that

the final design will require BAR review and approval. BAR recommends that Council consider conditions in the SUP:

- a. If the large oak tree [at Ridge Street] dies, that another large canopy tree will be planted [in its place].
- b. [Require appropriate screening] to screen the parking from 4th Street.

2. Pre-application conference re: proposed redevelopment.

Link to both applications and staff reports: [Salvation Army Ridge Street - SUP June 2023](#)

Link to meeting video: [BAR Mtg June 21 2023](#)

Application

- Submittal: Mitchell Matthews Architects & Planners drawings and submittal August 25, 2026: Sheets 1 – 17.

Request CoA for demolition of three brick structures constructed in 1965, c 1972, and c 1980, respectively. Demolition [to be phased and sequenced with new construction] will allow the Salvation Army to expand the facility and increase and enhance the services provided per its mission.

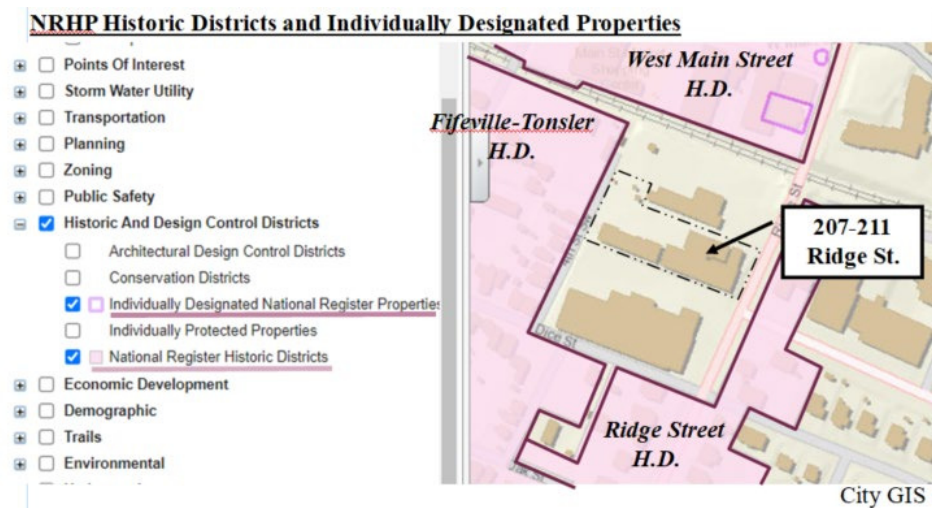
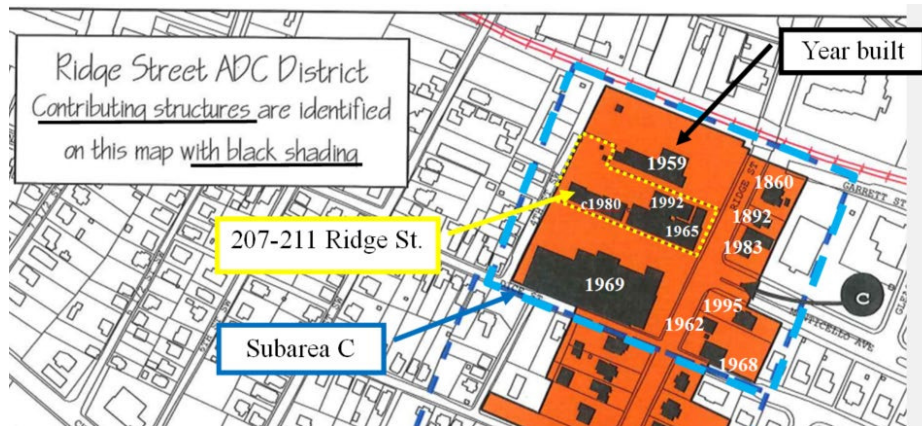
Note: The following, including staff comments under *Criteria for Review and Decision*, are unchanged from the January 18, 2023 staff report, except the City Code references have been updated to reflect the current Code of Development and staff's notes related to a protection plan for the oak at Ridge Street, the text re: the latter is highlighted.

Discussion and Recommendations

Per a review of the standards for considering demolitions under Chapter 34, Div. 5.2.7. D.1.b. and the Review Criteria for Demolition in the Design Guidelines (see below), staff recommends approval with the condition noted in the suggested motion.

Much of the BAR's discussion in January 2023 focused on the large oak at the SE corner of the site, resulting in condition of the approved CoA requiring a tree preservation plan. This was discussed further in June 2023 when the BAR considered a recommendation to City Council related to a requested Special Use Permit (ref BAR #23-06-02). Council's subsequent approval of the SUP included the following condition: *If the large oak tree [at Ridge Street] dies, then another large canopy tree will be planted [in its place]*. In brief, Council's action acknowledged the risk to the tree and established what is necessary if it dies; however, this did not preclude the BAR from requiring a robust tree protection plan.

The property is within the Ridge Street ADC District, and the structures are designated *contributing*; however, the property is **not** within a National Register of Historic Places (NRHP) historic district, nor are the structures designated individually. Within Subarea C of the ADC District: two structures date to the 1800s; five date to the 1960s; four to after 1980.



Per preliminary discussions with the applicant, the planned programming of this site anticipates the sequenced demolition of each structure and construction of buildings so as to allow continued use with minimal, if any, disruptions to the operation and services provided by the facility. BAR approval is required for the proposed new structures, when those designs are completed.

Suggested Motions

Approval: Having considered the standards set forth within the City Code, including the ADC District Design Guidelines, I move to find that the proposed demolition of 207-211 Ridge Street satisfies the BAR's criteria and guidelines and is compatible with this property and other properties in the ADC District, and that the BAR approves the application as submitted, with the following condition:

- Prior to the City issuing a demolition, the owner or applicant will work with the City Engineer to establish a tree protection plan for the oak at the southeast corner of the site, and memorialize that plan on the Final Site Plan. The tree protection plan will be consistent with the BrightView Tree Care Services letter to the applicant dated January 16, 2023, which is in the BAR record.

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]
- d. Demolition: The BAR, or City Council on appeal, may make such requirements for, and conditions of approval as are necessary or desirable to protect the safety of adjacent buildings, structures, or properties, and of any persons thereon; and, in case of a partial removal, encapsulation or demolition:
 - i. To protect the structural integrity of the portions of a building or structure which are to remain following the activity that is the subject of a building permit; or
 - ii. To protect historic or architecturally significant features on the portions of a building or structure which are to remain following the activity that is the subject of a building permit.

Pertinent Standards for Review of Demolitions:

City Code Chapter 34, Div. 5.2.7. D.1.b.

Review is limited to following factors in determining whether or not to permit the moving, removing, encapsulation or demolition, in whole or in part, of a contributing structure or IPP:

- i. The historic, architectural or cultural significance, if any, of the specific structure or property, including, without limitation:
 - (a) The age of the structure or property;

Staff comment: The existing structures were constructed in three primary phases with minor alterations likely in intervening years.

- Chapel and primary building: 1965.
- Transient Shelter: c1980
- Addition (north): 1992



(b) Whether it has been designated a National Historic Landmark, listed on the National Register of Historic Places or listed on the Virginia Landmarks Register;

Staff comment: Neither the parcel or structures are listed on the NRHP or located within a NRHP historic district.

(c) Whether, and to what extent, the building or structure is associated with a historic person, architect or master craftsmen, or with a historic event;

Staff comment: No known associations.

(d) Whether the building or structure or any of its features, represent an infrequent or the first or last remaining example within the city of a particular architectural style or feature;

Staff comment: No such characteristics are attributed to these buildings.

(e) Whether the building or structure is of such old or distinctive design, texture or material that it could not be reproduced, or could be reproduced only with great difficulty;

Staff comment: Structures have no historical or architectural distinction.

(f) The degree to which distinguishing characteristics, qualities, features, or materials remain.

Staff comment: None. Demolitions will raze the three structures.

ii. Whether, and to what extent, a contributing structure is linked, historically or aesthetically, to other buildings or structures within an existing applicable District, or is one of a group of properties within such a district whose concentration or continuity possesses greater significance than many of its component buildings and structures.

Staff comment: The property and structures are not linked historically or aesthetically to other properties and structures within the ADC District. The property is **not within a NRHP historic district**.

iii. The overall condition and structural integrity of the building or structure, as indicated by studies prepared by a qualified professional engineer and provided by the applicant or other information provided to the board.

Staff comment: The current use of the buildings and the photos provided by the applicant suggest the structures are not unstable or in poor condition. Demolition is requested to facilitate redevelopment of the site.

iv. Whether, and to what extent, the applicant proposes means, methods or plans for moving, removing, or demolishing the structure or property that preserves portions, features or materials that are significant to the property's historic, architectural, or cultural value.

Staff comment: Proposal is to raze all of the structures; no elements, features or materials will be retained. The buildings and site are not historically, architecturally, or culturally significant.

v. Any applicable provisions of the City's design guidelines.

Staff Comment: See below, under ADC District Design Guidelines for Considering Demolitions.

Pertinent design guidelines re: Demolitions

Link: [Chapter 7 Moving and Demolition](#)

B. Demolition of Historic Structures

Review Criteria for Demolition

1) The standards established by the City Code, Section 34-278. [Note: With the updated Code of Development, the referenced section of the City Code is 34-5.2.7. D.1.b.]

Staff comment: See comments above, under *Standards for considering demolitions*.

2) The public necessity of the proposed demolition.

Staff comment: Demolition is not a public necessity; the buildings have not been condemned or deemed unsafe. However, in considering the request, the BAR might weigh the public benefit of the site's redevelopment.

- 3) The public purpose or interest in land or buildings to be protected.

Staff comment: See comments above, under *Standards for considering demolitions*.

- 4) Whether or not a relocation of the structure would be a practical and preferable alternative to demolition.

Staff comment: See comments above, under *Standards for considering demolitions*.

- 5) Whether or not the proposed demolition would adversely or positively affect other historic buildings or the character of the historic district.

Staff comment: See comments under *Standards for considering demolitions*.

- 6) The reason for demolishing the structure and whether or not alternatives exist.

Staff comment: See comments above, under *Standards for considering demolitions*.

- 7) Whether or not there has been a professional economic and structural feasibility study for rehabilitating or reusing the structure and whether or not its findings support the proposed demolition.

Staff comment: See comments above, under *Standards for considering demolitions*.

Guidelines for Demolition

- 1) Demolish a historic structure only after all preferable alternatives have been exhausted.
- 2) Document the building thoroughly through photographs and, for especially significant buildings, measured drawings according to Historic American Buildings Survey (HABS) Standards. This information should be retained by the City of Charlottesville Department of Neighborhood Development Services and the Virginia Department of Historic Resources.
- 3) If the site is to remain vacant for any length of time, maintain the empty lot in a manner consistent with other open spaces in the districts.

Appendix:

BAR Meeting Minutes January 18, 2023

Excerpt re: CoA request BAR # 23-01-01, Phased demolition of three buildings

Jeff Werner, Staff Report –

Background Year Built: Chapel/primary building 1965. Transient shelter (rear) c1980; Addition (north) 1992. District: Ridge Street ADC District Status: Contributing (Note: By code, all structures in the Ridge Street ADC District are designated as contributing, regardless of year built or historic significance. Note: The site is not within a NRHP Historic District, nor individually designated.) The facility, constructed by the Salvation Army as a shelter and transient facility, includes a two-story, brick chapel and three-story brick building, both constructed in 1965, a two-story transient shelter (at the rear), constructed after 1974, likely in 1980, and a two-story brick addition (at the north side), constructed in 1992.

Request CoA for demolition of three brick structures constructed in 1965, c 1972, and c 1980, respectively. Demolition [to be phased and sequenced with new construction] will allow the Salvation Army to expand the facility and increase and enhance the services provided per its mission. Note: The proposed new construction will require approval of Special Use Permit [related to setbacks], therefore, at a later date the BAR will review that request and make a recommendation to City Council. Additionally, the planned redevelopment of the site, regardless of the SUP, will require BAR review and approval of a CoA.

Discussion and Recommendations

Per a review of the standards for considering demolitions (Code Sec. 34-278) and the Review Criteria for Demolition in the Design Guidelines (see below), staff concurs with the applicant's comments, generally, and finds no compelling argument to deny the requested demolition. The property is within the Ridge Street ADC District and the structures are designated *contributing*; however, the property is **not** within a National Register of Historic Places (NRHP) historic district, nor are the structures designated individually. Within Subarea C of the ADC District: two structures date to the 1800s; five date to the 1960s; four to after 1980.

Per preliminary discussions with the applicant, the planned programming of this site anticipates the sequenced demolition of each structure and construction of buildings so as to allow continued use with minimal, if any, disruptions to the operation and services provided by the facility. BAR approval is required for the proposed new structures, when those designs are completed; however, with the demolition CoA, the BAR may consider conditions related to the timing, sequencing, etc. for the razing of each building.

The BAR may also want to discuss the 56" [red] oak at the front of the site. (See Appendix and the applicant's Supplement A.) Protection the tree during demolition and later construction is preferred; however, even if expressed as a condition of approval staff cannot advise on how practicable or realistic that might be.

Should the BAR approve the request, staff suggests the following conditions of approval:

- Staff approval of the demolition permit [when that application is submitted] is contingent upon:

1. Applicant providing for the BAR record documentation of the existing building. [In addition to the photos provided, documentation will include dimensioned floor plans and elevations. Similar to documentation provided for 210 West Market Street, August 2022; 1532 Virginia Ave, January 2019.]
2. Either a *condition* or a *recommendation* that during the demolition and later redevelopment of the site all efforts be made to preserve the large oak tree at the front of the property. (See photos in Appendix.)
3. An approved building permit for construction of the new buildings. [The BAR may want to link the sequence and timing of demolition of individual structures and the related construction of new.]

Or, in lieu of item 3:

- o BAR approval of proposed site treatment following demolition and prior to site redevelopment. Unless other criteria of the ADC District Design Guidelines prevail, BAR will apply Chapter 2. Site Design.

Erin Hannegan, Applicant – I haven't heard any concerns about the demolition of the buildings. I can answer questions about that. The concern we have is that when we had our pre-application meeting with the city, the city engineer was present. They told us that they would be sticklers about the guidelines that require 1.5 feet of protection per inch of tree diameter. The 56 inch tree would produce an 84 foot protection radius, which would basically wipe out the entire front half of the site. We would like to save the tree. Our development plans intent to save the tree. We just would like language to be tailored to using our arborist recommendations as opposed to the city guidelines. When we go through the site planning with the city engineers, we can point to that and refute the required 84 foot radius. It would limit the ability to redevelop the site and inhibit the goals of the Salvation Army to maintain the shelter in an operable condition through redevelopment.

QUESTIONS FROM THE PUBLIC

No Questions from the Public

QUESTIONS FROM THE BOARD

Mr. Zehmer – With the 84 foot radius, is that into perpetuity or just during construction?

Ms. Hannegan – It is during construction because the fence line has to follow that 84 foot radius. You're basically build within that radius.

Mr. Gastinger – We don't have authority to superimpose any restrictions on other city agencies enforcing their own policies and guidelines? We can only approve or deny what is put in front of us based on our guidelines?

Ms. Hannegan – That is why we asked for permission for clarity. That's why we asked for permission to demolish everything on the site. The city engineers can't come back and say the BAR told you have to save this tree. We want to save the tree. If there is a way through the SUP process to add that as a condition for the SUP to save the tree with different parameters so it doesn't conflict with the language.

Mr. Schwarz – The roots are not currently in the church basement.

Ms. Hannegan – Technically, there is no basement under the chapel, which is the piece that is next to the tree. There is a basement on the northern half. It is not coming through the basement walls. The arborist believes it is contained by the foundation wall and the site walls. It has a very small plot it is sitting in. We are enlarging that in the future.

Ms. Lewis – It doesn't run anywhere under the sidewalk or the asphalt?

Ms. Hannegan – The arborist did think that it probably ran under the sidewalk. He suggested that the sidewalk be demolished by hand so as not to disturb the roots. Potentially, site walls are only taken down just below grade so they are concealed and not actually demolished. They wouldn't harm the roots. We are fine with all of those recommendations.

Mr. Gastinger – You have said that you want to protect the tree. The proposal is to remove the tree?

Ms. Hannegan – It is a technicality of the city requirements. We're asking for permission technically to demolish everything on the site so the city engineer cannot mandate the 84 foot tree protection radius. However, it is our intent, when we redevelop the site, that the tree will be saved. Our future redevelopment plans show the tree present in our renderings and on our site plan. The recommendations from the arborist will help us get to that point of preserving the tree.

Mr. Gastinger – The proposal is to remove the tree?

Ms. Hannegan – Yes. I suppose it is. If you deny removal of the tree, it kicks to the engineering department requirement. That is my understanding of this conflict.

Mr. Zehmer – The Special Use Permit you are referring to: Is that to allow for construction closer to the tree?

Ms. Hannegan – No. There are going to be various modifications to the zoning ordinance (parking reductions, setback reductions). It is for the use that gets us to needing a Special Use Permit to begin with. We will be asking for other modification as part of that process.

Mr. Zehmer – I am curious if there is a way this applicant could get permission to build closer to the tree before it comes to us.

Mr. Werner – The Special Use Permit will come to you. I am not sure about the specifics of it. I know that you review Special Use Permit requests and make a recommendation to Council. I don't know how to 'untie that knot' relative to what the city engineer would require. This is a very old tree. It is stressed. I am not an expert in trees squished between a sidewalk and a building. You could identify that tree protection within the constraints. If there is a space where you could say the tree protection can occur within this space, I don't know how to advise you. The applicant has a pretty good handle on what the city engineer would say.

Mr. Schwarz – We do have to approve the building that comes next.

Mr. Birle – We can't even put a condition on this. By putting a condition on it, that means we have to stay 80 feet away. We have to take the Ms. Hannegan's word if we want the tree to stay.

Mr. Gastinger – I don't know how we do that if we think this tree is important to the district. I haven't heard any concern about the demolition of the buildings. This is one of the last impressive trees in this section of Ridge Street. It would be hard to say that it is important enough to allow its removal. In the past, we have done a couple of things. We have made recommendations to zoning in the past, to make considerations for things such as curb cuts or other elements that would improve the character of the street in certain conditions. I think we can do the same here. I think the recommendations from arborist make a lot of sense. If they come up with a tree preservation plan, the city engineer ought to take that into consideration.

Mr. Schwarz – Are you coming back with an SUP?

Ms. Hannegan – That's correct.

Mr. Schwarz – The Planning Commission could work some conditions into the SUP that negates what the city engineer has said. I feel that we actually approve the demolition of the buildings, not the tree, if you deal with it in the SUP process.

Mr. Werner – The Planning Commission and BAR only make recommendations to the City Council. It is Council's decision on what conditions to accept. A requirement to save that tree is nonsensical unless you say that you can't demolish the front of the chapel.

Mr. Gastinger – We can require that they put together a tree protection plan in accordance with the letter.

Mr. Werner – The second part of that would be if that motion would conflict with what the engineer would say, you can bump this to February. I will sit down with the city engineer and make sure we don't have any conflict. I would rather get it right even if takes until February to get it right. It seems that the condition is the due diligence and practicable for tree protection unless that conflicts with what the applicant is expecting.

Mr. Gastinger – On other projects in the vicinity of Downtown, we have added a contingency or requirement that the approval of the demolitions of the buildings is contingent on an approved building plan so we don't lost buildings without something that is going in its place. I don't know if that helps or hurts this particular consideration.

Mr. Werner – If they were to cut this tree down, it would be an alteration of a site. It would require BAR review. If it died as a result of the demolition, that would not be cutting it down. We're threading a needle right now that I am not sure I am much help on.

Mr. Gastinger – I don't find that there is going to be a lot of support for the proposal as submitted. That would include the demolition of tree. I think we could probably come up with a motion that would approve the demolition of buildings; as part of that a requirement you develop a tree protection plan that follows the recommendations of the arborist and a recommendation to the city engineer to work with the applicant to apply the best known

methods for protecting that tree, which are more nuanced with the site conditions than a standard radius would allow.

Ms. Hannegan – It is acceptable that we produce a tree protection plan to save the tree if it is different from the city guidelines.

Mr. Bailey – Can we explicitly say that the city guidelines apply here in the motion?

Ms. Lewis – The drip line goes into the public right of way. The applicant has no control over that. That is the unfortunate part.

COMMENTS FROM THE PUBLIC

No Comments from the Public

COMMENTS FROM THE BOARD

Motion –

Mr. Gastinger – Having considered the standards set forth within the City Code, including the ADC District Design Guidelines, I move to find that the proposed demolition of 207-211 Ridge Street satisfies the BAR’s criteria and guidelines and is compatible with this property and other properties in the [Ridge Street] ADC District, and that the BAR approves the application as submitted with the following exception and recommendation:

- The BAR does not find that the removal of the black oak at the front of the property is compatible with the guidelines and asks that the applicant develop a tree protection strategy based on the arborist recommendations submitted January 16, 2023. The applicant should apply all reasonable approaches to protect the tree during demolition and subsequent construction.
- The BAR recommends that the city engineer work with the applicant to review the tree protection plan that they have developed and adapt the city requirements to the particular context of this situation.

Second by Mr. Schwarz. Motion passes 7-0.

207 - 211 RIDGE STREET

C H A R L O T T E S V I L L E , V A

DEMO REQUEST

MITCHELL / MATTHEWS ARCHITECTS

AUGUST 25, 2026

Request is hereby made to the City of Charlottesville’s Board of Architectural Review for the demolition of 207 and 211 Ridge Street to allow for redevelopment of the site by the current Owner. As the attached photographs and site plan attempt to show, these buildings possess no redeeming architectural or historical value or qualities that warrant special consideration.

The following is an evaluation of the buildings based on the criteria for demolition as outlined in Chapter Seven of Charlottesville Architectural Design Control District Design Guidelines. We have also reviewed the city zoning ordinance and have addressed each of the demolition criteria. Responses are shown in italics.

According to City Code Section 34-278 the following factors shall be considered in determining whether or not to permit the moving, removing, encapsulation or demolition, in whole or in part, of a contributing structure of protected property:

- (a) The historic, architectural or cultural significance, if any, of the specific structure or property, including, without limitation:

(1) The age of the structure;

Response: The building at 207 Ridge Street was built in approximately 1965 (age of structure is 61 years), an addition was added in 1992 (age of structure is 34 years), refer to page 11 for extents. The building at 211 Ridge Street was existing per the 1992 drawings, however we have no record of its year of construction. Based on the Owner’s recollections it occurred between 1965 and 1992, likely around 1980 based on review of the conditions (presumed age of structure is 46 years).
- (2) Whether it has been designated a National Historic Landmark, listed on the National Register of Historic Places or listed on the Virginia Landmarks Register;

Response: No – none of the buildings have been individually listed on the National Register of Historic Places or the Virginia Landmarks Register.
- (3) Whether, and to what extent, the building or structure is associated with a historic person, architect or master craftsmen, or with a historic event;

Response: There is no known historic event, person, architect or master craftsman associated with the structures at 207 and 211 Ridge Street.
- (4) Whether the building or structure or any of its features, represent an infrequent or the first or last remaining example within the city of a particular architectural style or feature;

Response: None of the structures or features of 207 and 211 Ridge Street are known to represent an infrequent or first/last remaining example within the city of a particular architectural style or feature.

- (5) Whether the building or structure is of such old or distinctive design, texture or material that it could not be reproduced, or could be reproduced only with great difficulty;

Response: In our opinion, the buildings and structures at 207 and 211 Ridge Street do not possess a distinctive design, texture, or material that could not be reproduced or that would warrant saving.

- (6) The degree to which distinguishing characteristics, qualities, features, or materials remain.

Response: Currently, the buildings are intact, as originally designed, although the addition to 207 Ridge and of 211 Ridge significantly changed the original site conditions and access. The buildings and other site features at 207 and 211 Ridge Street will be removed in their entirety, in a phased manner to allow redevelopment to occur without displacement of the transient shelter, at 211 Ridge Street.

- (b) Whether, and to what extent, a contributing structure is linked, historically or aesthetically, to other buildings or structures within an existing major design control district, or is one of a group of properties within such a district whose concentration or continuity possesses greater significance than many of its component buildings.

Response: There is no known historic or aesthetic link of the structures at 207 and 211 Ridge Street to the other buildings or structures within the ADC, and their demolition will not, we believe, adversely affect the character of the district.

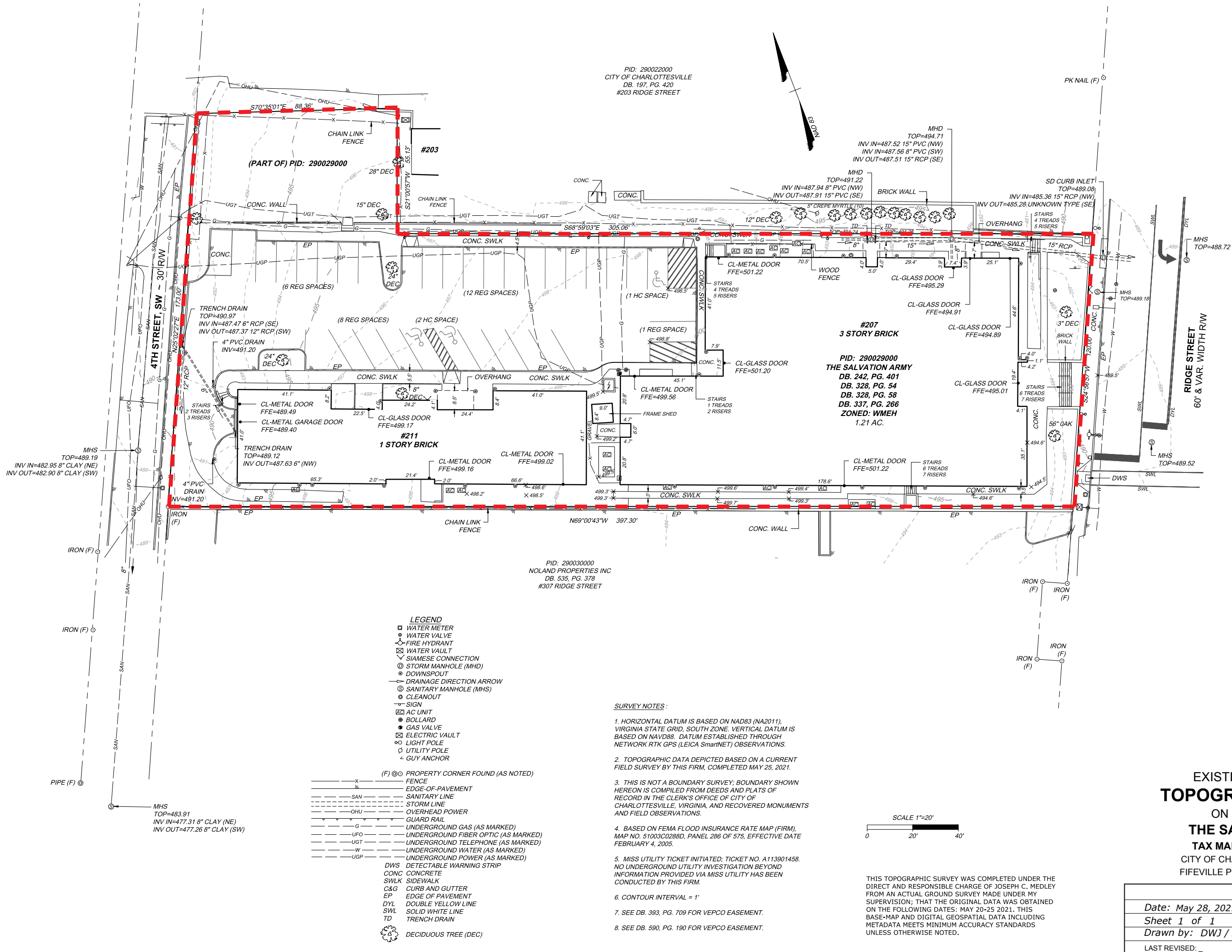
- (c) The overall condition and structural integrity of the building or structure, as indicated by studies prepared by a qualified professional engineer and provided by the applicant or other information provided to the board.

Response: No study of the overall condition and structural integrity of the buildings have been undertaken. The lack of architectural and/or historical significance of these buildings does not, in our opinion, warrant such an exercise.

- (d) Whether, and to what extent, the applicant proposes means, methods or plans for moving, removing or demolishing the structure or property that preserves portions, features or materials that are significant to the property’s historic, architectural, or cultural values;

Response: There are no known features, portions or materials of the buildings that have historic value and should be retained. It is proposed that the buildings will be demolished in their entirety.

Y:\30484842-Salvation_Army_AdditionalDWG\4842-XPST\RV_2.dwg [Plotted on 6/11/2021 1:19 PM] by Joe Medley



PID: 290022000
CITY OF CHARLOTTESVILLE
DB. 197, PG. 420
#203 RIDGE STREET

PID: 290029000
THE SALVATION ARMY
DB. 242, PG. 401
DB. 328, PG. 54
DB. 328, PG. 58
DB. 337, PG. 266
ZONED: WMEH
1.21 AC.

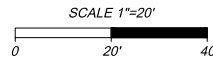
PID: 290030000
NOLAND PROPERTIES INC
DB. 535, PG. 378
#307 RIDGE STREET

LEGEND

- WATER METER
- WATER VALVE
- FIRE HYDRANT
- WATER VAULT
- SIAMISE CONNECTION
- STORM MANHOLE (MHD)
- DOWNPOUT
- DRAINAGE DIRECTION ARROW
- SANITARY MANHOLE (MHS)
- CLEANOUT
- SIGN
- AC UNIT
- BOLLARD
- GAS VALVE
- ELECTRIC VAULT
- LIGHT POLE
- UTILITY POLE
- GUY ANCHOR
- (F) (F) PROPERTY CORNER FOUND (AS NOTED)
- FENCE
- EDGE-OF-PAVEMENT
- SANITARY LINE
- STORM LINE
- OVERHEAD POWER
- GUARD RAIL
- UNDERGROUND GAS (AS MARKED)
- UNDERGROUND FIBER OPTIC (AS MARKED)
- UGT
- UGT
- UGT
- UGT
- UGT
- DWS
- CONC
- SWLK
- C&G
- EP
- DYL
- SWL
- TD
- DECIDUOUS TREE (DEC)

SURVEY NOTES:

- HORIZONTAL DATUM IS BASED ON NAD83 (NA2011), VIRGINIA STATE GRID, SOUTH ZONE. VERTICAL DATUM IS BASED ON NAVD88. DATUM ESTABLISHED THROUGH NETWORK RTK GPS (LEICA SmartNET) OBSERVATIONS.
- TOPOGRAPHIC DATA DEPICTED BASED ON A CURRENT FIELD SURVEY BY THIS FIRM, COMPLETED MAY 25, 2021.
- THIS IS NOT A BOUNDARY SURVEY; BOUNDARY SHOWN HEREON IS COMPILED FROM DEEDS AND PLATS OF RECORD IN THE CLERK'S OFFICE OF CITY OF CHARLOTTESVILLE, VIRGINIA, AND RECOVERED MONUMENTS AND FIELD OBSERVATIONS.
- BASED ON FEMA FLOOD INSURANCE RATE MAP (FIRM), MAP NO. 51003C0288D, PANEL 286 OF 575, EFFECTIVE DATE FEBRUARY 4, 2005.
- MISS UTILITY TICKET INITIATED; TICKET NO. A113901458. NO UNDERGROUND UTILITY INVESTIGATION BEYOND INFORMATION PROVIDED VIA MISS UTILITY HAS BEEN CONDUCTED BY THIS FIRM.
- CONTOUR INTERVAL = 1'
- SEE DB. 393, PG. 709 FOR VEPCO EASEMENT.
- SEE DB. 590, PG. 190 FOR VEPCO EASEMENT.



THIS TOPOGRAPHIC SURVEY WAS COMPLETED UNDER THE DIRECT AND RESPONSIBLE CHARGE OF JOSEPH C. MEDLEY FROM AN ACTUAL GROUND SURVEY MADE UNDER MY SUPERVISION; THAT THE ORIGINAL DATA WAS OBTAINED ON THE FOLLOWING DATES: MAY 20-25 2021. THIS BASE-MAP AND DIGITAL GEOSPATIAL DATA INCLUDING METADATA MEETS MINIMUM ACCURACY STANDARDS UNLESS OTHERWISE NOTED.

EXISTING CONDITIONS
TOPOGRAPHIC SURVEY
ON THE LANDS OF
THE SALVATION ARMY
TAX MAP PARCEL 290029000
CITY OF CHARLOTTESVILLE, VIRGINIA
FIVEVILLE PLANNING NEIGHBORHOOD

CITY OF CHARLOTTESVILLE, VA	
Date: May 28, 2021	Scale: 1" = 20'
Sheet 1 of 1	J.N.: 48482
Drawn by: DWJ / JCM	Checked by: JCM
LAST REVISED: _	

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YOUR VISION ACHIEVED THROUGH OURS.











EXTERIOR PHOTOS FRONT (#207)

All grades, counts and quantities are approximate and will change as design proceeds.



#207



#211



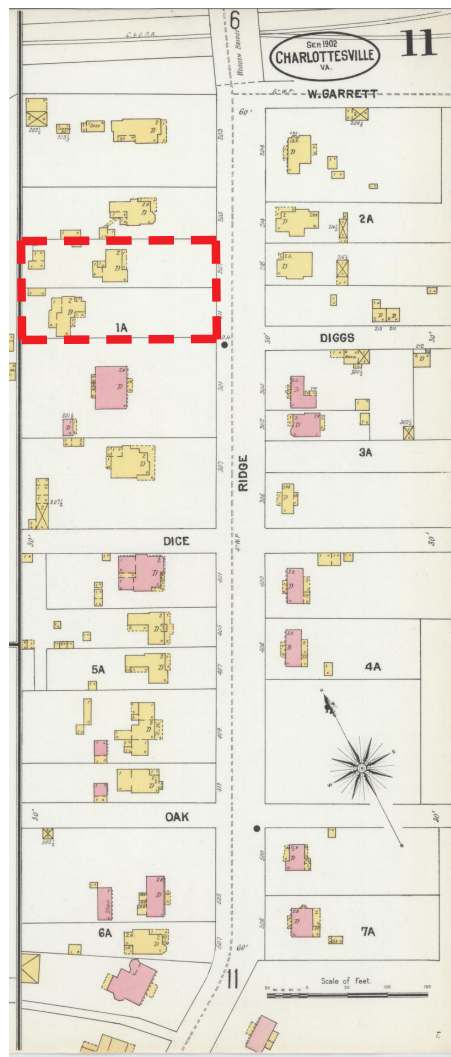
#207 & #211



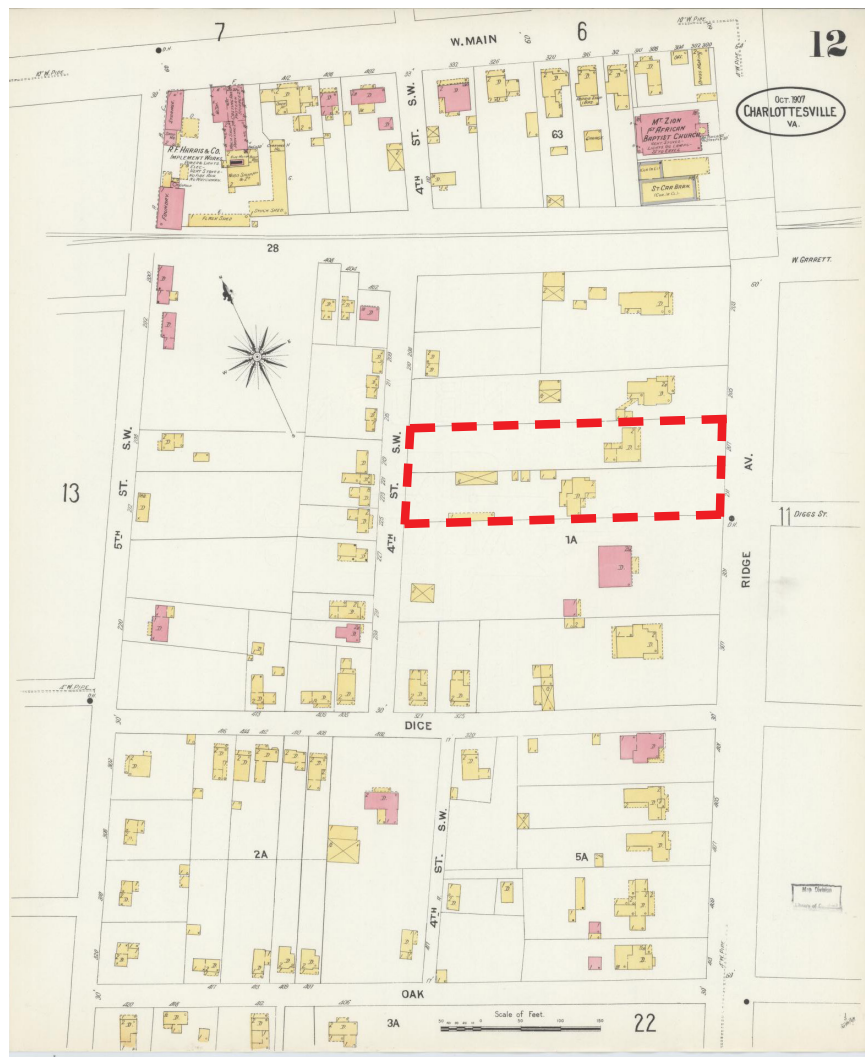
#211

EXTERIOR PHOTOS REAR (#211 & #207)

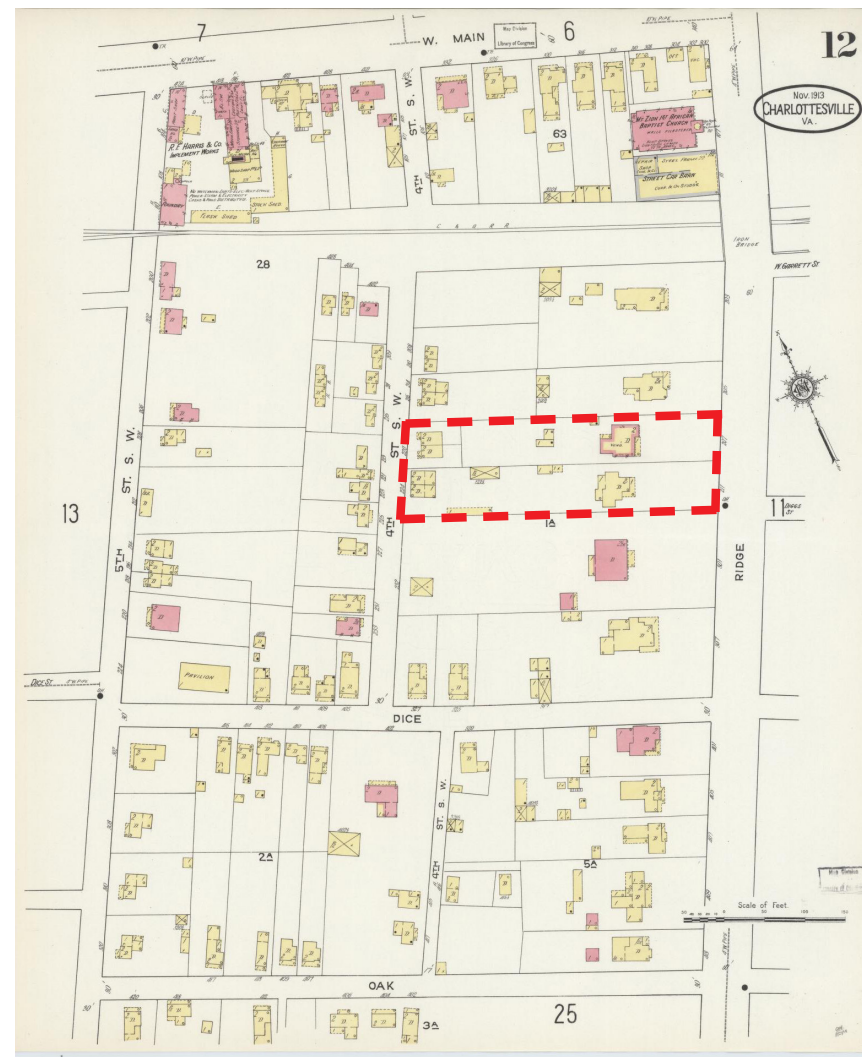
All grades, counts and quantities are approximate and will change as design proceeds.



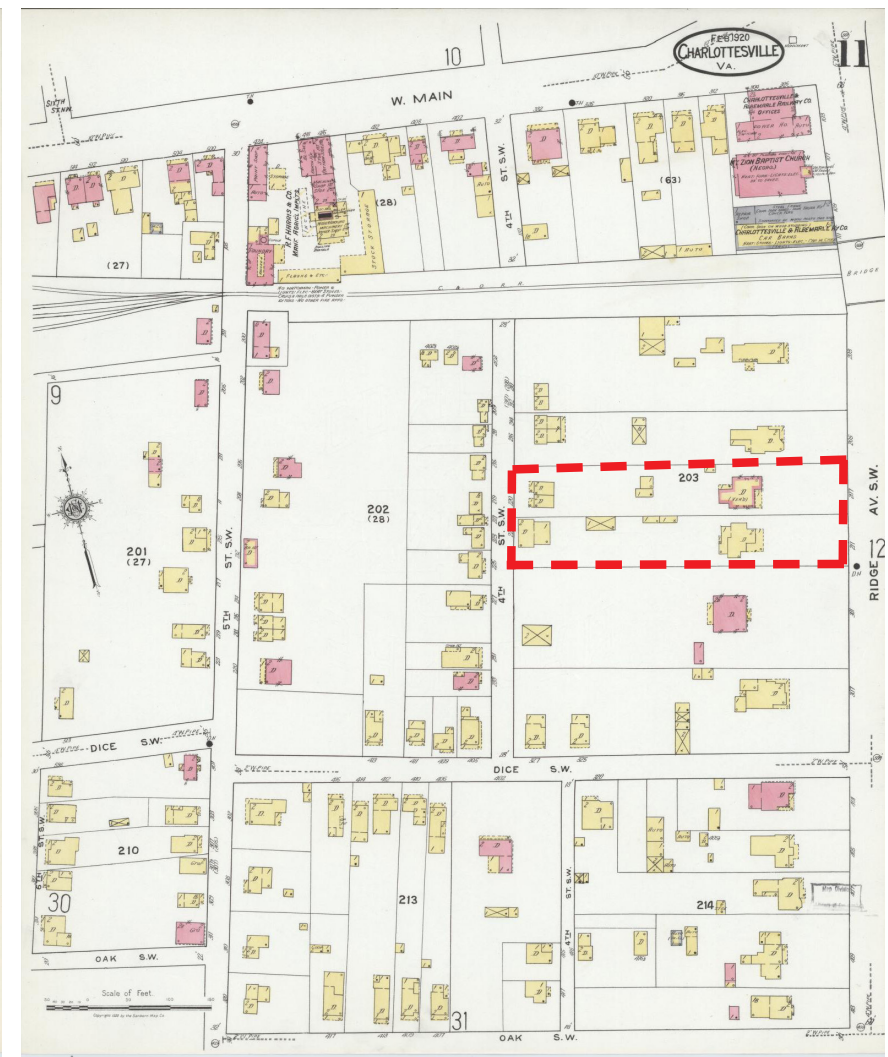
Sept 1902



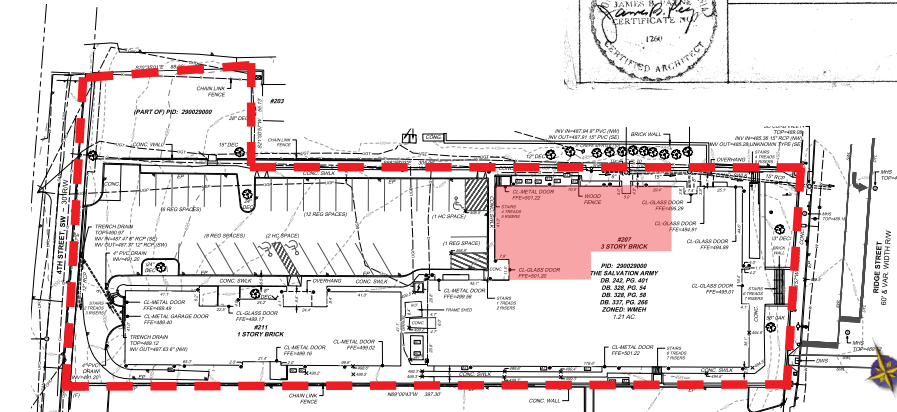
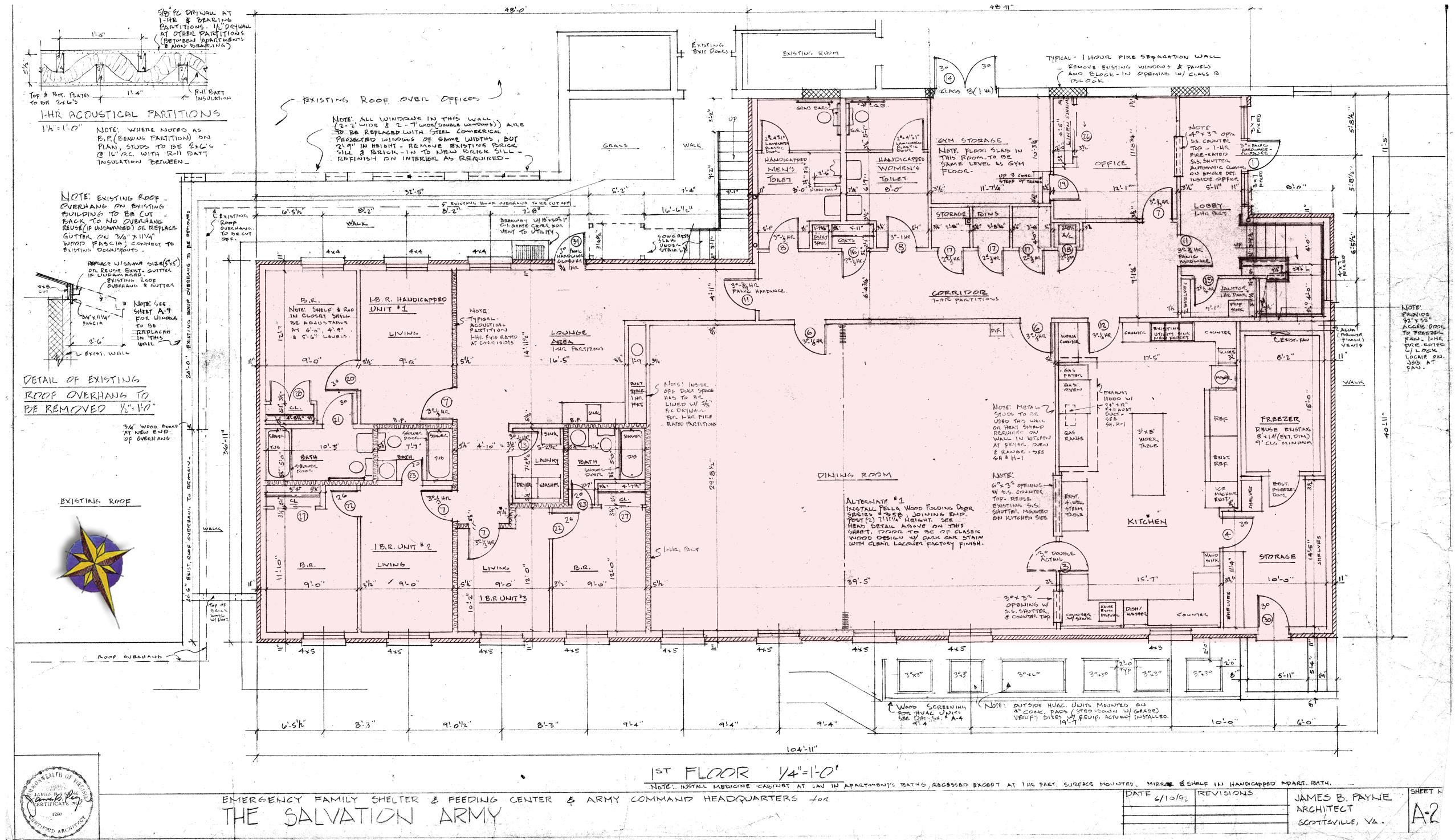
Oct 1907



Nov 1913



Feb 1920

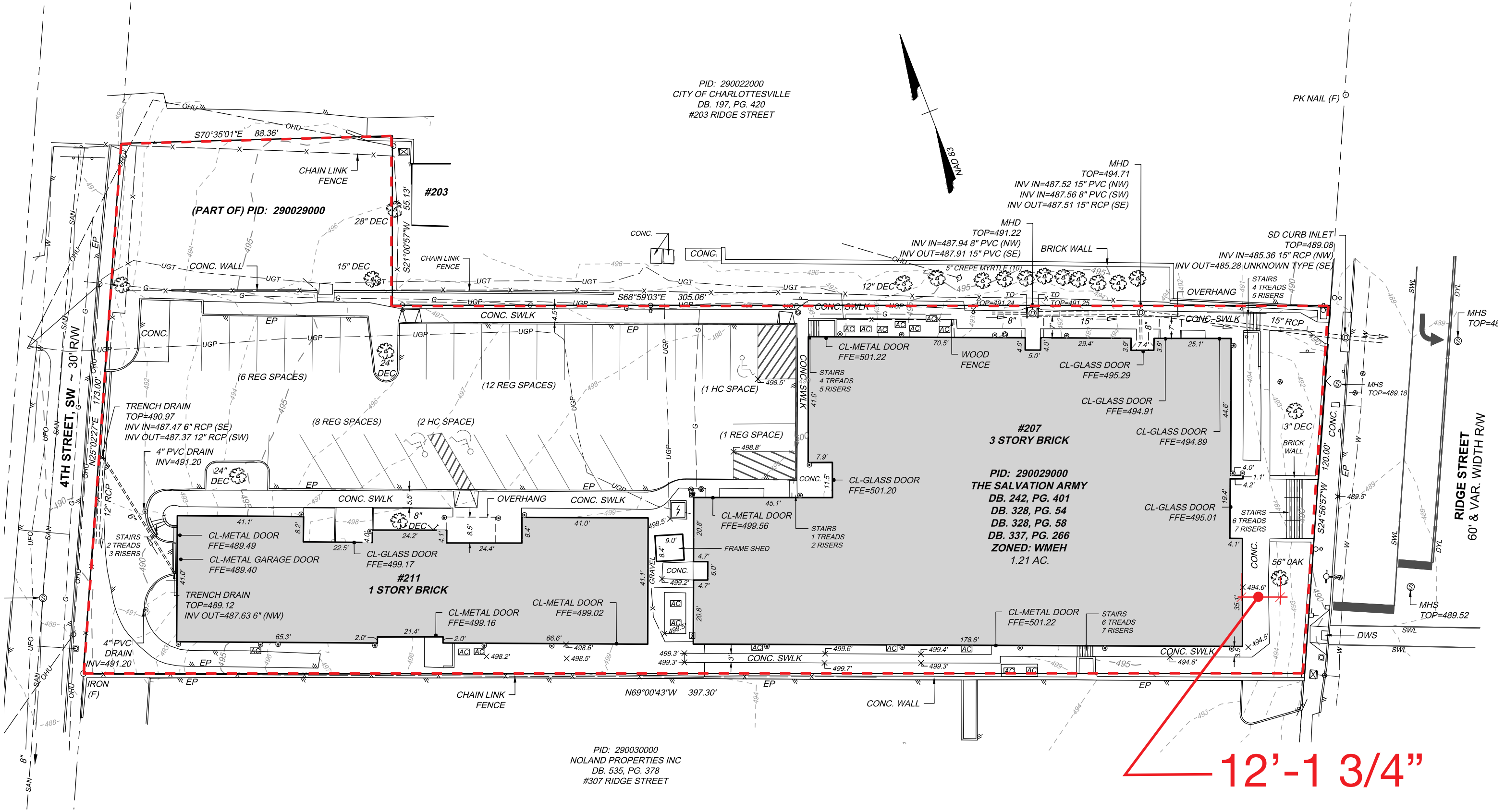


1992 CONSTRUCTION DRAWINGS SHOW #211 RIDGE AVE AS EXISTING CONSTRUCTION, BUT NO DATE IS PROVIDED. ORIGINAL CONSTRUCTION FOR #207 IS NOTED AS 1965 ON THESE DRAWINGS.

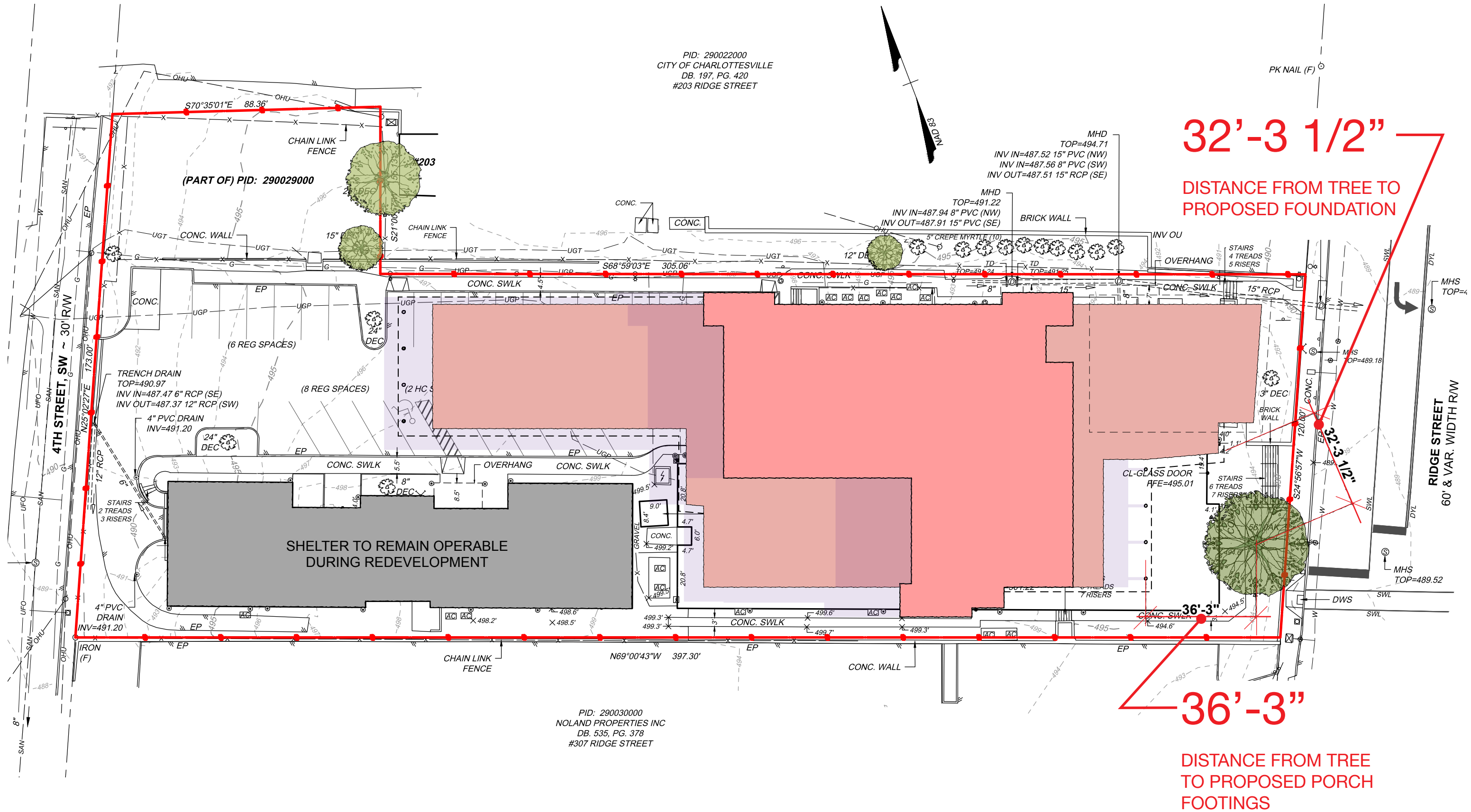
207 - 211 RIDGE STREET

S U P P L E M E N T A

TREE PROTECTION REQUIREMENTS

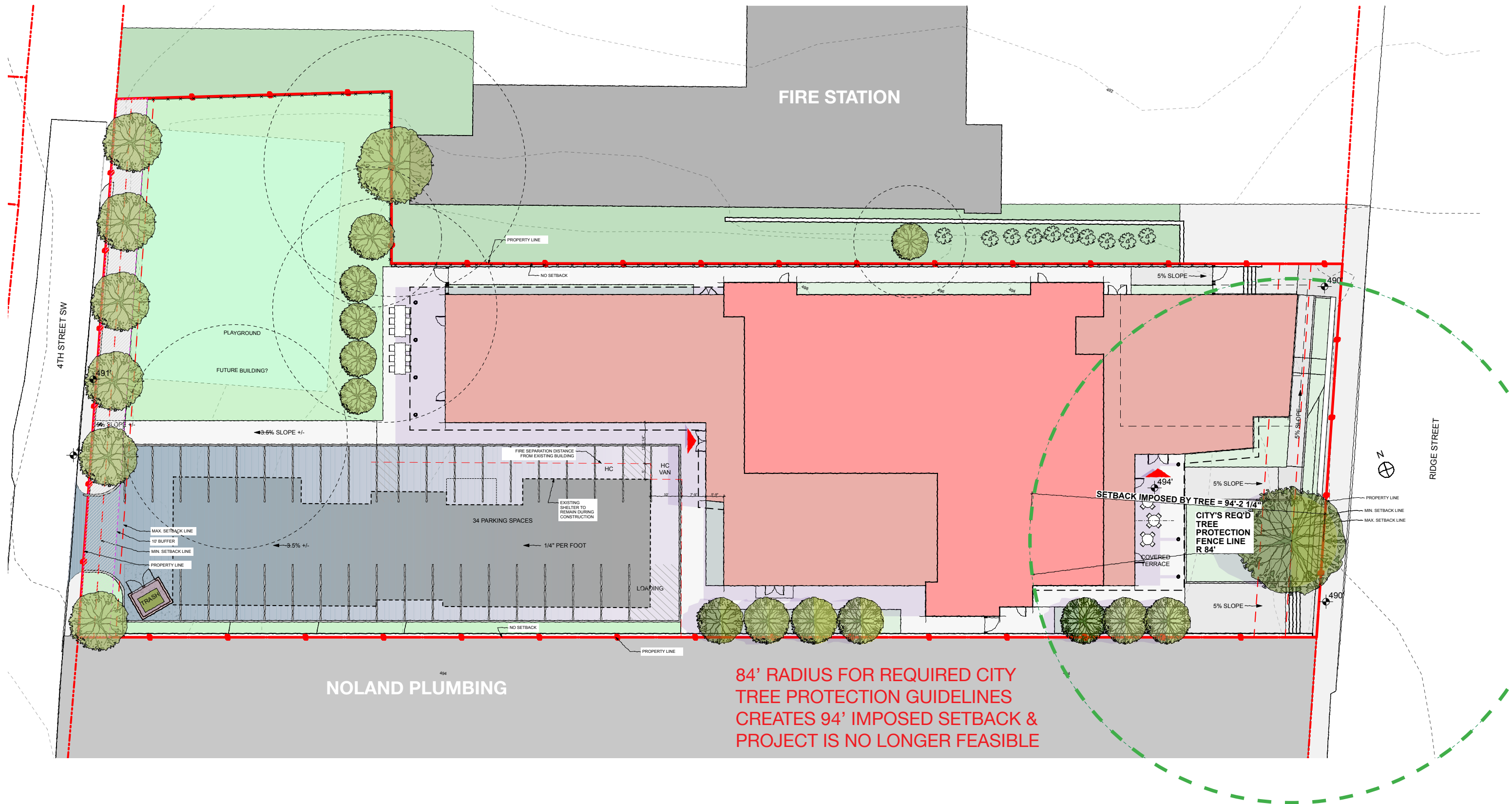


12'-1 3/4"
DISTANCE FROM TREE
TO EXISTING BUILDING



PROPOSED FOOTPRINT OVER EXISTING SURVEY

All grades, counts and quantities are approximate and will change as design proceeds.



PROPOSED SITE PLAN WITH REQ'D CITY TREE PROTECTION REQUIREMENTS

All grades, counts and quantities are approximate and will change as design proceeds.



CONCEPTUAL RENDERING SHOWING INTENT TO “SAVE” THE TREE

All grades, counts and quantities are approximate and will change as design proceeds.

**City of Charlottesville
Board of Architectural Review
Staff Report
September 15, 2026**



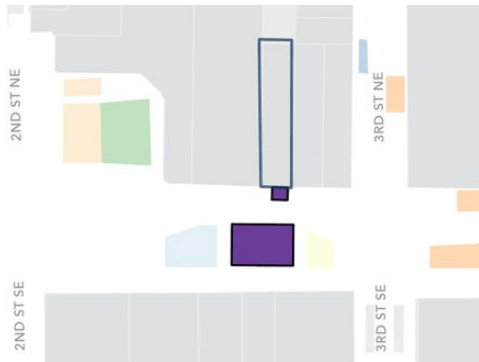
Certificate of Appropriateness Application

BAR # 26-0039

221 East Main Street; TMP 330235000

Owner/Applicant: Guiseppe Finazzo

Project: After-the-fact CoA/serving counter in café space



Background

Year Built: c. 1884

District: Downtown ADC District

Status: Contributing structure

The Watson-Holevas Building is a 1-story brick commercial structure with a ½ story attic enclosed behind a false façade. Photographic evidence suggests the upper level was once 2-bays wide with a bracketed cornice and frieze along the parapet. Between 1966 and 1972 the front façade was rebuilt in its entirety. The building then operated as the WVIR TV studio, before Sal's Pizza opened in 1985. The Finazzos purchased the building from the Holevas family in 1999.

Brief Summary

CoA request for an approximately 58 sq ft, 3'-3" high, U-shaped serving counter constructed within a Mall café space assigned to the applicant. CoAs for café spaces are typically reviewed as a Minor Historic Review, per City Code section 34-5.2.6., and can be approved by staff if consistent with the design guidelines. However, this serving counter is not consistent with the review criteria, therefore the CoA application is referred to the BAR for a Major Historic Review, per City Code section 34-5.2.7., with a recommendation for denial.

Prior BAR Reviews

May 28, 1985 – Café Space delineation. CoA request denied pending City Council approval to remove existing seating area on the Mall.

May 28, 1985 – Remodeling of front façade. Request tabled due to insufficient plans.

June 11, 1985 – Remodeling of front façade. Approved with conditions.

February 16, 1999 – Approval of café furniture.

March 18, 2003 – Approval of café furniture.

December 12, 2007 – Approved partial demolition and façade alterations; replacement of storefront window and door framing.

Application

- CoA application with sketch for a U-shaped serving counter within the café space assigned to the applicant. The serving counter is approximately 58-square feet (approximately 9-feet per side and 3'-3" high), made of particleboard and dimensional lumber, painted black, topped with stone or composite countertop. Note: This café space is within a tree bosque. The serving counter is installed over a tree grate and abuts the tree within it.



Discussion

Sidewalk Cafes on the Downtown Mall are regulated by City Code Chapter 28 Article VI. Sidewalk Cafes. Per Sec. 34-213, in addition to the required annual permit, on the Downtown Mall “the design and appearance of the café structures and furnishings shall be reviewed [by the BAR]” and must have an approved Certificate of Appropriateness (CoA).

CoAs for elements within leased café spaces are reviewed as Minor Historic Reviews, under 34-5.2.6., and can be approved by staff if the request is consistent with the review criteria. If a requested CoA cannot be approved by staff, the matter can be referred to the BAR for formal review as a Major Historic Review, under 34-5.2.7.

Staff determined that, per the ADC District Design Guidelines, Chapter 5, Section E. *Outdoor Cafes*, the serving counter constructed at this café space does not meet the design criteria, therefore a CoA could not be approved via a Minor Historic Review. The request is therefore presented to the BAR for Major Historic Review, with staff recommending denial for the reasons stated below.

The applicant has operated an outdoor café on the Downtown Mall since 1987. For the 2026 operating season, the total available café space is 1,224 square feet. One café area is located immediately in front of the building (221 E. Main Street); the other, larger space is centrally positioned within the Mall. This CoA application applies to a serving counter within the latter space. As this is an *after-the-fact* application, a timeline of activities follows.

- May 26, 2026: Staff observed construction of the serving counter within the café space for which there was no approved CoA. The Zoning inspector informed the business to stop work immediately and meet with the appropriate staff members who would guide them through the review process.
- June 1, 2026: The Zoning Administrator and Preservation & Design Planner met with Mr. Finazzo to discuss current conditions. Mr. Finazzo was told the serving counter did not meet the necessary guidelines and a CoA could not be approved as a Minor Historic Review. He was instructed to either remove the counter or submit an application for a Major Historic Review. At that time, Mr. Finazzo was informed that for the same reasons the counter could not be approved by staff the recommendation to the BAR would be to deny the CoA.
- June 9, 2026: The serving counter had been completed.

Compatibility with the ADC District Design Guidelines, Chapter. 5 Section E. Outdoor Cafes.

1. Guiding Principles for Outdoor Cafes

- *Leased café spaces are not permanent: All elements—including but not limited to furniture, railings, or planters – should be portable and easily moved manually.*

Staff comment: The serving counter is constructed as a single element and does not appear to be *portable and easily moved manually*.

- *Materials must be durable, high-quality. (Preference for metal; no plastic.)*

Staff comment: Particle board is not a durable or high-quality material.

- *Prioritize pedestrian experience: Size and placement of railings, furniture, planters, plantings, and other elements should not create visual barriers.*

Staff comment: With the particleboard front and side panels, the serving counter reads as a solid element.

Specific to the Mall:

[...]

- *Placement of café elements should avoid, and not cause damage to, the Mall trees.*

Staff comment: The serving counter is built directly on the tree grate, less than one foot from the tree trunk on all sides. To stabilize the cabinet, wooden braces span the gap and abut the tree trunk on two sides.

2. Guidelines for Design Elements

c. Service Furniture and Equipment

- *Materials and color: Metal frame and shelves. Other material requires BAR approval. Black or silver tone. Other colors require BAR approval.*
- *Dimensions: Max height: Shelves 6-ft; cabinets and serving counters 3-ft. Max length (furniture and equipment): 4-ft.*
- *Design: Shelves are open (framed; no solid sides or back). No permanent, enclosed storage cabinets. Rolling carts permitted, but not higher than 36", color is black, must be removed when café is closed.*

Staff comment:

- The materials used are particleboard, dimensional lumber, and stone (or stone composite). Wood elements, if approved, must be painted or stained.
- The outfacing surfaces of the cabinet are painted black with a white countertop, similar to other elements in this space.
- The serving counter is 3'-3" tall. This exceeds the recommended 3'-0" maximum.
- The length of the serving counter at the front is 9'-6" at the front and each side is 8'-10" feet. These lengths exceed the recommended 4'-0" maximum.
- Due to its size, scale and configuration, this is effectively a fixed cabinet with storage shelving enclosed behind solid panels.

h. All elements, generally:

- *Well-made, quality material. Kept well-maintained; easily removed, will not stain or damage Mall floor. No elements may be anchored (permanently or temporarily) to the Mall floor or City property.*

Staff comment: The serving counter is not well constructed. (That is, it was built in-place and is not a manufactured product.) The size, scale and configuration suggest an element that, while not anchored, cannot be easily moved or removed.

n. Trees in Bosques

- *No tables or service furnishings permitted within two feet of a tree trunk. Nothing may be attached to or wrapped around [contacting] the trees.*

Staff comment: The serving counter is within one foot of the tree trunk, and the wooden braces abut the trunk. Potted plants sitting within the counter enclosure are directly in contact with the tree. Photographs taken by staff in June 2026 show plants wrapped around the tree trunk.

Recommendation

Staff recommends denial of the requested CoA for the serving counter due to its materiality (particleboard), its height and length exceed recommendations of the design guidelines, its scale and configuration suggest it is not portable or easily moved, its placement is immediately adjacent to a Mall tree, its solid front and side panels create a visual barrier, and it effectively serves as a permanent, enclosed storage cabinet.

If the BAR requests additional information or if further evaluation is necessary prior to taking formal action, by motion and vote the BAR may defer action until the October 20, 2026 meeting. (If no action is taken then, the CoA would be deemed approved by default.) However, because this an after-the-fact review, if the applicant requests a deferral, staff recommends the BAR not accept a deferral beyond the October 20, 2026 meeting.

Suggested Motions

Denial: Having considered the standards set forth within the City Code, including the ADC District Design Guidelines, I move to find the newly constructed serving counter at the sidewalk café space on the Mall assigned to 221 East Main Street does not satisfy the BAR's criteria and is not

compatible with this property and other properties in this ADC District, and for the following reasons the BAR denies the request: [...]

Approval: Having considered the standards set forth within the City Code, including the ADC District Design Guidelines, I move to find the newly constructed serving counter at the sidewalk café space on the Mall assigned to 221 East Main Street satisfies the BAR’s criteria and is compatible with this property and other properties in this ADC District, and the BAR approves the request 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 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.

Links to ADC District Design Guidelines

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

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

[Chapter 2 Site Design and Elements](#)

[Chapter 5 Signs, Awnings, Vending, and Cafes](#)

Attachments:

- Café Context Record dated May 15, 2025
- Ch. 5 of the Charlottesville ADC Districts Design Guidelines
- Map - City of Charlottesville Outdoor Cafés

APPENDIX
Existing Conditions

Café space at building façade



Café space at Mall Tree Bosque





New serving counter (BAR #26-0039)





Note damage to tree caused by space heater.



Additional Issues

Staff conducted an extensive inventory of all Downtown Mall café spaces between September 2024 and May 2025 coinciding with the update to the ADC District Design Guidelines, Ch. V. Sect. E, *Outdoor Cafes*, approved by City Council on December 16, 2024. A context record was completed for each café space, noting general conditions, compatible features and elements, and which components had obtained CoA approvals. Multiple design elements (i.e.: furniture, equipment, lighting, objects) within the café spaces assigned to Sal's Caffè Italia did not have CoA approvals prior to adoption of the revised Guidelines in late 2024.

Recent alterations/additions without a required CoA:

- 2026 – Installation of particle board within and surrounding the two other tree grates within café space (removed as of September 1, 2026)
- 2026 – Application of black spray foam/sealant directly onto two tree trunks (removed as of September 1, 2026)
- 2026 – Installation of powered lights attached to one Mall tree
- 2025 – Awning at front façade
- 2025 – Trellis arch at largest café space entrance
- 2022 – Two dining counters with stone tops installed along café railings
- 2021 – Bar counters with stone tops installed at front façade
- 2021 – Undercounter lighting installed at bar counters
- 2021 – Light fixtures installed on front façade

Note: Sal's Caffè Italia obtained CoA approvals between 1985 and 2007, underscoring that they are aware of the design review requirements and process.

Signs

Per the ADC District Design Guidelines for signs, Chapter 5, Section A, in commercial areas there should be no more than two permanent signs, which can be different types. Sal's Caffè Italia currently has five signs:

- Awning signage
- Café railing/enclosure sign at front façade
- Café railing/enclosure sign at additional café space
- Sign suspended from trellis arch
- Sign affixed to the new serving counter

Sal's Caffè Italia does not have a sign permit (or permits) for the current, collective signage. Per code section 34-4.11.3, sign permits are required for commercial signage, which requires signs in an ADC District be harmonious with the structure and surrounding buildings. In other words, consistent with the design review criteria.

Leased Café Space: Code Compliance Issues not subject to BAR purview

Per City Code Chapter 28, Section 28-214, objects belonging to the operator placed outside of the assigned café spaces including umbrellas, umbrella bases, potted plants, furniture and equipment must be removed or placed fully within the café enclosures, and connection to City power via the lamppost is not permitted, except when expressly granted.



Board of Architectural Review (BAR) Certificate of Appropriateness

Please Return To: City of Charlottesville
Department of Neighborhood Development Services
P.O. Box 911, City Hall
Charlottesville, Virginia 22902
Telephone (434) 970-3130

Please submit ~~ten (10) hard copies~~ and one (1) digital copy of application form and all attachments.

Please include application fee as follows: New construction project \$375; Demolition of a contributing structure \$375; Appeal of BAR decision \$125; Additions and other projects requiring BAR approval \$125; Administrative approval \$100. Make checks payable to the City of Charlottesville.

The BAR meets the third Tuesday of the month.

Deadline for submittals is Tuesday 3 weeks prior to next BAR meeting by 3:30 p.m.

Owner Name Giuseppe & Antonina E Finazzo Applicant Name _____
Project Name/Description Installation of service counter at Sal's Parcel Number 330235000
Project Property Address 221 East Main Street

Applicant Information

Address: 221 East Main Street
Charlottesville, VA 22902

Email: Sal@charlottesville@gmail.com
Phone: (W) 434-295-8484

Property Owner Information (if not applicant)

Address: _____
Email: _____
Phone: (W) _____ (C) _____

Do you intend to apply for Federal or State Tax Credits for this project? no

Signature of Applicant

I hereby attest that the information I have provided is, to the best of my knowledge, correct.

Signature [Signature] Date 7-12-26
Print Name Giuseppe Finazzo Date 7-12-26

Property Owner Permission (if not applicant)

I have read this application and hereby give my consent to its submission.

Signature _____ Date _____
Print Name _____ Date _____

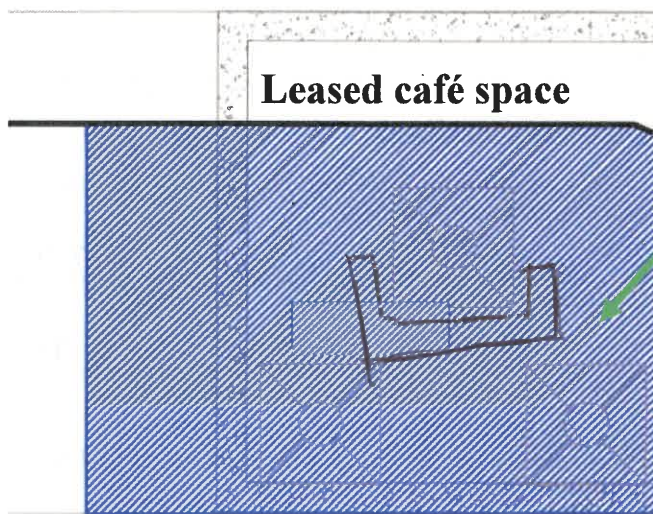
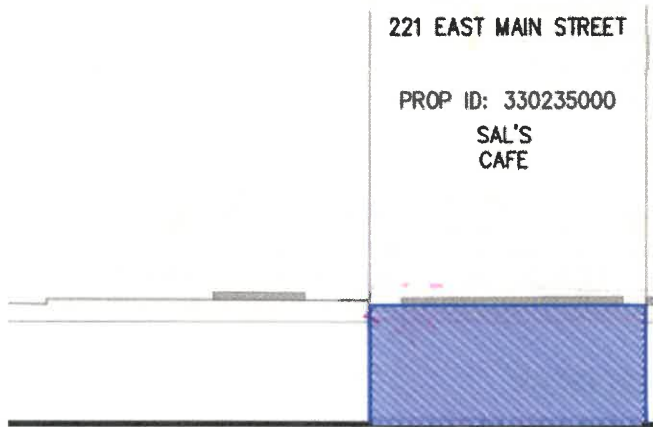
Description of Proposed Work (attach separate narrative if necessary): Installation of service counter within leased café space on Downtown Mall, per attached,

List All Attachments (see reverse side for submittal requirements): Attached photos.

For Office Use Only

Received by: _____
Fee paid: _____ Cash/Ck. # _____
Date Received: _____
Revised 2016

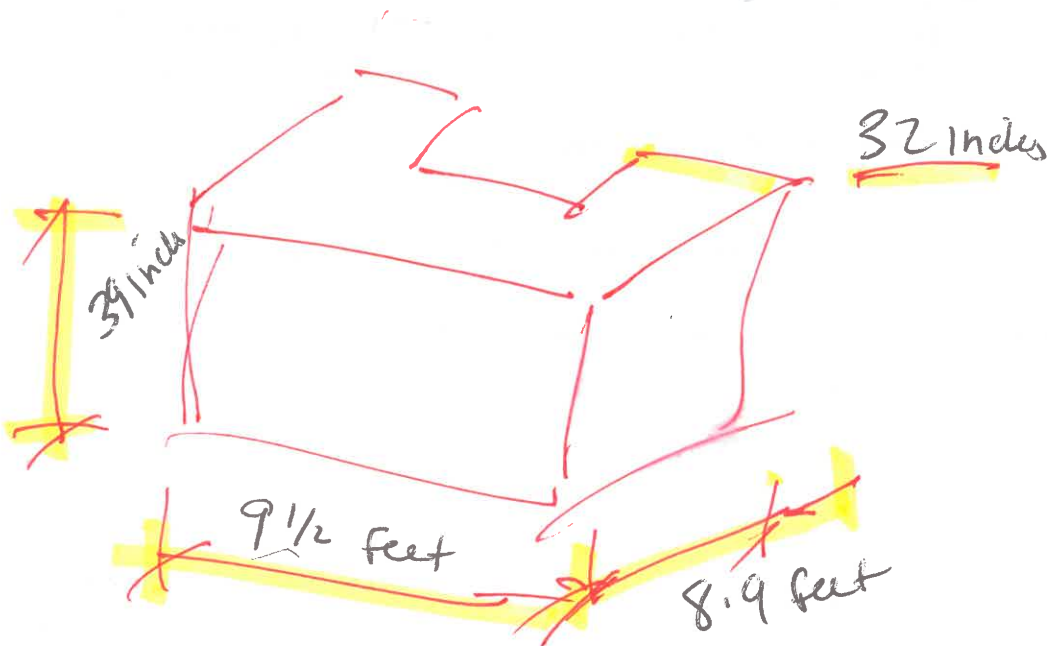
Approved/Disapproved by: _____
Date: _____
Conditions of approval: _____



Indicate location of proposed serving counter.

Refer to City café space map for specific location and/or dimensions.

Provide sketch or images of proposed serving counter. Indicate materials and dimensions (height, width, and length).



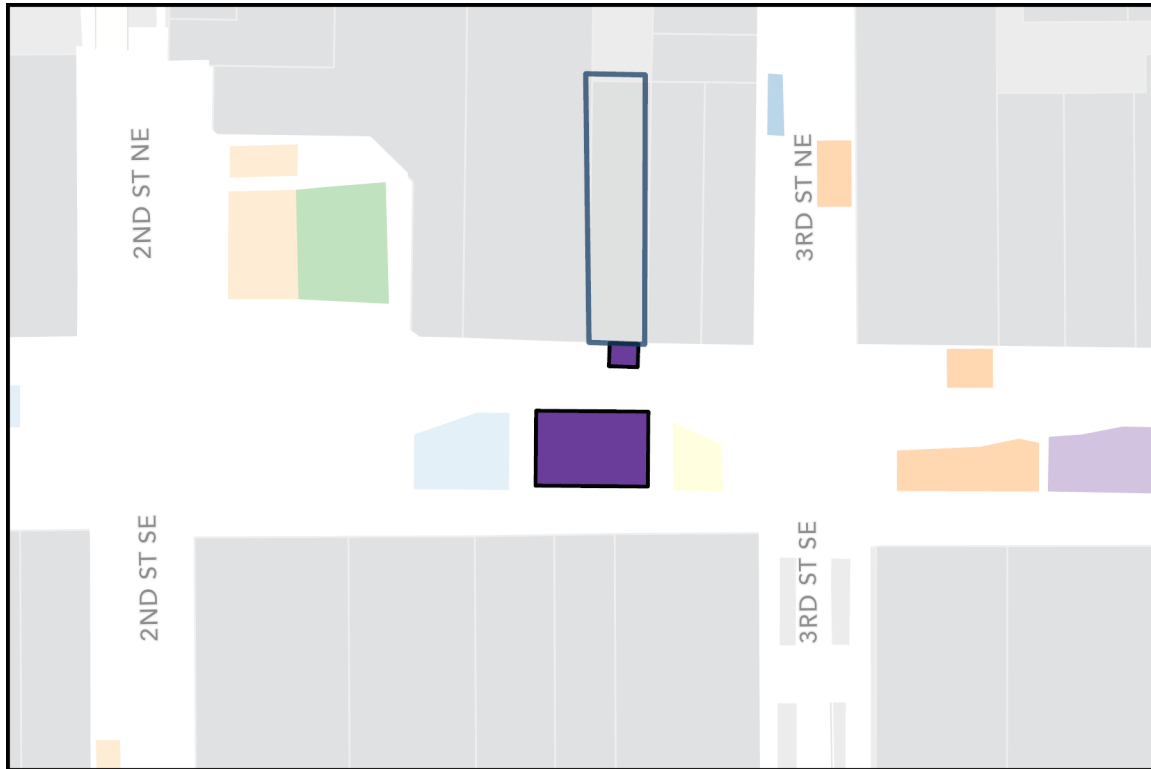
~~granite~~
granite
wood



Sal's Pizza - D-03

221 E. Main Street

Area (sq.ft.): 1,224



Visibility Rating: Failed - Reconstruction required.

General Condition Rating: Basic maintenance required. (Lighting and umbrella stands require upkeep, staining on Mall bricks must be addressed. Staff review required.)

Compliance Issues:

*Elements not approved in this CoA must be removed from the operator's two café spaces until a separate CoA for those elements is approved.

- Planters cannot be utilized to create visual barriers.
- Décor cannot be stored off-hours in the café spaces.
- Maintain two feet of clearance on all sides of the Mall trees.
- Furniture cannot be placed on tree grates.
- Undercounter lighting must be flush/attached to the counter. (Cannot dangle.)
- Operator is under warning for installing multiple permanent elements without prior approval.

Inventory of Café Design Elements

Enclosure			
Are Planters part of the Enclosure?	No	Railing Design?	Yes
Solid Panels?	Yes	Enclosure height below 36in?	No
Comments:	Permanent enclosures including dining counters with stone tops, metal railings covered with banners and signs seasonally, including barred/chained entrance when off-hours.		

Dinning Furniture	
Types Present:	Standard Tables, Standard Chairs, Counters, Bar Chairs/Stools
Material:	Metal, Mixed Material, Stone
Color:	Black, Grey, Stone counters (white, grey, black)
Comments:	Dining counters obscure trees. Permanent furniture installed in public right of way.

Service Furniture	
Types Present:	Shelves, Serving Counter, Storage Cabinet, Host Stand, Numerous styles and types of cafe equipment, all stored in the cafe permanently.
Material:	Metal, Composite, Wood, Materials generally metal, with wood and composite. (signage, serving tubs, etc.)
Color:	Black, Bright
Comments:	See photo documentation. Excessive use of equipment that is not removed from the cafe off-hours and stands against trees.

Planters			
Location:	On Floor, Trellis		
Material:	Ceramic, Plastic		
Description:	Planters used to create visual barrier.	Planter(s) Height Below 36inches?	Yes
Comments:	Urn style planters contain tall palms that exceed enclosure height.		

Umbrellas and Stands			
Umbrella(s) Type:	Market	Stand(s) Material:	Plastic, Composite
Stand Color:	Black, Grey	Umbrella Design:	Solid
Umbrella Color:	Bright	Pole Material(s):	Metal
Comments:	Cream and red umbrella cloths. Large plastic or composite stands, some in poor condition. Must comply with Zoning and be contained within cafe enclosure.		

Lighting			
Catenary:	No	Other Lighting:	On Railings, Under Counter
Comments:	Lighting needs further attention. Under counter lighting should be flush (with counter) and not dangling. Any new lighting must be documented and approved by staff.		

Heaters			
Are Heaters Present?	No	Permanently Stored in Café Space?	No
Comments:	At time of documentation, no heaters were observed.		

Trees			
Are Trees Present?	Yes	Equipment of Furniture Close Proximity to Trees/Grates?	Yes
Comments:	Many issues with furniture and equipment on tree grates and close to tree trunks. (See images attached)		

Other Elements/Notes to the Future	
Comments:	Generally maintained, but some work required. Need to inspect inside of cafe- limited access due to chain or barricade during off-hours. Stains visible in some locations due to planters, or umbrella stands.
Notes to the Future:	Staff note: While this CoA shall include existing furniture and enclosure design, the cafe spaces for Sal's Pizza include permanent installations, entirely obstruct visibility, and are not compatible with the Mall as a historic resource. No installations were done with staff consultation, or BAR review.

Character/Maintenance/Materiality			
Stain or Damage to Mall Floor:	Yes	Coverings on Mall Floor:	
Comments:	Generally maintained, but some work required. Need to inspect inside of cafe- limited access due to chain or barricade during off-hours. Stains visible in some locations due to planters, or umbrella stands.		





CHARLOTTESVILLE

ARCHITECTURAL DESIGN CONTROL DISTRICTS

DESIGN GUIDELINES

Approved by City Council, September 17, 2012

Sect. E adopted December 17, 2024



V

SIGNS, AWNINGS, VENDING & CAFES

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V

SIGNS, AWNINGS, VENDING & CAFES

A. SIGNS

Signs are a vital part of commercial areas. A balance should be struck between the need to call attention to individual businesses and the need for a positive image of the entire district. The character of signs shall be harmonious to the character of the structure on which they are placed. Consider the relationship of surrounding buildings, compatible colors, appropriate materials, the style and size of the lettering and graphics, and the type of lighting. Signs can complement or detract from the character of a building depending on their design, placement, number, and condition. Historically significant signs on buildings should be retained if possible, even if the business is no longer in existence. See the Zoning Ordinance for specific sign regulations in each historic district. The following are recommended guidelines.



This sign painted on a masonry wall is typical of many historic signs on a warehouse building.

Types of Signs and Typical Locations



projecting sign



window signs



flat wall sign



pier-mounted signs



awning signs



hanging sign

free-standing sign

Placement

1. Place signs so that they do not obstruct architectural elements and details that define the design of the building. Respect the signs of adjacent businesses.
2. *Projecting signs* for commercial buildings are limited to one per storefront. They should be no lower than 8 feet from the sidewalk, and no more than 3 feet from the surface of the building. They should not be placed above the second story sill line. For residential buildings, small projecting signs attached to the wall at the first floor or porch column are appropriate.
3. *Window signs* should be approximately 5.5 feet above the sidewalk at the center point for good pedestrian visibility. Optional locations could include 18 inches from the top or bottom of the display window glass. Window signs are also appropriate on the glazing of doors.
4. *Flat wall signs* for commercial buildings can be located above the storefront, within the frieze of the cornice, on covered transoms, or on the pier that frames the display windows or generally on flat, unadorned surfaces of the façade or in areas clearly designed as sign locations. Flat wall signs for residential buildings can be appropriate if attached to the wall at the first floor or between porch columns.
5. *Awning and canopy signs* should be placed on the valance area only. The minimum spacing between the edge of the letter and the top and bottom of the valance should be 1.5 inches.
6. *Freestanding signs*, in general, are not an appropriate sign type in commercial areas of Downtown and the West Main Street corridor except for use in the front yard of a residence that has been converted to commercial or office use on a site where the building is set back deeply on the lot. In this case, freestanding signs should be no higher than 12 feet.

Number of permanent signs

1. The number of signs used should be limited to encourage compatibility with the building and discourage visual clutter.
2. In commercial areas, signs should be limited to two total, which can be different types.
3. A building should have only one wall sign per street frontage.
4. In addition to the existing permitted signs, each business in a building with rear entrances may have one small flat mounted sign not to exceed 6 square feet.



Flat, wall-mounted directory signs identify the multiple businesses within a building in a coordinated design.



Window signs should be concise and not obscure the storefront.



Projecting signs help direct pedestrians towards a business.



Freestanding signs are acceptable in historic districts where residences have been converted to professional use and can be adapted for use by more than one tenant.

A. SIGNS

Size

1. All the signs on a commercial building should not exceed 50 square feet.
2. Average height of letters and symbols should be no more than 12 inches on wall signs, 9 inches on awning and canopy signs, and 6 inches on window signs.
3. Projecting signs should be a maximum of 10 square feet per face.
4. Window signs should obscure no more than 20 percent of the window glass.
5. Flat wall signs should not exceed 18 inches in height and should not extend more than 6 inches from the surface of the building.

Design

1. Signs should be designed and executed by sign professionals who are skilled at lettering and surface preparation.

Shape

1. Shape of signs for commercial buildings should conform to the area where the sign is to be located.
2. Likewise, a sign can take on the shape of the product of service provided, such as a shoe for a shoe store.

Materials

1. Use traditional sign materials, such as wood, glass, gold leaf, raised metal or painted wood letters, and painted wood letters on wood, metal, or glass.
2. Newer products, such as painted MDO may also be used.
3. Do not use shiny plastic products.
4. Window signs should be painted or have decal flat letters and should not be three-dimensional.

Color

1. Use colors that complement the materials and color of the building, including accent and trim colors.
2. A maximum of three colors are recommended, although more colors can be appropriate.

Illumination

1. Generally, signs should be indirectly lit with a shielded incandescent light source.
2. Internally lit translucent signs are not permitted.

Buildings with Multiple Tenants

1. A comprehensive sign plan should be submitted for multi-tenant buildings.

2. Upper-floor tenants should be represented at each primary entrance by a flat, wall-mounted directory sign.

Other Signs

1. Banners should be temporary and wall murals should be carefully reviewed for compatibility with district character.
2. Halo-lit signs with opaque letters may be appropriate.

Neon Signs

1. Neon signs are often associated with early- to mid- twentieth century commercial design and are currently prohibited within the historic districts unless mounted inside windows.

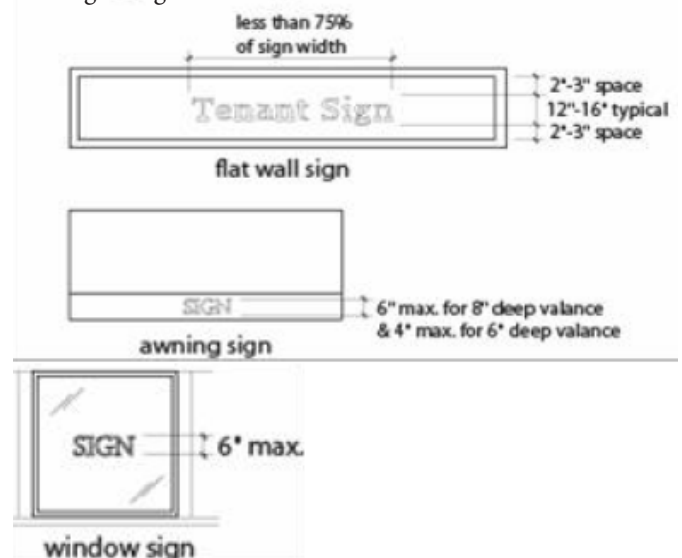
Sign Maintenance

1. Signs that are not properly maintained should be removed.
2. Signs of a business no longer occupying a building or storefront should be removed unless it is historically significant.

PRESERVATION BRIEFS

#25: The Preservation of Historic Signs

Publications are available at
www2.cr.nps.gov/tps/briefs/presbhom.htm

Lettering on signs

B. TEMPORARY SIGNS

1. Sandwich board-type signs should be:
 - a. a maximum of four feet high.
 - b. a maximum of ten square feet.
 - c. constructed of metal or painted wood.
2. Wood signs should be constructed of medium density overlay (MDO) board or a similar quality material and not grained plywood.
3. All edges should be covered with molding or otherwise finished.
4. Sandwich board-type signs should have a maximum of four colors that relate to the colors of the associated building.
5. Letters should be scaled to the size of the sign.
6. No national advertising trademarks or logos should be a part of the sign other than that of the business.



This sandwich board directs customers to parking while highlighting two businesses that are located in the rear of the building.



Temporary signs provide the opportunity to give more information about a business's products.



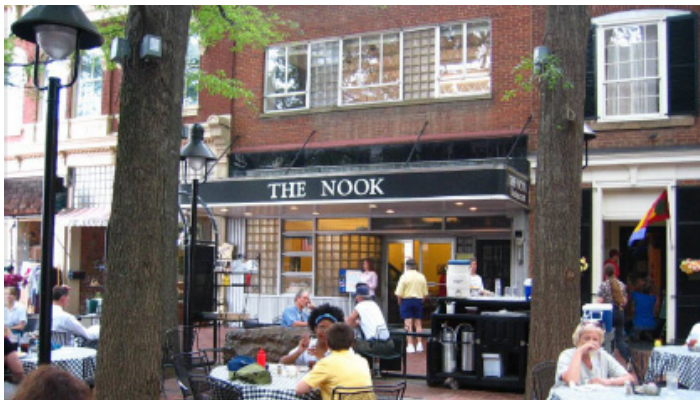
The simple design of this sandwich board uses bright colors and bold lettering to attract attention to this business.

C. AWNINGS, MARQUEES & CANOPIES

Awnings can contribute to the overall image of the Downtown, The Corner, and West Main Street by providing visual continuity for an entire block, helping to highlight specific buildings, and covering any unattractively remodeled transom areas above storefronts. They also protect pedestrians from the weather, shield window displays from sunlight, and conserve energy. Marquees are usually associated with theaters and contain areas for changing information. Canopies are more permanent structures.



These metal fixed canopies blend in well with this contemporary storefront design.



The Nook's canopy design integrates well with the period storefront.

Types

1. *Fixed, sloped fabric awnings* are the traditional awning type and are appropriate for most historic buildings, both residential and commercial.
2. *Boxed or curved fabric awnings*; a more current design treatment, may be used on a non-historic or new commercial building.
3. *Marquees and canopies fabricated from rigid materials* are appropriate on some commercial buildings, however, they must fit the storefront design and not obscure important elements such as transoms or decorative glass.
4. *Historic marquees and canopies* should be retained and maintained on historic building facades.
5. *Backlit awnings or canopies* used as illuminated signs are inappropriate.

Placement

1. Place awnings carefully within the storefront, porch, door, or window openings so they do not obscure elements of damage materials.
2. Choose designs that do not interfere with existing signs or distinctive architectural features of the building, or with street trees or other elements along the street.
3. Choose an awning shape that fits the opening in which it is installed.
4. Make sure the bottom of the awning valance is at least 8 feet high, or consistent with the current building code.

Color and Materials

1. Coordinate colors with the overall building color scheme. Solid colors, wide stripes, and narrow stripes may be appropriate, but not overly bright or complex pattern.
2. Aluminum, vinyl plastic, or overly ornate fabric awnings are generally inappropriate for any buildings within the historic districts.
3. Contemporary marquees or canopies may be constructed of combinations of metal, wood, and glass; some types of plastic may be appropriate.



Coordinated awning types and color help unify the redesigned multiple storefronts of this long brick building.



A modern awning with no fabric on the sides can be an alternative to more traditional designs.



Traditional fabric awnings help screen the sun and provide color for these West Main Street businesses.

D. VENDING STRUCTURES

A vending structure is defined as any stand, rack, cart, prop, table, frame, pedestal or container used for display of goods and services. These standards shall apply to all vendors whether regular mall vendors, Christmas Market vendors, or City Market vendors when permitted on the Mall. See Section 28-119 of the City Code.

1. Design

- Preference for mobility of the structure will be given.
- All vending stands should have a tailored black (preferred), dark green, purple, navy, charcoal gray, or maroon cloth skirt that is long enough to touch the ground and hide the structure of the table and ancillary equipment for all four sides of the table.
- All skirts must be properly maintained and kept clean and in good repair.
- All tables must be at least 30 inches high and comply with applicable ADA standards.
- Only items for sale should be visible.
- Trailer hitches must be removed from carts.

2. Materials

- Vending cart materials other than black or silvertone metal require BAR approval.
- All wood must be finished or painted.

3. Color

- Colors on vending structures should be in keeping with the character of the surrounding area.
- No primary or bright colors shall be allowed.
- Dark colors or silver are preferable.

4. Size

- All vending structures shall be within a space limited to either 5 feet by 10 ½ feet, or 10 ½ feet in length and width, and 6 feet in height.

5. Signs

- No signs should be located on or within any vendor structure, except a price sign, and a sign or logo identifying the name of the vendor or the product, which signs shall lay flat on the table.
- The vendor's license and peddler's license shall be displayed on the structure.
- No sign shall be greater than 2 square feet in area.

6. Umbrellas

- Only single pole umbrellas can be used to cover vending structures and should not obscure surrounding businesses.
- No permanent canopies or tents are allowed.
- Umbrellas should be of only one dark or neutral color that is compatible with the vending structure.
- The size of the umbrella should be in scale with the vending structure and fit within the space limits as stated in #4. Umbrella clearance shall be minimum 7 feet.
- No text is permitted on a vending structure umbrella.

7. Racks and bookcases

- Only one vending rack shall be allowed per vendor.
- The rack shall be no longer than four feet not more than six feet high.
- No rack shall be allowed unless it is associated with a stand with table(s).
- All racks must be within the space allotted for a vendor stand.
- Racks shall be black or silvertone.
- A bookcase located adjacent to a storefront shall be maximum four feet high, constructed of metal.

8. Merchandise

- All merchandise must be located on a vending table or on a rack.
- No merchandise shall be placed on the ground nor shall it be visible on the ground under the table.

9. Stands and Chairs

- Each vendor must furnish his/her own stands and chairs.
- Chairs must be located within the square footage allowed for the vendor area.



This vending stand's skirt and umbrella comply with the standards.

1. Guiding Principles for Outdoor Cafes

- The Downtown Mall NRHP District is individually listed on the Virginia Landmarks Register (VLR) and the National Register of Historic Places (NRHP).
- The Corner is within the VLR/NRHP-listed Rugby Road-University Corner Historic District.
- The brick-paved Mall and the sidewalks at The Corner are City-owned and important public spaces.
- Leased café spaces are not permanent: All elements – including but not limited to furniture, railings, or planters – should be portable and easily moved manually.
- Within a café space the furniture, elements and materials should be compatible.
- Materials must be durable, high-quality. (Preference for metal; no plastic.)
- Prioritize pedestrian experience: Size and placement of railings, furniture, planters, plantings, and other elements should not create visual barriers.
- For unleased café spaces or when leased but not used for prolonged periods, all elements— including but not limited to furniture, railings, planters-- should be removed from the public right of way.
- Specific to the Mall:
 - ◊ Elements of the café spaces must respect the design intent of the Mall. The Mall is Charlottesville's *living room*.
 - ◊ Maintain sight lines on the Mall by minimizing visual obstructions within café spaces.
 - ◊ The fountains should be accessible, with clear space on all sides.
 - ◊ Placement of café elements should avoid, and not cause damage to, the Mall trees.

Note: Intent of the design guidelines for Outdoor Cafes is to allow administrative (Minor) review and approval by staff. Applicants may apply to the BAR for a formal (Major) review of: elements not expressly prohibited by the guidelines; elements that require BAR approval; and/or when interpretation is necessary to resolve a Minor review.

Minor Historic Review, ref: City Code Ch. 34 Sec. 5.2.6.

Major Historic Review, ref: City Code Ch. 34 Sec. 5.2.7.

2. Guidelines for Design Elements

(Note: Non-compliant elements under a, b, and c may remain, if in place on 12/31/2024 and have an approved CoA, provided those elements meet ADA and ABC requirements.)

- a. Café enclosures: Railings, bollards, chains, planters.
 - Materials and color: Wrought iron or metal. Black. (Color for planters not used as enclosure, see d.)
 - Dimensions: Maximum 36" height. Meet ADA and ABC requirements. Chains: 2" minimum link length. Bollard/Post (width): No minimum; 6" maximum.
 - Design: No solid panels between top and bottom rails, including where dining counters are located at the railing.
- b. Dining Furniture: Tables and chairs; dining counters; bar-height counters and chairs.
 - Materials and color: Wrought iron or metal preferred. Other material requires BAR approval. Black or silver tone preferred. Other colors require BAR approval.
 - Dimensions: Furniture should be standard heights: Tables and dining counters (28" to 30"); chairs (16" to 18"); bar counters (41" to 43"); and bar chairs/stools (30"). Maximum table or counter length: 8-ft.
 - Design: Shapes, colors, and designs should be generally compatible. No solid panels below dining furniture. Bar-height counters should not be located at the railings to create a visual barrier.
- c. Service Furniture and Equipment: Shelves; cabinets; serving counters; host stands.
 - Materials and color: Metal frame and shelves. Other material requires BAR approval. Black or silver tone. Other colors require BAR approval.
 - Dimensions: Max height: Shelves 6-ft; cabinets and serving counters 3-ft. Max length (furniture and equipment): 4-ft.
 - Design: Shelves are open (framed; no solid sides or back). No permanent, enclosed storage cabinets. Rolling carts permitted, but not higher than 36", color is black, must be removed when café is closed.

Amended December 17, 2024 E. OUTDOOR CAFES

- d. Planters: On railing or free standing, including use as café enclosure.
- Materials and color: Avoid bright colors. (Black, if an enclosure.) Quality, durable material. Wood, if painted or stained. No plastic. No feed troughs/bunks. No unfinished wood barrels.
 - Dimensions: Maximum 36" height, 30" width or diameter. If elevated, top of planter cannot exceed 36" above Mall floor.
 - Design: Compatible with other elements of the café. If mounted on railings, top of planter cannot extend above railing. Empty planters may be permitted for decorative purpose, with approval. No lighting in planters.
- e. Plants: In planters.
- Live only. No artificial plants. Recommend non-invasives.
 - Preferably not taller than 5-ft above Mall floor; however, plants cannot be used to create a hedge.
- f. Umbrellas:
- Materials and color: Umbrellas: Cloth. Stands: metal. Poles: wood or metal. Prefer solid colors. Variation requires BAR approval. Stands and weights must be black. Stands: metal. Poles: wood or metal.
 - Dimensions: Contained entirely within the café space.
 - Design: No designs, signage, or text allowed on umbrella. Weights must be appropriate for the use. Shade cloths are not permitted.
- g. Trash Containers:
- Materials and color: Metal. Black.
- h. All elements, generally:
- Enclosures must avoid contact with trees.
 - Furniture will be of same material and design character.
 - Black is preferred, but additional colors must be compatible. No bare galvanized metal.
 - Well-made, quality material. Kept well-maintained; easily removed, will not stain or damage Mall floor. No elements may be anchored (permanently or temporarily) to the Mall floor or City property.
 - Entirely within leased café enclosure/space (per City Code). No logos, text, or branding, except as allowed by Sign Ordinance.
 - Coverings on the Mall floor— including rugs, mats, faux turf—are not permitted. No electrical wires or cords on the Mall floor.
- i. Wood elements, generally:
- Materials and color: Painted or stained. No unfinished wood.
- j. Temporary decorations, non-tabletop: Items such as flags, banners and pennants (where permitted by City Code).
- Not permanent, temporary only for holidays and special events. (See *All Elements*.)
- k. Heaters:
- Materials and color: Metal. Black or silver tone.
 - Dimensions: Pole mounted only. Maximum height 90". Maximum width 36".
 - Removed from café space when not in use, including propane tanks.
 - Comply with Charlottesville Fire Department (CFD) and City requirements re: spacing from trees and umbrellas.
 - No open flames permitted.
 - Firepits and fire tables are not permitted.
- l. Attachments to railings (café enclosures) and poles: Includes but is not limited to straps or wires that can be used to attach items to poles and rails.
- Preferably metal, black. Zip-ties, if black. No tape, string, or rope.
 - Neatly installed— no sharp edges, such as that the ends of zip-ties are trimmed.
 - No hanging planters that extend outside the enclosures.
- m. Art pieces, statuary, and other similarly designed objects: (Where permitted by City Code.)
- May be permitted for decorative purposes, with BAR approval.
 - No columns or posts. No inflatable objects.
 - Small decorative items: (Where permitted by City Code.)
 - On tabletops only. Removed when café is closed.
 - Not permitted: Decorations suspended from poles, umbrellas, or railings.

n. Trees in Bosques

- No tables or service furnishings permitted within two feet of a tree trunk. Nothing may be attached to or wrapped around [contacting] the trees.
- Enclosures must avoid contact with trees.

o. Lighting, generally:

- White lighting only.
- Tabletop: Free standing, removable. Solar or battery. Candles, if allowed by CFD. Removed when café is closed.
- Lighting/luminaries permitted: under counters.
- Lighting/luminaries not permitted: On railings/café enclosures, up-lighting, in planters

p. Catenary Lights: Overhead, on poles. [See reference diagrams on page 12-c.]

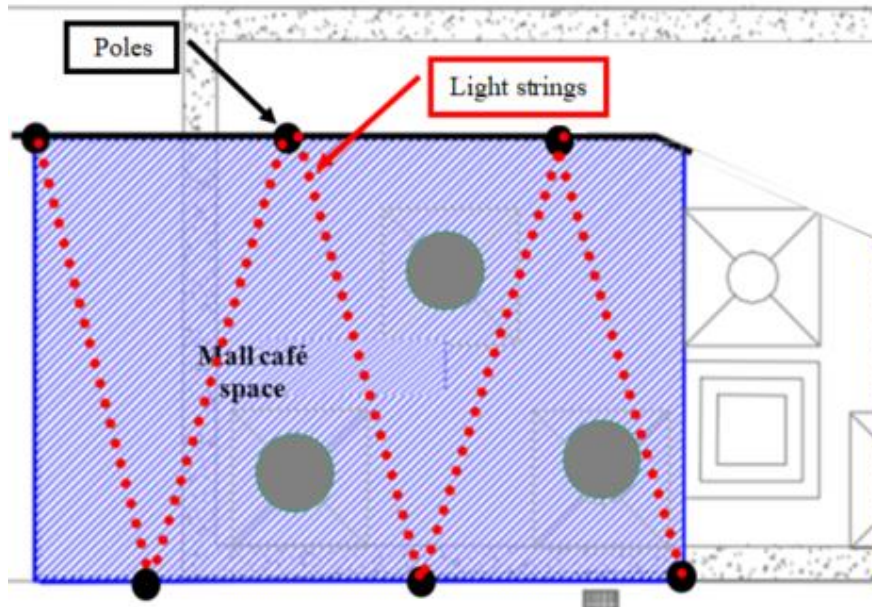
- Poles will be straight, , painted black, and installed within the café enclosure; preferably attached to the café railing.
- Poles will have either shepherd's hooks or rings to support the lights.
- Pole heights will be at a sufficient height* such that suspended light cables will not be lower than 7'-0" at mid-span. (* Preferably not exceeding 9-ft.)
- Light cables will have black wire and sockets with bare bulbs (clear globes, either round or elongated); *no holiday mini-lights, no LED tapes.*
- Lights will have lamping that is dimmable, have a Color Temperature not exceeding 3,000K, and a Color Rendering Index not less than 80, preferable not less than 90. Colored [not white] and/or blinking lights are not permitted.
- Light cables will be connected only to the poles indicated on the CoA and generally follow a diagonal pattern (see below).
- Light cables will not contact or be connected to the trees, café umbrellas, or City lamp posts.
- Installed lengths (light sets connected in series) will not exceed manufacturer's specifications.
- Power sources (for ex., batteries) for the lights will be provided by café space licensee and located within the leased space. Power source will be screened, secure from tampering, silent, meet applicable code requirements, and will be removed from café space when not in use or when being charged. Connection to City lamp posts/ outlets and/or extension cords crossing the Mall from outside the café space are not permitted.
- Anchors, support cables, wires, cords, railing connectors, and other similar attachments not addressed above are not permitted without approval.

q. Elements not permitted (if not noted above):

- Screening: Trellis. Lattice.
- Upholstered or oversized furniture.

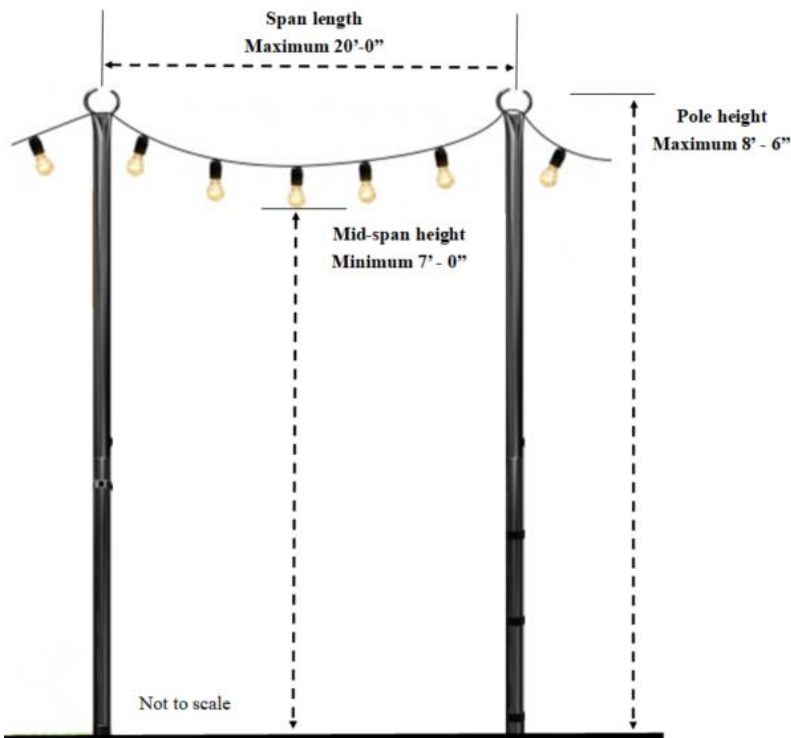
Reference Diagrams for Catenary Lighting

Preferred light string alignment



Dimensions

Appropriate pole types



V

SIGNS, AWNINGS, VENDING & CAFES

F. TENTS FOR TEMPORARY EVENTS (UP TO 5 DAYS)

1. Tents should preferably be located in a rear or side yard.
2. Tents should not permanently alter significant landscaping or site features.
3. Tents should be a solid color, without any text or logos.
4. Tents are not appropriate on the Downtown mall portion of East and West Main Streets, except at Central Place, on the side streets leading to the mall, and on the upper floors or roofs of buildings.



A clear tent may be appropriately used to provide shelter for a temporary event.

G. TENTS (INCLUDING TENT CANOPIES) FOR THE WINTER CAFE SEASON OR YEAR-ROUND USE

(AMENDED OCTOBER 21, 2013)

1. Tents are generally not appropriate in historic districts that are primarily residential (North Downtown, Wertland Street, Ridge Street, Oakhurst-Gildersleeve, Rugby Road-Venable, most of Martha Jefferson).
2. Tents may be appropriate in the Downtown, the Corner, and the West Main Street ADC districts, and in the mixed use/commercial areas of Martha Jefferson Conservation District, except tents are not appropriate on the Downtown mall portion of East and West Main Streets, including Central Place, and on the side streets leading to the mall.
3. Traditional solutions such as patio umbrellas and tree shade are encouraged.
4. Tents are not appropriate on the upper floors or roof of buildings.
5. Tents are not appropriate in front of a contributing building.
6. Tents may be appropriate in front of a non-contributing building, depending on the tent materials, and the impact of its footprint and massing on the streetscape and building.
7. Tents may be appropriate on the rear or side of a building.
8. Tents should not permanently alter significant landscaping or site features.
9. Tents should be a solid color, without any text or logos.



A tent that is appropriate for temporary use may not be appropriate for longer term use.



Low sheen subtle colors and intentional design complement the building.

City of Charlottesville Outdoor Cafés



**City of Charlottesville
Board of Architectural Review
Staff Report
September 15, 2026**



Certificate of Appropriateness Request

BAR #25-0095

847 West Main Street; TMP 310174000

843 West Main Street; TMP 310175000

835 West Main Street; TMP 310183000

West Main ADC District

Owners:

31-174 and 31-175: Kim T. & Chris Dabney

31-183: Fluvanna Holdings, LLC

Applicants: LV Collective, Andree Sahakian

Project: Multi-story apartment building – Landscaping component



Background

Year Built: 1972, single story, commercial structure at 843 West Main. Project site is predominantly a paved, surface parking lot.

District: West Main Street ADC District

Status: Non-contributing

Historical survey and Sanborn Maps, see August 2025 staff report. (Link below)

Brief Summary:

On June 16, 2022, the BAR approved a CoA for the proposed building, omitting the landscaping plan (trees, plants, and paving). This CoA addresses those omitted elements. Staff finds the plan submitted is consistent with the ADC District Design Guidelines for Site Design & Elements and recommends approval of the CoA. Additionally, staff recommends a condition that replaces the one approved in the June CoA related to a Phase I archaeological investigation. Following the June meeting, subsequent discussions with the applicant revealed an unanticipated cost for the on-site component of that investigation. In response, staff suggests an alternative condition that provides a professionally researched history of the site and, if circumstance allow, provide the opportunity for a limited, City-sponsored, on-site investigation

Prior BAR Reviews (Complete list in Appendix)

June 16, 2026 – BAR approved (9-0) a CoA for the proposed multi-story building, omitting the landscaping and hardscaping plan.

Link to submittal and staff report: [LV Collective - West Main June 2026](#)

Link to [meeting video](#).

Application

- Applicant submittals:
 - Site Design Group, Ltd. plans for LV Charlottesville, dated August 25, 2025.
 - Niles Bolton Associates, revised solar study, dated July 28, 2026, 8 pages.*

CoA request for the landscaping and hardscaping associated with the planned multi-story apartment building at 835, 843, and 847 West Main Street. Note: The BAR approved the building design on June 16, 2026, but omitted the landscaping and hardscaping elements, requiring they be submitted for approval as a later, separate application. (See approved motion in Appendix.)

Note: It is not indicated on the plans, but the walkway/access drive at the rear and west side will be pavers.

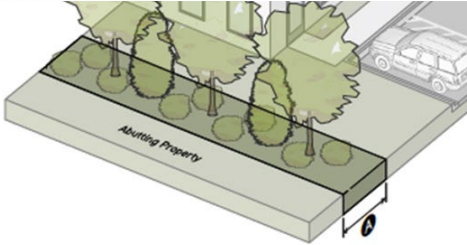
* The revised solar study is provided per the BAR's June 16, 2026 request [in the approved CoA] to provide a new shade study examining the hours of 9AM, Noon, 3PM, and 6PM. (See 7th bullet in the approved motion. Included in the Appendix.)

Discussion and Recommendation

Staff recommends approval of the CoA for the landscaping and hardscaping plan with the conditions in the suggested motion. A vegetated transition screen isn't intended to entirely conceal one building from an adjacent building, that's not possible anyway. The goal is to mitigate the visual impact by introducing trees and plantings as a visible transition buffer. The plants proposed at the rear parcel line provide a wide range of heights and widths (and colors and forms); the quantity indicated should provide significant visual screening.

In prior discussions, the BAR expressed a preference for larger trees at the rear, as part of a visual buffer between this project and the adjacent Westhaven development. Due to the parcel boundary (including steep slopes) and a utility easement held by the Rivanna Water and Sewer Authority, the width of the space available for plantings within this buffer is between 10-ft and 20-ft.

During the June 16, 2026 meeting, the BAR provided the following guidance: For the planned landscaping along the north boundary of the project site, to provide screening between the new building and the Westhaven community, the applicant should use as guidance the Moderate Impact Transition Screen type 2, as indicated in the City Code, Sec. 34-4.7.2.C.2.b., (reference image below).

TRANSITION SCREEN MODERATE-2	
Medium depth landscape screening with no wall or fence intended for screening moderate impact transitions and uses.	
	
SCREENING AREA	
A Depth (min)	10'
Large trees (min per 50')	2
Small or medium trees (min per 50')	None
Evergreen trees (min per 50')	2
Shrubs (min per 50')	5
FENCES AND WALLS	
Not required	

Trees and plants at the rear parcel line (excludes flowers and ground covers)	Qty (per plan)	Height ft		Width ft	
		Min	Max	Min	Max
Honey locust (noted on Site Plan)	13		30		35
Vernal Witchhazel	5	6	10	8	15
Bottlebrush Buckeye	3	8	12	8	15
Blackhaw Viburnum	1	12	15	6	12
PJM Rhododendron	1	3	6	3	7
Blue Cone Arborvitae	2	3	4	4	6
Annabelle Hydrangea	1	5	6	4	6
Dense Yew	3	3	4	4	6
Prairie Dropseed		2	3	2	3
Side Oats Grama		1.5	2.6	1.5	2

Regarding the Phase I archaeological investigation

Since the June BAR meeting, staff discussed with the applicant the requested archaeological investigation. It became clear the cost of a Phase I investigation [per VDHR criteria] would exceed what had initially been anticipated. In lieu of a full investigation, staff supports the applicant's proposal to retain Rivanna Archaeological Services to complete a historical analysis of the site and to then allow the City the opportunity, if requested, to conduct a limited on-site investigation.

Regarding the proposed Memory Walk

Applicant intends to work with the community to incorporate into the site elements that memorialize the City's historically Black neighborhoods razed during the era of Urban Redevelopment. A design has not been developed and is therefore not included in this subtotal, nor a component of this CoA application. The BAR should evaluate the landscape and hardscape plan as presented in this submittal, applying the design guidelines for Site Design and Elements. In the future, should a design for the Memory Walk be realized, staff will determine if it requires design review. Until then, any discussion of a memorial space at this site, including planning and coordination with the community, are outside the BAR's purview and should be omitted from the discussion and consideration of this CoA request.

Regarding review of the Final Site Plan (PL-25-0087)

A Final Site Plan was submitted on July 13, 2026. Approval of that plan will be predicated on consistency with the design approved by the BAR for both the building and the landscaping. If the Plan requires modifications that significantly and/or substantively deviate from the approved design, it might be necessary to void the BAR's prior approval and require a new CoA application.

Suggested Motion

Approval: Having considered the standards set forth within the City Code, including City's ADC District Design Guidelines, I move to find the landscaping plan for the proposed development at 835, 843, and 847 West Main 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 conditions: [...]*

- If the tree and/or plant species vary from those noted in the submittal, the trees selected should be consistent with the City’s Master Tree List or, if not on the Tree List, selected species must not be any identified as invasive in Central Virginia.
- Seating, tables, and planters at the street level open space (at West Main) will be of a consistent design and any wood elements will be painted or have an opaque stain.
- Rescind the condition of the CoA BAR # 25-0095 related to a Phase I Archaeological Investigation--bulleted item #4 in the approved motion--and apply the following [which can be included in the motion by reference to this staff report]:
 - **Historic Study**: Prior to City issuance of a permit allowing disturbance associated with the proposed development, the Applicant will complete and provide City Staff for BAR's archive a Historic Study of the proposed development site consistent with the scope of work summarized in Rivanna Archaeological Services, LLC’s, proposal dated August 4, 2026. The proposed Historic Study would be a documentary, archival, and research effort and does not authorize or require any physical excavation, subsurface testing, or other ground-disturbing activity on the site.
 - **Limited Archaeological Investigation**: City may request authorization to conduct, at its sole cost, a limited archaeological investigation of the approximate location of the Dinsmore family home on the site within the footprint and anticipated depth of the proposed new building, following removal of the existing paved surface and before commencement of excavation for the proposed Development ("Investigation"). No Investigation or related entry onto the site shall occur, unless Developer and City first execute a written agreement (“Agreement”) authorizing the Investigation on terms reasonably acceptable to both parties. Except as required by applicable law, neither the Investigation, nor any discovery made during the Investigation, shall require additional investigation, preservation in place, modification, or redesign of the approved Development, or delay of Project. If City does not request authorization for an Investigation, or Developer and City do not execute such an Agreement by the time the existing pavement has been removed, no Investigation or related entry onto the site shall occur, and Developer may proceed with the Project without further obligation under this Condition.

Denial: Having considered the standards set forth within the City Code, including the ADC District Design Guidelines, I move to find the landscaping plan for the proposed development at 835, 843, and 847 West Main Street does not satisfy the BAR’s criteria and is not compatible with this property and other properties in this ADC District, and for the following reasons the BAR denies 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 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.

Links to ADC District Design Guidelines

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

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

[Chapter 2 Site Design and Elements](#)

Guidelines for Site Design & Elements (Chapter 2)

Chapter 2 – Site Design and Elements

B. Plantings	<u>Staff Comment:</u>
Encourage the maintenance and planting of large trees on private property along the streetfronts, which contribute to the “avenue” effect.	At West Main are three (3) Willow oak and two (2) Bald cypress. Both species are identified as Street Trees on the City Master Tree List.
Generally, use trees and plants that are compatible with the existing plantings in the neighborhood.	Trees and plants will be consistent with the City's Master List. (See proposed condition of approval.)
Use trees and plants that are indigenous to the area.	Trees and plants will be consistent with the City's Master List. (See proposed condition of approval.)
Retain existing trees and plants that help define the character of the district, especially street trees and hedges.	The project site is a predominantly a surface parking lot, with a small, single story structure. There are only existing trees are located along the north (rear) property line.
Replace diseased or dead plants with like or similar species if appropriate.	n/a
When constructing new buildings, identify and take care to protect significant existing trees and other plantings.	Trees to be retained will be noted on the site plan and subject to related tree protection requirements. Per the Site Plan, several Honey locust at the rear parcel line will be retained.
Choose ground cover plantings that are compatible with adjacent sites, existing site conditions, and the character of the building.	The approximately 1.6-acre site is currently a paved parking lot. The proposed plantings will be a significant improvement within this ADC District.
Select mulching and edging materials carefully and do not use plastic edgings, lava, crushed rock, unnaturally colored mulch or other historically unsuitable materials.	Information re: mulching and edging has not been presented.
C. Walls and Fences	<u>n/a</u>
D. Lighting	<u>Staff Comment:</u>
In residential areas, use fixtures that are understated and compatible with the residential quality of the surrounding area and the building while providing subdued illumination.	n/a
Choose light levels that provide for adequate safety yet do not overly emphasize the site or building. Often, existing porch lights are sufficient.	Lamping must comply with lighting requirements in the Code of Development.
In commercial areas, avoid lights that create a glare. High intensity commercial lighting fixtures must provide full cutoff.	
Do not use numerous “crime” lights or bright floodlights to illuminate a building or site when surrounding lighting is subdued.	

In the downtown and along West Main Street, consider special lighting of key landmarks and facades to provide a focal point in evening hours.	In addition to site lighting, accent down lighting is proposed on the building columns.
Encourage merchants to leave their display window lights on in the evening to provide extra illumination at the sidewalk level.	Not within BAR purview.
Consider motion-activated lighting for security.	Not within BAR purview.
E. Walkways and Driveways	<u>Staff Comment:</u>
Use appropriate traditional paving materials like brick, stone, and scored concrete.	Paving materials are appropriate.
Concrete pavers are appropriate in new construction, and may be appropriate in site renovations, depending on the context of adjacent building materials, and continuity with the surrounding site and district.	Concrete paving is proposed
Gravel or stone dust may be appropriate, but must be contained.	n/a
Stamped concrete and stamped asphalt are not appropriate paving materials.	n/a
Limit asphalt use to driveways and parking areas.	
Place driveways through the front yard only when no rear access to parking is available.	n/a
Do not demolish historic structures to provide areas for parking.	n/a
Add separate pedestrian pathways within larger parking lots, and provide crosswalks at vehicular lanes within a site.	A sidewalk will be installed adjacent to the vehicle access path.
F. Parking Areas and Lots	n/a
G. Garages, Sheds, and Other Structures	n/a
H. Utilities and Other Site Appurtenances	<u>Staff Comment:</u>
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.	
Screen utilities and other site elements with fences, walls, or plantings.	Required by City Code.
Encourage the installation of utility services underground.	
Antennae and communication dishes should be placed in inconspicuous rooftop locations, not in a front yard.	No wireless equipment is proposed.
Screen all rooftop mechanical equipment with a wall of material harmonious with the building or structure.	Required by City Code.

APPENDIX

Motion approved by the BAR on June 16, 2026

Mr. Zehmer moved: Having considered the standards set forth within the City Code, including City's ADC District Design Guidelines, I move to find that the proposed development at 835, 843, and 847 West Main 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 with the following conditions and omissions:

- Ground level mechanical equipment, utility meter boxes/panels, transformers, etc., will be appropriately screened per the design guidelines (Chapter 2, Section H). Screening will be indicated on the Final Site Plan and approved by BAR staff.
- Meters and panel boxes for utility, communications, and cable connections will be located preferably within the garage; if not, then in non-prominent locations on the side elevations only and appropriately screened. Screening will be indicated on the Final Site Plan and approved by BAR staff.
- Glass at street level storefronts (doors, windows, and transoms) must be clear, with a VLT of not less than 70%.
- Prior to a Permit allowing disturbance associated with the proposed development, a Phase I Archaeological Investigation of the three (3)-parcel site will be completed and provided to Staff for BAR's archive and recorded with the Virginia Department of Historic Resources.
- The following design elements are to be considered as removed from the applicant's submittal and are omitted from this CoA:
 - site plan;
 - sample plant pallet;
 - sample paving pallet;
 - site furnishings; and
 - site lighting.
 - The aforementioned site details [as indicated] on sheets 7, 8, 9, 10, 11, and 12 of the submittal.
- The omitted site elements (above) will be reviewed at a later date as a separate CoA request.
- Prior to BAR approval of the omitted site elements (and within the separate CoA request), the applicant will provide a new shade study examining the hours of 9AM, Noon, 3PM, and 6PM. The intent is to advise plant selection for the site, and to provide information to the public and Westhaven Citizen Planners to assist the selection of plantings within the Westhaven community. The hours listed should be added to the dates already submitted within the solar plan [sheet 13 of the June 2026 submittal].
- To prevent bright light and glare emanating from the garage openings, lamping for the garage lighting [immediately inside any opening] will be dimmable, have a Color Temperature not exceeding 3,000K, and have a Color Rendering Index not less than 80, preferably not less than 90.

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

Note: In the action memo to the applicant, staff reiterates the following recommendation and comment from the BAR's discussion:

- For the planned landscaping along the north boundary of the project site, to provide screening between the new building and the Westhaven community, the applicant should

use as guidance the Moderate Impact Transition Screen type 2, as indicated in the City Code, Sec. 34-4.7.2.C.2.b.

- This CoA (25-0095) is for the new, multi-story building only and omits the landscape and hardscape elements noted in the conditions. That CoA, alone, is not sufficient for approval of the Development Plan and/or the Final Site Plan for this project; a CoA for the landscape and hardscape plans is required.

Prior BAR Reviews (unrelated to current project)

843 West Main Street-

March 20, 2018 – A prior design for this project was submitted for BAR review. BAR accepted the applicant’s request for deferral.

June 19, 2018 – BAR approved a CoA for proposed massing and glazing (*in-concept*) of a proposed office building. The BAR encouraged applicant to step back portions of the building [from the street]and to investigate changing the proposed materiality. [Note: The BAR no longer approves partial CoAs.]

August 21, 2018 – BAR approved a CoA for conceptual design of a three-story office building with retail/office space on the first floor. (119 feet long, 56 feet wide, height approximately 43 feet.) [Note: The BAR no longer approves partial CoAs.]

March 21, 2023 – Preliminary discussion of proposed new hotel. Discussion video available online [here](#) (at time mark 1:34:23). Staff report available [here](#).

835 West Main Street-

July 2013- Request for a temporary trailer to be used as a leasing office for *The Plaza* apartments which was approved 7-0. Staff report, and CoA action letter available [here](#).

847 West Main Street-

No previous reviews.

Prior BAR Reviews (related to current project)

835-847 West Main Street-

August 19, 2025 - BAR Pre-Application Conference for this project. (Meeting Minutes excerpt attached.)

Link to submittal and staff report: [835-847 West Main BAR- August 2025](#)

Link to [meeting video](#) and discussion.

May 19, 2026 - Preliminary Discussion for this request (continued from August 2025). No action taken. See summary of discussion in Appendix.

Link to submittal and staff report: [835-847 West Main BAR- May 2026](#)

Link to [meeting video](#) and discussion.



LV CHARLOTTESVILLE

Charlottesville, VA
August 25, 2026 | BAR Submission
10053

CONTEXT PLAN



- 1 Vehicular Drive Aisle
- 2 Pedestrian Promenade
- 3 Vehicular Egress
- 4 Entry Plaza
- 5 Seating Plaza
- 6 Utility Access & Easement
- 7 Existing Cell Tower



Scale: 1"=80'

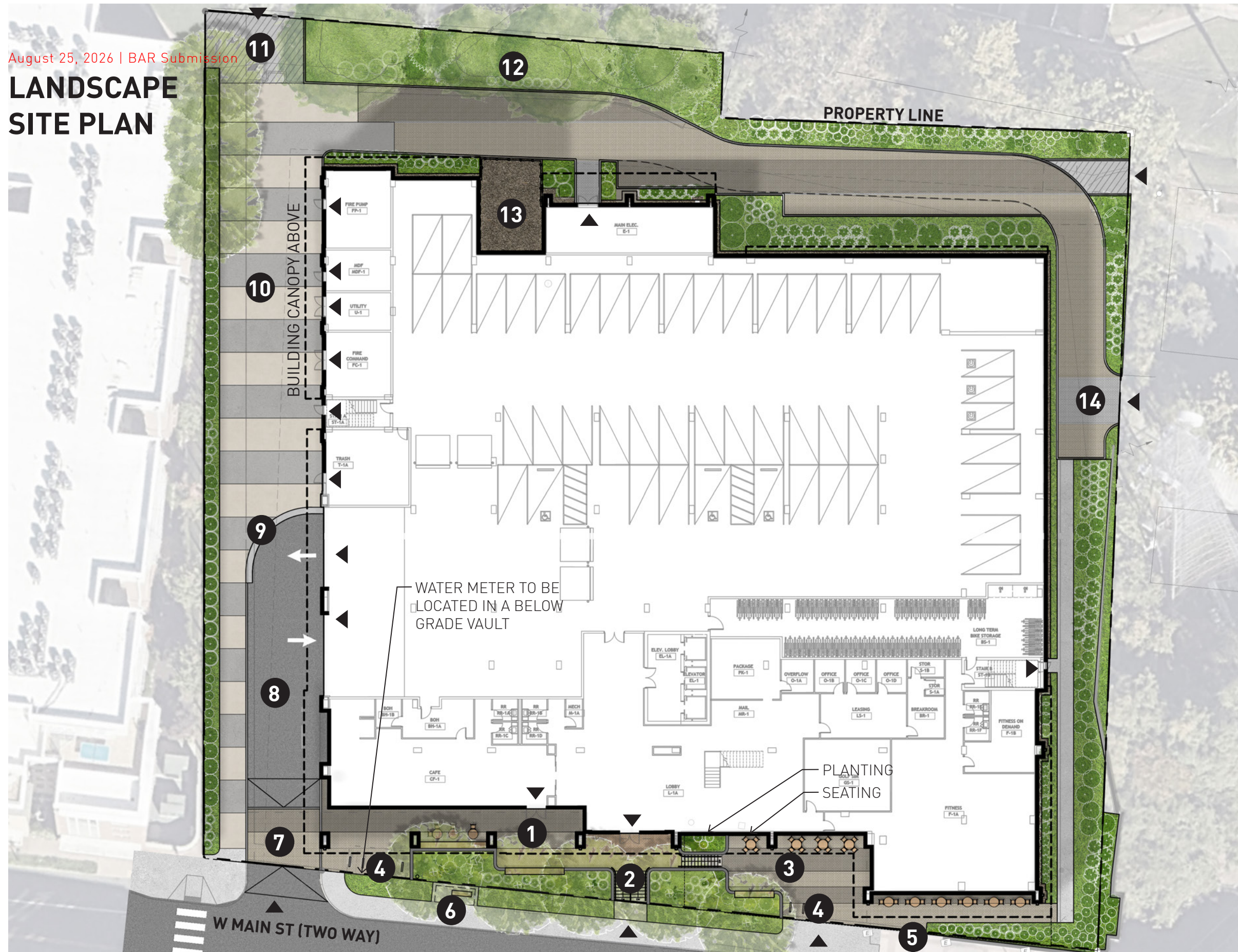
0'-0" 40'-0" 80'-0" 160'-0"

CONTEXT PLAN - CIRCULATION



Scale: 1"=80'
 0'-0" 40'-0" 80'-0" 160'-0"

LANDSCAPE SITE PLAN



Scale: 1"=30'

0'-0" 15'-0" 30'-0" 60'-0"

PROPOSED PLANTING PALETTE

DECIDUOUS & EVERGREEN TREES



Blue Cone Arborvitae
Thuja orientalis 'Blue Cone'
16'-20' T x 10'-12' W



Slender Silhouette Sweet Gum
Liquidambar styraciflua 'Slender Silhouette'
40'-50' T x 4'-6' W



Willow Oak
Quercus phellos
40'-75' T x 25'-50' W



Jefferson American Elm
Ulmus americana 'Jefferson'
50'-70' T x 40'-60' W



Bald Cypress
Taxodium distichum
50'-70' T x 20'-45' W



PROPOSED PLANTING PALETTE

DECIDUOUS SHRUBS



Gatsby Gal Oakleaf Hydrangea
Hydrangea quercifolia 'Brenhill'
4'-6' T & W



Vernal Witchhazel
Hamamelis vernalis
6'-10' T x 8'-15' W



American Beautyberry
Callicarpa Americana
3'- 6' T & W



Bush Honeysuckle
Diervilla lonicera
2'-3' T x 2'-4' W



Bottlebrush Buckeye
Aesculus parviflora
8'-12' T x 8'-15' W



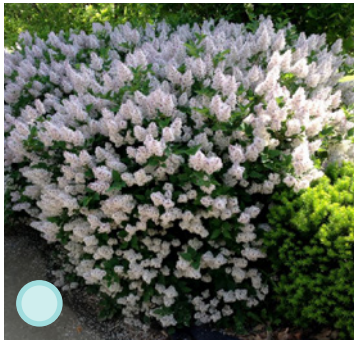
Annabelle Hydrangea
Hydrangea arborescens
'Annabelle'
6'-5' T x 4'-6' W



Blackhaw Viburnum
Viburnum prunifolium
12'-15' T x 6'-12' W



PJM Rhododendron
Rhododendron x 'PJM'
3'-6' T x 3'-7' W



Miss Kim Korean Lilac
Syringa patula 'Miss Kim'
4'-9' T x 5'-7' W



PROPOSED PLANTING PALETTE

EVERGREEN SHRUBS



Leatherleaf Viburnum
Viburnum rhytidophyllum
'Alleghany'
8'-10' T & W



Littleleaf Boxwood
Buxus microphylla
3'-4' T x 2'-4' W



Compact Inkberry
Ilex glabra 'Compacta'
3'-4' T x 4'-6' W



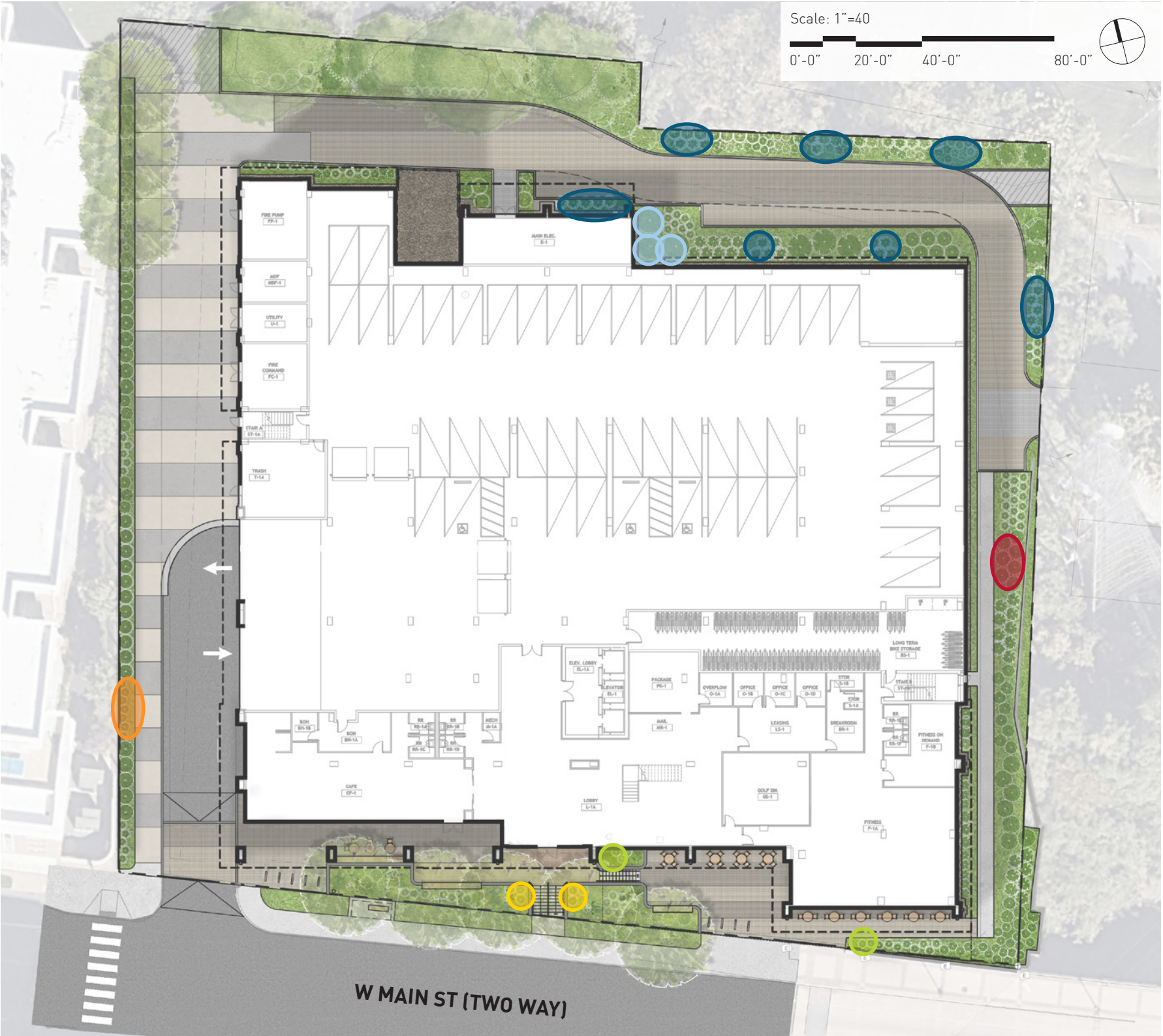
Little Gem Norway Spruce
Picea abies 'Little Gem'
1'-2' T x 2'-3' W



Dense Yew
Taxus x media 'Densiformis'
3'-4' T x 4'-6' W



Everlow Yew
Taxus x media 'Everlow'
1'-2' T x 4'-5' W



PROPOSED PLANTING PALETTE

GRASSES & SEDGES



Karl Foerster Feather Reed Grass
Calamagrostis x acutiflora
'Karl Foerster'
36"-60" T x 18"-30" W



Side Oats Grama
Bouteloua curtipendula
18"-30" T x 18"-24" W



Prairie Dropseed
Sporobolus heterolepis
24"-36" T & W



Golden Sedge
Carex elata 'Aurea'
18"-30" T & W



Ice Dance Japanese Sedge
Carex morrowii 'Ice Dance'
9"-12" T x 12"-24" W



Gold Dew Tufted Hair Grass
Deschampsia cespitosa
'Goldtau'
24"-36" T x 12"-24" W



Northwind Switchgrass
Panicum virgatum 'Northwind'
48"-60" T x 24"-30" W



Shenandoah Switchgrass
Panicum virgatum 'Shenandoah'
36"-48" T & W



Autumn Moor Grass
Sesleria autumnalis
9"-12" T x 6"-12" W



PROPOSED PLANTING PALETTE

GROUNDCOVERS



Barren Strawberry
Waldsteinia ternata
3"-6" T x 6"-12" W



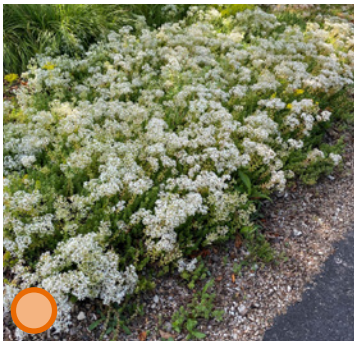
Bronze Beauty Carpet Bugle
Ajuga reptans 'Bronze Beauty'
3"-4" T x 18"-24" W



Max Frei Geranium
Geranium sanguineum 'Max Frei'
6"-9" T x 6"-24" W



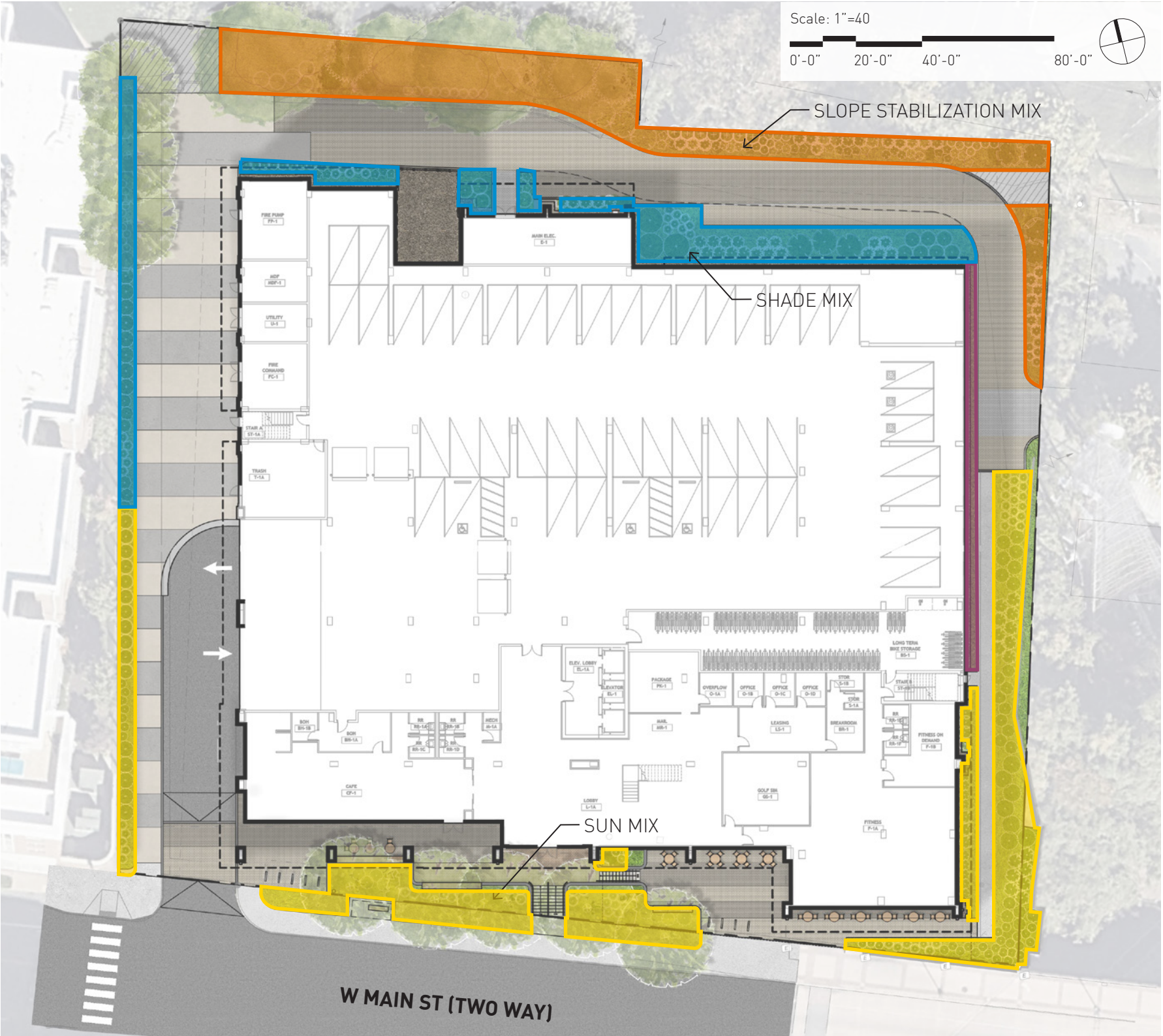
Creeping Lilyturf
Liriope spicata
9"-18" T x 12"-24" W



Green Ice Stonecrop
Sedum album 'Green Ice'
1"-4" T x 12"-24" W



Orange Stonecrop
Sedum kamtschaticum
3"-6" T x 3"-12" W



PROPOSED PLANTING PALETTE

PERENNIALS



Visions in White Astilbe
Astilbe chinensis 'Visions in White'
12"-18" T & W



Siberian Bugloss
Brunnera macrophylla
12"-18" T x 18"-30" W



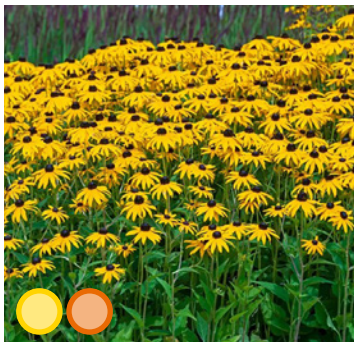
Autumn Bride Alumroot
Heuchera villosa 'Autumn Bride'
18"-36" T x 18"-24" W



Cinnamon Fern
Osmunda cinnamomea
24"-36" T & W



Mountain Mint
Pycnanthemum virginianum
24"-36" T x 12"-18" W



Black-eyed Susan
Rudbeckia fulgida 'Goldsturm'
24"-36" T x 12"-24" W



Purple Dome New England Aster
Symphotrichum novae-angliae
'Purple Dome'
18"-24" T x 24"-36" W



Summer Beauty Allium
Allium x 'Summer Beauty'
12"-20" T x 18"-24" W

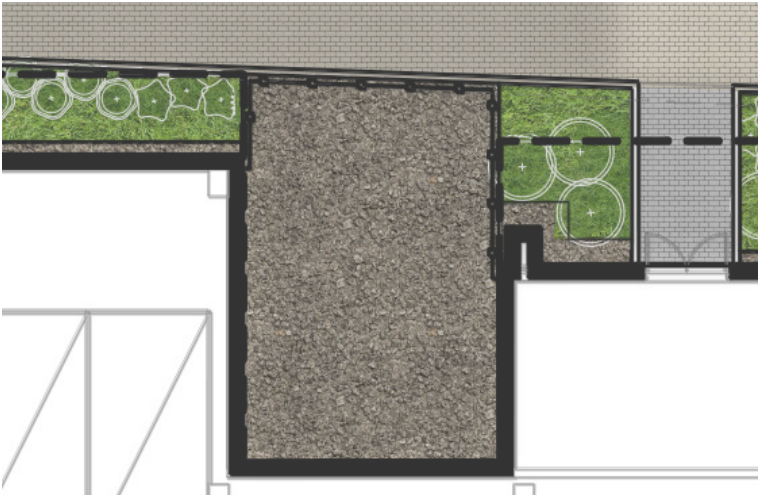


Arkansas Bluestar
Amsonia hubrichtii
24"-36" T & W



SCREENING STRATEGY

TRANSFORMERS



ADJACENT WEST HAVEN SITE



Annabelle Hydrangea
Hydrangea arborescens
'Annabelle'
6'-5' T x 4'-6' W



Gatsby Gal Oakleaf Hydrangea
Hydrangea quercifolia 'Brenhill'
4'-6' T & W



Dense Yew
Taxus x media 'Densifomis'
3'-4' T x 4'-6' W



Side Oats Grama
Bouteloua curtipendula
18"-30" T x 18"-24" W



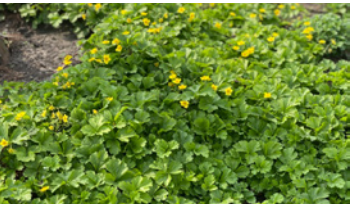
Prairie Dropseed
Sporobolus heterolepis
24"-36" T & W



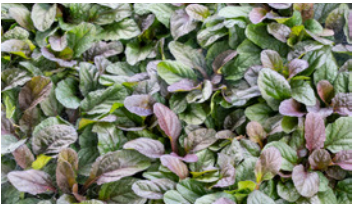
Vernal Witchhazel
Hamamelis vernalis
6'-10' T x 8'-15' W



Ice Dance Japanese Sedge



Barren Strawberry



Bronze Beauty Carpet Bugle



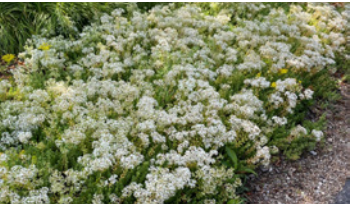
Autumn Bride Alumroot



Purple Dome New England Aster



Autumn Moor Grass



Green Ice Stonecrop



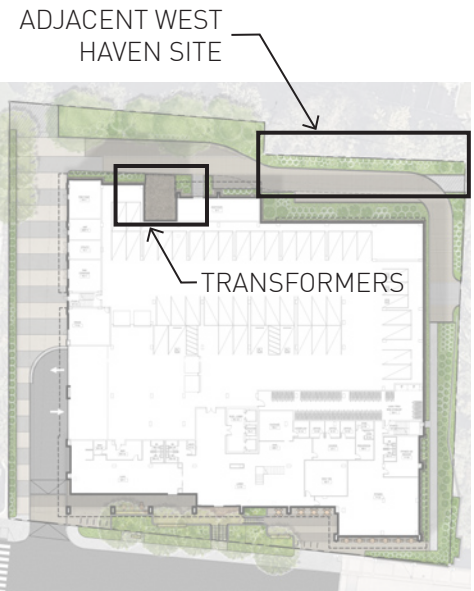
Orange Stonecrop



Black-eyed Susan



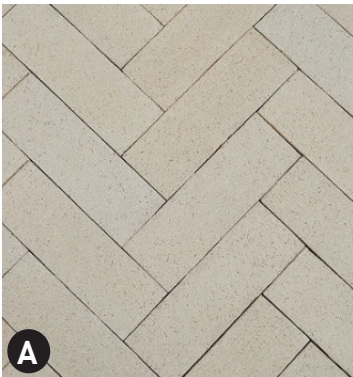
Arkansas Bluestar



KEY PLAN

PAVING PALETTE

PAVER PAVING



Dutch Gray Plank Pavers



Lighthouse Pavers



Quaker Plank Pavers

COLORED CONCRETE

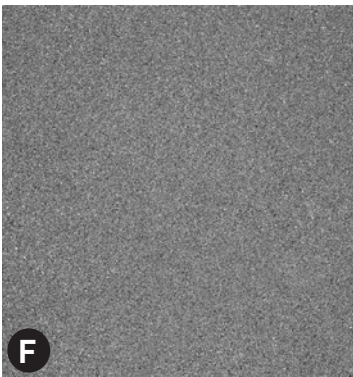


Light Grey



Dark Grey

ASPHALT PAVING

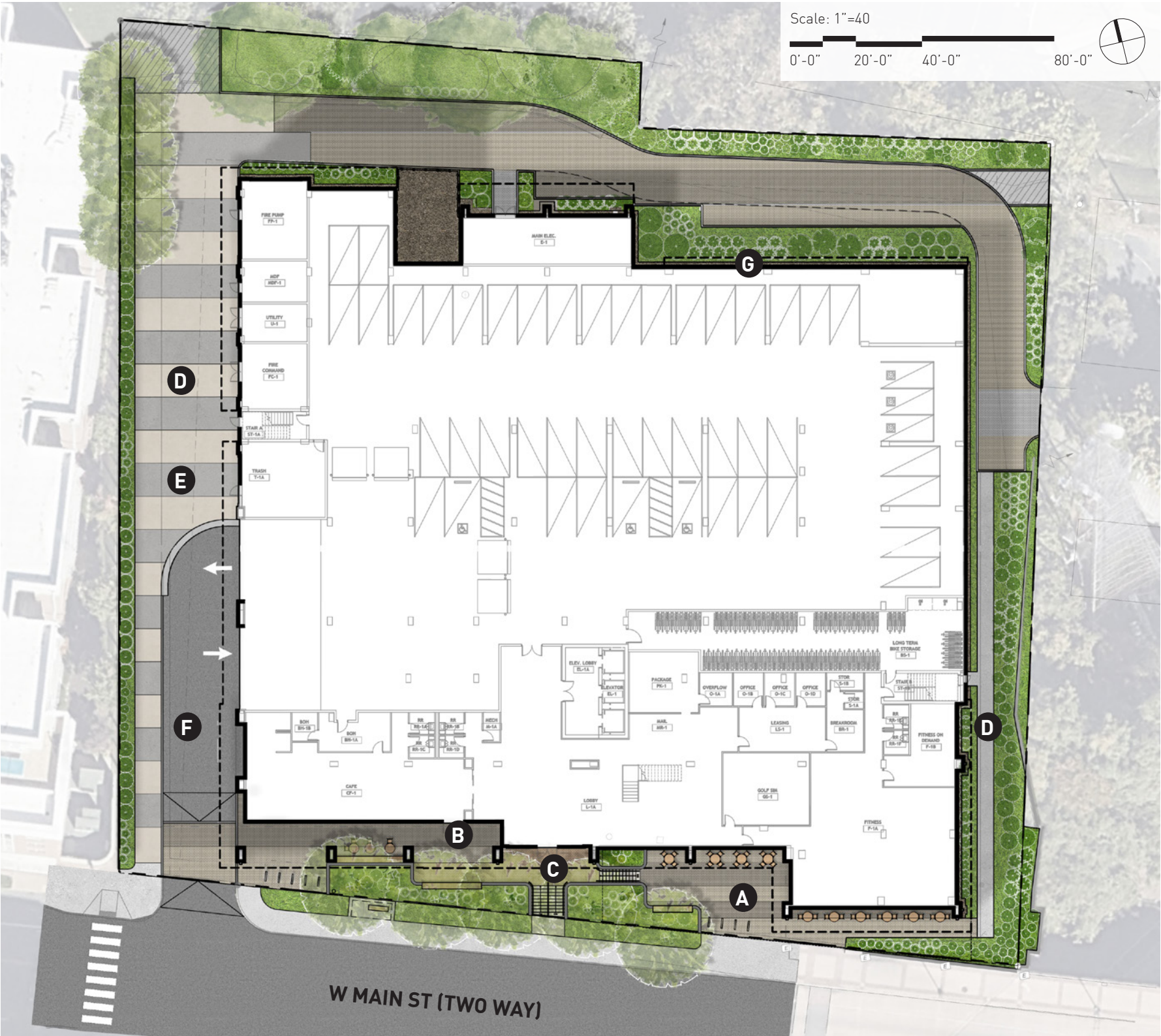


At Driveway

AGGREGATE PAVING



Maintenance Strip around building



HARDSCAPE PALETTE

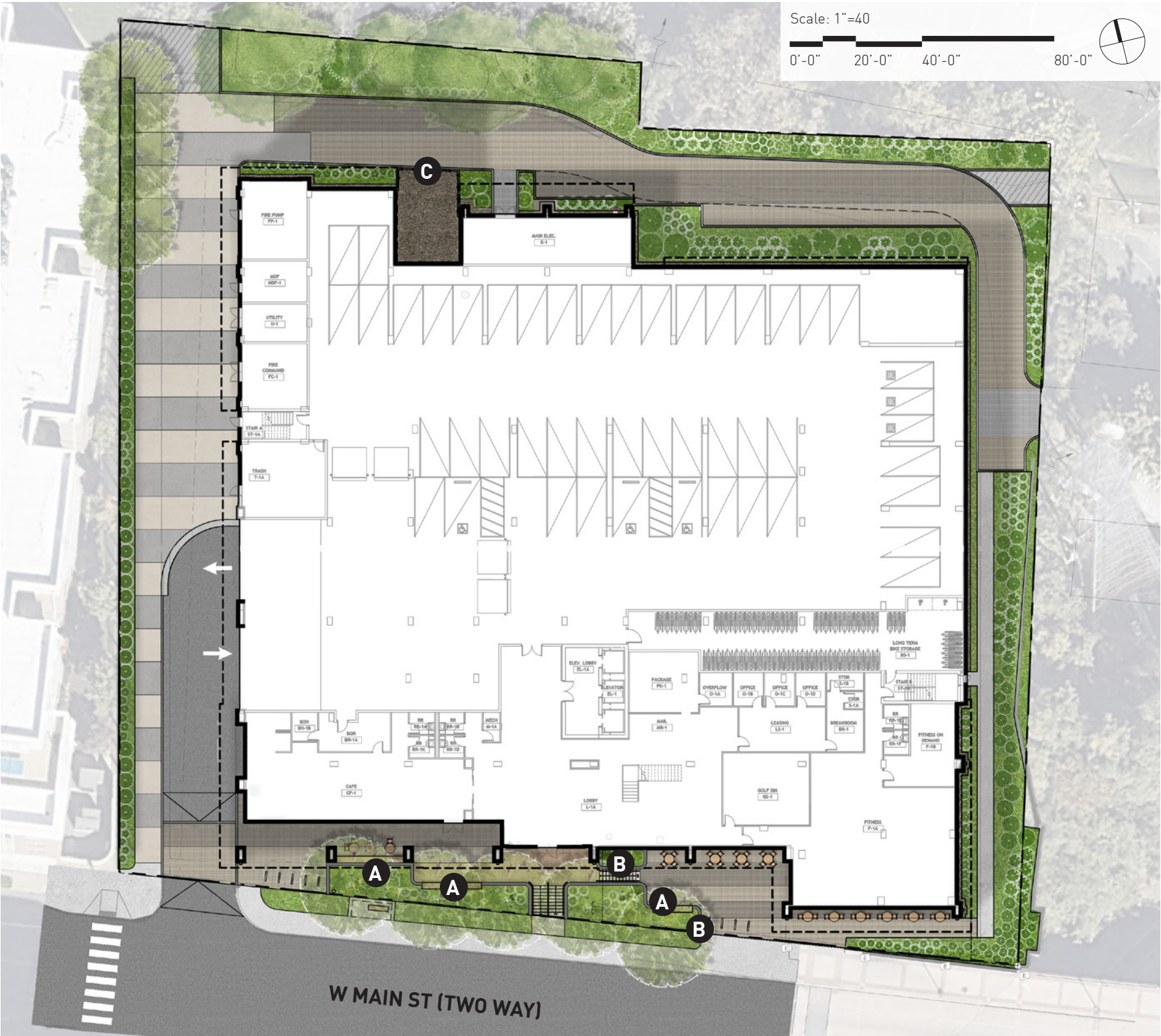
SEATWALL



RAISED PLANTER



ORNAMENTAL METAL FENCE



SITE FURNISHINGS



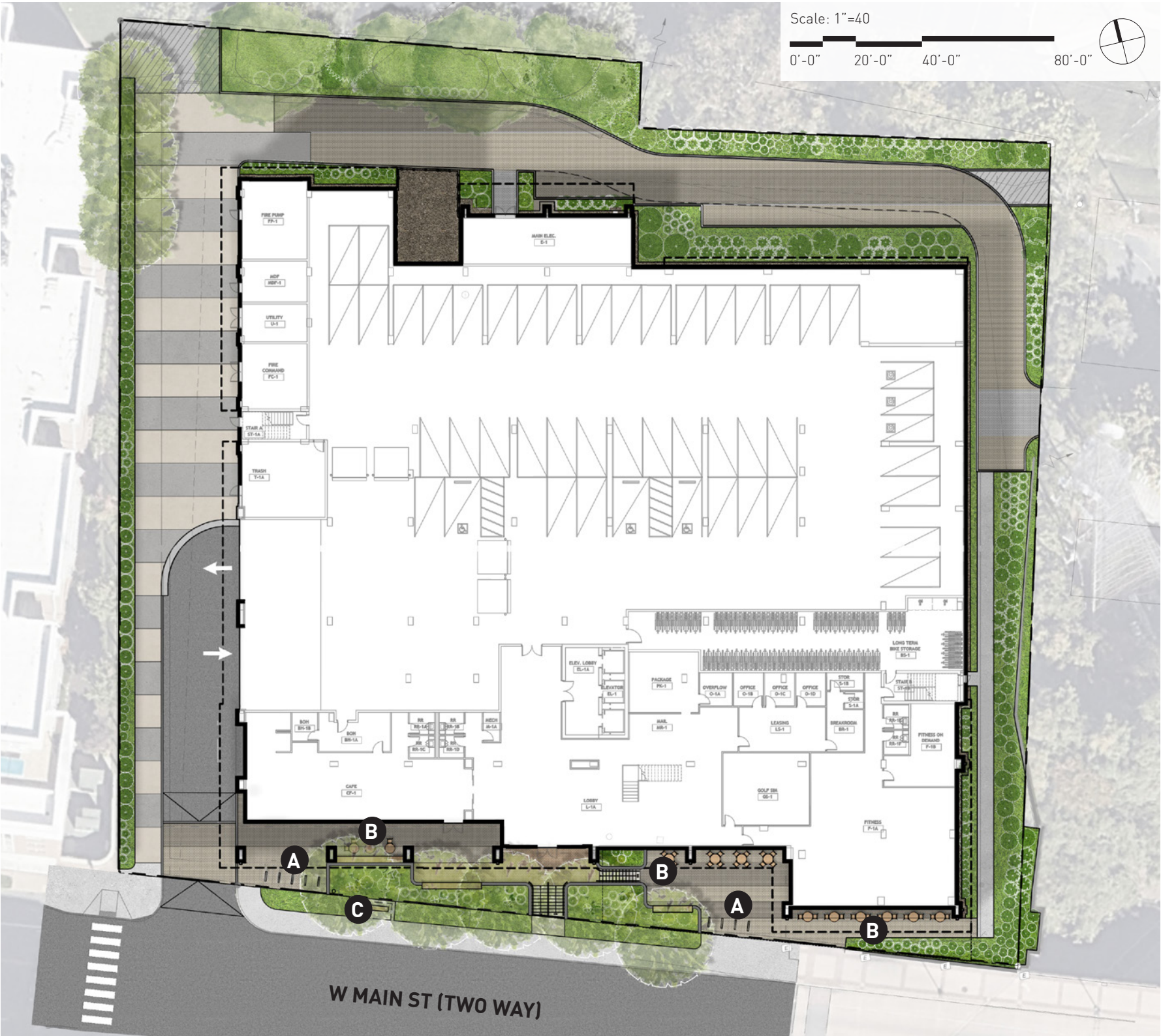
A
Bicycle Rack (9)



B
Movable Picnic Tables & Chairs



C
Bus Shelter



A modern staircase with a dark metal railing and illuminated steps, set against a textured stone wall. The steps are made of light-colored stone and are illuminated from below, creating a warm glow. The wall is made of large, textured stone tiles. A small, square, illuminated light fixture is mounted on the wall near the railing. A small blue flower is visible in the bottom right corner.

Scale: 1"=40'

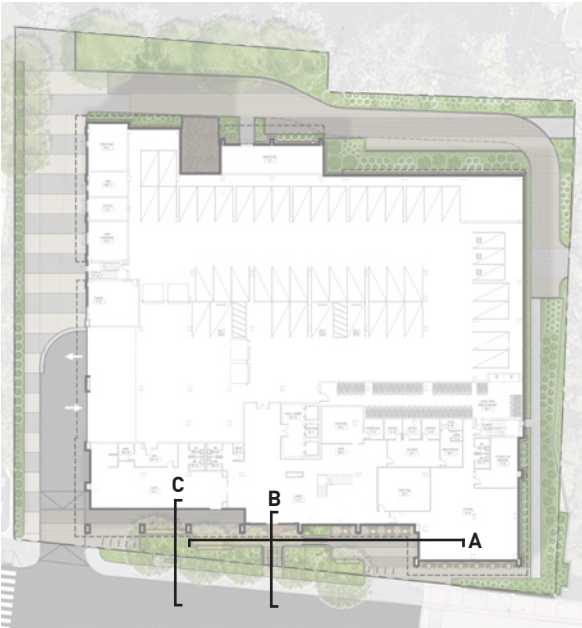
0'-0" 20'-0" 40'-0" 80'-0"

W MAIN ST (TWO WAY)

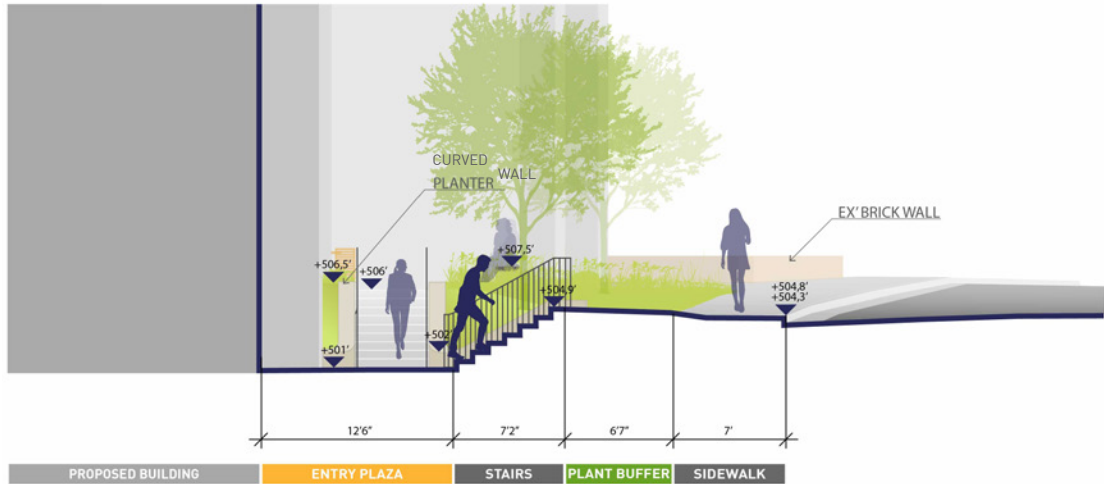
SECTIONS



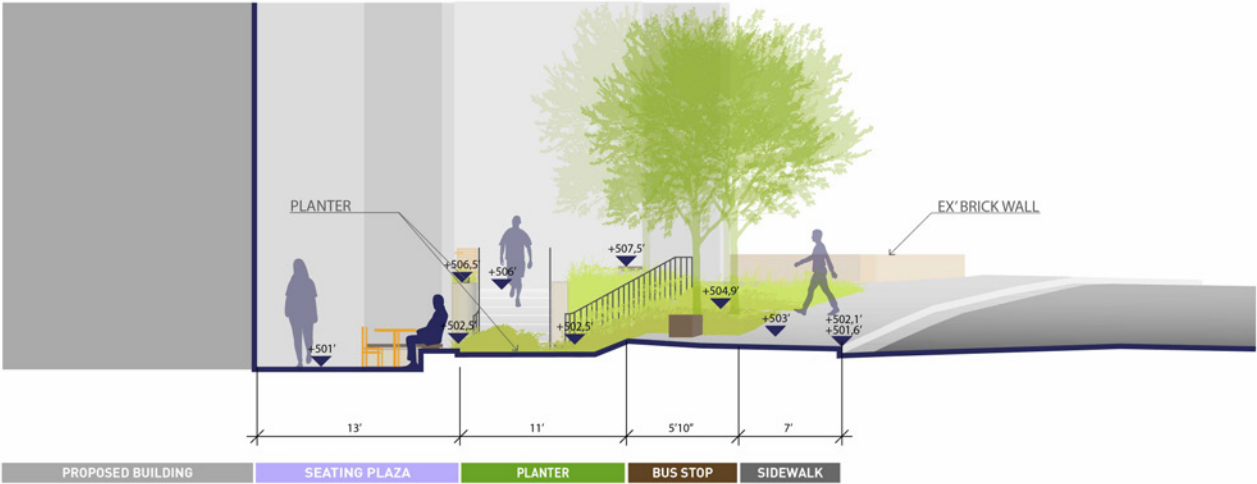
SECTION A



KEY PLAN



SECTION B

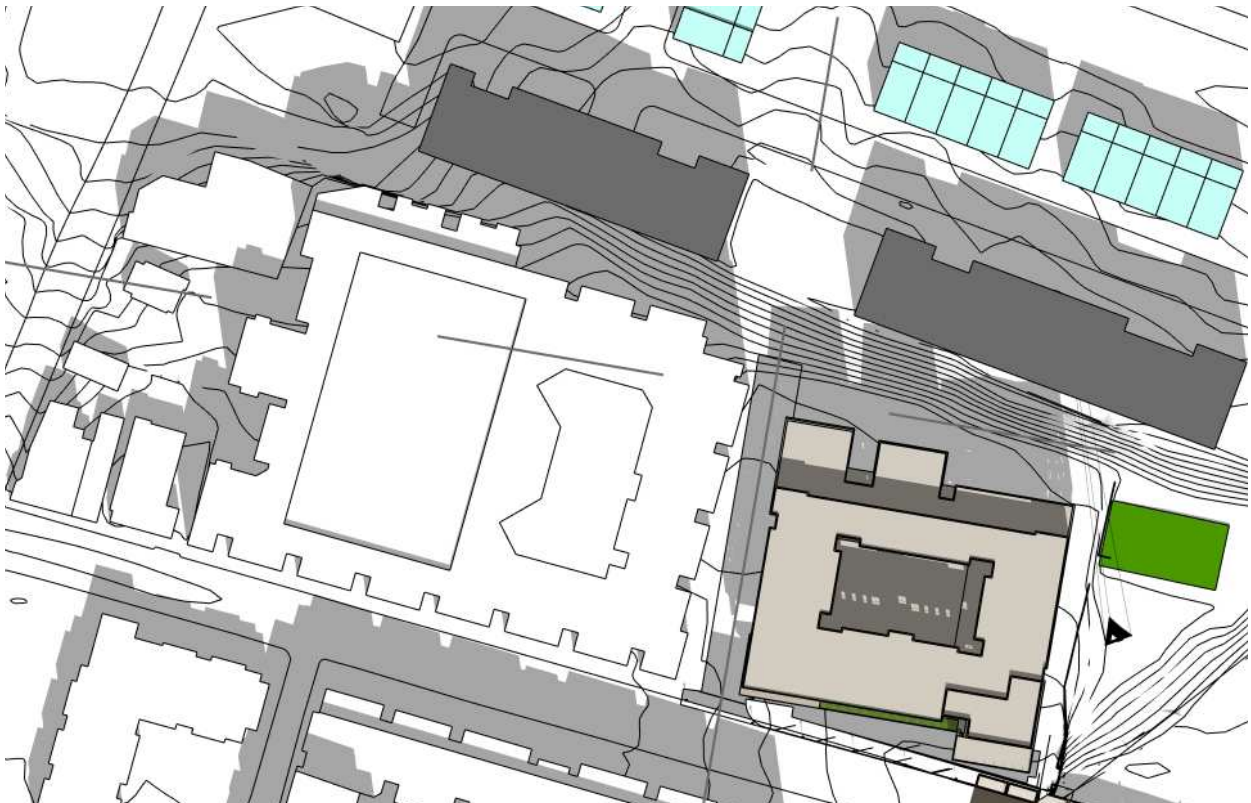


SECTION C

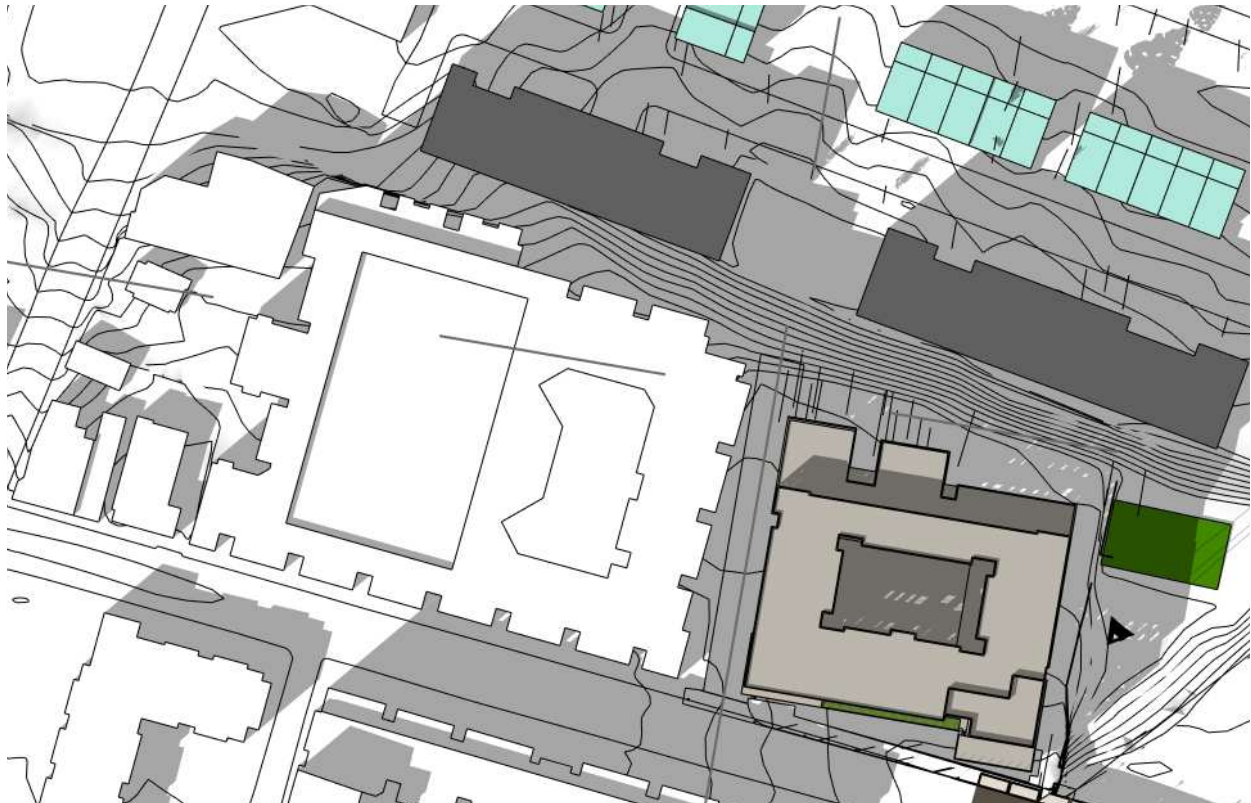




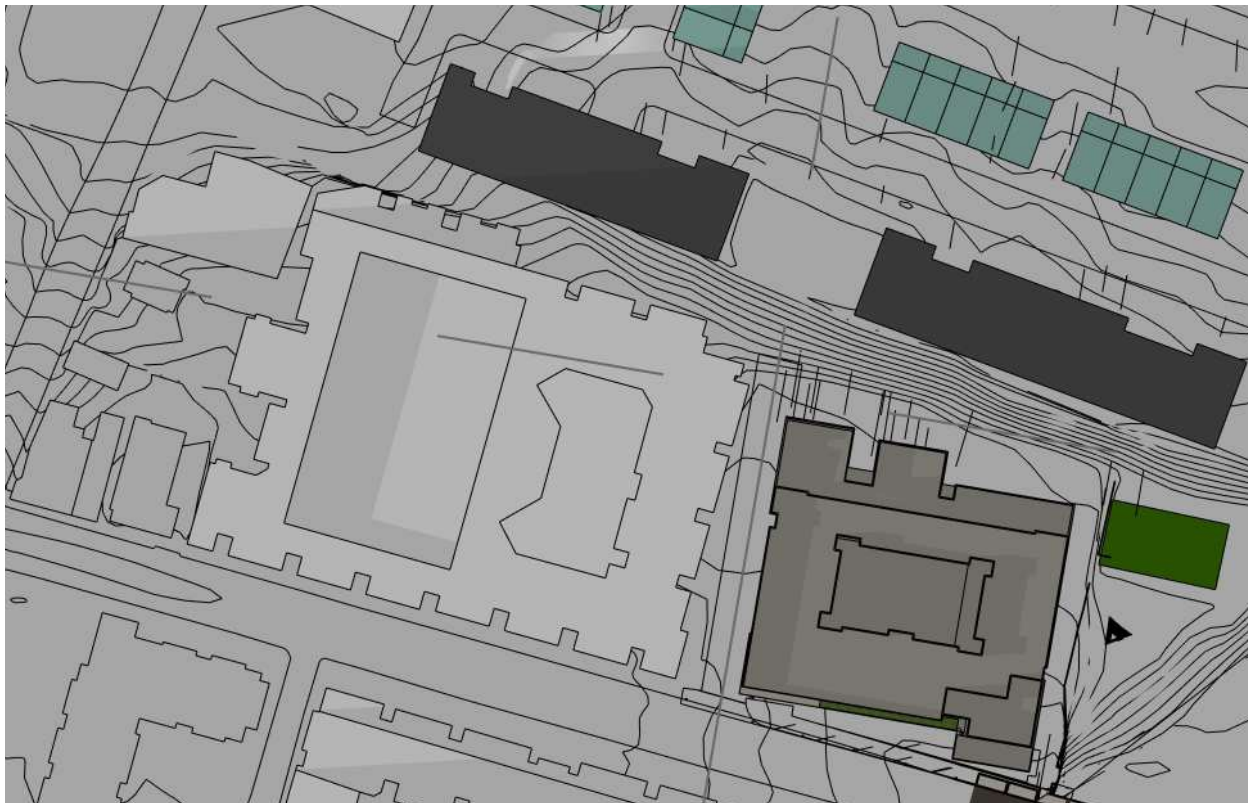
03/21 - 9 AM



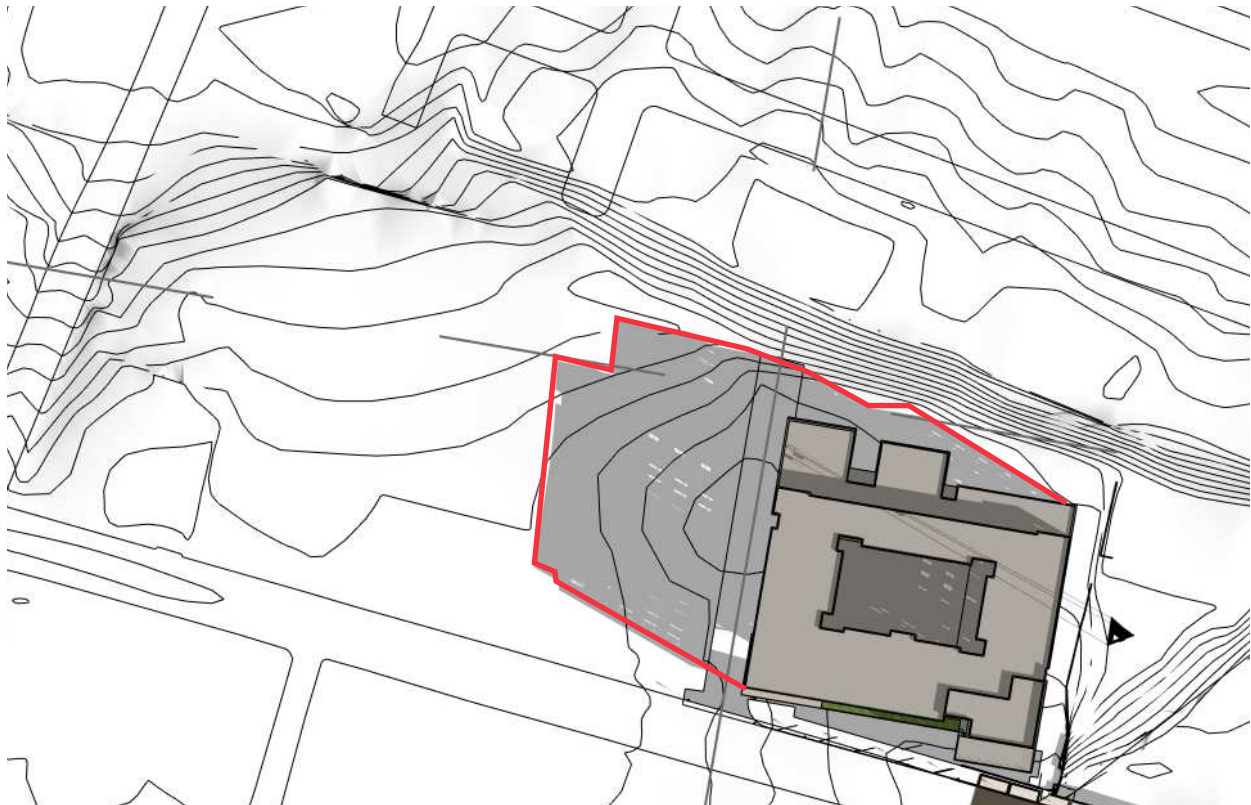
03/21 - NOON



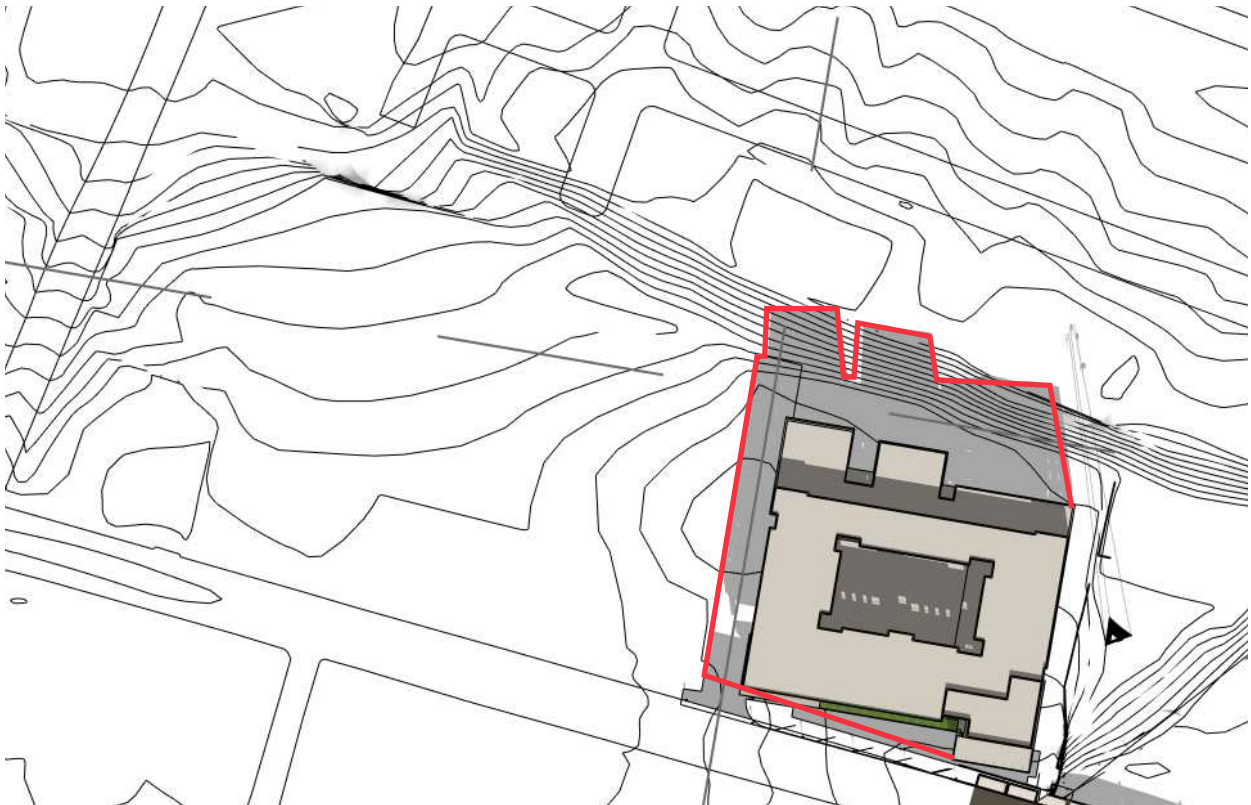
03/21 - 3 PM



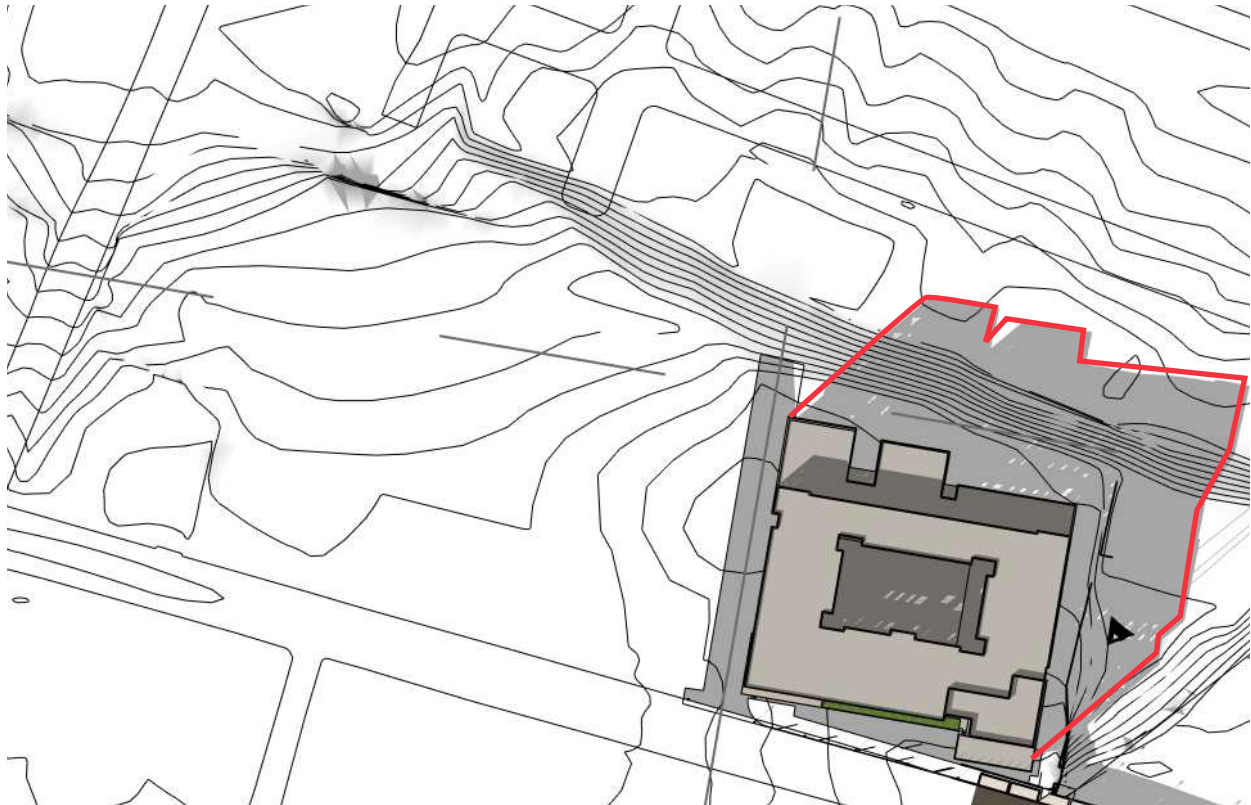
03/21 - 6 PM



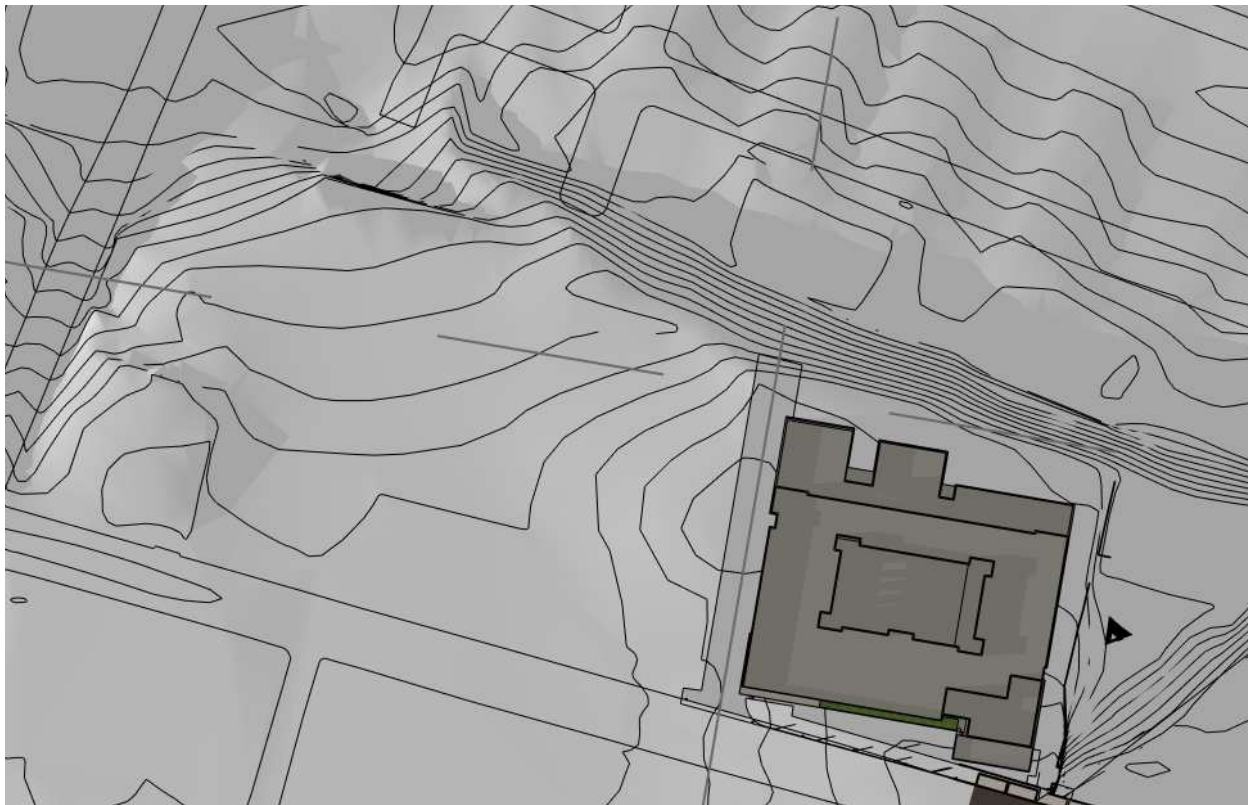
03/21 - 9 AM



03/21 - NOON



03/21 - 3 PM



03/21 - 6 PM



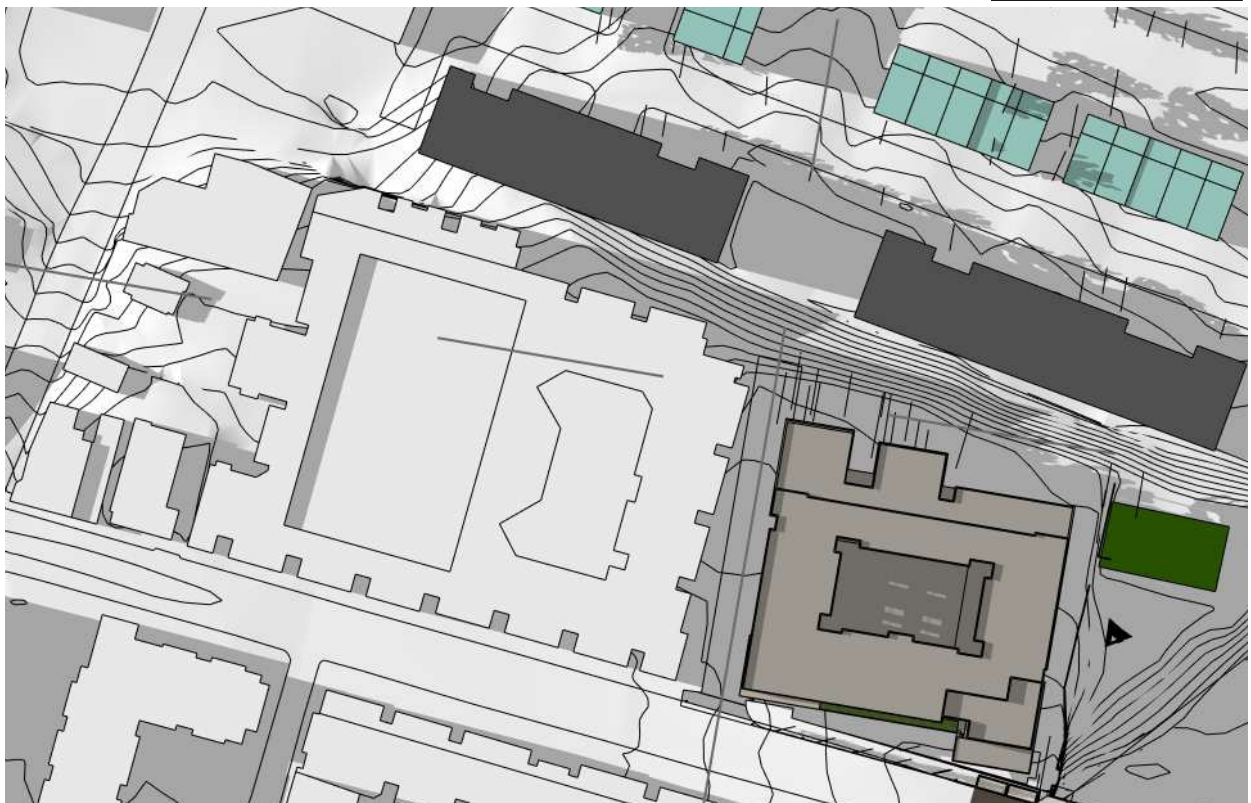
06/21 - 9 AM



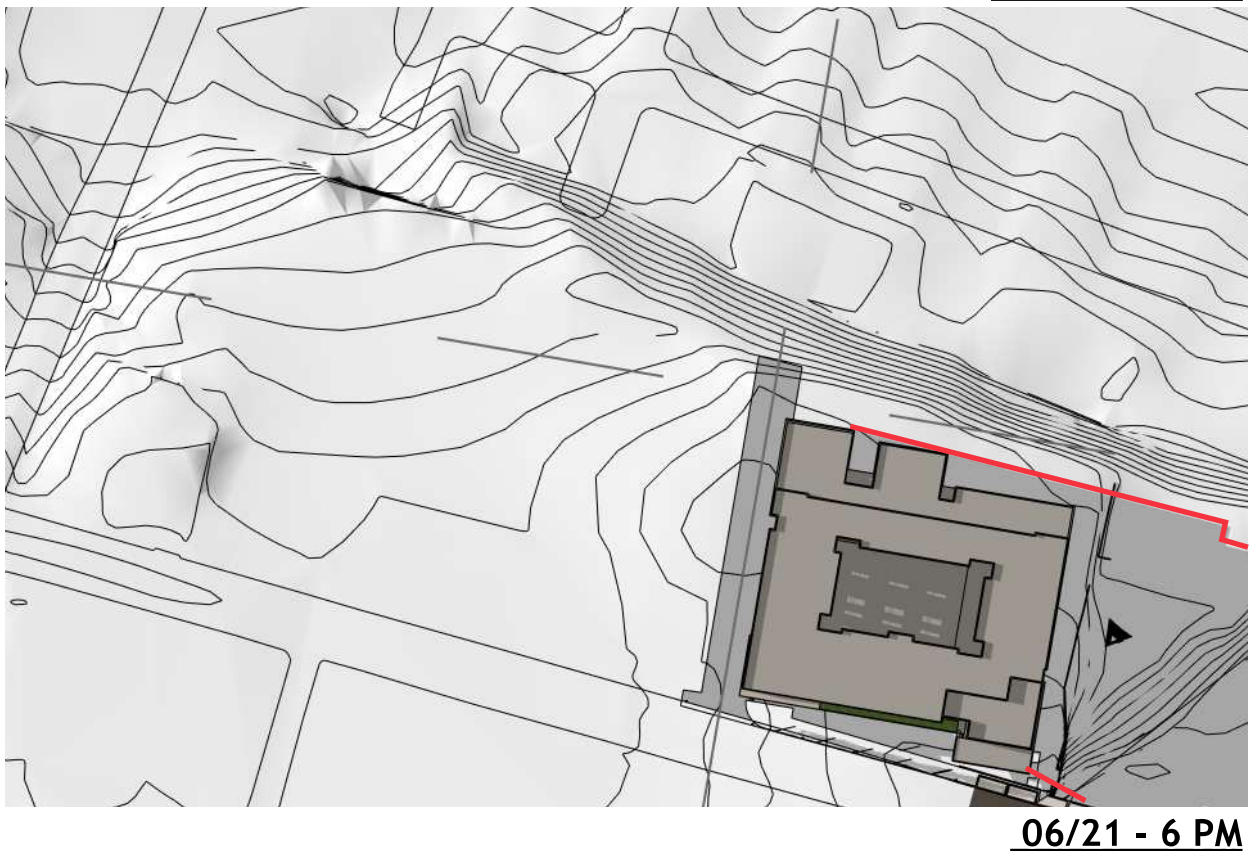
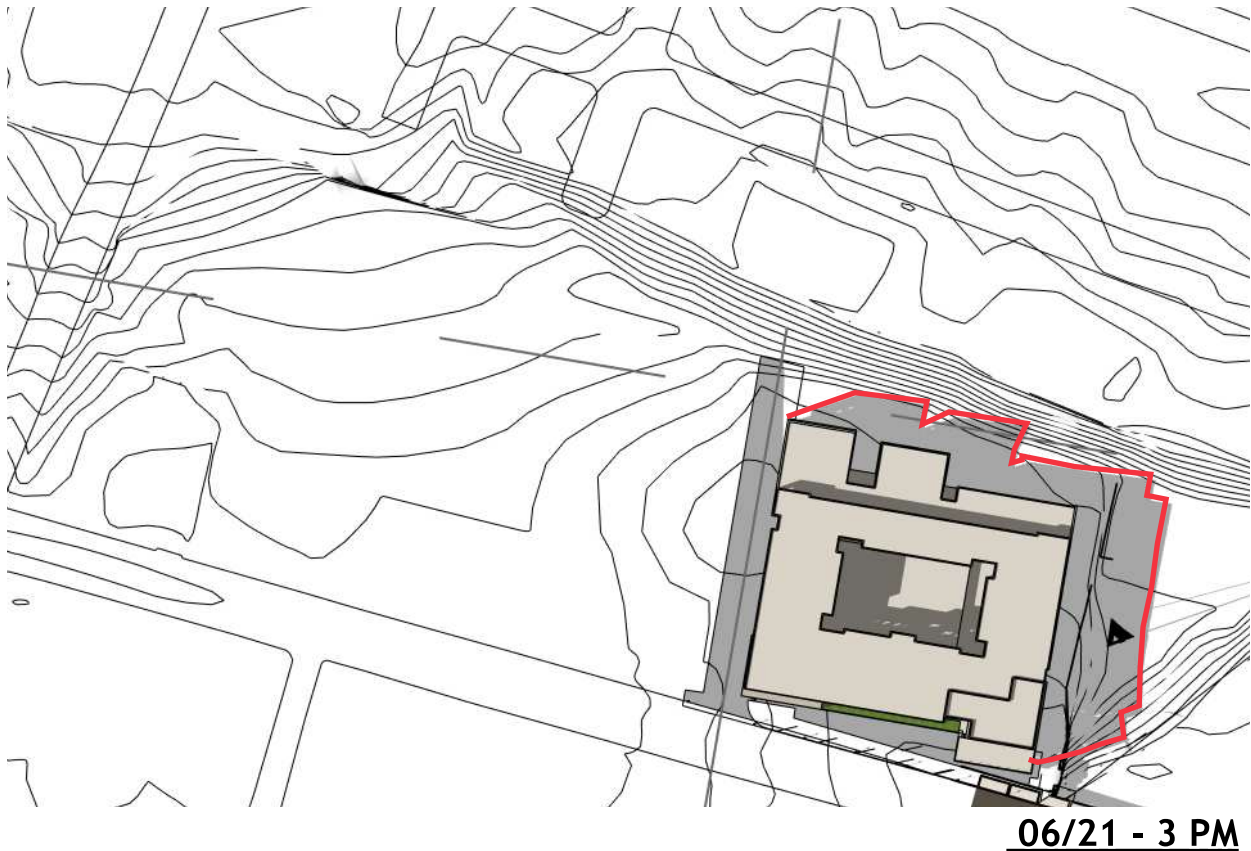
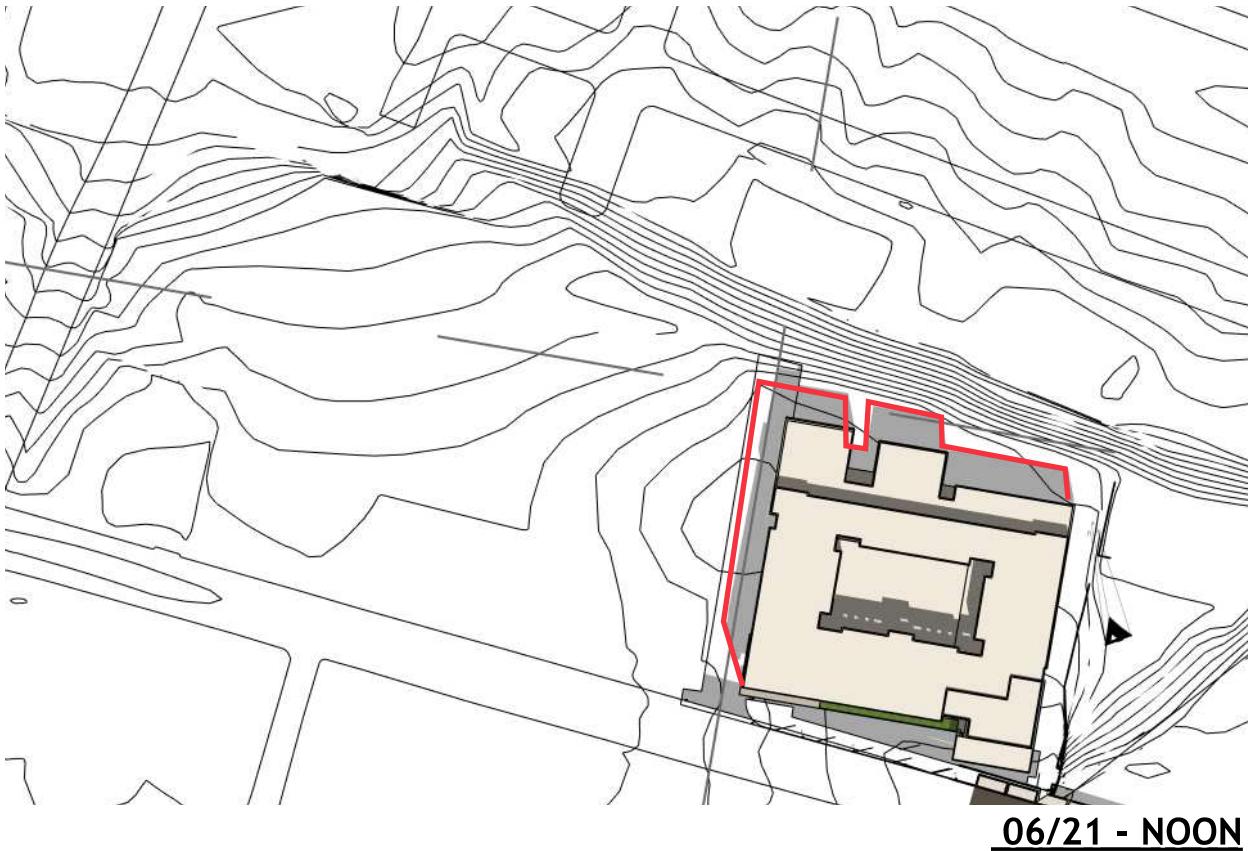
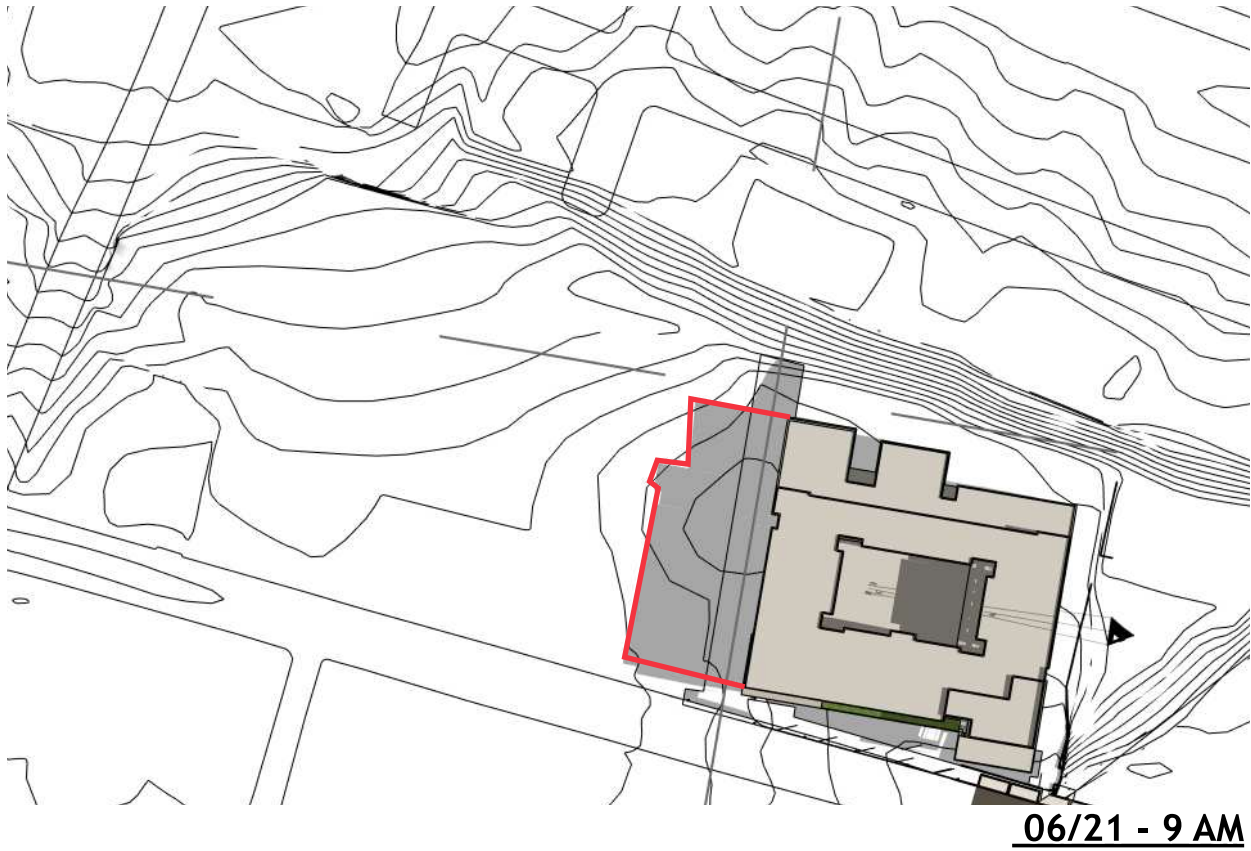
06/21 - NOON



06/21 - 3 PM

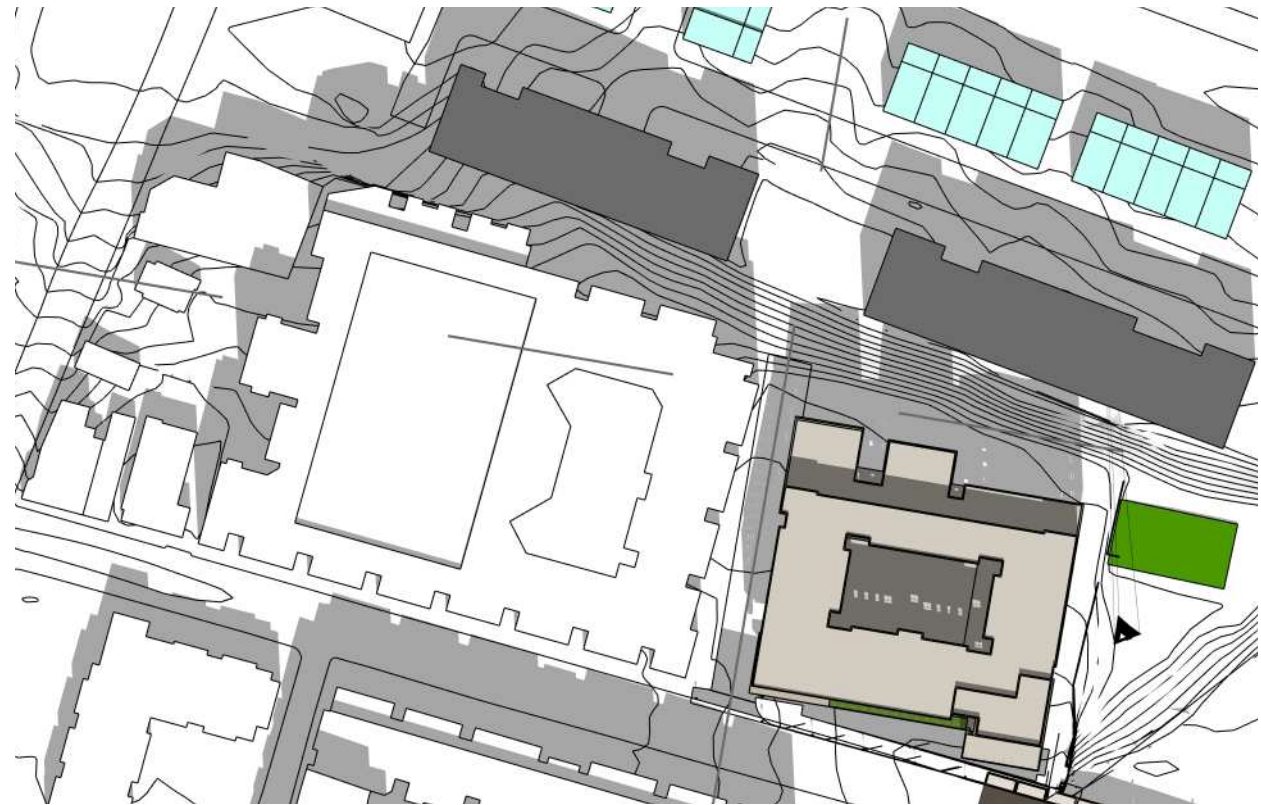


06/21 - 6 PM

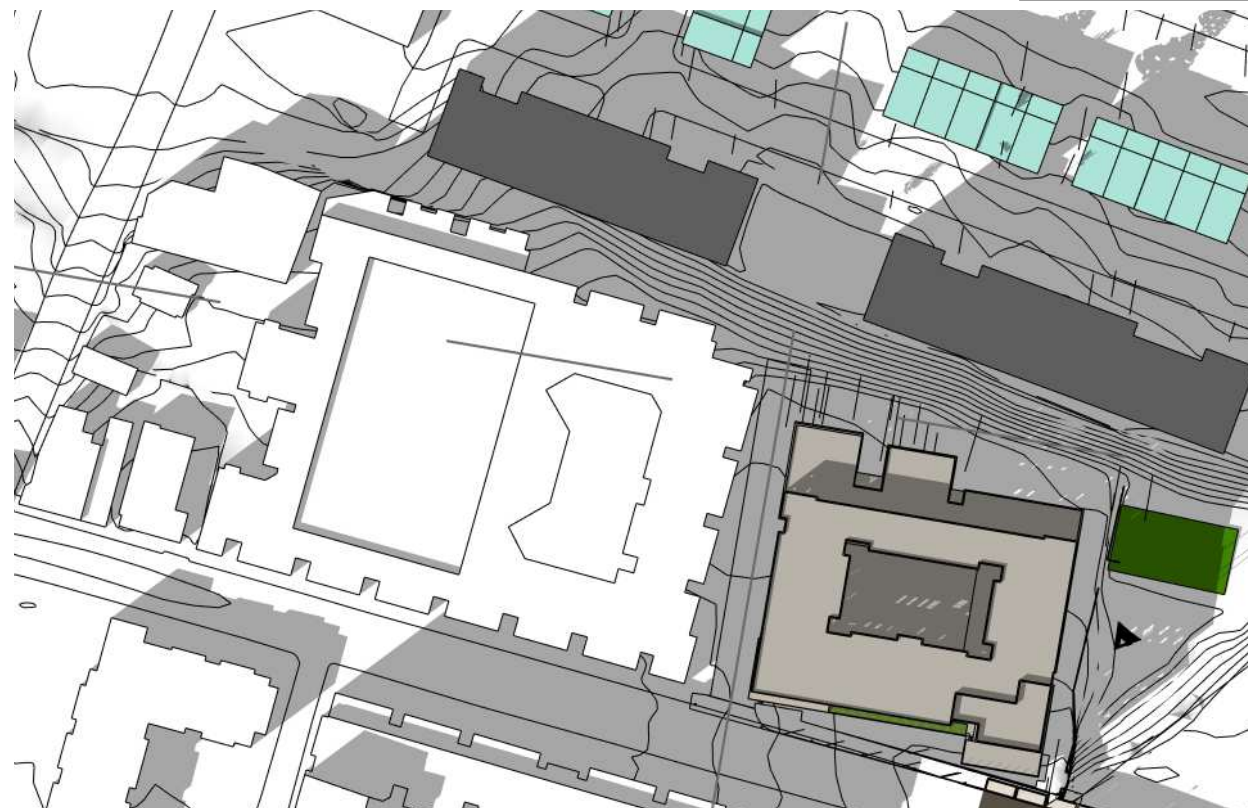




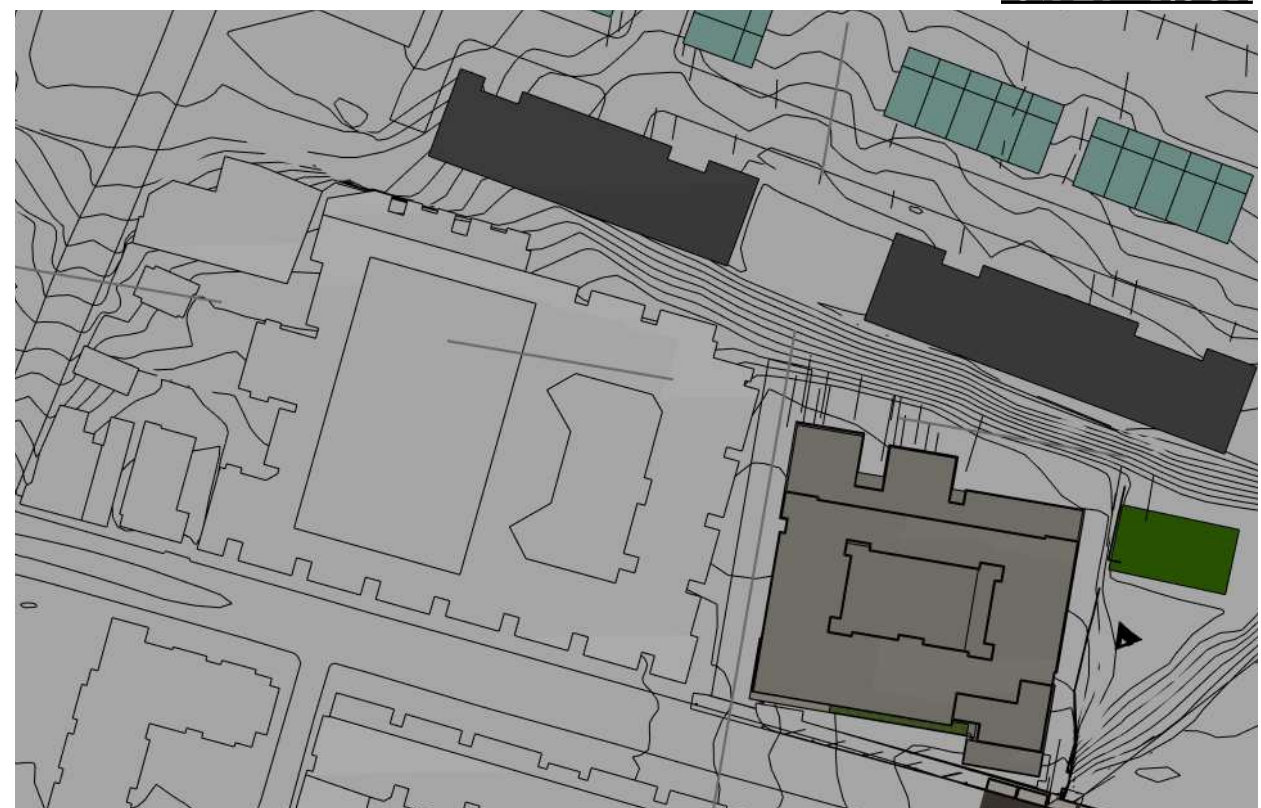
09/21 - 9 AM



09/21 - NOON



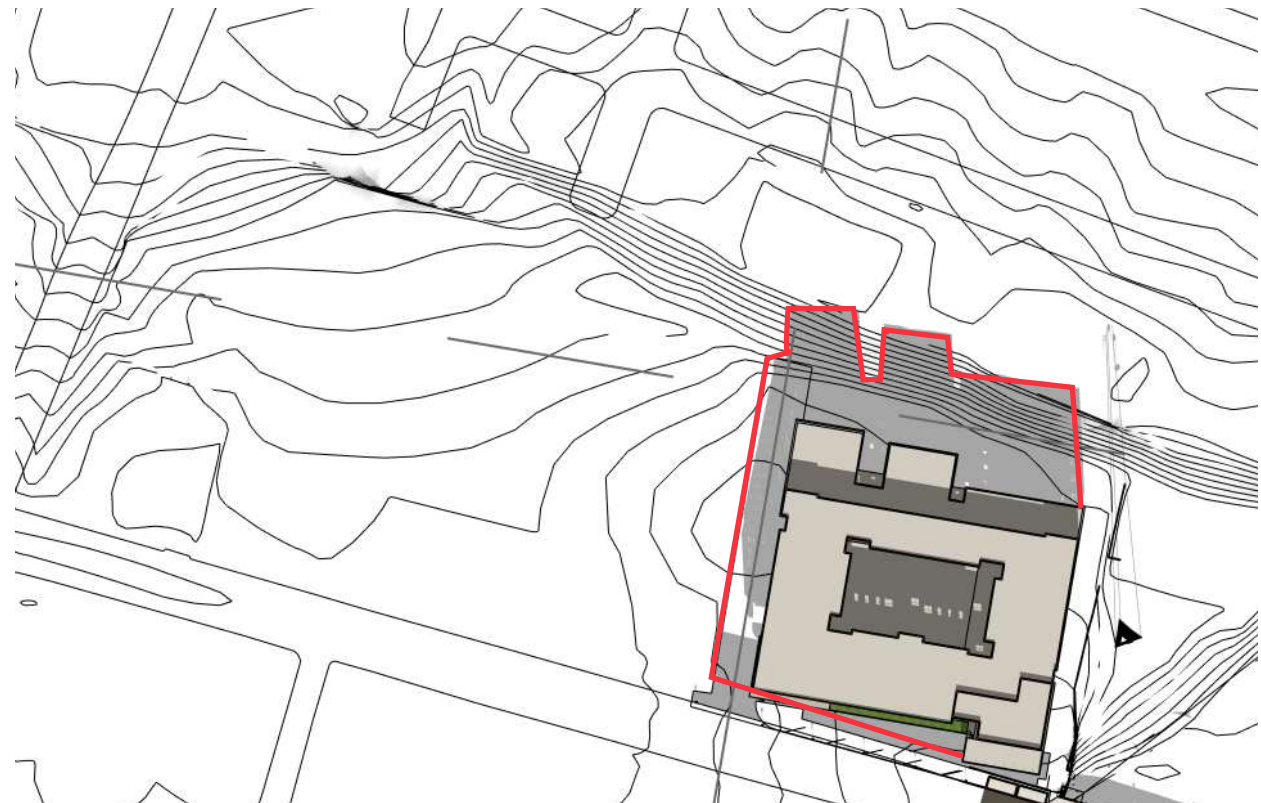
09/21 - 3 PM



09/21 - 6 PM



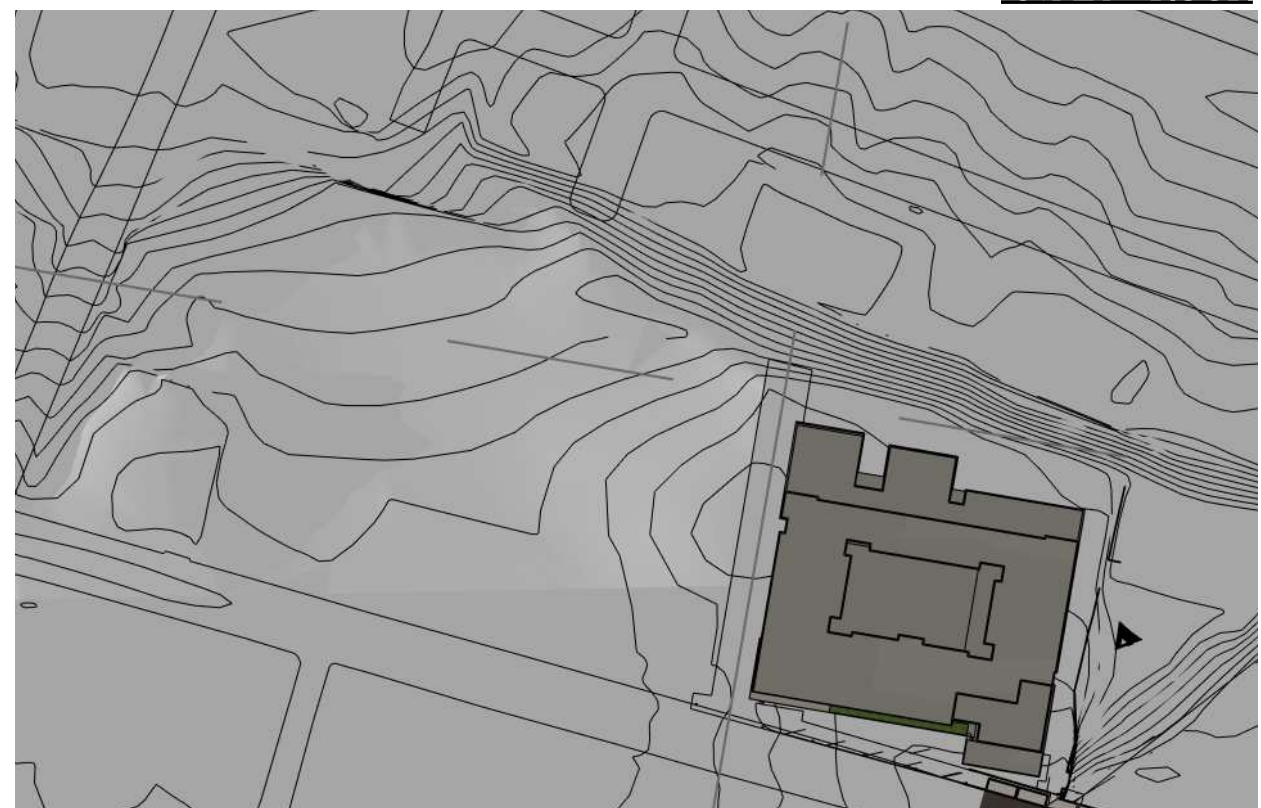
09/21 - 9 AM



09/21 - NOON



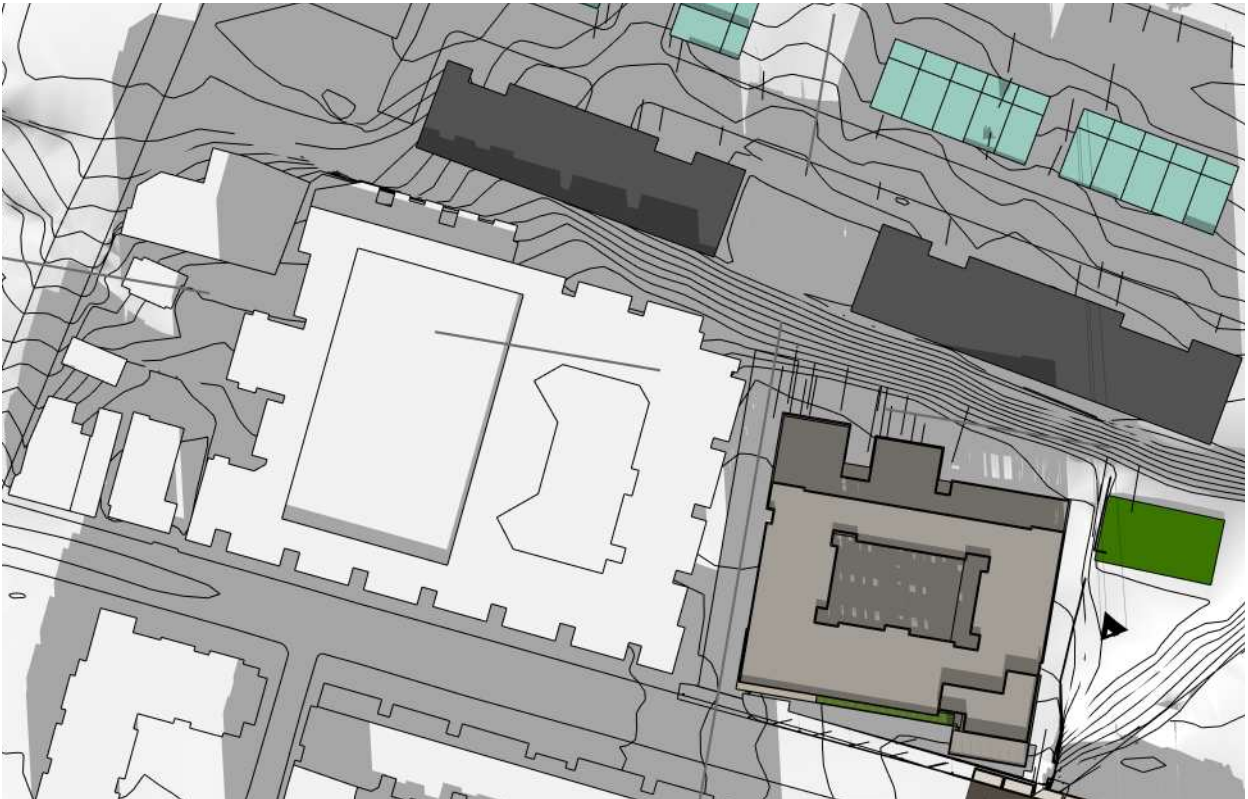
09/21 - 3 PM



09/21 - 6 PM



12/21 - 9 AM



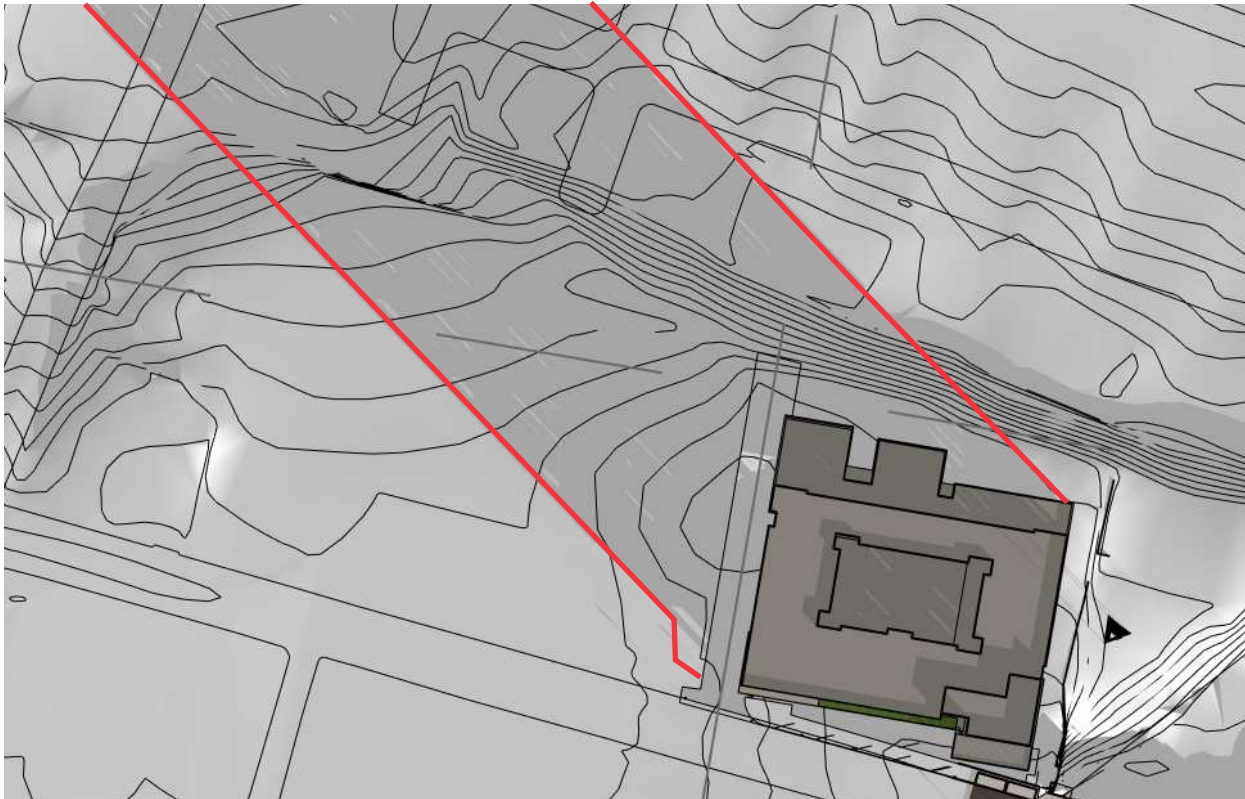
12/21 - NOON



12/21 - 3 PM



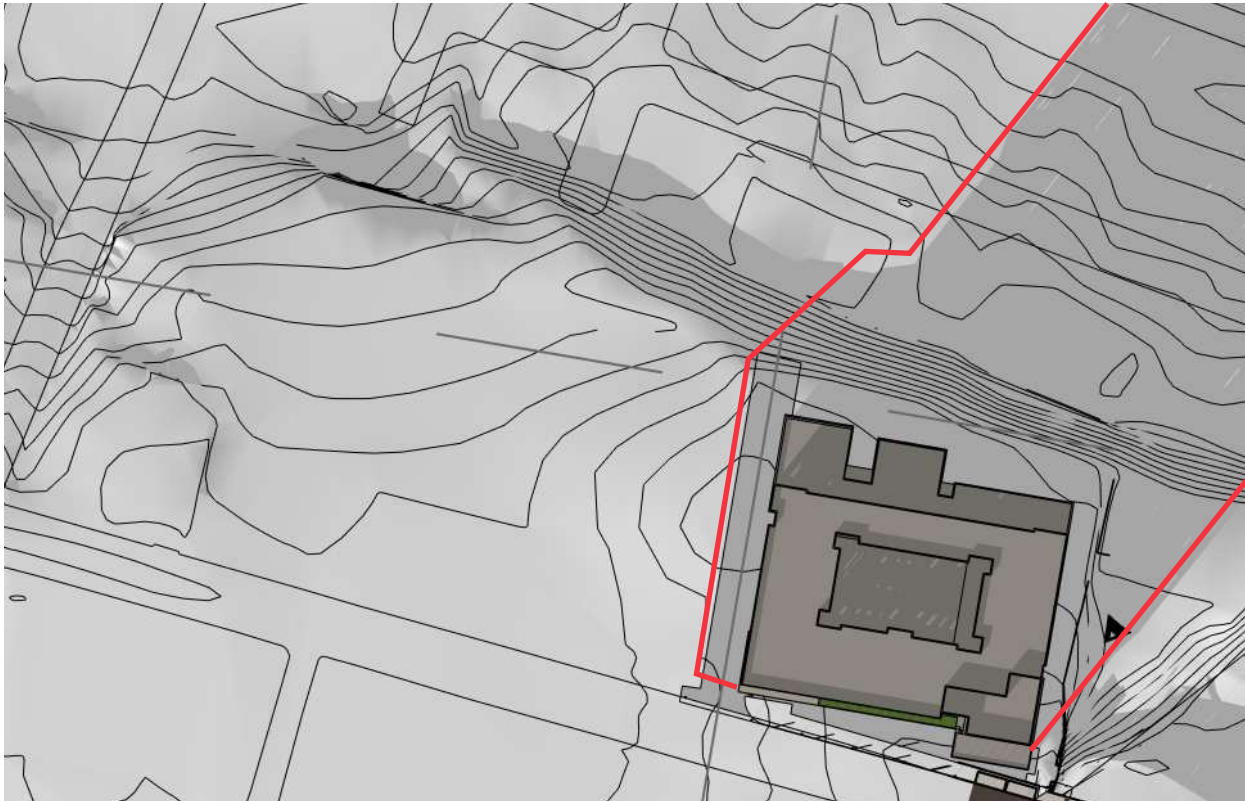
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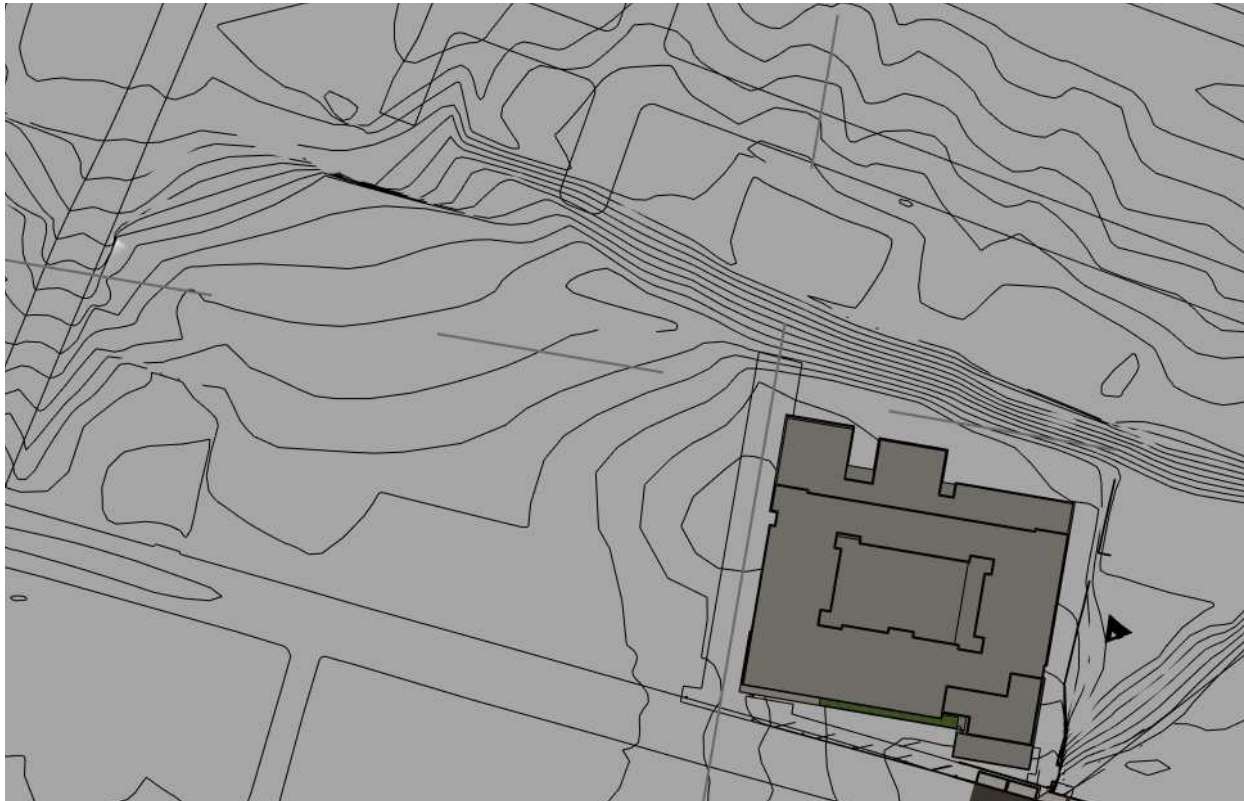
12/21 - 9 AM



12/21 - NOON



12/21 - 3 PM



12/21 - 6 PM

**City of Charlottesville
Board of Architectural Review
Staff Report
September 15, 2026**



Preliminary Discussion

BAR 26-0040

207-211 Ridge Street, TMP 290029000

Ridge Street ADC District

Owner: The Salvation Army

Applicant: Mitchell Matthews Architects & Planners

Project: Redevelopment of site to expand Salvation Army services



Background

Year Built: Chapel/primary building 1965. Transient shelter (rear) c1980; Addition (north) 1992.

District: Ridge Street ADC District

Status: Contributing

Constructed by the Salvation Army, the existing chapel, shelter, and transient facility will be razed.

Brief Summary:

Proposed redevelopment of the Salvation Army facility on Ridge Street. Presented to the BAR in June 2023 for the required pre-application conference. Project is being presented as a preliminary discussion in order to reintroduce it to the BAR and establish as pathway for expediting the design review process over the next several months.

Prior BAR Actions:

June 21, 2023 –Pre-application conference re: proposed redevelopment.

Link to application and staff report: [Salvation Army Ridge Street - June 2023](#)

Link to meeting video: [BAR Mtg June 21 2023](#)

Application

- Submittal: Mitchell Matthews Architects, *207-211 Ridge Street*, dated August 25, 2026: 30 sheets.

Proposed redevelopment of the site including new, four-story structure.

Preliminary discussion. No action to be taken.

Note: This project is being reviewed under the City Code prior to the December 2023 adoption of the updated Code of Development.

Discussion and recommendation

Objectives of a preliminary discussion: Introduce the project to the BAR; and allow the applicant and the BAR to establish what is necessary for a successful final submittal. That is, a final submittal that is complete and provides the information necessary for the BAR to evaluate the project using the ADC District Design Guidelines and related review criteria.

During a preliminary discussion the BAR may, by consensus, express an opinion about the project, as presented. (For example, the BAR might express support for the scale and massing or for certain materials.) Such comments will not constitute a formal motion, nor represent incremental approval-- or denial--of the required CoA.

In response to any questions and/or for any recommendations, the BAR should rely on the germane sections of the ADC District Design Guidelines and standards of review. While elements of other chapters may be relevant, staff recommends that the BAR refer to Chapter 1 – Introduction, Chapter 2--*Site Design and Elements*, and Chapter 3--*New Construction and Additions*. The following offers a possible checklist for this discussion:

B. Setback	F. Scale	J. Porches
C. Spacing	G. Roof	K. Foundation & Cornice
D. Massing & Footprint	H. Orientation	L. Materials & Textures
E. Height & Width	I. Windows & Doors	M. Paint [Color palette]
N. Details & Decoration		

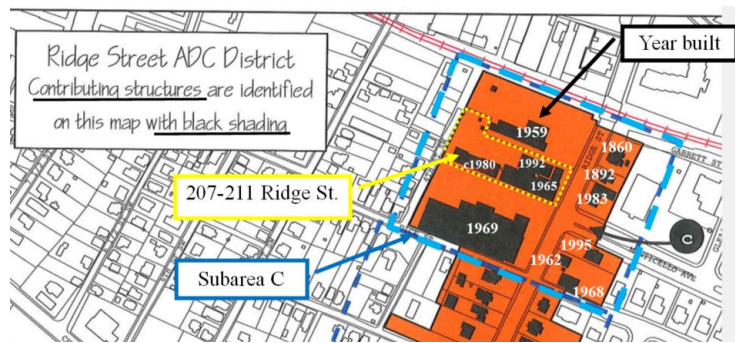
Elements:

- | | | |
|------------------------|-------------------|-------------------------|
| • Roof | • Doors & Windows | • Plantings/Landscaping |
| • Gutters & Downspouts | • Lighting | • Patios & walks |
| • Exterior walls | • Railings | |
| • Trim | • Balcony details | |
| • Public spaces | • Screening | |

From the ADC District Design Guidelines, Chapter 1 - Introduction

Ridge Street ADC District: Located on one of the city's principal thoroughfares, this residential street is lined with architecturally significant structures. Many of these residences belonged to Charlottesville's wealthy merchant families and date to the last quarter of the nineteenth century. Smaller residences on this street were the homes of the African-American domestic community. In the early twentieth-century, due to the advent of the automobile, many merchants moved to the suburbs. Their homes were acquired by the African-American community for use as rental properties. Home ownership and infill are current trends.

Subarea C. Ridge Street North of Dice Street: mid-twentieth century commercial with warehouses, large scale civic, firehouse, church, smaller scale commercial and professional on the east side of the street.



Staff note: Subarea C is a small area, roughly 8 acres, with eight structures dating from 1860 to 1995, single and two stories with footprints ranging from 1,100 square feet to 40,000. The west side of Ridge Street--the Fire Station, the Salvation Army, and Noland Plumbing—is not included in the National Register historic district.

Spacing, Massing & Footprint, Height & Width, and Scale (see information in the Appendix)

Building Types within the Historic Districts (from Chapter 1)

- *Neighborhood Transitional:* Neighborhood transitional commercial/office buildings are located on sites that adjoin residential areas. The design of these buildings should attempt to relate to the character of the adjacent residential neighborhood as well as the commercial area. While these buildings may be larger in scale than residential structures, their materials, roof forms, massing, and window patterns should relate to residential forms.
- *Institutional:* Government buildings, churches, schools, and libraries are all structures that represent a unique aspect of community life and frequently have special requirements that relate to their distinct uses. For these reasons, these buildings usually are freestanding and their scale and architectural arrangements may be of a different nature than their residential and historic neighbors, but their materials should blend with the character of the districts.

Setback (from Chapter 3)

- Construct new commercial buildings with a minimal or no setback in order to reinforce the traditional street wall.
- Use a minimal setback if the desire is to create a strong street wall or setback consistent with the surrounding area.

Staff note: Within Subarea C, building setbacks range from 15 to 110 feet. The proposed building will be setback 10 feet from Ridge Street.

Spacing (from Chapter 3)

- Commercial and office buildings in the areas that have a well-defined street wall should have minimal spacing between them.

Staff note: Within Subarea C, building spacing ranges from 10 to 75 feet. The proposed building will have minimal side setbacks, resulting in a spacing of approximately 30 feet from the Fire Station (north) and approximately 75 feet from Nolan Plumbing (south).

Massing & Footprint (from Chapter 3)

- New commercial infill buildings' footprints will be limited by the size of the existing lot ... along the West Main Street corridor. Their massing in most cases should be simple rectangles like neighboring buildings.

Staff note: Within Subarea C, building footprints ranging from 1,100 square feet to 40,000. The proposed building will have a footprint of approximately 20,000 square feet.

Height & Width (from Chapter 3)

- Attempt to keep the height and width of new buildings within a maximum of 200 percent of the prevailing height and width in the surrounding sub-area.
- In commercial areas at street front, the height should be within 130 percent of the prevailing average of both sides of the block.

Staff note: Within Subarea C, building heights are predominantly single story, with two at two stories. The proposed new building will have four stories. Building widths range between 32 and 150 feet. The proposed building will be approximately 70 feet wide, with a portion of the width set further back from Ridge Street [to accommodate the oak tree].

Suggested Motion

Preliminary Discussion. No action to be taken.

Criteria, Standards, and Guidelines

Review Criteria Generally

Sec. 34-284(b) of the City Code states that in considering a particular application, the BAR shall approve the application unless it finds:

- (1) That the proposal does not meet specific standards set forth within this division or applicable provisions of the Design Guidelines established by the board pursuant to Sec.34-288(6); and
- (2) The proposal is incompatible with the historic, cultural or architectural character of the district in which the property is located or the protected property that is the subject of the application.

Pertinent Standards for Review of Construction and Alterations include:

- 1) 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 design control district;
- 2) The harmony of the proposed change in terms of overall proportion and the size and placement of entrances, windows, awnings, exterior stairs and signs;
- 3) The Secretary of the Interior Standards for Rehabilitation set forth within the Code of
- 4) Federal Regulations (36 C.F.R. §67.7(b)), as may be relevant;
- 5) The effect of the proposed change on the historic district neighborhood;
- 6) The impact of the proposed change on other protected features on the property, such as gardens, landscaping, fences, walls and walks;
- 7) Whether the proposed method of construction, renovation or restoration could have an adverse impact on the structure or site, or adjacent buildings or structures;
- 8) When reviewing any proposed sign as part of an application under consideration, the standards set forth within Article IX, sections 34-1020 et seq shall be applied; and
- 9) Any applicable provisions of the City's Design Guidelines.

Chapter 2 – Site Design and Elements

Link: [Chapter 2 Site Design and Elements](#)

Chapter 3 – New Construction and Additions

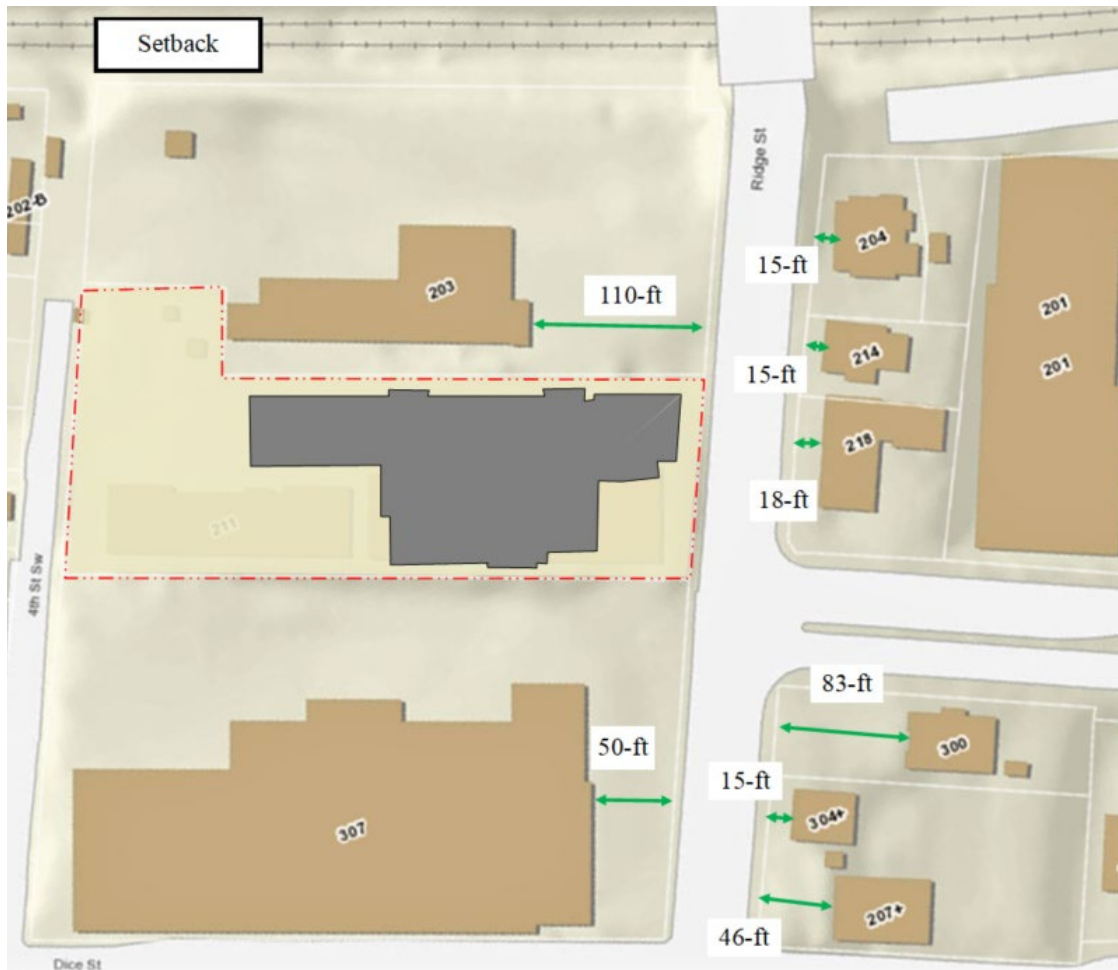
Link: [Chapter 3 New Construction and Additions](#)

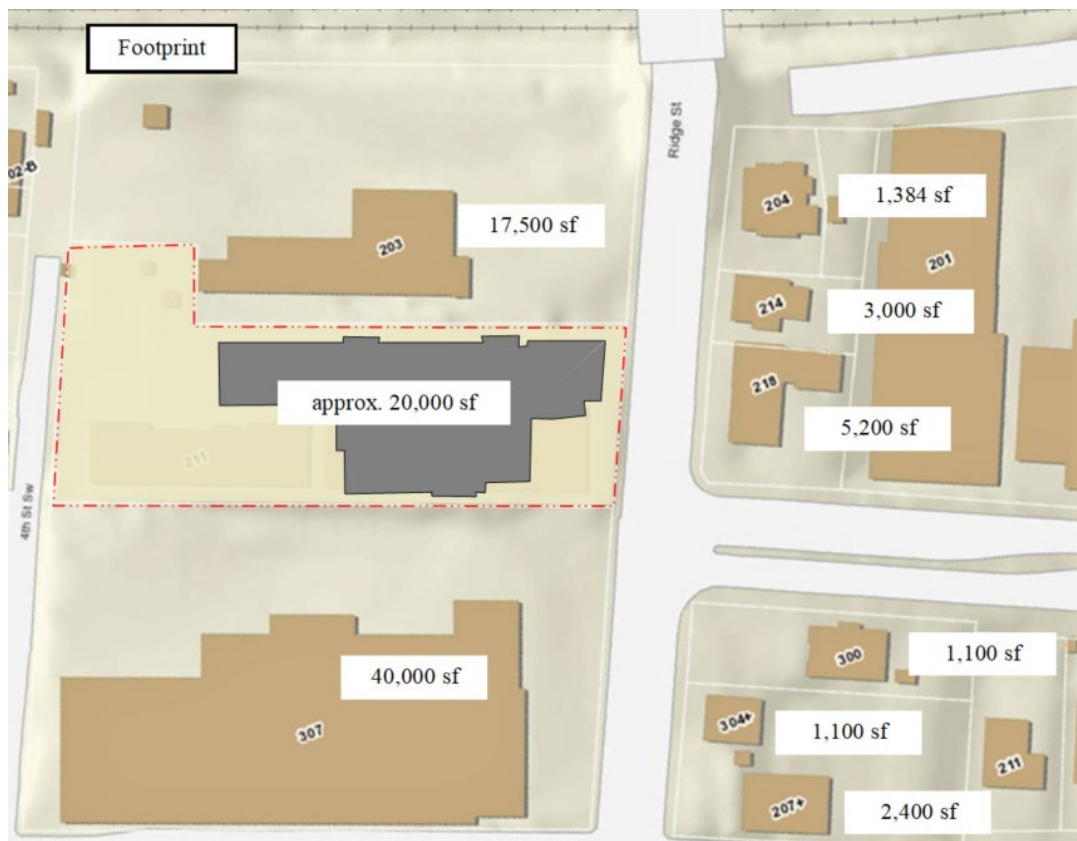
Appendix

Buildings in Subarea C, excluding those to be razed at 207-211 Ridge Street

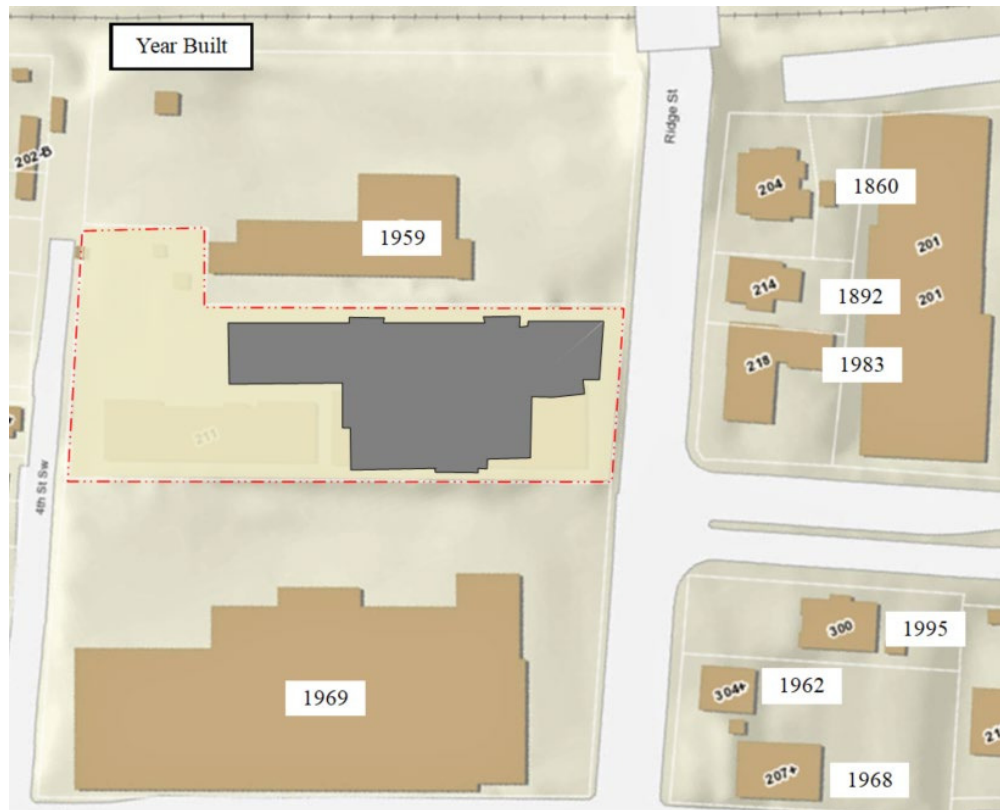
Approximate dimensions (per City GIS).

	Year Built	Setback (ft)	Spacing (ft)	Footprint (sf)	Height (story)	Width (ft)
1	1959	110	30	17,500	2	74
2	1969	50	75	40,000	1	150
3	1968	46	30	1,384	1	50
4	1962	15	10	3,000	2	32
5	1995	83	16	5,200	1	70
6	1983	18	20	1,100	1	36
7	1892	15		1,100	1	32
8	1860	15		2,400	1	39
Low	1860	15	10	1,100	1	32
High	1995	110	75	40,000	2	150
Med	1965	32	25	2,700	1	45
Avg	1949	44	30	8,961	1	60
New		10	30, 75	20,000	4	70









Excerpt from BAR Meeting Minutes June 21, 2023

Preliminary Discussion

207-211 Ridge Street (Salvation Army), TMP 290029000

Ridge Street ADC District

Owner: The Salvation Army

Applicant: Erin Hannegan / Mitchell Matthews Architects & Planners

Project: Redevelopment of site

- The applicant presented the proposed design of the Salvation Army development. The project is being funded by donations.
- The applicant did specifically ask for feedback from the BAR regarding the front of the chapel part of the new building.
- Mr. Gastinger did mention that the vertical concrete did stick out and was unusual.
- Mr. Zehmer did have questions about what is going to be in the planter at the front of the building.
- Mr. Gastinger did not find the base of the chapel to be overwhelming. Mr. Gastinger did like the approach currently being shown in the renderings and drawings.
- Mr. Birle did bring that the chapel looks as if it is projecting out into Ridge Street if coming from downtown.
- Mr. Gastinger did agree with Mr. Birle with the chapel projection out into Ridge Street.
- Mr. Timmerman made some suggestions regarding the materials and suggested wood to add warmth to the front of the building.
- Mr. Schwarz did say that there is an opportunity with the planters in front of the building and creating extra shading on the sidewalk.
- The applicant did have questions and concerns regarding the height of the fencing.
- Staff did clarify that there are no fence height restrictions. The applicant can modify the height of the fence.
- Mr. Timmerman mentioned the idea of an open space in front of the building to engage with the street.
- The members of the BAR did indicate that they do like the direction of the project.



207 - 211 RIDGE STREET

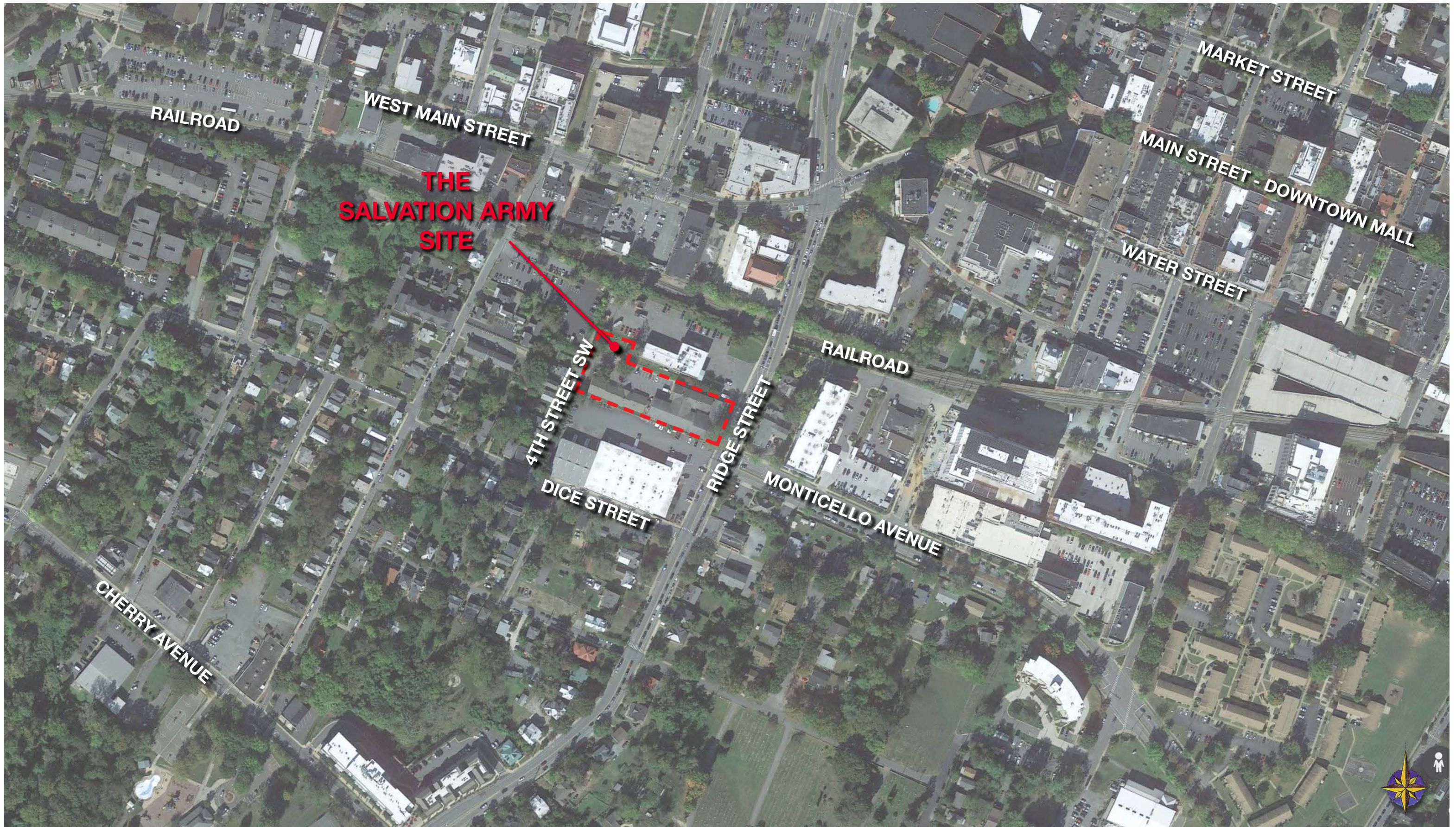
C H A R L O T T E S V I L L E , V A

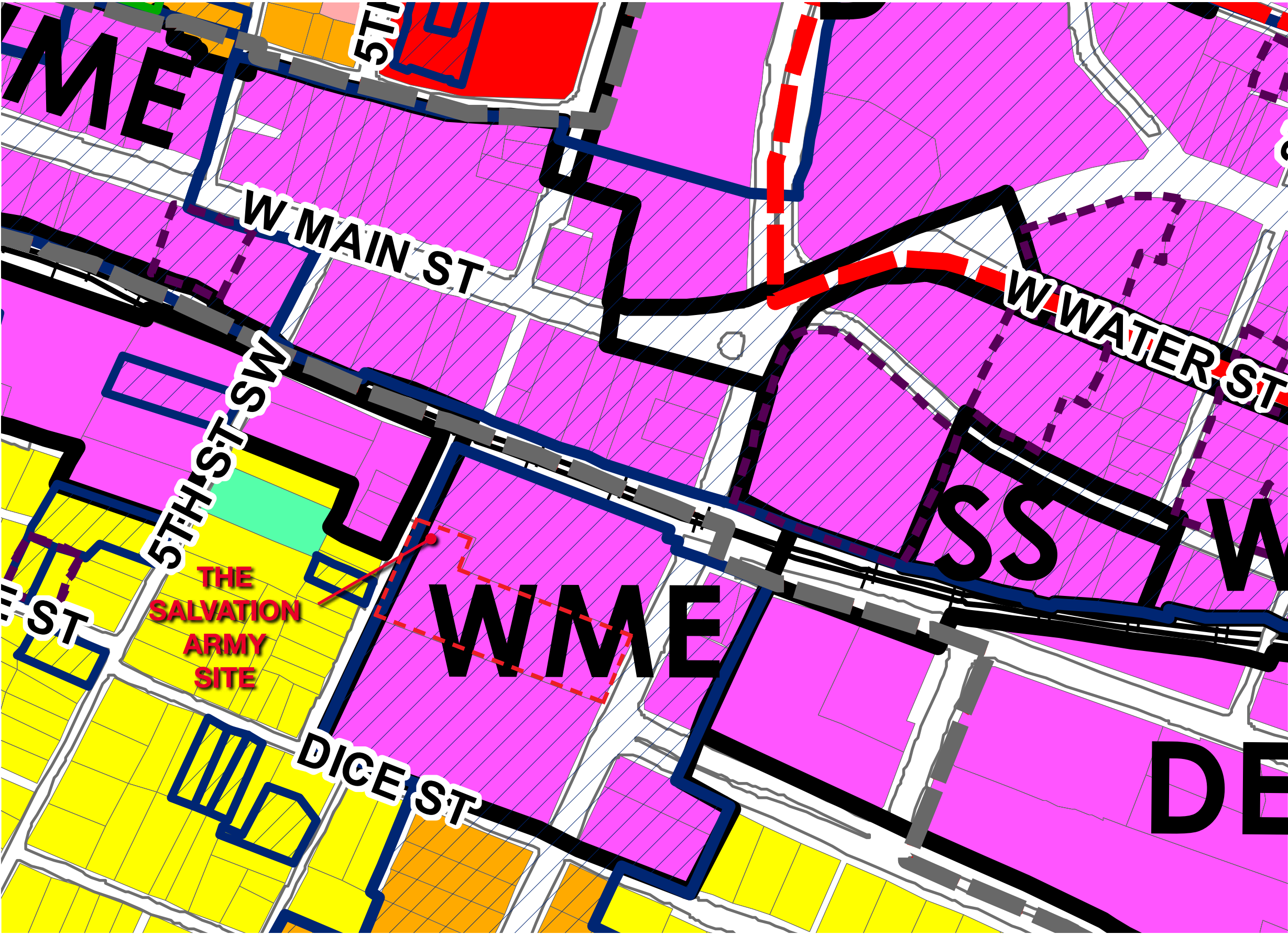
CERTIFICATE OF APPROPRIATENESS

PRELIMINARY (INFORMAL) DISCUSSION

MITCHELL / MATTHEWS ARCHITECTS

AUGUST 25, 2026





Location	207 & 211 Ridge Street
Area	1.21 acres (52,708 SF)
Zoning	WME (West Main East Corridor)
Overlays	Historic District
Density	43 DUA By-Right, 120 DUA by SUP
Height	Min: 35 ft Max: 52 ft
Ground Story	15' min
Primary Street (Ridge Street) Setback	10 feet min 20 feet max 80% w/i build-to zone min. MODIFIED BY SUP
Linking Street (4th Street SW) Setback	5 feet min 12 feet max 40% w/i build-to zone min. MODIFIED BY SUP
Side Setbacks	None (bordered by West Main East Corridor on both sides)
Stepbacks at Streetwalls	10' min. at 40' ft in height
Massing	100' max apparent width
Buffer (Adjacent to Low-Density Residential)	10' min, S-1 type (at 4th Street SW)

**RESOLUTION GRANTING A SPECIAL USE PERMIT FOR THE PROPERTY
LOCATED AT 207 AND 211 RIDGE STREET (TAX MAP PARCEL 290029000)**

WHEREAS The Salvation Army of Charlottesville (“Applicant”) is the owner of certain land identified within the City of Charlottesville real estate records as Parcel Identification No. 290029000 (the “Subject Property”), which has frontage on Ridge Street and 4th Street Southwest; and

WHEREAS the Subject Property is located within an Architectural Design Control District and within the West Main East Corridor mixed use zoning district, a district in which, according to the Use Matrix set forth within City Code 34-796, use of the property as a Shelter Care Facility may be authorized by City Council by means of a Special Use Permit; and

WHEREAS the Project is described in more detail within the application materials submitted in connection with SP23-00004, as required by City Code §34-158 (collectively, the “Application Materials”); and

WHEREAS the City Council and the Planning Commission conducted a joint public hearing on July 11, 2023, following public notice given in accordance with applicable law; and

WHEREAS the Planning Commission considered and recommended approval of this application at their July 11, 2023 meeting, subject to conditions recommended within the Staff Report, and modified as discussed in the meeting; now, therefore,

BE IT RESOLVED by the Council for the City of Charlottesville, Virginia, that a Special Use Permit is hereby granted, to allow the Project as a permissible use of the Subject Property subject to the following conditions:

1. Per Section 34-796: Permitted Shelter Care Facility on the Subject Property with supporting services and no restrictions on number of beds.
2. Per Section 34-162: Alter the Ridge Street Streetwall requirement to state that at least thirty-two (32) percent of the building façade width of a building must be in the build-to zone on the Subject Property.
3. Per Section 34-162: Alter the 4th ST SW Streetwall requirements to state that setbacks shall be ten (10) feet minimum; no maximum and no percentage of the building façade width of a building must be in the build-to zone.
4. Per Section 34-162: No minimum parking is required on the Subject Property during construction, but the applicant will work with the City to develop a parking/safety/transportation plan (as part of a Final Site Plan) to ensure safe access to the site during construction to ensure continuity of services. When construction is complete, as indicated by the issuance of Certificate(s) of Occupancy (CO), no minimum parking will be required on the Subject Property, but should the number drop below 30 spaces, the applicant will work with the City’s Traffic Engineer to develop a Master Parking Plan for the Subject Property. This plan will be kept on file with the City and

may be updated or altered from time to time with authorization of the City’s Traffic Engineer. The plan shall indicate how the developer will distribute available parking spots on site, how potential residents/employees are informed of their parking opportunities, and any possible offsite parking arrangements, etc....

5. Per Section 34-162: Onsite parking shall not be required to have fifty (50) percent covered.
6. Per Section 34-162: An extension of the SUP may be granted for up to two (2) years if requested by the applicant or landowner pursuant to Section 34-164(d).
7. Per Section 34-157(b): Trash receptacle (dumpsters) must be provided and secured in a facility that is adequate and cannot be accessed by the public.
8. Per Section 34-157(b): If the large oak tree [at Ridge Street] dies, then another large canopy tree will be planted [in its place].
9. Per Section 34-157(b): S-3 Screening shall be provided along the 4th ST SW boundary of the property.
10. The applicant will provide a construction access management plan. At minimum the plan will include measures to insure safe vehicular and pedestrian access along 4th ST SW and Dice ST during construction. The plan will be subject to approval by the Director of NDS and must be detailed within the Final Site Plan.

	<u>Aye</u>	<u>No</u>
Payne	<u> x </u>	<u> </u>
Pinkston	<u> x </u>	<u> </u>
Puryear	<u> x </u>	<u> </u>
Snook	<u> x </u>	<u> </u>
Wade	<u> x </u>	<u> </u>

Approved by Council
August 7, 2023



Kyna Thomas, MMC
Clerk of Council

INTRODUCTION I

G. ARCHITECTURAL DESIGN CONTROL DISTRICTS

Ridge Street ADC District

Located on one of the city’s principal thoroughfares, this residential street is lined with architecturally significant structures. Many of these residences belonged to Charlottesville’s wealthy merchant families and date to the last quarter of the nineteenth century. Smaller residences on this street were the homes of the African-American domestic community. In the early twentieth-century, due to the advent of the automobile, many merchants moved to the suburbs. Their homes were acquired by the African-American community for use as rental properties. Home ownership and infill are current trends.



Ridge Street South of Cherry/Elliott: quiet residential neighborhood, small-to-moderate scale, mixture of late nineteenth and early twentieth century styles, porches, 2 to 2 ½ stories, metal roofs, elevated sites/retaining walls to east with uniform moderate-to-deep setbacks, uniform shallow setbacks to west, plantings, minimal spacing between lots.

Ridge Street between Cherry/Elliott and Dice: major entry corridor, moderate to large scale residences with some converted to business and multi-family residential, predominantly 2 to 2 1/2 stories with some small, mid-twentieth century, 1 story infill, newer commercial infill minimal setbacks, porches, mixture of styles, brick, stucco, metal roofs.

Ridge Street North of Dice Street: mid-twentieth century commercial with warehouses, large scale civic, firehouse, church, smaller scale commercial and professional on the east side of the street.



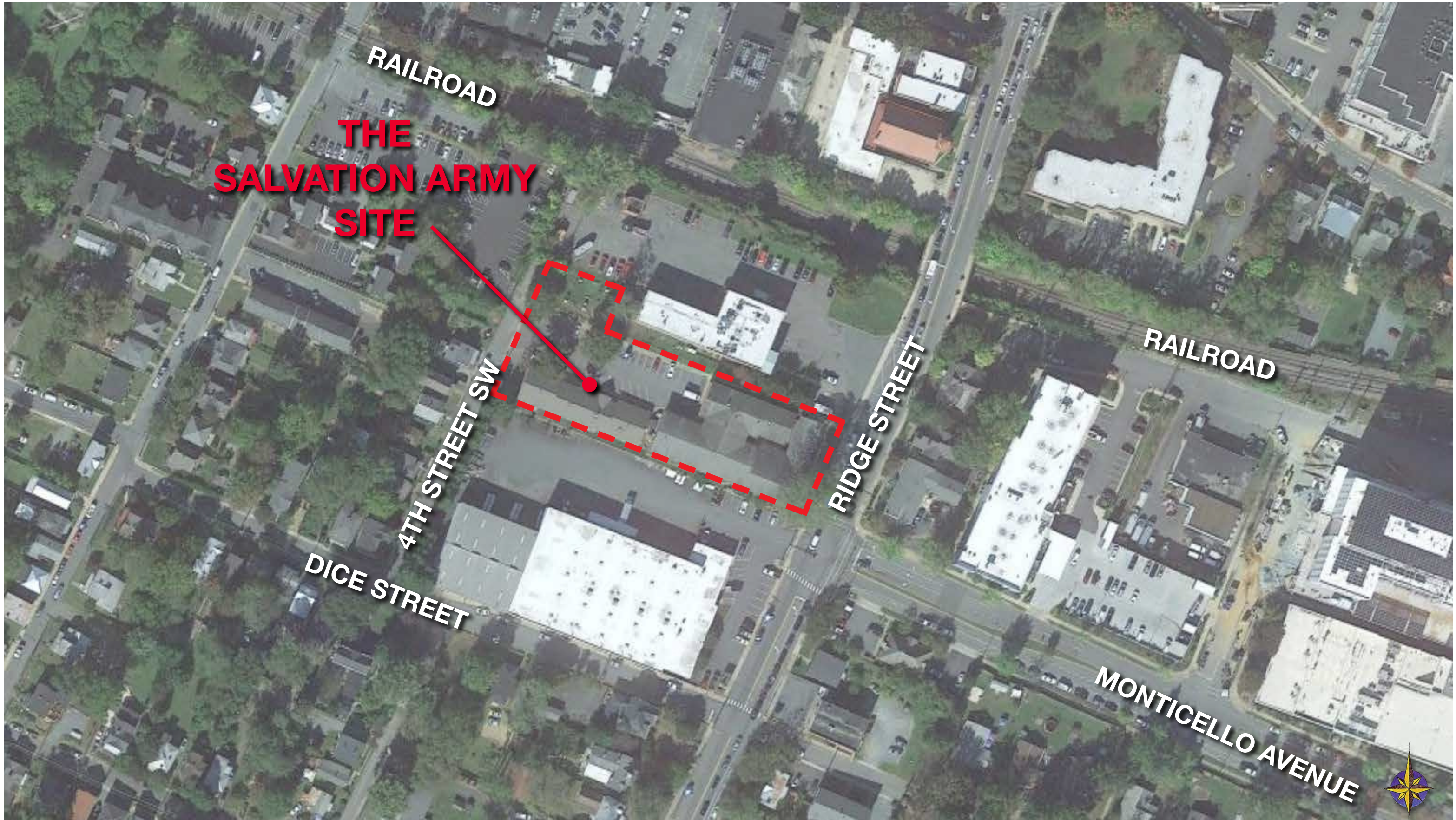
THE
SALVATION ARMY
SITE
(ENLARGED)

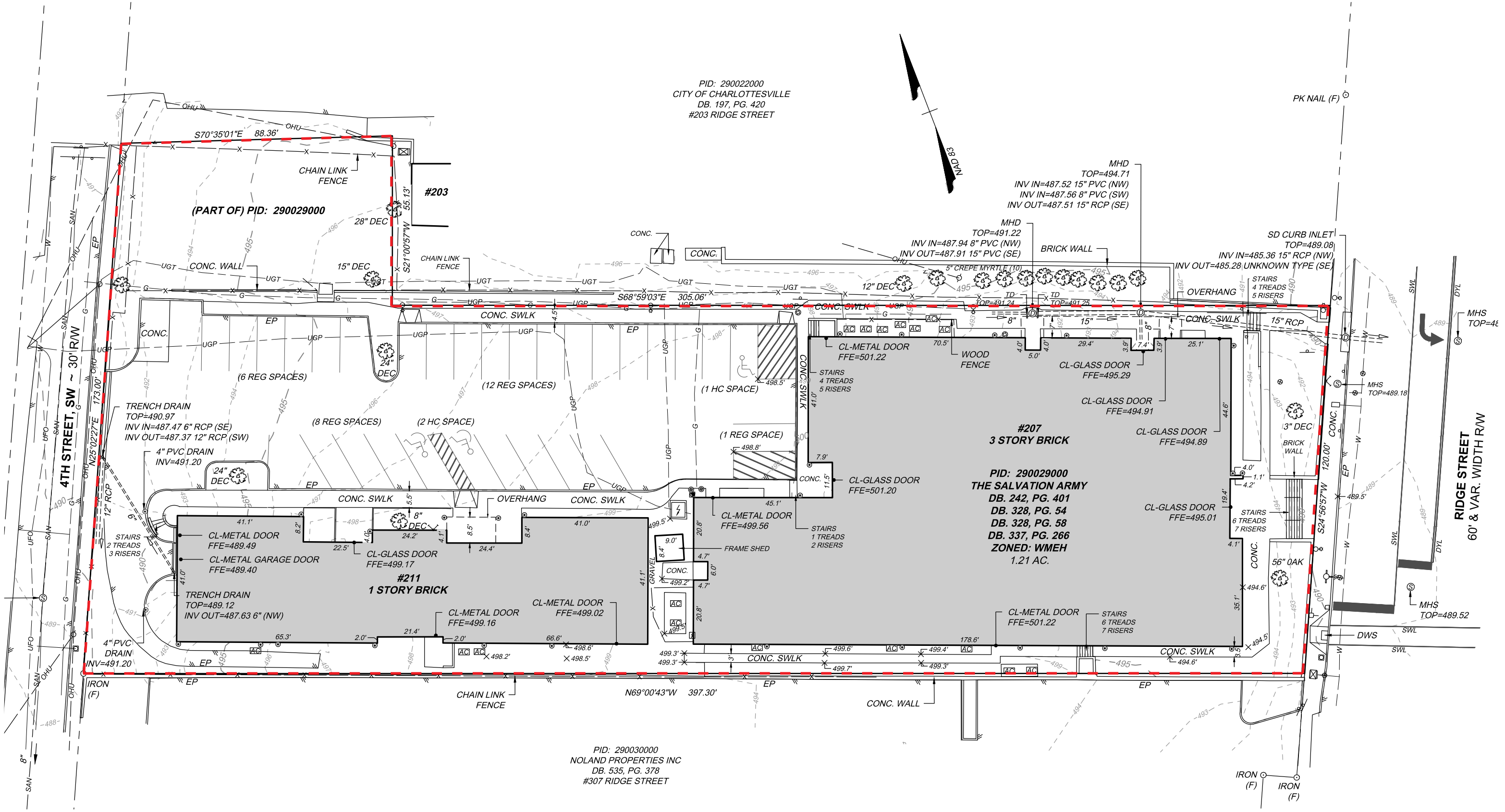
INTRODUCTION I

G. ARCHITECTURAL DESIGN CONTROL DISTRICTS

THE
SALVATION ARMY
SITE







EXISTING CONDITIONS SURVEY

All grades, counts and quantities are approximate and will change as design proceeds.













#207



#211



#207 & #211





WINSUPPLY
285 RIDGE STREET

1



FIRE STATION
205 RIDGE STREET

2



304 & 308 RIDGE STREET

3



218 RIDGE STREET

4



214 RIDGE STREET

5



204 RIDGE STREET

6



105 RIDGE STREET

7



300 WEST MAIN STREET

8



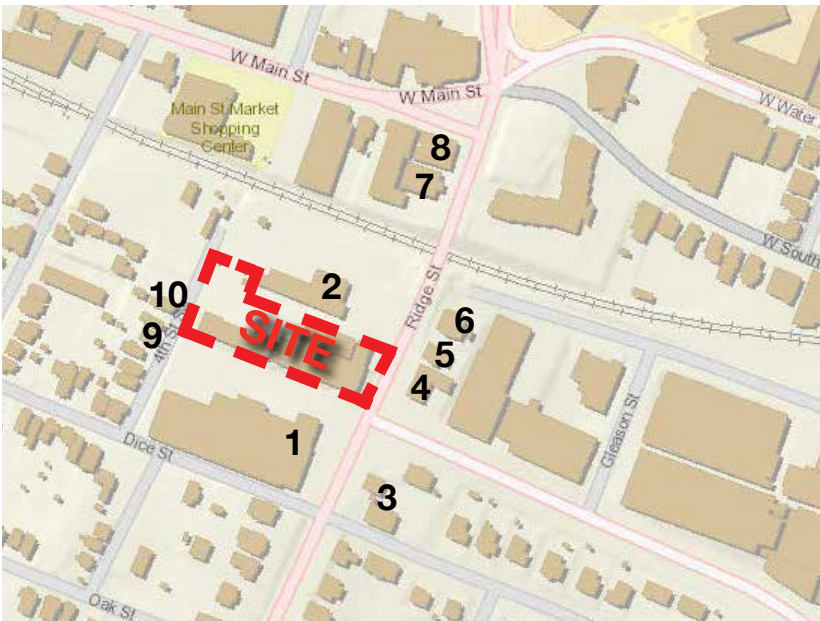
225 4TH STREET SW

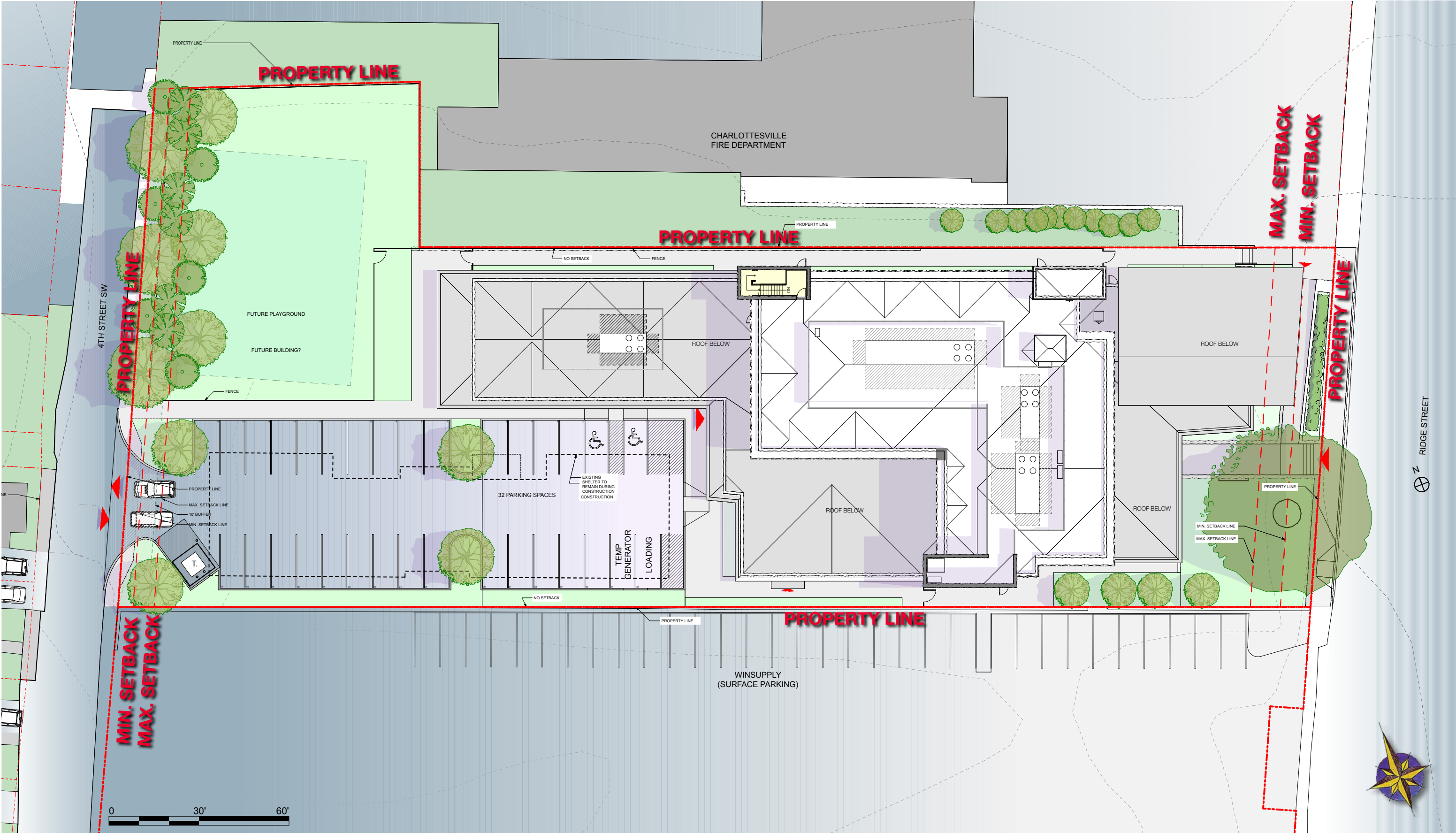
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221- 223 4TH STREET SW

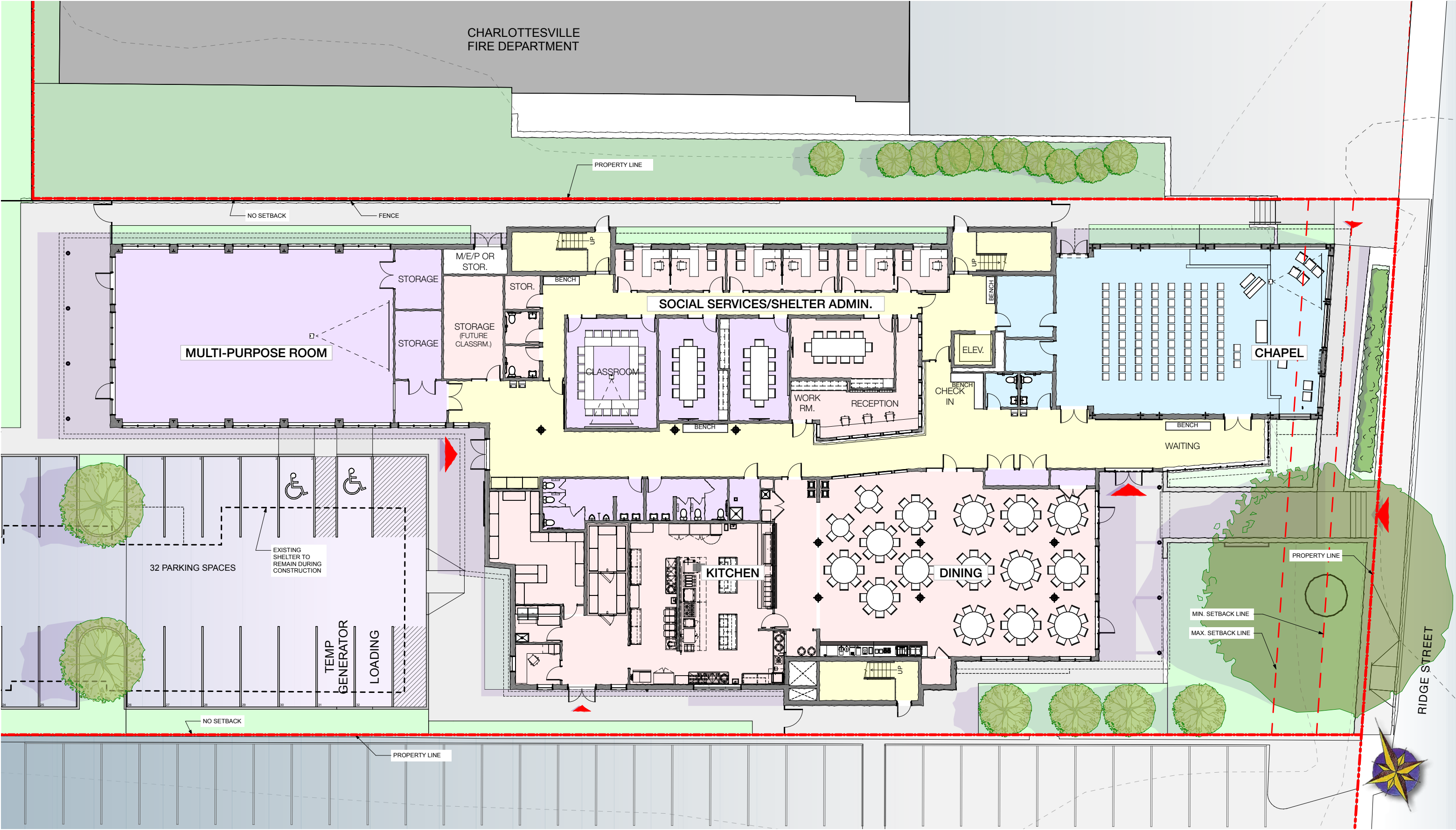
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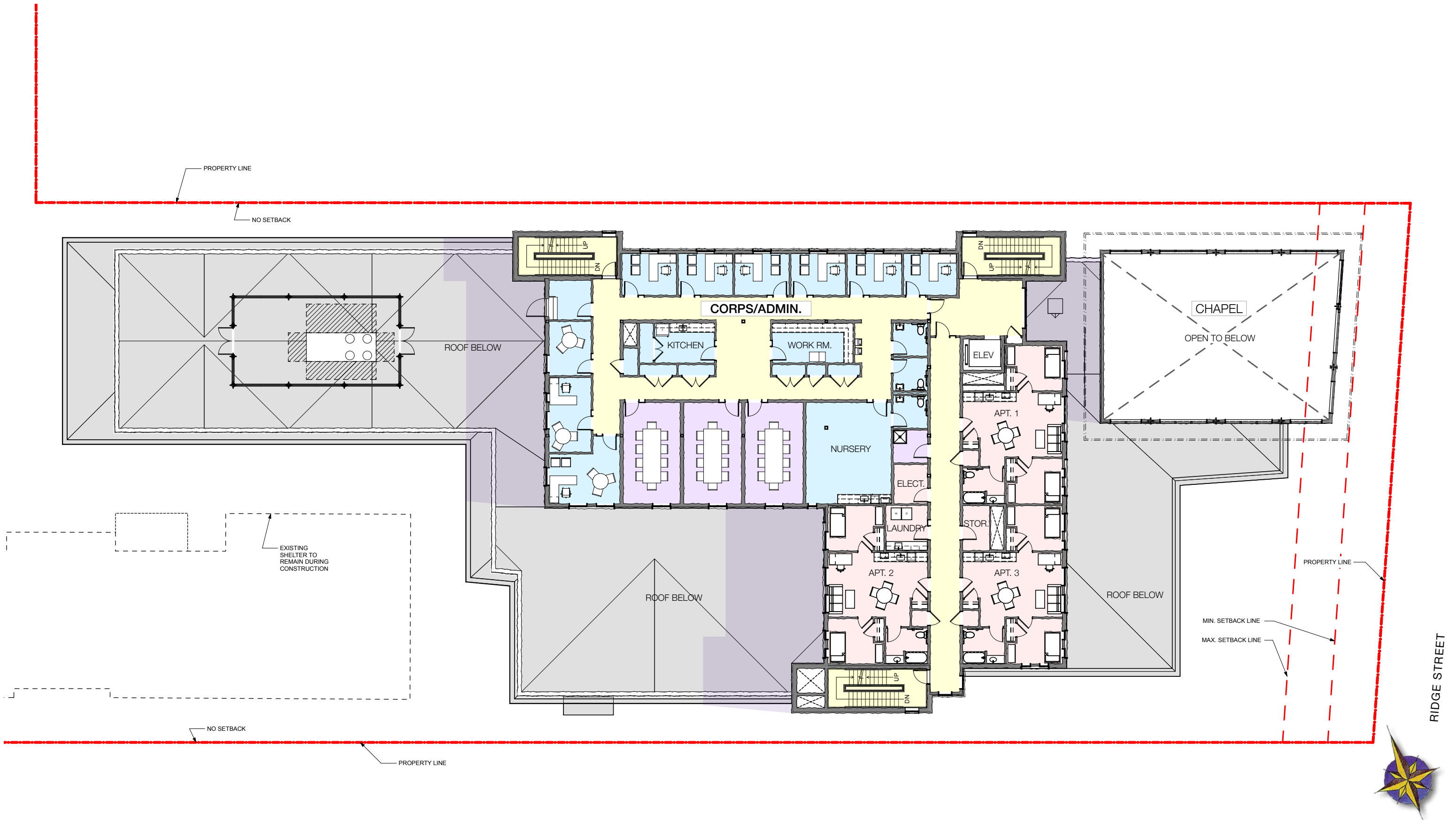
SITE PLAN

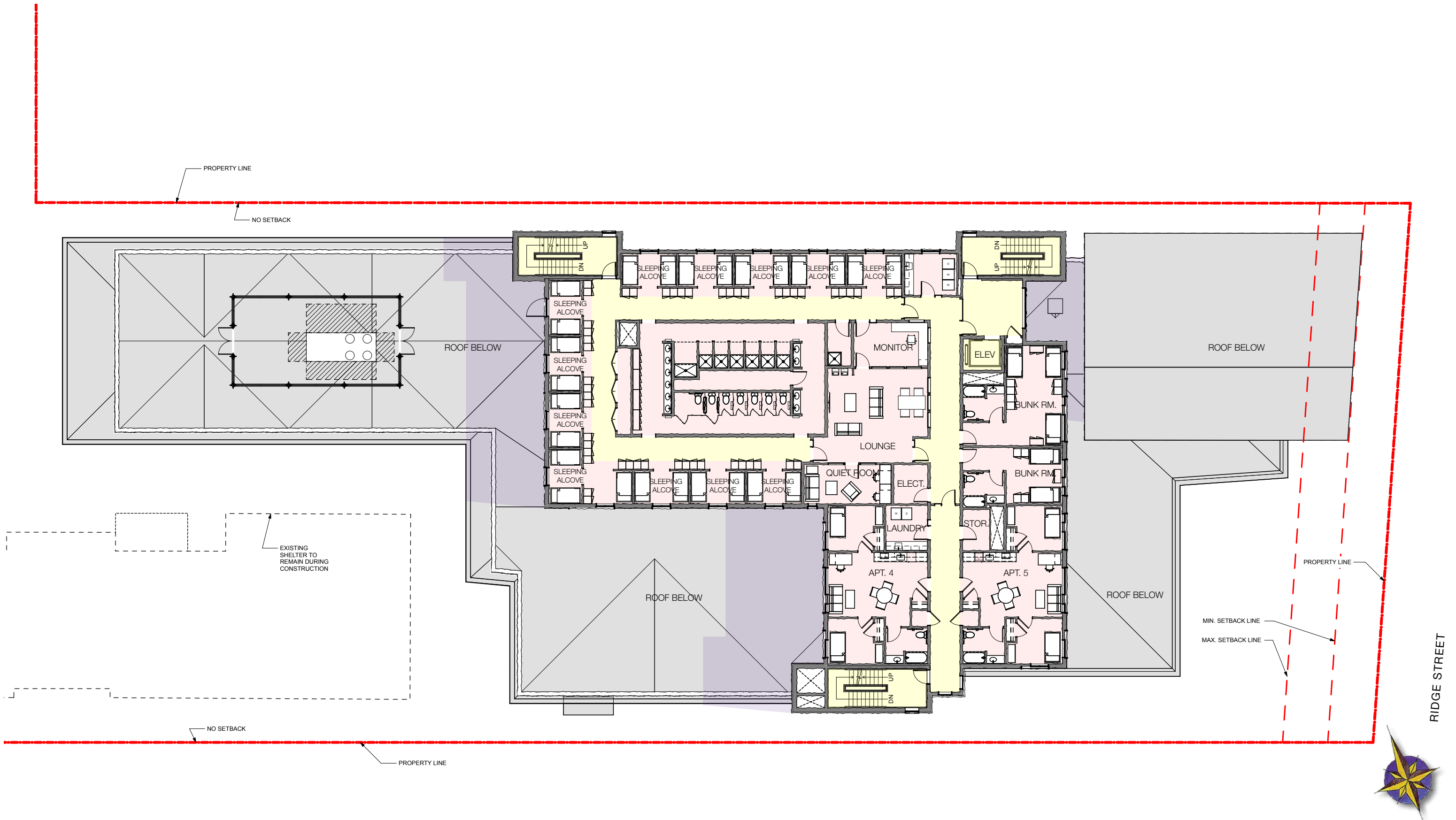
All grades, counts and quantities are approximate and will change as design proceeds.



PLAN 1st FLOOR

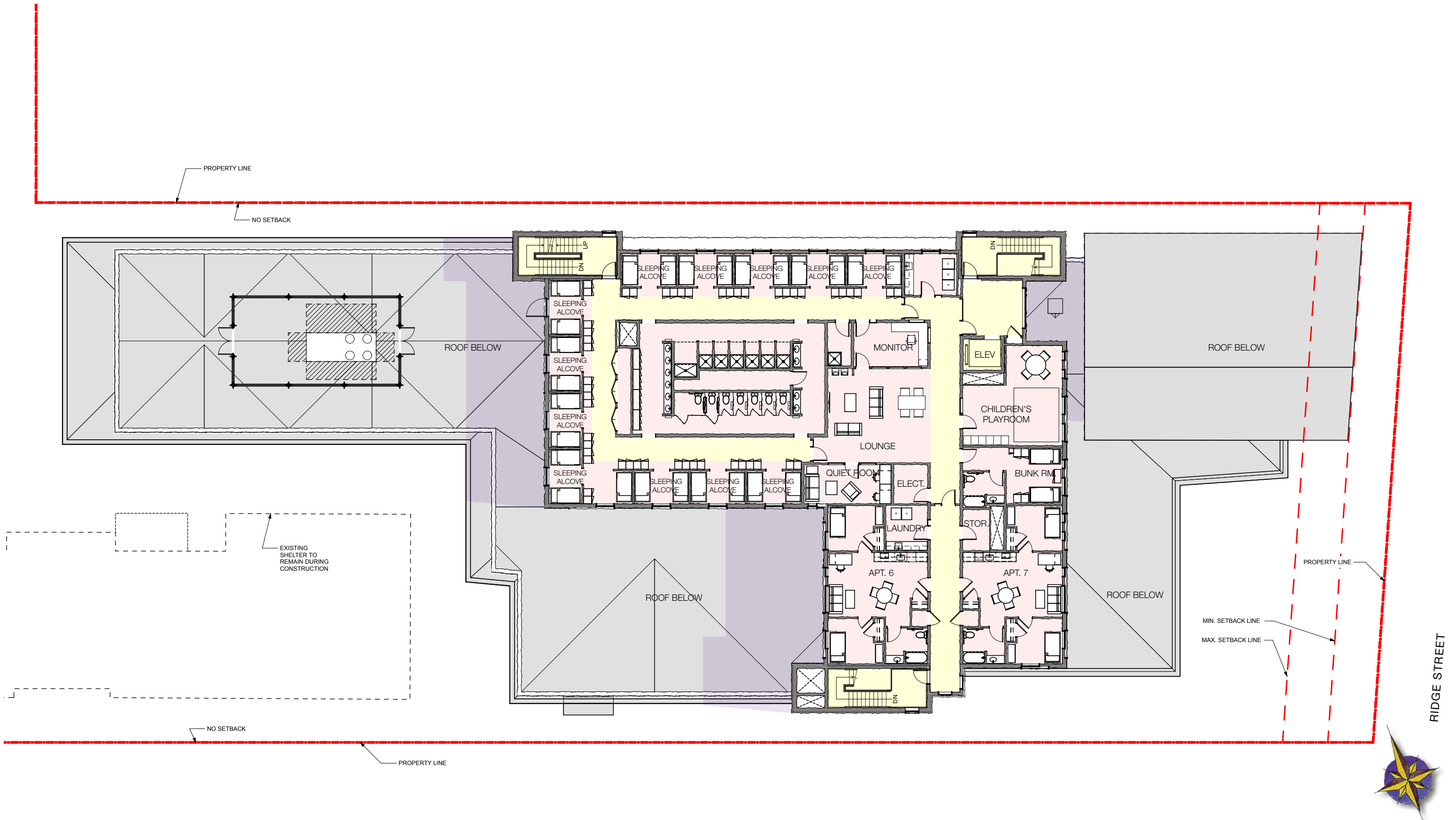
All grades, counts and quantities are approximate and will change as design proceeds.





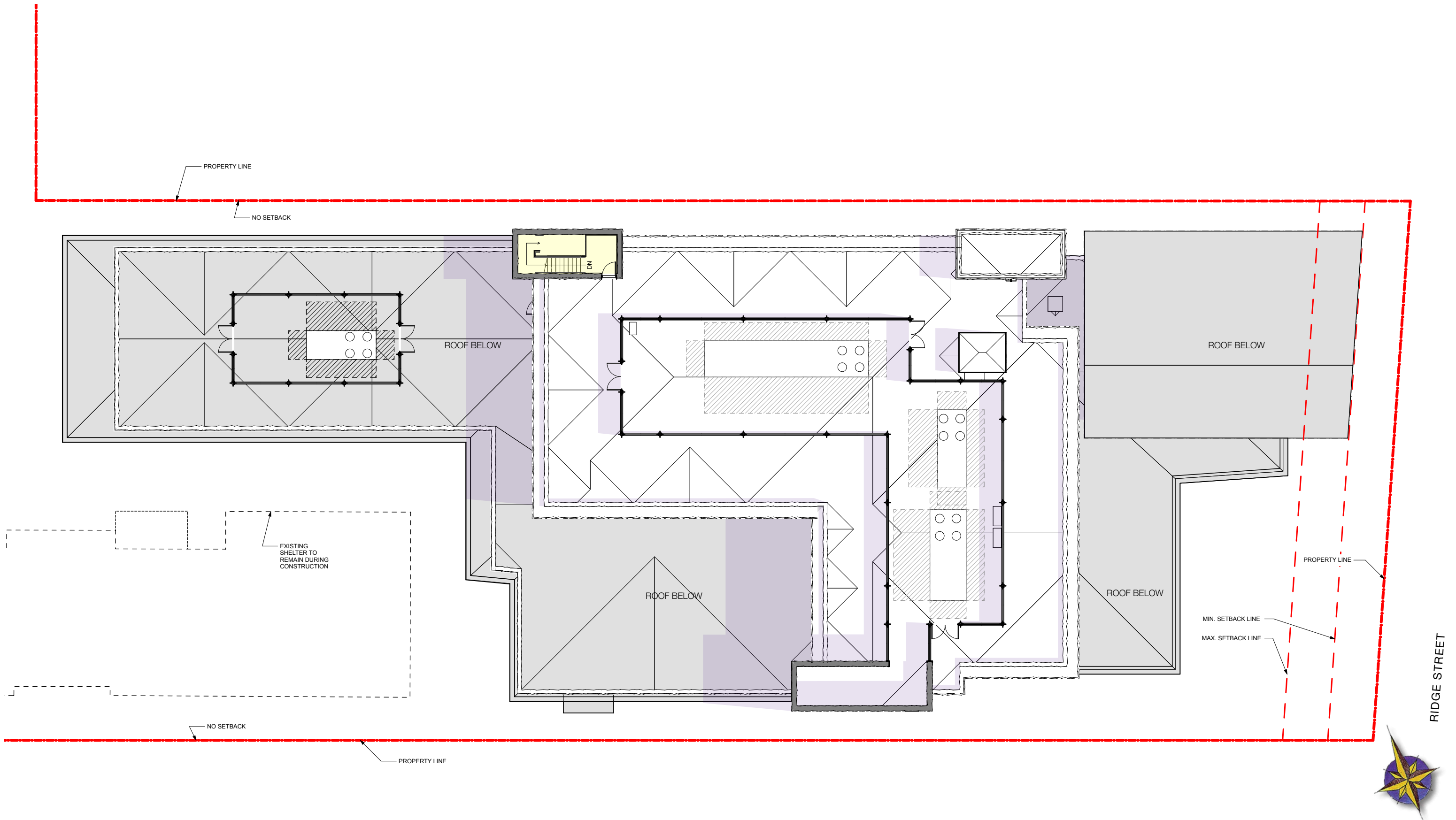
PLAN 3rd FLOOR

All grades, counts and quantities are approximate and will change as design proceeds.



PLAN 4th FLOOR

All grades, counts and quantities are approximate and will change as design proceeds.



PLAN ROOF

All grades, counts and quantities are approximate and will change as design proceeds.



EAST ELEVATION

EXTERIOR MATERIALS KEY	#	COMPONENT	
	1A & 1B	BRICK	1A RED BRICK COLOR 1B IRON SPOT BRICK COLOR
	2	FIBER CEMENT - LAP SIDING	
	3	FIBER CEMENT - BOARD AND BATTEN SIDING	
	4	ALUMINUM STOREFRONT WINDOW SYSTEM	
	5A & 5B	METAL PANEL	5A FAUX WOOD PRINT 5B SOLID COLOR
	6	METAL FASCIA	
	7	ALUMINUM DOWNSPOUT	
	8	PRE-MANUFACTURED METAL CANOPY	
	9	EXTERIOR FENCING AND GATES	
	10	SITE WALLS	
	11	LOUVERED EQUIPMENT SCREEN	
	12	EXTERIOR ALUM COLUMN COVERS W/ FAUX WOOD PRINT	
	13	EXTERIOR ALUMINUM LOUVER	
	14	PARAPET / ROOF COPING	
	15	DRYER VENT	
	16	LIGHT FIXTURE	
	17	SCUPPER	
	18	HOSE BIB	
	19	CUSTOM SIGNAGE	

NOTE: SHADOWS ARE INDICATED ON THE ELEVATIONS TO ILLUSTRATE DEPTH OF FIELD AT BUILDING SURFACES



EXTERIOR MATERIALS KEY	#	COMPONENT	
	1A & 1B	BRICK	1A RED BRICK COLOR 1B IRON SPOT BRICK COLOR
	2	FIBER CEMENT - LAP SIDING	
	3	FIBER CEMENT - BOARD AND BATTEN SIDING	
	4	ALUMINUM STOREFRONT WINDOW SYSTEM	
	5A & 5B	METAL PANEL	5A FAUX WOOD PRINT 5B SOLID COLOR
	6	METAL FASCIA	
	7	ALUMINUM DOWNSPOUT	
	8	PRE-MANUFACTURED METAL CANOPY	
	9	EXTERIOR FENCING AND GATES	
	10	SITE WALLS	
	11	LOUVERED EQUIPMENT SCREEN	
	12	EXTERIOR ALUM COLUMN COVERS W/ FAUX WOOD PRINT	
	13	EXTERIOR ALUMINUM LOUVER	
	14	PARAPET / ROOF COPING	
	15	DRYER VENT	
	16	LIGHT FIXTURE	
	17	SCUPPER	
	18	HOSE BIB	
	19	CUSTOM SIGNAGE	

NOTE: SHADOWS ARE INDICATED ON THE ELEVATIONS TO ILLUSTRATE DEPTH OF FIELD AT BUILDING SURFACES

4
A200
WEST ELEVATION



2 SOUTH ELEVATION

SOUTH ELEVATION (ADJ. TO WINSUPPLY)

EXTERIOR MATERIALS KEY	#	COMPONENT	
	1A & 1B	BRICK	1A RED BRICK COLOR 1B IRON SPOT BRICK COLOR
	2	FIBER CEMENT - LAP SIDING	
	3	FIBER CEMENT - BOARD AND BATTEN SIDING	
	4	ALUMINUM STOREFRONT WINDOW SYSTEM	
	5A & 5B	METAL PANEL	5A FAUX WOOD PRINT 5B SOLID COLOR
	6	METAL FASCIA	
	7	ALUMINUM DOWNSPOUT	
	8	PRE-MANUFACTURED METAL CANOPY	
	9	EXTERIOR FENCING AND GATES	
	10	SITE WALLS	
	11	LOUVERED EQUIPMENT SCREEN	
	12	EXTERIOR ALUM COLUMN COVERS W/ FAUX WOOD PRINT	
	13	EXTERIOR ALUMINUM LOUVER	
	14	PARAPET / ROOF COPING	
	15	DRYER VENT	
	16	LIGHT FIXTURE	
	17	SCUPPER	
	18	HOSE BIB	
	19	CUSTOM SIGNAGE	

NOTE: SHADOWS ARE INDICATED ON THE ELEVATIONS TO ILLUSTRATE DEPTH OF FIELD AT BUILDING SURFACES



1 NORTH ELEVATION

NORTH ELEVATION (ADJ. TO FIRE DEPARTMENT)















AERIAL FROM SOUTHEAST

All grades, counts and quantities are approximate and will change as design proceeds.