

**Agenda**  
**City of Charlottesville**  
**Board of Architectural Review**  
**Regular Meeting**  
**January 22, 2025 5:30 p.m.**  
**Hybrid Meeting (In-person in Council Chamber and virtually via Zoom)**



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

*Noted times are approximate.*

**5:00 Pre-Meeting Discussion**

**5:30 Regular Meeting**

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

**B. Consent Agenda** (Note: Any consent agenda item may be pulled and moved to the regular agenda if a BAR member wishes to discuss it, or if any member of the public is present to comment on it. Pulled applications will be discussed at the beginning of the meeting.)

1. ~~Meeting minutes December 17, 2024. [Attached in draft form to this agenda.]~~  
Video recording available [here](#).

2. **Certificate of Appropriateness Application**  
BAR #HST24-0036  
606 Lyons Court; TMP 520063000  
North Downtown ADC District  
Owner/Applicant: Christine P. Martin, Trustee  
Project: Alterations to house and site

3. **Certificate of Appropriateness Application**  
BAR #HST24-0049  
614 Park Street, Tax Parcel 520184100  
North Downtown ADC District  
Owners/Applicants: Carrie & Kevin Burke  
Project: Site alterations and courtyard parking

4. **Certificate of Appropriateness Application**  
BAR #HST25-0052  
499 West Main Street, Tax Parcel 320177000  
West Main ADC District  
Owner: Blue Suede Charlottesville, LLC  
Applicant: Ryan Roman  
Project: Rooftop addition
5. **Certificate of Appropriateness Application**  
BAR #HST25-0053  
500 Park Street, TMP 530123000  
North Downtown ADC District  
Owner: First Presbyterian Church of Charlottesville, Inc  
Applicant: Richard Lutz  
Project: Playground fence
6. **Certificate of Appropriateness Application**  
BAR #HST25-0054  
321 East Main St, TMP 330226000  
Downtown ADC District  
Owner: 321-323 East Main Street, LLC  
Applicant: Jazmine Mays / Thalhimer  
Project: Install door at side entrance (4<sup>th</sup> Street, NE)

**C. Deferred Items - N/A**

**D. New Items**

- (5:40) 7. **Certificate of Appropriateness Application**  
BAR #HST25-0055  
144 Chancellor Street, Tax Parcel 090109000  
The Corner ADC District  
Owner: Delta Zeta National Housing Corp.  
Applicant: Kevin Blair  
Project: Demolition of contributing structure
- (6:10) 8. **Certificate of Appropriateness Application**  
BAR #HST24-0048  
745 Park Street, Tax Parcel 520051100  
North Downtown ADC District  
Owners/Applicants: Karen Vадja and Kevin Riddle  
Project: Addition to existing dwelling

(6:35) 9.      **Certificate of Appropriateness Application**  
BAR #HST24-0042  
116 West Jefferson Street, Tax Parcel 330183000  
Downtown ADC District  
Owner: West Jefferson Properties, LLC  
Applicant: Kristin Cory/Joshua Batman  
Project: Rear porch exit stairs

(7:00) 10.     **Certificate of Appropriateness Application**  
BAR #HST24-0050  
201 West Water Street, Tax Parcel 280012000  
Downtown ADC District  
Owner/Applicant: Dan FitzHenry  
Project: Signs for Grit Coffee

**E. Other Business**

(7:20) 11.     **Preapplication Conference** (continuation of prior discussions)  
No formal action will be taken.  
200 West Main Street; TMP 280010000  
Downtown ADC District  
Owner: Violet Crown Cinema Charlottesville LLC  
Applicant: Jeff Levien / Heirloom Development (contract purchaser)  
Project: Multi-story residential

(7:40) 12.     **Preapplication Conference**  
No formal action will be taken.  
BAR #24-0051  
300 Ridge Street, Tax Parcel 280151000  
Ridge Street ADC District  
Owner: Donald J. & Brenda C. Toney, Trustees  
Applicant: Greg Jackson, TOPIA design  
Project: Addition

(8:00) 13.     **Staff questions/discussion** (TBD)

- Vacant seat for Landscape Architect
- Review 2025 meeting calendar (see below)
- CLG Annual Report – BAR training requirements
- Schedule work session re: process and procedures

**F. Adjourn** (8:20)

### **2025 BAR Meeting Schedule**

- Wednesday, January 22, 2025
- Wednesday, February 19, 2025
- Tuesday, March 18, 2025
- Tuesday, April 15, 2025
- Tuesday, May 20, 2025
- Tuesday, June 17, 2025
- Tuesday, July 15, 2025
- Tuesday, August 19, 2025
- Tuesday, September 16, 2025
- Tuesday, October 21, 2025
- Tuesday, November 18, 2025
- Tuesday, December 16, 2025

### **Board of Architectural Review Authority**

Per Charlottesville code Chapter 34, Section: 5.1.5.C.2., the Board of Architectural Review is responsible for final action regarding:

- a. Certificates of Appropriateness under Major Historic Review; and
- b. Appeals regarding Certificates of Appropriateness under Minor Historic Review.

### **Public Participation & Access**

Regarding public comment(s): The BAR values community participation and input and welcomes public comments at meetings. The intent is to allow public input; not initiate a dialogue or debate with the board.

Individuals with disabilities who require assistance or special arrangements to participate in the public meeting may call the ADA Coordinator at (434) 970-3182 or submit a request via email to [ada@charlottesville.gov](mailto:ada@charlottesville.gov) . The City of Charlottesville requests that you provide a 48-hour notice so that proper arrangements may be made.